

**Agenda**  
Shady Cove Public Hearing for Adoption of Budget  
and Regular City Council Meeting  
Thursday, June 5, 2025  
6 PM

Join Zoom Meeting <https://zoom.us/j/9722923260?omn=93948141758>  
Meeting ID: 972 292 3260

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Announcements/Proclamations by Presiding Officer**
  - A. This meeting is being digitally recorded.
  - B. **Next City Council:** June 19, 2025 at 6 PM in Council Chambers and Zoom.
  - C. **Next Planning Commission:** no meeting date at this time.
  - D. **Next Recreation & Tourism Commission:** June 11, 2025 at 5:00 PM at the library.
  - E. These meeting dates and times are subject to change.
  - F. Anyone wishing to address the City Council concerning items of interest may do so. The person addressing the Council must complete a *Public Comment Card* and submit it to the City Administrator prior to the meeting. All remarks will be addressed to the whole City Council and limited to 3 minutes per person. Public Comments may also be submitted by email to the City Administrator, at [mparry@shadycove.org](mailto:mparry@shadycove.org), no later than 4:00 PM the day of the meeting. The Council reserves the right to delay any action, if required, until such time as they are fully informed on the matter.
- 5. Open Public Hearing**
  - A. **This meeting is being digitally recorded.**
  - B. **Rules of Conduct**
  - C. **Order of Procedure**

A Public Hearing of the City Council of Shady Cove to hear testimony on the proposed FY2025-2026 budget and discuss possible uses of State Revenue Sharing Funds for the fiscal year beginning July 1, 2025, as approved by the City of Shady Cove Budget Committee.
- 6. Close Public Hearing**
- 7. Public Comment on items on the agenda (other than public hearings)**

**8. Consent Agenda**

- A. Bills Paid 05/09/2025 – 05/31/2025 totaling \$203,828.26
- B. LB1 Notice of Budget Hearing and Financial Summary – Resources
- C. LB50 Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property.

**9. Items removed from the consent agenda**

**10. Staff Reports**

- A. Jackson County Sheriff's Department
- B. Commissions/Committees
- C. City Administrator

**11. New Business**

- A. **Resolution 25-08 - 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 ORS 221.760 (1).**
- B. **Resolution 25-09 - 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.**
- C. **Resolution 25-10 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON ADOPTING THE FISCAL YEAR 2025 -2026 BUDGET, MAKING APPROPRIATIONS AND IMPOSING AND CATERGORIZING TAXES.**
- D. **Resolution 25-11 - A RESOLUTION DISCONTINUING THE COMMUNITY SAFETY DEPUTY (CSO) POSITION EFFECTIVE JULY 1, 2025, DUE TO UNSUSTAINABLE COSTS.**
- E. **Resolution 25-12 - A RESOLUTION DISCONTINUING THE MONTHLY COMMUNITY SAFETY OFFICER FEE AND INCREASING THE MONTHLY PUBLIC OFFICER FEE WITH AN ANNUAL ADJUSTMENT BASED ON THE NATIONAL INFLATION INDEX.**

**12. Old Business**

- A. New Welcome Sign – Update.

- 13. Written Comments on items not on the agenda**
- 14. Council Comments and Liaison report**
- 15. Adjournment**

**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.
- \_\_\_\_\_ 7. 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 \_\_\_\_\_

**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.
- Everyone wishing to speak must sign up prior to the start of the public comment session.

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.

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
<b>01 STREETS</b>						
01-1110	Accounts Receivable - Streets	21,297.05	21,297.05	21,297.05	.00	.00
01-2800	Unreserved Fund Balance - 01	424,733.41	592,408.14	775,983.22	.00	.00
<b>REVENUE</b>						
01-33-2000	ODOT Gas Tax Revenue	221,837.32	266,957.07	169,447.66	220,000.00	220,000.00
01-33-2301	Small City Allotment MAPS	.00	30.00	90.00	.00	.00
Total REVENUE:		221,837.32	266,987.07	169,537.66	220,000.00	220,000.00
<b>ADMINISTRATIVE EXPENSES</b>						
01-41-1003	Public Works III Technician	45,153.44	53,724.85	44,004.68	67,580.00	57,444.66
01-41-2013	5% of Revenue for Training	.00	.00	.00	.00	8,855.34
01-41-2014	10% of Revenue for AdminExpens	.00	.00	.00	.00	16,000.00
ADMINISTRATIVE EXPENSES Expenditure Total:		45,153.44	53,724.85	44,004.68	67,580.00	82,300.00
Total ADMINISTRATIVE EXPENSES:		45,153.44	53,724.85	44,004.68	67,580.00	82,300.00
<b>PROFESSIONAL SERVICES</b>						
01-42-1000	JC Inmate Work Force	.00	.00	600.00	30,000.00	3,000.00
01-42-1001	GIS Mapping	.00	.00	.00	.00	5,000.00
01-42-1002	New City Park Plans	.00	.00	.00	.00	15,000.00
01-42-1003	Urban Renewal Feasibility	.00	.00	.00	.00	20,000.00
PROFESSIONAL SERVICES Expenditure Total:		.00	.00	600.00	30,000.00	43,000.00
Total PROFESSIONAL SERVICES:		.00	.00	600.00	30,000.00	43,000.00
<b>OPERATIONS &amp; MAINTENANCE</b>						
01-47-2026	Tree Removal	1,550.00	500.00	6,250.00	.00	7,500.00
01-47-2040	Street, CH, Park, Nork Lights	5,425.73	3,628.58	9,070.09	10,000.00	12,000.00
01-47-3840	Small City Allotment Expenses	1,298.67	6,443.54	46,916.28	.00	.00
01-47-3880	WECO Diesel Fuel Expenses	2,014.63	2,591.83	4,096.89	.00	5,000.00
01-47-3881	Signs & Materials	381.47	4,228.07	3,811.45	12,000.00	3,500.00
01-47-3882	Shop Maintenance	483.90	.00	66.24	.00	500.00
01-47-3883	Public Works Truck	748.57	300.97	74.05	3,200.00	1,500.00

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
01-47-3885	Public Works Alarm	5,190.00	.00	.00	.00	500.00
01-47-3887	Engineering	110.00	8,276.56	53,291.96	70,000.00	60,000.00
01-47-3888	Maintenance & Sidewalks	431.98	292.88	4,919.40	2,000.00	3,500.00
01-47-3889	Refuse Collection	241.32	951.96	512.21	.00	700.00
OPERATIONS & MAINTENANCE Expenditure Total:		17,876.27	27,214.39	129,008.57	97,200.00	94,700.00
Total OPERATIONS & MAINTENANCE:		17,876.27	27,214.39	129,008.57	97,200.00	94,700.00
01 STREETS Revenue Total:		221,837.32	266,987.07	169,537.66	220,000.00	220,000.00
01 STREETS Expenditure Total:		63,029.71	80,939.24	173,613.25	194,780.00	220,000.00
Total 01 STREETS:		562,243.97	757,158.92	750,610.58	25,220.00	.00

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
<b>02 RVSS SEWER FUND</b>						
02-1000	Cash - Combined Fund	205,569.53	1,872,688.54	1,872,688.54	.00	.00
02-2800	Unreserved Fund Balance	132,774.15	141,302.65	1,935,515.29	.00	.00
<b>RVSS US BOND</b>						
02-36-1025	US Bank Bond Payment from RVSS	.00	.00	.00	99,646.88	101,846.88
Total RVSS US BOND:		.00	.00	.00	99,646.88	101,846.88
<b>RVSS &amp; SEWER REVENUE</b>						
02-37-1000	Sewer Billing	905,548.67	1,794,212.64	809,095.92	.00	756,197.00
02-37-1004	Tax Certifications - RVSS	.00	.00	74,876.33	71,947.12	47,397.69
02-37-1005	Tax Certification - PSO	.00	.00	.00	17,496.00	15,120.00
02-37-1006	Tax Certification - CSO	.00	.00	.00	2,916.00	2,520.00
02-37-2000	Admin Pass Through Payment	50.00-	.00	50,000.00	50,000.00	55,000.00
Total RVSS & SEWER REVENUE:		905,498.67	1,794,212.64	933,972.25	142,359.12	876,234.69
<b>TRANSFERS OUT</b>						
02-47-9100	Transfer out - Law Enforcement	.00	.00	.00	.00	17,640.00
TRANSFERS OUT Expenditure Total:		.00	.00	.00	.00	17,640.00
Total TRANSFERS OUT:		.00	.00	.00	.00	17,640.00
<b>RVSS &amp; SEWER EXPENDITURES</b>						
02-80-7707	Sewer Billing to RVSS via LGIP	.00	.00	.00	.00	756,197.00
02-80-7710	Accounting Technician	.00	.00	.00	50,000.00	55,000.00
02-80-7712	US Bank Principal	.00	.00	.00	70,000.00	75,000.00
02-80-7713	US Bank Interest	.00	.00	.00	28,846.88	26,046.88
02-80-7714	US Bsnk Loan/Agent Fees	124,793.39	.00	98,246.88	800.00	800.00
02-80-7715	Tax Certification to RVSS	.00	.00	.00	71,947.12	47,397.69
RVSS & SEWER EXPENDITURES Expenditure Total:		124,793.39	.00	98,246.88	221,594.00	960,441.57
Total RVSS & SEWER EXPENDITURES:		124,793.39	.00	98,246.88	221,594.00	960,441.57

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
02 RVSS SEWER FUND	Revenue Total:	905,498.67	1,794,212.64	933,972.25	242,006.00	978,081.57
02 RVSS SEWER FUND	Expenditure Total:	124,793.39	.00	98,246.88	221,594.00	978,081.57
Total 02 RVSS SEWER FUND:		707,909.90	62,826.75	898,552.12	20,412.00	.00

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
<b>03 - LAW ENFORCEMENT</b>						
<b>LAW ENFORCEMENT REVENUE</b>						
03-31-1070	Public Safety Officer Fee	361,560.74	329,816.72	248,497.17	300,000.00	460,000.00
03-31-1075	Community Safety Officer Fee	56,500.34	55,970.26	38,249.96	43,000.00	.00
Total LAW ENFORCEMENT REVENUE:		418,061.08	385,786.98	286,747.13	343,000.00	460,000.00
<b>PUBLIC SAFETY REVENUE</b>						
03-39-3000	Transfer In - TLT	.00	.00	.00	.00	145,000.00
03-39-3015	Transfer IN - RVSS Sewer	.00	.00	.00	.00	17,640.00
Total PUBLIC SAFETY REVENUE:		.00	.00	.00	.00	162,640.00
<b>LAW ENFORCEMENT EXPENDITURE</b>						
03-80-7701	Full Time Law Enforcement	467,908.92	449,389.50	386,116.71	578,315.00	491,807.00
03-80-7702	Community Service Officer	3,533.92	.00	73,733.00	58,284.00	.00
03-80-7703	Patrol Vehicles	.00	.00	148,716.00	.00	82,656.04
03-80-7704	Cell Phone charges	.00	.00	.00	.00	3,400.00
03-80-7705	Supplies	.00	.00	10,796.75	.00	5,290.00
03-80-7706	Uniforms	.00	.00	.00	.00	3,320.00
03-80-7707	Training	.00	.00	.00	.00	2,650.00
03-80-7708	BOC/Admin/Internal Audit	.00	.00	.00	.00	22,653.00
03-80-7710	Payroll (cost per employee)	.00	.00	.00	.00	550.00
03-80-7711	HR (cost per employee)	.00	.00	.00	.00	1,300.00
03-80-7712	General Liability	.00	.00	.00	.00	4,013.96
03-80-7713	Overtime	.00	.00	.00	.00	5,000.00
LAW ENFORCEMENT EXPENDITURE Expenditure Total:		471,442.84	449,389.50	619,362.46	636,599.00	622,640.00
Total LAW ENFORCEMENT EXPENDITURE:		471,442.84	449,389.50	619,362.46	636,599.00	622,640.00
03 - LAW ENFORCEMENT Revenue Total:		418,061.08	385,786.98	286,747.13	343,000.00	622,640.00
03 - LAW ENFORCEMENT Expenditure Total:		471,442.84	449,389.50	619,362.46	636,599.00	622,640.00
Total 03 - LAW ENFORCEMENT:		53,381.76-	63,602.52-	332,615.33-	293,599.00-	.00

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
<b>10 - GENERAL FUND</b>						
10-1100	Property Tax Receivable - 10	8,900.29	8,900.29	8,900.29	.00	.00
10-2800	Unreserved Fund Balance - 10	1,480,490.59	1,631,103.18	1,445,978.43	.00	.00
<b>FRANCHISE &amp; TAX REVENUE</b>						
10-31-1010	Franchise Fees	142,707.94	2,689.02	.00	.00	.00
10-31-1011	RVSS Franchise	264,846.15	66,343.44	63,821.00	63,821.00	57,500.00
10-31-1015	Avista Franchise	8,670.30	8,942.13	5,757.76	3,700.00	10,000.00
10-31-1030	Pacific Power Franchise	115,348.76	200,070.90	261,803.17	17,000.00	300,000.00
10-31-1040	Southern OR San Franchise Fee	19,415.60	41,077.38	49,884.34	15,000.00	55,000.00
10-31-1042	United Telephone Co Franchise	3,754.47	6,453.66	4,504.32	.00	6,000.00
10-31-1045	Hiland-NW Natl-Sunstone Franch	8,973.45	19,893.96	18,115.97	10,000.00	20,000.00
10-31-1049	Hunter Commun. Franchise	1,614.20	2,829.77	1,792.54	.00	10,000.00
10-31-1051	Spectrum Franchise	.00	.00	.00	.00	10,000.00
10-31-1070	Current Property Taxes	172,905.78	180,330.41	176,858.99	180,000.00	189,171.69
10-31-1075	Delinquent Property Tax	.00	.00	.00	7,500.00	5,000.00
10-31-1076	Additional Turnover Amounts	.00	.00	.00	.00	10,000.00
Total FRANCHISE & TAX REVENUE:		208,544.35	528,630.67	582,538.09	297,021.00	672,671.69
<b>LICENSES AND PERMITS</b>						
10-32-1000	Business Licenses	24,794.00	22,680.50	6,446.00	22,000.00	7,500.00
10-32-1005	Transient Tax - 30%	60,038.13	20,474.41	19,242.78	.00	20,000.00
10-32-1010	Raft Tax	3,951.05	7,157.74	7,224.75	10,000.00	7,500.00
10-32-1030	NSF Check/ACH	349.46	63.98	.00	.00	150.00
10-32-1035	Lien Searches	1,450.00	1,470.00	825.00	2,500.00	1,200.00
10-32-1040	Late Fees	28.70	3,788.03	5,522.10	1,500.00	5,600.00
Total LICENSES AND PERMITS:		89,912.42	55,634.66	39,260.63	36,000.00	41,950.00
<b>INTERGOVERNMENTAL REVENUE</b>						
10-33-1000	Liquor Tax	56,194.81	63,558.56	38,361.58	55,000.00	45,000.00
10-33-1005	Cigarette Tax	2,086.60	2,255.12	1,244.72	2,600.00	1,600.00
10-33-1020	Revenue Sharing	36,130.95	13,352.87	17,637.74	.00	29,500.00
Total INTERGOVERNMENTAL REVENUE:		94,412.36	79,166.55	57,244.04	57,600.00	76,100.00
<b>PLANNING REVENUE</b>						
10-34-1005	Building and Planning Fees	9,235.03	5,975.00	2,960.00	18,900.00	3,200.00

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
10-34-1020	Building Approvals	250.00	250.00	200.00	.00	500.00
10-34-1025	Planning Pass-Through Fees	5,303.45	5,728.92	1,700.00	.00	2,000.00
10-34-1030	Right of Way Permit Fees	.00	.00	2,700.00	.00	3,200.00
10-34-1040	Floodplain Revenue	2,100.00	3,675.00	2,000.00	2,625.00	2,200.00
Total PLANNING REVENUE:		16,888.48	15,628.92	9,560.00	21,525.00	11,100.00
<b>OTHER REVENUE</b>						
10-36-1000	LGIP Interest	36,146.77	119,652.74	95,904.30	20,000.00	100,000.00
10-36-1005	Donations	1,575.00	2,219.04	.00	.00	.00
10-36-1006	OLCC Renewals	525.00	595.00	455.00	1,500.00	700.00
10-36-1025	Grants - DLCD	.00	.00	.00	15,000.00	.00
10-36-1026	Grants - Other	347,498.80	.00	.00	.00	.00
Total OTHER REVENUE:		385,745.57	122,466.78	96,359.30	36,500.00	100,700.00
<b>JACKSON COUNTY COURT REVENUE</b>						
10-37-1000	Municipal Court	.00	.00	.00	1,050.00	1,200.00
10-37-1005	Fines & Bails	3,547.48	2,474.72	1,944.24	3,000.00	2,500.00
Total JACKSON COUNTY COURT REVENUE:		3,547.48	2,474.72	1,944.24	4,050.00	3,700.00
<b>MISC. &amp; PUBLIC RECORDS REVENUE</b>						
10-39-1000	Miscellaneous Income	521.56	.00	32,194.50	1,050.00	1,000.00
10-39-1025	Public Records Request Fee	.00	.00	3,051.00	.00	1,000.00
Total MISC. & PUBLIC RECORDS REVENUE:		521.56	.00	35,245.50	1,050.00	2,000.00
<b>PAYROLL &amp; BENEFITS</b>						
10-41-1000	City Admin Salary	152,662.29	138,709.04	96,286.94	119,900.00	119,000.00
10-41-1002	Admin Assist Salary	44,844.19	38,983.28	34,506.00	73,030.00	49,664.16
10-41-1004	Planning Technician Salary	66,387.80	71,039.92	50,049.16	83,930.00	65,000.00
10-41-1005	Accounting Technician Salary	23,321.28	50,111.32	43,113.96	78,480.00	11,568.00
10-41-1050	Overtime Expense	.00	.00	.00	2,180.00	3,000.00
10-41-1200	Benefits	65,310.72	126,870.01	110,862.96	40,000.00	30,000.00
10-41-1202	Temporary Employment Agency	11,599.55	21,859.33	21,018.58	5,450.00	37,000.00
10-41-1205	Social Security Tax	16,301.84	21,951.19	16,266.22	22,000.00	23,989.00
10-41-1206	Medicare Insurance	3,655.51	5,133.93	3,804.23	8,200.00	4,200.00

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
10-41-1207	Payroll Tax Expense	.00	18,710.21	13,745.08	.00	15,000.00
10-41-1210	PERS Contributions	6,706.67	23,168.89	4,107.97	.00	62,715.00
10-41-1215	Health Insurance	12,254.31	57,280.91	93,748.91	.00	56,000.00
10-41-1220	Life Insurance	171.55	70.96	31.76	.00	100.00
10-41-1223	Long Term Disability	602.04	552.72	213.91	.00	300.00
10-41-1225	State Unemployment Insurance	6,357.44	8,710.36	8,076.49	12,000.00	1,500.00
10-41-1229	CISProperty&LiabilityInsurance	23,339.51	33,795.75	70,257.75	.00	35,000.00
10-41-1230	Worker's Compensation	1,819.61	6,422.20	5,861.26	8,200.00	4,703.00
10-41-3323	Training and Conferences	.00	.00	850.00	15,000.00	5,000.00
10-41-3366	Holiday & Special Events	.00	.00	.00	.00	2,000.00
10-41-3450	Per Diem	.00	.00	.00	.00	2,500.00
PAYROLL & BENEFITS Expenditure Total:		435,334.31	623,370.02	572,801.18	468,370.00	528,239.16
Total PAYROLL & BENEFITS:		435,334.31	623,370.02	572,801.18	468,370.00	528,239.16
<b>CITY HALL</b>						
10-44-2020	Service Charges	2,095.97	1,073.98	1,816.61	.00	.00
10-44-2024	Computer Repairs & Purchases	.00	.00	.00	.00	1,000.00
10-44-2025	Caselle Software Support	18,989.66	18,098.46	2,156.25	25,000.00	20,000.00
10-44-2026	Kelly Connect	.00	.00	13,824.60	.00	15,000.00
10-44-2027	RVCOG-IT	.00	.00	18,460.45	.00	15,000.00
10-44-2035	Electricity, Water, Gas, SOS	12,204.28	18,159.94	12,154.63	.00	7,200.00
10-44-2045	Telephone	10,488.70	10,932.87	11,267.23	.00	7,000.00
10-44-3360	Web Site	.00	1,669.75	.00	.00	2,200.00
10-44-3400	Accounting Fees	2,931.36	32,248.33	49,387.75	150,000.00	85,000.00
10-44-3410	Legal Fees	16,202.96	13,862.07	14,847.50	.00	75,000.00
10-44-3415	Copier Lease	3,166.89	3,296.26	3,029.39	.00	3,200.00
10-44-3416	Printing & Copying	6.90	.00	353.73	.00	500.00
10-44-3417	City Hall Supplies	2,006.47	2,127.53	8,498.31	.00	5,200.00
10-44-3418	Miscellaneous Expenses	237,587.63	29,511.23	4,109.78	.00	2,000.00
10-44-3445	Computer Software	378.39	3,483.30	1,678.89	.00	1,700.00
10-44-3455	Postage	5,397.57	8,201.27	6,835.64	.00	5,000.00
10-44-3475	Membership Dues	8,083.30	7,549.99	8,466.83	.00	10,000.00
10-44-4515	Records Retention	187.90	54.60	91.05	3,000.00	500.00
10-44-6610	Rent -URCC	1,750.00	1,870.00	1,747.50	.00	2,200.00
10-44-6631	Refunds	9,085.60	4,519.21	3,924.32	.00	1,500.00

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
CITY HALL Expenditure Total:		312,378.58	154,510.83	158,337.96	178,000.00	259,200.00
Total CITY HALL:		312,378.58	154,510.83	158,337.96	178,000.00	259,200.00
<b>JANITORIAL</b>						
10-45-3435	Janitorial Supplies	4,160.00	4,715.00	4,325.00	.00	4,200.00
10-45-4005	City Hall Alarm & Electric	2,571.84	2,143.70	702.20	.00	1,000.00
10-45-4015	Facilities	339.73	1,734.02	837.94	.00	1,000.00
JANITORIAL Expenditure Total:		7,071.57	8,592.72	5,865.14	.00	6,200.00
Total JANITORIAL:		7,071.57	8,592.72	5,865.14	.00	6,200.00
<b>PARKS</b>						
10-46-2035	Park - Utilities	577.30	1,005.79	663.21	.00	1,000.00
10-46-2036	New Park Purchase & Demo	.00	77,895.12	561,444.31	.00	.00
10-46-4000	Park - Maintenance & Upkeep	2,382.07	6,244.59	4,955.97	.00	3,200.00
10-46-7638	Park - Small Equipment / Tools	476.73	306.83	1,171.13	.00	1,000.00
PARKS Expenditure Total:		3,436.10	85,452.33	568,234.62	.00	5,200.00
Total PARKS:		3,436.10	85,452.33	568,234.62	.00	5,200.00
<b>PLANNING DEPARTMENT EXPENSES</b>						
10-47-3882	City Hall & Shop Maintenance	.00	.00	30.56	.00	.00
10-47-7001	Planning Consultant Contract	28,528.62	46,754.76	34,364.57	65,000.00	20,000.00
10-47-7603	Publication & Notices	24,207.02	28,808.13	605.00	.00	2,500.00
10-47-7611	Project Construction	1,164.70	2,960.80	1,791.21	.00	2,500.00
10-47-7613	Construction Contingency	548.82	945.68	945.68	.00	1,000.00
PLANNING DEPARTMENT EXPENSES Expenditure Total:		54,449.16	79,469.37	37,737.02	65,000.00	26,000.00
Total PLANNING DEPARTMENT EXPENSES:		54,449.16	79,469.37	37,737.02	65,000.00	26,000.00
<b>COUNCIL</b>						
10-49-3000	Council - Expenses	381.25	614.28	40.00	.00	500.00

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
10-49-3323	Council - Training	4,311.52	.00	25.00	.00	5,000.00
	COUNCIL Expenditure Total:	4,692.77	614.28	65.00	.00	5,500.00
	Total COUNCIL:	4,692.77	614.28	65.00	.00	5,500.00
<b>EVENTS &amp; COMMISSION EXPENSES</b>						
10-50-3380	Fuel Expense	3,165.74	71.39	.00	.00	.00
10-50-3381	Planning Commission	.00	.00	.00	.00	500.00
10-50-3382	Emergency Manage Commission	.00	.00	.00	.00	500.00
10-50-3383	Rec & Tourism Commission	.00	.00	.00	.00	500.00
10-50-3470	Travel	302.50	691.68	.00	.00	5,000.00
	EVENTS & COMMISSION EXPENSES Expenditure Total:	3,468.24	763.07	.00	.00	6,500.00
	Total EVENTS & COMMISSION EXPENSES:	3,468.24	763.07	.00	.00	6,500.00
<b>PROMOTIONS</b>						
10-51-3350	Promotion & Tourism	18,303.21	3,252.85	7,703.44	592,639.00-	1,000.00
10-51-3352	Promotional Expenses for Swag	5,098.98	290.00	.00	.00	2,000.00
10-51-3365	Radio Station Expenses	6,022.74	5,237.00	5,742.74	6,300.00	5,000.00
10-51-3375	Recognition & Awards	1,163.65	1,163.63	3,619.55	5,000.00	4,200.00
10-51-6615	Publications/Ads	5,231.79	910.00	2,489.25	.00	1,500.00
	PROMOTIONS Expenditure Total:	35,820.37	10,853.48	19,554.98	581,339.00-	13,700.00
	Total PROMOTIONS:	35,820.37	10,853.48	19,554.98	581,339.00-	13,700.00
	10 - GENERAL FUND Revenue Total:	799,572.22	804,002.30	822,151.80	453,746.00	908,221.69
	10 - GENERAL FUND Expenditure Total:	856,651.10	963,626.10	1,362,595.90	130,031.00	850,539.16
	Total 10 - GENERAL FUND:	1,414,511.42	1,462,579.09	896,634.04	323,715.00	57,682.53

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
<b>11-TRANSIENT LODGING FUND 70%</b>						
11-1000	Cash - Combined Fund	14,183.94	61,957.62	61,957.62	.00	.00
11-2800	Unreserved Fund Balance	.00	14,183.94	61,957.62	.00	.00
<b>REVENUE</b>						
11-39-3000	70% from General Fund	14,183.94	47,773.68	44,899.90	.00	44,000.00
11-39-3010	Carryover from prior years	.00	.00	.00	.00	101,466.00
Total REVENUE:		14,183.94	47,773.68	44,899.90	.00	145,466.00
<b>RESERVED FOR FUTURE USE</b>						
11-47-7605	Transfer out - Law Enforcement	.00	.00	.00	.00	145,000.00
RESERVED FOR FUTURE USE Expenditure Total:		.00	.00	.00	.00	145,000.00
Total RESERVED FOR FUTURE USE:		.00	.00	.00	.00	145,000.00
11-TRANSIENT LODGING FUND 70% Revenue Total:						
		14,183.94	47,773.68	44,899.90	.00	145,466.00
11-TRANSIENT LODGING FUND 70% Expenditure Total:						
		.00	.00	.00	.00	145,000.00
Total 11-TRANSIENT LODGING FUND 70%:		.00	.00	44,899.90	.00	466.00

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
<b>WATER PROJECT</b>						
<b>GRANT FUNDING</b>						
12-39-3010	SB1530 Beginning Balance	3.22	.00	.00	.00	1,432,447.00
Total GRANT FUNDING:		3.22	.00	.00	.00	1,432,447.00
<b>PAYROLL &amp; BENEFITS</b>						
12-41-1200	GRANT ADMINISTRATION	.00	.00	8,362.50	.00	8,272.50
12-41-1202	CONFIDENTIAL STAFFING	.00	.00	26,075.47	.00	42,756.80
PAYROLL & BENEFITS Expenditure Total:		.00	.00	34,437.97	.00	51,029.30
Total PAYROLL & BENEFITS:		.00	.00	34,437.97	.00	51,029.30
<b>WATER PROJECT EXPENSES</b>						
12-47-7605	Engineering/Surveying	19,839.91	.00	23,741.99	.00	376,258.01
12-47-7606	Legal Services	.00	.00	1,482.00	.00	.00
12-47-7609	150-acres Water Rights	.00	.00	.00	.00	256,500.00
12-47-7631	Permits & Licenses	.00	.00	.00	.00	50,000.00
12-47-8900	Project Construction	.00	.00	.00	.00	600,000.00
WATER PROJECT EXPENSES Expenditure Total:		19,839.91	.00	25,223.99	.00	1,282,758.01
Total WATER PROJECT EXPENSES:		19,839.91	.00	25,223.99	.00	1,282,758.01
WATER PROJECT Revenue Total:		3.22	.00	.00	.00	1,432,447.00
WATER PROJECT Expenditure Total:		19,839.91	.00	59,661.96	.00	1,333,787.31
Total WATER PROJECT:		19,836.69-	.00	59,661.96-	.00	98,659.69
Total Asset:		249,950.81	1,964,843.50	1,964,843.50	.00	.00
Total Liability:		.00	.00	.00	.00	.00
Total Equity:		2,037,998.15	2,378,997.91	4,219,434.56	.00	.00
Total Revenue:		2,359,156.45	3,298,762.67	2,257,308.74	1,258,752.00	4,306,856.26
Total Expenditure:		1,535,756.95	1,493,954.84	2,313,480.45	1,183,004.00	4,150,048.04

Account Number	Title	2022-23 Actual	2023-24 Actual	2024-25 YTD	2024-25 Budget	2025-26 Approved Budget
Grand Revenue Total:		2,359,156.45	3,298,762.67	2,257,308.74	1,258,752.00	4,306,856.26
Grand Expenditure Total:		1,535,756.95	1,493,954.84	2,313,480.45	1,183,004.00	4,150,048.04
Grand Totals:		2,611,446.84	2,218,962.24	2,198,419.35	75,748.00	156,808.22

Report Criteria:  
 Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
13	Avista Corporation	4941620000	Natural Gas 04/2025	1	04/23/2025	90.50	.00	90.50	975	05/07/2025
Total 13:						90.50	.00	90.50		
24	Canon Financial Services, I	29993948	Contract charge 04/01/202	1	04/11/2025	203.82	.00	203.82	51625	05/06/2025
Total 24:						203.82	.00	203.82		
25	Canon Solutions America, I	6011680145	Copier	1	04/25/2025	90.20	.00	90.20	51639	05/14/2025
Total 25:						90.20	.00	90.20		
43	Christian, David	05052025	Radio 05/05/2025 -05/09/2	1	05/09/2025	90.00	.00	90.00	51640	05/14/2025
		05062025	Radio 04/28/2025 -05/02/2	1	05/06/2025	90.00	.00	90.00	51640	05/14/2025
Total 43:						180.00	.00	180.00		
49	Eagle Point Hardware	1059762	Park coupling	1	04/30/2025	9.99	.00	9.99	51642	05/14/2025
Total 49:						9.99	.00	9.99		
74	Jackson County Sheriff	118713	Law Enforcement January-	1	04/30/2025	127,924.00	.00	127,924.00	51645	05/14/2025
		118713	Law Enforcement January-	2	04/30/2025	20,429.00	.00	20,429.00	51645	05/14/2025
		118713	Law Enforcement January-	3	04/30/2025	10,796.75	.00	10,796.75	51645	05/14/2025
Total 74:						159,149.75	.00	159,149.75		
83	KAS & Associates, Inc.	22651	Misc Engineering & Admin,	1	04/25/2025	768.69	.00	768.69	51646	05/14/2025
Total 83:						768.69	.00	768.69		
84	Kosmatka Donnelly & Co.	1-14702	2023 Financial Statement	1	04/30/2025	21,920.00	.00	21,920.00	51660	05/22/2025
Total 84:						21,920.00	.00	21,920.00		
114	Pacific Power	3284764100	Street lights	1	04/25/2025	757.91	.00	757.91	51648	05/14/2025
		3284764100	City Hall	1	04/25/2025	283.43	.00	283.43	51648	05/14/2025
		3284764100	Aunt Carolines Park	1	04/24/2025	163.52	.00	163.52	51630	05/06/2025
		3284764101	Reader Board	1	05/02/2025	244.05	.00	244.05	51648	05/14/2025
Total 114:						1,448.91	.00	1,448.91		
119	Perfection Cleaning	405470	City Hall office cleaning 04/	1	04/28/2025	400.00	.00	400.00	51631	05/06/2025
Total 119:						400.00	.00	400.00		
139	Shady Cove Hardware, LL	465479-4654	Park CM spinndr hndl, CM	1	04/30/2025	262.85	.00	262.85	51651	05/14/2025
		465479-4654	lopper anvil, tie dwn rtch, gl	2	04/30/2025	89.97	.00	89.97	51651	05/14/2025
		465479-4654	brake cleaner, tape, all pur	3	04/30/2025	30.56	.00	30.56	51651	05/14/2025
Total 139:						383.38	.00	383.38		
149	SOS Alarm	7969018	Celtic Circle contracted Ser	1	05/01/2025	331.20	.00	331.20	51652	05/14/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 149:						331.20	.00	331.20		
151	Southern Oregon Sanitatio	0425202588	22451 Hwy 62	1	04/25/2025	47.49	.00	47.49	51633	05/06/2025
		0425202588	1008 Celtic Circle	1	04/25/2025	47.49	.00	47.49	51633	05/06/2025
		0425202588	Aunt Carolines Park	1	04/25/2025	69.08	.00	69.08	51633	05/06/2025
Total 151:						164.06	.00	164.06		
160	Teamster Local 223	04292025	Monthly dues	1	04/29/2025	177.00	.00	177.00	51635	05/06/2025
Total 160:						177.00	.00	177.00		
255	TouchPoint Networks, LLC	INV-8908	WatchGuard T40 Firebox	1	05/01/2025	136.95	.00	136.95	976	05/13/2025
Total 255:						136.95	.00	136.95		
257	AT&T Mobility	2872860888	Cell phones	1	05/05/2025	391.27	.00	391.27	51656	05/22/2025
Total 257:						391.27	.00	391.27		
258	WECO - Carson	CP-0030815	Gas/Diesel 04/2025	1	04/30/2025	298.97	.00	298.97	51655	05/14/2025
Total 258:						298.97	.00	298.97		
264	Upper Rogue Independent	3157	bal fwd 4/2/25-4/30/25, Go	1	05/01/2025	605.00	.00	605.00	51654	05/14/2025
Total 264:						605.00	.00	605.00		
278	Nuckles, Kathryn P.	052025	Reimbursement for mileag	1	05/15/2025	301.00	.00	301.00	51661	05/22/2025
Total 278:						301.00	.00	301.00		
289	Rogue Shred, LLC	751075S064	65 gal shred 4/25/2025	1	05/01/2025	7.35	.00	7.35	51649	05/14/2025
Total 289:						7.35	.00	7.35		
293	Greenway Spray, LLC	5486	Custom spray Cleveland, d	1	04/24/2025	1,650.00	.00	1,650.00	51643	05/14/2025
		5486	Custom spray Aunt Carolin	2	04/24/2025	192.50	.00	192.50	51643	05/14/2025
Total 293:						1,842.50	.00	1,842.50		
430020	Confident Staffing, Inc.	04272025	Knorr, Marley work week 4/	1	04/27/2025	621.79	.00	621.79	51641	05/14/2025
		50973	M.Smith work week 04/20/	1	04/20/2025	1,184.37	.00	1,184.37	51641	05/14/2025
		50974	P. Lybarger work week 04/	1	04/20/2025	517.35	.00	517.35	51641	05/14/2025
		50975	Knorr, Marley work week 4/	1	04/20/2025	698.26	.00	698.26	51641	05/14/2025
		50990	M.Smith work week 04/27/	1	04/27/2025	1,095.54	.00	1,095.54	51641	05/14/2025
		50991	P. Lybarger work week 04/	1	04/27/2025	517.35	.00	517.35	51641	05/14/2025
		51004	M.Smith work week ending	1	05/04/2025	703.22	.00	703.22	51641	05/14/2025
		51005	M. Knorr work week ending	1	05/04/2025	517.35	.00	517.35	51641	05/14/2025
		51006	Knorr, Marley work week 5/	1	05/04/2025	621.79	.00	621.79	51641	05/14/2025
		51018	P. Lybarger work week 05/	1	05/11/2025	517.35	.00	517.35	51659	05/22/2025
Total 430020:						6,994.37	.00	6,994.37		
430070	RH2 Engineering	101289	J Ballard financials work on	1	05/13/2025	5,093.74	.00	5,093.74	51663	05/22/2025

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Number	Check Issue Date
Total 430070:						5,093.74	.00	5,093.74		
430097	Pulcini, Mary	05212025	reimbursement for Mayor F	1	05/21/2025	68.94	.00	68.94	51662	05/22/2025
Total 430097:						68.94	.00	68.94		
430102	Winfrey, Paige	0521225	Reimbursement	1	05/19/2025	488.67	.00	488.67	51664	05/22/2025
Total 430102:						488.67	.00	488.67		
430138	Southern Oregon Swarms	05012025	Bee extraction at City Hall	1	05/01/2025	200.00	.00	200.00	51653	05/14/2025
Total 430138:						200.00	.00	200.00		
430140	Jackson County Communit	5863	Leave clean up, weedeat,	1	05/07/2025	600.00	.00	600.00	51644	05/14/2025
Total 430140:						600.00	.00	600.00		
430144	Cable Houston	151675	File number 33665.002 RE	1	04/18/2025	1,482.00	.00	1,482.00	51638	05/14/2025
Total 430144:						1,482.00	.00	1,482.00		
Grand Totals:						203,828.26	.00	203,828.26		

Report Criteria:  
 Detail report type printed

**FORM  
OR-LB-1**

**NOTICE OF BUDGET HEARING**  
Oregon Department of Revenue

A public meeting of the \_\_\_\_\_ will be held on \_\_\_\_\_ at \_\_\_\_\_  a.m. at \_\_\_\_\_  
(Governing body) (Date)  p.m.

\_\_\_\_\_, Oregon. The purpose of this meeting is to discuss the budget for the  
(Location)

fiscal year beginning July 1, 20\_\_\_\_ as approved by the \_\_\_\_\_ Budget Committee. A summary of  
(Municipal corporation)

the budget is presented below. A copy of the budget may be inspected or obtained at \_\_\_\_\_  
(Street address)

\_\_\_\_\_ between the hours of \_\_\_\_\_ a.m., and \_\_\_\_\_ p.m., or online at \_\_\_\_\_ This

budget is for an  annual;  biennial budget period. This budget was prepared on a basis of accounting that is:  the same as;

different than the preceding year. If different, the major changes and their effect on the budget are:

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

Contact	Telephone number	E-mail
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**FINANCIAL SUMMARY – RESOURCES**

<b>TOTAL OF ALL FUNDS</b>	Actual Amounts 20____–20____	Adopted Budget This Year: 20____–20____	Approved Budget Next Year: 20____–20____
1. Beginning Fund Balance/Net Working Capital .....			
2. Fees, Licenses, Permits, Fines, Assessments & Other Service Charges...			
3. Federal, State & all Other Grants, Gifts, Allocations & Donations .....			
4. Revenue from Bonds & Other Debt .....			
5. Interfund Transfers/Internal Service Reimbursements .....			
6. All Other Resources Except Current Year Property Taxes.....			
7. Current Year Property Taxes Estimated to be Received.....			
<b>8. Total Resources</b> —add lines 1 through 7.....			

**FINANCIAL SUMMARY – REQUIREMENTS BY OBJECT CLASSIFICATION**

9. Personnel Services and Public Safety.....			
10. Materials and Services .....			
11. Capital Outlay .....			
12. Debt Service .....			
13. Interfund Transfers.....			
14. Contingencies.....			
15. Special Payments .....			
16. Unappropriated Ending Balance and Reserved for Future Expenditure ....			
<b>17. Total Requirements</b> —add lines 9 through 16.....			

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

Name of Organizational Unit or Program			
FTE for Unit or Program			
Name			
FTE			
Name			
FTE			
Name			
FTE			
Name			
FTE			



# Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

To assessor of Jackson County

## FORM OR-LB-50 2025-2026

▪ Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

Check here if this is an amended form.

The \_\_\_\_\_ has the responsibility and authority to place the following property tax, fee, charge or assessment  
District Name  
 on the tax roll of \_\_\_\_\_ County. The property tax, fee, charge or assessment is categorized as stated by this form.  
County Name

Mailing Address of District	City	State	ZIP code	Date
Contact Person	Title	Daytime Telephone	Contact Person E-Mail	

**CERTIFICATION** - You **must** check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

**PART I: TAXES TO BE IMPOSED**

		<u>Subject to</u> <b>General Government Limits</b>	
		Rate -or- Dollar Amount	
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . . . .	1		
2. Local option operating tax . . . . .	2		
3. Local option capital project tax . . . . .	3		<b>Excluded from Measure 5 Limits</b> Dollar Amount of Bond Levy
4. City of Portland Levy for pension and disability obligations . . . . .	4		
5a. Levy for bonded indebtedness from bonds approved by voters <b>prior</b> to October 6, 2001 . . . . .	5a.		
5b. Levy for bonded indebtedness from bonds approved by voters <b>on or after</b> October 6, 2001 . . . . .	5b.		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) . . . . .	5c.	<b>0</b>	

**PART II: RATE LIMIT CERTIFICATION**

6. Permanent rate limit in dollars and cents per \$1,000 . . . . .	6	
7. Election date when your <b>new district</b> received voter approval for your permanent rate limit . . . . .	7	
8. <b>Estimated</b> permanent rate limit for newly <b>merged/consolidated district</b> . . . . .	8	

**PART III: SCHEDULE OF LOCAL OPTION TAXES** - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

**Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES\***

Description	ORS Authority**	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1			
2			

\*If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

\*\*The ORS authority for putting these assessments on the roll must be completed if you have an entry in Part IV.

Report Criteria:  
 Customer.Cycle = 1

Name	Cust No	Type	Description	Year	Amount	Fees	Total
<b>Certification</b>							
<b>05/05/2025</b>							
	1024.01	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1043.01	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1051.02	Certification	2025 Tax Certification	2025	599.75	.00	599.75
	1059.04	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1065.01	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1089.04	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1094.02	Certification	2025 Tax Certification	2025	1,431.00	.00	1,431.00
	1130.02	Certification	2025 Tax Certification	2025	305.00	.00	305.00
	1132.01	Certification	2025 Tax Certification	2025	527.50	.00	527.50
	1137.04	Certification	2025 Tax Certification	2025	527.25	.00	527.25
	1149.01	Certification	2025 Tax Certification	2025	354.50	.00	354.50
	1168.03	Certification	2025 Tax Certification	2025	713.50	.00	713.50
	1184.04	Certification	2025 Tax Certification	2025	667.18	.00	667.18
	1197.02	Certification	2025 Tax Certification	2025	577.25	.00	577.25
	1206.04	Certification	2025 Tax Certification	2025	355.21	.00	355.21
	1207.03	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1215.02	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1223.10	Certification	2025 Tax Certification	2025	678.25	.00	678.25
	1238.01	Certification	2025 Tax Certification	2025	532.25	.00	532.25
	1240.03	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1258.12	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1261.03	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1267.02	Certification	2025 Tax Certification	2025	303.25	.00	303.25
	1268.15	Certification	2025 Tax Certification	2025	594.50	.00	594.50
	1328.01	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1381.01	Certification	2025 Tax Certification	2025	453.50	.00	453.50
	1389.04	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1394.03	Certification	2025 Tax Certification	2025	1,086.00	.00	1,086.00
	1395.01	Certification	2025 Tax Certification	2025	448.75	.00	448.75
	1403.03	Certification	2025 Tax Certification	2025	600.00	.00	600.00
	1414.03	Certification	2025 Tax Certification	2025	1,122.25	.00	1,122.25
	1416.02	Certification	2025 Tax Certification	2025	382.50	.00	382.50
	1418.01	Certification	2025 Tax Certification	2025	382.50	.00	382.50
	1421.02	Certification	2025 Tax Certification	2025	1,164.00	.00	1,164.00
	1433.02	Certification	2025 Tax Certification	2025	382.50	.00	382.50
	1434.02	Certification	2025 Tax Certification	2025	382.50	.00	382.50
	1438.13	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1449.17	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1460.02	Certification	2025 Tax Certification	2025	303.25	.00	303.25
	1461.01	Certification	2025 Tax Certification	2025	382.50	.00	382.50
	1485.07	Certification	2025 Tax Certification	2025	532.50	.00	532.50
	1487.02	Certification	2025 Tax Certification	2025	316.00	.00	316.00
	1495.07	Certification	2025 Tax Certification	2025	1,107.50	.00	1,107.50
	1519.01	Certification	2025 Tax Certification	2025	395.00	.00	395.00
	1523.06	Certification	2025 Tax Certification	2025	2,376.00	.00	2,376.00
	1542.01	Certification	2025 Tax Certification	2025	454.50	.00	454.50
	1584.02	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1597.09	Certification	2025 Tax Certification	2025	672.25	.00	672.25
	1604.04	Certification	2025 Tax Certification	2025	292.75	.00	292.75
	1615.01	Certification	2025 Tax Certification	2025	288.00	.00	288.00
	1617.02	Certification	2025 Tax Certification	2025	372.50	.00	372.50
	1626.02	Certification	2025 Tax Certification	2025	619.31	.00	619.31
	1675.04	Certification	2025 Tax Certification	2025	455.00	.00	455.00

Name	Cust No	Type	Description	Year	Amount	Fees	Total
	1747.04	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1764.02	Certification	2025 Tax Certification	2025	272.25	.00	272.25
	1799.02	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1802.06	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1825.02	Certification	2025 Tax Certification	2025	754.50	.00	754.50
	1827.02	Certification	2025 Tax Certification	2025	744.50	.00	744.50
	1833.02	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	1912.08	Certification	2025 Tax Certification	2025	1,025.62	.00	1,025.62
	2103.03	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	2110.04	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	2173.01	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	2390.02	Certification	2025 Tax Certification	2025	234.25	.00	234.25
	2510.08	Certification	2025 Tax Certification	2025	377.50	.00	377.50
	2606.03	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	2618.01	Certification	2025 Tax Certification	2025	600.00	.00	600.00
	2619.04	Certification	2025 Tax Certification	2025	390.25	.00	390.25
	2825.01	Certification	2025 Tax Certification	2025	462.50	.00	462.50
	2838.02	Certification	2025 Tax Certification	2025	582.50	.00	582.50
	2906.01	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	2995.04	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	3053.02	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	3124.02	Certification	2025 Tax Certification	2025	948.75	.00	948.75
	3227.02	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	4001.03	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	4361.03	Certification	2025 Tax Certification	2025	350.00	.00	350.00
	4465.02	Certification	2025 Tax Certification	2025	1,027.45	.00	1,027.45
	4466.02	Certification	2025 Tax Certification	2025	1,293.99	.00	1,293.99
	4501.01	Certification	2025 Tax Certification	2025	411.25	.00	411.25
	4502.03	Certification	2025 Tax Certification	2025	382.50	.00	382.50
	4503.01	Certification	2025 Tax Certification	2025	382.50	.00	382.50
	4504.02	Certification	2025 Tax Certification	2025	497.00	.00	497.00
	4505.03	Certification	2025 Tax Certification	2025	469.00	.00	469.00
	4690.01	Certification	2025 Tax Certification	2025	377.50	.00	377.50
	4691.01	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	4692.01	Certification	2025 Tax Certification	2025	305.00	.00	305.00
	4770.02	Certification	2025 Tax Certification	2025	343.50	.00	343.50
	4830.02	Certification	2025 Tax Certification	2025	1,107.55	.00	1,107.55
	5001.02	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	5005.02	Certification	2025 Tax Certification	2025	517.25	.00	517.25
	5025.04	Certification	2025 Tax Certification	2025	507.38	.00	507.38
	5046.04	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	5064.04	Certification	2025 Tax Certification	2025	473.25	.00	473.25
	5073.03	Certification	2025 Tax Certification	2025	3,086.00	.00	3,086.00
	5083.03	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	5084.01	Certification	2025 Tax Certification	2025	277.25	.00	277.25
	5306.04	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	9991.01	Certification	2025 Tax Certification	2025	677.25	.00	677.25
	18640.0	Certification	2025 Tax Certification	2025	672.25	.00	672.25
Total 05/05/2025:					<u>65,037.69</u>	<u>.00</u>	<u>65,037.69</u>
Total Certification:					<u>65,037.69</u>	<u>.00</u>	<u>65,037.69</u>

Grand Totals:

65,037.69

.00

65,037.69

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City of Shady Cove  
Resolution 25 - 08

**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 ORS 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 on July 1, 2025, for Fiscal Year 2025 – 2026.

**Adopted** this \_\_\_\_\_ day of June 2025.

Approved:

Attest:

\_\_\_\_\_  
Jon Ball  
Mayor

\_\_\_\_\_  
Michele Parry  
City Administrator

**Council Vote:**

Mayor Ball \_\_\_\_\_  
Councilor Nuckles \_\_\_\_\_  
Councilor Winfrey \_\_\_\_\_  
Councilor Mitchell \_\_\_\_\_

City of Shady Cove  
Resolution 25 – 09

**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**, ORS 221.770 (1) states:

“A 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 expressing that election and filing a copy of that ordinance or resolution with the Oregon Department of Administrative Services not later than July 31 of the fiscal year.”

**Whereas**, a public hearing before the Budget Committee was held on April 29, 2025 and a public hearing before the City Council was held on June 5, 2025, 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 221.770 (1) (a), the City of Shady Cove hereby elects to receive State Revenues for Fiscal Year 2025 – 2026.

Effective Date: This Resolution shall be effective on July 1, 2025, for Fiscal Year 2025-2026.

**Adopted** by the City Council of the City of Shady Cove this \_\_\_\_\_ day of June 2025.

Approved:

Attest:

\_\_\_\_\_  
Jon Ball  
Mayor

\_\_\_\_\_  
Michele Parry  
City Administrator

**Council Vote:**

Mayor Ball \_\_\_\_\_  
Councilor Nuckles \_\_\_\_\_  
Councilor Winfrey \_\_\_\_\_  
Councilor Mitchell \_\_\_\_\_

RESOLUTION 25 - 10

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHADY COVE, OREGON ADOPTING THE FISCAL YEAR 2025 -2026 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 2025 - 2026 in the total of **\$4,306,856** now on file at City Hall, 222451 Highway 62, Shady Cove, Oregon.

WHEREAS, the budget was approved by the Budget Committee on April 29, 2025, and,

WHEREAS, the approved budget was published and made available for public inspection as required by ORS294.438.

**MAKING APPROPRIATIONS**

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2025 and for the purposes shown below are hereby appropriated:

FUND	DESCRIPTION	APPROPRIATION	UNAPPROPRIATED	TOTAL
General - 10	Administration	1,066,339		\$ 1,066,339
	Public Safety	622,640		\$ 622,640
	Materials & Services	10,200		\$ 10,200
	Streets	-		\$ -
	Commission & Promotion Expenses	-		\$ -
	Unappropriated Ending Fund Balance			
	<b>Total</b>	<b>1,699,179</b>		<b>\$ 1,699,179</b>
Streets - 01	Administration	200,000		\$ 200,000
	Materials & Services	\$ -		\$ -
	Capital Outlay	-		\$ -
	Unappropriated Ending Fund Balance			\$ -
	<b>Total</b>	<b>200,000</b>		<b>\$ 200,000</b>
Planning	Materials & Services	1,182,788		\$ 1,182,788
	Debt Service			
	Unappropriated Ending Fund Balance			
	<b>Total</b>	<b>1,182,788</b>		<b>\$ 1,182,788</b>
Transfer / Pass Through	Materials & Services	1,068,081		\$ 1,068,081
	<b>Total</b>	<b>1,068,081</b>		<b>\$ 1,068,081</b>
Not Allocated to an Organizational Unit	Materials & Services	156,808		\$ 156,808
	<b>Total</b>	<b>156,808</b>		<b>\$ 156,808</b>
	<b>Total Budget</b>	<b>4,306,856</b>		<b>\$ 4,306,856</b>

**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 2025 - 2026 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	

BE IT RESOLVED, that the Shady Cove Budget Committee and City Council hereby establish Fund 02 RVSS Sewer Fund, designated for the receipt and disbursement of revenues and expenditures related to sanitary sewer services administered through Rogue Valley Sewer Services (RVSS); and

BE IT RESOLVED the Shady Cove Budget Committee and City Council wishes to establish Fund 03 to be titled LAW ENFORCEMENT FUND, for the purpose of isolating revenues and expenditures related to public safety services, including but not limited to contracts and personnel dedicated to law enforcement functions; and,

BE IT RESOLVED the Shady Cove Budget Committee and City Council hereby retires Fund 04, titled SEWER DEBT RESERVE (for historical purposes only), due to the consolidation of capital planning functions within other designated capital and departmental funds. Any remaining balances in Fund 04 shall be transferred to the General Fund 10, as deemed appropriate by the City Administrator and approved by the City Council; and,

BE IT RESOLVED, that the Shady Cove Budget Committee and City Council hereby retire Fund 05 Capital Replacement Fund, and direct that any remaining balances be transferred in accordance with applicable accounting standards and City policy; and

BE IT FURTHER RESOLVED, that the Shady Cove Budget Committee and City Council hereby retire Fund 06 Capital Purchase Reserve Fund (for historical purposes only), which is no longer active and maintained; and

BE IT FURTHER RESOLVED, that the Shady Cove Budget Committee and City Council hereby retire Fund 07 Capital Improvement Fund, with any remaining assets to be reallocated or closed out in accordance with fiscal policy; and

BE IT FURTHER RESOLVED, that the Shady Cove Budget Committee and City Council hereby retire Fund 09 Upper Rogue Regional Park Fund, maintained for historical purposes only, and confirm that the fund shall no longer be used for financial reporting or budgeting purposes; and

BE IT FURTHER RESOLVED, that the Shady Cove Budget Committee and City Council hereby establish Fund 11 Transient Lodging Tax Fund, designated to receive and allocate 70 percent of transient lodging tax revenue for tourism-related expenditures in accordance with ORS 320.350; and

BE IT FINALLY RESOLVED, that the Shady Cove Budget Committee and City Council hereby establish Fund 12 Water Project Fund, to track expenditures and revenues related to planning, engineering, capital investment, and implementation of the municipal water system.

**GASB 54**

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

**EFFECTIVE DATE**

This Resolution shall be effective upon its adoption on July 1 , 2025.

**Adopted and Appropriated by the City Council of the City of Shady Cove this \_\_\_\_\_ day of June, 2025.**

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Jon Ball  
Mayor

\_\_\_\_\_  
Michele Parry  
City Administrator

**COUNCIL VOTE:**

Mayor Ball \_\_\_\_\_

Councilor Nuckles \_\_\_\_\_

Councilor Mitchell \_\_\_\_\_

Councilor Winfrey \_\_\_\_\_

City of Shady Cove  
Resolution 25-11

**A RESOLUTION DISCONTINUING THE COMMUNITY SAFETY DEPUTY (CSO) POSITION  
EFFECTIVE JULY 1, 2025, DUE TO UNSUSTAINABLE COSTS**

**WHEREAS**, the City of Shady Cove has entered into an agreement with the Jackson County Sheriff’s Office to provide a part-time Community Safety Deputy (CSO) to support localized public safety efforts; and

**WHEREAS**, the total cost to the City for this position is \$73,733 annually for salary and approximately \$19,064 for patrol vehicle, uniform, equipment, and supplies, totaling approximately \$92,797 per year; and

**WHEREAS**, the City Council has reviewed the fiscal impact of continuing the CSO contract and determined that the cost is unsustainable given the City’s current and projected financial resources; and

**WHEREAS**, the City remains committed to maintaining essential public safety services through its continued partnership with the Jackson County Sheriff’s Office under its primary law enforcement contract;

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

1. Effective July 1, 2025, the City of Shady Cove will no longer elect to fund the CSO with the Jackson County Sheriff’s Office.
2. The CSO position will be discontinued, and no further allocations will be made for associated salary, vehicle, uniform, equipment, or supply expenses in the Fiscal Year 2025–2026 budget and beyond.
3. The City Administrator is directed to notify the Jackson County Sheriff’s Office and making all necessary administrative and budgetary adjustments to reflect this change.

Effective Date: This Resolution shall be effective on July 1, 2025, for Fiscal Year 2025-2026.

**Adopted** by the City Council of the City of Shady Cove this \_\_\_\_ day of June 2025.

Approved:

Attest:

\_\_\_\_\_

\_\_\_\_\_

Jon Ball  
Mayor

Michele Parry  
City Administrator

Council Vote:

Mayor Ball \_\_\_\_\_  
Councilor Nuckles \_\_\_\_\_  
Councilor Winfrey \_\_\_\_\_  
Councilor Mitchell \_\_\_\_\_

City of Shady Cove  
Resolution 25-12

**A RESOLUTION DISCONTINUING THE MONTHLY COMMUNITY SAFETY OFFICER FEE  
AND INCREASING THE MONTHLY PUBLIC SAFETY FEE WITH AN ANNUAL  
ADJUSTMENT BASED ON THE NATIONAL INFLATION INDEX**

**WHEREAS**, the City of Shady Cove currently assesses a monthly \$3.00 Community Safety Officer Fee per utility account; and

**WHEREAS**, the City Council has determined it is in the best interest of the City to discontinue collection of the Community Safety Officer Fee; and

**WHEREAS**, the City of Shady Cove currently assesses a monthly Public Safety Fee of \$18.00 per utility account to support law enforcement services; and

**WHEREAS**, due to rising costs associated with public safety services, the City Council finds it necessary to increase the Public Safety Fee and implement a sustainable annual adjustment tied to inflation;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHADY COVE,  
OREGON, AS FOLLOWS:**

1. Effective June 30, 2025, the \$3.00 Community Safety Officer Fee shall be discontinued and no longer collected.
2. Effective July 1, 2025, the Public Safety Fee shall be increased from \$18.00 to \$29.00 per month per utility account.
3. Beginning July 1, 2026, and annually thereafter, the Public Safety Fee shall automatically adjust based on the annual national inflation index, as determined by the Consumer Price Index for All Urban Consumers (CPI-U), U.S. City Average, published by the U.S. Bureau of Labor Statistics. The adjustment shall be applied each July 1 based on the most recent 12-month CPI-U data available as of April of that year.
4. The City Administrator is directed to update the Master Fee Schedule and implementing these changes in the utility billing system accordingly.

Effective Date: This Resolution shall be effective on July 1, 2025, for Fiscal Year 2025-2026.

**Adopted** by the City Council of the City of Shady Cove this \_\_\_\_\_ day of June 2025.

Approved:

Attest:

\_\_\_\_\_

Jon Ball  
Mayor

\_\_\_\_\_

Michele Parry  
City Administrator

Council Vote:

Mayor Ball \_\_\_\_\_

Councilor Nuckles \_\_\_\_\_

Councilor Winfrey \_\_\_\_\_

Councilor Mitchell \_\_\_\_\_

# SHADY COVE



# CITY OF SHADY COVE

PROPOSED BUDGET FOR  
FISCAL YEAR 2025-2026

Submitted by:

Michele Parry, City Administrator/Budget Officer  
Sierra Grandy, Finance Administrator

# BUDGET MESSAGE

# SHADY COVE



## CITY OF SHADY COVE

### CITY ADMINISTRATOR'S OFFICE

22451 HWY 62

Shady Cove, Oregon 97539

Phone: 541-878-2225

TO: City of Shady Cove Budget Committee  
FROM: Michele Parry, City Administrator  
DATE: April 14, 2025  
RE: FY2025-2026 Budget Message

### **Budget Message**

Fiscal Year 2025–2026

The past year has been a transformative period for Shady Cove, characterized by strategic initiatives to foster resilience, sustainability, and community vitality. I am confident that several key projects launched this year will yield tangible results in the upcoming fiscal year. These include:

- ✓ Designing and developing a new community park on the 2.3-acre city-owned parcel along Highway 62;
- ✓ Establishing an Urban Renewal Area (URA) and Agency to encourage housing & commercial development, attract private investment, and enhance livability; and
- ✓ Advancing the municipal water utility to ensure long-term water security for all residents.

Since our last Budget Committee meeting, I have engaged with county, regional, and state partners to underscore the critical need for investment in Shady Cove's water infrastructure. As Oregon's largest incorporated city without a municipal water system, our 3,200 residents face increasing water insecurity, worsened by statewide drought, declining aquifer levels, and the rising costs of well maintenance and replacement.

Our foremost priority for FY2025–2026 is establishing a city-wide water utility. We are actively pursuing federal and state funding to reduce costs for residents while bolstering public health, fire protection, economic stability, and tourism.

While prioritizing water infrastructure, we remain committed to fiscal prudence. In response to federal tariffs and market volatility, we will adopt a conservative approach to new spending, leveraging grants, phasing projects, and closely monitoring revenue trends to safeguard the City’s financial health.

We recognize the dynamic economic environment in which we operate. To maintain flexibility, we will collaborate with the City Council to review revenues and expenditures monthly, conduct quarterly financial assessments, and explore cost-containment strategies as needed. Despite uncertainties, we remain optimistic about achieving stability and progress.

Thank you for your dedication and insight throughout this process. Shady Cove thrives when we unite in pursuit of shared goals and community progress.



## **Budget Background**

The annual budget is the City’s cornerstone policy and operational document, reflecting the City Council’s priorities and providing the financial framework to achieve them. It determines staffing levels, program funding, and the allocation of public resources to serve residents, businesses, and visitors.

In compliance with Oregon Local Budget Law (ORS Chapter 294), the city prepares and adopts an annual budget. This financial plan estimates revenues and expenditures for each fund for the fiscal year spanning July 1, 2025, to June 30, 2026.

The proposed budget includes audited data for FY2022, projections for FY2024 and FY2025, and the proposed FY2025–2026 budget. Upon Budget Committee approval, the proposed budget will advance to the City Council for adoption and submission to the Jackson County Assessor.

## **Key Initiatives for FY2025–2026**

The FY2025–2026 General Fund underscores our commitment to efficient governance, community development, and quality service delivery. Key investments include:

1. **Reorganizing the Planning Department** to streamline permit processing, enhance intake efficiency, and ensure prompt responses;
2. **Providing training for staff and City Council** to strengthen understanding of roles, legal obligations, and best practices;
3. **Transitioning to a VoIP-based phone system** to reduce costs and improve service reliability; and
4. **Completing overdue FY2023 and FY2024 audits** to restore reliable financial reporting and support accurate forecasting for FY2026.

These initiatives align with our goals of modernizing operations, increasing transparency, and upholding robust financial stewardship.

## **Role of the Budget Committee and City Council**

The Budget Committee, comprising the City Council and an equal number of appointed Shady Cove residents (ORS 294.336), reviews the proposed budget, recommends adjustments, and forwards it to the City Council for adoption.

### Process Overview:

1. The Budget Officer prepares the proposed budget.
2. The Budget Committee elects a chairperson at its first meeting.

3. The Budget Committee reviews the proposal in a public meeting.
4. Public comments are welcomed.
5. The Budget Committee approves the budget, with or without revisions.
6. The City Council holds a public hearing and adopts the budget.

Fiscal Authority:

**Budget Committee:** May set tax levy limits and establish maximum expenditures per fund, subject to Council revision.

**City Council (post-approval):** May adjust revenues or expenditures, transfer funds, increase expenditures up to 10% per fund without a hearing, or exceed 10% with a revised budget and hearing.

**Debt Obligation Status**

The City of Shady Cove carries no bonded debt for Fiscal Year 2025–2026. However, the City serves as a pass-through entity for Rogue Valley Sewer Services (RVSS) to facilitate an annual bond payment to U.S. Bank in accordance with a 2018 Trust Agreement.

This agreement, entered into by U.S. Bank National Association and a consortium of Oregon cities, established a total bonded amount of \$6,185,000 to support regional sewer infrastructure improvements.

Although the City is not financially liable for the bond, it administers the payment process on behalf of RVSS. The tables below detail the annual payment schedule and final payoff date.

## 2018 Obligations

Aggregate principal amount of 2018 Obligations: \$6,185,000

Obligation Date: May 30, 2018

Maturity Date January 1	Principal Amount	Interest Rate
2019	\$ 200,000	3.00%
2020	\$ 215,000	3.00%
2021	\$ 220,000	3.00%
2022	\$ 230,000	3.00%
2023	\$ 235,000	4.00%
2024	\$ 245,000	4.00%
2025	\$ 260,000	4.00%
2026	\$ 265,000	4.00%
2027	\$ 255,000	4.00%
2028	\$ 210,000	4.00%
2030	\$ 445,000	3.00%
3032	\$ 465,000	3.25%
2034	\$ 510,000	3.38%
2037	\$ 820,000	3.50%
2041	\$ 975,000	3.63%
2045	\$ 635,000	3.75%



**Payment Schedule for Financing Agreement:**

Due Date	Principal	Percentage	Interest
7/1/2025			\$26,046.88
1/1/2026	\$ 75,000	4.000%	\$26,046.88
7/1/2026			\$24,546.88
1/1/2027	\$ 80,000	4.000%	\$24,546.88
7/1/2027			\$22,946.88
1/1/2028	\$ 80,000	4.000%	\$22,946.88
7/1/2028			\$21,346.88
1/1/2029	\$ 85,000	3.000%	\$21,346.88
7/1/2029			\$20,071.88
1/1/2030	\$ 85,000	3.000%	\$20,071.88
7/1/2030			\$18,796.88
1/1/2031	\$ 90,000	3.250%	\$18,796.88
7/1/2031			\$17,334.38
1/1/2032	\$ 90,000	3.250%	\$17,334.38
7/1/2032			\$15,871.88
1/1/2033	\$ 95,000	3.375%	\$15,871.88
7/1/2033			\$14,268.75
1/1/2034	\$ 100,000	3.375%	\$14,268.75
7/1/2034			\$12,581.25

**AUDIT STATUS**

The city has retained KDP Advisors of Medford to complete overdue FY2023 and FY2024 audits. The FY2023 audit is slated for completion by mid-June 2025, with FY2024 to begin concurrently and conclude by September 2025. Finalizing these audits marks a significant milestone, restoring financial transparency and enabling reliable reporting after more than five years.

**BUDGET DETAIL**

When approving the budget, the budget committee must also approve a property tax rate or the tax amounts that will be submitted to the county assessor. The budget committee should make a motion to approve the property tax rate of \$0.54/\$1,000 assessed value to document the action in the committee meeting minutes.

*Street Fund – 01*

The mission of the City of Shady Cove Street Fund is to enhance streets, sidewalks, and

public rights-of-way to improve connectivity, support economic growth, and promote a high quality of life, consistent with the vision of the Shady Cove Comprehensive Plan and the priorities of our residents and visitors.

The Street Fund will advance the following proposed initiatives, designed to align with the Comprehensive Plan's goals for transportation, community development, and sustainable growth:

- **GIS Mapping Implementation:** (GIS) to modernize assets, optimize transportation infrastructure maintenance, and support land use planning for the Urban Renewal Area and future development. This project enhances data-driven decision-making for growth management.
- **Community-Driven City Park Design:** Engage residents in finalizing the design of a new community park on the 2.3-acre city-owned parcel along Highway 62, ensuring alignment with community needs for recreational spaces and livability as outlined in the Comprehensive Plan.
- **Urban Renewal Agency (URA) Support:** to incentivize private investment, expand housing options, and stimulate commercial development within the Urban Renewal Area. This initiative supports economic vitality, housing diversity, and coordinated land use.

These projects strengthen Shady Cove's infrastructure, foster community participation, and promote sustainable growth, directly supporting the Comprehensive Plan's vision for a connected and thriving city.

#### *RVSS Sewer Fund – 02*

In alignment with the City's Comprehensive Plan, the fund supports the operation and maintenance of sewer infrastructure while recognizing fiscal challenges—specifically, the inability to sustain a balanced fund due to mandated expenditures for the sheriff's contract and pass-through revenue obligations to Rogue Valley Sewer Services (RVSS). The City is committed to pursuing solutions that ensure long-term financial stability and service continuity for all ratepayers.

#### *Law Enforcement Fund – 03*

Fiscal Year 2025–2026 marks the first time the City's budget will explicitly reflect the structural shortfall associated with our law enforcement contract. Historically, this deficit has gone largely unnoticed, as law enforcement costs were absorbed within the General Fund—effectively masked by the Fund's role as the City's primary source of financial flexibility.

The Budget Committee has recommended to the City Council, the discontinuation of the Community Safety Officer (CSO) program. This decision enables the City to reallocate limited resources to meet the contractual obligations of our law enforcement services through the Jackson County Sheriff's Office. This action also aligns with the State's mandate requiring the City to provide law enforcement services and, most importantly, meets the overwhelming demand for this service expressed by our community.

While eliminating the CSO program offers some budgetary relief, it does not fully resolve the ongoing shortfall. Therefore, the Budget Committee has also recommended a restructuring of the City's public safety fees—fees which have not been updated in many years.

Effective July 1, 2025:

- The \$3.00 monthly Community Safety Officer fee will be discontinued.
- The existing \$18.00 monthly Public Safety Fee will be increased to \$29.00 per utility account.
- Beginning in FY2026–2027, this fee will automatically adjust each July 1 based on the annual change in the Consumer Price Index for All Urban Consumers (CPI-U), to ensure alignment with inflation and cost-of-service increases.

These changes are necessary to responsibly fund the law enforcement services our community both requires and expects, while moving toward a more sustainable long-term financial position.

#### *System Development Charges Fund – 08*

The mission of Shady Cove's System Development Charges program is to equitably allocate the costs of expanding public infrastructure necessitated by new development. By aligning SDCs with the city's Comprehensive Plan, we ensure growth contributes to the enhancement of essential services, including transportation, water, sewer, and parks, thereby supporting the community's long-term sustainability and quality of life.

Although the fund has remained stagnant in recent years for unknown reasons, the City is committed to exploring revenue opportunities and identifying eligible capital improvement projects in the current fiscal year to activate and utilize the fund in alignment with the City's Comprehensive Plan.

#### *General Fund – 10*

The mission of the Shady Cove General Fund is to provide essential public services that enhance the safety, quality of life, and well-being of our residents, businesses, and visitors.

Through responsible fiscal stewardship, and strategic alignment with the City’s Comprehensive Plan, the General Fund supports core municipal functions—including public safety, administration, planning, and community development—ensuring sustainable growth and a resilient, vibrant community.

City Administration expenses fall under the General Fund. By union contract, July 1, there is an annual 5% COLA increase for all our union employees.

#### *Transient Lodging Tax Fund – 11*

Transient Lodging Tax (TLT) revenue is a critical funding source for the City of Shady Cove, generated by visitors who stay in local hotels, vacation rentals, and other short-term accommodations. These funds are intended to support tourism-related activities and services that enhance the visitor experience while also benefiting the community. As a tourism-dependent city, Shady Cove relies on TLT revenue to sustain and promote its identity as a recreation and hospitality destination.

A portion of TLT revenue is allocated to tourism promotion, marketing, and community events that draw visitors to the area. These investments include seasonal festivals, signage, wayfinding, branding, and regional advertising campaigns. By supporting these efforts, the City increases its visibility and economic resilience, encouraging year-round visitation and boosting local businesses such as restaurants, outfitters, and retail shops. TLT funds are also used to partner with tourism agencies and develop materials that highlight Shady Cove’s natural assets and recreational opportunities.

Beginning in FY2025–2026, the City will ensure compliance with state law and prioritize initiatives that reinforce Shady Cove’s position as a premier gateway to outdoor adventure in Southern Oregon.

#### *Water Project Fund – 12*

The Water Project Fund supports the development of a municipal water utility for the City of Shady Cove—a long-term strategic priority aimed at ensuring safe, reliable, and locally controlled drinking water for residents and businesses. Currently, the community relies on a patchwork of private and shared wells, which are vulnerable to seasonal fluctuations, contamination risks, and lack centralized oversight. The fund will be used to conduct feasibility studies, secure regulatory approvals, design infrastructure, and pursue state and federal funding opportunities to offset capital costs.

Creating a municipal water system is critical to the City’s future resilience, particularly as Shady Cove continues to grow and face increasing wildfire and drought-related threats. The Water Project Fund positions the City to proactively plan and invest in water infrastructure

that meets public health standards, supports economic development, and enhances long-term sustainability. This initiative represents a foundational step toward local water sovereignty and greater service equity for all Shady Cove residents.

**Proposed Changes:**

**Phone lines**

Transitioning from traditional telephone services to Voice over Internet Protocol (VoIP) system can offer significant cost savings. Estimates are a potential savings of up to 50% annually compared to traditional landlines. Installation costs will be minimal as City Hall already has the necessary internet infrastructure.

**ACCOUNTING POLICIES**

The city has transitioned auditing services from Isler to KDP Advisors (Medford).

This is a continuation of our goals for growth and the city council’s strong desire to revitalize our economy while preserving our high quality of life. The budget is another step on a path that will allow us to fundamentally restructure our economy and place the city’s finances and services on a stable financial base.

I would like to thank our department heads for working together as a team to produce the budget and the Budget Committee members for their consideration of this proposed budget and their continued dedication to the city and residents of Shady Cove.



FISCAL RESPONSIBILITY

The City will continue to operate efficiently, with no personnel costs and prudent management of overhead. This budget is designed to deliver and to maximize the value of public investment for the benefit of residents of Shady Cove, ensuring efficient operations, and building strong financial fitness for long-term success.

Respectfully submitted,



Michèle Parry  
City Administrator/Budget Officer

BUDGET CALENDAR  
CITY OF SHADY COVE  
FY2025-2026 BUDGET PROCESS SCHEDULE

ACTION ITEMS

TARGET DATES

1	PRELIMINARY BUDGET WORKSHEETS TO STAFF	April 14, 2025
2	FIRST & SECOND PUBLICATION OF NOTICE OF BUDGET COMMITTEE MEETING	April 4, 2025
3	PROPOSED BUDGET PACKET TO BUDGET COMMITTEE MEMBERS	April 14, 2025
4	1 <sup>st</sup> BUDGET COMMITTEE MEETING	April 29, 2025
5	2 <sup>nd</sup> BUDGET COMMITTEE MEETING	April 29, 2025
6	3 <sup>rd</sup> BUDGET COMMITTEE MEETING	May 6, 2025
7	Final BUDGET COMMITTEE MEETING	May 13, 2025
8	COUNCIL BUDGET PUBLIC HEARING	June 5, 2025
9	2 <sup>nd</sup> COUNCIL BUDGET PUBLIC HEARING	June 19, 2025
10	ADOPTION OF RESOLUTIONS	June 19, 2025
11	TAX CERTIFICATIONS	June 19, 2025
12	LB1	June 19, 2025
13	LB50	June 19, 2025
FY2025-2026 Adopted Budget sent to Jackson County before June 30, 2025		