



City Administrator

Thomas J. Corrigan

FROM THE DESK OF THE CITY ADMINISTRATOR

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The Honorable Mayor Shari Tarvin

Members of the Shady Cove City Council, Shady Cove Budget Committee Citizens of Shady Cove

There are two quotes as we present to you the City of Shady Cove's 2022-2023 Budget Message:

"The secret of getting things done is to act" Dante

"Keep calm and carry on" Unattributed slogan during WWII

In accordance with Oregon Revised Statute ORS 294.403, it is our duty to present you with the proposed budget for the fiscal year of 2022-2023. This year has been a daunting year with a change in staffing as well as a change in Auditors. We will be looking to adjust the budget in areas such as grants and street and park maintenance for expenditures such as falling trees and have taken a hard look at the proposed numbers for 2022-2023. We will continue to monitor these numbers with City Council each quarter and adjust as necessary.

The proposed budget is based on numerous factors, one of which is the Budget to Actual from 2021-2022.

Please remember that, like last year's budget, there are many "For Historical Purposes Only" lines and pages. This is due to Rogue Valley Sewer Service being the ultimate recipient of the sewer funds. The City is only a "pass-through" entity. These lines will stay until next year's budget where they will drop off and we will have considerable less pages.

Update and Implement a Street Improvement/Maintenance Plan

After years of being reactive in regard to our street and park maintenance for trees, we have taken a direct approach to solving some potentially dangerous issues. We have strived to develop a strategy to minimize cost but still effect a positive outcome. We have obtained grants that will overlap into this new budget year to assist with reducing the fire load and lessen the chance of an insurance claim for a falling tree. One tree cost us \$7000 plus additional fence work.

We worked with both the School District and Pacific Power with the school paying to take down two very large trees outside of City Hall but on school property.

This year the City will see many road and sidewalk projects realized. We have spent a considerable amount of time walking and driving the streets and neighborhoods of our fair City, looking at where we can make the City both look and function better, as well as be safer for our children. We will continue to listen to the needs of our citizens while simultaneously improving our infrastructure.

done by ODOT to allow our children safer access around the entire school.

Jackson County Roads Department has been contracted again to do much of the street work such as Gradall ditching, fog seal, and patching. They also provide for certain culvert and box work as needed. This allows to City to obtain high quality work with lower cost.

This year we have planned a second ODOT grant to finish the North side of Cleveland Street to complement the work along the school. We have had many conversations with ODOT for input to sidewalks continuing from the school past the park.

We continue to work on our storm water issues. Cleveland Street had the Detention Pond enlarged and open culverts changed to larger storm drain pipes two years ago. We continue to assess the drainage that extends all the way down from the Bureau of Land Management lands. We did not see any flooding during the rainy season this year. Not that we had a torrent of rain, but it was enough to see that the engineered plan would work. The Eagle Point School District continues to work closely with us on all projects around the school.

Organize all Paper Forms of City Documents and Complete Digitization –

The City must continue to digitize our records. In recent years, Staff shredded 83 cartons of outdated paperwork, per the State's Retention Plan, dating back to the first traffic citations of the Shady Cove Police Department which has been defunct over 10 years. Other documents that are required to be held forever, will now be safely placed on a Cloud backup server. City Hall does not have very many fire proof areas. This is done not just for ease of maintenance, but also to allow greater access for citizens to these records. Planning paperwork will be next on our list to digitize.

We have reviewed our current Franchise Fee and Right-of-Way Agreements to be fair to all utility providers. Our contracts with utility providers allow us to receive a portion of their revenue for use of our Rights-of-Way. This money is then used for various programs such as street maintenance or to fund our one Public Works person. In the past some of the fees have not been reviewed since their inception. The City has a firm goal to review these costs on a regular basis. Pacific Power, Avista Gas, Hiland Water, Southern Oregon Sanitation, Hunter Communications, and RVSS are a few of these utilities.

Not that long ago, the Public Safety Fee recently had a \$6 per month charge added bringing the total to \$21 per month for an average citizen. Three dollars will go to paying for our CSO Officers at a cost of \$41,000 annually, and the other three dollars will help to offset the drain placed on the City Property Tax. The City still does not collect enough funding from this Safety Fee to offset the cost of Jackson County Sheriff's Office work.

Contracted Services

Our citizens voted in a past election to annex into the Rogue Valley Sewer Service District. This allowed the City to pay off two of the original loans that funded the sewer system. The third and final loan was paid utilizing RVSS funding. They will make payments to the City and we will in turn pay the loan. The City will keep one year's payments on hand at all times. RVSS will maintain all of the existing sewer lines, handle all approvals of work, the management of the sewer plant, and completion of capital improvement projects. They had a contractual agreement to hold the current sewer rates and SDCs for two years. A rate increase of \$1.25 will go into effect on July 1. The City will continue to keep the lines and bill for services, including the Public Safety Fee, but RVSS will pay the City \$50,000 to do the billing. Citizens should not see any change in procedure.

In addition to road maintenance, Jackson County also supplies Law Enforcement services to the City. The City contracts for three full-time deputies and one part time Community Service Officers with varied schedules to provide for coverage at the busiest of times. They are based out of the substation at City Hall, but mostly will be seen in the field. The cost of this service includes all vehicles, dispatching service, equipment, training and court costs. Cost of living increases including the State retirement system PERS has warranted annual increases. As our costs to Jackson County Sheriff's Office go up, we will continue to look to cut what costs we can and review our fee structure.

computer IT services. Planning staff usually has appointments during the week at City Hall to review, new construction, code amendments, site plan and commercial projects. Floodplain management works with City Staff to handle the City's Comprehensive Plan.

Information technology services our computers and servers and assists with Internet issue and cyber security.

This year's insurance cost was greatly increased due to the constant threats of Cyber Phishing Scams, Malware, password attacks, and ransomware. Our cost last year for \$500,000 coverage was \$1523. This year the cost was \$2300, but only gave us \$50,000 in coverage. The City had to obtain umbrella coverage through an outside insurance quote being handled by our Insurance Agent. Insurance coverage and training is provided by City County Insurance Services, (CIS), to the majority of cities and counties within the state in a co-op form of service.

The City also contracts with Hornecker Cowling, LLP and Speer Hoyt for legal services such as Labor Attorney, General Counsel, court cases, etc, and KAS and Associates for City Engineering. Cost of cases, such as Land Use Board of Appeals issues was higher in the past fiscal year. LUBA handles Riparian and other Land Use cases usually heard first by the Planning Commission and ultimately by the City Council.

Technology

The City will improve communication to our citizens and well as improve compliance with State mandated retention laws by changing over to a mainstream email service and instituting a new website. With our previous mentioned Cyber Insurance, we have had to add a third backup for all digital information. We also make extensive use of Multi-Factor Authentication, which mandates you either call in after entering your password or using a text or call system. We have also encrypted peripherals that can be moved such as a laptop.

The City website, www.shadycove.org has allowed for greater access to City records, communication with Council and Staff, keeping abreast of upcoming events, answering regularly asked questions, applications for emergency alerts, and wildfire updates all from the ease of a cellphone. All of these postings can now be easily uploaded by Staff to ensure timeliness, accuracy, and large savings. Citizens can now be made aware of any changes to certain items by signing up with a simple email. As of today however, there are only 130 people signed up to receive these messages. Any change in event or status will immediately be sent to them.

The City is also looking to edit Wikipedia where Ron Holthusen is still listed as Mayor.

Emails, as required by law, will be secured and detailed records will be kept on a cloud-based system in addition to the computer system at City Hall. Thousands upon thousands of records are now in a secure environment.

Our City-owned radio station continues to be available locally as well as streaming online. This could be an invaluable asset for emergency information as well as day to day news.

Parks

Aunt Caroline's Park, long a fan-favorite of everyone, has received a facelift of sorts. Indian Creek has been eroding the edges in the park for many years. Working on a grant from the Rogue River Watershed Council, this work firmed up the streambed border and water-loving plants and trees will be placed to assist the bank. We have now received a grant from Oregon Department of Forestry and will work on lessening the fuel load in the dog walk area. This will come as we receive our Riparian permit.

Water

Many of the properties in Shady Cove are served by independent well or shared well systems. Another resource is Hiland Water, a private utility servicing parts of the City. In an effort to combine some of the government-owned wells and service more of the City, we have applied for a Feasibility Study grant. An outcome of this study could be for extra fire protection

with Jackson County and the Library District to

Volunteers

The City has always prized our volunteer workers. From our elected "volunteers" on our City Council to our hard-working Parks and Recreation Commission, our long standing Planning Commission, the Budget Committee, the Events Committee volunteers, our parks volunteers, and everyone that helps to make our City what it is. We will reach out even further to assist in coordinating efforts with Fire District 4 Support Group, the Shady Cove Library, and the Upper Rogue Community Center on our website. Forms are available there and are awaiting your help.

Staff

I would like to commend our Staff for all of their assistance throughout the year. Our Staff are considered Essential Workers, and as such, with minimal time off, traversed the fields of masks and gloves and keeping social distancing fields in a small space, while continuing to do business even though City Hall was closed. Whether it is manning the countless hours at the front desk or on the phone, or sitting at a computer for days on end, trying to keep up with the myriad of State, County and Federal updates, or sweating and toiling in the parks and streets, our Staff, the whole 5, has handled them all with great aplomb.

Finally, I thank all of you, as members of the City Council, the Budget Committee and our citizens for all of your tireless efforts in making this a City of which to be proud.

SUCCESS IS NO ACCIDENT

It is hard work, perseverance, learning, studying, sacrifice, and most of all, love of what you are doing... Pele

Respectfully submitted,



*Thomas J. Corrigan
City Administrator*

CITY OF SHADY COVE BUDGET

FISCAL YEAR 2022-2023

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ADOPTED BUDGET	ADOPTED BUDGET

GENERAL FUND (10)

RESOURCES (Page 1)

1. Available Cash on hand * (cash basis), or – This is the projected beginning balance carried over from June 30, 2022 to July 1, 2022.
3. Previously levied taxes estimated to be received – Delinquent property taxes anticipated to be received in the current year.
4. Interest – Anticipated annual interest earned in this account.
7. State Subventions – Taxes collected by the state for which the City receives a portion or share (i.e., revenue sharing, liquor and cigarette taxes). These are based on the State of Oregon's projections.
8. Franchise Fees – Includes utilities, gas, power, telephone, garbage, sewer and water
9. City Fees – Business licenses and OLCC liquor licenses renewals.
10. City Fees – Raft and Transient occupancy taxes. The amount budgeted for this 2022-2023 budget is significantly less than in prior years, as we have seen a drop in both the raft and transient taxes as a result of Covid-19.
11. City Fees – planning department and building related fees.
12. Administrative Allocations – The Street (01) Fund pays into the General Fund (10) for expenses that include but are not limited to: wages and benefits, materials and services, building and equipment repairs and maintenance and utilities, based on a percentage of the impact those funds have on the General Fund.
13. Municipal Court – The City continues to receive minimal revenue for citations written in the City and handled by Jackson County Circuit Court.
14. Miscellaneous Income – The City can receive a small amount of miscellaneous income throughout the year that isn't typically attributable to other identified line items.
15. Public Safety Fee – This amount is collected from the \$21.00 Public Safety Fee and accounts for approximately 67% of the \$538,815 Jackson County Sheriff's Office Law Enforcement services contract.
16. Floodplain Permit Fee – Those homeowners doing work in the floodplain are required to purchase a permit. Depending on the type of floodplain development, this represents between two and three permits.
17. Radio Underwriting – Businesses can support our radio station by purchasing radio advertising time/spots.
18. Library District Expense Reimbursement – The Library Land Lease reimbursement is per the contract of all well and parking lot maintenance.
19. Flag Program – This is the anticipated revenue to be received from businesses who participate in the flag program.
20. RVSS Reimbursement to City for Billing Services – Per the RVSS contract, they will issue the City a check annually for \$50,000.
21. Proceeds from Sale of Property – Any property sales.
22. Transfer from Other Funds – This line exists for historical purposes only.
23. DLCD Grant – Housing & Commercial Inventory - This line exists for historical purposes only.
25. Special Payment – RVSS - All pass through payments made to RVSS.
26. Payment from RVSS for US Bank loan.
27. American Rescue Program
29. Total resources, except taxes to be levied – Reflects the total of line items 1 – 23.

30. Taxes Estimated to be Received – Reflects the amount of current property taxes the City anticipates receiving from Jackson County for the fiscal year. Further detail can be found in the Budget Guidelines.
31. Taxes collected in year levied – This line exists for historical purposes only.
32. Total General Fund Resources – The total amount of revenue that the City anticipates receiving for the fiscal year in this fund.

REQUIREMENTS (Pages 2-6)

Personnel Services (Page 2):

- 2 – 6. Wages are based on a negotiated and approved contract. Further breakdown is in the Budget Guidelines.
7. Seasonal Worker – This represents the City hiring a seasonal worker for the months of 04/01/22 – 09/30/23.
8. Overtime – Has traditionally been minimal.
9. Benefits – Includes insurance, taxes and PERS liability portions paid by the City.
29. Total Full Time Equivalent (FTE) – This line represents the number of full time employees that the City may employ.
33. Total General Fund Personnel Requirements – This total represents the total for personnel services for the budget year.

Materials and Services (Page 3):

2. Professional Services (i.e.: Auditor, Legal, Surveying, CPA etc.) – Contracted services for auditing, IT, attorney and engineering.
3. Operations & Maintenance – Most of the day-to-day operating expenses, including telephone, gas, electricity, maintenance of building, vehicles and equipment, office supplies, dues (non-union) and publications.
4. Discretionary – Miscellaneous expenses, i.e., flowers, birthdays, working/committee breakfasts and/or lunches.
5. Promotion/Tourism – Over 30% of the transient occupancy and raft taxes collected are budgeted to promote the City of Shady Cove and tourism. The City-wide clean up, local events, banners, city website, advertising, movies and music will come from this.
6. Recognition & Awards – Volunteer appreciation, including an annual dinner. This can also be used to recognize local businesses or individuals in the community.
7. Floodplain Management – Contracted floodplain management services through RVCOG.
8. Planning & Building – Contracted planning services through RVCOG.
9. Training/Conferences – Council, Staff, committee and commissioners training and conferences, including but not limited to League of Oregon Cities, floodplain, planning, finance, street maintenance and management.
10. Disaster Preparedness – Expenses related to Emergency Management, including training, public outreach and evacuation costs.
11. Radio Station – Contracted station manager and miscellaneous equipment expenses.
12. Library Maintenance Parking Lot – Per the upcoming contract, these are the anticipated expenses associated with the Library District.
13. Water Supply – Parking Lot
14. Flag Program – Businesses will provide funding for seasonal flags with an annual membership to offset costs, and this line item total is the anticipated expenditure.

15. **Records Retention** – The field of management responsible for the efficient and systematic control of the creation, receipt, maintenance, use and disposition of records, including the processes for capturing and maintaining evidence of and information about business activities and transactions in the form of records.
16. DLCD Grant Expenditures For historical use only.
18. Special Payments to RVSS – Pass through.
19. US Bank Principal (January)
20. US Bank Interest (July-January)
21. US Bank Agent Fees
22. American Rescue Plan Program
23. CJ Hope (For historical purposes only)
33. **Total General Fund Materials & Services Requirements** – The total amount of General Fund Materials & Services Requirements that the City anticipates for the fiscal year in this fund.

Public Safety (Page 4):

2. **Law Enforcement Contract** – This line item represents the contracted amount with the Jackson County Sheriff's Office for law enforcement services and code enforcement.
3. **Law Enforcement – Community Resource Officer** – This line item represents the contracted amount with the Jackson County Sheriff's Office for Community Service Officer (CSO).
33. **Total General Fund Public Safety Requirements** – The total amount of General Fund Public Safety Requirements that the City anticipates receiving for the fiscal year in this fund.

Parks (Page 5):

Materials & Services

2. **Utilities** – This line item represents all of the utilities associated with the parks, such as garbage and electric.
3. **Park Maintenance** – Minor repair and maintenance, including irrigation, lawn maintenance, paint, small tools and materials.
4. **Materials & Services** – Expenses of materials and services that are used for the maintenance and upkeep of the parks department.
5. **Dog Park** – Work done on the dog park.
33. **Total General Fund Parks Requirements** – The total amount of General Fund Parks Requirements that the City anticipates for the fiscal year in this fund.

Capital Outlay (Page 6):

- 2 – 3. **Capital Outlay** – These lines exist for historical purposes only.

Transfers and Contingency (pg. 6):

9. **Transfer to Fund 06** – This line exists for historical purposes only.
10. **Contingency** – Fund operations may necessitate spending that cannot be specifically identified at the time of budget creation.

Interfund Loan Payments (Page 6):

14. Interfund Loan Principal Payment to Capital Replacement 05 – This line exists for historical purposes only.
15. Interfund Loan Principal Payment to Capital Replacement 05 – This line exists for historical purposes only.
31. Ending Balance (prior years) - Audited ending fund balance for prior fiscal years.
32. Unappropriated Ending Fund Balance – Anticipated ending fund balance.
33. Total General Fund Requirements – The total amount of the General Fund requirements anticipated for the fiscal year.

FORM LB-20 RESOURCES CITY OF SHADY COVE
10 - GENERAL FUND

Line Item	Historical Data			Resource Description	Budget for Next Year 2022-2023		
	Actual		Adopted Budget This Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021					
1	183,985	221,112	441,856	1 Available cash on hand* (cash basis)	450,000		1
2				2			2
3	3,765	1,000	1,000	3 Previously levied taxes estimated to be received	1,000		3
4	18,148	10,000	12,000	4 Interest	12,000		4
5				5			5
6				6			6
7	76,444	85,000	95,700	7 State Subventions		112,000	7
8	282,122	290,000	310,000	8 Franchise Fees		290,000	8
9	27,057	25,000	25,000	9 City Fees (Business License & OLCC License)		30,000	9
10	55,364	40,000	50,000	10 City Fees (Transient Occupancy & Raft Tax)		62,000	10
11	8,585	10,000	12,000	11 City Fees (Planning & Building)		20,000	11
12	122,208	124,493	135,785	12 Administrative Allocations		140,000	12
13	9,314	6,000	6,000	13 Municipal Court		6,000	13
14	14,168	500	500	14 Miscellaneous Income		500	14
15	305,641	336,000	360,000	15 Public Safety Fees		360,000	15
16	2,525	1,000	1,000	16 Floodplain Permit Fees		2,500	16
17	100	5,000	5,000	17 Radio Underwriting		2,500	17
18		1,500	1,500	18 Library District Expense Reimbursement		1,500	18
19	1,660	1,500	1,500	19 Flag Program		1,500	19
20	50,000	50,000	50,000	20 RVSS Reimbursement to City for Billing Services		50,000	20
21				21 Proceeds From Sale of Property			21
22	4,498			22 Transfer From Other Funds			22
23		14,100		23 DLCD Grant		15,000	23
24			2,500	24 CI's Hope			24
25			1,050,000	25 Special Payment RVSS	1,075,000		25
26			125,744	26 Payment from RVSS for US Bank Loan	125,000		26
27			697,000	27 American Rescue Program	697,000		27
28				28			28
29	1,465,584	1,222,205	3,384,085	29 Total resources, except taxes to be levied	3,453,500		29
30		147,000	155,731	30 Taxes estimated to be received	160,400		30
31	151,474			31 Taxes collected in year levied			31
32	1,617,058	1,369,205	3,539,816	TOTAL GENERAL FUND RESOURCES	3,613,900		32

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

DETAILED REQUIREMENTS

FORM LB-20 **10 - GENERAL FUND** **CITY OF SHADY COVE**

Line Item	Historical Data			REQUIREMENTS DESCRIPTION ADMINISTRATION	Budget for Next Year 2022-2023		
	Actual		Adopted Budget This Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021					
1							1
2	81,109	88,100	96,910	PERSONNEL SERVICES	106,601		2
3	55,718	59,700	65,670	City Administrator			3
4	51,105	55,400	60,940	Planning Technician			4
5	14,092	45,000	49,500	Accounting Technician	67,034		5
6	40,254	44,100	48,510	Administrative Assistant	54,450		6
7	-	5,000	5,500	Maintenance 2	53,361		7
8	-	2,500	2,750	Seasonal Worker	5,000		8
9	100,302	140,000	154,000	Overtime	2,000		9
10				Benefits	169,400		10
11							11
12							12
13							13
14							14
15							15
16							16
17							17
18							18
19							19
20							20
21							21
22							22
23							23
24							24
25							25
26							26
27							27
28							28
29	5	5	5	Total Full Time Equivalent (FTE)*	5		29
30							30
31				Ending balance (prior years)			31
32				UNAPPROPRIATED ENDING FUND BALANCE			32
33	342,580	439,800	483,780	TOTAL GENERAL FUND PERSONNEL REQUIREMENTS	530,083		33

* Include a schedule of pay ranges.

DETAILED REQUIREMENTS

FORM LB-20

10 - GENERAL FUND

CITY OF SHADY COVE

Line Item	Historical Data			REQUIREMENTS DESCRIPTION ADMINISTRATION	Budget for Next Year 2022-2023		
	Actual		Adopted Budget		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021	This Year 2021-2022				
1				Object Classification			
2	53,410	60,000	70,000	MATERIALS & SERVICES	65,000		1
3	155,265	110,000	100,000	Professional Services (Auditor, Legal, Etc.)	101,000		2
4	-	500	500	Operations & Maintenance			3
5	7,956	5,000	5,000	Discretionary	500		4
6	3,951	3,000	3,000	Promotion & Tourism	5,000		5
7	2,713	4,000	4,000	Recognition & Awards	2,500		6
8	31,108	18,000	18,000	Floodplain Management	2,500		7
9	6,400	4,000	2,000	Planning & Building	30,000		8
10	872	1,000	3,000	Training/Conferences	2,500		9
11	5,274	6,000	6,000	Disaster Preparedness	1,500		10
12	-	2,000	2,000	Radio Station	6,000		11
13	2,749			Library Maintenance - Parking Lot			12
14	491	1,500	1,500	Water Supply - Parking Lot	1500		13
15		5,000	2,000	Flag Program	1,500		14
16		14,100		Records Retention	1,000		15
17				DLCD Grant Expenditures	15,000		16
18			1,050,000	Special Payment RVSS		1,075,000	17
19			60,000	US Bank Principal (January)		65,000	18
20			64,044	US Bank Interest (July/January)		65,000	19
21			1,700	US Bank Agent Fees		700	20
22			300,000	American Rescue Program		697,000	21
23			2,500	CJ Hope		2,500	22
24							23
25							24
26							25
27							26
28							27
29							28
30							29
31				Ending balance (prior years)			30
32				UNAPPROPRIATED ENDING FUND BALANCE			31
33	270,189	234,100	1,695,244	TOTAL GENERAL FUND MATERIALS & SERVICES REQUIREMENTS	2,140,700		32
							33

150-504-020 (rev 10/2019) of cash, cash equivalents and investments in the fund at the beginning of the budget year.

DETAILED REQUIREMENTS

FORM LB-20

10 - GENERAL FUND

CITY OF SHADY COVE

Line Item	Historical Data			REQUIREMENTS DESCRIPTION PUBLIC SAFETY	Budget for Next Year 2022-2023		
	Actual		Adopted Budget This Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021					
1							
2	433,920	480,000	496,315	Law Enforcement Contract (JCSO)	505,000		1
3	7,896	42,500	42,500	Law Enforcement - Community Resource Officer	46,000		2
4							3
5							4
6							5
7							6
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25							24
26							25
27							26
28							27
29							28
30							29
31							30
32							31
33	441,816	522,500	538,815	TOTAL GENERAL FUND PUBLIC SAFETY REQUIREMENTS	551,000	-	33

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

DETAILED REQUIREMENTS

10 - GENERAL FUND

FORM LB-20

CITY OF SHADY COVE

Line Item	Historical Data			REQUIREMENTS DESCRIPTION PARKS	Budget for Next Year 2022-2023		
	Actual		Adopted Budget		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021	This Year 2021-2022				
1				Object Classification			
2	2,027	2,000	2,000	MATERIALS & SERVICES	1,500		
3	1,546	2,200	2,200	Utilities			
4	3,947	1,500	1,500	Park Maintenance	2,200		
5				Materials & Services	1,500		
6				Dog Park	2,000		
7							
8							
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31				Ending balance (prior years)			
32				UNAPPROPRIATED ENDING FUND BALANCE			
33	7,520	5,700	5,700	TOTAL GENERAL FUND PARKS REQUIREMENTS	7,200		

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

DETAILED REQUIREMENTS

FORM LB-20

10 - GENERAL FUND

CITY OF SHADY COVE

Line Item	Historical Data			REQUIREMENTS DESCRIPTION CAPITAL OUTLAY	Budget for Next Year 2022-2023		
	Actual		Adopted Budget This Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021					
1				1			
2				2			
3				3	Building Improvement/Equipment Purchase		
4				4	Park Improvement (Landscaping Project)		
5				5			
6				6			
7				7			
8				8			
9				9	TRANSFERS & CONTINGENCIES		
10	20,000	50,000	50,000	10	Transfer to Fund 06	50,000	
11				11	Contingency		
12				12			
13				13			
14	38,508			14	INTERFUND LOAN PAYMENTS		
15				15	Interfund Loan Principal Payment to Fund 05		
16				16	Interfund Loan Interest Payment to Fund 05		
17				17			
18				18			
19				19			
20				20			
21				21			
22				22			
23				23			
24				24			
25				25			
26				26			
27				27			
28				28			
29				29			
30				30			
31	111,112			31	Ending balance (prior years)		
32		117,105		32	UNAPPROPRIATED ENDING FUND BALANCE		
33	1,211,725	1,252,100	2,723,539	33	TOTAL GENERAL FUND REQUIREMENTS	50,000	-

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

STREET FUND (01)

RESOURCES (Page 7)

2. Cash on hand * (cash basis), or – This is the projected beginning balance carried over from June 30, 2022 to July 1, 2022.
6. State Highway Revenue – This is a State Subvention. The State of Oregon provides a portion of gasoline tax to local governments. This can only be spent on street related expenditures.
10. Total Street Fund Resources – The total amount of revenue that this fund anticipates receiving for the fiscal year.
13. Total Street Fund Resources – The total amount of revenue that this fund anticipates receiving for the fiscal year.

REQUIREMENTS (Page 7)

Materials & Services (Page 7):

16. Operations & Maintenance – Consists of regular and minor street related maintenance & repair expenses, including street signs, fuel, temporary labor, and materials such as gravel and sand.
17. Utilities – includes street lights, alarm and garbage collection at the shop.
18. Vehicle Maintenance – Routine maintenance on vehicles and equipment (backhoe, bucket truck, work vehicles, etc.).
19. Professional Services – Contract with Jackson County Roads and tree services. This includes a number of street projects, double chip seal, crack sealing, etc.
20. Administrative Allocations – The Street Fund (01) pays into the General Fund for a portion of certain expenses, i.e. wages and benefits, materials and services, building and equipment repairs and maintenance and utilities, based on a percentage of the impact the fund has on the General Fund.
21. Training – Street maintenance and repair training, including the Oregon Department of Transportation Road Scholar Certificate course.
22. Street Sweeping

Capital Outlay (Page 7):

24. Sidewalks – This line exists for historical purposes only.

Contingency (Page 7):

27. Contingency – Fund operations may necessitate spending that cannot be specifically identified at the time of budget creation.
29. Ending Balance (prior years) – Audited ending fund balance for prior fiscal years
30. Unappropriated Ending Fund Balance – Anticipated ending fund balance.
31. Total Street Fund Requirements – The total amount of the Street Fund requirements anticipated for the fiscal year.

FORM LB-10

SPECIAL FUND
RESOURCES AND REQUIREMENTS
01 - STREET FUND

CITY OF SHADY COVE

150-504-010 (Rev. 10-16)	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023		
	Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021	Adopted Budget Year 2021-2022				
1				1 RESOURCES			1
2	251,565	64,292	130,243	2 Cash on hand * (cash basis)	100,000		2
3				3			3
4				4			4
5				5			5
6	200,510	200,000	243,432	6 State Highway Revenue	220,000		6
7				7			7
8				8			8
9				9			9
10	452,075	264,292	373,675	10 Total Resources, except taxes to be levied	320,000		10
11				11			11
12				12			12
13	452,075	264,292	373,675	13 TOTAL STREET FUND RESOURCES	320,000		13
14				14 REQUIREMENTS **			14
15				15 STREETS			15
16	11,604	7,189	29,000	16 MATERIALS & SERVICES			16
17	2,376	2,744	4,000	17 Operations & Maintenance	30,000		17
18	9,076	3,399	7,500	18 Utilities	4,000		18
19	58,085	35,352	70,000	19 Vehicle Maintenance	7,500		19
20	97,400	122,208	124,493	20 Professional Services	70,000		20
21			2,000	21 Administrative Allocations	125,000		21
22				22 Training	2,000		22
23				23 Street Sweeping	4,000		23
24			2,000	24 CAPITAL OUTLAY			24
25				25 Sidewalks	2,000		25
26				26			26
27			5,000	27 CONTINGENCY			27
28				28			28
29	221,937			29 Ending balance (prior years)	25,000		29
30			24,799	30 UNAPPROPRIATED ENDING FUND BALANCE			30
31	400,478	170,892	268,792	31 TOTAL STREET FUND REQUIREMENTS	320,000		31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

SEWER FUND (02)

RESOURCES (Page 8)

1. Available Cash on hand - This line exists for historical purposes only. **See General Fund.**
4. Interest – This line exists for historical purposes only.
7. Sewer Usage Fees – Annual sewer billing revenue. This line exists for historical purposes only.
8. Sewer Connection Fees – This line exists for historical purposes only.
9. Bond Refinancing – This line exists for historical purposes only.
10. Transfer IN from 05 – This line exists for historical purposes only.
11. RVSS Reimbursement to City for Billing Services – This is the amount of revenue the City will receive from RVSS for the billing services that the City will provide per the contract with Rogue Valley Sewer Services. This line exists for historical purposes only.
32. Total Sewer Fund Resources – The total amount of revenue that this fund anticipates receiving for the fiscal year. This line exists for historical purposes only.

REQUIREMENTS (Page 9)

Materials & Services (Page 9): See General Fund

2. Operations & Maintenance – This line exists for historical purposes only.
3. Rogue Valley Sewer Services (RVSS) – This line exists for historical purposes only.
4. Administrative Allocations - This line exists for historical purposes only.
5. RVSS Sewer Fees – This represents the amount of sewer billing fees that the City anticipates to receive and send to RVSS per the contract. This line exists for historical purposes only.
33. Total Sewer Fund Materials & Services Requirements – The total amount of Materials & Services Requirements that this fund anticipates receiving for the fiscal year. This line exists for historical purposes only.

REQUIREMENTS (Page 10)

Debt Service (Page 10): See General Fund

2. SRF DEQ Principal – This line exists for historical purposes only.
3. SRF DEQ Interest – This line exists for historical purposes only.
4. SRF Loan Fees – This line exists for historical purposes only.
5. USDA Principal – This line exists for historical purposes only.
6. USDA Interest – This line exists for historical purposes only.
7. US Bank Bond Refinancing – This line exists for historical purposes only.
8. US Bank Principal Sewer – Sewer debt principal payment per the debt schedule payable in January for the fiscal year. This line exists for historical purposes only.
9. US Bank Interest Sewer – Sewer debt interest payment per the debt schedule payable July and January for the fiscal year. This line exists for historical purposes only.
10. US Bank Agent Fees – Fees associated with the Sewer Debt payments. This line exists for historical purposes only.
33. Total Sewer Debt Service Requirements – The total amount of Sewer Debt Service Requirements that this fund anticipates for the fiscal year. This line exists for historical purposes only.

REQUIREMENTS (Page 11)

Transfers & Contingencies (Page 11): See General Fund

2. Transfer to Fund 05 – This line exists for historical purposes only.
31. Ending Balance (prior years) - Audited ending fund balance for prior fiscal years. This line exists for historical purposes only.
32. Unappropriated Ending Fund Balance – Anticipated ending fund balance held in Unappropriated Ending Fund Balance for the US Bank Debt Principal & Interest payments per the debt schedule for the 2020-2021 fiscal year. This line exists for historical purposes only.
33. Total Sewer Fund Requirements – The total amount of the Sewer Fund Requirements anticipated for the fiscal year. This line exists for historical purposes only.

FORM LB-20 02 - SEWER (FOR HISTORICAL PURPOSES ONLY) CITY OF SHADY COVE

RESOURCES

Line Item	Historical Data			Adopted Budget This Year 2020-2021	RESOURCE DESCRIPTION	Budget for Next Year 2021-2022			
	Actual		Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2018-2019	First Preceding Year 2019-2020							
1	416,617	422,885	125,200	1	Available cash on hand* (cash basis)				1
2				2					2
3				3					3
4	6,893			4	Interest				4
5				5					5
6				6	OTHER RESOURCES				6
7	925,168	858,097	930,000	7	Sewer Fees				7
8	2,275			8	Service Connection Fees				8
9				9	Bond Refinancing				9
10		328,632		10	Transfer IN from 05				10
11		125,622	124,200	11	RVSS Payment for Bond Payment per Contract				11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31				31					31
32	1,350,953	1,735,236	1,179,400	32	TOTAL SEWER FUND RESOURCES				32

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

DETAILED REQUIREMENTS

FORM LB-31

02 - SEWER (FOR HISTORICAL PURPOSES ONLY)

CITY OF SHADY COVE

Line Item	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2022-2023		
	Actual		Adopted Budget This Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021					
1				Object Classification			1
2				MATERIALS & SERVICES			2
3				Operations & Maintenance			3
4				RVSS Contract			4
5	781,376	926,356	928,056	Administrative Allocations			5
6				RVSS Sewer Fees			6
7							7
8							8
9							9
10							10
11							11
12							12
13							13
14							14
15							15
16							16
17							17
18							18
19							19
20							20
21							21
22							22
23							23
24							24
25							25
26							26
27							27
28							28
29							29
30							30
31				Ending balance (prior years)			31
32				UNAPPROPRIATED ENDING FUND BALANCE			32
33	781,376	926,356	928,056	TOTAL SEWER FUND MATERIALS & SERVICES REQUIREMENTS	-	-	- 33

* Include a schedule of pay ranges.

DETAILED REQUIREMENTS

FORM LB-31 **02 - SEWER (FOR HISTORICAL PURPOSES ONLY)** **CITY OF SHADY COVE**

Line Item	Historical Data			REQUIREMENTS DESCRIPTION Detail	Budget for Next Year 2022-2023				
	Actual		Adopted Budget		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body		
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021	This Year 2021-2022						
1				1	Object Classification				1
2	383,632			2	SRF Principal				2
3	3,499			3	SRF Interest				3
4				4	SRF Loan Fees				4
5				5	USDA Principal				5
6				6	USDA Interest				6
7				7	US Bank Bond Refinancing				7
8	60,000	60,000		8	US Bank Principal (January)				8
9	64,922	64,044		9	US Bank Interest (July/January)				9
10	700	1,700		10	US Bank Agent Fees				10
11				11					11
12				12					12
13				13					13
14				14					14
15				15					15
16				16					16
17				17					17
18				18					18
19				19					19
20				20					20
21				21					21
22				22					22
23				23					23
24				24					24
25				25					25
26				26					26
27				27					27
28				28					28
29				29					29
30				30					30
31				31	Ending balance (prior years)				31
32				32	UNAPPROPRIATED ENDING FUND BALANCE				32
33	512,753	125,744		33	TOTAL SEWER DEBT SERVICE REQUIREMENTS				33

DETAILED REQUIREMENTS

02 - SEWER (FOR HISTORICAL PURPOSES ONLY)

CITY OF SHADY COVE

FORM LB-31

Line Item	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2022-2023		
	Actual		Adopted Budget This Year 2021-2022		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021					
1				1			1
2				2			2
3				3			3
4				4			4
5				5			5
6				6			6
7				7			7
8				8			8
9				9			9
10				10			10
11				11			11
12				12			12
13				13			13
14				14			14
15				15			15
16				16			16
17				17			17
18				18			18
19				19			19
20				20			20
21				21			21
22				22			22
23				23			23
24				24			24
25				25			25
26				26			26
27				27			27
28				28			28
29				29			29
30				30			30
31	492,160			31			31
32		125,200	127,300	32			32
33	1,786,289	1,177,300	1,055,356	33			33

Transfer to Fund 05
Detail

Ending balance (prior years)
UNAPPORTIONED ENDING FUND BALANCE

TOTAL SEWER FUND REQUIREMENTS

SEWER DEBT FUND (03)

RESOURCES (Page 12) This Fund exists for historical purposes only. See General Fund.

2. Beginning Cash on hand * (cash basis), or – This line exists for historical purposes only.
4. Previously Levied Taxes to be Received – This line exists for historical purposes only.
5. Transfer IN from 05 – This line exists for historical purposes only.
7. Total Resources, Except Taxes to be Levied – This line exists for historical purposes only.
10. Taxes Collected in year Levied – This line exists for historical purposes only.
11. Total Sewer Debt Fund Resources - This line exists for historical purposes only.

REQUIREMENTS (Page 12)

Bond Principal & Interest Requirements (Page 12):

13. General Obligation (GO) Bond Principal – This line exists for historical purposes only.
16. Total Principal – This line exists for historical purposes only.
18. General Obligation (GO) Bond Interest – This line exists for historical purposes only.
19. General Obligation (GO) Bond Interest – This line exists for historical purposes only.
21. Total Interest – This line exists for historical purposes only.
26. Ending Balance (prior years) - This line exists for historical purposes only.
30. Total Sewer Debt Fund Requirements - This line exists for historical purposes only.

**BONDED DEBT
RESOURCES AND REQUIREMENTS**

Bond Debt Payments are for:
 Revenue Bonds or
 General Obligation Bonds

CITY OF SHADY COVE

03 - SEWER DEBT (FOR HISTORICAL PURPOSES ONLY)

FORM LB-35

This fund is required under the terms of our GO Bond. Bond expires 2020.

Historical Data		DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023		
Actual	Adopted Budget This Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1		1			
2		2			
3		3			
4		4			
5	123,192	5			
6		6			
7	123,192	7			
8		8			
9		9			
10		10			
11	123,192	11			
		TOTAL SEWER DEBT FUND RESOURCES			
		Requirements			
		Bond Principal Payments			
12		12			
13	144,000	13			
14		14			
15		15			
16	144,000	16			
		Total Principal			
		Bond Interest Payments			
17		17			
18	1,186	18			
19		19			
20		20			
21	1,186	21			
		Total Interest			
22		22			
23		23			
24		24			
25		25			
26	22,695	26			
27		27			
28		28			
29		29			
30	167,881	30			
		TOTAL SEWER DEBT FUND REQUIREMENTS			

*If this form is used for revenue bonds, property tax resources may not be included.

SEWER OPERATIONS RESERVE FUND (04)

RESOURCES (Page 13) This Fund exists for historical purposes only. See General Fund.

2. Cash on hand * (cash basis), or – This line exists for historical purposes only.
5. Interest – This line exists for historical purposes only.
10. Total Resources, except taxes to be levied – This line exists for historical purposes only.
13. Total Sewer Operations Reserve Fund Resources - This line exists for historical purposes only.

REQUIREMENTS (Page 13)

Debt Service (Page 13)

16. USDA Refinance Loan Payment (Principal) – This line exists for historical purposes only.

Other: Special Payment (Page 13)

20. RVSS per Contract – This line exists for historical purposes only.
29. Ending Balance (prior years) – This line exists for historical purposes only.
31. Total Sewer Operations Reserve Requirements - This line exists for historical purposes only.

This Fund is established by Resolution 09-13 on 05.21.2009. One year's payment of the SRF Loan and one year's payment of the USDA Loan is required (at 1% per year until one year's payment is funded).

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

This Fund must remain in existence until the balance of the Loans are paid off. The SRF Loan is schedule to be paid off in 2025, and the USDA is schedule to be paid off in 2048.

FORM LB-11

04 - SEWER OPERATIONS RESERVE (FOR HISTORICAL PURPOSES ONLY)

CITY OF SHADY COVE

Line Item	Historical Data		DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023	
	Actual Second Preceding Year 2019-2020	Adopted Budget First Preceding Year 2020-2021		Proposed By Budget Officer	Approved By Budget Committee
1			RESOURCES		
2	82,000	-	Cash on hand * (cash basis)		
3					
4					
5			Interest		
6					
7					
8					
9					
10	82,000	-	Total Resources, except taxes to be levied		
11					
12					
13	82,000	-	TOTAL SEWER OPERATIONS RESERVE RESOURCES		
14			REQUIREMENTS **		
15			Sewer		
16			DEBT SERVICE		
17			Debt Service		
18			USDA Refinance Loan Payment (Principal)		
19					
20	82,000		OTHER		
21			Special Payment		
22			RVSS per Contract		
23					
24					
25					
26					
27					
28					
29			Ending balance (prior years)		
30			UNAPPROPRIATED ENDING FUND BALANCE		
31	82,000	-	TOTAL SEWER OPERATIONS RESERVE REQUIREMENTS		

150-504-011 (Rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

SEWER OPERATIONS REPLACEMENT FUND (05)

RESOURCES (Page 14) This Fund exists for historical purposes only. See General Fund.

2. Cash on hand * (cash basis), or – This line exists for historical purposes only.
3. Interest – This line exists for historical purposes only.
6. Transfer IN from Fund 02 – This line exists for historical purposes only.
8. Interfund Loan Payment Received from General Fund (10) – This line exists for historical purposes only.
10. Total Resources, except taxes to be levied – This line exists for historical purposes only.
13. Total Sewer Operations Replacement Fund Resources - This line exists for historical purposes only.

REQUIREMENTS (Page 14)

Transfers

16. Transfer to 03 – This line exists for historical purposes only.
17. Transfer to 02 - This line exists for historical purposes only.

REQUIREMENTS (Page 14)

Other

20. Debt Service – This line exists for historical purposes only.

REQUIREMENTS (Page 14)

Other

20. RVSS per Contract – This line exists for historical purposes only.

REQUIREMENTS (Page 14)

Contingency

29. Ending Balance (prior years) – This line exists for historical purposes only.
31. Total Sewer Operations Replacement Fund Requirements – This line exists for historical purposes only.

This Fund is authorized and established by Resolution 09-14 on 05.19.2009 for the following purpose: To provide a reserve for Capital Purchases.

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

FORM LB-11

05 - SEWER OPERATIONS REPLACEMENT (FOR HISTORICAL PURPOSES ONLY)

CITY OF SHADY COVE

Line Item	Historical Data		DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023		
	Actual Second Preceding Year 2019-2020	Adopted Budget Year 2021-2022		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			RESOURCES			
2	813,000		Cash on hand * (cash basis), or			
3			Interest			
4						
5						
6			Transferred IN, from Fund 02			
7			Transfer IN from Fund 02			
8	28,500		Interfund Loan Payment Received from General Fund 10			
9						
10	841,500		Total Resources, except taxes to be levied			
11						
12						
13	841,500		TOTAL SEWER OPERATIONS REPLACEMENT RESOURCES			
14			REQUIREMENTS **			
15			Non-Allocated			
16	128,400		TRANSFERS			
17	328,632		Transfers			
18			Transfer to 03			
19			Transfer to 02			
20	384,468		OTHER			
21			Special Payment			
22			RVSS per Contract			
23						
24						
25						
26						
27						
28						
29			Ending balance (prior years)			
30			UNAPPROPRIATED ENDING FUND BALANCE			
31	841,500		TOTAL SEWER OPERATIONS REPLACEMENT REQUIREMENTS			

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.
 **List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

CAPITAL PURCHASE RESERVE FUND (06)

RESOURCES (Page 15)

2. Cash on hand * (cash basis), or - This is the projected beginning balance carried over from June 30, 2022 to July 1, 2022.
6. Transferred IN, from other funds – This line exists for historical purposes only.
10. Total Resources, except taxes to be levied - The total amount of resources, except taxes to be levied that the City anticipates receiving for the fiscal year.
13. Total Capital Purchase Reserve Fund Resources - The total amount of revenue that this fund anticipates receiving for the fiscal year.

REQUIREMENTS (Page 15)

Capital Outlay (Page 15):

16. Future Development – Future Development
29. Ending Balance (prior years) – This line exists for historical purposes only.
30. Unappropriated Ending Fund Balance – Anticipated ending fund balance.
31. Total Capital Purchase Reserve Fund Requirements - The total amount of the Capital Purchase Reserve Fund requirements anticipated for the fiscal year.

CAPITAL IMPROVEMENT FUND (07)

RESOURCES (Page 16)

2. Cash on hand * (cash basis), or - This is the projected beginning balance carried over from June 30, 2022 to July 1, 2022.
3. Oregon Health Authority Feasibility Grant – A grant that the City is receiving for a Feasibility Study.
4. CDBG Grant – A grant that the City is anticipating receiving based on the results of the Feasibility Study.
5. AARP (For historical purposes only)
6. Business Oregon Fuel Reduction Study
7. OEM/FEMA Fuel Reduction/Work
8. Reader Board Grant
10. Total Resources, except taxes to be levied – The total amount of resources, except taxes to be levied that the City anticipates receiving for the fiscal year.
13. Total Capital Improvement Fund Resources - The total amount of revenue that this fund anticipates receiving for the fiscal year.

REQUIREMENTS (Page 16)

Capital Outlay

16. Water System Improvements – This line exists for historical purposes only.
17. OR Health Authority Feasibility Study Grant – Relating to doing a Feasibility Study the City is receiving for the Grant listed above in item #3.
18. CDBG Grant Expenditures – Associated expenses relating to Infrastructure Improvements as listed above in item #4.

REQUIREMENTS (Page 16)

Contingencies

21. Contingency - This line exists for historical purposes only.

REQUIREMENTS (Page 16)

Transfers

29. Ending balance (prior years) – Audited ending fund balance for prior years.
31. Total Capital Improvement Fund Requirements - The total amount of the Capital Improvement Reserve Fund requirements anticipated for the fiscal year.

FORM LB-10
SPECIAL FUND
RESOURCES AND REQUIREMENTS
07 - CAPITAL IMPROVEMENT FUND
CITY OF SHADY COVE

Line Item	Historical Data		DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023		
	Actual			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021				
1			RESOURCES			
2			Cash on hand * (cash basis)			
3	20,000	20,000	Oregon Health Authority Grant - Feasibility Study			
4	1,000,000	1,000,000	CDBG Grant	20,000		
5			AARP Grant	2,500,000		
6			Business Oregon Fuel Reduction Study			
7			OEM/FEMA Fuel Reduction/Work			
8			Reader Board Grant	85,000		
9				10,000		
10	1,020,000	1,020,000	Total Resources, except taxes to be levied	2,615,000		
11						
12						
13	1,020,000	1,020,000	TOTAL CAPITAL IMPROVEMENT FUND RESOURCES	2,615,000		
14			REQUIREMENTS**			
15			System			
16			Development			
17			Object			
18			Classification			
19			Capital Outlay			
20			Capital Outlay			
21			OR Health Auth. Feasibility Study	20,000		
22			CDBG Grant Expenditures	2,500,000		
23			AARP Grant			
24			Bus. OR Fuel Reduction Study			
25			OEM/FEMA Fuel Reduction/Work	85,000		
26			Reader Board Grant	10,000		
27						
28			TRANSFERS			
29			Transfers			
30			Transfer from 07 to 10			
31			Ending balance (prior years)			
32			UNAPPROPRIATED ENDING FUND BALANCE			
33			TOTAL CAPITAL IMPROVEMENT FUND REQUIREMENTS	2,615,000		

150-504-010 (Rev. 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.
 **List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

SYSTEM DEVELOPMENT FUND (08)
TRANSPORTATION

RESOURCES (Page 17)

2. Cash on hand * (cash basis), or - This is the projected beginning balance carried over from June 30, 2022 to July 1, 2022.
4. Interest – Anticipated annual interest earned for this fund.
6. New Development – Based on the construction of eight new homes.
7. Schoolhouse Lane Grant – A grant that the City received from the Small Cities Allotment for road construction. - This line exists for historical purposes only.
8. SCA Grant – Cleveland St. Sidewalks South side
9. SCA Grant –Cleveland St Sidewalks North side
- 11.Total Resources, except taxes to be levied – The total amount of resources, except taxes to be levied that the City anticipates receiving for the fiscal year.
13. Total System Development - Transportation Fund Resources - The total amount of revenue that this fund anticipates receiving for the fiscal year.

REQUIREMENTS (Page 17)

Capital Outlay

16. TE Project – This line exists for historical purposes only.
17. Street Improvements – For eligible portions of street improvements.
18. Hudspeth Lane – Double Chip seal project to unite 4 different sections of road base. This line exists for historical purposes only.
19. Schoolhouse Lane – Curb, gutter, sidewalk and overlay. This line exists for historical purposes only.
20. SCA Grant – Cleveland St Sidewalks South side
21. SCA Grant – Cleveland St Sidewalks North side

REQUIREMENTS (Page 17)

Contingency

22. Contingency - Fund operations may necessitate spending that cannot be specifically identified at the time of budget creation.
29. Ending balance (prior years) – This line exists for Historical Purposed Only
30. Unappropriated Ending Fund Balance – Anticipated ending fund balance.
31. Total System Development Charges – Transportation Fund Requirements – The total amount of the System Development Charges – Transportation Fund requirements anticipated for the fiscal year.

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
08 - SYSTEM DEVELOPMENT CHARGES
TRANSPORTATION FUND
CITY OF SHADY COVE**

FORM LB-10

Historical Data		Adopted Budget Year 2021-2022	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023		
Second Preceding Year 2019-2020	First Preceding Year 2020-2021			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
1			1 RESOURCES			1
2	170,000	75,525	2 Cash on hand * (cash basis)	100,000		2
3			3			3
4	2,000	2,000	4 Interest	2,000		4
5			5			5
6	52,500	37,500	6 New Development	45,000		6
7			7 Schoolhouse Lane Grant			7
8	100,000	100,000	8 SCA Grant - Cleveland Street (South)	100,000		8
9		78,700	9 SCA Grant - Cleveland Street (North)	100,000		9
10			10			10
11	324,500	293,725	11 Total Resources, except taxes to be levied	347,000		11
12			12			12
13	324,500	293,725	13 TOTAL SDC TRANSPORTATION RESOURCES	347,000		13
14			14 REQUIREMENTS **			14
15			15 System Development - Transportation			15
16	15,000	40,000	16 CAPITAL OUTLAY			16
17	49,500		17 Capital Outlay	15,000		17
18	152,000	126,000	18 Street Improvements			18
19			19 Hudspeth Lane			19
20		100,000	20 Schoolhouse Lane			20
21		100,000	21 SCA Grant - Cleveland Street (S	100,000		21
22	32,475	15,000	22 SCA Grant - Cleveland Street (N	100,000		22
23			23 Contingency	50,000		23
24			24			24
25			25			25
26			26			26
27			27			27
28			28			28
29			29 Ending balance (prior years)			29
30	75,252	112,725	30 UNAPPROPRIATED ENDING FUND BALANCE	82,000		30
31	324,500	293,725	31 TOTAL SDC TRANSPORTATION REQUIREMENTS	347,000		31

150-504-010 (Rev. 10-16)

**The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.
**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

SYSTEM DEVELOPMENT FUND (08)
STORM WATER

RESOURCES (Page 18)

2. Cash on hand * (cash basis), or - This is the projected beginning balance carried over from June 30, 2022 to July 1, 2022.
5. Interest – Anticipated annual interest earned for this fund.
7. New Development – Based on the construction of eight new homes.
8. ODOT TE Refund (For historical purposes only)
10. Total Resources, except taxes to be levied – The total amount of resources, except taxes to be levied that the City anticipates receiving for the fiscal year.
13. Total System Development – Storm Water Fund Resources – The total amount of revenue that this fund anticipates receiving for the fiscal year.

REQUIREMENTS (Page 18)

Capital Outlay

16. Storm Water Improvements – This line exists for historical purposes only.
17. Cleveland Street/Pond – This line exists for historical purposes only.
18. Stormwater Drains – TMDL- For expansion and addition to avoid flooding on City streets.

REQUIREMENTS (Page 18)

Contingency

21. Contingency – Fund operations may necessitate spending that cannot be specifically identified at the time of budget creation.
23. Street Sweeping
29. Ending balance (prior years) – Audited ending fund balance for prior years.
30. Unappropriated Ending Fund Balance – Anticipated ending fund balance.
31. Total System Development Charges – Storm Water Requirements – The total amount of the System Development Charges – Storm Water Fund requirements anticipated for the fiscal year.

FORM LB-10

SPECIAL FUND
RESOURCES AND REQUIREMENTS
08 - SYSTEM DEVELOPMENT CHARGES

CITY OF SHADY COVE

		Historical Data			RESOURCES AND REQUIREMENTS		Budget for Next Year 2022-2023		
		Actual		Adopted Budget Year 2021-2022	DESCRIPTION		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2019-2020	First Preceding Year 2020-2021				1	RESOURCES			
170,000	21,420	7,500			2	Cash on hand * (cash basis)	7,500		1
					3				2
					4				3
700	2,000	1,000			5	Interest	2,000		4
					6				5
10,500	7,500	12,000			7	New Development	12,000		6
					8	ODOT TE Refund	12,000		7
					9				8
181,200	30,920	20,500			10	Total Resources, except taxes to be levied	20,500		9
					11				10
					12				11
181,200	30,920	20,500			13	TOTAL SDC STORMWATER FUND RESOURCES	20,500		12
					14	REQUIREMENTS **	20,500		13
					15	System Development - Stormwater			14
					16	CAPITAL OUTLAY			15
148,800					17	Capital Outlay			16
					18				17
	20,000	12,000			19	Stormwater Improvements			18
					20	Cleveland Street/Pond			19
					21	Stormwater Drains-TMDL	12,000		20
					22				21
10,980	3,000				23	CONTINGENCY	3,000		22
					24				23
					25				24
					26				25
					27				26
					28				27
					29				28
21,420	7,920	8,500			30	Ending balance (prior years)			29
181,200	30,920	20,500			31	UNAPPROPRIATED ENDING FUND BALANCE	5,500		30
						TOTAL SDC STORMWATER FUND REQUIREMENTS	20,500		31

150-504-010 (Rev. 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

SYSTEM DEVELOPMENT FUND (08)
WASTEWATER

RESOURCES (Page 19) For Historical Purposed Only

2. Cash on hand * (cash basis), or - This is the projected beginning balance carried over from June 30, 2022 to July 1, 2022.
5. Interest – Anticipated annual interest earned for this fund.
7. New Development – Based on the construction of five new homes.
10. Total Resources, except taxes to be levied – The total amount of resources, except taxes to be levied that the City anticipates receiving for the fiscal year.
13. Total System Development – Wastewater Fund Resources – The total amount of revenue that this fund anticipates receiving for the fiscal year.

REQUIREMENTS (Page 19)

Other

16. Special Payment RVSS per Contract – This line exists for historical purposes only.

REQUIREMENTS (Page 19)

Contingency

29. Ending balance (prior years) – Audited ending fund balance for prior years.
31. Total System Development Charges – Wastewater Requirements – This line exists for historical purposes only.

FORM LB-10
SPECIAL FUND
RESOURCES AND REQUIREMENTS
08 - SYSTEM DEVELOPMENT CHARGES (FOR HISTORICAL PURPOSES ONLY)
WASTEWATER FUND
CITY OF SHADY COVE

Line Item	Historical Data			Adopted Budget Year 2021-2022	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023		
	Actual		Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021						
1					RESOURCES			
2	205,000				Cash on hand * (cash basis), or			
3								
4								
5					Interest			
6								
7					New Development			
8								
9								
10	205,000				Total Resources, except taxes to be levied			
11								
12								
13	205,000				TOTAL SDC WASTEWATER FUND RESOURCES			
14					REQUIREMENTS**			
15					System Development - Stormwater			
16	205,000				Object Classification			
17					Special Payment			
18					RVSS per Contract			
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29					Ending balance (prior years)			
30					UNAPPROPRIATED ENDING FUND BALANCE			
31	205,000				TOTAL SDC WASTEWATER FUND REQUIREMENTS			

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.
 **Jisc requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

SYSTEM DEVELOPMENT FUND (08)

PARKS

RESOURCES (Page 20)

2. Cash on hand * (cash basis), or - This is the projected beginning balance carried over from June 30, 2022 to July 1, 2022.
5. Interest – Anticipated annual interest earned for this fund.
7. New Development – Based on the construction of eight new homes.
10. Total Resources, except taxes to be levied.
13. Total System Development – Parks Fund Resources - The total amount of revenue that this fund anticipates receiving for the fiscal year.

REQUIREMENTS (Page 20)

Capital Outlay

16. Park Improvements – This line exists for historical purposes only
18. ADA Walkway/Path – This line exists for historical purposes only.
19. Watershed Council Match – This line exists for historical purposes only.
20. Dog Walk – To put in an additional / parallel dog walk area to increase social distancing and safety of dogs.

REQUIREMENTS (Page 20)

Contingency

22. Contingency - Fund operations may necessitate spending that cannot be specifically identified at the time of budget creation.
29. Ending balance (prior years) - Audited ending fund balance for prior years.
30. Unappropriated Ending Fund Balance – Anticipated ending fund balance.
31. Total System Development Charges – Parks Requirements – the total amount of the System Development Charges – Parks Fund requirements anticipated for the fiscal year.

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
08 - SYSTEM DEVELOPMENT CHARGES
CITY OF SHADY COVE**

FORM LB-10

Line Item	Historical Data			Adopted Budget Year 2021-2022	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023					
	Actual	First Preceding Year 2020-2021	Second Preceding Year 2019-2020			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
1					RESOURCES						
2	265,000	114,800		6,125	Cash on hand * (cash basis)		6,000				
3											
4											
5	300	300		200	Interest						
6											
7	10,500	7,500		12,000	New Development		15,000				
8											
9											
10	275,800	122,600		18,325	Total Resources, except taxes to be levied		21,000				
11											
12											
13	275,800	122,600		18,325	TOTAL SDC PARK FUND RESOURCES		21,000				
14					REQUIREMENTS**						
15					System Development - Stormwater						
16	96,000				CAPITAL OUTLAY						
17					Capital Outlay						
18	40,000				Park Improvements						
19	4,000				ADA Walkway/Path						
20		20,000			Watershed Council Match						
21					Dog Walk						
22	21,000	3,000		3,000	Contingency		15,000				
23											
24											
25											
26											
27											
28											
29	114,800	99,600		15,325	Ending balance (prior years)						
30	275,800	122,600		18,325	UNAPPROPRIATED ENDING FUND BALANCE		5,000				
31					TOTAL SDC PARK FUND REQUIREMENTS		15,000				

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.
**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

UPPER ROGUE REGIONAL PARK (09)

RESOURCES (Page 21) This Fund exists for Historical Purposes Only

2. Cash on hand * (cash basis), or - This line exists for historical purposes only.
5. Interest – This line exists for historical purposes only.
6. State Marine Board – This line exists for historical purposes only.
7. Grant State Marine Board – This line exists for historical purposes only.
8. Riverhouse Facility Use & Fees – This line exists for historical purposes only.
9. Residential Rental – This line exists for historical purposes only.
10. Transfer IN from General Fund 10 – This line exists for historical purposes only.
13. Total Upper Rogue Regional Park Fund Resources - This line exists for historical purposes only.

REQUIREMENTS (Page 21)

Materials & Services

16. Utilities – This line exists for historical purposes only.
17. Insurance – This line exists for historical purposes only.
18. Equipment Maintenance – This line exists for historical purposes only.
19. Professional Services – This line exists for historical purposes only.
20. Administrative Allocations - This line exists for historical purposes only.
21. Training – This line exists for historical purposes only.

REQUIREMENTS (Page 21)

Capital Outlay

23. Capital Outlay – This line exists for historical purposes only.

REQUIREMENTS (Page 21)

Contingency

25. Contingency – This line exists for historical purposes only.
29. Ending balance (prior years) - This line exists for historical purposes only.
30. Unappropriated Ending Fund Balance - This line exists for historical purposes only.
31. Total URR Park Fund Requirements – This line exists for historical purposes only.

FORM LB-10

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
09 - UPPER ROGUE REGIONAL PARK (FOR HISTORICAL PURPOSES ONLY)
CITY OF SHADY COVE**

1	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023		
	Actual				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2019-2020	First Preceding Year 2020-2021	Adopted Budget Year 2021-2022				
2				RESOURCES			1
3				Cash on hand * (cash basis), or			2
4							3
5	100			Interest			4
6	67,000			State Marine Board Operating Grant			5
7	80,000			Grant State Marine Board			6
8	47,200			Riverhouse Facility Use & Fees			7
9	7,200			Residential Rental			8
10	201,500			Transfer IN from Fund 10			9
11							10
12							11
13	201,500			TOTAL URR PARK FUND RESOURCES			12
14				REQUIREMENTS**			13
15				Parks			14
16	5,000			MATERIALS & SERVICES			15
17	5,000			Utilities			16
18	10,000			Insurance			17
19	10,000			Equipment Maintenance			18
20	33,874			Professional Services			19
21	800			Administrative Allocations			20
22				Training			21
23	100,000						22
24	21,000			CAPITAL OUTLAY			23
25				Capital Outlay			24
26				CONTINGENCY			25
27				Contingency			26
28							27
29				Ending balance (prior years)			28
30	15,826			UNAPPROPRIATED ENDING FUND BALANCE			29
31	201,500			TOTAL URR PARK FUND REQUIREMENTS			30
							31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year.
**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.