

Agenda

Shady Cove Regular City Council Meeting

Shady Cove City Council Chamber
22451 Highway 62, Shady Cove, Oregon
Thursday, November 7, 2019
6:00 p.m.

I. Call to Order

- A. Roll Call
- B. Pledge of Allegiance
- C. Announcements by Presiding Officer

- 1. This meeting is being digitally recorded.
- 2. The next regularly scheduled meeting of the Planning Commission will be November 14, 2019, at 6:30 p.m. in the Council Chamber.
- 3. The next meeting of the City Council will be November 21, 2019, at 6:00 p.m. in the Council Chamber.
- 4. Public may comment on agenda items – Public must state name, address and standing to discuss an issue. Issues must have a city-wide impact and not be personal issues.

II. Consent Calendar

- A. Regular Meeting Minutes of October 17, 2019

III. Written Communication

None.

IV. Staff Reports

- A. Bills Paid Report, October 9, 2019 – October 25, 2019; \$ 76,975
- B. City Administrator
- C. Jackson County Deputy

V. Old Business

- A. City Goals 2020-2021

VI. New Business

- A. Resolution #19-15 Local Correctional Facility Service District (without Talent)
- B. Resolution #19-16 Local Correctional Facility Service District (with Talent)
- C. Sheriff's Agreement Updated with CSO - pending
- D. Municipal Fundamentals training
- E. Photography Contest

VII. Public Comment on Non-Agenda Items

VIII. Council Comments on Non-Agenda Items

- A. Mayor Richardson – Rogue Valley Council of Governments
- B. Councilor Mitchell – Rogue Valley Area Commission on Transportation & Parks and Recreation Commission
- C. Councilor McGregor – Southern Oregon Regional Economic Development Inc
- D. Councilor Hohenstein – Planning Commission
- E. Councilor Tarvin

XI. Adjournment

City of Shady Cove
City Council Regular Meeting Minutes
Thursday, October 17, 2019

CALL TO ORDER

Mayor Richardson called the Regular City Council Meeting to order at 6:00 p.m. in the City Council Chambers.

Council Present: Mayor Richardson, Councilor Mitchell, Councilor McGregor, Councilor Tarvin, and Councilor Hohenstein

Staff Present: Thomas J. Corrigan, City Administrator; Debby Jermain, Planning Technician

ANNOUNCEMENTS

The Mayor led the audience in the Pledge of Allegiance and made the announcements on the agenda.

PUBLIC COMMENT

None.

CONSENT CALENDAR

Regular Meeting Minutes of October 3, 2019

Motion to Accept the Minutes of the Regular Council Meeting October 3, 2019, with Corrections

Motion: Councilor Hohenstein

Second: Councilor McGregor

All Ayes. Motion carried 5-0

WRITTEN COMMUNICATION

Mayor read the deadline of February 13, 2020 for the Environmental Impact Statement from the Federal Energy Regulatory Commission. (Attached).

STAFF REPORTS

Motion to Accept the Bills Paid Report for September 24, 2019, to October 8, 2019

Motion: Councilor Mitchell

Second: Councilor McGregor

Motion carried 4-1 (Nay - Councilor Tarvin)

City Administrator

- The work on the Cleveland St. project is in the penalty stage.
- The City, the School District, Hiland, and Avista all cooperated on work that needed to be done on Erickson Ave.
- The paving on Mallory has been completed thanks to Jim Willis and the Church.
- Staff has been working on the Audit items.
- The City is working to firm up the Volunteer Roster and procedures.
- Working on the CIS Best Practices schedule, 13 pages of questions.
- RVSS has been doing Smoke Testing on sewer lines as a precaution.
- The Emergency Management Commission posting is online as well as "Call Before You Burn" and the Watershed creek work.

- Hannah's Ridge Subdivision work has been delayed, Bond waterline work proceeding.
- Law Enforcement contract with Jackson County will be on next agenda.
- VRBO procedure not working as initially agreed upon years ago. Can not obtain from online organizations exact amounts paid by local owners.
- Complaints will be handled by City Administrator as part of the CSO program. All requests of Staff must go through the City Administrator.
- Leaf Drop Off begins November 1 at the City Shop. Please do not overfill the trailer.

A deputy was not in attendance.

Fire Chief Greg Winfrey gave the Fire District 4 report. (Attached)

OLD BUSINESS

A. Fire Marshall for Fire, Life, and Safety

Discussion ensued.

Motion to approve an update to the Fire and Life Safety Code allowing the Fire District to include a self audit as part of the City's business license renewal process and pass information back to the Fire District. One caveat is that the Council is to see the form prior to mailing.

Motion: Councilor Hohenstein
All Ayes. Motion carried 5-0

Second: Councilor Mitchell

B. Resolution 19-14 – River Sign Markers

Discussion ensued. Councilor McGregor gave an update. No action at this time.

NEW BUSINESS

A. Quarterly Budget Report – First Quarter

Discussion ensued. City Administrator explained the changes to the last page. State Income is right where it should be, Franchise Fees, Public Safety Fees, all within norm. Property taxes don't really hit until November. RVSS payment hit a week after this quarter. Operations and Maintenance have big expenditures right at start of fiscal year. Payroll in good shape.

B. Discussion Item – 2020-2021 City Goals

Discussion ensued. Councilors to email City Administrator with draft goals by Friday, November 1 for discussion next meeting.

PUBLIC COMMENTS

Mary Stirling requested an update on the City Camera Program for businesses. Councilors Mitchell and McGregor will bring back an update over the next two meetings.

Geoffrey Saling, 235 Williams regarding complaint on 234 Williams.

Sue Pemberton, 360 Park Dr. commented on fire inspections and signage on the river.

Motion to extend the time of the meeting until 8:15

Motion: Councilor Hohenstein

Second: Councilor McGregor

Ayes: Motion carried 5-0

COUNCIL COMMENTS

Mayor Richardson spoke that the City had a very good forum on the 2020 Census. She reminded everyone about the Public Forum on November 12, 2019, at 6:00 p.m. at the Community Center. The speakers will be from the Department of State Lands on Stewardship of the Rogue River. She further commented on gossip within the City that is hurtful and detrimental to our community. It's time to move on and realize the true potential of our City. The City has taken steps to ensure our safety with our CSO, generated more income, updated the City Charter, formed two new commissions, Parks and Recreation and Emergency Management, by doing so get more involvement from the citizens, opened new tools of communication, our newsletter, public forums and new City website. The Fire Chief was asked to comment and he stated that there have been false rumors of corruption in the Fire District and he would like to hear directly if there are any real allegations. Sue Pemberton commended the Fire District on their efforts.

Councilor Mitchell noted that the Facebook site is not positive and feeds on negativity. RVACT has not had a recent meeting. Next meeting January 14, 2020. He also commented on the Parks meeting, the County Park developments and Commissioner Robert's comments.

Councilor McGregor said that SOREDI had not had a recent meeting. He also agreed with Councilor Mitchell in regard to people negatively commenting on what others do, asked people to "put your money where your mouth is." Social media is a small percentage of people who need to get more correct information. He noted we have a strong Council and a good Fire Department.

Councilor Hohenstein noted he was still collecting his thoughts and he asked to come back to him.

Councilor Tarvin questioned the procedure of cleaning out the storm drains along the streets. The City Administrator said that if it was under the driveway it was the property owner's responsibility. Councilor Mitchell gave more information and confirmed unless the City installed the drain, that it is the property owner's responsibility. She discussed

the resolution that was sent in regard to Library parking lot agreement. She further questioned the Hiland Water invoice for the County Park.

Councilor Mitchell commented that it was 8:15 and the Council had not passed a motion to extend the meeting again. Councilor Mitchell left the meeting. Councilor McGregor confirmed that it is the rule. Councilor Hohenstein offered a motion.

Motion to extend the meeting time to 8:30.

Motion: Councilor Hohenstein Second: Councilor Tarvin
Councilor Hohenstein – Aye, Councilor Tarvin – Aye, Councilor McGregor – Nay, Mayor Richardson – Nay. Motion failed.

ADJOURNMENT

There being no further business before the Council, the Mayor adjourned the regular meeting at 8:15 p.m.

Approved:

Attest:

Lena Richardson
Mayor

Thomas J. Corrigan
City Administrator

Council Vote:

Mayor Richardson _____
Councilor Mitchell _____
Councilor McGregor _____
Councilor Tarvin _____
Councilor Hohenstein _____

| Check Issue Date | Check | Payee | Description | Amount |
|------------------|-------|-----------------------------------|--|----------|
| 10/07/2019 | 43750 | Paul & Synthia Zerr | Utility Billing Refund | -.01 |
| 10/01/2019 | 43987 | Leonard Apple | Utility Billing Refund | -.12 |
| 09/24/2019 | 44376 | AT&T Mobility | Mobile Phone #2872860888814 | 223.42 |
| 09/24/2019 | 44377 | Canon Financial Services, Inc. | Copier Lease & Copies 612930 | 404.02 |
| 09/24/2019 | 44378 | Cantel of Medford, Inc. | PPE | 144.00 |
| 09/24/2019 | 44378 | Cantel of Medford, Inc. | Maintenance Supplies | 16.00 |
| 09/24/2019 | 44378 | Cantel of Medford, Inc. | Street Materials | 64.00 |
| 09/24/2019 | 44379 | CIS Trust | Life Insurance | 48.07 |
| 09/24/2019 | 44379 | CIS Trust | Long Term Disability | 75.51 |
| 09/24/2019 | 44380 | City of Shady Cove - Petty Cash | Petty Cash | 29.26 |
| 09/24/2019 | 44381 | DAS - Shared Financial Services - | ORCPP Procurement Membership 0000KS1583 000 | 500.00 |
| 09/24/2019 | 44382 | David Christian | Radio Programming, 6 hrs. | 90.00 |
| 09/24/2019 | 44382 | David Christian | Radio Programming, 3 hrs. | 45.00 |
| 09/24/2019 | 44382 | David Christian | Radio Programming, 3 hrs. | 45.00 |
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| 09/24/2019 | 44382 | David Christian | Radio Programming, 3 hrs. | 45.00 |
| 09/24/2019 | 44382 | David Christian | Radio Programming, 6 hrs. | 90.00 |
| 09/24/2019 | 44383 | Hunter Communications | Phone Services & Internet Charges 698 | 576.86 |
| 09/24/2019 | 44384 | Jackson County Roads | Fog Sealing & Striping | 9,531.60 |
| 09/24/2019 | 44385 | Melissa Johnson | Utility Billing Refund | 20.97 |
| 09/24/2019 | 44386 | Postmaster | Sewer Billing | 344.12 |
| 09/24/2019 | 44387 | Project A, Inc. | Development and Hosting | 200.00 |
| 09/24/2019 | 44388 | Richard McGregor | Per Diem | 42.00 |
| 09/24/2019 | 44388 | Richard McGregor | Mileage Reimbursement | 177.48 |
| 09/24/2019 | 44389 | Richard Perry Bolz | Promotion & Tourism | 400.00 |
| 09/24/2019 | 44390 | RVCOG | Computers & Support | 725.91 |
| 09/24/2019 | 44390 | RVCOG | Floodplain | 266.82 |
| 09/24/2019 | 44390 | RVCOG | Planning | 4,172.71 |
| 09/24/2019 | 44391 | Speer Hoyt, LLC | Attorney- Labor | 175.50 |
| 09/24/2019 | 44391 | Speer Hoyt, LLC | Attorney- Labor | 409.50 |
| 09/24/2019 | 44392 | Spencer R. McMahan Jr. | Work Boot Reimbursement | 224.00 |
| 09/24/2019 | 44393 | Steve Mitchell | Per Diem | 42.00 |
| 09/24/2019 | 44393 | Steve Mitchell | Mileage Reimbursement | 176.32 |
| 09/24/2019 | 44394 | Thomas J. Corrigan | Per Diem | 21.00 |
| 09/24/2019 | 44394 | Thomas J. Corrigan | Mileage Reimbursement | 198.63 |
| 09/24/2019 | 44394 | Thomas J. Corrigan | Expense Reimbursement - City Hall Supplies | 41.47 |
| 09/24/2019 | 44394 | Thomas J. Corrigan | Expense Reimbursement - Aunt Caroline's Park | 33.48 |
| 09/24/2019 | 44394 | Thomas J. Corrigan | Expense Reimbursement - URRP | 43.07 |
| 09/24/2019 | 44395 | WECO - Carson | Public works gasoline/diesel 1-01737 | 131.49 |
| 10/08/2019 | 44398 | Avista Corporation | Natural Gas 4941620000 | 20.60 |
| 10/08/2019 | 44399 | Banner Bank | Parks - Maintenance & Upkeep | 7.00 |
| 10/08/2019 | 44399 | Banner Bank | Parks - Small Equipment/Tools | 399.96 |
| 10/08/2019 | 44399 | Banner Bank | Streets - Equipment Maintenance | 10.00 |
| 10/08/2019 | 44399 | Banner Bank | Streets - Maintenance Supplies | 60.80 |
| 10/08/2019 | 44399 | Banner Bank | Postage | 25.50 |
| 10/08/2019 | 44400 | Banner Bank | Promotion & Tourism | 10.00 |
| 10/08/2019 | 44400 | Banner Bank | Office Supplies - Computer Software Subscription | 14.99 |
| 10/08/2019 | 44400 | Banner Bank | Office Supplies: Office/Maintenance Supplies | 41.67 |
| 10/08/2019 | 44400 | Banner Bank | Flags & Banners | 12.00 |
| 10/08/2019 | 44400 | Banner Bank | Wildfire App - Emergency Services City Website | .99 |
| 10/08/2019 | 44400 | Banner Bank | Recording Fees | 126.00 |
| 10/08/2019 | 44400 | Banner Bank | Training - Councilor | 550.00 |
| 10/08/2019 | 44400 | Banner Bank | Recognition & Awards | 45.00 |
| 10/08/2019 | 44400 | Banner Bank | Office Supplies - Computer Software Subscription | 83.96 |
| 10/08/2019 | 44400 | Banner Bank | Training - Councilor | 414.00 |
| 10/08/2019 | 44400 | Banner Bank | Training - Councilor | 414.00 |

| Check Issue Date | Check | Payee | Description | Amount |
|------------------|-------|--|--|-----------|
| 10/08/2019 | 44400 | Banner Bank | Training - Councilor | 414.00 |
| 10/08/2019 | 44400 | Banner Bank | Training - Staff | 105.01 |
| 10/08/2019 | 44400 | Banner Bank | Training - Staff | 386.75 |
| 10/08/2019 | 44400 | Banner Bank | Office Supplies: Paper, Boxes, Receipt/Message Books, etc. | 227.32 |
| 10/08/2019 | 44401 | Bullet Rental & Sales, Inc. | Equipment Rental - 38795 | 1,117.20 |
| 10/08/2019 | 44402 | Celtic Circle, LLC | Shop Rental | 800.00 |
| 10/08/2019 | 44403 | DAS - Shared Financial Services - | Annual Oregon Ethics Commission OGE0000458 | 548.87 |
| 10/08/2019 | 44404 | David Christian | Radio Programming, 6 hrs. | 90.00 |
| 10/08/2019 | 44404 | David Christian | Radio Programming, 6 hrs. | 90.00 |
| 10/08/2019 | 44405 | Hiland Water | Water - Upper Rogue Regional Park Acct #3159 | 126.15 |
| 10/08/2019 | 44406 | Jackson County - County Counsel | Public Records Request - Deposit | 145.00 |
| 10/08/2019 | 44407 | Jackson County Health & Human Services | Dead Animal Pick Up - 47992 | 72.84 |
| 10/08/2019 | 44408 | James & Elaine Hoffman | Utility Billing Refund | 78.00 |
| 10/08/2019 | 44409 | KAS & Associates, Inc. | Private Project Review - Pass Through | 242.90 |
| 10/08/2019 | 44409 | KAS & Associates, Inc. | Private Project Review - Pass Through | 240.00 |
| 10/08/2019 | 44409 | KAS & Associates, Inc. | Miscellaneous Engineering | 212.90 |
| 10/08/2019 | 44409 | KAS & Associates, Inc. | Cleveland Street Storm Drain Impr | 1,797.00 |
| 10/08/2019 | 44409 | KAS & Associates, Inc. | Hwy 62. & Indian Creek Rd. | 1,955.61 |
| 10/08/2019 | 44410 | KDP Certified Public Accountants LLP | Audit Progress Bill | 21,000.00 |
| 10/08/2019 | 44411 | Pacific Power | Aunt Caroline's Park 32847641-005 | 42.68 |
| 10/08/2019 | 44411 | Pacific Power | street Lights 32847641-002 | 765.83 |
| 10/08/2019 | 44411 | Pacific Power | Nork Lane 32847641-009 | 61.79 |
| 10/08/2019 | 44411 | Pacific Power | City Hall 32847641-007 | 319.59 |
| 10/08/2019 | 44412 | Perfection Cleaning | Cleaning Services | 300.00 |
| 10/08/2019 | 44413 | Pitney Bowes, Inc. | Supplies 0015340685 | 64.59 |
| 10/08/2019 | 44414 | Richard McGregor | Per Diem | 21.00 |
| 10/08/2019 | 44415 | Scott Queen | Utility Billing Refund | 15.17 |
| 10/08/2019 | 44416 | Shady Cove Hardware, LLC | City Hall - Facilities | 7.98 |
| 10/08/2019 | 44416 | Shady Cove Hardware, LLC | Streets - Maintenance Supplies | 9.59 |
| 10/08/2019 | 44416 | Shady Cove Hardware, LLC | Streets - Maintenance Supplies | 9.99 |
| 10/08/2019 | 44416 | Shady Cove Hardware, LLC | Park - Maintenance & Upkeep | 8.22 |
| 10/08/2019 | 44416 | Shady Cove Hardware, LLC | Streets - Vehicle Maintenance | 12.97 |
| 10/08/2019 | 44416 | Shady Cove Hardware, LLC | Streets - Maintenance Supplies | 7.99 |
| 10/08/2019 | 44417 | Southern Oregon Sanitation | City Hall 088054 | 40.22 |
| 10/08/2019 | 44417 | Southern Oregon Sanitation | Nork lane 088070 | 40.22 |
| 10/08/2019 | 44417 | Southern Oregon Sanitation | aunt Caroline's Park 088094 | 58.50 |
| 10/08/2019 | 44418 | Steve Mitchell | Per Diem | 21.00 |
| 10/08/2019 | 44419 | Thomas J. Corrigan | Per Diem | 21.00 |
| 10/08/2019 | 44420 | TouchPoint Networks, LLC | Computer Services | 31.00 |
| 10/08/2019 | 44421 | Upper Rogue Independent | Government Public Notice - Planning Commission Public Hea | 117.00 |
| 10/08/2019 | 44422 | WECCO - Carson | Public works gasoline/diesel 1-01737 | 79.32 |
| Grand Totals: | | | | 53,805.75 |

UNITED STATES OF AMERICA
FEDERAL ENERGY REGULATORY COMMISSION

Pacific Connector Gas Pipeline LP
Jordan Cove Energy Project L.P.

Docket Nos. CP17-494-000
CP17-495-000

NOTICE OF REVISED SCHEDULE FOR THE ENVIRONMENTAL REVIEW
AND THE FINAL ORDER FOR THE
JORDAN COVE ENERGY PROJECT

(September 27, 2019)

This notice identifies the Federal Energy Regulatory Commission (Commission) staff's revised schedule for the completion of the environmental impact statement (EIS) for the Jordan Cove Energy Project. Previously, a notice was issued identifying October 11, 2019 and January 9, 2020 as the respective dates for the final EIS and Order issuances. The U.S. Forest Service, who is a cooperating agency in the EIS preparation, only recently received critical information from the project proponent that is necessary for it to complete its land and resource management plan amendments; therefore, additional time is required in order to incorporate this new information into the final EIS. Accordingly, staff has revised the schedule for issuance of the final EIS as follows.

Schedule for Environmental Review

| | |
|---|-------------------|
| Issuance of Notice of Availability of the final EIS | November 15, 2019 |
| 90-day Federal Authorization Decision Deadline | February 13, 2020 |

Based on the revised final EIS schedule, the Commission currently anticipates issuing a final Order for the project no later than:

Issuance of Final Order February 13, 2020

If a schedule change becomes necessary, an additional notice will be provided so that the relevant agencies are kept informed of the project's progress.

Additional Information

In order to receive notification of the issuance of the EIS and to keep track of all formal issuances and submittals in specific dockets, the Commission offers a free service called eSubscription. This can reduce the amount of time you spend researching proceedings by automatically providing you with notification of these filings, document summaries, and direct links to the documents. Go to www.ferc.gov/docs-filing/esubscription.asp.

Additional information about the Project is available from the Commission's Office of External Affairs at (866) 208-FERC or on the FERC website (www.ferc.gov). Using the "eLibrary" link, select "General Search" from the eLibrary menu, enter the selected date range and "Docket Number" excluding the last three digits (i.e., CP17-494 and CP17-495), and follow the instructions. For assistance with access to eLibrary, the helpline can be reached at (866) 208-3676, TTY (202) 502-8659, or at FERCOnlineSupport@ferc.gov. The eLibrary link on the FERC website also provides access to the texts of formal documents issued by the Commission, such as orders, notices, and rulemakings.

Nathaniel J. Davis, Sr.,
Deputy Secretary.



JACKSON COUNTY FIRE DISTRICT 4

1200 HWY 62 • SHADY COVE, OR • 97539 • (541) 878-2666

Jackson County Fire District 4

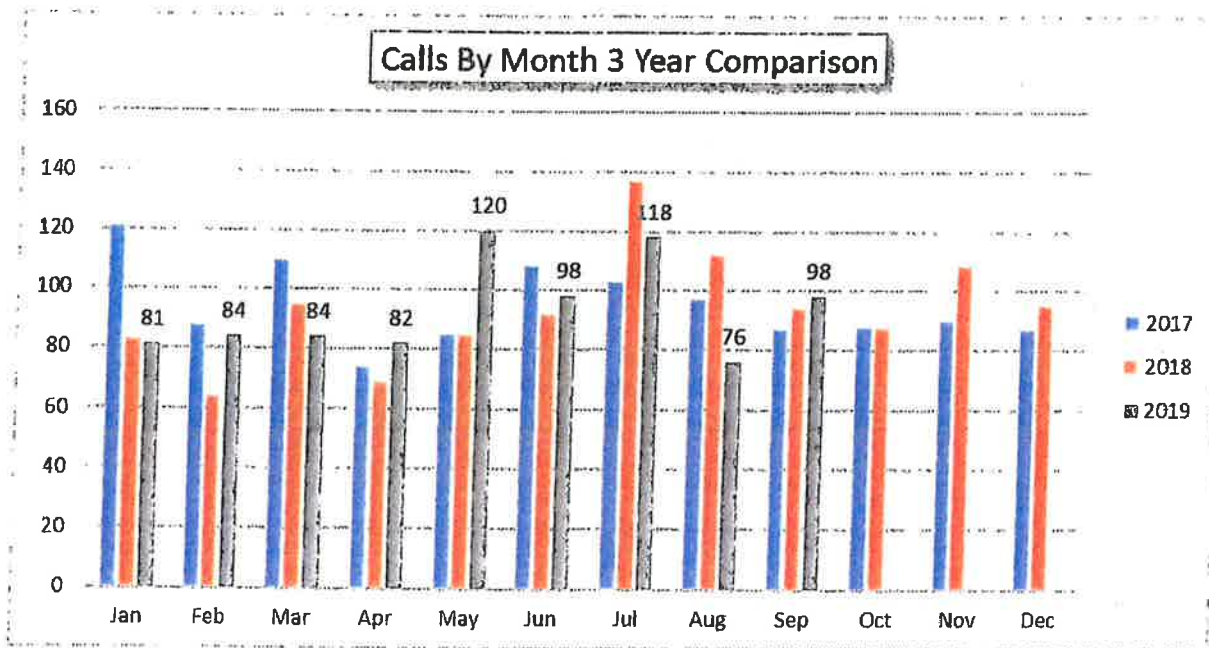
Monthly Report: September 2019

Total Number of Incidents for September 2019 **98**

Average Response time

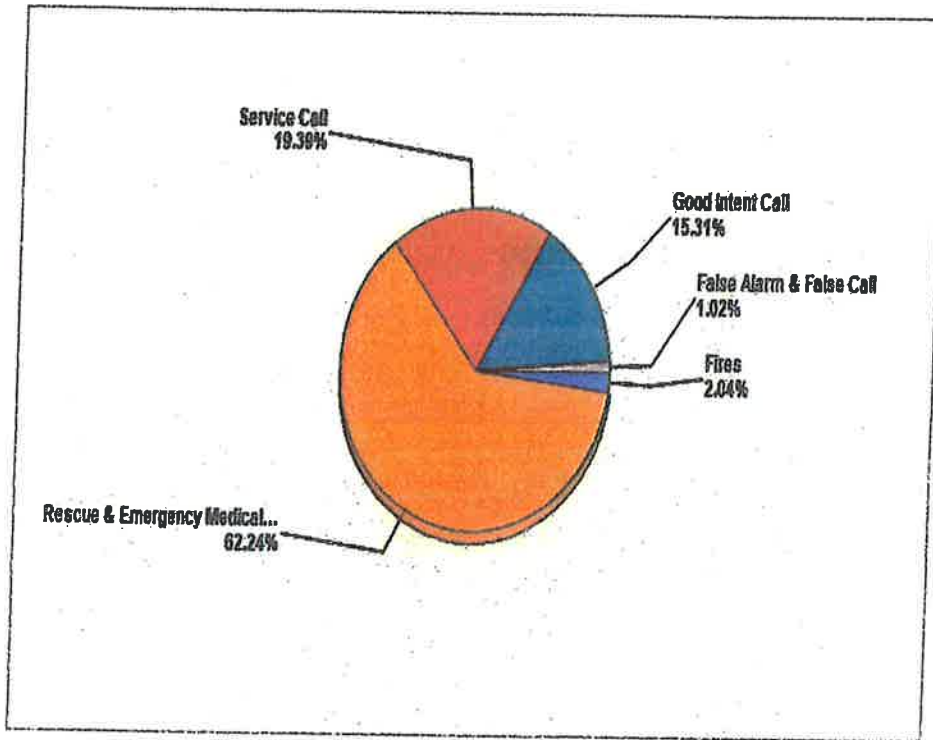
| | Average Response Time | # of Calls |
|----------------|-----------------------|------------|
| City limits | 6.52 | 58 |
| Non City/Rural | 11.57 | 36 |

Monthly Call Volume



End October 2019

Breakdown by Major Incident Type

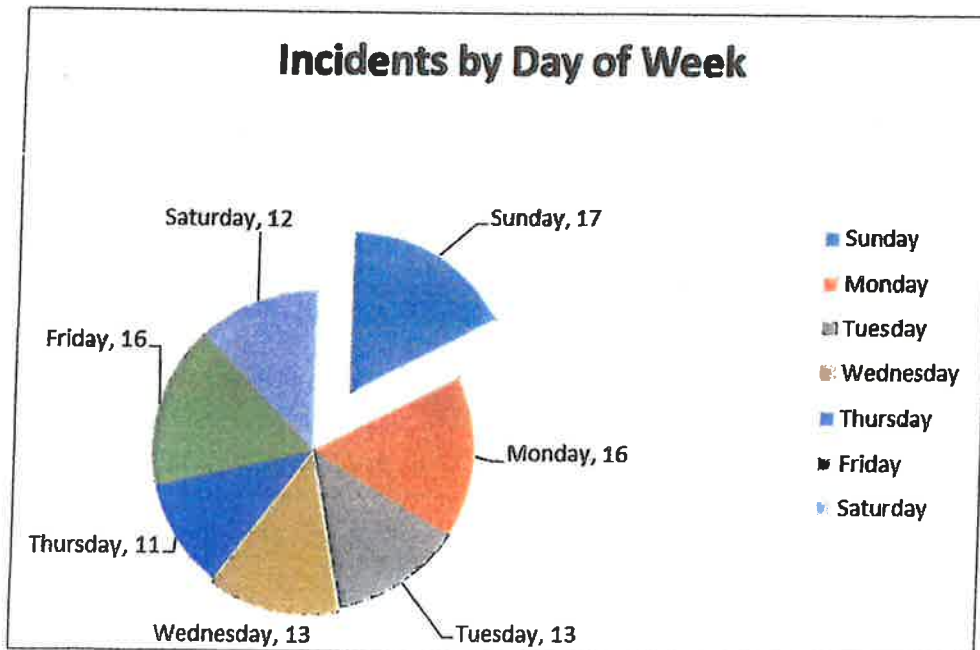


| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|----------------|
| Fires | 2 | 2.04% |
| Rescue & Emergency Medical Service | 61 | 62.24% |
| Service Call | 19 | 19.39% |
| Good Intent Call | 15 | 15.31% |
| False Alarm & False Call | 1 | 1.02% |
| TOTAL | 98 | 100.00% |

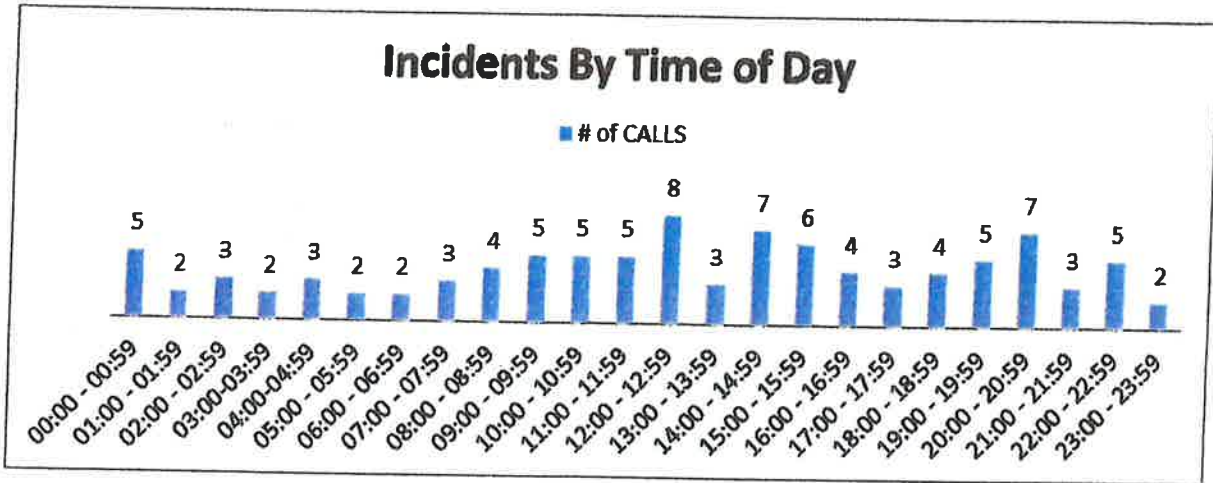
Detailed Breakdown by Incident Type

| Detailed Breakdown by Incident Type | | |
|--|-------------|----------------|
| INCIDENT TYPE | # INCIDENTS | % of TOTAL |
| 131 - Passenger vehicle fire | 1 | 1.02% |
| 143 - Grass fire | 1 | 1.02% |
| 311 - Medical assist, assist EMS crew | 9 | 9.18% |
| 321 - EMS call, excluding vehicle accident with injury | 48 | 48.98% |
| 322 - Motor vehicle accident with injuries | 1 | 1.02% |
| 324 - Motor vehicle accident with no injuries. | 1 | 1.02% |
| 352 - Extrication of victim(s) from vehicle | 1 | 1.02% |
| 363 - Swift water rescue | 1 | 1.02% |
| 552 - Police matter | 1 | 1.02% |
| 553 - Public service | 3 | 3.06% |
| 554 - Assist invalid | 14 | 14.29% |
| 561 - Unauthorized burning | 1 | 1.02% |
| 611 - Dispatched & cancelled en route | 7 | 7.14% |
| 622 - No incident found on arrival at dispatch address | 5 | 5.10% |
| 651 - Smoke scare, odor of smoke | 3 | 3.06% |
| 733 - Smoke detector activation due to malfunction | 1 | 1.02% |
| TOTAL INCIDENTS: | 98 | 100.00% |

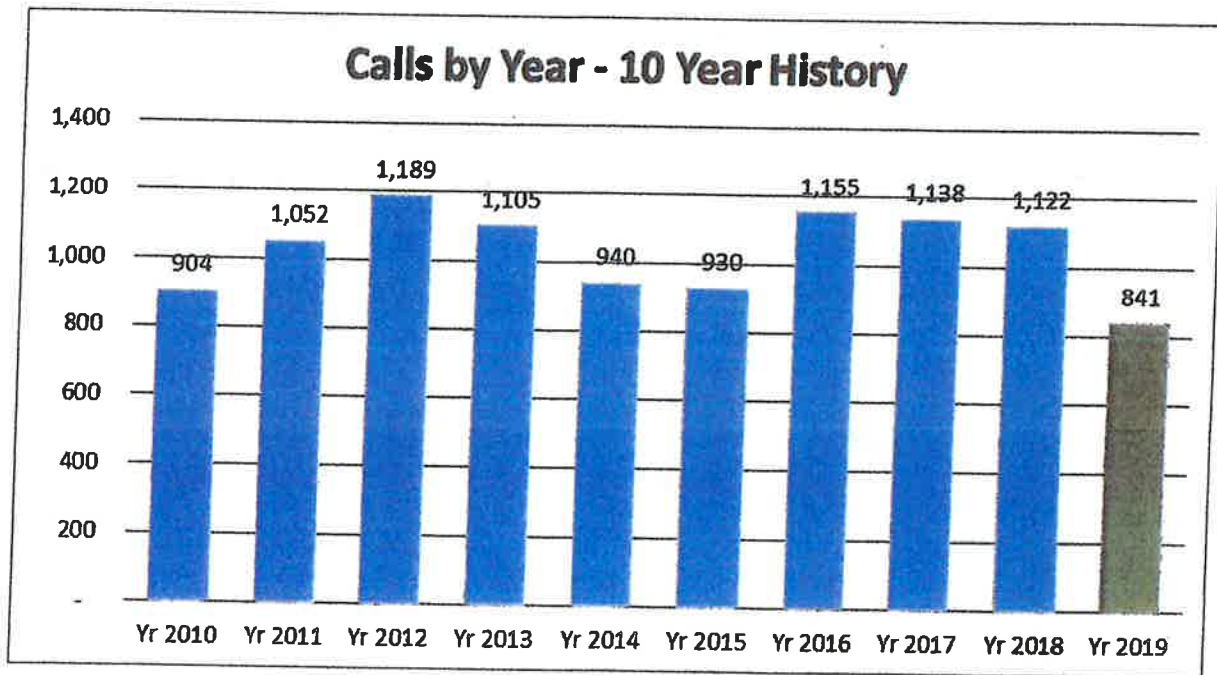
Incidents by Day of Week



Incidents by Time of Day



Call History



2019-2020
09/30/2019
Budget To Actual Report

RESOURCES
GENERAL FUND 10

City of Shady Cove

| RESOURCE DESCRIPTION | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|--|------------------|------------------------|-----------------------|
| Current Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 340,000 | | |
| Interest | 2,000 | 6,166 | 308% |
| OTHER RESOURCES | | | |
| State Subventions | 72,000 | 18,805 | 26% |
| Franchise Fees | 289,500 | 68,918 | 24% |
| City Fees (Business License & OLCC License) | 18,500 | 6,989 | 38% |
| City Fees (TOT, Raft) | 50,000 | 39,327 | 79% |
| City Fees (Planning & Building) | 12,000 | 1,815 | 15% |
| Administrative Allocation | 156,082 | 30,552 | 20% |
| Municipal Court | 5,000 | 799 | 16% |
| Miscellaneous Income | 500 | 1,821 | 364% |
| Public Safety Fee | 331,150 | 84,598 | 26% |
| Floodplain Permit Fee | 500 | 1,050 | 210% |
| Radio Underwriting | 1,000 | - | 0% |
| Flag Program | 1,500 | 300 | 20% |
| RVSS Reimbursement to City for Billing Services | 50,000 | - | 0% |
| | | | |
| Total resources, except taxes to be levied | | | |
| Taxes estimated to be received | 142,000 | 2,555 | 2% |
| Previously levied taxes estimated to be received | 1,000 | 1,316 | 132% |
| TOTAL RESOURCES | 1,472,732 | 265,011 | 18% |

** PLEASE NOTE:

THE CITY IS STILL WAITING ON THE FINANCIAL STATEMENTS FROM THE AUDITORS FOR 2018-2019. BEGINNING BALANCES, AND ACCRUALS CAN/WILL BE ADJUSTED BASED ON THE AUDITED ENTRIES THAT ARE EXPECTED IN DECEMBER 2019 FISCAL YEAR. BY JANUARY 31, 2020 THE BUDGET WORKSHEET SHOULD REFLECT THE ACTUAL REVENUE, EXPENDITURES, AND PERCENTAGES.

2019-2020
09/30/2019
Budget to Actual Report

DETAILED REQUIREMENTS

GENERAL FUND 10

| REQUIREMENTS DESCRIPTION | # of FTEs | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|--|-----------|----------------|------------------------|-----------------------|
| PERSONNEL SERVICES | | | | |
| SALARIES & BENEFITS | | | | |
| City Administrator | 1 | 81,900 | 20,156 | 25% |
| Planning Technician | 1 | 55,500 | 13,746 | 25% |
| Accounting Technician | 1 | 51,500 | 12,465 | 24% |
| Administrative Assistant | 1 | 43,500 | 10,773 | 25% |
| Maintenance II | 1 | 40,600 | 9,759 | 24% |
| Seasonal Worker | 0.5 | 15,720 | - | 0% |
| Overtime | | 5,000 | - | 0% |
| Benefits | | 164,000 | 29,208 | 18% |
| TOTAL PERSONNEL SERVICES | 5 | 457,720 | 96,107 | 21% |
| MATERIALS & SERVICES | | | | |
| Professional Services (Auditor, Legal, etc.) | | 87,500 | 12,789 | 19% |
| Operations & Maintenance | | 125,000 | 55,088 | 44% |
| Discretionary | | 500 | - | 0% |
| Promotion/Tourism | | 20,000 | 3,416 | 17% |
| Recognition & Awards | | 3,300 | 1,190 | 36% |
| Floodplain Management | | 13,000 | 667 | 5% |
| Planning & Building | | 20,000 | 10,482 | 52% |
| Training/Conferences | | 15,000 | 1,782 | 12% |
| Disaster Preparedness | | 3,000 | 20 | 1% |
| Radio Station | | 6,000 | 848 | 14% |
| Library Maintenance | | 2,000 | - | 0% |
| Flag Program | | 1,500 | 1,430 | 95% |
| Records Retention | | 15,000 | - | 0% |
| TOTAL MATERIALS AND SERVICES | | 291,800 | 87,712 | 30% |

2019-2020
09/30/2019
Budget to Actual Report

DETAILED REQUIREMENTS

GENERAL FUND 10

| REQUIREMENTS DESCRIPTION | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|--|----------------------|--------------------------------|-------------------------------|
| REQUIREMENTS | | | |
| Law Enforcement Contract (JC SO) | 465,000 | 30,937 | 7% |
| Law Enforcement - Community Resource Officer | 41,000 | - | 0% |
| PUBLIC SAFETY REQUIREMENTS | 506,000 | 30,937 | 6% |
| TOTAL PUBLIC SAFETY REQUIREMENTS | 506,000 | 30,937 | 6% |

2019-2020
09/30/2019
Budget to Actual Report

DETAILED REQUIREMENTS

GENERAL FUND 10

| REQUIREMENTS DESCRIPTION | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------------|--------------------------------|-------------------------------|
| MATERIALS & SERVICES | | | |
| Parks- Utilities | 2,000 | 358 | 18% |
| Park - Park Maintenance | 4,200 | 2,461 | 59% |
| Parks - Materials & Supplies | 2,400 | 96 | 4% |
| PARKS MATERIALS & SERVICES | 8,600 | 2,915 | 34% |
| TOTAL PARKS MATERIALS & SERVICES | 8,600 | 2,915 | 34% |

2019-2020
09/30/2019
Budget to Actual Report

DETAILED REQUIREMENTS

GENERAL FUND 10

| REQUIREMENTS DESCRIPTION | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|------------------|------------------------|-----------------------|
| CAPITAL OUTLAY | | | |
| TRANSFERS & CONTINGENCIES | | | |
| Transfer OUT - to Capital Purchase Reserve Fund 06 | 20,000 | - | 0% |
| Contingency | 50,000 | - | |
| TOTAL TRANSFERS & CONTINGENCIES | 70,000 | - | |
| Interfund Loan Payment to Capital Replacement Fund 05 | 28,500 | - | 0% |
| TOTAL INTERFUND LOAN PAYMENTS | 28,500 | - | |
| UNAPPROPRIATED ENDING FUND BALANCE | 111,112 | | |
| Ending Balance (Prior Years) | | | |
| TOTAL REQUIREMENTS | 1,473,732 | 217,671 | 15% |

2019-2020
09/30/2019
Budget to Actual Report

**SPECIAL REVENUE FUND
RESOURCES AND REQUIREMENTS
STREETS 01**

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------|------------------------|--------------------------|
| RESOURCES | | | |
| Current Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 170,000 | | |
| State Highway Revenue | 200,000 | 56,516 | 28% |
| TOTAL RESOURCES | 370,000 | 56,516 | 15% |
| REQUIREMENTS | | | |
| MATERIALS & SERVICES | | | |
| Operations & Maintenance | 28,500 | 2,354 | 8% |
| Utilities | 4,000 | 260 | 6% |
| Vehicle Maintenance | 7,000 | 437 | 6% |
| Professional Services | 100,000 | 35,986 | 36% |
| Administrative Allocations | 122,208 | 30,552 | 25% |
| Travel and Training | 2,000 | - | 0% |
| TOTAL MATERIALS & SERVICES | 263,708 | 69,589 | 26% |

2019-2020
09/30/2019
Budget to Actual Report

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
STREETS 01**

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------------|--------------------------------|-------------------------------|
| REQUIREMENTS | | | |
| CAPITAL OUTLAY | | | |
| Sidewalks | 2,000 | | |
| TOTAL CAPITAL OUTLAY | 2,000 | | 0% |
| OPERATING CONTINGENCY | 40,000 | | 0% |
| UNAPPROPRIATED ENDING FUND BALANCE | 64,292 | | |
| TOTAL REQUIREMENTS | 370,000 | 69,589 | 19% |

2019-2020
09/30/2019
Budget to Actual Report

RESOURCES
SEWER 02

City of Shady Cove

| RESOURCE DESCRIPTION | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|--|----------------------|--------------------------------|-------------------------------|
| Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 230,241 | | |
| Sewer Usage Fees | 853,227 | 211,370 | 25% |
| Transfer IN from 05 | 328,632 | 328,632 | 100% |
| RVSS Payment for Bond Payment per Contract | 127,000 | - | 0% |
| Total resources, except taxes to be levied | 1,539,100 | 540,002 | 35% |
| TOTAL RESOURCES | 1,539,100 | 540,002 | 35% |

2019-2020
09/30/2019
Budget to Actual Report

DETAILED REQUIREMENTS

SEWER 02

| REQUIREMENTS DESCRIPTION | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---------------------------------------|----------------------|----------------------------|---------------------------|
| MATERIALS & SERVICES | | | |
| RVSS Sewer Fees | 900,000 | 140,892 | 16% |
| TOTAL MATERIALS & SERVICES | 900,000 | 140,892 | 16% |

2019-2020
09/30/2019
Budget to Actual Report

DETAILED REQUIREMENTS

SEWER 02

| REQUIREMENTS DESCRIPTION | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|------------------|------------------------|-----------------------|
| DEBT SERVICE | | | |
| SRF Loan (DEQ) - Principal (07.01.2019) | 383,700 | 383,632 | 100% |
| SRF Loan (DEQ) - Interest (07.01.2019) | 3,200 | 3,499 | 109% |
| US Bank - Principal (January) | 60,000 | | 0% |
| US Bank - Interest (July/January) | 67,000 | | 0% |
| TOTAL DEBT SERVICE | 513,900 | 387,131 | 75% |
| UNAPPROPRIATED ENDING FUND BALANCE | 125,200 | | |
| TOTAL EXPENDITURES - SEWER | 1,539,100 | 528,023 | 34% |

2019-2020
09/30/2019
Budget to Actual Report

SEWER DEBT 03

City of Shady Cove

| DESCRIPTION OF RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|-----------------------|---------------------|--------------------|
| RESOURCES | | | |
| Current Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 17,487 | | |
| Transfer IN from 05 | 128,400 | 128,400 | 100% |
| TOTAL RESOURCES | 145,887 | 128,400 | 88% |
| REQUIREMENTS | | | |
| Bond Principal Payments | | | |
| Issue Date | Budgeted Payment Date | | |
| 2012 | 07.01.2019 | 144,000 | 144,000 |
| TOTAL PRINCIPAL | | 144,000 | 100% |
| Bond Interest Payments | | | |
| Issue Date | Budgeted Payment Date | | |
| 2012 | 07.01.2019 | 1,887 | 1,886 |
| TOTAL INTEREST | | 1,887 | 100% |
| TOTAL REQUIREMENTS | 145,887 | 145,886 | 100% |

**RESERVE FUND
 RESOURCES AND REQUIREMENTS**

SEWER OPERATIONS RESERVE 04

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|--|----------------------|--------------------------------|-------------------------------|
| RESOURCES | | | |
| Current Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 82,000 | | |
| TOTAL RESOURCES | 82,000 | 0 | 0% |
| DEBT SERVICE REQUIREMENTS | | | |
| RVSS per Contract | 82,000 | 82,000 | 100% |
| TOTAL SEWER OPERATIONS RESERVE REQUIREMENTS | 82,000 | 82,000 | 100% |

2019-2020
09/30/2019
Budget to Actual Report

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

SEWER OPERATIONS REPLACEMENT 05

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|--|----------------|------------------------|-----------------------|
| RESOURCES | | | |
| Current Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 813,000 | | |
| Interfund Loan Payment Received from General Fund 10 | 28,500 | - | 0% |
| TOTAL RESOURCES, EXCEPT TAXES TO BE LEVIED | 841,500 | - | 0% |
| TOTAL RESOURCES | | | |
| REQUIREMENTS | | | |
| TRANSFERS | | | |
| Transfer to 03 | 128,400 | 128,400 | 100% |
| Transfer to 02 | 328,632 | 328,632 | 100% |
| OTHER | | | |
| RVSS per Contract | 384,468 | 263,000 | 68% |
| TOTAL REQUIREMENTS | 841,500 | 720,032 | 86% |

2019-2020
09/30/2019
Budget to Actual Report

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

CAPITAL PURCHASE RESERVE FUND 06

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------|------------------------|-----------------------|
| RESOURCES | | | |
| Current Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 130,000 | | |
| Transferred IN, from other funds | 20,000 | | 0% |
| TOTAL RESOURCES | 150,000 | - | 0% |
| TOTAL RESOURCES | | | |
| REQUIREMENTS | | | |
| TRANSFERS | | | |
| CAPITAL OUTLAY | | | |
| UNAPPROPRIATED ENDING FUND BALANCE | 150,000 | | |
| TOTAL REQUIREMENTS | 150,000 | | 0% |

2019-2020
09/30/2019
Budget to Actual Report

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

CAPITAL IMPROVEMENT FUND 07

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|------------------|------------------------|-----------------------|
| RESOURCES | | | |
| Current Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 20,000 | | |
| Transferred IN, from other funds | 1,000,000 | | 0% |
| TOTAL RESOURCES | 1,020,000 | - | 0% |
| TOTAL RESOURCES | | | |
| REQUIREMENTS | | | |
| TRANSFERS | | | |
| CAPITAL OUTLAY | | | |
| OR Health Authority Feasibility Study | 20,000 | - | 0% |
| CDBG Grant Expenditures | 1,000,000 | - | 0% |
| TOTAL REQUIREMENTS | 1,020,000 | | 0% |

**RESERVE FUND
RESOURCES AND REQUIREMENTS
SYSTEM DEVELOPMENT CHARGE - 08
Combined Account**

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------|------------------------|-----------------------|
| RESOURCES | | | |
| Current Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 810,000 | | |
| Interest | 3,000 | 8,189 | 273% |
| New Development | 73,500 | | 0% |
| Schoolhouse Lane Grant | 100,000 | | |
| Sale of Property - Hudspeth - Parks | - | | |
| | - | - | |
| TOTAL RESOURCES | 986,500 | 8,189 | 1% |
| REQUIREMENTS | | | |
| CAPITAL OUTLAY | | | |
| WASTEWATER | | | |
| RVSS per Contract | 205,000 | 205,000 | 100% |
| TRANSPORTATION | | | |
| Street Improvements | 15,000 | | 0% |
| Hudspeth Lane | 49,500 | 49,500 | 100% |
| Schoolhouse Lane | 152,000 | 2,700 | 2% |
| STORMWATER | | | |
| Cleveland Street/Pond | 148,800 | 83,372 | 56% |
| PARKS | | | |
| Park Improvements | 96,000 | | 0% |
| ADA Walkway/Path | 40,000 | 3,850 | 10% |
| Watershed Council Match | 4,000 | 2,378 | 59% |
| CONTINGENCY | | | |
| Contingency | 64,455 | | |
| UNAPPROPRIATED ENDING FUND BALANCE | | | |
| Unappropriated Ending Fund Balance | 211,745 | | |
| TOTAL REQUIREMENTS | 986,500 | 346,800 | 35% |

2019-2020
09/30/2019
Budget to Actual Report

**RESERVE FUND
RESOURCES AND REQUIREMENTS
SYSTEM DEVELOPMENT CHARGE - 08
TRANSPORTATION ACCOUNT**

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------|------------------------|-----------------------|
| RESOURCES | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 170,000 | | |
| Interest | 2,000 | 5,487 | 274% |
| New Development | 52,500 | | 0% |
| Schoolhouse Lane Grant | 100,000 | | |
| TOTAL RESOURCES | 324,500 | 5,487 | 2% |
| REQUIREMENTS | | | |
| CAPITAL OUTLAY | | | |
| Street Improvements | 15,000 | | 0% |
| Hudspeth Lane | 49,500 | 49,500 | 100% |
| Schoolhouse Lane | 152,000 | 2,700 | 2% |
| TOTAL CAPITAL OUTLAY | 216,500 | 52,200 | 24% |
| Contingency | 32,475 | | |
| Unappropriated Ending Fund Balance | 75,525 | | |
| TOTAL REQUIREMENTS | 324,500 | 52,200 | 16% |

2019-2020
09/30/2019
Budget to Actual Report

**RESERVE FUND
RESOURCES AND REQUIREMENTS
SYSTEM DEVELOPMENT CHARGE - 08
STORM WATER ACCOUNT**

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------|------------------------|-----------------------|
| RESOURCES | | | |
| Beginning Balance Audit | | | |
| Beginning Balance Budget | 170,000 | | |
| Interest | 700 | 1,884 | 269% |
| New Development | 10,500 | | 0% |
| TOTAL RESOURCES | 181,200 | 1,884 | 1% |
| REQUIREMENTS | | | |
| CAPITAL OUTLAY | | | |
| Cleveland Street/Pond | 148,800 | 83,372 | 56% |
| TOTAL CAPITAL OUTLAY | 148,800 | 83,372 | 56% |
| Contingency | 10,980 | | |
| Unappropriated Ending Fund Balance | 21,420 | | |
| TOTAL REQUIREMENTS | 181,200 | 83,372 | 46% |

2019-2020
09/30/2019
Budget to Actual Report

RESERVE FUND
RESOURCES AND REQUIREMENTS
SYSTEM DEVELOPMENT CHARGE - 08
WASTEWATER ACCOUNT

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------------|--------------------------------|-------------------------------|
| RESOURCES | | | |
| Beginning Balance Audit | | | |
| Beginning Balance Budget | 205,000 | | |
| TOTAL RESOURCES | 205,000 | - | 0% |
| REQUIREMENTS | | | |
| RVSS per Contract | 205,000 | 205,000 | 100% |
| TOTAL REQUIREMENTS | 205,000 | 205,000 | 100% |

2019-2020
09/30/2019
Budget to Actual Report

RESERVE FUND
RESOURCES AND REQUIREMENTS
SYSTEM DEVELOPMENT CHARGE - 08
PARKS ACCOUNT

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------------|--------------------------------|-------------------------------|
| RESOURCES | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | 265,000 | | |
| Interest | 300 | 819 | 273% |
| New Development | 10,500 | | 0% |
| TOTAL RESOURCES | 275,800 | 819 | 0% |
| REQUIREMENTS | | | |
| Park Improvements | 96,000 | | 0% |
| ADA Walkway/Path | 40,000 | 3,850 | 10% |
| Watershed Council Match | 4,000 | 2,378 | 59% |
| Contingency | 21,000 | | |
| Unappropriated Ending Fund Balance | 114,800 | | |
| TOTAL REQUIREMENTS | 275,800 | 6,228 | 2% |

**UPPER ROGUE REGIONAL PARK
RESOURCES AND REQUIREMENTS**

URRP (09)

City of Shady Cove

| DESCRIPTION RESOURCES AND REQUIREMENTS | Annual Budget | Actual Year-To-Date | % of Annual Budget |
|---|----------------------|--------------------------------|-------------------------------|
| RESOURCES | | | |
| Current Cash on Hand | | | |
| Beginning Balance (Audit) | | | |
| Beginning Balance (Budget) | - | | |
| Interest | 100 | | 0% |
| State Marine Board Operating Grant | 67,000 | | 0% |
| Grant State Marine Board | 80,000 | | 0% |
| Riverhouse Facility Use & Fees | 47,200 | | 0% |
| Residential Rental | 7,200 | | 0% |
| TOTAL RESOURCES, EXCEPT TAXES TO BE LEVIED | 201,500 | - | 0% |
| TOTAL RESOURCES | | | |
| REQUIREMENTS | | | |
| Utilities | 5,000 | | 0% |
| Insurance | 5,000 | | 0% |
| Equipment Maintenance | 10,000 | | 0% |
| Professional Services | 10,000 | | 0% |
| Administrative Aoolcations | 33,874 | | 0% |
| Training | 800 | | 0% |
| CAPITAL OUTLAY | | | |
| Capital Outlay | 100,000 | | 0% |
| CONTINGENCY | | | |
| Contingency | 21,000 | - | 0% |
| UNAPPROPRIATED FUND BALANCE | 15,826 | | 0% |
| TOTAL REQUIREMENTS | 201,500 | - | 0% |

| Check Issue Date | Check | Payee | Description | Amount |
|------------------|-------|----------------------------------|--|-----------|
| 10/21/2019 | 44366 | Monkey Business Landscape & Ma | Aunt Caroline's Park - Irrigation Repairs | -2,053.00 |
| 10/21/2019 | 44426 | Pair-A-Dice Contracting, LLC | Storm Drainage Improvements - Cleveland & Detention Pond | 57,568.06 |
| 10/25/2019 | 44428 | AT&T Mobility | Mobile Phone #2872860888814 | 221.05 |
| 10/25/2019 | 44429 | Canon Financial Services, Inc. | Copier Lease & Copies 612930 | 365.09 |
| 10/25/2019 | 44430 | Celtic Circle, LLC | Shop Rental | 800.00 |
| 10/25/2019 | 44431 | CIS Trust | Worker's Compensation Renewal | 7,931.97 |
| 10/25/2019 | 44431 | CIS Trust | Life Insurance | 63.74 |
| 10/25/2019 | 44431 | CIS Trust | Long Term Disability | 39.02 |
| 10/25/2019 | 44432 | Crystal Fresh | Bottled Water C82225 | 42.00 |
| 10/25/2019 | 44433 | David Christian | Radio Programming, 6 hrs. | 90.00 |
| 10/25/2019 | 44433 | David Christian | Radio Programming, 6 hrs. | 90.00 |
| 10/25/2019 | 44433 | David Christian | Radio Programming, 6 hrs. | 90.00 |
| 10/25/2019 | 44434 | Hornecker Cowling, LLP | General - Acct 32076-001 | 510.00 |
| 10/25/2019 | 44434 | Hornecker Cowling, LLP | General - Acct 32076-001 | 736.00 |
| 10/25/2019 | 44435 | Hunter Communications | Phone Services & Internet Charges 698 | 578.42 |
| 10/25/2019 | 44436 | Jackson County Roads | City Hall - Library Parking Lot Crack Sealing | 1,965.59 |
| 10/25/2019 | 44437 | League of Oregon Cities | Training - Councilor(s) | 75.00 |
| 10/25/2019 | 44437 | League of Oregon Cities | Training - Councilor(s) | 75.00 |
| 10/25/2019 | 44437 | League of Oregon Cities | Training - Staff | 25.00 |
| 10/25/2019 | 44438 | Monkey Business Landscape & Ma | Aunt Caroline's Park - Irrigation Repairs | 2,053.00 |
| 10/25/2019 | 44439 | Philadelphia Insurance Companies | Media Liability - 83452993 | 1,403.00 |
| 10/25/2019 | 44440 | Postmaster | Sewer Billing | 344.68 |
| 10/25/2019 | 44441 | Project A, Inc. | ACH Pro Wordpress Plugin | 200.00 |
| 10/25/2019 | 44441 | Project A, Inc. | Fire Danger Changes | 95.00 |
| 10/25/2019 | 44442 | RVCOG | Computer Software, Upgrades & Assistance | 192.00 |
| 10/25/2019 | 44442 | RVCOG | Computer Software Subscription | 546.65 |
| 10/25/2019 | 44442 | RVCOG | Floodplain | 88.94 |
| 10/25/2019 | 44442 | RVCOG | Planning | 2,419.98 |
| 10/25/2019 | 44443 | Shawn Covington | Cleveland Street - Stormdrain Improvement | 230.00 |
| 10/25/2019 | 44444 | Thomas J. Corrigan | Expense Reimbursement - City Hall Supplies | 28.98 |
| 10/25/2019 | 44444 | Thomas J. Corrigan | Expense Reimbursement - Promotion & Tourism | 14.99 |
| 10/25/2019 | 44445 | WECO - Carson | Public works gasoline/diesel 1-01737 | 144.84 |
| Grand Totals: | | | | 76,975.00 |

City of Shady Cove
Draft Goals 2020-2021

Councilor Hohenstein:

Desire:

The City Council shall encourage a unified effort to make Shady Cove a balanced community serving families, retirees and visitors.

Goals:

Comprehensively address the quality and quantity of Shady Cove housing stock and then establish policies to protect property values;

Comprehensively address the City's infrastructure (roads, water, sewer, parks, bridges, utilities, government buildings and global connectivity) and then establish priorities and funding mechanisms;

Continue to make improvements to the 'Natural Disaster' emergency preparedness status of the City via the EMP, EMC and the development of neighborhood immediate responders programs;

Comprehensively address the City's most precious resource – the Rogue River via an inventory of its assets, its threats and potential; and

Comprehensively address the function of the City Council via a day long leadership retreat.

N.B. These goals are short and are to be construed as a guide to developing a series of work plans. These goals are not at all complete in guiding the Council and City Administrator in the direction of specific policies or actions. Most governmental entities are not completely aware of what exists. Failing to fully understand the "what is" will lead to the development of either poor policy or misdirected policy or both. Quite candidly, when a City prepares an adequate inventory the steps to be taken usually become very evident.

Mayor Richardson:

Complete and adopt the Emergency Management Plan.

Implement comprehensive street ordinances and an improvement/maintenance plan.

Plan and execute 4? city events and/or festivals.

Pass and adopt the revised City Charter.

Restructure revenue resources to eliminate public safety fees.

Councilor Mitchell:

Allocate necessary funds to move the raised platform for council/planning commission seating out from the wall 18 inches to allow easier access. Should also provide for a removal ramp. I would consider this to be an ADA access issue.

Allocate \$50,000.00 for a nuisance abatement fund to secure substandard structures from being occupied.

Allocate necessary funds to purchase and install two solar powered speed limit signs on Hwy 62 North bound at the bridge and South bound at City Hall.

Allocate necessary funds and grants to purchase and install solar powered pedestrian street lights on West side of Hwy 62 from the bridge to City Hall.

Purchase and adopt the most current International Building Codes for local enforcement. Cost would be under \$1,000.00.

Councilor McGregor:

Establish a City-wide Community Emergency Response Training (CERT) Program

Fill positions on Emergency Preparation Commission with a designated location for assembly.

Organize the many boxes of materials applying to our City that are currently stored in the Community Center's loft.



Serving our Community through values-oriented law enforcement;
Character, Competence, Courage, Compassion

Sheriff Nathan Sickler
Jackson County

5179 Crater Lake Hwy
Central Point, Oregon 97502
Phone: 541-770-8923

To all City Officials,

As you are aware, Jackson County is pursuing the possibility of creating a service district to construct and operate a new local correctional facility. Because there is a question as to whether or not all of the governing bodies of the local cities will vote to include their city within the boundaries of the service district, I have enclosed two proposals and the corresponding templates for your city to consider. I am hoping the City Councils will vote to adopt both resolutions so we can get this issue to the voters as soon as possible.

Based on prior actions there is a concern the City Council for the City of Talent may not vote to include the incorporated area of Talent within the proposed service district. In anticipation of this, we have prepared two resolutions we are asking the City Council's to consider passing both so we have an alternate plan in place.

The first resolution will be consenting to enter a district that includes all of Jackson County and is essentially the same information that was presented nearly six months ago but for a small rate increase. Due to time lapse and predictable increases in building costs, the new district rate is **\$0.8547** cents per \$1,000 of assessed value. The previous rate was \$0.8353 per \$1000.

The second resolution will include all of Jackson County except for the incorporated City of Talent. The district rate needed to support a correctional facility construction and operation without the City of Talent is **\$0.8719** cents per \$1000 of assessed value. The difference in tax rates between the two plans is **\$0.0172** cents

We are hoping all City Councils will decide this is a matter for the voters to consider and pass both resolutions. After the City Council for the City of Talent determines whether it will move forward with allowing Talent residents to vote on the creation of the service district, a proposal can then move forward for consideration by the Jackson County Board of Commissioners.

Be assured that only proposal can move forward. The Board of Commissioners **cannot vote** to move both proposals forward and create two separate service districts. The law only allows the creation of **one** service district for a particular purpose and therefore there is no concern that both district rates could be assessed.

Sincerely

BEFORE THE BOARD OF COUNTY COMMISSIONERS

STATE OF OREGON, COUNTY OF JACKSON

IN THE MATTER OF INITIATING THE)
FORMATION OF A JACKSON COUNTY LAW)
ENFORCEMENT SERVICE DISTRICT)

ORDER NO. _____

WHEREAS, when the current Jackson County Jail opened in 1981, the population of Jackson County was approximately 134,500 residents; and

WHEREAS, due to the increase in the population of Jackson County since the opening of the current Jackson County Jail and other factors, the current Jackson County Jail is insufficient for the needs of the County; and

WHEREAS, in 2017, the Jackson County Jail was required to release approximately 7,000 inmates prior to their first court appearance solely due to a lack of capacity; and

WHEREAS, forced releases of inmates due to lack of capacity in the Jackson County Jail have impacted the entire criminal justice system in Jackson County including, in 2017 alone, over 10,000 warrants being issued for criminal defendants failing to appear for required court appearances and over 7,000 lodgings into the jail for repeat offenders; and

WHEREAS, the current Jackson County Jail, due to its design and limited capacity, is not conducive to providing comprehensive services to inmates suffering from mental health issues or addiction; and

WHEREAS, Chapter 451 of the Oregon Revised Statutes (ORS) provides for the establishment of a county service district for law enforcement services which includes authority for the construction, maintenance, and operation of installations, works, or services provided for the purpose of law enforcement services; and

WHEREAS, the construction, maintenance, and operation of a local correctional facility is a law enforcement service purpose; and

WHEREAS, without the establishment of a county service district for law enforcement services, Jackson County will not be able to construct, operate, and maintain a new local correctional facility which adequately meets the needs of the County; and

WHEREAS, ORS 451.435 provides that all county service districts shall be initiated, conducted, and completed as provided by ORS 198.705 to 198.955; and

WHEREAS, ORS 198.835 authorizes of the county board of commissioners to initiate the formation of a district by an order and sets forth the requirements of that order including setting the date, time, and place of a public hearing on the proposal to form the district; and

WHEREAS, ORS 198.840 requires that notice of the public hearing on the proposal be given in the manner set forth in ORS 198.800, except that the notice shall state that the County Board has entered an Order declaring its intention to initiate the formation of a county service district.

Now, therefore,

The Board of County Commissioners of Jackson County ORDERS:

1. The Board intends to initiate formation of a county service district for law enforcement services in Jackson County as authorized pursuant to ORS 451.010(1)(n) and ORS Chapter 451, which is the principal act governing the formation of such a district, for the purpose of constructing, operating, and maintaining a local correctional facility in Jackson County.
2. The name of the proposed district is the Jackson County Local Correctional Facility Service District (District).
3. The boundaries of the District shall include all territory within Jackson County as described in ORS 201.150 including the territories of the incorporated cities within Jackson County except for the incorporated area of the City of Talent effective July 1, 2020.
4. As required by ORS 198.835(3), certified copies of City Council Resolutions of each city approving this Initiation Order and formation of the District are attached.
5. The Jackson County Board of Commissioners will serve as the governing body of the District as required pursuant to ORS 451.485; and
6. The District will have all of the general powers granted by ORS Chapter 451 (the Principal Act) necessary and convenient for providing law enforcement services as permitted by ORS 451.010(1)(n).
7. The District will be authorized to construct, maintain, and operate a law enforcement service facility, specifically a local correctional facility, pursuant to ORS 451.420.
8. Jackson County voters will be asked to establish a permanent property tax rate limit of \$0.8719 per \$1,000 of assessed value for the District as authorized by ORS 451.547. The District will have authority to levy and collect general property taxes up to the approved rate limit.
9. Pursuant to ORS 198.800 and 198.835, a public hearing on the formation of the Jackson County Local Correctional Facility Service District shall be held at the Board's regular meeting on February 5, 2020, beginning at 9:30 a.m., in the Auditorium of the Jackson County Courthouse, 10 South Oakdale, Medford, Oregon 97501. All interested persons may appear and be heard. At this hearing, the Board will hear testimony and receive written comment on the proposed formation of this District, including information about the services to be provided by the District, the economic feasibility of the District, and the permanent tax rate limit. At the conclusion of the hearing, the Board shall determine, in accordance with criteria described in ORS 198.805, whether Jackson County could be benefited by the formation of the county service district and whether the County should continue with the formation process.
10. Notice of the hearing shall be provided to interested persons in accordance with ORS 198.800.

DATED this __ day of _____, 2020, at Medford, Oregon.

JACKSON COUNTY BOARD OF COMMISSIONERS

Bob Strosser, Chair

Colleen Roberts, Commissioner

Rick Dyer, Commissioner

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PROPOSED

City of Shady Cove

RESOLUTION 19-15

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON,
APPROVING A JACKSON COUNTY ORDER TO INITIATE FORMATION OF A
JACKSON COUNTY LAW ENFORCEMENT SERVICE DISTRICT AND
CONSENTING TO THE INCLUSION OF CITY TERRITORY WITHIN THE
BOUNDARIES OF THE DISTRICT**

Whereas the City Council of the City of Shady Cove, Oregon finds that

- a. The Jackson County, Oregon, Board of Commissioners intends to form a county service district for law enforcement services under the authority of Oregon Revised Statute (ORS) 451.010(1)(n). The name of the proposed district is the Jackson County Local Correctional Facility Service District (hereinafter "District"). The proposed District would have authority to construct, operate, and maintain a local correctional facility in Jackson County.
- b. The Jackson County Board of Commissioners may initiate the formation of the District by adopting an order under authority of ORS 198.835. The Board proposes to include all county territory within the boundaries of the proposed District except for the City of Talent, as effective July 1, 2020.
- c. Jackson County voters will be asked to establish a permanent property tax rate limit of \$0.8719 per \$1,000 of assessed value for the District as authorized by ORS 451.547.
- d. The territory of the City may only be included within the boundaries of the District if the City Council adopts a resolution approving the proposed Jackson County Order Initiating Formation of a Jackson County Law Enforcement Service District. The proposed Order is attached hereto.
- e. The City Council believes that a law enforcement service district for the construction, operation, and maintenance of a local correctional facility in Jackson County is in the best interests of the citizens of the City.

Now, therefore, be it resolved by the City Council of the City of Shady Cove, Oregon:

The City of Shady Cove, Oregon, hereby consents to the inclusion of all the territory of the City within the boundaries of the proposed Jackson County Local Correctional Facility Service District, and approves the Jackson County Board of Commissioners' proposed Order Initiating the Formation of a Jackson County Law Enforcement Service District in substantially the form attached hereto.

Adopted by the City Council of the City of Shady Cove, Jackson County, Oregon this 7th day of November, 2019.

Approved:

Attest:

Lena Richardson, Mayor

Thomas J. Corrigan, City Administrator

Council Vote:

Mayor Richardson _____
Councilor Mitchell _____
Councilor McGregor _____
Councilor Hohenstein _____
Councilor Tarvin _____

BEFORE THE BOARD OF COUNTY COMMISSIONERS

STATE OF OREGON, COUNTY OF JACKSON

IN THE MATTER OF INITIATING THE)
FORMATION OF A JACKSON COUNTY LAW)
ENFORCEMENT SERVICE DISTRICT)

ORDER NO. _____

WHEREAS, when the current Jackson County Jail opened in 1981, the population of Jackson County was approximately 134,500 residents; and

WHEREAS, due to the increase in the population of Jackson County since the opening of the current Jackson County Jail and other factors, the current Jackson County Jail is insufficient for the needs of the County; and

WHEREAS, in 2017, the Jackson County Jail was required to release approximately 7,000 inmates prior to their first court appearance solely due to a lack of capacity; and

WHEREAS, forced releases of inmates due to lack of capacity in the Jackson County Jail have impacted the entire criminal justice system in Jackson County including, in 2017 alone, over 10,000 warrants being issued for criminal defendants failing to appear for required court appearances and over 7,000 lodgings into the jail for repeat offenders; and

WHEREAS, the current Jackson County Jail, due to its design and limited capacity, is not conducive to providing comprehensive services to inmates suffering from mental health issues or addiction; and

WHEREAS, Chapter 451 of the Oregon Revised Statutes (ORS) provides for the establishment of a county service district for law enforcement services which includes authority for the construction, maintenance, and operation of installations, works, or services provided for the purpose of law enforcement services; and

WHEREAS, the construction, maintenance, and operation of a local correctional facility is a law enforcement service purpose; and

WHEREAS, without the establishment of a county service district for law enforcement services, Jackson County will not be able to construct, operate, and maintain a new local correctional facility which adequately meets the needs of the County; and

WHEREAS, ORS 451.435 provides that all county service districts shall be initiated, conducted, and completed as provided by ORS 198.705 to 198.955; and

WHEREAS, ORS 198.835 authorizes the county board of commissioners to initiate the formation of a district by an order and sets forth the requirements of that order including setting the date, time, and place of a public hearing on the proposal to form the district; and

WHEREAS, ORS 198.840 requires that notice of the public hearing on the proposal be given in the manner set forth in ORS 198.800, except that the notice shall state that the County Board has entered an Order declaring its intention to initiate the formation of a county service district.

Now, therefore,

The Board of County Commissioners of Jackson County ORDERS:

1. The Board intends to initiate formation of a county service district for law enforcement services in Jackson County as authorized pursuant to ORS 451.010(1)(n) and ORS Chapter 451, which is the principal Act governing the formation of such a district, for the purpose of constructing, operating, and maintaining a local correctional facility in Jackson County.
2. The name of the proposed district is the Jackson County Local Correctional Facility Service District (District).
3. The boundaries of the District shall include all territory within Jackson County as described in ORS 201.150 including the territories of the incorporated cities within Jackson County.
4. As required by ORS 198.835(3), certified copies of City Council Resolutions of each city approving this Initiation Order and formation of the District are attached.
5. The Jackson County Board of Commissioners will serve as the governing body of the District as required pursuant to ORS 451.485; and
6. The District will have all of the general powers granted by ORS Chapter 451 (the principal Act) necessary and convenient for providing law enforcement services as permitted by ORS 451.010(1)(n).
7. The District will be authorized to construct, maintain, and operate a law enforcement service facility, specifically a local correctional facility, pursuant to ORS 451.420.
8. Jackson County voters will be asked to establish a permanent property tax rate limit of \$.8547 per \$1,000 of assessed value for the District as authorized by ORS 451.547. The District will have authority to levy and collect general property taxes up to the approved rate limit.
9. Pursuant to ORS 198.800 and 198.835, a public hearing on the formation of the Jackson County Local Correctional Facility Service District shall be held at the Board's regular meeting on February 5, 2020, beginning at 9:30 a.m., in the Auditorium of the Jackson County Courthouse, 10 South Oakdale, Medford, Oregon 97501. All interested persons may appear and be heard. At this hearing, the Board will hear testimony and receive written comment on the proposed formation of this District, including information about the services to be provided by the District, the economic feasibility of the District, and the permanent tax rate limit. At the conclusion of the hearing, the Board shall determine, in accordance with criteria described in ORS 198.805, whether Jackson County could be benefited by the formation of the county service district and whether the County should continue with the formation process.
10. Notice of the hearing shall be provided to interested persons in accordance with ORS 198.800.

DATED this __ day of _____, 2020, at Medford, Oregon.

JACKSON COUNTY BOARD OF COMMISSIONERS

Bob Strosser, Chair

Colleen Roberts, Commissioner

Rick Dyer, Commissioner

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PROPOSED

City of Shady Cove

RESOLUTION 19-16

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON,
APPROVING A JACKSON COUNTY ORDER TO INITIATE FORMATION OF A
JACKSON COUNTY LAW ENFORCEMENT SERVICE DISTRICT AND
CONSENTING TO THE INCLUSION OF CITY TERRITORY WITHIN THE
BOUNDARIES OF THE DISTRICT**

Whereas the City Council of the City of Shady Cove, Oregon finds that

- a. The Jackson County, Oregon, Board of Commissioners intends to form a county service district for law enforcement services under the authority of Oregon Revised Statute (ORS) 451.010(1)(n). The name of the proposed district is the Jackson County Local Correctional Facility Service District (hereinafter "District"). The proposed District would have authority to construct, operate, and maintain a local correctional facility in Jackson County.
- b. The Jackson County Board of Commissioners may initiate the formation of the District by adopting an order under authority of ORS 198.835. The Board proposes to include all county territory within the boundaries of the proposed District, as effective July 1, 2020.
- c. Jackson County voters will be asked to establish a permanent property tax rate limit of \$0.8547 per \$1,000 of assessed value for the District as authorized by ORS 451.547.
- d. The territory of the City may only be included within the boundaries of the District if the City Council adopts a resolution approving the proposed Jackson County Order Initiating Formation of a Jackson County Law Enforcement Service District. The proposed Order is attached hereto.
- e. The City Council believes that a law enforcement service district for the construction, operation, and maintenance of a local correctional facility in Jackson County is in the best interests of the citizens of the City.

Now, therefore, be it resolved by the City Council of the City of Shady Cove, Oregon:

The City of Shady Cove, Oregon, hereby consents to the inclusion of all the territory of the City within the boundaries of the proposed Jackson County Local Correctional Facility Service District, and approves the Jackson County Board of Commissioners' proposed Order Initiating the Formation of a Jackson County Law Enforcement Service District in substantially the form attached hereto.

Adopted by the City Council of the City of Shady Cove, Jackson County, Oregon this 7th day of November, 2019.

Approved:

Attest:

Lena Richardson, Mayor

Thomas J. Corrigan, City Administrator

Council Vote:

Mayor Richardson _____
Councilor Mitchell _____
Councilor McGregor _____
Councilor Hohenstein _____
Councilor Tarvin _____

1. Municipal Fundamentals for Government Officials

Municipal Fundamentals for Government Officials

Speaker: League of Oregon Cities Staff

Topics include:

- **Council Responsibilities** – attendees will learn about the council/manager form of government, the roles and responsibilities of council and city managers and will seek to achieve a facilitated discussion that allows attendees to seek experienced advice on how responsibilities are shared between council and their administrator;
- **Public Meetings** – attendees will learn what constitutes a meeting for purposes of the state's Public Meeting Law, the legal requirements associated with public meetings, serial meetings, executive sessions and free speech implications of public participation during meetings;
- **Public Records** – attendees will learn the purpose behind Public Records Law, what is considered and is *not* considered public record, the state's retention schedule, requirements related to the inspection and disclosure of public records and legal challenges related to the denial of access to public records;
- **Ethics** – attendees will learn about how they are prohibited from using their office to their benefit, conflicts of interest, gifts, nepotism, outside employment parameters, restrictions on subsequent employment once they no longer work for or represent a city and statements of economic interest.