

**Agenda**  
Shady Cove Regular City Council Meeting  
Thursday, August 20, 2020  
6 PM

This meeting will be held telephonically  
in light of reoccurring health conditions.

Attendees will call

1-844-855-4444

Access Code 789926#

**I. Call to Order**

- A. Roll Call
- B. Announcements by Presiding Officer
  - 1. This meeting is being digitally recorded.
  - 2. The next regularly scheduled meeting of the City Council will be September 3, 2020, at 6PM, possibly held telephonically.
  - 3. The next regularly scheduled meeting of the Planning Commission is August 27, 2020, at 6 PM, possibly held telephonically.
  - 4. The next meeting of the Parks and Recreation Commission has yet to be determined.
  - 5. 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. Depending on number of comments and time constraints, Council may limit the amount of time to 3 minutes per speaker.
  - 6. These meeting dates are subject to change by the circumstances related to COVID-19.

**II. Public Hearing**

**III. Public Comment on Agenda Items**

**IV. Consent Agenda**

- A. Regular Meeting Minutes of 8/06/20
- B. Bills Paid Report – 7/24/20 - 8/6/20 - \$9,100.60
- C. Continuation of Declaration of Emergency
- D. Planning Commission Appointments

**V. Items Removed from Consent Agenda**

**VI. Staff Reports**

- A. City Administrator
- B. Jackson County Deputy (CSO)
- C. Fire District 4 Chief

**VII. New Business**

- A. New City Grant for Local Businesses using COVID Relief Funds

**VIII. Old Business**

- A. Ordinance #296 - Second Reading - Parking Regulations

**IX. Written Communication**

None

**X. Public Comment on Non-Agenda Items**

**XI. Council Comments on Non-Agenda Items**

- A. Mayor Richardson – RVCOG
- B. Councilor Mitchell - RVACT & Parks Commission
- C. Councilor McGregor - SOREDI
- D. Councilor Hohenstein - Planning Commission
- E. Councilor Tarvin

**XII. Adjournment**

City of Shady Cove  
**City Council Regular Meeting Minutes**  
Thursday, August 6, 2020

Meeting was held telephonically with Mayor and Council in Council Chambers

**CALL TO ORDER**

Mayor Richardson called the Regular City Council Meeting to order at 6 PM.

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

Staff Present: Thomas J. Corrigan, City Administrator

The Mayor and Council recited the Pledge of Allegiance

**ANNOUNCEMENTS**

The Mayor made the announcements on the agenda.

**PUBLIC HEARING**

None

**PUBLIC COMMENT**

Bret Gola questioned exclusion of commercial vehicles from proposed ordinance. He also commented on number of vehicles allowed.

Mary Bayliss questioned the cabs of trucks being not allowed at homes. Questioned whether electric vehicles include golf carts. Questioned restoration of vehicles at houses without garages. And ownership of vehicles at same location in Safety Zone. Have to have allowance for street parking.

Susan Pemberton questioned if residents have read ordinance. Eagle Pt ordinance is more restrictive. Understand concerns. Needs to be a good place for people to come to.

Sandra Stevens Opposed to Ordinance as written. Majority of people won't support. Would support ordinance that helps City but too many details. Financial impact to citizens.

Kathy Nuckles Thanked Council for their work on Ordinance. Originally had concerns but with changes now likes it.

**CONSENT CALENDAR**

Taking each item separately

Councilor Mitchell commented on 10 speakers at last meeting, 8 spoke, 4 in favor, 4 opposed. Also, would like consideration of background checks for member of Council. Would need to go back to Charter Committee.

Motion to Accept Item A of the Consent Calendar, Minutes of 7/16, as amended with addition of "4 in favor of ordinance and 4 opposed".

Motion: Councilor Mitchell

Second: Councilor McGregor

All Ayes

Motion Carried 5-0

Motion to Accept Item B of the Consent Calendar, Bills Paid Report in the amount of \$86,835.30.

Motion: Councilor Hohenstein                      Second: Councilor Mitchell  
All Ayes              Motion Carried 5-0

Motion to Accept Item C, Continuation of Declaration of Emergency.

Councilor Tarvin stated that the Governor's Declaration superseded the City's.  
Mayor stated that any spending or grants or payroll changes require individual Declaration.  
Motion: Councilor Mitchell                      Second: Councilor McGregor  
Councilor Tarvin voted Nay.                      Motion Carried 4-1

Motion to Table Item D Fiscal Report until Auditors can complete back work.

Councilor Hohenstein commented that we cannot "accept" a final until auditors have completed work and Staff has done a fine job with budget as viewed.  
Motion: Councilor Hohenstein                      Second: Councilor Mitchell  
All Ayes              Motion Carried 5-0

### STAFF REPORTS

#### City Administrator

- Audit will be completed in fall, presented around holidays, depending on COVID
- Small Business Relief Fund – Jackson County still has money, other round pending
- City 2020 Emergency Business grant– CDBG- approved \$18,200
- Business OR matching funds approved - \$10,000 total
- COVID Relief Fund – Reimburse City expenses
- Small Cities ODOT grant – Schoolhouse Lane work
- Small Cities ODOT grant – County work
- CDBG water feasibility Study - \$20,000
- Payroll Protection Program
- Legislature funded certain items but not PPE
- DLCD – August property inventory - \$14,100
- TMDL grant possibilities
- ODOT – Sidewalk south of bridge
- Updating website with local service organizations
- Flag Program update. Tabs shredding. New tabs needed
- Park railing inspection from Jackson County, Contractor says he will have fix
- Music in the Park cancelled for August
- Census workers going around now
- Spam mail incoming. Do Not Open
- 44 fires in OR right now, 44 new cases of COVID
- 9 counties on the "watch list", Lake County no longer on the "watch list"

### NEW BUSINESS

- A. Motion to Authorize COVID Relief Funds for Local Businesses and Telecommunications Equipment.  
Motion: Councilor Hohenstein                      Second: McGregor  
All Ayes    Motion Carried 5-0
- B. Motion to Table Ordinance # 296, Regulating General Traffic, Vehicle Parking and Storage; Providing Penalties and Repealing Ordinance #'s 70 and 93 until such time as there can be a Public Forum.  
Discussion ensued  
Motion: Councilor Tarvin                              Second: Councilor Hohenstein  
Councilors Mitchell and McGregor, and Mayor Richardson voted Nay.      Motion Failed
- C. Motion to Forward Ordinance # 296, Regulating General Traffic, Vehicle Parking and Storage; Providing Penalties and Repealing Ordinance #'s 70 and 93 to 2<sup>nd</sup> Reading.  
Mayor Richardson reviewed history that prompted this ordinance and new changes to draft ordinance.  
Motion: Councilor Mitchell                              Second: Councilor McGregor  
Councilors Tarvin and Hohenstein voted Nay      Motion Carried 3-2

### OLD BUSINESS

- A. Motion to Approve Updated Language for City Charter.  
Comments from Bob Bellah, Chair of Charter Revision Committee  
Motion: Councilor Hohenstein                              Second: Councilor Mitchell  
Councilor Tarvin Voted Nay                              Motion Carried 4-1

### WRITTEN COMMUNICATIONS

None

More comments from Councilors

### PUBLIC COMMENT

No one in Question and Answer Mode

### COUNCIL COMMENTS

Mayor Richardson – Please protect yourself, wash your hands and wear a mask.  
Thanks to volunteers working on Food Pantry. Census replies – Oregon 65.4%, Shady Cove – 49.2%, Census takers going around. Representation in Congress is based on Census and as well as State income.

Councilor Mitchell – Census does not go to PO Boxes. Citizens must do online. RVACT meeting will be 9/8. August Music in the Park cancelled. Read a comment from a citizen on a Councilor involvement on her property. He questioned if a Councilor inquires as to a property issue, would that have a negative impact on future investigations.

Councilor Tarvin replied that in her community there are CC and R's that apply. Discussion ensued.

Councilor McGregor – August 11 SOREDI meeting. Thanked City Administrator for obtaining grants. Commented on background check for City Councilors.

Councilor Hohenstein – 640,000 residents of California left to other areas. Online 3474 residents for Shady Cove. Poverty rate has declined. Social media governance is weak and we should avoid. Risk of social media comments as councilors. Discussed Census and Post office response. Thanked Staff for COVID assistance.

Councilor Tarvin – Discussed Ordinance, opinions should be taken seriously. Emails should be continued to voice citizen's concerns.

**ADJOURNMENT**

There being no further business before the Council, the Mayor adjourned the regular Meeting at 7:50 PM.

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
08/06/2020	44897	Avista Corporation	Natural Gas 4941620000	19.20
08/06/2020	44898	Canon Financial Services, Inc.	Copier Lease & Copies 612930	115.84
08/06/2020	44899	Cantel of Medford, Inc.	Emergency Management Supplies	128.00
08/06/2020	44899	Cantel of Medford, Inc.	Emergency Management Supplies	203.00
08/06/2020	44900	Casey Malepsy	Utility Billing Refund	30.33
08/06/2020	44901	City of Shady Cove - Utilities	#1538.01 22451 Hwy. 62	46.00
08/06/2020	44901	City of Shady Cove - Utilities	#1539.01 2501 Indian Creek Rd.	44.00
08/06/2020	44901	City of Shady Cove - Utilities	#2300.01 1008 Celtic Circle/City Shop	46.00
08/06/2020	44902	Crystal Fresh	Bottled Water C82225	34.50
08/06/2020	44903	David Christian	Radio Programming, 6 hrs.	90.00
08/06/2020	44904	Eddie L Ingbreton	Utility Billing Refund	11.10
08/06/2020	44905	Hart Insurance Agency	Cyber/Network Liability Policy IFI681054	1,134.00
08/06/2020	44906	KAS & Associates, Inc.	Private Project Review - Pass Through	229.14
08/06/2020	44906	KAS & Associates, Inc.	SCA Grant - Schoolhouse	2,150.46
08/06/2020	44906	KAS & Associates, Inc.	Hwy 62. & Indian Creek Rd.	1,568.28
08/06/2020	44906	KAS & Associates, Inc.	SCA - Feasibility	210.00
08/06/2020	44907	Pacific Power	Aunt Caroline's Park 32847641-005	47.36
08/06/2020	44907	Pacific Power	Nork Lane 32847641-009	45.40
08/06/2020	44907	Pacific Power	City Hall 32847641-007	278.88
08/06/2020	44907	Pacific Power	street Lights 32847641-002	761.09
08/06/2020	44908	Perfection Cleaning	Cleaning Services	300.00
08/06/2020	44909	Pitney Bowes Purchase Power	Postage Refill 8000-9090-0092-9849	402.50
08/06/2020	44910	Postmaster	Box Rent - 1 year	120.00
08/06/2020	44911	Shady Cove Customs, LLC	Fird/90000	482.15
08/06/2020	44912	Shady Cove Hardware, LLC	Shop - Maintenance Supplies	8.59
08/06/2020	44912	Shady Cove Hardware, LLC	Shop - Maintenance Supplies	4.99
08/06/2020	44912	Shady Cove Hardware, LLC	Shop - Maintenance Supplies	4.59
08/06/2020	44912	Shady Cove Hardware, LLC	Shop - Maintenance Supplies	19.99
08/06/2020	44912	Shady Cove Hardware, LLC	City Hall - Facilities	12.99
08/06/2020	44912	Shady Cove Hardware, LLC	Park - Maintenance & Upkeep	7.98
08/06/2020	44912	Shady Cove Hardware, LLC	Emergency Management Supplies	8.59
08/06/2020	44912	Shady Cove Hardware, LLC	Park - Maintenance & Upkeep	49.99
08/06/2020	44912	Shady Cove Hardware, LLC	Shop - Maintenance Supplies	7.98
08/06/2020	44912	Shady Cove Hardware, LLC	Shop - Maintenance Supplies	14.17
08/06/2020	44912	Shady Cove Hardware, LLC	Park - Maintenance & Upkeep	9.98
08/06/2020	44912	Shady Cove Hardware, LLC	Flag Program - Supplies	12.39
08/06/2020	44913	SOS Alarm	City Hall	152.85
08/06/2020	44913	SOS Alarm	Nork Lane	118.35
08/06/2020	44914	Southern Oregon Sanitation	aunt Caroline's Park 088094	58.50
08/06/2020	44914	Southern Oregon Sanitation	Nork lane 088070	40.22
08/06/2020	44914	Southern Oregon Sanitation	City Hall 088054	40.22
08/06/2020	44915	TouchPoint Networks, LLC	Computer Services	31.00

Grand Totals:

9,100.60

**ADMINISTRATIVE ORDER**  
**August 20, 2020**  
**By the Mayor of the City of Shady Cove**

**Declaring a State of Emergency**

The Mayor of the City of Shady Cove finds that:

- a. On March 8, 2020 Governor Kate Brown declared a State of Emergency due to the COVID-19 (Executive Order No. 20-03). Governor Brown also issued guidelines regarding group gatherings and social distancing to alleviate possible impacts of COVID-19 (Executive Order No. 20-5). On March 13, 2020 President Donald Trump declared a National Emergency concerning COVID-19.
- b. COVID-19 requires a significant amount of resources at the local level to keep the public and community informed and as safe as possible.
- c. The unknown duration of the COVID-19 may have a significant financial impact on the community.
- d. The primary focus at the City is to keep the community safe while maintaining the health of our workforce so the City can continue to provide crucial City services, and to alleviate impacts to residents and business owners within the City of Shady Cove.
- e. Pursuant to ORS 401.309(1), the governing body of a City may declare, by ordinance or resolution, that a state of emergency exists within the City.
- f. Pursuant to the City of Shady Cove Emergency Operations Plan adopted by the City Council of Shady Cove in May of 2012, section 3.2.1.1, confirms that power of the Mayor.
- g. Pursuant to the first Declaration of Emergency, and as the Governor has not changed the State's Declaration of Emergency as of yet.

Now, therefore, based on the above findings, the Mayor of the City of Shady Cove declares an emergency and an extension of the current Declaration.

1. This Declaration of Emergency is effective immediately and shall remain in effect until September 3, 2020 but may be extended in two-week increments.
2. To protect the health and safety of City employees, I have and will direct the City Administrator to develop emergency policies and guidance on the use of sick leave, vacation leave, telecommuting, meeting protocol, identification of essential and non-essential staff for ongoing presence at City facilities, and other policies that will be in effect for the duration of the emergency.



3. To protect the health and safety of City employees, I have and will direct the City Administrator, at his discretion, to determine whether closing certain City facilities and cancelling public meetings may be necessary.
4. The City will take all necessary steps authorized by law to coordinate the response and recover of this emergency, including but not limited to, requesting assistance from the State of Oregon and Jackson County.
5. To protect the health and safety of City employees, elected officials and the public, and reduce the number public meetings, the City Council shall consider the ratification of the Declaration of a State of Emergency at its next Council meeting on August 20, 2020 rather than via a separate emergency meeting.

Lena Richardson, Mayor  
City of Shady Cove, Oregon

Ratified by City Council action on August 20, 2020

Thomas J. Corrigan, City Administrator  
City of Shady Cove, Oregon



**CITY OF SHADY COVE**  
 22451 Highway 62 • P.O. Box 1210 • Shady Cove, OR 97539  
 Phone: 541.878.2225 • Fax: 541.878.2226

**APPLICATION FOR COMMISSION OR COMMITTEE**

PLEASE PRINT

DATE: 2-3-2020 POSITION APPLIED FOR: PLANNING COMMISSION

APPLICANT INFORMATION

Name: THOMAS O. BARNES

Physical Address:

City: SHADY COVE State: OR Zip: 97539

Mailing Address:

City: State: Zip:

Home Phone: Cell Phone:

Email Address:

Current Occupation:  
*(If retired or unemployed, state your general or past profession.)* RETIRED

How long have you lived in Shady Cove? 3 yrs

How long have you lived in Jackson County? 3 yrs

Are you available to attend both daytime and evening meetings when necessary? YES

Are you an employee of the City of Shady Cove, an occasional or potential contract employee, or do you have any other real or potential conflict of interest in working or serving in this capacity?  
 Yes  No

If yes, please describe:

QUALIFICATIONS

I believe that I am qualified for and should be considered for the above position(s) for the following reasons  
*(continue on next sheet if necessary):*

SEE ATTACHED

Qualifications continued (if necessary):

Blank lined area for qualifications.

Please use this space to summarize why you are applying for this position:

I've enjoyed work on the planning comm. in both Newberg and Shady Cove. I think citizens should volunteer to help their community.

Please use this space to add any additional information you would like to share:

Blank lined area for additional information.

By signing this application, electronically or otherwise, I affirm that all information included is true and accurate to the best of my knowledge. I authorize the City of Shady Cove to publically review and discuss the information provided herein and to assist in responding to any questions asked which are relevant to this position.

Signature of applicant

Thomas O'Brien

Date

2-3-2020

How to Submit:

- By email: admin@shadycove.net
In person: City of Shady Cove, City Hall, 22451 Highway 62. Monday through Friday, 8:00 AM to 5:00 PM
By mail: P.O. Box 1210, Shady Cove, OR 97539
By fax: 541.878.2226

Questions?

Call City Hall at 541.878.2225 or send an email to Bonnie Picket as listed above.

CITY OFFICE USE ONLY

DATE RECEIVED

2-13-20

INITIALS

D.J.

The City of Shady Cove is an Equal Opportunity Provider

## Attachment to Shady Cove Planning Commission Application

The qualification question on the Application for Appointment asks to provide a statement of why I wish to be considered and qualified for the position of Planning Commissioner. I have served on the Shady Cove Planning Commission for the past two plus years, and prior to my moving to Shady Cove, I spent over 5 years on the Newberg Planning Commission at the pleasure of Mr. Bob Andrews, Mayor of Newberg and the only reason I left is I moved outside the city limits. The entire time on the Newberg Planning Commission I was challenged with difficult issues, and through the team efforts of my fellow eight commissioner's we were able to tackle these challenges and move the community forward. My time on the Shady Cove Planning Commission has also had its challenges, differences of opinion on how to solve problems, all solved with teamwork and that desire to move Shady Cove forward.

While in Newberg, the position of Chair was shared, each January 1, another member of the commission was promoted to the position of Chair. My two terms as chair saw many issues that had the commission split on how to move forward, I was able to pull the commission together with a solution. We have excellent members on the Shady Cove Planning Commission, I wish we could adopt a similar practice, giving every member an opportunity to guide the group.

There have been times (in Newberg) when even though we followed planning guidelines, when we forwarded a recommendation to the City Council, it was overturned. Although their decision didn't follow the planning guidelines, their decision ultimately was better for the community, we were fine with their decision. After all, the City Council must answer to the citizens of Shady Cove.

In my tenure with the Shady Cove Planning Commission, I've only missed two meetings, both instances were due to total knee replacement surgeries. Other than that, I feel I have the energy, training, and experience especially with problem solving and my abilities to help other members get the job done to help the Planning Commission and Shady Cove.



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**APPLICATION FOR COMMISSION OR COMMITTEE**

PLEASE PRINT

DATE: 6-25-20 POSITION APPLIED FOR: PLANNING COM.

APPLICANT INFORMATION

Name: CHESTER T. KRUPA

Physical Address:

City: SHADY COVE State: OR. Zip: 97539

Mailing Address:

City: SHADY COVE State: OR. Zip: 97539

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Current Occupation:  
*(If retired or unemployed, state your general or past profession.)*

How long have you lived in Shady Cove? 9YR.

How long have you lived in Jackson County? 9YR.

Are you available to attend both daytime and evening meetings when necessary? YES

Are you an employee of the City of Shady Cove, an occasional or potential contract employee, or do you have any other real or potential conflict of interest in working or serving in this capacity?  
 Yes  No

If yes, please describe:

QUALIFICATIONS

I believe that I am qualified for and should be considered for the above position(s) for the following reasons  
*(continue on next sheet if necessary):*

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\_\_\_\_\_

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Qualifications continued (if necessary):

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Please use this space to summarize why you are applying for this position:

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Please use this space to add any additional information you would like to share:

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By signing this application, electronically or otherwise, I affirm that all information included is true and accurate to the best of my knowledge. I authorize the City of Shady Cove to publically review and discuss the information provided herein and to assist in responding to any questions asked which are relevant to this position.

Signature of applicant	Date
------------------------	------

**How to Submit:**  
 By email: [DJermain@shadycove.org](mailto:DJermain@shadycove.org)  
 In person: City of Shady Cove, City Hall, 22451 Highway 62. Monday through Friday, 8:00 AM to 5:00 PM  
 By mail: P.O. Box 1210, Shady Cove, OR 97539  
 By fax: 541.878.2226

**Questions?**  
 Call City Hall at 541.878.2225 or send an email to the email as listed above.

CITY OFFICE USE ONLY	
DATE RECEIVED <b>6/25/2020</b>	INITIALS <b>DJ.</b>



**CITY OF SHADY COVE**  
 22451 Highway 62 • P.O. Box 1210 • Shady Cove, OR 97539  
 Phone: 541.878.2225 • Fax: 541.878.2226

**APPLICATION FOR COMMISSION OR COMMITTEE**

PLEASE PRINT

DATE: 10-16-19 POSITION APPLIED FOR: PLANNING COMMISSION

APPLICANT INFORMATION

Name: CHESTER T. KRUPA

Physical Address:

City: SHADY COVE State: OREGON Zip: 97539

Mailing Address: 21 BROPHY WAY #34

City: SHADY COVE State: OREGON Zip: 97539

Home Phone: ; Cell Phone:

Email Address:

Current Occupation: PART TIME DRIVER  
*(If retired or unemployed, state your general or past profession.)*

How long have you lived in Shady Cove? 9 YRS.

How long have you lived in Jackson County? 9 YRS.

Are you available to attend both daytime and evening meetings when necessary? YES

Are you an employee of the City of Shady Cove, an occasional or potential contract employee, or do you have any other real or potential conflict of interest in working or serving in this capacity?  
 Yes  No

If yes, please describe:

QUALIFICATIONS

I believe that I am qualified for and should be considered for the above position(s) for the following reasons (continue on next sheet if necessary):

SERVED ON THE PARKS COMMISSION 7 YRS.

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Qualifications continued (if necessary):

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

Please use this space to summarize why you are applying for this position:

I'M APPLYING FOR THIS POSITION BECAUSE I WOULD LIKE TO HELP THE CITY GROW AND BECOME STRONGER.

Please use this space to add any additional information you would like to share:

I'M INVOLVED IN VFW ALSO THE SHADY COVE FIRE DEPARTMENT SUPPORT GROUP

By signing this application, electronically or otherwise, I affirm that all information included is true and accurate to the best of my knowledge. I authorize the City of Shady Cove to publically review and discuss the information provided herein and to assist in responding to any questions asked which are relevant to this position.

Signature of applicant:

*Chris T. Ryan*

Date

10-16-19

**How to Submit:**

- By email: admin@shadycove.net
- In person: City of Shady Cove, City Hall, 22451 Highway 62. Monday through Friday, 8:00 AM to 5:00 PM
- By mail: P.O. Box 1210, Shady Cove, OR 97539
- By fax: 541.878.2226

**Questions?**

Call City Hall at 541.878.2225 or send an email to Bonnie Pickett as listed above.

**CITY OFFICE USE ONLY**

DATE RECEIVED

10/16/19

INITIALS

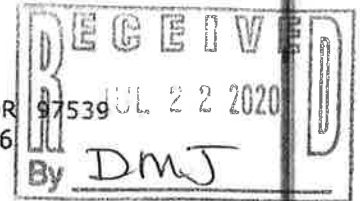
DJ

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**APPLICATION FOR COMMISSION OR COMMITTEE**

PLEASE PRINT

DATE: July 22, 2020 POSITION APPLIED FOR: Planning Commission

APPLICANT INFORMATION

Name: Meridith (Meri) Bayless

Physical Address:

City: Shady Cove State: OR Zip: 97539

Mailing Address:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Current Occupation:  
(If retired or unemployed, state your general or past profession.)

How long have you lived in Shady Cove? 6 1/2 years this time

How long have you lived in Jackson County? Same

Are you available to attend both daytime and evening meetings when necessary? Yes

Are you an employee of the City of Shady Cove, an occasional or potential contract employee, or do you have any other real or potential conflict of interest in working or serving in this capacity?  
 Yes  No

If yes, please describe:

QUALIFICATIONS

I believe that I am qualified for and should be considered for the above position(s) for the following reasons (continue on next sheet if necessary):

I first moved to Shady Cove in 1979 and worked part time as a police officer while working full time as the Marshall of Butte Falls and later as a juvenile officer for Eagle Point. I later moved to Nevada where I was a business owner and government contractor. While living in Las Vegas I was active in the Chamber of Commerce.

Qualifications continued (if necessary):

and an active committee member in organizing the Helderado Rodeo and NFR. While living in Tonopah, NV I was a business owner, member of the Chamber of Commerce and served on the Town's Economic Development and Tourism Committee.

NAME:

Please use this space to summarize why you are applying for this position:

I feel with my background in serving this town and my experience in building business and community, I will be an asset for the City of Shady Cove

ADDITIONAL INFORMATION:

Please use this space to add any additional information you would like to share:

By signing this application, electronically or otherwise, I affirm that all information included is true and accurate to the best of my knowledge. I authorize the City of Shady Cove to publically review and discuss the information provided herein and to assist in responding to any questions asked which are relevant to this position.

Signature of applicant

*Matthew Brian Boykin*

Date

7-22-20

**How to Submit:**

By email:

[DJermain@shadycove.org](mailto:DJermain@shadycove.org)

In person:

City of Shady Cove, City Hall, 22451 Highway 62, Monday through Friday, 8:00 AM to 5:00 PM

By mail:

P.O. Box 1210, Shady Cove, OR 97539

By fax:

541.878.2226

**Questions?**

Call City Hall at 541.878.2225 or send an email to the email as listed above.

**CITY OFFICE USE ONLY**

DATE RECEIVED

7/22/20

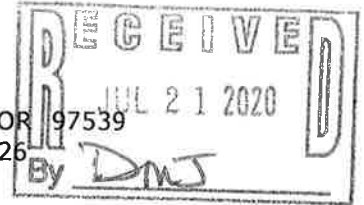
INITIALS

DJ

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**APPLICATION FOR COMMISSION OR COMMITTEE**

PLEASE PRINT

DATE: 7/17/20 POSITION APPLIED FOR: planning committee

APPLICANT INFORMATION		
Name: <u>Sandra Barber</u>		
Physical Address:		
City: <u>Shady Cove</u>	State: <u>OR.</u>	Zip: <u>97539</u>
Mailing Address:		
City: <u>-</u>	State: <u>-</u>	Zip: <u>-</u>
Home Phone: <u>-</u>	Cell Phone:	
Email Address:		
Current Occupation: <i>(If retired or unemployed, state your general or past profession.)</i> <u>see qualifications</u>		
How long have you lived in Shady Cove? <u>2 1/2 yrs</u>		
How long have you lived in Jackson County? <u>10 1/2 yrs</u>		
Are you available to attend both daytime and evening meetings when necessary? <u>yes</u>		
Are you an employee of the City of Shady Cove, an occasional or potential contract employee, or do you have any other real or potential conflict of interest in working or serving in this capacity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, please describe:		
QUALIFICATIONS		
I believe that I am qualified for and should be considered for the above position(s) for the following reasons <i>(continue on next sheet if necessary):</i>		
<u>I have several qualifications which would make my participation beneficial and useful. BA - sociology + journalism. Past work experiences with people - substance abuse counselor; mental health - working with psychologists, therapists; union steward; teacher in high school; sociology, english, art; ability to relate to a variety of people.</u>		

Qualifications continued (if necessary):

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Please use this space to summarize why you are applying for this position:

I am applying because of my interest in ShadyCove and small town government, having lived here for 2½ yrs, this is my first experience in small town living and it is fascinating. I am curious about so much here in SC. I think the committee will benefit from my positive

Please use this space to add any additional information you would like to share:

Attitude and willingness to see various points of view. My latest project is trying to put together a small magazine which has brought me into contact with business owners and creative people trying to promote Shady Cove, as well as Southern Oregon University professors.

By signing this application, electronically or otherwise, I affirm that all information included is true and accurate to the best of my knowledge. I authorize the City of Shady Cove to publically review and discuss the information provided herein and to assist in responding to any questions asked which are relevant to this position.

Signature of applicant

*Dan Barber*

Date

7/17/20

**How to Submit:**

By email: [DJermain@shadycove.org](mailto:DJermain@shadycove.org)  
In person: City of Shady Cove, City Hall, 22451 Highway 62. Monday through Friday, 8:00 AM to 5:00 PM  
By mail: P.O. Box 1210, Shady Cove, OR 97539  
By fax: 541.878.2226

**Questions?**

Call City Hall at 541.878.2225 or send an email to the email as listed above.

**CITY OFFICE USE ONLY**

DATE RECEIVED

7/21/20

INITIALS

D.J.

The City of Shady Cove is an Equal Opportunity Provider.



City of Shady Cove  
 22451 Hwy 62 / PO Box 1210  
 Shady Cove, OR 97539  
 541-878-2225 PH  
 541-878-2226 FX

[TCorrigan@shadycove.org](mailto:TCorrigan@shadycove.org) Email

**COVID19 RELIEF GRANT APPLICATION**

**PLEASE PRINT**

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

**APPLICANT INFORMATION**

Business Legal Name \_\_\_\_\_

Applicant's Name, Title \_\_\_\_\_  
Name Title

Business Physical Address \_\_\_\_\_  
(Must match Secretary of State filing)

\_\_\_\_\_  
City State ZIP Code

Business Mailing Address \_\_\_\_\_  
(if different)

\_\_\_\_\_  
City State ZIP Code

Phone \_\_\_\_\_ Email \_\_\_\_\_

Business Website \_\_\_\_\_

Business Date Started \_\_\_\_\_

Requested Grant Amount \$ \_\_\_\_\_

Is this company a subsidiary or affiliate of another? YES  NO

If you answered yes to the question above provide name and address of parent or affiliate \_\_\_\_\_

Federal Tax ID Number (EIN, SSN) \_\_\_\_\_

Federal Income Tax Status/Filing Type *(Choose one below)*

Sole Proprietorship (IRS Form 1040)	Partnership (IRS Form 1065)	S Corporation (IRS Form 1120S)	C Corporation (IRS Form 1120)	Non-Profit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Company Officer and Management Personnel \_\_\_\_\_  
Name Title

## PROJECT ELIGIBILITY

**Has your business received any other government assistance for COVID? (Example: Paycheck Protection Program, PPP)**

*“Other government assistance” is defined as including any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit or any other form of direct or indirect assistance from the Federal government, the State, or a unit of general local government, or any agency or instrumentality thereof, that is available, or is expected to be made available with respect to the project or activities.*

**What is the purpose of the requested funding? (Select all that apply.)**

- Manufacture medical supplies necessary to respond to COVID19
- Business Expansion
- Job Creation
- Job Retention
- Avoid Job Loss
- Short term working capital assistance
- Retention of jobs

How many total staff do you **typically** have (including owner(s)) \_\_\_\_\_

How many total staff do you **currently** have (including owner(s)) \_\_\_\_\_

## NARRATIVE

*Describe the primary products/services of your company.*

*Describe your need for funding. If awarded, how will the funds be used?*

## FINANCING

### Other Financial Assistance Provided and/or Applied For

*Detail any other COVID-related financial assistance and/or relief, on hand or applied for, that will be used in conjunction with this program.*

Name of Agency, City State	Name of Program	Type of Assistance (loan, grant, etc.)	Amount (Awarded or Requested)

### Expected Sources and Uses of Funds

*Identify the sources and uses of **all** assistance which have been or may be used in the project.*

Source of Funds	Use of Funds

## CERTIFICATION AND SIGNATURE

*By signing this document, you agree that the City of Shady Cove as agent for participating jurisdictions, may verify this information. Any grants awarded are contingent on verification of the accuracy of the statements made herein. Submission of the requested information is required to make a determination regarding eligibility for financial assistance. Failure to submit the requested information could affect that determination.*

*I have received a copy of the grant reporting requirements. If awarded, I agree to comply with the provided requirements and make good faith efforts to provide other documentation as requested.*

*I hereby certify that the information provided in this disclosure is true and correct and I am aware that making any materially false, fictitious, or fraudulent statement or representation may subject me to criminal penalties under Section 1001 of Title 18 of the United States Code. I also certify that I have disclosed any other funds received, or to be received, from governmental and/or non-profit agencies as compensation for damages resulting from the COVID19 pandemic. If awarded, I will disclose to the City of Shady Cove all future funds received from governmental and/or non-profit agencies related to COVID19 pandemic for three years from the date of this application. In addition, I am aware that if I materially violate any required disclosure of information, including concealing a material fact, I am subject to being fined under this title, subject to repayment of this or any future COVID-related funds, and/or imprisoned not more than five years.*

Applicant's Printed Name \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Co-Applicants Printed Name \_\_\_\_\_

Co-Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

## COVID19 GRANT ELIGIBILITY AND AWARD ESTIMATOR

1. Is your business registered in Jackson or Josephine County?

YES

NO

2. Is your business registered within the jurisdiction city limits? (Shady Cove)

YES

NO

3. Are you a microenterprise? (2 – 5 employees)

YES

NO

4. Are you a small business? (6 – 20 employees)

YES

NO

**OFFICE USE BELOW THIS LINE**

Application	Approved	Denied
Amount Awarded	\$	
Council Meeting Date		
Approval Signature		
Date		
Check Issue Date		
Check Number		
<b>Notes:</b>		

*Date Received Stamp*



## ORDINANCE NO. 296

AN ORDINANCE REGULATING GENERAL TRAFFIC, VEHICLE PARKING, AND VEHICLE STORAGE IN THE CITY OF SHADY COVE, OREGON; PROVIDING PENALTIES AND REPEALING ORDINANCE NOS. 70 and 93.

The people of the City of Shady Cove ordain as follows:

### § 296.01 SPEED LIMITS

After approval by the State Transportation Commission, where the approval is required by motor vehicle laws of the state, and for the best use of the streets, in the public interest, the City Council may designate by resolution speed limits on various streets, or portions thereof, within the City limits.

### § 296.02 STATE CRIMINAL CODE ADOPTED.

The provisions of ORS Ch. 161 relating to defenses, burdens of proof, general principles of criminal liability, parties to a crime or offense and general principles of justification and responsibility apply to offenses defined and made punishable by this chapter.

§ 296.03 DEFINITIONS. As used in this ordinance, the following words, except where the context clearly indicates otherwise, mean:

Abandoned vehicle means a vehicle that appears to be inoperable and has any characteristics that include but are not limited to expired license plate, missing rear vehicle license plate, flat tire(s), broken windshield, extensive body damage or rust, wrecked or partially dismantled **and has been left on any public way for a period in excess of 72 hours without authorization by statute or local ordinance.**

Alley means any public right-of-way for the secondary access of a property not intended for general traffic use.

Commercial vehicle means any vehicle the principal use of which is the transportation of commodities, merchandise, produce, freight, animals, or passengers for hire or a vehicle marked and directly used in association with a licensed business or a truck or tractor/trailer that is 10,000 pounds or more gross weight, and/or 20 feet or more in length, and/or eight feet or more in width.

Electric vehicle means a vehicle which is powered by an electric motor drawing current from rechargeable storage batteries, fuel cells, or other portable sources of electrical current, and which may include a nonelectrical source of power designed to charge batteries and components thereof. Electric vehicle may include a battery electric vehicle, a plug-in hybrid vehicle, a neighborhood electric vehicle, and a medium-speed electric vehicle.

Inoperable vehicle means a vehicle which has been left out of an enclosed structure on private property for more than 30 days; has a broken or missing window, windshield, wheels or tires; lacks an engine or has an inoperable engine; or lacks a transmission or has an inoperable transmission.

Legal owner means the person or entity with a financial interest in the vehicle and whose name is on the title of the vehicle; the person who is entitled to the possession and use of the vehicle under a security agreement including a lease agreement.

Planting strips means that portion of the roadway lying between the constructed curb, or edge of the roadway, and the property line exclusive of the sidewalk area.

Public right-of-way means the area on, below, or above a public roadway, highway, street, bridge, bicycle lane, or public sidewalk in which the municipality has an interest, including other dedicated rights-of-way for travel purposes and utility easements.

Recreational vehicle (RV) means a motorized vehicle designed primarily for recreational camping, travel, or seasonal use which has its own motive power or is mounted on or towed by another vehicle, including but not limited to motor home, bus, van, truck camper, travel trailer, camping trailer, tent trailer, camper mounted on a vehicle, fifth wheel, and boat on trailer.

Registered owner means the person in whose name title to a vehicle is issued, and who is entitled to possession and use of the vehicle.

Safety zone means the area or space officially set apart within a roadway for the exclusive use of pedestrians and which is protected or is marked or indicated by painted marks, signs, buttons standards or otherwise, so as to be plainly discernible.

Shoulder means that area of the roadway between the traveled portion of the roadway and the planting strip or other area commonly for use by pedestrians, for the accommodation of stopped vehicles and for emergency use.

Standing means halting of a vehicle whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in receiving or discharging passengers.

Storing means the keeping of a vehicle on the public right-of-way in excess of 72 consecutive hours.

Street means the portion of a public right-of-way owned, improved, and maintained by a public entity for vehicular traffic exclusive of the shoulder; also described as a road, roadway or highway.

Vehicle means any device in, upon or by which any person or property is or may be transported or drawn upon a public highway including but not limited to any car, truck, motorcycle, motor home, trailer including utility trailer, towed object, or other motorized automobile.

#### § 296.04 PARKING ON PUBLIC STREETS AND RIGHTS-OF-WAY.

(A) Parking or standing a vehicle shall be permitted in a street parallel with the edge of the roadway, headed in the direction of lawful traffic movement, with curbside wheels within 12 inches of the edge of the curb, except where the street is marked for angle parking.

(B) Parking is prohibited:

1. Where the street/road surface is less than 20 feet wide.

2. Where a time limitation or parking restriction is marked by traffic markers, yellow or orange strips, or otherwise, so as to be plainly discernible.
3. On the roadway side of any vehicle stopped or parked on the edge or curb of a street.
4. On a sidewalk, planting strip, or bike lane.
5. Within 20 feet of an intersection or crosswalk.
6. Where official signs or barricades are placed prohibiting parking.
7. Upon a bridge or other elevated structure.
8. In the area between roadways of a divided highway.
9. Within a fire zone, a fire exit, or within 15 feet of a fire hydrant, or 30 feet of a fire station driveway entrance.
10. Within 5 feet of a public or private driveway.
11. Where stopping or parking a vehicle would obstruct traffic or adequate view of an intersection.
12. Where stopping or parking a vehicle cannot be done without compromising safety.

(C) A person commits the offense of unlawful parking in a space reserved for persons with disabilities if the person parks a vehicle in any parking space that is on private or public property and that is marked or signed to provide parking for persons with disabilities and the vehicle does not conspicuously display a disabled person parking permit described in ORS 811.602 or 811.606 or a disabled parking permit issued by another jurisdiction.

(D) No person shall park, store, abandon, or display for sale a vehicle of any kind on a public right-of-way in excess of 72 hours.

(E) No person shall park on any street or public right-of-way:

- ~~1. Any vehicle displaying commercial, noncommercial, or political signs with the exception of and limited to company-owned vehicles displaying company identification attached to the vehicle.~~
2. A vehicle for selling merchandise except when authorized by the City of Shady Cove.
3. Trailers of any kind disconnected from a motor vehicle unless they are securely blocked to prevent movement.
4. Campers or canopies of any kind not on a vehicle.
5. Boats not on a trailer designed for transporting boats.
6. More than 4 vehicles at each residential lot.
7. Any abandoned or inoperable vehicle.

(F) Exceptions from prohibitions of parking on public streets or rights-of-way are:

1. When applicable, school buses and worker transport buses may stop on a roadway to load or unload children or workers, providing flashing school bus safety lights are operating.
2. When applicable, vehicles may stop, stand, or park momentarily to pick up or discharge a passenger.

3. When applicable, vehicles may stop, stand, or park momentarily for the purpose of and while actually engaged in loading or unloading property or passengers.
4. When applicable, publicly-owned vehicles may stop, stand, or park to perform maintenance or repair work on a roadway.
5. When applicable, the driver of an unavoidably disabled vehicle may stop and temporarily leave the vehicle to seek assistance.

## § 296.05 PARKING AND STORING VEHICLES ON PRIVATE PROPERTY.

The following regulations shall be applicable to vehicles parked, stored, or maintained in an R-1, R-2, R-3, or G-C zone, or any other property utilized for residential purposes.

(A) Subject to the requirements of subsection B of this section, automobiles, buses, motor homes, motor trucks, vans, campers/camper shells mounted on a vehicle, camp trailers, boats on trailers, and tent trailers may be parked ~~in a front yard, side yard, corner lot rear yard or~~ in a portion of a yard clearly visible to a public right-of-way provided that the vehicles are:

1. Fully operable, completely assembled, supported by inflated tires, and not supported by blocks, jacks, or similar supports, except that such vehicles may be safely leveled to maintain the proper flow of propane or other gas to built-in appliances.
2. Currently registered for operation on public streets.
3. Owned or leased by residents of the premises.
4. Owned or leased by guests and for a period not to exceed 30 days.
5. ~~Maintained in clean and neat condition and~~ Not significantly damaged nor continuously under repair.
6. Not more than one and one-half ton load capacity if a motor truck.
7. Located entirely on the subject property with no overhang or encroachment permitted into the public right-of-way or adjacent private property.
8. Parked or stored on an approved residential parking space or on an approved residential driveway.

(B) Subject to the requirements of subsection A of this section, buses, motor homes, unmounted campers, camper shells mounted on a vehicle, camp trailers, boats on trailers, and tent trailers may be parked in a front or side yard if there is no access to the rear yard and no other approved location can be made available on the property for parking; and:

1. No more than one such vehicle or piece of equipment is located in a front or side yard.
2. Buses have a maximum capacity of no more than 18 adult persons.
3. ~~Motor homes have a maximum width of eight and one-half feet and a maximum length of 45 feet.~~
4. Unmounted camper ~~stored on dollies or jacks must have lockable wheels with the lowest portion of such camper not to~~ exceed a height of 12 inches above ground level, and, at such height, cannot be located within the garage due to the limiting height of the garage door.

5. Any area used for parking or storing vehicles or equipment shall be graveled or paved with concrete or asphalt.
- ~~6. Site plan approval is obtained for any area, in excess of the residential driveway, to be used for parking vehicles or equipment.~~
- ~~7. Site plan approval is obtained for any orientation of the vehicles or equipment other than perpendicular to the street that abuts the front lot line.~~
8. No portion of any vehicle or equipment is located on that part of a corner lot within a front or side yard in a manner that will obstruct clear view of the intersection.

(C) Authorized emergency vehicles or tow trucks, as determined by the Oregon Vehicle Code, Chapter 801, may be parked in a side yard if:

1. The operator or owner of the tow truck possesses a towing permit that has been approved by the City.
2. An overweight vehicle permit has been obtained from the City for vehicles which exceed a maximum gross weight of three tons.
3. The operator or owner of the vehicle possesses a valid contract with the Oregon State Police Department, Jackson County Sheriff Department, or an insurance company to provide emergency service on a 24-hour basis.
4. No location outside of the side yard is available for parking.
5. The vehicle is substantially screened from public view.

(D) Exceptions from prohibitions of parking and storage of vehicles on private property are:

1. Antique vehicles as defined in Oregon Vehicle Code Chapter 801.125 and registered as required by Oregon Vehicle Code Chapter 805.010.
2. Vehicles of special interest as defined in Oregon Vehicle Code Chapter 801.605 and registered as required by Oregon Vehicle Code Chapter 805.020.
3. Vehicles or portions of vehicles used as part of a landscape plan approved by the City.

#### § 296.06 AGREEMENT WITH STATE OF OREGON AND JACKSON COUNTY.

(A) City Council by its enactment hereby authorizes and endorses the State of Oregon to make such mutually agreeable traffic regulations upon Highway 62 as may be agreed to by the City and the State. Oregon Vehicle Code Chapter 811 defines, establishes and limits parking on State and federal land within Shady Cove.

(B) City Council by its enactment hereby authorizes and endorses Jackson County to make such mutually agreeable traffic regulations upon county-owned roadways and easements as may be agreed to by the City and the County. Jackson County Codified Ordinances Chapter 440 defines, establishes and limits parking on County facilities within Shady Cove.

#### § 296.07 VIOLATION

- (A) No person shall cause or permit any vehicle owned or controlled by him/her to be parked in violation of any provision of this chapter; violators will suffer any disability or legal disadvantage based upon conviction thereof.
- (B) Parking violations under this chapter may be charged by an unsworn written notice subject to the provisions of ORS 221.333.
- (C) Citations or notices charging parking violations may be issued by the Jackson County Sheriff, Deputy Sheriff, or any other officer or employee of the Jackson County Sheriff Department designated by the Shady Cove City Administrator for this purpose.

#### § 296.08 PENALTY.

Any person found in violation under this chapter shall be subject to, as applicable, provisions of Jackson County Codified Ordinance 440.99 and state statute.

#### § 296.09 VEHICLE TOWING AND IMPOUND REGULATIONS AND PROCEDURES

- (A) A vehicle may be impounded subject to the provisions of ORS 809.725, or successor statutes.
- (B) If a vehicle is parked, abandoned, stored, displayed, or is otherwise in violation of any provision of this chapter, any person authorized to issue citations under this chapter may cause the vehicle to be towed or impounded pursuant to the provisions of ORS 819.110 and ORS 819.120.
- (C) Upon payment of an administrative fee to the City of Shady Cove, (as established by resolution and contained within the city fee resolution), the owner/agent may receive a release from the City.
- (D) After acquiring a release from the City of Shady Cove, the owner/agent may then retrieve his/her vehicle from the tow company upon satisfaction of the accrued towing, impound, and storage fees.
- (E) Any hearings related to towing and impounding of vehicles under this subsection, shall be provided by the Jackson County Sheriff's Department to which the authority is hereby granted to make final disposition of the issues as prescribed by Jackson County Codified Ordinance 440.04.

#### § 296.10 SAVING AND SEVERABILITY

- (A) Effect of Repeal of Code Sections and Ordinances. Repeal of a code section or ordinance does not revive a code section ~~a code section~~ or ordinance in force before or at the time the repealed code section or ordinance took effect. The repeal does not affect a punishment or penalty incurred before the repeal took effect, not a suit, prosecution or proceeding pending at the time of the repeal for an offense committed under the repealed code section or ordinance.

(B) Severability: Invalidation of a section or part of a section of this ordinance shall not affect the validity of the remaining sections or parts of sections.

#### § 296.11 REPEAL

(A) Shady Cove, OR Code of Ordinances Chapter 70: General Traffic and Parking Regulations, is repealed.

(B) Shady Cove, OR Code of Ordinances Chapter 93: Abandoned Vehicles, enacted is repealed.

#### § 296.12 EFFECTIVE DATE

City Charter of Shady Cove, Jackson County, Oregon:

Section 34: A non-emergency ordinance takes effect on the thirtieth day after its adoption or on a later date the ordinance prescribes. An ordinance adopted to meet an emergency may take effect as soon as adopted.