

# CITY COUNCIL MEETING AGENDA

**August 14, 2025**

6:00 PM

Central Point City Hall, Council Chambers

140 S 3rd St, Central Point, OR

[www.centralpointoregon.gov](http://www.centralpointoregon.gov)



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**10. Meeting Called to Order**

**20. Pledge of Allegiance**

**30. Roll Call**

**40. Public Comments**

The City Council sets aside 20 minutes for in-person public comments on non-agenda items. Comments are limited to three (3) minutes per individual, five (5) minutes per group or organization. Please complete a public comment form before speaking.

The City Council encourages written comments. Please submit your comments by regular mail to City Council, 140 S Third St, or by email to [meetings@centralpointoregon.gov](mailto:meetings@centralpointoregon.gov). Comments must be received by noon on the date of the meeting to be noted in the record. Please include the date of the Council meeting with your comments.

**50. Public Agency Comment**

**60. Consent Agenda**

A. Approval of July 17, 2025, Meeting Minutes

**70. Items Removed from the Consent Agenda**

**80. Ordinances and Resolutions**

- A. Resolution Appointing Council Member to Vacancy - At Large  
Chris Clayton, City Manager
- B. Lease Purchase Agreement for Police Vehicle
- C. Second Reading - Ordinance Amending 2.18.010  
Dave Jacob, Park Planner
- D. Ordinance Adding 9.100 Fireworks  
Chris Clayton, City Manager

**90. Business**

- A. 2024-2025 Year End Financial Report  
Tessa DeLine, Finance Director
- B. Setting future agenda item - parks naming  
Chris Clayton, City Manager
- C. Planning Commission Report

**100. Mayor's Report**

**110. City Manager's Report**

**120. Council Reports**

**130. Department Reports**

**140. Adjournment**

*Individuals wishing to attend a meeting via Zoom or needing special accommodations such as sign language, foreign language interpreters, or equipment for deaf and hard of hearing people must request such services at least 72 hours before the City Council meeting. To make your request, please contact the City Recorder at 541-423-1015 (voice) or by e-mail to [meetings@centralpointoregon.gov](mailto:meetings@centralpointoregon.gov).*

*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.*

# CITY COUNCIL MEETING MINUTES

July 17, 2025

6:00 PM

Central Point City Hall, Council Chambers

140 S 3rd St, Central Point, OR

[www.centralpointoregon.gov](http://www.centralpointoregon.gov)



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## 1 Meeting Called to Order

## 2 Pledge of Allegiance

## 3 Roll Call

The following members were present: Mayor Taneea Browning, At Large Rob Hernandez, Ward II Kelley Johnson, Ward IV Brian Whitaker

The following members were absent: Ward I Neil Olsen At Large Michael Parsons

The following staff were also present: City Manager Chris Clayton, City Attorney Sydnee Dreyer, Parks and Public Works Director/Assistant City Manager Matt Samitore, Police Chief Scott Logue, Human Resources Director Elizabeth Simas, and City Recorder Rachel Neuenschwander

## 4 Public Comments

## 5 Public Agency Comment

## 6 Consent Agenda

### A. Approval of June 26, 2025, Meeting Minutes

**Motion:** Approve

**Moved By:** Rob Hernandez

**Seconded by:** Kelley Johnson

**Roll Call:** Members Taneea Browning, Rob Hernandez, Kelley Johnson, Brian Whitaker voted yes. None voted no.

**7 Items Removed from the Consent Agenda**

**8 Ordinances and Resolutions**

**A. An Ordinance Amending in Part Central Point Municipal Code Section 2.18.010 - Parks and Recreation Commission - Established - Membership Terms**

Dave Jacob, Park Planner, presented the ordinance amending the Central Point Municipal Code regarding the Parks and Recreation Commission membership terms. He explained that the purpose was to provide for the addition of a high school student to the commission as a voting member. The goals were to promote youth civic engagement, foster local youth leadership, encourage commitment to public service, and incorporate youth viewpoints into the commission.

Mr. Jacob detailed the elements of the amendment, including:

- Maintaining 7 members on the commission (6 at-large members and 1 youth member aged 16-18)
- The student must attend Central Point High School or be a resident attending another Rogue Valley high school
- A 2-year term for the youth member
- Application and appointment process, including a letter of recommendation
- Eligibility criteria
- A \$2,000 scholarship for completing the 2-year term

He noted that the Parks and Recreation Commission approved the revised ordinance on May 29th and forwarded it to the city council with a recommendation to approve.

Mayor Browning thanked Dave for his comprehensive staff report, noting how it tied the purpose and mission to the strategic plan.



Rob Hernandez offered to help connect Dave with the right person at the Crater Foundation regarding the scholarship.

**Motion:** Approve

**Moved By:** Rob Hernandez      **Seconded by:** Kelley Johnson

**Roll Call:** Members Tanea Browning, Rob Hernandez, Kelley Johnson, Brian Whitaker voted yes. None voted no.

**Rob Hernandez I move to forward an Ordinance Amending in Part Central Point Municipal Code Section 2.18.010 - Parks and Recreation Commission - Established - Membership Terms to a second reading.**

**B. Ordinance Adding 9.100 Fireworks**

Sydnee Dreyer, City Attorney, presented the first reading of an ordinance to create a new chapter in the city code regulating fireworks. She explained that currently the only regulation in the code prohibits fireworks use in the greenway. The new ordinance would establish that consumer fireworks are legal within Central Point, but within a very strict timeframe: July 3rd until midnight on July 4th, between 8 PM and midnight only.

Ms. Dreyer outlined key points of the ordinance:

- Exceptions for state fire marshal permits for larger firework shows
- Prohibitions in certain areas (Greenway, public schools, public parks, city hall, police station)
- Increased penalty for violations up to \$500 per violation

Council asked about informing citizens of the changes. City Manager Chris Clayton confirmed that the city plans to provide information on the website and in newsletters as they approach July 4th next year.

**Motion:** Approve

**Moved By:** Kelley Johnson      **Seconded by:** Brian Whitaker

**Roll Call:** Members Tanea Browning, Rob Hernandez, Kelley Johnson, Brian Whitaker voted yes. None voted no.

**Kelley Johnson moved to forward the Ordinance amending in part Central Point Municipal Code Title 9 - to add a new Section 9.100 Limitations on Fireworks to a second reading.**

**C. Ordinance Amending CPMC 2.16--Planning Commission (2nd Reading)**

Chris Clayton, City Manager, presented the second reading of an ordinance amending Central Point Municipal Code chapter 2.16 regarding the planning commission. He noted that corrections and changes had been made since the first reading based on council member questions, including clarification on language concerning the removal of planning commission members and correcting an inaccuracy in a referenced ORS statute.

**Motion:** Approve

**Moved By:** Kelley Johnson                      **Seconded by:** Rob Hernandez

**Roll Call:** Members Tanea Browning, Rob Hernandez, Kelley Johnson, Brian Whitaker voted yes. None voted no.

**Kelley Johnson moved to approve Ordinance No. 2128, the ordinance amending Chapter 2.16 of the Central Point Municipal Code to clarify rules and procedures governing the Planning Commission in alignment with state law and best practices in Oregon land use planning.**

**D. 2025 Pavement Maintenance Project**

Matt Samitore, Parks and Public Works Director, presented a Resolution awarding a contract to the lowest qualified bidder for the 2025 pavement maintenance project. He explained that they had narrowed down the project to focus on two streets: Twin Creeks, North Haskell Street from Twin Creeks to Taylor Road, and Hammock Road from Naples to Beebe. The lowest bidder was Pilot Rock Excavation at \$194,170.

Mr. Samitore recommended approval so they could begin work. He noted that they were waiting for construction in certain areas to finish before doing more elaborate preservation work.

**Motion:** Approve

**Moved By:** Kelley Johnson                      **Seconded by:** Brian Whitaker

**Roll Call:** Members Tanea Browning, Rob Hernandez, Kelley Johnson, Brian Whitaker voted yes. None voted no.

**Kelley Johnson moved to approve Resolution No. 1839 accepting the Lowest Qualified Bid from Pilot Rock Excavation, Inc., for the construction of 2025 Pavement Maintenance Project and Authorizing the City Manager to Execute a Contract.**

**E. Resolution Adopting Field Reservation Policy**

Matt Samitore, Parks and Public Works Director/Assistant City Manager, presented a field reservation policy to address the growing problem of field availability within Central Point. He explained that despite owning the soccer fields at Twin Creeks, there are more user groups than available fields. The policy outlines how to proceed with reservations and includes a tiebreaking procedure.

Mr. Samitore noted that some constituents might not be happy about this policy, but it was necessary due to the limited number of soccer fields. He mentioned that they are trying to get two more fields online by next summer.

The policy prioritizes field use as follows:

- City-operated programs
- City-sponsored programs
- School district programs
- Other organizations (including Junior Comets and Central Valley soccer programs)

Council members discussed the policy, acknowledging the challenges of accommodating all groups with limited field space. They also discussed the possibility of implementing a similar policy for the community center in the future.

**Motion:** Approve

**Moved By:** Rob Hernandez      **Seconded by:** Brian Whitaker

**Roll Call:** Members Tanea Browning, Rob Hernandez, Kelley Johnson, Brian Whitaker voted yes. None voted no.

**Rob Hernandez moved to approve Resolution No. 1840, a Resolution adopting Sports Field Reservation Policy.**

**F. Resolution Approving IGA for Change Order Community Center**

Matt Samitore Parks and Public Works Director/Assistant City Manager, presented a resolution to approve an intergovernmental agreement (IGA) for a change order related to the community center project. He explained that the change order was for a preschool playground, which replaced the originally planned workout facility. The playground design incorporates both hard and soft surfaces that are ADA compliant.

Matt noted that the \$180,000 cost for the playground is already in the budget and will be paid directly, not added to the lease or overall project amount. He also mentioned that the preschool area would be used for day camps during the summer months.

**Motion:** Approve

**Moved By:** Rob Hernandez      **Seconded by:** Brian Whitaker

**Roll Call:** Members Tanea Browning, Rob Hernandez, Kelley Johnson, Brian Whitaker voted yes. None voted no.

**Rob Hernandez moved to approve Resolution No. 1841 a Resolution approving that Intergovernmental Agreement between the City of Central Point and Jackson County for authorization to proceed with change order for Multi-use Pandemic Response Center.**

**9 Business**

**A. Local Diesel Tax Initiative Update**

Mr. Clayton noted that the current proposal being considered in the special session would generate an additional \$350,000 annually for Central Point. While this is less than the \$500,000 to \$600,000 projected from the proposed 2-cent per gallon diesel tax, he and Matt Samitore would recommend not pursuing the local diesel tax if the state funding comes through.

Given the timeline of the potential special session, Mr. Clayton recommended deferring the decision on the local diesel tax to the spring of 2026. He noted that the city's road fund currently has a healthy balance of about \$4.3 million, providing a cushion to wait until May.

Council members discussed the recommendation, with Councilor Whitaker expressing concern about thin margins and the need to keep a close eye on the financial situation. Mr. Clayton assured the council that they would have a clearer picture of the financial future for the road fund before significant capital is spent on the next major road project.

The council reached a consensus to wait until May 2026 before making a decision on the local diesel tax initiative, pending the outcome of the state legislature's special session.

## **10 Mayor's Report**

Mayor Browning reported on her recent activities, including:

- Attending the Oregon Mayors Association Summer Conference in Eastern Oregon
- Participating in a community center site visit in June
- Presenting safety awards to summer camp participants
- Participating in the Fourth of July parade
- Attending the groundbreaking at Goodwill
- Meeting with the designer for plaza renovations
- Attending the swine auction at the county fair

She also noted the community's response to recent thunderstorms, praising neighbors for helping each other during the aftermath.

## **11 City Manager's Report**

City Manager Chris Clayton provided updates on several items:

- He informed the council about Mike Parsons' recent cardiothoracic surgery and complications, suggesting the appointment of Mike Quilty as a temporary council member pro tem.
- He commended the staff involved in the Ferment and Fire project, which is set to open soon.

- He mentioned the vacancy on the city council due to Gray Zimmerman's resignation and noted that several candidates have expressed interest.
- He advised that Tessa Line, the new finance director, will present the end-of-year financial report at the first meeting in August.

## **12 Council Reports**

Council members provided brief reports on their activities since the last meeting, including attending various community events and meetings.

## **13 Department Reports**

Parks and Public Works Director/Assistant City Manager Matt Samitore thanked constituents for not blocking sidewalks on the Fourth of July and reported on the success of the county fair.

City Attorney Sydnee Dreyer reminded everyone about the upcoming executive session and Development Commission meeting.

Police Chief Scott Logue provided a hiring update and announced a retirement celebration for an officer on July 30th at 12:30 PM.

## **14 Executive Session**

Mayor Browning announced that the city council would be adjourning to executive session under the provisions of ORS 192.660.

Rob Hernandez moved to adjourn the regular session and move to executive session under ORS 192.660(2)(d) to conduct deliberations with persons designated by the council to carry on labor negotiations, and ORS 192.660(2)(e) to conduct deliberations with persons designated by the city council to negotiate real property transactions. Councilor Whitaker seconded the motion.

Sydnee Dreyer read the opening statement to move into the executive session at 7:11pm.

### **A.**

**ORS 192.660(2)(d) to conduct deliberations with persons designated by the Council to carry on labor negotiations.**

**B. ORS 192.660(2)(e) to conduct deliberations with persons designated by the Council to negotiate real property transactions.**

**15 Adjournment**

City Attorney Sydnee Dreyer stated that, there being no further business, the Executive Session was adjourned and the meeting concluded at 8:48 p.m.

The foregoing minutes of the July 17, 2025, Council meeting were approved by the City Council at its meeting of \_\_\_\_\_, 2025.

Dated:

\_\_\_\_\_  
Mayor Tanea W. Browning

ATTEST:

\_\_\_\_\_  
City Recorder



**DEPARTMENT:** Administration

**MEETING DATE:** August 14, 2025

**STAFF CONTACT:** Chris Clayton, City Manager

**SUBJECT:** Resolution Appointing Council Member to Vacancy - At Large

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**SUMMARY AND BACKGROUND:**

Section 31 of the Central Point Charter provides that a Council office becomes vacant upon the incumbent's death. The at-large Council Position held by Mike Parsons has become vacant as a result of his passing. Section 32 of the Charter provides that a vacancy will be filled by appointment by a majority of the remaining Council members. Section 32 of the Charter provides that an appointee's term of office shall run from appointment until expiration of the term of office of the last person elected to that office.

Mike Quilty, a former Council member had expressed a willingness to serve as pro tem Council member for Mike Parsons during his period of disability. To appoint Mike Quilty to the vacant position, Council must consider his qualifications to serve, and if Council approves of the appointment, make a motion to appoint for the remainder of the vacant term.

Mike Quilty meets all the qualifications set forth in Section 27 of the Charter to serve as Council member, he has past experience serving on Council which will help expedite his transition to this appointment; he has transportation experience. The Council may consider these factors in determining whether to make the appointment.

The existing term expires December 31, 2028.

**PREVIOUSLY DISCUSSED/DECIDED:**

**FINANCIAL ANALYSIS:**

**LEGAL ANALYSIS:**

Council is required to fill a vacancy by vote of a majority of the Council per Section 32 of the Charter.

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

**ATTACHMENTS/EXHIBITS:**



1. RESO Appointing Councilor to Vacant Position

**STAFF RECOMMENDATION:**

Make a motion to approve the Resolution or direct staff to open the application to additional applicants.

**RECOMMENDED MOTION:**

I move to approve Resolution No. \_\_\_\_\_ a Resolution appointing to vacant council position - at Large.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPOINTING TO VACANT COUNCIL POSITION – AT LARGE**

**RECITALS:**

- A. Section 31 of the Central Point Charter provides that a Council office becomes vacant upon the incumbent's death.
- B. The at-large Council Position held by Mike Parsons has become vacant as a result of his passing.
- C. Section 32 of the Charter provides that a vacancy will be filled by appointment by a majority of the remaining Council members.
- D. Section 32 of the Charter provides that an appointee's term of office shall run from appointment until expiration of the term of office of the last person elected to that office.
- E. Mike Quilty, a former Councilmember had expressed a willingness to serve as pro tem Councilmember for Mike Parsons during his period of disability.
- F. Council duly considered appointment of Mike Parsons and finds that: a) he meets all qualifications to serve as Council member; b) he has past experience serving on Council which will help expedite his transition to this appointment; c) he has transportation experience which the Council finds is in the public interest.
- G. Council voted on the appointment at a public meeting to fill the position vacated by Mike Parsons.

**THE CITY OF CENTRAL POINT RESOLVES AS FOLLOWS:**

SECTION 1. The Council appoints Mike Quilty to the at large position vacated by Mike Parsons on City Council and whose term will begin immediately and continue until the beginning of the year following the next general biennial election.

SECTION 2. This Resolution becomes effective immediately upon its passage.

**PASSED** by the Council and signed by me in authentication of its passage this 14th day of August, 2025.

\_\_\_\_\_  
Mayor Tanea Browning

ATTEST:

\_\_\_\_\_  
City Recorder



**DEPARTMENT:** Finance

**MEETING DATE:** August 14, 2025

**STAFF CONTACT:**

**SUBJECT:** Lease Purchase Agreement for Police Vehicle

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**SUMMARY AND BACKGROUND:**

This update provides revised financial information regarding the lease-purchase of a police patrol vehicle, upfitting, and police equipment included in the City's 2025–27 biennial budget.

The City has received an updated 5-year lease proposal from Government Capital Corporation for the purchase of the patrol vehicle. The revised lease amount shall not exceed \$117,122.93, which remains within the amount anticipated and appropriated in the adopted budget.

The proposed lease structure, detailed in the updated Exhibit A, outlines the terms and payment schedule for the lease. Government Capital Corporation is requesting the adoption of a resolution approving the updated lease terms and authorizing the City Manager, or the City Manager's designee, to execute the agreement.

The attached revised resolution has been prepared to reflect the updated amount and meet the request of Government Capital Corporation.

**PREVIOUSLY DISCUSSED/DECIDED:**

Original Resolution 1836, which was approved by City Council on June 26, 2025, had the incorrect total not to exceed amount of \$102,152.24.

**FINANCIAL ANALYSIS:**

The initial lease payments will be included in the City's 2025-27 biennial budget and each subsequent annual lease payment will be included in future City budgets.

**LEGAL ANALYSIS:**

N/A

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Strategic Priority – Responsible Governance

GOAL 1 - Maintain a strong financial position that balances the need for adequate service levels and capital requirements against the affordability that is desired by our citizens.

GOAL 2 - Invite Public Trust.

STRATEGY 1 – Be a trusted source of factual information.

**ATTACHMENTS/EXHIBITS:**

1. Financing Proposal Update
2. Resolution Lease Purchase Agreement - Police Vehicle - 2025

**STAFF RECOMMENDATION:**

Approve resolution as presented.

**RECOMMENDED MOTION:**

I move to approve Resolution No. \_\_\_\_\_ a resolution authorizing a lease purchase agreement with Government Capital Corporation for the purpose of financing new police vehicle.



# Financing Proposal

*Prepared For*



## Central Point City Hall

July 24, 2025

*Submitted By*

**Government Capital Corporation**

345 Miron Drive  
Southlake, Texas 76092

**Cody Thomas**  
Municipal Finance Specialist  
817-722-0208



## Table of Contents

|                                   |   |
|-----------------------------------|---|
| Corporate Overview                | 3 |
| Representative Experience         | 3 |
| Partial Listing of Oregon Clients | 4 |
| Proposal Summary                  | 5 |
| Resolution                        | 6 |



## Corporate Overview

Government Capital Corporation (GCC) was founded in 1992 with the exclusive purpose of providing financing for state and local governmental entities including cities, schools, counties, special districts, and their component units. Since our inception, Government Capital Corporation has provided financing structures exceeding \$6 billion in funding for a wide variety of projects. These projects have included construction, land acquisition, infrastructure improvements, public works projects, and the refunding of existing obligations. Our team possesses extensive experience in assisting state and local governmental entities of all types in creating, evaluating and implementing financing structures of every type authorized by various state borrowing authorities. In many cases, we have helped our clients adapt to and comply with regulatory changes enabling them to execute financings more rapidly, efficiently, and economically.

## Representative Experience

**City of Carlton** – The City of Carlton partnered with Government Capital Corporation to finance the construction of a new civic center. The 12,854 square-foot facility, anticipated to open by the end of 2025, will house the Carlton City Hall as well as the Public Safety Department and will provide flexible community space for public and private functions.

**Marcola School District #79J** – Marcola School District has partnered with Government Capital on numerous projects since 2015. The district’s most notable projects have been a transportation facility and land for the district’s agriculture program. The land, now referred to as “The Farm,” provides students with hands-on learning opportunities with livestock and natural resources.

**City of Silverton** – Government Capital Corporation provided the City of Silverton with financing for a new civic center as well as a refinancing. The two-story civic center will be a 26,000 square-foot facility and will house the Silverton police department, municipal court, council chambers, and city hall. Additionally, GCC provided a refunding of a low cap water and sewer revenue bond originally issued in 2010 which resulted in interest cost savings exceeding \$500,000.

**Lowell School District #71** – Lowell School District has partnered with Government Capital Corporation on over a dozen projects since 2014. In 2022, GCC assisted the district with financing for a 3,960 square foot building which provides a weight training room and additional classrooms to students and teachers.

**Jefferson County** – Government Capital Corporation recently assisted Jefferson County with financing on the construction of a new healthcare facility. The 21,200 square foot facility adjacent to the St. Charles Medical Center will be shared by Jefferson County Public Health and Mosaic Medical. This cooperative venture between private, nonprofit and community health will provide improved access to healthcare for Jefferson County residents for many years to come.

**Charleston Fire Protection District** – Government Capital Corporation assisted the Charleston Fire Protection District with financing for a new apparatus. The new Pierce Saber Fire Engine replaced a Pierce Arrow vehicle which was in service for over 31 years.

**City of Maupin** – Government Capital Corporation assisted the City of Maupin on the refunding of a Rural Community Assistance Corporation loan. The original note proceeds were used for the 2019 construction of the City of Maupin Civic Center and County Library facility. The refunding reduced the city’s total interest cost by more than \$200,000.



## Partial Listing of Oregon Clients



Columbia River Fire & Rescue



Blachy School District



City of Central Point



Yamhill Fire Protection District



Coos County



Scappoose Rural  
Fire Protection District



Central Linn School District



City of Burns



Central Oregon Coast  
Fire & Rescue



Umatilla Morrow  
Radio & Data District



South Lane County  
Fire & Rescue



Pingree-Buchanan  
Public School District



Clackamas  
Education Service District



City of Lowell



Falls City School District



CITY OF OAKLAND  
City of Oakland



City of Brownsville



Lane Fire Authority



Lane Education Service District



City of McMinnville





July 24, 2025

Ms. Tessa DeLine  
Central Point City Hall  
(541) 664-3321  
tessa.deline@centralpointoregon.gov

Dear Ms. DeLine,

Thank you for the opportunity to present proposed financing for Central Point City Hall. I am submitting for your review the following proposed structure:

|                      |                                            |
|----------------------|--------------------------------------------|
| ISSUER:              | Central Point City Hall, OR                |
| FINANCING STRUCTURE: | Tax Exempt Structure w/ \$1.00 purchase    |
| EQUIPMENT COST:      | \$ 105,793.57                              |
| CONTINGENCY: 10%     | <u>\$ 10,579.36</u>                        |
|                      | \$ 116,372.93                              |
| ISSUANCE COSTS:      | \$ 750.00                                  |
| FINANCED AMOUNT:     | <u>\$ 117,122.93</u>                       |
| ANNUAL TERM:         | 5 Payments                                 |
| INTEREST RATE:       | 5.878%                                     |
| PAYMENT AMOUNT:      | \$ 27,712.34                               |
| PAYMENTS BEGINNING:  | One year from signing, annually thereafter |

**Financing for these projects would be simple, fast and easy due to the fact that:**

- ✓ We have an existing relationship with you and have your financial statements on file, expediting the process. Please keep in mind we may also need current year statements.
- ✓ We can provide familiar documentation for your legal counsel.

This proposal includes issuance costs of \$ 750.00. For the purposes of this proposal these costs have been included in the financed amount. At the customers' option, this amount can be paid separately. The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are based on current markets. Upon credit approval, rates may be locked for up to thirty (30) days. If funding does not occur within this time period, rates will be indexed to markets at such time.

Our finance programs are flexible and as always, my job is to make sure you have the best possible experience every time you interact with our brand. We're always open to feedback on how to make your experience better. If you have any questions regarding other payment terms, frequencies or conditions, please do not hesitate to call.

With Best Regards,

*Cody Thomas*

Cody Thomas  
Municipal Finance Specialist  
Direct: 817-722-0208

## RESOLUTION

### A RESOLUTION REGARDING A CONTRACT FOR THE PURPOSE OF FINANCING A **"POLICE VEHICLE AND UPFITTING".**

WHEREAS, Central Point City Hall (the "Issuer") desires to enter into that certain Lease Purchase Agreement by and between the Issuer and Government Capital Corporation ("GCC") for the purpose of financing a "Police Vehicle and Upfitting".

WHEREAS, the City desires to designate this Lease Purchase Agreement as a "qualified tax-exempt obligation" of the Issuer for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

WHEREAS, the City desires to designate Christopher Clayton, City Manager, as an authorized signer of the Lease-Purchase Agreement.

NOW THEREFORE, BE IT RESOLVED BY CENTRAL POINT CITY HALL:

Section 1. That Central Point City Hall will enter into a Lease Purchase Agreement with GCC for the purpose of financing a "Police Vehicle and Upfitting".

Section 2. That the Lease Purchase Agreement by and between the Central Point City Hall and GCC is designated by the Issuer as a "qualified tax-exempt obligation" for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

Section 3. That the Issuer appoints the City Manager or the City Manager's designee, as the authorized signer of the Lease Purchase Agreement by and between the Central Point City Hall and GCC as well as any other ancillary exhibit, certificate, or documentation needed for the Contract.

Section 4. The City will use loan proceeds for reimbursement of expenditures related to the Property, within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended.

This Resolution has been PASSED upon Motion made by Board Member \_\_\_\_\_,  
seconded by Board Member \_\_\_\_\_ by a vote of \_\_\_\_\_ Ayes to \_\_\_\_\_ Nays and is  
effective this \_\_\_\_\_, 2025.

**Issuer:** City of Central Point

Witness Signature

NAME: Tanea Browning, Mayor

NAME: Rachel Neuenschwander,  
City Recorder

## **RESOLUTION NO. \_\_\_\_\_**

### **A RESOLUTION AUTHORIZING A LEASE PURCHASE AGREEMENT WITH GOVERNMENT CAPITAL CORPORATION FOR THE PURPOSE OF FINANCING POLICE VEHICLE**

#### **Recitals:**

City of Central Point desires to enter into that certain Lease-Purchase Agreement by and between Government Capital Corporation and the City of Central Point, for the purpose of financing a Police Vehicle. The City of Central Point desires to designate this Agreement as a “qualified tax exempt obligation” of the City of Central Point for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended. The City of Central Point desires to designate Chris Clayton, City Manager, as an authorized signer of the Agreement.

Therefore, the City of Central Point resolves as follows:

#### **Section 1.**

That the City of Central Point is authorized to enter into a Lease Purchase Agreement with Government Capital Corporation for the purpose of financing Police Vehicle, upfitting, and police equipment in an amount not to exceed \$117,122.93 (equipment cost + 10% contingency).

#### **Section 2.**

That the Lease Purchase Agreement by and between the City of Central Point and Government Capital Corporation is designated by the City as a “qualified tax exempt obligation” for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

#### **Section 3.**

That the City of Central Point will designate City Manager or the City Manager’s designee, as an authorized signer of the Lease Purchase Agreement by and between the City of Central Point and Government Capital Corporation as well as any other ancillary exhibit, certificate, or documentation needed for the Agreement.

#### **Section 4.**

That should the need arise, if applicable, the City will use loan proceeds for reimbursement of expenditures related to the Property, within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended.

***Passed by the Council and signed by me in authentication of its passage this 14th Day of August 2025.***

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**Mayor Tanea W. Browning**

**ATTEST:**

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**City Recorder**

Resolution No. \_\_\_\_\_; August 14, 2025



**DEPARTMENT:** Administration **MEETING DATE:** August 14, 2025

**STAFF CONTACT:** Dave Jacob, Park Planner

**SUBJECT:** Second Reading - Ordinance Amending 2.18.010

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**SUMMARY AND BACKGROUND:**

This is a second reading of an Ordinance amending in part Central Point Municipal Code Section 2.18.010 - Parks and Recreation Commission - Membership terms.

At its February 12th meeting, the Parks and Recreation Commission discussed a staff proposal to add a high school student as a voting member of the Commission. Commissioners expressed support for the idea and directed staff to develop a formal process to establish this position. Staff presented the revised ordinance and program elements to the Park and Recreation Commission at the May 29th meeting. The program was developed around three primary goals:

1. Promote Youth Civic Engagement: The Commission regularly considers policies and programs that affect Central Point's youth. Adding a student member ensures these perspectives are represented in decision-making and encourages early participation in local government.
2. Provide a Learning Opportunity in Public Service: The student member will gain firsthand experience in local governance through participation in policy discussions, community projects, and public meetings. This role offers practical lessons in consensus-building, leadership, and civic responsibility.
3. Strengthen the Future of Local Leadership: By fostering values of public service, accountability, and engagement, the program aims to develop future civic leaders and instill a lasting culture of community involvement among Central Point youth.

Staff developed the following program elements for review:

**Membership Terms**

- Establishes a high school student as one of the seven voting members of the Parks and Recreation Commission.
- Defines a two-year term of service, with eligibility limited to Central Point high school juniors or Central Point residents who are attending high schools located outside the School District 6 jurisdiction.
- Clarifies quorum requirements, the appointment process, and procedures for filling vacancies.
- Sets an application timeline, allowing flexibility in the initial term following adoption of the ordinance.

**Youth Member Criteria**

- Establishes eligibility requirements, including age, residency, and a demonstrated interest in civic involvement.
- Outlines responsibilities such as regular meeting attendance, active participation, and professional conduct.
- Details the application and appointment process.

#### Youth Public Service Scholarship Award

- A \$2,000 scholarship will be awarded by the Central Point Parks and Recreation Foundation.
- Award is contingent on successful completion of the student's two-year term.
- Requires consistent attendance, active participation, and submission of a written reflection on the experience.
- Scholarship funds will be disbursed directly to the student's post-secondary or vocational institution.

The Parks and Recreation Commission approved all elements of the program and forwarded the revised ordinance and program elements to City Council with a recommendation to approve. If the revised municipal code is approved, the application process would be opened this summer and a youth member added by late summer or early fall.

Since the first reading, staff has made two minor revisions to the ordinance for clarification:

First, it is clarified that at the start of the 2-year term the youth must be a junior or a rising junior; and second, it was clarified that the term starts July 1 of year one and ends June 30 of year 2.

### **PREVIOUSLY DISCUSSED/DECIDED:**

#### **FINANCIAL ANALYSIS:**

There will be minimal financial impact. The Central Point Parks and Recreation Foundation has committed to providing \$1000 for the scholarship and the city will provide an additional \$1000. The \$2000 scholarship will be awarded for two years of completed service on the Parks and Recreation Commission.

#### **LEGAL ANALYSIS:**

#### **COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Community Investment

GOAL 3 - Provide opportunities for youth education, recreation, and support. (Kids are the future. Happy, well-adjusted kids are the canary in the coal mine for true community/ family well-being).

STRATEGY 1 – Communicate regularly with SD6 regarding partnership opportunities to further excellent K-12 education in Central Point. Promote, encourage and financially support ongoing 4H and FFA programs.

## Community Engagement

GOAL 2 - Promote community and city government through volunteerism.

STRATEGY 1 – Offer internships for youth through partnerships with local businesses, governments, and schools.

STRATEGY 5 –Expand existing park and recreation volunteer programs to increase involvement in recreation programs, special events, and park maintenance. Work with School District 6 and other organizations to provide enhanced community service opportunities for our youth to be directly involved in park and recreation projects.

Examine the potential of developing a citizen “adopt a park” program.

## Responsible Governance

GOAL 4 - Promote awareness of and encourage opportunities to participate in local government as a citizen, volunteer or policymaker.

### **ATTACHMENTS/EXHIBITS:**

1. ORD Amending 2.18.010 Park and Recreation Commission (2nd reading)
2. Criteria for Youth Member of the Central Point Parks and Recreation Commission 6-25-2025
3. Scholarship Criteria for Youth Member of the Central Point Parks and Recreation Commission 6-25-2025
4. Application for Youth Member Central Point Parks and Recreation Commission 6-25-2025

### **STAFF RECOMMENDATION:**

Make a motion to approve the ordinance as presented.

### **RECOMMENDED MOTION:**

I move to approve Ordinance No. \_\_\_\_\_, an Ordinance amending in part Central Point Municipal Code Section 2.18.010 - Parks and Recreation Commission - Established - Membership - Terms.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING IN PART CENTRAL POINT MUNICIPAL CODE SECTION  
2.18.010 – PARKS AND RECREATION COMMISSION--ESTABLISHED –  
MEMBERSHIP--TERMS**

Recitals:

- A. Pursuant to CPMC 1.01.040, the city council, may from time to time revise its municipal code which shall become part of the overall document and citation.
- B. The City desires to create opportunities for youth involvement in City business.
- C. The City finds that establishment of a youth membership position on the Parks and Recreation Commission would create valuable opportunities for a youth member to be involved in parks related issues.
- D. Words ~~lined through~~ are to be deleted and words **in bold** are added.

**THE PEOPLE OF THE CITY OF CENTRAL POINT DO ORDAIN AS FOLLOWS:**

SECTION 1. CPMC 2.18.010 is hereby amended to read as follows:

2.18.010 Established—Membership—Terms

- A. **Membership.** There is established a Central Point Parks and Recreation Commission composed of seven voting members who shall be appointed by and shall serve at the pleasure of the city council, but who shall not be council members, officers, or employees of the city of Central Point. **Six members shall be at large; and except as provided below one member shall be a youth member who shall be a resident of Central Point and either: 1) a current School District 6 student from a Central Point High School; or 2) attending a high school outside the jurisdiction of School District 6; and shall be enrolled as a junior, or an incoming junior, at the time of appointment. The youth member shall be a full voting member and shall count toward quorum and residency requirements. The city council may solicit recommendations for appointment of a high school member through local schools or public application.**
- B. **Terms. At large** Parks and Recreation Commissioners will serve three-year terms; **the youth member shall serve a two-year term.** Each member of the commission shall have a demonstrated interest in parks, open space, and recreation matters. At least seventy-five percent of commission members shall be residents of Central Point.
- C. **Vacancy on Youth Position.** In the event the youth member position remains vacant for 1-month or more it may be filled by a citizen at large to the remainder of the then vacant two-year term.



**D. Appointment of Chairperson.** Each year, before the first regular meeting of the Parks and Recreation Commission, the mayor shall appoint a commission chairperson. The chairperson shall hold office for one year.

**E. Application/Appointment of Youth Member.** Youth members shall be selected by the following methods:

1. Submittal of an application to the Mayor's office.
2. Submittal one letter of recommendation from a member of the community other than a relative.
3. All application materials shall be submitted by May 1st.
4. Final decision will be made by the Council with the Mayor's recommendation based on the student's application and possible interview.
5. A student member shall be appointed by the Council by June 15<sup>th</sup> and shall serve a two-year term beginning July 1 of year one and ending June 30 of year two.
6. For the first term following adoption of this Ordinance, the youth member may submit an application and be appointed at any time as determined by Council for the remainder of the initial term.

SECTION 2. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", "chapter" or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Recitals A-C) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

SECTION 3. Effective Date. The Central Point City Charter states that an ordinance enacted by the Council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

**PASSED** by the Council and signed by me in authentication of its passage this 14th day of August 2025.

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Mayor Taneea Browning

ATTEST:

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City Recorder

Ordinance No. \_\_\_\_\_; Council Meeting 8/14/2025

## **Central Point Parks and Recreation Commission Youth Member Criteria**

**Purpose:** The youth member position on the Central Point Parks and Recreation Commission is intended to provide a high school student with a meaningful opportunity to actively participate in local government. Through direct involvement in discussions and decisions related to parks, recreation, and open space policies, the student will gain firsthand experience in civic engagement and public service. This position is designed to foster leadership, build understanding of how local government functions, and instill a lifelong appreciation for community involvement. By contributing a youth perspective, the student will play a vital role in helping shape programs and policies that serve Central Point residents of all ages.

### **Eligibility Criteria:**

- **Residency:** Crater High Schools students must reside within Central Point School District 6. For students attending other area high schools, they must reside within the Central Point city limits.
- **School Enrollment:** Must be enrolled as a junior or senior at the time of appointment. Sophomores are encouraged to apply prior to their junior year.
- **Term Commitment:** Must commit to serving a full two-year term defined as beginning on July 1 of the first year and through June 30 of the second year of service.
- **Age Consideration:** Recommended age range is 16–18 years at time of service.
- **Civic Interest:** Must demonstrate an interest specifically in public service with a general interest in parks, open space, and recreation issues.

### **Application Requirements:**

- **Application Form:** Complete application form and submit to the City Recorder.
- **Letter of Recommendation:** Provide one letter of recommendation from a non-relative adult (e.g., teacher, coach, mentor).
- **Deadline:** All materials must be submitted to the City Recorder no later than May 1 each year.
- **Interview (optional):** May be required to participate in an interview with the Mayor, city staff, and/or commission members.

### **Selection Process:**

- Applications will be reviewed by the Mayor, city staff and members of the Parks and Recreation Commission.
- The Mayor will make a recommendation to the City Council.
- Final appointment will be made by the City Council by June 15 of each year.

### **Expectations During Term:**

- **Meeting Attendance:** Expected to attend at least 75% of scheduled meetings; any excused absences must be communicated to staff in prior to the commission meeting.
- **Active Participation:** Must contribute to discussions, bring a youth perspective, and fulfill all duties of a voting Park and Recreation Commission member.
- **Code of Conduct:** Must adhere to the city's code of conduct for Commission members.

6/23/2025

- Reflection/Report: Will be asked to provide a short reflection on their experience at the end of their term.
- At the end of a successful two-year term of service, The Central Point Parks and Recreation Foundation will award the youth member a scholarship in the amount of \$2,000. The award is subject to the provisions of the attached scholarship criteria.

Contingency: If the position remains vacant for one month or more, the city may appoint a citizen at large to serve the remainder of the term. When there is a future opening on the Commission, it may be made available for a youth member if the scheduling is conducive to the application process.

## **Central Point Parks and Recreation Commission Youth Public Service Scholarship Award**

**Purpose:** To recognize the commitment and service of a high school student who completes a two-year term as a voting member of the Central Point Parks and Recreation Commission by awarding a \$2,000 scholarship in support of their post-secondary education or vocational training.

**Eligibility:** To be eligible for the scholarship award, the student must:

- Be the duly appointed student member of the Central Point Parks and Recreation Commission.
- Successfully complete a full two-year term of service, defined as beginning on July 1 of the first year and through June 30 of the second year of service.
- Remain in good standing throughout the two-year term and actively participate as a Park and Recreation Commission member.

**Award Criteria:** The scholarship will be awarded based on the following:

### **1. Attendance**

- Attend at least 75% of regular and special Parks and Recreation Commission meetings during the two-year term.
- Submit advance notice for any absences, consistent with commission protocols.

### **2. Participation**

- Actively engage in commission discussions and provide thoughtful input.
- Serve on subcommittees, attend events, or contribute to outreach activities when possible.
- Demonstrate preparedness by reviewing commission meeting materials and staying informed on all commission issues.

### **3. Conduct**

- Adhere to the City of Central Point's code of conduct for public officials.
- Represent the City and Commission in a respectful and responsible manner.

### **4. Final Reflection**

- Submit a brief written reflection (300–500 words) by June 30 of the second-year summarizing:
  - Key takeaways from the experience
  - Skills gained or developed
  - How the experience impacted their understanding of public service

### **Scholarship Disbursement**

- The \$2,000 scholarship will be paid directly to an accredited post-secondary institution or vocational program upon receipt of:
  - Proof of enrollment (e.g., class registration or acceptance letter)
  - Student identification information for proper fund transfer
- If the student defers enrollment (e.g., for a gap year), the award may be held in trust for up to 12 months after the end of service.
- Funds are to be used exclusively for tuition, books, or other direct educational expenses.
- If a student completes their first year of service on the Parks and Recreation Commission but is unable to serve a second year, they may be eligible for a partial scholarship award

of up to \$1,000. Eligibility will be determined based on the reason for early departure, such as graduation, relocation, or other significant personal or academic obligations, subject to review by the Commission and the Foundation Board.

**Administration**

- The Central Point Parks and Recreation Foundation will manage and disburse the scholarship award to the appropriate institute of higher learning.
- Confirmation of eligibility and approval for disbursement will be coordinated by City staff in consultation with the Foundation.

**City of Central Point  
Central Point Parks and Recreation Commission  
Application for Youth Member**

Applicant Information

Full Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Current Grade: \_\_\_\_\_

High School Attending: \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Application Date: \_\_\_\_\_

Short Answer Questions (Attached additional sheets if needed)

1. Why are you interested in serving on the Central Point Parks and Recreation Commission?

2. Describe your involvement in school, community, or volunteer activities.

3. What do you hope to learn or accomplish from this experience?

Recommendation: You must submit one letter of recommendation from a non-relative adult (e.g. teachers, coach, mentor, supervisor) with this application.

Name: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Availability and Commitment:

Are you able to attend regular commission meetings (four meetings per year) and associated special events and subcommittee meetings?    Yes            No

Are you available to serve a full two-year term beginning on July 1 of the first year and ending on June 30 of the second year?    Yes            No

Signature: By signing below, I confirm that the information in this application is true and accurate.

I understand the expectations of the position and I am committed to active participation as a Central Point Park and Recreation Commission member if appointed.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature (if under 18): \_\_\_\_\_  
Date: \_\_\_\_\_

Submission Instructions

Please submit this completed application and your letter of recommendation to:

City of Central Point – Park and Recreation Commission Youth Member  
Attn: City Recorder  
140 S. Third Street  
Central Point, OR 97502

Please note that an interview will be required as part of the application process. If you have any questions related to the Park and Recreation Commission Youth Member position or need any additional information please contact Dave Jacob, Park Planner, at (541) 423-1012 or [dave.jacob@centralpointoregon.gov](mailto:dave.jacob@centralpointoregon.gov)



**DEPARTMENT:** Administration

**MEETING DATE:** August 14, 2025

**STAFF CONTACT:** Chris Clayton, City Manager

**SUBJECT:** Ordinance Adding 9.100 Fireworks

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**SUMMARY AND BACKGROUND:**

The current City code contains minimal regulations regarding the use of fireworks in city limits. They are only restricted within the Bear Creek Greenway. Given increased fire risk, constituent concerns, and a review of other city codes, staff recommends amending the code to limit the use of consumer fireworks to July 3 through midnight July 4, to specify additional locations where fireworks are prohibited, and to increase the fine associated with violations to potentially deter violations.

The proposed code change would exempt any fireworks display that is permitted by the State Fire Marshall.

The Council considered the first reading of the Ordinance at its July 17, 2025 meeting and forwarded the Ordinance to a second reading without modifications.

**PREVIOUSLY DISCUSSED/DECIDED:**

**FINANCIAL ANALYSIS:**

**LEGAL ANALYSIS:**

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

**Community Engagement**

GOAL 1 - Build strong relationships between government and its citizens.

GOAL 2 - Promote community and city government through volunteerism.

STRATEGY 1 – Regularly survey the needs and preferences of Central Point residents.

STRATEGY 2 – Utilize practical communication approaches to reach and engage as many community members as possible. Adapt approaches as preferences in the community change.

STRATEGY 5 – Maintain a safe community that is known for its compassionate outreach to citizens. Develop strategies to work with vulnerable populations compassionately.

STRATEGY 6 – Leverage community partnerships to increase public safety staffing,



reduce crime rates per capita, and enhance community relations with the city.

**ATTACHMENTS/EXHIBITS:**

1. ORD Amending Title 9 - Prohibitions on Fireworks

**STAFF RECOMMENDATION:**

Make a motion to approve the ordinance.

**RECOMMENDED MOTION:**

I move to approve Ordinance No. \_\_\_\_\_ an Ordinance amending in part Central Point Municipal Code Title 9 - to add a new Section 9.100 Limitations on Fireworks to a second reading.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING IN PART CENTRAL POINT MUNICIPAL CODE TITLE  
9 – TO ADD A NEW SECTION 9.100 LIMITATIONS ON FIREWORKS**

Recitals:

- A. Pursuant to CPMC 1.01.040, the city council, may from time to time revise its municipal code which shall become part of the overall document and citation.
- B. Fireworks, when not properly used and supervised, create an extreme fire and safety hazard.
- C. During fire season, any use of fireworks increases the risk of fire.
- D. The Council finds it is in the public interest to limit the use of fireworks in city limits, while balancing that risk against the desire of its citizens to celebrate Independence Day.
- E. Words ~~lined through~~ are to be deleted and words **in bold** are added.

**THE PEOPLE OF THE CITY OF CENTRAL POINT DO ORDAIN AS FOLLOWS:**

SECTION 1. Title 9 is hereby amended to add a new Section 9.100 - Limitations on Fireworks to read as follows:

**X. Fireworks**

**9.100.010 Definitions.**

For purposes of this Chapter, the definition of fireworks, fireworks display, and consumer fireworks has those meanings set forth in ORS 480.111.

**9.100.020 Sale of Consumer Fireworks.**

Sale of consumer fireworks within the jurisdiction of Central Point shall be in compliance with ORS 480.111 to ORS 480.165.

**9.100.030 Fireworks within the city limits.**

The use of consumer fireworks is allowed within the jurisdiction of Central Point pursuant to the provisions of ORS [480.160](#)(4), subject to the following additional limitations:

- A. The use of consumer fireworks is limited to July 3 through midnight July 4, between the hours of eight p.m. to midnight;
- B. The use of fireworks is prohibited at all times within the following:

1. The Greenway;
2. All public schools;
3. All public parks;
4. City Hall and the Police Station; and
5. During any declared fire season, except when allowed pursuant to subsection A, above.

C. Exception. Fireworks displays that have been issued a State Fire Marshal general fireworks display permit are exempt from the prohibitions of this chapter.

**9.100.040 Penalties.**

Any person who shall violate any of the provisions of the code hereby adopted or fail to comply therewith shall upon conviction thereof, by a court of competent jurisdiction, have committed a violation, and be punished by a maximum fine of \$500 and shall pay the cost of the proceedings.

SECTION 2. Codification. Provisions of this Ordinance shall be incorporated in the City Code and the word "ordinance" may be changed to "code", "article", "section", "chapter" or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that any Whereas clauses and boilerplate provisions (i.e. Recitals A-C) need not be codified and the City Recorder is authorized to correct any cross-references and any typographical errors.

SECTION 3. Effective Date. The Central Point City Charter states that an ordinance enacted by the Council shall take effect on the thirtieth day after its enactment. The effective date of this ordinance will be the thirtieth day after the second reading.

**PASSED** by the Council and signed by me in authentication of its passage this 14<sup>th</sup> day of August 2025.

\_\_\_\_\_  
Mayor Tanee Browning

ATTEST:

\_\_\_\_\_  
City Recorder



**DEPARTMENT:** Finance

**MEETING DATE:** August 14, 2025

**STAFF CONTACT:** Tessa DeLine, Finance Director

**SUBJECT:** 2024-2025 Year End Financial Report

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**SUMMARY AND BACKGROUND:**

The conclusion of Fiscal Year 2024-2025 allows staff to present the 2024-2025 year-end financial statements (unaudited) and an overview of the 2023-2025 budget to actuals.

**PREVIOUSLY DISCUSSED/DECIDED:**

**FINANCIAL ANALYSIS:**

The fiscal year 2024-2025 has concluded with positive revenue performance, controlled expenditures, and improved ending fund balances. The results reflect the City's ongoing commitment to strong financial management, strategic investments, and long-term financial stability.

**LEGAL ANALYSIS:**

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

Strategic Priority - Responsible Governance

Goal 1 - Maintain a strong financial position that balances the need for adequate service levels and capital requirements against the affordability that is desired by our citizens.

Goal 2 - Invite Public Trust.

Strategy 1 - Be a trusted source of factual information.

Strategy 5 - Communicate effectively and transparently with the public.

**ATTACHMENTS/EXHIBITS:**

1. June 2025 Council Statements
2. FY2025\_Financial\_Update\_Integrated

**STAFF RECOMMENDATION:**

None

**RECOMMENDED MOTION:**

**City of Central Point  
General Fund  
For Year Ending June 30, 2025**

**% of biennial budget** **100.00%**

|                                         | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b>     | <b>Percentage<br/>Received / Used</b> |
|-----------------------------------------|------------------------------------|---------------------------|-----------------------|---------------------------------------|
| <b>Resources</b>                        |                                    |                           |                       |                                       |
| <b>Beginning Fund Balance</b>           | 3,900,760                          | 5,832,304                 | 1,931,544             | 150%                                  |
| <b>Revenues</b>                         |                                    |                           |                       |                                       |
| Taxes                                   | 18,431,065                         | 18,404,549                | (26,516)              | 100%                                  |
| Licenses & Fees                         | 138,000                            | 158,235                   | 20,235                | 115%                                  |
| Intergovernmental                       | 2,207,925                          | 1,424,513                 | (783,412)             | 65%                                   |
| Charges for Service                     | 3,353,090                          | 2,801,101                 | (551,989)             | 84%                                   |
| Fines and Forfeitures                   | 122,000                            | 132,414                   | 10,414                | 109%                                  |
| Interest Income                         | 123,350                            | 598,372                   | 475,022               | 485%                                  |
| Miscellaneous                           | 621,500                            | 876,247                   | 254,747               | 141%                                  |
| <b>Total Revenues</b>                   | <b>\$ 24,996,930</b>               | <b>\$ 24,395,431</b>      | <b>\$ (601,499)</b>   | <b>98%</b>                            |
| <b>Total Resources</b>                  | <b>28,897,690</b>                  | <b>30,227,734</b>         | <b>1,330,044</b>      | <b>105%</b>                           |
| <b>Requirements</b>                     |                                    |                           |                       |                                       |
| <b>Expenditures by Department</b>       |                                    |                           |                       |                                       |
| Administration                          | 2,145,150                          | 2,083,625                 | 61,525                | 97%                                   |
| City Enhancement                        | 457,000                            | 409,811                   | 47,189                | 90%                                   |
| Technical Services                      | 1,524,400                          | 1,501,751                 | 22,649                | 99%                                   |
| Mayor & Council                         | 165,870                            | 143,188                   | 22,682                | 86%                                   |
| Finance                                 | 1,713,110                          | 1,708,192                 | 4,918                 | 100%                                  |
| Parks                                   | 3,233,525                          | 3,209,733                 | 23,792                | 99%                                   |
| Recreation                              | 1,297,775                          | 1,238,749                 | 59,026                | 95%                                   |
| Planning                                | 1,207,860                          | 947,121                   | 260,739               | 78%                                   |
| Police                                  | 12,542,935                         | 12,019,676                | 523,259               | 96%                                   |
| Interdepartmental                       | 523,000                            | 519,955                   | 3,045                 | 99%                                   |
| Transfers Out                           | 660,000                            | 660,000                   | 0                     | 100%                                  |
| Contingency                             | 90,000                             | 0                         | 90,000                | 0%                                    |
| <b>Total Expenditures by Department</b> | <b>25,560,625</b>                  | <b>24,441,802</b>         | <b>1,118,823</b>      | <b>96%</b>                            |
| <b>Ending Fund Balance</b>              | <b>3,337,065</b>                   | <b>5,785,933</b>          | <b>(2,448,868)</b>    | <b>173%</b>                           |
| <b>Total Requirements</b>               | <b>\$ 28,897,690</b>               | <b>\$ 30,227,734</b>      | <b>\$ (1,330,044)</b> | <b>105%</b>                           |

**City of Central Point  
Federal Stimulus Grant Fund  
For Year Ending June 30, 2025**

**% of biennial budget      100.00%**

|                               | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b> | <b>Percentage<br/>Received / Used</b> |
|-------------------------------|------------------------------------|---------------------------|-------------------|---------------------------------------|
| <b>Resources</b>              |                                    |                           |                   |                                       |
| <b>Beginning Fund Balance</b> | 916,570                            | 1,200,624                 | 284,054           | 131%                                  |
| <b>Revenues</b>               |                                    |                           |                   |                                       |
| Intergovernmental Revenue     | -                                  | 25,000                    | 25,000            | 0%                                    |
| Charges for Services          | -                                  | -                         | -                 |                                       |
| Miscellaneous                 | 725,000                            | 995,643                   | 270,643           | 137%                                  |
| Interfund Transfers           | -                                  | -                         | -                 |                                       |
| <b>Total Revenues</b>         | <b>725,000</b>                     | <b>1,020,643</b>          | <b>295,643</b>    | <b>0%</b>                             |
| <b>Total Resources</b>        | <b>\$ 1,641,570</b>                | <b>\$ 2,221,267</b>       | <b>\$ 579,697</b> | <b>135%</b>                           |
| <b>Requirements</b>           |                                    |                           |                   |                                       |
| <b>Expenditures</b>           |                                    |                           |                   |                                       |
| Materials and Services        | -                                  | 60,000                    | (60,000)          | 0%                                    |
| Capital Outlay                | 1,641,570                          | 1,549,554                 | 92,016            | 94%                                   |
| Transfers Out                 | -                                  | -                         | -                 | 0%                                    |
| <b>Total Expenditures</b>     | <b>1,641,570</b>                   | <b>1,609,554</b>          | <b>32,016</b>     | <b>98%</b>                            |
| <b>Ending Fund Balance</b>    | <b>0</b>                           | <b>611,713</b>            | <b>611,713</b>    | <b>0%</b>                             |
| <b>Total Requirements</b>     | <b>1,641,570</b>                   | <b>2,221,267</b>          | <b>(579,697)</b>  | <b>135%</b>                           |

**City of Central Point  
Street Fund  
For Year Ending June 30, 2025**

**% of biennial budget** **100.00%**

|                           | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b>     | <b>Percentage<br/>Received / Used</b> |
|---------------------------|------------------------------------|---------------------------|-----------------------|---------------------------------------|
| <b>Resources</b>          |                                    |                           |                       |                                       |
| Beginning Fund Balance    | 1,657,420                          | 1,721,902                 | 64,482                | 104%                                  |
| <b>Revenues</b>           |                                    |                           |                       |                                       |
| Franchise Tax             | 309,000                            | 177,000                   | (132,000)             | 57%                                   |
| Charges for Services      | 1,866,100                          | 2,433,532                 | 567,432               | 130%                                  |
| Intergovernmental Revenue | 3,085,350                          | 4,996,885                 | 1,911,535             | 162%                                  |
| Interest Income           | 50,000                             | 259,975                   | 209,975               | 520%                                  |
| Miscellaneous             | 24,000                             | 15,034                    | (8,966)               | 63%                                   |
| Transfers In              | 250,000                            | 250,000                   | -                     | 0%                                    |
| <b>Total Revenues</b>     | <b>5,584,450</b>                   | <b>8,132,426</b>          | <b>2,547,976</b>      | <b>146%</b>                           |
| <b>Total Resources</b>    | <b>7,241,870</b>                   | <b>9,854,328</b>          | <b>2,612,458</b>      | <b>136%</b>                           |
| <b>Requirements</b>       |                                    |                           |                       |                                       |
| <b>Expenditures</b>       |                                    |                           |                       |                                       |
| Operations                | 4,792,115                          | 4,712,894                 | 79,221                | 98%                                   |
| SDC                       | 500,000                            | 61,706                    | 438,294               | 12%                                   |
| Transfers                 | 718,000                            | 718,000                   | 0                     | 100%                                  |
| Contingency               | 400,000                            | 0                         | 400,000               | 0%                                    |
| <b>Total Expenditures</b> | <b>6,410,115</b>                   | <b>5,492,600</b>          | <b>917,515</b>        | <b>86%</b>                            |
| Ending Fund Balance       | 831,755                            | 4,361,728                 | 3,529,973             | 524%                                  |
| <b>Total Requirements</b> | <b>\$ 7,241,870</b>                | <b>\$ 9,854,328</b>       | <b>\$ (2,612,458)</b> | <b>136%</b>                           |

**City of Central Point  
Capital Improvement Fund  
For Year Ending June 30, 2025**

**% of biennial budget      100.00%**

|                           | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b>   | <b>Percentage<br/>Received / Used</b> |
|---------------------------|------------------------------------|---------------------------|---------------------|---------------------------------------|
| <b>Resources</b>          |                                    |                           |                     |                                       |
| Beginning Fund Balance    | 852,905                            | 999,451                   | 146,546             | 117%                                  |
| <b>Revenues</b>           |                                    |                           |                     |                                       |
| Charges for Services      | 130,000                            | 236,556                   | 106,556             | 182%                                  |
| Interest Income           | 20,000                             | 97,758                    | 77,758              | 489%                                  |
| <b>Total Revenues</b>     | <b>150,000</b>                     | <b>334,314</b>            | <b>184,314</b>      | <b>223%</b>                           |
| <b>Total Resources</b>    | <b>1,002,905</b>                   | <b>1,333,765</b>          | <b>330,860</b>      | <b>133%</b>                           |
| <b>Requirements</b>       |                                    |                           |                     |                                       |
| <b>Expenditures</b>       |                                    |                           |                     |                                       |
| Parks Projects            | 60,000                             | 76,043                    | (16,043)            | 127%                                  |
| Parks Projects - SDC      | -                                  | -                         | -                   | 0%                                    |
| Transfers Out             | -                                  | -                         | -                   | 0%                                    |
| <b>Total Expenditures</b> | <b>60,000</b>                      | <b>76,043</b>             | <b>(16,043)</b>     | <b>127%</b>                           |
| Ending Fund Balance       | 942,905                            | 1,257,722                 | 314,817             | 133%                                  |
| <b>Total Requirements</b> | <b>\$ 1,002,905</b>                | <b>\$ 1,333,765</b>       | <b>\$ (330,860)</b> | <b>133%</b>                           |



**City of Central Point  
Reserve Fund  
For Year Ending June 30, 2025**

|                               | <i>% of biennial budget</i>        |                           |                    | <u>100.00%</u>                        |
|-------------------------------|------------------------------------|---------------------------|--------------------|---------------------------------------|
|                               | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b>  | <b>Percentage<br/>Received / Used</b> |
| <b>Resources</b>              |                                    |                           |                    |                                       |
| <b>Beginning Fund Balance</b> | 528,385                            | 418,956                   | (109,429)          | 79%                                   |
| <b>Revenues</b>               |                                    |                           |                    |                                       |
| Interest                      | 19,000                             | 38,543                    | 19,543             | 203%                                  |
| Transfers In                  | 250,000                            | 250,000                   | -                  | 100%                                  |
| <b>Total Revenues</b>         | <b>269,000</b>                     | <b>288,543</b>            | <b>19,543</b>      | <b>107%</b>                           |
| <b>Total Resources</b>        | <b>\$ 797,385</b>                  | <b>\$ 707,499</b>         | <b>\$ (89,886)</b> | <b>89%</b>                            |
| <b>Requirements</b>           |                                    |                           |                    |                                       |
| <b>Expenditures</b>           |                                    |                           |                    |                                       |
| Facility Improvements         | 200,000                            | 144,216                   | 55,784             | 72%                                   |
| <b>Total Expenditures</b>     | <b>200,000</b>                     | <b>144,216</b>            | <b>55,784</b>      | <b>72%</b>                            |
| <b>Ending Fund Balance</b>    | <b>597,385</b>                     | <b>563,283</b>            | <b>34,102</b>      | <b>94%</b>                            |
| <b>Total Requirements</b>     | <b>\$ 797,385</b>                  | <b>\$ 707,499</b>         | <b>\$ 89,886</b>   | <b>89%</b>                            |

**City of Central Point**  
**Debt Service Fund**  
**For Year Ending June 30, 2025**

|                           | <i>% of biennial budget</i>        |                           |                    | <u>100.00%</u>                        |
|---------------------------|------------------------------------|---------------------------|--------------------|---------------------------------------|
|                           | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b>  | <b>Percentage<br/>Received / Used</b> |
| <b>Resources</b>          |                                    |                           |                    |                                       |
| Beginning Fund Balance    | 73,115                             | 24,039                    | (49,076)           | 33%                                   |
| <b>Debt Service Fund</b>  |                                    |                           |                    |                                       |
| <b>Revenues</b>           |                                    |                           |                    |                                       |
| Charges for Service       | 704,585                            | 677,363                   | (27,222)           | 96%                                   |
| Interest Income           | 425                                | 5,361                     | 4,936              | 1262%                                 |
| Transfers In              | 878,000                            | 878,000                   | -                  | 100%                                  |
| <b>Total Revenues</b>     | <b>1,583,010</b>                   | <b>1,560,725</b>          | <b>(22,285)</b>    | <b>99%</b>                            |
| <b>Total Resources</b>    | <b>\$ 1,656,125</b>                | <b>\$ 1,584,764</b>       | <b>\$ (71,361)</b> | <b>96%</b>                            |
| <b>Requirements</b>       |                                    |                           |                    |                                       |
| <b>Expenditures</b>       |                                    |                           |                    |                                       |
| Debt Service              | 1,513,585                          | 1,431,797                 | 81,788             | 95%                                   |
| <b>Total Expenditures</b> | <b>1,513,585</b>                   | <b>1,431,797</b>          | <b>81,788</b>      | <b>95%</b>                            |
| Ending Fund Balance       | 142,540                            | 152,967                   | 10,427             | 107%                                  |
| <b>Total Requirements</b> | <b>\$ 1,656,125</b>                | <b>\$ 1,584,764</b>       | <b>\$ 71,361</b>   | <b>96%</b>                            |

**City of Central Point  
Building Fund  
For Year Ending June 30, 2025**

|                           | <i>% of biennial budget</i>        |                           |                     | <b>100.00%</b>                        |
|---------------------------|------------------------------------|---------------------------|---------------------|---------------------------------------|
|                           | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b>   | <b>Percentage<br/>Received / Used</b> |
| <b>Resources</b>          |                                    |                           |                     |                                       |
| Beginning Fund Balance    | 925,840                            | 1,516,806                 | 590,966             | 164%                                  |
| <b>Revenues</b>           |                                    |                           |                     |                                       |
| Charges for Service       | 660,000                            | 785,669                   | 125,669             | 119%                                  |
| Interest Income           | 39,000                             | 129,816                   | 90,816              | 333%                                  |
| Miscellaneous             | -                                  | 11,389                    | 11,389              | 0%                                    |
| <b>Total Revenues</b>     | <b>699,000</b>                     | <b>926,874</b>            | <b>227,874</b>      | <b>133%</b>                           |
| <b>Total Resources</b>    | <b>\$ 1,624,840</b>                | <b>\$ 2,443,680</b>       | <b>\$ 818,840</b>   | <b>150%</b>                           |
| <b>Requirements</b>       |                                    |                           |                     |                                       |
| <b>Expenditures</b>       |                                    |                           |                     |                                       |
| Personal Services         | 799,585                            | 814,662                   | (15,077)            | 102%                                  |
| Materials and Services    | 136,760                            | 123,255                   | 13,505              | 90%                                   |
| Contingency               | 5,000                              | -                         | 5,000               | 0%                                    |
| <b>Total Expenditures</b> | <b>941,345</b>                     | <b>937,917</b>            | <b>3,428</b>        | <b>100%</b>                           |
| Ending Fund Balance       | 683,495                            | 1,505,762                 | 822,267             | 220%                                  |
| <b>Total Requirements</b> | <b>\$ 1,624,840</b>                | <b>\$ 2,443,680</b>       | <b>\$ (818,840)</b> | <b>150%</b>                           |

**City of Central Point  
Water Fund  
For Year Ending June 30, 2025**

**% of biennial budget** **100.00%**

|                           | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b>     | <b>Percentage<br/>Received / Used</b> |
|---------------------------|------------------------------------|---------------------------|-----------------------|---------------------------------------|
| <b>Resources</b>          |                                    |                           |                       |                                       |
| Beginning Fund Balance    | 830,375                            | (890,187)                 | (1,720,562)           | -107%                                 |
| <b>Revenues</b>           |                                    |                           |                       |                                       |
| Charges for Services      | 9,120,000                          | 9,003,364                 | (116,636)             | 99%                                   |
| Interest Income           | 3,000                              | 35,553                    | 32,553                | 1185%                                 |
| Miscellaneous             | -                                  | 99,944                    | 99,944                | 0%                                    |
| <b>Total Revenues</b>     | <b>9,123,000</b>                   | <b>9,138,861</b>          | <b>15,861</b>         | <b>100%</b>                           |
| <b>Total Resources</b>    | <b>\$ 9,953,375</b>                | <b>\$ 8,248,674</b>       | <b>\$ (1,704,701)</b> | <b>83%</b>                            |
| <b>Requirements</b>       |                                    |                           |                       |                                       |
| <b>Expenditures</b>       |                                    |                           |                       |                                       |
| Operations                | 9,273,275                          | 7,831,197                 | 1,442,078             | 84%                                   |
| SDC Improvements          | 250,000                            | 3,081                     | 246,919               | 1%                                    |
| Contingency               | 100,000                            | 0                         | 100,000               | 0%                                    |
| <b>Total Expenditures</b> | <b>9,623,275</b>                   | <b>7,834,278</b>          | <b>1,788,997</b>      | <b>81%</b>                            |
| Ending Fund Balance       | 330,100                            | 414,396                   | 84,296                | 126%                                  |
| <b>Total Requirements</b> | <b>\$ 9,953,375</b>                | <b>\$ 8,248,674</b>       | <b>\$ 1,704,701</b>   | <b>83%</b>                            |

**City of Central Point  
Stormwater Fund  
For Year Ending June 30, 2025**

**% of biennial budget      100.00%**

|                               | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b>     | <b>Percentage<br/>Received / Used</b> |
|-------------------------------|------------------------------------|---------------------------|-----------------------|---------------------------------------|
| <b>Resources</b>              |                                    |                           |                       |                                       |
| <b>Beginning Fund Balance</b> | 1,211,270                          | 587,041                   | (624,229)             | 48%                                   |
| <b>Revenues</b>               |                                    |                           |                       |                                       |
| Federal Grants                | 462,736                            | 4,733                     | (458,003)             | 1%                                    |
| Charges for Services          | 2,060,070                          | 1,941,058                 | (119,012)             | 94%                                   |
| Interest Income               | 27,000                             | 35,592                    | 8,592                 | 132%                                  |
| Miscellaneous                 | -                                  | 5,307                     | 5,307                 | 0%                                    |
| Corporation Yard Financing    | -                                  | -                         | -                     | 0%                                    |
| <b>Total Revenues</b>         | <b>2,549,806</b>                   | <b>1,986,691</b>          | <b>(563,115.48)</b>   | <b>78%</b>                            |
| <b>Total Resources</b>        | <b>\$ 3,761,076</b>                | <b>\$ 2,573,732</b>       | <b>\$ 1,187,344</b>   | <b>68%</b>                            |
| <b>Requirements</b>           |                                    |                           |                       |                                       |
| <b>Expenditures</b>           |                                    |                           |                       |                                       |
| Operations                    | 2,549,486                          | 2,299,468                 | 250,018               | 90%                                   |
| SDC                           | 105,000                            | 131,184                   | (26,184)              | 125%                                  |
| <b>Total Expenditures</b>     | <b>2,654,486</b>                   | <b>2,430,652</b>          | <b>223,834</b>        | <b>92%</b>                            |
| <b>Ending Fund Balance</b>    | <b>1,106,590</b>                   | <b>143,080</b>            | <b>(963,510)</b>      | <b>13%</b>                            |
| <b>Total Requirements</b>     | <b>\$ 3,761,076</b>                | <b>\$ 2,573,732</b>       | <b>\$ (1,187,344)</b> | <b>68%</b>                            |

**City of Central Point  
Internal Services Fund  
For Year Ending June 30, 2025**

**% of biennial budget** **100.00%**

|                           | <b>2023/25<br/>Biennial Budget</b> | <b>2023/25<br/>Actual</b> | <b>Difference</b>  | <b>Percentage<br/>Received / Used</b> |
|---------------------------|------------------------------------|---------------------------|--------------------|---------------------------------------|
| <b>Resources</b>          |                                    |                           |                    |                                       |
| Beginning Fund Balance    | 94,075                             | 27,063                    | (67,012)           | 29%                                   |
| <b>Revenues</b>           |                                    |                           |                    |                                       |
| Charges for Services      | 3,088,400                          | 3,034,985                 | (53,415)           | 98%                                   |
| Interest Income           | 500                                | 6,005                     | 5,505              | 1201%                                 |
| Miscellaneous             | -                                  | 66,144                    | 66,144             | 0%                                    |
| <b>Total Revenues</b>     | <b>3,088,900</b>                   | <b>3,107,134</b>          | <b>18,234</b>      | <b>101%</b>                           |
| <b>Total Resources</b>    | <b>\$ 3,182,975</b>                | <b>\$ 3,134,197</b>       | <b>\$ (48,778)</b> | <b>98%</b>                            |
| <b>Requirements</b>       |                                    |                           |                    |                                       |
| <b>Expenditures</b>       |                                    |                           |                    |                                       |
| Facilities Maintenance    | 531,000                            | 491,913                   | 39,087             | 93%                                   |
| PW Administration         | 1,493,945                          | 1,461,345                 | 32,600             | 98%                                   |
| PW Fleet Maintenance      | 1,060,395                          | 818,586                   | 241,809            | 77%                                   |
| <b>Total Expenditures</b> | <b>3,085,340</b>                   | <b>2,771,845</b>          | <b>313,495</b>     | <b>90%</b>                            |
| Ending Fund Balance       | 97,635                             | 362,352                   | 264,717            | 371%                                  |
| <b>Total Requirements</b> | <b>\$ 3,182,975</b>                | <b>\$ 3,134,197</b>       | <b>\$ 48,778</b>   | <b>98%</b>                            |

## City of Central Point - FY 2025 Financial Update

Date: August 14, 2025

To: Central Point City Council Members

From: Finance Director, Tessa DeLine; City Manager, Chris Clayton

### Background

The 2023–2025 biennium concluded on June 30, 2025, and this report provides a summary of the City’s unaudited financial position.

The results reflect the City’s ongoing commitment to strong fiscal management, strategic investments, and long-term financial stability.

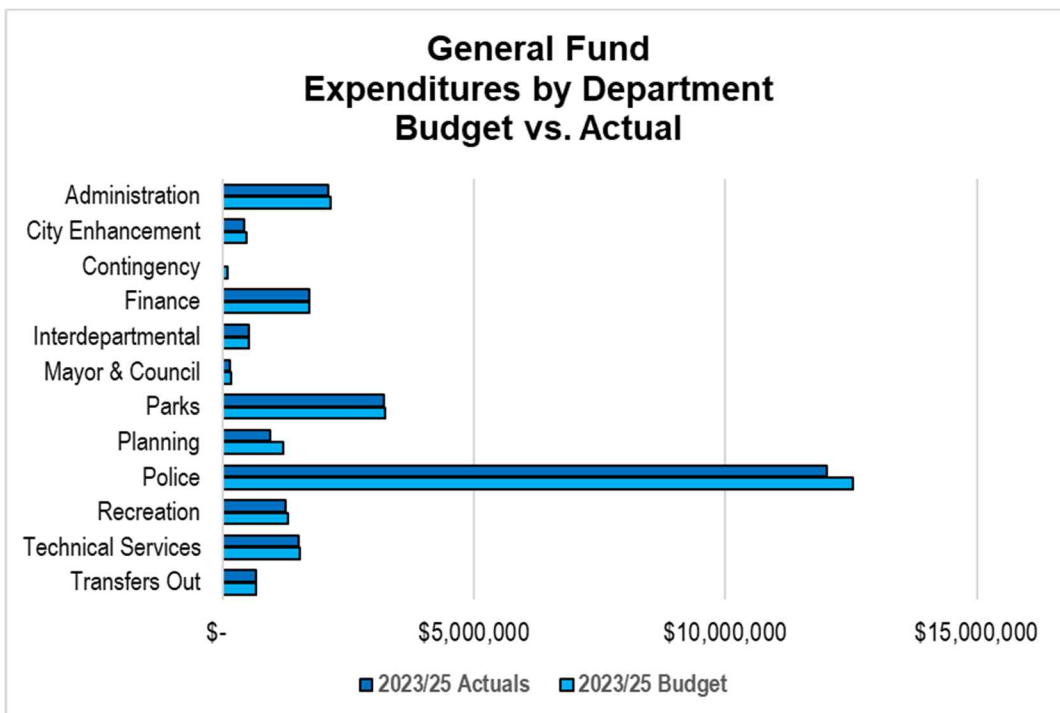
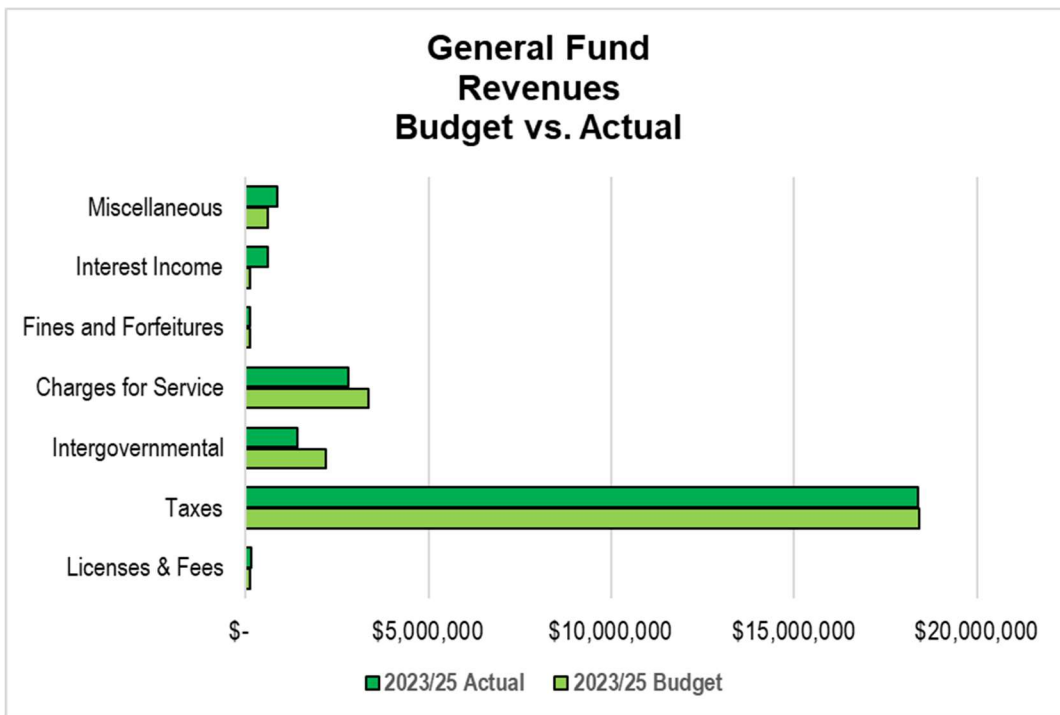
This year’s report also includes a reserve usage summary (deficit/surplus spending) for each fund, comparing beginning and ending balances.

### General Fund

The General Fund closed FY 2025 with an unaudited ending balance of \$5,785,933, slightly lower than the beginning balance of \$5,832,304 (a deficit of \$46,371).

- Revenues totaled \$24.4 million (98% of budget), with property tax collections, licenses and fees, and interest income exceeding expectations (interest income alone achieved 485% of budget).
- Expenditures finished at 96% of budget (\$24.44 million), with significant savings in Planning and Recreation.
- Despite minor reserve use, the General Fund maintains a 42% reserve relative to annual expenditures—well above the Government Finance Officers Association (GFOA) recommendation of 16.5%.

***Note: General Fund operated in the 24-25 fiscal year with a small 40k deficit. Even with programmed fee increases to parks maintenance and public safety fees, that deficit is anticipated to grow to 300k over the course of the 25-27 budget cycle.***



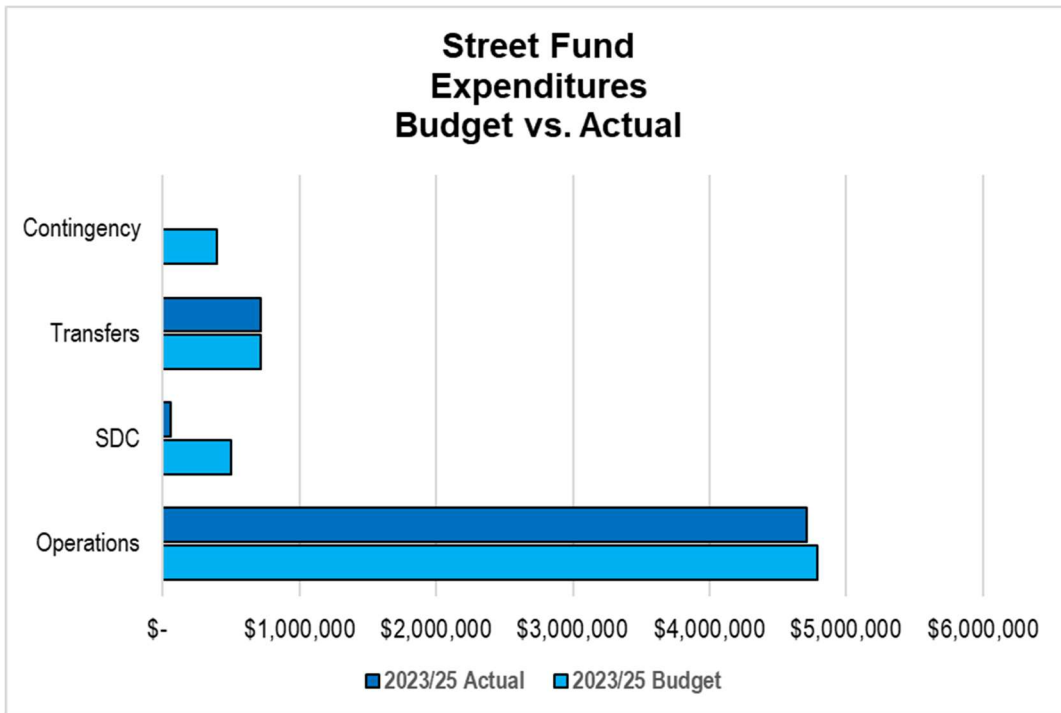
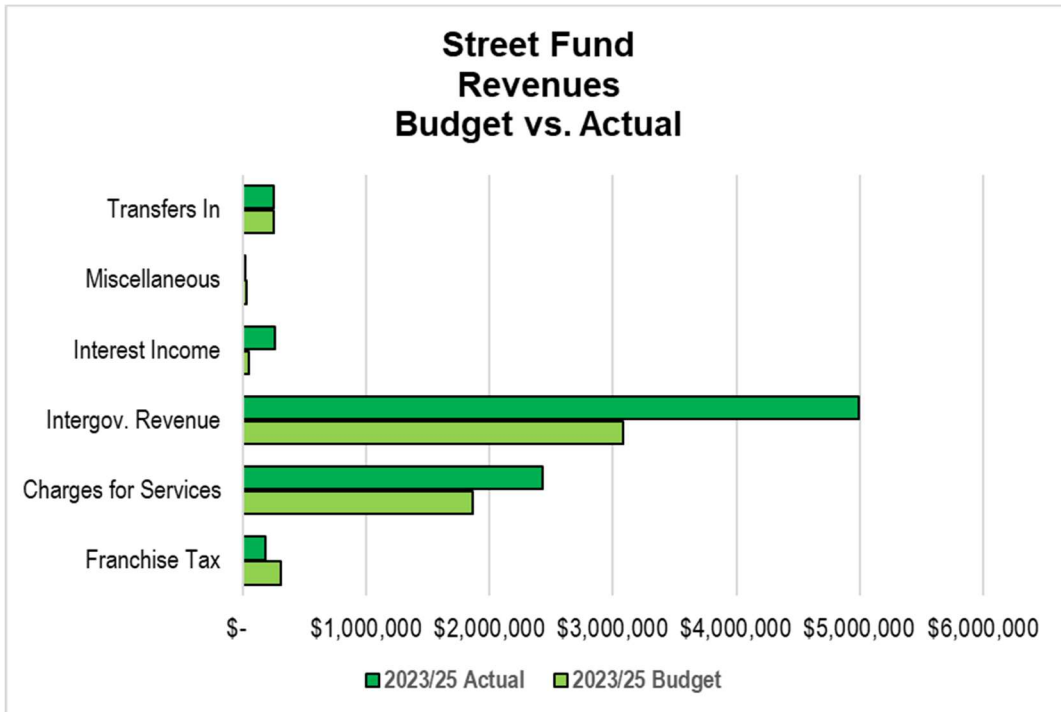
## Street Fund

The Street Fund experienced strong financial performance, closing with an ending balance of \$4.36 million, compared to \$1.72 million at the start of the year (surplus of \$2.64 million).

- Growth was driven by intergovernmental revenues (162% of budget), strong SDC collections, and expenditure savings (14%).
- These reserves will support upcoming capital projects, including the 10th Street Upgrade and possible final allocation to the Scenic Avenue/Highway 99 project.



**Note: Street Fund will have major capital investment during the 25-27 budget. Additionally, we await the project “close out” of the Scenic Avenue and Highway 99 Intersection upgrades.**

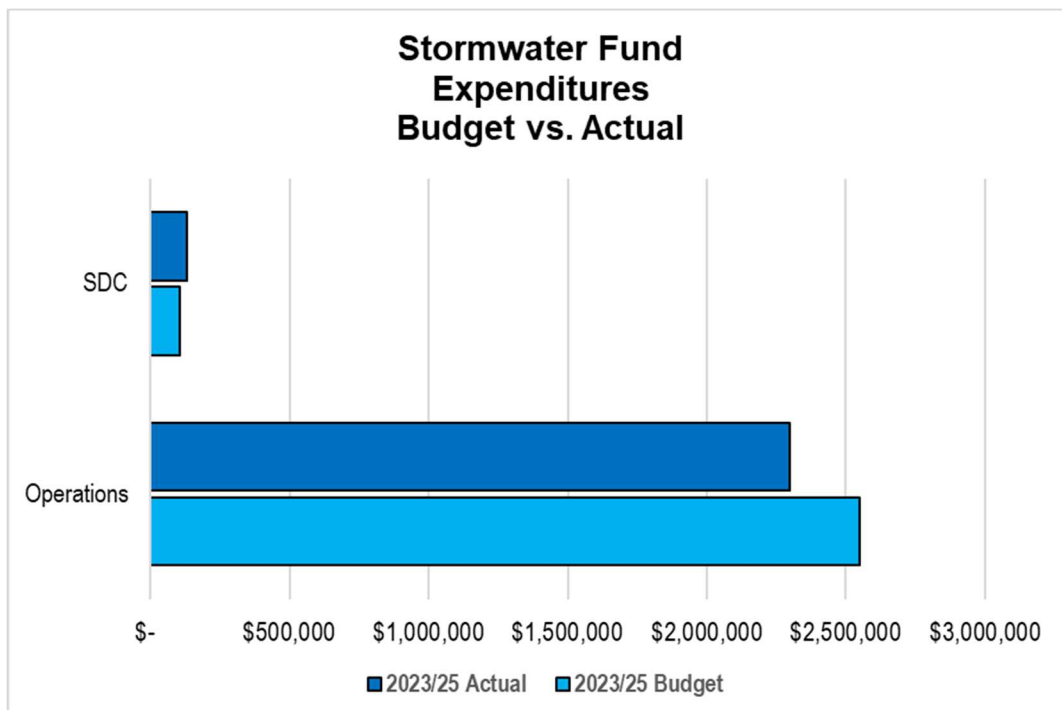
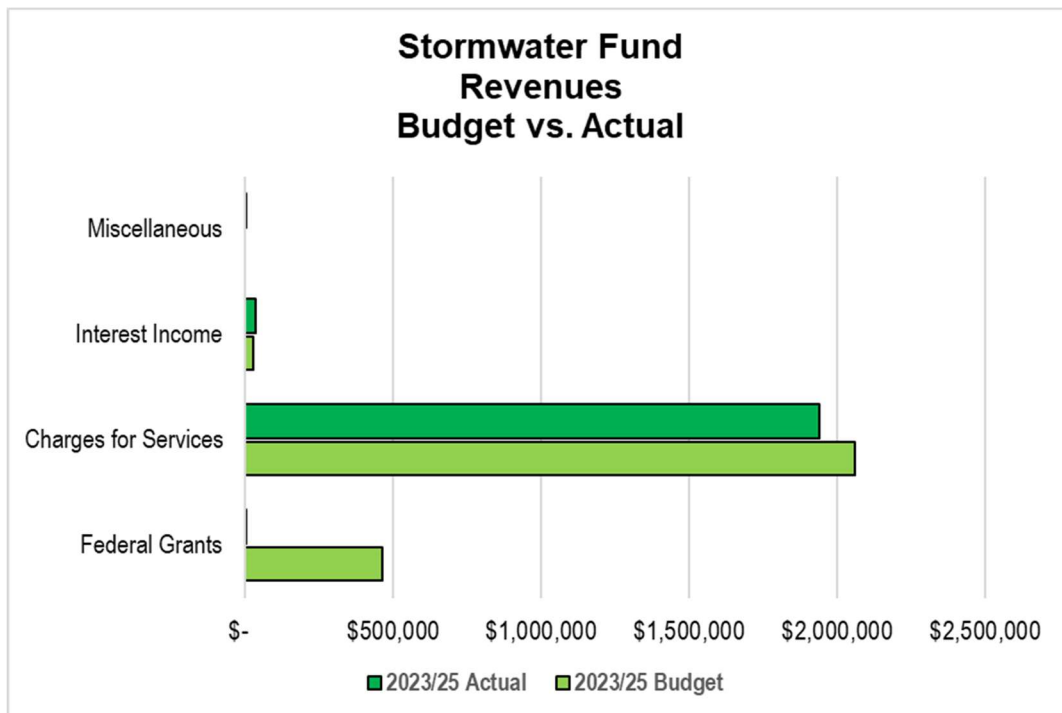


## Stormwater Fund

The Stormwater Fund closed FY 2025 with an unaudited ending balance of \$143,080, compared to \$587,041 at the start of the year (deficit spending of \$443,961).

- This short-term reserve drawdown was expected and primarily reflects upfront costs for the Elk Creek Box Culvert project.
- Approximately \$500,000 in FEMA reimbursement is pending. Once received, the fund balance is expected to rise to approximately \$643,000, resulting in an overall net surplus of roughly \$56,000 for the year.
- Operating revenues (94% of budget) and expenditures (92% of budget) tracked closely to projections, ensuring stable ongoing operations.

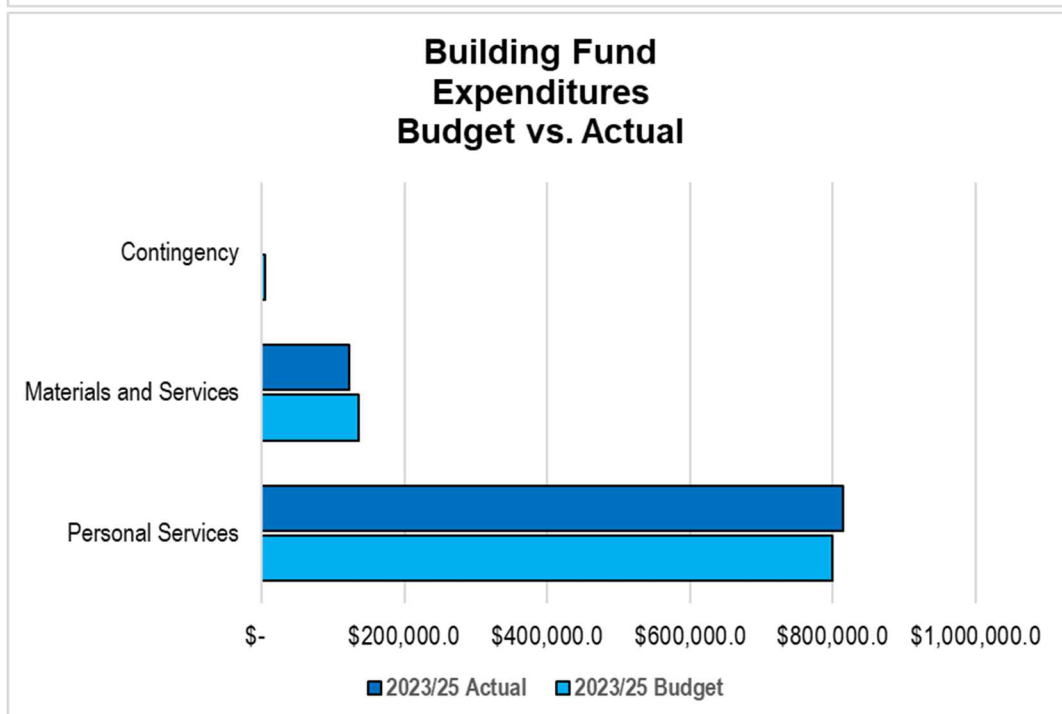
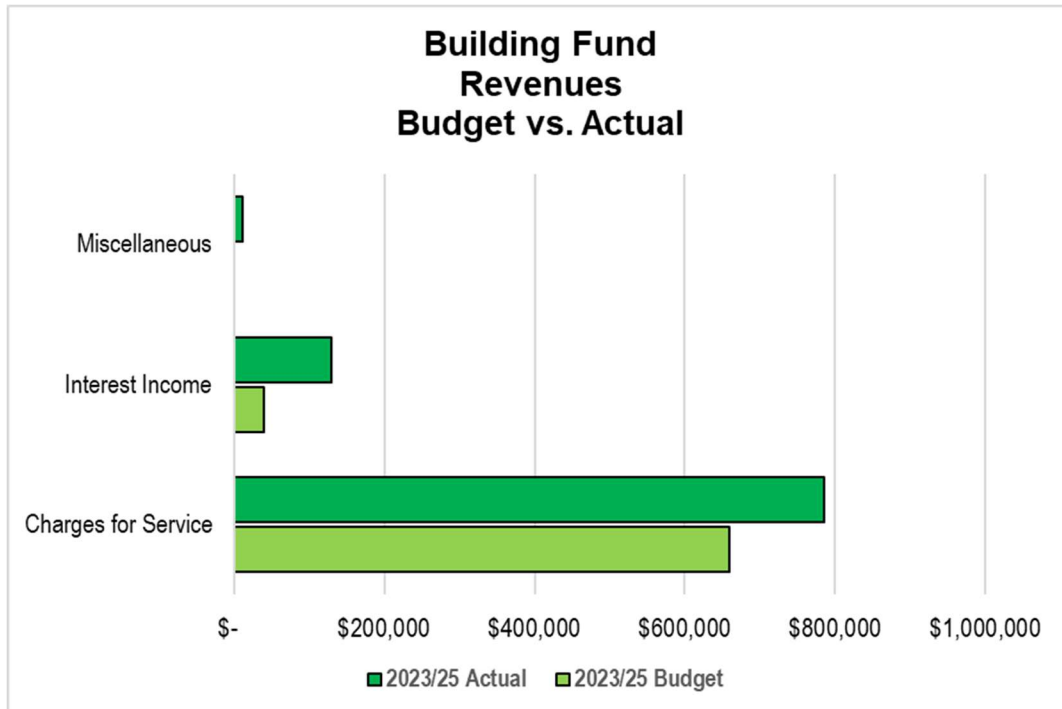
***Note: Anticipating 500K of FEMA reimbursement for Elk Creek Box Culvert in coming weeks/months.***



## Building Fund

The Building Fund ended the year with an ending balance of \$1,505,762, up from \$925,840 (surplus of \$579,922).

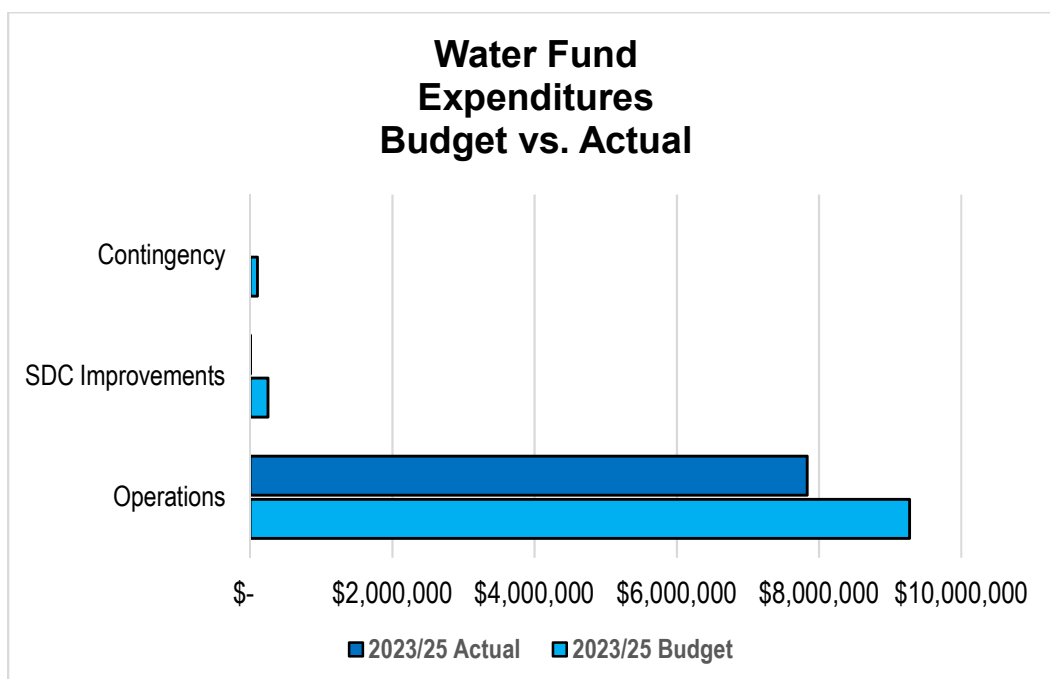
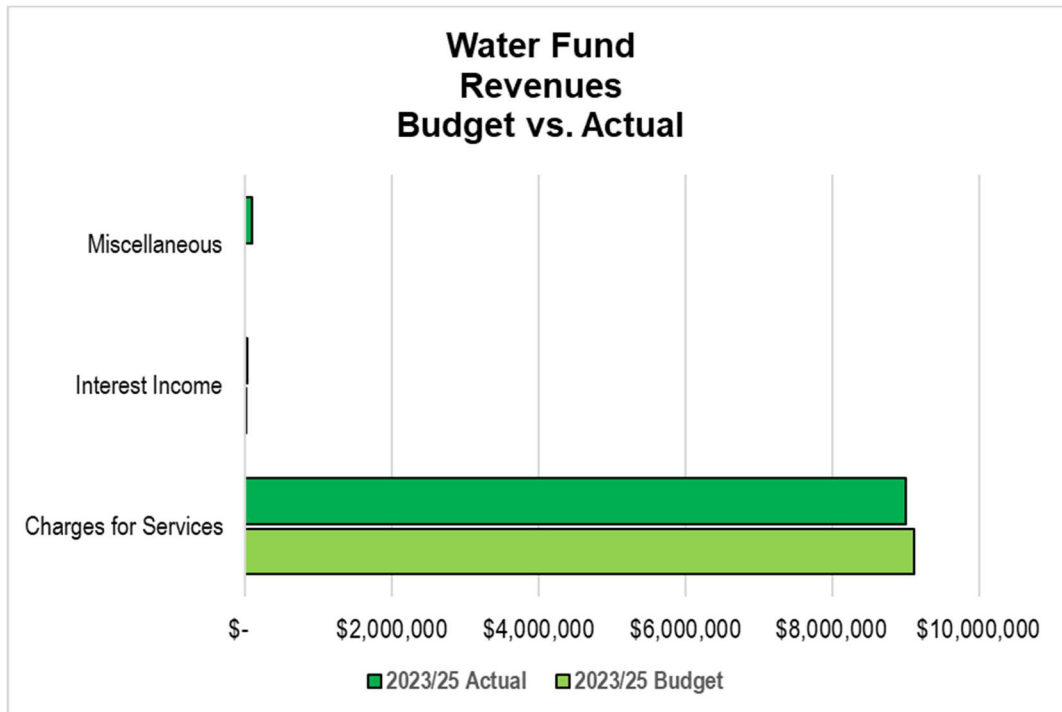
- Development activity, particularly commercial projects and infill housing, outperformed expectations (revenues at 133% of budget).
- While a slowdown in large-scale residential development is anticipated, reserves now exceed 150% of annual operating costs.



## Water Fund

The Water Fund has made a notable financial turnaround, closing FY 2025 with an ending balance of \$414,396, compared to a negative beginning balance of (\$890,187) (surplus improvement of \$1.30 million).

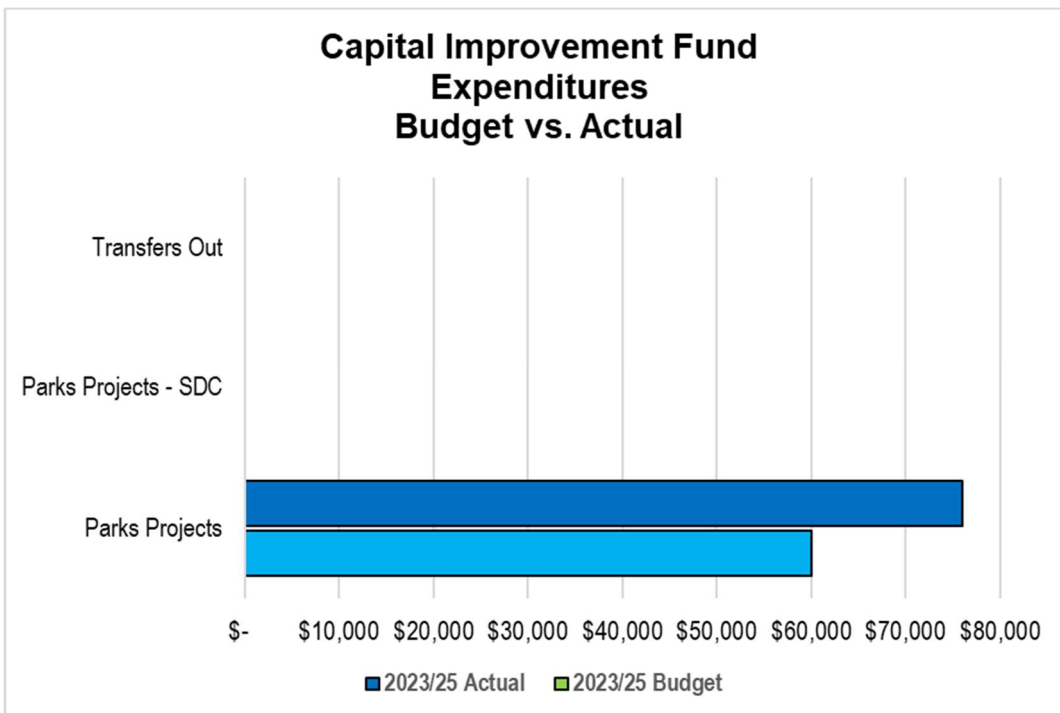
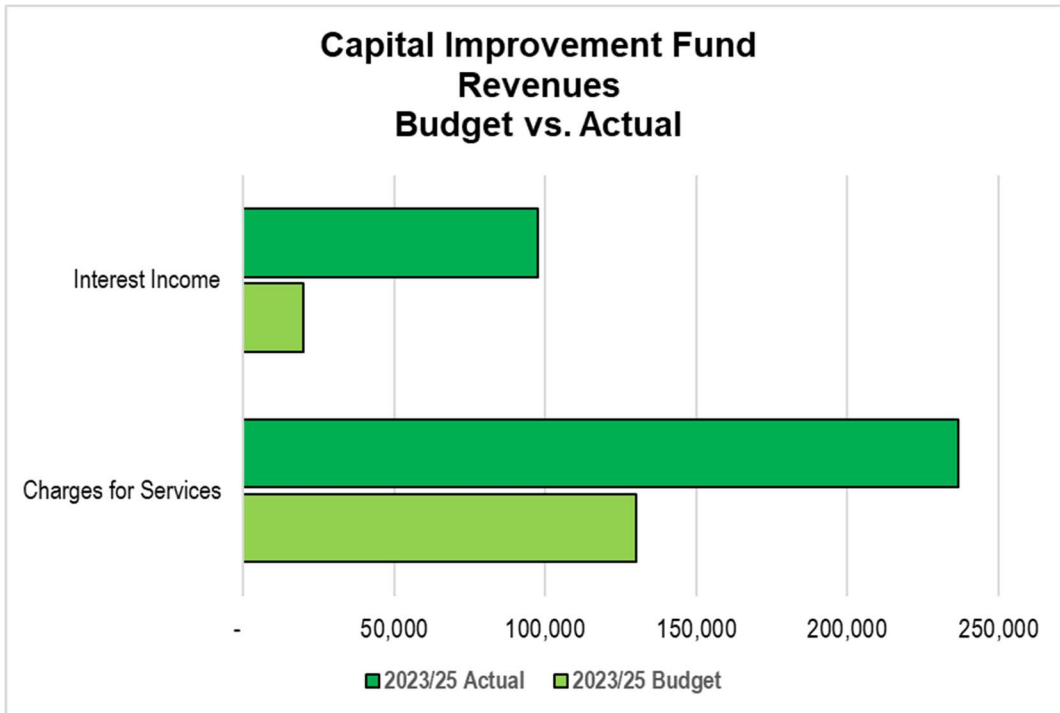
- This improvement resulted from rate adjustments, capital project deferrals, and strong summer demand.
- While the ending balance remains below the long-term target (16% of annual expenditures), the trajectory is positive, with reserves projected to reach \$1.1 million by the end of the 2025–2027 cycle. The ending balance recovered more than 1.2 million dollars in the past 18 months.



## Capital Improvement Fund

The Capital Improvement Fund closed FY 2025 with an ending balance of \$1,257,722, up from \$942,905 (surplus of \$314,817).

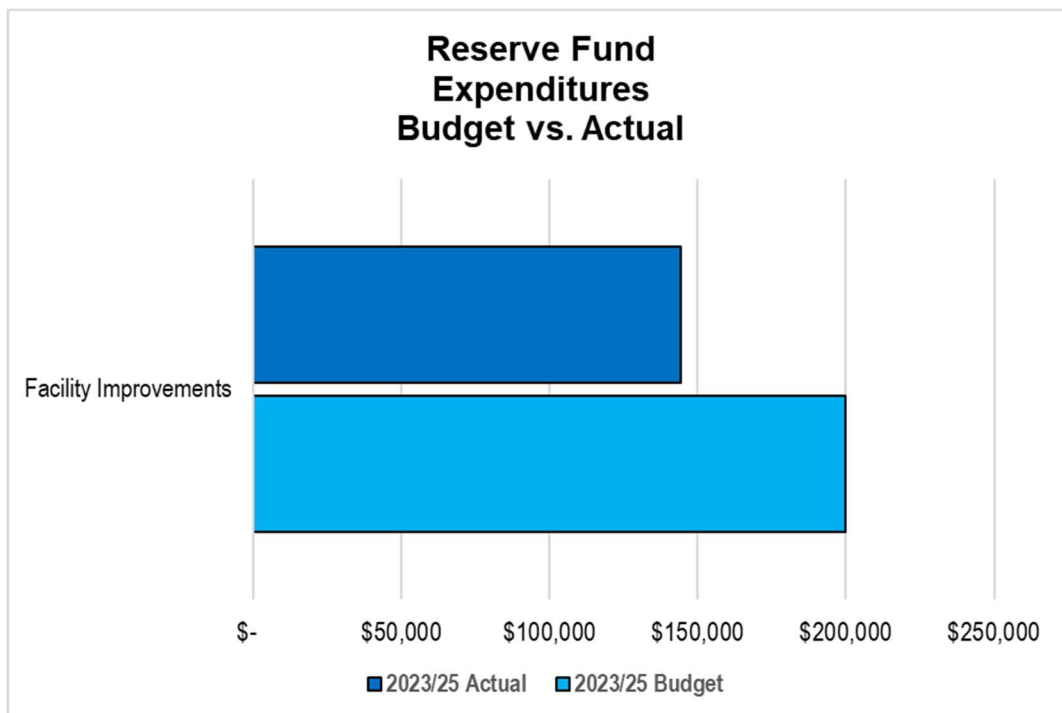
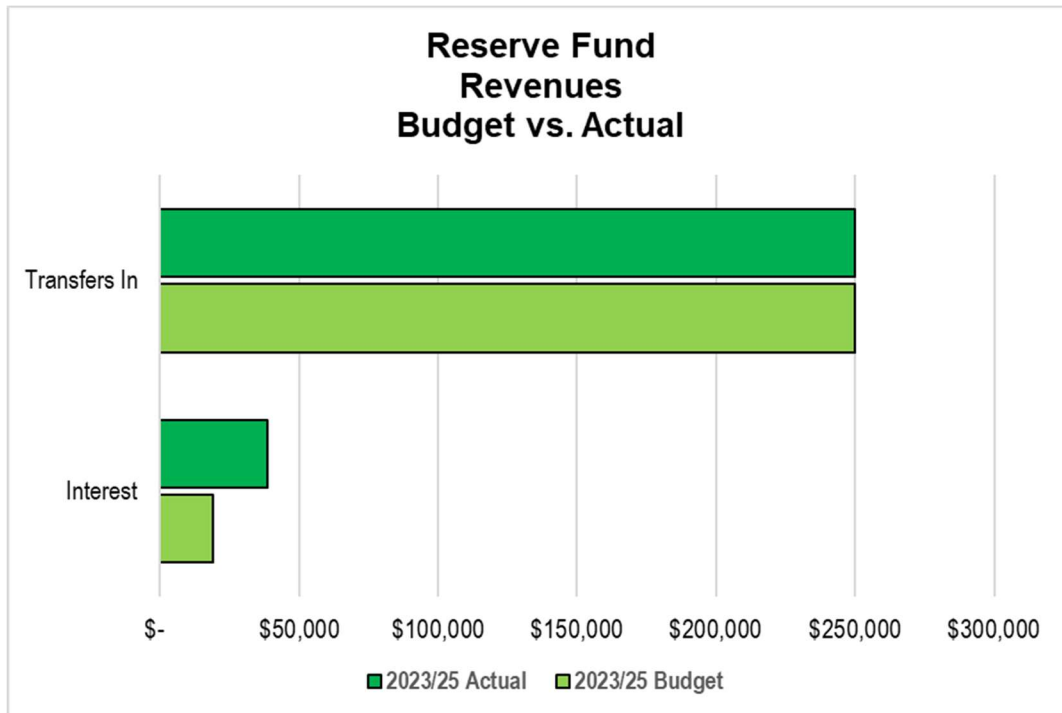
- This increase was driven by cost savings and grant-funded parks projects, providing flexibility for future priority investments.



## Reserve Fund

The Reserve Fund closed with an ending balance of \$563,283, slightly below the \$597,385 beginning balance (deficit of \$34,102).

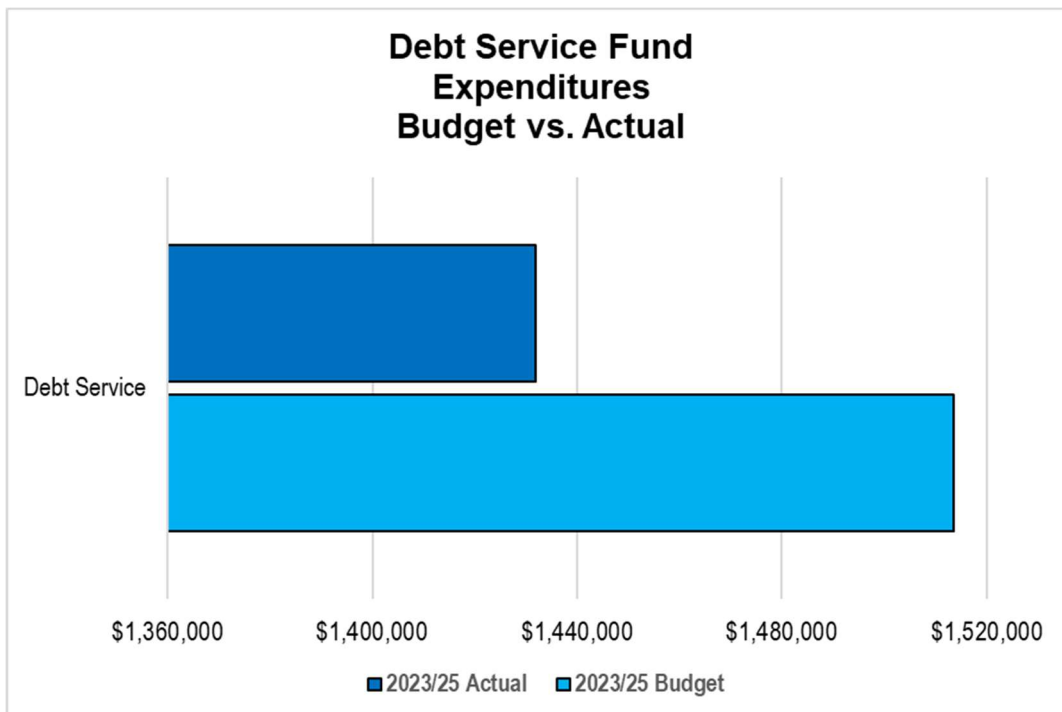
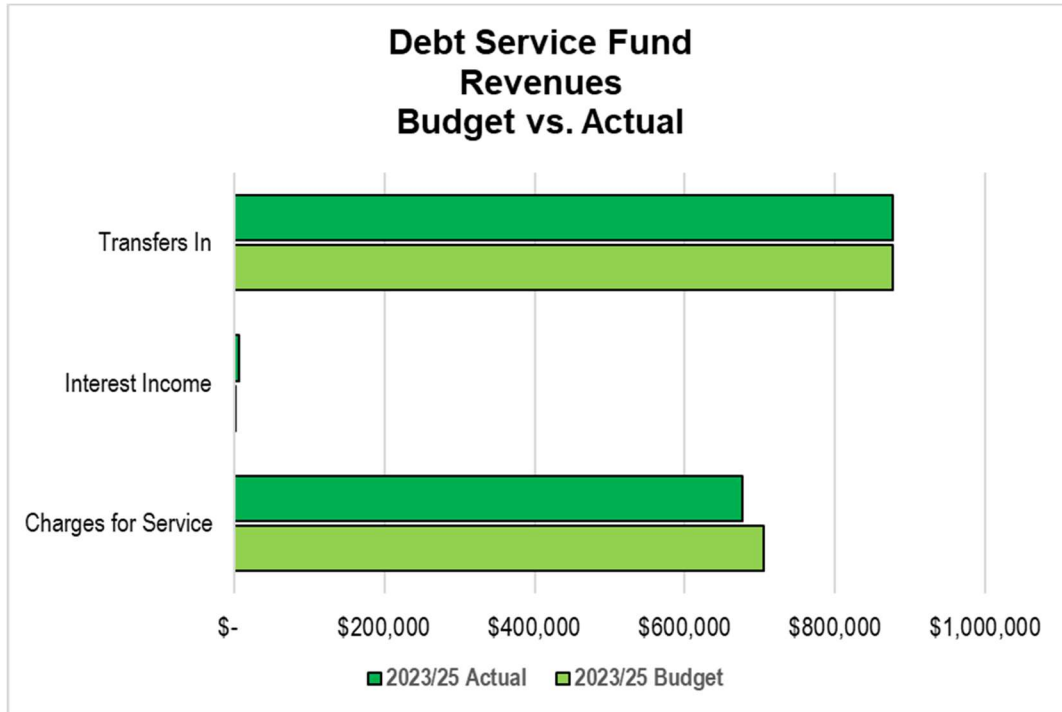
- This modest planned drawdown supported fleet and facility investments and remains within policy thresholds.



## Debt Service Fund

The Debt Service Fund closed at \$152,967, up from \$142,540 (surplus of \$10,427).

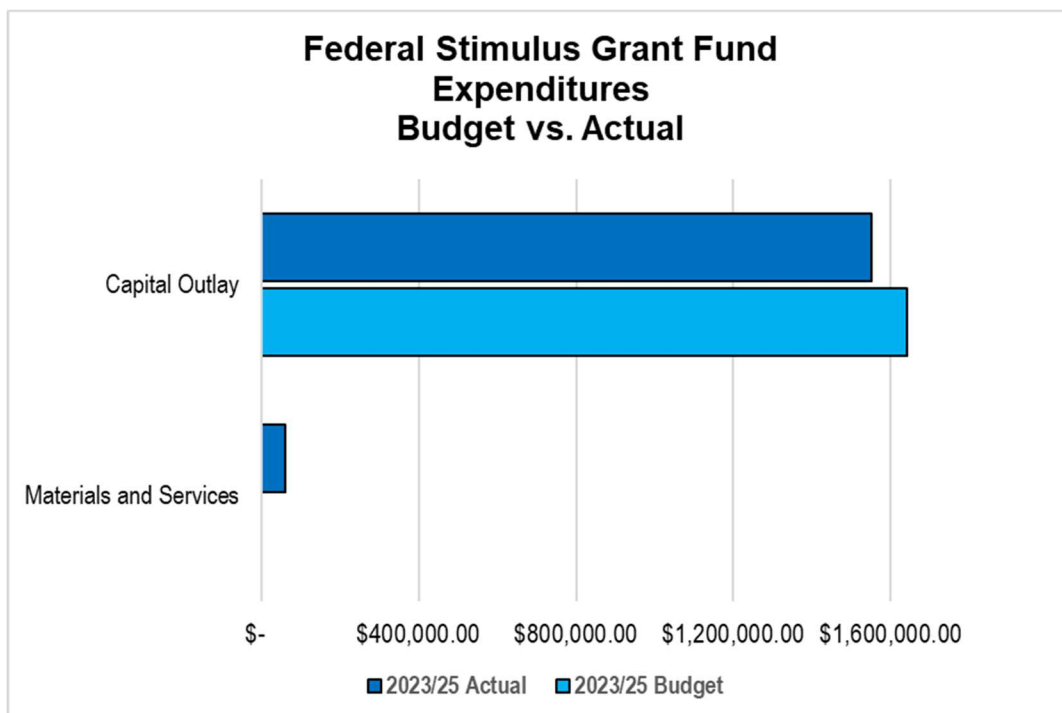
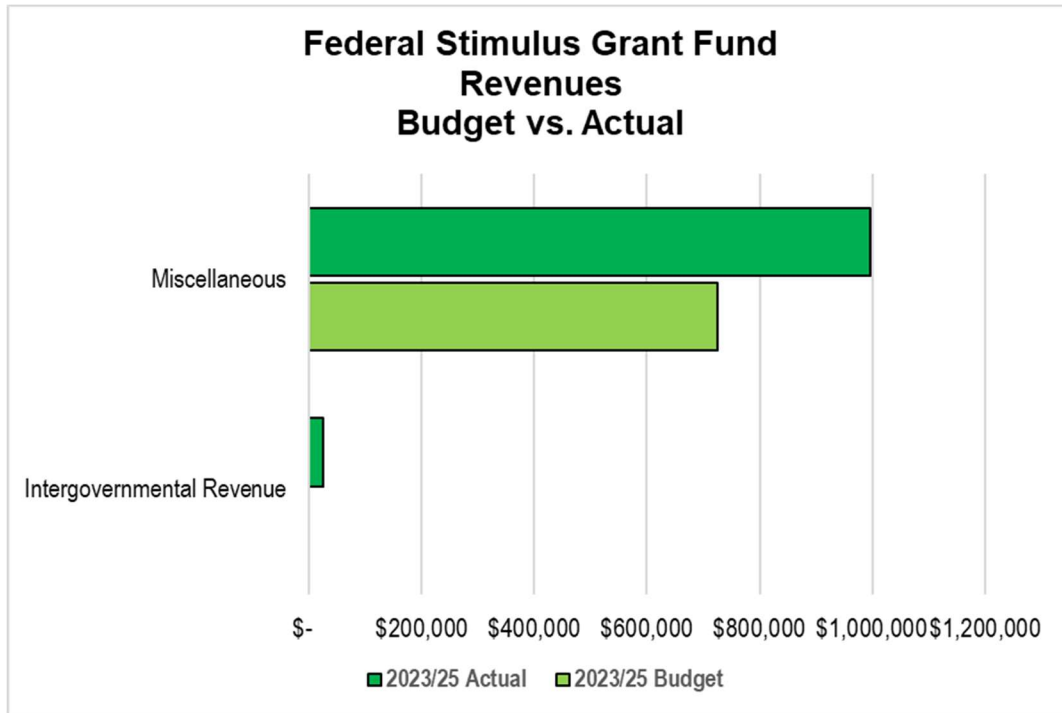
- Revenues and expenditures performed as budgeted, with adequate coverage for all scheduled obligations.



## Federal Stimulus Grant Fund

The Federal Stimulus Grant Fund closed with \$611,713 remaining. These funds no longer represent ARPA allocations, which have been depilated on infrastructure and community programs.

***Note: The Federal Stimulus Fund remains intact due to the ongoing Central Point Little League Project. This includes funds transferred from the Parks Foundation. The Fund will likely be closed at the end of the 25-27 budgetary cycle.***

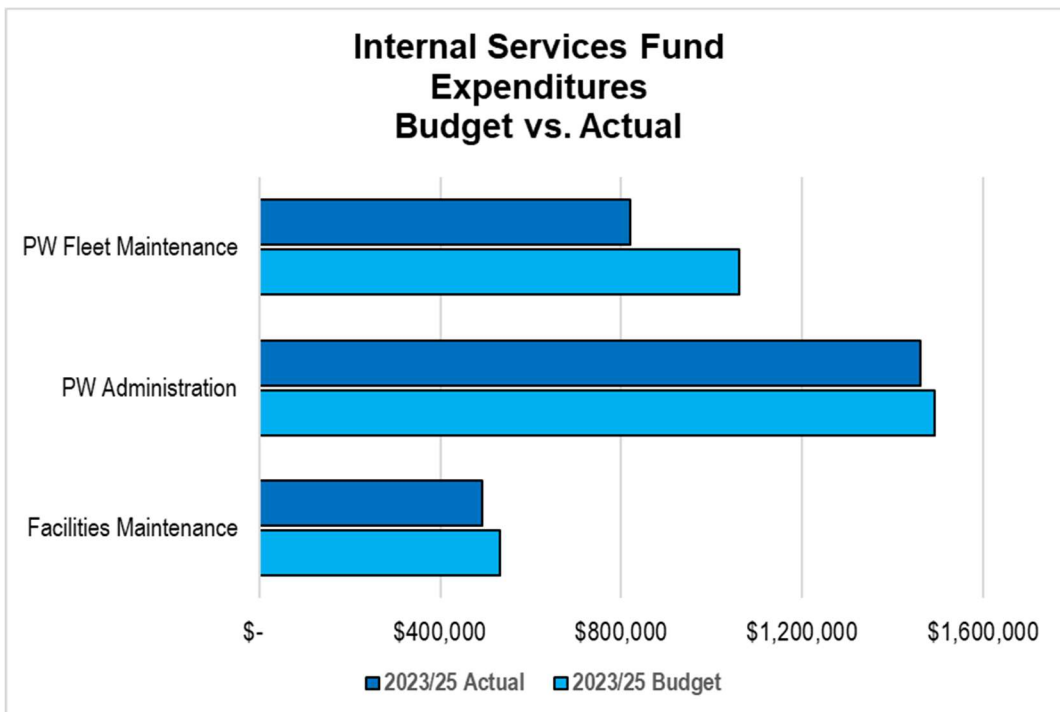
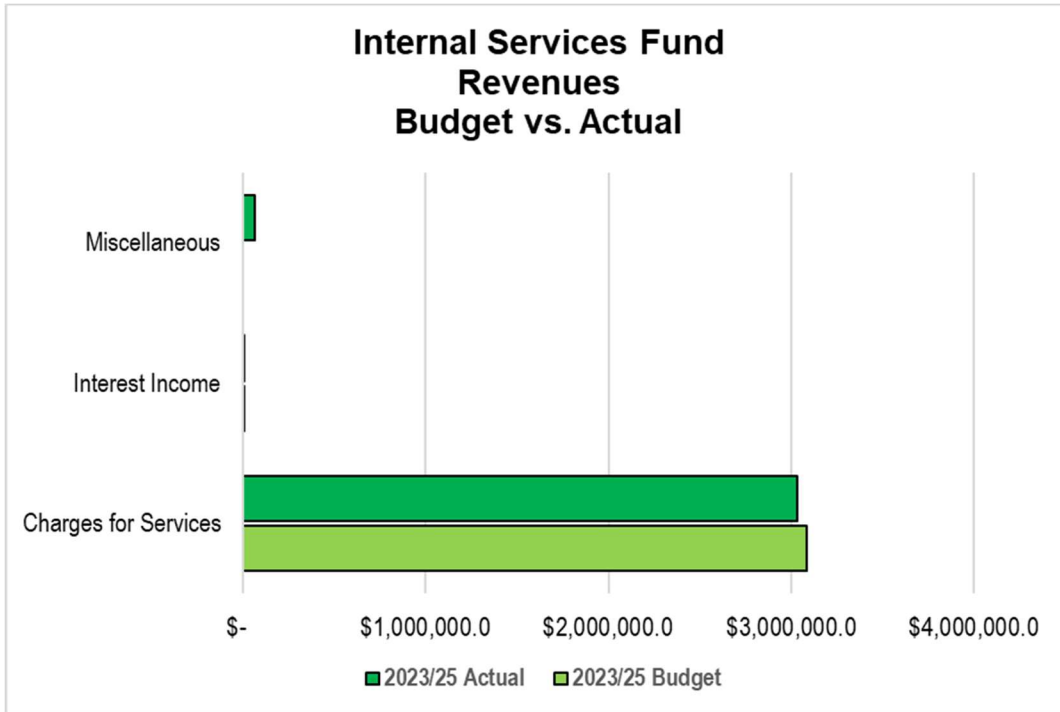




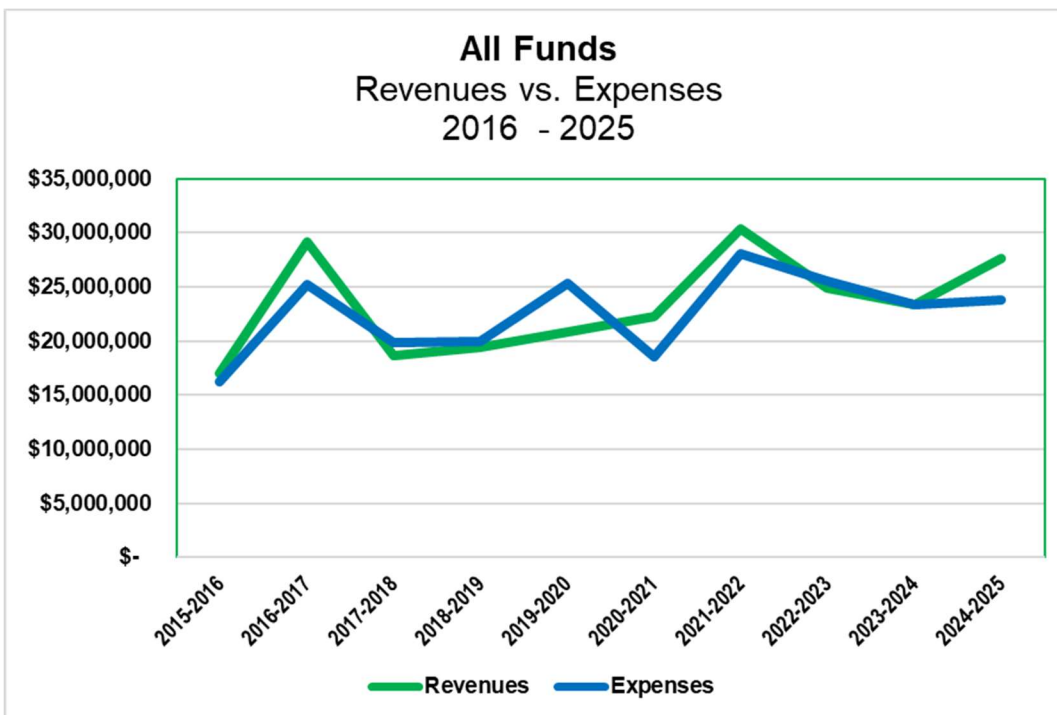
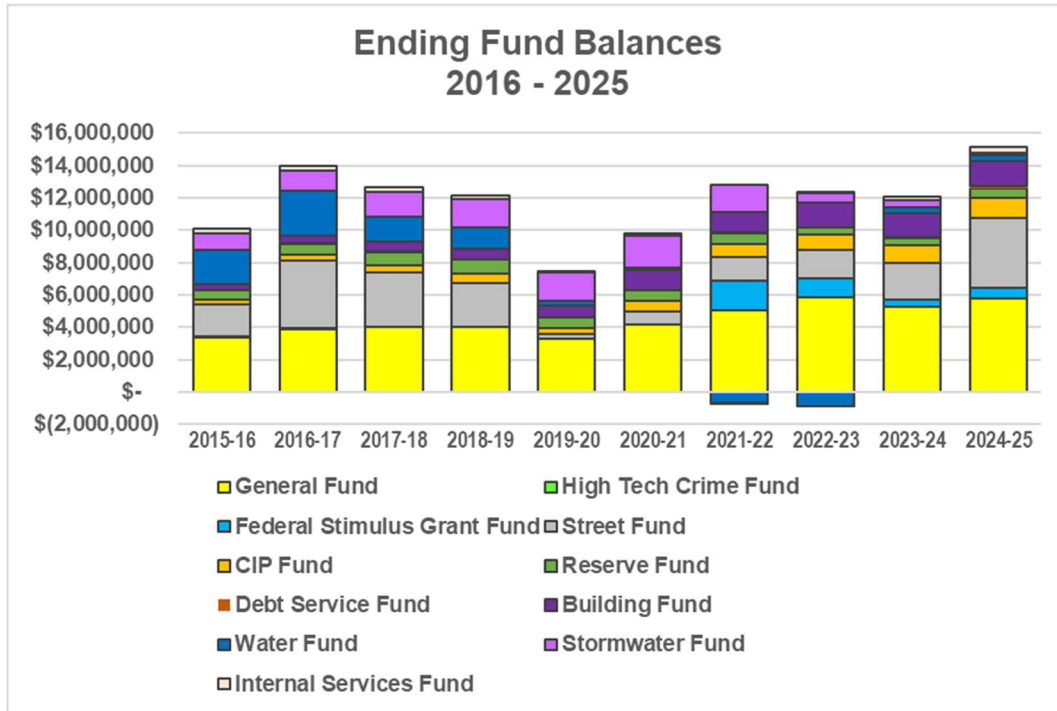
## Internal Services Fund

The Internal Services Fund ended with \$362,352, up from \$97,635 (surplus of \$264,717).

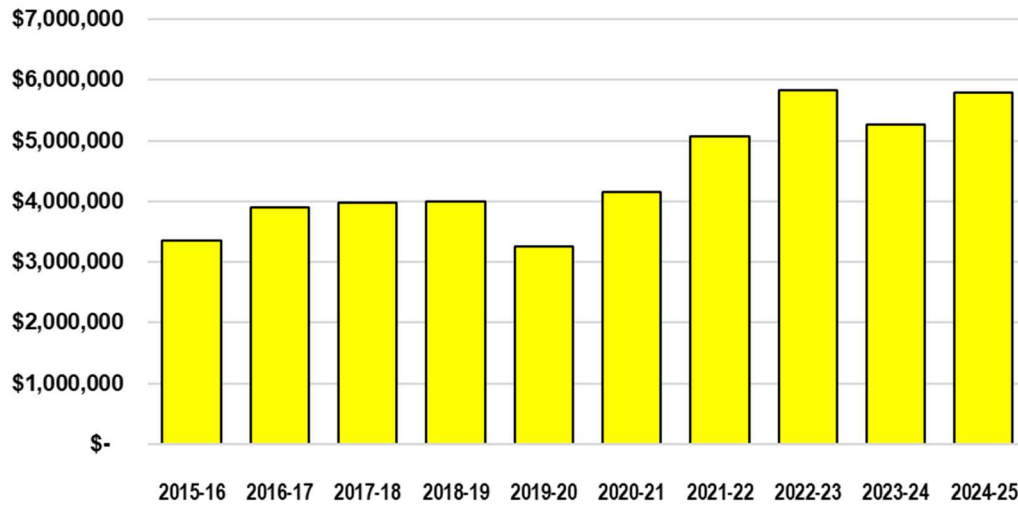
- The growth reflects timing differences in fleet and facility maintenance expenditures, ensuring sufficient reserves for FY 2025–2027.



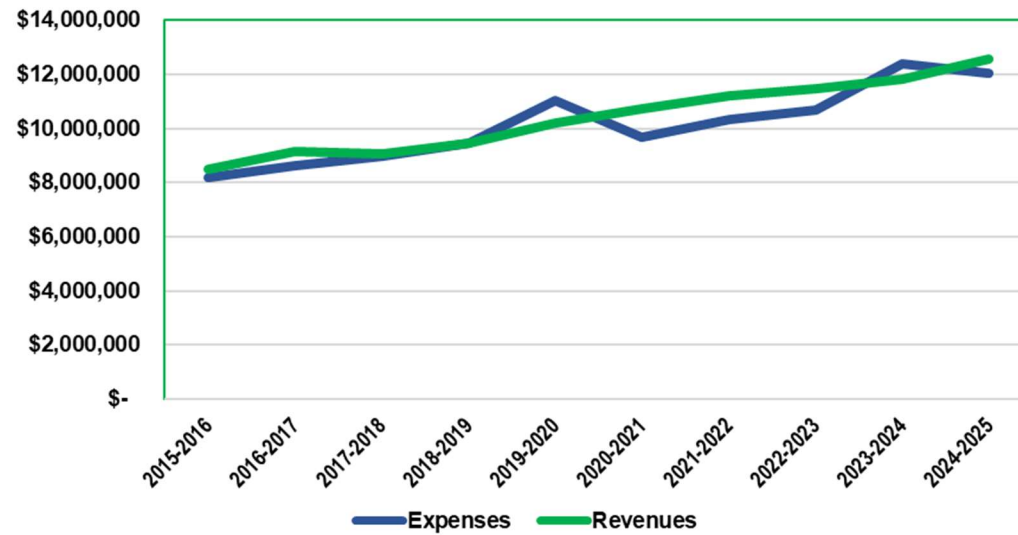
## Historical Trends



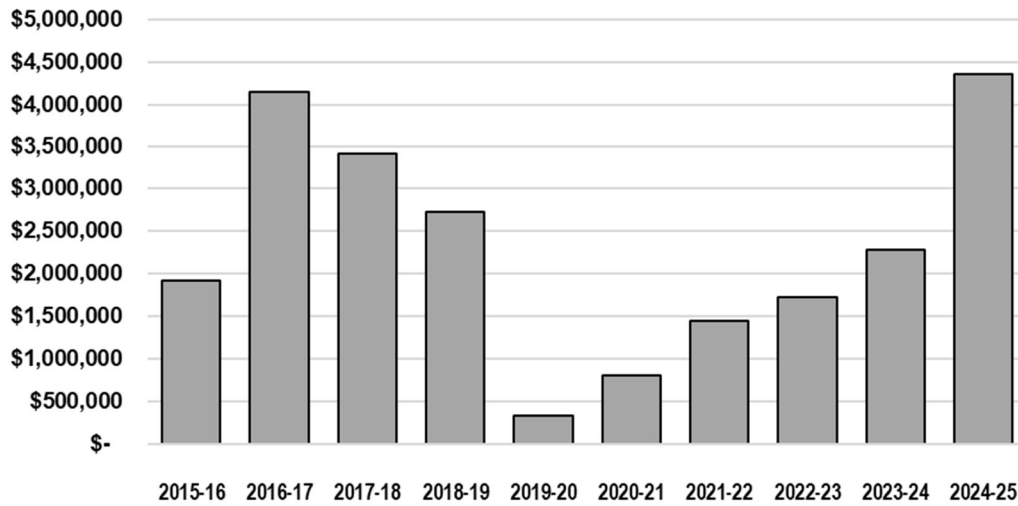
### General Fund Ending Fund Balances 2016 - 2025



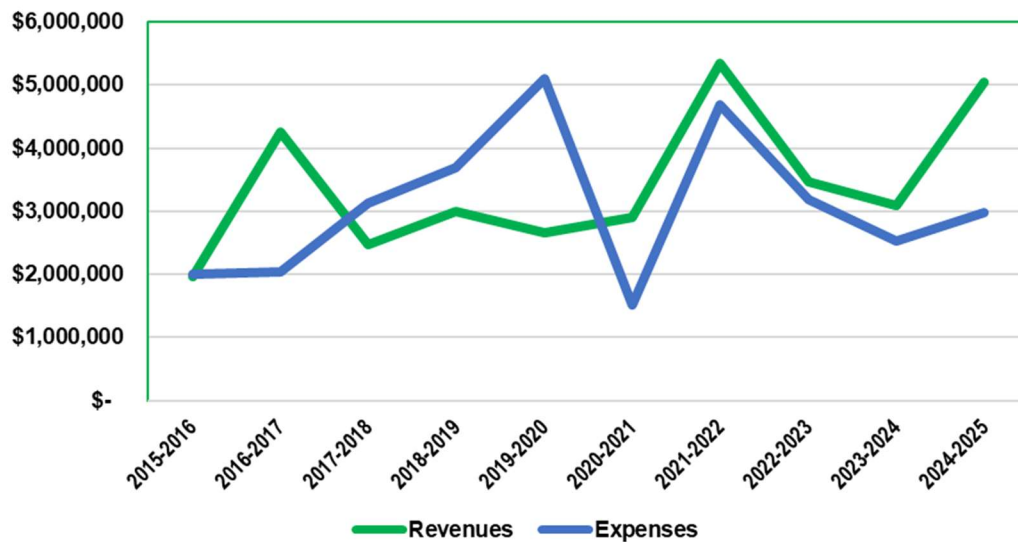
### General Fund Revenues vs. Expenses 2016 - 2025

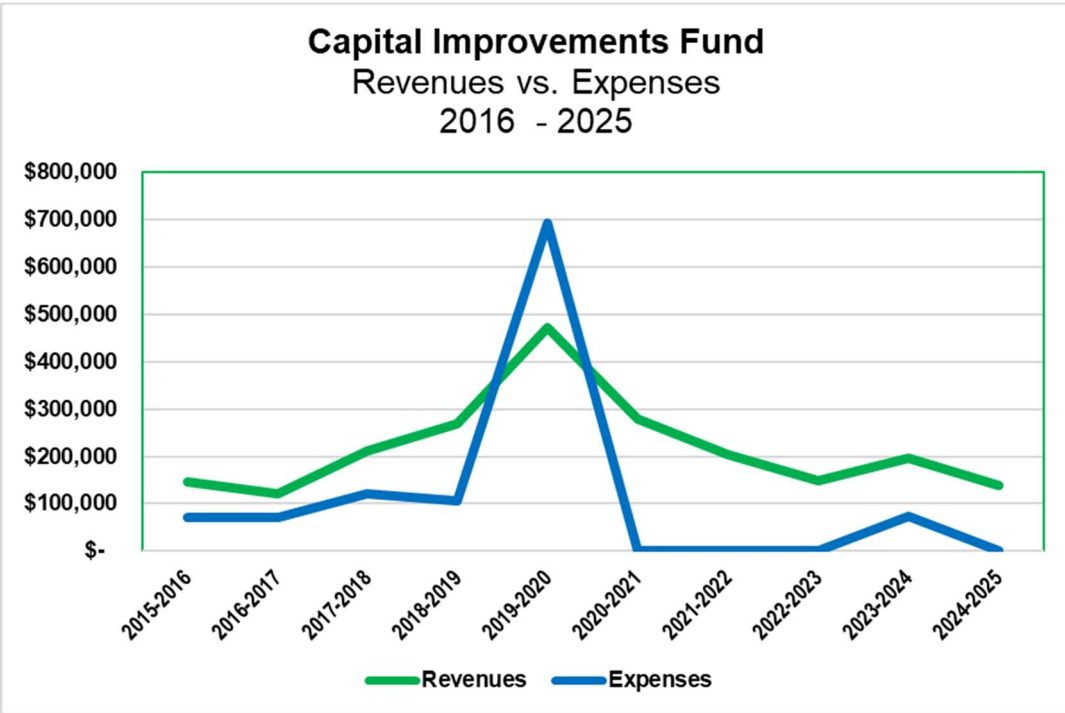
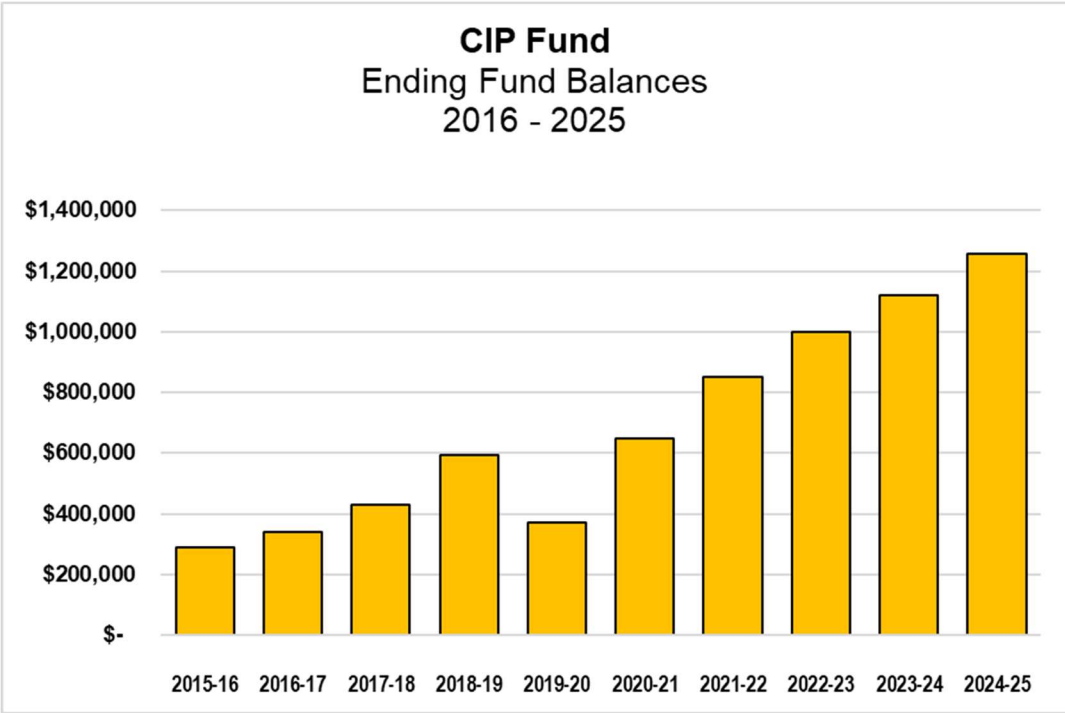


### Street Fund Ending Fund Balances 2016 - 2025

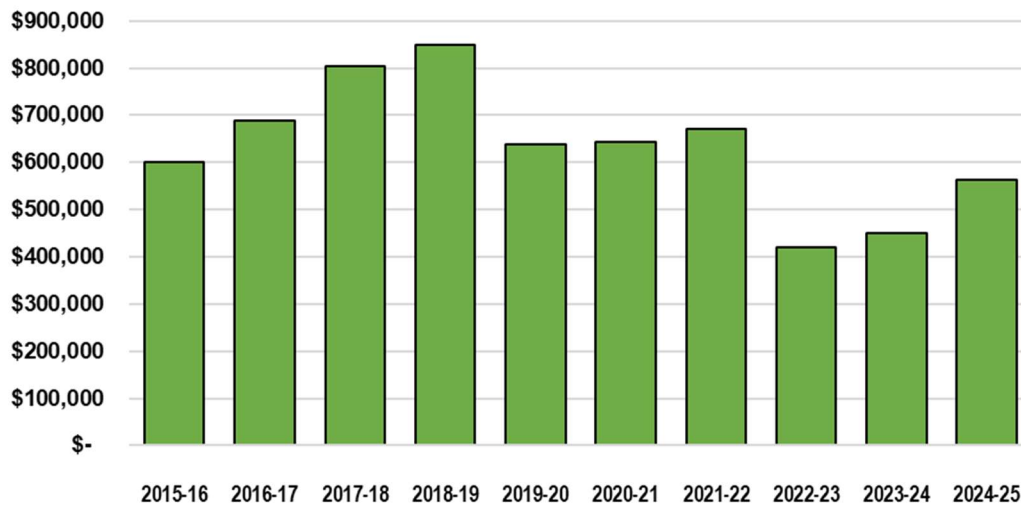


### Street Fund Revenues vs. Expenses 2016 - 2025

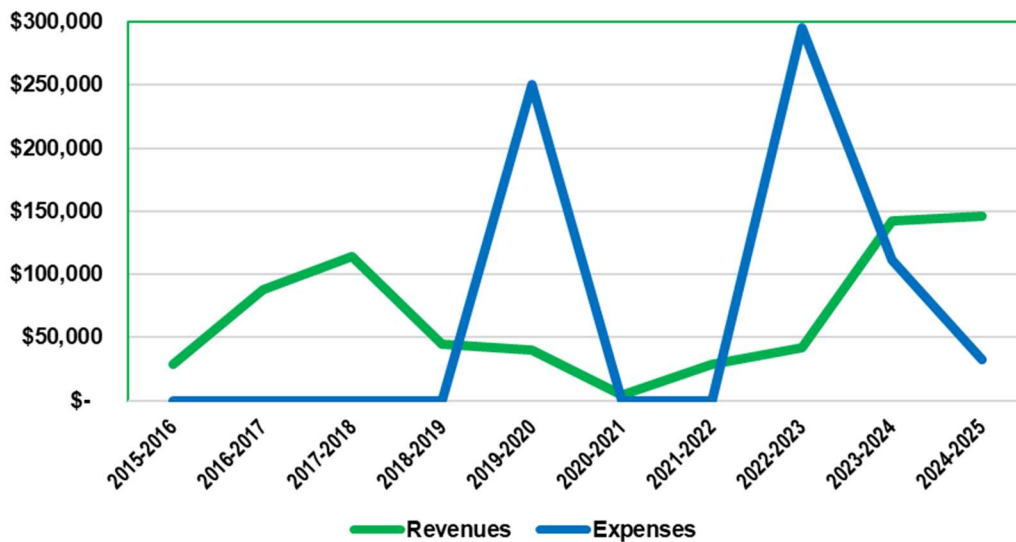




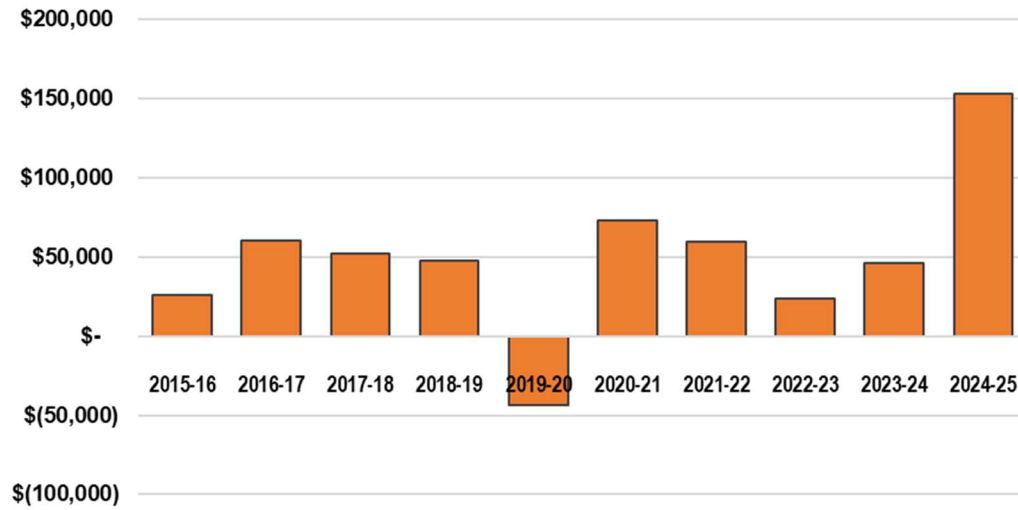
### Reserve Fund Ending Fund Balances 2016 - 2025



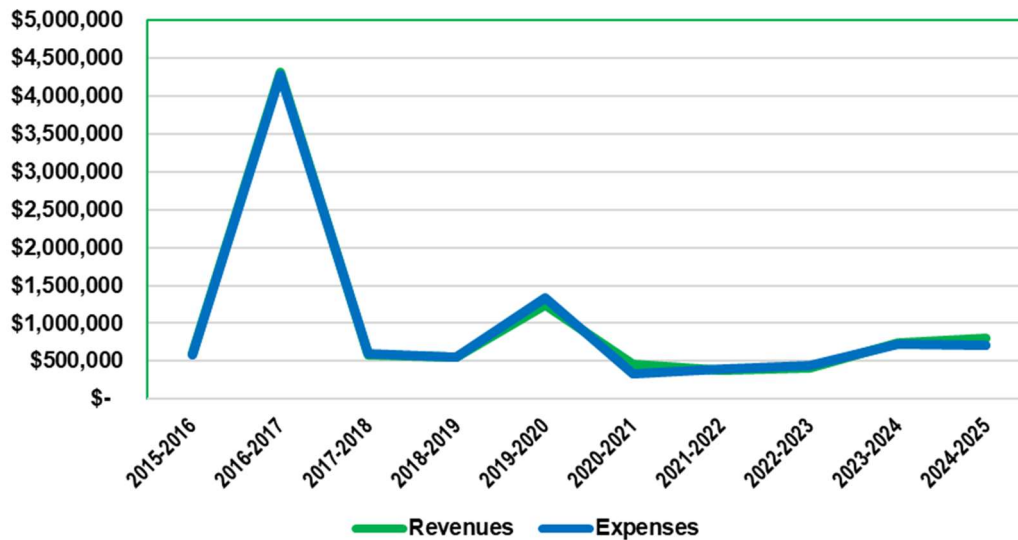
### Reserve Fund Revenues vs. Expenses 2016 - 2025



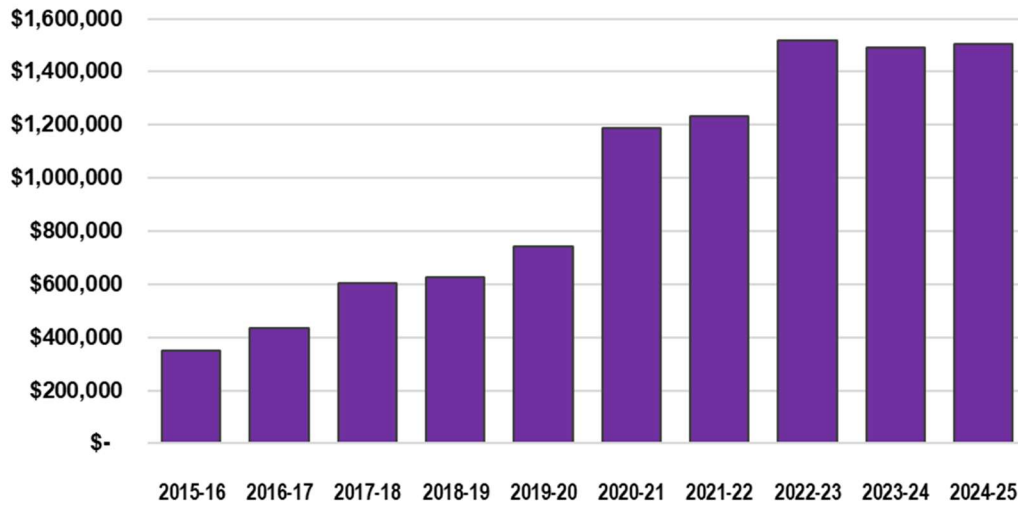
### Debt Service Fund Ending Fund Balances 2016 - 2025



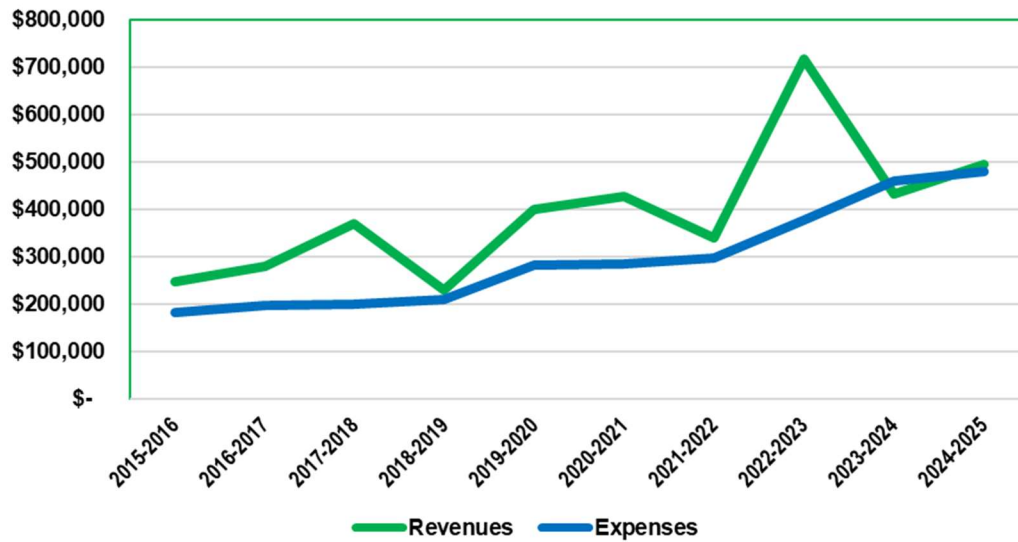
### Debt Service Fund Revenues vs. Expenses 2016 - 2025



### Building Fund Ending Fund Balances 2016 - 2025

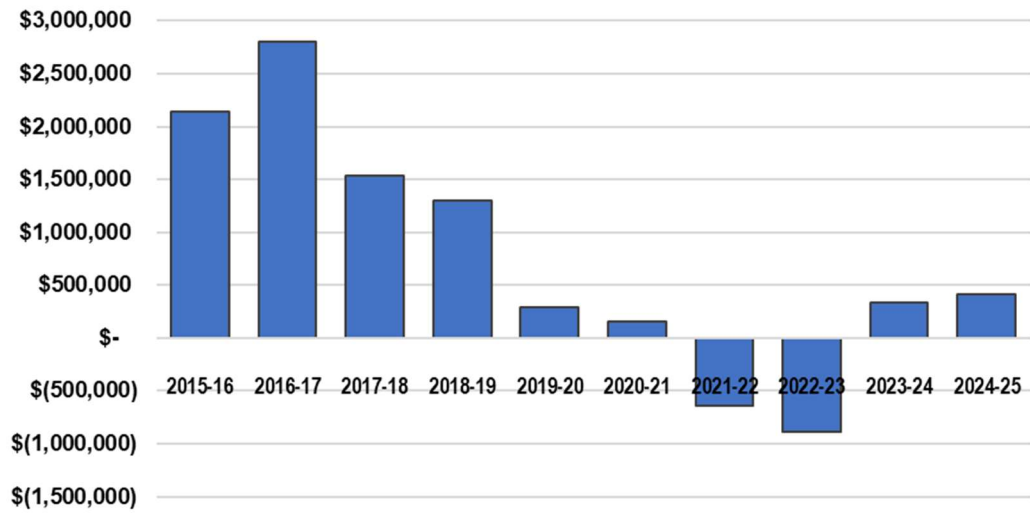


### Building Fund Revenues vs. Expenses 2016 - 2025

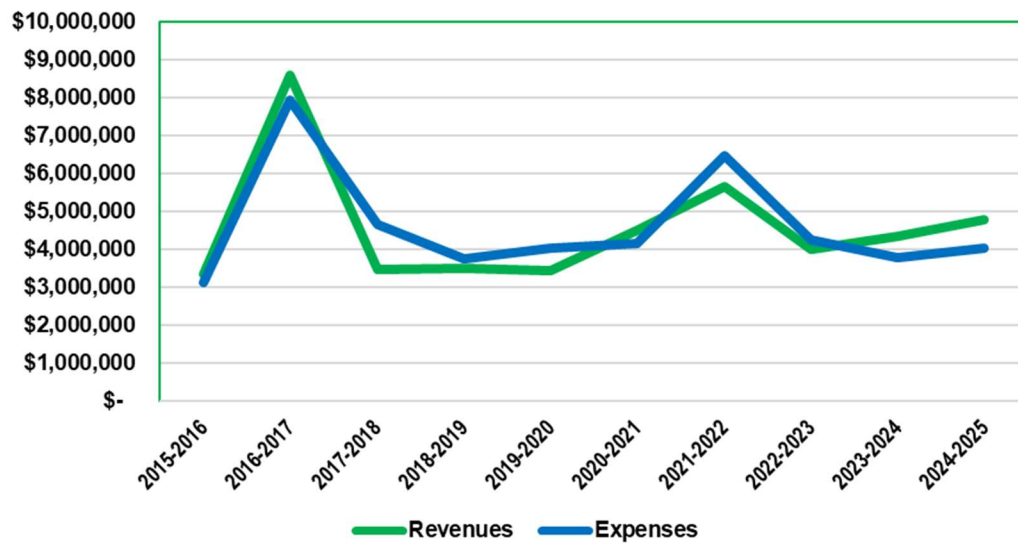




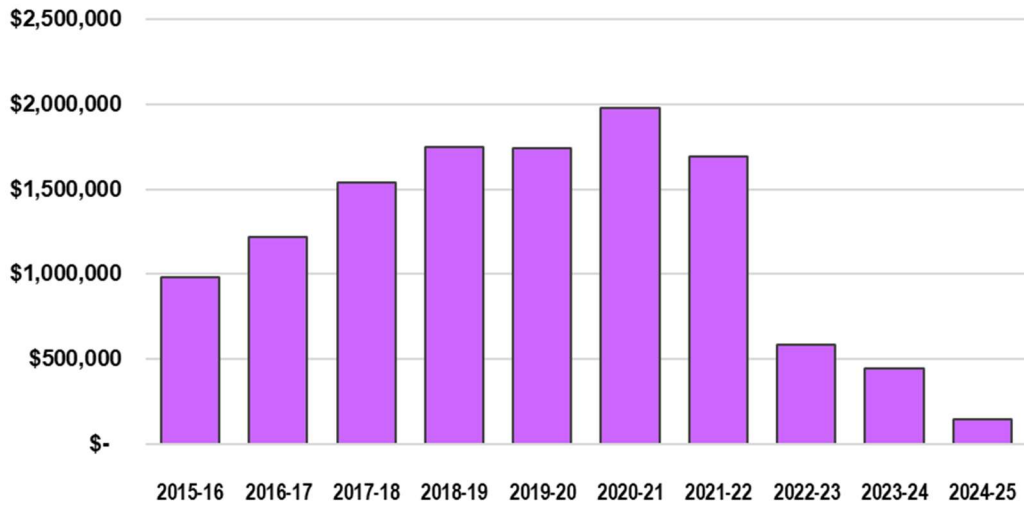
### Water Fund Ending Fund Balances 2016 - 2025



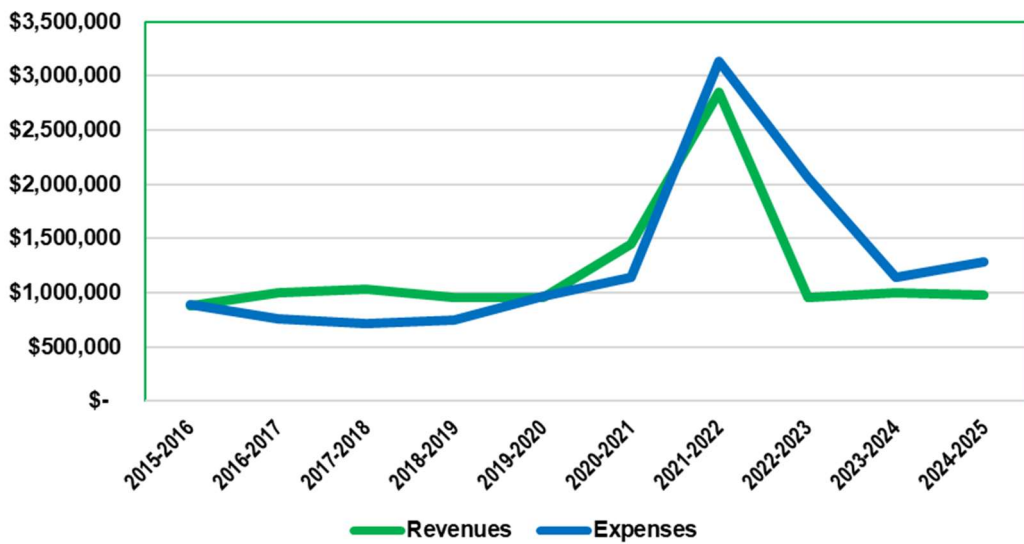
### Water Fund Revenues vs. Expenses 2016 - 2025



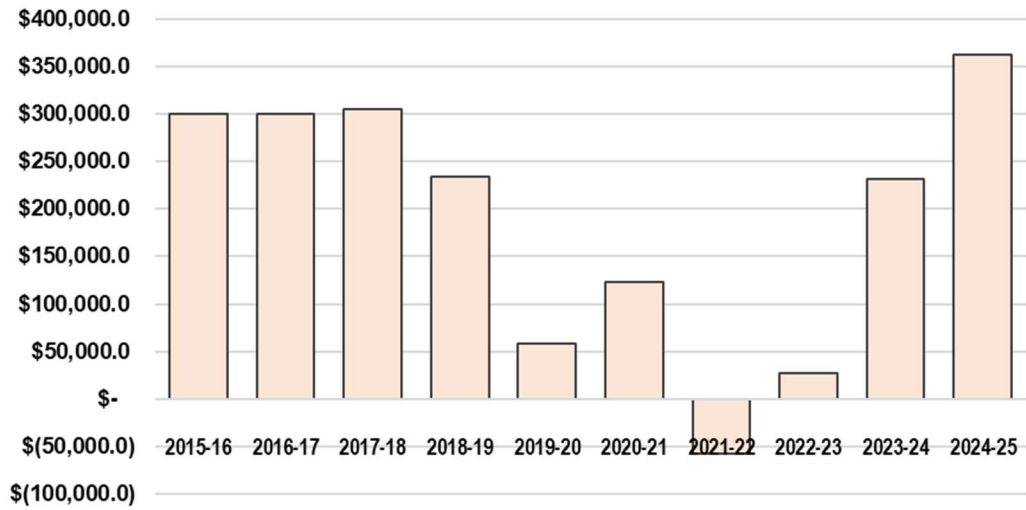
### Stormwater Fund Ending Fund Balances 2016 - 2025



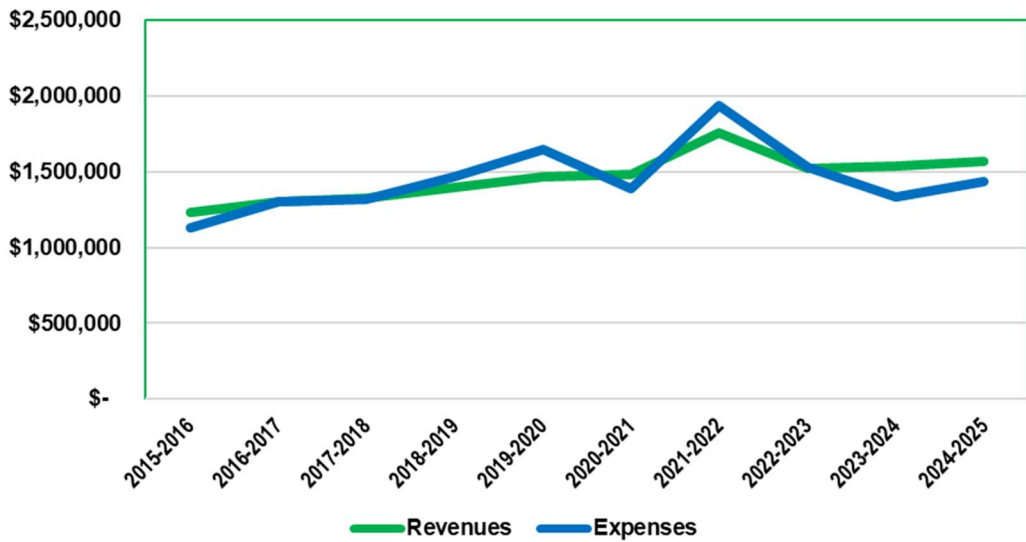
### Stormwater Fund Revenues vs. Expenses 2016 - 2025



### Internal Services Fund Ending Fund Balances 2016 - 2025



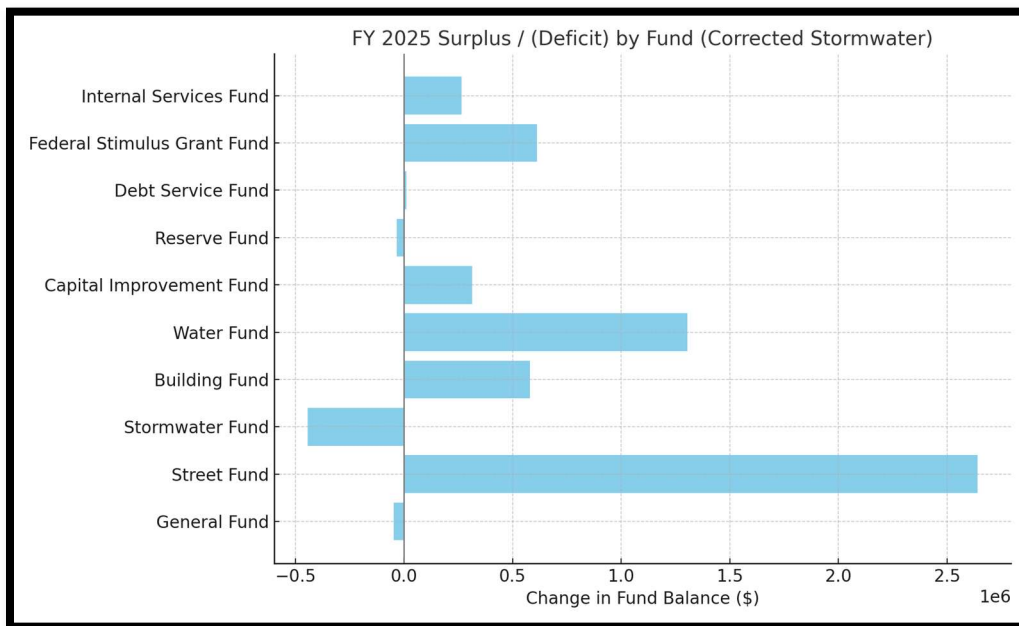
### Internal Services Fund Revenues vs. Expenses 2016 - 2025



## Summary Table – Deficit/Surplus Analysis

| Fund                        | Beginning Balance | Ending Balance | Surplus/(Deficit) |
|-----------------------------|-------------------|----------------|-------------------|
| General Fund                | \$5,832,304       | \$5,785,933    | \$-46,371         |
| Street Fund                 | \$1,721,902       | \$4,361,728    | \$2,639,826       |
| Stormwater Fund             | \$587,041         | \$143,080      | \$-443,961        |
| Building Fund               | \$925,840         | \$1,505,762    | \$579,922         |
| Water Fund                  | \$-890,187        | \$414,396      | \$1,304,583       |
| Capital Improvement Fund    | \$942,905         | \$1,257,722    | \$314,817         |
| Reserve Fund                | \$597,385         | \$563,283      | \$-34,102         |
| Debt Service Fund           | \$142,540         | \$152,967      | \$10,427          |
| Federal Stimulus Grant Fund | \$0               | \$611,713      | \$611,713         |
| Internal Services Fund      | \$97,635          | \$362,352      | \$264,717         |

## Visual Summary



## Conclusion

The City of Central Point closed the 2023–2025 biennium in a strong overall financial position. Most funds grew reserves, with only the General Fund and Reserve Fund experiencing modest planned reductions and the Stormwater Fund showing a temporary deficit related to FEMA reimbursement timing.

Once FEMA reimbursement of approximately \$500,000 is received, the Stormwater Fund will shift to a net surplus, further strengthening the City's infrastructure investment capacity.



**DEPARTMENT:** Administration

**MEETING DATE:** August 14, 2025

**STAFF CONTACT:** Chris Clayton, City Manager

**SUBJECT:** Setting future agenda item - parks naming

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**SUMMARY AND BACKGROUND:**

Pursuant to the revised Council Rules adopted by Council effective June 26, 2025, any member of Council who wishes to have an item placed on the agenda may send a written correspondence to the City Manager requesting inclusion of that item on a future agenda.

On August 4, 2025, Council Member Rob Hernandez submitted a written request to the City Manager to include the following item on a future Council agenda: renaming the Twin Creeks Park in honor of former Mayor Hank Williams pursuant to the City's adopted parks naming policy. In order to move the item forward, a majority of Council must agree to bring the item back at a future meeting. In the event the Council reaches a majority consensus to move the item forward, then pursuant to the City's adopted policy, the Council would direct the item to be considered by the Park's Commission at a duly noticed public hearing. Meeting minutes shall be prepared which fully document the input from citizens and the Parks Commission along with a recommendation from the Parks Commission. The item will then be placed on the Council's agenda for discussion and action. At that meeting, the Council may rename the park, reject the naming proposal and/or hold a public hearing on the matter.

**PREVIOUSLY DISCUSSED/DECIDED:**

**FINANCIAL ANALYSIS:**

**LEGAL ANALYSIS:**

**COUNCIL GOALS/STRATEGIC PLAN ANALYSIS:**

**Strategic Priority - Community Investment**

**GOAL 4** - Manage growth to provide places that are timeless and loved by the community.

**STRATEGY 5** – When developing new parks or updating features of our older parks,

involve the community in these planning efforts so that these facilities meet the needs of our citizens. Each park should reflect the individual character of the neighborhood in which they reside. Continually reevaluate the needs of our community in terms of parks and facilities.

**ATTACHMENTS/EXHIBITS:**

None

**STAFF RECOMMENDATION:**

Provide direction to staff whether to proceed with moving the proposed Twin Creeks Park renaming to a future agenda.

**RECOMMENDED MOTION:**



**DEPARTMENT:** Administration

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**ATTACHMENTS/EXHIBITS:**

None



# Planning Commission Report

August 14, 2025

Stephanie Powers, Planning Director

The Central Point Planning Commission held its regularly scheduled meeting on August 5, 2025. There were two discussion items on the agenda:

1. Urbanization Strategy for Exclusive Farm Use
2. Land Use and Meeting Procedure Refresher

## Urbanization Strategy for Exclusive Farm Use

Staff provided an overview of the City's 2022 Urban Growth Boundary (UGB) Amendment, the planning projects currently underway to enable annexations for urban development, challenges faced by property owners seeking to annex active farmland in the Exclusive Farm Use (EFU) zone, and a proposed strategy to incentivize annexation and eventual urban development.

This included an overview of property tax allocations, active farm use tax deferral benefits, and how an Exclusive Agriculture (EA) Overlay and Holding Zones enable farms to retain their agricultural tax rate until the zoning is changed to an urban designation (e.g., Low Mix Residential (LMR), etc.) and development occurs.

Jay Harland from CSA Planning contributed to the session by sharing real-world development scenarios from other communities to demonstrate that the City's proposed urbanization strategy is not unique to Central Point. His presentation illustrated how the strategy helps landowners overcome the disincentive to annex and offers a mechanism to accommodate the diverse interests of property owners while working toward urban development goals.

Commissioners raised questions about the potential unintended consequences of the proposed overlay and holding zones and asked what would happen if no action were taken. Staff reviewed the benefits and drawbacks of the strategy and noted that the primary risk of *not* adopting an EA Overlay and Holding Zones is that properties facing significant financial hurdles—particularly the premature loss of farm tax benefits—may delay annexation into the city limits.

## Land Use & Meeting Procedures Refresher

Recognizing the addition of new Planning Commissioners, staff provided a refresher on several key topics:

- The Oregon land use planning framework and how it shapes planning and development in Central Point
- Recent code updates regarding the role, authority, function, and governing rules of the Planning Commission



- A summary of, and key distinctions between, the four land use application types: Ministerial, Administrative, Quasi-judicial, and Legislative
- Ethics and disclosure requirements, including ex-parte contact, conflicts of interest, and bias
- Fundamentals of the record of decision—what it is, why it matters, and best practices during public hearings to ensure a strong record
- Robert’s Rules of Order, including how to make a motion, deliberate, and decide

Commissioners reflected on the planning decision-making process, noting that it is grounded in facts, evidence in the record, and applicable approval criteria—not personal opinion. They acknowledged the challenge of navigating situations when community members have strong feelings and may not fully understand the process.

Staff and commissioners discussed best practices that the Commission already demonstrates, such as listening to understand, reflecting back, and responding thoughtfully to help explain the process and build public understanding.

Commissioners also inquired about the appropriate timing for questioning staff—whether during the staff report or deliberations. This led to a useful revisit of the public hearing structure and best practices. Additional questions were raised about disclosure requirements. Staff noted that the City Attorney will provide in-depth training in early February. In the meantime, follow-up guidance will be included in the August Community Development Update.

## **Miscellaneous**

Before adjourning, staff informed the Commission of the recent passing of Councilman Mike Parsons. As many were unaware, this announcement was met with sadness and reflection. Councilman Parsons was a dedicated advocate for sound community development and attended nearly every Planning Commission meeting during his time on the Council. He was held in high regard by staff and commissioners alike for his integrity, thoughtfulness, and contributions to the City. His presence and support will be deeply missed.

The meeting adjourned at approximately 7:25 p.m.