

City of Shady Cove **INSIDER**



FINANCIAL INFORMATION

The audit document, for fiscal year 2012-2013, was received early in the month. A copy is available at City Hall for anyone who wishes to review the findings.

The City's Budget Committee will convene on April 16, 2014 at 9:00 AM in the Council Chambers at City Hall. The committee's charge is to review, make adjustments deemed necessary or desirable, and approve the proposed budget for fiscal year 2014-2015, as well as approve taxation rates or amounts. If necessary, a second meeting will be held on April 23, 2014 at 9:00 AM in City Hall. Budget documents will be available for public review on April 9, 2014.

City of Shady Cove

"and a river runs through"

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CITY COUNCIL MEETING: MARCH 6, 2014

The council heard a presentation by District #4, Interim Fire Chief, Roy Palmer. He explained staffing and skill levels. He identified how some of the management oversight and administrative responsibilities are affected through an agreement with Fire District #3. Roy also pointed out that he is now an employee of Fire District #3. In addition to his responsibility for District #4, he is also responsible for the non-staffed fire houses within the district.

The council passed several resolutions. The first resolution approved Council Directives for budget preparation for fiscal year 2014-2015. This sets forth budget format, recommended guidelines and assumptions. Fixed amounts such as salaries, taxes, loan payments, payments for fixed contracted services are also included. The final component is Administrative Allocation, which reflects payments to the General Fund from both Street and Sewer Funds. The allocation is for services performed and provided to the two funds, and paid from the General Fund.

A resolution to repeal the tourism grant process was approved. In the last couple years, a portion of the promotional budget was itemized separately and allocated for grants awarded by the city council. That funding will now be included in the promotion/tourism line which is dispersed by the City Administrator. Applications will still be required and all relevant information will be compiled and tracked, so that anyone interested can see how the money was distributed. This year the proposed budget for this line item is \$16,300. That is more than twice the amount either budgeted or distributed for each of the previous 3 years. The source for promotion/tourism funding is raft rental fee and transient occupancy tax. This proposed amount represents 30% of that source.

A resolution to budget each account within the System Development Charges (SDC) Fund, on separate pages, was approved. Expenditures will be accounted for in each account rather than transferred to other funds for expenditure. This method was used up until two years ago. The City's auditor is in full support of this change, back to the former method. He said it will be much easier to audit (read, less time. The City pays for time).

The council approved a resolution to extend the City's liability insurance umbrella for certain situations. Generally when non-profits or civic-minded groups sponsor promotional, one day events, with the proceeds provided to groups that do "good works" services such as Community Center after school activities for students. The umbrella will not be

CITY COUNCIL MEETING: MARCH 6, 2014 *continued*

extended if the event includes the service of alcohol (i.e. beer garden) or includes exposure to excessive or strict liability (i.e. bounce house, trampoline). Several years ago this was provided by the city for many events and the city was not assessed additional premiums. It is our expectation that, again, additional premiums will not be assessed. The first application of this is for the Spam Festival scheduled for June 28, 2014, with no additional cost to the city. If an event does require an additional premium, the city's contribution cannot exceed \$350.00. That amount will be paid out of the promotion/tourism line item.

The final item was a request from the president of the local Chamber of Commerce, Richard Gyuro, for funds to promote our area through the "101 Things to Do" magazine and 5 events in particular. The request for \$4,619.00 was approved to be paid from the promotion/tourism line item after the commencement of fiscal year 2014-2015. Mr. Gyuro, very succinctly, pointed out that the Chamber is the economic development organization for Shady Cove.

CITY COUNCIL MEETING: MARCH 20, 2014

Michael Cavallaro, Executive Director of the Rogue Valley Council of Governments (RVCOG) made his annual presentation to the Council. Key points included discussion concerning Senior & Disability Services; Aging & Disability Resource Connection; Developmental Disabilities Crisis Diversion Services and a raft of Planning activities. With exception of a two year period ending last October, Dick Converse has been the City's professional planner since 1997. He is an employee of RVCOG, with an intimate knowledge of Shady Cove Planning, a wealth of experience as a planner for both Josephine and Jackson Counties and several communities within both Counties.

Michael also said that RVCOG may take over the septic program from the Department of Environmental Quality. That would provide a sorely needed infusion of revenue. He also mentioned that a very modest increase in member dues was approved by the Board (the Board consists of member representatives). With that increase in place, dues are still well below the 2006 level.

Lieutenant Penland, Jail Commander for Jackson County Sheriffs Department, presented an overview of jail operations. Statistical highlights included a force totaling 63, with 45 being deputies; beds total 230, and are being increased by 62 with 7 additional deputies; budget is \$9.4 million and cost per day per bed is budgeted at \$76.00

Lieutenant Penland also very clearly spoke to general operations including housing and release procedures, physical and mental health challenges, meals and relative cost, as well as challenges with an increased demand for jail facilities when facing a diminishing budget.

City Administrator, Aaron Prunty, noted that he and Chamber President, Richard Gyuro, began a plan to

walk the town to meet all business proprietors. While progress is slow, it is having a positive effect when, as a team, they discuss the Chamber objectives and a receptive and positive business environment at City Hall.

Councilor Jim Ulrich, the Council's liaison to the Shady Cove Water Works (SCWW) committee, brought all present up to date on the expansion of the water system.

On Thursday, March 13, Jackson County Housing Authority, in conjunction with AmericanWest Bank, which owns SCWW, applied for a \$372,000 grant. If awarded, the grant will provide funds for the installation of a 12" water main from the Western most point of Schoolhouse Lane, in a zig zag pattern to Cleveland St. above Terrace Place. The line will continue down Cleveland to Erickson and North on Erickson to 20.

This grant process is "fast track". Award or denial will be known within 60 to 90 days. Project completion must be within 90 days of award. Thus, if the grant is awarded to the J.C. Housing Authority, the line should be in operation late Summer or early Fall, this year.

The line will provide water to the Senior Facility, with planned service to the school. It will be complete with fire hydrants and have sufficient capacity to ultimately service all areas North of Schoolhouse Lane.

In addition to White Oak Ridge, SCWW also provides water to the Shady Cove Mobile Home Park, which has 73 spaces. Discussion is underway concerning providing service to a couple of small areas in desperate need of water with SCWW lines in the immediate vicinity.

This past year Hiland Water Corp. purchased both Northridge and Whispering Pines Water Companies. Hiland is a family owned, managed and operated company that owns water systems in several cities in Oregon. They are in final discussion with AmericanWest Bank for the purchase of SCWW.

CITY COUNCIL MEETING: MARCH 20, 2014 *continued*

Councilor Ulrich, the Council liaison to the Parks and Recreation Committee, reported on their last meeting. It is the committees desire to provide entertainment in Aunt Caroline's Park, during the summer. The entertainment would include evening movies and musical entertainment. During the Budget Committee meeting, a representative of the Parks Committee will make a request for additional money to fund their plan.

Mayor Anderson identified that a problem exists in the Street Fund Budget for the current year. Budgeted expenditures exceeded budgeted resources by

\$50,000. He explained how that came about, expenditures to date exceeding available resources and the steps being taken to overcome a forecast deficit. Budget Law does not permit any Fund to end in a deficit.

CITY COUNCIL MEETING: APRIL 3, 2014 PROPOSED AGENDA

The primary agenda item under unfinished business will be an Ordinance regarding medical marijuana dispensaries. Our original plan was to also hold an open discussion of the advantages and disadvantages of permitting Vacation Rentals By Owner (VRBO). VRBO is not currently permitted in Shady Cove. That has been rescheduled for the May 1st Council Meeting. The Council would like to hear from parties on both sides of the issue. If you have a strong opinion and cannot attend the meeting, your written opinion will be read. Please be concise.

PLANNING COMMISSION

The Shady Cove Planning Commission continues to meet to update the Comprehensive Plan. A draft is being compiled with information shared at Planning Commission meetings. Meetings are held on the 2nd and 4th Thursdays of each month.

A completed draft will be sent to the Department of Land Conservation and Development (DLCD) for review. Citizen input through public hearings will follow the DLCD review. This process is expected to take much, if not all, of 2014 to produce a document City Council can adopt as an updated planning tool.

Most other planning related business has been at a level of complexity resolved by staff without deliberation and decision by the Planning Commission.

Upcoming Events



April 12th

Park Clean Up Day

Aunt Caroline's Park
10:00 AM–1:00 PM

Please bring gloves, and additional gardening tools for use.

May 3rd & 4th

Shady Cove/Trail Wildflower Association

Shady Cove School Gym

Proceeds donated to Jackson County Fire District #4 for the purchase of necessary safety equipment.