

Agenda
Shady Cove Regular City Council Meeting
Thursday, April 1, 2021
6 PM

This meeting will be held via Zoom with Council being present at City Hall.
Attendees will click on the link or call in to the listed number.

<https://us02web.zoom.us/j/81590210996?pwd=b2JCQWtqL2pVYXY5cENBMEJhYkg2Zz09>

Meeting ID: 815 9021 0996

Passcode: 768795

One tap mobile

+13462487799,,81590210996#,,,,*768795# US (Houston)

+16699006833,,81590210996#,,,,*768795# US (San Jose)

I. Call to Order

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

- 1. This meeting is being digitally recorded.
- 2. The next regularly scheduled meeting of the City Council will be held on April 15 at 6 PM, with Council members present in Council Chambers and the public to attend via Zoom.
- 3. The next regularly scheduled meeting of the Planning Commission is April 8 at 6 PM, with Commission members present in Council Chambers and the public to attend via Zoom.
- 4. The next meeting of the Parks and Rec Commission is on April 6 at 6 PM to be held via Zoom.
- 5. The next meeting of the Emergency Management Commission is on April 6 at 10 AM to be held via Zoom.
- 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 Comment on Agenda Items

III. Consent Agenda

- A. Bills Paid Report
- B. Minutes of March 4, 2021
- C. Budget to Actual Report

IV. Items Removed from Consent Agenda

V. Staff Reports

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

VI. New Business

- A. Resolution 21-03 Authorizing Bank Signatures for Chase
- B. Letter of Support for Jackson County Park Boat Ramp

VII. Old Business

- A. Avista Franchise Agreement

VIII. Written Communication

IX. Public Comment on Non-Agenda Items

X. Council Comments on Non-Agenda Items

- A. Mayor Tarvin
- B. Councilor McGregor
- C. Councilor Nuckles
- D. Councilor Evertt

Adjournment

Check Issue Date	Check	Payee	Description	Amount
3/11/2021	44917	Avista Corporation	Natural Gas 4941620000-Voided reissued o/s check	(17.34)
3/11/2021	45195	Accurate Plumbing Solutions, Inc.	Capped off irrig leak-City Hall	271.00
3/11/2021	45196	Avista Corporation	Natural Gas 4941620000	17.34
3/11/2021	45196	Avista Corporation	Feb 2021 Natural Gas	198.68
3/11/2021	45197	Cantel of Medford, Inc.	36x8 Chandra Ln	90.00
3/11/2021	45198	Celtic Circle, LLC	Shop Rent 03-2021	865.00
3/11/2021	45199	David Christian	Radio Program 03.01.21-03.05.21	90.00
3/11/2021	45200	Jackson County Health & Human Services	Dead Animal-Heather Ln 1/27/21	65.16
3/11/2021	45201	Jackson County Sheriff	Feb 2021 Law Enforcement	43,426.92
3/11/2021	45201	Jackson County Sheriff	Feb 2021 CSO	3,533.92
3/11/2021	45202	KAS & Associates, Inc.	Aunt Caroline's Park Consulting	240.00
3/11/2021	45203	Pacific Power	Feb 2021 City Hall	181.92
3/11/2021	45203	Pacific Power	Feb 2021 Aunt Carolines Park	49.38
3/11/2021	45203	Pacific Power	Feb 2021 Street Lights	637.29
3/11/2021	45203	Pacific Power	Feb 2021 Nork Ln	364.13
3/11/2021	45204	Perfection Cleaning	City Hall office cleaning Feb 2021	300.00
3/11/2021	45205	Postmaster	Annual mailing permit	245.00
3/11/2021	45206	RVCOG	Feb 2021 B Benton Services	767.97
3/11/2021	45206	RVCOG	Feb 2021 B Benton mileage	39.42
3/11/2021	45207	Shady Cove Hardware, LLC	Mounting tape	15.18
3/11/2021	45207	Shady Cove Hardware, LLC	Hinge/Brace/Lumber	90.47
3/11/2021	45207	Shady Cove Hardware, LLC	Roller catch/cabinet knob	12.16
3/11/2021	45207	Shady Cove Hardware, LLC	Brace/paint/brush	26.76
3/11/2021	45207	Shady Cove Hardware, LLC	Stain/paint	3.99
3/11/2021	45207	Shady Cove Hardware, LLC	Stain return core charge	0.35
3/11/2021	45207	Shady Cove Hardware, LLC	Scissors/hose/tape	53.97
3/11/2021	45207	Shady Cove Hardware, LLC	Mouse trap	6.59
3/11/2021	45207	Shady Cove Hardware, LLC	Gorilla tape	11.99
3/11/2021	45207	Shady Cove Hardware, LLC	Paint brush/sandpaper	8.77
3/11/2021	45208	Southern Oregon Sanitation	Feb 2021 City Hall	40.22
3/11/2021	45208	Southern Oregon Sanitation	Feb 2021 Indian Creek Rd	58.50
3/11/2021	45208	Southern Oregon Sanitation	Feb 2021 Nork Ln	40.22
3/11/2021	45209	TouchPoint Networks, LLC	Firewall 02.2021	31.00
3/11/2021	45210	WECO - Carson	Gas/Diesel 02.17.21	75.97
Grand Totals:				<u>51,841.93</u>

City of Shady Cove
City Council Regular Meeting Minutes
Thursday, March 4, 2021

I. CALL TO ORDER

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

Council Present: Mayor Tarvin and Councilor Evertt with Councilor McGregor and Councilor Nuckles attending via Zoom.

Staff Present: Thomas J. Corrigan, City Administrator

The Council recited the Pledge of Allegiance.

I.B. ANNOUNCEMENTS

The Mayor made the announcements on the agenda.

II. PUBLIC COMMENT ON AGENDA ITEMS

Mayor Tarvin opened the meeting for Public Comments on Agenda Items.

Hank Hohenstein noted that a banking decision was listed on the agenda and he felt compelled to recommend the local Chase Bank citing it being local and estimating the savings at approximately \$5,000 per year.

Cory O'Connor recommended the City Council moving forward with the current City Council candidate recommendations.

Mr. Corrigan read letters from the following Shady Cove citizens:
Bill and Ellie Meyer, Peggy Dean, Paula Kovak and Ms. Wood each submitted letters strongly supporting Chief Gregory Winfrey and strongly encouraged his being nominated for the City Council position.

Carol Delaney letter supporting Hank Hohenstein being appointed to the City Council position.

III. CONSENT AGENDA

Motion to Accept Item A, Bills Paid Report 021121-030121, Item B Minutes of February 18, 2021, Item C Minutes of January 7, 2021 (corrected)

Based on Councilor Nuckles request Mayor Tarvin moved Item C Minutes of January 7, 2021 (corrected) to section IV Items Removed from Consent Agenda.

Motion to Accept Item A, Bills Paid Report 021121-030121, Item B Minutes of February 18, 2021

Motion: Councilor McGregor
Motion Carried 4-0

Second: Councilor Nuckles

IV. ITEMS REMOVED FROM CONSENT AGENDA

Mayor Tarvin opened the meeting for discussion based on Councilor Nuckles request for the Minutes of January 7, 2021 being removed from the Consent Agenda. Councilor Nuckles explained she wanted to make a formal motion to change section II Public Hearing of the Minutes from January 7, 2021. The current sentence reads "tabled until sometime in March as this is the Council's first meeting together" and should be changed to "as per the second transcription".

Motion to Approve Item C, Minutes of January 7, 2021 (corrected)

Motion: Councilor Nuckles

Second: Councilor Evertt

Motion Carried 4-0

V. STAFF REPORTS

- A. Fire Chief Winfrey, FD4:** The statistical report from February has not been completed yet. Still searching for another Budget Committee Member. Getting ready to begin the budgeting process. Mayor Tarvin asked Chief Winfrey about Firewise information and landscaping. Chief Winfrey reported that they are currently changing out the landscaping at the firehouse to demonstrate Firewise landscaping that can be planted. He added that there is a lot of information online by searching terms like "Firewise".
- B. Jackson County Deputy:** They continue to respond to routine calls and traffic enforcement. As the weather improves traffic going to the lakes will increase so their focus will shift to speed enforcement.
- C. City Administrator:**
- City Hall had lost water pressure due to old, leaking pipes and is still being restored.
 - Based on direction from the Governor's Office, Jackson County's COVID-19 - Risk Factor Level which is currently listed as "High" has been extended two weeks.
 - Business Oregon grant for Technical Assistance is being worked, participating in the review is Jackson County Health, Oregon Health, the school system and the original engineer who worked for Shady Cove Waterworks who still has much of the original paperwork.
 - A new ODOT Transportation and Growth Management Plan grant is available, paperwork was just received.
 - A tip on an AARP grant to improve public spaces was provided by Mayor Tarvin.
 - The FEMA Hazard Mitigation grant has two sections, (1) Hazard Mitigation and (2) Pre-Hazard Mitigation both will be worked on in combination with the Wildfire grants. Some of it is to thin out areas and some is to improve communication. Mr. Corrigan explained that he had a lengthy discussion with ODOT regarding prioritizing appropriate fire fuel mitigation locations and egress routes.
 - The schools and ODOT have agreed and are clearing trees to the specified 10 feet of ground clearance.

- Additionally, a dead tree near the bridge which could potentially block Highway 62 if it were to fall had previously been protected based on bird nesting restrictions. The tree should be able to be removed.
- Avista has a new grant for businesses effected by COVID-19 and current but beginning to fall behind on their bills can apply for up to \$1,500, no word if Pacific Power will do that but it is being looked into.
- At the Emergency Management Commission Meeting a vendor provided a demonstration on the Alert System. They are getting a better understanding of the differences between the messaging capabilities of a tower versus a mobile message board which can be operated remotely, a demonstration recommended by Jackson County Sheriff Sickler had already been provided.
- Business Oregon grants made available are (1) Commercial Rent Relief and (2) Restaurant - Technical Assistance (ordering and delivery assistance).
- At a recent Parks meeting three motions were submitted for City Council consideration (1) reopen Parks Commission positions, (2) to continue "Music in Park" through Labor Day weekend and (3) to continue to look at the county park.
- September 18, 2021 Paint Drop Off Day will be held at City Shop near school.

VI. NEW BUSINESS

- A. *Review Applications for Open Council Position and Interviews of Applicants.* Council applicants Mr. Hohenstein, Mr. Ainsworth, Ms. Murders and Mr. Winfrey provided brief statements supporting their candidacy.

Motion to Appoint Gregory Winfrey as a Shady Cove City Councilor for a term ending 12/31/2022.

Motion: Councilor Nuckles

Second: Councilor McGregor

Candidate Winfrey was asked if he had any intention of retiring from his current Fire Chief position in the near future to which he explained that he had previously had dialogue with the City Council and that he planned to continue as Fire Chief for at least the next two years.

An additional question was asked to Candidate Hohenstein however, Mayor Tarvin redirected the Council discussion based on the motion in place.

Based on roll call vote the motion failed (2-2) (Mayor Tarvin/Councilor Evertt voted against)

Councilor McGregor asked Candidate Hohenstein about a Senator notification to interview applicants for a military academy. Candidate Hohenstein explained it was a board of three prior military members who based on their level of knowledge were being asked to interview potential military academy applicants.

Motion to Appoint Hank Hohenstein as a Shady Cove City Councilor for a term ending 12/31/2022.

Motion: Councilor Nuckles

Second: Councilor McGregor

Based on roll call vote the motion failed (2-2) (Mayor Tarvin/Councilor Evertt voted against)

Based on discussion Candidate Hohenstein stipulated that he would be willing to withdraw his application for Shady Cove City Councilor if the City Councilors were to agree to approve Candidate Winfrey instead.

Motion to Appoint Dale Ainsworth as a Shady Cove City Councilor for a term ending 12/31/2022.

Motion: Councilor Evertt

Second: Mayor Tarvin

Based on roll call vote the motion failed (2-2) (Councilor McGregor/Councilor Nuckles voted against)

Motion to Appoint Tanda Murders as a Shady Cove City Councilor for a term ending 12/31/2022.

Motion: Mayor Tarvin

Second: Councilor Evertt

Based on roll call vote the motion failed (2-2) (Councilor McGregor/Councilor Nuckles voted against)

Based on the City Council's inability to come to an agreement on the vacant City Councilor position, Mayor Tarvin and Mr. Corrigan discussed next steps to include key dates that candidates and the City would need to be mindful of if a Special Election were to be considered. Mr. Corrigan also advised that a Special Election Resolution would need to be drafted and submitted to the City Council but given time constraints conceded that a consensus of the City Council on this issue would be enough to move forward with until a formal Resolution could be drafted and approved. Authorization to spend budget funds would also need to be authorized.

Motion to approve drafting a Special Elections Resolution

Motion: Mayor Tarvin

Second: Councilor Evertt

In discussion both Councilor McGregor and Councilor Nuckles voted against drafting a resolution. After some discussion it was determined by Mayor Tarvin that a Special Election for City Councilor in May would not be possible and that it would need to be put off until the November 2021 election cycle.

VII. OLD BUSINESS

- A. *Avista Franchise Agreement.* Mr. Corrigan addressed several concerns within the agreement and advised receiving City Council comments before sending it forward for legal review.

Based on a consensus of the City Council with comments from Councilor McGregor and Councilor Nuckles commending Mr. Corrigan's research and agreeing with Mr. Corrigan's noted concerns, it was agreed that Mr. Corrigan could moving forward seeking a legal review on the Avista Franchise Agreement.

- B. *Banking Decision.* Mr. Corrigan reported that the current proposal from Chase Bank was as a means of fairness provided to Banner Bank who the City currently banks with. The

Banner Bank point of contact noted that he would be “hard pressed” to match the offer of Chase Bank but in an effort keep the current partnership they would look into matching certain things. To clarify it was surmised that Banner Bank was offering to try and provide services at the same rate that Chase was offering and already offering the services. Mr. Corrigan agreed with the assessment also noting that there would still be monthly savings by changing banks.

Mayor Tarvin listed the reasons being cited by City Staff for the change in banks to include proximity and services offered. Mr. Corrigan said that they would need to convert equipment for check processing but even that could be done at the bank.

Motion to change from Banner Bank to Chase Bank as soon as possible

Motion: Councilor Evertt

Second: Nuckles

Based on roll call vote the motion was approved unanimously (4-0)

VIII. WRITTEN COMMUNICATION

Letter from Bob Bellah, Councilor Evertt has previously stated that he had conducted a survey of Shady Cove citizens and had found that “tourism” was the least concerning of the issues on the survey. He questioned the survey and asked if the results could be made available, wondering how many businesses responded to the survey and questioned whether several specific businesses would be able to survive without tourism. He asked for several pieces of demographical data as well as cautioning how surveys could be influenced. Councilor Evertt responded that he did not have that information available as it had been for use during his campaign though he did agree that his law enforcement background may have influenced the survey questions adding that it was Public Safety that was deemed most important of the issues and encouraged the City to conduct its own survey.

As a point of order which was based on comments regarding difficulties in addressing the City Council while on Zoom Mr. Corrigan noted the difficulties in being able to see members of the public not on video wishing to address the City Council.

IX. PUBLIC COMMENT ON NON-AGENDA ITEMS

- Terry Weyers requested an update on his previous complaint that Councilor McGregor be immediately removed from his City Council position based on the legitimacy of his Proof of Residency in the City of Shady Cove.

Mayor Tarvin stated that it was being worked on and asked Councilor McGregor if he wished to speak on the matter. Councilor McGregor referred to his previously stated comments reflected within the minutes of the last City Council meeting adding that the County would be able to respond in about four weeks as the County was a little behind. Councilor McGregor offered to share the outcome with Mayor Tarvin when results become available.

- Ms. Pemberton said that she was encouraged by the attendance numbers at the City Council meeting but was very disappointed that the City Council could not come to a decision and questioned the reason being a lack of the opportunity for citizen input.
- Susan Krupa at the February 18th, City Council meeting, Council Member Evertt was quoted in part stating that "Lena Richardson lost the election 628 – 1150 and citizens overwhelmingly do not want her as a member of the city". As one of the citizens who voted for Ms. Richardson she finds the comment inflammatory but added that had the comments been made about Mr. Evertt she would feel the same, she said it drives a larger wedge in the community. She finished by adding her disappointment in the City Council not being able to agree to approve Candidate Winfrey to the City Council.
- Mr. O'Connor echoed previous comments about the disappointment in the City Council in not being able to agree on any of the qualified City Council candidates. He said that it was a disservice to the community and described the Council as imbalanced.
- Steve Mitchell asked if the City had any current plans to assist the aging population sign up for and fill out any COVID-19 vaccination related paperwork citing the difficulties many within that demographic experience with online requirements.

Mayor Tarvin stated that she has been trying to find out if there is a way to assist seniors with limited mobility to still receive their shots, the Mayor promised follow up to the citizens when she knew more.

- Art Sterling stated that the matter of Council Member McGregor's Proof of Residency should have been cleared up within a City Council meeting 2 to 3 three meetings past. He added that Proof of Residency had been ascertained in 2018 by the County Clerk and other necessary signors within Jackson County and the State of Oregon had certified Mr. McGregor's residence as Shady Cove. He said that the issue is more of a matter of compliance with the County. He agreed that Council Member McGregor should be compliant to City code but the attack on his character and proof of residency was out of order adding his feelings about it not being taken care of already.
- Hank Hohenstein asked to follow up about his comments to the City Council regarding individuals moving and working from home in rural communities and provided reasons it would be important for the City to put forth some effort in attracting this type of citizen as they are moving away from the larger cities. He offered to send the City Council a link on the matter. He also reiterated his earlier support for Candidate Winfrey adding that it could be added to the next agenda and that he couldn't see the City Council paying for a Special Election when city business needed to be conducted.
- Mr. O'Connor encouraged the City Council to resolve the matter of electing one of the candidates to the City Council.

X. COUNCIL COMMENTS

Based on request for input from City Council both Councilor Nuckles and Mayor Tarvin attended the Parks and Recreation meeting on March 2nd, 2021.

- The Parks Commission continues to believe that Jackson County should continue pursuing the county regional park as a long term acquisition describing the potential for a post pandemic partnership. Councilor Nuckles reported that Mayor Tarvin disagreed stating that it could not be afforded due to COVID related costs. Despite further discussion Mayor Tarvin would not endorse long term acquisition of the park or working with the County in regards to City involvement citing "short term COVID related reasons".
- Parks Commission proposed for Music in the Park to move forward with the band line up from last year using a condensed schedule based on pandemic regulations. Mayor Tarvin disagreed preferring the use of local bands. The Parks Commission contended the bands were local to the Rogue Valley, had not charged the City despite the added COVID related restrictions and had been approved by the City Council even without that knowledge. Mayor Tarvin disagreed, following more discussion the matter remains unresolved.
- The Parks Commission declined taking a vote on a Parks Commission Chair until they know the future of the Parks Commission. The Parks Commission requested the City Council consider reopening the application process to help fill the vacancy on the Parks Commission. However, given the results of the first two votes on the agenda each of the members of the Parks and Recreation Commission questioned whether it was necessary to continue the meeting and even their own participation in any future meetings.
- Councilor Nuckles thanked those who were in attendance, apologized for the disagreements and encouraged the continued community support.
- In response to Mr. O'Connor's comments regarding the vacancy on the City Council Councilor McGregor acknowledged the strong point and added his disappointment in the City Council being unable to reach an agreement and encouraged the citizens of Shady Cove to step up tell the city how it should respond.
- Councilor Evertt thanked those in attendance and for the City Council applicants.
- Mayor Tarvin attended the CIS Conference and provided a summary of key topics discussed by the various speakers.
- Per RVCOG a Shake Alert app for Android phones will go live for Oregon on March 11th, 2021. The Everbridge Alert System will eventually include Shake Alert when they get the latency issue under control. Shady Cove is one of the nine communities so far participating in Alert Wildfire. Dick Converse has come out of retirement to assist in the need for planners in the region.

- Mr. Corrigan added that Candidate Ainsworth had sent in an email to apologize for his communication being unclear earlier in the meeting.

XI. ADJOURNMENT

There being no further business before the Council, the Mayor adjourned the meeting at 7:44 PM.

Approved:

Shari Tarvin
Mayor

Attest:

Thomas J. Corrigan
City Administrator

Council Vote:
Mayor Tarvin
Councilor McGregor
Councilor Nuckles
Councilor Evertt

DRAFT

2020-2021
As at 03/18/2021
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		816,876	
Beginning Balance (Audit)			
Beginning Balance (Budget)	221,112		
Interest	10,000	1,767	18%
OTHER RESOURCES			
State Subventions	85,000	87,651	103%
Franchise Fees	290,000	211,151	73%
City Fees (Business License & OLCC License)	25,000	4,915	20%
City Fees (TOT, Raft)	40,000	54,142	135%
City Fees (Planning & Building)	10,000	80,144	801%
Administrative Allocation	124,493	82,995	67%
Municipal Court	6,000	8,696	145%
Miscellaneous Income	500	8,354	1671%
Public Safety Fee	336,000	278,306	83%
Floodplain Permit Fee	1,000		0%
Radio Underwriting	5,000		0%
Grants-Other	14100	56,296	399%
CRF Grant	-	30,638	
Library District Expense Reimbursement	1,500		0%
Flag Program	1,500	500	33%
RVSS Reimbursement to City for Billing Services	50,000	50,000	100%
Total resources, except taxes to be levied	1,222,205	955,556	78%
Current taxes received	147,000	151,565	103%
Delinquent levied taxes received	1,000	2,479	248%
TOTAL RESOURCES	1,369,205	1,109,600	81%

2020-2021
As at 03/18/2021
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	75,658	86%
Planning Technician	1	59,700	39,325	66%
Accounting Technician	1	55,400	32,112	58%
Administrative Assistant	1	45,000	5,956	13%
Maintenance II	1	44,100	29,396	67%
Seasonal Worker	0.5	5,000		0%
Overtime		2,500		0%
Benefits		140,000	58,299	42%
TOTAL PERSONNEL SERVICES	5	439,800	240,745	55%
MATERIALS & SERVICES				
Professional Services (Auditor, Legal, etc.)		60,000	23,277	39%
Operations & Maintenance		110,000	71,553	65%
Discretionary		500		0%
Promotion/Tourism		5,000	3,130	63%
Recognition & Awards		3,000	1,125	38%
Floodplain Management		4,000	327	8%
Planning & Building		18,000	5,277	29%
Training/Conferences		4,000	320	8%
Disaster Preparedness <i>CRF</i>		1,000	5,757	576%
Radio Station		6,000	4,540	76%
Library Maintenance-Parking Lot		2,000		0%
Flag Program		1,500	1,788	119%
Records Retention		5,000	38	1%
DLCD Grant Expenditures <i>MUST BE ADDED</i>		14,100	-	0%
CRF - Grants for Small Business <i>MUST BE ADDED</i>			19,035	
Liability Insurance <i>PROF.</i>		-	18,286	
Property Insurance <i>SERV.</i>			1,445	
Auto Insurance			3,685	
TOTAL MATERIALS AND SERVICES		234,100	159,582	68%

2020-2021
As at 03/18/2021
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 (JCSD)	480,000	242,548	51%
Law Enforcement - Community Resource Officer	42,500	21,204	50%
PUBLIC SAFETY REQUIREMENTS	522,500	263,751	50%
TOTAL PUBLIC SAFETY REQUIREMENTS	522,500	263,751	50%

2020-2021
As at 03/18/2021
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	746	37%
Park - Park Maintenance	2,200	1,618	74%
Parks - Materials & Supplies	1,500	76	5%
PARKS MATERIALS & SERVICES	5,700	2,440	43%
TOTAL PARKS MATERIALS & SERVICES	5,700	2,440	43%

2020-2021
As at 03/18/2021
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	666,519	49%

2020-2021
As at 03/18/2021
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		284,519	
Beginning Balance (Audit)			
Beginning Balance (Budget)	64,292		
State Highway Revenue	200,000	164,950	82%
TOTAL RESOURCES	264,292	449,469	170%
REQUIREMENTS			
MATERIALS & SERVICES			
Operations & Maintenance	29,000	2,790	10%
Utilities	4,000	1,285	32%
Vehicle Maintenance	3,000	689	23%
Professional Services	70,000	43,398	62%
Administrative Allocations	124,493	82,995	67%
Travel and Training	2,000	-	0%
TOTAL MATERIALS & SERVICES	232,493	131,158	56%

2020-2021
As at 03/18/2021
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	131,158	50%

2020-2021
As at 03/18/2021
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		352,518	
Beginning Balance (Audit)			
Beginning Balance (Budget)	125,200		
Sewer Usage Fees	930,000	607,240	65%
RVSS Payment for Bond Payment per Contract	124,200	80,659	65%
Total resources, except taxes to be levied	1,179,400	687,898	58%
TOTAL RESOURCES	1,179,400	1,040,416	88%

2020-2021
As at 03/18/2021
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	548,483	59%
TOTAL MATERIALS & SERVICES	928,056	548,483	59%

2020-2021
As at 03/18/2021
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	60,000	100%
US Bank - Interest (July/January)	64,044	32,022	50%
US Bank - Loan/Agent Fees	1,700	-	0%
TOTAL DEBT SERVICE	124,044	92,022	74%
UNAPPROPRIATED ENDING FUND BALANCE	127,300		
TOTAL EXPENDITURES - SEWER	1,179,400	92,022	8%

2020-2021
As at 03/18/2021
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%

**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 03/18/2021
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		317,232	
Beginning Balance (Audit)			
Beginning Balance (Budget)	211,745		
Interest	4,300	7,154	166%
New Development	52,500		0%
Schoolhouse Lane Grant	100,000	100,000	
SCA Grant	78,700		
TOTAL RESOURCES	447,245	424,386	95%
REQUIREMENTS			
CAPITAL OUTLAY			
WASTEWATER			
TRANSPORTATION			
Street Improvements	40,000	40,000	100%
Feasibility Study	-	-	
Schoolhouse Lane	126,000	145,015	115%
STORMWATER			
Stormwater Drains	20,000		0%
PARKS			
Dogwalk	20,000	6,148	31%
CONTINGENCY			
Contingency	21,000		
UNAPPROPRIATED ENDING FUND BALANCE			
Unappropriated Ending Fund Balance	220,245		
TOTAL REQUIREMENTS	447,245	191,164	43%

2020-2021
As at 03/18/2021
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	7,154	358%
New Development	37,500		0%
Schoolhouse Lane Grant	100,000	100,000	
SCA Grant	78,700		
TOTAL RESOURCES	293,725	107,154	36%
REQUIREMENTS			
CAPITAL OUTLAY			
Street Improvements	40,000	40,000	100%
Schoolhouse Lane	126,000	145,015	115%
TOTAL CAPITAL OUTLAY	166,000	185,015	111%
Contingency	15,000		
Unappropriated Ending Fund Balance	112,725		
TOTAL REQUIREMENTS	293,725	185,015	63%

2020-2021
As at 03/18/2021
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 03/18/2021
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	6,148	31%
Contingency	3,000		
Unappropriated Ending Fund Balance	99,600		
TOTAL REQUIREMENTS	122,600	92,737	76%

City of Shady Cove

Resolution No. 21-04

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE,
OREGON, REVISING CITY COUNCIL RULES OF GOVERNMENT**

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Shady Cove, Oregon hereby approves the signatories on Chase Bank and Local Government Invest Pool accounts: and

1. Revokes any previous signatories on said accounts
2. New signatories are Mayor Shari Tarvin and City Administrator Thomas J. Corrigan.
3. Authorized to transfer funds between Chase Bank and LGIP are City Administrator Thomas J. Corrigan and Accounting Technician Stayce Clary.
4. Two signatures from Item #2 are required to execute a check on the above named bank account.

The effective date of this Resolution will be the first day of service with Chase Bank..

The adoption of this Resolution does hereby repeal Resolution 21-02 on the same effective date.

Adopted by the City Council of the City of Shady Cove this 1st day of April, 2021.

Approved:

Attest:

 Shari Tarvin
 Mayor

 Thomas J. Corrigan
 City Administrator

Council Vote:

Mayor Tarvin _____
 Councilor McGregor _____
 Councilor Nuckles _____
 Councilor Evertt _____