

Agenda
City of Shady Cove Special Council Meeting
and Public Hearing for Adoption of Budget
Held at City Hall and via Zoom
Thursday, June 29, 2023
6 PM

<https://us02web.zoom.us/j/89263694039?pwd=cnVtUTFUV0Y1OS9tb240aVI5QnM4QT09>

Meeting ID: 892 6369 4039

Passcode: 119501

One tap mobile

+12532158782,,89263694039#,,,,*119501# US (Tacoma)

+13462487799,,89263694039#,,,,*119501# US (Houston)

I. Call to Order

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

- 1. This meeting is being digitally recorded.
- 2. Rules of Conduct
- 3. Order of Procedure

A Public Hearing of the City Council of Shady Cove to hear testimony on the proposed budget and discuss possible uses of State Revenue Sharing Funds for the fiscal year beginning July 1, 2023 as approved by the City of Shady Cove Budget Committee.

II. Open Public Hearing

III. Close Public Hearing

IV. New Business

A. **Resolution 23-02** A Resolution of the City of Shady Cove, Oregon Certifying that the City of Shady Cove Provides Four or More Municipal Services Enumerated in ORS 221.760

B. **Resolution 23-03** A Resolution of the City Council of the City of Shady Cove,

Shady Cove City Council Meeting

June 29, 2023

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Oregon Declaring the City of Shady Cove's Election to Receive State Revenues

- C. **Resolution 23-04** A Resolution of the City Council of the City of Shady Cove, Oregon, Adopting the Fiscal Year 2023-2024 Budget Making Appropriations and Imposing and Categorizing Taxes

Adjournment

CITY OF SHADY COVE

**PUBLIC HEARING OPENING
STATEMENT/RULES OF CONDUCT**

CITY COUNCIL

We are holding a Public Hearing during this meeting. The Hearing will be digitally recorded. The hearing is to hear testimony on and then vote on the 2023-2024 Fiscal Year City Budget.

For this hearing, the following procedures shall be followed:

The Budget has been published in the newspaper and on the website and the Budget Committee has made their recommendation.
Public Comments will be accepted when noticed.

Each person offering comments during this hearing must state his or her name and address. We wish to hear from everyone who is interested in this hearing. However, we request that you do not infringe on someone else's speaking time by repeating evidence already provided.

At that point, all persons testifying shall have three (3) minutes.

If the City Council decides that all necessary evidence has been presented, the hearing will be closed. If the Council decides it needs more information, the hearing will be continued to a specified place, date and time.

ORDER OF PROCEDURE.

Open Public hearing at _____

- _____ . This public hearing is to accept public testimony and consider a recommendation from the Budget Committee regarding proposed City Budget for Fiscal Year 2023-2024.
- _____ 1. Read Public Hearing Opening Statement
- _____ 2. Anyone wishing to address Council should wait to be recognized by the Mayor.
- _____ 3. Jurisdiction Question. Does anyone wish to **object to the jurisdiction** of the Council to hear this matter?
- _____ 4. Conflict of Interest. Does any **Councilor** wish to make any **disclosure, or abstain** from participating or voting on this matter, because of **possible financial gain** resulting from this amendment, because you have a **direct private interest** in the proposal or because you have determined that you **cannot be impartial**?
- _____ 5. Council Comments.
- _____ 6. Staff Comments.
- _____ 9. Close/Continue Hearing. Is there consensus to **continue or close the hearing**? (If the decision is to continue at this stage, make and approve the appropriate motion and announce the specific date, time and place of the continuation hearing.)

Close Public hearing at _____

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the City Council of the City of Shady Cove, Jackson County, State of Oregon will be held in person at City Hall and via Zoom.com MEETING ID 892 6369 4039 ACCESS CODE# 119501 on June 29, 2023 at 6:00pm. The purpose of this meeting is to discuss the budget and the possible uses of State Revenue Sharing Funds for the fiscal year beginning July 1, 2023 as approved by the City of Shady Cove Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City of Shady Cove, between the hours of 8:00 a.m. and 5:00 p.m. or online at www.shadycove.org. This is an annual budget and was prepared on a basis of accounting as the preceding year.

Contact: Thomas J. Corrigan

Telephone: 541-878-3757

Email: tcorrigan@shadycove.org

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget
	2022 - 2023	This Year 2023 - 2024	Next Year 20__ -
Beginning Fund Balance/Net Working Capital	806,000	934,500	
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	824,000	762,500	
Federal, State and all Other Grants, Gifts, Allocations and Donations	2,166,500	2,790,000	
Revenue from Bonds and Other Debt	0		
Interfund Transfers / Internal Service Reimbursements	0		
All Other Resources Except Current Year Property Taxes	3,130,500	1,283,260	
Current Year Property Taxes Estimated to be Received	160,400	170,000	
Total Resources	7,087,400	5,940,260	

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	530,083	570,000
Public Safety	551,000	614,000
Materials and Services	1,694,551	2,735,100
Capital Outlay	2,615,000	435,700
Debt Service	130,700	130,700
Interfund Transfers	0	
Contingencies	0	182,160
Special Payments	1,075,000	850,000
Unappropriated Ending Balance and Reserved for Future Expenditure	621,766	422,600
Total Requirements	7,218,100	5,940,260

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program		
ADMINISTRATION	2,140.700	3,459,300
FTE	5	5
PUBLIC SAFETY	551.000	614,000
FTE		
PARKS	7.200	12,000
FTE		
STREETS	295.675	320,000
FTE		0
SYSTEM DEVELOPMENTS	388.500	295,660
FTE		
SEWER		
FTE		
NOT ALLOCATED TO ORGANIZATIONAL UNIT OR PROGRAM	3,704.325	1,239,300
FTE		
Not Allocated to Organizational Unit or Program		
FTE		
Total Requirements	7,087.400	5,940,260
Total FTE	5	5

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

This Budget represents some decreases in both revenue and expenditures. You will see comparisons to previous year's budgets but they are only for historic reference as required the ORS. There are also many new grants that the City will look to obtain over the next year for the benefit of our citizens such as State Legislature funding. The Mayor and Council will review City progress on a regular basis. There is also a line item for use of American Rescue Funds, which are only a small portion spent to date. Estimates of beginning fund balances are developed without audit. Special payments refers to money taken in from sewer billing, which is turned over to Rogue Valley Sewer District. Sewer payments and Public Safety Fees have declined since COVID. RVSS can not shut off sewers, and Public Safety Fee losses can only be put on to tax certification with an eventual lien.

City of Shady Cove
Resolution 23-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON CERTIFYING THAT THE CITY OF SHADY COVE PROVIDES THE FOLLOWING FOUR OR MORE MUNICIPAL SERVICES ENUMERATED IN OR 221.760 (1)

Whereas, ORS 221.760 (1) states:

The officer responsible for disbursing funds to cities under ORS 323, 455, 366, 785 to 366.820 and 471.805 shall disburse such funds in the case of a City located within a county having more than 100,000 inhabitants, according to the most recent federal decennial census, only if the officer reasonably is satisfied that the City meets the requirements set out in subsection (2) of this section, or if the City provided four or more of the following municipal services:

- (a) Police protection.
- (b) Fire protection.
- (c) Street construction, maintenance, and lighting.
- (d) Sanitary sewers.
- (e) Storm sewers.
- (f) Planning, zoning, and subdivision control.
- (g) One or more utility services.

The City Council of the City of Shady Cove Resolves as follows:

The City of Shady Cove hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- (1) Police protection
- (2) Street construction, maintenance, and lighting.
- (3) Storm sewers.
- (4) Planning, zoning, and subdivision control.

Effective Date: This resolution shall be effective July 1, 2023 for Fiscal Year 2023-2024.

Adopted this 29th day of June, 2023

Approved:

Attest:

Jon Ball
Mayor

Thomas J. Corrigan
City Administrator

Council Vote:

Mayor Ball _____
Councilor Nuckles _____
Councilor Winfrey _____
Councilor Hubbard _____
Councilor Mitchell _____

**CITY OF SHADY COVE
Resolution 23-03**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON DECLARING THE CITY OF SHADY COVE'S ELECTION TO RECEIVE STATE REVENUES

Whereas, OR 221.770 (1) states:

The City shall not be included in apportionments or receive distributions under this section for a fiscal year commencing on July 1 unless the City: (a) Elects to receive distributions under this section for the fiscal year by enactment of an ordinance or resolution with the Oregon Department of Administration Services not later than July 31 of the fiscal year.

Whereas, a public hearing before the Budget Committee was held on June 21, 2023 and a public hearing before the City Council was held on June 29, 2023, giving the citizens an opportunity to comment on use of State Revenue Sharing.

The City Council of the City of Shady Cove Resolves as follows:

Pursuant to ORS 221.70 (1) (a), the City of Shady Cove hereby elects to receive State Revenues for Fiscal Year 2023-2024

Effective Date: This Resolution shall be effective on July 1, 2023 for the Fiscal Year 2023-2024

Adopted by the City Council of the City of Shady Cove this 29th day of June 2023.

Approved:

Attest:

Jon Ball

Mayor

Thomas J. Corrigan

City Administrator

Council Vote:

Mayor Ball _____

Councilor Nuckles _____

Councilor Winfrey _____

Councilor Hubbard _____

Councilor Mitchell _____

City of Shady Cove

RESOLUTION 23-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON ADOPTING THE FISCAL YEAR 2023 -2024 BUDGET, MAKING APPROPRIATIONS AND IMPOSING AND CATERGORIZING TAXES

ADOPTING THE BUDGET

BE IT RESOLVED that the City Council of the City of Shady Cove hereby adopts the Budget for fiscal year 2023 - 2024 in the total of **\$5,940.260** now on file at City Hall, 222451 Highway 62, Shady Cove, Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2023 and for the purposes shown below are hereby appropriated:

FUND	DESCRIPTION	APPROPRIATION	UNAPPROPRIATED	TOTAL
General - 10	Administration	4,029,300		4,029,300
	Public Safety	614,000		614,000
	Parks	12,000		12,000
	Contingency	50,000		50,000
	Unappropriated Ending Fund Balance		129,300	129,300
	Total	4,705,300	129,300	4,834,600
Streets - 01	Materials & Services	245,500		245,500
	Capital Outlay	4,200		4,200
	Contingency	25,000		25,000
	Unappropriated Ending Fund Balance		45,300	45,300
	Total	274,700	45,300	320,000
Sewer Operations - 02	Materials & Services			
	Debt Service			
	Unappropriated Ending Fund Balance			
	Total	-	-	-
Capital Purchase Reserve - 06	Capital Outlay	-		
	Unappropriated Ending Fund Balance		100,000	100,000
	Total	-	100,000	100,000
Capital Improvement Fund - 07	Capital Outlay	278,000	112,000	390,000
	Total	278,000	112,000	390,000
System Development - 08	Capital Outlay	153,500		153,500
	Contingency	107,160		107,160
	Unappropriated Ending Fund Balance		36,000	36,000
	Total	260,660	36,000	260,660
	Total Budget	5,518,660	422,600	5,940,260

IMPOSING THE TAX

BE IT RESOLVED that the City Council of the City of Shady Cove hereby imposes the taxes provided for in the adopted budget at the rate of **\$0.5474 per \$1,000** of assessed value for operations, and that these taxes are hereby imposed and categorized for tax year 2023 - 2024 upon the assessed value of all taxable properties within the City of Shady Cove as follows:

CATEGORIZING THE TAX

General Government	Limitation	Excluded from Limitation
General Fund	\$0.5474 / \$1,000	
Local Option Tax	\$0.00	

GASB 54

In order to comply with GASB 54 requirements to classify funds into five categories: non-spendable, restricted, committed, assigned, and unassigned, the City Council of the City of Shady Cove Resolves as follows:

1. The amount of \$2,000 in Streets 01 Fund is hereby committed to a future sidewalk path.
2. The City Administrator is designated and give authority to assign funds as needed.

EFFECTIVE DATE

This Resolution shall be effective upon its adoption on June 29, 2023.

Adopted and Appropriated by the City Council of the City of Shady Cove this 29th day of June, 2023.

APPROVED:

ATTEST:

Jon Ball
Mayor

Thomas J Corrigan
City Administrator

COUNCIL VOTE:

Mayor Ball

Councilor Nuckles

Councilor Winfrey

Councilor Hubbard

Councilor Mitchell

