

# AGENDA

JEFFERSON COUNTY  
BOARD OF COMMISSIONERS MEETING  
JANUARY 10, 2024  
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 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 *(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 December 2023 Accounts Payable Paid January 2024 in the amount of \$8,460.00 - signed by Commission.  
[6.1.pdf](#)

- 6.2 Action Minutes for January 3, 2024 - signed by Commission.  
[6.2.pdf](#)
7. Scheduled Appointments, Action Items, and Public Hearings
  - 7.1 9:30 a.m. - Madras Aquatic Center Recreation District Update.
  - 7.2 10:00 a.m. - Global Grant Services, Stephen Larson.
  - 7.3 10:30 a.m. - Broadband Presentation, Michael Curri.
8. Action Items
  - 8.1 Letter of Appointment for Seth Taylor to the Juniper Butte Road District Board of Commissioners - signed by Commission.  
[8.1.pdf](#)
  - 8.2 Letter of Appointment for Miley Stockton to the Jefferson County Fair Board - signed by Commission.  
[8.2.pdf](#)
  - 8.3 Jefferson County & Jefferson County Road Agency Fiscal Year 2024-25 Budget Calendar - approved by Commission.  
[8.3.pdf](#)
  - 8.4 FY 2023-24 Community Clean-Up (JCUF) Distribution - approved by Commission.  
[8.4.pdf](#)
  - 8.5 Order In the Matter of Initiating the Formation of a Park and Recreation District With a Permanent Tax Rate Limit and Setting A Public Meeting - signed by Commission.  
[8.5.pdf](#)
  - 8.6 Addendum to Personal Service Contract M-009-19 between Jefferson County and The Greg Prothman Company - signed by Commission.  
[8.6.pdf](#)
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

December 2023 Accounts Payable  
Paid January 2024  
Umpqua Bank Issued Checks

It is hereby ordered that check number 49504 to 49504 to be paid totaling \$8460.00

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
101	GENERAL FUND	\$8,422.50		\$8,422.50
218	FAIR	\$37.50		\$37.50
<b>TOTAL</b>		<b>\$8,460.00</b>	<b>\$0.00</b>	<b>\$8,460.00</b>

Claims approved and checks dated: 1/2/2024

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 = 01/02/2024

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
1804	ALLISON, SCOTT	11/15/2023	332574	Contracted Cleaning Svc - Gener	5,824.00		124
1804	ALLISON, SCOTT	11/15/2023	332574	Contracted Cleaning Svc - Sr Cen	1,200.00		124
1804	ALLISON, SCOTT	11/15/2023	332574	Less Equip - General	50.00-		124
1804	ALLISON, SCOTT	11/15/2023	332574	Less Equip - Sr Center	50.00-		124
1804	ALLISON, SCOTT	11/15/2023	332574	Contracted Cleaning Svc - Goods	1,461.00		124
1804	ALLISON, SCOTT	11/15/2023	332574	Contracted Cleaning - BG	37.50		124
1804	ALLISON, SCOTT	11/15/2023	332574	Contracted Cleaning - FG	37.50		124
Grand Totals:					8,460.00		

Dated: \_\_\_\_\_

Finance Director:  \_\_\_\_\_

Kelly Simmelink: \_\_\_\_\_

Wayne Fording: \_\_\_\_\_

Mark Wunsch: \_\_\_\_\_

County Administrator: \_\_\_\_\_

# ACTION MINUTES

## JEFFERSON COUNTY BOARD OF COMMISSIONERS MEETING January 3, 2024

- 1) Administrative Session (8:15)
  - 1.1 Public Health Department Semi-Annual Update.
  - 1.2 Finance Department - 1st Quarter Report.
- 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 December 2023 Accounts Payable Paid December 2023 in the amount of \$281,192.70 - signed by Commission.
  - 6.2 Action Minutes for December 27, 2023 - signed by Commission.
  - 6.3 Certificate of Right to Burial, Certificate No. 2090 - signed by Commission.

**Kelly Simmelink made a motion to approve the Consent Agenda, Items 6.1 through 6.3. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**
- 7) Scheduled Appointments, Action Items, and Public Hearings
  - 7.1 9:30 a.m. - Madras Aquatic Center Recreation District.
  - 7.2 9:45 a.m. - Executive Session, ORS 192.660(2)(h) - Advice of Counsel.

*Executive Session began at 10:27 a.m. and ended at 11:00 a.m.*

8) Action Items

8.1 2024 Board of Commissioner Assignments - approved by Commission.

**Mark Wunsch made a motion to approve the 2024 Board of Commissioner Assignments. Seconded by Wayne Fording. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

8.2 Letters of Appointment to the Jefferson County Local Public Safety Coordination Council for Heather Crow-Martinez, Robert Rodriguez, Annette Hillman, Steven Leriche, Jason Pollock, Tim Plummer, Michael Baker, Simon White, Amber Sundquist, Lisa Parker, Lacey DeLaCruz, Trish Meyer and Brandon Smithers - signed by Commission.

**Kelly Simmelink made a motion to approve the Letters of Appointment to the Jefferson County Local Public Safety Coordination Council for Heather Crow-Martinez, Robert Rodriguez, Annette Hillman, Steven Leriche, Jason Pollock, Tim Plummer, Michael Baker, Simon White, Amber Sundquist, Lisa Parker, Lacey DeLaCruz, Trish Meyer and Brandon Smithers. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

8.3 Letter of Appointment to the Camp Sherman Road District for Lorie Hancock - signed by Commission.

**Mark Wunsch made a motion to approve the Letter of Appointment to the Camp Sherman Road District for Lorie Hancock. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

8.4 Entertainment Contract between Jefferson County and Eagle Eyes & Sterling Talent, Inc. for the 2024 Jefferson County Fair - signed by Commission Chair.

**Kelly Simmelink made a motion to approve the Entertainment Contract between Jefferson County and Eagle Eyes & Sterling Talent, Inc. for the 2024 Jefferson County Fair. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)**

8.5 Entertainment Contract between Jefferson County and The Andrew Mathews Band for the 2024 Jefferson County Fair - signed by Commission Chair.

**Mark Wunsch made a motion to approve to the Entertainment Contract between Jefferson County and The Andrew Mathews Band for the 2024 Jefferson County Fair. Seconded by Kelly Simmelink. 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

15.1 9:45 a.m. - Executive Session, ORS 192.660(2)(h) - Advice of Counsel.

*See Item 7.2.*

- 16) Adjourn

**Meeting adjourned at 11:00 a.m.**

\_\_\_\_\_  
Wayne Fording, Commission Chair

\_\_\_\_\_  
Kelly Simmelink, Commissioner

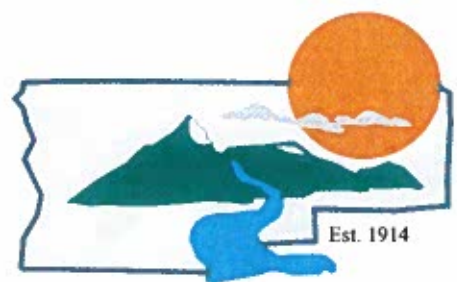
\_\_\_\_\_  
Mark Wunsch, Commissioner

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date Signed



# JEFFERSON COUNTY BOARD OF COMMISSIONERS



66 S.E. "D" St., Suite A • Madras, Oregon 97741  
• Ph: (541) 475-2449 • FAX: (541) 475-4454

January 3, 2024

Seth Taylor  
4180 SW Smith Lane  
Culver, OR 97734

RE: Position on the Juniper Butte Road District Board of Commissioners

Dear Seth:

Thank you for your willingness to serve on the Juniper Butte Road District Board of Commissioners. This letter is to notify you that you have been re-appointed to the Board. This is a three-year term which expires on December 31, 2026.

Congratulations. We know the community will benefit from your service. Should you have any questions, please contact us at (541) 475-2449.

Sincerely,

\_\_\_\_\_  
Wayne Fording, Commission Chair

\_\_\_\_\_  
Kelly Simmelink, Commissioner

\_\_\_\_\_  
Mark Wunsch, Commissioner

# JEFFERSON COUNTY BOARD OF COMMISSIONERS

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66 S.E. "D" St., Suite A • Madras, Oregon 97741  
• Ph: (541) 475-2449 • FAX: (541) 475-4454



January 10, 2024

Miley Stockton  
[stocktonmiley@gmail.com](mailto:stocktonmiley@gmail.com)

RE: Jefferson County Fair Board Position

Dear Miley:

Thank you for your interest in serving on the Jefferson County Fair Board. This letter is to notify you that you have been appointed to a position on the Board. Your term expires December 31, 2026.

We appreciate your willingness to serve and thank you for your commitment to the County and your Community. If you have any questions, please contact us at (541) 475-2449.

Sincerely,

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Wayne Fording, Commission Chair

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Kelly Simmelink, Commissioner

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Mark Wunsch, Commissioner

### AGENDA ITEM COVERSHEET

<input type="checkbox"/> Admin. Session	<input type="checkbox"/> Consent Agenda	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Action Item	<input type="checkbox"/> Report/Request	<input type="checkbox"/> Other/Announcements

**Agenda Item Title (Do not put in all-caps):**  
 Jefferson County & Jefferson County Road Agency Fiscal Year 2024-2025 Budget Calendar

Department: Finance Date Submitted: 1/5/2024  
 Contact Person: Kate Knop Phone: \_\_\_\_\_  
 Effective Dates of Contract/Grant/ Proposal: \_\_\_\_\_  
 Amount of Contract/Grant/Proposal: \_\_\_\_\_ Requested Agenda Date: 1/10/2024

**Reviewed By:** (Signature and Date Required) Director/Elected Official: \_\_\_\_\_  
 Finance Director: \_\_\_\_\_  
 County Counsel: \_\_\_\_\_  
 CAO: \_\_\_\_\_

**AGENDA ITEM BRIEF DESCRIPTION:**  
 A detailed schedule of the Jefferson County and Jefferson County Road Agency budget calendar for 2024-2025.

**BACKGROUND/SUMMARY STATEMENT:**

**RECOMMENDATION:** (i.e., Discussion, Discussion/Action, Introduction, Presentation, or Information)  
 Approved the budget calendar

**REQUESTED ACTION:** (Exact action requested of Commissioners in the form of a motion)  
 Move to approve the Jefferson County & Jefferson County Road Agency Fiscal Year 2024-2025 Budget Calendar.

**ATTACHMENTS:**

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

## Jefferson County & Jefferson County Road Agency Fiscal Year 2024-25 Budget Calendar

Start Date	Complete By Date	Task	Relevant Parties
01/03/24	01/03/24	<ul style="list-style-type: none"> <li>BOCC appoints Budget Officer</li> </ul>	Finance/CAO/BOCC
01/10/24	01/10/24	<ul style="list-style-type: none"> <li>Approve Budget Schedule</li> </ul>	Finance/CAO/BOCC
01/25/24	N/A	Send public notice (Madras Pioneer) "Notice of Budget Committee Work session" for Feb 7th	Finance
1/24/24	1/24/24	Draft and present budget assumptions to BOCC <ul style="list-style-type: none"> <li>Indirect rate is presented and adopted for an effective date of 7/1/2024.</li> <li>CPI - COLA</li> <li>New IT Costs</li> <li>PERS Side Account Rate</li> </ul>	Finance/CAO
02/07/24	02/07/24	BOCC and Budget Committee Work session <ul style="list-style-type: none"> <li>Budget Assumption overview</li> <li>Budget Schedule</li> </ul>	All
02/16/24	03/01/24	Budget Packets out to Departments (online Caselle). Schedule training with any new director position to review the County budget process in detail and online Caselle entry.	Finance
02/17/23	04/11/24	Send Reminder notice to Compensation Board about the April 11 <sup>th</sup> 11:30 a.m. meeting. <ul style="list-style-type: none"> <li>CAO works on comps and presentation materials for the compensation board</li> </ul>	CAO
02/23/24	N/A	Send reminders to departments regarding the due date of budget submissions.	Finance
03/01/24	03/22/24	<ul style="list-style-type: none"> <li>Budgets are due.</li> <li>Finance Director imports all budgets and balances.</li> </ul>	Finance
3/22/24	N/A	<ul style="list-style-type: none"> <li>Send First public notice (Madras Pioneer) "Notice of Budget Committee Hearing" (not more than 30 days before the scheduled meeting date). Publication date of March 29<sup>th</sup>.</li> <li>Schedule work sessions for departments that need review.</li> </ul>	Finance
03/26/24	N/A	Draft initial budget to CAO and Budget Officer-	Finance/CAO
03/26/24	04/02/24	CAO, Budget Officer, and Finance Director review and balance overall budgets.	All
03/29/24	N/A	<ul style="list-style-type: none"> <li>Send second public notice (Madras Pioneer &amp; the County website) "Notice of Budget Committee Hearing." Publication date of April 3<sup>rd</sup>.</li> </ul>	Finance
04/02/24	04/02/24	CAO, Budget Officer and Finance Director approve the <i>final</i> proposal before budget book distribution.	
04/05/24	N/A	<b>Distribute Budget Books to Budget Committee Members</b>	Finance

## Jefferson County & Jefferson County Road Agency Fiscal Year 2024-25 Budget Calendar

04/05/24	N/A	Send public notice (Madras Pioneer & the County website) "Notice of Budget Committee Hearing." Publication date of April 10 <sup>th</sup> .	Finance
04/11/24	N/A	Compensation Review Board – Citizens review and recommend elected officials' salaries.	CAO
04/16/24		1 <sup>st</sup> Budget Committee Meeting <ul style="list-style-type: none"> <li>• Receive budget messages.</li> <li>• Open public comment</li> <li>• Review individual department/elected budgets</li> </ul>	All
04/18/24		2 <sup>nd</sup> Budget Committee Meeting <ul style="list-style-type: none"> <li>• Finish up a review of budget docs.</li> <li>• Proposed Green-sheet changes.</li> <li>• Approve tax rate and budget.</li> </ul>	All
05/01/23		2024-25 Fee Schedule sent out to Departments for review.	CAO Administrative Assistant
05/17/24		<ul style="list-style-type: none"> <li>• Send public notice to the newspaper to publish a budget summary approved by the Budget Committee and information about the June 5th Budget Hearing. (Publish 5 – 25 days before adopting). Publication date of May 22, 2024.</li> </ul>	Finance
05/23/24		2024-25 Fee Schedule changes due back to Administrative Assistant. Prepare for BOCC work session on 6/5/24 if needed.	CAO Administrative Assistant
06/05/24		<ul style="list-style-type: none"> <li>• Budget Hearings held by the governing body (BOCC), receive citizens' testimony on the budget approved by the Budget Committee. The budget was adopted by the resolution at this meeting.</li> <li>• Adopt Fee Schedule for 2024-25</li> <li>• Supplemental Budget Hearing for the budget year ending 6/30/2024.</li> </ul>	All



# Disbursement 3rd Year

## Revenue FY 2019-20

Spent in FY 2020-21		Revenue	
Expenses (Prorated)	Transfer Station	Net	Net
	\$ 2,771.70	\$ 10,192.02	\$ 7,420.32
	\$ 7,899.91	\$ 29,049.34	\$ 21,149.43
	\$ 943.78	\$ 3,470.46	\$ 2,526.68
<b>TOTAL</b>	<b>\$ 11,615.39</b>	<b>\$ 42,711.82</b>	<b>\$ 31,096.43</b>

## Distribution in FY 2021-22

County Discounted (2020 Census - CTWS 3, 118 and CRR 3, 774 Camp Sherman 264)			
PSU DATA (Dec 2020)	Population	Pop %	Distribution
Jefferson County	7,399	43.7%	\$ 12,471.98
Madras	7,717	45.5%	\$ 13,008.01
Culver	1,636	9.7%	\$ 2,757.69
Metolius	981	5.8%	\$ 1,653.60
<b>TOTAL</b>	<b>17,733</b>	<b>104.6%</b>	<b>\$ 29,891.29</b>

**CCR**     **\$ 2,526.68**

Total to disburse     **\$ 28,569.75**

Total to disburse     **\$ 19,945.98**

## Revenue FY 2020-21

Spent in FY 2021-22		Revenue	
Expenses (Prorated)	Transfer Station	Net	Net
	\$ 2,910.57	\$ 11,505.06	\$ 8,594.49
	\$ 8,578.16	\$ 33,908.19	\$ 25,330.03
	\$ 1,057.22	\$ 4,179.03	\$ 3,121.81
<b>TOTAL</b>	<b>\$ 12,545.95</b>	<b>\$ 49,592.28</b>	<b>\$ 37,046.33</b>

## Distribution in FY 2022-23

County Discounted (2020 Census - CTWS 2,522 and CRR 4,560 Camp Sherman 433)			
PSU DATA (Dec 2022)	Population	Pop %	Distribution
Jefferson County	7,069	39.7%	\$ 13,480.94
Madras	8,070	45.4%	\$ 15,389.90
Culver	1,663	9.3%	\$ 3,171.42
Metolius	987	5.9%	\$ 1,882.26
<b>TOTAL</b>	<b>17,789</b>	<b>100.0%</b>	<b>\$ 33,924.52</b>

**CCR**     **\$ 3,121.81**

Total to disburse     **\$ 33,924.52**

Total to disburse     **\$ 23,565.39**

## Revenue FY 2021-22

Spent in FY 2022-23		Revenue	
Expenses (Prorated)	Transfer Station	Net	Net
	\$ 2,862.67	\$ 10,866.99	\$ 8,004.32
	\$ 8,886.35	\$ 33,733.47	\$ 24,847.12
	\$ 1,108.02	\$ 4,206.14	\$ 3,098.12
<b>TOTAL</b>	<b>\$ 12,857.04</b>	<b>\$ 48,806.60</b>	<b>\$ 35,949.56</b>

## Distribution in FY 2023-24

County Discounted (2020 Census - CTWS 2,453 and CRR 4,464 Camp Sherman 313)			
PSU DATA (Dec 2023)	Population	Pop %	Distribution
Jefferson County	7,873	42.2%	\$ 13,873.27
Madras	8,099	43.4%	\$ 14,271.52
Culver	1,666	8.9%	\$ 2,835.71
Metolius	1,005	5.4%	\$ 1,770.94
<b>TOTAL</b>	<b>18,643</b>	<b>100.0%</b>	<b>\$ 32,851.44</b>

**CCR**     **\$ 3,098.12**

Total to disburse     **\$ 32,851.44**

Total to disburse     **\$ 22,076.29**

## Revenue 1st Year

	Actual		% of Total Collection		
2019-20	<b>Actual Revenue</b>				
	Transfer Station	\$ 10,192.02		23.86%	<b>6/30/2020</b> (38,581.57)
	Non-CRR	\$ 29,049.34		68.01%	(4,130.25)
	CRR	\$ 3,470.46		8.13%	(42,711.82)
	<b>TOTAL</b>	<b>\$ 42,711.82</b>		<b>100.0%</b>	
2020-21	<b>Actual Revenue</b>				
	Transfer Station	\$ 11,603.07		24.37%	<b>6/30/2021</b> (43,372.14)
	Non-CRR	\$ 32,192.98		67.61%	(4,246.45)
	CRR	\$ 3,822.54		8.03%	(47,618.59)
	<b>TOTAL</b>	<b>\$ 47,618.59</b>		<b>100.0%</b>	
2021-22	<b>Actual Revenue</b>				
	Transfer Station	\$ 11,505.06		23.20%	<b>6/30/2022</b> (45,413.25)
	Non-CRR	\$ 33,908.19		68.37%	(4,179.03)
	CRR	\$ 4,179.03		8.43%	(49,592.28)
	<b>TOTAL</b>	<b>\$ 49,592.28</b>		<b>100.0%</b>	
2022-2023	<b>Actual Revenue</b>				
	Transfer Station	\$ 10,866.99		22.27%	<b>6/30/2022</b> (44,600.46)
	Non-CRR	\$ 33,733.47		69.12%	(4,206.14)
	CRR	\$ 4,206.14		8.62%	(48,806.60)
	<b>TOTAL</b>	<b>\$ 48,806.60</b>		<b>100.0%</b>	



Expenses 2nd Year

	Actual	
<b>FY 2020-21</b>		
	Fire Free Weekend Fall 2020	\$ 5,099.76
	Fire Free Weekend Spring 2021	\$ 6,180.63
	Other	\$ 335.00
	<b>Total</b>	<b>\$ 11,615.39</b>

509-101-520-3860 JEFF CO - CLEAN UP ACTIVITIES  
 509-101-520-3862 COUNTY-WIDE RECYCLE/CODE ABATE

**6/30/2021**

16,092.62  
 25,661.39

509-101-520-3414 CONTRACTUAL SERVICES

2,628.76

	Actual	
<b>FY 2021-22</b>		
	Fire Free Weekend Fall 2021	\$ 6,910.62
	Fire Free Weekend Spring 2022	\$ 4,610.83
	Other	\$ 1,024.50
	<b>Total</b>	<b>\$ 12,545.95</b>

509-101-520-3860 JEFF CO - CLEAN UP ACTIVITIES

**6/30/2022**

32.70

509-101-520-3414 CONTRACTUAL SERVICES

1,964.09

	Actual	
<b>FY 2022-23</b>		
	Fire Free Weekend Fall 2022	\$ 4,989.84
	Fire Free Weekend Spring 2023	\$ 7,000.20
	Other	\$ 867.00
	<b>Total</b>	<b>\$ 12,857.04</b>

509-101-520-3860 JEFF CO - CLEAN UP ACTIVITIES  
 509-101-520-3862 COUNTY-WIDE RECYCLE/CODE ABATE

**6/30/2023**

-  
 9,701.24

509-101-520-3414 CONTRACTUAL SERVICES

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

IN THE MATTER OF INITIATING THE )  
FORMATION OF A PARK AND RECREATION )  
DISTRICT WITH A PERMANENT TAX RATE ) ORDER NO. \_\_\_\_\_  
LIMIT AND SETTING A PUBLIC HEARING )

WHEREAS, ORS 198.835 authorizes the Jefferson County Board of Commissioners to initiate formation of a special district, including a park and recreation district organized under ORS chapter 266; and

WHEREAS, it is Board’s intention to initiate formation of a special district for park and recreation purposes to replace the Madras Aquatic Center Recreation District, an existing park and recreation district located within the County, which existing district is simultaneously initiating dissolution proceedings contingent upon voter approval of the special district formation initiated by this Order; and

WHEREAS, the principal act for the proposed special district is ORS chapter 266; and

WHEREAS, the name of the proposed special district is Madras Aquatic Center and Recreation District (“MACRD”). MACRD’s proposed legal boundary is substantially as legally described on the attached Exhibit A and depicted on the attached Exhibit B; and

WHEREAS, MACRD’s proposed boundaries are located entirely within the County; and

WHEREAS, the Board is in receipt of certified copies of resolutions approving this Order (and initiating MACRD’s formation) from the governing bodies of all cities included in the MACRD proposed boundary, which resolutions are attached as Exhibit C and Exhibit D; and

WHEREAS, the Board is in receipt of an economic feasibility study indicating that the MACRD, if funded, may improve and enhance park and recreation services to inhabitants located within MACRD’s proposed boundary; and

WHEREAS, the existing district will no longer perform park and recreation services upon determination that a majority of eligible electors approved both the existing district dissolution and MACRD’s formation; and

WHEREAS, if a majority of eligible electors approve the existing district’s dissolution and MACRD’s formation, MACRD will have all powers enumerated in ORS 266.410 within MACRD’s proposed boundary identified in Exhibit B;

NOW THEREFORE, it is hereby ORDERED by the Jefferson County Board of Commissioners as follows:

1. The Board of Commissioners is hereby initiating the formation of a park and recreation district under ORS 266.
2. The name of the proposed district is “Madras Aquatic Center and Recreation District” and the boundary for such district is substantially as legally described on the attached Exhibit A and depicted on the attached Exhibit B.
3. Jefferson County voters will be asked to establish a permanent property tax rate limit for the MACRD as authorized by ORS 266.410 to be determined not later than February 9, 2024.
4. An initial hearing concerning MACRD’s formation and permanent tax rate limit will be held at 8:15 a.m. on February 9, 2024 in the Board of Commissioners meeting room, 66 SE D Street, Suite A, Madras, Oregon 97741 where all interested persons may appear and comment on the proposal.
5. Notice of the hearing shall be provided to interested persons in accordance with ORS 198.800.

DATED this 10<sup>th</sup> day of January, 2024

JEFFERSON COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Wayne Fording, Commission Chair

\_\_\_\_\_  
Kelly Simmelink, Commissioner

\_\_\_\_\_  
Mark Wunsch, Commissioner

EXHIBIT A  
MACRD Proposed Legal Description

EXHIBIT B  
MACRD Proposed Boundary Map

EXHIBIT C  
CITY OF MADRAS RESOLUTION

EXHIBIT D  
CITY OF METOLIUS RESOLUTION

## ADDENDUM TO PERSONAL SERVICE CONTRACT

This Addendum to that Personal Services Contract between Jefferson County (County) and The Greg Prothman Company (Contractor), recorded as M-009-19, modifies the Section 1, Effective Date to reflect an extension in the term of the contract as follows:

- 1) Section 1 is modified to extend the term of the contract for one additional year pursuant to Jefferson County Code 3.04.080(F)(14), to expire on December 31, 2024.
- 2) All other terms to remain unchanged.

Jefferson County Board of Commissioners

\_\_\_\_\_  
Wayne Fording, Commission Chair

Date: \_\_\_\_\_

\_\_\_\_\_  
Kelly Simmelink, Commissioner

\_\_\_\_\_  
Mark Wunsch, Commissioner

Contractor

\_\_\_\_\_  
Sonya Prothman, Owner/CEO  
Prothman Company

Date: \_\_\_\_\_