

AGENDA

JEFFERSON COUNTY
BOARD OF COMMISSIONERS MEETING
OCTOBER 25, 2023
COMMISSION MEETING ROOM
8:15 AM

This meeting has the option of attending via teleconference. The meeting is open for onsite attendees. The teleconference allows for listening to the meeting, but will be muted for incoming participation, except during “citizen comments” that will occur at approximately 9:00am.

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the above referenced meeting; however, the agenda does not limit the ability of the County Commission to consider additional subjects. Meetings are subject to cancellation without notice. Other than hearings, which are publicly noticed, the time schedule is approximate and may vary for individual agenda items. The Board reserves the right to place a time limit on public testimony on any agenda item. The meeting place is handicapped accessible. Those needing assistance should contact the Commission office two (2) days in advance of the meeting by calling (541) 475-2449.

All agenda items shall be taken up between scheduled (time specific) appointments, action items, or public hearings when time permits.

CONFERENCE CALL LINE: (301) 715-8592 MEETING ID: 898 1666 4155 PASSCODE: 2449
<https://us06web.zoom.us/j/89816664155?pwd=RkNKeTM0T1YvWDA3Q2U3QmIwMytGdz09>

1. Administrative Session (8:15) *(The items discussed during Administrative Session are intended to have staff present updates/reports or routine items to the Board. The Second Wednesday of the month is an Elected Official/Department Director Meeting)*
 - 1.1 Community Development Department - FY 2023-24 First Quarter Report.
 - 1.2 County Treasurer Monthly Financial Report & Investment Committee.
[1.2.pdf](#)
2. Call to Order/Pledge of Allegiance/Invocation
3. Presentations/Awards
4. Changes to the Agenda (Consideration of Submission of Late Items)
5. 9:00 A.M. - Citizen Comments
6. Consent Agenda *(The items on the Consent Agenda are considered routine and will all be adopted in one motion unless a Board member or person in the audience requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the item will be taken up immediately following the vote on the remaining items)*

- 6.1 September 2023 Credit Card Payable Paid September 2023 in the amount of \$123,321.16 - signed by Commission.
[6.1.pdf](#)
- 6.2 October 2023 Accounts Payable Paid October 2023 in the amount of \$894,299.17 - signed by Commission.
[6.2.pdf](#)
- 6.3 October 2023 Accounts Payable Paid October 2023 in the amount of \$380,886.21 - signed by Commission.
[6.3.pdf](#)
- 6.4 Certificate of Right to Burial, Certificate No. 2082, 2083, & GB187 - signed by Commission.
[6.4.pdf](#)
- 6.5 Action Minutes for October 11, 2023 - signed by Commission.
[6.5.pdf](#)
- 6.6 Jefferson County Fire & EMS Ordinance No. 23-01 - acknowledged by Commission.
[6.6.pdf](#)
- 6.7 October 6, 2023 letter to House Committee on Agriculture, Land Use, Natural Resources and Water - acknowledged by Commission.
[6.7.pdf](#)

7. Scheduled Appointments, Action Items, and Public Hearings

- 7.1 9:30 a.m. - Public Hearing - In the Matter of Legalizing Certain Portions of NE Trout Creek Road and E Ashwood Road.
- 7.2 10:00 a.m. - Dog Kennel Updates.

8. Action Items

- 8.1 Order In the Matter of Legalizing Certain Portions of NE Trout Creek Road and E Ashwood Road Pursuant to ORS 368.206 - signed by Commission.
[8.1.pdf](#)
- 8.2 Scope of Work from Anderson Perry for Pony Butte Road Evaluation and Design - signed by Commission Chair.
[8.2.pdf](#)
- 8.3 US Department of Transportation Grant Agreement Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program - signed by Commission Chair.
[8.3.pdf](#)
- 8.4 Salary Order for Dallas Berry, Public Works Maintenance Worker I, Grade MWI, Step 1 - signed by Commission.
[8.4.pdf](#)

- 8.5 Salary Order for Cas Schrunk, Public Works Maintenance Worker I, Grade MWI, Step 8 - signed by Commission.
[8.5.pdf](#)
- 8.6 State of Oregon Department of Human Services Intergovernmental Grant Agreement #181737 - signed by Commission Chair.
[8.6.pdf](#)
- 8.7 Salary Order for Hailey Clark, Public Health Finance and Billing Specialist, Grade 18G, Step 6 - signed by Commission.
[8.7.pdf](#)
- 8.8 2023-2025 State Child Abuse Multidisciplinary Intervention (CAMI) Grant Award between the Department of Justice and Jefferson County - signed by Commission Chair.
[8.8.pdf](#)
- 8.9 Salary Change Order for Sofia Nunez - signed by Commission.
[8.9.pdf](#)
- 8.10 Salary Order for Corina Domingo, Victim Assistance Grant Coordinator, Grade 19H, Step 11 - signed by Commission.
[8.10.pdf](#)
- 8.11 Salary Change Order for Jeremy Skeels - signed by Commission.
[8.11.pdf](#)
- 8.12 Salary Change Order for Doug Lane - signed by Commission.
[8.12.pdf](#)
- 8.13 Salary Change Order for Bryan Skidgel - signed by Commission.
[8.13.pdf](#)
- 8.14 Contract for Goods and Services between Jefferson County and Accurate Electric Unlimited for Jail Intercom Upgrade - signed by Commission.
[8.14.pdf](#)
- 8.15 Salary Change Order for Katrina Flande - signed by Commission.
[8.15.pdf](#)
- 8.16 Salary Order for Tim Kerr, Buildings & Grounds Maintenance Tech II, Grade 15D, Step 13 - signed by Commission.
[8.16.pdf](#)
- 8.17 Purchase Requisition Form for two (2) Snow Pusher Attachments for Buildings & Grounds in the amount of \$8,322.56 from Pape Machinery Inc - signed by Commission.
[8.17.pdf](#)
- 8.18 Amendment to Farm Lease Agreement between Jefferson County and Casad Family Farms - signed by Commission.
[8.18.pdf](#)

- 8.19 Intergovernmental Agreement between Jefferson County and the City of Madras, Industrial Space Grant - signed by Commission.
[8.19.pdf](#)
- 8.20 Statutory Warranty Deed to City of Madras, Grantee, for Tax Lot 12190 located in the 900 Block of B Street, Madras, Oregon - signed by Commission.
[8.20.pdf](#)
- 8.21 Letter of Support for UTV Grant Application for Jefferson County Fire & EMS - signed by Commission.
[8.21.pdf](#)
- 8.22 Jefferson County Public Employee Retirement System (PERS) - New Side Account - approved by Commission.
[8.22.pdf](#)
- 9. Elected Official Report(s)/Request(s)
- 10. Department Heads Report(s)/Request(s)
 - 10.1 WiFi for RV Park and Juniper Hills Park.
[10.1.pdf](#)
 - 10.2 Regional Health Assessment Preliminary Data Updates from Public Health.
- 11. County Counsel Report(s)/Request(s)
- 12. County Administrative Officer Report(s)/Request(s)
- 13. Commission Discussion Items
 - 13.1 Continued discussion regarding American Rescue Plan (ARPA) & CARES Act Funding Programs.
- 14. Announcements/Notification of additional Commission Meetings
- 15. Executive Session
- 16. Adjourn

Jefferson County

Monthly Treasurer Report September 2023

Date Prepared: 10/13/23

Date Presented: 10/25/23

Report Prepared By:

Kate Knop

Treasurer

66 SE D Street, Suite E

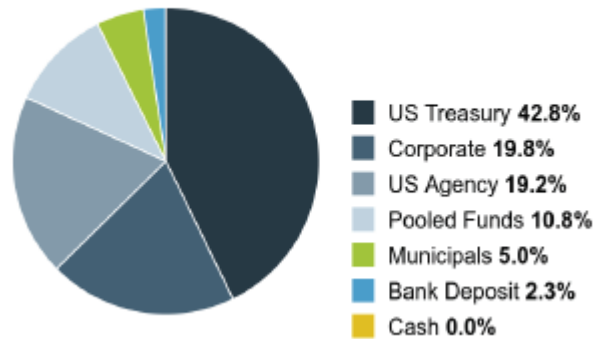
Madras, OR 97741

Kknop@jeffco.net

P: 541-325-5014

This period's total portfolio balance decreased by <\$3,524,099.44>. The total portfolio is primarily in the US Treasury (42.8%).

Allocation by Asset Class



PERFORMANCE

(\$2,103,134.04)

Current Portfolio Unrealized LOSS

0.12%

Umpqua Bank Interest Rate

4.80%

LGIP Interest Rate (pool)

2.67%

GPA Core Portfolio Yield Rate

INTEREST

SPREAD

\$121,926.83

(\$3,376.13 or 2.77% more than the prior month.)



ACCOUNT BALANCE

Total Original Cost	\$ 58,708,406.25
Cost Accrued Interest	234,044.20
Total Combined Cash Basis Funds GPA	<u>\$58,942,450.45</u>

Cash Combined Balance of General Ledger	\$ 58,093,899.73
The variance between GL and GPA Totals Report	<u>\$ 151,449.28</u>

Variance is attributed to "Deposits in Transit" in the general account that amount to \$376,695.31 and ZBA balances that total \$225,246.03 checks we have processed from our accounting system. However, they have not yet cleared the bank.

Note that the attached Monthly Investment Report from GPA Financial is presented on the period-end accrual basis with market-based totals that differ from the County's general ledger.

INVESTMENT TRANSACTIONS

The investment core reflects a maturity of Freddie Mac for \$1,750,000 and there were no purchases.

Monthly Investment Report Jefferson County

September 30, 2023

Total Aggregate Portfolio

Month End Commentary - September 2023

Higher for longer took center stage in September, leading to a continued rise in longer-term yields that sent the 5-year yield up 36 basis points while the 10-year yield jumped by 46 basis points. Short-term yields were more stable with the 2-year yield increasing by 18 basis points while yields inside of 1-year were largely unchanged. The equity market, as measured by the S&P 500, declined 4.9% while credit spreads widened modestly in sympathy.

The higher for longer trend took hold as the domestic economy continues to power through the interest rate increases while Federal Reserve officials marked up their outlook for economic growth while reducing their inflation forecasts which led to less rate cuts over the course of the next two years. Perhaps this economy can handle 5% yields, or perhaps we have yet to feel the full brunt of monetary policy tightening. My bet is on the latter, but time will tell.

Trends in the economy continued along with solid, perhaps accelerating, labor markets and inflation that continues to come down despite solid growth and consumption. The labor market added 336 thousand jobs in September, above the 266 thousand 3-month average while wage growth declined to 4.2% year-over-year. Headline inflation picked up to 0.60% month-over-month and 3.7% year-over-year, mostly due to rising energy prices, while the Fed-preferred core-PCE measure came in at 0.10% month-over-month and 3.9% year-over-year. Core-PCE is now running at 2.1% on a 3-month annualized basis, which indicates recent trends are back on target with the Fed's objectives. The focus going forward will be to see if this progress continues along, which we expect will be the case given headwinds to consumption and the lagged impact of rent and housing that has yet to fully flow into the data.

The Federal Reserve went on pause again in September and continues to forecast one more 25 basis point hike before the end of the year. Market pricing places a 40% chance they will move again. Inflation and labor market data will determine the course, we continue to believe the Fed is done with this cycle.

We continue to want to lean slightly longer duration in portfolios to prepare for the end of the rate hiking cycle which typically also marks the peak in interest rates and precedes the re-steepening of the interest rate curve. We remain neutral in corporate credit and find value in the agency and municipal markets.

Treasury Curve Total Returns Last 12 Months

Treasuries	Total Return
3 month bill	4.47%
1 year note	3.68%
2 year note	1.49%
3 year note	1.75%
5 year note	0.48%

Treasury Benchmark Total Returns In Month

Benchmark	Period Return	YTM	Duration (Years)
ICE BAML 90 Day Bill	0.46%	5.33%	0.23
ICE BAML 0-1 Year Treasury	0.43%	5.44%	0.49
ICE BAML 0-3 Year Treasury	0.15%	5.24%	1.35
ICE BAML 0-5 Year Treasury	-0.15%	5.08%	2.05

Changes In The Treasury Market (Absolute Yield Levels)

Treasuries	09/30/2022	07/31/2023	08/31/2023	09/30/2023	1 Month Change	12 Month Change
3 month bill	3.25%	5.40%	5.44%	5.45%	0.01%	2.20%
6 month bill	3.90%	5.45%	5.50%	5.54%	0.04%	1.64%
2 year note	4.28%	4.88%	4.86%	5.04%	0.18%	0.77%
3 year note	4.29%	4.53%	4.55%	4.80%	0.25%	0.51%
5 year note	4.09%	4.18%	4.25%	4.61%	0.36%	0.52%
10 year note	3.83%	3.96%	4.11%	4.57%	0.46%	0.74%

Compliance Report

Jefferson County | Total Aggregate Portfolio



September 30, 2023

Category	Policy Limit	Actual Value*	Status
Policy Diversification Constraint			
US Treasury Obligations Maximum % of Holdings	100.000	42.847	Compliant
US Agency Callable Securities Maximum % of Total Portfolio	25.000	0.000	Compliant
US Agency FFCB Issuer Concentration	35.000	0.000	Compliant
US Agency FHLB Issuer Concentration	35.000	12.030	Compliant
US Agency FHLMC Issuer Concentration	35.000	0.874	Compliant
US Agency FNMA Issuer Concentration	35.000	6.270	Compliant
US Agency Obligations - All Other Issuers Combined	35.000	0.000	Compliant
US Agency Obligations Issuer Concentration	35.000	12.030	Compliant
US Agency Obligations Maximum % of Holdings	100.000	19.174	Compliant
Municipal Bonds Issuer Concentration	5.000	1.798	Compliant
Municipal Bonds Maximum % of Holdings	25.000	4.975	Compliant
Municipal Bonds Outside OR, CA, ID, WA	0.000	0.000	Compliant
Corporate Notes & Commercial Paper Maximum % of Holdings	35.000	19.750	Compliant
Corporate Notes & Commercial Paper Single Issuer %	5.000	3.445	Compliant
Certificates of Deposit Issuer Concentration	5.000	0.000	Compliant
Certificates of Deposit Maximum % of Holdings	20.000	0.000	Compliant
Banker's Acceptance Issuer Concentration	5.000	0.000	Compliant
Banker's Acceptance Maximum % of Holdings	10.000	0.000	Compliant
LGIP-Oregon Short Term Fund Maximum	59,847,000.000	6,170,055.950	Compliant
Bank Time Deposits/Savings Accounts Issuer Concentration	10.000	2.105	Compliant
Bank Time Deposits/Savings Accounts Maximum % of Holdings	20.000	2.357	Compliant
No 144A or 4(2)	0.000	0.000	Compliant

1) Actual values are based on market value.

2) The compliance report allows for resolutions to be documented if an actual value exceeds a limit. The specific resolution can be found on the client portal site.

Compliance Report

Jefferson County | Total Aggregate Portfolio



September 30, 2023

Category

Policy Maturity Structure Constraint	Policy Limit	Actual %	Status
Maturity Constraints Under 30 days Minimum % of Total Portfolio	10.000	13.241	Compliant
Maturity Constraints Under 1 year Minimum % of Total Portfolio	25.000	38.379	Compliant
Maturity Constraints Under 5.25 years Minimum % of Total Portfolio	100.000	100.000	Compliant
Policy Maturity Constraint	Policy Limit	Actual Term	Status
US Treasury Maximum Maturity At Time of Purchase (years)	5.250	4.984	Compliant
US Agency Maximum Maturity At Time of Purchase (years)	5.250	4.973	Compliant
Municipals Maximum Maturity At Time of Purchase (years)	5.250	4.625	Compliant
Corporate Maximum Maturity At Time of Purchase (years)	5.250	5.172	Compliant
Commercial Paper Maximum Maturity At Time of Purchase (days)	270.000	0.000	Compliant
Certificates of Deposit Maximum Maturity At Time of Purchase (years)	5.250	0.000	Compliant
Banker's Acceptance Maximum Maturity At Time of Purchase (days)	180.000	0.000	Compliant
Weighted Average Maturity (years)	2.000	1.863	Compliant
Policy Credit Constraint			Status
Municipal Bonds Ratings Minimum AA-/Aa3/AA- (Rated by 1 NRSRO)			Compliant
Corporate Notes Ratings Minimum AA-/Aa3/AA- (Rated by 1 NRSRO)			Compliant
Commercial Paper Ratings Minimum A1/P1/F1 (Rated by 1 NRSRO)			Compliant
Banker's Acceptance Ratings Minimum A1/ P1/F1 (Rated by 1 NRSRO)			Compliant

1) Actual values are based on market value.

2) The compliance report allows for resolutions to be documented if an actual value exceeds a limit. The specific resolution can be found on the client portal site.

Summary Overview

Jefferson County | Total Aggregate Portfolio

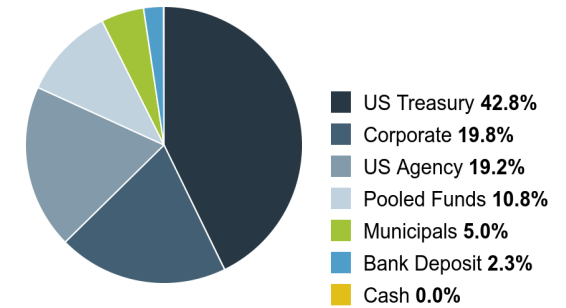


September 30, 2023

Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	7,515,266.39
Investments	49,438,387.31
Book Yield	2.67%
Market Yield	5.10%
Effective Duration	1.69
Years to Maturity	1.87
Avg Credit Rating	AA+

Allocation by Asset Class



Strategic Structure

Account	Par Amount	Book Value	Original Cost	Market Value	Net Unrealized Gain (Loss)	Accrued	Yield at Cost	Effective Duration	Benchmark Duration	Benchmark
JEFF-Investment Core	51,758,750.00	51,298,730.50	51,201,889.86	49,195,596.46	(2,103,134.04)	251,540.85	2.47%	1.95	2.05	ICE BofA 0-5 Year US Treasury Index
JEFF-Liquidity	7,506,516.39	7,506,516.39	7,506,516.39	7,506,516.39	0.00	0.00	3.96%	0.01	0.08	ICE BofA US 1-Month Treasury Bill Index
Total	59,265,266.39	58,805,246.89	58,708,406.25	56,702,112.85	(2,103,134.04)	251,540.85	2.67%	1.69	0.48	

Portfolio Activity

Jefferson County | Total Aggregate Portfolio



September 30, 2023

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Book Value	58,798,884.87	61,702,272.65
Maturities/Calls	(1,750,000.00)	(3,750,000.00)
Purchases	0.00	0.00
Sales	0.00	(2,479,060.42)
Change in Cash, Payables, Receivables	1,743,431.17	3,282,760.70
Amortization/Accretion	12,930.85	52,282.29
Realized Gain (Loss)	0.00	(3,008.33)
Ending Book Value	58,805,246.89	58,805,246.89

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Market Value	56,847,000.82	59,592,997.03
Maturities/Calls	(1,750,000.00)	(3,750,000.00)
Purchases	0.00	0.00
Sales	0.00	(2,479,060.42)
Change in Cash, Payables, Receivables	1,743,431.17	3,282,760.70
Amortization/Accretion	12,930.85	52,282.29
Change in Net Unrealized Gain (Loss)	(151,249.99)	6,141.58
Net Realized Gain (Loss)	0.00	(3,008.33)
Ending Market Value	56,702,112.85	56,702,112.85

Maturities/Calls	Market Value
Month to Date	(1,750,000.00)
Fiscal Year to Date	(3,750,000.00)

Purchases	Market Value
Month to Date	1,734,681.17
Fiscal Year to Date	4,459,854.53

Sales	Market Value
Month to Date	0.00
Fiscal Year to Date	(3,664,904.25)

Return Management-Income Detail

Jefferson County | Total Aggregate Portfolio



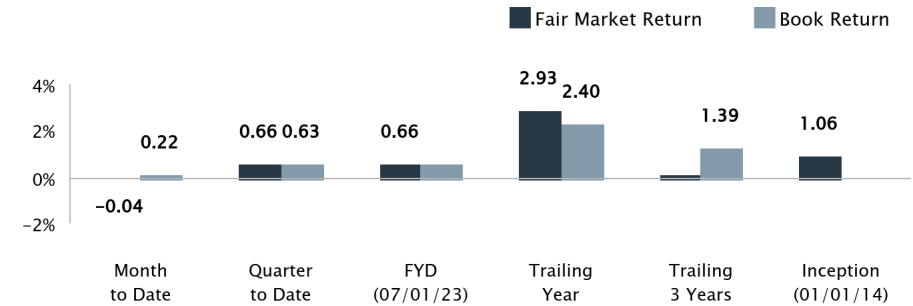
September 30, 2023

Accrued Book Return

	Month to Date	Fiscal Year to Date (07/01/2023)
Amortization/Accretion	12,930.85	52,282.29
Interest Earned	112,787.65	320,563.64
Realized Gain (Loss)	0.00	(3,008.33)
Book Income	125,718.50	369,837.60
Average Portfolio Balance	55,461,411.96	57,007,430.33
Book Return for Period	0.22%	0.63%

Return Comparisons

Periodic for performance less than one year. Annualized for performance greater than one year.



Fair Market Return

	Month to Date	Fiscal Year to Date (07/01/2023)
Market Value Change	(164,180.85)	(46,140.71)
Amortization/Accretion	12,930.85	52,282.29
Interest Earned	112,787.65	320,563.64
Fair Market Earned Income	(38,462.35)	326,705.22
Average Portfolio Balance	55,461,411.96	57,007,430.33
Fair Market Return for Period	(0.04%)	0.66%

Interest Income

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Accrued Interest	301,509.14	276,015.00
Coupons Paid	162,755.94	345,037.79
Purchased Accrued Interest	0.00	0.00
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	251,540.85	251,540.85
Interest Earned	112,787.65	320,563.64

Notation: Book and Fair Market Returns are not annualized

Security Type Distribution

Jefferson County | Total Aggregate Portfolio

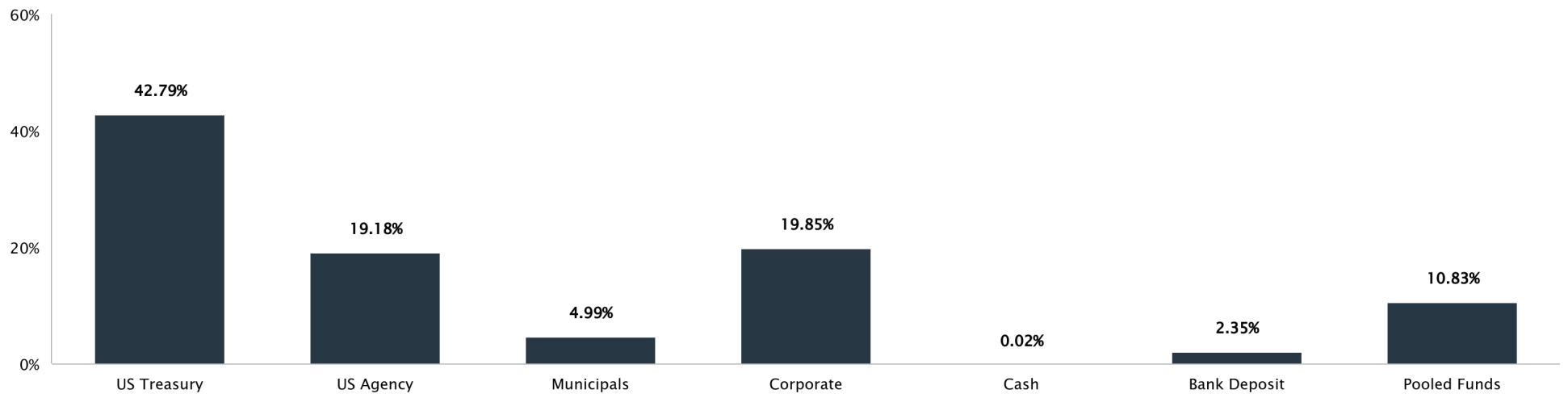


September 30, 2023

Security Type Distribution

Security Type	Par Amount	Book Yield	Market Value + Accrued	% of Market Value + Accrued
US Treasury	25,750,000.00	1.41%	24,368,814.10	42.79%
US Agency	11,250,000.00	3.35%	10,923,932.15	19.18%
Municipals	3,000,000.00	4.20%	2,842,284.89	4.99%
Corporate	11,750,000.00	3.47%	11,303,356.17	19.85%
Cash	8,750.00	0.00%	8,750.00	0.02%
Bank Deposit	1,336,460.44	0.11%	1,336,460.44	2.35%
Pooled Funds	6,170,055.95	4.80%	6,170,055.95	10.83%
Total	59,265,266.39	2.67%	56,953,653.70	100.00%

Security Type Distribution



Risk Management-Credit/Issuer

Jefferson County | Total Aggregate Portfolio

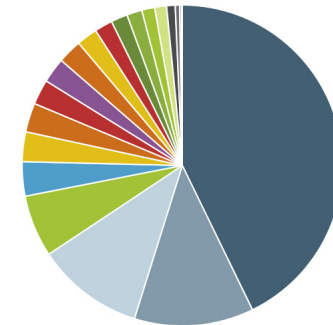


September 30, 2023

Credit Rating S&P/Moody's/Fitch

	Market Value + Accrued	%
S&P		
A	4,307,494.73	7.56
A-	3,109,236.09	5.46
AA	2,588,456.91	4.54
AA+	37,402,966.61	65.67
AA-	744,786.41	1.31
AAA	1,294,196.56	2.27
NA	7,506,516.39	13.18
Moody's		
A1	9,119,174.40	16.01
Aa1	1,805,744.33	3.17
Aa3	744,786.41	1.31
Aaa	37,777,432.17	66.33
NA	7,506,516.39	13.18
Fitch		
AA+	36,578,192.80	64.22
AA-	9,119,174.40	16.01
AAA	8,750.00	0.02
NA	11,247,536.50	19.75
Total	56,953,653.70	100.00

Issuer Concentration



- United States **42.8%**
- Federal Home Loan Banks **12.1%**
- Oregon Short Term Fund **10.8%**
- Federal National Mortgage Association **6.3%**
- The Toronto-Dominion Bank **3.5%**
- Amazon.com, Inc. **3.0%**
- JPMorgan Chase & Co. **2.9%**
- Bank of America Corporation **2.5%**
- Apple Inc. **2.5%**
- Royal Bank of Canada **2.4%**
- COLUMBIA BANK DEPOSIT **2.1%**
- San Francisco City & County of **1.8%**
- The Bank of New York Mellon Corporation **1.7%**
- San Bernardino Community College District **1.6%**
- Colgate-Palmolive Company **1.3%**
- San Ramon Valley Unified School District **1.2%**
- Federal Home Loan Mortgage Corporation **0.9%**
- State of Oregon **0.4%**
- US BANK DEPOSIT - INMATE **0.2%**
- US BANK DEPOSIT- PAYROLL **0.0%**
- Other **0.0%**

Risk Management-Maturity/Duration

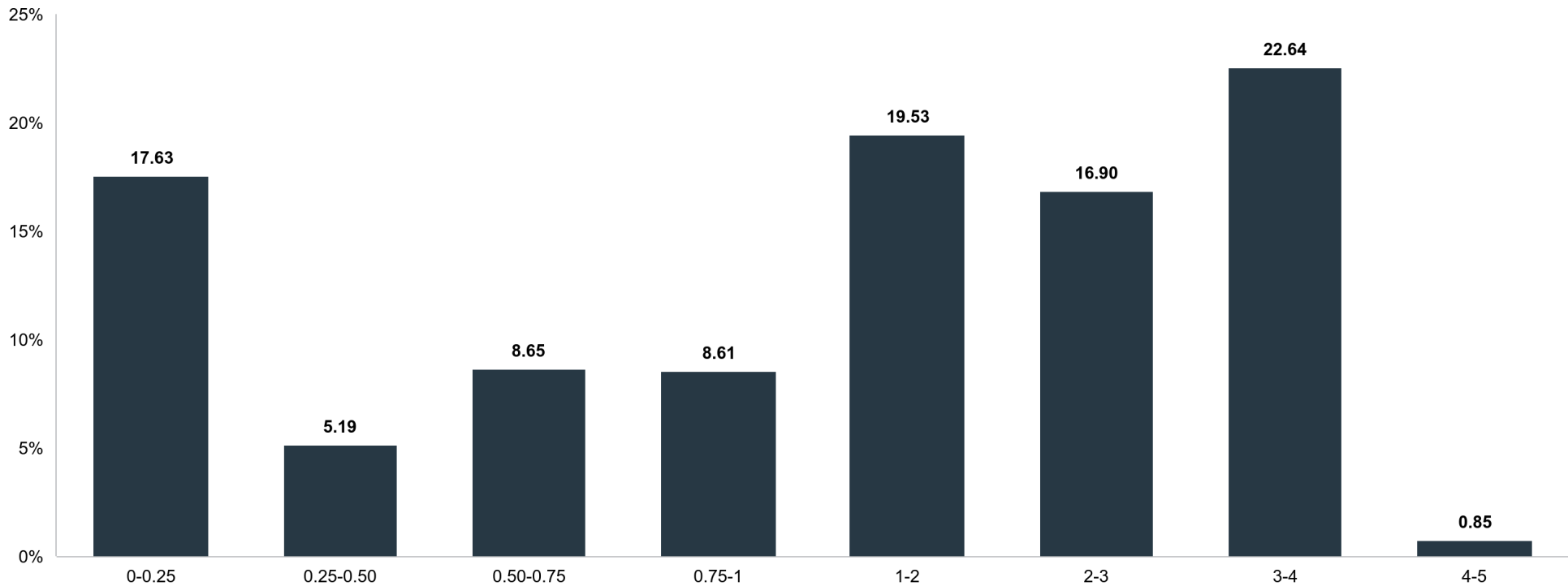
Jefferson County | Total Aggregate Portfolio



September 30, 2023

1.69 Yrs	Effective Duration	1.87 Yrs	Years to Maturity	682	Days to Maturity
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Distribution by Effective Duration



Holdings by Maturity & Ratings



Jefferson County | Total Aggregate Portfolio

September 30, 2023

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
JEFF_COL_D EP	1,193,777.47	COLUMBIA BANK DEPOSIT	0.120%	09/30/2023		1,193,777.47	0.00	1,193,777.47	0.12%	0.12%	2.10	0.01	0.01	NA NA NA
OSTF_LGIP	6,170,055.95	OREGON SHORT TERM FUND	4.800%	09/30/2023		6,170,055.95	0.00	6,170,055.95	4.80%	4.80%	10.83	0.01	0.01	NA NA NA
JEFF_PETTY	210.00	PETTY CASH	0.010%	09/30/2023		210.00	0.00	210.00	0.01%	0.01%	0.00	0.01	0.01	NA NA NA
CCYUSD	8,750.00	Receivable	0.000%	09/30/2023		8,750.00	0.00	8,750.00	0.00%	0.00%	0.02	0.00	0.00	AAA Aaa AAA
JEFF_USB_D EP_INMATE	122,472.97	US BANK DEPOSIT - INMATE	0.010%	09/30/2023		122,472.97	0.00	122,472.97	0.01%	0.01%	0.22	0.01	0.01	NA NA NA
JEFF_USB_D EP_PAYROLL	20,000.00	US BANK DEPOSIT-PAYROLL	0.010%	09/30/2023		20,000.00	0.00	20,000.00	0.01%	0.01%	0.04	0.01	0.01	NA NA NA
68607DUZ6	250,000.00	OREGON ST DEPT TRANSN HWY USER TAX REV	0.414%	11/15/2023		248,515.00	391.00	248,906.00	0.41%	5.08%	0.44	0.13	0.13	AAA Aa1 AA+
3135G06H1	1,750,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.250%	11/27/2023		1,736,428.80	1,506.94	1,737,935.75	0.26%	5.10%	3.05	0.16	0.16	AA+ Aaa AA+
3137EAF2	500,000.00	FEDERAL HOME LOAN MORTGAGE CORP	0.250%	12/04/2023		495,580.77	406.25	495,987.02	0.22%	5.19%	0.87	0.18	0.18	AA+ Aaa AA+
91282CBE0	1,000,000.00	UNITED STATES TREASURY	0.125%	01/15/2024		985,000.00	264.95	985,264.95	0.18%	5.31%	1.73	0.29	0.29	AA+ Aaa AA+
91282CBM2	1,000,000.00	UNITED STATES TREASURY	0.125%	02/15/2024		980,625.00	159.65	980,784.65	0.19%	5.36%	1.72	0.38	0.37	AA+ Aaa AA+
91282CBR1	1,000,000.00	UNITED STATES TREASURY	0.250%	03/15/2024		977,109.38	109.89	977,219.27	0.28%	5.33%	1.72	0.46	0.45	AA+ Aaa AA+
91282CBV2	1,000,000.00	UNITED STATES TREASURY	0.375%	04/15/2024		973,437.50	1,731.56	975,169.06	0.41%	5.40%	1.71	0.54	0.53	AA+ Aaa AA+
91282CCC3	1,000,000.00	UNITED STATES TREASURY	0.250%	05/15/2024		968,242.19	944.29	969,186.48	0.32%	5.46%	1.70	0.62	0.61	AA+ Aaa AA+

Holdings by Maturity & Ratings

Jefferson County | Total Aggregate Portfolio



September 30, 2023

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
89114QCA4	1,000,000.00	TORONTO-DOMINION BANK	2.650%	06/12/2024		977,104.20	8,023.61	985,127.81	0.48%	6.02%	1.73	0.70	0.68	A A1 AA-
3130ATVC8	2,000,000.00	FEDERAL HOME LOAN BANKS	4.875%	06/14/2024		1,988,346.98	28,979.17	2,017,326.15	4.58%	5.71%	3.54	0.71	0.68	AA+ Aaa AA+
912828Y87	1,000,000.00	UNITED STATES TREASURY	1.750%	07/31/2024		969,804.69	2,948.37	972,753.06	0.33%	5.49%	1.71	0.84	0.81	AA+ Aaa AA+
912828YE4	1,000,000.00	UNITED STATES TREASURY	1.250%	08/31/2024		962,578.12	1,064.56	963,642.68	0.39%	5.47%	1.69	0.92	0.89	AA+ Aaa AA+
3130ATVD6	2,000,000.00	FEDERAL HOME LOAN BANKS	4.875%	09/13/2024		1,988,858.16	4,875.00	1,993,733.16	4.43%	5.48%	3.50	0.96	0.92	AA+ Aaa AA+
912828YH7	1,000,000.00	UNITED STATES TREASURY	1.500%	09/30/2024		961,953.12	40.98	961,994.10	0.40%	5.45%	1.69	1.00	0.96	AA+ Aaa AA+
91282CDH1	1,500,000.00	UNITED STATES TREASURY	0.750%	11/15/2024		1,424,824.22	4,249.32	1,429,073.54	0.85%	5.39%	2.51	1.13	1.09	AA+ Aaa AA+
912828Z52	1,500,000.00	UNITED STATES TREASURY	1.375%	01/31/2025		1,424,589.84	3,474.86	1,428,064.70	0.91%	5.32%	2.51	1.34	1.29	AA+ Aaa AA+
91282CED9	2,000,000.00	UNITED STATES TREASURY	1.750%	03/15/2025		1,901,953.12	1,538.46	1,903,491.58	4.07%	5.28%	3.34	1.45	1.41	AA+ Aaa AA+
06406RAN7	1,000,000.00	BANK OF NEW YORK MELLON CORP	1.600%	04/24/2025	03/24/2025	937,269.71	6,977.78	944,247.49	2.23%	5.84%	1.66	1.56	1.50	A A1 AA-
912828ZT0	1,000,000.00	UNITED STATES TREASURY	0.250%	05/31/2025		922,109.38	840.16	922,949.54	1.00%	5.18%	1.62	1.67	1.62	AA+ Aaa AA+
91282CEU1	750,000.00	UNITED STATES TREASURY	2.875%	06/15/2025		722,080.08	6,362.70	728,442.78	3.13%	5.17%	1.28	1.71	1.63	AA+ Aaa AA+
91282CAB7	1,000,000.00	UNITED STATES TREASURY	0.250%	07/31/2025		915,625.00	421.20	916,046.20	1.02%	5.12%	1.61	1.83	1.79	AA+ Aaa AA+
91282CAM3	1,000,000.00	UNITED STATES TREASURY	0.250%	09/30/2025		910,039.06	6.83	910,045.89	1.03%	5.03%	1.60	2.00	1.95	AA+ Aaa AA+

Holdings by Maturity & Ratings



Jefferson County | Total Aggregate Portfolio

September 30, 2023

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
3135G06G3	2,000,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.500%	11/07/2025		1,818,912.44	4,000.00	1,822,912.44	3.99%	5.09%	3.20	2.10	2.04	AA+ Aaa AA+
91282CAZ4	1,000,000.00	UNITED STATES TREASURY	0.375%	11/30/2025		906,210.94	1,260.25	907,471.19	1.08%	4.99%	1.59	2.17	2.11	AA+ Aaa AA+
91282CBQ3	1,000,000.00	UNITED STATES TREASURY	0.500%	02/28/2026		900,234.38	425.82	900,660.20	1.11%	4.92%	1.58	2.41	2.35	AA+ Aaa AA+
3130AUU36	1,000,000.00	FEDERAL HOME LOAN BANKS	4.125%	03/13/2026		981,678.90	2,062.50	983,741.40	3.71%	4.93%	1.73	2.45	2.30	AA+ Aaa AA+
46647PBH8	1,000,000.00	JPMORGAN CHASE & CO	2.005%	03/13/2026	03/13/2025	941,728.94	1,002.50	942,731.44	1.54%	6.25%	1.66	2.45	1.40	A- A1 AA-
91282CBW0	1,000,000.00	UNITED STATES TREASURY	0.750%	04/30/2026		900,859.38	3,138.59	903,997.97	1.13%	4.88%	1.59	2.58	2.50	AA+ Aaa AA+
91282CCJ8	1,000,000.00	UNITED STATES TREASURY	0.875%	06/30/2026		899,843.75	2,211.28	902,055.03	1.14%	4.80%	1.58	2.75	2.65	AA+ Aaa AA+
06051GLA5	1,000,000.00	BANK OF AMERICA CORP	4.827%	07/22/2026	07/22/2025	974,965.15	9,251.75	984,216.90	5.05%	6.30%	1.73	2.81	1.69	A- A1 AA-
799408Z93	750,000.00	SAN RAMON VALLEY CALIF UNI SCH DIST	1.034%	08/01/2026		669,532.50	1,292.50	670,825.00	4.37%	5.14%	1.18	2.84	2.73	AA+ Aa1 NA
91282CCW9	1,000,000.00	UNITED STATES TREASURY	0.750%	08/31/2026		890,585.94	638.74	891,224.68	1.15%	4.81%	1.56	2.92	2.82	AA+ Aaa AA+
91282CDG3	1,000,000.00	UNITED STATES TREASURY	1.125%	10/31/2026		896,093.75	4,707.88	900,801.63	1.16%	4.79%	1.58	3.08	2.95	AA+ Aaa AA+
3130AQF65	750,000.00	FEDERAL HOME LOAN BANKS	1.250%	12/21/2026		669,825.15	2,604.17	672,429.32	4.15%	4.87%	1.18	3.22	3.08	AA+ Aaa AA+
78016EYV3	1,000,000.00	ROYAL BANK OF CANADA	2.050%	01/21/2027		895,302.99	3,986.11	899,289.10	2.62%	5.55%	1.58	3.31	3.11	A A1 AA-
46647PBA3	750,000.00	JPMORGAN CHASE & CO	3.960%	01/29/2027	01/29/2026	716,959.26	5,115.00	722,074.26	4.58%	6.01%	1.27	3.33	2.17	A- A1 AA-

Holdings by Maturity & Ratings

Jefferson County | Total Aggregate Portfolio



September 30, 2023

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
023135CF1	1,000,000.00	AMAZON.COM INC	3.300%	04/13/2027	03/13/2027	941,004.25	15,400.00	956,404.25	3.47%	5.14%	1.68	3.53	3.21	AA A1 AA-
037833CR9	1,000,000.00	APPLE INC	3.200%	05/11/2027	02/11/2027	938,947.19	12,444.44	951,391.63	3.69%	5.07%	1.67	3.61	3.29	AA+ Aaa NA
3130A3VD3	750,000.00	FEDERAL HOME LOAN BANKS	2.625%	06/11/2027		695,058.14	6,015.62	701,073.76	3.21%	4.81%	1.23	3.70	3.43	AA+ Aaa AA+
797646NE2	1,000,000.00	SAN FRANCISCO CALIF CITY & CNTY	5.750%	06/15/2027		1,019,610.00	16,930.56	1,036,540.56	4.77%	5.16%	1.82	3.71	3.26	AAA Aaa AA+
796720NT3	1,000,000.00	SAN BERNARDINO CALIF CMNTY COLLEGE DIST	1.610%	08/01/2027		883,330.00	2,683.33	886,013.33	4.47%	4.99%	1.56	3.84	3.63	AA Aa1 NA
91282CFH9	1,000,000.00	UNITED STATES TREASURY	3.125%	08/31/2027		943,945.31	2,661.40	946,606.71	3.31%	4.71%	1.66	3.92	3.62	AA+ Aaa AA+
91282CFU0	2,000,000.00	UNITED STATES TREASURY	4.125%	10/31/2027		1,957,343.76	34,524.46	1,991,868.22	3.66%	4.70%	3.50	4.08	3.65	AA+ Aaa AA+
023135CP9	750,000.00	AMAZON.COM INC	4.550%	12/01/2027	11/01/2027	734,664.32	11,375.00	746,039.32	4.32%	5.10%	1.31	4.17	3.64	AA A1 AA-
89115A2M3	1,000,000.00	TORONTO-DOMINION BANK	5.156%	01/10/2028		976,131.62	11,601.00	987,732.62	5.23%	5.79%	1.73	4.28	3.74	A A1 AA-
78016FZW7	500,000.00	ROYAL BANK OF CANADA	4.900%	01/12/2028		485,721.32	5,376.39	491,097.71	4.85%	5.66%	0.86	4.28	3.76	A A1 AA-
194162AR4	750,000.00	COLGATE-PALMOLIVE CO	4.600%	03/01/2028	02/01/2028	741,911.41	2,875.00	744,786.41	3.68%	4.87%	1.31	4.42	3.88	AA- Aa3 NA
3130ATS57	500,000.00	FEDERAL HOME LOAN BANKS	4.500%	03/10/2028		497,480.66	1,312.50	498,793.16	3.97%	4.63%	0.88	4.44	3.98	AA+ Aaa AA+
037833ET3	500,000.00	APPLE INC	4.000%	05/10/2028	04/10/2028	480,170.40	7,833.33	488,003.73	3.98%	4.97%	0.86	4.61	4.04	AA+ Aaa NA
06051GGR4	500,000.00	BANK OF AMERICA CORP	3.593%	07/21/2028	07/21/2027	456,720.30	3,493.19	460,213.49	5.02%	6.17%	0.81	4.81	3.45	A- A1 AA-
Total	59,265,266.39		2.410%			56,702,112.85	251,540.85	56,953,653.70	2.67%	5.10%	100.00	1.87	1.69	

Summary Overview

Jefferson County | Investment Core

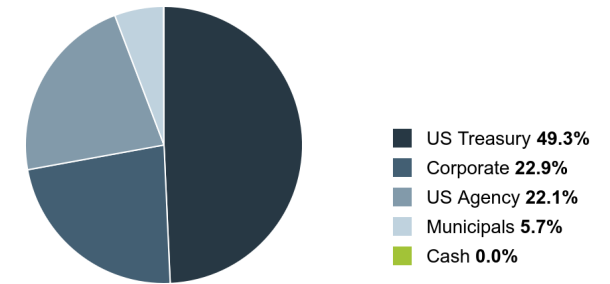


September 30, 2023

Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	8,750.00
Investments	49,438,387.31
Book Yield	2.47%
Market Yield	5.27%
Effective Duration	1.95
Years to Maturity	2.15
Avg Credit Rating	AA+

Allocation by Asset Class



Strategic Structure

Account	Par Amount	Book Value	Original Cost	Market Value	Net Unrealized Gain (Loss)	Accrued	Yield at Cost	Effective Duration	Benchmark Duration	Benchmark
JEFF-Investment Core	51,758,750.00	51,298,730.50	51,201,889.86	49,195,596.46	(2,103,134.04)	251,540.85	2.47%	1.95	2.05	ICE BofA 0-5 Year US Treasury Index
Total	51,758,750.00	51,298,730.50	51,201,889.86	49,195,596.46	(2,103,134.04)	251,540.85	2.47%	1.95	2.05	

Portfolio Activity

Jefferson County | Investment Core



September 30, 2023

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Book Value	53,027,049.65	57,469,766.96
Maturities/Calls	(1,750,000.00)	(3,750,000.00)
Purchases	0.00	0.00
Sales	0.00	(2,479,060.42)
Change in Cash, Payables, Receivables	8,750.00	8,750.00
Amortization/Accretion	12,930.85	52,282.29
Realized Gain (Loss)	0.00	(3,008.33)
Ending Book Value	51,298,730.50	51,298,730.50

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Market Value	51,075,165.60	55,360,491.34
Maturities/Calls	(1,750,000.00)	(3,750,000.00)
Purchases	0.00	0.00
Sales	0.00	(2,479,060.42)
Change in Cash, Payables, Receivables	8,750.00	8,750.00
Amortization/Accretion	12,930.85	52,282.29
Change in Net Unrealized Gain (Loss)	(151,249.99)	6,141.58
Net Realized Gain (Loss)	0.00	(3,008.33)
Ending Market Value	49,195,596.46	49,195,596.46

Maturities/Calls	Market Value
Month to Date	(1,750,000.00)
Fiscal Year to Date	(3,750,000.00)

Purchases	Market Value
Month to Date	0.00
Fiscal Year to Date	0.00

Sales	Market Value
Month to Date	0.00
Fiscal Year to Date	(2,479,060.42)

Return Management-Income Detail

Jefferson County | Investment Core



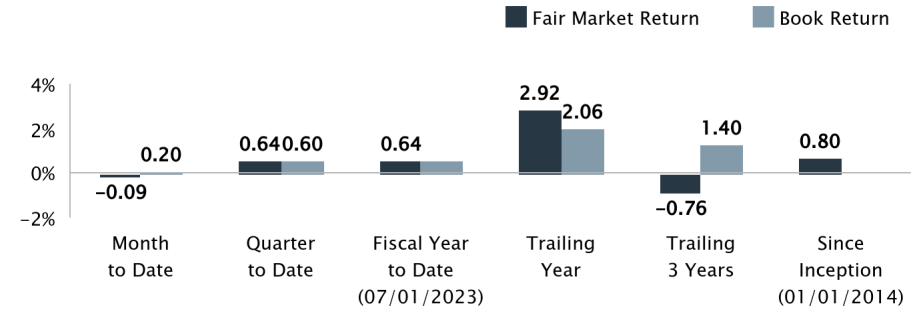
September 30, 2023

Accrued Book Return

	Month to Date	Fiscal Year to Date (07/01/2023)
Amortization/Accretion	12,930.85	52,282.29
Interest Earned	91,629.63	277,486.27
Realized Gain (Loss)	0.00	(3,008.33)
Book Income	104,560.48	326,760.23
Average Portfolio Balance	49,631,754.03	52,282,283.23
Book Return for Period	0.20%	0.60%

Return Comparisons

Periodic for performance less than one year. Annualized for performance greater than one year.



Fair Market Return

	Month to Date	Fiscal Year to Date (07/01/2023)
Market Value Change	(151,249.99)	6,141.58
Amortization/Accretion	12,930.85	52,282.29
Interest Earned	91,629.63	277,486.27
Fair Market Earned Income	(59,620.37)	283,627.85
Average Portfolio Balance	49,631,754.03	52,282,283.23
Fair Market Return for Period	(0.09)	0.64%

Interest Income

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Accrued Interest	301,509.14	276,015.00
Coupons Paid	141,597.92	301,960.42
Purchased Accrued Interest	0.00	0.00
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	251,540.85	251,540.85
Interest Earned	91,629.63	277,486.27

Notation: Book and Fair Market Returns are not annualized

Return Management-Performance

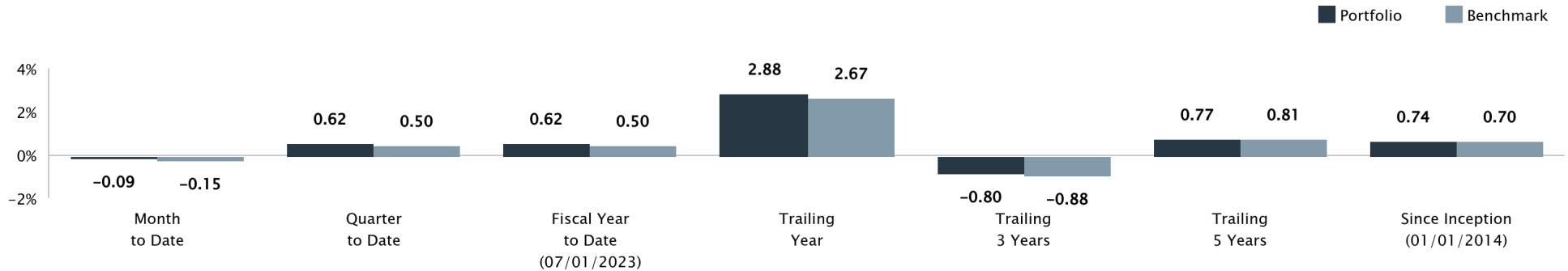
Jefferson County | Investment Core



September 30, 2023

Performance Returns Net of Fees

Periodic for performance less than one year. Annualized for performance greater than one year.



Historical Returns

Period	Month to Date	Quarter to Date	Fiscal Year to Date (07/01/2023)	Trailing Year	Trailing 3 Years	Trailing 5 Years	Since Inception (01/01/2014)
Return (Net of Fees)	(0.094%)	0.624%	0.624%	2.882%	(0.799%)	0.771%	0.736%
Return (Gross of Fees)	(0.090%)	0.637%	0.637%	2.924%	(0.764%)	0.808%	0.797%
ICE BofA 0-5 Year US Treasury Index	(0.153%)	0.495%	0.495%	2.669%	(0.884%)	0.808%	0.705%

Risk Management-Relative to Benchmark

Jefferson County | Investment Core

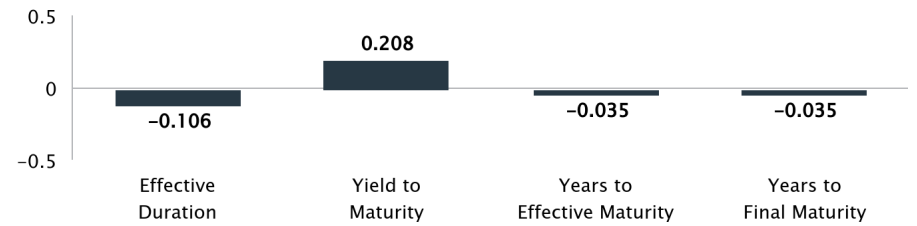


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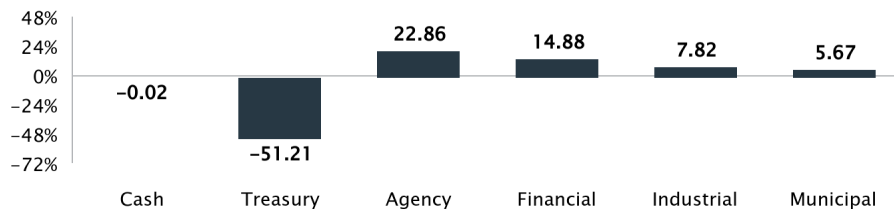
Benchmark Comparison Summary

Risk Metric	Portfolio	Benchmark	Difference
Effective Duration	1.95	2.05	(0.11)
Yield to Maturity	5.29	5.08	0.21
Years to Effective Maturity	2.15	2.19	(0.03)
Years to Final Maturity	2.15	2.19	(0.03)
Avg Credit Rating	AA+	AA+	---

Benchmark Comparison Summary



Benchmark vs. Portfolio Variance-Market Sector



Benchmark Comparison-Market Sector

Market Sector	Portfolio	Benchmark	Difference
Cash	0.00	0.02	(0.02)
Treasury	48.77	99.98	(51.21)
Agency	22.86	0.00	22.86
Financial	14.88	0.00	14.88
Industrial	7.82	0.00	7.82
Municipal	5.67	0.00	5.67

Risk Management-Maturity/Duration

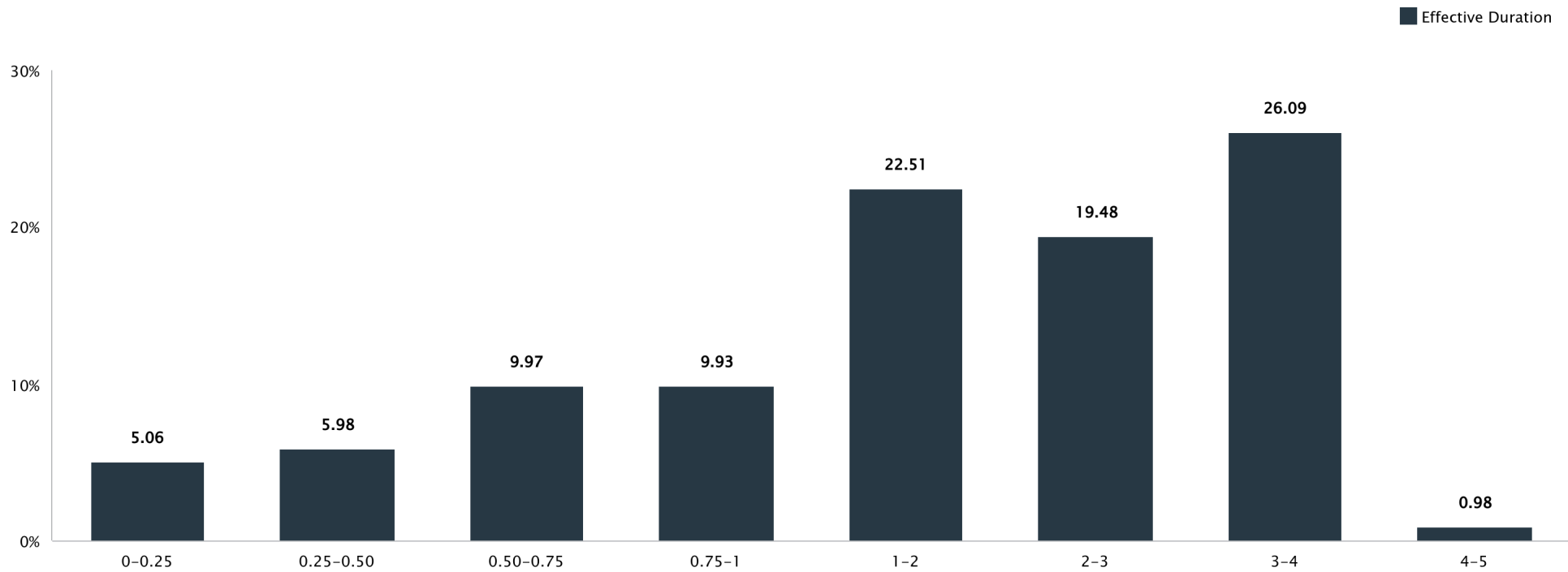
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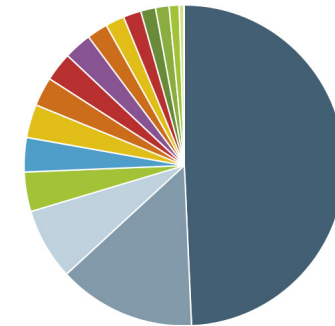
Distribution by Effective Duration



Credit Rating S&P/Moody's/Fitch

	Market Value + Accrued	%
S&P		
A	4,307,494.73	8.71
A-	3,109,236.09	6.29
AA	2,588,456.91	5.23
AA+	37,402,966.61	75.64
AA-	744,786.41	1.51
AAA	1,294,196.56	2.62
Moody's		
A1	9,119,174.40	18.44
Aa1	1,805,744.33	3.65
Aa3	744,786.41	1.51
Aaa	37,777,432.17	76.40
Fitch		
AA+	36,578,192.80	73.97
AA-	9,119,174.40	18.44
AAA	8,750.00	0.02
NA	3,741,020.11	7.57
Total	49,447,137.31	100.00

Issuer Concentration



- United States **49.3%**
- Federal Home Loan Banks **13.9%**
- Federal National Mortgage Association **7.2%**
- The Toronto-Dominion Bank **4.0%**
- Amazon.com, Inc. **3.4%**
- JPMorgan Chase & Co. **3.4%**
- Bank of America Corporation **2.9%**
- Apple Inc. **2.9%**
- Royal Bank of Canada **2.8%**
- San Francisco City & County of **2.1%**
- The Bank of New York Mellon Corporation **1.9%**
- San Bernardino Community College District **1.8%**
- Colgate-Palmolive Company **1.5%**
- San Ramon Valley Unified School District **1.4%**
- Federal Home Loan Mortgage Corporation **1.0%**
- State of Oregon **0.5%**
- US Dollar **0.0%**

Holdings by Maturity & Ratings

Jefferson County | Investment Core



September 30, 2023

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
CCYUSD	8,750.00	Receivable	0.000%	09/30/2023		8,750.00	0.00	8,750.00	0.00%	0.00%	0.02	0.00	0.00	AAA Aaa AAA
68607DUZ6	250,000.00	OREGON ST DEPT TRANSN HWY USER TAX REV	0.414%	11/15/2023		248,515.00	391.00	248,906.00	0.41%	5.08%	0.50	0.13	0.13	AAA Aa1 AA+
3135G06H1	1,750,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.250%	11/27/2023		1,736,428.80	1,506.94	1,737,935.75	0.26%	5.10%	3.51	0.16	0.16	AA+ Aaa AA+
3137EAF2	500,000.00	FEDERAL HOME LOAN MORTGAGE CORP	0.250%	12/04/2023		495,580.77	406.25	495,987.02	0.22%	5.19%	1.00	0.18	0.18	AA+ Aaa AA+
91282CBE0	1,000,000.00	UNITED STATES TREASURY	0.125%	01/15/2024		985,000.00	264.95	985,264.95	0.18%	5.31%	1.99	0.29	0.29	AA+ Aaa AA+
91282CBM2	1,000,000.00	UNITED STATES TREASURY	0.125%	02/15/2024		980,625.00	159.65	980,784.65	0.19%	5.36%	1.98	0.38	0.37	AA+ Aaa AA+
91282CBR1	1,000,000.00	UNITED STATES TREASURY	0.250%	03/15/2024		977,109.38	109.89	977,219.27	0.28%	5.33%	1.98	0.46	0.45	AA+ Aaa AA+
91282CBV2	1,000,000.00	UNITED STATES TREASURY	0.375%	04/15/2024		973,437.50	1,731.56	975,169.06	0.41%	5.40%	1.97	0.54	0.53	AA+ Aaa AA+
91282CCC3	1,000,000.00	UNITED STATES TREASURY	0.250%	05/15/2024		968,242.19	944.29	969,186.48	0.32%	5.46%	1.96	0.62	0.61	AA+ Aaa AA+
89114QCA4	1,000,000.00	TORONTO- DOMINION BANK	2.650%	06/12/2024		977,104.20	8,023.61	985,127.81	0.48%	6.02%	1.99	0.70	0.68	A A1 AA-
3130ATVC8	2,000,000.00	FEDERAL HOME LOAN BANKS	4.875%	06/14/2024		1,988,346.98	28,979.17	2,017,326.15	4.58%	5.71%	4.08	0.71	0.68	AA+ Aaa AA+
912828Y87	1,000,000.00	UNITED STATES TREASURY	1.750%	07/31/2024		969,804.69	2,948.37	972,753.06	0.33%	5.49%	1.97	0.84	0.81	AA+ Aaa AA+
912828YE4	1,000,000.00	UNITED STATES TREASURY	1.250%	08/31/2024		962,578.12	1,064.56	963,642.68	0.39%	5.47%	1.95	0.92	0.89	AA+ Aaa AA+
3130ATVD6	2,000,000.00	FEDERAL HOME LOAN BANKS	4.875%	09/13/2024		1,988,858.16	4,875.00	1,993,733.16	4.43%	5.48%	4.03	0.96	0.92	AA+ Aaa AA+

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Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
912828YH7	1,000,000.00	UNITED STATES TREASURY	1.500%	09/30/2024		961,953.12	40.98	961,994.10	0.40%	5.45%	1.95	1.00	0.96	AA+ Aaa AA+
91282CDH1	1,500,000.00	UNITED STATES TREASURY	0.750%	11/15/2024		1,424,824.22	4,249.32	1,429,073.54	0.85%	5.39%	2.89	1.13	1.09	AA+ Aaa AA+
912828Z52	1,500,000.00	UNITED STATES TREASURY	1.375%	01/31/2025		1,424,589.84	3,474.86	1,428,064.70	0.91%	5.32%	2.89	1.34	1.29	AA+ Aaa AA+
91282CED9	2,000,000.00	UNITED STATES TREASURY	1.750%	03/15/2025		1,901,953.12	1,538.46	1,903,491.58	4.07%	5.28%	3.85	1.45	1.41	AA+ Aaa AA+
06406RAN7	1,000,000.00	BANK OF NEW YORK MELLON CORP	1.600%	04/24/2025	03/24/2025	937,269.71	6,977.78	944,247.49	2.23%	5.84%	1.91	1.56	1.50	A A1 AA-
912828ZT0	1,000,000.00	UNITED STATES TREASURY	0.250%	05/31/2025		922,109.38	840.16	922,949.54	1.00%	5.18%	1.87	1.67	1.62	AA+ Aaa AA+
91282CEU1	750,000.00	UNITED STATES TREASURY	2.875%	06/15/2025		722,080.08	6,362.70	728,442.78	3.13%	5.17%	1.47	1.71	1.63	AA+ Aaa AA+
91282CAB7	1,000,000.00	UNITED STATES TREASURY	0.250%	07/31/2025		915,625.00	421.20	916,046.20	1.02%	5.12%	1.85	1.83	1.79	AA+ Aaa AA+
91282CAM3	1,000,000.00	UNITED STATES TREASURY	0.250%	09/30/2025		910,039.06	6.83	910,045.89	1.03%	5.03%	1.84	2.00	1.95	AA+ Aaa AA+
3135G06G3	2,000,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.500%	11/07/2025		1,818,912.44	4,000.00	1,822,912.44	3.99%	5.09%	3.69	2.10	2.04	AA+ Aaa AA+
91282CAZ4	1,000,000.00	UNITED STATES TREASURY	0.375%	11/30/2025		906,210.94	1,260.25	907,471.19	1.08%	4.99%	1.84	2.17	2.11	AA+ Aaa AA+
91282CBQ3	1,000,000.00	UNITED STATES TREASURY	0.500%	02/28/2026		900,234.38	425.82	900,660.20	1.11%	4.92%	1.82	2.41	2.35	AA+ Aaa AA+
3130AUU36	1,000,000.00	FEDERAL HOME LOAN BANKS	4.125%	03/13/2026		981,678.90	2,062.50	983,741.40	3.71%	4.93%	1.99	2.45	2.30	AA+ Aaa AA+
46647PBH8	1,000,000.00	JPMORGAN CHASE & CO	2.005%	03/13/2026	03/13/2025	941,728.94	1,002.50	942,731.44	1.54%	6.25%	1.91	2.45	1.40	A- A1 AA-

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Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
91282CBW0	1,000,000.00	UNITED STATES TREASURY	0.750%	04/30/2026		900,859.38	3,138.59	903,997.97	1.13%	4.88%	1.83	2.58	2.50	AA+ Aaa AA+
91282CCJ8	1,000,000.00	UNITED STATES TREASURY	0.875%	06/30/2026		899,843.75	2,211.28	902,055.03	1.14%	4.80%	1.82	2.75	2.65	AA+ Aaa AA+
06051GLA5	1,000,000.00	BANK OF AMERICA CORP	4.827%	07/22/2026	07/22/2025	974,965.15	9,251.75	984,216.90	5.05%	6.30%	1.99	2.81	1.69	A- A1 AA-
799408Z93	750,000.00	SAN RAMON VALLEY CALIF UNI SCH DIST	1.034%	08/01/2026		669,532.50	1,292.50	670,825.00	4.37%	5.14%	1.36	2.84	2.73	AA+ Aa1 NA
91282CCW9	1,000,000.00	UNITED STATES TREASURY	0.750%	08/31/2026		890,585.94	638.74	891,224.68	1.15%	4.81%	1.80	2.92	2.82	AA+ Aaa AA+
91282CDG3	1,000,000.00	UNITED STATES TREASURY	1.125%	10/31/2026		896,093.75	4,707.88	900,801.63	1.16%	4.79%	1.82	3.08	2.95	AA+ Aaa AA+
3130AQF65	750,000.00	FEDERAL HOME LOAN BANKS	1.250%	12/21/2026		669,825.15	2,604.17	672,429.32	4.15%	4.87%	1.36	3.22	3.08	AA+ Aaa AA+
78016EYV3	1,000,000.00	ROYAL BANK OF CANADA	2.050%	01/21/2027		895,302.99	3,986.11	899,289.10	2.62%	5.55%	1.82	3.31	3.11	A A1 AA-
46647PBA3	750,000.00	JPMORGAN CHASE & CO	3.960%	01/29/2027	01/29/2026	716,959.26	5,115.00	722,074.26	4.58%	6.01%	1.46	3.33	2.17	A- A1 AA-
023135CF1	1,000,000.00	AMAZON.COM INC	3.300%	04/13/2027	03/13/2027	941,004.25	15,400.00	956,404.25	3.47%	5.14%	1.93	3.53	3.21	AA A1 AA-
037833CR9	1,000,000.00	APPLE INC	3.200%	05/11/2027	02/11/2027	938,947.19	12,444.44	951,391.63	3.69%	5.07%	1.92	3.61	3.29	AA+ Aaa NA
3130A3VD3	750,000.00	FEDERAL HOME LOAN BANKS	2.625%	06/11/2027		695,058.14	6,015.62	701,073.76	3.21%	4.81%	1.42	3.70	3.43	AA+ Aaa AA+
797646NE2	1,000,000.00	SAN FRANCISCO CALIF CITY & CNTY	5.750%	06/15/2027		1,019,610.00	16,930.56	1,036,540.56	4.77%	5.16%	2.10	3.71	3.26	AAA Aaa AA+
796720NT3	1,000,000.00	SAN BERNARDINO CALIF CMNTY COLLEGE DIST	1.610%	08/01/2027		883,330.00	2,683.33	886,013.33	4.47%	4.99%	1.79	3.84	3.63	AA Aa1 NA

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Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
91282CFH9	1,000,000.00	UNITED STATES TREASURY	3.125%	08/31/2027		943,945.31	2,661.40	946,606.71	3.31%	4.71%	1.91	3.92	3.62	AA+ Aaa AA+
91282CFU0	2,000,000.00	UNITED STATES TREASURY	4.125%	10/31/2027		1,957,343.76	34,524.46	1,991,868.22	3.66%	4.70%	4.03	4.08	3.65	AA+ Aaa AA+
023135CP9	750,000.00	AMAZON.COM INC	4.550%	12/01/2027	11/01/2027	734,664.32	11,375.00	746,039.32	4.32%	5.10%	1.51	4.17	3.64	AA A1 AA-
89115A2M3	1,000,000.00	TORONTO-DOMINION BANK	5.156%	01/10/2028		976,131.62	11,601.00	987,732.62	5.23%	5.79%	2.00	4.28	3.74	A A1 AA-
78016FZW7	500,000.00	ROYAL BANK OF CANADA	4.900%	01/12/2028		485,721.32	5,376.39	491,097.71	4.85%	5.66%	0.99	4.28	3.76	A A1 AA-
194162AR4	750,000.00	COLGATE-PALMOLIVE CO	4.600%	03/01/2028	02/01/2028	741,911.41	2,875.00	744,786.41	3.68%	4.87%	1.51	4.42	3.88	AA- Aa3 NA
3130ATS57	500,000.00	FEDERAL HOME LOAN BANKS	4.500%	03/10/2028		497,480.66	1,312.50	498,793.16	3.97%	4.63%	1.01	4.44	3.98	AA+ Aaa AA+
037833ET3	500,000.00	APPLE INC	4.000%	05/10/2028	04/10/2028	480,170.40	7,833.33	488,003.73	3.98%	4.97%	0.99	4.61	4.04	AA+ Aaa NA
06051GGR4	500,000.00	BANK OF AMERICA CORP	3.593%	07/21/2028	07/21/2027	456,720.30	3,493.19	460,213.49	5.02%	6.17%	0.93	4.81	3.45	A- A1 AA-
Total	51,758,750.00		2.174%			49,195,596.46	251,540.85	49,447,137.31	2.47%	5.27%	100.00	2.15	1.95	

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Settlement Date	Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Book Yield	Market Yield	Market Value + Accrued	Net Unrealized Gain (Loss)	% Asset	Eff Dur
US Treasury												
02/16/2021	91282CBE0	1,000,000.00	United States	0.125%	01/15/2024		0.18%	5.31%	985,264.95	(14,844.19)	1.99	0.29
02/16/2021	91282CBM2	1,000,000.00	United States	0.125%	02/15/2024		0.19%	5.36%	980,784.65	(19,135.31)	1.98	0.37
05/26/2021	91282CBR1	1,000,000.00	United States	0.250%	03/15/2024		0.28%	5.33%	977,219.27	(22,770.30)	1.98	0.45
09/28/2021	91282CBV2	1,000,000.00	United States	0.375%	04/15/2024		0.41%	5.40%	975,169.06	(26,363.91)	1.97	0.53
05/26/2021	91282CCC3	1,000,000.00	United States	0.250%	05/15/2024		0.32%	5.46%	969,186.48	(31,308.32)	1.96	0.61
06/11/2021	912828Y87	1,000,000.00	United States	1.750%	07/31/2024		0.33%	5.49%	972,753.06	(41,987.41)	1.97	0.81
08/02/2021	912828YE4	1,000,000.00	United States	1.250%	08/31/2024		0.39%	5.47%	963,642.68	(45,226.92)	1.95	0.89
08/02/2021	912828YH7	1,000,000.00	United States	1.500%	09/30/2024		0.40%	5.45%	961,994.10	(48,909.98)	1.95	0.96
12/03/2021	91282CDH1	1,500,000.00	United States	0.750%	11/15/2024		0.85%	5.39%	1,429,073.54	(73,500.32)	2.89	1.09
12/03/2021	912828Z52	1,500,000.00	United States	1.375%	01/31/2025		0.91%	5.32%	1,428,064.70	(84,644.33)	2.89	1.29
12/16/2022	91282CED9	2,000,000.00	United States	1.750%	03/15/2025		4.07%	5.28%	1,903,491.58	(34,252.01)	3.85	1.41
12/03/2021	912828ZT0	1,000,000.00	United States	0.250%	05/31/2025		1.00%	5.18%	922,949.54	(65,708.27)	1.87	1.62
06/30/2022	91282CEU1	750,000.00	United States	2.875%	06/15/2025		3.13%	5.17%	728,442.78	(24,846.97)	1.47	1.63
12/03/2021	91282CAB7	1,000,000.00	United States	0.250%	07/31/2025		1.02%	5.12%	916,046.20	(70,487.06)	1.85	1.79
12/03/2021	91282CAM3	1,000,000.00	United States	0.250%	09/30/2025		1.03%	5.03%	910,045.89	(74,692.73)	1.84	1.95
12/03/2021	91282CAZ4	1,000,000.00	United States	0.375%	11/30/2025		1.08%	4.99%	907,471.19	(78,890.84)	1.84	2.11
12/03/2021	91282CBQ3	1,000,000.00	United States	0.500%	02/28/2026		1.11%	4.92%	900,660.20	(85,448.66)	1.82	2.35
12/03/2021	91282CBW0	1,000,000.00	United States	0.750%	04/30/2026		1.13%	4.88%	903,997.97	(89,718.42)	1.83	2.50
12/03/2021	91282CCJ8	1,000,000.00	United States	0.875%	06/30/2026		1.14%	4.80%	902,055.03	(93,188.37)	1.82	2.65
12/03/2021	91282CCW9	1,000,000.00	United States	0.750%	08/31/2026		1.15%	4.81%	891,224.68	(98,197.01)	1.80	2.82
12/03/2021	91282CDG3	1,000,000.00	United States	1.125%	10/31/2026		1.16%	4.79%	900,801.63	(102,949.53)	1.82	2.95
09/06/2022	91282CFH9	1,000,000.00	United States	3.125%	08/31/2027		3.31%	4.71%	946,606.71	(49,455.92)	1.91	3.62
12/16/2022	91282CFU0	2,000,000.00	United States	4.125%	10/31/2027		3.66%	4.70%	1,991,868.22	(76,816.26)	4.03	3.65
Total		25,750,000.00					1.41%	5.15%	24,368,814.10	(1,353,343.04)	49.28	1.70
US Agency												
12/01/2020	3135G06H1	1,750,000.00	Federal National Mortgage Association	0.250%	11/27/2023		0.26%	5.10%	1,737,935.75	(13,551.08)	3.51	0.16
12/18/2020	3137EAF2	500,000.00	Federal Home Loan Mortgage Corporation	0.250%	12/04/2023		0.22%	5.19%	495,987.02	(4,446.46)	1.00	0.18
12/16/2022	3130ATVC8	2,000,000.00	Federal Home Loan Banks	4.875%	06/14/2024		4.58%	5.71%	2,017,326.15	(15,456.24)	4.08	0.68
12/16/2022	3130ATVD6	2,000,000.00	Federal Home Loan Banks	4.875%	09/13/2024		4.43%	5.48%	1,993,733.16	(19,161.68)	4.03	0.92
12/16/2022	3135G06G3	2,000,000.00	Federal National Mortgage Association	0.500%	11/07/2025		3.99%	5.09%	1,822,912.44	(43,806.65)	3.69	2.04

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04/06/2023	3130AUU36	1,000,000.00	Federal Home Loan Banks	4.125%	03/13/2026		3.71%	4.93%	983,741.40	(27,769.81)	1.99	2.30
11/23/2022	3130AQF65	750,000.00	Federal Home Loan Banks	1.250%	12/21/2026		4.15%	4.87%	672,429.32	(16,331.10)	1.36	3.08
06/30/2022	3130A3VD3	750,000.00	Federal Home Loan Banks	2.625%	06/11/2027		3.21%	4.81%	701,073.76	(39,986.78)	1.42	3.43
03/20/2023	3130ATS57	500,000.00	Federal Home Loan Banks	4.500%	03/10/2028		3.97%	4.63%	498,793.16	(13,111.00)	1.01	3.98
Total		11,250,000.00					3.35%	5.21%	10,923,932.15	(193,620.81)	22.09	1.47
Municipals												
09/17/2020	68607DUZ6	250,000.00	State of Oregon	0.414%	11/15/2023		0.41%	5.08%	248,906.00	(1,485.00)	0.50	0.13
01/17/2023	799408Z93	750,000.00	San Ramon Valley Unified School District	1.034%	08/01/2026		4.37%	5.14%	670,825.00	(15,489.61)	1.36	2.73
11/23/2022	797646NE2	1,000,000.00	San Francisco City & County of	5.750%	06/15/2027		4.77%	5.16%	1,036,540.56	(12,553.21)	2.10	3.26
12/16/2022	796720NT3	1,000,000.00	San Bernardino Community College District	1.610%	08/01/2027		4.47%	4.99%	886,013.33	(18,429.62)	1.79	3.63
Total		3,000,000.00					4.20%	5.10%	2,842,284.89	(47,957.44)	5.75	2.98
Corporate												
06/11/2021	89114QCA4	1,000,000.00	The Toronto-Dominion Bank	2.650%	06/12/2024		0.48%	6.02%	985,127.81	(37,930.80)	1.99	0.68
02/28/2022	06406RAN7	1,000,000.00	The Bank of New York Mellon Corporation	1.600%	04/24/2025	03/24/2025	2.23%	5.84%	944,247.49	(53,180.55)	1.91	1.50
12/03/2021	46647PBH8	1,000,000.00	JPMorgan Chase & Co.	2.005%	03/13/2026	03/13/2025	1.54%	6.25%	942,731.44	(64,803.94)	1.91	1.40
12/16/2022	06051GLA5	1,000,000.00	Bank of America Corporation	4.827%	07/22/2026	07/22/2025	5.05%	6.30%	984,216.90	(20,048.34)	1.99	1.69
02/28/2022	78016EYV3	1,000,000.00	Royal Bank of Canada	2.050%	01/21/2027		2.62%	5.55%	899,289.10	(87,070.21)	1.82	3.11
04/06/2023	46647PBA3	750,000.00	JPMorgan Chase & Co.	3.960%	01/29/2027	01/29/2026	4.58%	6.01%	722,074.26	(19,649.28)	1.46	2.17
05/11/2022	023135CF1	1,000,000.00	Amazon.com, Inc.	3.300%	04/13/2027	03/13/2027	3.47%	5.14%	956,404.25	(53,349.31)	1.93	3.21
09/06/2022	037833CR9	1,000,000.00	Apple Inc.	3.200%	05/11/2027	02/11/2027	3.69%	5.07%	951,391.63	(45,009.94)	1.92	3.29
01/17/2023	023135CP9	750,000.00	Amazon.com, Inc.	4.550%	12/01/2027	11/01/2027	4.32%	5.10%	746,039.32	(21,548.08)	1.51	3.64
06/08/2023	89115A2M3	1,000,000.00	The Toronto-Dominion Bank	5.156%	01/10/2028		5.23%	5.79%	987,732.62	(20,897.13)	2.00	3.74
05/22/2023	78016FZW7	500,000.00	Royal Bank of Canada	4.900%	01/12/2028		4.85%	5.66%	491,097.71	(15,122.46)	0.99	3.76
04/06/2023	194162AR4	750,000.00	Colgate-Palmolive Company	4.600%	03/01/2028	02/01/2028	3.68%	4.87%	744,786.41	(35,341.12)	1.51	3.88
05/22/2023	037833ET3	500,000.00	Apple Inc.	4.000%	05/10/2028	04/10/2028	3.98%	4.97%	488,003.73	(20,320.41)	0.99	4.04
05/19/2023	06051GGR4	500,000.00	Bank of America Corporation	3.593%	07/21/2028	07/21/2027	5.02%	6.17%	460,213.49	(13,941.18)	0.93	3.45
Total		11,750,000.00					3.47%	5.65%	11,303,356.17	(508,212.76)	22.86	2.68
Cash												

Holdings by Security Type

Jefferson County | Investment Core



September 30, 2023

Settlement Date	Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Book Yield	Market Yield	Market Value + Accrued	Net Unrealized Gain (Loss)	% Asset	Eff Dur
	CCYUSD	8,750.00	US Dollar	0.000%	09/30/2023		0.00%	0.00%	8,750.00	0.00	0.02	0.00
Total		8,750.00					0.00%	0.00%	8,750.00	0.00	0.02	0.00
Portfolio Total		51,758,750.00					2.47%	5.27%	49,447,137.31	(2,103,134.04)	100.00	1.95

Transactions

Jefferson County | Investment Core



September 30, 2023

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
Maturity										
3137EAEW5	FREDDIE MAC 0.250 09/08/23 MTN MAT	09/08/2023	09/08/2023	0.00	100.00	1,750,000.00	1,750,000.00	0.00	1,750,000.00	
Total				0.00		1,750,000.00	1,750,000.00	0.00	1,750,000.00	
Coupon										
194162AR4	COLGATE 4.600 03/01/28 '28	09/01/2023	09/01/2023	17,250.00		0.00	0.00	0.00	17,250.00	
3137EAEW5	FREDDIE MAC 0.250 09/08/23 MTN MAT	09/08/2023	09/08/2023	2,187.50		0.00	0.00	0.00	2,187.50	
3130ATS57	FHLBANKS 4.500 03/10/28	09/10/2023	09/10/2023	11,250.00		0.00	0.00	0.00	11,250.00	
46647PBH8	JP MORGAN 2.005 03/13/26 '25 FRN	09/13/2023	09/13/2023	10,025.00		0.00	0.00	0.00	10,025.00	
3130ATVD6	FHLBANKS 4.875 09/13/24	09/13/2023	09/13/2023	48,750.00		0.00	0.00	0.00	48,750.00	
3130AUU36	FHLBANKS 4.125 03/13/26	09/13/2023	09/13/2023	24,635.42		0.00	0.00	0.00	24,635.42	
91282CBR1	US TREASURY 0.250 03/15/24	09/15/2023	09/15/2023	1,250.00		0.00	0.00	0.00	1,250.00	
91282CED9	US TREASURY 1.750 03/15/25	09/15/2023	09/15/2023	17,500.00		0.00	0.00	0.00	17,500.00	
912828YH7	US TREASURY 1.500 09/30/24	09/30/2023	09/30/2023	7,500.00		0.00	0.00	0.00	7,500.00	
91282CAM3	US TREASURY 0.250 09/30/25	09/30/2023	09/30/2023	1,250.00		0.00	0.00	0.00	1,250.00	
Total				141,597.92		0.00	0.00	0.00	141,597.92	
Cash Transfer										
CCYUSD	US DOLLAR	09/01/2023	09/01/2023	0.00		17,250.00	(17,250.00)	0.00	(17,250.00)	
CCYUSD	US DOLLAR	09/08/2023	09/08/2023	0.00		1,752,187.50	(1,752,187.50)	0.00	(1,752,187.50)	
CCYUSD	US DOLLAR	09/11/2023	09/11/2023	0.00		11,250.00	(11,250.00)	0.00	(11,250.00)	
CCYUSD	US DOLLAR	09/13/2023	09/13/2023	0.00		83,410.42	(83,410.42)	0.00	(83,410.42)	
CCYUSD	US DOLLAR	09/15/2023	09/15/2023	0.00		18,750.00	(18,750.00)	0.00	(18,750.00)	
Total				0.00		1,882,847.92	(1,882,847.92)	0.00	(1,882,847.92)	

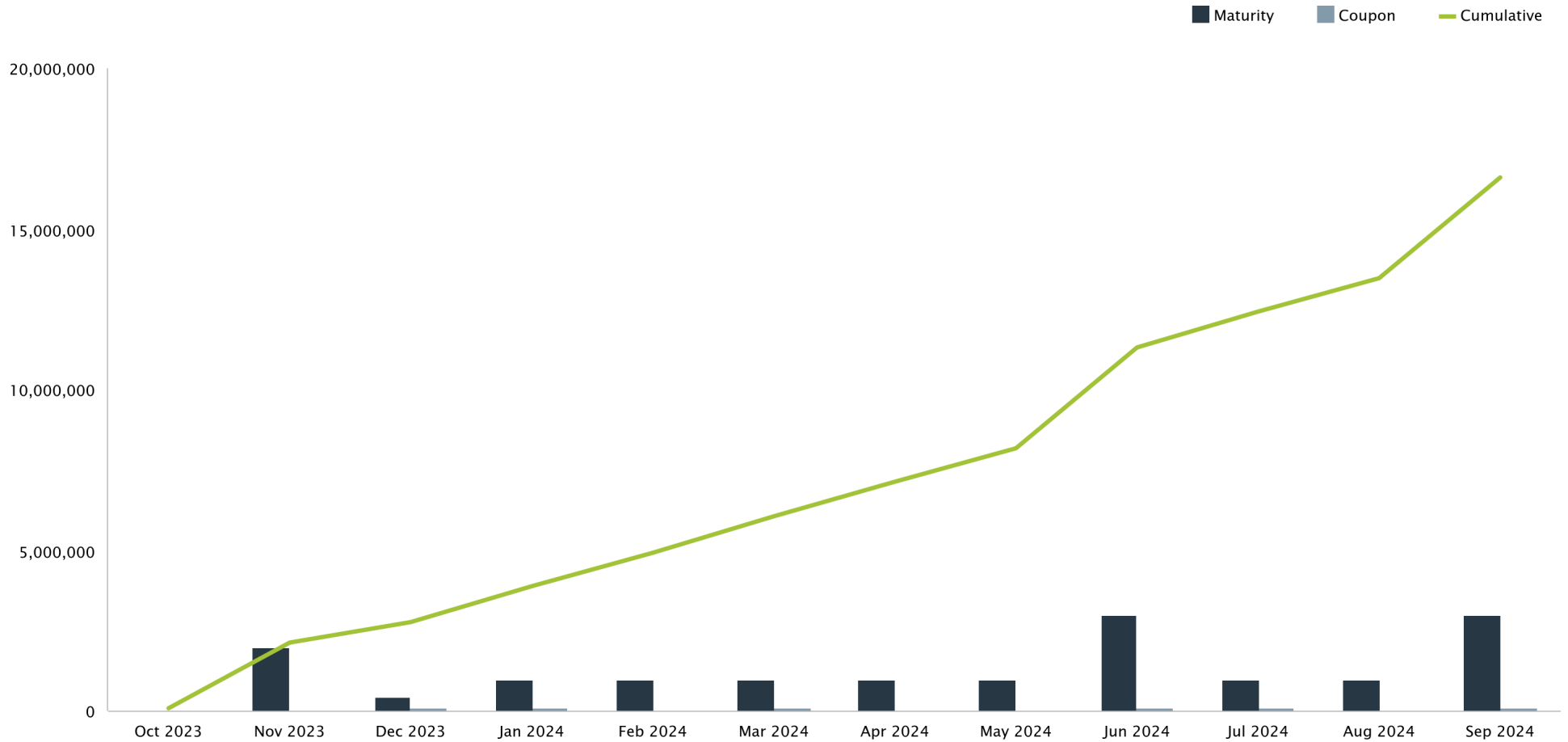
Cash Flow Forecasting

Jefferson County | Investment Core



September 30, 2023

One Year Projection



Shock Analysis

Jefferson County | Investment Core



September 30, 2023

Account	Market Value	Duration	+10 BP FMV Change	+25 BP FMV Change	+50 BP FMV Change	+100 BP FMV Change
JEFF-Investment Core	49,195,596.46	1.948	(48,239.17)	(120,597.93)	(241,195.86)	(956,424.06)
Total	49,195,596.46	1.948	(48,239.17)	(120,597.93)	(241,195.86)	(956,424.06)

The changes in market values displayed represent approximations of principal changes given an instantaneous increase in interest rates. Changes in interest rates over longer periods would most likely mitigate the impact of an instantaneous change through the addition of the interest income received on the investments within the portfolio. Additional impacts to consider when estimating future principal changes also include, but are not limited to, changes in the shape of the yield curve, changes in credit spreads.

Summary Overview

Jefferson County | Liquidity

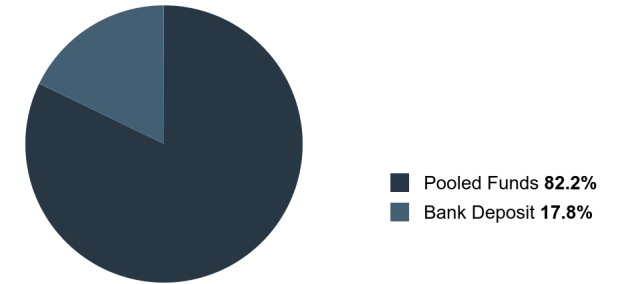


September 30, 2023

Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	7,506,516.39
Book Yield	3.96%
Market Yield	3.96%
Effective Duration	0.01
Years to Maturity	0.01
Avg Credit Rating	NA

Allocation by Asset Class



Strategic Structure

Account	Par Amount	Book Value	Original Cost	Market Value	Net Unrealized Gain (Loss)	Accrued	Yield at Cost	Effective Duration	Benchmark Duration	Benchmark
JEFF-Liquidity	7,506,516.39	7,506,516.39	7,506,516.39	7,506,516.39	0.00	0.00	3.96%	0.01	0.08	ICE BofA US 1-Month Treasury Bill Index
Total	7,506,516.39	7,506,516.39	7,506,516.39	7,506,516.39	0.00	0.00	3.96%	0.01	0.08	

Return Management-Income Detail

Jefferson County | Liquidity



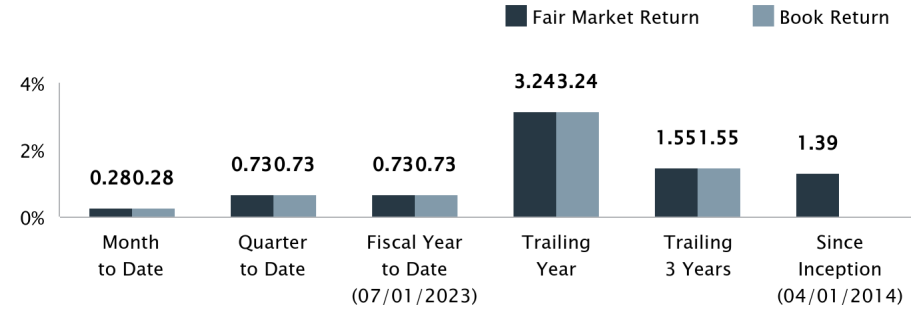
September 30, 2023

Accrued Book Return

	Month to Date	(07/01/2023)
Interest Earned	21,158.02	43,077.37
Book Income	21,158.02	43,077.37
Average Portfolio Balance	5,829,657.93	4,725,147.10
Book Return for Period	0.28%	0.73%

Return Comparisons

Periodic for performance less than one year. Annualized for performance greater than one year.



Interest Income

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Accrued Interest	0.00	0.00
Coupons Paid	21,158.02	43,077.37
Purchased Accrued Interest	0.00	0.00
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	0.00	0.00
Interest Earned	21,158.02	43,077.37

Notation: Book and Fair Market Returns are not annualized

Holdings by Security Type

Jefferson County | Liquidity



September 30, 2023

Settlement Date	Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Book Yield	Market Yield	Market Value + Accrued	Net Unrealized Gain (Loss)	% Asset	Eff Dur
Bank Deposit												
	JEFF_COL_DEP	1,193,777.47	COLUMBIA BANK DEPOSIT	0.120%	09/30/2023		0.12%	0.12%	1,193,777.47	0.00	15.90	0.01
06/30/2023	JEFF_PETTY	210.00	PETTY CASH	0.010%	09/30/2023		0.01%	0.01%	210.00	0.00	0.00	0.01
	JEFF_USB_DEP_INMATE	122,472.97	US BANK DEPOSIT - INMATE	0.010%	09/30/2023		0.01%	0.01%	122,472.97	0.00	1.63	0.01
	JEFF_USB_DEP_PAYROLL	20,000.00	US BANK DEPOSIT-PAYROLL	0.010%	09/30/2023		0.01%	0.01%	20,000.00	0.00	0.27	0.01
	Total	1,336,460.44					0.11%	0.11%	1,336,460.44	0.00	17.80	0.01
Pooled Funds												
	OSTF_LGIP	6,170,055.95	Oregon Short Term Fund	4.800%	09/30/2023		4.80%	4.80%	6,170,055.95	0.00	82.20	0.01
	Total	6,170,055.95					4.80%	4.80%	6,170,055.95	0.00	82.20	0.01
	Portfolio Total	7,506,516.39					3.96%	3.96%	7,506,516.39	0.00	100.00	0.01

Transactions

Jefferson County | Liquidity



September 30, 2023

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
Buy										
JEFF_USB_DEP_INMATE	US BANK DEPOSIT - INMATE	09/30/2023	09/30/2023	0.00	1.00	4,456.49	4,456.49	0.00	4,456.49	Direct
OSTF_LGIP	OREGON SHORT TERM FUND	09/30/2023	09/30/2023	0.00	1.00	1,444,582.04	1,444,582.04	0.00	1,444,582.04	Direct
JEFF_COL_DEP	COLUMBIA BANK DEPOSIT	09/30/2023	09/30/2023	0.00	1.00	285,642.64	285,642.64	0.00	285,642.64	Direct
Total				0.00		1,734,681.17	1,734,681.17	0.00	1,734,681.17	
Interest Income										
OSTF_LGIP	OREGON SHORT TERM FUND	09/30/2023	09/30/2023	20,930.07		0.00	20,930.07	0.00	20,930.07	
JEFF_COL_DEP	COLUMBIA BANK DEPOSIT	09/30/2023	09/30/2023	227.95		0.00	227.95	0.00	227.95	
Total				21,158.02		0.00	21,158.02	0.00	21,158.02	

This report is for general informational purposes only and is not intended to provide specific advice or recommendations. Government Portfolio Advisors (GPA) is an investment advisor registered with the Securities and Exchange Commission and is required to maintain a written disclosure statement of our background and business experience.

Questions About an Account: GPA's monthly & quarterly reports are intended to detail the investment advisory activity managed by GPA. The custodial bank maintains the control of assets and settles all investment transactions. The custodial statement is the official record of security and cash holdings and transactions. GPA recognizes that clients may use these reports to facilitate record keeping and that the custodial bank statement and the GPA report should be reconciled, and differences documented.

Trade Date versus Settlement Date: Many custodial banks use settlement date basis and post coupons or maturities on the following business days when they occur on weekend. These items may result in the need to reconcile due to a timing difference. GPA reports are on a trade date basis in accordance with GIPS performance standards. GPA can provide all account settings to support the reason for any variance.

Bank Deposits and Pooled Investment Funds Held in Liquidity Accounts Away from the Custodial Bank are Referred to as Line Item Securities: GPA relies on the information provided by clients when reporting pool balances, bank balances and other assets that are not held at the client's custodial bank. GPA does not guarantee the accuracy of information received from third parties. Balances cannot be adjusted once submitted however corrective transactions can be entered as adjustments in the following months activity. Assets held outside the custodial bank that are reported to GPA are included in GPA's oversight compliance reporting and strategic plan.

Account Control: GPA does not have the authority to withdraw or deposit funds from or to any client's custodial account. Clients retain responsibility for the deposit and withdrawal of funds to the custodial account. Our clients retain responsibility for their internal accounting policies, implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Custodial Bank Interface: Our contract provides for the ability for GPA to interface into our client's custodial bank to reconcile transactions, maturities and coupon payments. The GPA client portal will be available to all clients to access this information directly at any time.

Market Price: Generally, GPA has set all securities market pricing to match custodial bank pricing. There may be certain securities that will require pricing override due to inaccurate custodial bank pricing that will otherwise distort portfolio performance returns. GPA may utilize Refinitiv pricing source for commercial paper, discount notes and supranational bonds when custodial bank pricing does not reflect current market levels. The pricing variances are obvious when market yields are distorted from the current market levels.

Performance Calculation: Historical returns are presented as time-weighted total return values and are presented gross and net of fees.

Amortized Cost: The original cost on the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discounts or premiums are amortized on a straight-line basis on all securities. This can be changed at the client's request.

Callable Securities: Securities subject to redemption in whole or in part prior to the stated final maturity at the discretion of the security's issuer are referred to as "callable". Certain call dates may not show up on the report if the call date has passed or if the security is continuously callable until maturity date. Bonds purchased at a premium will be amortized to the next call date while all other callable securities will be amortized to maturity. If the bond is amortized to the call date, amortization will be reflected to that date and once the call date passes, the bond will be fully amortized.

Duration: The duration is the effective duration. Duration on callable securities is based on the probability of the security being called given market rates and security characteristics.

Benchmark Duration: The benchmark duration is based on the duration of the stated benchmark that is assigned to each account.

Rating: Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

Coupon Payments and Maturities on Weekends: On occasion, coupon payments and maturities occur on a weekend or holiday. GPA's report settings are on the accrual basis so the coupon postings and maturities will be accounted for in the period earned. The bank may be set at a cash basis, which may result in a reconciliation variance.

Cash and Cash Equivalents: GPA has defined cash and cash equivalents to be cash, bank deposits, LGIP pools and repurchase agreements. This may vary from your custodial bank which typically defines cash and equivalents as all securities that mature under 90 days. Check with your custodial bank to understand their methodology.

Account Settings: GPA has the portfolio settings at the lot level, if a security is sold our setting will remove the lowest cost security first. First-in-first-out (FIFO) settings are available at the client's request.

Historical Numbers: Data was transferred from GPA's legacy system, however, variances may exist from the data received due to a change of settings on Clearwater. GPA is utilizing this information for historical return data with the understanding the accrual settings and pricing sources may differ slightly.

Financial Situation: In order to better serve you, GPA should be promptly notified of any material change in your investment objective or financial situation.

No Guarantee: The securities in the portfolio are not guaranteed or otherwise protected by GPA, the FDIC (except for non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested.

JEFFERSON COUNTY
COMBINED CASH INVESTMENT
SEPTEMBER 30, 2023

COMBINED CASH ACCOUNTS

999-001-1101011	UMPQUA BANK CHECKING	1,193,777.47
999-001-1101013	PETTY CASH/CASH DRAWERS	210.00
999-001-1101014	UMPQUA BANK ROAD CHECKING	62.50
999-001-1103011	US NATIONAL BANK	.00
999-001-1103019	LGIP-BNSF	.00
999-001-1103020	LGIP-CENTURY	249,610.43
999-001-1103021	LGIP-PACIFICORP	726,248.56
999-001-1103022	LGIP-GAS NW	408,837.31
999-001-1103061	SWANSON-BANKER-SHERIFF/INMATE	.00
999-001-1103616	UMPQUA BANK FAIRBOARD	81,038.44
999-001-1103717	UMPQUA BANK- PAYROLL	20,000.00
999-001-1103919	UMPQUA BANK- INMATE	122,472.97
999-001-1105011	LGIP	4,785,359.65
999-001-1105018	LGIP - ROAD AGENCY - 6496	337,223.64
999-001-1112011	ZION - GPA INVESTMENTS	51,590,966.25
999-001-1113515	UMPQUA- ZBA TREASURER	(29,413.14)
999-001-1113616	UMPQUA- ZBA FINANCE	(195,832.89)
999-001-1117000	CASH CLEARING - A/R	.00
999-001-1118000	CAPITAL ASSETS CLEARING	.00
	TOTAL COMBINED CASH	59,290,561.19
999-001-1101500	CASH ALLOCATED TO OTHER FUNDS	(59,290,561.19)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

101	ALLOCATION TO GENERAL FUND	3,796,135.82
202	ALLOCATION TO ROAD FUND	3,355,359.25
203	ALLOCATION TO FED.STATE & CO.ROAD CONST	322,999.67
204	ALLOCATION TO ROAD EQUIP PURCHASE FUND	1,455,987.71
205	ALLOCATION TO NOXIOUS WEED PROGRAM	73,824.48
208	ALLOCATION TO ENFORCEMENT FUND	.00
209	ALLOCATION TO ANIMAL CONTROL	51,534.71
210	ALLOCATION TO EMERGENCY COMMUNICATIONS	538,381.36
212	ALLOCATION TO FOOTPATHS & BICYCLE TRAIL	129,811.26
213	ALLOCATION TO LAW LIBRARY	93,743.79
214	ALLOCATION TO JUVENILE DEPENDENCY DA	.00
215	ALLOCATION TO MT JEFFERSON MEMORIAL PARK	66,494.24
216	ALLOCATION TO MT JEFFERSON MEMORIAL PARK PC	146,619.24
217	ALLOCATION TO SELF INS FUND	1,817,989.70
218	ALLOCATION TO COUNTY FAIR	190,769.70
219	ALLOCATION TO VICTIM'S ASSISTANCE	183,531.34
220	ALLOCATION TO COUNTY SCHOOL	74,094.49
221	ALLOCATION TO NT AND PHONE SERVICES	382,268.48
222	ALLOCATION TO TRANSIENT OCCUPANCY TAX	475,764.75
223	ALLOCATION TO SPECIAL TRANSPORTATION FUND	76,257.89
224	ALLOCATION TO COUNTY FAIR BUILDING	524,050.86
225	ALLOCATION TO CENTRAL OREGON HEALTH BOARD	837,319.72
226	ALLOCATION TO PUBLIC LAND CORNER PRES	36,065.58
229	ALLOCATION TO COUNTY PROJECTS	162,993.41
230	ALLOCATION TO DISTRICT ATTORNEY GRANT FUND	8,131.03
231	ALLOCATION TO JEFF CO BUSINESS LOAN FND	1,022,965.31
232	ALLOCATION TO SPECIAL TRANS IMPROV FUND STIF	960,666.27
236	ALLOCATION TO SMOKE MANAGEMENT FUND	101,383.95
238	ALLOCATION TO CORRECTIONS & DRUG PROGRAM	55,661.54

JEFFERSON COUNTY
 COMBINED CASH INVESTMENT
 SEPTEMBER 30, 2023

239	ALLOCATION TO HEALTH DEPT - GRANT FUND	1,265,514.09
240	ALLOCATION TO AMERICAN RESCUE FUND	5,921,663.71
241	ALLOCATION TO COUNTY CLERK RECORDS FUND	77,387.31
243	ALLOCATION TO ODVA VETERANS PROGRAM	6,292.25
244	ALLOCATION TO MH ALCOHOL & DRUG PLAN	1,145,691.47
245	ALLOCATION TO COUNTY VETERANS PROGRAM	45,740.45
246	ALLOCATION TO DEVELOPMENTAL DISABILITIES	947.35
247	ALLOCATION TO COMMUNITY HEALTH IMP PROGRAM	74,964.05
248	ALLOCATION TO DEPT OF COM JUST-JUV CUSTODY	149,549.22
249	ALLOCATION TO PARKS DEVELOPMENT FUND	111,960.65
250	ALLOCATION TO ECONOMIC DEVELOPMENT	536,284.44
253	ALLOCATION TO COMMUNITY HEALTH RESERVE	1,578,941.99
254	ALLOCATION TO ADULT COMMUNITY CORRECTIONS	2,318,441.58
255	ALLOCATION TO DEP OF COM JUST-JUV CRIME PLAN	.00
256	ALLOCATION TO GEOGRAPHICAL INFORMATION SYSTM	193,894.13
257	ALLOCATION TO CONCILIATION-MEDIATION FUND	74,107.54
258	ALLOCATION TO DISASTER RELIEF RESERVE FUND	319,339.12
259	ALLOCATION TO COUNTY SPECIAL LITIGATION FUND	132,638.72
265	ALLOCATION TO JAIL OPERATIONS	1,078,402.53
266	ALLOCATION TO SHERIFF GRANT FUNDS	(42,975.92)
267	ALLOCATION TO CODE ENFORCEMENT FUND	170,437.84
308	ALLOCATION TO CORR FACILITY CONST FUND	465,862.53
310	ALLOCATION TO PAID LEAVE OREGON	65,445.15
311	ALLOCATION TO CAPITAL IMPROVEMENT PROJ	5,712,661.07
313	ALLOCATION TO SDC COUNTY ROADS	463,771.08
314	ALLOCATION TO SDC CRR ROADS	160,353.90
315	ALLOCATION TO SDC COUNTY PARKS	90,666.60
316	ALLOCATION TO SDC CRR PARKS	11,693.71
320	ALLOCATION TO COURTHOUSE BOND/CONSTRUCTION	.00
321	ALLOCATION TO J STREET CONSTRUCTION BOND	.00
322	ALLOCATION TO PUBLIC HEALTH BOND/CONSTRUCT.	.00
325	ALLOCATION TO LANDFILL CLOSURE	818,243.03
401	ALLOCATION TO JAIL BOND	85.73
403	ALLOCATION TO COURTHOUSE DEBT RESERVE FUND	207,752.78
404	ALLOCATION TO COURTHOUSE FFCO BOND	66,167.85
405	ALLOCATION TO PUBLIC HEALTH DEBT RESERV FUND	.00
406	ALLOCATION TO PUBLIC HEALTH FFCO BOND	.00
503	ALLOCATION TO PLANNING DEPT	80,283.11
504	ALLOCATION TO ONSITE AND ENGINEERING	36,254.31
505	ALLOCATION TO BUILDING	1,296,514.88
506	ALLOCATION TO COMMUNITY DEVELOPMENT DEPT	.00
507	ALLOCATION TO CAR POOL	337,003.11
508	ALLOCATION TO RV PARK	447,015.67
509	ALLOCATION TO TRANSFER STATION	680,841.73
601	ALLOCATION TO CO ASSESS & TAX FUND	45,023.10
602	ALLOCATION TO OREGON AFFORDABLE HOUSING FEE	45,419.71
603	ALLOCATION TO FIRE IMPROVEMENT	1.87
604	ALLOCATION TO ATTORNEY GENERAL MEDIATION FEE	.00
605	ALLOCATION TO MVHD 89 BOND	.00
607	ALLOCATION TO JCRFPD BUILDING RESERVE	.00
621	ALLOCATION TO JC RFPD APPARATUS RESERVE	.00
626	ALLOCATION TO CLERK'S UNSEGREGATED ACCO	618.00
627	ALLOCATION TO ADVANCE TAX COLLECTIONS	20,271.64
629	ALLOCATION TO UNSEGREGATED TAX ACCOUNT	40,227.94
631	ALLOCATION TO DEFERRED BILLING CREDIT	118,116.88
632	ALLOCATION TO INTEREST INCOME	313,559.14
633	ALLOCATION TO TREAS CHANGE ACCCOUNT	.00
634	ALLOCATION TO CITY OF CULVER DELINQUENT SEWE	205,697.52
635	ALLOCATION TO CITY OF CULVER	3,874,249.92
636	ALLOCATION TO CULVER BOND	.00
644	ALLOCATION TO CITY OF MADRAS DELINQ SEWER	48.13
645	ALLOCATION TO CITY OF MADRAS	2,283.14

JEFFERSON COUNTY
 COMBINED CASH INVESTMENT
 SEPTEMBER 30, 2023

646 ALLOCATION TO MADRAS BOND	.00
647 ALLOCATION TO CITY OF METOLIUS	736,992.29
648 ALLOCATION TO MADRAS PHASE IN ANNEXATION	.00
649 ALLOCATION TO METOLIUS BOND I&S SEWER	26,059.50
654 ALLOCATION TO MOUNTAIN VIEW HOSPITAL DI	.00
657 ALLOCATION TO FIRE PATROL	27,039.04
658 ALLOCATION TO FIRE PATROL GRAZING	4,590.01
659 ALLOCATION TO CAMP SHERMAN RURAL FIRE P	382.50
662 ALLOCATION TO CRR RFPD LOCAL OPTION	610,230.46
663 ALLOCATION TO CROOKED RIVER RANCH RFPD	13,326.87
664 ALLOCATION TO JEFFERSON COUNTY RFPD	433,296.22
665 ALLOCATION TO JEFFCO RFPD - GRANT RESERVE	774,962.00
668 ALLOCATION TO TRANSIENT ROOM TAX	161,824.40
675 ALLOCATION TO CENTRAL OREGON COMM COLLEGE	1,747.11
676 ALLOCATION TO COCC BOND I&S	272.86
678 ALLOCATION TO SD 509J 2012 GO BOND	61,388.14
679 ALLOCATION TO JEFFERSON COUNTY ESD	19,182.79
681 ALLOCATION TO HIGH DESERT ESD	43.00
682 ALLOCATION TO SD 509J-GO BONDS (WS)	.00
683 ALLOCATION TO SCHOOL DIST.NO.2J REDMOND	2,238.24
685 ALLOCATION TO SCHOOL DIST.NO.4 CULVER	1,556,688.21
686 ALLOCATION TO SCHOOL DIST.NO.4 BOND I&S	.00
687 ALLOCATION TO SD 4 CULVER-2014 GO BOND	104,610.25
688 ALLOCATION TO SCHOOL DIST.NO.8 ASHWOOD	423,937.18
689 ALLOCATION TO BLACK BUTTE SD - BOND 2023	.00
690 ALLOCATION TO SCHOOL DIST.NO.41 BLACK B	5,451.01
695 ALLOCATION TO SCHOOL DIST. NO. 509J	359,733.93
696 ALLOCATION TO SD 509J-GO BONDS (IN TOWN)	.00
698 ALLOCATION TO CROOKED RIVER RANCH RD DI	382,504.64
699 ALLOCATION TO INTEREST	(89,782.21)
700 ALLOCATION TO JUNIPER BUTTE RD	720.53
701 ALLOCATION TO DRUG HOLDING FUND	356.00
702 ALLOCATION TO FORFEITED/SEIZED	1,270.44
703 ALLOCATION TO JC SHOP WITH A COP	6,645.50
704 ALLOCATION TO CORRECTION SECURITY TRUST	.00
706 ALLOCATION TO CANYON VIEW SPECIAL ROAD DIST.	86,914.82
710 ALLOCATION TO MH PARK OMBUDSMAN PROGRAM	.00
711 ALLOCATION TO LAKE CHINOOK F&R-2014 GO BOND	3,080.16
713 ALLOCATION TO MAC RECREATION DIST BOND	26,805.16
714 ALLOCATION TO MAC-POOL LEVY B & I	397.28
716 ALLOCATION TO MAC RECREATION DIST LO LEVY	31,116.74
723 ALLOCATION TO REDMOND 2J BD AFTER URBAN RENW	1,020.37
724 ALLOCATION TO JC EMSD	686,465.95
725 ALLOCATION TO JC EMSD VEHICLE REPLACEMT	1,189,540.71
727 ALLOCATION TO SCHOOL DIST NO 2J BOND 93	.00
728 ALLOCATION TO JC FAIRGROUNDS DEPOSIT FUND	7,370.79
729 ALLOCATION TO SD 509J BOND 93 LEVY	410.53
730 ALLOCATION TO 509J BOND AFTER URBAN RENEWAL	.00
731 ALLOCATION TO COURT FACILITIES SECURITY	70,554.78
732 ALLOCATION TO LAKE CHINOOK F&R AUDIT	166.12
733 ALLOCATION TO LAKE CHINOOK FIRE & RESCUE	31,746.86
734 ALLOCATION TO LAKE CHINOOK F&R CAPITAL RES.	26,478.85
735 ALLOCATION TO SD NO 4 BOND 1994 B & I	.00
736 ALLOCATION TO IN LIEU OF BOND	4,920.00
737 ALLOCATION TO CRR RFPD BUILDING & EQUIPMENT	388,692.41
738 ALLOCATION TO FAIR COURT	7,019.76
739 ALLOCATION TO LAKE CHINOOK FIRE - GRANT FUND	195,740.00
740 ALLOCATION TO DESCHUTES CO 911 LOCAL OPTION	.00
741 ALLOCATION TO INMATE COMMISSARY FUND	230,216.26
743 ALLOCATION TO DESCHUTES CO 911 SD	104.74
744 ALLOCATION TO SD #6-SISTERS	.00
745 ALLOCATION TO SD #6-SISTERS BOND	.00

JEFFERSON COUNTY
 COMBINED CASH INVESTMENT
 SEPTEMBER 30, 2023

747 ALLOCATION TO SD#6 SISTERS LOCAL OPTION	.00
748 ALLOCATION TO SD #6-SISTERS G.O. BOND	.00
749 ALLOCATION TO SD#6 SISTERS BOND 2021	.06
752 ALLOCATION TO SISTERS CS RFPD-2007	1.78
755 ALLOCATION TO CAMP SHERMAN DUMP	75,914.14
757 ALLOCATION TO REDMOND FIRE & RESCUE	.00
758 ALLOCATION TO REDMOND FIRE & RESCUE LO LEVY	.00
761 ALLOCATION TO CS ROAD DISTRICT #18	39,368.67
762 ALLOCATION TO CS RD DIST #18 BONDS	79,818.47
764 ALLOCATION TO PEER COURT	405.00
772 ALLOCATION TO LIBRARY DISTRICT	11,674.06
773 ALLOCATION TO JC LIBRARY COMINGORE DONATIONS	596,592.55
778 ALLOCATION TO HURD CITY OF MADRAS	144.41
781 ALLOCATION TO JC DISABILITY ADV COMMITTEE	205.15
782 ALLOCATION TO JC LIBRARY-BETH CROW TRUST	137,661.65
783 ALLOCATION TO JC LIBRARY RESEARCH CENTER	41,280.54
784 ALLOCATION TO JC LIBRARY COMINGORE	125.90
785 ALLOCATION TO JC BLAIR TRUST-SENIORTRANSPORT	10,187.41
786 ALLOCATION TO SD 41 PERS DEBT FUND	175,453.27
787 ALLOCATION TO SD #41 STUDENT BODY	.00
788 ALLOCATION TO UR CITY OF MADRAS	922.77
790 ALLOCATION TO JEFFERSON COUNTY ROAD AGENCY	337,286.14
793 ALLOCATION TO JC LIBRARY BLDG. IMPROVEMENT	640,207.44
794 ALLOCATION TO CULTURAL TRUST FUND	684.33
795 ALLOCATION TO METOLIUS SDC'S	203,092.41
796 ALLOCATION TO CRR RFPD BUILDING BOND	15,810.56
798 ALLOCATION TO CULVER URBAN RENEWAL	603,089.98
	<hr/>
TOTAL ALLOCATIONS TO OTHER FUNDS	59,290,561.19
ALLOCATION FROM COMBINED CASH FUND - 999-001-1101500	(59,290,561.19)
	<hr/>
ZERO PROOF IF ALLOCATIONS BALANCE	.00
	<hr/> <hr/>

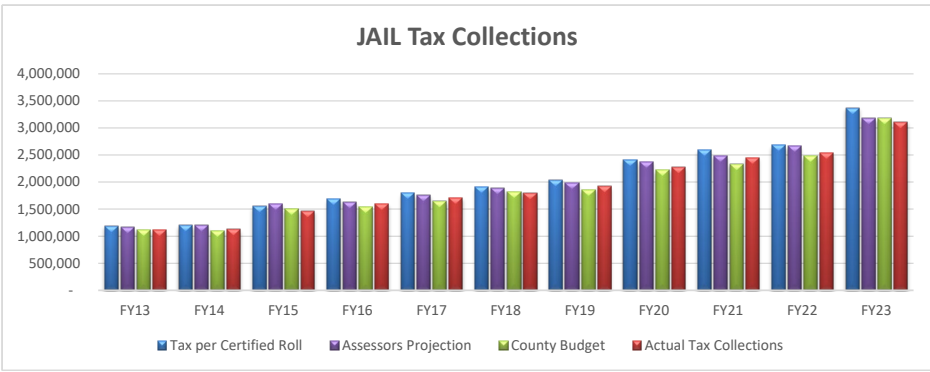
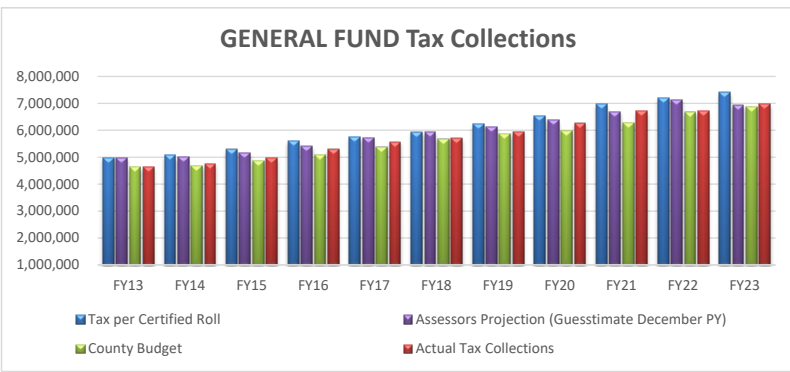
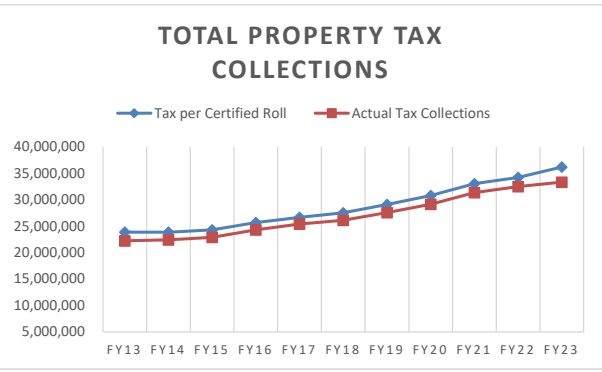
TAX COLLECTION ANALYSIS

Taxes	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Tax per Certified Roll	23,884,714	23,856,092	24,324,490	25,670,225	26,681,846	27,527,847	29,115,989	30,781,403	33,034,385	34,231,346	36,184,123
Actual Tax Collections	22,236,709	22,403,111	22,895,352	24,303,643	25,426,660	26,105,908	27,570,969	29,160,984	31,358,190	32,475,060	33,335,849
Percent Uncollected per the Certified Roll	-6.9%	-6.1%	-5.9%	-5.3%	-4.7%	-5.2%	-5.3%	-5.3%	-5.1%	-5.1%	-7.9%
Early Pay Discount	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Percent of Uncollected after Discount	-3.9%	-3.1%	-2.9%	-2.3%	-1.7%	-2.2%	-2.3%	-2.3%	-2.1%	-2.1%	-4.9%
Prior Year Tax Roll Collections by year	1,434,130.10	1,393,189.84	1,202,831.02	1,042,422.19	875,942.76	819,119.70	692,488.24	864,643.52	1,084,824.16	912,464.68	539,315.70

GENERAL FUND	less 6%	less 7%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%
	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Certified Roll (AV Balance Line 39 SAL)	4,983,555	5,061,786	5,285,436	5,589,055	5,755,251	5,939,961	6,226,627	6,542,676	6,974,914	7,188,063	7,403,705
Assessors Projection (Guesstimate December PY)	4,980,000	4,999,274	5,161,502	5,414,310	5,732,595	5,933,289	6,112,369	6,371,998	6,686,218	7,125,488	6,959,483
Less 6% or 7% (see above)	4,681,200	4,649,325	4,851,812	5,089,451	5,388,639	5,577,292	5,745,627	5,989,678	6,285,045	6,697,959	6,541,914
County Budget	4,631,400	4,659,500	4,852,000	5,089,450	5,388,639	5,677,292	5,845,627	5,989,678	6,285,045	6,697,959	6,869,616
Actual Tax Collections	4,639,990	4,763,083	4,975,163	5,291,800	5,575,121	5,699,070	5,956,421	6,273,781	6,707,451	6,707,451	6,975,378
Difference between Certified Roll and actual collections	343,565	298,703	310,273	297,255	180,130	240,892	270,206	268,895	267,463	480,612	428,327
Percent Uncollected per the Certified Roll	-7.4%	-6.3%	-6.2%	-5.6%	-3.2%	-4.2%	-4.5%	-4.3%	-4.0%	-7.2%	-6.1%
Percent of Assessor Projection to Actual Collections	-6.8%	-4.7%	-3.6%	-2.3%	-2.7%	-3.9%	-2.6%	-1.5%	0.3%	-5.9%	0.2%
Percent of Budget to Estimated to be Collected	0.2%	2.2%	2.5%	4.0%	3.5%	0.4%	1.9%	4.7%	6.7%	0.1%	1.5%

JAIL LEVY	less 6%	less 7%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 7%	less 7%
	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Certified Roll	1,193,525	1,203,026	1,557,685	1,685,758	1,801,187	1,907,803	2,040,724	2,413,027	2,590,976	2,682,798	3,369,099
Assessors Projection	1,166,500	1,200,448	1,600,935	1,626,895	1,758,448	1,888,847	1,979,393	2,375,331	2,485,119	2,662,841	3,176,267
Less 6% or 7% (see above)	1,096,510	1,116,417	1,504,879	1,529,281	1,652,941	1,775,516	1,860,629	2,232,811	2,336,012	2,476,442	2,953,928
County Budget	1,115,868	1,103,910	1,505,000	1,529,280	1,652,941	1,822,737	1,860,629	2,212,898	2,336,012	2,476,442	3,176,267
Actual Tax Collections	1,111,243	1,129,826	1,466,244	1,596,100	1,708,547	1,803,369	1,927,075	2,280,310	2,451,833	2,546,699	3,118,261
Difference between Certified Roll and actual collections	82,281	73,199	91,441	89,658	92,640	104,434	113,649	132,718	139,143	136,099	250,837
Percent Uncollected per the Certified Roll	-7.4%	-6.5%	-6.2%	-5.6%	-5.4%	-5.8%	-5.9%	-5.8%	-5.7%	-5.3%	-8.0%
Percent of Assessor Projection to Actual Collections	-4.7%	-5.9%	-8.4%	-1.9%	-2.8%	-4.5%	-2.6%	-4.0%	-1.3%	-4.4%	-1.8%
Percent of Budget to Actual Collections	-0.4%	2.3%	-2.6%	4.4%	3.4%	-1.1%	3.6%	3.0%	5.0%	2.8%	-1.8%

CAFFA Grant Proceeds	6/30/2013	6/30/2014	6/30/2015	6/30/2016	6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022	6/30/2023
Actual	189,128.64	169,625.70	175,992.75	168,313.78	179,508.84	188,899.44	176,503.80	223,540.39	237,063.19	222,046.55	183,059.23
Budget	150,000.00	160,000.00	160,000.00	160,000.00	160,000.00	154,179.67	160,000.00	160,000.00	160,000.00	160,000.00	160,000.00
											148%



**September 2023 Credit Card Payable
Paid September 2023
Bank of America Purchase Cards**

It is hereby ordered that **\$123,321.16** be paid and the amounts transferred from the funds listed below:

FUND	FUND NAME	AMOUNT
101	GENERAL FUND	\$30,124.07
202	PUBLIC WORKS	\$13,661.90
205	NOXIOUS WEED PROGRAM RD DIST 18	\$46.39
215	MT. JEFFERSON MEMORIAL PARK	\$869.60
218	FAIR	\$23,284.20
219	VICTIM'S ASSISTANCE	\$475.58
221	NT	\$5,428.45
230	RURAL DOMESTIC VIOLENCE	\$98.93
236	SMOKE MANAGEMENT	\$69.22
239	HEALTH DEPT GRANT FUND	\$7,874.91
245	VETERANS	\$1,222.75
247	FEDERAL CHILD CARE BLK GRANT	\$484.90
249	PARK FUND	\$1,930.64
253	PH - COMMUNITY HEALTH RESERVE	\$500.00
254	CJ - ADULT	\$5,251.09
256	GIS	\$182.80
265	JAIL	\$17,174.97
267	CODE ENFORCEMENT	\$917.55
325	LANDFILL CLOSURE FUND	\$396.66
503	CDD - PLANNING DEPT	\$60.08
504	CDD - ONSITE AND ENGINEERING	\$244.12
505	CDD - BUILDING	\$738.39
507	CAR POOL	\$7,033.04
508	RV PARK	\$1,736.98
755	CAMP SHERMAN DUMP	\$3,513.94
TOTAL		\$123,321.16

I, Kate Knop, hereby attest the above amounts are correct.



Kate Knop, Finance Director

Kelly Simmelink, Commissioner

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

Order Number

Dated

87 SEP23 Purchase Card Details

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
AMAZON.COM T357H5DP2 A	HEssel, LYNDsAY	Office Supplies	\$11.31	101-101-520-2101-	8/28/2023
AMZN MKTP US T31M95QN1	HEssel, LYNDsAY	Office Supplies	\$19.99	101-101-520-2101-	8/31/2023
AMZN MKTP US T37ZS83R1	HEssel, LYNDsAY	Office Supplies	\$246.26	101-101-520-2101-	8/27/2023
ERICKSONs THRIFTWAY	HEssel, LYNDsAY	Meeting Supplies	\$19.98	101-101-520-2101-	8/31/2023
HIRERIGHT LLC	HEssel, LYNDsAY	HR Background Checks	\$89.55	101-101-520-2101-	9/12/2023
IN TREASURE VALLEY CO	HEssel, LYNDsAY	Coffee Supplies	\$179.85	101-101-520-2101-	9/1/2023
REPUBLIC SERVICES TRAS	HEssel, LYNDsAY	Shredding	\$24.50	101-101-520-2101-	9/5/2023
SAFEWAY.COM #1960	HEssel, LYNDsAY	Meeting Supplies	\$81.67	101-101-520-2101-	8/29/2023
Subway 11687	JARA, JESUS	Lunch N Learn Food	\$306.73	101-101-520-2101-	8/31/2023
USPS PO 4051360741	HEssel, LYNDsAY	Postage	\$17.12	101-101-520-2101-	9/14/2023
WAL-MART #2243	JARA, JESUS	Lunch N Learn Items	\$44.74	101-101-520-2101-	8/30/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$138.84	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$138.87	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$138.87	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$121.97	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$122.10	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$138.87	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$121.97	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$138.87	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$111.04	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$125.71	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$138.84	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$121.97	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$122.10	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$138.87	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$111.04	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$121.95	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$138.87	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$139.04	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$121.97	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$139.89	101-101-520-2101-	8/25/2023
XEROX CORPORATION 2	HEssel, LYNDsAY	Disputed Copier Expense	\$139.89	101-101-520-2101-	9/11/2023
COMMUNITY NEWSPAPERS -	JARA, JESUS	Commission Office Copier	\$200.00	101-101-520-2210-	9/13/2023
EO MEDIA CIRC	JARA, JESUS	Job Postings	\$18.00	101-101-520-2210-	9/5/2023
IN JEFFERSON COUNTY R	HEssel, LYNDsAY	Bulletin subscription	\$200.00	101-101-520-3301-	9/7/2023
IN JEFFERSON COUNTY R	HEssel, LYNDsAY	Simmelink - Annual Dues	\$200.00	101-101-520-3301-	9/7/2023
IN JEFFERSON COUNTY R	HEssel, LYNDsAY	Gassner - Annual Dues	\$200.00	101-101-520-3301-	9/7/2023

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
IN JEFFERSON COUNTY R	HEssel, LYNDSAY	Rasmussen - Annual Dues	\$200.00	101-101-520-3301-	9/11/2023
XEROX CORPORATION 2	CHANDLER, TERRI	Juvenile copy machine	\$146.60	101-102-520-2101-	8/23/2023
XEROX CORPORATION 2	CHANDLER, TERRI	Juvenile copy machine	\$147.14	101-102-520-2101-	8/23/2023
BADGEANDWALLET.COM	CHANDLER, TERRI	badges Juvenile	\$405.00	101-102-520-2115-	8/18/2023
ASHLAND 751 BM	PINEDA, EDGAR	dineer OJDDA mtg	\$15.79	101-102-520-3301-	9/18/2023
ASHLAND HILLS HOTEL	DELA CRUZ, LACEY	lodging OJDDA mtg	\$329.49	101-102-520-3301-	9/17/2023
BURGER KING #7450 Q07	DANIELS, JACOB	transport lunch	\$12.18	101-102-520-3301-	9/5/2023
BURGER KING #7450 Q07	PINEDA, EDGAR	transport lunch	\$16.38	101-102-520-3301-	9/5/2023
OLIVE GARDEN 0021592	DELA CRUZ, LACEY	dinner OJDDA mtg	\$24.78	101-102-520-3301-	9/17/2023
STORE CRAVINGCAVE	DELA CRUZ, LACEY	OJDDA conf meal	\$18.89	101-102-520-3301-	9/19/2023
AMAZON.COM TX7NB11V2	FLANDE, KATRINA	Office Supplies	\$68.06	101-107-520-2101-	9/19/2023
AMZN MKTP US TQ2C470T0	FINLEY, TERESA	Office Supplies	\$28.97	101-107-520-2101-	8/20/2023
AMZN MKTP US TX2NJ8N12	FINLEY, TERESA	Office Supplies	\$204.21	101-107-520-2101-	9/14/2023
AMZN MKTP US TX38V94V0	FINLEY, TERESA	Office Supplies	\$49.77	101-107-520-2101-	9/15/2023
LOVETONER LLC	FLANDE, KATRINA	Office Supplies	\$53.87	101-107-520-2101-	9/18/2023
BEST BUY CO 00026617	FLANDE, KATRINA	Office Equipment	\$79.99	101-107-520-2115-	9/15/2023
BEST BUY CO 00026617	FLANDE, KATRINA	Office Equipment	\$79.99	101-107-520-2115-	9/15/2023
ST OF OREGON DCBS	FINLEY, TERESA	DCBS MS Title Trnsfr Fees	\$330.00	101-107-520-3002-	8/22/2023
ST OF OREGON DCBS	FLANDE, KATRINA	DCBS MS Title Trnsfr Fees	\$780.00	101-107-520-3002-	8/22/2023
XEROX CORPORATION 2	FLANDE, KATRINA	XEROX Copier Mnthly Lease	\$69.46	101-107-520-3127-	9/8/2023
CENTRAL OREGON ASSOCIA	SOLIZ, RAYMOND	COAR MLSCO Dues 08/23	\$60.00	101-107-520-3301-	8/28/2023
FS TESTDOME.COM	ZEMKE, KATE	FS TESTDOME	\$100.00	101-109-520-2101-	9/14/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	8/22/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	9/5/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	8/22/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	9/7/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	9/5/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	9/8/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	9/12/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	9/12/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	9/15/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$19.30	101-109-520-2101-	9/19/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$51.02	101-109-520-2101-	9/8/2023
XEROX CORPORATION 2	ZEMKE, KATE	XEROX Lease	\$237.93	101-109-520-2240-	9/5/2023
COMMUNITY NEWSPAPERS -	ZEMKE, KATE	Pamplin - publication	\$99.84	101-109-520-2240-	9/9/2023
IN NUGGET NEWSPAPER,	ZEMKE, KATE	NUGGET - Notices	\$200.00	101-109-520-3301-	9/13/2023
ASSOCIATION OF OREGON	PALIN, CONNIE	AOC	\$119.63	101-110-520-2101-	8/24/2023
AMAZON.COM TQ3CLARY0 A	PALIN, CONNIE	Office Supplies	\$29.83	101-110-520-2101-	8/24/2023
AMZN MKTP US T34V64FE0	PALIN, CONNIE	Office Supplies	\$12.59	101-110-520-2101-	8/25/2023
AMZN MKtp US T390D5M50	PALIN, CONNIE	Office Supplies	\$73.35	101-110-520-2101-	8/28/2023
AMZN MKtp US TL4BJ21C2	PALIN, CONNIE	Office Supplies	\$106.70	101-110-520-2101-	9/6/2023
AMZN MKtp US TQ4L19900	PALIN, CONNIE	Office Supplies	\$56.46	101-110-520-2101-	8/24/2023
BI-MART 654	NAVARRO, IRMA	Bi Mart	\$49.00	101-110-520-2101-	9/20/2023
REPUBLIC SERVICES TRAS	PALIN, CONNIE	Shred 7/2023	\$144.34	101-110-520-2101-	8/23/2023
XEROX CORPORATION 2	PALIN, CONNIE	DA Portion 8/2023	\$44.95	101-110-520-2101-	9/8/2023
VZWRLSS BILL PAY VB	HESSSEL, LYNDSAY	Cell Phone Charges - Aug			9/8/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
ZOOM.US 888-799-9666	PALIN, CONNIE	ZOOM	\$174.80	101-110-520-2107-	9/13/2023
INN AT CROSS KEYS STAT	PALIN, CONNIE	Victim Lodging 22CR006628	\$125.17	101-110-520-2443-	8/29/2023
MADRAS ANIMAL HOSPITAL	PALIN, CONNIE	Investigation - 23CR23928	\$305.00	101-110-520-2443-	8/23/2023
AMAZON.COM TL7Z50YD1 A	MENDOZA, JESSICA	Office Supplies	\$1.99	101-113-520-2101-	9/10/2023
AMAZON.COM TQ9ZX6QS0 A	HOOD, KARLA	Cleaning Supplies	\$123.59	101-113-520-2101-	8/22/2023
AMZN MKTP US T31XM4PDD	BAKER, MICHAEL	Office Supplies	\$14.39	101-113-520-2101-	8/27/2023
AMZN MKTP US T384F4951	MENDOZA, JESSICA	Office Supplies	\$40.95	101-113-520-2101-	9/1/2023
AMZN Mkip US TQ0VT9KC2	BAKER, MICHAEL	Cleaning Supplies	\$19.68	101-113-520-2101-	8/22/2023
AMZN MKTP US TQ1SW5FJ1	HOOD, KARLA	Carpet Cleaning Supplies	\$97.03	101-113-520-2101-	8/20/2023
AMZN MKTP US TQ6TJ1072	HOOD, KARLA	Carpet Cleaning Supplies	\$11.99	101-113-520-2101-	8/18/2023
AMZN MKTP US TQ9O189N1	MENDOZA, JESSICA	Office Supplies	\$6.99	101-113-520-2101-	8/24/2023
AMZN MKTP US TR3R80482	MENDOZA, JESSICA	Office Supplies	\$32.42	101-113-520-2101-	9/7/2023
IN TREASURE VALLEY CO	HOOD, KARLA	Coffee Svc	\$181.10	101-113-520-2101-	9/1/2023
MAIL COPIES & MORE	MENDOZA, JESSICA	Office Supplies	\$29.95	101-113-520-2101-	8/22/2023
QUILL CORPORATION	HOOD, KARLA	Copy Paper	\$112.97	101-113-520-2101-	9/14/2023
SAFEWAY #1960	TITUS, TRENT	Carpet Shampoo Rental	\$106.97	101-113-520-2101-	8/18/2023
USPS PO 4051360741	MENDOZA, JESSICA	Cert Mail for VR	\$19.22	101-113-520-2101-	9/13/2023
USPS PO 4051360741	MENDOZA, JESSICA	Cert Mail for VR	\$18.98	101-113-520-2101-	9/14/2023
ASSOCIATION OF OREGON	BAKER, MICHAEL	AOC Reg for MB	\$545.00	101-113-520-3301-	8/27/2023
OREGON PUBLIC HEALTH A	BAKER, MICHAEL	2023-2024 Membership	\$250.00	101-113-520-3301-	8/24/2023
SAFEWAY #1960	KEPAVA, TAMARA	All staff meeting	\$97.52	101-113-520-3301-	9/7/2023
AMZN MKTP US T32D71W32	ROTH, JOSHUA	Autopsy Equipment	\$89.94	101-125-520-2101-	8/30/2023
AMZN MKTP US TQ3HW3RGO	ROTH, JOSHUA	Autopsy Equipment	\$28.34	101-125-520-2101-	8/24/2023
AMZN MKTP US TQ6FD87Q1	ROTH, JOSHUA	Autopsy Equipment	\$89.92	101-125-520-2101-	8/24/2023
AMZN MKTP US TX1957HK2	ROTH, JOSHUA	Mouse/USB for D5 for Lexis Nexis Training	\$20.70	101-125-520-2101-	9/17/2023
IN TREASURE VALLEY CO	MILES, DEBBIE	sheriff conf. room sup.	\$81.65	101-125-520-2101-	9/7/2023
MAIL COPIES & MORE	MILES, DEBBIE	admin copy paper	\$297.45	101-125-520-2101-	9/5/2023
Staples Inc	MILES, DEBBIE	admin off sup.	\$48.86	101-125-520-2101-	8/21/2023
REPUBLIC SERVICES TRAS	MILES, DEBBIE	Cove toilet service - Marine	\$133.75	101-125-520-2101-32	9/5/2023
STARLINK INTERNET	MILES, DEBBIE	marine boat house internet	\$250.00	101-125-520-2101-32	8/24/2023
USCC CALL CENTER	MILES, DEBBIE	patrol co. cell and mdts	\$435.24	101-125-520-2105-	8/23/2023
USCC IVR	MILES, DEBBIE	patrol co. cell and mdts	\$2,084.31	101-125-520-2105-	8/19/2023
VZWRLLSS IVR VB	MILES, DEBBIE	patrol mdts	\$448.91	101-125-520-2105-	8/29/2023
AMZN MKTP US T32UT0FW2	ANDERSON, TYLER	Dump pouch	\$16.93	101-125-520-2115-	8/23/2023
ERICKSONS THRIFTWAY	ANDERSON, TYLER	Propane for staff bbq	\$19.99	101-125-520-2115-	8/30/2023
SAFEWAY #1960	ANDERSON, TYLER	Food for staff bbq	\$95.24	101-125-520-2115-	8/29/2023
MAIL COPIES & MORE	MILES, DEBBIE	advertising	\$320.00	101-125-520-2124-	9/5/2023
AMZN MKTP US TX3GP9I22	ANDERSON, TYLER	Gun Light	\$159.95	101-125-520-2205-	9/19/2023
DOOLEY ENTERPRISES INC	MILES, DEBBIE	9mm ammo	\$442.33	101-125-520-2205-	8/23/2023
LA POSADA MEXICAN GRIL	MILES, DEBBIE	DINNER FOR MAJOR CRIME INVESTIGATION	\$250.00	101-125-520-2222-	9/9/2023
MAIL COPIES & MORE	MILES, DEBBIE	evidence mail to crime lab	\$73.28	101-125-520-2222-	9/5/2023
OLIVER LEMONS TERRE	SKIDGEL, BRYAN	ICE/WATER	\$26.76	101-125-520-2222-	9/9/2023
TLO TRANSUNION	MILES, DEBBIE	people search	\$75.00	101-125-520-2222-	9/5/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
STICKERSHOP.COM INC.	POLLOCK, JASON	sheriff stickers	\$315.00	101-125-520-2223-	9/8/2023
911 SUPPLY INC	MILES, DEBBIE	patrol uniform exp.	\$208.31	101-125-520-2478-	9/5/2023
911 SUPPLY INC	MILES, DEBBIE	patrol uniform exp.	\$109.38	101-125-520-2478-	9/5/2023
911 SUPPLY INC	MILES, DEBBIE	patrol uniform exp.	\$56.90	101-125-520-2478-	9/5/2023
911 SUPPLY INC	MILES, DEBBIE	patrol uniform exp.	\$118.90	101-125-520-2478-	9/5/2023
911 SUPPLY INC	MILES, DEBBIE	patrol uniform exp.	\$49.68	101-125-520-2478-	9/5/2023
SNOWS CLEANERS AND LAU	MILES, DEBBIE	patrol/admin uniforms	\$385.50	101-125-520-2478-	9/6/2023
THE ID ZONE	POLLOCK, JASON	uniform exp.	\$21.50	101-125-520-2478-	9/11/2023
NAPA AUTO 0026306	MILES, DEBBIE	#161 wiper blades	\$775.72	101-125-520-2478-	8/30/2023
PETDATA	MILES, DEBBIE	dog license - Duke	\$61.98	101-125-520-2480-	9/5/2023
SURELINE BROADBAND	MILES, DEBBIE	Camp Sherman internet	\$14.00	101-125-520-2481-	8/24/2023
TEAMSNAPE INC.	MILES, DEBBIE	SAR team notification	\$19.95	101-125-520-2492-	9/4/2023
BUSY BEE ENTERPRISES I	ROTH, JOSHUA	Breakfast for Search Warrant C#22-0933	\$21.99	101-125-520-2492-	8/24/2023
GDP LN Training	WITHERROW, STEPHEN	LEXUS/NEXUS TRAINING	\$58.91	101-125-520-3301-	9/9/2023
HAPPY HOLLOW PIZZERIA	ROTH, JOSHUA	D5/D8 Lunch for Autopsy in C#23-0933	\$1,000.00	101-125-520-3301-	8/23/2023
HILTON ADVPURCH8002367	ROTH, JOSHUA	Hotel for D5's Training	\$53.00	101-125-520-3301-	9/11/2023
JOHN E. REID & ASSOCIA	LINDEN, CLARK	JOHN E. REID & ASSOCIA - training	\$1,036.64	101-125-520-3301-	8/23/2023
LA POSADA MEXICAN GRIL	ROTH, JOSHUA	Lunch for Victim in 22-0869 Shooting	\$149.00	101-125-520-3301-	8/31/2023
MCDONALD'S-F1916	ROTH, JOSHUA	Breakfast for Victim of 23-0869	\$29.45	101-125-520-3301-	8/25/2023
Oregon State Sheriffs	MILES, DEBBIE	Debbie registration Civil Conf. Bend	\$10.97	101-125-520-3301-	8/26/2023
Oregon State Sheriffs	MILES, DEBBIE	Debbie registration Civil Conf. Bend	\$375.00	101-125-520-3301-	8/22/2023
Oregon State Sheriffs	MILES, DEBBIE	Cait registration Civil Conf. Bend	\$375.00	101-125-520-3301-	8/22/2023
Oregon State Sheriffs	MILES, DEBBIE	registration Civil Conf. Ana - Bend	\$375.00	101-125-520-3301-	8/24/2023
SO TEAL ROSE COFFEE	ROTH, JOSHUA	Polygrapher Breakfast C#22-0933	\$46.00	101-125-520-3301-	9/8/2023
AMAZON.COM TL9YR6BD1 A	ORLANDOS, HOLLY	Office Supplies	\$8.36	101-133-520-2101-	9/6/2023
AMAZON.COM TR2DU3CG0	ORLANDOS, HOLLY	Office Supplies	\$45.22	101-133-520-2101-	9/7/2023
REPUBLIC SERVICES TRAS	HESEEL, LYNDASAY	Shredding	\$24.50	101-133-520-2101-	9/5/2023
XEROX CORPORATION 2	SOLIZ, GABRIEL	Printer Meter	\$11.62	101-133-520-2101-	9/11/2023
TLO TRANSUNION	SOLIZ, GABRIEL	TLO Billing	\$75.00	101-133-520-3110-	9/1/2023
DELTA 00680169026965	KNOP, KATE	DELTA Holly flight to SLC, UT	\$687.80	101-133-520-3301-	8/28/2023
MADRAS PAINT & GLASS I	ANDERSON, ANTHONY	Gen- Paint for B and G office	\$23.40	101-134-520-2011-	9/13/2023
MADRAS PAINT & GLASS I	ANDERSON, ANTHONY	Gen- Paint for B and G office	\$24.40	101-134-520-2011-	9/13/2023
PLATT ELECTRIC 115	ANDERSON, ANTHONY	Light fixtures, volt meter - HC	\$320.91	101-134-520-2011-	9/14/2023
SAFEWAY #1960	ANDERSON, ANTHONY	Gen- gatorade	\$87.48	101-134-520-2011-	8/17/2023
SAFEWAY #1960	ANDERSON, ANTHONY	Gen- Supplies for retirement	\$78.93	101-134-520-2011-	9/6/2023
STRIVE / MAIN ST.	MOBLEY, SHAWNA	supplies	\$205.56	101-134-520-2011-	8/30/2023
WCP SOLUTIONS	MOBLEY, SHAWNA	toilet paper	\$503.16	101-134-520-2011-	8/22/2023
WCP SOLUTIONS	MOBLEY, SHAWNA	supplies - HC	\$99.00	101-134-520-2011-	9/6/2023
ABBYS LEGENDARY PIZZA	MOBLEY, SHAWNA	lunch	\$142.40	101-134-520-2301-	8/25/2023
ABBYS LEGENDARY PIZZA	MOBLEY, SHAWNA	lunch	\$127.79	101-134-520-2301-	9/15/2023
B-MART 654	ANDERSON, ANTHONY	USB drives	\$17.97	101-134-520-2301-	9/8/2023
ERICKSONS THRIFTWAY	HALVORSON, MICHAELA	retirement lunch	\$6.98	101-134-520-2301-	9/5/2023
GROCERY OUTLET OF MA	HALVORSON, MICHAELA	retirement lunch	\$66.43	101-134-520-2301-	9/5/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
MADRAS PAINT & GLASS I	DAHILKE, TIMOTHY	paint to cover vandalism	\$23.40	101-134-520-2301-	9/11/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	supplies - NCH	\$7.99	101-134-520-2301-	9/11/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	sup, hard	\$294.20	101-134-520-2301-	9/11/2023
XEROX CORPORATION 2	MOBLEY, SHAWNA	mthly fee	\$27.25	101-134-520-2301-	9/11/2023
CENTRAL ELECTRIC COO I	MOBLEY, SHAWNA	mthly fee - Clack	\$74.60	101-134-520-3601-	8/30/2023
CITY OF MADRAS	MOBLEY, SHAWNA	mthly fee	\$1,061.77	101-134-520-3601-	9/2/2023
CITY OF MADRAS	MOBLEY, SHAWNA	mthly fee - OCH	\$530.66	101-134-520-3601-	9/2/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee - DOG	\$22.00	101-134-520-3601-	9/6/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee - Clack	\$22.00	101-134-520-3601-	9/6/2023
SURELINE BROADBAND	MOBLEY, SHAWNA	mthly fee	\$62.49	101-134-520-3601-	9/11/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mthly fee - HC	\$603.80	101-134-520-3601-	8/29/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mthly fee - DOG	\$40.40	101-134-520-3601-	8/31/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mthly fee	\$77.39	101-134-520-3601-	9/5/2023
CITY OF MADRAS	MOBLEY, SHAWNA	mthly fee	\$138.34	101-146-520-3601-	9/2/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee	\$582.56	101-146-520-3601-	9/6/2023
MAIL COPIES & MORE	HESSSEL, LYNDASAY	Copy Paper	\$237.96	101-199-520-2111-	9/7/2023
XEROX CORPORATION 2	HESSSEL, LYNDASAY	Admin Hallway Copier	\$447.30	101-199-520-2111-	9/8/2023
STAMPS.COM	SOLIZ, GABRIEL	Monthly Billing	\$29.99	101-199-520-3220-	8/18/2023
AMZN MKTP US TR2TQ7WS2	ARIZMENDI, FAI	Office Supplies	\$55.38	202-101-520-2101-	9/13/2023
MISSION LINEN	BRIDGES, CARLA	Office Supplies	\$32.44	202-101-520-2101-	9/6/2023
PACIFIC OFFICE AUTOMAT	BRIDGES, CARLA	Copier Lease	\$159.39	202-101-520-2101-	8/23/2023
PACIFIC OFFICE AUTOMAT	BRIDGES, CARLA	Office Supplies	\$36.95	202-101-520-2101-	9/13/2023
STRIVE / MAIN ST.	BRIDGES, CARLA	Office Supplies	\$76.24	202-101-520-2101-	8/24/2023
VZWRLESS BILL PAY VB	HESSSEL, LYNDASAY	Cell Phone Charges - Aug	\$46.39	202-101-520-2105-	9/8/2023
PLATT ELECTRIC 001	BRIDGES, CARLA	Light Bulbs for Bldgs	\$56.78	202-101-520-2301-	9/12/2023
Trashbilling.com CC	BRIDGES, CARLA	Bldg/Yard Clean-up	\$21.80	202-101-520-2301-	9/11/2023
ASSOCIATION OF OREGON	POWLISON, MATT	AOC Conference Powllison	\$435.00	202-101-520-3301-	8/21/2023
DOMINO'S 7228	ARIZMENDI, FAI	Crew Meal	\$2.98	202-101-520-3301-	9/7/2023
EVENT OACES 2023 FALL	POWLISON, MATT	OACES Conference	\$275.00	202-101-520-3301-	9/11/2023
DESCHUTES VALLEY WATER	BRIDGES, CARLA	Water Usage for Aug	\$72.05	202-101-520-3601-	9/6/2023
AMZN Mktg US	ARIZMENDI, FAI	Shop Supplies	(\$405.84)	202-103-520-2011-	9/5/2023
AMZN MKTP US TQ0X04112	ARIZMENDI, FAI	Shop Supplies	\$39.98	202-103-520-2011-	8/22/2023
AMZN MKTP US TQ2A05T1	ARIZMENDI, FAI	Shop Supplies	\$25.42	202-103-520-2011-	8/23/2023
INDUSTRIAL APPLIED ELE	BRIDGES, CARLA	Shop Supplies	\$67.92	202-103-520-2011-	8/24/2023
NORCO INC	BRIDGES, CARLA	Shop Supplies	\$38.13	202-103-520-2011-	9/7/2023
OREGON WHOLESale HARDW	BRIDGES, CARLA	Shop Supplies	\$7.68	202-103-520-2011-	9/11/2023
AMZN MKTP US T383X3IW0	ARIZMENDI, FAI	Shop Parts	\$106.98	202-103-520-2301-	8/30/2023
AMZN MKTP US TX7VJ3TB1	ARIZMENDI, FAI	Shop Parts	\$6.59	202-103-520-2301-	9/20/2023
CHEVRON 0210224	WILSON, TYLER	Propane for #45	\$61.00	202-103-520-2301-	9/19/2023
NAPA AUTO 0026306	BRIDGES, CARLA	Shop Parts	\$110.05	202-103-520-2301-	9/7/2023
PACWEST MACHINERY LLC	BRIDGES, CARLA	Shop Parts	\$1,851.59	202-103-520-2301-	9/11/2023
PETERSON EUGENE	BRIDGES, CARLA	Shop Parts	\$224.36	202-103-520-2301-	9/8/2023
PHILS ACE HARDWARE - M	BRIDGES, CARLA	Shop Parts	\$26.79	202-103-520-2301-	9/7/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
PLATT ELECTRIC 001	BRIDGES, CARLA	Fuel Island Lights	\$199.29	202-103-520-2301-	9/12/2023
AMAZON.COM TQ25G26Y0 A	ARIZMENDI, FAI	Gloves	\$23.75	202-103-520-2302-	8/22/2023
OREGON WHOLESale HARDW	BRIDGES, CARLA	Safety Supplies	\$140.00	202-103-520-2302-	9/11/2023
W/L-MART #2243	ORTIZ, VINCENTE	Refreshments for Crew	\$80.08	202-103-520-2302-	8/24/2023
IN DAILY DELIVERIES L	BRIDGES, CARLA	Flagging Crew	\$2,360.00	202-103-520-3127-	8/23/2023
IN DAILY DELIVERIES L	BRIDGES, CARLA	Flagging Crew	\$640.00	202-103-520-3127-	8/28/2023
IN DAILY DELIVERIES L	BRIDGES, CARLA	Flagging Crew	\$2,760.00	202-103-520-3127-	9/7/2023
SMAE CONSTRUCTION LLC	BRIDGES, CARLA	Flagging Crew	\$3,596.13	202-103-520-3127-	9/12/2023
NORSTAR INDUSTRIES INC	BRIDGES, CARLA	Maint & Supplies	\$385.21	202-105-520-2011-	8/28/2023
VZWRLLSS BILL PAY VB	HESSSEL, LYNDASAY	Cell Phone Charges - Aug	\$46.39	202-105-520-2011-59	9/8/2023
VZWRLLSS BILL PAY VB	HESSSEL, LYNDASAY	Cell Phone Charges - Aug	\$46.39	205-101-520-2101-	9/8/2023
DEX MED INC	MOBLEY, SHAWNA	Cell Phone Charges - Aug	\$68.00	215-101-520-2101-	9/20/2023
THRIVY	MOBLEY, SHAWNA	ads	\$68.00	215-101-520-2101-	8/21/2023
BI-MART 654	ANDERSON, ANTHONY	advertising	\$139.66	215-101-520-2101-	9/6/2023
LES SCHWAB #0013	ANDERSON, ANTHONY	supplies	\$70.19	215-101-520-2301-	9/5/2023
N & S TRACTOR MADRAS	MARTINEZ, AMELIO	Battery for JD830A Mower	\$24.85	215-101-520-2301-	8/21/2023
PAPE MACHINERY	DAHLKE, TIMOTHY	knee boot	\$238.04	215-101-520-2301-	9/7/2023
PHIL S ACE HARDWARE - M	MOBLEY, SHAWNA	muffler fo cemetery mower jd830	\$238.04	215-101-520-2301-	8/25/2023
PHIL S ACE HARDWARE - M	MOBLEY, SHAWNA	error	(\$3.98)	215-101-520-2301-	8/25/2023
PHIL S ACE HARDWARE - M	MOBLEY, SHAWNA	Error	\$3.98	215-101-520-2301-	8/25/2023
PHIL S ACE HARDWARE - M	MOBLEY, SHAWNA	sup, hard	\$128.86	215-101-520-2301-	9/1/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mnthly fee	\$22.00	215-101-520-3601-	9/6/2023
REPUBLIC SERVICES TRAS	MOBLEY, SHAWNA	mnthly fee	\$110.00	215-101-520-3601-	9/5/2023
AMAZON.COM TX49M2H50	MOBLEY, SHAWNA	cleaner	\$35.10	218-101-520-2101-	9/18/2023
STRIVE / MAIN ST.	MOBLEY, SHAWNA	supplies	\$205.55	218-101-520-2101-	8/30/2023
VZWRLLSS BILL PAY VB	HESSSEL, LYNDASAY	Cell Phone Charges - Aug	\$43.92	218-101-520-2105-	9/8/2023
AMAZON.COM TR7U19SD2	MOBLEY, SHAWNA	cartridge	\$196.22	218-101-520-2301-	9/12/2023
COASTAL FARM & RANCH R	BRANSTETTER, AARON	tarp strap	\$19.99	218-101-520-2301-	8/19/2023
MADRAS PAINT & GLASS I	MOBLEY, SHAWNA	repair - kit	\$458.00	218-101-520-2301-	8/28/2023
N & S TRACTOR MADRAS	BRANSTETTER, AARON	pin	\$9.73	218-101-520-2301-	8/21/2023
PAPE MACHINERY	HICKMAN, AXCYL	oil	\$190.05	218-101-520-2301-	8/30/2023
PHIL S ACE HARDWARE - M	MOBLEY, SHAWNA	sup, hard	\$23.92	218-101-520-2301-	9/1/2023
PHIL S ACE HARDWARE - M	MOBLEY, SHAWNA	sup, tools, hard	\$95.70	218-101-520-2301-	9/1/2023
THOMPSON PUMP AND IRRI	DAHLKE, TIMOTHY	pvp pipe for fg ada project	\$1,148.80	218-101-520-2301-	9/6/2023
XEROX CORPORATION 2	MOBLEY, SHAWNA	mnthly fee	\$27.25	218-101-520-2301-	9/11/2023
SMARTDRAW SOFTWARE LLC	HALVORSON, MICAELA	renewal	\$69.95	218-101-520-2480-	8/30/2023
AMZN MKTP US TX6ZG3H22	HALVORSON, MICAELA	supplies	\$531.32	218-101-520-2616-	9/17/2023
FARMTEK INC.	HALVORSON, MICAELA	timer	\$2,195.46	218-101-520-2616-	9/14/2023
WEBCONNEX LLC	HALVORSON, MICAELA	Cowdeo forms	\$162.55	218-101-520-2616-	8/26/2023
AMZN MKTP US TX6ZG3H22	HALVORSON, MICAELA	supplies	\$531.33	218-101-520-2620-	9/17/2023
CAMPING FEE 8666610909	HALVORSON, MICAELA	OFA Convention	\$272.20	218-101-520-3301-	9/7/2023
COCC COMMUNITY LEARNIN	ANDERSON, ANTHONY	Training for Micaela	\$449.00	218-101-520-3301-	9/8/2023
IN TRIDENT PROFESSION	MOBLEY, SHAWNA	security	\$628.00	218-101-520-3418-	8/21/2023
IN TRIDENT PROFESSION	MOBLEY, SHAWNA	security	\$771.00	218-101-520-3418-	9/11/2023

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
CITY OF MADRAS	MOBLEY, SHAWNA	mthly fee	\$388.29	218-101-520-3601-	9/2/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee	\$928.62	218-101-520-3601-	9/6/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	quarterly fee	\$13,316.71	218-101-520-3601-	9/8/2023
SURELINE BROADBAND	MOBLEY, SHAWNA	mthly fee	\$62.50	218-101-520-3601-	9/11/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mthly fee - OSU	\$22.36	218-101-520-3601-	8/29/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mthly fee	\$500.68	218-101-520-3601-	9/5/2023
AMAZON.COM AMZN.COM/BI	CHIDDIX, RODNEY	Amazon Credit - Office Supplies	(\$11.99)	219-101-520-2011-57	8/31/2023
AMAZON.COM T31M94OZ0 A	CHIDDIX, RODNEY	Office Supplies	\$11.99	219-101-520-2011-57	8/25/2023
AMZN MKTP US TR9PE0YV2	CHIDDIX, RODNEY	Office Supplies	\$9.75	219-101-520-2011-57	9/13/2023
XEROX CORPORATION 2	PALIN, CONNIE	CFA - Twila	\$14.43	219-101-520-2011-57	9/8/2023
AMZN MKTP US T30FS4700	CHIDDIX, RODNEY	Office Supplies	\$22.09	219-101-520-2011-59	8/30/2023
AMZN MKTP US T30RB0030	CHIDDIX, RODNEY	Office Supplies	\$155.82	219-101-520-2011-59	8/25/2023
AMZN MKTP US TQ8TW7Z21	CHIDDIX, RODNEY	Office Supplies	\$55.26	219-101-520-2011-59	8/24/2023
XEROX CORPORATION 2	PALIN, CONNIE	VNC Kody	\$14.43	219-101-520-2011-59	9/8/2023
XEROX CORPORATION 2	PALIN, CONNIE	VC Softe	\$14.43	219-101-520-2011-60	9/8/2023
VZWRLSS BILL PAY VB	HESEL, LYNDISAY	Cell Phone Charges - Aug	\$46.39	219-101-520-2105-59	9/8/2023
SAFEWAY #1960	CHIDDIX, RODNEY	Cell Phone Charges - Aug	\$250.00	219-101-520-2107-59	9/7/2023
VZWRLSS BILL PAY VB	HESEL, LYNDISAY	Emergency Services	\$50.97	219-101-520-2107-59	9/8/2023
HOMEWOOD SUITES	CHIDDIX, RODNEY	Cell Phone Charges - Aug	(\$157.99)	219-101-520-2107-59	8/10/2023
BENDETEL	SOLZ, GABRIEL	Credit Homewood Suites	\$1,333.77	221-101-520-3302-58	9/16/2023
VBS VONAGE BUSINESS	SOLZ, GABRIEL	Monthly Billing	\$1,333.77	221-101-520-2105-	8/23/2023
AMZN MKTP US TQ31O73R1	CHIDDIX, RODNEY	Vonage Billing	\$4,094.68	221-101-520-2105-	8/20/2023
XEROX CORPORATION 2	PALIN, CONNIE	Office Supplies	\$10.98	230-101-520-2101-19	9/8/2023
XEROX CORPORATION 2	PALIN, CONNIE	R Lucy & Rodney	\$21.65	230-101-520-2101-19	9/8/2023
VZWRLSS BILL PAY VB	HESEL, LYNDISAY	A Marlene & Rodney	\$21.65	230-101-520-2101-20	9/8/2023
IN ASHLAND HOME NET I	HESEL, LYNDISAY	Cell Phone Charges - Aug	\$44.65	230-101-520-2101-20	9/8/2023
VZWRLSS BILL PAY VB	HESEL, LYNDISAY	Web Hosting - Aug	\$20.60	236-101-520-2101-	8/21/2023
AMAZON.COM TQ2V86DJ1 A	HESEL, LYNDISAY	Cell Phone Charges - Aug	\$48.62	236-101-520-2105-	9/8/2023
AMZN MKTP US TQ84P09Y2	HOOD, KARLA	Office Supplies	\$23.36	239-101-520-2101-303	8/23/2023
AMZN MKTP US TQ9I474B0	KEPAVA, TAMRA	Office supplies - KH/TK	\$25.96	239-101-520-2101-303	8/22/2023
AMZN MKTP US TX7LM3ZN2	HOOD, KARLA	Office Supplies	\$33.86	239-101-520-2101-303	8/18/2023
AMZN MKTP US TL1PU1YD0	HOOD, KARLA	Office Supplies	\$6.98	239-101-520-2101-322	9/14/2023
U.S. CELLULAR	CHAVEZ, NATALIE	Office Supplies	\$8.98	239-101-520-2101-363	9/7/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell Phn HFO	\$97.98	239-101-520-2105-313	9/9/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell phn WIC	\$315.65	239-101-520-2105-321	9/9/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell Phn PHEP	\$102.50	239-101-520-2105-322	9/9/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell phn B1ST	\$179.38	239-101-520-2105-327	9/9/2023
AMAZON.COM TX1JR1S12	HOOD, KARLA	PH Cell Phn Fam Con	\$128.13	239-101-520-2105-363	9/9/2023
AMZN MKTP US T39Y304C1	PIERCE, NICOLE	Sp Needs Funding - Outreach	\$46.08	239-101-520-2213-303	9/18/2023
HENRY SCHEIN	HOOD, KARLA	Sp Needs Funding - Outreach	\$121.05	239-101-520-2213-303	8/27/2023
HENRY SCHEIN	HOOD, KARLA	Medical Supplies	\$1,289.10	239-101-520-2263-321	9/6/2023
HENRY SCHEIN	HOOD, KARLA	Medical Supplies	\$341.68	239-101-520-2263-331	9/6/2023
Disney Plus	KEPAVA, TAMRA	Medical Supplies	\$10.99	239-101-520-2265-303	9/1/2023
FSP THE SCRUB SHACK	MENDOZA, JESSICA	Disney Plus - September 2023 Clinic Scrubs JM	\$256.50	239-101-520-2265-303	9/18/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
NETFLIX.COM	KEPA'A, TAMRA	8/20-9/19/23 Service	\$19.99	239-101-520-2265-303	8/20/2023
AMAZON.COM TQ0K11X61 A	BAKER, MICHAEL	CD/STD Office Lighting	\$39.36	239-101-520-2265-331	8/22/2023
DOLLAR TREE	HOOD, KARLA	IMM Storage	\$2.50	239-101-520-2265-338	9/7/2023
SAFEWAY #1960	HOOD, KARLA	Clinic IMM Supplies	\$17.98	239-101-520-2265-338	9/8/2023
EL MERCADITO LATINO	KEPA'A, TAMRA	LCA Outreach	\$37.14	239-101-520-2265-349	9/8/2023
MADRAS BOWL	KEPA'A, TAMRA	YAC MHS meeting	\$78.31	239-101-520-2265-349	9/14/2023
SAFEWAY #1960	KEPA'A, TAMRA	LCA Outreach	\$32.20	239-101-520-2265-349	9/8/2023
OR HEALTH AUTHORITY	HOOD, KARLA	Lab Svc	\$147.46	239-101-520-2271-331	8/21/2023
ANDA	HOOD, KARLA	RH Supplies	\$2,605.64	239-101-520-2276-321	9/9/2023
SANOEI PASTEUR INC	BEAMER, BETH ANN	Fluzone	\$1,251.15	239-101-520-2276-338	8/18/2023
EVENT FEE 2023 CONTRAC	HOOD, KARLA	M.Quinn Reg-Contraceptive Tech	\$655.00	239-101-520-3301-349	8/31/2023
NIC TYLERTECHE	MOORE, LAURA	VetraSpec	\$898.00	245-101-520-2101-	9/18/2023
CAN CANONFINANCIAL CFS	MOORE, LAURA	Copier	\$134.89	245-101-520-3127-	8/22/2023
TDS	HESESEL, LYNDISAY	Internet - Sept	\$143.47	245-101-520-3127-	8/21/2023
VZWRLESS BILL PAY VB	HESESEL, LYNDISAY	Cell Phone Charges - Aug	\$46.39	245-101-520-3127-	9/8/2023
AMZN MKTP US	HOOD, KARLA	Incorrect Item Refund	(\$124.90)	247-101-520-6126-318	9/13/2023
AMZN MKTP US AMZN.COM/	HOOD, KARLA	Incorrect Item Refund	(\$124.90)	247-101-520-6126-318	8/23/2023
AMZN MKTP US TL8T550A1	HOOD, KARLA	Movin Mtns supplies	\$124.90	247-101-520-6126-318	9/5/2023
WALMART.COM	KEPA'A, TAMRA	Convertible Car Seats	\$179.94	247-101-520-6130-	8/18/2023
WALMART.COM	KEPA'A, TAMRA	Boosters	\$119.96	247-101-520-6130-	9/13/2023
WALMART.COM	KEPA'A, TAMRA	Convertible & Boosters	\$179.94	247-101-520-6130-	9/1/2023
WALMART.COM 8009666546	KEPA'A, TAMRA	Infant car seat	\$69.98	247-101-520-6130-	9/1/2023
WALMART.COM 8009666546	KEPA'A, TAMRA	Booster	\$59.98	247-101-520-6130-	9/12/2023
WALMART.COM TR70Y8C71 A	KEPA'A, TAMRA	towels	\$103.64	249-101-520-2011-	9/10/2023
AMAZON.COM TX49M2H50	MOBLEY, SHAWNA	cleaner	\$35.10	249-101-520-2011-	9/18/2023
AMAZON.COM TX49M2H50	MOBLEY, SHAWNA	mthly fee - CRR	\$36.77	249-101-520-2015-	8/24/2023
CROOKED RIVER RANCH WA	MOBLEY, SHAWNA	replacement railing for fish pond pier	\$384.18	249-101-520-2015-	8/29/2023
DIY HOME CENTER.COM	DAHLKE, TIMOTHY	repair	\$1,078.34	249-101-520-2301-	9/7/2023
LES SCHWAB #0013	MOBLEY, SHAWNA	propane	\$13.32	249-101-520-2301-	9/5/2023
N & S TRACTOR MADRAS	JONES, ROBIN	turnbuckle	\$13.74	249-101-520-2301-	9/5/2023
N & S TRACTOR MADRAS	JONES, ROBIN	oil	\$20.10	249-101-520-2301-	9/11/2023
NAPA AUTO 0023005	JONES, ROBIN	chain	\$8.53	249-101-520-2301-	9/13/2023
PAPE MACHINERY	MOBLEY, SHAWNA	sup, tools, hard	\$111.96	249-101-520-2301-	9/1/2023
PHILLS ACE HARDWARE - M	MOBLEY, SHAWNA	mthly fee	\$124.96	249-101-520-3601-	9/6/2023
DESCHUTES VALLEY WATER	BAKER, MICHAEL	Spons TurkeyTro123	\$100.00	253-101-520-3312-	9/16/2023
SQ MADRAS DOWNTOWN AS	BAKER, MICHAEL	Spons TurkeyTro123	\$100.00	253-101-520-3312-	9/16/2023
SQ MADRAS DOWNTOWN AS	BAKER, MICHAEL	Spons TurkeyTro123	\$300.00	253-101-520-3312-	9/16/2023
SQ MADRAS DOWNTOWN AS	BAKER, MICHAEL	Spons TurkeyTro123	\$300.00	253-101-520-3312-	9/16/2023
AMAZON.COM T33AU3E22 A	CHANDLER, TERRI	Kleenex	\$69.63	254-101-520-2101-	8/26/2023
AMAZON.COM TL16C7AA1 A	CHANDLER, TERRI	vehicle maintenance book	\$12.40	254-101-520-2101-	9/4/2023
AMAZON.COM TL93W1D21	CHANDLER, TERRI	vehicle maintenance book	\$18.60	254-101-520-2101-	9/7/2023
AMAZON.COM TL9N79DG2 A	CHANDLER, TERRI	printer toner	\$141.98	254-101-520-2101-	9/4/2023
AMAZON.COM TQ1N076G1 A	CHANDLER, TERRI	batteries	\$24.23	254-101-520-2101-	8/23/2023
AMZN MKTP US T333B0FF0	CHANDLER, TERRI	air freshener	\$98.96	254-101-520-2101-	8/25/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
AMZN MKTP US T35CWZQ1	CHANDLER, TERRI	latex gloves	\$30.58	254-101-520-2101-	8/27/2023
AMZN MKTP US TL9PC7DH2	CHANDLER, TERRI	i phone charger	\$8.41	254-101-520-2101-	9/4/2023
AMZN MKTP US TQ8QB9RQ1	CHANDLER, TERRI	hdmi dspy cables	\$59.94	254-101-520-2101-	8/25/2023
AMZN MKTP US TR3HP3CD0	CHANDLER, TERRI	air freshener	\$37.73	254-101-520-2101-	9/7/2023
AMZN Mkp US TR61F35N0	CHANDLER, TERRI	Dust off	\$33.99	254-101-520-2101-	9/11/2023
AMZN MKTP US TR6GH3OJ1	CHANDLER, TERRI	4 med kits	\$159.80	254-101-520-2101-	9/10/2023
CREATIVE SERVICES OF N	CHANDLER, TERRI	stickers	\$357.95	254-101-520-2101-	8/21/2023
DOLLAR GENERAL #20171	PARSONS, KELSEY	extension cord	\$17.25	254-101-520-2101-	9/13/2023
PRIMO WATER	CHANDLER, TERRI	water and dispenser	\$66.94	254-101-520-2101-	8/19/2023
PRIMO WATER	CHANDLER, TERRI	water and dispenser	\$74.15	254-101-520-2101-	9/16/2023
XEROX CORPORATION 2	CHANDLER, TERRI	adult copy machine	\$185.58	254-101-520-2101-	8/23/2023
XEROX CORPORATION 2	CHANDLER, TERRI	adult copy machine	\$191.37	254-101-520-2101-	8/23/2023
USCELL RECURRING	CHANDLER, TERRI	adult cell phone	\$314.24	254-101-520-2105-	9/9/2023
5.11, INC.	CHANDLER, TERRI	uniform pants	\$75.55	254-101-520-2115-	9/2/2023
5.11, INC.	CHANDLER, TERRI	uniform pants	\$131.20	254-101-520-2115-	9/4/2023
911 SUPPLY INC	CHANDLER, TERRI	Badges adult	\$556.16	254-101-520-2115-	8/21/2023
911 SUPPLY INC	CHANDLER, TERRI	director badge	\$154.22	254-101-520-2115-	8/23/2023
AMZN Mkp US TQ2ND2J41	CHANDLER, TERRI	Blackhawk holster	\$29.99	254-101-520-2115-	8/21/2023
DAY WIRELESS PORTLAND	CHANDLER, TERRI	battery for radio	\$142.85	254-101-520-2115-	9/11/2023
PALMETTO STATE ARMORY	CHANDLER, TERRI	magazines	\$99.96	254-101-520-2115-	8/18/2023
THE ID ZONE	CHANDLER, TERRI	shirt embroidery	\$25.00	254-101-520-2115-	8/31/2023
STERLING HEALTHCARE OP	CHANDLER, TERRI	ua hats	\$100.00	254-101-520-3126-	9/1/2023
STERLING HEALTHCARE OP	CHANDLER, TERRI	ua results	\$396.00	254-101-520-3126-	9/1/2023
ASSOCIATION OF OREGON	RODRIGUEZ, ROBERT	AOC registration	\$435.00	254-101-520-3301-	8/23/2023
BURGERVILLE - 15 - ST	CHANDLER, TERRI	lunch cjis meeting	\$17.90	254-101-520-3301-	8/31/2023
CHIPOTLE 3486	RODRIGUEZ, ROBERT	Oaacd lunch	\$9.10	254-101-520-3301-	9/14/2023
MCDONALD'S F12086	CHANDLER, TERRI	breakfast CJIS mtg	\$5.99	254-101-520-3301-	8/31/2023
PIG 'N PANCAKE-SEASIDE	CHANDLER, TERRI	breakfast CJIS mtg	\$16.00	254-101-520-3301-	8/30/2023
RUNNING Y LODGE	RODRIGUEZ, ROBERT	LODGING OACCD	\$115.15	254-101-520-3301-	9/13/2023
SO THAI ORCHID CAFE -	RODRIGUEZ, ROBERT	dinner oaacd	\$17.40	254-101-520-3301-	9/13/2023
TST Mos Seafood & Cho	CHANDLER, TERRI	dinner CJIS meeting	\$26.34	254-101-520-3301-	8/29/2023
TST Mos Seafood & Cho	CHANDLER, TERRI	dinner CJIS meeting	\$22.88	254-101-520-3301-	8/30/2023
TST The Crabby Oyster	CHANDLER, TERRI	lunch cjis meeting	\$18.88	254-101-520-3301-	8/30/2023
AMAZON.COM TL6T80DO1	CHANDLER, TERRI	clothing for O	\$50.96	254-101-520-3418-	9/7/2023
AMZN Mkp US T35SP1TR2	CHANDLER, TERRI	laundry detergent for O	\$57.28	254-101-520-3418-	8/25/2023
ASURION WIRELESS	THOMPSON, CASEY	phone activation o	\$10.00	254-101-520-3418-	9/7/2023
BI-MART 654	RODRIGUEZ, ROBERT	clothing for O	\$32.51	254-101-520-3418-	8/24/2023
CRICKET WRLS #70235522	THOMPSON, CASEY	new phone for o	\$34.00	254-101-520-3418-	8/28/2023
ERICKSONS THRIFTWAY	RODRIGUEZ, ROBERT	Recovery Court graduation	\$10.99	254-101-520-3418-	8/22/2023
IRAS SALES AND SERVICE	RODRIGUEZ, ROBERT	impound fee for O trailer house	\$260.00	254-101-520-3418-	8/17/2023
MADTOWN FITNESS LLC	CHANDLER, TERRI	gym memberships O	\$260.00	254-101-520-3418-	9/7/2023
ROOT INSURANCE	RODRIGUEZ, ROBERT	insurance for O	\$194.10	254-101-520-3418-	9/3/2023
SAFEWAY #1960	PARSONS, KELSEY	wellness ct graduation	\$24.68	254-101-520-3418-	8/24/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
TING INV#MI-1969986	THOMPSON, CASEY	phone for O	\$17.27	254-101-520-3418-	9/1/2023
AMAZON.COM TX99053B1	GRAHAM, CRAIG	Office Supplies	\$62.80	256-101-520-2101-	9/19/2023
ESRI	GRAHAM, CRAIG	ArcGIS Online Credits	\$120.00	256-101-520-3253-	8/24/2023
AMAZON.COM TQ1W981Y0 A	HANSEN, ANTHONY	Staff Coffee, medical files	\$99.68	265-101-520-2101-	8/20/2023
AMZN MKTP US T36927FQ2	HANSEN, ANTHONY	Nitrile Gloves-Extra Large	\$49.99	265-101-520-2101-	8/23/2023
AMZN MKTP US TL1472YD0	HANSEN, ANTHONY	Receipt printer paper/Dry Eraser	\$41.02	265-101-520-2101-	9/7/2023
AMZN MKTP US TL1U9IS0	HANSEN, ANTHONY	Paper bowls/boxed apple juice/Nitrile Gloves/AAA batteries	\$327.08	265-101-520-2101-	9/7/2023
AMZN MKTP US TL3O58WQ1	HANSEN, ANTHONY	Printer toner/nitrile gloves xl, pen ink refills	\$109.06	265-101-520-2101-	9/10/2023
AMZN Mktp US TR6027EJ1	HANSEN, ANTHONY	Corporal Gold Pens	\$91.96	265-101-520-2101-	9/13/2023
STICKERSHOP.COM INC.	POLLOCK, JASON	sheriff stickers	\$315.00	265-101-520-2101-	9/8/2023
DOOLEY ENTERPRISES INC	MILES, DEBBIE	9mm ammo	\$442.33	265-101-520-2205-	8/23/2023
AMZN Mktp US TX3X72CT2	WYATT, JAMES	inmate worker shirts	\$154.63	265-101-520-2231-	9/14/2023
BIDS SUPPLY INC	WYATT, JAMES	blankets, towels, underwear, pants for inmates	\$489.12	265-101-520-2231-	9/9/2023
BOB BARKER COMPANY INC	HANSEN, ANTHONY	Inmate Mattresses	\$707.94	265-101-520-2231-	8/25/2023
BOB BARKER COMPANY INC	HANSEN, ANTHONY	Inmate blankets/mattresses	\$882.39	265-101-520-2231-	9/7/2023
CHARMTEX	HANSEN, ANTHONY	Self protection blanket and smock	\$525.35	265-101-520-2231-	8/28/2023
CHARMTEX	HANSEN, ANTHONY	Inmate pants/shirts/towels/deodorant/flex pen	\$831.98	265-101-520-2231-	9/11/2023
CHARMTEX	HANSEN, ANTHONY	Boxed Apple Juice	\$62.97	265-101-520-2246-	8/30/2023
AMAZON.COM TL5DR8CZ2 A	HANSEN, ANTHONY	Boxed Apple Juice	\$41.98	265-101-520-2246-	8/20/2023
AMAZON.COM TQ5M481U0 A	HANSEN, ANTHONY	Boxed apple juice/paper bowls	\$159.45	265-101-520-2246-	9/19/2023
AMZN MKTP US TX0SG9JP1	HANSEN, ANTHONY	Red plastic serving trays	\$102.00	265-101-520-2246-	9/18/2023
AMZN MKTP US TX3YK7SF2	HANSEN, ANTHONY	Reynolds food wrap	\$33.59	265-101-520-2246-	9/19/2023
AMZN MKTP US TX5LF9D20	HANSEN, ANTHONY	Inmate plastic bowls	\$165.52	265-101-520-2246-	9/13/2023
BOB BARKER COMPANY INC	HANSEN, ANTHONY	Inmate plastic bowls	\$142.23	265-101-520-2246-	9/14/2023
CHARMTEX	HANSEN, ANTHONY	Applejuice	\$17.50	265-101-520-2246-	8/19/2023
SAFEWAY #1960	SMITH, CODY	SAFEWAY Applejuice and instant breakfasts	\$43.16	265-101-520-2246-	9/3/2023
AMZN MKTP US TL5S45YB0	HICKMAN, AXCYL	desk mount	\$33.99	265-101-520-2301-	9/7/2023
GRAINGER	HICKMAN, AXCYL	parts	\$417.80	265-101-520-2301-	8/24/2023
GRAINGER	HICKMAN, AXCYL	padlocks	\$256.32	265-101-520-2301-	9/11/2023
OEM LAUNDRY PARTS AND	HICKMAN, AXCYL	part	\$152.00	265-101-520-2301-	8/21/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	supplies	\$53.94	265-101-520-2301-	9/1/2023
PLATT ELECTRIC 115	HICKMAN, AXCYL	lights	\$289.15	265-101-520-2301-	9/18/2023
SMARTSIGN	HICKMAN, AXCYL	signs	\$263.93	265-101-520-2301-	9/15/2023
SUPERIOR SERVICE	DAHLKE, TIMOTHY	jail walk in cooler repair	\$642.00	265-101-520-2301-	9/7/2023
911 SUPPLY INC	MILES, DEBBIE	jail uniform exp.	\$202.27	265-101-520-2478-	9/5/2023
911 SUPPLY INC	MILES, DEBBIE	jail uniform exp	\$481.98	265-101-520-2478-	9/19/2023
911 SUPPLY INC	MILES, DEBBIE	jail uniform exp	\$210.47	265-101-520-2478-	9/19/2023
SNOWS CLEANERS AND LAU	MILES, DEBBIE	jail uniforms	\$25.50	265-101-520-2478-	9/11/2023
THE ID ZONE	POLLOCK, JASON	uniform exp.	\$775.72	265-101-520-2478-	8/30/2023
CITY OF MADRAS	MILES, DEBBIE	water sewer	\$1,841.87	265-101-520-3601-	9/11/2023
DESCHUTES VALLEY WATER	MILES, DEBBIE	water	\$613.14	265-101-520-3601-	9/6/2023
DESCHUTES VALLEY WATER	MILES, DEBBIE	water	\$44.00	265-101-520-3601-	9/6/2023
DESCHUTES VALLEY WATER	MILES, DEBBIE	water	\$1,588.40	265-101-520-3601-	9/6/2023

85 SEP23 Purchase Card Details

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
Trashbilling.com CC	MILES, DEBBIE	garbage bill	\$795.68	265-101-520-3601-	8/29/2023
AMZN MKTP US TL32E6Q82	WYATT, JAMIES	inmate puzzle	\$8.77	265-101-520-3732-	9/4/2023
AMZN MKTP US TL4KA1NX1	WYATT, JAMIES	vacuum, shower brushes, inmate puzzles, cleaning rags	\$284.84	265-101-520-3732-	9/4/2023
BI-MART ACCTS REC #710	MILES, DEBBIE	inmate supplies	\$45.59	265-101-520-3732-	8/31/2023
CHARMTEX	HANSEN, ANTHONY	inmate Tampons	\$262.97	265-101-520-3732-	8/22/2023
CHARMTEX	HANSEN, ANTHONY	inmate shampoo	\$182.13	265-101-520-3732-	9/13/2023
USPS.COM POSTAL STORE	SMITH, CODY	Stamped envelope refund due to wrong item ordered.	(\$361.80)	265-101-520-3732-	8/21/2023
USPS.COM STAMP FLMNT S	SMITH, CODY	Fee on returned envelopes due to wrong item ordered.	\$18.70	265-101-520-3732-	8/18/2023
WCP SOLUTIONS	MILES, DEBBIE	jail paper products	\$174.03	265-101-520-3732-	8/25/2023
WCP SOLUTIONS	MILES, DEBBIE	inmate paper supplies	\$232.04	265-101-520-3732-	9/1/2023
WCP SOLUTIONS	MILES, DEBBIE	inmate supplies	\$117.91	265-101-520-3732-	9/15/2023
WCP SOLUTIONS	MILES, DEBBIE	inmate supplies	\$174.03	265-101-520-3732-	9/18/2023
AMAZON.COM TR1AQ7A91	HANSEN, ANTHONY	inmate supplies	\$46.61	265-101-520-6101-	9/12/2023
HIGH DESERT DENTAL	MILES, DEBBIE	Nursing hydration tablets	\$381.00	265-101-520-6101-	8/24/2023
HIGH DESERT DENTAL	MILES, DEBBIE	inmate dental - Leyva	\$31.00	265-101-520-6101-	8/29/2023
MED ST CHARLES HEALTH	MILES, DEBBIE	inmate dental - Jarchow	\$79.00	265-101-520-6101-	9/19/2023
MMS GOV SOLUTION LLC	MILES, DEBBIE	inmate labs	\$23.43	265-101-520-6101-	8/22/2023
MMS GOV SOLUTION LLC	MILES, DEBBIE	inmate med sup	\$23.43	265-101-520-6101-	9/19/2023
SAFEWAY #1960	MILES, DEBBIE	inmate med sup	\$299.54	265-101-520-6101-	9/6/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$51.13	265-101-520-6101-	8/22/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$24.91	265-101-520-6101-	8/23/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$50.47	265-101-520-6101-	8/24/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$122.42	265-101-520-6101-	8/27/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$17.43	265-101-520-6101-	8/27/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$40.51	265-101-520-6101-	8/27/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$10.17	265-101-520-6101-	8/28/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$78.81	265-101-520-6101-	8/29/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$10.14	265-101-520-6101-	8/31/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$69.24	265-101-520-6101-	9/6/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$22.49	265-101-520-6101-	9/11/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$64.62	265-101-520-6101-	9/11/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$24.09	265-101-520-6101-	9/11/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$34.90	265-101-520-6101-	9/14/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$9.76	265-101-520-6101-	9/15/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$20.00	265-101-520-6101-	9/17/2023
STRIVE / MAIN ST.	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$54.27	267-101-520-2101-	9/14/2023
VZWRLLSS IVR VB	EDELMAN, SCOTT	TELEPHONE	\$50.78	267-101-520-2105-	9/9/2023
Timothy G Elliott PC	HESSSEL, LYNDSAY	Hearings Officer	\$577.50	267-101-520-3127-	8/23/2023
PAYPAL OREGONCODEE	EDELMAN, SCOTT	MEMBERSHIP DUES - OREGON CODE ENFORCEMENT	\$235.00	267-101-520-3301-	9/7/2023
DESCHUTES VALLEY WATER	BRIDGES, CARLA	Water Usage for Aug	\$396.66	325-101-520-2301-	9/6/2023
AMZN MKTP US TX4NV3KD2	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$30.98	503-101-520-2101-	9/19/2023
PRIMO WATER	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$29.10	503-101-520-2101-	9/14/2023
PRIMO WATER	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$29.10	504-101-520-2101-	9/14/2023
STRIVE / MAIN ST.	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$54.27	504-101-520-2101-	9/14/2023

65 SEP23 Purchase Card Details

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
VZWRLLS IVR VB	EDELMAN, SCOTT	TELEPHONE	\$160.75	504-101-520-2105-	9/9/2023
CLAIM ADJ/IN EQLABS	WEITMAN, KATRINA	Fraudulent Charge - Credit	(\$4,000.00)	505-100-370-7075-	8/21/2023
CLAIM ADJ/IN EQLABS	WEITMAN, KATRINA	Fraudulent Charge - Credit	(\$2,500.00)	505-100-370-7075-	8/21/2023
AMZN MKTP US TQ4018Q00	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$41.35	505-101-520-2101-	8/22/2023
AMZN Mktg US TQ4V89MV0	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$13.80	505-101-520-2101-	8/21/2023
PRIMO WATER	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$58.19	505-101-520-2101-	9/14/2023
STRIVE / MAIN ST.	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$108.53	505-101-520-2101-	9/14/2023
VZWRLLS IVR VB	EDELMAN, SCOTT	TELEPHONE	\$366.52	505-101-520-2105-	9/9/2023
INTL CODE COUNCIL INC	FAIRCLOTH, JEREMY	CODE BOOK - ENERGY STANDARDS	\$150.00	505-101-520-2310-	8/24/2023
IN EQLABS	WEITMAN, KATRINA	Fraudulent Purchase - BOA Contacted.	\$2,500.00	505-101-520-7075-	8/21/2023
IN EQLABS	WEITMAN, KATRINA	Fraudulent Charge - BOA Contacted	\$4,000.00	505-101-520-7075-	8/21/2023
CHEVRON 0090614	CHANDLER, TERRI	#2507 fuel	\$61.77	507-101-520-2285-	8/31/2023
CHEVRON 0093007	CHANDLER, TERRI	#2507 fuel	\$54.41	507-101-520-2285-	9/19/2023
AUTOZONE 5961	PARSONS, KELSEY	windshieff wiper fluid	\$12.98	507-101-520-2301-	9/13/2023
GARY GRUNER CHEVROLET	MILES, DEBBIE	#201 wiring repair	\$587.16	507-101-520-2301-	8/31/2023
GARY GRUNER CHEVROLET	MILES, DEBBIE	#085 install new lift gate latch	\$161.50	507-101-520-2301-	8/31/2023
GARY GRUNER CHEVROLET	MILES, DEBBIE	#182 BCM module/oil change/tire rotate	\$534.86	507-101-520-2301-	8/31/2023
LES SCHWAB #0013	BRANSTETTER, AARON	battery #3006	\$401.44	507-101-520-2301-	8/18/2023
MADRAS PAINT & GLASS I	MILES, DEBBIE	#222 nerf bar steps	\$526.50	507-101-520-2301-	9/7/2023
PLATT ELECTRIC 001	BRIDGES, CARLA	#162 new windshieff	\$515.00	507-101-520-2301-	8/28/2023
QUALITY AUTO PARTS	CHANDLER, TERRI	Fuel Island Lights	\$199.29	507-101-520-2301-	9/12/2023
SQ CRUZIN CAR WASH	CHANDLER, TERRI	#2507 washer blades	\$49.98	507-101-520-2301-	8/31/2023
SQ CRUZIN CAR WASH	CHANDLER, TERRI	#2507 car wash	\$11.50	507-101-520-2301-	8/28/2023
SQ CRUZIN CAR WASH	CHANDLER, TERRI	1406 car wash	\$11.50	507-101-520-2301-	8/28/2023
SQ CRUZIN CAR WASH	HASTINGS, ZACHARY	Car Wash	\$12.00	507-101-520-2301-	8/28/2023
SQ CRUZIN CAR WASH	CHANDLER, TERRI	#1408 car wash	\$11.50	507-101-520-2301-	8/28/2023
SQ CRUZIN CAR WASH	CHANDLER, TERRI	#1409 car wash	\$12.00	507-101-520-2301-	8/28/2023
SQ CRUZIN CAR WASH	EDELMAN, SCOTT	Vehicle Cleaning	\$200.00	507-101-520-2301-	9/18/2023
TS&S FORD	VANEK, ALISON	TS&S FORD - VEHICLE MAINTENANCE	\$1,472.69	507-101-520-2301-	8/25/2023
TS&S FORD	CHANDLER, TERRI	#2507 headlight replacement	\$439.16	507-101-520-2301-	9/13/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	#163 repair circuit	\$560.00	507-101-520-2301-	8/23/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	#231 oil change	\$78.69	507-101-520-2301-	9/5/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	#227 oil change	\$66.59	507-101-520-2301-	9/19/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	#183 oil change, wiper blades; front pads	\$498.06	507-101-520-2301-	9/19/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	#155 replace fuses	\$140.00	507-101-520-2301-	9/19/2023
Valvoline LLC	MILES, DEBBIE	#225 oil change	\$73.78	507-101-520-2301-	9/5/2023
Valvoline LLC	MILES, DEBBIE	#162 oil change	\$73.77	507-101-520-2301-	9/5/2023
Valvoline LLC	MILES, DEBBIE	#232 oil change	\$80.97	507-101-520-2301-	9/5/2023
VIOC 090158	MILES, DEBBIE	#224 oil change	\$98.98	507-101-520-2301-	9/5/2023
PHIL'S ACE HARDWARE - M	CHANDLER, TERRI	oil chg 1408	\$86.96	507-101-520-2301-	8/28/2023
CITY OF MADRAS	MOBLEY, SHAWNA	supplies	\$68.97	508-101-520-2301-	9/1/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee	\$726.65	508-101-520-3601-	9/2/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee	\$195.03	508-101-520-3601-	9/6/2023

09 SEP23 Purchase Card Details

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
Trashbilling.com CC	MOBLEY, SHAWNA	monthly fee	\$716.84	508-101-520-3601-	8/29/2023
U.S. CELLULAR	MOBLEY, SHAWNA	monthly fee	\$29.49	508-101-520-3601-	8/23/2023
REPUBLIC SERVICES TRAS	BRIDGES, CARLA	Camp Sherman Disp. Site	\$2,032.34	755-101-570-7087-	8/22/2023
REPUBLIC SERVICES TRAS	BRIDGES, CARLA	Camp Sherman Rec. Depot	\$1,162.90	755-101-570-7087-	8/22/2023
REPUBLIC SERVICES TRAS	BRIDGES, CARLA	Camp Sherman Recycle	\$318.70	755-101-570-7087-	8/22/2023
			\$123,321.16		

**October 2023 Accounts Payable
Paid October 2023
Columbia Bank Issued Checks**

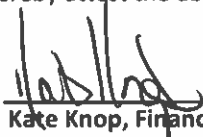
It is hereby ordered that check number 49138 to 49172 be paid totaling \$894,299.17

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
101	GENERAL FUND	\$28,680.79		\$28,680.79
202	PUBLIC WORKS	\$3,306.96		\$3,306.96
210	EMERGENCY COMMUNICATIONS	\$9,026.45		\$9,026.45
215	MT. JEFFERSON MEMORIAL PARK	\$59.05		\$59.05
219	VICTIM'S ASSISTANCE	\$7,990.93		\$7,990.93
221	NT	\$48,996.93		\$48,996.93
225	COHB-MENTAL HEALTH	\$213,150.66		\$213,150.66
226	PUBLIC LAND CORNER PRES	\$4,198.00		\$4,198.00
230	RURAL DOMESTIC VIOLENCE	\$2,199.00		\$2,199.00
236	SMOKE MANAGEMENT	\$10,357.00		\$10,357.00
239	HEALTH DEPT GRANT FUND	\$46,062.29		\$46,062.29
244	MENTAL HEALTH - A&D	\$465,309.72		\$465,309.72
249	PARK FUND	\$283.29		\$283.29
265	JAIL	\$19,173.97		\$19,173.97
311	CAPITAL IMPROVEMENT PROJECT	\$4,860.00		\$4,860.00
505	CDD - BUILDING	\$302.20		\$302.20
507	CAR POOL	\$30,341.93		\$30,341.93
TOTAL		\$894,299.17	\$0.00	\$894,299.17

Claims approved and checks dated:

10/6/2023

I, Kate Knop, hereby attest the above amounts and check numbers are correct.



Kate Knop, Finance Director

Kelly Simmelink, Commissioner

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

Order Number

Dated

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Only paid invoices included.

[Report].Date Paid = 10/06/2023

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
3004	ACCTECH SOLUTIONS IN	10/02/2023	5405	Jefferson County - Public Health	2,324.00		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5406	Jefferson County - Sheriff's Office	5,467.00		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5407	Jefferson County - Main Microsoft	4,872.00		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5408	Jefferson County - Main Services	11,570.00		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5409	Jefferson County - Main Complian	2,000.00		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5410	Jefferson County - Main Microsft	805.00		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5411	Jefferson County - Main VEEAM -	9,373.88		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5412	Jeffeson County - Main/Finance	140.05		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5413	Jefferson County - Public Health A	193.35	349	1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5413	Jefferson County - Public Health A	185.00	349	1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5414	Jefferson County - Sheriff's Office	9,000.00		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5415	Jefferson County - Sheriff's Office	1,378.00		1023
3004	ACCTECH SOLUTIONS IN	10/02/2023	5416	Jefferson County Sheriff's Office -	2,067.00		1023
3177	BAXTER AUTO PARTS, IN	09/11/2023	7659-42638	Shop Supplies #202	95.70		1023
3177	BAXTER AUTO PARTS, IN	09/11/2023	7659-42679	Shop Parts #202	38.15		1023
3177	BAXTER AUTO PARTS, IN	09/13/2023	7659-42836	Shop Parts #114	64.68		1023
3177	BAXTER AUTO PARTS, IN	09/13/2023	7659-42890	Shop Supplies	6.70		1023
3177	BAXTER AUTO PARTS, IN	09/13/2023	7659-42897	Shop Supplies	8.45		1023
6447	BESTCARE TREATMENT	09/11/2023	23-25-173137A	MH A/D IGA173137 ALLOT #3 JU	465,309.72		1023
6447	BESTCARE TREATMENT	09/13/2023	SUBCAPSEP2	PS Subcap SEPT 2023	213,150.66		1023
7062	CARSON OIL COMPANY I	09/21/2023	IN-0907749	3502 Gallons Unleaded	12,997.36		1023
7062	CARSON OIL COMPANY I	09/21/2023	IN-0907749	4500 Gallons Diesel	17,344.57		1023
2147	CENTURYLINK	09/25/2023	503-T321-4674	Current charges	135.95		1023
3201	COLLIER, NICHOLAS RYA	09/19/2023	02-22742	Oil-based Aroma Diffuser	120.00	303	1023
1882	CROOK COUNTY COMM	09/05/2023	46607 AUG	August Inspections	214.20		1023
6238	DAY WIRELESS SYSTEM	09/27/2023	#INV794455	FCC License for Vehicular Repeat	995.00		1023
6238	DAY WIRELESS SYSTEM	10/01/2023	#INV795082	Recurring Billing-Service: Mainten	8,031.45		1023
214	DEJARNATT LAND SURV	09/30/2023	9/2023	Professional Services September	1,932.00		1023
214	DEJARNATT LAND SURV	09/30/2023	9/2023	Professional Services September	4,198.00		1023
2157	DESCHUTES COUNTY	09/10/2023	3808	detention	900.00		1023
1799	DESCHUTES COUNTY H	10/02/2023	#2023.364-202	PE10-STD OCT-DEC23	4,659.25	366	1023
1799	DESCHUTES COUNTY H	08/01/2023	#2023-364-202	DE10-STD JUL-SEP 23	4,659.25	366	1023
287	DISTRICT ATTORNEY TR	09/29/2023	10/2023	Reimburse for checks issued:#28	40.00		1023
287	DISTRICT ATTORNEY TR	09/29/2023	10/2023	Reimburse for check issued: #289	510.00		1023
2545	EBERHARD'S DAIRY PRO	09/26/2023	1584582	1/2 PT 1% (7)	157.08		1023
2545	EBERHARD'S DAIRY PRO	09/29/2023	1584969	1/2 PT 1% (7)	157.08		1023
2545	EBERHARD'S DAIRY PRO	10/03/2023	1585228	1/2 PT 1% (7)	157.08		1023
2594	FAIRCLOTH, JEREMY	08/23/2023	8 2023	2016 NFPA 409 Air Craft Hangers-	88.00		1023
3368	KNOP, KATE	10/02/2023	9/2023	Mileage reimb - OACTFO - Confer	57.36		1023
2923	KONE	10/01/2023	871174004	Jefferson County Courthouse - Ma	1,455.00		1023
2364	MANNING, DR. THOMAS	10/01/2023	SEPT 2023	Jail Med Support Sept 2023	2,937.50		1023
3585	MARTINELLI, JAMES	09/29/2023	001	(35) Smoke Observation Flights	6,475.00		1023
194	MID OREGON PERSONN	09/29/2023	10/2023	Reserves Seasonal - Cove	994.55	54	1023
194	MID OREGON PERSONN	08/10/2023	20127	Jail Medical Pers K.Simmelink	2,401.99		1023
194	MID OREGON PERSONN	09/06/2023	20402	Jail Medical Pers-k.Simmelink	6,856.67		1023
194	MID OREGON PERSONN	09/06/2023	20403	Luz Donis - Gen Labor 36.25 hrs	1,062.85	19	1023
194	MID OREGON PERSONN	09/06/2023	20403	Kaarin Forester - Gen Labor 30.7	1,989.53	19	1023
194	MID OREGON PERSONN	09/06/2023	20403	Mekaela Walters - Gen Labor 75	4,361.06	39	1023
194	MID OREGON PERSONN	09/06/2023	20403	Mekaela Walters - Gen Labor 25	1,453.69	39	1023
194	MID OREGON PERSONN	09/06/2023	20403	David Perlow - Gen Labor 96 hrs	5,348.16	39	1023
194	MID OREGON PERSONN	09/06/2023	20405	PH PERS-H.Bicart, V.Fang, S. Her	16,420.65	349	1023
194	MID OREGON PERSONN	09/06/2023	20405	PH Pers-A.Wheeler	414.10	320	1023
194	MID OREGON PERSONN	09/15/2023	20459	PH Pers A.Skeels	103.32	349	1023
194	MID OREGON PERSONN	09/25/2023	20518	Luz Donis 38.75 hrs	1,136.15	19	1023

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
194	MID OREGON PERSONN	09/25/2023	20518	Jared Holliday 2.5 hrs	64.70	19	1023
194	MID OREGON PERSONN	09/25/2023	20518	Kaarin Forester 23.30 hrs	1,507.51	19	1023
194	MID OREGON PERSONN	09/25/2023	20518	Mekaela Walters 75% hrs	3,629.87	39	1023
194	MID OREGON PERSONN	09/25/2023	20518	Mekaela Walters 25% hrs	1,209.95	39	1023
194	MID OREGON PERSONN	09/25/2023	20518	David Perlow 80 hrs	4,456.80	39	1023
194	MID OREGON PERSONN	09/25/2023	20520	General Labor Berry	1,954.91		1023
194	MID OREGON PERSONN	09/29/2023	20571	DuPont Tamara Smoke Manage	3,882.00		1023
194	MID OREGON PERSONN	09/25/2023	9/2023	Jail Med Pers - M Drew, K Simmel	6,206.35		1023
194	MID OREGON PERSONN	09/25/2023	9/2023	PH PERs-H. Bicart, k.Parodl, S. H	15,642.09	349	1023
194	MID OREGON PERSONN	09/25/2023	9/2023	PH Pers-A Wheeler	662.56	320	1023
3382	MURIELPHASPIRATIONS	09/30/2023	1036	Public Health Consulting	750.00		1023
1922	NORTHWEST PAVEMENT	10/03/2023	7915927579	Annual Conference/Randall	400.00		1023
2027	OCHIN INC	09/29/2023	0000058421	SOW#14720-Billing Foundations	1,200.00	353	1023
2027	OCHIN INC	09/18/2023	058248	August 2023 & Credit #57966	327.58		1023
2027	OCHIN INC	09/18/2023	058248	August 2023 & Credit #57966	327.57	303	1023
1070	OREGON DEPARTMENT	10/02/2023	BCF23-24Q1	Birth certificate fees - Qtr 1 JUL-S	26.00		1023
3169	PACIFIC OFFICE AUTOM	09/25/2023	441348	15A3517 Meter 8/25-9/25/23	37.12	303	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392637	Lease & copies 15A2994 AUG 20	20.00		1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392637	Lease & copies 15A2994 AUG 20	40.76	303	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392637	Lease & copies 15A2994 AUG 20	60.00	313	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392637	Lease & copies 15A2994 AUG 20	60.00	363	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392637	Lease & copies 15A2994 AUG 20	40.00	322	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392637	Lease & copies 15A2994 AUG 20	40.00	323	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392642	Lease & Copies 15A2995 AUG 20	50.00		1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392642	Lease & Copies 15A2995 AUG 20	272.27	349	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392642	Lease & Copies 15A2995 AUG 20	25.00	320	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392642	Lease & Copies 15A2995 AUG 20	50.00	321	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392642	Lease & Copies 15A2995 AUG 20	50.00	331	1023
3169	PACIFIC OFFICE AUTOM	09/15/2023	BP392642	Lease & Copies 15A2995 AUG 20	50.00	338	1023
142	PACIFIC POWER	09/22/2023	25442761-003	electric	945.53		1023
142	PACIFIC POWER	09/22/2023	25442761-004	electric	208.50		1023
142	PACIFIC POWER	09/22/2023	25468941-001	AUG/SEP Power Usage	475.87		1023
142	PACIFIC POWER	09/26/2023	25526461-001	electric	59.05		1023
142	PACIFIC POWER	09/25/2023	25530401-001	electric	283.29		1023
142	PACIFIC POWER	09/25/2023	42301373-002	electric	909.94		1023
142	PACIFIC POWER	09/22/2023	61796355-001	electric	176.29		1023
2361	PALIN, CONNIE	09/30/2023	9/2023	Reimbursement for witness fees p	25.00		1023
3490	PINNACLE ARCHITECTU	09/30/2023	8657	Professional Services through 09/	4,860.00		1023
1006	SATELLITE TRACKING O	09/30/2023	STPINV001210	Blu Tag Active 22 Days	88.00		1023
2059	SMITH, CODY	09/21/2023	9/2023	Mileage: Burns, Harney County Ja	212.22		1023
2546	SOLIZ, GABRIEL	10/03/2023	9/2023	Mileage OACTFO Conference - E	85.73		1023
3002	SPEAKWRITE LLC	10/01/2023	B3451BF5	Transcription Services	335.55		1023
2720	UNION COUNTY	08/31/2023	T3-20230007	Basic Membership(FY 2023-2024)	2,500.00		1023
517	USPS	10/03/2023	USPS 517	Postage November 7, 2023 Speci	581.85		1023
241	WARD, JENNIE	09/29/2023	546	Janitorial Services for SEPT	262.50		1023
3406	WUNSCH, MARK	09/29/2023	9/2023	Mileage: AOC Retreat, 2023 OR I	433.62		1023
Grand Totals:					894,299.17		

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
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Dated: _____

Finance Director:  _____

Kelly Simmelink: _____

Wayne Fording: _____

Mark Wunsch: _____

County Administrator: _____

Report Criteria:

Detail report

Invoices with totals above \$0 included

Only paid invoices included

[Report] Date Paid = 10/06/2023

**October 2023 Accounts Payable
Paid October 2023
Columbia Bank Issued Checks**

It is hereby ordered that check number 49173 to 49182 be paid totaling **\$380,886.21**

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
101	GENERAL FUND	\$28,602.68		\$28,602.68
202	PUBLIC WORKS	\$3,720.20		\$3,720.20
203	FED STATE & CO ROAD CONST	\$6,666.05		\$6,666.05
215	MT. JEFFERSON MEMORIAL PARK	\$32.02		\$32.02
218	FAIR	\$62.65		\$62.65
222	TRANSIENT OCCUPANCY	\$480.26		\$480.26
224	COUNTY FAIR BUILDING	\$289,995.00		\$289,995.00
226	PUBLIC LAND CORNER PRES	\$9.61		\$9.61
230	RURAL DOMESTIC VIOLENCE	\$151.44		\$151.44
231	JEFF CO BUSINESS LOAN FUND	\$80.04		\$80.04
236	SMOKE MANAGEMENT	\$32.02		\$32.02
240	AMERICAN RESCUE FUND	\$2,569.38		\$2,569.38
249	PARK FUND	\$479.84		\$479.84
250	ECONOMIC DEVELOPMENT	\$64.03		\$64.03
254	CJ - ADULT	\$16,008.58		\$16,008.58
256	GIS	\$16.01		\$16.01
265	JAIL	\$320.17		\$320.17
505	CDD - BUILDING	\$160.09		\$160.09
507	CAR POOL	\$160.09		\$160.09
508	RV PARK	\$31,212.02		\$31,212.02
509	SANITARY LANDFILL	\$64.03		\$64.03
TOTAL		\$380,886.21	\$0.00	\$380,886.21

Claims approved and checks dated: 10/13/2023

I, Kate Knop, hereby attest the above amounts and check numbers are correct.



Kate Knop, Finance Director

Kelly Simmelink, Commissioner

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

Order Number

Dated

Report Criteria:

Detail report

Invoices with totals above \$0 included.

Only paid invoices included.

[Report] Date Paid = 10/13/2023

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
2666	ANDERSON PERRY & AS	10/09/2023	75909	Bridge Materplan	1,450.00		1023
2666	ANDERSON PERRY & AS	10/09/2023	75909	Bear Bridge Replacement	6,570.00		1023
2376	ARIZMENDI, EFRAIN	10/05/2023	10/2023	Office supplies purchased from C	62.76		1023
3292	CROOKED RIVER RANC	10/04/2023	230927	RENT October 2023 ***Clean Pan	423.42		1023
2656	K3 CONSTRUCTION	10/12/2023	10/2023	Base bid, additive alternate 1, gra	289,995.00		1023
2656	K3 CONSTRUCTION	10/12/2023	10/2023	Change order - dump site & asph	31,180.00		1023
194	MID OREGON PERSONN	10/10/2023	20639-OCT	General Labor Berry	2,160.82		1023
142	PACIFIC POWER	10/04/2023	25442761-007	electric	2,665.19		1023
142	PACIFIC POWER	09/29/2023	25754331-004	electric	16.23		1023
142	PACIFIC POWER	09/29/2023	61796355-004	electric	56.42		1023
142	PACIFIC POWER	10/04/2023	61796355-005	electric	185.32		1023
142	PACIFIC POWER	10/04/2023	61796355-006	electric	86.66		1023
142	PACIFIC POWER	10/04/2023	61796355-007	electric	372.13		1023
1133	RYDER ELECTION SERVI	10/10/2023	29471	Ballot Printing for November 7, 20	1,499.52		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	160.09		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	160.09		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	16,008.58		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	64.03		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	2,569.38		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	32.02		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	80.04		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	9.61		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	480.26		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	46.42		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	32.02		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	96.05		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	19,210.29		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	64.03		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	32.02		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	320.17		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	16.01		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	151.44		1023
1008	SOLUTIONS, CPAS PC	10/10/2023	16182	Progress billing for preparation of	467.45		1023
100	SWIFT STEEL CO INC	09/12/2023	1045991	Shop part #21	46.62		1023
3406	WUNSCH, MARK	07/01/2023	07/2023	County College	101.53		1023
3406	WUNSCH, MARK	07/01/2023	07/2023	return from County College	101.53		1023
3406	WUNSCH, MARK	07/01/2023	07/2023	County College Lodging	221.48		1023
3406	WUNSCH, MARK	07/01/2023	07/2023	Coutny College	101.53		1023
3406	WUNSCH, MARK	07/01/2023	07/2023	Return from County College	101.53		1023
3406	WUNSCH, MARK	07/01/2023	07/2023	County College Lodging	381.62		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	Mileage - Corcallis County Colleg	99.56		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	Mileage - Return from County Coll	99.56		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	County College Lodging	222.46		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	CountyCollege - Parking Fees	20.00		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	County College	101.53		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	Mileage - Return from County Coll	101.53		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	County College Lodging	359.04		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	County College	101.53		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	Mileage - Return from County Coll	101.53		1023
3406	WUNSCH, MARK	07/01/2023	7/2023	County College Lodging	359.04		1023
3406	WUNSCH, MARK	08/02/2023	8/2023	Eastern Oregon Economic Summi	164.41		1023
3406	WUNSCH, MARK	08/02/2023	8/2023	Return from Eastern Oregon Econ	164.41		1023
3406	WUNSCH, MARK	08/02/2023	8/2023	Lodging	311.56		1023
3406	WUNSCH, MARK	08/02/2023	8/2023	AOC Retreat	117.25		1023

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
3406	WUNSCH, MARK	08/02/2023	8/2023	Return from AOC Retreat	117.25		1023
3406	WUNSCH, MARK	08/02/2023	8/2023	Lodging	666.24		1023
Grand Totals:					<u>380,886.21</u>		

Dated: _____

Finance Director: Kabllnd

Kelly Simmelink: _____

Wayne Fording: _____

Mark Wunsch: _____

County Administrator: _____

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included
- Only paid invoices included.
- [Report] Date Paid = 10/13/2023

Certificate No. 2082

Certificate of Right to Burial

Jefferson County
430 SW Fairgrounds Road
Madras OR 97741

Cindy Wunsch
12274 SE Grizzly Road
Madras OR 97741

This is to certify that Cindy Wunsch, has paid the sum of \$ 642.00, which payment includes perpetual care and entitles them and their heirs to the exclusive rights and burial in:

Block North Sunrise #2 - 38 Lot A Grave 2

at Mt. Jefferson Memorial Park Jefferson County, State of Oregon, according and subject to the limitations, restrictions and conditions of the Rules and Regulations of the cemetery, either now in force or hereafter enacted.

This certificate is a receipt acknowledging payment in full for the right of burial in the aforementioned space only. It does not constitute ownership, title or deed of real property. This certificate is not assignable and is void if held by any other than the person herein named or their heirs at law.

DATED on October 05, 2023

JEFFERSON COUNTY COMMISSION:

Commission Chair

Commissioner

Commissioner

Before Me: _____

Notary Public of Oregon
County of Jefferson
My Commission Expires: _____

Official Stamp:

Certificate No. 2083

Certificate of Right to Burial

Jefferson County
430 SW Fairgrounds Road
Madras OR 97741

Charlene McKelvy
718 SE D Street
Madras OR 97741

This is to certify that Charlene McKelvy, has paid the sum of \$ 342.00, which payment includes perpetual care and entitles them and their heirs to the exclusive rights and burial in:

Block North Sunrise #2 - 5 Lot B Grave 4B

at Mt. Jefferson Memorial Park Jefferson County, State of Oregon, according and subject to the limitations, restrictions and conditions of the Rules and Regulations of the cemetery, either now in force or hereafter enacted.

This certificate is a receipt acknowledging payment in full for the right of burial in the aforementioned space only. It does not constitute ownership, title or deed of real property. This certificate is not assignable and is void if held by any other than the person herein named or their heirs at law.

DATED on October 12, 2023

JEFFERSON COUNTY COMMISSION:

Commission Chair

Commissioner

Commissioner

Before Me: _____
Notary Public of Oregon
County of Jefferson
My Commission Expires: _____

Official Stamp:

Certificate No. GB187

Certificate of Right to Burial

Gray Butte Cemetery
¼ Section Corner Common to
Section 6 & 7 in T13 S Range 14 E.W.M.
Madras, OR 97741

Gary Dinkel
2748 SW Highland Lane
Culver, Oregon 97734

This is to certify that **Robert MacRostie** has transferred Block 3, Lot 8, Grave 1 to **Mike & Tammy Gates** which payment includes perpetual care and entitles them and their heirs to the exclusive right and privilege of burial in **Block 3, Lot 8, Grave 1** at **Gray Butte Cemetery**, Jefferson County, State of Oregon, according and subject to the limitations, restrictions, and conditions of the Rules and Regulations of the cemetery, either now in force or hereafter enacted.

This certificate is a receipt acknowledging payment in full for the right of burial in the aforementioned space only. It does not constitute ownership, title, or deed of real property. This certificate is not assignable and is void if held by any other than the person/s herein named or her heirs at law.

Dated the _____ day of _____, 20 _____.

JEFFERSON COUNTY COMMISSION:

Commission Chair

Commissioner

Commissioner

Before Me: _____
Official Stamp:

Notary Public of Oregon
County of Jefferson
My Commission Expires: _____

ACTION MINUTES

JEFFERSON COUNTY BOARD OF COMMISSIONERS MEETING October 11, 2023

- 1) Administrative Session (8:15)
 - 1.1 Elected Official/Department Director Meeting.
- 2) Call to Order/Pledge of Allegiance/Invocation
- 3) Presentations/Awards
- 4) Changes to the Agenda (Consideration of Submission of Late Items)
- 5) 9:00 A.M. - Citizen Comments
- 6) Consent Agenda
 - 6.1 September 2023 Accounts Payable Paid September 2023 in the amount of \$3,305.00 - signed by Commission.
 - 6.2 September 2023 Accounts Payable Paid September 2023 in the amount of \$147,615.89 - signed by Commission.
 - 6.3 September 2023 Accounts Payable Paid September 2023 in the amount of \$0.00 - signed by Commission.
 - 6.4 September 2023 Accounts Payable Paid September 2023 in the amount of \$0.00 - signed by Commission.
 - 6.5 Action Minutes for October 2 & 4, 2023 - signed by Commission.

Mark Wunsch made a motion to approve the Consent Agenda, Items 6.1 through 6.5. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)
- 7) Scheduled Appointments, Action Items, and Public Hearings
 - 7.1 10:00 a.m. - Chamber of Commerce Discussion.
 - 7.2 6:00 p.m. - Board of Commissioners at Camp Sherman.
- 8) Action Items

- 8.1 Award Intercom System Upgrade Contract to Accurate Electric Unlimited, Inc. as a sole source provider under an emergency procurement - approved by Commission.

Wayne Fording made a motion to approve awarding the Intercom System Upgrade Contract to Accurate Electric Unlimited, Inc. as a sole source provider under an emergency procurement. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.2 October 11, 2023 Letter in Support of Central Oregon Community College's request for EDA funding - signed by Commission.

Mark Wunsch made a motion to approve the October 11, 2023 Letter in Support of Central Oregon Community College's request for EDA funding. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.3 Order In the Matter of Authorizing the Advance of Taxes, Assessments and Charges to Small Tax Districts Pursuant to ORS 311.392 - signed by Commission.

Wayne Fording made a motion to approve the Order In the Matter of Authorizing the Advance of Taxes, Assessments and Charges to Small Tax Districts Pursuant to ORS 311.392. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.4 Request for Out of State Travel for Brentley Foster to attend the International Conference on Child and Family Maltreatment in San Diego, CA, January 21-25, 2024 - signed by Commission Chair.

Mark Wunsch made a motion to approve the Request for Out of State Travel for Brentley Foster to attend the International Conference on Child and Family Maltreatment in San Diego, CA, January 21-25, 2024. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.5 Order In the Matter of Appointing Persons to Serve in the Pool for the Board of Property Tax Appeals Pursuant to ORS 309.067 - signed by Commission.

Wayne Fording made a motion to approve the Order In the Matter of Appointing Persons to Serve in the Pool for the Board of Property Tax Appeals Pursuant to ORS 309.067. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 8.6 Oregon Center for Children and Youth with Special Needs "Title V CYSHCN", Oregon Health Authority Subaward No. 1015198, Jefferson Amendment #5 FY 10/01/2023 to 09/30/2024 - signed by Commission Chair.

Wayne Fording made a motion to approve the Oregon Center for Children and Youth with Special Needs "Title V CYSHCN", Oregon Health Authority Subaward No. 1015198, Jefferson Amendment #5 FY 10/01/2023 to 09/30/2024. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 9) Elected Official Report(s)/Request(s)
- 10) Department Heads Report(s)/Request(s)
- 11) County Counsel Report(s)/Request(s)
- 12) County Administrative Officer Report(s)/Request(s)
- 13) Commission Discussion Items

13.1 Continued discussion regarding American Rescue Plan (ARPA) & CARES Act Funding Programs.

- 14) Announcements/Notification of additional Commission Meetings
- 15) Executive Session
- 16) Adjourn

Meeting adjourned at 6:43 p.m.

Kelly Simmelink, Commission Chair

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

Attest

Date Signed

Jefferson County Fire & EMS

ORDINANCE NO. 23-01

REPEALING ORDINANCE 2016-17 #01; ADOPTING COST-BASED FEES AND RATES FOR DISTRICT PROVIDED SERVICES; AND ALLOWING FOR FUTURE BOARD AMENDMENT OF FEES AND RATES BY RESOLUTION

WHEREAS, Jefferson County Fire & EMS (the District) Board of Directors ("the Board of Directors") desires to adopt an ordinance to enable the District to recover its actual costs for non-emergency response services provided by District personnel; and

WHEREAS, in 2016, the District adopted Ordinance 2016-17 #01, which authorized certain fees for services in compliance with Oregon law and the Board of Directors now wishes to repeal Ordinance 2016-71 #01 with the goal of amending existing fees, adopting new fees, and clarifying the process for future amendment of such fees;

WHEREAS, ORS 478.410(4) authorizes a District to create fees for any services provided by the District through the adoption of an ordinance; and

ORS 478.310 authorizes the District to recover its reasonable actual expenses for responses in unprotected areas outside of the Fire District, including the contract or reasonable value of use, including repairs and depreciation of equipment and other expenses reasonably incurred in furnishing the firefighting or public safety service; and

WHEREAS, the District Board of Directors has examined the current Oregon State Fire Marshal's Standardized Cost Schedule from the Oregon Fire Service Mobilization Plan and determined that such costs are reasonable and would satisfactorily reimburse the District for costs incurred in responding in unprotected or inadequately protected areas outside of the District; and

WHEREAS, the fees established by this Ordinance have been evaluated by the Board of Directors and the Directors have reviewed and approved the actual costs of providing such services, responses, or permits; and

WHEREAS, the Board of Directors has determined that the fees do not exceed the actual cost of providing such services, responses, or permits; and

WHEREAS, the Board of Directors has determined that it is fair, reasonable, and appropriate to adopt a cost recovery mechanism to collect the costs of providing such services or responses, and

the Board of Directors has determined that such fees will be limited to cost recovery only and will not be used to generate revenue for the District; and

WHEREAS, the Board of Directors wishes to equitably distribute District resources among all District citizens and has further determined that District responses to repeated false alarms and egregious open burning violations are a drain on District resources and may impede legitimate emergency responses; and

WHEREAS, the District desires to establish a published system of regulations, including fees and charges, to recover the District's reasonable estimate of the actual cost, including labor and material, repairs and depreciation of capital assets, and other overhead; and

WHEREAS, the fees and charges imposed by this Ordinance are not taxes subject to property tax limitations of Article XI, Section 11(b) of the Oregon Constitution;

NOW, THEREFORE BE IT ORDAINED AS FOLLOWS:

1. **REPEAL OF ORDINANCE 2016-17 #01.** The Board of Directors of the Jefferson County Fire & EMS hereby repeals in its entirety Ordinance 2016-17 #01.
2. **ADOPTION OF RATE SCHEDULE.** The Board of Directors of Jefferson County Fire & EMS hereby adopts the rates set forth in the Rate and Fee Schedule attached hereto and by this reference incorporated within this Ordinance as Exhibit A. The Board further directs that such rates and fees, other than penalties for late payments, shall not be imposed as a penalty, but shall be calculated to recover the reasonable estimate of the actual cost to the District. The Board of Directors may, from time to time, amend the Rate and Fee Schedule by resolution as provided in Section 6 herein.
3. Jefferson County Fire & EMS adopts the current rates and fee schedule established by the Office of the State Fire Marshal (OSFM) (OAR 837, Division 130 and the State Fire Marshal's Oregon Fire Service Mobilization Plan and any applicable Conflagration Act). This model will be used, when applicable to set the rates regarding billing of actual costs associated with District resource usage and may include equipment rates.
4. **FEES ESTABLISHED.** The Board of Directors hereby establishes and adopts the following cost-based fees, which shall be imposed subject to the Fire Chief or his or her designee's sole discretion in compliance with this Ordinance and any applicable administrative rules or procedures.

a. False Fire Alarm and Medical Response Fee

A cost-based fee may be imposed for responses to repetitive false (nuisance) responses to fire alarm and medical response fee as provided in this section. However, no cost recovery

fee shall be imposed for the first false fire alarm or medical response to any residential or commercial occupancy during a calendar year. No cost recovery fee shall be charged if the fire alarm is a result of a fire. Cancelled enroute false alarms are billable events subject to this fee. Fees under this section will be based upon the rates in Exhibit A, as well as a reasonable estimate of the actual cost of similar fire and EMS responses.

b. Open Burning Violation Fee

A cost-based fee may be imposed for open burning violation responses as provided for in Exhibit A. Open burning violations are defined as violations of any locally adopted fire code or violations of any applicable Oregon Revised Statute or DEQ regulation.

Such fees may be imposed for repeated violations, egregious or purposeful violations, or for any open burning violation during high and extreme fire danger. Fees will be based upon the rates in Exhibit A, as well as other documented actual costs of responding to the violation.

c. Unprotected or Inadequately Protected Area Response Fee

A cost-based fee may be imposed for responses to incidents in unprotected or inadequately protected areas outside of District boundaries as provided in this section. These responses will be billed on a "per hour" basis using dispatch time records to determine the commitment of apparatus and personnel, as well as rates in Exhibit A. Miscellaneous supplies and services may also be invoiced and will be based upon the rates provided in Exhibit A as well as scene documentation of the officer in charge.

d. Ambulance Transport Fee

A cost-based fee may be imposed for certain ambulance transports as provided in this section. If the District transports a patient to an emergency room or to a helicopter landing zone using a District ambulance, it may invoice the patient and/or the patient's insurance using Jefferson County Fire & EMS's ambulance transportation billing agent. Fees for such ambulance transport will be based on the established Ambulance Service Area Agreement. This includes but is not limited to the Helicopter Preparation Fee as set forth in Exhibit A.

e. Non-Emergency Facility Response Fee

A cost-based fee may be imposed for certain non-emergency requests for assistance from assisted living, residential care, or nursing facilities as provided in this section. If District staff or resources are requested by a commercial assisted living, residential care, or nursing facility to provide assistance to the facility's staff for non-emergent situations (such as physically moving a non-injured resident), the District may impose the fees provided in this Section. In determining whether to impose such fees the Fire Chief shall, consider whether the response was: 1) a result of a non-emergent situation; 2) caused by or related to a lack of adequate staffing or lack of adequate facility resources necessary to meet the residents' non-emergent needs, or 3) requested by a facility who has repeatedly requested non-emergency assistance. Such fees will be based on the rates and fee schedule in Exhibit A, as well as other documented actual costs of such response. Cancelled enroute requests are considered billable event.

f. Fire Code Inspection and Enforcement Fees

A cost-based fee for fire code inspections and code enforcement may be imposed for any fire and life safety occupancy inspections; for re-inspections for previously identified fire code violations; or for the documented actual costs of enforcing the fire code to correct previously identified violations as provided in this section. Fees assessed may include any District-incurred costs to obtain necessary inspection warrants, including attorney costs. Such fees will be based upon the actual cost of conducting such inspections, enforcing the code, or performing any related work and shall be calculated, if applicable, using the rates provided in Exhibit A. Requests from contractors or business owners for new construction or maintenance inspections outside normal working hours may result in higher cost recovery fees due to the District's increased personnel costs for such requests.

g. Public Records Request Fee

A cost-based fee may be imposed for public records requests as provided for in this section. Requests for disclosure of public documents shall be in writing and on a District form and shall state the name and mailing address of the requestor. The Fire Chief or designee shall be responsible for reviewing requested materials prior to disclosure and will determine if the records are statutorily exempt from disclosure. Public records requests received from an opposing party or its legal counsel during pending litigation will be referred to District legal counsel.

The District will not impose a fee for public records requests for incident reports from District residents or patients if the work entails less than one-half hour of staff time and the documents pertain to or involve the requestor. All requests require confirmation of requestor's identification and must comply with the Federal and Oregon HIPAA laws.

If locating a document will require more than one-half hour to complete, or will require extensive research or labor, the District will provide to the requestor an estimate of when the materials will be available and the costs associated with the request. The District will require a deposit equal to the total amount of the fee if the costs of producing the documents will exceed one-half hour of staff time. If the actual costs exceed the estimated costs, the District may invoice the requestor for the balance of the costs. All fees are due prior to public record request documents being released.

h. Facility Rental and Training Classes

A cost-based fee may be imposed for District training facility rentals or training classes. Profits realized through outside class participants or acquired structure live fire events will be deposited into the District's building & equipment fund and be utilized to replace, repair, or enhance the District's capital assets involved in providing these training opportunities.

i. Hazardous Materials Response Fees

Cost-based fees may be imposed for responses involving hazardous materials remediation

and for hazardous materials-related incidents. Fees may be imposed regardless of a State Hazardous Materials Team response and, if imposed will only be charged for the hazardous materials-related costs. Such fees will be based on the rates and fee schedule in Exhibit A, as well as other documented actual costs of such response. In addition, administrative costs and miscellaneous supplies and services may be billed.

j. Utility Assistance Fees

Cost-based fees may be imposed for responses to requests from utilities for assistance. The District responds to service calls involving utilities such as electric or cable wires down, natural gas leaks, water main leaks, etc. Cost-based fees may be imposed for these responses. Such fees will be based on the rates and fee schedule in Exhibit A, as well as other documented actual costs of such response. In addition, administrative costs and miscellaneous supplies and services may be billed.

k. Technical Rescue Fees

Cost-based fees may be imposed for responses requiring technical or specialty rescue equipment or training. The Fire Chief shall determine if such fees shall be charged, taking into consideration whether the incidents occurred due to a lack necessary resources or adequate safety preparations. If such fees are imposed, they will only be charged for the costs related to technical or specialty rescue response. Such fees will be based on the rates and fee schedule in Exhibit A, as well as other documented actual costs of such response. In addition, administrative costs and miscellaneous supplies and services may be billed.

l. Automatic Monitored Fire Response Fees

Automatic monitored fire response will be billed on a per hour basis using the rates and fee schedule established on Exhibit A.

m. Acquired Structure Live Fire Event

Each request for assistance from the District to demolish and existing home or other structure by fire will be evaluated on an individual basis. Billing will be for the actual cost based on personnel, equipment and supply rates as set forth in Exhibit A.

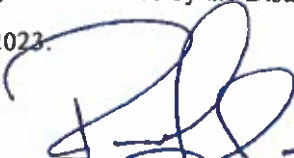
n. Law Enforcement Blood Draw

Pursuant to agreement with local law enforcement agencies the District may perform blood draws at the request of a contracting agency at the rate forth in Exhibit A.

5. **INVOICES; WAIVER.** The District shall address the invoices for fees to the responsible party or agent, which may be: a registered property owner or agent; a service recipient or agent; an occupant, a driver or passenger or agent; a vehicle or plane owner or agent; an insurance company; or any person or entity requesting or receiving services. The Fire Chief, or designee, shall be responsible for determining the responsible party and for reviewing all the cost recovery invoices. The Fire Chief may, at his or her discretion, waive or amend fees assessed in compliance with this Ordinance and any applicable administrative rules.

6. **REVIEW AND AMENDMENT.** The Fire Chief will present the fees or rates adopted under this Ordinance to the Board of Directors for review and possible amendment at least once every two years, or sooner upon the Fire Chief's sole discretion. The fees and Exhibit A, which are adopted and approved by the Board of Directors in this Ordinance, may be amended from time to time by Board resolution at a duly noticed and public Board meeting. Prior to adoption of the resolution, the Board shall hold an opportunity for the public to comment on the resolution.
7. **RULES.** The Board of Directors hereby grants to the Fire Chief the discretion to interpret and apply this Ordinance and to develop administrative rules to apply this Ordinance equitably. Such administrative rules must be consistent with this Ordinance and with applicable Board policy.
8. **APPEALS.** To file an appeal of a fee assessed under this Ordinance, the appellant must provide a written statement to the Fire Chief within ten days of receipt of the fee invoice. The statement must clearly explain the basis of the appeal, stating why the filer thinks the fee was improper, noting specifically whether it was properly assessed or calculated. The Fire Chief will issue a written decision within ten (10) days. Decisions of the Fire Chief are final and not appealable.
9. **COLLECTION PROCEDURES.** Fees will be invoiced within sixty (60) days of the service delivery date. Payment is due upon receipt. If payment or reasonable payment arrangements are not made within sixty (60) days of billing, the invoice shall be considered delinquent and the District will proceed with the collections as deemed appropriate by the Fire Chief. Costs of collection shall be charged to the persons responsible. Collection costs may include penalty fees or interest payments on the amounts due and owing, as determined by the District.

DATED this 8th day of August, 2023.


 Rob Galyn - Board President


 LeAnn Patton - Recording Secretary



Bend, Culver, La Pine, Madras, Maupin
Metolius, Prineville, Redmond, Sisters & Central Oregon Counties

October 6, 2023

Chair Ken Helm
Vice Chair Mark Owens
Vice Chair Annessa Hartman
House Committee on Agriculture, Land Use, Natural Resources and Water
Salem, Oregon 97301

Dear Chair Helm and Vice Chairs Owens and Hartman,

On behalf of our City Councils and County Boards of Commissioners, we are urging the Oregon Legislature to take action to preserve and support the collaborative progress that has occurred over the last three decades regarding the preservation and conservation of the Deschutes Basin.

The proposed Oregon Water Resources Commission “Groundwater Allocation Rules” ignores that basins are unique by proposing a one size fits all approach across all of Oregon.

Specifically:

- The rules will, in effect, result in significant harm to our existing water conservation, allocation and restoration efforts in the Deschutes Basin.
- They would impose a fixed calculation of “reasonably stable groundwater levels” on all basins. The proposed definitions of “reasonably stable groundwater levels” apparently relies on water level changes defined by the Water Resources Commission in 1988 from a basin whose hydrogeology bears no resemblance to our basin.

The rules also fail to consider five key factors:

- ✓ Our basin has an existing and productive collaborative regional approach to identify new conservation tools for water use taking into consideration the unique characteristics of our large basin and exceedingly deep aquifer. All stakeholders are at the table, and this rulemaking would up-end that effort.
- ✓ Groundwater levels in our basin are largely driven by precipitation, in addition, certain areas through recent and thoughtful actions—such as canal piping and lining—have led to an expected reduction in groundwater levels near these projects. That should come as no surprise as we are eliminating wasteful and unnatural aquifer recharge. We can expect groundwater levels near these projects to eventually adjust to more

Chair Michael Preedin
Central Oregon Cities Organization
Email: mpreedin@sisters.or.us

Doug Riggs, Lobbyist
NW Policy
(503) 702-5120 doug@nwpolicy.com

natural levels. The Department however, has based its justification for the application of the proposed rules to the Deschutes Basin on only one measurement in an area which experienced a substantial amount of piping the open irrigation canal. This is misleading and ignores the detailed studies and information outlining the interaction between agriculture, irrigation and municipal water use in our basin.

- ✓ The Oregon Legislature has – on five separate occasions – passed legislation to create, codify and renew the Deschutes Basin Mitigation and Conservation statutes. On a bi-partisan basis, the Oregon Legislature has repeatedly recognized the unique nature of the Deschutes Basin. Those actions have led to a dramatic increase in flow of water in the middle Deschutes as well as the restoration of critical areas including Whychus Creek, an ability to respond to federal ESA listings, and a twenty-five year collaborative effort to manage the water in our basin in a responsible manner. The proposed groundwater rule essentially reverses that long standing precedent.
- ✓ The water users in our basin are not standing still. The Deschutes Basin Water Collaborative is working to identify issues (including groundwater concerns), reviewing the scientific data, and preparing a game plan for the basin as we move forward.
- ✓ Our region has and will take responsible action to ensure population growth also comes with water conservation efforts. Every city in the region has a Water Management and Conservation Plan. Cities have adopted responsible landscape standards, alternative watering days, and are pursuing aquifer storage projects. Bend for example, grew by 26,169 people (34%) over the past 18 years, but has only increased its annual surface and groundwater by 98.5% over that time frame. Cities are required by state statute to maintain a 20-year supply of buildable land, but as drafted, these rules will make it nearly impossible for cities to do that. This will perversely push housing and population growth onto rural lands and exempt wells, which are not addressed by the proposed rules. At the very least, the rules should not penalize local governments which have complied with existing statutes, and are required to comply with other state and federal statutes regarding housing and economic mandates.

Stakeholders, including those in our basin are almost universally concerned with the Department's unwillingness to engage in a meaningful two-way discussion about these rules. Much of the rulemaking was completed during the prior 2023 Legislative Session, while we were heavily engaged in supporting your comprehensive drought package and ensuring passage of the promising Stream Restoration and Juniper Management Program (which is already underway in our region).

These are clearly complicated issues, which vary greatly from basin to basin. We would strongly urge your Committee and the Legislature to work with the Governor to direct the Department to extend the process, sit down with our basin in a meaningful way, and protect the collaborative, visionary and successful multi-decade track record that the Deschutes Basin has established.

Chair Michael Preedin
Central Oregon Cities Organization
Email: mpreedin@sisters.or.us

Doug Riggs, Lobbyist
NW Policy
(503) 702-5120 doug@nwpolicy.com

Sincerely,

Oregon Mayors and County Commissioners



Michael Preedin
Sisters Mayor



Ed Fitch
Redmond Mayor

Sincerely,


Daniel Richer
La Pine Mayor



Rodney J. Beebe
Prineville Mayor



Melanie Kebler
Bend Mayor



Brian Barney
Crook County Commissioner


Kelly Simmelink, Jefferson County Commissioner
Wayne Fording, Jefferson County Commissioner
Mark Wunsch, Jefferson County Commissioner

Chair Michael Preedin
Central Oregon Cities Organization
Email: mpreedin@sisters.or.us

Doug Riggs, Lobbyist
NW Policy
(503) 702-5120 doug@nwpolicy.com

BEFORE THE BOARD OF COMMISSIONERS FOR THE STATE OF OREGON
FOR THE COUNTY OF JEFFERSON

IN THE MATTER OF LEGALIZING CERTAIN)
PORTIONS OF NE TROUT CREEK ROAD AND)
E ASHWOOD ROAD PURSUANT TO) ORDER NO. _____
ORS 368.206)

WHEREAS, ORS 368.201 establishes the basis for legalization of roads upon initiation by the county governing body if the location of the road cannot be accurately determined due to numerous alterations of the road; and

WHEREAS, the current plat of Ashwood does not accurately depict the location of either road and the Ashwood School District requested the vacation of certain roads affecting the school property and the surveying and correction of E Ashwood Road (aka County Road 901); and

WHEREAS, the Jefferson County Board of Commissioners initiated the legalization of certain portions of NE Trout Creek Road and E Ashwood Road by ordering the road to be surveyed and the public works director to prepare a report, both of which are attached hereto as Exhibit A;

WHEREAS, the Jefferson County Board of Commissioners held a public hearing on October 25, 2023 following notice by service to owners of abutting land and by posting pursuant to ORS 368.401 to consider the matters presented and determined that the legalization of the road in question is in the public interest;

NOW THEREFORE the Jefferson County Board of Commissioners ORDERS that the portions of NE Trout Creek Road and E Ashwood Road are hereby legalized and shall exist as indicated in Exhibit A. This Order shall be recorded with the Jefferson County Clerk and filed with the Jefferson County Assessor and Jefferson County Surveyor.

DATED this _____ day of _____, 2023.

JEFFERSON COUNTY BOARD OF COMMISSIONERS

Kelly Simmelink, Commission Chair

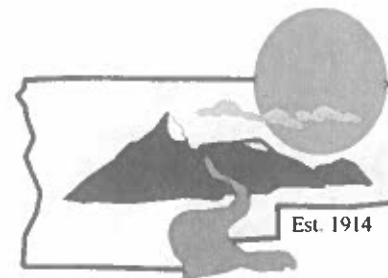
Wayne Fording, Commissioner

Mark Wunsch, Commissioner

JEFFERSON COUNTY

PUBLIC WORKS DEPARTMENT

715 SE Grizzly Road • Madras, Oregon 97741 • Phone: (541) 475-4459 • FAX: (541) 475-1877
mpowlison@jcffco.net



MEMORANDUM

TO: Jefferson County Board of Commissioners

FROM: Matt Powlison, Public Works Director

DATE: November 23, 2022

CC: Alexa Gassner, Jefferson County Counsel

SUBJECT: Legalization of Gateway-Ashwood Road (AKA NE Trout Creek Road and E Ashwood Road)

=====

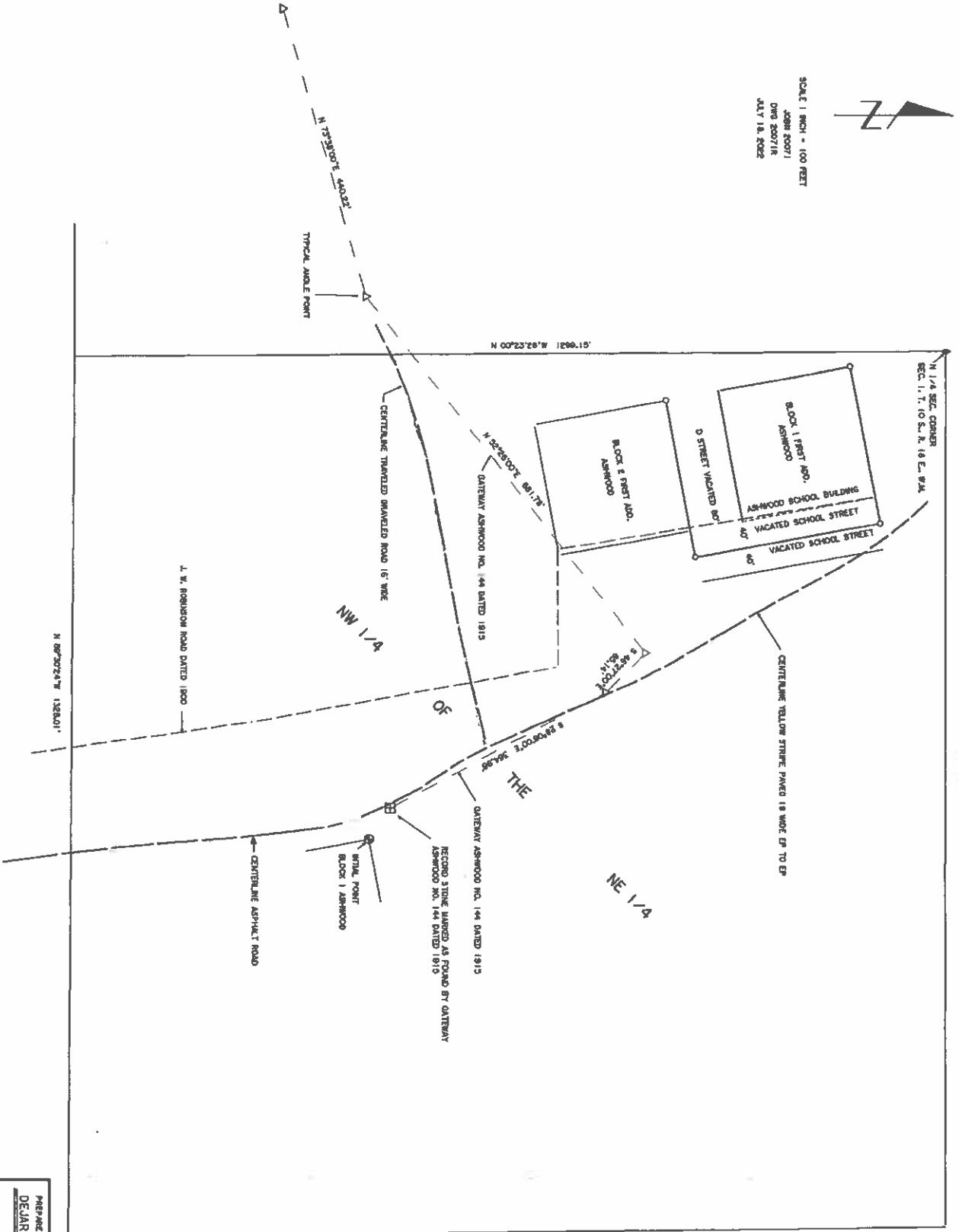
ORS 368.201 establishes legalization of roads upon initiation of the county governing body. The proceedings for legalization of roads ORS 368.206(B)(b) require the county road official to file a written report including the survey required.

The purpose of the legalization statutes is to remedy situations where a discrepancy exists between the road in fact and the road as described in the original survey by resurveying the existing road and conforming the official records to reflect its course.

NE Trout Creek Road and E Ashwood Road located in NW1/4 NE1/4 Section 1, T 10S, R 16E W.M. has been a public road in Jefferson County since 1915. The location of the originally surveyed road does not match the current location of the road. The current location of the road has been used for several decades. The change is unknown, however may be determined due to numerous alterations of the road through the passage of time. The legalization of NE Trout Creek Road and E Ashwood Road will clear up the discrepancy between the existing road location and the road records. I therefore believe it is in the public's best interest to legalize the road.



SCALE 1 INCH = 100 FEET
 JOB# 20071
 DWG 20071B
 JULY 18, 2002



S 89°46'37"E 1328.03'

LOCATED IN THE NW 1/4 OF THE
 NE 1/4 OF SEC. 1, T. 10 S., R. 16 E.,
 W.M., ASHWOOD, JEFFERSON
 COUNTY, OREGON.

INVESTIGATIVE ROAD SURVEY

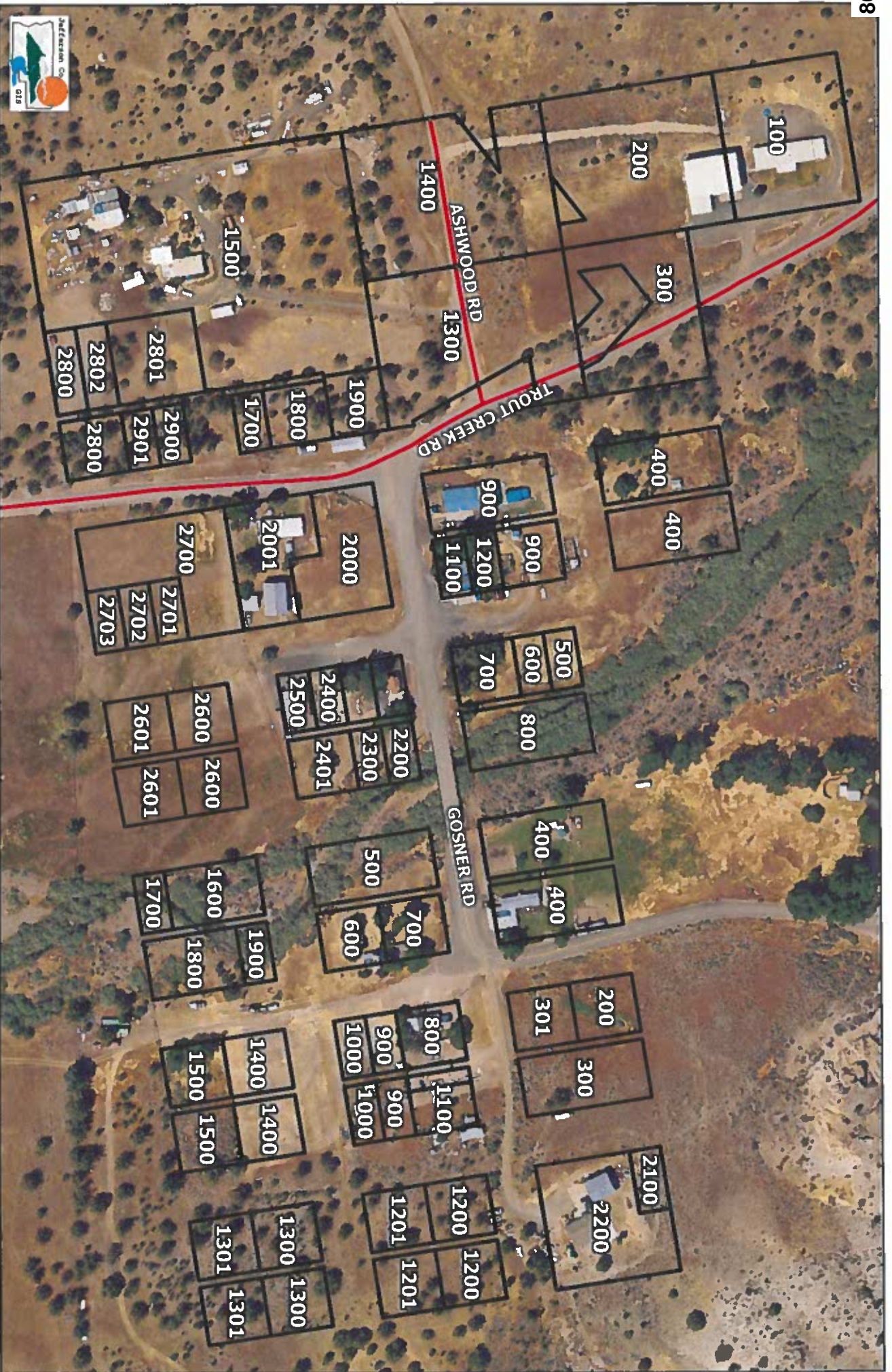
LIBE NO:

MONUMENTS OF RECORD

REGISTERED
 PROFESSIONAL
 LAND SURVEYOR
 STATE OF OREGON
 SAUL L. DEARNATT
 3291
 12/21/2003

PREPARED BY:
 DEARNATT LAND SURVEYS, INC.

2341 NW REDWOOD AVENUE DATE: JULY 18, 2002
 REDWOOD, OREGON 97726 SHEET 1 OF 1
 JOB # 20071
 PHONE: 541-410-3031 DWG 20071B



Map for reference only

Jefferson County uses GIS data in support of its internal business functions and the public services it provides. These GIS data, which Jefferson County distributes, may not be suitable for other purposes or uses. It is the requestor's responsibility to verify any information derived from the GIS data before making any decision or taking any actions based on the information. Jefferson County shall not be held liable for any errors in the GIS data. This includes errors of omission, commission, errors concerning the content of the data, and relative and positional accuracy of the data. Jefferson County assumes no legal responsibility for this information.

**ASHWOOD
PROPOSED LEGALIZED
TRAVEL ROADS**



Proposed Legalized
Travel Road

Taxlots



AGENDA ITEM COVERSHEET

Admin. Session
 Action Item

Consent Agenda
 Report/Request

Public Hearing
 Other/Announcements

Agenda Item Title (Do not put in all-caps):

Pony Butte Road Evaluation and Design

Department: Public Works

Date Submitted: 10/18/2023

Contact Person: Matt Powlison

Phone: 541.475.4459

Effective Dates of Contract/Grant/ Proposal: 10/25/2023

Amount of Contract/Grant/Proposal: \$30,000.00

Requested Agenda Date: 10/25/2023

Reviewed By: (Signature and Date Required) Director/Elected Official: 

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Cost and fee for evaluation and design engineering for Pony Butte Road.

BACKGROUND/SUMMARY STATEMENT:

Pony Butte Road has been subjected to deferred road maintenance for several years. As a result the road needs some substantial reconstruction in areas to bring it to an acceptable pavement condition. This work order will provide an overall evaluation and design with a proposed surface treatment identified by vehicle mileage section, isolated areas requiring additional reconstruction, and identifying potential future drainage culvert locations. The Engineer shall prepare a preliminary cost estimate of proposed options to be included in the draft Plan.

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Public Works requests the BOCC chair to sign Work Order No. 2023-2 to evaluate and design a surface treatment for Pony Butte Road.

ATTACHMENTS: Anderson Perry agreement and Work Order No. 2023-2

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

SCOPE OF WORK
JEFFERSON COUNTY, OREGON - PONY BUTTE ROAD EVALUATION
August 28, 2023

PROJECT UNDERSTANDING

This Scope of Work (SOW) outlines the project understanding and the tasks that shall be performed by Anderson Perry & Associates, Inc. (Engineer) for the Pony Butte Road Evaluation for Jefferson County (Owner). The Owner intends to complete improvements to Pony Butte Road with its own workforce. The Engineer shall prepare a preliminary evaluation of the repair options as well as costs for those options for the Owner's budgeting purposes to complete the work.

ASSUMPTIONS

The following assumptions were made during development of this SOW:

- The Engineer will visit the site and perform a preliminary evaluation of Pony Butte Road.
- The Engineer will provide suggested maintenance and/or repair methods and associated costs identified by mileage for reference.
- No design, surveying, drainage analysis, geotechnical review, or environmental review is included in this SOW.

TASK 1 - PROJECT MANAGEMENT

The Engineer shall complete the evaluation and facilitate a draft evaluation review meeting and a final evaluation review meeting, provide invoicing, monitor schedules, and communicate with the Owner and stakeholders.

TASK 2 - GATHER AND REVIEW DATA

The Engineer shall visit the site to review the overall project scope and shall gather and review the following information for the purpose of completing the evaluation:

1. Owner-provided historical cost data for similar projects/project elements completed using its own workforce.
2. Any readily available historical data regarding Pony Butte Road such as its original construction date and any maintenance work completed.
3. Existing drainage culvert locations.
4. Individual locations requiring additional repair work (i.e., potholes, surface failures, and grade subsidence).
5. Preliminary field topographical review for possible addition of future drainage culverts.

TASK 3 - DRAFT PLAN

The Engineer shall visit the site to identify and map the recommended pavement improvements. The Engineer shall then prepare a draft Plan for review and comment by the Owner consisting of figures created from aerial photography and available survey data including:

1. Proposed surface treatment identified by vehicle mileage section
2. Isolated areas requiring additional reconstruction
3. Potential future drainage culvert locations

The Engineer shall prepare a preliminary cost estimate of proposed options to be included in the draft Plan. The Engineer shall prepare and furnish the necessary number of copies of the draft Plan for review and approval by the Owner, its legal counsel, County Commissioners, and other advisors, as appropriate.

TASK 4 - FINAL PLAN

The Engineer shall prepare a final Plan, incorporating the Owner's comments. The final Plan will include figures identifying pavement treatment recommendations by mile marker, a detail sheet of pavement sections, and a final cost estimate.

OWNER RESPONSIBILITIES

The Owner shall provide historical cost information for similar projects/project elements completed using its own workforce.

The Owner shall provide historical data regarding Pony Butte Road, its construction, and any maintenance activities completed.

SCHEDULE

The Engineer shall complete the draft Plan by December 15, 2023, and the final Plan by January 15, 2024.

FEE ESTIMATE

The estimated fee for services outlined herein is \$30,000 to be billed on a time and materials basis per the attached Hourly Fee Schedule, effective January 1, 2023, plus direct reimbursable expenses. This amount shall not be exceeded without notification to and approval from the Owner.

Work Order 2023-2 SOW_JeffCo_PonyButteRd_756-09.docx

**WORK ORDER - Jefferson County, Oregon, and Anderson Perry & Associates, Inc.
Pony Butte Road Evaluation**

Work Order No. 2023-2
Date August 28, 2023

Job No. 756-09
Billing Group No. 040

I. SCOPE OF SERVICES

In accordance with the AGREEMENT FOR GENERAL ENGINEERING SERVICES dated February 27, 2019, the Owner hereby authorizes the Engineer to perform the following professional engineering services:

Prepare a preliminary evaluation of repair options as well as costs for those options for Pony Butte Road as described in the attached August 28, 2023, Scope of Work.

II. SPECIAL CONDITIONS

SPECIAL CONDITIONS related to this WORK ORDER are as follows: None

III. BASIS OF PAYMENT

- Time and Materials Basis, Not to Exceed \$30,000
- Lump Sum Basis = (Lump Sum Amount: _____)
- Other as described hereafter:

IV. AUTHORIZATION OF WORK ORDER

OWNER: Jefferson County, Oregon

By: _____

Type Name: _____

Title: _____

Acceptance by ENGINEER: Anderson Perry & Associates, Inc.

By: Chas Hutchins

Type Name: Chas Hutchins, P.E.

Title: President



2023 HOURLY FEE SCHEDULE

Effective January 1, 2023

PROFESSIONAL TECHNICAL STAFF

TECHNICIANS	ENGINEERING	ARCHAEOLOGY
Technician I\$ 70.00	Engineering Technician I \$110.00	Archaeological Technician I.....\$ 70.00
Technician II\$ 80.00	Engineering Technician II \$115.00	Archaeological Technician II.....\$ 75.00
Technician III\$ 85.00	Engineering Technician III \$120.00	Staff Archaeologist I.....\$ 85.00
Technician IV\$ 90.00	Engineering Technician IV \$125.00	Staff Archaeologist II.....\$ 90.00
Technician V\$100.00	Engineering Technician V \$130.00	Project Archaeologist I.....\$ 95.00
Technician VI\$105.00	Project Engineer I \$135.00	Project Archaeologist II.....\$100.00
Technician VII.....\$110.00	Project Engineer II \$145.00	Senior Archaeologist I.....\$105.00
Senior Technician I.....\$115.00	Project Engineer III \$150.00	Senior Archaeologist II.....\$140.00
Senior Technician II.....\$120.00	Project Engineer IV \$165.00	
Senior Technician III.....\$125.00	Project Engineer V \$170.00	PROJECT REPRESENTATIVES
Senior Technician IV.....\$130.00	Project Engineer VI \$175.00	Project Representative I\$100.00
Senior Technician V.....\$140.00	Project Engineer VII.....\$180.00	Project Representative II\$105.00
Senior Technician VI.....\$145.00	Senior Engineer I \$190.00	Project Representative III.....\$110.00
Senior Technician VII.....\$150.00	Senior Engineer II \$195.00	Project Representative IV\$115.00
Senior Technician VIII.....\$160.00	Senior Engineer III \$200.00	
Senior Technician IX.....\$180.00	Senior Engineer IV \$205.00	OVERTIME
Senior Technician X.....\$195.00	Senior Engineer V \$210.00	Overtime Surcharge\$ 35.00
	Senior Engineer VI \$215.00	
	Senior Engineer VII.....\$225.00	
	Senior Engineer VIII.....\$235.00	

SURVEYORS, EQUIPMENT, AND OTHER

Survey Technician I\$ 75.00	Professional Land Surveyor III . \$165.00	Electrofischer\$ 30.00
Survey Technician II\$ 80.00	Professional Land Surveyor IV . \$175.00	Unmanned Aircraft System (UAS/Drone)\$ 50.00
Survey Technician III\$ 95.00	Professional Land Surveyor V .. \$185.00	GIS RTK GPS/GNSS Unit.....\$ 35.00
Survey Crew Chief I\$105.00	GPS Total Station \$ 45.00	Procure Project Management Software (\$/Month/\$1M Construction Project Cost)...\$110.00
Survey Crew Chief II\$110.00	Robotic Survey Station \$ 35.00	
Survey Crew Chief III\$120.00	Total Station \$ 30.00	
Survey Crew Chief IV\$155.00	Scanning Total Station \$ 45.00	
Professional Land Surveyor I\$145.00	ATV (4-hour minimum) \$ 35.00	
Professional Land Surveyor II ...\$155.00	Resource Grade GPS \$ 25.00	

OUT OF TOWN WORK

Mileage will be charged at the applicable IRS rate for vehicles, which is \$0.655 per mile for standard highway vehicles as of January 1, 2023. Mileage will be charged at \$0.75 per mile for vans and pickup trucks. Subsistence will be charged either per diem or actual cost, per contract. Lodging will be billed at actual cost.

OTHER

Other miscellaneous, direct, and outside expenses, including special Consultants, will be charged at actual cost plus 10%.

Expert Witness will be charged at two times the standard hourly rate.

All accounts unpaid 30 days after date of invoice may be charged a service fee of 1.0% per month.

This Hourly Fee Schedule is revised annually on or around January 1.

G:\APDocs\Fee Schedules\2023\2023 Hourly Fee Schedule-Revised.docx

- 1. Award No.**
693JJ32440083
- 2. Effective Date**
See No. 17 Below
- 3. Assistance Listings No.**
20.939
- 4. Award To**

Jefferson County, Oregon
66 SE D Street
Madras, Oregon
97741-1710

Unique Entity Id.:
PZ2MUEELHTG7
TIN No.: 93-6002299
- 5. Sponsoring Office**
U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590
- 6. Period of Performance**
Effective Date of Award - 24
months after effective date of award.
- 7. Total Amount**
- | | |
|----------------------|-----------|
| Federal Share: | \$200,000 |
| Recipient Share: | \$50,000 |
| Other Federal Funds: | \$0 |
| Other Funds: | \$0 |
| Total: | \$250,000 |
- 8. Type of Agreement**
Grant
- 9. Authority**
Section 24112 of the Infrastructure Investment
and Jobs Act (Pub. L. 117-58, November 15,
2021; also referred to as the "Bipartisan
Infrastructure Law" or "BIL")
- 10. Procurement Request No.**
HSSP230490PR
- 11. Federal Funds Obligated**
\$200,000
- 12. Submit Payment Requests To**
See article 20.
- 13. Payment Office**
See article 20.
- 14. Accounting and Appropriations Data**
15X0173E50.0000.055SR10500.5592000000.41010.61006600
- 15. Description of Project**
Jefferson County Equitable Transportation Safety Action Plan

RECIPIENT**16. Signature of Person Authorized to Sign****FEDERAL HIGHWAY ADMINISTRATION****17. Signature of Agreement Officer**

Signature
Kelly Simmelink
Chair, Jefferson County Board of Commissioners

Date

Signature
Name: Gunnar Prutz
Title: Agreement Officer

Date

U.S. DEPARTMENT OF TRANSPORTATION

**GRANT AGREEMENT UNDER THE
FISCAL YEAR 2022 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the [United States Department of Transportation (the “USDOT”)] [Federal Highway Administration (the “FHWA”) and Jefferson County, Oregon (the “Recipient”).

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All (“SS4A”) Grant for the Jefferson County Equitable Transportation Safety Action Plan.

The parties therefore agree to the following:

ARTICLE 1 GENERAL TERMS AND CONDITIONS

1.1 General Terms and Conditions.

- (a) In this agreement, “**General Terms and Conditions**” means the content of the document titled “General Terms and Conditions Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program,” dated March 28, 2023, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements>. Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient states that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (BIL, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient’s non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

ARTICLE 2
APPLICATION, PROJECT, AND AWARD

2.1 Application.

Application Title: Jefferson County Equitable Transportation Safety Action Plan

Application Date: 9/14/22

2.2 Award Amount.

SS4A Grant Amount: \$200,000

2.3 Award Dates.

Period of Performance End Date: See Section 6 on Page 1

2.4 Budget Period

Budget Period End Date: See Section 6 on Page 1

2.5 Action Plan Grant or Implementation Grant Designation.

Designation: Action Plan

2.6 Federal Award Identification Number. The Federal Award Identification Number is listed on page 1, line 1.

**ARTICLE 3
SUMMARY PROJECT INFORMATION**

3.1 Summary of Project's Statement of Work.

The award will be used by Jefferson County to develop a comprehensive safety action plan.

3.2 Project's Estimated Schedule.

ACTION PLAN SCHEDULE

Milestone	Schedule Date
Planned Draft Action Plan Completion Date:	June 30, 2024
Planned Action Plan Completion Date:	August 31, 2024
Planned Action Plan Adoption Date:	November 30, 2024
Planned SS4A Final Report Date:	December 31, 2024

3.3 Project's Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$200,000
Other Federal Funds:	\$0
State Funds:	\$0
Local Funds:	\$25,000
In-Kind Match:	\$25,000
Other Funds:	\$0
Total Eligible Project Cost:	\$250,000

(b) Supplemental Estimated Budget

Cost Element	Federal Share	Non-Federal Share	Total Budget Amount
Direct Labor	\$0.00	\$25,000.00	\$25,000.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00

Contractual/Consultant	\$200,000.00	\$25,000.00	\$225,000.00
Other	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
Total Budget	\$200,000.00	\$50,000.00	\$250,000.00

ARTICLE 4
RECIPIENT INFORMATION

4.1 Recipient's Unique Entity Identifier.

PZ2MUEELHTG7

4.2 Recipient Contact(s).

Scott Edelman
Community Development Director
Jefferson County
85 S.E. "D" Street, Madras, OR, 97741
541-475-4462
sedelman@jeffco.net

4.3 Recipient Key Personnel.

Name	Title or Position
Matt Powlison	Jefferson County Public Works Director
Kate Knop	Jefferson County Finance Director
Nick Snead	Madras Community Development Director
Currently Vacant	Madras Public Works Director

4.4 USDOT Project Contact(s).

Steve Parker
Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
202-366-4668
Stephen.parker@dot.gov

and

Ashley Cucchiarelli
Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-310
1200 New Jersey Avenue, S.E.
Washington, DC 20590
(720) 963-3589
ashley.cucchiarelli@dot.gov

and

Ashley Cucchiarelli
Agreement Specialist (AS)
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-204
1200 New Jersey Avenue, S.E.
Washington, DC 20590
(720) 963-3589
ashley.cucchiarelli@dot.gov

and

Division Administrator
Agreement Officer's Representative (AOR)
FHWA Oregon Division
530 Center Street N.E., Suite 420
Salem, Oregon 97301
503-399-5749
Oregon.FHWA@dot.gov

and

Nick Fortey
Oregon Division Office Point of Contact
Safety engineer
FHWA Oregon Division
530 Center Street N.E., Suite 420
Salem, Oregon 97301
503-316-2565
Nick.fortey@dot.gov

ARTICLE 5
USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the AO are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

Note: This clause is only applicable to Action Plan Grants.

Unless described in the application and funded in the approved award, the Recipient must obtain prior written approval from the AO for the subaward, transfer, or contracting out of any work under this award above the Simplified Acquisition Threshold. This provision does not apply to the acquisition of supplies, material, equipment, or general support services. Approval of each subaward or contract is contingent upon the Recipient's submittal of a written fair and reasonable price determination, and approval by the AO for each proposed contractor/sub-recipient. Consent to enter into subawards or contracts will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

(Fill in at award or by amendment)

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred in the performance of this agreement if those costs do not exceed the funds available under section 2.2 and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI eInvoicing System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF 271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.

- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the AO may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the Agreement Officer's Representative (the "AOR") reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) The USDOT may waive the requirement that the Recipient use the DELPHI eInvoicing System. The Recipient may obtain waiver request forms on the DELPHI eInvoicing website (<http://www.dot.gov/cfo/delphi-einvoicing-system.html>) or by contacting the AO. A Recipient who seeks a waiver shall explain why they are unable to use or access the Internet to register and enter payment requests and send a waiver request to

Director of the Office of Financial Management
US Department of Transportation,
Office of Financial Management B-30, Room W93-431
1200 New Jersey Avenue SE
Washington DC 20590-0001

or

DOTElectronicInvoicing@dot.gov.

If the USDOT grants the Recipient a waiver, the Recipient shall submit SF 271s directly to:

DOT/FAA
P.O. Box 268865
Oklahoma City, OK 73125-8865
Attn: Agreement Specialist

- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6
SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section [wherever the date it is in this agreement].
- 6.2** The Recipient acknowledges that the Action Plan will be made publicly available, and the Recipient agrees that it will publish the final Action Plan on a publicly available website.
- 6.3** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.4** There are no other special grant requirements for this award.

**ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION**

Study Area: Jefferson County, Oregon

Baseline Measurement Date: August 2024

Baseline Report Date: October 2024

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency
Equity	Percent of Funds to Underserved Communities: Funding amount (of total project amount) benefitting underserved communities, as defined by USDOT	End of period of performance
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	End of period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects of strategies to prevent death and serious injury on roads and streets.	End of period of performance

**ATTACHMENT B
CHANGES FROM APPLICATION**

INSTRUCTIONS FOR COMPLETING ATTACHMENT B: Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of this attachment B is to document the differences clearly and accurately in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See section 10.1.

Scope: No Changes

Schedule: No Changes

Budget:

The overall budget of \$250,000, with \$200,000 from SS4A funds and \$50,000 from local sources has not changed. However, the applicant is proposing to provide \$25,000 of the local contribution as in-kind and \$25,000 cash. The in-kind will be in the form of staff hours working on this project. The following staff members are anticipated to contribute time:

NAME	TITLE	HOURLY	BENNEFITS	TOTAL
Nicholas Snead	Madras Planning Manager	\$65.25	\$33.74	\$98.99
Fatima Taha	Madras Associate Planner	\$36.98	\$17.21	\$54.19
Matt Powlison	Jefferson PW Director	\$59.05	\$20.90	\$79.95
Scott Edelman	Jefferson CD Director	\$57.97	\$20.64	\$78.61
Phil Stenbeck	Jefferson Planning Mgr	\$50.15	\$16.73	\$68.88
Tanya Cloutier	Jefferson Associate Plnr	\$28.87	\$13.05	\$41.92

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs				
Future Eligible Project Costs				
SS4AFunds	\$200,000		\$200,000	
Other Federal Funds				
Non-Federal Funds	50,000		\$50,000	
Total Future Eligible Project Costs				
Total Project Costs	\$250,000		\$250,000	

**ATTACHMENT C
RACIAL EQUITY AND BARRIERS TO OPPORTUNITY**

1. Efforts to Improve Racial Equity and Reduce Barriers to Opportunity.

The Recipient states that rows marked with “X” in the following table are accurate:

	A racial equity impact analysis has been completed for the Project. <i>(Identify a report on that analysis or, if no report was produced, describe the analysis and its results in the supporting narrative below.)</i>
	The Recipient or a project partner has adopted an equity and inclusion program/plan or has otherwise instituted equity-focused policies related to project procurement, material sourcing, construction, inspection, hiring, or other activities designed to ensure racial equity in the overall delivery and implementation of the Project. <i>(Identify the relevant programs, plans, or policies in the supporting narrative below.)</i>
	The Project includes physical-barrier-mitigating land bridges, caps, lids, linear parks, and multimodal mobility investments that either redress past barriers to opportunity or that proactively create new connections and opportunities for underserved communities that are underserved by transportation. <i>(Identify the relevant investments in the supporting narrative below.)</i>
	The Project includes new or improved walking, biking, and rolling access for individuals with disabilities, especially access that reverses the disproportional impacts of crashes on people of color and mitigates neighborhood bifurcation. <i>(Identify the new or improved access in the supporting narrative below.)</i>
	The Project includes new or improved freight access to underserved communities to increase access to goods and job opportunities for those underserved communities. <i>(Identify the new or improved access in the supporting narrative below.)</i>
	The Recipient has taken other actions related to the Project to improve racial equity and reduce barriers to opportunity, as described in the supporting narrative below.
X	The Recipient has not yet taken actions related to the Project to improve racial equity and reduce barriers to opportunity but, before beginning construction of the project, will take relevant actions described in the supporting narrative below
	The Recipient has not taken actions related to the Project to improve racial equity and reduce barriers to opportunity and will not take those actions under this award.

2. Supporting Narrative.

The plan will evaluate fatalities and serious injuries throughout the County, including underserved communities. Public outreach and involvement will be structured to gather data and input from a wide variety of community members (three cities, three unincorporated communities, as well as the large rural part of the county, and an

invitation to the Confederated Tribes of Warm Springs) and ensure an equitable assessment of needs and development of equitable safety strategies.

BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
} SALARY ORDER NO. _____

WHEREAS, a department Director has informed the Board of Commissioners of the need to employ an individual and set the compensation of said employee within that Department, and

WHEREAS, pursuant to ORS 204.116, the Board of Commissioners sets salaries and authorizes the employment of personnel.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the following person be employed by Jefferson County, and the Board of Commissioners incorporate with this Order the particular details relevant to the employment of this person as set forth below:

Employee Name: Dallas Berry Offer Date: 10/18/2023 Start Date: 10/30/2023
Position: Maintenance Worker I Department: Public Works Grade: MWI Step: 1
Wages: Per Hour: \$21.33 Per Month: \$3,711.42 Annual: \$44,525.53 Hours per Week: 40
Leave Benefits (hours per month): Vacation: 8 Sick: 8 Admin: 0 Wage Matrix: (A/B) B
Probation Period: 9 Months Benefits Group: PW Residency Required: (Yes/No) No

Other Benefits or conditions not stated above:

After full six months of employment, employee pays PERS IAP Contribution currently at 6%.

This position IS or IS NOT exempt from overtime and/or compensatory time-off (pick one). A management or supervisory position is exempt from overtime and may be required to work more hours than specified as a condition of employment and will not be compensated for those extra hours.

I, Dallas Berry, accept the above tentative job offer terms and conditions of employment. I understand that this offer of employment constitutes the entire employment offer made by Jefferson County and that this job offer is not final until the Board of Commissioners approves this order. In accepting the offer of employment, I certify my understanding that employment will be on an at-will basis.

Employee Signature: [Signature] Date: 10/18/23

APPROVED, ADOPTED, AND ORDERED this _____ day of _____, _____

ATTEST: BOARD OF COMMISSIONERS
Department Director: [Signature] Commissioner, Chair: _____
Finance Director: [Signature] Commissioner: _____
County Administrative Officer: [Signature] Commissioner: _____

PERS ENROLLMENT DATES: QUALIFYING _____ START _____
GL BUDGET LINE ITEM: 202-101-510-1011 ANNIVERSARY DATE: _____

Jefferson County

Position Description

Position: Maintenance Worker I, or MW I	FLSA: Non-exempt
Department: Public Works	Salary Grade: MWI
Bargaining Unit: Public Works	Status: Full Time

Summary

Under supervision performs a variety of semi-skilled and skilled labor in the construction, maintenance, and repair of county roads, bridges, culverts and other related structures including rock crusher. Will operate a variety of construction and light vehicle equipment.

Distinguishing Characteristics

Works under the general supervision of the Public Works Director or Public Works Supervisor, and may report for daily work assignments to a MW III, or MW IV-Team Leader. Supervising other staff is not a normal responsibility of this class. The MW I represents the first and entry-level into this career ladder. Maintenance I will be qualified to participate with Maintenance II in any skill area, however, will concentrate on general labor and use of hand tools and lighter duty equipment.

Essential Duties and Responsibilities

- Perform heavy manual labor, digging ditches, asphalt patching and paving, chip sealing, asphalt crack sealing, concrete placement, cleaning and installing culverts, cutting and burning brush and trees, spraying weeds, removing obstacles from roadway and adjacent areas, hand loading and unloading all types of materials into trucks.
- Work and perform duties at the rock crusher under supervision.
- All duties will be performed with appropriate PPE and safety requirements met
- Complete routine manual work preparing and installing traffic signs, repairing guard rails, fences, sign posts, and mailboxes.
- Control traffic manually through and around construction and maintenance projects.
- Operate a variety of medium to large equipment including dump trucks also includes plowing snow in inclement weather
- Regular attendance is an essential function of this position.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications**Knowledge and Skills**

Knowledge of operation and maintenance requirements of trucks and less complex power driven equipment. Familiar with materials, methods, practices and equipment used in road, bridge and culvert maintenance. Understanding of traffic laws and rules involved in light vehicle, truck and equipment operations including traffic control operations.

Abilities

Ability to understand, interpret and apply pertinent laws, codes and regulations. Understand and follow oral and written instructions. Perform a variety of semi-skilled and skilled construction, maintenance and repair work. Perform heavy manual labor for extended periods in adverse weather conditions. Operate a variety of vehicular and stationary mechanical equipment. Perform minor maintenance on assigned equipment. Learn the geography and road system of the county. Follow established safe work rules and practices.

Establish and maintain cooperative working relationships with those contacted in the course of work. Communicate clearly and concisely, both orally and in writing. Work effectively in emergency and stressful situations.

Physical Abilities

Physical strength and ability to sufficiently perform work to the class, sufficient manual dexterity to develop skill in the use and care of the tools, equipment and materials employed at work. Ability to pass a post offer physical capacity test, and be able to lift a minimum of 50 pounds. Must take and pass a drug and alcohol test prior to employment, follow all Federal Drug and Alcohol Testing requirements, and submit to any and all random drug and alcohol tests. Must be able to perform manual and equipment operation work for extended periods under adverse conditions.

Education and Experience

High school graduation or equivalent required. Experience in the operation of dump, platform or other types of light trucks, asphalt patching truck, air compressor, power brooms, static/vibratory rollers, wheel loaders, three axle trucks with trailers, backhoes and related equipment preferred.

Licenses and Certificates

Must have a valid Oregon Driver's License with an acceptable driving record. Must have or be able to obtain: a First-Aid Card, a Certified Flagger's Card, & a valid Oregon Class A Commercial Driver's License (CDL) with Tanker endorsement within nine months of employment.

Working Conditions

Work is performed indoors and outdoors under adverse weather conditions where some safety considerations exist from physical labor and handling of light-to-medium weight, yet awkward materials. May be called in to work outside normal business hours any day of the week based on the emergent needs of the County.

Probationary Requirement

This position is based on the successful completion of a nine-month probationary period.

Modified on: April 2019

Employee Signature

Date Signed

Supervisor Signature

Date Signed

BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
}

SALARY ORDER NO. _____

WHEREAS, a department Director has informed the Board of Commissioners of the need to employ an individual and set the compensation of said employee within that Department, and

WHEREAS, pursuant to ORS 204.116, the Board of Commissioners sets salaries and authorizes the employment of personnel.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the following person be employed by Jefferson County, and the Board of Commissioners incorporate with this Order the particular details relevant to the employment of this person as set forth below:

Employee Name: Cas Schrunk Offer Date: 10/20/23 Start Date: 11/6/2023
Position: Maintenance Worker I Department: Public Works Grade: MWI Step: 8
Wages: Per Hour: \$25.21 Per Month: \$4,386.54 Annual: \$52,629.99 Hours per Week: 40
Leave Benefits (hours per month): Vacation: 8 Sick: 8 Admin: 0 Wage Matrix: (A/B) B
Probation Period: 9 months Benefits Group: PW Residency Required: (Yes/No) No

Other Benefits or conditions not stated above:

As a current OPSRP member, you will begin paying PERS IAP beginning with your first pay-period. The Employee PERS IAP Contribution currently is at 6%.

This position IS or IS NOT exempt from overtime and/or compensatory time-off (pick one). A management or supervisory position is exempt from overtime and may be required to work more hours than specified as a condition of employment and will not be compensated for those extra hours.

I, Cas Schrunk, accept the above tentative job offer terms and conditions of employment. I understand that this offer of employment constitutes the entire employment offer made by Jefferson County and that this job offer is not final until the Board of Commissioners approves this order. In accepting the offer of employment, I certify my understanding that employment will be on an at-will basis.

Employee Signature: Cas Schrunk Date: 10/20/23

APPROVED, ADOPTED, AND ORDERED this _____ day of _____, _____

ATTEST:

BOARD OF COMMISSIONERS

Department Director: Matthew R Commissioner, Chair: _____

Finance Director: [Signature] Commissioner: _____

County Administrative Officer: [Signature] Commissioner: _____

PERS ENROLLMENT DATES: QUALIFYING _____ START _____

GL BUDGET LINE ITEM: 202-101-510-1007 ANNIVERSARY DATE: _____

Jefferson County	Position Description
Position: Maintenance Worker I, or MW I	FLSA: Non-exempt
Department: Public Works	Salary Grade: MWI
Bargaining Unit: Public Works	Status: Full Time

Summary

Under supervision performs a variety of semi-skilled and skilled labor in the construction, maintenance, and repair of county roads, bridges, culverts and other related structures including rock crusher. Will operate a variety of construction and light vehicle equipment.

Distinguishing Characteristics

Works under the general supervision of the Public Works Director or Public Works Supervisor, and may report for daily work assignments to a MW III, or MW IV-Team Leader. Supervising other staff is not a normal responsibility of this class. The MW I represents the first and entry-level into this career ladder. Maintenance I will be qualified to participate with Maintenance II in any skill area, however, will concentrate on general labor and use of hand tools and lighter duty equipment.

Essential Duties and Responsibilities

- Perform heavy manual labor, digging ditches, asphalt patching and paving, chip sealing, asphalt crack sealing, concrete placement, cleaning and installing culverts, cutting and burning brush and trees, spraying weeds, removing obstacles from roadway and adjacent areas, hand loading and unloading all types of materials into trucks.
- Work and perform duties at the rock crusher under supervision.
- All duties will be performed with appropriate PPE and safety requirements met
- Complete routine manual work preparing and installing traffic signs, repairing guard rails, fences, sign posts, and mailboxes.
- Control traffic manually through and around construction and maintenance projects.
- Operate a variety of medium to large equipment including dump trucks also includes plowing snow in inclement weather
- Regular attendance is an essential function of this position.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

Knowledge and Skills

Knowledge of operation and maintenance requirements of trucks and less complex power driven equipment. Familiar with materials, methods, practices and equipment used in road, bridge and culvert maintenance. Understanding of traffic laws and rules involved in light vehicle, truck and equipment operations including traffic control operations.

Abilities

Ability to understand, interpret and apply pertinent laws, codes and regulations. Understand and follow oral and written instructions. Perform a variety of semi-skilled and skilled construction, maintenance and repair work. Perform heavy manual labor for extended periods in adverse weather conditions. Operate a variety of vehicular and stationary mechanical equipment. Perform minor maintenance on assigned equipment. Learn the geography and road system of the county. Follow established safe work rules and practices.

Establish and maintain cooperative working relationships with those contacted in the course of work. Communicate clearly and concisely, both orally and in writing. Work effectively in emergency and stressful situations.

Physical Abilities

Physical strength and ability to sufficiently perform work to the class, sufficient manual dexterity to develop skill in the use and care of the tools, equipment and materials employed at work. Ability to pass a post offer physical capacity test, and be able to lift a minimum of 50 pounds. Must take and pass a drug and alcohol test prior to employment, follow all Federal Drug and Alcohol Testing requirements, and submit to any and all random drug and alcohol tests. Must be able to perform manual and equipment operation work for extended periods under adverse conditions.

Education and Experience

High school graduation or equivalent required. Experience in the operation of dump, platform or other types of light trucks, asphalt patching truck, air compressor, power brooms, static/vibratory rollers, wheel loaders, three axle trucks with trailers, backhoes and related equipment preferred.

Licenses and Certificates

Must have a valid Oregon Driver's License with an acceptable driving record. Must have or be able to obtain: a First-Aid Card, a Certified Flagger's Card, & a valid Oregon Class A Commercial Driver's License (CDL) with Tanker endorsement within nine months of employment.

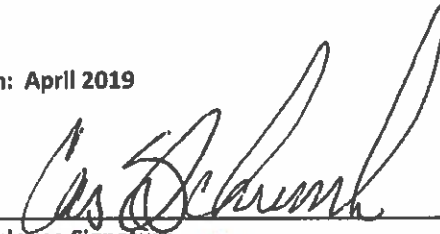
Working Conditions

Work is performed indoors and outdoors under adverse weather conditions where some safety considerations exist from physical labor and handling of light-to-medium weight, yet awkward materials. May be called in to work outside normal business hours any day of the week based on the emergent needs of the County.

Probationary Requirement

This position is based on the successful completion of a nine-month probationary period.

Modified on: April 2019



Employee Signature

10/20/2023
Date Signed



Supervisor Signature

10/20/23
Date Signed

AGENDA ITEM COVERSHEET

Admin. Session
 Action Item

Consent Agenda
 Report/Request

Public Hearing
 Other/Announcements

Agenda Item Title (Do not put in all-caps):

IGA #181737 between JCPH and ODHS (Office of Resilience and Emergency Management).

Department: Public Health Date Submitted: 10/12/2023

Contact Person: Michael Baker/Karla Hood Phone: (541) 475-2449

Effective Dates of Contract/Grant/ Proposal: September 11, 2023 - October 31, 2023

Amount of Contract/Grant/Proposal: \$2,500.00 Requested Agenda Date: 10/25/2023

Reviewed By: (Signature and Date Required) Director/Elected Official: _____

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Funding for Heat Emergency Response to purchase supplies to sustain a cooling space for residents of Jefferson County during an extreme heat weather event.

BACKGROUND/SUMMARY STATEMENT:

Recommended for signature by Michael Baker, PH Director

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

Discuss and move to approve

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Motion to approve for signature.

ATTACHMENTS: Original Document

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

Please return a signed/numbered document to Karla at Public Health.

DOCUMENT RETURN STATEMENT

Please complete the following statement and return with the completed signature page and the Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable.

If you have any questions or find errors in the above referenced Document, please contact the contract specialist.

Document number: 181737, hereinafter referred to as "Document."

I, <u>Jeff Rasmussen</u>	<u>County Administrative Officer</u>
Name	Title

received a copy of the above referenced Document, between the State of Oregon, acting by and through the Department of Human Services, the Oregon Health Authority, and

Jefferson County by email.

Contractor's name

On _____,
Date

I signed the electronically transmitted Document without change. I am returning the completed signature page, Contractor Data and Certification page and/or Contractor Tax Identification Information (CTII) form, if applicable, with this Document Return Statement.

Authorizing signature

Date

Please attach this completed form with your signed document(s) and return to the contract specialist via email.

Confidential
CONTRACTOR TAX IDENTIFICATION INFORMATION
For Accounting Purposes Only

The State of Oregon requires contractors to provide their Federal Employer Identification Number (FEIN) or Social Security Number (SSN). This information is requested pursuant to ORS 305.385 and OAR 125-246-0330(2). Social Security numbers provided pursuant to this section will be used for the administration of state, federal and local tax laws. The State of Oregon may report this information to the Internal Revenue Service (IRS). Contractors must keep this information current at all times. Contractors are required to notify the State of Oregon contract administrator within 10 business days if this information changes. The State of Oregon reserves the right to ask contractors to update this information at any time during the document term.

Document number: 181737 _____

Legal name (tax filing): Jefferson County _____

DBA name (if applicable): _____

Billing address: 66 SE D St., Suite E _____

City: Madras _____ **State:** Oregon _____ **Zip:** 97741 _____

Phone: (541) 475-2449 _____

FEIN: 93-6002299 _____

- OR -

SSN: _____



Grant Agreement Number 181737

**STATE OF OREGON
INTERGOVERNMENTAL GRANT AGREEMENT**

You can get this document in other languages, large print, braille, or a format you prefer free of charge. Contact the Agreement Administrator at the contact information found below. We accept all relay calls.

This Agreement is between the State of Oregon, acting by and through its Oregon Department of Human Services, hereinafter referred to as "ODHS," and

**Jefferson County
Acting by and through its Public Health Department
66 SE D St.
Madras, OR 97741
Attention: Michael Baker
Telephone: (458) 292-7136
E-mail address: michael.baker@publichealth.jeffco.net**

hereinafter referred to as "**Recipient.**"

The program to be supported under this Agreement relates principally to the ODHS'

**Office of Resilience and Emergency Management
3406 Cherry Ave. NE
Keizer, OR 97303
Agreement Administrator: Max Seiler or delegate
Telephone: (503) 890-2388
E-mail address: max.seiler@odhs.oregon.gov**

1. **Effective Date and Duration.** This Agreement shall become effective on the last date all required signatures in Section 6., below have been obtained. Recipient’s performance of the program described in Exhibit A, Part 1, “Program Description” may start on **September 11, 2023**, shall be governed by the terms and conditions herein, and for such expenses incurred by Recipient may be reimbursed once the Agreement is effective in accordance with the schedule of payments in Exhibit A, Part 2, “Disbursement and Financial Reporting”. Unless extended or terminated earlier in accordance with its terms, this Agreement shall expire on **October 31, 2023**. Agreement termination shall not extinguish or prejudice ODHS’ right to enforce this Agreement with respect to any default by Recipient that has not been cured.

2. **Agreement Documents.**
 - a. This Agreement consists of this document and includes the following listed exhibits which are incorporated into this Agreement:
 - (1) Exhibit A, Part 1: Program Description
 - (2) Exhibit A, Part 2: Disbursement and Financial Reporting
 - (3) Exhibit B: Standard Terms and Conditions
 - (4) Exhibit C: Subcontractor Insurance Requirements

There are no other Agreement documents unless specifically referenced and incorporated into this Agreement.
 - b. In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The documents comprising this Agreement shall be in the following descending order of precedence: this Agreement less all exhibits, Exhibits B, A, and C.

3. **Grant Disbursement Generally.** The maximum not-to-exceed amount payable to Recipient under this Agreement, which includes any allowable expenses, is **\$2,500.00**. ODHS will not disburse grant to Recipient in excess of the not-to-exceed amount and will not disburse grant until this Agreement has been signed by all parties. ODHS will disburse the grant to Recipient as described in Exhibit A.

4. **Contractor or Subrecipient Determination.** In accordance with the State Controller’s Oregon Accounting Manual, policy 30.40.00.104, ODHS’ determination is that:

Recipient is a subrecipient Recipient is a contractor Not applicable

Catalog of Federal Domestic Assistance (CFDA) #(s) of federal funds to be paid through this Agreement: N/A

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5. Recipient Information and Certification.

a. Recipient Information. Recipient shall provide the information set forth below.

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION

Recipient Name (exactly as filed with the IRS): _____

Jefferson County of Oregon

Street address: _____
66 SE D St., Ste E

City, state, zip code: _____
Madras, Oregon 97741

Email address: _____
Michael.Baker@publichealth.jeffersoncountyOR.gov

Telephone: _____ Fax: _____
(541) 475-4456 (541) 475-0132

Recipient Proof of Insurance. Recipient shall provide the following information upon submission of the signed Agreement. All insurance listed herein must be in effect prior to Agreement execution.

Workers' Compensation Insurance Company: _____
CIS

Policy #: _____ Expiration Date: _____
23LJEFC 7/1/2024

b. Certification. Without limiting the generality of the foregoing, by signature on this Agreement, the undersigned hereby certifies under penalty of perjury that:

- (1) Recipient acknowledges that the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any "claim" (as defined by ORS 180.750) that is made by (or caused by) the Recipient and that pertains to this Agreement or to the project for which the grant activities are being performed. Recipient certifies that no claim described in the previous sentence is or will be a "false claim" (as defined by ORS 180.750) or an act prohibited by ORS 180.755. Recipient further acknowledges that in addition to the remedies under this Agreement, if it makes (or causes to be made) a false claim or performs (or causes to be performed) an act prohibited under the Oregon False Claims Act, the Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against the Recipient;
- (2) The information shown in Section 5.a. "Recipient Information", is Recipient's true, accurate and correct information;
- (3) To the best of the undersigned's knowledge, Recipient has not discriminated against and will not discriminate against minority, women or emerging small business enterprises certified under ORS 200.055 in obtaining any required subcontracts;
- (4) Recipient and Recipient's employees and agents are not included on the list titled "Specially Designated Nationals" maintained by the Office of Foreign Assets Control of the United States Department of the Treasury

and currently found at: <https://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>;

- (5) Recipient is not listed on the non-procurement portion of the General Service Administration's "List of Parties Excluded from Federal procurement or Non-procurement Programs" found at: <https://www.sam.gov/SAM>;
- (6) Recipient is not subject to backup withholding because:
 - (a) Recipient is exempt from backup withholding;
 - (b) Recipient has not been notified by the IRS that Recipient is subject to backup withholding as a result of a failure to report all interest or dividends; or
 - (c) The IRS has notified Recipient that Recipient is no longer subject to backup withholding.
- (7) Recipient's Federal Employer Identification Number (FEIN) or Social Security Number (SSN) provided to ODHS is true and accurate. If this information changes, Recipient is required to provide ODHS with the new FEIN or SSN within 10 days.

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RECIPIENT, BY EXECUTION OF THIS AGREEMENT, HEREBY ACKNOWLEDGES THAT RECIPIENT HAS READ THIS AGREEMENT, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.

6. **Signatures.** This Agreement and any subsequent amendments may be executed in several counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of the Agreement and any amendments so executed shall constitute an original.

Jefferson County acting by and through its Public Health Department
By:

Authorized Signature

Printed Name

Title

Date

State of Oregon acting by and through its Oregon Department of Human Services
By:

Authorized Signature

Printed Name

Title

Date

Approved for Legal Sufficiency:

Not required per OAR 137-045-0030(1)(a)

Oregon Department of Justice

Date

EXHIBIT A

Part 1

Program Description

1. Background and Purpose.

The Oregon Department of Human Services (ODHS) is the lead Oregon Agency for supporting cleaner air, warming, and cooling spaces in the State of Oregon and is tasked with providing grant funds to local governmental entities, Tribal Nations, and public education providers so they are able to support such spaces within their community.

The purpose of this Grant Agreement allows ODHS to grant funds to Recipient to assist in the replenishment of cooling supplies needed to sustain the Recipient's cooling spaces located within Jefferson County that are used by the vulnerable residents of Jefferson County, Oregon during an extreme heat weather event.

2. Program Description.

Recipient shall use the grant funds to replenish needed cooling supplies to sustain the continued operation of the Recipient's cooling spaces for the residents of Jefferson County, Oregon during an extreme heat weather event. Recipient must use the grant funds to support the Allowable Activities listed in Section 3. below

3. Allowable Activities.

a. Recipient is allowed to use the grant funds to purchase the following supplies for Recipient's cooling spaces:

- (1) Bottled Water;
- (2) Ice;
- (3) Disposable Plastic or Paper Drinking Cups;
- (4) Cooling Towel Neck Wraps for Residents;
- (5) Reusable Bottles for Residents;
- (6) Electrolyte Packets;
- (7) Misting Bottles or Fans for Residents;
- (8) Gel Packs;
- (9) Health/Hygiene Products;
- (10) Tables, lights, office supplies for staff use at cooling spaces; or
- (11) Cleaning Supplies.

Note: The above list of supplies is not all inclusive and Recipient may purchase similar types of cooling supplies that are normally handed out to residents seeking shelter at Recipient's cooling spaces.

b. Recipient **is not allowed** to use the grant funds for the operational costs Recipient's cooling spaces, operational costs include, but are not limited to, the following:

- (1) Employees' Salaries or Gifts for Volunteers;
- (2) Rental Costs;
- (3) Utility Bill Payments;
- (4) Transportation Costs of Residents to Cooling Spaces; or
- (5) Equipment Repair Costs.

4. Reporting Requirements.

Recipient will submit one (1) report via email to the ODHS Agreement Administrator on page 1 of this Agreement by October 27, 2023. The report must include the type of supplies purchased, quantities of each supply purchased, and, if applicable, the type and quantity of supplies handed out to residents seeking shelter at Resident's cooling spaces during the term of this Agreement.

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EXHIBIT A

Part 2 Disbursement and Financial Reporting

1. Disbursement of Grant Funds.

- a. During the period specified in **Section 1, “Effective Date and Duration”**, of this Agreement, ODHS will disburse to Recipient, a maximum not-to-exceed amount as specified in **Section 3., “Grant Disbursement Generally”** of this Agreement, to be disbursed as follows:
- (1) Upon execution of this Grant Agreement, Recipient shall submit a complete invoice to ODHS for the entire grant award amount specified in Section 3. “Grant Disbursement Generally.” Upon ODHS receipt, review, and approval of the invoice submitted by Recipient, ODHS will disburse the entire grant award of **\$2,500.00** to Recipient.

2. Recipient Invoice.

- a. Recipient shall submit one (1) invoice, in accordance with Section 1. “Disbursement of Grant Funds.” above, which must include:
- (1) This Agreement number;
- (2) Recipient’s name;
- (3) Recipient’s Address;
- (4) Recipient’s Invoice number; and
- (5) Amount of Grant Award.
- b. Grant funds will be disbursed to Recipient upon ODHS approval of the invoice.
- c. Invoice must be submitted via email to EmergencyManagement.Payments@odhs.oregon.gov. The ODHS Agreement Administrator or a designated ODHS Representative will review the invoice for correctness and approval.

3. Use and Recovery of Grant Funds.

- a. Recipient must expend the grant funds exclusively on replenishing cooling supplies for Recipient’s cooling spaces as described in Exhibit A, Part 1, Section 3.a.
- b. Any unused or remaining grant funds shall be returned to ODHS within 14 days of expiration or termination of this Agreement.

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EXHIBIT B

Standard Terms and Conditions

1. **Governing Law, Consent to Jurisdiction.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between ODHS or any other agency or department of the State of Oregon, or both, and Recipient that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon; provided, however, if a Claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. In no event shall this Section be construed as a waiver by the State of Oregon of the jurisdiction of any court or of any form of defense to or immunity from any Claim, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise. Each party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum. This Section shall survive expiration or termination of this Agreement.
2. **Compliance with Law.** Recipient shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Recipient and this Agreement. This Section shall survive expiration or termination of this Agreement.
3. **Independent Parties.** The parties agree and acknowledge that their relationship is that of independent parties and that Recipient is not an officer, employee, or agent of the State of Oregon as those terms are used in ORS 30.265 or otherwise.
4. **Grant Funds; Disbursements.**
 - a. Recipient is not entitled to compensation under this Agreement by any other agency or department of the State of Oregon. Recipient understands and agrees that ODHS' participation in this Agreement is contingent on ODHS receiving appropriations, limitations, allotments or other expenditure authority sufficient to allow ODHS, in the exercise of its reasonable administrative discretion, to participate in this Agreement.
 - b. **Disbursement Method.** Disbursements under this Agreement will be made by Electronic Funds Transfer (EFT). Upon request, Recipient shall provide its taxpayer identification number (TIN) and other necessary banking information to receive EFT disbursement. Recipient shall maintain at its own expense a single financial institution or authorized disbursement agent capable of receiving and processing EFT using the Automated Clearing House (ACH) transfer method. The most current designation and EFT information will be used for all disbursements under this Agreement. Recipient shall provide this designation and information on a form provided by ODHS. In the event that EFT information changes or the Recipient elects to designate a different financial institution for the receipt of any disbursement made using EFT procedures, the Recipient shall provide the changed information or designation to ODHS on an ODHS-approved form. ODHS is not required to make any disbursement under this Agreement until

receipt of the correct EFT designation and disbursement information from the Recipient.

5. **Recovery of Overpayments.** Any funds disbursed to Recipient under this Agreement that are expended in violation or contravention of one or more of the provisions of this Agreement “Misexpended Funds” or that remain unexpended on the earlier of termination or expiration of this Agreement “Unexpended Funds” must be returned to ODHS. Recipient shall return all Misexpended Funds to ODHS promptly after ODHS’ written demand and no later than 15 days after ODHS’ written demand. Recipient shall return all Unexpended Funds to ODHS within 14 days after the earlier of termination or expiration of this Agreement. ODHS, in its sole discretion, may recover Misexpended or Unexpended Funds by withholding from payments due to Recipient such amounts, over such periods of time, as are necessary to recover the amount of the overpayment. Prior to withholding, if Recipient objects to the withholding or the amount proposed to be withheld, Recipient shall notify ODHS that it wishes to engage in dispute resolution in accordance with Section 14 of this Exhibit.
6. **Ownership of Work Product.** Reserved.
7. **Contribution.**
 - a. If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 (“Third Party Claim”) against a liability, the Notified Party must promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Either party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this paragraph and meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party’s liability with respect to the Third Party Claim.
 - b. With respect to a Third Party Claim for which the State is jointly liable with the Recipient (or would be if joined in the Third Party Claim), the State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the Recipient in such proportion as is appropriate to reflect the relative fault of the State on the one hand and of the Recipient on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the State on the one hand and of the Recipient on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The State’s contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if the State had sole liability in the proceeding.

- c. With respect to a Third Party Claim for which the Recipient is jointly liable with the State (or would be if joined in the Third Party Claim), the Recipient shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by the State in such proportion as is appropriate to reflect the relative fault of the Recipient on the one hand and of the State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of the Recipient on the one hand and of the State on the other hand shall be determined by reference to, among other things, the parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. The Recipient's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law if it had sole liability in the proceeding.

This Section shall survive expiration or termination of this Agreement.

8. **Indemnification by Subcontractors.** Recipient shall take all reasonable steps to require its contractor(s) that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents ("Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys' fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Recipient's contractor or any of the officers, agents, employees or subcontractors of the contractor ("Claims"). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims. This Section shall survive expiration or termination of this Agreement.
9. **Default; Remedies; Termination.**
- a. Default by Recipient. Recipient shall be in default under this Agreement if:
- (1) Recipient fails to perform, observe or discharge any of its covenants, agreements or obligations set forth herein;
 - (2) Any representation, warranty or statement made by Recipient herein or in any documents or reports relied upon by ODHS to measure compliance with this Agreement, the expenditure of disbursements or the desired outcomes by Recipient is untrue in any material respect when made;
 - (3) Recipient (1) applies for or consents to the appointment of, or taking of possession by, a receiver, custodian, trustee, or liquidator of itself or all of its property, (2) admits in writing its inability, or is generally unable, to pay its debts as they become due, (3) makes a general assignment for the benefit of its creditors, (4) is adjudicated a bankrupt or insolvent, (5) commences a voluntary case under the Federal Bankruptcy Code (as now or hereafter in effect), (6) files a petition seeking to take advantage of any

other law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, (7) fails to controvert in a timely and appropriate manner, or acquiesces in writing to, any petition filed against it in an involuntary case under the Bankruptcy Code, or (8) takes any action for the purpose of effecting any of the foregoing; or

- (4) A proceeding or case is commenced, without the application or consent of Recipient, in any court of competent jurisdiction, seeking (1) the liquidation, dissolution or winding-up, or the composition or readjustment of debts, of Recipient, (2) the appointment of a trustee, receiver, custodian, liquidator, or the like of Recipient or of all or any substantial part of its assets, or (3) similar relief in respect to Recipient under any law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, and such proceeding or case continues undismissed, or an order, judgment, or decree approving or ordering any of the foregoing is entered and continues unstayed and in effect for a period of sixty consecutive days, or an order for relief against Recipient is entered in an involuntary case under the Federal Bankruptcy Code (as now or hereafter in effect).

- b. **ODHS' Remedies for Recipient's Default.** In the event Recipient is in default under Section 9.a., ODHS may, at its option, pursue any or all of the remedies available to it under this Agreement and at law or in equity, including, but not limited to:

- (1) termination of this Agreement under Section 9.c.(2);
- (2) withholding all or part of monies not yet disbursed by ODHS to Recipient;
- (3) initiation of an action or proceeding for damages, specific performance, or declaratory or injunctive relief; or
- (4) exercise of its right of recovery of overpayments under Section 5. of this Exhibit B.

These remedies are cumulative to the extent the remedies are not inconsistent, and ODHS may pursue any remedy or remedies singly, collectively, successively or in any order whatsoever. If a court determines that Recipient was not in default under Section 9.a., then Recipient shall be entitled to the same remedies as if this Agreement was terminated pursuant to Section 9.c.(1).

- c. **Termination.**

- (1) **ODHS' Right to Terminate at its Discretion.** At its sole discretion, ODHS may terminate this Agreement:
 - (a) For its convenience upon 30 days' prior written notice by ODHS to Recipient;
 - (b) Immediately upon written notice if ODHS fails to receive funding, appropriations, limitations, allotments or other expenditure authority at levels sufficient to continue supporting the program; or

- (c) Immediately upon written notice if federal or state laws, regulations, or guidelines are modified or interpreted in such a way that ODHS' support of the program under this Agreement is prohibited or ODHS is prohibited from paying for such support from the planned funding source.
 - (d) Immediately upon written notice to Recipient if there is a threat to the health, safety, or welfare of any person receiving funds or benefitting from services under this Agreement "ODHS Client", including any Medicaid Eligible Individual, under its care.
- (2) **ODHS' Right to Terminate for Cause.** In addition to any other rights and remedies ODHS may have under this Agreement, ODHS may terminate this Agreement immediately upon written notice to Recipient, or at such later date as ODHS may establish in such notice if Recipient is in default under Section 9.a.
 - (3) **Mutual Termination.** The Agreement may be terminated immediately upon mutual written consent of the parties or at such other time as the parties may agree in the written consent.
 - (4) **Return of Property.** Upon termination of this Agreement for any reason whatsoever, Recipient shall immediately deliver to ODHS all of ODHS' property that is in the possession or under the control of Recipient at that time. This Section 9.c.(4) survives the expiration or termination of this Agreement.
 - (5) **Effect of Termination.** Upon receiving a notice of termination of this Agreement or upon issuing a notice of termination to ODHS, Recipient shall immediately cease all activities under this Agreement unless, in a notice issued by ODHS, ODHS expressly directs otherwise.
- 10. Insurance.** All employers, including Recipient, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide workers' compensation insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Recipient shall require subcontractors to maintain insurance as set forth in Exhibit C, which is attached hereto.
- 11. Records Maintenance, Access.** Recipient shall maintain all financial records relating to this Agreement in accordance with generally accepted accounting principles. In addition, Recipient shall maintain any other records, books, documents, papers, plans, records of shipments and payments and writings of Recipient, whether in paper, electronic or other form, that are pertinent to this Agreement, in such a manner as to clearly document Recipient's performance. All financial records, other records, books, documents, papers, plans, records of shipments and payments and writings of Recipient whether in paper, electronic or other form, that are pertinent to this Agreement, are collectively referred to as "Records." Recipient acknowledges and agrees that ODHS and the Oregon Secretary of State's Office and the federal government and their duly authorized representatives shall have access to all Records to perform examinations and audits and make excerpts and transcripts. Recipient shall retain and keep accessible all Records for the longest of:

- a. Six years following final disbursement and termination of this Agreement;
 - b. The period as may be required by applicable law, including the records retention schedules set forth in OAR Chapter 166; or
 - c. Until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement.
- 12. Information Privacy/Security/Access.** If this Agreement requires or allows Recipient or, when allowed, its subcontractor(s), to have access to or use of any ODHS computer system or other ODHS Information Asset for which ODHS imposes security requirements, and ODHS grants Recipient or its subcontractor(s) access to such ODHS Information Assets or Network and Information Systems, Recipient shall comply and require all subcontractor(s) to which such access has been granted to comply with OAR 407-014-0300 through OAR 407-014-0320, as such rules may be revised from time to time. For purposes of this Section, “Information Asset” and “Network and Information System” have the meaning set forth in OAR 407-014-0305, as such rule may be revised from time to time.
- 13. Assignment of Agreement, Successors in Interest.**
- a. Recipient shall not assign or transfer its interest in this Agreement without prior written consent of ODHS. Any such assignment or transfer, if approved, is subject to such conditions and provisions required by ODHS. No approval by ODHS of any assignment or transfer of interest shall be deemed to create any obligation of ODHS in addition to those set forth in this Agreement.
 - b. The provisions of this Agreement shall be binding upon and inure to the benefit of the parties, their respective successors, and permitted assigns.
- 14. Resolution of Disputes.** The parties shall attempt in good faith to resolve any dispute arising out of this Agreement. In addition, the parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation. This Section shall survive expiration or termination of this Agreement.
- 15. Subcontracts.** Recipient shall not enter into any subcontracts for any part of the program supported by this Agreement without ODHS’ prior written consent. In addition to any other provisions ODHS may require, Recipient shall include in any permitted subcontract under this Agreement provisions to ensure that ODHS will receive the benefit of subcontractor activity(ies) as if the subcontractor were the Recipient with respect to Sections 1, 2, 3, 6, 7, 8, 10, 11, 12, 13, 15, 16, and 17 of this Exhibit B. ODHS’ consent to any subcontract shall not relieve Recipient of any of its duties or obligations under this Agreement.
- 16. No Third Party Beneficiaries.** ODHS and Recipient are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons any greater than the rights and benefits enjoyed by the general public unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement. This Section shall survive expiration or termination of this Agreement.

17. Severability. The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid. This Section shall survive expiration or termination of this Agreement.

18. Notice. Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given hereunder shall be given in writing by personal delivery, facsimile, e-mail, or mailing the same, postage prepaid to Recipient or ODHS at the address or number set forth in this Agreement, or to such other addresses or numbers as either party may indicate pursuant to this Section. Any communication or notice so addressed and mailed by regular mail shall be deemed received and effective five days after the date of mailing. Any communication or notice delivered by e-mail shall be deemed received and effective five days after the date of e-mailing. Any communication or notice delivered by facsimile shall be deemed received and effective on the day the transmitting machine generates a receipt of the successful transmission, if transmission was during normal business hours of the Recipient, or on the next business day if transmission was outside normal business hours of the Recipient. Notwithstanding the foregoing, to be effective against the other party, any notice transmitted by facsimile must be confirmed by telephone notice to the other party. Any communication or notice given by personal delivery shall be deemed effective when actually delivered to the addressee.

ODHS: Office of Contracts & Procurement
500 Summer Street NE, E-03
Salem, OR 97301
Telephone: 503-945-5818
Fax: 503-378-4324

This Section shall survive expiration or termination of this Agreement.

19. Headings. The headings and captions to sections of this Agreement have been inserted for identification and reference purposes only and shall not be used to construe the meaning or to interpret this Agreement.

20. Amendments; Waiver; Consent. ODHS may amend this Agreement to the extent provided herein, the solicitation document, if any from which this Agreement arose, and to the extent permitted by applicable statutes and administrative rules. No amendment, waiver, or other consent under this Agreement shall bind either party unless it is in writing and signed by both parties and when required, approved by the Oregon Department of Justice. Such amendment, waiver, or consent shall be effective only in the specific instance and for the specific purpose given. The failure of either party to enforce any provision of this Agreement shall not constitute a waiver by that party of that or any other provision. This Section shall survive the expiration or termination of this Agreement.

21. Merger Clause. This Agreement constitutes the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein, regarding this Agreement.

22. **Limitation of Liabilities.** NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT. NEITHER PARTY SHALL BE LIABLE FOR ANY DAMAGES OF ANY SORT ARISING SOLELY FROM THE TERMINATION OF THIS AGREEMENT OR ANY PART HEREOF IN ACCORDANCE WITH ITS TERMS.

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EXHIBIT C

Subcontractor Insurance Requirements

Local Government shall require its first-tier Contractor(s) (Contractor) that are not units of local government as defined in ORS 190.003, if any, to:

- i) obtain the insurance specified under TYPES AND AMOUNTS and meet the requirements under ADDITIONAL INSURED, CONTINUOUS CLAIMS MADE COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before the Contractor(s) perform under contracts between Local Government and the Contractors (the "Subcontracts"), and
- ii) maintain the insurance in full force throughout the duration of the Subcontracts. The insurance must be provided by insurance companies or entities authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to Agency.

Local Government shall not authorize Contractors to begin work under the Subcontracts until the insurance is in full force. Thereafter, Local Government shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. Local Government shall incorporate appropriate provisions in the Subcontracts permitting it to enforce Contractor compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. Examples of "reasonable steps" include issuing stop work orders (or the equivalent) until the insurance is in full force, terminating the Subcontracts as permitted by the Subcontracts, or pursuing legal action to enforce the insurance requirements. In no event, shall Local Government permit a Contractor to work under a Subcontract when the Local Government is aware that the Contractor is not in compliance with the insurance requirements. As used in this section, a "first-tier" Contractor is a Contractor with which the Local Government directly enters into a contract. It does not include a subcontractor with which the Contractor enters into a contract.

If Contractor maintains broader coverage and/or higher limits than the minimums shown in this insurance requirement exhibit, Agency requires and shall be entitled to the broader coverage and/or higher limits maintained by Contractor.

INSURANCE TYPES AND AMOUNTS

WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY:

All employers, including Contractor, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide Workers' Compensation Insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Contractor shall require and ensure that each of its subcontractors complies with these requirements. If Contractor is a subject employer, as defined in ORS 656.023, Contractor shall also obtain Employers' Liability Insurance coverage with limits not less than \$500,000 each accident.

If Contractor is an employer subject to any other state's workers' compensation law, Contractor shall provide Workers' compensation Insurance coverage for its employees as required by applicable workers' compensation laws including Employers' Liability Insurance coverage with

limits not less than \$500,000 and shall require and ensure that each of its out-of-state subcontractors complies with these requirements.

As applicable, Contractor shall obtain coverage to discharge all responsibilities and liabilities that arise out of or relate to the Jones Act with limits of no less than \$5,000,000 and/or the Longshoremen's and Harbor Workers' Compensation Act.

COMMERCIAL GENERAL LIABILITY:

Contractor shall provide Commercial General Liability Insurance covering bodily injury and property damage in a form and with coverage that are satisfactory to the State of Oregon. This insurance must include personal and advertising injury liability, products and completed operations, contractual liability coverage for the indemnity provided under this Contract, and have no limitation of coverage to designated premises, project, or operation. Coverage must be written on an occurrence basis in an amount of not less than \$_____ per occurrence and not less than \$_____ annual aggregate limit.

AUTOMOBILE LIABILITY: Required Not required

PROFESSIONAL LIABILITY: Required Not required

NETWORK SECURITY AND PRIVACY LIABILITY: Required Not required

POLLUTION LIABILITY: Required Not required

EXCESS/UMBRELLA INSURANCE:

A combination of primary and Excess/Umbrella insurance may be used to meet the required limits of insurance. When used, all of the primary and Excess or Umbrella policies must provide all of the insurance coverages required herein, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Excess or Umbrella policies must be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying insurance. No insurance policies maintained by the Additional Insureds, whether primary or Excess, and which also apply to a loss covered hereunder, are to be called upon to contribute to a loss until the Contractor's primary and Excess liability policies are exhausted.

If Excess/Umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the Excess/Umbrella insurance.

ADDITIONAL COVERAGE REQUIREMENTS:

Contractor's insurance shall be primary and non-contributory with any other insurance. Contractor shall pay for all deductibles, self-insured retention (SIR), and self-insurance, if any.

ADDITIONAL INSURED:

All liability insurance, except for Workers' Compensation, Professional Liability, Pollution Liability and Network Security and Privacy Liability (if applicable), required under the Subcontract must include an Additional Insured Endorsement specifying the State of Oregon, its officers, employees and agents as Additional Insureds, including additional insured status with respect to liability arising out of ongoing operations and completed operations, but only with respect to Contractor's services to be performed under the Subcontract. Coverage must be primary and non-contributory with any other insurance and self-insurance.

Regarding Additional Insured status under the General Liability policy, the State of Oregon requires Additional Insured status with respect to liability arising out of ongoing operations and completed operations. The Additional Insured Endorsement with respect to liability arising out of Contractor's ongoing operations must be on or at least as broad as ISO Form CG 20 10 and the Additional Insured endorsement with respect to completed operations must be on or at least as broad as ISO form CG 20 37.

WAIVER OF SUBROGATION:

Contractor shall waive rights of subrogation which Contractor or any insurer of Contractor may acquire against the Agency or State of Oregon by virtue of the payment of any loss. Contractor must obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Agency or State of Oregon has received a waiver of subrogation endorsement from the Contractor or the Contractor's insurer(s).

CONTINUOUS CLAIMS MADE COVERAGE:

If any of the required liability insurance is on a claims made basis and does not include an extended reporting period of at least 24 months, then Contractor shall maintain Continuous Claims Made coverage, provided the effective date of the Continuous Claims Made coverage is on or before the effective date of the Contract, for a minimum of 24 months following the later of:

- (i) Contractor's completion and Agency/Local Government's acceptance of all Services required under the Contract, or
- (ii) Agency or Contractor's termination of this Contract, or
- (iii) The expiration of all warranty periods provided under this Contract.

CERTIFICATE(S) AND PROOF OF INSURANCE:

Local Government shall obtain from the Contractor a Certificate(s) of Insurance for all required insurance before Contractor delivers any goods and performs any Services required under this Contract. The Certificate(s) must list the State of Oregon, its officers, employees, and agents as a certificate holder and as an endorsed Additional Insured. The Certificate(s) of Insurance must also include all required endorsements or copies of the applicable policy language effecting coverage required by this Contract. If Excess/Umbrella Insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the Excess/Umbrella Insurance. As proof of insurance, Agency/Local Government has the right to request copies of insurance policies and endorsements relating to the insurance requirements in this Contract.

NOTICE OF CHANGE OR CANCELLATION:

The Contractor or its insurer must provide at least 30 days' written notice to Local Government before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

INSURANCE REQUIREMENT REVIEW:

Contractor agrees to periodic review of insurance requirements by Agency/Local Government under this agreement and to provide updated requirements as mutually agreed upon by Contractor and Agency/Local Government.

STATE ACCEPTANCE:

All insurance providers are subject to Agency/Local Government acceptance. If requested by Agency/Local Government, Contractor shall provide complete copies of insurance policies, endorsements, self-insurance documents and related insurance documents to Agency/Local Government's representatives responsible for verification of the insurance coverages required under this Exhibit C.

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BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

IN THE MATTER OF SETTING THE }
COMPENSATION OF AN EMPLOYEE } SALARY ORDER NO. _____

WHEREAS, a department Director has informed the Board of Commissioners of the need to employ an individual and set the compensation of said employee within that Department, and

WHEREAS, pursuant to ORS 204.116, the Board of Commissioners sets salaries and authorizes the employment of personnel.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the following person be employed by Jefferson County, and the Board of Commissioners incorporate with this Order the particular details relevant to the employment of this person as set forth below:

Employee Name: Hailey Clark Offer Date: 10/11/2023 Start Date: 10/30/2023
Position: Finance and Billing Specialist Department: Public Health Grade: 18G Step: 6
Wages: Per Hour: \$24.80 Per Month: \$4,315.20 Annual: \$51,766.18 Hours per Week: 40
Leave Benefits (hours per month): Vacation: 8 Sick: 8 Admin: 0 Wage Matrix: (A/B) B
Probation Period: 9 months Benefits Group: SW Residency Required: (Yes/No) No

Other Benefits or conditions not stated above:

After full six months of employment, employee pays PERS IAP Contribution currently at 6%.

This position IS or IS NOT exempt from overtime and/or compensatory time-off (pick one). A management or supervisory position is exempt from overtime and may be required to work more hours than specified as a condition of employment and will not be compensated for those extra hours.

I, Hailey Clark, accept the above tentative job offer terms and conditions of employment. I understand that this offer of employment constitutes the entire employment offer made by Jefferson County and that this job offer is not final until the Board of Commissioners approves this order. In accepting the offer of employment, I certify my understanding that employment will be on an at-will basis.

Employee Signature: Hailey N Clark Digitally signed by Hailey N Clark
Date: 2023.10.12 11:15:40 -07'00' Date: 10/12/2023

APPROVED, ADOPTED, AND ORDERED this _____ day of _____,

ATTEST:

BOARD OF COMMISSIONERS

Department Director: Michael K. Baker, PhD, MsPH, CEHS/RS Digitally signed by Michael K. Baker, PhD, MsPH, CEHS/RS, Director
County Public Health, Jefferson Services Director
email: Mike.Baker@jeffersoncounty.org
Date: 2023.10.12 09:31:57 -07'00'

Commissioner, Chair: _____

Finance Director: [Signature]

Commissioner: _____

County Administrative Officer: [Signature]

Commissioner: _____

PERS ENROLLMENT DATES: QUALIFYING _____ START _____

GL BUDGET LINE ITEM: 101-113-510-1016 ANNIVERSARY DATE: _____

Jefferson County Position Description

Position: Public Health Finance and Billing Specialist	FLSA: Non-exempt
Department: Public Health	Salary Grade: 18/G
Bargaining Unit: Service Workers	Status: Full Time

Summary

This position is critical to the department and the County and is responsible for billing OHP, private and State programs, the revenue from which allows the department to operate programs more efficiently and effectively for the benefit of the public. The position provides daily budget and grant updates, including classifying, analyzing, and reconciling complex financial data and records, resulting in accounting entries.

Distinguishing Characteristics

The Public Health Finance and Billing Specialist works under the general supervision of the Public Health Director and under the direct supervision of the Public Health Finance and Grants Manager. Supervision and staff oversight is not a required component of this position.

Essential Duties and Responsibilities

- Work claims and claim denials to ensure maximum reimbursement is received for services provided for all insurance plans, including Babies First, CaCoon, Maternity Case Management, Breast and Cervical Cancer, Family Planning (FPEP), and other billable services.
- Enters client information into a database for billing and statistical purposes and prepares periodic reports.
- Maintains and reconciles cash receipt journal spreadsheets and receives and reconciles all payments made to Public Health and Environmental Health.
- Assists with renewal notices and issuing yearly licenses through the Environmental Health program.
- Serves as the Site Specialist for the OCHIN Electronic Medical Record (EHR).
- Files and indexes billing paperwork in alphanumeric and by vendor, conducts record searches and maintains logs of public record documents.
- Performs data entry support primarily for services rendered for billing purposes.
- Utilizes computerized data entry equipment and various word processing, spreadsheets, and other related software programs to enter, store, and retrieve information as requested or otherwise necessary.
- Accesses and enters data into local, national, and internal databases and stays informed of changes in reporting requirements.
- Complete claims to payers in a timely fashion.
- Submit billing data to insurance providers.
- Collect, post, and manage patient account payments in the electronic billing system.
- Review, troubleshoot, and correct patient statements.
- Follow up to see if a claim is accepted or denied.
- Investigate the rejected claim to see why the denial was issued.
- Communicates effectively and regularly with leadership team members regarding progress and identification of potential database improvements, challenges, and conflicts.
- Manages the intake and entry of clients into the billing system.
- Complies with data entry procedures and security policies.
- Preserves confidentiality and adheres to HIPAA regulations.
- Maintains and monitors data accuracy and logs errors to identify and report patterns.
- Develops support/remediation strategies as needed.

- Prepare for and conduct monthly finance meetings.
- Helps train new clinic staff responsible for timely data entry and accuracy.
- Performs general clerical functions such as photocopying, filing, labeling, preparing/sending correspondence, reports, and other documents.
- Identify, compile, and code patient data using ICD-9/10 and, CPT, and other standard classification coding systems.
- Review records for completeness, accuracy, and compliance with regulations.
- Identify, analyze, and resolve discrepancies in information that is unclear or in error; update databases and forms as needed.
- Assist in resolving all medical/insurance coding associated payer denials by pulling charts, missing operative reports, and gathering the information requested by the insurance company and/or supervisor.
- Assist with medical billing; ensure compliance with Medicaid, Medicare, and insurance carriers; develop guidelines and train medical staff on coding issues and changes relating to regulatory compliance; and resolve billing problems.
- Organize and verify patient records, bills, and payments, and sort and file paperwork.
- Ensure quality assurance and compliance with the appropriate accrediting and regulatory agencies while developing and maintaining a working knowledge of the statutes and laws relating to credentialing.
- Monitor the dashboard accounts receivable of accounts billed in the electronic billing system every month.
- May serve as backup to the office staff in the areas of reception and preparation of clients to be seen in the clinic.
- May serve as backup to the Public Health Finance and Grants Manager.
- Maintain confidentiality of information.
- Serves as a Public Health Emergency Preparedness and Response Team member.
- Regular attendance is an essential function of the position.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

Knowledge

Knowledge of general office duties in a health or medical environment. Excellent accounting and communications skills, including handling multiple electronic billing systems. Familiar with Electronic Medical Records (EMRs). Demonstrated ability to develop and monitor complex budgets, including but not limited to understanding budget terminology in local government; demonstrated ability to effectively interact with program and financial staff to facilitate budget development and execution. Knowledge and demonstrated ability to apply generally accepted accounting principles (GAAP), including but not limited to knowledge of the different methods of accounting (i.e., accrual, cash); demonstrated ability to interpret and apply existing, new, or revised accounting principles, standards, and concepts to make accounting reports accurate; demonstrated understanding of accounting terminology and application, and how to apply accounting principles and procedures to work products.

Skills

This job requires proficiency in computers skills, including Microsoft Office (Word, Excel, PowerPoint, Outlook), Adobe Reader, e-mail, electronic calendar, and internet research; ability to compile, consolidate, and summarize information; English grammar, spelling, written format and punctuation; effective verbal and written communication skills; significant attention to detail; demonstrated ability in gathering, analyzing, and presenting financial information using: Microsoft Excel (proficiency is required).

Abilities

Ability to keep detailed and accurate records; competent with word processing and spreadsheet programs; ability to problem-solve and work in a friendly manner with clients, outside agencies, and co-workers. Ability to comprehend and understand Local, State, and Federal programs rules, regulations, and guidelines pertaining to various programs. Ability to maintain good communication with clients. Ability to promote clients' right to confidentiality, quality services, and respect.

Physical Abilities

Ability to sit at a computer using rapid wrist, hand, and finger movement for an extended period. Ability to walk, stand, talk, stoop, kneel, or crawl over uneven terrain. Ability to lift, push, or pull up to 30lbs occasionally. Ability to communicate with others appropriately and effectively.

Education and Experience

Minimum requirement: Associate degree in a related area from an accredited college or university AND One year of experience in a related area OR One year of professional experience in general accounting, billing and collection systems, and/or claims. Additional experience working in a public health department, community-based, or medical organization in a business/financial/billing capacity or a closely related field may be substituted for the required education on a year-for-year basis for up to two years.

Preferred requirement: Bachelor's Degree in Accounting or Business Management with five (5) years experience in bookkeeping/accounting and responsibility for program or project monitoring and coordination, including two (2) years of contract review and monitoring.

Licenses and Certificates

None

Working Conditions

The work environment characteristics described here represent those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Usually works in a general office environment and uses a computer, telephone, and other office equipment as needed to perform duties. The noise level in the work environment is typical of that of an office. Work also may involve travel to meetings. Incumbents may encounter frequent interruptions throughout the workday.

Working hours may be extended and highly stressful during an emergency. Travel may be necessary, requiring the operation of a motor vehicle, often to remote areas. The employee may be required to travel at nighttime, on weekends, or in inclement weather to participate in program events or respond to disaster events.

Probationary Requirement

This position is based on the successful completion of a nine-month probationary period and may be extended.

Modified on: September 19, 2023

Hailey Clark

Employee Signature

Michael K. Baker, PhD,
MsPH, CEHS/RS

Digitally signed by Michael K. Baker, PhD, MsPH, CEHS/RS
DN: cn=Michael K. Baker, PhD, MsPH, CEHS/RS, o=Jefferson
County Public Health, ou=Health Services Director,
email=Michael.Baker@PublicHealthJeffCo.net, c=US
Date: 2023.10.13 07:10:30 -0700

Supervisor Signature

10/12/2023

Date Signed

10/13/23

Date Signed

AGENDA ITEM COVERSHEET

 Admin. Session

 Consent Agenda

 Public Hearing

 Action Item

 Report/Request

 Other/Announcements

Agenda Item Title (Do not put in all-caps):

2023-2025 CAMI MDT Grant Award

Department: District Attorney's Office
Date Submitted: 10/16/2023
Contact Person: Twila Rosenberg
Phone: 541-475-4452 x 4104
Effective Dates of Contract/Grant/ Proposal: July 1, 2023 - June 30, 2025
Amount of Contract/Grant/Proposal: \$125,678.07
Requested Agenda Date: 10/25/2023
Reviewed By: (Signature and Date Required) Director/Elected Official: _____

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

2023-2025 CAMI MDT Grant Award is a two year non-competitive grant award.

BACKGROUND/SUMMARY STATEMENT:

The CAMI MDT Grant Award funds a 0.10 FTE CAMI Grant Coordinator, 0.12/0.21 FTE MDT Coordinator, a 0.08 FTE Child Abuse Investigator, and provides funding to the KIDS Center, our local child abuse intervention center. The major activities include ongoing child abuse Multidisciplinary Team meetings, emergency services for child abuse victims, and training for MDT team members.

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

Discussion & action

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Approve Grant Award in it's entirety. Fill out and sign the CAMI Grant document on the last page under Authorized Agent For Subrecipient.

ATTACHMENTS: 2023-2025 CAMI MDT Grant Award

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

Sign form as indicated and return original grant to Twila Rosenberg ASAP to submit electronically.



DEPARTMENT OF JUSTICE
CRIME VICTIM AND SURVIVOR SERVICES DIVISION

MEMORANDUM

DATE: July 1, 2023

TO: 2023-2025 Child Abuse Multidisciplinary Intervention Grant Recipients

FROM: Robin Reimer, CAMI Fund Coordinator

Attached is your agency's 2023-2025 CAMI Grant Agreement. Please download the entire document and have your authorized official sign the following pages:

- The final page of the Grant Agreement.

Once the Grant Agreement is signed, please upload a copy of the signed Grant Agreement and Exhibits in the "Grantee Signed Grant Agreement" upload field on the "Grant Agreement Upload" page in your application in E-Grants. Once the documents are uploaded, you will need to **change the application status in CVSSD E-Grants to "Agreement Accepted."**

Once the signed Grant Agreement has been uploaded in E-Grants, a copy of the Grant Agreement signed by both your authorized official and CVSSD Director Shannon Sivell will be uploaded into E-Grants and the status of your application will be changed to "Grant Awarded." You will find the uploaded copy of your grant agreement under the "Agreement Upload" form on the Forms Menu of your application.

If you have any questions regarding this Agreement, please contact Robin Reimer at 503-507-4990.



DEPARTMENT OF JUSTICE
Crime Victim and Survivor Services Division

**2023-2025 STATE CHILD ABUSE MULTIDISCIPLINARY
INTERVENTION (CAMI)
GRANT AWARD COVER SHEET**

<p>1. Applicant Agency's Name and Address:</p> <p>Jefferson County, acting by and through its District Attorney's Office 129 SW E St., Suite 102 Madras, OR 97741</p> <p>Contact Name: Twila Rosenberg Telephone: (541) 475-4463 E-mail: trosenberg@jcda.us</p>	<p>2. Special Conditions: This grant project is approved subject to such conditions or limitations as set forth in the attached Grant Agreement.</p>								
<p>4. Award Number: CAMI-MDT-2023-JeffersonCo.DAVAP-00018</p>	<p>3. Statutory Authority for Grant: ORS 418.746</p> <p>5. Award Date: July 1, 2023</p>								
<p>6. Subrecipient UEI Number: 93-6002299</p>	<p>7. Type of Recipient: DAVAP</p>								
<p>8. Project Period: July 1, 2023 through June 30, 2025</p>	<p>9. Grant:</p> <table> <tr> <td>Allocation Amount (Grant):</td> <td>\$115,879.00</td> </tr> <tr> <td>Carryover in Addition Amount:</td> <td>\$ 9,799.07</td> </tr> <tr> <td>Carryover in Offset Amount:</td> <td>\$ 0.00</td> </tr> <tr> <td>Budget (Allocation + Carryover in Addition):</td> <td>\$125,678.07</td> </tr> </table>	Allocation Amount (Grant):	\$115,879.00	Carryover in Addition Amount:	\$ 9,799.07	Carryover in Offset Amount:	\$ 0.00	Budget (Allocation + Carryover in Addition):	\$125,678.07
Allocation Amount (Grant):	\$115,879.00								
Carryover in Addition Amount:	\$ 9,799.07								
Carryover in Offset Amount:	\$ 0.00								
Budget (Allocation + Carryover in Addition):	\$125,678.07								
<p>10. Semi-Annual Progress Report Due Dates: January 31, 2024 July 20, 2024 January 31, 2025 July 20, 2025 (final)</p>	<p>11. Financial Reports Due Dates: October 31, 2023 January 31, 2024 April 30, 2024 July 20, 2024 October 31, 2024 January 31, 2025 April 30, 2025 July 20, 2025 (final)</p>								
<p>This award is contingent upon the Subrecipient agreeing to the terms of award for the grant entitled "State Child Abuse Multidisciplinary Intervention (CAMI) Grant Request for Applications for Awards". The grant agreement document must be signed by an authorized official in order to validate the acceptance of this award.</p>									

**OREGON DEPARTMENT OF JUSTICE
CHILD ABUSE MULTIDISCIPLINARY INTERVENTION ACCOUNT
INTERGOVERNMENTAL GRANT AGREEMENT
CAMI-MDT-2023-JeffersonCo.DAVAP-00018**

BETWEEN: State of Oregon, acting by and through (DOJ CVSSD)
its Department of Justice,
1162 Court St. NE
Salem, Oregon 97301-4096

AND: Jefferson County, acting by and through its District Attorney's Office(Subrecipient)
129 SW E St., Suite 102
Madras, OR 97741

PROJECT START DATE: July 1, 2023

GRANT AWARD PROVISIONS

**SECTION 1
LEGAL BASIS OF AWARD**

Section 1.01. Legal Basis of Award. Pursuant to ORS 418.746¹, DOJ CVSSD is authorized to enter into a grant agreement and to make an award, from funds received under the Child Abuse Multidisciplinary Intervention (CAMI) Account, to Subrecipient for the purposes set forth herein.

Section 1.02. Agreement Parties. This Agreement, hereafter referred to as "Agreement", is between DOJ CVSSD and the forenamed Subrecipient.

Section 1.03. Effective Date. When all parties have duly executed this Agreement, and all necessary approvals have been obtained, this Agreement shall be effective, and have a Project start date of as of July 1, 2023.

Section 1.04. Agreement Documents. This Agreement includes the following documents listed in descending order of precedence and incorporated into this Agreement: this Agreement (except Exhibits and documents incorporated herein), Exhibit A, and

- (a) The most current version of the CAMI Grant Management Handbook available at <https://www.doj.state.or.us/crime-victims/grant-funds-programs/child-abuse-multidisciplinary-intervention-cami-fund/>
- (b) 2023-2025 CAMI MDT Grant Request for Applications Application Instructions and any Amendments.
- (c) Subrecipient's CAMI MDT 2023-2025 Application.

In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control.

Section 1.05. Source of Funds. Payment for the Project will be from the Child Abuse Multidisciplinary Intervention Account and monies allocated from the Oregon General Fund.

TERMS AND CONDITIONS

**SECTION 2
GRANT AWARD**

¹ 2019 Oregon Laws Ch. 141 (H.B. 2464 (2019 Regular Session)), amends ORS 418.746 and the related CAMI statutes. The amendments are operative January 1, 2020.

Section 2.01. Grant. In accordance with the terms and conditions of this Agreement, DOJ CVSSD shall provide Subrecipient with the maximum not-to-exceed amount of **\$115,879.00** (the “Grant”) from the CAMI Fund to financially support and assist Subrecipient’s implementation of the Subrecipient’s CAMI Application incorporated herein by this reference and referred to as the “Project” provided however that DOJ CVSSD shall deduct from the amount of said Grant the amount of unexpended funds that exceeds ten percent (10%) of Subrecipient’s 2021-23 grant allocation unless DOJ CVSSD gave Subrecipient specific approval to retain more than ten percent (10%) of the unexpended funds.

Section 2.02. Grant Award. In accordance with the terms and conditions of this Agreement, Subrecipient shall implement the CAMI activities as described in the Project.

Section 2.03. Disbursement of Grant Funds. Subject to Sections 2.04, 2.05, and 2.06, DOJ CVSSD shall disburse the Grant funds to Subrecipient in eight equal payments.

(a) Additionally, Subrecipient may retain and expend in accordance with this Agreement, up to **\$9,799.07** of funds previously provided to Subrecipient in prior grant periods, which funds remained unexpended by Subrecipient on the date of this Agreement.

Section 2.04. Conditions Precedent to Each Disbursement. Prior to each disbursement, all of the following conditions must be satisfied:

- (a) DOJ CVSSD has received sufficient state funds under CAMI to allow DOJ CVSSD, in the reasonable exercise of its administrative discretion, to make the disbursement;
- (b) DOJ CVSSD has received sufficient funding appropriations, limitations, allotments, or other expenditure authorizations to allow DOJ CVSSD, in the reasonable exercise of its administrative discretion, to make the disbursement;
- (c) Subrecipient certifies it has obtained the required insurance coverage for the duration of this Agreement and acknowledges Subcontractor Insurance Requirements contained in Section 7.07 of this agreement;
- (d) If Subrecipient expends \$750,000 or more in federal funds from all sources Subrecipient has submitted the most recent single organization-wide audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F;
- (e) Subrecipient is current in all reporting requirements of all active or prior grants administered by DOJ CVSSD;
- (f) No default as described in Section 6.04 has occurred; and
- (g) Subrecipient’s representations and warranties set forth in Section 4 are true and correct on the date of disbursement with the same effect as though made on the date of disbursement.

Section 2.05. Supplemental Grant Agreement Conditions. If Subrecipient fails to satisfy any of the following conditions, DOJ CVSSD may withhold disbursement:

Reserved

Section 2.06. Grant Availability Termination. The availability of Grant funds under this Agreement and DOJ CVSSD’s obligation to disburse Grant funds pursuant to Section 2.03 shall end on **June 30, 2025** (the “Availability Termination Date”). DOJ CVSSD will not disburse any Grant funds after the June 30, 2025, Availability Termination Date. Unless extended or terminated earlier in accordance with its terms, this Agreement shall terminate when DOJ CVSSD accepts Subrecipient’s completed reports, as described in Section 5.05, or on **June 30, 2025**, whichever date occurs first, exclusive of financial and narrative reports which are due no later than 30 days after the Availability Termination Date. Agreement termination shall not extinguish or prejudice DOJ CVSSD’s right to enforce this Agreement with respect to any default by Subrecipient that has not been cured.

SECTION 3 USES OF GRANT

Section 3.01. Eligible Uses of Grant. Subrecipient's use of the Grant funds is limited to those expenditures necessary to implement the Project. All Grant funds must be for expenses that are eligible under applicable federal and State of Oregon law, and as described in OAR 137-082-021(10) and the most recent versions of the CAMI Guidance. If applicable, Subrecipient's expenditure of Grant funds must be in accordance with the CAMI Project Budget set forth in the Subrecipient's Application.

Section 3.02. Ineligible Uses of Grant Funds. Notwithstanding Section 3.01, Subrecipient shall not use the Grant funds (i) to retire any debt or to reimburse any person or entity for expenditures made or expenses incurred prior to the date of this Agreement (ii) to replace funds previously allocated for child abuse intervention, or (iii) any other purpose not authorized by this Agreement. A detailed list of unallowable costs can be found in the most recent version of the CAMI Guidance.

Section 3.03. Unexpended Grant Funds. If any state Grant funds disbursed to Subrecipient, or any interest earned by Subrecipient on state Grant funds, is not expended by Subrecipient in accordance with this Agreement by the CAMI Availability Termination Date or the date this Agreement is terminated, then at DOJ CVSSD's discretion and with DOJ CVSSD's prior approval: (i) Subrecipient may request an Amendment to this Agreement to extend the Availability Termination Date or (ii) the unexpended state Grant funds shall be recovered from future payments of state Grant funds to Subrecipient from DOJ CVSSD. Subrecipient may, at its option, satisfy its obligation to return unexpended state Grant funds under this Section 3.03 by paying to DOJ CVSSD the amount of unexpended state Grant funds.

SECTION 4 SUBRECIPIENT'S REPRESENTATIONS AND WARRANTIES

Subrecipient represents and warrants to DOJ CVSSD that:

Section 4.01. Existence and Power. Subrecipient is a political subdivision of the State of Oregon organized and validly existing under the laws of the state of Oregon. Subrecipient has all necessary rights, powers and authority under any organizational documents and under Oregon Law to (i) execute this Agreement, (ii) incur and perform its obligations under this Agreement, and (iii) receive financing, including the Grant Funds, for the Project.

Section 4.02. Authority, No Contravention. The making and performance by Subrecipient of this Agreement (a) has been duly authorized by all necessary action of Subrecipient, (b) does not and will not violate any provision of any applicable law, rule, or regulation or order of any court, regulatory commission, board or other administrative agency, any provision of Subrecipient's articles of incorporation or bylaws, or any provision of Subrecipient's charter or other organizational document and (c) does not and will not result in the breach of, or constitute a default or require any consent under any other agreement or instrument to which Subrecipient is a party or by which Subrecipient or any of its properties are bound or affected.

Section 4.03. Binding Obligation. This Agreement has been duly executed by Subrecipient and when executed by DOJ CVSSD, constitutes a legal, valid, and binding obligation of Subrecipient enforceable in accordance with its terms.

Section 4.04. Approvals. If applicable and necessary, the execution and delivery of this Agreement by Subrecipient has been authorized by an ordinance, order or resolution of its governing body, or voter approval, that was adopted in accordance with applicable law and requirements for filing public notices and holding public meetings; and

Section 4.05. There is no proceeding pending or threatened against Subrecipient before any court or governmental authority that if adversely determined would materially adversely affect the Project or the ability of Subrecipient to carry out the Project.

SECTION 5 SUBRECIPIENT'S AGREEMENTS

Section 5.01. Project Commencement. Subrecipient shall cause the Project to be operational no later than 60 days from the date of this Agreement. If the Project is not operational by that date, Subrecipient must submit a letter to DOJ CVSSD describing steps taken to initiate the Project, reasons for delay, and the expected Project starting date. If the Project is not operational within 90 days of the date of this Agreement, the Subrecipient must submit a second letter explaining the additional delay in implementation. DOJ CVSSD may, after reviewing the circumstances, consider the Subrecipient in default in accordance with Section 6.04 and may terminate the Agreement in accordance with Section 6.02.

Section 5.02. Project Completion. Subrecipient shall complete the Project no later than the appropriate Availability Termination Date described in Section 2.06; however, if the full amount of the Grant is not available because one or both of the conditions set forth in Sections 2.04(a) and (b) are not satisfied, Subrecipient shall not be required to complete the Project.

Section 5.03. Civil Rights and Victim Services.

- (a) Subrecipient shall comply with the following Oregon Department of Justice, Crime Victim and Survivor Services Division ("CVSSD") policies for addressing discrimination complaints:
 - (i) *Procedures for Responding to Discrimination Complaints from Employees of the Oregon Department of Justice, Crime Victim and Survivor Services Division's Subrecipients under U.S. Department of Justice Grant Programs*, available under Policies on DOJ CVSSD's Civil Rights Requirements web page at <https://www.doj.state.or.us/crime-victims/for-grantees/civil-rights-requirements/>; and
 - (ii) *Procedures for Responding to Discrimination Complaints from Clients, Customers, Program Participants, or Consumers of the Oregon Department of Justice, Crime Victim and Survivor Services Division and the Oregon Department of Justice, Crime Victim and Survivor Services Division Subrecipients* available under Policies on DOJ CVSSD's Civil Rights Requirements web page at <https://www.doj.state.or.us/crime-victims/for-grantees/civil-rights-requirements/>.
- (b) Subrecipient shall complete and certify completion of civil rights training as described under Training on DOJ CVSSD's Civil Rights Requirements web page available at <https://www.doj.state.or.us/crime-victims/for-grantees/civil-rights-requirements/>. Subrecipient shall conduct periodic training for Subrecipient employees on the procedures set forth in the policies referenced in subsection (b) of this Section.
- (c) Subrecipient shall prominently display at locations open to the public and shall include on publications, websites, posters and informational materials a notification that Subrecipient is prohibited from discriminating on the basis of race, color, national origin, religion, sex, gender identity, sexual orientation, age or disability and the procedures for filing a complaint of discrimination as described in the "Civil Rights Fact Sheet" developed by DOJ CVSSD and available under Notification Regarding Program Availability on DOJ CVSSD's Civil Rights Requirements web page at <https://www.doj.state.or.us/crime-victims/for-grantees/civil-rights-requirements/>.

Section 5.04. Training Requirements. Subrecipient shall attend all appropriate DOJ CVSSD-sponsored training and fund-specific meetings unless specific written permission excusing attendance has been obtained from DOJ CVSSD.

Section 5.05. Reporting Requirements.

- (a) Subrecipient shall submit the following reports:
 - (i) Quarterly Financial Reports. Subrecipient shall provide DOJ CVSSD with quarterly financial reports no later than 30 days after the end of the calendar quarters ending September 30, December 31, and March 31, and no later than July 20 for the calendar quarter ending June 30.

- (ii) Semi-Annual Progress Reports. Subrecipient shall prepare and submit to DOJ CVSSD semi-annual progress reports on Subrecipient's child abuse intervention services activities no later than 30 days after the calendar quarter ending December 31 and no later than July 20 for the calendar quarter ending June 30.

Section 5.06. Procurement Standards. Subrecipient shall follow the same policies and procedures it uses for procurement from any other state or federal funds. Subrecipient shall use its own procurement procedures and regulations, provided that the procurement procedures and regulations conform to applicable federal and state law and standards as noted in 2 CFR 200.317 through 2 CFR 200.327.

Section 5.07. Nondisclosure of Confidential or Private Information. Subrecipient shall protect the confidentiality and privacy of persons receiving services.

- (a) The term "personally identifying information", "individual information", or "personal information" means individually identifying information for or about an individual victim including (1) a first and last name; (2) a home or other physical address; (3) contact information (including a postal, e-mail or Internet protocol address, or telephone or facsimile number); (4) a social security number; and (5) any other information, including date of birth, racial or ethnic background, or religious affiliation, that, in combination with any other non-personally identifying information would serve to identify any individual.
- (b) Subrecipient may share (1) non-personally identifying data in the aggregate regarding services to their clients and non-personally identifying information in order to comply with Federal, State, tribal, or territorial reporting, evaluation, or data collection requirements; (2) court-generated information and law-enforcement generated information contained in secure, governmental registries for protection order enforcement purposes; and (3) law-enforcement and prosecution-generated information necessary for law enforcement and prosecution purposes.
- (c) Subrecipient shall not disclose any personally identifying information or individual information collected in connection with services requested, utilized, or denied through Subrecipient's programs, regardless of whether the information has been encoded, encrypted, hashed or otherwise protected. This applies to:
- (i) Information requested for a Federal, State, tribal, or territorial grant program; and
- (ii) Disclosure from the Subrecipient's organization, agency, or government, including victim and non-victim services divisions or components and leadership of the organization, agency or government; and
- (iii) Disclosure from victim services divisions or components of an organization, agency, or government to the leadership of the organization, agency, or government (e.g., executive director or chief executive). Such executive shall have access without releases only in extraordinary and rare circumstances. Such circumstances do not include routine monitoring and supervision.
- (d) Personally identifying information or individual information collected in connection with services requested, utilized, or denied through Subrecipient's programs may be released only if:
- (i) The victim signs a release as provided below;
- (ii) Release is compelled by statutory mandate, which includes mandatory child abuse reporting laws; or
- (iii) Release is compelled by court mandate, which includes a legal mandate created by case law, such as a common-law duty to warn.
- (e) Victim releases must meet the following criteria:
- (i) Releases must be informed, written, and limited to a reasonable duration. The reasonableness of duration is dependent on the situation. Subrecipient may not use a blanket release and must specify the scope and limited circumstances of any disclosure. Subrecipient must discuss with the victim, and the written release must explain, why the information might be shared, who would have access to the information, and what information could

be shared under the release.

- (ii) Subrecipient may not require consent to release of information as a condition of service.
- (iii) Releases must be signed by the victim unless the victim is a minor who lacks the capacity to consent to release or is a legally incapacitated person who has a court-appointed guardian. Except as provided in paragraph (e)(iv) of this section, in the case of an unemancipated minor, the release must be signed by the minor and a parent or guardian. A legally-appointed guardian must sign for an incapacitated person. Consent may not be given by the abuser of the minor or incapacitated person or the abuser of the other parent of the minor. If a minor is incapable of knowingly consenting, the parent or guardian may provide consent. If a parent or guardian consents for a minor, the subrecipient or subgrantee should attempt to notify the minor as appropriate.
- (iv) If the minor or person with a legally appointed guardian is permitted by law to receive services without the parent's or guardian's consent, the minor or person with a guardian may consent to release information without additional consent.
- (f) If release of information described in the previous paragraph is compelled by statutory or court mandate, Subrecipient shall make reasonable attempts to provide notice to victims affected by the disclosure of information. Subrecipient shall take steps necessary to protect the privacy and safety of the persons affected by the release of the information.
- (g) Fatality reviews. Subrecipient may share the personally identifying information or individual information of deceased victims that is requested for a fatality review to the extent permitted by their jurisdiction's law and only if the following conditions are met:
 - (i) The underlying objectives of the fatality review are to prevent future deaths, enhance victim safety, and increase offender accountability;
 - (ii) The fatality review includes policies and protocols to protect identifying information, including identifying information about the victim's children, from further release outside the fatality review team;
 - (iii) The information released is limited to that which is necessary for the purposes of the fatality review.
- (h) Breach of Personally Identifying Information. Subrecipient is responsible for taking reasonable efforts to prevent unauthorized releases of personally identifying information or individual information that is collected as described in paragraph (a) of this section. The Subrecipient (and any subgrantee at any tier) must have written procedures in place to respond in the event of an actual or imminent breach (as defined in OMB M-17-12) if it (or a subgrantee), 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.1) within the scope of a grant-funded program or activity, or 2) uses or operates a Federal information system. The Subrecipient's breach procedures must include a requirement to report actual or imminent breach of personally identifying information to a CVSSD Fund Coordinator no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.
- (i) Subrecipient shall notify DOJ CVSSD promptly after receiving a request from the media for information regarding a recipient of services funded with Grant funds.

Section 5.08. Criminal History Verification. Subrecipient shall obtain a criminal history record check on any employee, potential employee or volunteer working with victims of crime as follows:

- (a) Requiring all applicants for employment or volunteer service to apply for and receive a criminal history check from a local Oregon State Police Office and furnish a copy thereof to Subrecipient; or
- (b) Contacting a local Oregon State Police office for an "Oregon only" criminal history check on the

applicant/employee/volunteer; or

- (c) Using another method of criminal history verification that is at least as comprehensive as those described in sections (a) and (b) above.

A criminal record check will indicate convictions of child abuse, offenses against persons, sexual offenses, child neglect, or any other offense bearing a substantial relation to the qualifications, functions or duties of an employee or volunteer scheduled to work with victims of crime.

Subrecipient shall develop a policy or procedures to review criminal arrests or convictions of employees, potential employees, or volunteers. The review will examine: (1) the severity and nature of the crime; (2) the number of criminal offenses; (3) the time elapsed since commission of the crime; (4) the circumstances surrounding the crime; (5) the subject individual's participation in counseling, therapy, education or employment evidencing rehabilitation or a change in behavior; and (6) the police or arrest report confirming the subject individual's explanation of the crime.

Subrecipient shall determine after receiving the criminal history check whether the employee, potential employee or volunteer has been convicted of one of the crimes described in this Section, and whether, based upon the conviction, the person poses a risk to working safely with victims of crime. If Subrecipient intends to hire or retain the employee, potential employee, or volunteer, Subrecipient shall confirm in writing the reasons for hiring or retaining the individual. These reasons shall address how the applicant, employee, or volunteer is presently suitable or able to work with victims of crime in a safe and trustworthy manner, based on the policy or procedure described in the preceding paragraph of this Section. Subrecipient will place this explanation, along with the applicant, employee, or volunteer's criminal history check, in the retained employee or volunteer's personnel file for permanent retention.

Section 5.09. Maintenance, Retention and Access to Records; Audits.

- (a) Maintenance and Retention of Records. Subrecipient must maintain all financial records relating to this Agreement in accordance with generally accepted accounting principles. In addition, Subrecipient must maintain any other records, whether in paper, electronic or other form, pertinent to this Grant in such a manner as to clearly document Subrecipient's performance. All financial records and other records, whether in paper, electronic or other form, that are pertinent to this Agreement, are collectively referred to as "Records." Subrecipient acknowledges and agrees DOJ CVSSD and the Oregon Secretary of State's Office and the federal government and their duly authorized representatives will have access to all Records to perform examinations and audits and make excerpts and transcripts. Subrecipient must retain and keep accessible all Records for a minimum of six (6) years, or such longer period as may be required by applicable law, following termination of this Agreement, or until the conclusion of any audit, controversy or litigation arising out of or related to this Agreement, whichever date is later. It is the responsibility of the Subrecipient to obtain a copy of the DOJ Grants Financial Guide from the OCFO available at <https://ojp.gov/financialguide/DOJ/index.htm> and apprise itself of all rules and regulations set forth.
- (b) Access to Records. DOJ CVSSD, Oregon Secretary of State, the Office of the Comptroller, the General Accounting Office or any of their authorized representatives, shall have the right of access to any pertinent books, documents, papers, or other records of Subrecipient and any contractors or subcontractors of Subrecipient, which are pertinent to this Agreement, in order to make audits, examinations, excerpts, and transcripts. The right of access is not limited to the required retention period but shall last as long as the records are retained.
- (c) Audits. Subrecipient shall comply, and require all subcontractors to comply, with applicable audit requirements and responsibilities set forth in this Agreement and applicable state or federal law. If Subrecipient expends \$750,000 or more in federal funds (from all sources) in its fiscal year, Subrecipient shall have a single organization-wide audit conducted in accordance with the provisions of 2 CFR Part 200, subpart F. Copies (electronic or URL address) of all audits must be submitted to CVSSD within 30 days of completion. If Subrecipient expends less than \$750,000 in its fiscal year, Subrecipient is exempt from federal audit requirements for that year. Records must be available for review or audit by appropriate officials as provided in subsection 5.10(b) above.
- (d) Audit Costs. Audit costs for audits not required in accordance with 2 CFR Part 200, subpart F are unallowable. If Subrecipient did not expend \$750,000 or more in federal funds in its fiscal year, but contracted with a certified

public accountant to perform an audit, costs for performance of that audit shall not be charged to this Grant.

Section 5.10. **Compliance with Laws.** Subrecipient shall comply with (and when required cause its subgrantees to comply with) all applicable federal, state, and local laws, regulations, executive orders and ordinances related to expenditure of the Grant funds and the activities financed with the Grant funds. Without limiting the generality of the foregoing, Subrecipient expressly agrees to comply with:

- (a) **Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d et seq.** (prohibiting discrimination in programs or activities on the basis of race, color, and national origin) and the **Omnibus Crime Control and Safe Streets Act of 1968**, as amended, 34 U.S.C. §10228(c)(1) (prohibiting discrimination in employment practices or in programs and activities on the basis of race, color, religion, national origin, age, disability, and sex in the delivery of services).
 - (i) These laws prohibit discrimination on the basis of race, color, religion, national origin, age, disability, and sex in the delivery of services.
 - (ii) In the event a federal or state court, or a federal or state administrative agency, makes a finding of discrimination after a due process hearing on the grounds of race, color, national origin, sex, age, or disability against the Subrecipient, the Subrecipient shall forward a copy of the finding to the Oregon Department of Justice, CVSSD, 1162 Court Street N.E., Salem, OR 97301-4096 and the Office for Civil Rights, OJP, U.S.D.O.J. 810 7th Street N.W., Washington D.C. 20531.
- (b) **Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794 et. Seq.** (prohibiting discrimination in employment practices or in programs and activities on the basis of disability).
- (c) **Title II of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12131** and ORS 659.425 (prohibiting discrimination in services, programs, and activities on the basis of disability), the **Age Discrimination Act of 1975, 42 U.S.C. § 6101-07** (prohibiting discrimination in programs and activities on the basis of age); and **Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et. seq.** (prohibiting discrimination in educational programs or activities on the basis of gender); as well as all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. These laws prohibit discrimination on the basis of race, color, religion, national origin and sex in the delivery of services. In the event a federal or state court, or a federal or state administrative agency, makes a finding of discrimination after a due process hearing on the grounds of race, color, national origin, sex, age, or disability, against the Subrecipient, the Subrecipient shall forward a copy of the finding to the Oregon Department of Justice, Crime Victim and Survivor Services Division, 1162 Court Street N.E., Salem, Oregon 97301-4096.
- (d) The **Federal Funding Accountability and Transparency Act (FFATA) of 2006**, which provisions include, but may not be limited to, a requirement for Subrecipient to have a Unique Entity Identifier (UEI) number.
- (e) **Services to Limited English-Proficient Persons (LEP)** which includes national origin discrimination on the basis of limited English proficiency. Subrecipient is required to take reasonable steps to ensure that LEP persons have meaningful access to its programs. Meaningful access may entail providing language assistance services, including interpretation and translation services, where necessary. Subrecipient is encouraged to consider the need for language services for LEP persons served or encountered both in developing its proposals and budgets and in conducting its programs and activities. Reasonable costs associated with providing meaningful access for LEP individuals are considered allowable program costs. The U.S. Department of Justice (“USDOJ”) has issued guidance for subrecipients to assist them in complying with Title VI requirements. The guidance document can be accessed on the Internet at www.lep.gov.
- (f) **Partnerships with Faith-Based and Other Neighborhood Organizations**, codified at 28 C.F.R. Part 38, and Executive Order 13279, regarding Equal Protection of the Laws for Faith-Based and Community Organizations (ensuring equal treatment for faith-based organizations and non-discrimination of beneficiaries on the basis of religious belief) ensures that no organization will be discriminated against in a USDOJ funded program on the basis of religion and that services are available to all regardless of religion. Executive Order 13279 ensures a level playing

- field for the participation of faith-based organizations as well as other community organizations.
- (g) All regulations and administrative rules established pursuant to the foregoing laws, and other regulations as provided at [Civil Rights Office | Home | Office of Justice Programs \(ojp.gov\)](#).
- (h) **The Uniform Administrative Requirements, Cost Principles, and Audit Requirements** in 2 CFR Part 200, as adopted and supplemented by the United States Department of Justice in 2 CFR Part 2800.
- (i) Further, Subrecipient shall not retaliate against any individual for taking action or participating in action to secure rights protected by these laws and agrees to report any complaints, lawsuits, or findings from a federal or state court or a federal or state administrative agency to the Oregon Department of Justice, CVSSD, 1162 Court Street N.E., Salem, OR 97301-4096 and the Office for Civil Rights, OJP, U.S.D.O.J. 810 7th Street N.W., Washington D.C. 20531. Complaints with the Office for Civil Rights can be filed through their website at [Civil Rights Office | Filing a Civil Rights Complaint | Office of Justice Programs \(ojp.gov\)](#) or by sending the complaint verification form and Identity Release Statement to the address listed in the preceding sentence.

Section 5.11. Assurances. The Subrecipient assures that it will:

- (a) Utilize Grant funds only to provide authorized services to victims of child abuse;
- (b) Obtain prior approval from DOJ CVSSD for:
 1. Movement of funds
 - i. For grant awards totaling \$500,000 or less: Movement of funds that total more than \$3,000 in the Personnel, Services and Supplies, and/or Other Services categories;
 - ii. For grant awards totaling more than \$500,000: Movement of funds that total more than \$5,000 in the Personnel, Services and Supplies, and/or Other Services categories; OR
 2. Adding a budget category or line item that did not exist in the original budget; OR
 3. Deleting an existing category.
- (c) Comply with the terms of the most recent version of the CAMI Guidance.

SECTION 6 TERMINATION AND DEFAULT

Section 6.01. Mutual Termination. This Agreement may be terminated by mutual consent of both parties.

Section 6.02. Termination by Either Party. Either party may terminate this Agreement, for any reason, upon 30 days advance written notice to the other party. In addition, DOJ CVSSD may terminate this Agreement effective immediately upon written notice to Subrecipient, or effective on such later date as may be established by DOJ CVSSD in such notice, under any of the following circumstances: (a) DOJ CVSSD fails to receive sufficient appropriations or other expenditure authorization to allow DOJ CVSSD, in the reasonable exercise of its administrative discretion, to continue making payments under this Agreement, (b) DOJ CVSSD fails to receive sufficient federal or state funds to allow DOJ CVSSD, in the reasonable exercise of its administrative discretion, to continue making payments under this Agreement, (c) there is a change in federal or state laws, rules, regulations or guidelines so that the Project funded by this Agreement is no longer eligible for funding, or (d) Subrecipient is in Default under Section 6.04.

Section 6.03. Effect of Termination. Upon receiving a notice of termination of this Agreement or upon issuing a notice of termination to DOJ CVSSD, Subrecipient shall immediately cease all activities under this Agreement unless, in a notice issued by DOJ CVSSD, DOJ CVSSD expressly directs otherwise.

Section 6.04. Default. Either party shall be in default under this Agreement upon the occurrence of any of the following events:

- (a) Either party shall be in default if either party fails to perform, observe or discharge any of its covenants, agreements or obligations contained herein or in any Exhibit attached hereto; or
- (b) Any representation, warranty or statement made by Subrecipient herein or in any documents or reports relied upon by DOJ CVSSD to measure progress on the Project, the expenditure of Grant funds or the performance by Subrecipient is untrue in any material respect when made; or
- (c) Subrecipient (i) applies for or consents to the appointment of, or the taking of possession by, a receiver, custodian, trustee, or liquidator of itself or of all of its property, (ii) admits in writing its inability, or is generally unable, to pay its debts as they become due, (iii) makes a general assignment for the benefit of its creditors, (iv) is adjudicated as bankrupt or insolvent, (v) commences a voluntary case under the federal Bankruptcy Code (as now or hereafter in effect), (vi) files a petition seeking to take advantage of any other law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, (vii) fails to controvert in a timely and appropriate manner, or acquiesces in writing to, any petition filed against it in an involuntary case under the federal Bankruptcy Code (as now or hereafter in effect), or (viii) takes any action for the purpose of effecting any of the foregoing; or
- (d) A proceeding or case is commenced, without the application or consent of Subrecipient, in any court of competent jurisdiction, seeking (i) the liquidation, dissolution or winding-up, or the composition or readjustment of debts, of Subrecipient, (ii) the appointment of a trustee, receiver, custodian, liquidator, or the like of Subrecipient or of all or any substantial part of its assets, or (iii) similar relief in respect to Subrecipient under any law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, and such proceeding or case continues undismissed, or an order, judgment, or decree approving or ordering any of the foregoing is entered and continues unstayed and in effect for a period of sixty (60) consecutive days, or an order for relief against Subrecipient is entered in an involuntary case under the federal Bankruptcy Code (as now or hereafter in effect).

Section 6.05. Remedies.

- (a) DOJ CVSSD Remedies Upon Default. In the event Subrecipient is in default under Section 6.04, DOJ CVSSD may, at its option, pursue any or all of the remedies available to it under this Agreement and at law or in equity, including, but not limited to: (i) termination of this Agreement under Section 6.02, (ii) reducing or withholding payment for Project activities or materials that are deficient or Subrecipient has failed to complete by any scheduled deadlines, (iii) requiring Subrecipient to complete, at Subrecipient's expense, additional activities necessary to satisfy its obligations or meet performance standards under this Agreement, (iv) initiation of an action or proceeding for damages, specific performance, or declaratory or injunctive relief, (v) exercise of its right of recovery of overpayments under this section or setoff, or both, or (vi) declaring Subrecipient ineligible for the receipt of future awards from DOJ CVSSD. These remedies are cumulative to the extent the remedies are not inconsistent, and DOJ CVSSD may pursue any remedy or remedies singly, collectively, successively or in any order whatsoever. Subrecipient may, at its option, satisfy its obligation to return such costs under this Section by paying to DOJ CVSSD the amount of the costs or permitting DOJ CVSSD to recover the amount of the funds from future payments to Subrecipient from DOJ CVSSD. If Subrecipient fails to return the amount of the costs within fifteen (15) days after written demand from DOJ CVSSD, and DOJ CVSSD has not terminated this Agreement, Subrecipient shall be deemed to have elected the deduction option and DOJ CVSSD may deduct the amount demanded from any future payment from DOJ CVSSD to Subrecipient, including but not limited to: (i) any payment to Subrecipient from DOJ CVSSD under this Agreement, (ii) any payment to Subrecipient from DOJ CVSSD under any other contract or agreement, present or future, between DOJ CVSSD and Subrecipient, and (iii) any payment to Subrecipient from the State of Oregon under any other contract, present or future, unless prohibited by state or federal law. DOJ CVSSD shall notify Subrecipient in writing of its intent to recover funds and identify the program from which the deduction will be made. Subrecipient shall have the right to, not later than fourteen (14) calendar days from the date of DOJ CVSSD's notice, request the deduction be made from a future payment(s) identified by Subrecipient. To the extent that DOJ CVSSD's recovery of funds from the future payment(s) suggested by Subrecipient is feasible, DOJ CVSSD shall comply with Subrecipient's request. In no case without the prior consent of Subrecipient, shall the amount of recovery deducted from any one obligation owing to Subrecipient exceed twenty-five percent (25%) of the amount from which the deduction was taken. DOJ CVSSD may seek recovery from as many future payments as necessary to fully recover the amount of funds. DOJ CVSSD's right to recover

funds from Subrecipient under this subsection is not subject to or conditioned on Subrecipient recovery of Grant funds from any subcontractor or sub-recipient.

- (b) Subrecipient Remedies. In the event DOJ CVSSD is in default under Section 6.04 and whether or not Subrecipient elects to terminate this Agreement, Subrecipient's sole monetary remedy will be, within any limits set forth in this Agreement, reimbursement of authorized expenses incurred for Project activities completed and accepted by DOJ CVSSD, less any claims DOJ CVSSD has against Subrecipient. In no event will DOJ CVSSD be liable to Subrecipient for any expenses related to termination of this Agreement or for anticipated profits.

SECTION 7 MISCELLANEOUS

Section 7.01. No Implied Waiver, Cumulative Remedies. The failure of DOJ CVSSD to exercise, and any delay in exercising any right, power, or privilege under this Agreement shall not operate as a waiver thereof, nor shall any single or partial exercise of any right, power, or privilege under this Agreement preclude any other or further exercise thereof or the exercise of any other such right, power, or privilege. The remedies provided herein are cumulative and not exclusive of any remedies provided by law.

Section 7.02. Governing Law; Venue; Consent to Jurisdiction. This Agreement is governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively "Claim") between DOJ CVSSD or any other agency or department of the State of Oregon, or both, and Subrecipient that arises from or relates to this Agreement must be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon. SUBRECIPIENT, BY EXECUTION OF THIS AGREEMENT, HEREBY CONSENTS TO THE IN PERSONAM JURISDICTION OF SAID COURT.

In no event may this Section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, to or from any Claim or from the jurisdiction of any court.

Section 7.03. Notices. Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given hereunder shall be given in writing by personal delivery, e-mail (with confirmation of delivery, either by return email or by demonstrating through other technological means that the email has been delivered to the intended email address), or mailing the same, postage prepaid to Subrecipient or DOJ CVSSD at the address or number set forth in this Agreement. Any communication or notice so addressed and mailed by regular mail shall be deemed received and effective five days after the postmark date. Any communication or notice delivered by e-mail shall be deemed received and effective on the date sent if sent during normal business hours of the receiving party and on the next business day if sent after normal business hours of the receiving party. Any communication or notice given by personal delivery shall be deemed effective when actually delivered to the addressee. This Section shall survive expiration or termination of this Agreement.

Section 7.04. Amendments. This Agreement may not be altered, modified, supplemented, or amended in any manner except by written instrument signed by both parties or as described and certified through CVSSD E-Grants. No term of this Agreement may be waived unless the party against whom such waiver is sought to be enforced has given its waiver in writing as specified in Section 7.03 of this Agreement. Such amendment, waiver, or consent shall be effective only in the specific instance and for the specific purpose given.

Section 7.05. Subcontracts, Successors and Assignments.

- (a) Subrecipient shall follow the same regulations, policies and procedures it uses for procurements for the utilization of any other state or federal funds, provided that Subrecipient's procurements conform to applicable federal and state law and standards as noted in 2 CFR 200.317 through 2 CFR 200.327.
- (b) Subrecipient shall not enter into any Contracts, as defined in 2 CFR 200.1, required by this Agreement without DOJ CVSSD's prior written consent. Subrecipient shall comply with procurement standards as defined in Section 5.06 when selecting any subcontractor. Subrecipient shall require any subcontractor to comply in writing with the terms

of an Independent Contractor Agreement as described in the Minimally Recommended Elements for an Independent Contractor Agreement found at https://www.doj.state.or.us/wp-content/uploads/2019/04/Minimally_recommended_elements_of_Independent_Contractor_Agreement.pdf. DOJ CVSSD's consent to any Contract shall not relieve Subrecipient of any of its duties or obligations under this Agreement.

- (c) This Agreement shall be binding upon and inure to the benefit of DOJ CVSSD, Subrecipient, and their respective successors and assigns, except that Subrecipient may not assign or transfer its rights or obligations hereunder or any interest herein without the prior consent in writing of DOJ CVSSD. Any such assignment or transfer, if approved, is subject to such conditions and provisions required by DOJ CVSSD.

Section 7.06. Entire Agreement. This Agreement and all exhibits and attachments, if any, constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement.

Section 7.07. Insurance.

Subrecipient shall obtain at Subrecipient's expense the insurance specified in this Section prior to performing under this Grant Agreement. Subrecipient shall maintain such insurance in full force and at its own expense throughout the duration of this Grant Agreement, as required by any extended reporting period or continuous claims made coverage requirements, and all warranty periods that apply. Subrecipient shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to DOJ CVSSD. All coverage shall be primary and non-contributory with any other insurance and self-insurance, with the exception of Professional Liability and Workers' Compensation. Subrecipient shall pay for all deductibles, self-insured retention, and self-insurance, if any.

If Subrecipient maintains broader coverage and/or higher limits than the minimums shown in this Exhibit, DOJ CVSSD requires and shall be entitled to the broader coverage and/or higher limits maintained by Subrecipient.

WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY

All employers, including Subrecipient, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017, and provide Workers' Compensation Insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Subrecipient shall require and ensure that each of its subcontractors complies with these requirements. If Subrecipient is a subject employer, as defined in ORS 656.023, Subrecipient shall also obtain Employers' Liability insurance coverage with limits not less than \$500,000 each accident.

If Subrecipient is an employer subject to any other state's workers' compensation law, Contactor shall provide Workers' Compensation Insurance coverage for its employees as required by applicable workers' compensation laws including Employers' Liability Insurance coverage with limits not less than \$500,000 and shall require and ensure that each of its out-of-state subcontractors complies with these requirements.

As applicable, Subrecipient shall obtain coverage to discharge all responsibilities and liabilities that arise out of or relate to the Jones Act with limits of no less than \$5,000,000 and/or the Longshoremen's and Harbor Workers' Compensation Act.

COMMERCIAL GENERAL LIABILITY:

Subrecipient shall provide Commercial General Liability Insurance covering bodily injury and property damage in a form and with coverage that are satisfactory to the State of Oregon. This insurance must include personal and advertising injury liability, products and completed operations, contractual liability coverage for the indemnity provided under this Grant Agreement, and have no limitation of coverage to designated premises, project, or operation. Coverage must be written on an occurrence basis in an amount of not less than \$ 1,000,000 _____ per occurrence and not less than \$ 1,000,000 _____ annual aggregate limit.

AUTOMOBILE LIABILITY INSURANCE.

Subrecipient shall provide Automobile Liability Insurance covering Subrecipient's business use including coverage for all owned, non-owned, or hired vehicles with a combined single limit of not less than \$ 1,000,000 for bodily injury and property damage. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability). Use of personal Automobile Liability insurance coverage may be acceptable if evidence that the policy includes a business use endorsement is provided.

PROFESSIONAL LIABILITY:

Subrecipient shall provide Professional Liability Insurance covering any damages caused by an error, omission or any negligent acts related to the services to be provided under this Grant Agreement by the Subrecipient and Subrecipient's subcontractors, agents, officers or employees in an amount not less than \$ 1,000,000 per claim and not less than \$ 1,000,000 annual aggregate limit.

If coverage is provided on a claims made basis, then either an extended reporting period of not less than 24 months shall be included in the Professional Liability insurance coverage, or the Subrecipient shall provide Continuous Claims Made coverage as stated below.

EXCESS/UMBRELLA INSURANCE:

A combination of primary and Excess/Umbrella Insurance may be used to meet the required limits of insurance. When used, all of the primary and Excess or Umbrella policies must provide all of the insurance coverages required herein, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Excess or Umbrella or policies must be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, must be called upon to contribute to a loss until the Subrecipient's primary and excess liability policies are exhausted.

If Excess/Umbrella Insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the Excess/Umbrella insurance.

ADDITIONAL INSURED:

All liability insurance, except for Workers' Compensation, Professional Liability, Pollution Liability and Network Security and Privacy Liability (if applicable), required under this Grant Agreement must include an Additional Insured endorsement specifying the State of Oregon, its officers, employees, and agents as Additional Insureds, but only with respect to Subrecipient's activities to be performed under this Grant Agreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Regarding Additional Insured status under the General Liability policy, DOJ CVSSD requires Additional Insured status with respect to liability arising out of ongoing operations and completed operations, but only with respect to Subrecipient's activities to be performed under this Grant Agreement. The Additional Insured endorsement with respect to liability arising out of Subrecipient's ongoing operations must be on, or at least as broad as, ISO Form CG 20 10 and the Additional Insured endorsement with respect to completed operations must be on, or at least as broad as, ISO form CG 20 37.

WAIVER OF SUBROGATION:

Subrecipient shall waive rights of subrogation which Subrecipient or any insurer of Subrecipient may acquire against the DOJ CVSSD or State of Oregon by virtue of the payment of any loss. Subrecipient shall obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not DOJ CVSSD has received a Waiver of Subrogation endorsement from the Subrecipient or the Subrecipient's insurer(s).

CONTINUOUS CLAIMS MADE COVERAGE:

If any of the required liability insurance is on a claims made basis and does not include an extended reporting period of at least 24 months, then Subrecipient shall maintain continuous claims made liability coverage, provided the effective date of the continuous claims made coverage is on or before the effective date of the Grant Agreement, for a minimum of 24 months following the later of:

- (i) Subrecipient's completion and DOJ CVSSD's acceptance of all Services required under the Grant Agreement,
- or

- (i) DOJ CVSSD or Subrecipient termination of this Grant Agreement, or
- (ii) The expiration of all warranty periods provided under this Grant Agreement.

CERTIFICATE(S) AND PROOF OF INSURANCE:

Subrecipient shall provide to DOJ CVSSD Certificate(s) of Insurance for all required insurance before delivering any goods and performing any Services required under this Grant Agreement. The Certificate(s) of Insurance must list the State of Oregon, its officers, employees, and agents as a Certificate holder and as an endorsed Additional Insured. The Certificate(s) of insurance must also include all required endorsements or copies of the applicable policy language effecting coverage required by this Grant Agreement. If Excess/Umbrella Insurance is used to meet the minimum insurance requirement, the Certificate(s) of Insurance must include a list of all policies that fall under the Excess/Umbrella Insurance. As proof of insurance, DOJ CVSSD has the right to request copies of insurance policies and endorsements relating to the insurance requirements in this Exhibit.

NOTICE OF CHANGE OR CANCELLATION:

Subrecipient or its insurer must provide at least 30 calendar days' written notice to DOJ CVSSD before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

INSURANCE REQUIREMENT REVIEW:

Subrecipient agrees to periodic review of insurance requirements by DOJ CVSSD under this Grant Agreement and to provide updated requirements as mutually agreed upon by Subrecipient and DOJ CVSSD.

STATE ACCEPTANCE:

All insurance providers are subject to DOJ CVSSD acceptance. If requested by DOJ CVSSD, Subrecipient shall provide complete copies of insurance policies, endorsements, self-insurance documents and related insurance documents to DOJ CVSSD's representatives responsible for verification of the insurance coverages required under this Section.

SUBCONTRACTOR INSURANCE REQUIREMENTS

Subrecipient shall require each of its first tier contractors that are not units of local government as defined in ORS 190.003, if any, to: i) obtain insurance complying with the requirements set forth in Section 7.07 above, before the contractor performs under the contract between Subrecipient and the contractor (the "Subcontract"), and ii) maintain such insurance in full force throughout the duration of the Subcontract. The insurance must be provided by an insurance company or entity that is authorized to transact the business of insurance and issue coverage in the State of Oregon and that is acceptable to DOJ CVSSD. Subrecipient shall not authorize contractor to begin work under the Subcontract until the insurance is in full force. Thereafter, Subrecipient shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. Subrecipient shall incorporate appropriate provisions in each Subcontract permitting it to enforce contractor compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. Examples of "reasonable steps" include issuing a stop work order (or the equivalent) until the insurance is in full force or terminating the Subcontract as permitted by the Subcontract, or pursuing legal action to enforce the insurance requirements. In no event shall Subrecipient permit a contractor to work under a Subcontract when the Subrecipient is aware that the contractor is not in compliance with the insurance requirements. As used in this section, a "first tier" contractor is a contractor with which the Subrecipient directly enters into a contract. It does not include a subcontractor with which the contractor enters into a contract.

Section 7.08. Indemnity. Subrecipient shall defend, save, hold harmless, and indemnify the State of Oregon and DOJ CVSSD and their officers, employees and agents from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature resulting from or arising out of, or relating to the activities of Subrecipient or its officers, employees, contractors, or agents under this Agreement.

Subrecipient shall take all reasonable steps to cause each of its contractors that is not a unit of local government as defined in ORS 190.003, if any, to agree in a written contract with Subrecipient to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents ("Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys' fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Subrecipient's contractor or any of the officers, agents, employees or subcontractors of the contractor ("Claims"). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the gross negligence or willful

acts or omissions of the Indemnitee, be indemnified by the contractor from and against any and all Claims.

Section 7.09. False Claims Act. Subrecipient acknowledges the Oregon False Claims Act, ORS 180.750 to 180.785, applies to any “claim” (as defined by ORS 180.750) made by (or caused by) Subrecipient that pertains to this Agreement or to the Project. Subrecipient certifies that no claim described in the previous sentence is or will be a “false claim” (as defined by ORS 180.750) or an act prohibited by ORS 180.755. Subrecipient further acknowledges in addition to the remedies under Section 6.05, if it makes (or causes to be made) a false claim or performs (or causes to be performed) an act prohibited under the Oregon False Claims Act, the Oregon Attorney General may enforce the liabilities and penalties provided by the Oregon False Claims Act against the Subrecipient.

Section 7.10. Time is of the Essence. Subrecipient agrees that time is of the essence with respect to all provisions of this Agreement that specify a time for performance; provided, however, that the foregoing shall not be construed to limit or deprive a party of the benefits of any grace or use period allowed in this Agreement.

Section 7.11. Survival. The following sections shall survive termination of this Agreement: Section 3.03, Unexpended Grant Funds; Section 5.10, Maintenance, Retention and Access to Records; Audits; and Section 7 MISCELLANEOUS. Otherwise, all rights and obligations shall cease upon termination of this Agreement, except for those rights and obligations that by their nature or express terms survive termination of this Agreement. Termination shall not prejudice any rights or obligations accrued to the Parties prior to termination.

Section 7.12. Counterparts. This Agreement may be executed in several counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.

Section 7.13. Severability. If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.

Section 7.14. Relationship of Parties. The parties agree and acknowledge that their relationship is that of independent contracting parties and neither party hereto shall be deemed an agent, partner, joint venturer or related entity of the other by reason of this Agreement.

Section 7.15. Headings. The headings and captions to sections of this Agreement have been inserted for identification and reference purposes only and may not be used to construe the meaning or to interpret this Agreement.

Section 7.16. No Third Party Beneficiaries. DOJ CVSSD and Subrecipient are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the dates set forth below their respective signatures.



STATE OF OREGON

Acting by and through its Department of Justice

By: _____

Name: Shannon L. Sivell

Title: Director, Crime Victim and Survivor Services Division

Date: _____

AUTHORIZED AGENT FOR SUBRECIPIENT

By: _____

Name: _____

Title: _____

Date: _____

APPROVED FOR LEGAL SUFFICIENCY

By: _____

Title: _____

Date: _____

AGENDA ITEM COVERSHEET

 Admin. Session

 Consent Agenda

 Public Hearing

 Action Item

 Report/Request

 Other/Announcements

Agenda Item Title (Do not put in all-caps):

Salary Change Order for Sofia Nunez

 Department: District Attorney's Office

 Date Submitted: October 16, 2023

 Contact Person: Twila Rosenberg

 Phone: 541-475-4452 x 4104

Effective Dates of Contract/Grant/ Proposal: _____

Amount of Contract/Grant/Proposal: _____

 Requested Agenda Date: October 25, 2023
Reviewed By: (Signature and Date Required) Director/Elected Official: _____

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Salary Change Order for Sofia Nunez for change of position to Restitution Crime Victims' Advocate I at Grade 14/C, Step 13.

BACKGROUND/SUMMARY STATEMENT:

Sofia Nunez's will change her position from the Bilingual Crime Victims' Advocate I to Restitution Crime Victims' Advocate I position with a one step increase. Her step anniversary and salary anniversary will remain at 10/21/23.

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

Discussion/Action

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Approve Salary Change Order

ATTACHMENTS: Salary Change Order and Position Description

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

Provide a copy of the approved Salary Change Order to Twila Rosenberg for distribution to her staff member.

**BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON**

SALARY CHANGE

**IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE**

}
} **SALARY ORDER NO.** _____

Employee Name:

Sofia Nunez

Position Title:


Restitution Crime Victims' Advocate I

Department: District Attorney's Office

Effective Date: 11/01/2023

Reason:

Change of job position from Bilingual Crime Victims' Advocate I to Restitution Crime Victims' Advocate I with one step increase. Step anniversary is 10/21/2023.

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	\$23.34	\$24.28
Monthly Wage	\$4,061.16	\$4,224.72
Grade	14/C	14/C
Step	11	13
Salary Matrix/PERS Class	SW-B	SW-B
Benefit Group	SW	SW
Applicable Benefits & Other Terms	Salary anniversary date remains Oct. 21. Goes to Step 14 on Oct. 21, 2024. (Bilingual test completed Nov. 2022)	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this _____ day of _____,

ATTEST:

BOARD OF COMMISSIONERS

Department Director: 

Commissioner, Chair: _____

Finance Director: _____

Commissioner: _____

County Administrative Officer: 

Commissioner: _____

GL BUDGET LINE ITEM: 219-101-510-1004 **SALARY ANNIVERSARY DATE:** 10/21/2022

Activity Codes 58, 59 + 60

Jefferson County

Position Description

Position: Restitution Crime Victims' Advocate I	FLSA: Non-exempt
Department: District Attorney's Office – Victim Assistance	Salary Grade: Grade 13/B
Classification: Service Workers - Victim Assistance I	Status: Full Time

Summary

The Restitution Crime Victims' Advocate I assists victims of crime by providing advocacy and restitution assistance to victims of adult and juvenile crimes throughout the investigation and prosecution process.

Distinguishing Characteristics

This position works under the general supervision of the District Attorney and direct supervision of the Director of Victim Assistance.

Essential Duties and Responsibilities

- Establish contact with victims as soon as possible (preferably in person). Check in-custody list and obtain the PC Affidavit daily in order to be informed of all new criminal cases with victims.
- Provide support and comfort the victim as he/she participates in the various stages of the investigation and prosecution.
- Provide information and referrals to victims that will further assist them with their needs (counseling, legal aide, etc.).
- Keep the victim informed of the case status either by phone, in person or through regular written notification. Advise the victim of their rights verbally and by providing the rights in the notification packet. Document contact with victims in the District Attorney's case management computer system.
- Maintain regular phone and/or personal contact with the victims.
- Keep the District Attorney or Deputy District Attorney advised as to the victim's status and of any problems or concerns that may arise.
- Prepare the victim for Grand Jury by explaining the court process and providing a safe waiting area.
- Prepare the victim for testifying in court by taking them to the courtroom and explaining the trial process. Accompany the victim to court hearings. Assist with logistics so that victims may appear in court (i.e. transportation, babysitting, etc.).
- When appropriate, assist the victim in applying for Crime Victims' Compensation.
- Assist in establishing financial losses of the victim for restitution purposes. Submit restitution information to the District Attorney handling the case and document all restitution information in the District Attorney's case management computer system.
- Be a liaison with law enforcement officers, prosecutors, social service agencies and the victim.
- Accompany and assist the victim in making a verbal statement to the court at sentencing and/or submitting a written statement.
- Assist the victim in identifying issues about which he/she will need to make personal and practical decisions (i.e. safety/security, children, etc.).
- Send sentencing order packets and surveys to victims.
- Assist victims with orders of protection.

- Work on-call after regular working hours as part of the Emergency Victim Assistant Response Program. Assist victims in crisis by phone or in person at the hospital or a public location.
- Actively participates on and/or leads various committees that deal with victims' issues.
- Keep the Director aware of any problems or concerns that may arise (i.e. personality conflicts).
- Research new or "good" addresses for victims on returned notifications.
- Maintain statistics regarding victim contact to be submitted in a monthly report to the Director of Victim Assistance.
- Regular attendance is an essential function of the position.
- Performs other duties as assigned that support the overall objective of the position and the furtherance of prosecutions.

Qualifications

▪ Knowledge and Skills

Organizational and time management skills are essential. Knowledge of legal system and rights of victims. Mathematical skills to calculate and submit restitution. Knowledge of how insurance companies and service providers process payments. Excellent communication skills in order to explain court procedures and restitution process in such a manner that will be clearly understood. Computer and writing skills are necessary.

▪ Abilities

Ability to maintain a non-judgmental attitude toward others whose values and beliefs may be in direct contrast to the advocate's values and beliefs; be able to work independently yet provide regular feedback to supervisor and other staff. Ability to communicate professionally and effectively; act professionally and ethically at all times and to strive to maintain positive and productive working relationships with colleagues. Must be able to work with people who are extremely upset. Must be able to abide by the laws, policies and procedures that govern the District Attorney's Office, Jefferson County, and the Victim Assistance Program. Must possess the ability to keep information confidential.

▪ Physical Abilities

Ability to sit at a computer screen, using rapid finger, hand and arm movements for extended periods of time. Ability to sit, speak and listen effectively. Ability to stand and lift, push or pull greater than 30 pounds occasionally.

▪ Education and Experience

High School Diploma or equivalent. Experience in a social service or public agency helpful. Ability to communicate in English and Spanish helpful. Experience working with insurance companies and service providers preferred. Experience gathering and interpreting financial information preferred.

▪ Licenses and Certificates

A valid Oregon Driver's license with an acceptable driving record.

▪ Working Conditions

Work is performed indoors and outdoors where some safety considerations exist from physical labor and handling of light-to-medium weight, yet, awkward materials.

▪ **Probationary Requirement**

This position is based on the successful completion of a nine-month probationary period.

Modified: June 2022



Employee Signature **Date Signed** 10/13/2023



Supervisor Signature **Date Signed** 10/13/2023

AGENDA ITEM COVERSHEET

 Admin. Session

 Consent Agenda

 Public Hearing

 Action Item

 Report/Request

 Other/Announcements

Agenda Item Title (Do not put in all-caps):

Salary Order for Corina Domingo

Department: District Attorney's Office
Date Submitted: October 16, 2023
Contact Person: Twila Rosenberg
Phone: 541-475-4452 x 4104
Effective Dates of Contract/Grant/ Proposal: _____

Amount of Contract/Grant/Proposal: _____

Requested Agenda Date: October 25, 2023
Reviewed By: (Signature and Date Required) Director/Elected Official: _____

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Salary Order for Corina Domingo for the Victim Assistance Grant Coordinator at Grade 19/H, Step 11

BACKGROUND/SUMMARY STATEMENT:

Corina Domingo will start as the Victim Assistance Grant Coordinator on November 6, 2023.

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

Discussion/Action

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Approve Salary Order

ATTACHMENTS: Salary Order and Position Description

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

Provide a copy of the approved Salary Order to Twila Rosenberg for distribution to her new staff member.

BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
}

SALARY ORDER NO. _____

WHEREAS, a department Director has informed the Board of Commissioners of the need to employ an individual and set the compensation of said employee within that Department, and

WHEREAS, pursuant to ORS 204.116, the Board of Commissioners sets salaries and authorizes the employment of personnel.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the following person be employed by Jefferson County, and the Board of Commissioners incorporate with this Order the particular details relevant to the employment of this person as set forth below:

Employee Name: Corina Domingo Offer Date: 10/13/2023 Start Date: 11/6/23
Position: Victim Assistance Grant Coordinator Department: District Attorney's Office Grade: 19/H Step: 11
Wages: Per Hour: \$28.53 Per Month: \$4,964.22 Annual: \$59,554.52 Hours per Week: 40
Leave Benefits (hours per month): Vacation: 8 Sick: 8 Admin: 0 Wage Matrix: (A/B) B
Probation Period: 9 Months Benefits Group: Service Worker Residency Required: (Yes/No) No

Other Benefits or conditions not stated above:

Employee will pay 6% IAP contribution. Employment contingent on passing employee background check.

This position IS or IS NOT exempt from overtime and/or compensatory time-off (pick one). A management or supervisory position is exempt from overtime and may be required to work more hours than specified as a condition of employment and will not be compensated for those extra hours.

I, CORINA DOMINGO, accept the above tentative job offer terms and conditions of employment. I understand that this offer of employment constitutes the entire employment offer made by Jefferson County and that this job offer is not final until the Board of Commissioners approves this order. In accepting the offer of employment, I certify my understanding that employment will be on an at-will basis.

Employee Signature: [Signature] Date: 10/16/23

APPROVED, ADOPTED, AND ORDERED this _____ day of _____,

ATTEST:

BOARD OF COMMISSIONERS

Department Director: [Signature]

Commissioner, Chair: _____

Finance Director: _____

Commissioner: _____

County Administrative Officer: [Signature]

Commissioner: _____

PERS ENROLLMENT DATES: QUALIFYING _____ START _____

GL BUDGET LINE ITEM: _____ - 510 - _____ ANNIVERSARY DATE: _____

Jefferson County	Position Description
Position: Victim Assistance Grant Coordinator	FLSA: Non-Exempt
Department: District Attorney's Office – Victim Assistance	Salary Grade: 19 (H)
Employee Type: Service Worker	Status: Full Time

Summary

The Victim Assistance Grant Coordinator is responsible for preparing grant reports, managing the grants operating budget, completing all grant requirements, and communicating with grant monitors.

Distinguishing Characteristics

This position works under the general supervision of the District Attorney and direct supervision of the Director of Victim Assistance.

Essential Duties and Responsibilities

- Write, maintain, and coordinate competitive and non-competitive OVW and CVSSD grants.
- Ensure reporting and fiscal compliance with all funding sources and Jefferson County.
- Track and maintain all statistics and documents for grant reporting requirements.
- Ensure county, subaward, and contractor compliance with all grant award requirements.
- Complete all grant requirements, and policies such as the Equal Employment Opportunity Plan (EEO) and Sub-monitoring procedures.
- Communicate with grant monitors.
- Maintain and update equipment inventory, and other lists according to grant and county requirements.
- Coordinate all aspects of the grants.
- Inform the Director of any possible grant funded trainings that would fulfill grant goals.
- Coordinate grant funded training and travel requests. Coordinate away training for personnel for the grants. Track trainings attended.
- Manage the operating budget for each grant within the grant and county fiscal guidelines.
- Complete accurate monthly budget reports.
- Coordinate revenue, expenditures, and indirect expenses with the Office Manager and the County Finance Department.
- Complete grant budget modifications, as needed.
- Prepare the yearly county budget presentation, and complete yearly fiscal reconciliation and SEFA. Review with Victim Assistance Director.
- Discuss fiscal planning and grant expenditures with the Director, as applicable.
- Collaborate with Victim Assistance Director on all grant related decisions, budgets, requirements, policies, and applications etc.
- Complete and send related quarterly fiscal reports according to grant guidelines on time.
- Complete and submit all quarterly, semi-annual, and yearly progress reports on time.
- Follow all Jefferson County grant policies by communicating grant activities and seeking approval from the Jefferson County Board of Commissioners when necessary.
- Work well independently and as a team.
- Builds and establishes cooperative relationships with other community service providers.
- Keep the Director aware of any problems or concerns that may arise. (i.e., personality conflicts).

- Regular attendance is an essential function of the position.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

Knowledge and Skills

Organizational and time management skills are essential. Computer, writing skills and basic math skills are necessary. The work will require rapid response to written reports including statistical tracking and may also require the ability to move quickly from place to place. Excellent communication skills.

Abilities

The ability to operate a computer and other office equipment and to communicate effectively on the telephone and in person. Ability to work independently yet provide regular feedback to supervisor and other staff. Ability to communicate professionally and effectively; act professionally and ethically at all times and to strive to maintain positive and productive working relationships with colleagues. Must possess the ability to keep information confidential. Must be able to abide by the laws, policies and procedures that govern the District Attorney's Office, Victim Assistance Program, and Jefferson County.

Physical Abilities

Ability to sit at a computer screen, using rapid finger, hand, and arm movements for extended periods of time. Ability to sit, speak and listen effectively. Ability to stand and lift, push, or pull greater than 30 pounds occasionally.

Education and Experience

Must have an associate degree (bachelor's degree preferred) or equivalent. Any satisfactory equivalent combination of experience, education and training which demonstrates the ability to perform the work described will be considered.

Licenses and Certificates

A valid Oregon Driver's License with an acceptable driving record. Must be able to pass a criminal history background check upon conditional offer of employment.

Working Conditions

Work is performed indoors and outdoors where some safety considerations exist from physical labor and handling of light-to-medium weight, yet awkward materials.

Probationary Requirement

This position is based on the successful completion of a nine-month probationary period.

Created on: 5/25/21


Employee Signature

10/16/23
Date Signed


Supervisor Signature

10/16/23
Date Signed

BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

SALARY CHANGE

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
}

SALARY ORDER NO. _____

Employee Name:

Position Title:

Jeremy Skeels

Detective

Department: Sheriff's Office

Effective Date: 10/21/2023

Reason:
Step increase for intermediate certification- Detective

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	42.23	45.40
Monthly Wage	7348.02	7899.60
Grade	PD1	PD1
Step	6+7.5%	7+7.5%
Salary Matrix/PERS Class	B	B
Benefit Group	LEA	LEA
Applicable Benefits & Other Terms	No change.	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this _____ day of _____, _____

ATTEST:

BOARD OF COMMISSIONERS

Department Director: [Signature]

Commissioner, Chair: _____

Finance Director: [Signature]

Commissioner: _____

County Administrative Officer: [Signature]

Commissioner: _____

GL BUDGET LINE ITEM: _____ - 510 - _____ SALARY ANNIVERSARY DATE: _____



Oregon Criminal Justice Information Records Inquiry System (CJ IRIS)

Skeels, Jeremy M. ID: 44916 Jefferson County Sheriff's Office Status: Active	Rank: Detective Level: Class: Assign:
--	---

Transcript

Certification						
Status Date	Certificate	Level	Status	Certificate Date	Expiration Date	Probation Date
10/11/2023	Police Officer	Intermediate	Granted	10/11/2023		
10/31/2022	Parole & Probation Officer	Basic	Expired	5/23/2016		
9/25/2020	Police Officer	Basic	Granted	9/25/2020		
11/29/2018	Corrections Officer	Advanced	Granted	11/29/2018		
11/22/2017	Corrections Officer	Basic	Reactivate	3/20/2006		
11/22/2017	Corrections Officer	Intermediate	Reactivate	11/21/2013		

May not reflect most current data

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BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

SALARY CHANGE

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
}

SALARY ORDER NO. _____

Employee Name:

Position Title:

Doug Lane

Corrections Deputy

Department: Sheriff's Office

Effective Date: 10/21/2023

Reason:

Move back to Corrections from SRO/ Patrol marine Deputy.

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	41.06	40.01
Monthly Wage	7144.44	6961.74
Grade	PD1	CD1
Step	8	8
Salary Matrix/PERS Class	A	A
Benefit Group	LEA	LEA
Applicable Benefits & Other Terms	No change.	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this _____ day of _____, _____

ATTEST:

BOARD OF COMMISSIONERS

Department Director: [Signature]

Commissioner, Chair: _____

Finance Director: [Signature]

Commissioner: _____

County Administrative Officer: [Signature]

Commissioner: _____

GL BUDGET LINE ITEM: 265-101-510-1053 SALARY ANNIVERSARY DATE: _____

Jefferson County

Position Description

Position: Corrections Deputy	FLSA: Non-exempt
Department: Sheriff's Office (Jail)	Salary Grade(s): CO I
Non-bargaining Unit/Bargaining Unit: Service Workers Public Works Sheriff's Office	Status: Full Time Part Time Temporary

Summary

A Corrections Officer is a sworn police officer as defined by ORS and the Department of Public Safety Standards and Training, performing related work as required. Provides supervision and enforces rules to the inmates in the jail, work center, work release, work crew and courthouse security necessary to maintain order. Participates in the daily operation of the facilities by ensuring the safety and security of the inmates, staff and the public. Processes inmates in and out of the facility; completes and processes reports and other paperwork; communicates with law enforcement staff, inmates and the public.

Distinguishing Characteristics

This is professional work requiring the application of specialized knowledge in the area of criminal justice. Work may be performed in stressful situations, working rotating shifts including nights, weekends and holidays. Work tasks are governed by established policies, procedures, Statutes and regulations. Correction Officers exercise independent judgment when applying policy and procedures. Correction Officers may exercise the power to give direct orders to inmates and take action with an inmate that is necessary to maintain the safe order of the facility, staff and other inmates. The position responds to emergencies in the facility, escorts inmates to and from locations inside and outside the jail or courthouse, investigates disturbances or suspicious activities, prepares reports, responds to medical needs of inmates. Responsible to preserve and protect the legal rights of the inmates, public safety and community relations/safety. Works under the direct supervision of the Corrections Sergeant. Employees serve a twelve (12) month probationary period when first hired and/or when promoted to a new position. Must be free from the conviction of a crime other than a minor traffic violation. Dishonorable or undesirable discharge from the military is cause for disqualification. Must pass a thorough background check. Must be at least 21 years old. NOTE: As a condition of employment or continued employment for Jefferson County Sheriff's Office, applicants and employees must meet and maintain the work performance standards set forth in the Position Description and possess the skills, certifications, education and other requirements as herein set forth as well as those other requirements specified in the Sheriff's Policy and Procedures Manual, the Jefferson County Personnel Policies and Procedures Manual and any applicable collective bargaining agreement.

Essential Duties and Responsibilities

- Books and releases, fingerprints, photographs and oversees the feeding of inmates.
- Conducts searches of inmates of the same gender, issues clothing and bedding, assigns inmates to cells and orients inmates to jail routine.
- Maintains order, discipline and security of inmates in the County Jail.
- Arranges inmate visits from attorney, family and friends.
- Allow inmates to make phone calls as authorized.
- Oversees the serving of meals, cleaning details and conducts clothing and bedding exchange.

- Provides opportunities for inmates to exercise and shower.
- Operates a limited stock commissary for inmates.
- Renders first aid to inmates and summons medical help or arranges for transfer to hospital, when necessary.
- Distributes prescribed medications to inmates, under the directions of the facility nurse.
- Searches cells and inmates, as requires, for contraband.
- Inspects incoming and outgoing mail according to procedures.
- Uses electronic equipment, keys, inventories equipment and supplies, conduct perimeter checks and other work activities as specified in Jail Operations and Procedures Manual.
- Escorts inmates to court and various other locations, as required.
- Possess excellent verbal, written and arithmetic skills necessary to effectively and efficiently complete required report writing and deliver accurate testimony in a cogent fashion.
- Answering phones and transferring calls to voice mail.
- Entering and Clearing Warrants from the LEDS system.
- Meet Performance Measures established by the Sheriff.
- Possess excellent interpersonal and communicative skills and work within and maintain a cooperative and effective working relationship with other Sheriff Department employees.
- Regular attendance is an essential function of the position.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

- **Knowledge and Skills**

Must be able to carry and have knowledge of the proper and safe use of firearms and other law enforcement weapons. Must have strong teamwork skills. Must have a working knowledge of all applicable laws, practices and procedures of the State of Oregon and Jefferson County common to correction practices. Must possess excellent verbal, written and arithmetic skills.

- **Abilities**

Ability to quickly learn laws and contemporary court decisions pertaining to inmate rights, detention, arrest and use of force. Ability to evaluate and analyze facts and draw correct conclusions promptly. Ability to understand and carry out instructions, to speak and write effectively and to record information clearly and concisely is essential. Ability to learn department rules, procedures, corrections principles, techniques, inmate supervision, facility security and officer survival techniques. Ability to deal with inmates and the public in stressful and non-stressful situations and ability to establish and maintain effective working relationships. Must be able to use a computer workstation to write various reports and letters. Must be able to use a variety of modern electronic equipment, including lap top or portable computers, digital cameras, jail photographic equipment, fingerprinting equipment, e-mail and voice mail. Must be familiar with and able to use a variety of specialty software including Sheriff Department proprietary report writing software, Microsoft Word and Microsoft Excel. Must possess and exercise the ability to meet and deal with the public in an effective and courteous manner. Will be required, on occasion, to attend training and meetings away from normal duty station. Training will require out of town (and County) travel and overnight(s) stays.

- **Physical Abilities**

Requires sufficient hand/eye coordination to operate Sheriff equipment, weapons and apparatus; visual acuity necessary for performing necessary tasks including normal color discrimination, ambulatory ability to walk at work; ability to subdue resistive or combative individuals. Requires speech and auditory abilities sufficient to carry on

conversations and project voice among a crowd. Sufficient hand/eye coordination to operate a computer keyboard and recognize words and numbers, and other abilities as prescribed by the Board of Public Safety and Standards and Training.

▪ **Education and Experience**

Minimum High School Diploma (Associate or Bachelor degree in Criminal Justice or similar discipline preferred) and demonstrate considerable reasoning skill.

▪ **Licenses and Certificates**

A valid Oregon driver's license. Must possess or be able to acquire within twelve (12) months of initial appointment, a Basic BPSST certification. Possess or the ability to obtain LEDS entry certification.

▪ **Working Conditions**

Work is performed indoors and outdoors. Work is physical in nature and requires the ability to walk, climb and carry or move inanimate objects up to 60 pounds.

Modified on: 1/15/2015



Employee Signature

10/12/23

Date Signed



Supervisor Signature

10/12/23

Date Signed

BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

SALARY CHANGE

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
} SALARY ORDER NO. _____

Employee Name:

Position Title:

Bryan Skidgel


Emergency Manager SGT.

Department: Sheriff's Office

Effective Date: 10/21/2023

Reason:

Promotion from Corporal to emergency Manager Sgt. Wage Frozen at current wage until Grade 25 step 15 passes current wage and or achieves a supervisor certification.

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	44.14	44.14
Monthly Wage	7680.27	7680.27
Grade	PD1	Frozen NR 25
Step	8+7.5%	
Salary Matrix/PERS Class	A	A
Benefit Group	LEA	NR
Applicable Benefits & Other Terms	Patrol Corporal pay frozen until grade 25 step 15 passes current wage	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this _____ day of _____, _____

ATTEST:

BOARD OF COMMISSIONERS

Department Director: 

Commissioner, Chair: _____

Finance Director: 

Commissioner: _____

County Administrative Officer: 

Commissioner: _____

GL BUDGET LINE ITEM: 266-102-510-1001 SALARY ANNIVERSARY DATE: _____

Jefferson County	Position Description
Position: Emergency Management Coordinator (Sergeant)	FLSA: Exempt
Department Sheriff's Office	Salary Grade: Grade 25
Non Bargaining Unit Sheriff's Office	Status: Full Time

Summary

The Emergency Management Coordinator provides technical information to the Sheriff on advanced and complex emergency planning issues, and at the direction of the Sheriff develops, plans coordinates meetings and performs other functions related to emergency management in Jefferson County.

Distinguishing Characteristics

This position works under the direct supervision of the Jefferson County Sheriff or his designee and will assist the Sheriff, or their designee, in coordinating incident support for a variety of incidents including fire-fighting, fire-investigations, law enforcement, Ham Radio Operations, emergency medical services, public works, volunteers, and other groups contributing to the community's management of emergencies. Assist the Sheriff and his/her designees to maintain unity of effort among all levels of government and all elements of the community. This position is responsible for coordinating the plans of the various components of the emergency management system prior to the incident; and, during an emergency, assist in coordination and support of the incident. In addition, this position is responsible for all planning, coordination, and oversight for Emergency Services functions mandated to the Sheriff's Office by Oregon Revised Statute, Jefferson County Code and pursuant to the policy of the Jefferson County Sheriff's Office.

Essential Duties and Responsibilities

- Maintain current working knowledge of policies and procedures of the Jefferson County Sheriff's Office and Oregon Office of Emergency Management.
- Conduct periodic inventory of material and supplies needed to support objectives.
- Advise the Sheriff on needed tools (training, contract services, etc.) and information systems, as necessary for efficient operation of Emergency Planning programs.
- Monitor and assess quality assurance for program services.
- Annually review and update County Emergency and Natural Hazards Plan as needed.
- Organize and coordinate County emergency planning exercises.
- Coordinate County emergency planning and response with State Offices.
- Advise the Sheriff on budget and fees necessary for efficient operation of the program.
- Facilitate training and proper credentialing of all personnel in ICS, ensuring that the Jefferson County Sheriff's Office is NIMS (National Incident Management System) compliant.
- Represent the office to community groups, other agencies, and pertinent boards and commissions. Attends meetings and trainings after regular business hours.
- Write and develop grant requests at the State and Federal level; actively seek out and apply for grant opportunities to acquire funding to support development of operational capabilities of emergency operations and or disaster response systems, training, and procedures.

Essential Duties and Responsibilities (cont.)

- Will be required to work closely with our Search and Rescue Team and will be the Coordinator for the team and may be assigned to work as an incident commander during high intensity searches that require the use of multiple outside resources over an extended period of time.
- Must produce and submit all reports in a timely manner including all grant applications.
- Required to coordinate activities with other agencies and volunteers.
- Performs duties and responsibilities as the Safety Officer for the Sheriff's Office
- Liaison to the Jefferson County Amateur Radio program.
- Coordinator for the Jefferson County Search & Rescue Team.
- Consider and take into account all hazards, all phases, all stakeholders and all impacts relevant to a disaster.
- Use all available resources to plan for future disasters and take preventative and preparatory measures to build disaster-resistant and disaster-resilient strategies.
- Coordinate the SAR team, training and all SAR operations.
- Coordinate with other SAR teams and Counties when called upon to assist in joint operations.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

Knowledge and Skills

Considerable knowledge of modern law enforcement methods and techniques in the prevention and investigation of criminal acts. Knowledge of PPE, tools, equipment, and techniques used in emergency situations. Knowledge of Search and Rescue (SAR) Operations, policies and procedures. Proficiency with computers and applications associated with report writing and recordkeeping. Awareness of the legal rights of suspects and defendants. Actionable intelligence in the supervision and management of personnel. Knowledge of grant research and writing.

Abilities

Can work independently without direct supervision. Ability to quickly assess and take charge of emergent situations. Concise, effective, non-emotive communication with the public, other agencies and staff. Ability to perform investigations, inspections and evaluations and provide written reports requiring good attention to detail and listening skills. Capacity to facilitate multi-agency emergency plan development and maintenance. Strength to develop multi-agency team building and conduct emergency planning services. Aptitude to analyze complex law enforcement problems, including statistical analysis of trends and crime-related information. Competence to exercise sound judgment when acting in emergency situations. Faculty and dexterity to operate firearms, cameras, automotive and radio equipment; to obtain information through interrogations and observation; and to prepare information suitable for court cases.

Physical Abilities

Ability to run, walk, stand, bend, stoop, kneel or crawl occasionally. Ability to sit at a computer screen using rapid finger, hand and arm movement. Ability to lift, push or pull up to 50 lbs when necessary. Requires sufficient hand/eye coordination to operate a firearm and other police equipment and apparatus; visual acuity necessary for performing necessary functions of the job; ambulatory ability to walk or run to calls for assistance and crime scenes; and the ability to subdue a resistive or combative individual. Requires speech and auditory abilities sufficient to carry on conversations and project voice among large crowds. Ability to walk on uneven ground and drive over rough terrain on occasion. Must be able to withstand the environmental changes that occur in Central Oregon. Subject to pre-employment physical capacity testing to this job description and any other SO requirements.

Education and Experience

High School Diploma or equivalent, minimum of five years of experience as a Law Enforcement Officer as defined by the Oregon Department of Public Safety Standards and Training. Associate Degree in Police Science preferred or any satisfactory equivalent combination of experience and training, which insures the ability to perform the work. Must possess or be able to obtain a DPSST Supervisory Certificate within one year of hire/appointment date. Prior Search and Rescue experience and knowledge is highly desirable. This position will at minimum meet the qualifications of a Sheriff's Patrol Sergeant.

Licenses and Certifications


A valid Oregon Driver's License with an acceptable driving record. FEMA Certification in 100, 200, 300, 400, 700 and 800 within 1 year of hire/appointment date. Obtain certificates from OEM as part of the funding requirements. Possess or obtain a DPSST Supervisor's Certificate within one year of acceptance to position.

Working Conditions

Work is performed indoors and outdoors where some safety considerations exist from physical labor and handling of light-to-medium weight, yet, awkward materials. Must be able to travel, sometimes overnight, for meetings and training. Be available for emergency call outs to include; wildfires, winter storms and other natural or man-made events.

Probationary Requirements

This position is based on the successful completion of a twelve-month probationary period.



Employee Signature

10-19-2023

Date



Supervisor Signature

10/19/2023

Date

CONTRACT FOR GOODS AND SERVICES

This Contract is made and entered into by and between Jefferson County, a political subdivision of the State of Oregon, hereinafter "County", and Accurate Electric Unlimited, Inc. hereinafter "Contractor."

IT IS HEREBY AGREED by and between the parties above mentioned, for and in consideration of the mutual promises hereinafter stated as follows:

1. **Effective Date.** This Contract is effective upon execution and will continue to be in effect through project completion, but will not extend beyond January 31, 2024; however, all sections of this Contract that would be expected to survive termination or expiration of this Contract will do so.

2. **Scope of Work.** Contractor shall provide the goods, services and warranty identified in the jail intercom upgrade proposal attached and incorporated herein as Exhibit 1.

3. **Consideration.** County shall pay Contractor an amount not to exceed \$158,529, inclusive of labor and materials. Contractor shall submit an invoice to County Attn: Jefferson County Sheriff's Office, 675 NW Cherry Ln, Madras, OR 97741. County shall pay invoice within 30 days of receipt for all work completed and accepted by County.

Notwithstanding any other provision of this Contract, in the event that Contractor fails to submit any required reports when due or fails to perform or document the performance of contracted services, the County may withhold payments under this Contract. Such withholding of payment for cause shall continue until the Contractor submits required reports, performs the required services, or establishes, to the County's satisfaction, that such failure arose out of causes beyond the control and without the fault or negligence of the Contractor.

4. **Independent Contractor Status.** Contractor shall be an independent contractor for all purposes and shall be entitled only to the compensation provided for in this Contract. Under no circumstances shall Contractor be considered an employee of County. Contractor will provide all tools or equipment necessary to carry out this Contract and will exercise complete control in achieving the results specified in the Scope of Work. Contractor is solely responsible for its performance under this Contract; for payment of any fees, taxes, royalties, or other expenses necessary to complete the work except as otherwise specified in the Scope of Work; and for meeting all other requirements of law in carrying out this Contract. Contractor shall identify and certify tax status and identification number through execution of IRS form W-9 prior to submitting any request for payment to County.

5. **Representations and Warranties.** Contractor represents and warrants to County that (1) Contractor has the power and authority to enter into and perform this Contract, (2) this Contract, when executed and delivered, shall be a valid and binding obligation of Contractor enforceable in accordance with its terms, (3) the Work under this Contract shall be performed in a good and workmanlike manner and in accordance with the highest professional standards, (4) Contractor shall, at all times during the term of this Contract be qualified, professionally competent, and duly licensed to perform the Work. The warranties set forth in this section are in addition to, and not in lieu of, any other warranties provided.

6. **Records Maintenance.** Contractor shall maintain all of its records relating to the Scope of Work on a generally recognized accounting basis or in such a manner as to clearly document Contractor's

performance and allow County the opportunity to inspect and/or copy such records at a convenient place during normal business hours. Notwithstanding any other part of this Contract, at County's request, original documents or tangible property that have been provided to Contractor will be returned to County promptly upon receipt of payment for outstanding fees and costs. Contractor's own files pertaining to the matter will be retained by Contractor. Contractor shall maintain County related file materials in accordance with the Contractor's records-retention policies.

7. Compliance with Laws. Contractor shall comply with applicable federal, state and local statutes, ordinances, administrative rules, regulations and other legal requirements. Contractor shall comply with ORS 279B.020, 279B.220, 279B.230 and 279B.235, which are incorporated herein. Contractor shall comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations including those of the Americans with Disabilities Act.

8. Hold Harmless. Contractor shall defend, indemnify, and hold harmless County and County's agents and employees from and against all claims, liabilities, losses, actions, suits, damages, expenses and disbursements for property damage, bodily injury and death brought by third parties resulting from Contractor's performance under this Contract.

9. Subcontracting. Contractor shall not enter into any subcontracts for any of the work required by this Contract or assign or transfer any of its interest in this Contract, without County's consent. In addition to any other provisions County may require, Contractor shall include in any permitted subcontracts under this Contract a requirement that the subcontractor be bound by this Contract as if subcontractor were Contractor. County's consent to any subcontract under this Contract shall not relieve Contractor of any of its duties or obligations under this Contract. Moreover, approval by the County of a subcontract shall not result in any obligations or liabilities to the County in addition to those set forth in this Contract, including, without limitation, the agreed rates of payment and total consideration. Contractor shall be solely responsible for any and all obligations owing to the subcontractors.

10. Termination. This Contract may be terminated by mutual consent of the parties or may be terminated by either party upon breach of contract. Termination shall not excuse payment for expenses properly incurred prior to notice of termination.

11. Insurance. In conjunction with all services performed under this Contract:

A. Contractor shall obtain, maintain, and furnish to the County, upon request, proof of broad form comprehensive general liability insurance covering bodily injury and property damage covering the contracted services to be performed by Contractor in the amount of \$1,000,000. Such insurance, whatever the form, shall name Jefferson County, its officers, agents, and employees as additional insureds.

B. Contractor shall also furnish County evidence of motor vehicle liability insurance of not less than \$1,000,000 combined single limit for any motor vehicle operated by Contractor, its agents, or employees in the performance of this Contract.

C. Contractor shall provide workers' compensation insurance in accordance with statutory requirements.

12. Debt Limitation and Non-Appropriation. This Contract is expressly subject to the debt limitation for Oregon counties set forth in Article XI, Section 10, of the Oregon Constitution, and is contingent upon funds being appropriated, therefore. Any provisions herein which would conflict with law are deemed inoperative only to that extent.

13. No Third-Party Beneficiaries; Successors and Assigns. The County and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms. Nothing in this Contract gives, is intended to give, or shall be construed to give or to provide any benefit or right, indirectly, or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Contract. Nothing in this Contract is intended to require any party to do or undertake any activity which it is not authorized to do. This Contract shall be binding upon and inure to the benefit of the County, Contractor, and their respective successors and assigns, except that Contractor may not assign or transfer its rights or obligations hereunder or any interest herein without the prior consent in writing of the County, which consent may be withheld for any reason.

14. Severability. If any term or provision of this Contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Contract did not contain the particular term or provision held to be invalid.

15. Entire Agreement; Waiver. This Contract contains the entire understanding of the parties regarding the subject matter of this Contract and supersedes all prior and contemporaneous negotiations and agreements, whether written or oral, between the parties with respect to the subject matter of this Contract. The failure of County to enforce any provision of this Contract shall not constitute a waiver by County of that or any other provision.

16. Governing Law; Venue. This Contract shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, suit, action, or proceeding (collectively "Claim") between County and Contractor that arises from or relates to this Contract shall be brought and conducted solely and exclusively within the Jefferson County Circuit Court of the State of Oregon; provided, however, if the claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. Contractor, by execution of this Contract, hereby consents to the in-person jurisdiction of said courts.

17. Attorney Fees. In the event an action, suit or proceeding, including any and all appeals therefrom, is brought for failure to observe any of the terms of this Contract, each party shall be responsible for their own attorney fees, expenses, costs, and disbursements incurred as a result of said action, suit, proceeding or appeal.

18. Contractor warranty and covenant concerning tax law compliance. Contractor represents and warrants that it has complied with the tax laws of this state or political subdivision of this state, including but not limited to ORS 305.620 and ORS chapters 316, 317 and 318. Contractor covenants to continue to comply with the tax laws of this state or a political subdivision of this state during the term of the public contract and Contractor's failure to comply with the tax laws of this state or a political subdivision of this state before Contractor executed the public contract or during the term of the public contract is a default for which a contracting agency may terminate the public contract and seek damages and other relief available under the terms of the public contract or under applicable law.

SIGNATURE PAGE TO FOLLOW

CONTRACTOR:

JEFFERSON COUNTY:

Accurate Electric Unlimited

Print Name/Title:

Kelly Simmelink, Chair

Jordan Dixon - President

Wayne Fording, Commissioner

Date: 10.12.23

Mark Wunsch, Commissioner

Date: _____

EXHIBIT 1

Jefferson County Oregon Adult Jail



Intercom Upgrade

October 9, 2023Attn. Sheriff Jason PollockAttn. Axel Hickman

SUMMARY: Accurate Electric Unlimited (AEU) is an Oregon electrical contractor that designs, builds, and services correctional security electronic systems in the Pacific Northwest. AEU offers an integrated system based on Harding Instruments DXL architecture and components, to replace the existing intercom system. The existing legacy intercom system is analog and is integrated to the existing touchscreen HMI control system.

1. This proposal would replace the existing intercom system and the existing master station (one total.)
2. Proposal anticipates re-use of the legacy intercom wiring between head-end and field stations¹ or speakers, and re-use of the existing field stations and speakers.

COORDINATED SCOPE:

AEU will provide the equipment, software, licenses, integration, and execution for replacing the legacy intercom system. Integration of the new intercom system with the new HMI system under construction is included to duplicate existing intercom functions.

Scope of Supply by AEU

- Submittals for equipment to be provided.
- Re-use of all existing intercom field stations and speakers
- Reuse existing field wiring.
- Provide new Harding Instrument head-end equipment
- Provide software and programming required for a system duplicating existing intercom functions.
- Project management and job foreman.
- As-built drawings, schedules, and test reports.
- Electrical permit.

¹ Assumes the existing wiring is suitable for reuse, subject to field inspection and test. Repair of faults in existing field wiring, if any exist, is not included in this proposal.

CLARIFICATIONS

1. This proposal is based on a maximum device count of 127 intercom stations and speakers, maintaining existing paging zones, no integration with telephone systems, and no audio recording.
2. No troubleshooting or repair of existing intercom wiring or stations is included in this cost proposal.

WARRANTY

Material and workmanship under this proposal is provided with a 1-year warranty.

SCHEDULE

AEU will provide a project schedule in CPM format with milestones for engineering, permits, material deliveries, installation, and startup.

COST

The above is offered for the sum of \$158,529.00

Escalation-

This proposal is conditioned upon the ability to complete the project offered at present prices for materials and equipment. If AEU is unable to complete the above-described project without significant price increases of current prices for materials and equipment, the contract sum shall be equitably adjusted to compensate for increased costs. A change in price of an item of material or equipment will be considered significant when the price increases 15% between the date of this proposal and the date of the applicable work.

This proposal is subject to the execution of a mutually negotiated contract and project schedule acceptable to Accurate Electric Unlimited, to which this proposal will be attached as an exhibit.

This project proposal is valid for 30 days from the date of this proposal.

John Longtin,
Estimator

Accurate Electric Unlimited

Attachments: None

If you accept this proposal and authorize work to begin, please sign, date and email or fax to 380-587-3320 for countersignature.
 Signature of authorized representative for the buyer:

Printed Name: _____
 Date: _____
 PO #: _____

BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

SALARY CHANGE

IN THE MATTER OF SETTING THE
COMPENSATION OF AN EMPLOYEE

}
} SALARY ORDER NO. _____


Employee Name:
Katrina Flande

Position Title:
Appraiser II

Department: Assessor

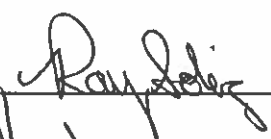
Effective Date: 10/23/23

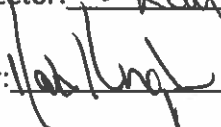
Reason:
Moving from Appraiser II (Assessor) to Assessment Clerk (Assessor)


DESCRIPTION	CURRENT	REQUEST
Hourly Rate	\$33.57	\$33.57
Monthly Wage	\$5,841.18	See Below
Grade	21-J	See Below
Step	15	FROZEN
Salary Matrix/PERS Class	B	B
Benefit Group	SW	SW
Applicable Benefits & Other Terms	No COLA's until Assessment Clerk (SW) Grade 18-G, Step 15 is above \$33.57. No change in union group.	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this _____ day of _____, _____

ATTEST: BOARD OF COMMISSIONERS

Department Director:  Commissioner, Chair: _____

Finance Director:  Commissioner: _____

County Administrative Officer:  Commissioner: _____

GL BUDGET LINE ITEM: 101-107-510-1013 SALARY ANNIVERSARY DATE: _____

Jefferson County

Position Description

Position: Assessment Clerk	FLSA: Non-exempt
Department: Assessor's Office	Salary Grade: Grade 18/G
Classification: Service Workers	Status: Full-Time

Summary

Maintains property ownership and legal description records for all property located within Jefferson County. Provides research and customer service to the public and other County departments requiring technical expertise and extensive knowledge in legal descriptions and chain of title. Performs a variety of complex record-keeping tasks.

Distinguishing Characteristics

Works under the direct supervision of the County Assessor, or in their absence under the direction of the Deputy Assessor. Performs research for the Assessor, Cartographer, and staff on property ownership and legal descriptions. Provides expert-level customer assistance to the public, other County departments, and title companies on legal descriptions and chain of title on real properties.

Essential Duties and Responsibilities

- Process various recorded legal documents concerning real and personal property.
- Interpret legal descriptions of property transfers to determine location, ownership, and legal authority to transfer.
- Customer Service providing, often-times, extensive research to answer questions regarding property ownership, size, location, boundaries, valuation, and taxation.
- Administer special assessment and property taxation exemption programs. Answer questions and assist the public on these programs.
- Prepare a detailed Summary of Assessments and Levies showing all code area tax rates, taxing district valuation, revenue, and graphs displaying a breakdown of tax payment and distribution.
- Maintain all property ownership records.
- Maintain and create Assessor Tax Maps.
- Work in conjunction with Oregon Department of Revenue personnel to maintain ownership of utility-owned properties within the county.
- Prepare documentation on title transfer of ownership on manufactured structures.
- Prepare a variety of reports from assessment and GIS data for office use, public requests, and many state, city, and county offices.
- Reviews, maintains and updates Cadastral GIS data as a technician.
- Responsible for all aspects of the Personal Property Business Tax program.
- Records bills, prepares payment vouchers and deposits for the County Assessor's Department.
- Regular attendance is an essential function of the position.
- Perform other duties as assigned that support the overall objective of the position.

Qualifications

▪ **Knowledge and Skills**

Basic knowledge of real estate law principles pertaining to real property transfer. Basic knowledge of assessment and taxation laws and procedures. Basic knowledge of legal descriptions and deeds of transference.

▪ **Abilities**

Ability to read and interpret legal descriptions. Ability to discern chain of title from recorded documents. Ability to coordinate and prioritize numerous complicated assignments often with strict deadlines while dealing with interruptions from the public. Knowledge of or familiarity with the use of coordinate geometry and basic cartographic principles and standards. Ability to perform detailed work involving both numerical data and legal descriptions. Ability to resolve conflicts with the public, and to communicate well with other staff and the public.

▪ **Physical Abilities**

Ability to work at a computer screen for long periods of time. Ability to use rapid finger, hand, and arm movement. Ability to walk, bend, stoop, kneel, and sit for long periods of time. Ability to lift, push, or pull up to 30 lbs. when necessary.

▪ **Education and Experience**

High school diploma or equivalent. Minimum two years of computer experience and five years of office experience in a high-volume customer service environment. Satisfactory completion of State of Oregon courses in Principles of Oregon Assessment & Taxation, Oregon Real Estate Law, Deeds & Property Title Transfers, and Legal Descriptions. Minimum of two year's experience in a county assessment office.

▪ **Licenses and Certificates/Background Check**

Must complete a background check.

▪ **Working Conditions**

Work is performed in an office setting with handling of light-to-medium weight items.

▪ **Probationary Requirement**

This position is based on the successful completion of a nine-month probationary period.

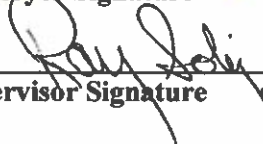
Modified on: September 5, 2023



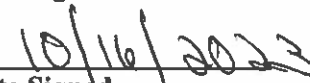
Employee Signature



Date Signed



Supervisor Signature



Date Signed

BEFORE THE BOARD OF THE COUNTY COMMISSIONERS
FOR THE COUNTY OF JEFFERSON

IN THE MATTER OF SETTING THE }
COMPENSATION OF AN EMPLOYEE } SALARY ORDER NO. _____

WHEREAS, a department Director has informed the Board of Commissioners of the need to employ an individual and set the compensation of said employee within that Department, and

WHEREAS, pursuant to ORS 204.116, the Board of Commissioners sets salaries and authorizes the employment of personnel.

NOW, THEREFORE, IT IS HEREBY ORDERED THAT the following person be employed by Jefferson County, and the Board of Commissioners incorporate with this Order the particular details relevant to the employment of this person as set forth below:

Employee Name: Tim Kerr Offer Date: 10/16/2023 Start Date: 10/30/2023
Position: Maintenance Tech II Department: Buildings & Grounds Grade: 15D Step: 13
Wages: Per Hour: \$25.25 Per Month: \$4,393.50 Annual: \$52,710.27 Hours per Week: 40
Leave Benefits (hours per month): Vacation: 8 Sick: 8 Admin: 0 Wage Matrix: (A/B) B
Probation Period: 9 months Benefits Group: SW Residency Required: (Yes/No) No

Other Benefits or conditions not stated above:

After full six months of employment, employee pays PERS IAP Contribution currently at 6%.
Offer contingent on receiving CJIS clearance to work independently at Sheriffs Facility.

This position IS or IS NOT exempt from overtime and/or compensatory time-off (pick one). A management or supervisory position is exempt from overtime and may be required to work more hours than specified as a condition of employment and will not be compensated for those extra hours.

I, Tim Kerr, accept the above tentative job offer terms and conditions of employment. I understand that this offer of employment constitutes the entire employment offer made by Jefferson County and that this job offer is not final until the Board of Commissioners approves this order. In accepting the offer of employment, I certify my understanding that employment will be on an at-will basis.

Employee Signature: T-Kerr Date: 10-18-23

APPROVED, ADOPTED, AND ORDERED this _____ day of _____, _____

ATTEST: BOARD OF COMMISSIONERS
Department Director: [Signature] Commissioner, Chair: _____
Finance Director: [Signature] Commissioner: _____
County Administrative Officer: [Signature] Commissioner: _____

PERS ENROLLMENT DATES: QUALIFYING _____ START _____
GL BUDGET LINE ITEM: 101-134-510-1008 ANNUAL ANNI: 40%
249-101-510-1008 2020
218-101-510-1008 2090
508-101-510-1008 2020

Jefferson County

Position Description

Position: Maintenance Tech II	FLSA: Non-exempt
Department: Buildings & Grounds	Salary Grade: Grade 15/D
Classification: Service Workers	Status: Full Time

Summary

Performs a variety of tasks associated with the operations and maintenance of Jefferson County buildings, grounds, and parks.

Distinguishing Characteristics

This position works under the direct supervision of the Director, Buildings and Grounds and may obtain work assignments or direction from the Maintenance Tech III.

Essential Duties and Responsibilities

- Oversees the operation of the mechanical and electrical systems of County Buildings.
- Calls for necessary technical assistance when required and provides repair cost estimates to supervisor.
- Builds, repairs and maintains office furniture and equipment.
- Inspects, maintains and repairs mechanical equipment, heating, ventilating and electrical systems; maintains replacement parts inventory and requisitions when necessary.
- Performs a variety of carpentry work in remodeling buildings and facilities.
- Maintenance of Park and Cemetery facilities.
- Operation and repair of large irrigation systems, including pumps.
- Operation of dump trucks, backhoes, tractors and mowers.
- Demonstrated ability in stick and MIG welding.
- Demonstrated ability to read and understand blueprints.
- Repair of pneumatic actuator systems.
- Repair locks and makes keys.
- Supervise/train inmate work crew at various county properties.
- Maintains records on all maintenance and repair activities.
- Regular attendance is an essential function of the position.
- Workweek may vary, requiring being on-call at times.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

- **Knowledge and Skills**

Knowledge of the principles, practices, materials and methods of building and grounds operation. Knowledge of a physical plant operation and equipment. Basic knowledge of electricity and HVAC. Computer literate.

▪ **Abilities**

Ability to repair and maintain a variety of mechanical, HVAC, and electrical fixtures. Ability to judge the value of new and obsolete equipment. Ability to read blue prints and other related documents. Ability to maintain cooperative relations with department officials, employees and the public. Demonstrated ability to understand and carry out oral and written instructions in English.

▪ **Physical Abilities**

Ability to stand, walk, stoop, bend, kneel, crawl or climb ladders, and to lift, push, pull or carry more than 50 lbs when necessary. Ability to use rapid finger, hand and arm movement on occasion. Ability to be in close/limited areas or spaces. Must be able to work in adverse weather conditions. Position requires post offer physical capacity test based on the job description.

▪ **Education and Experience**

High School Diploma or equivalent.

▪ **Licenses and Certificates**

A valid Oregon driver's license and an acceptable driving record. Must possess or obtain within one year a Chemical Applicators License. Must pass a Criminal Background Check.

▪ **Working Conditions**

Work is performed indoors and outdoors where some safety considerations exist from physical labor and handling of light-to-medium weight, yet, awkward materials. Must be able to work outside of the normal workweek as necessary.

▪ **Probation Requirement**

All positions are based on the successful completion of a nine-month probationary period.

Modified on: December, 8, 2022



Employee Signature

10-17-2023
Date Signed



Supervisor Signature

10/17/23
Date Signed

BEFORE THE BOARD OF COMMISSIONERS OF
JEFFERSON COUNTY
PURCHASE REQUISITION FORM

M: _____

Department/Office: Buildings and Grounds Date: 10/19/2023

Are three or more informal estimates/bids attached? Check YES NO

\$3,000 - \$9,999

Item Requested: <i>(Explain what the item is)</i>	Purchase of two snow pusher attachments for snow removal. The SP250096 pusher will be used on the new John Deere 5075e tractor. The SP250072 will be used on the new John Deere 3033r tractor. SP250096-\$4,724.20 SP250072-\$3,598.36 Tax-\$32.46 Total-\$8,322.56 Purchase from Pape Machinery Inc. in Madras, OR
--	--

General Ledger # 101 - 134 - 520 - 2115

Is there sufficient funds in your current budget line? (check yes or no) YES NO

NT Equipment Approval: Network Administrator

Tony Anderson
Submitted By: Department Director/Elected Official

Approved by: County Administrative Officer (CAO)

\$10,000 - \$149,999

Item Requested: <i>(Explain what the item is)</i>	
--	--

General Ledger # _____

Is there sufficient funds in your current budget line? (check yes or no) YES NO

BOARD OF COMMISSIONERS:

Purchases of \$150,000 and above must meet competitive bidding process required by JCC 3.04. Consult with County Counsel.

Mark Wunsch, Commissioner

Wayne Fording, Commissioner

Kelly Simmelink, Commission Chair

Attest:

Lyndsay Hessel, Assistant

Quote Id: 29634732

Prepared For:
JEFFERSON COUNTY BUILDINGS AND GROUNDS

Prepared By: **Cj Mckinnis**

Pape Machinery, Inc.
2347 Sw Highway 97
Madras, OR 97741

Tel: 541-475-6116

Fax: 541-475-2075

Email: cmckinnis@papemachinery.com

Date: 18 September 2023

Offer Expires: 25 September 2023

Confidential

Quote Summary

Prepared For:
 JEFFERSON COUNTY BUILDINGS AND GROUNDS
 430 SW FAIRGROUNDS RD
 MADRAS, OR 97741

Prepared By:
 Cj Mckinnis
 Pape Machinery, Inc.
 2347 Sw Highway 97
 Madras, OR 97741
 Phone: 541-475-6116
 cmckinnis@papemachinery.com

This sale is subject to Papé's Terms and Conditions of Sale effective on the date hereof, which are incorporated in full by this reference. The Terms and Conditions of Sale are available at www.pape.com/terms, and will also be sent by mail or e-mail to the purchaser upon request.

Quote Id: 29634732
Created On: 18 September 2023
Last Modified On: 17 October 2023
Expiration Date: 25 September 2023

Equipment Summary	Selling Price		Qty		Extended
2024 HLA ATTACHMENTS SP250096	\$ 4,724.20	X	1	=	\$ 4,724.20
2022 HLA ATTACHMENTS SP250072 - 21205014	\$ 3,598.36	X	1	=	\$ 3,598.36
Equipment Total					\$ 8,322.56

Quote Summary	
Equipment Total	\$ 8,322.56
SubTotal	\$ 8,322.56
State Tax - (0.39%)	\$ 32.46
Total	\$ 8,355.02
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 8,355.02

Salesperson : X _____

Accepted By : X _____



Quote Id: 29634732

Customer: JEFFERSON COUNTY BUILDINGS AND GROUNDS

2024 HLA ATTACHMENTS SP250096

Hours: 0

Stock Number:

Code	Description	Qty
SP2500S96LF	96" Snow Pusher Less Frame	1

Standard Options - Per Unit

250096BDK	BDK KIT	1
BOKSP23B05	SS MOUNTS	1

Other Charges

Freight	1
---------	---

2022 HLA ATTACHMENTS SP250072 - 21205014

Hours: 0

Stock Number:

Code	Description	Qty
SP2500	72" HLA Snow PUSH SKID STEER MOUNT	1

Standard Options - Per Unit

SP2500728DK	72" 2500 series Back Drag Kit welded steel edge	1
-------------	---	---

SNOW PUSHERS



STANDARD FEATURES

- 1 Slim Double Sidewall Eliminates Bulky Brace for Reduced Material Build-Up
- 2 High Tensile AR400 Skidbars (Floating Skidbars on Edge Flex Models)
- 3 Replaceable Reversible Steel Cutting Edge
- 4 Spring Trip Cutting Edge
 - 2 Year Commercial Warranty (SP3500, SP4500, SP5500, SP5505, SP6500)

OPTIONS



Edge Flex

Allows blade to follow ground contours for better clearing performance.



Cast Highway Skid Shoes

Optional on SP4500, SP5500, SP5505, and SP6500 models, the cast highway skid shoes offer optimum performance and prolonged cutting edge life.



Optional Poly Bolt-On Runner

Recommended for use with the rubber cutting edge option, as it helps prevent surface damage. Optional on the SP1500, SP1800, SP2500, and SP3500 models.



TURF Pusher Kit

Smooth round pipe replaces the cutting edge and runner making this bolt-on option ideal for clearing snow from sports fields using artificial turf. (SP1500, SP2500)



Back Drag

This option is ideal for back dragging away from doors and loading docks for an even cleaner finish. Edges are drilled for either rubber or steel optional Bolt-On cutting edges. (SP1500, SP2500, SP3500, SP4500, SP5500)



Lateral Float

Optional on select Snow Pusher models, the lateral float allows the pusher to follow the ground contours for a better clearing performance.



Rubber Cutting Edge

Optional Cutting Edges

- Rubber Cutting Edge (Standard on SP2500, Optional on SP1500, SP1800, SP3500, SP4500, SP5500, SP5505, SP6500)
- Carbide Tipped Cutting Edge (SP3500, SP4500, SP5500, SP5505, SP6500)
- Steel Cutting Edge (SP2500)

SP3500

- Available in Widths from 7-12'
- Mouldboard Height: 38"
- 36" Deep Fixed Endplates
- 2 Year Commercial Warranty
- Bolt-On Attachment Frame has 4 Angle Settings (80°, 90°, 100° & 110°)
- Available in Edge Flex Models
- Optional Carbide Tipped Cutting Edge
- Optional Rear 3PH Mount Ideal for Cleaning Away from Doors and Loading docks; Utilize Your Pusher as a Pull Unit
- Bucket Edge Mount or Q-Tach Mount



SP2500

- Available in Widths from 72-96"
- Mouldboard Height: 30"
- 30" Deep Fixed Endplates
- Replaceable Reversible Rubber Cutting Edge
- Bolt-On Attachment Frame has 4 Angle Settings (80°, 90°, 100° & 110°)
- Optional Rear 3PH Mount Ideal for Cleaning Away from Doors and Loading docks; Utilize Your Pusher as a Pull Unit
- Available in TURF Models for Clearing Snow from Turf Snow Fields
- Bucket Edge Mount or Q-Tach Mount



SP1800

- Available in Widths from 60-84"
- Mouldboard Height: 24"
- 21" Deep Fixed Endplates
- Bolt-On Attachment Frame has 3 Angle Settings (80°, 90° & 100°)
- Bucket Edge Mount or Q-Tach Mount



SP1500

- Available in Widths from 54-72"
- Mouldboard Height: 20"
- 18" Deep Fixed Endplates
- Bolt-On Attachment Frame has 3 Angle Settings (80°, 90° & 100°)
- Available in TURF Models for Clearing Snow from Turf Snow Fields
- Bucket Edge Mount or Q-Tach Mount



2022 BOBCAT SNOWPUSHER PRO 96 / KAGE

USD **\$8,600.00**

 [View Rental Prices](#)

Item Location: [1805 East Lincoln Highway, Dekalb, Illinois 60115](#)

Seller Information

CSR Bobcat Inc.

Contact: Will Heinisch

Phone: (815) 748-4228

DeKalb, Illinois 60115

(815) 748-4228

Messenger

Video Chat



[Hide Thumbnails](#)

Description

Snow pusher pro, box blade and angle blade in one.

Specifications

Category	Snow Plow	Year	2022
Manufacturer	BOBCAT	Model	SNOWPUSHER PRO 96 / KAGE
Quantity	1	Condition	New

[Show As Paragraph](#)



HOME SKID STEER ATTACHMENTS MINI MOUNT ATTACHMENTS LOWE AUGERS & TRENCHERS FULL CATALOG CONTACT US BECOME A DEALER



STOUT SKID STEER SNOW PUSHER WITH SKID STEER QUICK ATTACH

\$5,699.00

Finance with
APPROVE

As low as
\$137/mo

Apply at 60 credit | Landhus Corporate

EDGE WIDTH

8' 10'

QUANTITY

- | +

ADD TO CART

Buy with **Shop Pay**

More payment options

FREE SAME DAY SHIPPING

Photos are of a stack Pusher, the Pusher you receive may have variations depending on the options you choose.

Call for a quote if shipping to Canada, Alaska, or Hawaii

Stout's Snow Pushers work well for clearing snow out of large areas. Our Snow Pushers are available in two widths, 8' and 10' with an oscillating hitch plate to maintain the best ground contact. The main cut edge is an adjustable/reversible rubber edge, and the back drag edge is a steel bolt on edge that can be reversed.

- Weights
 - 8' - 1600 lbs.
 - 10' - 1800 lbs.
- Height - 34"
- Depth - 56"
- 1-1/2' x 10' Rubber Edge
- Back Drag - 8' x 3/4" Steel Reversible Edge
- 4' x 3/4" shoes, adjustable in height
- Oscillating Skid Steer Quick Attach Hitch Plate

AMENDMENT TO FARM LEASE AGREEMENT

This Amendment modifies the Lease Agreement entered into between Jefferson County (Lessor) and Casad Family Farms (Lessee), recorded in Jefferson County records as M-198-22.

WHEREAS, the County and the Lessee entered into a Lease Agreement for approximately 80 acres of farm land and two hay barns; and

WHEREAS, the Parties wish modify the termination notice and payment terms, including due date and addressing water allotment decreases;

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereby agree as follows:

1. Section 2. Term is replaced in full with the following language:
 Term and Termination. This Agreement is effective November 21, 2022 and shall be in effect through November 30, 2025; however either party may terminate this Lease prior to November 30, 2025 by giving notice to the other party of termination not later than March 1 of the terminating year. County may give "mid-year" notice of termination not later than September 1 in which case Lessee may consider Lease terminated effective December 1 following notice or continue the Lease through May 31 at a rate of \$750 per month with temporary water transfer rights through the irrigation year; however, Lessee may not occupy land after May 31 following mid-year notice.
2. Section 3. Consideration is replaced in full with the following language:
 Lessee shall pay \$13,125 (\$175 per acre for 75 acres) annually as consideration. In the event of water allocation reductions, such amount shall be \$150 per acre for water allocations between 50% and 75% of allotment or \$125 per acre for water allocations 49.9% below allotment. Water deduction will be based upon the NUID allotment on May 1st of each irrigation year. Lessee shall pay in full not later than October 31st of each year. Consideration is subject to an annual increase of 2% per year. Payment shall be made to Jefferson County Finance Department at 66 SE D Street, Suite C, Madras, OR 97741. Lessor will pay all applicable real property taxes. Maintenance of the property shall serve as further consideration from Lessee to Lessor for use of this property. If applicable, Lessee will retain crop revenue throughout the term of this lease.
3. All other terms and conditions of the Agreement shall remain in full force and effect.
4. This Amendment contains the entire understanding of the parties regarding the subject matter of this Amendment and supersedes all prior and contemporaneous negotiations and agreements, whether written or oral, between the parties with respect to the subject matter of this Amendment.

SIGNATURE PAGE TO FOLLOW

LESSOR:

LESSEE:

Kelly Simmelink, Chair



Wayne Fording, Commissioner

Print Name: Chris Casad

Mark Wunsch, Commissioner

Title: Farmer/Owner GFF

Date: _____

Date: 10/19/2023

**INTERGOVERNMENTAL AGREEMENT
BETWEEN JEFFERSON COUNTY AND THE CITY OF MADRAS
INDUSTRIAL SPACE GRANT**

This Intergovernmental Agreement, hereinafter "Agreement" is entered into by and between Jefferson County, a political subdivision of the State of Oregon, hereinafter "County" and the City of Madras, a municipal corporation, hereinafter referred to as "City."

NOW THEREFORE, for good and sufficient consideration, including the terms and conditions herein, it is agreed by and between the parties hereto as follows:

1. Term of Agreement

Unless terminated or extended, this Agreement covers the period from the date of execution to project completion. Project substantial completion is expected to be not later than June 30, 2024. The remedies available to County and City shall survive the expiration of this Agreement, whether upon expiration or termination pursuant to Section 7 herein.

2. Statement of Work

City agrees to construct a sewer line extension from SW Fairgrounds Road to the property located at 111314CA01600, which is the site identified for an industrial building project, hereinafter "Project". City shall perform all activities in accordance with the terms and conditions of this Agreement and the Grant Agreement identified in Section 4(a). City shall perform its obligations hereunder efficiently, effectively and within applicable Grant Timelines all to the satisfaction of County.

It is anticipated that the total project cost will be approximately \$1.0 million, of which the first \$500,000 will be funding through the Grant Award from the County to be paid upon substantial completion of Project but not later than June 30, 2024. Substantial completion shall be determined by the County and City at any time. County shall request from the State of Oregon a Grant Agreement extension from June 30, 2024 to September 30, 2024.

3. Grant Timeline

City shall solicit and award a contract for construction services prior to April 1, 2024. City shall cause construction to begin prior to May 1, 2024.

All Grant Awards must be distributed from County to City and expended by City not later than June 30, 2024 or the date of the Grant Agreement extension, whichever is later.

4. Grant Funding

- a. County intends to make the Grant Award using funds awarded to Jefferson County from funds received by the State of Oregon under the federal American Rescue Plan Act Coronavirus State Fiscal Recovery Fund through an agreement between Jefferson County and the State of Oregon (“Grant Agreement”). Grant Award may not be used for any purpose other than expansion of wastewater facilities that would assist in construction of new manufacturing, industrial, or warehouse buildings within Jefferson County. Expansion of wastewater facilities may include all aspects of sewer line construction such as environmental review, cultural resource reviews, bid expenses, contractor mobilization, construction inspection/testing, engineering, surveying and right of way acquisition.
- b. County has agreed to make an award of funds to the City in the not-to-exceed amount of \$500,000 (the “Grant Funds”). Disbursement of funds is conditional upon substantial completion of the project within the Grant Timelines and in accordance with the terms and conditions of this Agreement, prior to the termination of this agreement.
 - 1) County will provide progress payments to the City upon receiving monthly invoices detailing the progress of the Project. The County shall pay a prorated amount based upon the progress completed compared to the construction cost for the Project.
 - 2) Non-construction services as outlined in Section 4(a) shall not be eligible for payment until construction has begun, and shall be paid in full and not prorated.
- c. If City fails to complete the Project within the Grant Timeline or in accordance with this Agreement, City will not be eligible for any Grant Funds or reimbursement of expenses except for those Grant Funds already expended on construction County, in its sole discretion, may determine eligibility for Grant Funds and may modify Grant Timelines or Statement of Work upon request of City.
- d. City should not deviate from its established practices and policies regarding the incurrence of costs, and it should expend and account for Grant Award in accordance with laws and procedures for expending and accounting for the City’s own funds. City’s use of Grant Award remains subject to the other applicable requirements of the Grant Agreement, including among other things the deadlines for obligations and expenditures and the application of federal antidiscrimination requirements.

5. Grant Monitoring

- a. **County Authorized to Monitor City.** County may monitor the activities of City as it deems necessary or appropriate to determine whether grant funds are used in accordance with this Agreement. Monitoring activities may include, but are not limited to the following: (1) review (including copying) of any and all City files, records and other information

related to performance under this Agreement; (2) on-site and field visits and inspections; (3) demand that City provide information for review of City activities; and (4) any other investigatory activities necessary to determine City compliance.

- b. **City Shall Fully Cooperate.** City shall cooperate fully with all County monitoring activities and shall promptly respond to all requests. Failure by City to fully cooperate or promptly respond will be considered a material breach of this Agreement.
- c. **Records Maintenance.** City shall maintain all fiscal records relating to this Agreement in accordance with generally accepted accounting principles. In addition, City shall maintain any other records pertinent to this Agreement in such a manner as to clearly document City's performance.

The City shall establish and maintain records and statistics for a minimum of three (3) years after the end of the contract period. If there are unresolved audit questions, or active litigation, at the end of the three-year period, the records must be maintained until the questions are resolved.

- d. **Records Access.** The County shall have free access to and the right to copy all or any part of the books, documents, papers, audits and records of City which are related to this Agreement as they deem appropriate, including without limitation, for the purpose of making audit, examination, excerpts, and transcripts. These records are the property of County who may take possession of them at any time after three (3) business days' notice to City. City may retain copies of all records taken by County under this Section.
- e. **Reporting.** City shall cooperate with County to fulfill County's reporting requirements under the Grant Agreement, including quarterly project status reports and annual engagement and equity reports.

6. Misexpenditures, Underexpenditures and Excess Payments

- a. An "excess payment" means money disbursed to City from County under this Agreement that is in excess of the not-to-exceed amount identified in Section 4 of this Agreement.
- b. Upon County's identification of an excess payment, County shall notify City thereof. Upon City's identification of an excess payment, City shall notify County thereof.
- c. Within 30 days of receiving notice of an excess payment from the County, the City shall pay any excess amount in full to the County.
- d. The obligations set forth in this Section survive termination of this agreement.

7. Termination

- a. County may immediately terminate this Agreement as set forth below:
- 1) Immediately upon written notice if federal or state laws, regulations or guidelines are modified or interpreted in such a way that County cannot lawfully perform its obligations under this Agreement;
 - 2) Immediately upon written notice by County to City, or at such later date as County may establish in such notice, if City is in default. City shall be in default under this Agreement if:
 - i. City is in material breach or default of any obligation under this Agreement, fails to perform the work under this Agreement within the time specified herein.
 - ii. City (a) applies for or consents to the appointment of, or the taking of possession by, a receiver, custodian, trustee or liquidator of itself or its property, (b) admits in writing its inability, or is generally unable, to pay its debts as they become due, (c) makes a general assignment for the benefit of its creditors, (d) commences a voluntary case under the federal Bankruptcy Code (as now or hereafter in effect), (e) is adjudicated as bankrupt or insolvent, or (f) fails to controvert in a timely or appropriate manner, or agrees in writing to, an involuntary petition for bankruptcy;
 - iii. Any certification, license or certificate required by law to be held by City or others to provide the services required by this Agreement is for any reason denied, revoked, suspended, limited or not renewed.
- b. City may, upon thirty (30) days written notice, terminate this Agreement in whole or in part, if:
- 1) County unreasonably fails to provide timely funding hereunder and does not correct such failure within the thirty (30) day notice period.
 - 2) County provides one or more material directives which are contrary to federal or state laws, rules, regulations, guidelines, or original funding source requirements and does not correct any such directive within thirty (30) days of being informed that it is contrary to any such law.
- c. Termination of this Agreement shall not impair or invalidate any remedy available to County or to City hereunder, at law, or otherwise.

8. Governing Law; Venue; Consent to Jurisdiction

This Agreement shall be governed by the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between County and City related to this Agreement shall be conducted exclusively within the Circuit Court of Jefferson County, Oregon (unless Oregon law requires that it be brought and conducted where the real property is located) or, if necessary, the United States District Court for the District of Oregon. CITY, BY EXECUTION OF THIS AGREEMENT, HEREBY CONSENTS TO THE IN PERSONAM JURISDICTION OF SAID COURTS.

9. Compliance with Applicable Law

City shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Agreement. Without limiting the generality of the foregoing, City expressly agrees to comply with the following laws, regulations and executive orders to the extent they are applicable to the Contract: (i) Titles VI and VII of the Civil Rights Act of 1964, as amended; (ii) Sections 503 and 504 of the Rehabilitation Act of 1973, as amended; (iii) the Americans with Disabilities Act of 1990, as amended; (iv) Executive Order 11246, as amended; (v) the Health Insurance Portability and Accountability Act of 1996; (vi) the Age Discrimination in Employment Act of 1967, as amended, and the Age Discrimination Act of 1975, as amended; (vii) the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended; (viii) ORS Chapter 659, as amended; (ix) all regulations and administrative rules established pursuant to the foregoing laws; and (x) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to the Agreement and required by law to be so incorporated.

10. No Third-Party Beneficiaries

County and City are the only parties to this Agreement and are the only parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.

11. Notices

Any notice of termination or other communication having a material effect on this Agreement shall be served by U.S. Mail to:

County Contact Person: Jeff Rasmussen, CAO
 Contact Telephone Number: 541-475-2449
 E-Mail Address: jeff.rasmussen@co.jefferson.or.us
 Mailing Address: 66 SE D Street, Madras, OR 97741

City Contact Person: Jeff Hurd, PWD
 Contact Telephone Number: 541-325-0309
 E-Mail Address: jhurd@ci.madras.or.us
 Mailing Address: 125 SW E Street, Madras, OR 97741

12. Insurance and Indemnification required by State of Oregon.

- a. The City shall maintain at all times commercial general liability insurance and property damage insurance, covering its activities and operations under this Agreement in the amount and type specified in Exhibit A as though City is the Recipient, which is a requirement of the Grant Agreement.

The City shall add the State of Oregon and Jefferson County, its officers/officials, agents, employees, and volunteers as additional insureds for general liability and property damage insurance coverage and a separate endorsement shall be issued by the company showing Jefferson County and the State of Oregon as an Additional Insured and provide Notice of Cancellation as set forth in the policy. All insurance shall be evidenced by a Certificate of Insurance and Endorsement provided to the County, indicating coverages, limits and effective dates, by an insurance company licensed to do business in the State of Oregon.

- b. City shall indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents ("Indemnitee) from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys' fees) arising from a tort (as now or hereafter defined in ORS 30.260) cause or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of City or any of the officers, agents, employees or subcontractors of City. It is the specific intention of the parties that Indemnitee shall, in all instances, except for claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by City from and against any and all claims as stated and required by the Grant Agreement.

13. City Status

- a. The City is a separate and independently established entity, retains sole and absolute discretion over the manner and means of carrying out the City's activities and responsibilities for the purpose of implementing the provisions of this contract, and maintains the appropriate license/certifications, if required under Oregon Law. This Agreement shall not be construed as creating an agency, partnership, joint venture, employment relationship or any other relationship between the parties other than that of independent parties. The accepts full responsibility for obligations associated with payment for services under this contract. City will not receive any benefits normally accruing to County employees unless required by applicable law.
- b. City agrees that insurance coverage, whether purchased or by self-insurance, for City's agents, employees, officers and/or subcontractors is the sole responsibility of City.
- c. City certifies that it is not employed by or contracting with the federal government for the Services covered by this Agreement.
- d. The City and the County agree that there is no relationship under this Agreement except as specified herein. The County exercises no control over, is not responsible for the act

of, and assumes no specific responsibilities to or for officers, employees, or agents of the City, or the public in general, except as specified in this Agreement.

14. Captions

The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions of this Agreement.

15. Severability

The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

16. Attorney Fees

With respect to any lawsuit arbitration or other legal proceeding arising to interpret or enforce the provisions of this Agreement, each party will be responsible for its own attorney fees, paralegal fees, expert fees, and all other fees, costs, and expenses incurred in connection therewith; provided, however, this section will not prevent a party from recovering its reasonable attorney fees, paralegal fees, expert fees, and all other fees, costs and expenses incurred regarding any indemnification clause within this Agreement; nor prevent a party from recovering its reasonable attorney fees, paralegal fees, expert fees, and all other fees, costs and expenses incurred in the event a party is found by a Court to have no objectively reasonable basis for asserting a claim or defense.

17. Execution and Counterparts

This Agreement may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

18. Indemnity as to County

The City shall defend, indemnify, and hold harmless the County, its officers, agents, and employees from damages arising out of the tortious acts of the City, its officers, agents, and employees acting within the scope of their employment and duties in performance of this Agreement.

19. Time is of the essence

Time is of the essence in the performance of all under this Agreement.

20. Amendments

This Agreement may be amended only by a written instrument executed by the parties or by their successors.

21. Merger Clause

This Agreement and attached exhibits constitute the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind all parties unless in writing and signed by both parties and all necessary County approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of County to enforce any provision of this Agreement shall not constitute a waiver by County of that or any other provision.

22. CERTIFICATIONS AND SIGNATURE OF CITY'S AUTHORIZED REPRESENTATIVE

The undersigned certifies under penalty of perjury both individually and on behalf of City that:

- a. The undersigned is a duly authorized representative of City, has been authorized by City to make all representations, attestations, and certifications contained in this Agreement and to execute this Agreement on behalf of City;
- b. By signature on this Agreement for City, the undersigned hereby certifies under penalty of perjury that the undersigned is authorized to act on behalf of City and that City is, to the best of the undersigned's knowledge, not in violation of any Oregon Tax Laws. For purposes of this certification, "Oregon Tax Laws" means a state tax imposed by ORS 320.005 to 320.150 and 403.200 to 403.250 and ORS chapters 118, 314, 316, 317, 318, 321 and 323 and the elderly rental assistance program under ORS 310.630 to 310.706 and local taxes administered by the Department of Revenue under ORS 305.620.
- c. City is bound by and will comply with all requirements, terms and conditions contained in this Agreement.
- d. City further certifies to having a formal statement of nondiscrimination in employment policy.

SIGNATURE PAGE TO FOLLOW

CITY OF MADRAS

Michael Lepin, Mayor

Date: _____

JEFFERSON COUNTY BOARD OF COMMISSIONERS

Kelly Simmelink, Chair

Date: _____

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

**EXHIBIT A
INSURANCE REQUIREMENTS**

Recipient shall obtain at Recipient's expense the insurance specified in this Exhibit before performing under this Contract and shall maintain it in full force and at its own expense throughout the duration of this Contract, as required by any extended reporting period or continuous claims made coverage requirements, and all warranty periods that apply. Recipient shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to DAS. Coverage shall be primary and non-contributory with any other insurance and self-insurance, with the exception of Professional Liability and Workers' Compensation. Recipient shall pay for all deductibles, self-insured retention and self-insurance, if any. Recipient shall require and ensure that each of its subcontractors complies with these requirements and maintains insurance policies with responsible insurers, insuring against liability, in the coverages and amounts identified below.

WORKERS' COMPENSATION & EMPLOYERS' LIABILITY

All employers, including Recipient, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and provide workers' compensation insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Recipient shall require and ensure that each of its subcontractors complies with these requirements. If Recipient is a subject employer, as defined in ORS 656.023, Recipient shall also obtain employers' liability insurance coverage with limits not less than \$500,000 each accident. If Recipient is an employer subject to any other state's workers' compensation law, Contactor shall provide workers' compensation insurance coverage for its employees as required by applicable workers' compensation laws including employers' liability insurance coverage with limits not less than \$500,000 and shall require and ensure that each of its out-of-state subcontractors complies with these requirements.

As applicable, Recipient shall obtain coverage to discharge all responsibilities and liabilities that arise out of or relate to the Jones Act with limits of no less than \$5,000,000 and/or the Longshoremen's and Harbor Workers' Compensation Act.

COMMERCIAL GENERAL LIABILITY:

Commercial General Liability Insurance covering bodily injury and property damage in a form and with coverage that are satisfactory to the State. This insurance shall include personal and advertising injury liability, products and completed operations, contractual liability coverage for the indemnity provided under this contract, and have no limitation of coverage to designated premises, project or operation. Coverage shall be written on an occurrence basis in an amount of not less than \$1,000,000 per occurrence. Annual aggregate limit shall not be less than \$2,000,000.

AUTOMOBILE LIABILITY INSURANCE:

Automobile Liability Insurance covering Recipient's business use including coverage for all owned, non-owned, or hired vehicles with a combined single limit of not less than \$1,000,000 for

bodily injury and property damage. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability). Use of personal automobile liability insurance coverage may be acceptable if evidence that the policy includes a business use endorsement is provided.

Automobile Liability Broadened Pollution Liability Coverage Endorsement

If Recipient is transporting any type of hazardous materials to implement the Project, then endorsements CA 99 48 or equivalent and MSC-90 (if Recipient is a regulated motor carrier) are required on the Automobile Liability insurance coverage.

EXCESS/UMBRELLA INSURANCE:

Umbrella insurance coverage in the sum of \$2,000,000 shall be provided and will apply over all liability policies, without exception, including but not limited to Commercial General Liability, Automobile Liability, and Employers' Liability coverage. The amounts of insurance for the insurance required under this Contract, including this Excess/Umbrella insurance requirement, may be met by the Contractor obtaining coverage for the limits specified under each type of required insurance or by any combination of underlying, excess and umbrella limits so long as the total amount of insurance is not less than the limits specified for each type of required insurance added to the limit for this excess/umbrella insurance requirement.

ADDITIONAL INSURED:

All liability insurance, except for Workers' Compensation, Professional Liability, and Network Security and Privacy Liability (if applicable), required under this Contract must include an additional insured endorsement specifying the State of Oregon, its officers, employees and agents as Additional Insureds, including additional insured status with respect to liability arising out of ongoing operations and completed operations, but only with respect to Recipient's activities to be performed under this Contract. Coverage shall be primary and non-contributory with any other insurance and self-insurance. The Additional Insured endorsement with respect to liability arising out of your ongoing operations must be on ISO Form CG 20 10 07 04 or equivalent and the Additional Insured endorsement with respect to completed operations must be on ISO form CG 20 37 07 04 or equivalent.

WAIVER OF SUBROGATION:

Recipient shall waive rights of subrogation which Recipient or any insurer of Recipient may acquire against the DAS or State of Oregon by virtue of the payment of any loss. Recipient will obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the DAS has received a waiver of subrogation endorsement from Recipient or Recipient's insurer(s).

CONTINUOUS CLAIMS MADE COVERAGE:

If any of the required liability insurance is on a claims made basis and does not include an extended reporting period of at least 24 months, then Recipient shall maintain continuous claims made liability coverage, provided the effective date of the continuous claims made coverage is on or before the effective date of the Grant Agreement, for a minimum of 24 months following the later of:

- (i) Recipient 's completion and DAS's acceptance of all Services required under the Contract, or
- (i) DAS or Recipient termination of this Contract, or
- (ii) The expiration of all warranty periods provided under this Contract.

CERTIFICATE(S) AND PROOF OF INSURANCE:

Recipient shall provide to DAS Certificate(s) of Insurance for all required insurance before delivering any Goods and performing any Services required under this Contract. The Certificate(s) shall list the State of Oregon, its officers, employees and agents as a Certificate holder and as an endorsed Additional Insured. The Certificate(s) shall also include all required endorsements or copies of the applicable policy language effecting coverage required by this Contract. If excess/umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the excess/umbrella insurance. As proof of insurance DAS has the right to request copies of insurance policies and endorsements relating to the insurance requirements in this Contract.

NOTICE OF CHANGE OR CANCELLATION:

Recipient or its insurer must provide at least 30 days' written notice to DAS before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).

INSURANCE REQUIREMENT REVIEW:

Recipient agrees to periodic review of insurance requirements by DAS under this Contract and to provide updated requirements as mutually agreed upon by Recipient and DAS.

STATE ACCEPTANCE:

All insurance providers are subject to DAS acceptance. If requested by DAS, Recipient shall provide complete copies of insurance policies, endorsements, self-insurance documents and related insurance documents to DAS's representatives responsible for verification of the insurance coverages required under this Exhibit.

After recording return to:

City of Madras
 125 SW "E" Street
 Madras, OR 97741

**Until a change is requested
send all tax statements to:**

City of Madras
 125 SW "E" Street
 Madras, OR 97741

STATUTORY WARRANTY DEED

JEFFERSON COUNTY, a political subdivision of the State of Oregon, Grantor, conveys and warrants to CITY OF MADRAS, an Oregon municipal corporation, Grantee, the real property located in Jefferson County, Oregon, described on the attached Exhibit A, incorporated herein by this reference.

The subject property is being transferred to Grantees subject to all encumbrances, easements, and restrictions of record.

Other property or value is the entire consideration for this conveyance.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

[Signature page follows]

Dated _____, 2023

GRANTOR:

**JEFFERSON COUNTY,
a political subdivision of the State of Oregon**

By: _____
Mark Wunsch, County Commissioner

By: _____
Wayne Fording, County Commissioner

By: _____
Kelly Simmelink, County Commissioner

STATE OF OREGON; COUNTY OF JEFFERSON) ss.

The foregoing instrument was acknowledged before me on _____, 2023, by Mark Wunsch as County Commissioner of Jefferson County, Oregon, a political subdivision of the State of Oregon, Grantor.

Notary Public for Oregon

STATE OF OREGON; COUNTY OF JEFFERSON) ss.

The foregoing instrument was acknowledged before me on _____, 2023, by Wayne Fording as County Commissioner of Jefferson County, Oregon, a political subdivision of the State of Oregon, Grantor.

Notary Public for Oregon

STATE OF OREGON; COUNTY OF JEFFERSON) ss.

The foregoing instrument was acknowledged before me on _____, 2023, by Kelly Simmelink as County Commissioner of Jefferson County, Oregon, a political subdivision of the State of Oregon, Grantor.

Notary Public for Oregon

ACCEPTANCE

CITY OF MADRAS, an Oregon municipal corporation, acting by and through its Mayor, accepts this Special Warranty Deed pursuant to ORS 93.808.

GRANTEE:

**CITY OF MADRAS,
an Oregon municipal corporation**

By: _____
Mike Lepin, Mayor

STATE OF OREGON; COUNTY OF JEFFERSON) ss.

The foregoing instrument was acknowledged before me on _____, 2023, by Mike Lepin as Mayor of City of Madras, an Oregon municipal corporation, Grantee.

Notary Public for Oregon

Exhibit A
Legal Description

PARCEL 2: The North 10 feet of the following described parcel of land:

A tract of land in the Northeast quarter of the Northeast quarter of Section 12, Township 11 South, Range 13 East of the Willamette Meridian, City of Madras, Jefferson County, Oregon, more particularly described as follows:

Commencing at the Northeast corner of said Section 12; thence South 00° 32' West along the East line of said Section 12 a distance of 30.00 feet to the South line of Ashwood County Road; thence 89° 13' 30" West along said County Road right of way 175.00 feet to the point of beginning of this description; thence South 00° 32' West parallel with the East line of said Section 12 a distance of 150.00 feet; thence North 89° 13' 30" West, parallel with the North line of said Section 12 a distance of 75.00 feet; thence South 00° 32' West, parallel with the East line of said Section 12 a distance of 300.00 feet; thence 89° 13' 30" West, parallel with the North line of said Section 12 a distance of 300.00 feet; thence North 00° 32' East, parallel with the East line of said Section 12 a distance of 120.00 feet; thence South 89° 13' 30" East, parallel with the North line of said Section 12 a distance of 150.00 feet; thence North 00° 32' East, parallel with the East line of said Section 12 a distance of 330.00 feet to the South line of said Ashwood Road; thence South 89° 13' 30" East along said South line 225.00 feet to the point of beginning of this description.

JEFFERSON COUNTY BOARD OF COMMISSIONERS

66 S.E. "D" St., Suite A • Madras, Oregon 97741 • Ph: (541) 475-2449 • FAX: (541) 475-4454



To Whom it May Concern.

The Jefferson County Board of Commissioners wishes to express its support of the UTV grant application submitted by Jefferson County Fire and EMS. Our rural community has multiple areas for remote outdoor recreation, including ATV, horse riding, hiking and bicycling trails. This grant would allow Jefferson County Fire and EMS to purchase a UTV to be utilized during special rescue and EMS related emergencies in remote areas, and act as an additional support to our Central Oregon Mutual Aid Partners. They will look to outfit the UTV with an EMS-equipped skid unit that will aid in transporting patients and caregivers out to these remote areas in a timely and safe manner. The UTV will be a vital tool in reaching and caring for our community.

Sincerely,

Kelly Simmelink, Chairman

Wayne Fording, Commissioner

Mark Wunsch, Commissioner

AGENDA ITEM COVERSHEET

 Admin. Session

 Action Item

 Consent Agenda

 Report/Request

 Public Hearing

 Other/Announcements

Agenda Item Title (Do not put in all-caps):

Jefferson County Public Employee Retirement System (PERS) - New Side Account

 Department: Finance

 Date Submitted: 10/19/2023

 Contact Person: Kate Knop

Phone: _____

Effective Dates of Contract/Grant/ Proposal: _____

Amount of Contract/Grant/Proposal: _____

 Requested Agenda Date: 10/25/2023
Reviewed By: (Signature and Date Required) Director/Elected Official: _____

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Establishing an additional PERS side account.

BACKGROUND/SUMMARY STATEMENT:

Request establishing a new PERS side account for Jefferson County to mitigate the County's pension liability. The County has two options: request an actuarial calculation allowing for an immediate rate offset, or make a contribution and receive the rate offset effective July 1, 2025. The amount and amortization period needs determined for either option.

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

Discussion and action regarding new PERS side account.

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Motion to approve option one or two, and sign a notification letter to PERS.

ATTACHMENTS: Employer Side Account Options

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

Instruct Finance to update notification letter to PERS, signed by Commissioners, and prepare payment in November.

Oregon Public Employees Retirement Systems (PERS)
Side Account Options

Employers have two options for establishing a side account:

1. Request an actuarial calculation.

Requesting an actuarial calculation allows for an immediate rate offset. Employers can select the first of any month within a rolling 12-month period for their rate to begin.

An actuarial calculation costs \$1,000 for one date and one payment amount. Each additional date, payment amount, or amortization schedule (if applicable) is an additional \$250.00.

2. Receive the rate offset effective July 1, following the publication of the actuarial valuation of that year.

This is no cost to the employer.

The employer will not know the exact offset prior to the publication of the valuation.

For example: If an employer makes a payment in June 2022, the rate offset will be calculated in the December 31, 2022, valuation. The 2022 valuation will be published in late 2023 and the rate will be effective July 1, 2024.

You also mentioned needing assistance with Jefferson County's side accounts, what information can I help provide?

Best regards,

Troy M. Phillips

Actuarial Business Specialist

AGENDA ITEM COVERSHEET

Admin. Session
 Action Item

Consent Agenda
 Report/Request

Public Hearing
 Other/Announcements

Agenda Item Title (Do not put in all-caps):

WiFi for RV Park and Juniper Hills Park

Department: Buildings & Grounds

Date Submitted: 10/20/2023

Contact Person: Tony Anderson

Phone: 541-475-6288

Effective Dates of Contract/Grant/ Proposal: _____

Amount of Contract/Grant/Proposal: \$20,000

Requested Agenda Date: 10/25/2023

Reviewed By: (Signature and Date Required) Director/Elected Official: _____

Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

RV Park WiFi- We will be loosing the current connection from the Fairgrounds to the RV with the new fiber service. Juniper Hills Park- Irrigation controls need replaced. New irrigation controls utilizes WiFi for remote access.

BACKGROUND/SUMMARY STATEMENT:

ASI will contract with Flex Networks to install wireless communication from Fairgrounds Office to Maccie Conroy Building, then from the Maccie Conroy Building to the RV Park. They will also contract to install internet service to the softball restrooms at Juniper Hills Park. From softball restrooms, it will then be distributed to soccer restroom building, little league concession building, and area between softball fields. ASI fee- \$3,500 RV Park WiFi- \$9,826 JHP WiFi- \$7,850 JHP Irrigation Controls- \$2,000 JHP Monthly Internet Cost- \$100

RECOMMENDATION: (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)

REQUESTED ACTION: (Exact action requested of Commissioners in the form of a motion)

Allow County Administrative Officer spending authority for installation of WiFi project at Fairgrounds and JHP. Also, Irrigation controls at JHP.

ATTACHMENTS: Flex Network estimate #1283 and #1280

POST ACTION INSTRUCTIONS: (Fully executed originals will be retained for the official record)

Flex Networks LLC
 PO Box 922
 Madras, OR 97741
 chrism@flexnetech.com
<https://www.flexnetworks.net>



Estimate

ADDRESS

Tony Anderson
 Jefferson County Buildings And
 Grounds
 430 SW Fairgrounds Rd
 Madras, OR 97741 US

ESTIMATE # 1283

DATE 10/17/2023

EXPIRATION DATE 10/31/2023

ACTIVITY	QTY	RATE	AMOUNT
AirFiber 60 XG 6 Gbps max. throughput with a 5 GHz 800+ Mbps backup link built in.	2	1,998.00	3,996.00
Wave AP Micro 60 GHz 5 Gbps max. throughput (2.5 Gbps duplex) main radio	1	998.00	998.00
Wave Nano 2 Gbps max. throughput (1 Gbps duplex)	1	398.00	398.00
24" Depth Wall Mount Security Cabinet 15U Professional Wall Mount Network Server Cabinet Enclosure 19-Inch Server Network Rack Black (Fully Assembled)...	1	598.00	598.00
Tripp Lite Smart UPS	1	598.00	598.00
CRS317-1G-16S+RM Rack-mountable manageable switch with Layer3 features,it has 16 SFP+ ports for high performance 10GbE connectivity and a 1GbE copper port for management	1	838.00	838.00
Miscellaneous Parts Additional parts and accessories including screws, nuts, bolts, cables, SFP+ & etc	1	600.00	600.00
CAT6 Cable Drop CAT6 Cable drop - Includes cable, RJ45 mod ends, CAT5e jacks, faceplates & labor to install, test & label the cable.	4	200.00	800.00
Labor Hours Project Management, Installation, Programming, Labeling & Training	8	125.00	1,000.00

Fairgrounds RV Park setup.

TOTAL

\$9,826.00

60% Non-Refundable Deposit Due Upon Acceptance Remaining 40%
Due Upon Completion.

Accepted By

Accepted Date

Flex Networks LLC
 PO Box 922
 Madras, OR 97741
 chrism@flexnetech.com
<https://www.flexnetworks.net>



Estimate

ADDRESS

Tony Anderson
 Jefferson County Buildings And
 Grounds
 430 SW Fairgrounds Rd
 Madras, OR 97741 US

ESTIMATE # 1280

DATE 10/09/2023

EXPIRATION DATE 10/31/2023

ACTIVITY	QTY	RATE	AMOUNT
Monthly Cost			
Business Premium Internet Business Premium Internet service 30/10Mbps	1	100.00	100.00
One Time Cost			
Business Internet Installation Fee Setup and installation of business internet	1	300.00	300.00
A5-14 5GHz Quad Panel 14 dBi 802.11ac AP 360 Degrees Coverage Up to 1.0 Gbps IP (1.7 Gbps PHY) 5 GHz 802.11ac MU-MIMO	1	1,160.00	1,160.00
C5x 4.9-6.4GHz 8dBi Radio for PTMP/PTP includes radio, dish, power supply and arm mount	3	377.10	1,131.30
Outdoor Rated Cat5e Cable drop Outdoor Rated CAT5e Cable drop - Includes cable, RJ45 mod ends, CAT5e jacks, faceplates & labor to install, test & label the cable.	4	220.00	880.00
Omada AX1800 Outdoor Gigabit Outdoor Access Point Mesh, Seamless Roaming, MU-MIMO	3	259.98	779.94
Business Firewall Gigabit Business Router Omada SDN Integrated	1	350.00	350.00
Omada Hardware Controller Intelligent Network Monitor & Maintenance	1	299.00	299.00
Outdoor Enclosure 11.8 * 15.7 * 9.8" Weatherproof Enclosure Box nema Box Anticorrosion, Rustproof, Rainproof, Dustproof Metal Electrical Box	1	627.18	627.18

ACTIVITY	QTY	RATE	AMOUNT
Miscellaneous Expenses	1	200.00	200.00
Miscellaneous Expenses - Extra parts and accessories			
Labor Hours	16	125.00	2,000.00
Project Management, Installation, Programming, Labeling & Training			

TERMS:

12 month contract Customer's Initials: _____

TOTAL

\$7,827.42

60% Non Refundable Deposit Due Upon Acceptance Remaining 40%
Due Upon Completion

Terms of Service:

https://www.flexnetworks.net/_files/ugd/493196_9f06417c88b749b78e3d7570ded80f9e.pdf

Accepted By

Accepted Date