

Agenda
Shady Cove Regular City Council Meeting
Thursday, December 3, 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 December 17 at 6 PM, possibly held telephonically.
 - 3. The next regularly scheduled meeting of the Planning Commission is December 10 at 6 PM, possibly held telephonically.
 - 4. The next meeting of the Parks and Rec Commission is on January 5 at 6 PM, possibly held telephonically.
 - 5. The next meeting of the Emergency Management Commission is on December 15 at 11 AM, possible held telephonically or at URCC.
 - 6. 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.
 - 7. These meeting dates are subject to change by the circumstances related to COVID-19.

II. Public Hearing

None

III. Public Comment on Agenda Items

IV. Consent Agenda

- A. Continuation of Declaration of Emergency
- B. Bills Paid Report 11/12/20-11/24/20, \$ 99,627.58
- C. Minutes of November 19, 2020
- D. Q1 Financials

V. Items Removed from Consent Agenda

VI. Staff Reports

- A. City Administrator
- B. Jackson County Deputy (CSO)
- C. Fire Chief Winfrey, FD4

VII. New Business

VIII. Old Business

- A. Ordinance #296 – Second Reading

IX. Written Communication

X. Public Comment on Non-Agenda Items

XI. Council Comments on Non-Agenda Items

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

XII. Adjournment

ADMINISTRATIVE ORDER
December 3, 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. Governor Brown also extended the Executive Order until January 21, 2021 on October 27, 2020.
- 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 December 17, 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 December 3, 2020 rather than via a separate emergency meeting.

Lena Richardson, Mayor
City of Shady Cove, Oregon

Ratified by City Council action on December 3, 2020

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

Check Issue Date	Check	Payee	Description	Amount
11/23/2020	45034	A-Affordable Royal Flush	Porta Potty @ City Hall 10/09 - Heroes	100.00
11/23/2020	45035	AT&T Mobility	Mobile Phones 10/6 - 11/5	163.97
11/23/2020	45036	Banner Bank	Apple.com App 10.01.20	2.99
11/23/2020	45036	Banner Bank	Staples supplies	15.70
11/23/2020	45036	Banner Bank	Shoutcheap-Radio10.2020	10.90
11/23/2020	45036	Banner Bank	Apple.com App 10.07.20	0.99
11/23/2020	45036	Banner Bank	Rackspace email-Admin	14.59
11/23/2020	45036	Banner Bank	Rackspace email-Council	36.49
11/23/2020	45036	Banner Bank	Rackspace email-Planning	7.30
11/23/2020	45036	Banner Bank	Rackspace email-Public Works	7.30
11/23/2020	45036	Banner Bank	Rackspace email-Sewer	7.29
11/23/2020	45036	Banner Bank	Lowes holiday décor	15.96
11/23/2020	45036	Banner Bank	Amazon fee monthly 10.12.20	12.99
11/23/2020	45036	Banner Bank	Adobe Acro Pro 10.2020	14.99
11/23/2020	45036	Banner Bank	Amazon printer-planning	379.80
11/23/2020	45036	Banner Bank	Amazon printer-admin	348.90
11/23/2020	45036	Banner Bank	Amazon keyboard-finance	49.83
11/23/2020	45036	Banner Bank	Freeconferencecall 10.01 Council	50.39
11/23/2020	45036	Banner Bank	Freeconferencecall 10.6.20 Parks	1.33
11/23/2020	45036	Banner Bank	Freeconferencecall 10.08.20 Planning	0.59
11/23/2020	45036	Banner Bank	Freeconferencecall 10.15.20 Council	148.24
11/23/2020	45036	Banner Bank	Freeconferencecall 10.20.20 Parks	16.15
11/23/2020	45036	Banner Bank	Freeconferencecall training	1.32
11/23/2020	45036	Banner Bank	Office Depot chair finance	479.99
11/23/2020	45036	Banner Bank	Amazon co2 detector	17.78
11/23/2020	45036	Banner Bank	MC finance charge	35.54
11/23/2020	45036	Banner Bank	Freeconferencecall svc fee	57.92
11/23/2020	45037	Banner Bank	Burgers & Brews volunteer lunch	35.00
11/23/2020	45037	Banner Bank	Hilton Supply weed fabric, granite-Parks	218.87
11/23/2020	45037	Banner Bank	Grover Elec valve box	14.22
11/23/2020	45037	Banner Bank	Postage USPS	26.35
11/23/2020	45037	Banner Bank	MC finance charge	4.19
11/23/2020	45038	CIS Trust	Long Term Disability 11.2020	36.60
11/23/2020	45038	CIS Trust	Life Insurance 11.2020	24.09
11/23/2020	45038	CIS Trust	Life Insurance 12.2020	49.54
11/23/2020	45038	CIS Trust	Long Term Disability 12.2020	79.23
11/23/2020	45039	David Christian	Radio Program 11/2 - 11/6	90.00
11/23/2020	45039	David Christian	Radio Program 11/9-11/13	90.00
11/23/2020	45039	David Christian	Radio Program 11/16-11/20	90.00
11/23/2020	45040	Hornecker Cowling, LLP	General - Acct 32076-001	260.51
11/23/2020	45040	Hornecker Cowling, LLP	General - Acct 32076-001	544.00
11/23/2020	45040	Hornecker Cowling, LLP	General - Acct 32076-001	716.16
11/23/2020	45040	Hornecker Cowling, LLP	General - Acct 32076-001	226.91
11/23/2020	45041	Hunter Communications	Phone/Internet 12/1 - 12/31	598.32
11/23/2020	45042	Jackson County Health & Human Services	20 Train Ln dead animal 10/19 Jax Cnty	59.61
11/23/2020	45043	Pitney Bowes Global Financial	Postage meter 06/30-09/29	144.93
11/23/2020	45044	Project A, Inc.	Website hosting 11.15.2020	200.00
11/23/2020	45045	Richard W Brewster CPA PC	Q3 2020 P/R svc filing	825.00
11/23/2020	45046	RVCOG	R Nolan Planning 09.2020	1,027.51
11/23/2020	45046	RVCOG	R Nolan mileage	20.24
11/23/2020	45047	US Bank St. Paul	Sewer loan pmt Prncpl 7/1-12/31	60,000.00
11/23/2020	45047	US Bank St. Paul	Sewer loan pmt Int 7/1-12/31	32,021.51
11/23/2020	45048	WECO - Carson	Public Works Gas/Diesel 10/21-10/30	104.77
11/23/2020	45048	WECO - Carson	Public Works Gas/Diesel 11/2-11/12	120.78
Grand Totals:				<u>99,627.58</u>

City of Shady Cove
City Council Regular Meeting Minutes
Thursday, November 19, 2020
Meeting was held telephonically

I. CALL TO ORDER

Mayor Richardson called the Regular City Council Meeting to order at 6:00 PM

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

Staff Present: Thomas J. Corrigan, City Administrator

I.B. ANNOUNCEMENTS

The Mayor made the announcements on the agenda.

II. PUBLIC HEARING

None

III. PUBLIC COMMENT ON AGENDA ITEMS

Mary Stirling – 101 Jane Drive, Shady Cove: Regarding Ordinance 296, section that states “no person shall park on any street or right of way”, item number 7. Would recommend not removing this so that there are more teeth in the ordinance regarding parking in a public right of way.

Bob Bellah – 155 Jane Drive, Shady Cove: Wanted to advise there was a Facebook post by Councilor Shari Tarvin regarding Ordinance 296 the day prior to this meeting. Bob read the Facebook post and responded to items relating to him and stated his concerns.

IV. CONSENT AGENDA

Motion to Accept Item A, B, and C the Continuation of Declaration of Emergency, Bills Paid Report 10/29/20-11/11/20 for \$11,355.61 and Council meeting minutes of November 5, 2020.

Motion: Councilor Mitchell
Councilor Tarvin no vote

Second: Councilor McGregor
Motion Carried 4-1

Motion to add Item D, “2020 Q1 Budget vs Actual” report to December 3, 2020 Council meeting agenda.

Motion: Councilor McGregor
All Ayes

Second: Councilor Hohenstein
Motion Carried 5-0

V. ITEMS REMOVED FROM CONSENT AGENDA

None

VI. STAFF REPORTS

A. City Administrator

- Sent out information today on wildfire alert updates.
- Working with Business Oregon and SOREDI on getting additional small details needed from businesses on their grant paperwork.
- Putting all FEMA updates on the website.
- Working on a land use compatibility statement for Anglers Cove. They want a pump and generator, plans pending. Their request is similar to what happened at Manzanita Hills in relation to their water arsenic levels.
- Emergency Management Commission met, and they will have two CERT representatives and Stacey Bell from Jackson County attend their 12/15 meeting.
- Hand delivered PPE equipment (masks, gloves, sanitizer, etc.) to 15 businesses. We have a list of more business that are interested in receiving PPE. More has been ordered from the State at no cost. Trail will be included in the distribution if they are interested.
- Another round of grants for \$20 million was made available statewide through Business Oregon. Businesses with of up to 100 employees could participate. Up to \$200,000 was available per business. The \$20 million was applied for and the web portal was shut down in 30 minutes. The information was provided to the businesses locally, but we do not yet know if anyone received approval. Requested a distribution report when it becomes available, we were assured the funds would not all be distributed in the Portland area. If someone were to not qualify, depending on the amount, they may reopen the grant portal.
- Was advised that there may be even another round of grants coming soon. Will advise when more information becomes available.

B. Deputy Heise from Jackson County Sheriff's Office commented that the City is quiet. The Sheriff's Office is taking an educational standpoint when encountering citizens that are not wearing a mask in public.

C. Chief Greg Winfrey from Fire District 4 commented that the City is quiet with no fire related calls. Safety Tip: when you put your heat lamps in a kennel or well house, be sure they are not next to combustibles. Reminder that chimney brushes are available for free for anyone who needs them. Clarified that response times noted on report provided include calls that are non-emergent with no siren. Discussion ensued regarding a light at the fire station to enable more quick access to Highway 62.

VII. NEW BUSINESS

- A. Motion to pursue application for Small Cities Grant for Cleveland Street sidewalks at the school starting at Highway 62.

Discussion ensued clarifying the parameters of the grant. No matching fund requirements.

Motion: Councilor Hohenstein
All Ayes

Second: Councilor McGregor
Motion Carried 5-0

VIII. OLD BUSINESS

- A. Motion to approve first reading of Ordinance No. 296 Regulating General Traffic, Vehicle Parking and Vehicle Storage in the City of Shady Cove, Oregon; Providing Penalties and Repealing Ordinance Nos. 70 and 93.

Mayor Richardson summarized review dates, public comments, and sources of recommended ordinance amendments. Changes marked with red are from August changes that were approved and in effect now. Changes marked with blue were recommended in October and for discussion tonight and read by Mayor Richardson. Discussion ensued regarding changes. Second reading to occur at December 3, 2020 Council meeting.

Motion: Councilor Mitchell
Councilor Tarvin voted Nay

Second: Councilor McGregor
Motion Carried 4-1

IX. WRITTEN COMMUNICATION

None

X. PUBLIC COMMENT ON NON-AGENDA ITEMS

Mary Stirling – 101 Jane Drive, Shady Cove: Questioned where Ordinance 296 is available for review. City Administrator, Tom Corrigan, advised that it is available at the City of Shady Cove website.

Bob Bellah – 155 Jane Drive, Shady Cove: Clarified why citizen team recommended removal of section from Ordinance 296 “no person shall park on any street or right of way, item number 7”.

XI. COUNCIL COMMENTS

Mayor Richardson – Attended RVCOG meeting on November 17th that was specific to the Wildfire Alert Program. Detection camera installation cost is \$65,000 to \$75,000 if no wifi or power is available and \$25,000 to \$35,000 if wifi and power are available. Maintenance cost is then \$20,000 that includes expenses such as wifi and monitoring staff. FEMA has a grant that would provide 75% of the camera cost and the applicant would pay the 25%. Applications are being managed through RVCOG. City of Shady Cove Administrator and Fire Chief would need to participate in the application process. Attended Emergency Management Commission meeting November 17th. Wants to encourage everyone to adhere to the current COVID-19 rules. Shady Cove has 16 confirmed cases.

Councilor Mitchell – The Parks and Recreation Commission meeting for November 3rd was cancelled, and the next meeting will be December 1st at 6:00 PM. Attended the RVACT meeting November 10th. They discussed statewide transportation improvement program through ODOT, the new electric vehicle program and charging stations, new ADA projects including installing 1500 new ramps through 2022, Highway 99 project will not have the same mobile home types and some people may not be able to afford that.

Councilor McGregor – Attended SOREDI meeting on November 10th. They discussed the housing market concerns and lack of inventory. The job market has minimized, and the eviction moratorium will end January 1st, the combination has resulted in some needing to relocate. Locally with the economy, with COVID restrictions and wildfire there will be repercussions for many years.

Councilor Hohenstein – Update on Chase is conflicting at this time, may open at end of November or anytime up to January 1st. Will advise when he hears more. U.S. Forest Service has received additional directive for clean up to help mitigate wildfires. There is currently a recommendation to review sustainable logging. There is a chipping facility looking to open a new facility by Ball Road and East of Highway 62. Received a check reimbursing him for the cost of mandatory evacuation during wildfire, encourages those who incurred expenses to investigate their homeowner or renter insurance for this. Would like to wish all a great Thanksgiving.

Councilor Tarvin – She spoke to a citizen who is working on the Talent clean up and was advised that it is a long process because they are required to separate materials that are being cleaned up and then if there is a rebuild, new codes will result in more cost since several of the places that burned were older and not with current codes. Wanted to clarify that she was not in attendance at the February Council meeting when Ordinance 296 was reviewed. Was advised by other citizens that they wanted to attend the citizen review of Ordinance 296. Requested clarification of why Aunt Caroline's Playground was closed. City Administrator, Tom Corrigan, advised that it is only partially closed. The swings are not available because the guidelines for disinfection cannot be supported throughout the weekend. All other equipment is available, and it

gets disinfected twice a day. Councilor Tarvin would like to wish all a great Thanksgiving.

XII. ADJOURNMENT

There being no further business before the Council, the Mayor adjourned the regular Meeting at 7:24 PM.

Approved:

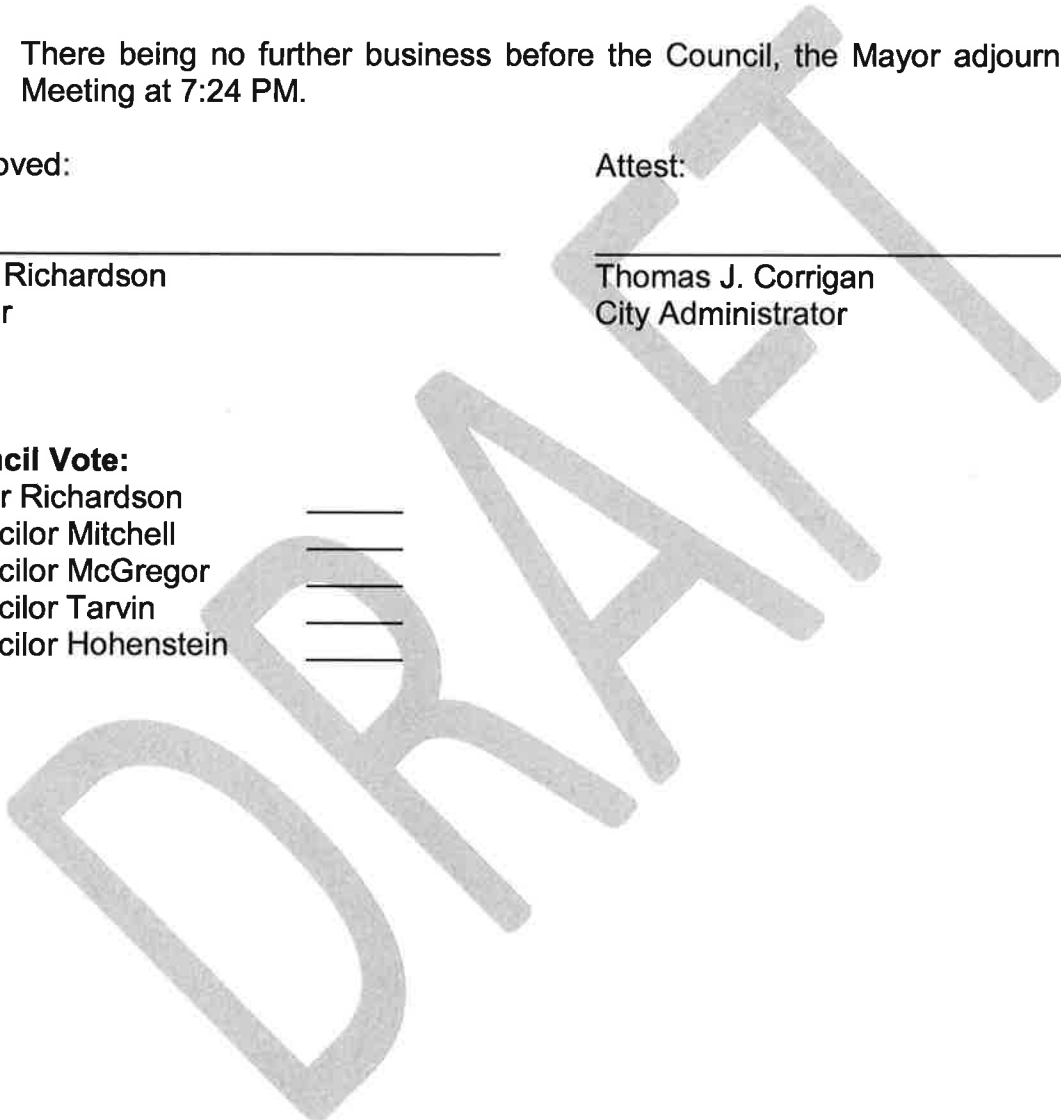
Attest:

Lena Richardson
Mayor

Thomas J. Corrigan
City Administrator

Council Vote:

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



2020-2021
As at 9/30/2020
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		524,837	
Beginning Balance (Audit)			
Beginning Balance (Budget)	221,112		
Interest	10,000	2,774	28%
OTHER RESOURCES			
State Subventions	85,000	26,113	31%
Franchise Fees	290,000	79,976	28%
City Fees (Business License & OLCC License)	25,000	9,208	37%
City Fees (TOT, Raft)	40,000	31,578	79%
City Fees (Planning & Building)	10,000	1,837	18%
Administrative Allocation	124,493	31,123	25%
Municipal Court	6,000	4,815	80%
Miscellaneous Income	500	2,332	466%
Public Safety Fee	336,000	62,119	18%
Floodplain Permit Fee	1,000		0%
Radio Underwriting	5,000		0%
DLCD Grant	14,100	12,501	89%
Library District Expense Reimbursement	1,500		0%
Flag Program	1,500	400	27%
RVSS Reimbursement to City for Billing Services*	50,000	50,000	100%
Total resources, except taxes to be levied	1,222,205	314,775	26%
Taxes estimated to be received	147,000	1,521	1%
Previously levied taxes estimated to be received	1,000	1,313	131%
TOTAL RESOURCES	1,369,205	317,610	23%

*Deposited to bank 10/6/20

2020-2021
As at 9/30/2020
Budget to Actual Report

DETAILED REQUIREMENTS

GENERAL FUND 10

City of Shady Cove

REQUIREMENTS DESCRIPTION	# of FTE's	Annual Budget	Actual Year-To-Date	% of Annual Budget
PERSONNEL SERVICES				
SALARIES & BENEFITS				
City Administrator	1	88,100	26,175	30%
Planning Technician	1	59,700	15,372	26%
Accounting Technician	1	55,400	15,865	29%
Administrative Assistant	1	45,000		0%
Maintenance II	1	44,100	11,892	27%
Seasonal Worker	0.5	5,000		0%
Overtime		2,500		0%
Benefits		140,000	16,507	12%
TOTAL PERSONNEL SERVICES	5	439,800	85,811	20%
MATERIALS & SERVICES				
Professional Services (Auditor, Legal, etc.)		60,000	9,481	16%
Operations & Maintenance		110,000	31,174	28%
Discretionary		500		0%
Promotion/Tourism		5,000	2,509	50%
Recognition & Awards		3,000	1,125	38%
Floodplain Management		4,000	505	13%
Planning & Building		18,000	3,349	19%
Training/Conferences		4,000	195	5%
Disaster Preparedness - *Grant Receivable		1,000	5,583	558%
Radio Station		6,000	1,225	20%
Library Maintenance		2,000		0%
Flag Program		1,500		0%
Records Retention		5,000		0%
DLCD Grant Expenditures		14,100	7,000	50%
TOTAL MATERIALS AND SERVICES		234,100	62,145	27%

2020-2021
As at 9/30/2020
Budget to Actual Report

DETAILED REQUIREMENTS

GENERAL FUND 10

City of Shady Cove

REQUIREMENTS DESCRIPTION	Annual Budget	Actual Year-To-Date	% of Annual Budget
REQUIREMENTS			
Law Enforcement Contract (JCSO)	480,000	165,469	34%
Law Enforcement - Community Resource Officer	42,500	13,234	31%
PUBLIC SAFETY REQUIREMENTS	522,500	178,703	34%
TOTAL PUBLIC SAFETY REQUIREMENTS	522,500	178,703	34%

2020-2021
As at 9/30/2020
Budget to Actual Report

DETAILED REQUIREMENTS

GENERAL FUND 10

City of Shady Cove

REQUIREMENTS DESCRIPTION	Annual Budget	Actual Year-To-Date	% of Annual Budget
MATERIALS & SERVICES			
Parks- Utilities	2,000	339	17%
Park - Park Maintenance	2,200	563	26%
Parks - Materials & Supplies	1,500	63	4%
PARKS MATERIALS & SERVICES			
TOTAL PARKS MATERIALS & SERVICES			
	5,700	965	17%

2020-2021
As at 9/30/2020
Budget to Actual Report

DETAILED REQUIREMENTS

GENERAL FUND 10

City of Shady Cove

REQUIREMENTS DESCRIPTION	Annual Budget	Actual Year-To-Date	% of Annual Budget
CAPITAL OUTLAY			
TRANSFERS & CONTINGENCIES			
Contingency	50,000	-	
TOTAL TRANSFERS & CONTINGENCIES	50,000	-	
TOTAL INTERFUND LOAN PAYMENTS	-	-	
UNAPPROPRIATED ENDING FUND BALANCE	111,112		
Ending Balance (Prior Years)			
TOTAL REQUIREMENTS	1,363,212	327,624	24%

2020-2021
As at 9/30/2020
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		262,619	
Beginning Balance (Audit)			
Beginning Balance (Budget)	64,292		
State Highway Revenue	200,000	44,137	22%
TOTAL RESOURCES	264,292	306,756	116%
REQUIREMENTS			
MATERIALS & SERVICES			
Operations & Maintenance	29,000	1,247	4%
Utilities	4,000	176	4%
Vehicle Maintenance	3,000	644	21%
Professional Services	70,000	43,398	62%
Administrative Allocations	124,493	31,123	25%
Travel and Training	2,000	-	0%
TOTAL MATERIALS & SERVICES	232,493	76,589	33%

2020-2021
As at 9/30/2020
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	5,000		0%
UNAPPROPRIATED ENDING FUND BALANCE	24,799		
TOTAL REQUIREMENTS	264,292	76,589	29%

2020-2021
As at 9/30/2020
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		345,334	
Beginning Balance (Audit)			
Beginning Balance (Budget)	125,200		
Sewer Usage Fees	930,000	138,120	15%
RVSS Payment for Bond Payment per Contract	124,200	-	0%
Total resources, except taxes to be levied	1,179,400	138,120	12%
TOTAL RESOURCES	1,179,400	483,454	41%

2020-2021
As at 9/30/2020
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			
TOTAL RESOURCES	0	0	
REQUIREMENTS			
Bond Principal Payments			
Issue Date	Budgeted Payment Date		
TOTAL PRINCIPAL	0	0	
Bond Interest Payments			
Issue Date	Budgeted Payment Date		
TOTAL INTEREST	0	0	
TOTAL REQUIREMENTS	0	0	

2020-2021
As at 9/30/2020
Budget to Actual Report

DETAILED REQUIREMENTS

SEWER 02

City of Shady Cove

REQUIREMENTS DESCRIPTION	Annual Budget	Actual Year-To-Date	% of Annual Budget
MATERIALS & SERVICES			
RVSS Sewer Fees	928,056	214,971	23%
TOTAL MATERIALS & SERVICES	928,056	214,971	23%

2020-2021
As at 9/30/2020
Budget to Actual Report

DETAILED REQUIREMENTS

SEWER 02

City of Shady Cove

REQUIREMENTS DESCRIPTION	Annual Budget	Actual Year-To-Date	% of Annual Budget
DEBT SERVICE			
US Bank - Principal (January)	60,000	-	0%
US Bank - Interest (July/January)	64,044	-	0%
US Bank - Loan/Agent Fees	1,700	700	
TOTAL DEBT SERVICE	124,044	700	1%
UNAPPROPRIATED ENDING FUND BALANCE	127,300		
TOTAL EXPENDITURES - SEWER	1,179,400	700	0%

2020-2021
As at 9/30/2020
Budget to Actual Report

**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)			
TOTAL RESOURCES	0	0	
DEBT SERVICE REQUIREMENTS			
TOTAL SEWER OPERATIONS RESERVE REQUIREMENTS	0	0	

2020-2021
As at 9/30/2020
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)			
Interfund Loan Payment Received from General Fund 10			
TOTAL RESOURCES, EXCEPT TAXES TO BE LEVIED			#DIV/0!
TOTAL RESOURCES			
REQUIREMENTS			
TRANSFERS			
Transfer to 03			
Transfer to 02			
OTHER			
RVSS per Contract			
TOTAL REQUIREMENTS	-	-	

2020-2021
As at 9/30/2020
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		150,000	
Beginning Balance (Audit)			
Beginning Balance (Budget)	150,000		
TOTAL RESOURCES	150,000	150,000	100%
TOTAL RESOURCES REQUIREMENTS			
TRANSFERS			
CAPITAL OUTLAY			
Future Development	25,000	-	0%
UNAPPROPRIATED ENDING FUND BALANCE	125,000		
TOTAL REQUIREMENTS	150,000		0%

2020-2021
As at 9/30/2020
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)			
Oregon Health Authority Grant	20,000		0%
CDBG Grant	1,000,000		0%
TOTAL RESOURCES	1,020,000	-	0%
TOTAL RESOURCES			
REQUIREMENTS			
TRANSFERS			
CAPITAL OUTLAY			
OR Health Authority Feasibility Study	20,000	870	4%
CDBG Grant Expenditures	1,000,000	-	0%
TOTAL REQUIREMENTS	1,020,000	870	0%

2020-2021
As at 9/30/2020
Budget to Actual Report

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		359,048	
Beginning Balance (Audit)			
Beginning Balance (Budget)	211,745		
Interest	4,300	747	17%
New Development	52,500	-	0%
Schoolhouse Lane Grant	100,000	100,000	
SCA Grant	78,700		
TOTAL RESOURCES	447,245	459,794	103%
REQUIREMENTS			
CAPITAL OUTLAY			
WASTEWATER			
TRANSPORTATION			
Street Improvements	40,000	40,000	100%
Feasibility Study	-	870	
Schoolhouse Lane	126,000	140,002	111%
STORMWATER			
Stormwater Drains	20,000		0%
PARKS			
Dogwalk	20,000	3,810	19%
CONTINGENCY			
Contingency	21,000		
UNAPPROPRIATED ENDING FUND BALANCE			
Unappropriated Ending Fund Balance	220,245		
TOTAL REQUIREMENTS	447,245	183,813	41%

2020-2021
As at 9/30/2020
Budget to Actual Report

RESERVE FUND
RESOURCES AND REQUIREMENTS
SYSTEM DEVELOPMENT CHARGE - 08 City of Shady Cove
TRANSPORTATION ACCOUNT

DESCRIPTION RESOURCES AND REQUIREMENTS	Annual Budget	Actual Year-To-Date	% of Annual Budget
RESOURCES			
Beginning Balance (Audit)			
Beginning Balance (Budget)	75,525		
Interest	2,000		0%
New Development	37,500		0%
Schoolhouse Lane Grant	100,000	100,000	
SCA Grant	78,700		
TOTAL RESOURCES	293,725	100,000	34%
REQUIREMENTS			
CAPITAL OUTLAY			
Street Improvements	40,000	40,000	100%
SCA Feasibility Study	-	870	
Schoolhouse Lane	126,000	140,002	111%
TOTAL CAPITAL OUTLAY	166,000	180,872	109%
Contingency	15,000		
Unappropriated Ending Fund Balance	112,725		
TOTAL REQUIREMENTS	293,725	180,872	62%

2020-2021
As at 9/30/2020
Budget to Actual Report

RESERVE FUND
RESOURCES AND REQUIREMENTS
SYSTEM DEVELOPMENT CHARGE - 08 City of Shady Cove
STORM WATER ACCOUNT

DESCRIPTION RESOURCES AND REQUIREMENTS	Annual Budget	Actual Year-To-Date	% of Annual Budget
RESOURCES			
Beginning Balance Audit			
Beginning Balance Budget	21,420		
Interest	2,000		0%
New Development	7,500		0%
TOTAL RESOURCES	30,920	-	0%
REQUIREMENTS			
CAPITAL OUTLAY			
Stormwater Drains	20,000		0%
TOTAL CAPITAL OUTLAY	20,000	-	0%
Contingency	3,000		
Unappropriated Ending Fund Balance	7,920		
TOTAL REQUIREMENTS	30,920	-	0%

2020-2021
As at 9/30/2020
Budget to Actual Report

RESERVE FUND
RESOURCES AND REQUIREMENTS
SYSTEM DEVELOPMENT CHARGE - 08 City of Shady Cove
WASTEWATER ACCOUNT

DESCRIPTION RESOURCES AND REQUIREMENTS	Annual Budget	Actual Year-To-Date	% of Annual Budget
RESOURCES			
Beginning Balance Audit			
Beginning Balance Budget	-		
TOTAL RESOURCES	-	-	
REQUIREMENTS			
RVSS per Contract	-		
TOTAL REQUIREMENTS	-	-	

2020-2021
As at 9/30/2020
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)	114,800		
Interest	300		0%
New Development	7,500		0%
TOTAL RESOURCES	122,600	-	0%
REQUIREMENTS			
Dogwalk	20,000	3,810	19%
Contingency	3,000		
Unappropriated Ending Fund Balance	99,600		
TOTAL REQUIREMENTS	122,600	90,400	74%

2020-2021
As at 9/30/2020
Budget to Actual Report

**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			
TOTAL RESOURCES, EXCEPT TAXES TO BE LEVIED	-	-	
TOTAL RESOURCES			
REQUIREMENTS			
CAPITAL OUTLAY			
CONTINGENCY			
UNAPPROPRIATED FUND BALANCE			
TOTAL REQUIREMENTS	-	-	

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 dismantles 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. A vehicle selling merchandise except when authorized by the City of Shady Cove.
2. Trailers of any kind disconnected from a motor vehicle unless they are securely blocked to prevent movement.
3. Campers or canopies of any kind not on a vehicle.
4. Boats not on a trailer designed for transporting boats.

(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 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. Located entirely on the subject property with no overhang or encroachment permitted into the public right-of-way or adjacent private property.
 4. 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. Buses have a maximum capacity of no more than 18 adult persons.
 2. 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.
 3. Any area used for parking or storing vehicles or equipment shall be graveled or paved with concrete or asphalt.
 4. 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 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.

(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.
4. Vehicles not designed for street use (race cars, off road vehicles) or trailers not requiring a license, such as golf carts, utility trailers, etc.

§ 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 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. Invalidity 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.