

# BUDGET COMMITTEE MEETING AGENDA

May 18, 2026

6:00 PM

Central Point City Hall, Council Chambers

140 S 3<sup>rd</sup> St, Central Point, OR

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



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## 10. Meeting Called to Order

## 20. Roll Call

## 30. Approval of Minutes

A. Approval of April 28, 2025, Meeting Minutes

## 40. Pledge of Allegiance

## 50. Business

A. Proposed 2026-27 Budget  
Tessa DeLine, Finance Director

## 60. 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.*

# BUDGET COMMITTEE MEETING MINUTES

April 28, 2025

Central Point City Hall, Council Chambers  
140 S 3<sup>rd</sup> St, Central Point, OR  
6:00 PM



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## 1 Meeting Called to Order

## 2 Roll Call

The following members were present: Ward I Neil Olsen, Ward II Kelley Johnson, Mayor Tanea Browning, At Large Michael Parsons, Board Member Eden Foster, Board Member Kay Harrison, Board Member Michael Quilty, Board Member Kathleen Flanagan-Clark, Board Member Jim Mock, At Large Rob Hernandez, Board Member Royce Chambers, Board Member Charles Piland

The following members were absent: Ward IV Brian Whitaker, Ward III Grey Zimmerman

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

## 3 Approval of Minutes

### A. Approval of May 20, 2024, Meeting Minutes

**Motion:** Approve

**Moved By:** Rob Hernandez

**Seconded by:** Kelley Johnson

**Roll Call:** Members Neil Olsen, Kelley Johnson, Tanea Browning, Michael Parsons, Eden Foster, Kay Harrison, Michael Quilty, Kathleen Flanagan-Clark, Jim Mock, Rob Hernandez, Royce Chambers, Charles Piland voted yes. None voted no.

## 5 Business

### Election of Budget Committee Chair and Secretary

Mayor Browning opened up nominations for the 2025/27 Budget Committee Chair; Rob Hernandez moved to nominate Tanea Browning, Kelley Johnson seconded and the motion was approved.

Mayor Browning opened up the nominations for the 2025/27 Secretary, Tanea nominated Rob Hernandez, Royce Chamber seconded and the motion was approved.

**A. Proposed 2025-26 Budget**

Chris Clayton presented an overview of the urban renewal district and the community center project. He explained that the urban renewal district was created in fiscal year 2012-2013 and had been amended once. The district's boundaries were shown on a map, with the explanation that they cannot include more than 25% of the total geographic area of the city.

Chris detailed how the urban renewal district functions, with the assessed value of properties within the boundary frozen at the 2012-2013 level. Any new value created above that frozen base goes to the urban renewal district for projects identified in the plan. The average growth in assessed value was noted to be about 4% each year.

A list of projects that have received funding from the urban renewal district was presented, including downtown Pine Street improvements, highway 99 corridor work, neighborhood sidewalks and lighting, intersection signalization upgrades, and various public works projects.

The community center project was discussed in detail. It was described as a long-term financial infrastructure investment for the agency, with an estimated cost between \$15-18 million for the city's portion. The project involves a 35-year lease agreement with Jackson County, who is building the facility and leasing the city's portion back to them.

Chris explained the favorable terms of the agreement, including a 4.5% interest rate and the option for balloon payments if costs exceed \$15 million. He also noted that the district's projected fund balance and tax increment were exceeding initial projections, which was positive news for the project.

The potential for future development on two large undeveloped properties within the district was discussed, which could significantly boost the district's revenue if realized.

Steve Weber then presented the specific budget details for the 2025-26 fiscal year. He noted that this was a single-year budget, unlike the city's biennial budget. The total budget was balanced at just over \$3,300,000, including carryover from the previous fiscal year, tax increment revenue, and interest earnings.

On the expenditure side, Steve outlined materials and services costs, capital outlay for the facade improvement program, debt service payment on the East Pine project, and a contingency fund. The projected ending fund balance for

June 30, 2026, was noted to be just below \$2,700,000.

Questions were asked and answered regarding the interest rates on debt and investments, as well as the timeline for paying off the Pine Street debt.

**Motion:** Approve

**Moved By:** Michael Parsons

**Seconded by:** Kay Harrison

**Roll Call:** Members Neil Olsen, Kelley Johnson, Tanea Browning, Michael Parsons, Eden Foster, Kay Harrison, Michael Quilty, Kathleen Flanagan-Clark, Jim Mock, Rob Hernandez, Royce Chambers, Charles Piland voted yes. None voted no.

## 6 Upcoming Meeting Date

Steve announced that the development commission's budget would be presented for final adoption to the board in June. He also mentioned upcoming city budget meetings scheduled for May 5th and May 12th, with a potential third meeting if necessary.

## 7 Adjournment

**Michael Quilty moved to adjourn, all said aye and the meeting was adjourned at 6:38 PM.**

The foregoing minutes of the April 28, 2025, Council meeting were approved by the City Council at its meeting of \_\_\_\_\_, 2025.

Dated:

\_\_\_\_\_  
Secretary Rob Hernandez

ATTEST:

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



**DEPARTMENT:** Finance

**MEETING DATE:** May 18, 2026

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

**SUBJECT:** Proposed 2026-27 Budget

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**SUMMARY AND BACKGROUND:**

Proposed 2026-27 Budget Highlights:

Resources:

Beginning Fund Balance - \$3,000,000

Current Property Taxes - \$1,375,000

Delinquent Taxes - \$26,000

Interest Earnings - \$70,000

**Total Resources - \$4,471,000**

Requirements:

Materials & Services - \$71,500

Debt Service - \$395,960

Capital Outlay - \$125,000

Contingency - \$100,000

Ending Fund Balance - \$2,903,540

**Total Requirements - \$4,471,000**

**PREVIOUSLY DISCUSSED/DECIDED:**

**FINANCIAL ANALYSIS:**

By Oregon Law the budget is balanced at \$4,471,000.

**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.

**ATTACHMENTS/EXHIBITS:**

1. 2026-2027 Budget Urban Renewal

**STAFF RECOMMENDATION:**

Approve proposed 2026-27 budget as presented.

**RECOMMENDED MOTION:**

**City of Central Point  
Development Commission  
2026-2027 Proposed Budget**

	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
<b>Resources</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Proposed Budget</b>
Beginning Fund Balance	1,086,339	1,745,280	1,894,575	3,000,000
Taxes	1,044,496	1,162,425	1,312,620	1,375,000
Previously Levied Taxes	23,756	19,721	24,000	26,000
Interest Income	73,813	98,256	72,000	70,000
<b>Total Resources</b>	<b>\$ 2,228,404</b>	<b>\$ 3,025,682</b>	<b>\$ 3,303,195</b>	<b>\$ 4,471,000</b>
<b>Requirements</b>				
<b>Materials and Services</b>				
Advertising/ Legal Notices	-	-	1,000	1,500
Professional Services	27,158	43,675	18,000	20,000
Contract Services/Administration/Staff	114,582	590,334	30,000	30,000
Office Supplies/Postage/ Phone/Sm. Equip.	266	237	1,000	20,000
<b>Total Materials and Services</b>	<b>142,006</b>	<b>634,246</b>	<b>50,000</b>	<b>71,500</b>
<b>Capital Outlay</b>				
Pine Street Plaza Design	-	15,038	-	-
Miscellaneous Public Works Projects	-	-	-	50,000
Economic Incentive Program	-	-	75,000	75,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>15,038</b>	<b>75,000</b>	<b>125,000</b>
<b>Debt Service</b>				
Bond - Pine Street	341,119	363,463	383,045	395,960
Community Center Lease	-	-	-	875,000
<b>Total Debt Service</b>	<b>341,119</b>	<b>363,463</b>	<b>383,045</b>	<b>1,270,960</b>
<b>Operating Contingency</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>
<b>Ending Fund Balance</b>	<b>1,745,279</b>	<b>2,012,936</b>	<b>2,695,150</b>	<b>2,903,540</b>
<b>Total Requirements</b>	<b>\$ 2,228,404</b>	<b>\$ 3,025,682</b>	<b>\$ 3,303,195</b>	<b>\$ 4,471,000</b>