



City of **SHADY COVE**
small town, BIG ADVENTURES

City of Shady Cove

City Council Regular Meeting Minutes

Thursday, February 19, 2026

CALL TO ORDER

Mayor Richardson called the regular City Council Meeting to order at 6:00 pm in the City Council Chamber.

Roll Call was taken. Council Present were Mayor Richardson, Councilor Nuckles, Councilor Mitchell, Councilor Winfrey, Councilor Vanier. Quorum was established.

Staff Present: City Administrator Protem John Edwards and Planning Technician Jeannie Curry

ANNOUNCEMENTS

The Mayor led the Council and audience in the Pledge of Allegiance and made announcements on the agenda.

The Mayor added two items to the agenda under new business.

CONSENT AGENDA

Council reviewed the minutes of February 05, 2026

Council reviewed the invoice for pending bills to be paid dated February 2026.

A motion was made to accept the minutes of February 05, 2026, and the pending bills to be paid report dated February 2026 for \$15,279.23

There was no discussion offered.

Motion: Councilor Mitchell

Second: Councilor Nuckles

Motion carried 5-0.

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PUBLIC COMMENTS ON AGENDA ITEMS

Joyce Chapman (Zoom), Shari Tarvin, and Heather Jareau gave comments.

STAFF REPORTS

Jackson County Sheriff Deputy was not present.

Fire Department District 4 representatives were absent.

City Administrator Protem report:

The 20-23 Audit corrective action plan was submitted to the Oregon Secretary of State office on February 9, 2026

Awaiting DLCD agreement between RVCOG and DLCD/HAPO has been finalized. The Planning Commission will be working with Dick Converse soon.

The lighting upgrades are completed at City Hall.

The 335 Yew Wood Drive. The new owner has been to City Hall and is acquiring the necessary permits to begin the work of clearing the area and beginning construction on the lot.

The city has signed an intergovernmental agreement with RVCOG for some help with our preparation for the 2024 audit. Senior Accountant Viki Robinson has begun work with the city planning tech in preparing documents.

ROW workshop update was given. Progress is being made and Councilor Nuckles is working on compiling the final draft for council.

The city also entered an Inter- Governmental Agreement with RVCOG for the recruitment of a new City Administrator. Preparations are underway.

Shady Cove Water update. The city is proposing a meeting with Sunstone to have discussions to discuss the city's terms of the proposed land use agreement. The city has been in contact with the Army Corps of engineers and Business Oregon to get back on track with proposed city water project.

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Unfinished Business:

A. City administrator Recruitment:

A presentation by Adrian Modjeski from RVCOG was given regarding their work on the City Administrator recruitment process and provided the council with a job announcement, job description and hiring procedures for review and consideration. Suggestions from council were given.

- **A motion was made to accept the City of Shady Cove Hiring Procedure as presented by RVCOG with the modification to remove the language of a maximum of three finalists.**

There was no discussion offered.

Motion: Councilor Mitchell

Second: Councilor Vanier

Motion carried 5-0.

Discussion regarding measuring job performance and expectations for contract employees was given.

- **A motion was made to accept the City of Shady Cove Job Description as presented by RVCOG.**

Motion: Councilor Nuckles

Second: Councilor Vanier

Motion carried 5-0.

Brief discussion regarding salary range was given.

- **A motion was made to accept the City of Shady Cove Job Announcement as presented by RVCOG.**

• Motion: Councilor Mitchell

Second: Councilor Nuckles

Motion carried 5-0.

B. Franchise Agreement / Right of Way Licenses and Ordinances:

A brief discussion regarding agreed amendments from council to the document. Changes will be made and the document will be prepared for council approval at the next council meeting.

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NEW BUSINESS

9.A Resolution 26-01:

A question from Councilor Vanier was addressed regarding clarification of language regarding pronouns and effective date.

- **A motion was made that council adopt Resolution 26-01 concerning the censure and exclusion of a councilor from certain executive sessions held under Oregon Statute 196.660.(2), (f), also ORS.192.660(2),(h), and ORS 192.660 (2), (a)**

There was no further discussion.

Motion: Councilor Mitchell

Second: Councilor Nuckles

Motion was carried by a vote of 3-0-2.

Councilors Winfrey and Vanier abstained.

9.B Union Negotiations

City Administrator Protem explained the need for council to appoint two representatives to represent the city in negotiations.

- **A motion was made that City Administrator Protem Edwards and Mayor Richardson to start negotiations with the union.**

Motion: Councilor Nuckles

Second: Councilor Mitchell

Brief discussion took place regarding presentation to council for proposal agreements prior to acceptance by negotiation team.

Motion carried 5-0.

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Written Communication

There was one written communication that was distributed to all of council for their review.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Public comments were taken from Sandra Barber, Hank Hohenstein, Terry Rasmussen, Joyce Chapman and Natalie Swendener.

COUNCIL COMMENTS

Councilor Mitchell thanked everyone for attending.

Councilor Vanier echoed Councilor Mitchell’s comment and spoke about the behavior at the earlier open session.

Councilor Winfrey thanked everybody for their support.

Councilor Nuckles briefly explained the beginning of the process regarding the censure procedure.

The Mayor had no comments.

There being no further business before the council, Mayor Richardson adjourned the meeting at 7:04 PM.

MINUTES APPROVED:

ATTEST:

Lena Richardson

John Edwards

Mayor

City Administrator Protem

Council Vote:

Mayor Richardson _____

Councilor Nuckles _____

Councilor Mitchell _____

Councilor Winfrey _____

Councilor Vanier _____