

AGENDA

JEFFERSON COUNTY
BOARD OF COMMISSIONERS MEETING
JANUARY 24, 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 Community Development Department 2nd 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)
 - 4.1 Schedule for FY 2022-2023 County Projects, Fund 229 - signed by Commission.
[4.1.pdf](#)
 - 4.2 Resolution In the Matter of the FY2022 Elections for National Forest Related Safety-Net Payments - signed by Commission.
[4.2.pdf](#)

- 4.3 Letter in Support of COIC's application to Business Oregon's Broadband Technical Assistance Program Grant - signed by Commission.
[4.3.pdf](#)
- 4.4 Order In the Matter of Appointing a County Treasurer to Fill a Vacancy in The Office of Treasurer for Jefferson County Pursuant to ORS 236.210 - signed by Commission.
[4.4.pdf](#)
- 4.5 Professional Services Agreement between Jefferson County and Eric Kytola, CPA - signed by Commission.
[4.5.pdf](#)
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 January 2024 Accounts Payable Paid January 2024 in the amount of \$246,881.29 - signed by Commission.
[6.1.pdf](#)
 - 6.2 January 2024 Accounts Payable Paid January 2024 in the amount of \$32,000.00 - signed by Commission.
[6.2.pdf](#)
 - 6.3 January 2024 Accounts Payable Paid January 2024 in the amount of \$401,784.67 - signed by Commission.
[6.3.pdf](#)
 - 6.4 January 2024 Accounts Payable Paid January 2024 in the amount of \$1,332.00 - signed by Commission.
[6.4.pdf](#)
 - 6.5 December 2023 Credit Card Payable Paid December 2023 in the amount of \$133,742.15 - signed by Commission.
[6.5.pdf](#)
 - 6.6 Action Minutes for January 10, 2024 - signed by Commission.
[6.6.pdf](#)
 - 6.7 State of Oregon, Grant Agreement No. 8151 - acknowledged by Commission.
[6.7.pdf](#)
7. Scheduled Appointments, Action Items, and Public Hearings
 - 7.1 9:15 a.m. - Madras Aquatic Center Recreation District Request.
[7.1.pdf](#)
 - 7.2 9:45 a.m. - Middle Deschutes Watershed Council Annual Report, Ally Steinmetz.

- 7.3 10:00 a.m. - Kennel Update, Rockin' EZ Rescue Ranch.
[7.3.pdf](#)
- 7.4 10:45 a.m. - Contract Award for Transportation Safety Action Plan.
[7.4.pdf](#)
- 7.5 11:00 a.m. - Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.
- 7.6 11:15 a.m. - Executive Session - ORS 192.660(2)(e) - Real Property Transactions.

8. Action Items

- 8.1 Authorization for Out of State Travel for Laura Moore & Kevin Ellingsburg to NACVSO Conference 2024 in Denver, Colorado, May 12-17, 2024 - signed by Commission Chair.
[8.1.pdf](#)
- 8.2 Salary Order for Seth Coscorrosa, Juvenile Justice Officer I, Grade 20, Step 7 - signed by Commission.
[8.2.pdf](#)
- 8.3 Intergovernmental Agreement between Jefferson County and The Jefferson County Soil and Water Conservation District - signed by Commission.
[8.3.pdf](#)
- 8.4 Amendment Number 1 to Intergovernmental Agreement, US97: Dover Ln-Bear Dr Safety Improvements between Jefferson County and the Oregon Department of Transportation - signed by Commission.
[8.4.pdf](#)
- 8.5 Agreement for the Operation and Maintenance of the Box Canyon Transfer Station between Jefferson County and Owanjay Services, Inc. - signed by Commission.
[8.5.pdf](#)
- 8.6 Letters of Appointment for Les Schell and Doug Hancock to the Camp Sherman Transfer Site Advisory Committee - signed by Commission.
[8.6.pdf](#)
- 8.7 Entertainment Contract between Jefferson County and Countryfied Band for the 2024 Jefferson County Fair - signed by Commission Chair.
[8.7.pdf](#)
- 8.8 Letter of Support for COIC's application to Business Oregon's Broadband Technical Assistance Program Grant - signed by Commission Chair.
[8.8.pdf](#)
- 8.9 Salary Change Order for Holly Orlandos - signed by Commission.
[8.9.pdf](#)
- 8.10 Salary Change Order for Gabriel Soliz - signed by Commission.

[8.10.pdf](#)

8.11 Order In the Matter of Appointing a Custodial Officer for Funds Held by Jefferson County - signed by Commission.

[8.11.pdf](#)

8.12 Order In the Matter of Appointing a Jefferson County Tax Collector and Deputy Tax Collectors - signed by Commission.

[8.12.pdf](#)

9. Elected Official Report(s)/Request(s)

10. Department Heads Report(s)/Request(s)

10.1 Proposed Budget Assumptions FY 2024-2025.

[10.1.pdf](#)

10.2 Sheriff's Office and Public Health Storage Building Project.

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 11:00 a.m. - Executive Session - ORS 192.660(2)(a) - Employment of Public Officers, Employees and Agents.

15.2 11:15 a.m. - Executive Session - ORS 192.660(2)(e) - Real Property Transactions.

16. Adjourn

Jefferson County

Monthly Treasurer Report December 2023

Date Prepared: 01/18/24

Date Presented: 01/24/24

Report Prepared By:

Kate Knop

Treasurer

66 SE D Street, Suite E

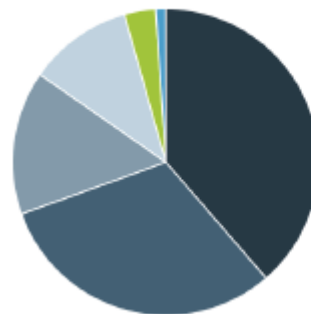
Madras, OR 97741

Kknop@jeffco.net

P: 541-325-5014

This period's total portfolio balance decreased by <\$5,557,379.89>. The total portfolio is primarily in the Pooled Funds (38.6%).

Allocation by Asset Class



Pooled Funds	38.6%
US Treasury	30.9%
Corporate	15.1%
US Agency	11.0%
Municipals	3.3%
Bank Deposit	1.0%
Cash	0.0%

PERFORMANCE

(\$1,093,105.40)

Current Portfolio Unrealized LOSS

0.12%

Umpqua Bank Interest Rate

5.00%

LGIP Interest Rate (pool)

3.51%

GPA Core Portfolio Yield Rate

INTEREST

SPREAD

\$238,875.89

(\$50,196.57 or 21.01% more than the prior month.)



ACCOUNT BALANCE

Total Original Cost	\$ 81,150,400.69
Cost Accrued Interest	239,161.49
Total Combined Cash Basis Funds GPA	\$81,389,562.18

Cash Combined Balance of General Ledger	\$ 80,818,378.84
The variance between GL and GPA Totals Report	\$ 571,183.34

Variance is attributed to "Deposits in Transit" in the general account that amount to \$156,236.94 and ZBA balances that total \$414,946.40 checks we have processed in our accounting system. However, they have not 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

There was one maturity: Freddie Mac for \$500,000 and no purchases.

Monthly Investment Report Jefferson County

December 31, 2023

Total Aggregate Portfolio

Month End Commentary - December 2023

Interest rates continued their descent in December with the two-year Treasury note falling by 43 basis points while the ten-year note dropped by 45 basis points to finish at the very level it began the year. The continuation of the rally in fixed income markets was supported by more evidence that the current disinflationary trend remains intact and by a Federal Reserve who, out of their latest meeting, are forecasting multiple rate cuts in 2024. Equities as measured by the S&P 500 continued their holiday rally advancing by 4.4% in December, bringing the 2023 gain to an impressive 24%.

Price data released in December showed that inflation continued to moderate with the headline PCE deflator decelerating to an annual rate of 2.6% while the Fed preferred core PCE deflator, which strips out volatile food and energy prices, trimmed its annual advance to 3.2%. The November inflation prints are still above the 2% annual rate that the Fed deems stable, however, the disinflationary trend appears to have momentum with core PCE running at annual rate of 1.9% over the past six months. The trend has been driven primarily by goods as several categories have experienced outright deflation for consecutive months. Prices for services, which are naturally stickier, and more influenced by labor costs, have been slower to moderate but have shown recent progress advancing by 0.2% for a second consecutive month after October's robust 0.5% advance.

Labor markets remained resilient through the end of the year adding a more than expected 216 thousand workers to non-farm payrolls in December. The headline number showcased ongoing strength however, the underlying details were not as supportive. The prior two months were revised downward by a combined 71 thousand jobs and the December household survey resulted in the largest decrease in employment since April of 2020. Further, the duration of unemployment spiked while participation fell by the most in almost three years. Average hourly earnings advanced by 0.4% in December, which is considered fast for the Fed, but it should be noted that the figure received a boost from the recently negotiated UAW labor contract. With reduced hours worked, and other factors displaying softness in the labor market, recent wage gains are unlikely to stoke a reacceleration of price levels – though the Fed will be closely monitoring as any persistently elevated readings could dampen the disinflationary trend in place.

With the Fed expected to loosen monetary policy in 2024, we continue to advise clients to be neutral to long duration relative to strategic targets. We remain neutral on credit and continue to see ample supply in agency markets where spreads have tightened yet remain at attractive levels.

Treasury Curve Total Returns Last 12 Months

Treasuries	Total Return
3 month bill	5.02%
1 year note	4.74%
2 year note	3.50%
3 year note	3.97%
5 year note	3.73%

Treasury Benchmark Total Returns In Month

Benchmark	Period Return	YTM	Duration (Years)
ICE BAML 90 Day Bill	0.47%	5.09%	0.23
ICE BAML 0-1 Year Treasury	0.55%	5.07%	0.49
ICE BAML 0-3 Year Treasury	0.92%	4.59%	1.37
ICE BAML 0-5 Year Treasury	1.26%	4.39%	2.09

Changes In The Treasury Market (Absolute Yield Levels)

Treasuries	12/31/2022	10/31/2023	11/30/2023	12/31/2023	1 Month Change	12 Month Change
3 month bill	4.34%	5.46%	5.39%	5.33%	-0.06%	0.99%
6 month bill	4.75%	5.57%	5.40%	5.25%	-0.15%	0.49%
2 year note	4.43%	5.09%	4.68%	4.25%	-0.43%	-0.18%
3 year note	4.22%	4.93%	4.44%	4.01%	-0.43%	-0.22%
5 year note	4.00%	4.85%	4.27%	3.85%	-0.42%	-0.16%
10 year note	3.88%	4.93%	4.33%	3.88%	-0.45%	0.00%

Compliance Report

Jefferson County | Total Aggregate Portfolio



December 31, 2023

Category	Policy Limit	Actual Value*	Status
Policy Diversification Constraint			
US Treasury Obligations Maximum % of Holdings	100.000	30.905	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	8.619	Compliant
US Agency FHLMC Issuer Concentration	35.000	0.000	Compliant
US Agency FNMA Issuer Concentration	35.000	2.324	Compliant
US Agency Obligations - All Other Issuers Combined	35.000	0.000	Compliant
US Agency Obligations Issuer Concentration	35.000	8.619	Compliant
US Agency Obligations Maximum % of Holdings	100.000	10.942	Compliant
Municipal Bonds Issuer Concentration	5.000	1.300	Compliant
Municipal Bonds Maximum % of Holdings	25.000	3.288	Compliant
Municipal Bonds Outside OR, CA, ID, WA	0.000	0.000	Compliant
Corporate Notes & Commercial Paper Maximum % of Holdings	35.000	15.027	Compliant
Corporate Notes & Commercial Paper Single Issuer %	5.000	2.496	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	31,100,470.400	Compliant
Bank Time Deposits/Savings Accounts Issuer Concentration	10.000	0.701	Compliant
Bank Time Deposits/Savings Accounts Maximum % of Holdings	20.000	1.050	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



December 31, 2023

Category

Policy Maturity Structure Constraint	Policy Limit	Actual %	Status
Maturity Constraints Under 30 days Minimum % of Total Portfolio	10.000	41.079	Compliant
Maturity Constraints Under 1 year Minimum % of Total Portfolio	25.000	57.682	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	1.228	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

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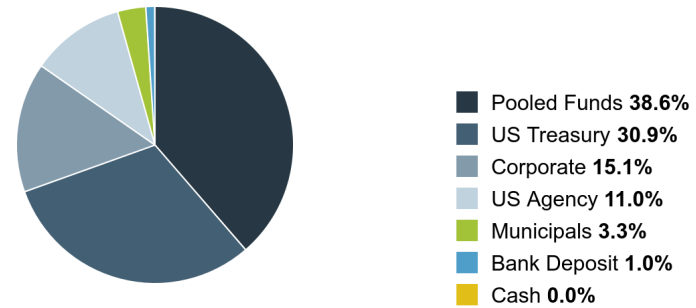
Summary Overview

Jefferson County | Total Aggregate Portfolio

Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	31,946,945.83
Investments	48,522,817.77
Book Yield	3.51%
Market Yield	4.69%
Effective Duration	1.12
Years to Maturity	1.24
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	49,754,375.00	49,344,233.72	49,207,829.86	48,251,128.32	(1,093,105.40)	276,064.44	2.62%	1.85	2.09	ICE BofA 0-5 Year US Treasury Index
JEFF-Liquidity	31,942,570.83	31,942,570.83	31,942,570.83	31,942,570.83	0.00	0.00	4.87%	0.01	0.09	ICE BofA US 1-Month Treasury Bill Index
Total	81,696,945.83	81,286,804.55	81,150,400.69	80,193,699.16	(1,093,105.40)	276,064.44	3.51%	1.12	0.48	

Portfolio Activity

Jefferson County | Total Aggregate Portfolio



December 31, 2023

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Book Value	86,830,529.00	61,702,272.65
Maturities/Calls	(500,000.00)	(6,250,000.00)
Purchases	0.00	510,390.00
Sales	0.00	(2,479,060.42)
Change in Cash, Payables, Receivables	(5,056,919.89)	27,714,440.14
Amortization/Accretion	13,195.44	91,770.51
Realized Gain (Loss)	0.00	(3,008.33)
Ending Book Value	81,286,804.55	81,286,804.55

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Market Value	85,248,396.64	59,592,997.03
Maturities/Calls	(500,000.00)	(6,250,000.00)
Purchases	0.00	510,390.00
Sales	0.00	(2,479,060.42)
Change in Cash, Payables, Receivables	(5,056,919.89)	27,714,440.14
Amortization/Accretion	13,195.44	91,770.51
Change in Net Unrealized Gain (Loss)	489,026.97	1,016,170.23
Net Realized Gain (Loss)	0.00	(3,008.33)
Ending Market Value	80,193,699.16	80,193,699.16

Maturities/Calls	Market Value
Month to Date	(500,000.00)
Fiscal Year to Date	(6,250,000.00)

Purchases	Market Value
Month to Date	0.00
Fiscal Year to Date	510,390.00

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

Return Management-Income Detail

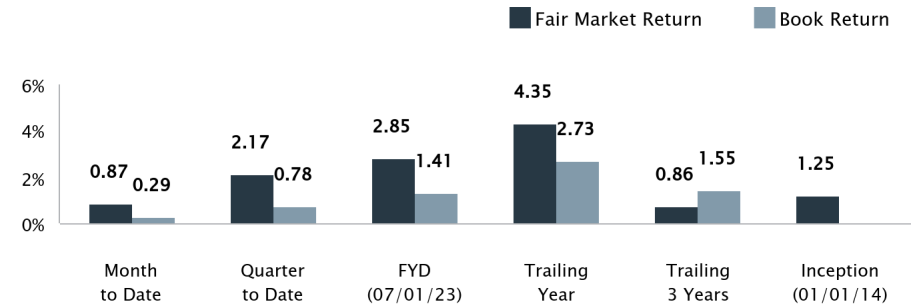
Jefferson County | Total Aggregate Portfolio

Accrued Book Return

	Month to Date	Fiscal Year to Date (07/01/2023)
Amortization/Accretion	13,195.44	91,770.51
Interest Earned	229,472.12	847,974.72
Realized Gain (Loss)	0.00	(3,008.33)
Book Income	242,667.56	936,736.90
Average Portfolio Balance	85,342,089.33	62,201,187.07
Book Return for Period	0.29%	1.41%

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	475,831.53	924,399.72
Amortization/Accretion	13,195.44	91,770.51
Interest Earned	229,472.12	847,974.72
Fair Market Earned Income	718,499.09	1,864,144.94
Average Portfolio Balance	85,342,089.33	62,201,187.07
Fair Market Return for Period	0.87%	2.85%

Interest Income

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Accrued Interest	320,045.89	276,015.00
Coupons Paid	273,453.56	853,164.09
Purchased Accrued Interest	0.00	5,238.82
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	276,064.44	276,064.44
Interest Earned	229,472.12	847,974.72

Notation: Book and Fair Market Returns are not annualized

Security Type Distribution

Jefferson County | Total Aggregate Portfolio

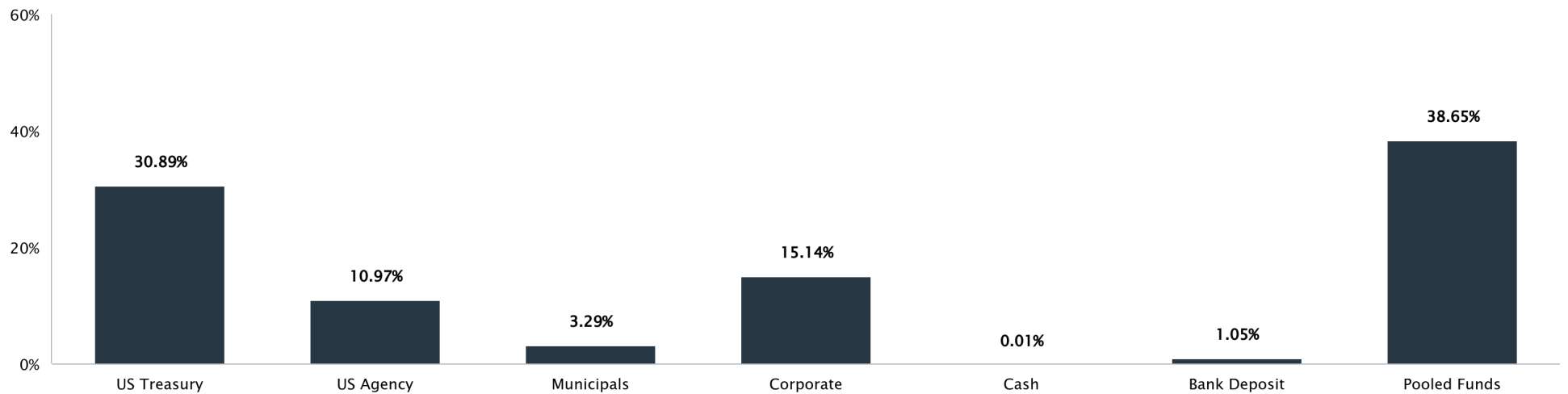


December 31, 2023

Security Type Distribution

Security Type	Par Amount	Book Yield	Market Value + Accrued	% of Market Value + Accrued
US Treasury	25,750,000.00	1.41%	24,857,636.39	30.89%
US Agency	9,000,000.00	4.14%	8,831,075.46	10.97%
Municipals	2,750,000.00	4.56%	2,649,535.14	3.29%
Corporate	12,250,000.00	3.57%	12,184,570.78	15.14%
Cash	4,375.00	0.00%	4,375.00	0.01%
Bank Deposit	842,100.43	0.08%	842,100.43	1.05%
Pooled Funds	31,100,470.40	5.00%	31,100,470.40	38.65%
Total	81,696,945.83	3.51%	80,469,763.60	100.00%

Security Type Distribution



Risk Management-Credit/Issuer

Jefferson County | Total Aggregate Portfolio

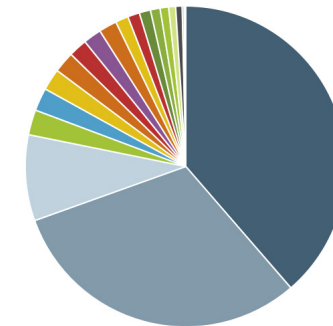


December 31, 2023

Credit Rating S&P/Moody's/Fitch

	Market Value + Accrued	%
S&P		
A	4,446,483.03	5.53
A+	530,119.20	0.66
A-	3,208,744.40	3.99
AA	2,656,382.13	3.30
AA+	35,855,489.02	44.56
AA-	780,444.43	0.97
AAA	1,049,530.56	1.30
NA	31,942,570.83	39.70
Moody's		
A1	9,399,171.23	11.68
Aa1	1,604,379.58	1.99
Aa3	1,310,563.63	1.63
Aaa	36,213,078.32	45.00
NA	31,942,570.83	39.70
Fitch		
A+	530,119.20	0.66
AA+	34,733,867.41	43.16
AA-	9,399,171.23	11.68
AAA	4,375.00	0.01
NA	35,802,230.76	44.49
Total	80,469,763.60	100.00

Issuer Concentration



- Oregon Short Term Fund 38.6%
- United States 30.9%
- Federal Home Loan Banks 8.7%
- The Toronto-Dominion Bank 2.5%
- Federal National Mortgage Association 2.3%
- Amazon.com, Inc. 2.2%
- JPMorgan Chase & Co. 2.1%
- Bank of America Corporation 1.9%
- Apple Inc. 1.8%
- Royal Bank of Canada 1.8%
- San Francisco City & County of 1.3%
- The Bank of New York Mellon Corporation 1.2%
- San Bernardino Community College District 1.1%
- Colgate-Palmolive Company 1.0%
- San Ramon Valley Unified School District 0.9%
- COLUMBIA BANK DEPOSIT 0.7%
- Citigroup Inc. 0.7%
- US BANK DEPOSIT- PAYROLL 0.2%
- US BANK DEPOSIT - INMATE 0.2%
- US Dollar 0.0%

Risk Management-Maturity/Duration

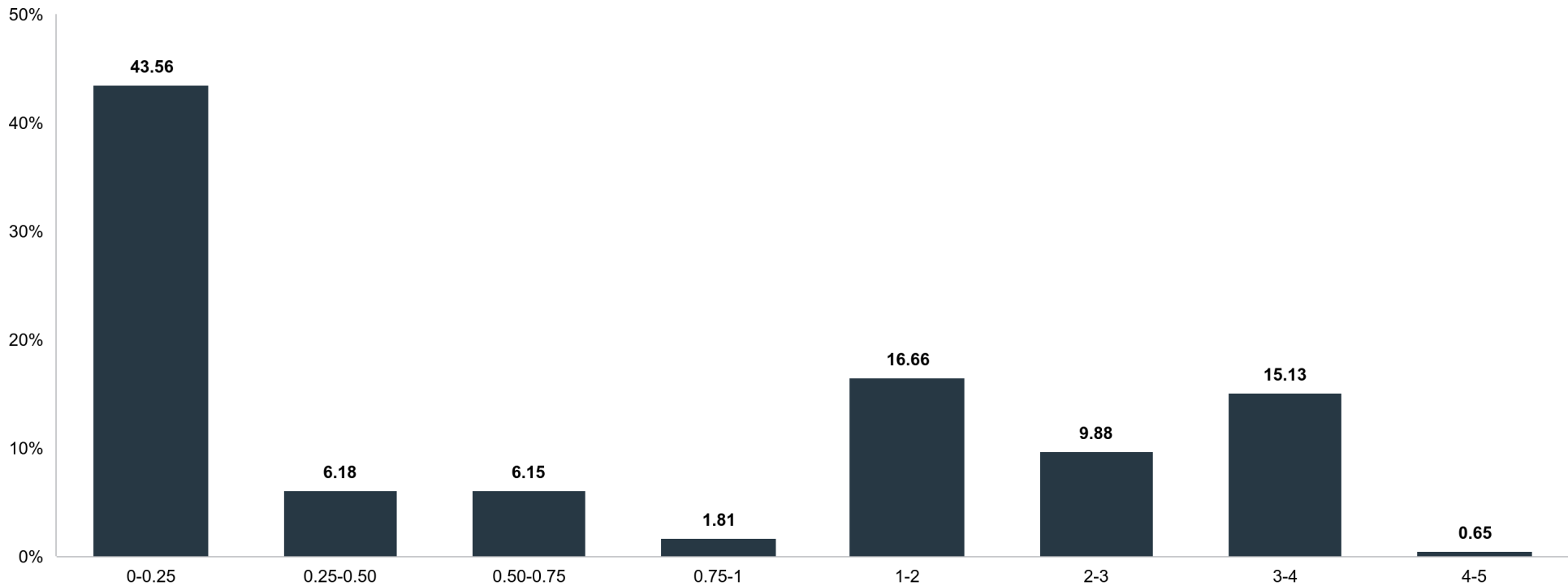
Jefferson County | Total Aggregate Portfolio



December 31, 2023

1.12 Yrs	Effective Duration	1.24 Yrs	Years to Maturity	451	Days to Maturity
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Distribution by Effective Duration



Holdings by Maturity & Ratings



Jefferson County | Total Aggregate Portfolio

December 31, 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	561,942.43	COLUMBIA BANK DEPOSIT	0.120%	12/31/2023		561,942.43	0.00	561,942.43	0.12%	0.12%	0.70	0.01	0.01	NA NA NA
OSTF_LGIP	31,100,470.40	OREGON SHORT TERM FUND	5.000%	12/31/2023		31,100,470.40	0.00	31,100,470.40	5.00%	5.00%	38.65	0.01	0.01	NA NA NA
CCYUSD	4,375.00	Receivable	0.000%	12/31/2023		4,375.00	0.00	4,375.00	0.00%	0.00%	0.01	0.00	0.00	AAA Aaa AAA
JEFF_USB_D EP_INMATE	132,958.00	US BANK DEPOSIT - INMATE	0.010%	12/31/2023		132,958.00	0.00	132,958.00	0.01%	0.01%	0.17	0.01	0.01	NA NA NA
JEFF_USB_D EP_PAYROLL	147,200.00	US BANK DEPOSIT-PAYROLL	0.010%	12/31/2023		147,200.00	0.00	147,200.00	0.01%	0.01%	0.18	0.01	0.01	NA NA NA
91282CBE0	1,000,000.00	UNITED STATES TREASURY	0.125%	01/15/2024		998,161.14	577.45	998,738.59	0.18%	4.11%	1.24	0.04	0.05	AA+ Aaa AA+
91282CBM2	1,000,000.00	UNITED STATES TREASURY	0.125%	02/15/2024		993,791.71	472.15	994,263.86	0.19%	4.91%	1.24	0.13	0.13	AA+ Aaa AA+
91282CBR1	1,000,000.00	UNITED STATES TREASURY	0.250%	03/15/2024		990,039.06	741.76	990,780.82	0.28%	5.01%	1.23	0.21	0.21	AA+ Aaa AA+
91282CBV2	1,000,000.00	UNITED STATES TREASURY	0.375%	04/15/2024		986,250.00	799.18	987,049.18	0.41%	5.10%	1.23	0.29	0.29	AA+ Aaa AA+
91282CCC3	1,000,000.00	UNITED STATES TREASURY	0.250%	05/15/2024		982,031.25	322.80	982,354.05	0.32%	5.08%	1.22	0.37	0.37	AA+ Aaa AA+
89114QCA4	1,000,000.00	TORONTO-DOMINION BANK	2.650%	06/12/2024		987,517.85	1,398.61	988,916.46	0.48%	5.47%	1.23	0.45	0.44	A A1 AA-
3130ATVC8	2,000,000.00	FEDERAL HOME LOAN BANKS	4.875%	06/14/2024		1,996,913.94	4,604.17	2,001,518.11	4.58%	5.21%	2.49	0.45	0.45	AA+ Aaa AA+
912828Y87	1,000,000.00	UNITED STATES TREASURY	1.750%	07/31/2024		981,132.81	7,323.37	988,456.18	0.33%	5.03%	1.23	0.58	0.57	AA+ Aaa AA+
912828YE4	1,000,000.00	UNITED STATES TREASURY	1.250%	08/31/2024		975,507.81	4,223.90	979,731.71	0.39%	5.01%	1.22	0.67	0.65	AA+ Aaa AA+

Holdings by Maturity & Ratings



Jefferson County | Total Aggregate Portfolio

December 31, 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
3130ATVD6	2,000,000.00	FEDERAL HOME LOAN BANKS	4.875%	09/13/2024		1,998,564.90	29,250.00	2,027,814.90	4.43%	4.97%	2.52	0.70	0.68	AA+ Aaa AA+
912828YH7	1,000,000.00	UNITED STATES TREASURY	1.500%	09/30/2024		974,882.81	3,811.48	978,694.29	0.40%	4.93%	1.22	0.75	0.73	AA+ Aaa AA+
91282CDH1	1,500,000.00	UNITED STATES TREASURY	0.750%	11/15/2024		1,447,558.59	1,452.61	1,449,011.20	0.85%	4.86%	1.80	0.88	0.86	AA+ Aaa AA+
912828Z52	1,500,000.00	UNITED STATES TREASURY	1.375%	01/31/2025		1,447,265.62	8,631.11	1,455,896.74	0.91%	4.72%	1.81	1.08	1.05	AA+ Aaa AA+
91282CED9	2,000,000.00	UNITED STATES TREASURY	1.750%	03/15/2025		1,932,890.62	10,384.62	1,943,275.24	4.07%	4.63%	2.41	1.20	1.17	AA+ Aaa AA+
06406RAN7	1,000,000.00	BANK OF NEW YORK MELLON CORP	1.600%	04/24/2025	03/24/2025	959,929.87	2,977.78	962,907.65	2.23%	4.77%	1.20	1.31	1.27	A A1 AA-
912828ZT0	1,000,000.00	UNITED STATES TREASURY	0.250%	05/31/2025		941,914.06	218.58	942,132.64	1.00%	4.52%	1.17	1.41	1.39	AA+ Aaa AA+
91282CEU1	750,000.00	UNITED STATES TREASURY	2.875%	06/15/2025		733,125.00	1,001.54	734,126.54	3.13%	4.48%	0.91	1.45	1.41	AA+ Aaa AA+
91282CAB7	1,000,000.00	UNITED STATES TREASURY	0.250%	07/31/2025		936,640.62	1,046.20	937,686.82	1.02%	4.42%	1.17	1.58	1.55	AA+ Aaa AA+
91282CAM3	1,000,000.00	UNITED STATES TREASURY	0.250%	09/30/2025		931,484.38	635.25	932,119.63	1.03%	4.35%	1.16	1.75	1.71	AA+ Aaa AA+
3135G06G3	2,000,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.500%	11/07/2025		1,863,317.76	1,500.00	1,864,817.76	3.99%	4.37%	2.32	1.85	1.81	AA+ Aaa AA+
91282CAZ4	1,000,000.00	UNITED STATES TREASURY	0.375%	11/30/2025		928,906.25	327.87	929,234.12	1.08%	4.27%	1.15	1.91	1.87	AA+ Aaa AA+
91282CBQ3	1,000,000.00	UNITED STATES TREASURY	0.500%	02/28/2026		924,414.06	1,689.56	926,103.62	1.11%	4.18%	1.15	2.16	2.11	AA+ Aaa AA+
3130AUU36	1,000,000.00	FEDERAL HOME LOAN BANKS	4.125%	03/13/2026		997,324.73	12,375.00	1,009,699.73	3.71%	4.25%	1.25	2.20	2.06	AA+ Aaa AA+

Holdings by Maturity & Ratings



Jefferson County | Total Aggregate Portfolio

December 31, 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
46647PBH8	1,000,000.00	JPMORGAN CHASE & CO	2.005%	03/13/2026	03/13/2025	960,881.82	6,015.00	966,896.82	1.54%	5.40%	1.20	2.20	1.16	A- A1 AA-
91282CBW0	1,000,000.00	UNITED STATES TREASURY	0.750%	04/30/2026		925,468.75	1,277.47	926,746.22	1.13%	4.13%	1.15	2.33	2.27	AA+ Aaa AA+
91282CCJ8	1,000,000.00	UNITED STATES TREASURY	0.875%	06/30/2026		925,078.12	24.04	925,102.16	1.14%	4.05%	1.15	2.50	2.42	AA+ Aaa AA+
06051GLA5	1,000,000.00	BANK OF AMERICA CORP	4.827%	07/22/2026	07/22/2025	992,546.95	21,319.25	1,013,866.20	5.05%	5.33%	1.26	2.56	1.46	A- A1 AA-
799408Z93	750,000.00	SAN RAMON VALLEY CALIF UNI SCH DIST	1.034%	08/01/2026		688,710.00	3,231.25	691,941.25	4.37%	4.41%	0.86	2.58	2.49	AA+ Aa1 NA
91282CCW9	1,000,000.00	UNITED STATES TREASURY	0.750%	08/31/2026		917,226.56	2,534.34	919,760.90	1.15%	4.05%	1.14	2.67	2.59	AA+ Aaa AA+
91282CDG3	1,000,000.00	UNITED STATES TREASURY	1.125%	10/31/2026		923,242.19	1,916.21	925,158.40	1.16%	4.01%	1.15	2.83	2.74	AA+ Aaa AA+
3130AQF65	750,000.00	FEDERAL HOME LOAN BANKS	1.250%	12/21/2026		689,756.74	260.42	690,017.16	4.15%	4.15%	0.86	2.97	2.87	AA+ Aaa AA+
78016EYV3	1,000,000.00	ROYAL BANK OF CANADA	2.050%	01/21/2027		929,254.89	9,111.11	938,366.00	2.62%	4.55%	1.17	3.06	2.89	A A1 AA-
46647PBA3	750,000.00	JPMORGAN CHASE & CO	3.960%	01/29/2027	01/29/2026	732,861.13	12,540.00	745,401.13	4.58%	5.13%	0.93	3.08	1.93	A- A1 AA-
023135CF1	1,000,000.00	AMAZON.COM INC	3.300%	04/13/2027	03/13/2027	971,844.98	7,150.00	978,994.98	3.47%	4.22%	1.22	3.28	3.02	AA A1 AA-
037833CR9	1,000,000.00	APPLE INC	3.200%	05/11/2027	02/11/2027	968,268.77	4,444.44	972,713.21	3.69%	4.22%	1.21	3.36	3.06	AA+ Aaa NA
3130A3VD3	750,000.00	FEDERAL HOME LOAN BANKS	2.625%	06/11/2027		717,066.11	1,093.75	718,159.86	3.21%	4.00%	0.89	3.44	3.25	AA+ Aaa AA+
797646NE2	1,000,000.00	SAN FRANCISCO CALIF CITY & CNTY	5.750%	06/15/2027		1,042,600.00	2,555.56	1,045,155.56	4.77%	4.41%	1.30	3.45	3.12	AAA Aaa AA+

Holdings by Maturity & Ratings



Jefferson County | Total Aggregate Portfolio

December 31, 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
796720NT3	1,000,000.00	SAN BERNARDINO CALIF CMNTY COLLEGE DIST	1.610%	08/01/2027		905,730.00	6,708.33	912,438.33	4.47%	4.48%	1.13	3.58	3.40	AA Aa1 NA
91282CFH9	1,000,000.00	UNITED STATES TREASURY	3.125%	08/31/2027		972,539.06	10,559.75	983,098.81	3.31%	3.94%	1.22	3.67	3.39	AA+ Aaa AA+
91282CFU0	2,000,000.00	UNITED STATES TREASURY	4.125%	10/31/2027		2,014,062.50	14,052.20	2,028,114.70	3.66%	3.92%	2.52	3.83	3.50	AA+ Aaa AA+
023135CP9	750,000.00	AMAZON.COM INC	4.550%	12/01/2027	11/01/2027	762,105.07	2,843.75	764,948.82	4.32%	4.09%	0.95	3.92	3.48	AA A1 AA-
89115A2M3	1,000,000.00	TORONTO-DOMINION BANK	5.156%	01/10/2028		1,014,500.16	24,491.00	1,038,991.16	5.23%	4.76%	1.29	4.03	3.52	A A1 AA-
78016FZW7	500,000.00	ROYAL BANK OF CANADA	4.900%	01/12/2028		505,800.37	11,501.39	517,301.76	4.85%	4.58%	0.64	4.03	3.55	A A1 AA-
194162AR4	750,000.00	COLGATE-PALMOLIVE CO	4.600%	03/01/2028	02/01/2028	768,944.43	11,500.00	780,444.43	3.68%	3.92%	0.97	4.17	3.65	AA- Aa3 NA
3130ATS57	500,000.00	FEDERAL HOME LOAN BANKS	4.500%	03/10/2028		512,110.44	6,937.50	519,047.94	3.97%	3.87%	0.65	4.19	3.75	AA+ Aaa AA+
037833ET3	500,000.00	APPLE INC	4.000%	05/10/2028	04/10/2028	499,289.36	2,833.33	502,122.70	3.98%	4.03%	0.62	4.36	3.88	AA+ Aaa NA
06051GGR4	500,000.00	BANK OF AMERICA CORP	3.593%	07/21/2028	07/21/2027	474,595.81	7,984.44	482,580.25	5.02%	5.17%	0.60	4.56	3.23	A- A1 AA-
17325FBB3	500,000.00	CITIBANK NA	5.803%	09/29/2028	08/29/2028	522,704.26	7,414.94	530,119.20	5.30%	4.71%	0.66	4.75	4.01	A+ Aa3 A+
Total	81,696,945.83		3.329%			80,193,699.16	276,064.44	80,469,763.60	3.51%	4.69%	100.00	1.24	1.12	

Summary Overview

Jefferson County | Investment Core



December 31, 2023

Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	4,375.00
Investments	48,522,817.77
Book Yield	2.62%
Market Yield	4.57%
Effective Duration	1.85
Years to Maturity	2.05
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	49,754,375.00	49,344,233.72	49,207,829.86	48,251,128.32	(1,093,105.40)	276,064.44	2.62%	1.85	2.09	ICE BofA 0-5 Year US Treasury Index
Total	49,754,375.00	49,344,233.72	49,207,829.86	48,251,128.32	(1,093,105.40)	276,064.44	2.62%	1.85	2.09	

Portfolio Activity

Jefferson County | Investment Core



December 31, 2023

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Book Value	49,314,159.46	57,469,766.96
Maturities/Calls	(500,000.00)	(6,250,000.00)
Purchases	0.00	510,390.00
Sales	0.00	(2,479,060.42)
Change in Cash, Payables, Receivables	516,878.82	4,375.00
Amortization/Accretion	13,195.44	91,770.51
Realized Gain (Loss)	0.00	(3,008.33)
Ending Book Value	49,344,233.72	49,344,233.72

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Market Value	47,732,027.10	55,360,491.34
Maturities/Calls	(500,000.00)	(6,250,000.00)
Purchases	0.00	510,390.00
Sales	0.00	(2,479,060.42)
Change in Cash, Payables, Receivables	516,878.82	4,375.00
Amortization/Accretion	13,195.44	91,770.51
Change in Net Unrealized Gain (Loss)	489,026.97	1,016,170.23
Net Realized Gain (Loss)	0.00	(3,008.33)
Ending Market Value	48,251,128.32	48,251,128.32

Maturities/Calls	Market Value
Month to Date	(500,000.00)
Fiscal Year to Date	(6,250,000.00)

Purchases	Market Value
Month to Date	0.00
Fiscal Year to Date	510,390.00

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

Return Management-Income Detail

Jefferson County | Investment Core



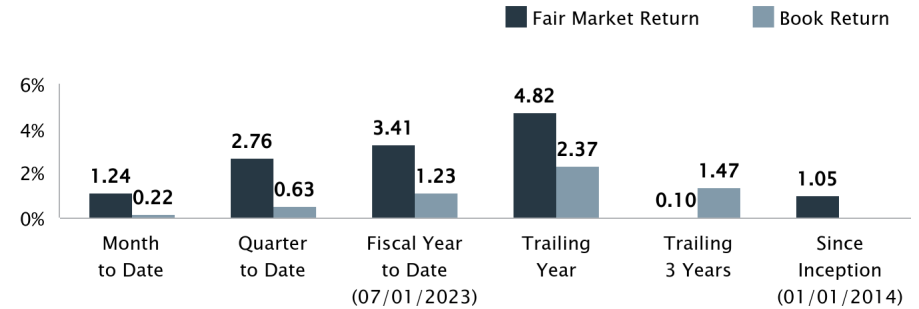
December 31, 2023

Accrued Book Return

	Month to Date	Fiscal Year to Date (07/01/2023)
Amortization/Accretion	13,195.44	91,770.51
Interest Earned	94,143.56	555,601.05
Realized Gain (Loss)	0.00	(3,008.33)
Book Income	107,339.00	644,363.23
Average Portfolio Balance	48,005,519.75	50,509,379.97
Book Return for Period	0.22%	1.23%

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	475,831.53	924,399.72
Amortization/Accretion	13,195.44	91,770.51
Interest Earned	94,143.56	555,601.05
Fair Market Earned Income	583,170.53	1,571,771.27
Average Portfolio Balance	48,005,519.75	50,509,379.97
Fair Market Return for Period		3.41%

Interest Income

	Month to Date	Fiscal Year to Date (07/01/2023)
Beginning Accrued Interest	320,045.89	276,015.00
Coupons Paid	138,125.00	560,790.42
Purchased Accrued Interest	0.00	5,238.82
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	276,064.44	276,064.44
Interest Earned	94,143.56	555,601.05

Notation: Book and Fair Market Returns are not annualized

Return Management-Performance

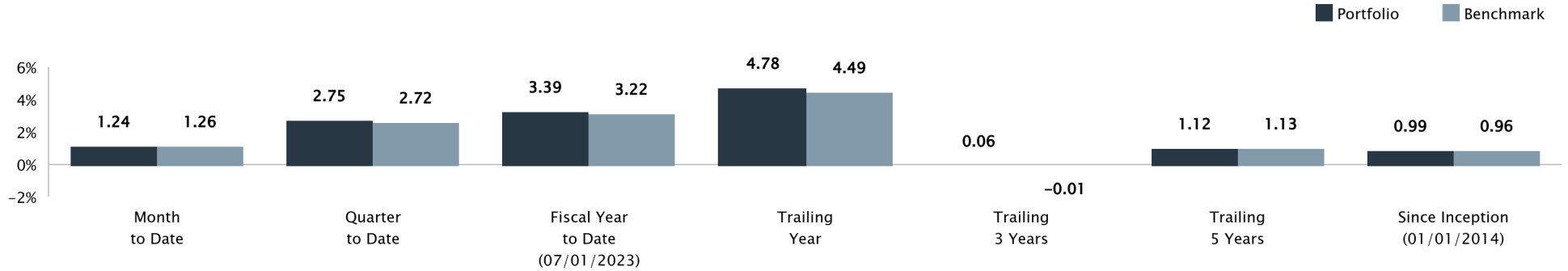
Jefferson County | Investment Core



December 31, 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)	1.241%	2.749%	3.390%	4.775%	0.062%	1.123%	0.991%
Return (Gross of Fees)	1.241%	2.757%	3.412%	4.816%	0.098%	1.160%	1.051%
ICE BofA 0-5 Year US Treasury Index	1.257%	2.716%	3.225%	4.489%	(0.008%)	1.132%	0.957%

Risk Management-Relative to Benchmark

Jefferson County | Investment Core

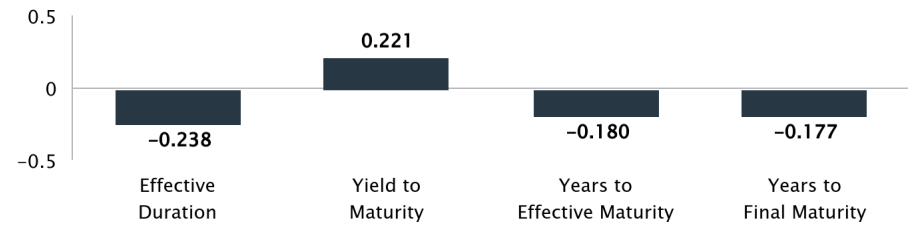


December 31, 2023

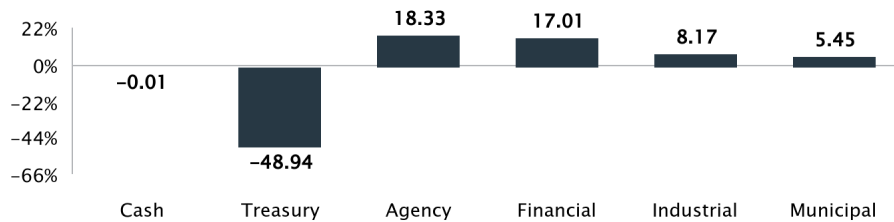
Benchmark Comparison Summary

Risk Metric	Portfolio	Benchmark	Difference
Effective Duration	1.85	2.09	(0.24)
Yield to Maturity	4.61	4.39	0.22
Years to Effective Maturity	2.04	2.22	(0.18)
Years to Final Maturity	2.05	2.22	(0.18)
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	0.01	(0.01)
Treasury	51.04	99.99	(48.94)
Agency	18.33	0.00	18.33
Financial	17.01	0.00	17.01
Industrial	8.17	0.00	8.17
Municipal	5.45	0.00	5.45

Risk Management-Maturity/Duration

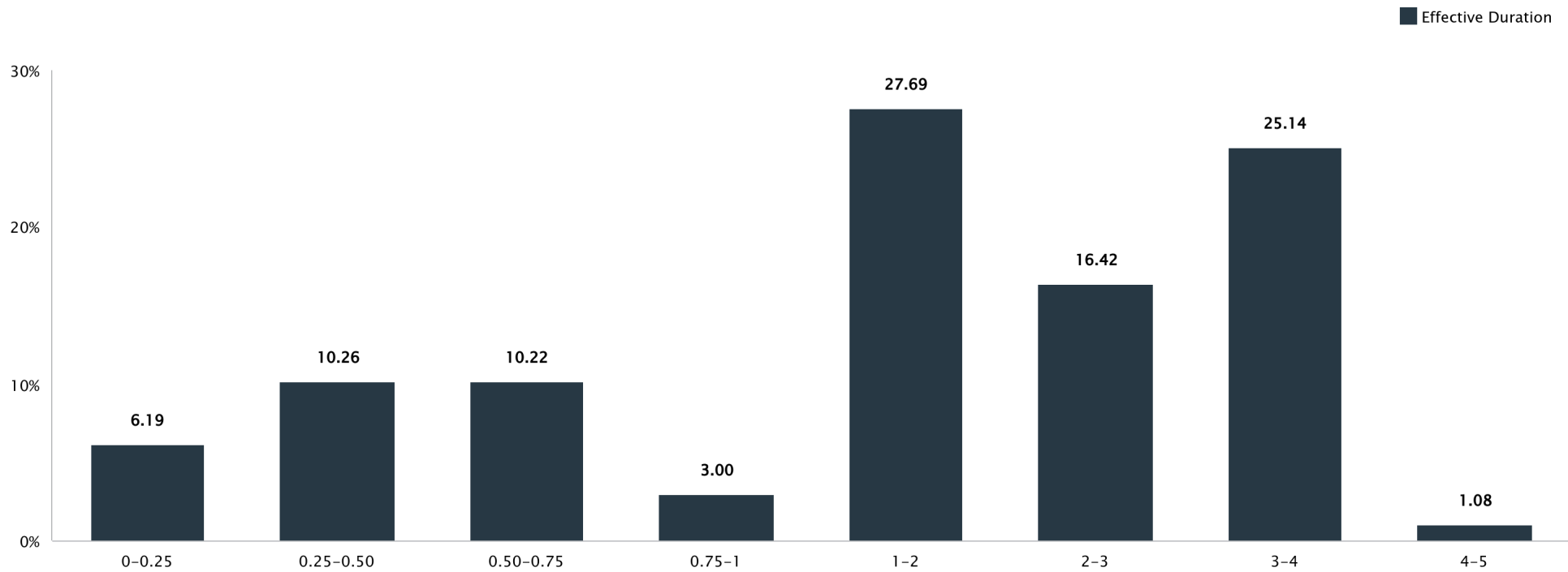
Jefferson County | Investment Core



December 31, 2023



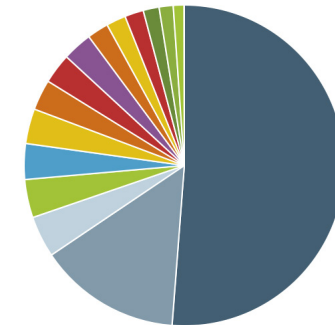
Distribution by Effective Duration



Credit Rating S&P/Moody's/Fitch

	Market Value + Accrued	%
S&P		
A	4,446,483.03	9.16
A+	530,119.20	1.09
A-	3,208,744.40	6.61
AA	2,656,382.13	5.47
AA+	35,855,489.02	73.89
AA-	780,444.43	1.61
AAA	1,049,530.56	2.16
Moody's		
A1	9,399,171.23	19.37
Aa1	1,604,379.58	3.31
Aa3	1,310,563.63	2.70
Aaa	36,213,078.32	74.62
Fitch		
A+	530,119.20	1.09
AA+	34,733,867.41	71.58
AA-	9,399,171.23	19.37
AAA	4,375.00	0.01
NA	3,859,659.93	7.95
Total	48,527,192.77	100.00

Issuer Concentration



- United States **51.2%**
- Federal Home Loan Banks **14.4%**
- The Toronto-Dominion Bank **4.2%**
- Federal National Mortgage Association **3.8%**
- Amazon.com, Inc. **3.6%**
- JPMorgan Chase & Co. **3.5%**
- Bank of America Corporation **3.1%**
- Apple Inc. **3.0%**
- Royal Bank of Canada **3.0%**
- San Francisco City & County of **2.2%**
- The Bank of New York Mellon Corporation **2.0%**
- San Bernardino Community College District **1.9%**
- Colgate-Palmolive Company **1.6%**
- San Ramon Valley Unified School District **1.4%**
- Citigroup Inc. **1.1%**
- US Dollar **0.0%**

Holdings by Maturity & Ratings

Jefferson County | Investment Core



December 31, 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	4,375.00	Receivable	0.000%	12/31/2023		4,375.00	0.00	4,375.00	0.00%	0.00%	0.01	0.00	0.00	AAA Aaa AAA
91282CBE0	1,000,000.00	UNITED STATES TREASURY	0.125%	01/15/2024		998,161.14	577.45	998,738.59	0.18%	4.11%	2.06	0.04	0.05	AA+ Aaa AA+
91282CBM2	1,000,000.00	UNITED STATES TREASURY	0.125%	02/15/2024		993,791.71	472.15	994,263.86	0.19%	4.91%	2.05	0.13	0.13	AA+ Aaa AA+
91282CBR1	1,000,000.00	UNITED STATES TREASURY	0.250%	03/15/2024		990,039.06	741.76	990,780.82	0.28%	5.01%	2.04	0.21	0.21	AA+ Aaa AA+
91282CBV2	1,000,000.00	UNITED STATES TREASURY	0.375%	04/15/2024		986,250.00	799.18	987,049.18	0.41%	5.10%	2.03	0.29	0.29	AA+ Aaa AA+
91282CCC3	1,000,000.00	UNITED STATES TREASURY	0.250%	05/15/2024		982,031.25	322.80	982,354.05	0.32%	5.08%	2.02	0.37	0.37	AA+ Aaa AA+
89114QCA4	1,000,000.00	TORONTO-DOMINION BANK	2.650%	06/12/2024		987,517.85	1,398.61	988,916.46	0.48%	5.47%	2.04	0.45	0.44	A A1 AA-
3130ATVC8	2,000,000.00	FEDERAL HOME LOAN BANKS	4.875%	06/14/2024		1,996,913.94	4,604.17	2,001,518.11	4.58%	5.21%	4.12	0.45	0.45	AA+ Aaa AA+
912828Y87	1,000,000.00	UNITED STATES TREASURY	1.750%	07/31/2024		981,132.81	7,323.37	988,456.18	0.33%	5.03%	2.04	0.58	0.57	AA+ Aaa AA+
912828YE4	1,000,000.00	UNITED STATES TREASURY	1.250%	08/31/2024		975,507.81	4,223.90	979,731.71	0.39%	5.01%	2.02	0.67	0.65	AA+ Aaa AA+
3130ATVD6	2,000,000.00	FEDERAL HOME LOAN BANKS	4.875%	09/13/2024		1,998,564.90	29,250.00	2,027,814.90	4.43%	4.97%	4.18	0.70	0.68	AA+ Aaa AA+
912828YH7	1,000,000.00	UNITED STATES TREASURY	1.500%	09/30/2024		974,882.81	3,811.48	978,694.29	0.40%	4.93%	2.02	0.75	0.73	AA+ Aaa AA+
91282CDH1	1,500,000.00	UNITED STATES TREASURY	0.750%	11/15/2024		1,447,558.59	1,452.61	1,449,011.20	0.85%	4.86%	2.99	0.88	0.86	AA+ Aaa AA+
912828Z52	1,500,000.00	UNITED STATES TREASURY	1.375%	01/31/2025		1,447,265.62	8,631.11	1,455,896.74	0.91%	4.72%	3.00	1.08	1.05	AA+ Aaa AA+

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91282CED9	2,000,000.00	UNITED STATES TREASURY	1.750%	03/15/2025		1,932,890.62	10,384.62	1,943,275.24	4.07%	4.63%	4.00	1.20	1.17	AA+ Aaa AA+
06406RAN7	1,000,000.00	BANK OF NEW YORK MELLON CORP	1.600%	04/24/2025	03/24/2025	959,929.87	2,977.78	962,907.65	2.23%	4.77%	1.98	1.31	1.27	A A1 AA-
912828ZT0	1,000,000.00	UNITED STATES TREASURY	0.250%	05/31/2025		941,914.06	218.58	942,132.64	1.00%	4.52%	1.94	1.41	1.39	AA+ Aaa AA+
91282CEU1	750,000.00	UNITED STATES TREASURY	2.875%	06/15/2025		733,125.00	1,001.54	734,126.54	3.13%	4.48%	1.51	1.45	1.41	AA+ Aaa AA+
91282CAB7	1,000,000.00	UNITED STATES TREASURY	0.250%	07/31/2025		936,640.62	1,046.20	937,686.82	1.02%	4.42%	1.93	1.58	1.55	AA+ Aaa AA+
91282CAM3	1,000,000.00	UNITED STATES TREASURY	0.250%	09/30/2025		931,484.38	635.25	932,119.63	1.03%	4.35%	1.92	1.75	1.71	AA+ Aaa AA+
3135G06G3	2,000,000.00	FEDERAL NATIONAL MORTGAGE ASSOCIATION	0.500%	11/07/2025		1,863,317.76	1,500.00	1,864,817.76	3.99%	4.37%	3.84	1.85	1.81	AA+ Aaa AA+
91282CAZ4	1,000,000.00	UNITED STATES TREASURY	0.375%	11/30/2025		928,906.25	327.87	929,234.12	1.08%	4.27%	1.91	1.91	1.87	AA+ Aaa AA+
91282CBQ3	1,000,000.00	UNITED STATES TREASURY	0.500%	02/28/2026		924,414.06	1,689.56	926,103.62	1.11%	4.18%	1.91	2.16	2.11	AA+ Aaa AA+
3130AUU36	1,000,000.00	FEDERAL HOME LOAN BANKS	4.125%	03/13/2026		997,324.73	12,375.00	1,009,699.73	3.71%	4.25%	2.08	2.20	2.06	AA+ Aaa AA+
46647PBH8	1,000,000.00	JPMORGAN CHASE & CO	2.005%	03/13/2026	03/13/2025	960,881.82	6,015.00	966,896.82	1.54%	5.40%	1.99	2.20	1.16	A- A1 AA-
91282CBW0	1,000,000.00	UNITED STATES TREASURY	0.750%	04/30/2026		925,468.75	1,277.47	926,746.22	1.13%	4.13%	1.91	2.33	2.27	AA+ Aaa AA+
91282CCJ8	1,000,000.00	UNITED STATES TREASURY	0.875%	06/30/2026		925,078.12	24.04	925,102.16	1.14%	4.05%	1.91	2.50	2.42	AA+ Aaa AA+
06051GLA5	1,000,000.00	BANK OF AMERICA CORP	4.827%	07/22/2026	07/22/2025	992,546.95	21,319.25	1,013,866.20	5.05%	5.33%	2.09	2.56	1.46	A- A1 AA-

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799408Z93	750,000.00	SAN RAMON VALLEY CALIF UNI SCH DIST	1.034%	08/01/2026		688,710.00	3,231.25	691,941.25	4.37%	4.41%	1.43	2.58	2.49	AA+ Aa1 NA
91282CCW9	1,000,000.00	UNITED STATES TREASURY	0.750%	08/31/2026		917,226.56	2,534.34	919,760.90	1.15%	4.05%	1.90	2.67	2.59	AA+ Aaa AA+
91282CDG3	1,000,000.00	UNITED STATES TREASURY	1.125%	10/31/2026		923,242.19	1,916.21	925,158.40	1.16%	4.01%	1.91	2.83	2.74	AA+ Aaa AA+
3130AQF65	750,000.00	FEDERAL HOME LOAN BANKS	1.250%	12/21/2026		689,756.74	260.42	690,017.16	4.15%	4.15%	1.42	2.97	2.87	AA+ Aaa AA+
78016EYV3	1,000,000.00	ROYAL BANK OF CANADA	2.050%	01/21/2027		929,254.89	9,111.11	938,366.00	2.62%	4.55%	1.93	3.06	2.89	A A1 AA-
46647PBA3	750,000.00	JPMORGAN CHASE & CO	3.960%	01/29/2027	01/29/2026	732,861.13	12,540.00	745,401.13	4.58%	5.13%	1.54	3.08	1.93	A- A1 AA-
023135CF1	1,000,000.00	AMAZON.COM INC	3.300%	04/13/2027	03/13/2027	971,844.98	7,150.00	978,994.98	3.47%	4.22%	2.02	3.28	3.02	AA A1 AA-
037833CR9	1,000,000.00	APPLE INC	3.200%	05/11/2027	02/11/2027	968,268.77	4,444.44	972,713.21	3.69%	4.22%	2.00	3.36	3.06	AA+ Aaa NA
3130A3VD3	750,000.00	FEDERAL HOME LOAN BANKS	2.625%	06/11/2027		717,066.11	1,093.75	718,159.86	3.21%	4.00%	1.48	3.44	3.25	AA+ Aaa AA+
797646NE2	1,000,000.00	SAN FRANCISCO CALIF CITY & CNTY	5.750%	06/15/2027		1,042,600.00	2,555.56	1,045,155.56	4.77%	4.41%	2.15	3.45	3.12	AAA Aaa AA+
796720NT3	1,000,000.00	SAN BERNARDINO CALIF CMNTY COLLEGE DIST	1.610%	08/01/2027		905,730.00	6,708.33	912,438.33	4.47%	4.48%	1.88	3.58	3.40	AA Aa1 NA
91282CFH9	1,000,000.00	UNITED STATES TREASURY	3.125%	08/31/2027		972,539.06	10,559.75	983,098.81	3.31%	3.94%	2.03	3.67	3.39	AA+ Aaa AA+
91282CFU0	2,000,000.00	UNITED STATES TREASURY	4.125%	10/31/2027		2,014,062.50	14,052.20	2,028,114.70	3.66%	3.92%	4.18	3.83	3.50	AA+ Aaa AA+
023135CP9	750,000.00	AMAZON.COM INC	4.550%	12/01/2027	11/01/2027	762,105.07	2,843.75	764,948.82	4.32%	4.09%	1.58	3.92	3.48	AA A1 AA-

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89115A2M3	1,000,000.00	TORONTO-DOMINION BANK	5.156%	01/10/2028		1,014,500.16	24,491.00	1,038,991.16	5.23%	4.76%	2.14	4.03	3.52	A A1 AA-
78016FZW7	500,000.00	ROYAL BANK OF CANADA	4.900%	01/12/2028		505,800.37	11,501.39	517,301.76	4.85%	4.58%	1.07	4.03	3.55	A A1 AA-
194162AR4	750,000.00	COLGATE-PALMOLIVE CO	4.600%	03/01/2028	02/01/2028	768,944.43	11,500.00	780,444.43	3.68%	3.92%	1.61	4.17	3.65	AA- Aa3 NA
3130ATS57	500,000.00	FEDERAL HOME LOAN BANKS	4.500%	03/10/2028		512,110.44	6,937.50	519,047.94	3.97%	3.87%	1.07	4.19	3.75	AA+ Aaa AA+
037833ET3	500,000.00	APPLE INC	4.000%	05/10/2028	04/10/2028	499,289.36	2,833.33	502,122.70	3.98%	4.03%	1.03	4.36	3.88	AA+ Aaa NA
06051GGR4	500,000.00	BANK OF AMERICA CORP	3.593%	07/21/2028	07/21/2027	474,595.81	7,984.44	482,580.25	5.02%	5.17%	0.99	4.56	3.23	A- A1 AA-
17325FBB3	500,000.00	CITIBANK NA	5.803%	09/29/2028	08/29/2028	522,704.26	7,414.94	530,119.20	5.30%	4.71%	1.09	4.75	4.01	A+ Aa3 A+
Total	49,754,375.00		2.315%			48,251,128.32	276,064.44	48,527,192.77	2.62%	4.57%	100.00	2.05	1.85	

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US Treasury												
02/16/2021	91282CBE0	1,000,000.00	United States	0.125%	01/15/2024		0.18%	4.11%	998,738.59	(1,818.28)	2.06	0.05
02/16/2021	91282CBM2	1,000,000.00	United States	0.125%	02/15/2024		0.19%	4.91%	994,263.86	(6,129.56)	2.05	0.13
05/26/2021	91282CBR1	1,000,000.00	United States	0.250%	03/15/2024		0.28%	5.01%	990,780.82	(9,907.31)	2.04	0.21
09/28/2021	91282CBV2	1,000,000.00	United States	0.375%	04/15/2024		0.41%	5.10%	987,049.18	(13,644.15)	2.03	0.29
05/26/2021	91282CCC3	1,000,000.00	United States	0.250%	05/15/2024		0.32%	5.08%	982,354.05	(17,701.43)	2.02	0.37
06/11/2021	912828Y87	1,000,000.00	United States	1.750%	07/31/2024		0.33%	5.03%	988,456.18	(27,090.63)	2.04	0.57
08/02/2021	912828YE4	1,000,000.00	United States	1.250%	08/31/2024		0.39%	5.01%	979,731.71	(30,153.75)	2.02	0.65
08/02/2021	912828YH7	1,000,000.00	United States	1.500%	09/30/2024		0.40%	4.93%	978,694.29	(33,242.19)	2.02	0.73
12/03/2021	91282CDH1	1,500,000.00	United States	0.750%	11/15/2024		0.85%	4.86%	1,449,011.20	(51,140.99)	2.99	0.86
12/03/2021	912828Z52	1,500,000.00	United States	1.375%	01/31/2025		0.91%	4.72%	1,455,896.74	(60,227.68)	3.00	1.05
12/16/2022	91282CED9	2,000,000.00	United States	1.750%	03/15/2025		4.07%	4.63%	1,943,275.24	(14,367.48)	4.00	1.17
12/03/2021	912828ZT0	1,000,000.00	United States	0.250%	05/31/2025		1.00%	4.52%	942,132.64	(47,746.97)	1.94	1.39
06/30/2022	91282CEU1	750,000.00	United States	2.875%	06/15/2025		3.13%	4.48%	734,126.54	(14,255.84)	1.51	1.41
12/03/2021	91282CAB7	1,000,000.00	United States	0.250%	07/31/2025		1.02%	4.42%	937,686.82	(51,381.29)	1.93	1.55
12/03/2021	91282CAM3	1,000,000.00	United States	0.250%	09/30/2025		1.03%	4.35%	932,119.63	(55,171.62)	1.92	1.71
12/03/2021	91282CAZ4	1,000,000.00	United States	0.375%	11/30/2025		1.08%	4.27%	929,234.12	(57,928.32)	1.91	1.87
12/03/2021	91282CBQ3	1,000,000.00	United States	0.500%	02/28/2026		1.11%	4.18%	926,103.62	(62,764.05)	1.91	2.11
12/03/2021	91282CBW0	1,000,000.00	United States	0.750%	04/30/2026		1.13%	4.13%	926,746.22	(66,029.27)	1.91	2.27
12/03/2021	91282CCJ8	1,000,000.00	United States	0.875%	06/30/2026		1.14%	4.05%	925,102.16	(68,593.12)	1.91	2.42
12/03/2021	91282CCW9	1,000,000.00	United States	0.750%	08/31/2026		1.15%	4.05%	919,760.90	(72,525.37)	1.90	2.59
12/03/2021	91282CDG3	1,000,000.00	United States	1.125%	10/31/2026		1.16%	4.01%	925,158.40	(75,879.26)	1.91	2.74
09/06/2022	91282CFH9	1,000,000.00	United States	3.125%	08/31/2027		3.31%	3.94%	983,098.81	(21,286.70)	2.03	3.39
12/16/2022	91282CFU0	2,000,000.00	United States	4.125%	10/31/2027		3.66%	3.92%	2,028,114.70	(17,989.73)	4.18	3.50
Total		25,750,000.00					1.41%	4.51%	24,857,636.39	(876,975.01)	51.22	1.48
US Agency												
12/16/2022	3130ATVC8	2,000,000.00	Federal Home Loan Banks	4.875%	06/14/2024		4.58%	5.21%	2,001,518.11	(5,527.82)	4.12	0.45
12/16/2022	3130ATVD6	2,000,000.00	Federal Home Loan Banks	4.875%	09/13/2024		4.43%	4.97%	2,027,814.90	(7,334.75)	4.18	0.68
12/16/2022	3135G06G3	2,000,000.00	Federal National Mortgage Association	0.500%	11/07/2025		3.99%	4.37%	1,864,817.76	(15,846.44)	3.84	1.81
04/06/2023	3130AUU36	1,000,000.00	Federal Home Loan Banks	4.125%	03/13/2026		3.71%	4.25%	1,009,699.73	(11,151.63)	2.08	2.06
11/23/2022	3130AQF65	750,000.00	Federal Home Loan Banks	1.250%	12/21/2026		4.15%	4.15%	690,017.16	(1,389.84)	1.42	2.87
06/30/2022	3130A3VD3	750,000.00	Federal Home Loan Banks	2.625%	06/11/2027		3.21%	4.00%	718,159.86	(18,998.72)	1.48	3.25

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03/20/2023	3130ATS57	500,000.00	Federal Home Loan Banks	4.500%	03/10/2028		3.97%	3.87%	519,047.94	2,119.55	1.07	3.75
Total		9,000,000.00					4.14%	4.61%	8,831,075.46	(58,129.65)	18.20	1.58
Municipals												
01/17/2023	799408Z93	750,000.00	San Ramon Valley Unified School District	1.034%	08/01/2026		4.37%	4.41%	691,941.25	(2,087.92)	1.43	2.49
11/23/2022	797646NE2	1,000,000.00	San Francisco City & County of	5.750%	06/15/2027		4.77%	4.41%	1,045,155.56	12,623.80	2.15	3.12
12/16/2022	796720NT3	1,000,000.00	San Bernardino Community College District	1.610%	08/01/2027		4.47%	4.48%	912,438.33	(2,485.42)	1.88	3.40
Total		2,750,000.00					4.56%	4.43%	2,649,535.14	8,050.46	5.46	3.05
Corporate												
06/11/2021	89114QCA4	1,000,000.00	The Toronto-Dominion Bank	2.650%	06/12/2024		0.48%	5.47%	988,916.46	(22,092.76)	2.04	0.44
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%	4.77%	962,907.65	(32,059.05)	1.98	1.27
12/03/2021	46647PBH8	1,000,000.00	JPMorgan Chase & Co.	2.005%	03/13/2026	03/13/2025	1.54%	5.40%	966,896.82	(44,514.91)	1.99	1.16
12/16/2022	06051GLA5	1,000,000.00	Bank of America Corporation	4.827%	07/22/2026	07/22/2025	5.05%	5.33%	1,013,866.20	(3,161.63)	2.09	1.46
02/28/2022	78016EYV3	1,000,000.00	Royal Bank of Canada	2.050%	01/21/2027		2.62%	4.55%	938,366.00	(54,460.75)	1.93	2.89
04/06/2023	46647PBA3	750,000.00	JPMorgan Chase & Co.	3.960%	01/29/2027	01/29/2026	4.58%	5.13%	745,401.13	(5,195.13)	1.54	1.93
05/11/2022	023135CF1	1,000,000.00	Amazon.com, Inc.	3.300%	04/13/2027	03/13/2027	3.47%	4.22%	978,994.98	(22,911.27)	2.02	3.02
09/06/2022	037833CR9	1,000,000.00	Apple Inc.	3.200%	05/11/2027	02/11/2027	3.69%	4.22%	972,713.21	(16,808.20)	2.00	3.06
01/17/2023	023135CP9	750,000.00	Amazon.com, Inc.	4.550%	12/01/2027	11/01/2027	4.32%	4.09%	764,948.82	6,275.74	1.58	3.48
06/08/2023	89115A2M3	1,000,000.00	The Toronto-Dominion Bank	5.156%	01/10/2028		5.23%	4.76%	1,038,991.16	17,296.40	2.14	3.52
05/22/2023	78016FZW7	500,000.00	Royal Bank of Canada	4.900%	01/12/2028		4.85%	4.58%	517,301.76	5,006.22	1.07	3.55
04/06/2023	194162AR4	750,000.00	Colgate-Palmolive Company	4.600%	03/01/2028	02/01/2028	3.68%	3.92%	780,444.43	(6,725.25)	1.61	3.65
05/22/2023	037833ET3	500,000.00	Apple Inc.	4.000%	05/10/2028	04/10/2028	3.98%	4.03%	502,122.70	(1,174.13)	1.03	3.88
05/19/2023	06051GGR4	500,000.00	Bank of America Corporation	3.593%	07/21/2028	07/21/2027	5.02%	5.17%	482,580.25	1,991.11	0.99	3.23
12/04/2023	17325FBB3	500,000.00	Citigroup Inc.	5.803%	09/29/2028	08/29/2028	5.30%	4.71%	530,119.20	12,482.42	1.09	4.01
Total		12,250,000.00					3.57%	4.72%	12,184,570.78	(166,051.19)	25.11	2.54
Cash												
	CCYUSD	4,375.00	US Dollar	0.000%	12/31/2023		0.00%	0.00%	4,375.00	0.00	0.01	0.00
Total		4,375.00					0.00%	0.00%	4,375.00	0.00	0.01	0.00

Holdings by Security Type

Jefferson County | Investment Core



December 31, 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
Portfolio Total		49,754,375.00					2.62%	4.57%	48,527,192.77	(1,093,105.40)	100.00	1.85

Transactions

Jefferson County | Investment Core

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
Maturity										
3137EAF2	FREDDIE MAC 0.250 12/04/23 MTN MAT	12/04/2023	12/04/2023	0.00	100.00	500,000.00	500,000.00	0.00	500,000.00	
Total				0.00		500,000.00	500,000.00	0.00	500,000.00	
Coupon										
023135CP9	AMAZON.COM 4.550 12/01/27 '27	12/01/2023	12/01/2023	17,062.50		0.00	0.00	0.00	17,062.50	
3137EAF2	FREDDIE MAC 0.250 12/04/23 MTN MAT	12/04/2023	12/04/2023	625.00		0.00	0.00	0.00	625.00	
3130A3VD3	FHLBANKS 2.625 06/11/27	12/11/2023	12/11/2023	9,843.75		0.00	0.00	0.00	9,843.75	
89114QCA4	TD 2.650 06/12/24 MTN	12/12/2023	12/12/2023	13,250.00		0.00	0.00	0.00	13,250.00	
3130ATVC8	FHLBANKS 4.875 06/14/24	12/14/2023	12/14/2023	48,750.00		0.00	0.00	0.00	48,750.00	
797646NE2	SAN FRANCISCO CALIF CITY & 5.750 06/15/27	12/15/2023	12/15/2023	28,750.00		0.00	0.00	0.00	28,750.00	
91282CEU1	US TREASURY 2.875 06/15/25	12/15/2023	12/15/2023	10,781.25		0.00	0.00	0.00	10,781.25	
3130AQF65	FHLBANKS 1.250 12/21/26	12/21/2023	12/21/2023	4,687.50		0.00	0.00	0.00	4,687.50	
91282CCJ8	US TREASURY 0.875 06/30/26	12/31/2023	12/31/2023	4,375.00		0.00	0.00	0.00	4,375.00	
Total				138,125.00		0.00	0.00	0.00	138,125.00	
Cash Transfer										
CCYUSD	US DOLLAR	12/01/2023	12/01/2023	0.00		20,187.50	(20,187.50)	0.00	(20,187.50)	
CCYUSD	US DOLLAR	12/04/2023	12/04/2023	0.00		15,003.82	15,003.82	0.00	15,003.82	
CCYUSD	US DOLLAR	12/11/2023	12/11/2023	0.00		9,843.75	(9,843.75)	0.00	(9,843.75)	
CCYUSD	US DOLLAR	12/12/2023	12/12/2023	0.00		13,250.00	(13,250.00)	0.00	(13,250.00)	
CCYUSD	US DOLLAR	12/14/2023	12/14/2023	0.00		48,750.00	(48,750.00)	0.00	(48,750.00)	
CCYUSD	US DOLLAR	12/15/2023	12/15/2023	0.00		39,531.25	(39,531.25)	0.00	(39,531.25)	
CCYUSD	US DOLLAR	12/21/2023	12/21/2023	0.00		4,687.50	(4,687.50)	0.00	(4,687.50)	
Total				0.00		121,246.18	(121,246.18)	0.00	(121,246.18)	

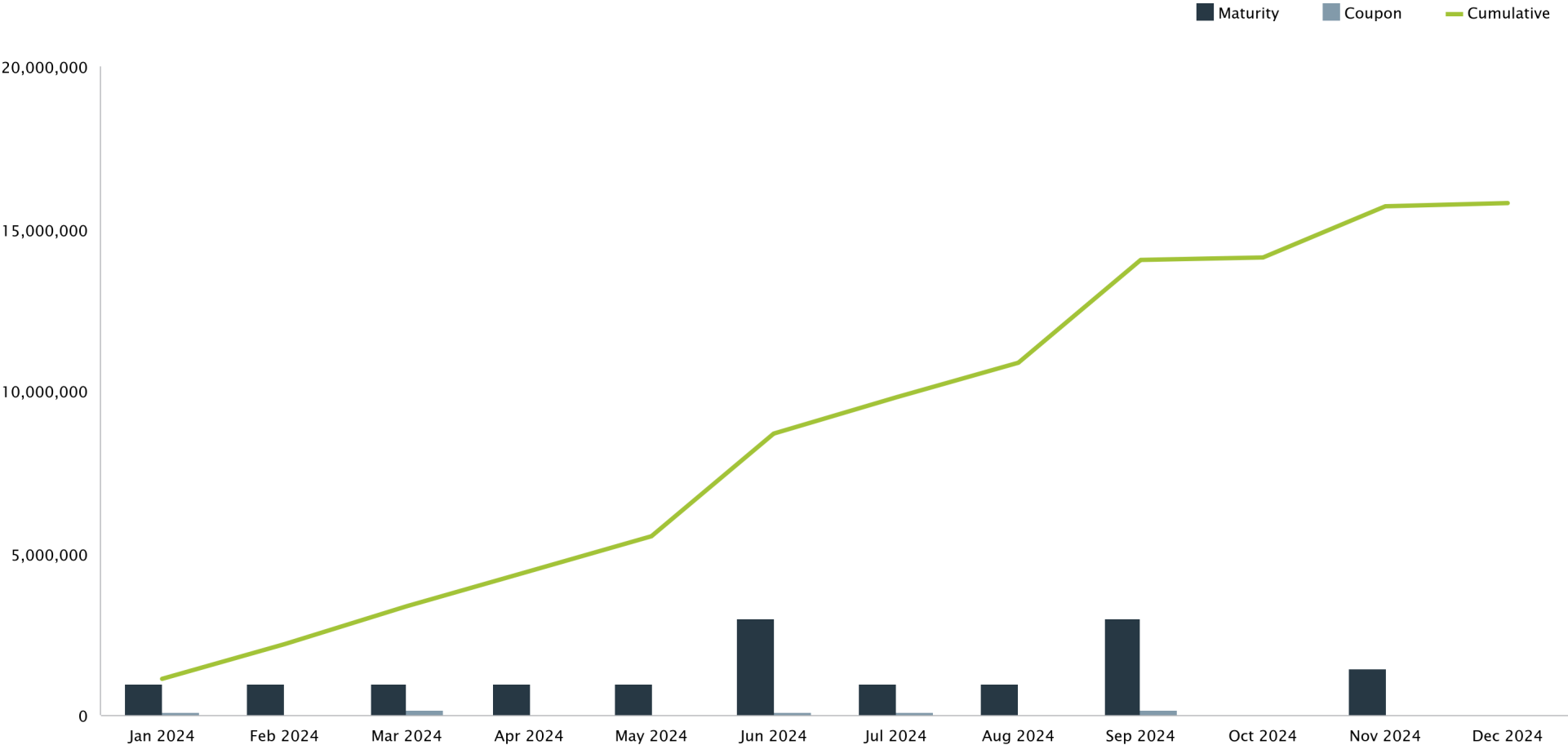
Cash Flow Forecasting

Jefferson County | Investment Core



December 31, 2023

One Year Projection



Shock Analysis

Jefferson County | Investment Core



December 31, 2023

Account	Market Value	Duration	+10 BP FMV Change	+25 BP FMV Change	+50 BP FMV Change	+100 BP FMV Change
JEFF-Investment Core	48,251,128.32	1.851	(47,359.24)	(118,398.10)	(236,796.19)	(891,890.18)
Total	48,251,128.32	1.851	(47,359.24)	(118,398.10)	(236,796.19)	(891,890.18)

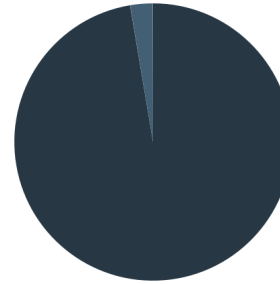
The changes in market values displayed represent approximations of principal changes given an instantaneous increase in interest rates. Changes in interest rates over longer periods would most likely mitigate the impact of an instantaneous change through the addition of the interest income received on 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

Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	31,942,570.83
Book Yield	4.87%
Market Yield	4.87%
Effective Duration	0.01
Years to Maturity	0.01
Avg Credit Rating	NA



■ Pooled Funds **97.4%**
■ Bank Deposit **2.6%**

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	31,942,570.83	31,942,570.83	31,942,570.83	31,942,570.83	0.00	0.00	4.87%	0.01	0.09	ICE BofA US 1-Month Treasury Bill Index
Total	31,942,570.83	31,942,570.83	31,942,570.83	31,942,570.83	0.00	0.00	4.87%	0.01	0.09	

Return Management-Income Detail

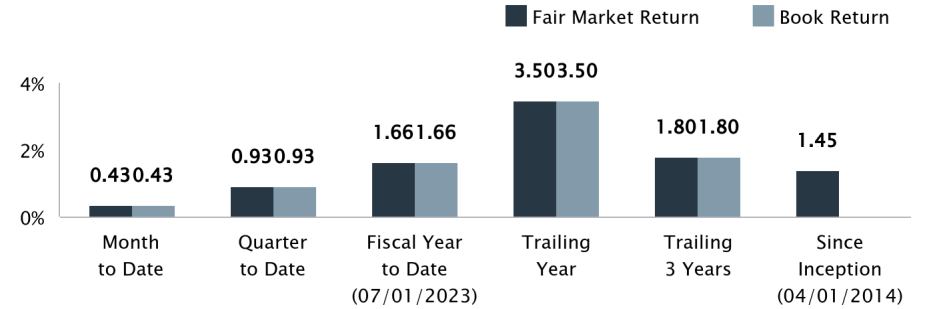
Jefferson County | Liquidity

Accrued Book Return

	Month to Date	Fiscal Year to Date (07/01/2023)
Interest Earned	135,328.56	292,373.67
Book Income	135,328.56	292,373.67
Average Portfolio Balance	37,336,569.58	11,691,807.11
Book Return for Period	0.43%	1.66%

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	135,328.56	292,373.67
Purchased Accrued Interest	0.00	0.00
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	0.00	0.00
Interest Earned	135,328.56	292,373.67

Notation: Book and Fair Market Returns are not annualized

Holdings by Security Type

Jefferson County | Liquidity



December 31, 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												
10/31/2023	JEFF_COL_DEP	561,942.43	COLUMBIA BANK DEPOSIT	0.120%	12/31/2023		0.12%	0.12%	561,942.43	0.00	1.76	0.01
	JEFF_USB_DEP_INMATE	132,958.00	US BANK DEPOSIT - INMATE	0.010%	12/31/2023		0.01%	0.01%	132,958.00	0.00	0.42	0.01
	JEFF_USB_DEP_PAYROLL	147,200.00	US BANK DEPOSIT-PAYROLL	0.010%	12/31/2023		0.01%	0.01%	147,200.00	0.00	0.46	0.01
	Total	842,100.43					0.08%	0.08%	842,100.43	0.00	2.64	0.01
Pooled Funds												
	OSTF_LGIP	31,100,470.40	Oregon Short Term Fund	5.000%	12/31/2023		5.00%	5.00%	31,100,470.40	0.00	97.36	0.01
	Total	31,100,470.40					5.00%	5.00%	31,100,470.40	0.00	97.36	0.01
	Portfolio Total	31,942,570.83					4.87%	4.87%	31,942,570.83	0.00	100.00	0.01

Transactions

Jefferson County | Liquidity

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
Buy										
JEFF_USB_DEP_PAYROLL	US BANK DEPOSIT- PAYROLL	12/31/2023	12/31/2023	0.00	1.00	127,200.00	127,200.00	0.00	127,200.00	Direct
JEFF_USB_DEP_INMATE	US BANK DEPOSIT - INMATE	12/31/2023	12/31/2023	0.00	1.00	8,117.86	8,117.86	0.00	8,117.86	Direct
Total				0.00		135,317.86	135,317.86	0.00	135,317.86	
Sell										
JEFF_PETTY	PETTY CASH	12/31/2023	12/31/2023	0.00	1.00	210.00	210.00	0.00	210.00	Direct
OSTF_LGIP	OREGON SHORT TERM FUND	12/31/2023	12/31/2023	0.00	1.00	4,041,630.33	4,041,630.33	0.00	4,041,630.33	Direct
JEFF_COL_DEP	COLUMBIA BANK DEPOSIT	12/31/2023	12/31/2023	0.00	1.00	1,667,276.24	1,667,276.24	0.00	1,667,276.24	Direct
Total				0.00		5,709,116.57	5,709,116.57	0.00	5,709,116.57	
Interest Income										
OSTF_LGIP	OREGON SHORT TERM FUND	12/31/2023	12/31/2023	135,112.33		0.00	135,112.33	0.00	135,112.33	
JEFF_COL_DEP	COLUMBIA BANK DEPOSIT	12/31/2023	12/31/2023	216.23		0.00	216.23	0.00	216.23	
Total				135,328.56		0.00	135,328.56	0.00	135,328.56	

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
 DECEMBER 31, 2023

COMBINED CASH ACCOUNTS

999-001-1101011	UMPQUA BANK CHECKING	341,289.47
999-001-1101013	PETTY CASH/CASH DRAWERS	210.00
999-001-1101014	UMPQUA BANK ROAD CHECKING	75.00
999-001-1103011	US NATIONAL BANK	.00
999-001-1103019	LGIP-BNSF	.00
999-001-1103020	LGIP-CENTURY	252,748.63
999-001-1103021	LGIP-PACIFICORP	735,379.23
999-001-1103022	LGIP-GAS NW	413,977.36
999-001-1103061	SWANSON-BANKER-SHERIFF/INMATE	.00
999-001-1103616	UMPQUA BANK FAIRBOARD	99,679.01
999-001-1103717	UMPQUA BANK- PAYROLL	147,200.00
999-001-1103919	UMPQUA BANK- INMATE	132,956.00
999-001-1105011	LGIP	29,699,390.72
999-001-1105018	LGIP - ROAD AGENCY - 6496	2,136.75
999-001-1112011	ZION - GPA INVESTMENTS	49,409,308.61
999-001-1113515	UMPQUA- ZBA TREASURER	(134,134.33)
999-001-1113616	UMPQUA- ZBA FINANCE	(280,812.07)
999-001-1117000	CASH CLEARING - A/R	.00
999-001-1118000	CAPITAL ASSETS CLEARING	.00
	TOTAL COMBINED CASH	80,819,404.38
999-001-1101500	CASH ALLOCATED TO OTHER FUNDS	(80,819,404.38)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

101	ALLOCATION TO GENERAL FUND	9,395,266.39
202	ALLOCATION TO ROAD FUND	3,395,481.26
203	ALLOCATION TO FED.STATE & CO.ROAD CONST	316,526.27
204	ALLOCATION TO ROAD EQUIP PURCHASE FUND	1,616,381.18
205	ALLOCATION TO NOXIOUS WEED PROGRAM	92,048.38
208	ALLOCATION TO ENFORCEMENT FUND	.00
209	ALLOCATION TO ANIMAL CONTROL	59,611.76
210	ALLOCATION TO EMERGENCY COMMUNICATIONS	492,272.44
212	ALLOCATION TO FOOTPATHS & BICYCLE TRAIL	135,033.30
213	ALLOCATION TO LAW LIBRARY	87,701.36
214	ALLOCATION TO JUVENILE DEPENDENCY DA	.00
215	ALLOCATION TO MT JEFFERSON MEMORIAL PARK	81,381.61
216	ALLOCATION TO MT JEFFERSON MEMORIAL PARK PC	147,479.24
217	ALLOCATION TO SELF INS FUND	1,555,993.00
218	ALLOCATION TO COUNTY FAIR	265,291.02
219	ALLOCATION TO VICTIM'S ASSISTANCE	182,685.06
220	ALLOCATION TO COUNTY SCHOOL	76,243.54
221	ALLOCATION TO NT AND PHONE SERVICES	357,914.01
222	ALLOCATION TO TRANSIENT OCCUPANCY TAX	501,061.21
223	ALLOCATION TO SPECIAL TRANSPORTATION FUND	76,257.89
224	ALLOCATION TO COUNTY FAIR BUILDING	247,383.19
225	ALLOCATION TO CENTRAL OREGON HEALTH BOARD	844,213.65
226	ALLOCATION TO PUBLIC LAND CORNER PRES	34,022.82
229	ALLOCATION TO COUNTY PROJECTS	163,035.65
230	ALLOCATION TO DISTRICT ATTORNEY GRANT FUND	(11,750.60)
231	ALLOCATION TO JEFF CO BUSINESS LOAN FND	833,104.73
232	ALLOCATION TO SPECIAL TRANS IMPROV FUND STIF	1,049,358.41
236	ALLOCATION TO SMOKE MANAGEMENT FUND	79,836.89
238	ALLOCATION TO CORRECTIONS & DRUG PROGRAM	50,817.42

JEFFERSON COUNTY
 COMBINED CASH INVESTMENT
 DECEMBER 31, 2023

239	ALLOCATION TO HEALTH DEPT - GRANT FUND	1,152,184.41
240	ALLOCATION TO AMERICAN RESCUE FUND	5,156,939.96
241	ALLOCATION TO COUNTY CLERK RECORDS FUND	78,733.64
243	ALLOCATION TO ODVA VETERANS PROGRAM	(3,729.17)
244	ALLOCATION TO MH ALCOHOL & DRUG PLAN	663,181.29
245	ALLOCATION TO COUNTY VETERANS PROGRAM	64,445.05
246	ALLOCATION TO DEVELOPMENTAL DISABILITIES	842.40
247	ALLOCATION TO COMMUNITY HEALTH IMP PROGRAM	73,283.76
248	ALLOCATION TO DEPT OF COM JUST-JUV CUSTODY	154,947.13
249	ALLOCATION TO PARKS DEVELOPMENT FUND	95,791.64
250	ALLOCATION TO ECONOMIC DEVELOPMENT	585,906.24
253	ALLOCATION TO COMMUNITY HEALTH RESERVE	1,592,881.36
254	ALLOCATION TO ADULT COMMUNITY CORRECTIONS	2,291,745.19
255	ALLOCATION TO DEP OF COM JUST-JUV CRIME PLAN	.00
256	ALLOCATION TO GEOGRAPHICAL INFORMATION SYSTM	191,606.19
257	ALLOCATION TO CONCILIATION-MEDIATION FUND	69,257.65
258	ALLOCATION TO DISASTER RELIEF RESERVE FUND	319,795.51
259	ALLOCATION TO COUNTY SPECIAL LITIGATION FUND	134,329.28
265	ALLOCATION TO JAIL OPERATIONS	3,770,486.07
266	ALLOCATION TO SHERIFF GRANT FUNDS	(36,840.99)
267	ALLOCATION TO CODE ENFORCEMENT FUND	169,118.33
308	ALLOCATION TO CORR FACILITY CONST FUND	479,769.99
310	ALLOCATION TO PAID LEAVE OREGON	81,729.08
311	ALLOCATION TO CAPITAL IMPROVEMENT PROJ	5,831,387.97
313	ALLOCATION TO SDC COUNTY ROADS	469,785.68
314	ALLOCATION TO SDC CRR ROADS	160,388.84
315	ALLOCATION TO SDC COUNTY PARKS	91,832.43
316	ALLOCATION TO SDC CRR PARKS	11,733.73
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	1,067,805.57
401	ALLOCATION TO JAIL BOND	137.67
403	ALLOCATION TO COURTHOUSE DEBT RESERVE FUND	183,857.68
404	ALLOCATION TO COURTHOUSE FFCO BOND	(80,021.87)
405	ALLOCATION TO PUBLIC HEALTH DEBT RESERV FUND	.00
406	ALLOCATION TO PUBLIC HEALTH FFCO BOND	.00
503	ALLOCATION TO PLANNING DEPT	77,336.63
504	ALLOCATION TO ONSITE AND ENGINEERING	35,431.87
505	ALLOCATION TO BUILDING	1,208,329.32
506	ALLOCATION TO COMMUNITY DEVELOPMENT DEPT	.00
507	ALLOCATION TO CAR POOL	302,214.02
508	ALLOCATION TO RV PARK	390,126.38
509	ALLOCATION TO TRANSFER STATION	696,141.70
601	ALLOCATION TO CO ASSESS & TAX FUND	26,201.84
602	ALLOCATION TO OREGON AFFORDABLE HOUSING FEE	33,645.63
603	ALLOCATION TO FIRE IMPROVEMENT	1.38
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
622	ALLOCATION TO SD 41 FACILITIES & EQUIPMENT	.00
626	ALLOCATION TO CLERK'S UNSEGREGATED ACCO	662.00
627	ALLOCATION TO ADVANCE TAX COLLECTIONS	1,503.97
629	ALLOCATION TO UNSEGREGATED TAX ACCOUNT	47,470.21
631	ALLOCATION TO DEFERRED BILLING CREDIT	135,525.80
632	ALLOCATION TO INTEREST INCOME	385,763.33
633	ALLOCATION TO TREAS CHANGE ACCCOUNT	.00
634	ALLOCATION TO CITY OF CULVER DELINQUENT SEWE	221,977.21
635	ALLOCATION TO CITY OF CULVER	4,266,175.97
636	ALLOCATION TO CULVER BOND	.00
644	ALLOCATION TO CITY OF MADRAS DELINQ SEWER	194.60

JEFFERSON COUNTY
 COMBINED CASH INVESTMENT
 DECEMBER 31, 2023

645	ALLOCATION TO CITY OF MADRAS	8,725.13
646	ALLOCATION TO MADRAS BOND	.00
647	ALLOCATION TO CITY OF METOLIUS	883,415.34
648	ALLOCATION TO MADRAS PHASE IN ANNEXATION	.00
649	ALLOCATION TO METOLIUS BOND I&S SEWER	26,128.47
654	ALLOCATION TO MOUNTAIN VIEW HOSPITAL DI	.00
657	ALLOCATION TO FIRE PATROL	28,433.70
658	ALLOCATION TO FIRE PATROL GRAZING	4,905.61
659	ALLOCATION TO CAMP SHERMAN RURAL FIRE P	2,031.74
662	ALLOCATION TO CRR RFPD LOCAL OPTION	746,826.44
663	ALLOCATION TO CROOKED RIVER RANCH RFPD	626,992.60
664	ALLOCATION TO JEFFERSON COUNTY RFPD	1,126,426.33
665	ALLOCATION TO JEFFCO RFPD - GRANT RESERVE	774,962.00
668	ALLOCATION TO TRANSIENT ROOM TAX	164,905.59
675	ALLOCATION TO CENTRAL OREGON COMM COLLEGE	9,267.94
676	ALLOCATION TO COCC BOND I&S	1,334.00
678	ALLOCATION TO SD 509J 2012 GO BOND	2,495,493.43
679	ALLOCATION TO JEFFERSON COUNTY ESD	441,091.84
681	ALLOCATION TO HIGH DESERT ESD	220.44
682	ALLOCATION TO SD 509J-GO BONDS (WS)	.00
683	ALLOCATION TO SCHOOL DIST.NO.2J REDMOND	11,465.10
685	ALLOCATION TO SCHOOL DIST.NO.4 CULVER	3,544,564.67
686	ALLOCATION TO SCHOOL DIST.NO.4 BOND I&S	.00
687	ALLOCATION TO SD 4 CULVER-2014 GO BOND	828,840.53
688	ALLOCATION TO SCHOOL DIST.NO.8 ASHWOOD	590,628.99
689	ALLOCATION TO BLACK BUTTE SD - BOND 2023	121,128.45
690	ALLOCATION TO SCHOOL DIST.NO.41 BLACK B	320,627.49
695	ALLOCATION TO SCHOOL DIST. NO. 509J	5,892,471.41
696	ALLOCATION TO SD 509J-GO BONDS (IN TOWN)	.00
698	ALLOCATION TO CROOKED RIVER RANCH RD DI	690,453.24
699	ALLOCATION TO INTEREST	(59,040.88)
700	ALLOCATION TO JUNIPER BUTTE RD	7,307.09
701	ALLOCATION TO DRUG HOLDING FUND	356.00
702	ALLOCATION TO FORFEITED/SEIZED	1,273.80
703	ALLOCATION TO JC SHOP WITH A COP	3,489.76
704	ALLOCATION TO CORRECTION SECURITY TRUST	.00
705	ALLOCATION TO SD#41 RESOLUTION/CONSOLIDATION	.00
706	ALLOCATION TO CANYON VIEW SPECIAL ROAD DIST.	57,929.82
710	ALLOCATION TO MH PARK OMBUDSMAN PROGRAM	.00
711	ALLOCATION TO LAKE CHINOOK F&R-2014 GO BOND	11,599.86
713	ALLOCATION TO MAC RECREATION DIST BOND	744,779.09
714	ALLOCATION TO MAC-POOL LEVY B & I	187,873.08
716	ALLOCATION TO MAC RECREATION DIST LO LEVY	115,993.12
723	ALLOCATION TO REDMOND 2J BD AFTER URBAN RENW	5,188.60
724	ALLOCATION TO JC FIRE & EMS	.00
725	ALLOCATION TO JC FIRE & EMS VEHICLE REPLAC	1,192,918.43
727	ALLOCATION TO SCHOOL DIST NO 2J BOND 93	.00
728	ALLOCATION TO JC FAIRGROUNDS DEPOSIT FUND	9,236.19
729	ALLOCATION TO SD 509J BOND 93 LEVY	716.99
730	ALLOCATION TO 509J BOND AFTER URBAN RENEWAL	.00
731	ALLOCATION TO COURT FACILITIES SECURITY	70,812.15
732	ALLOCATION TO LAKE CHINOOK F&R AUDIT	146.13
733	ALLOCATION TO LAKE CHINOOK FIRE & RESCUE	162,041.34
734	ALLOCATION TO LAKE CHINOOK F&R CAPITAL RES.	21,560.18
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	466,741.19
738	ALLOCATION TO FAIR COURT	795.79
739	ALLOCATION TO LAKE CHINOOK FIRE - GRANT FUND	186,420.00
740	ALLOCATION TO DESCHUTES CO 911 LOCAL OPTION	(26,621.95)
741	ALLOCATION TO INMATE COMMISSARY FUND	242,942.73
743	ALLOCATION TO DESCHUTES CO 911 SD	26,952.16

JEFFERSON COUNTY
 COMBINED CASH INVESTMENT
 DECEMBER 31, 2023

744	ALLOCATION TO SD #6-SISTERS	.00
745	ALLOCATION TO SD #6-SISTERS BOND	.00
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	.50
752	ALLOCATION TO SISTERS CS RFPD-2007	17,303.16
755	ALLOCATION TO CAMP SHERMAN DUMP	66,686.34
757	ALLOCATION TO REDMOND FIRE & RESCUE	.00
758	ALLOCATION TO REDMOND FIRE & RESCUE LO LEVY	.00
761	ALLOCATION TO CS ROAD DISTRICT #18	46,761.74
762	ALLOCATION TO CS RD DIST #18 BONDS	97,794.47
764	ALLOCATION TO PEER COURT	405.00
772	ALLOCATION TO LIBRARY DISTRICT	537,108.01
773	ALLOCATION TO JC LIBRARY COMINGORE DONATIONS	598,171.44
778	ALLOCATION TO HURD CITY OF MADRAS	2,411.25
781	ALLOCATION TO JC DISABILITY ADV COMMITTEE	205.15
782	ALLOCATION TO JC LIBRARY-BETH CROW TRUST	138,025.97
783	ALLOCATION TO JC LIBRARY RESEARCH CENTER	41,287.12
784	ALLOCATION TO JC LIBRARY COMINGORE	126.24
785	ALLOCATION TO JC BLAIR TRUST-SENIORTRANSPORT	10,187.41
786	ALLOCATION TO SD 41 PERS DEBT FUND	175,917.60
787	ALLOCATION TO SD #41 STUDENT BODY	(2.48)
788	ALLOCATION TO UR CITY OF MADRAS	4,042.51
790	ALLOCATION TO JEFFERSON COUNTY ROAD AGENCY	2,211.75
793	ALLOCATION TO JC LIBRARY BLDG. IMPROVEMENT	611,320.59
794	ALLOCATION TO CULTURAL TRUST FUND	685.34
795	ALLOCATION TO METOLIUS SDC'S	203,639.30
796	ALLOCATION TO CRR RFPD BUILDING BOND	25,028.11
798	ALLOCATION TO CULVER URBAN RENEWAL	685,760.52
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	80,819,412.84
	ALLOCATION FROM COMBINED CASH FUND - 999-001-1101500	(80,819,404.38)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	8.46
		<hr/> <hr/>

TAX COLLECTION ANALYSIS

Current Year as of 1/18/24

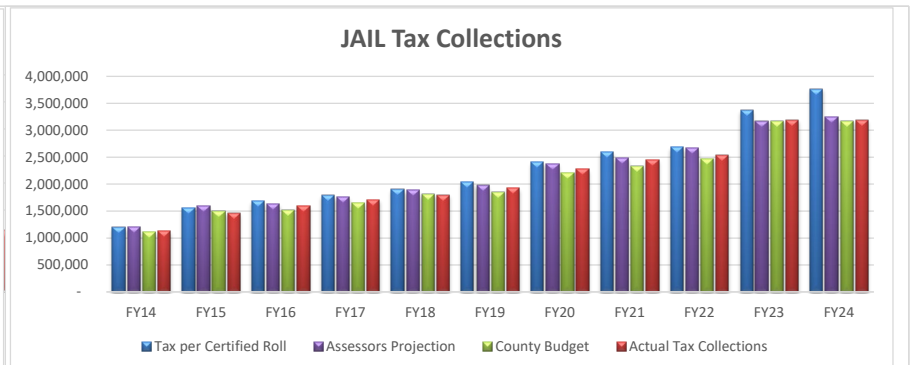
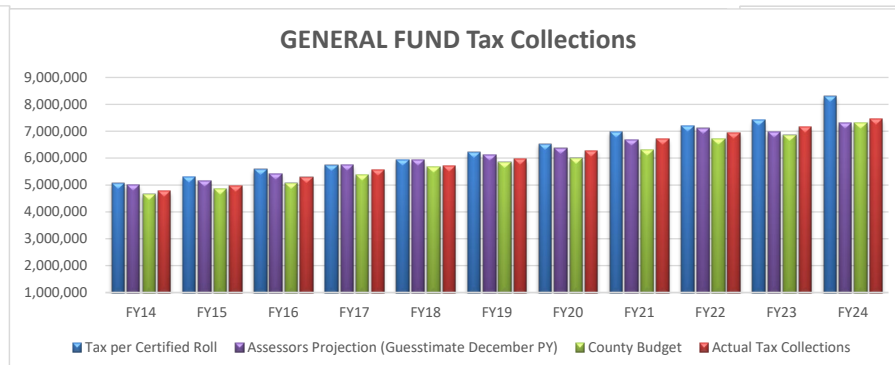
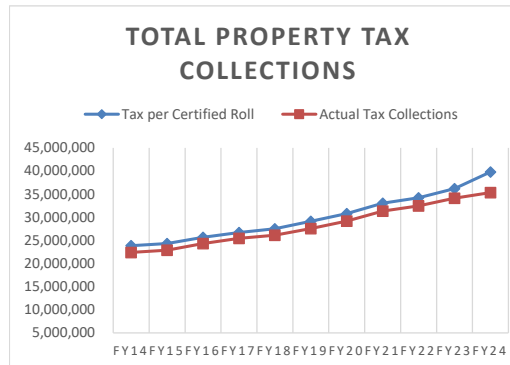
Taxes	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Tax per Certified Roll	23,856,092	24,324,490	25,670,225	26,681,846	27,527,847	29,115,989	30,781,403	33,034,385	34,231,346	36,184,123	39,801,231
Actual Tax Collections	22,403,111	22,895,352	24,303,643	25,426,660	26,105,908	27,570,969	29,160,984	31,358,190	32,475,060	34,122,615	35,336,664
Percent Uncollected per the Certified Roll	-6.1%	-5.9%	-5.3%	-4.7%	-5.2%	-5.3%	-5.3%	-5.1%	-5.1%	-5.7%	-11.2%
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	-3.1%	-2.9%	-2.3%	-1.7%	-2.2%	-2.3%	-2.3%	-2.1%	-2.1%	-2.7%	-8.2%
Prior Year Tax Roll Collections by year	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	740,972.36	621,250.49

GENERAL FUND	less 7%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%
	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	FY 2023-24
Certified Roll (AV Balance Line 39 SAL)	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	8,294,793
Assessors Projection (Guesstimate December PY)	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	7,293,515
Less 6% or 7% (see above)	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	6,855,904
County Budget	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	7,293,515
Actual Tax Collections	4,763,083	4,975,163	5,291,800	5,575,121	5,699,070	5,956,421	6,273,781	6,707,451	6,936,542	7,140,593	7,450,557
Difference between Certified Roll and actual collections	298,703	310,273	297,255	180,130	240,892	270,206	268,895	267,463	251,520	263,112	844,236
Percent Uncollected per the Certified Roll	-6.3%	-6.2%	-5.6%	-3.2%	-4.2%	-4.5%	-4.3%	-4.0%	-3.6%	-3.7%	-11.3%
Percent of Assessor Projection to Actual Collections	-4.7%	-3.6%	-2.3%	-2.7%	-3.9%	-2.6%	-1.5%	0.3%	-2.7%	2.6%	2.2%
Percent of Budget to Estimated to be Collected	2.2%	2.5%	4.0%	3.5%	0.4%	1.9%	4.7%	6.7%	3.6%	3.9%	2.2%

JAIL LEVY	less 7%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 6%	less 7%	less 7%	less 7%
	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	FY 2023-24
Certified Roll	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	3,771,926
Assessors Projection	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	3,245,436
Less 6% or 7% (see above)	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	3,018,255
County Budget	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	3,176,267
Actual Tax Collections	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	3,192,119	3,192,119
Difference between Certified Roll and actual collections	73,199	91,441	89,658	92,640	104,434	113,649	132,718	139,143	136,099	176,980	579,807
Percent Uncollected per the Certified Roll	-6.5%	-6.2%	-5.6%	-5.4%	-5.8%	-5.9%	-5.8%	-5.7%	-5.3%	-5.5%	-18.2%
Percent of Assessor Projection to Actual Collections	-5.9%	-8.4%	-1.9%	-2.8%	-4.5%	-2.6%	-4.0%	-1.3%	-4.4%	0.5%	-1.6%
Percent of Budget to Actual Collections	2.3%	-2.6%	4.4%	3.4%	-1.1%	3.6%	3.0%	5.0%	2.8%	0.5%	0.5%

CAFFA Grant Proceeds	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	6/30/2024
Actual	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	53,948.44
Budget	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	180,000.00

148%



**SCHEDULE FOR
FY 2022 – 2023 “COUNTY PROJECTS”
Fund 229**

1. January 31, 2024: advertise in Madras Pioneer a public notice for possible projects and receive comments, ideas and projects that might be placed on the “Proposed” project list. Possible projects must be submitted on the Project Submission Form available at Commissioner’s office.
2. February 14, 2024: 5:00 p.m. deadline for receiving applications (2 weeks)
3. February 28, 2024: public in-put hearing (BOC meeting) on possible projects for the proposed project lists. Current time for agenda item 9:30 a.m.
4. March 6, 2024: legal advertisement in Madras Pioneer opening a 45 day period for “written comments” on the County’s proposed projects. A list of projects that was developed from the “possible” projects process will be available for review at the Commissioners office.
5. April 22, 2024: deadline (5:00 p.m.) for written comments on proposed project list.
6. April 24, 2024: Commissioners select and approve projects for funding.

Wayne Fording, Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

Attest

Date Signed

BEFORE THE BOARD OF COMMISSIONERS
FOR JEFFERSON COUNTY, OREGON

IN THE MATTER OF THE FY 2022)
ELECTIONS FOR **NATIONAL FOREST**) RESOLUTION NO. _____
RELATED SAFETY-NET PAYMENTS)

WHEREAS, Congress enacted in 1908 and subsequently amended a law that requires that 25 percent of the revenues derived from National Forest lands be paid to states for use by the counties in which the lands are situated for the benefit of public schools and roads; and

WHEREAS, the principal source of revenues from National Forest lands is from the sale and removal of timber, which has been curtailed in recent years with a corresponding decline in revenues shared with counties; and

WHEREAS, the United States Congress recognized a need to stabilize education and road maintenance funding through predictable payments to the affected counties, and to achieve that goal enacted the Secure Rural Schools and Community Self-Determination Act of 2000, which has been amended and re-authorized for FFY 2022 (“SRS2018”); and

WHEREAS, SRS2018 provides for guaranteed minimum payments for the benefit of affected counties, as well as an opportunity to invest a portion of the payments in projects on federal lands or that benefit resources on federal lands, or in county projects or activities; and

WHEREAS, Title I of SRS2018 gives each eligible county the right to elect to receive either its traditional share of revenues from the National Forest lands pursuant to the Act of May 23, 1908 and Section 13 of the Act of March 1, 1911 (the “25-percent payments”), or instead to receive a share of the state payment pursuant to Sections 102(a)(1)(B) and 103 (the “full county payment amount”); and

WHEREAS, an election to receive the full county payment amount is effective for all federal fiscal years through FFY 2022, and an election to receive a 25-percent payment is binding for two years; and

WHEREAS, any county electing to receive the full county payment amount must further elect to expend an amount not less than 15 percent nor more than 20 percent of its full county payment amount as project funds; and

WHEREAS, Title I, Section 102(d) of SRS2008 requires that counties electing to receive the full county payment amount must allocate their project funds for expenditure between projects in accordance with Title II and Title III, and return the balance of project funds unspent under Titles II and III to the Treasury of the United States, and communicate such allocation to the Secretary of the United States Department of Agriculture; and

WHEREAS, Title II provides for special projects on federal lands or that benefit resources on federal lands, which projects are recommended by local resource advisory committees (“RACs”); and

WHEREAS, RACs recommend projects for consideration by the Secretary of Agriculture, with project funding supplied in whole or in part out of monies allocated for such purposes by participating counties; and

WHEREAS, counties that allocate funding to projects under Title II, and are participants in more than one RAC, may further direct that their Title II project funds be divided between different RACs according to an allocation decided by each participating county, with such funds held in the Treasury of the United States under the name of the county with a designation of the amount allocated to each RAC; and

WHEREAS, Title III provides for county projects, some of which are associated with federal lands, with Title III authorizing expenditures for search, rescue and emergency services, fire prevention and planning under the Firewise Communities program, and development of community wildfire protection plans; and

WHEREAS, a county with a full county payment amount of \$350,000 or more may not allocate more than 7 percent of its full county payment amount for Title III projects.

NOW, THEREFORE, be it resolved as follows:

1. Jefferson County hereby elects to receive the guaranteed minimum full county payment amount pursuant to SRS2008 Sections 102(a)(1)(B) and 103.
2. Jefferson County hereby allocates **15 percent** of its full county payment amount for expenditure on projects under Title II and Title III. Jefferson County will return none (zero percent) of its full county payment amount to the Treasury of the United States.
3. Of the percent allocated to Title II and Title III projects above in paragraph 2, Jefferson County further allocates between such Titles for FFY 2022 (for expenditure after FFY 2021) on the following basis: **8 percent** of the full county payment amount for expenditure on Title II projects and **7 percent** of the full county payment amount for expenditure on Title III projects.
4. Of the amount of project funds allocated to Title II projects above in paragraph 2, Jefferson County further allocates between RACs as follows:

100 percent to the Deschutes / Ochoco RAC.

Zero (0) percent to the Hood / Willamette RAC.

5. The original or a certified copy of this Resolution shall be transmitted to Kevin Q. Davis, Attorney, sent to the following address: One SW Columbia Street, Suite 1600, Portland, OR 97258.

ADOPTED this 24th day of January 2024.

JEFFERSON COUNTY BOARD OF COMMISSIONERS

Wayne Fording, Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

JEFFERSON COUNTY BOARD OF COMMISSIONERS

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



January 24, 2024

RE: Letter of Support for COIC's application to Business Oregon's Broadband Technical Assistance Program grant

To Whom it May Concern,

Jefferson County has authorized COIC to apply to the Broadband Technical Assistance Program (BTAP) on the County's behalf as part of a shared region-wide application for Central Oregon. We strongly support this project as it will provide the necessary planning for broadband service infrastructure in Central Oregon.

As a rural part of the state, access to reliable and affordable broadband is critical to ensuring that our residents and businesses have access to critical services to help our community thrive. Many homes lack connectivity and broadband helps to contribute to our community well-being and economic growth. This application will help prepare Jefferson County and our regional partners to tap into infrastructure funding by providing the necessary planning and technical assistance required to secure broadband dollars.

The County recognizes the critical need to prepare and increase our capacity to be competitive for future capital funding opportunities aimed at increasing broadband service to unserved and underserved areas of our County and across the region. This program will support Jefferson County in leveraging the work accomplished in the County's Broadband Needs Assessment and Strategic Plan, which was completed in March 2023. With additional funding, we will be able to continue to implement our strategic planning and support our regional Internet Service Providers to conduct preliminary engineering and secure grant funding to close the digital divide.

Jefferson County is committed to providing staff time to coordinate with COIC and other key stakeholders and partners across the region to move this project forward. With COIC and our regional partners, we share the goal of developing reliable broadband infrastructure on both the local and regional scale for the sake of our communities, and for creating a prosperous and resilient Oregon. Thank you for your consideration of our application.

Sincerely,

Wayne Fording, Chairman

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

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

IN THE MATTER OF APPOINTING A COUNTY)
TREASURER TO FILL A VACANCY IN THE)
OFFICE OF TREASURER FOR JEFFERSON)
COUNTY PURSUANT TO ORS 236.210)

ORDER NO. _____

WHEREAS, ORS 236.210 provides that in the event of a vacancy in any elective county office, other than commissioner, the board of county commissioners shall appoint a person to perform the duties of the office until the vacancy is filled by election; and

WHEREAS, the office of Jefferson County Treasurer, will be vacant effective January 25, 2024;

NOW THEREFORE, the Jefferson County Board of Commissioners hereby ORDERS, effective January 26, 2024, Jeff Rasmussen is hereby appointed to the office of Treasurer for Jefferson County, Oregon until such time as the office is filled by election or by appointment. Gabe Soliz shall serve as the chief deputy treasurer.

DATED this 24th day of January, 2024.

JEFFERSON COUNTY BOARD OF COMMISSIONERS

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

PERSONAL SERVICES AGREEMENT

This Agreement is made and entered into by and between Jefferson County, a political subdivision of the State of Oregon, hereinafter "County", and Eric Kytola, CPA, hereinafter referred to as "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 and Duration.** This Agreement is effective upon execution and shall continue to be in effect through project completion, unless earlier terminated, but in no event will the term exceed six months from the effective date without approval by County. 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 perform the services listed and described in the Engagement Letter, attached and incorporated by this reference. In the event of conflict between the attached Engagement Letter and this Agreement, the language of the Engagement Letter shall prevail.
- 3. Consideration.** County shall pay Contractor at a rate of \$150 per hour plus travel expenses billed at 25% of standard billing rate plus mileage at the IRS standard rate. Contractor shall invoice County for work actually performed or services provided as indicated in the pricing summary section of the Scope of Work. Said sum shall be payable by County within 30 days following the receipt of an invoice.

Notwithstanding any other provision of this Agreement, 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 Agreement. 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 Agreement. Under no circumstances shall Contractor be considered an employee of County. Contractor shall provide all tools or equipment necessary to carry out this Agreement, and shall exercise complete control in achieving the results specified in the Scope of Work. Contractor is solely responsible for its performance under this Agreement; 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 Agreement. 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 and allow County the opportunity to inspect and/or copy such records at a convenient place during normal business hours. All required records shall be maintained by Contractor for six years after County makes final payment and all other pending matters are closed.

7. **Confidentiality.** The use or disclosure by Contractor and its employees and agents of any information concerning a recipient of services provided pursuant to this Agreement, for any purpose not directly connected with the administration of Contractor's responsibilities with respect to such services, is prohibited, except on written consent of the person or persons authorized by law to consent to such use or disclosure. Contractor shall prohibit the use or disclosure by Contractor's subcontractors and their employees and agents of any information concerning a recipient of services purchased under the applicable subcontract(s), for any purpose not directly connected with the administration of the Contractor's or subcontractor's responsibilities with respect to such purchased services, except on written consent of the person or persons authorized by law to consent to such use or disclosure. All records and files shall be appropriately secured to prevent access by unauthorized persons. Contractor shall, and shall cause its subcontractor's to comply with all appropriate federal and state laws, rules and regulations regarding confidentiality of client records.

8. **Compliance with Laws.** Both parties shall comply with the public contracting provisions of ORS chapters 279A, 279B and 279C to the extent those provisions apply to this Agreement. All such provisions required to be included in this Agreement are incorporated herein by reference. 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.

9. **Hold Harmless.** Contractor agrees to indemnify, save harmless and defend County, its officers, agents, representatives and employees from and against all claims, suits, actions, damages, costs, losses and expenses in any manner resulting from, arising out of, connected with or related to activities or errors and omissions of Contractor, its officers, employees, subcontractors or agents pursuant to this Agreement.

10. **Subcontracting.** Contractor shall not enter into any subcontracts for any of the work required by this Agreement, or assign or transfer any of its interest in this Agreement, without County's written consent. In addition to any other provisions County may require, Contractor shall include in any permitted subcontracts under this Agreement a requirement that the subcontractor be bound by this Agreement as if subcontractor were Contractor. County's consent to any subcontract under this Agreement shall not relieve Contractor of any of its duties or obligations under this Agreement. 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 Agreement, 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.

11. **Termination.** Either party may terminate this Agreement at any time. Termination shall not excuse payment for expenses properly incurred prior to notice of termination, but neither party shall be liable for indirect or consequential damages arising from termination under this section.

12. **Limitations of Liability.** Except for liability arising under or related to Sections 11 or 5, neither party shall be liable for (i) any indirect, incidental, consequential or special damages under the contract or (ii) any damages of any sort arising solely from the termination of this contract in accordance with its terms.

13. **Insurance.** In conjunction with all services performed under this Agreement:

A. Contractor shall obtain, maintain and furnish to the County, upon request, proof of professional liability insurance and comprehensive liability insurance covering the contracted services to be performed by Contractor. Such insurance, whatever the form, shall name Jefferson County, its officers, agents and employees as additional insureds and shall not be less than the following:

- i. \$1,000,000 broad form comprehensive general liability insurance; and
- ii. \$1,000,000 for errors and omissions or professional liability/malpractice.

B. Contractor shall also furnish County evidence of motor vehicle liability insurance of not less than \$500,000 combined single limit for any motor vehicle operated by Contractor, its agents or employees in the performance of this Agreement.

C. In the event of unilateral cancellation, restriction or modification by the insurance company of Contractor's insurance policies required herein, Contractor shall immediately notify County verbally and in writing.

14. **Debt Limitation.** This Agreement 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 therefor. Any provisions herein which would conflict with law are deemed inoperative only to that extent.

15. **No Third Party Beneficiaries; Successors and Assigns.** The County and Contractor 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 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 Agreement. Nothing in this Agreement is intended to require any party to do or undertake any activity which it is not authorized to do. This Agreement 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.

16. **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.

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

18. **Governing Law; Venue.** 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, suit, action, or proceeding (collectively "Claim") between County and Contractor that arises from or relates to this Agreement 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 Agreement, hereby consents to the in personam jurisdiction of said courts.

19. **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 Agreement, 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.

20. **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.

DATED this ____ day of _____, 2024.

CONTRACTOR:

By: _____

Title: _____

JEFFERSON COUNTY:

Commission Chair

Commissioner

Commissioner

January 18, 2024

Jeff Rasmussen, County Administrative Officer
Jefferson County
Madras, Oregon
Email: jeff.rasmussen@co.jefferson.or.us

Jeff:

Eric Kytola, CPA (“firm,” “I,” “me,” “we,” “us,” or “our”) is pleased to provide Jefferson County with the professional services described below. This letter confirms our understanding of the terms and objectives of our engagement and the nature and limitations of the services I will provide. The engagement between you and my firm will be governed by the terms of this Agreement.

Engagement Objectives, Scope, and Timing

The objectives of this engagement are to assist you with technical finance support detailed in the scope below:

- Finish the FY2023 audit (if needed) could include
 - SEFA isn’t complete, may need to answer questions or do reconciliations for the auditors.
 - MD&A isn’t complete, may need to complete it if auditors don’t.
- FY2024 mid year resolution
 - COLA 2% increase
 - Changes that have been identified by Kate Knop
 - Any changes the board may want to make
- FY2025 budget preparation including:
 - Refer to the “Jefferson County & Jefferson County Road Agency Fiscal Year 2024-25 Budget Calendar”
 - I will be completing all steps required by “Finance” to complete the FY2025 budget including:
 - Distribute budget packets to Departments
 - Import all budgets returned by Departments
 - Schedule work sessions for Departments if needed
 - Monitor the noticing requirements
 - Draft the budget document
 - Distribute the budget books
 - Be present for (2) budget committee meetings
 - Create and import a final adopted budget

I will be available to begin services immediately upon execution of this letter.

Professional Fee

My rate for the professional services outlined in the Statement of Work Proposal is \$150/hour, plus travel expenses. Travel is billed at 25% of the standard billing rate, plus mileage at the IRS standard rate. If required, please indicate the total engagement "not to exceed" amount here \$_____. This fee is based upon the complexity of the expected work to be performed, our professional time, and out-of-pocket expenses.

Invoices will be submitted monthly, and payment is due within 30 days of the date on the invoice.

Terms and Conditions

You may request that I perform additional services not contemplated in the scope of work. If this occurs, I will communicate with you regarding the scope and estimated cost of these additional services. Engagements for additional services may necessitate that we amend the Agreement or issue a separate agreement to reflect the obligations of all parties. In the absence of any other written communications from me documenting additional services, my services will be limited to and governed by the terms of this Agreement.

I will not make any management decisions or perform management functions on your behalf. You understand and agree that my services may include advice and recommendations based upon my knowledge, training, and experience. However, at all times, the decisions related to implementation of the advice and recommendations I provide are solely your responsibility. I encourage you to consider my recommendations and advice and implement what you believe is best for your organization.

Either party may terminate this Agreement at any time, and I reserve the right to withdraw from the engagement without completing services for any reason. If this Agreement is terminated before services are completed, you agree to compensate me for the services performed and expenses incurred through the effective date of termination.

In the interest of facilitating my services to you, I will send data over the Internet, temporarily store electronic data via computer software applications hosted remotely on the Internet or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. In using these data communication and storage methods, my firm employs measures designed to maintain data security. I use reasonable efforts to keep such communications and electronic data secure in accordance with my obligations under applicable laws, regulations, and professional standards.

You recognize and accept that I have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by me. You consent to my use of these electronic devices and applications during this engagement.

The firm's liability for all claims, damages, and costs arising from negligent acts, errors, or omissions committed by me in the performance of this engagement is limited to the total amount of fees paid by you to the firm for the service giving rise to this liability. Notwithstanding anything to the contrary in this Agreement, the firm shall not be liable for any lost profits, indirect, special,

incidental, punitive, consequential, or similar damages, to the extent such damages may be lawfully limited or excluded, of any nature even if we have been advised by you of the possibility of such damages.

The firm shall, during the term of the engagement and for 1 year after termination of same by either you or me, maintain in full force and effect, accountants' professional liability and cyber liability insurance coverage from an insurer or insurers licensed to conduct business in the state of Oregon. Premiums for said insurance policy shall be paid by the firm.

* * * * *

I appreciate the opportunity to be of service to Jefferson County. Please date and execute this Agreement and return it to me to acknowledge your acceptance.

Sincerely,

ACCEPTED:



Eric Kytola, CPA
Owner

Jeff Rasmussen [Date]
County Administrative Officer
Jefferson County Madras, OR

**January 2024 Accounts Payable
Paid January 2024
Umpqua Bank Issued Checks**

It is hereby ordered that check number 49505 to 49539 to be paid totaling \$246,881.29

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
101	GENERAL FUND	\$55,619.01		\$55,619.01
202	PUBLIC WORKS	\$16,436.50		\$16,436.50
210	EMERGENCY COMMUNICATIONS	\$8,110.95		\$8,110.95
215	MT. JEFFERSON MEMORIAL PARK	\$133.83		\$133.83
218	FAIR	\$1,471.14		\$1,471.14
219	VICTIM'S ASSISTANCE	\$8,145.12		\$8,145.12
221	NT	\$27,330.00		\$27,330.00
224	COUNTY FAIR BUILDING	\$17,029.94		\$17,029.94
226	PUBLIC LAND CORNER PRES	\$2,769.00		\$2,769.00
230	RURAL DOMESTIC VIOLENCE	\$8,444.50		\$8,444.50
239	HEALTH DEPT GRANT FUND	\$31,642.20		\$31,642.20
249	PARK FUND	\$1,763.32		\$1,763.32
253	PH - COMMUNITY HEALTH RESERVE	\$32,000.00		\$32,000.00
254	CJ - ADULT	\$4,904.07		\$4,904.07
265	JAIL	\$6,568.85		\$6,568.85
507	CAR POOL	\$22,782.08		\$22,782.08
508	RV PARK	\$1,730.78		\$1,730.78
TOTAL		\$246,881.29	\$0.00	\$246,881.29

Claims approved and checks dated:

1/5/2024

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 = 01/05/2024

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
3004	ACCTECH SOLUTIONS IN	01/02/2024	5509	Public Health - MS Office/ENT/Clo	2,324.00		124
3004	ACCTECH SOLUTIONS IN	01/02/2024	5510	Sheriff's Office - MS Office/ENT/CI	5,467.00		124
3004	ACCTECH SOLUTIONS IN	01/02/2024	5511	MS Office/VISIO/ENT/Cloud back	5,050.00		124
3004	ACCTECH SOLUTIONS IN	01/02/2024	5512	Service Master Agreement - Jeffc	11,570.00		124
3004	ACCTECH SOLUTIONS IN	01/02/2024	5513	Compliance Services - Jeffco Mai	2,000.00		124
3004	ACCTECH SOLUTIONS IN	01/02/2024	5514	Microsoft Azure Cloud - Jeffco Mai	805.00		124
3004	ACCTECH SOLUTIONS IN	01/02/2024	5515	Adobe - Renewal license- Robert	114.00		124
1804	ALLISON, SCOTT	01/01/2024	332576	Contracted Cleaning Svc - Gene	5,824.00		124
1804	ALLISON, SCOTT	01/01/2024	332576	Contracted Cleaning Svc - Sr Cen	1,200.00		124
1804	ALLISON, SCOTT	01/01/2024	332576	Less Equip Lease - General	50.00		124
1804	ALLISON, SCOTT	01/01/2024	332576	Less Equip Lease - Sr Center	50.00		124
1804	ALLISON, SCOTT	01/01/2024	332576	Contracted Cleaning Svc - Goods	1,461.00		124
1804	ALLISON, SCOTT	01/01/2024	332576	Contracted Cleaning - BG	37.50		124
1804	ALLISON, SCOTT	01/01/2024	332576	Contracted Cleaning - FG	37.50		124
3177	BAXTER AUTO PARTS, IN	12/01/2023	7659-48758	Shop Supplies	132.00		124
3177	BAXTER AUTO PARTS, IN	12/11/2023	7659-49410	Shop Part#19	25.15		124
3177	BAXTER AUTO PARTS, IN	12/12/2023	7659-49484	Shop Part 1-70	61.98		124
2267	BC MECHANICAL LLC	12/11/2023	10262	System Diagnostics - Compressor	14,584.81		124
2267	BC MECHANICAL LLC	12/22/2023	10378	Removal and replacement conden	2,546.00		124
6447	BESTCARE TREATMENT	01/02/2024	JCACC-04-202	MATVA	1,800.00		124
6447	BESTCARE TREATMENT	01/02/2024	JCACC-04-202	M57	1,500.00		124
6447	BESTCARE TREATMENT	01/02/2024	JCACC-04-202	iGA/Transition House	1,500.00		124
3240	CANON FINANCIAL SERV	12/12/2023	31756838	November Usage	89.98		124
3240	CANON FINANCIAL SERV	12/12/2023	31756838	November Usage	89.98		124
7062	CARSON OIL COMPANY I	12/21/2023	IN-0945708	2500 Gallons Unleaded	7,160.72		124
7062	CARSON OIL COMPANY I	12/21/2023	IN-0945708	4001 Gallons Diesel	11,724.83		124
2147	CENTURYLINK	12/17/2023	12/17/2023	Monthly Charges - Finance Dept	79.50		124
2147	CENTURYLINK	12/25/2023	12/25/2023	Monthly Charges - Sheriffs Office	135.95		124
77	CITY OF MADRAS	11/30/2023	11169	Domestic Violence Officer for Nov	1,005.51	58	124
77	CITY OF MADRAS	11/30/2023	11169	Domestic Violence Officer for Nov	5,278.93	19	124
3292	CROOKED RIVER RANC	12/12/2023	234065	RENT December 2023	431.89		124
6238	DAY WIRELESS SYSTEM	01/01/2024	01/01/2024	Recurring Billing-Service Mainten	8,031.45		124
6238	DAY WIRELESS SYSTEM	01/01/2024	INV807718	Annual Maintenance Agreement	4,451.58		124
214	DEJARNATT LAND SURV	12/31/2023	DECEMBER 2	Madras & Redmond Surveys	1,876.00		124
214	DEJARNATT LAND SURV	12/31/2023	DECEMBER 2	Madras & Redmond Surveys	2,769.00		124
2411	DENNIS SALES & SERVIC	12/14/2023	4935	Shop Parts 1-70	8,730.95		124
2411	DENNIS SALES & SERVIC	12/29/2023	4937	Shop Part	376.50		124
2545	EBERHARD'S DAIRY PRO	12/22/2023	1592366	1/2 PT 1%	112.20		124
2545	EBERHARD'S DAIRY PRO	12/29/2023	1592896	1/2 PT 1%	112.20		124
3199	ED STAUB & SONS PETR	12/31/2023	272436 - DEC	250.000 Gallns - Propane LP at 1	430.00		124
3235	ELEVEN DIGITS INC	12/15/2023	6164	Service - Clean Health Dept / Cle	2,392.00		124
1825	FENDERS BY ENDRES	09/26/2023	9/26/2023	Vehicle #222 Front End Repair	3,896.53		124
1669	INTRATEL INTERPRETIN	12/15/2023	2308	Interpreting Services - 031-02270	160.00		124
1669	INTRATEL INTERPRETIN	12/15/2023	2308	Interpreting Services - K Napyer	160.00		124
2313	KEPAA, TAMI	12/27/2023	12/27/2023	B.Rios Ret. 11/2023	39.98		124
2923	KONE	01/01/2024	871253011	Maintenance Period - 01/01/24 - 0	1,455.00		124
2364	MANNING, DR. THOMAS	01/01/2024	DEC2023	Jail Med Support Dec23	1,812.50		124
194	MID OREGON PERSONN	11/22/2023	21032	Luz Donis - General Labor 5.50hr	1,806.65	19	124
194	MID OREGON PERSONN	11/22/2023	21032	Kaarin Forester - general Labor 3	2,167.45		124
194	MID OREGON PERSONN	11/22/2023	21032	Danielle M. Martell - General Labo	844.34		124
194	MID OREGON PERSONN	11/22/2023	21032	Mekaela Walters - General Labor	3,279.93	39	124
194	MID OREGON PERSONN	11/22/2023	21032	Mekaela Walters - General Labor	1,093.31		124
194	MID OREGON PERSONN	11/22/2023	21032	David Perlow - General Labor 69.	3,843.99		124
194	MID OREGON PERSONN	12/22/2023	21106	Jail Medical Pers - M.Drew 12/01-	1,540.33		124

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
194	MID OREGON PERSONN	12/22/2023	21106	Jail Medical Pers - K.Simmelink 1	2,875.14		124
194	MID OREGON PERSONN	12/22/2023	21106	Jail Medical Pers - K.Skeels 12/01	116.48		124
194	MID OREGON PERSONN	11/22/2023	21107	Luz Donis - General Labor 43.25h	1,358.92	19	124
194	MID OREGON PERSONN	11/22/2023	21107	Jared Holliday - general labor - 6.	155.28		124
194	MID OREGON PERSONN	11/22/2023	21107	Kaarin Forester - general Labor 3	2,497.42		124
194	MID OREGON PERSONN	11/22/2023	21107	Danielle M. Martell - General Labo	349.38		124
194	MID OREGON PERSONN	11/22/2023	21107	Mekaela Walters - General Labor	3,859.68	39	124
194	MID OREGON PERSONN	11/22/2023	21107	Mekaela Walters - General Labor	1,286.56		124
194	MID OREGON PERSONN	11/22/2023	21107	David Perlow - General Labor 85.	4,735.35		124
194	MID OREGON PERSONN	12/22/2023	21108	PH Pers - H.Bicart, IMM/Covid19	2,045.16	349	124
194	MID OREGON PERSONN	12/22/2023	21108	PH Pers - O.Titus, PH Intern 12/0	1,854.02	349	124
194	MID OREGON PERSONN	12/22/2023	21108	PH Pers - B.Munkh-Ochir, PH Dat	2,898.40	349	124
194	MID OREGON PERSONN	12/22/2023	21108	PH Pers - M.Quinn, FNP RH 12/0	3,970.11	349	124
194	MID OREGON PERSONN	12/22/2023	21108	PH Pers - C.Smith, IMM/Covid19	1,630.72	349	124
194	MID OREGON PERSONN	12/22/2023	21108	PH Pers - A.Wheeler, WIC RD 12/	662.56	349	124
944	MILL MINE SUPPLY CO	12/14/2023	27512	Shop part 1-70	85.38		124
1916	MOSAIC MEDICAL	12/06/2023	INV0668	SBHC - Base Funding/Mental Hea	17,581.23	339	124
3391	MOTOROLA INC	10/07/2023	8281733909	XVP830 Remote Speaker Microp	1,773.90		124
3391	MOTOROLA INC	11/18/2023	8281760999	Remote Speaker Microphone	104.07		124
1546	MOUNTAINSTAR FAMILY	01/05/2024	01/05/2024	January 05th 2024	32,000.00		124
1956	OREGON STATE SHERIF	12/29/2023	SS176704	On-Line Posting of Sheriff's Sale L	330.00		124
142	PACIFIC POWER	12/26/2023	12/26/2023	electric - 25442761-003 8	852.54		124
142	PACIFIC POWER	12/26/2023	12/26/2023	electric - 25442761-004 6	194.61		124
142	PACIFIC POWER	12/26/2023	12/26/2023	electric - 61796355-001 8	501.46		124
142	PACIFIC POWER	12/26/2023	12/26/2023	electric - 42301373-002 7	1,126.84		124
142	PACIFIC POWER	12/26/2023	12/26/2023	electric - 25530401-001 0	901.43		124
142	PACIFIC POWER	12/27/2023	12/27/2023	electric	133.83		124
142	PACIFIC POWER	12/08/2023	12/29/2023	electric	11.75		124
142	PACIFIC POWER	12/08/2023	12/29/2023	electric	1,730.78		124
142	PACIFIC POWER	12/26/2023	25468941-001	Nov/Dec Power Usage	1,641.66		124
142	PACIFIC POWER	12/15/2023	25754331-003	electric	1,331.91		124
142	PACIFIC POWER	01/03/2024	7144396	Remove Existing Pole- Are Lights	1,578.00		124
2742	PHOENIX ASPHALT MAIN	12/20/2023	48826	Shop Supplies	668.80		124
3608	SCARAMUZZO, MELISSA	01/01/2024	#2024-01	Power DMS Consult Dec23	1,000.00	349	124
3002	SPEAKWRITE LLC	01/01/2024	83EA8439	20231220_114221_svp Samantha	176.36		124
2426	SPRANDO AUDIO VISUAL	12/19/2023	2113	Audio Visual Equipment for BiMart	17,029.94		124
241	WARD, JENNIE	12/29/2023	549	Janitorial Services for Dec 2023	262.50		124
3591	XIANGLI YI SVINTH	10/27/2023	2023JCDA1211	22CR32137 S. Chan - State Court	250.00		124

Grand Totals:

246,881.29

Dated: _____

Finance Director: _____

Kelly Simmelink: _____

Wayne Fording: _____

Mark Wunsch: _____

County Administrator: _____

January 2024 Accounts Payable
Paid January 2024
Umpqua Bank Issued Checks

It is hereby ordered that check number 49540 to 49540 to be paid totaling \$32,000.00

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
253	PH - COMMUNITY HEALTH RESERVE	\$32,000.00	(\$32,000.00)	\$0.00
TOTAL		\$32,000.00	-\$32,000.00	\$0.00

Claims approved and checks dated: 1/5/2024

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 = 01/05/2024
[Report].Description = "BOCC Mountain Star Relief Nursery - Grant Fund"

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
1546	MOUNTAINSTAR FAMILY	01/05/2024	1/5/2024	BOCC Mountain Star Relief Nurse	32,000.00		124
Grand Totals:					<u>32,000.00</u>		

Dated: _____

Finance Director:  _____

Kelly Simmelink: _____

Wayne Fording: _____

Mark Wunsch: _____

County Administrator: _____

**January 2024 Accounts Payable
Paid January 2024
Umpqua Bank Issued Checks**

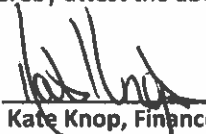
It is hereby ordered that check number 49541 to 49572 to be paid totaling **\$401,784.67**

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
101	GENERAL FUND	\$50,684.59		\$50,684.59
202	PUBLIC WORKS	\$84,773.07		\$84,773.07
218	FAIR	\$175.41		\$175.41
219	VICTIM'S ASSISTANCE	\$145.35		\$145.35
221	NT	\$672.10		\$672.10
222	TRANSIENT OCCUPANCY	\$1,739.57		\$1,739.57
225	COHB-MENTAL HEALTH	\$4,578.82		\$4,578.82
230	RURAL DOMESTIC VIOLENCE	\$109.02		\$109.02
236	SMOKE MANAGEMENT	\$10,000.00		\$10,000.00
239	HEALTH DEPT GRANT FUND	\$1,423.18		\$1,423.18
244	MENTAL HEALTH - A&D	\$155,103.24		\$155,103.24
249	PARK FUND	\$314.77		\$314.77
254	CJ - ADULT	\$27,320.76		\$27,320.76
265	JAIL	\$1,106.97		\$1,106.97
403	J STREET BOND	\$3,926.80		\$3,926.80
507	CAR POOL	\$36,330.06		\$36,330.06
508	RV PARK	\$1,304.67		\$1,304.67
509	SANITARY LANDFILL	\$22,076.29		\$22,076.29
TOTAL		\$401,784.67	\$0.00	\$401,784.67

Claims approved and checks dated:

1/12/2024

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 = 01/12/2024

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
2299	AGRICULTURAL RESEAR	01/11/2024	ARF2023COA	Funding in Support of Smoke Man	10,000.00		124
6447	BESTCARE TREATMENT	12/06/2023	23-25-173137A	MH A/D IGA173137 Allot #6 Dece	155,103.24		124
6447	BESTCARE TREATMENT	01/11/2024	DCOURT#3-20	.5 FTE SUD Speciality Court D	19,458.77		124
6447	BESTCARE TREATMENT	01/08/2023	SUBCAP DEC	Corrected Dec 23 Prmt on 12/22/2	4,578.82		124
2381	BUENA VIDA COUNSELIN	01/10/2024	1/10/2024	Group Fee/ Individual Fee	3,060.00		124
9	CASCADE NATURAL GAS	01/08/2024	02058200003D	December Gas Usage Tire Shop	132.20		124
9	CASCADE NATURAL GAS	01/08/2024	12058200002D	December Gas Usage Paint Shop	78.08		124
9	CASCADE NATURAL GAS	01/09/2024	22058200001D	December Gas Usage Weld Shop	12.89		124
9	CASCADE NATURAL GAS	01/08/2024	32058200000D	December Gas Usage PW	104.59		124
2147	CENTURYLINK	01/02/2024	5415955058 75	Split distribution 5415955058 754	147.44		124
7806	CITY OF CULVER	01/10/2024	1/2024	Community Clean-up Funds 2023	2,935.71		124
77	CITY OF MADRAS	01/10/2024	1/2024	Community Clean-up Funds 202	14,271.52		124
506	CITY OF METOLIUS	01/10/2024	1/2024	Community Clean-up Funds 2023	1,770.94		124
692	CLEHS	01/10/2024	2413	2024 CLEHS Dues - M.Hamblin	25.00		124
6409	CORIAN WORKFLOW S	12/30/2023	17842	1099 Misc ABCC, L3Up, WQ-2 3U	268.93		124
3292	CROOKED RIVER RANC	01/10/2024	1/2024	Community Clean-up Funds 2023	3,098.12		124
6238	DAY WIRELESS SYSTEM	01/11/2024	INV808865	Installation of Radio 2013 Taurus	643.89		124
2001	DESCHUTES COUNTY D	01/08/2024	3966	2023 Chip Seal and Striping	79,905.90		124
2545	EBERHARD'S DAIRY PRO	01/05/2024	1593525	1/2 PT 1%	112.20		124
2545	EBERHARD'S DAIRY PRO	01/09/2024	1593777	1/2 PT 1% Milk - 220 Units	112.20		124
3448	ECONOMIC CONSULTAN	12/31/2023	28662	Project 25427.00 Madras Large L	3,926.80		124
1997	FRONTIER REGIONAL 91	01/03/2024	2024-2	ArcGIS Online Editor - Annual Su	220.00		124
2358	HANSEN, ANTHONY	01/08/2024	1/2/2024	OSSA Conference Trip	228.16		124
99	JEFFERSON COUNTY PU	01/08/2024	PW010824414	Fuel Island Maintenance for Dece	61.30		124
4673	JOHN DEERE FINANCIAL	10/30/2023	117531402	3033R Compact utility Tractor	36,268.76		124
2748	LAND USE RESOURCES	11/28/2023	EHREFUND20	Bighorn RV Park - EH Fee refund	168.00		124
2748	LAND USE RESOURCES	11/28/2023	EHREFUND20	River Rim RV Park - EH fee Refu	186.20		124
266	LEUTWILER, GWENDOLY	01/09/2024	01092023	2023 Rock Royalty	3,456.75		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - Public Health	237.77		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - Public Health	1,347.39		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - Public Works	1,082.66		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - JCSO to JC	654.41		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - JCSO to JC	654.41		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - JC Courthous	399.72		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - JC Courthous	363.39		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - JC Courthous	145.35		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - JC Courthous	145.35		124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - JC Courthous	54.51	20	124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Network Transport - JC Courthous	54.51	19	124
2445	LS NETWORKS	07/01/2023	INVC1417 - JA	Internet Transport Service - JC An	672.10	19	124
194	MID OREGON PERSONN	01/10/2024	21235	Payroll for D.Hollenbeak	1,863.20		124
194	MID OREGON PERSONN	01/10/2024	21235	Payroll for M.Beeler	1,922.61		124
6889	NORCOR	12/31/2023	40216	Detention	990.00		124
1812	OLD REPUBLIC SURETY	01/10/2024	YPE0218337 J	Publ Empl Fidelity - Jan 2024	159.00		124
217	OREGON LODGING TAX	01/09/2024	10/1/2023	1.5 % State Lodging Tax	434.89		124
217	OREGON LODGING TAX	01/09/2024	10/1/2023	9% City Lodging Tax	869.78		124
217	OREGON LODGING TAX	01/09/2024	10/1/2023	County Tax	1,739.57		124
1956	OREGON STATE SHERIF	01/01/2024	42846	OSSA TRAINING FEES-ANNUAL	542.00		124
2298	OREGON STATE UNIVER	01/05/2024	6507	Qtr State of OR to Conduct & Enc	38,344.75		124
117	OWANJAY SERVICES INC	12/08/2023	159941	Dump Ticket	10.90		124
3169	PACIFIC OFFICE AUTOM	12/30/2023	919816	15A3517 Meter 10/18-12/25/23	75.79	303	124
142	PACIFIC POWER	01/03/2024	25754331-004	electric - 25754331-004 5	16.41		124
142	PACIFIC POWER	01/03/2024	61796355-004	electric - 61796355-004 2	314.77		124
23	PAPE MACHINERY INC	10/30/2023	10032491	2 Snow Pushers	8,355.02		124

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
Grand Totals:					<u>401,784.67</u>		

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 = 01/12/2024

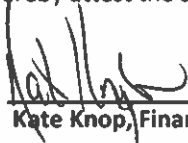
January 2024 Accounts Payable
Paid January 2024
Umpqua Bank Issued Checks

It is hereby ordered that check number 49573 to 49574 to be paid totaling \$1332.00

FUND	FUND NAME	AMOUNT ISSUED	VOIDED	TOTAL EXPENSE
101	GENERAL FUND	\$1,332.00		\$1,332.00
TOTAL		\$1,332.00	\$0.00	\$1,332.00

Claims approved and checks dated: 1/18/2024

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 = 01/18/2024

Vendor Number	Vendor Name	Invoice Date	Invoice Number	Description	Net Invoice Amount	GL Activity Number	GL Period
3616	MILLER, SIDNEY	01/18/2024	1/18/2024	Airfare	706.80		124
3614	PATINO, ALEXANDRA	01/18/2024	1/18/2024	Airfare	625.20		124
Grand Totals:					1,332.00		

Dated: _____

Finance Director:  _____

Kelly Simmelink: _____

Wayne Fording: _____

Mark Wunsch: _____

County Administrator: _____

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

It is hereby ordered that **\$133,742.15** be paid and the amounts transferred from the funds listed below:

FUND	FUND NAME	AMOUNT
101	GENERAL FUND	\$31,707.55
202	PUBLIC WORKS	\$14,016.49
205	NOXIOUS WEED PROGRAM RD DIST 18	\$44.89
209	ANIMAL CONTROL	\$117.83
213	LAW LIBRARY	\$721.00
215	MT. JEFFERSON MEMORIAL PARK	\$1,886.91
218	FAIR	\$3,312.94
219	VICTIM'S ASSISTANCE	\$686.62
221	NT	\$6,180.79
230	RURAL DOMESTIC VIOLENCE	\$503.70
236	SMOKE MANAGEMENT	\$67.57
239	HEALTH DEPT GRANT FUND	\$3,716.08
245	VETERANS	\$1,425.49
247	FEDERAL CHILD CARE BLK GRANT	\$391.65
249	PARK FUND	\$1,817.32
254	CJ - ADULT	\$8,995.96
256	GIS	\$287.12
265	JAIL	\$21,836.57
267	CODE ENFORCEMENT	\$894.66
325	LANDFILL CLOSURE FUND	\$22.00
403	J STREET BOND	\$1,005.15
503	CDD - PLANNING DEPT	\$153.05
504	CDD - ONSITE AND ENGINEERING	\$139.37
505	CDD - BUILDING	\$6,813.48
507	CAR POOL	\$9,788.77
508	RV PARK	\$3,327.95
703	JC SHOP WITH A COP	\$7,864.24
755	CAMP SHERMAN DUMP	\$6,017.00
TOTAL		\$133,742.15

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

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
ABBYS LEGENDARY PIZZA	HESSEL, LYNDASAY	Meeting Supplies	\$83.93	101-101-520-2101-	12/6/2023
COMMUNITY NEWSPAPERS -	HESSEL, LYNDASAY	Public Notices	\$30.00	101-101-520-2101-	12/6/2023
ERICKSONS THRIFTWAY	HESSEL, LYNDASAY	Office Supplies	\$69.93	101-101-520-2101-	11/20/2023
ERICKSONS THRIFTWAY	HESSEL, LYNDASAY	Office Supplies	\$69.93	101-101-520-2101-	11/21/2023
IN TREASURE VALLEY CO	HESSEL, LYNDASAY	Coffee Supplies	\$194.95	101-101-520-2101-	11/22/2023
INN AT CROSS KEYS STAT	HESSEL, LYNDASAY	HR Interview Lodging	\$121.85	101-101-520-2101-	12/19/2023
XEROX CORPORATION 2	HESSEL, LYNDASAY	Commission Office Copier	\$118.59	101-101-520-2101-	12/8/2023
EO MEDIA CIRC	HESSEL, LYNDASAY	Bulletin subscription	\$18.00	101-101-520-2210-	11/28/2023
LEG COUNSEL	HESSEL, LYNDASAY	2023 ORS Books	\$995.00	101-101-520-2210-	12/13/2023
AMZN MKTP US 4R2748G63	HESSEL, LYNDASAY	Holiday Party	\$39.90	101-101-520-3301-	11/26/2023
AMZN MKTP US ME5ST0AX3	HESSEL, LYNDASAY	Holiday Party	\$70.10	101-101-520-3301-	11/21/2023
AMZN MKTP US U00CX5VS3	HESSEL, LYNDASAY	Holiday Party	\$12.80	101-101-520-3301-	11/24/2023
BI-MART 654	HESSEL, LYNDASAY	Holiday Party	\$140.97	101-101-520-3301-	11/25/2023
EB 2024 EDCO ANNUAL L	HESSEL, LYNDASAY	EDCO Annual Luncheon	\$1,246.50	101-101-520-3301-	12/11/2023
THE HOME DEPOT #4032	HESSEL, LYNDASAY	Holiday Party	\$126.05	101-101-520-3301-	12/11/2023
TST NOTHING BUNDT CAK	HESSEL, LYNDASAY	Holiday Party	\$299.00	101-101-520-3301-	12/2/2023
TST NOTHING BUNDT CAK	HESSEL, LYNDASAY	Holiday Party	\$30.00	101-101-520-3301-	12/9/2023
TST THE HUMAN BEAN -	HESSEL, LYNDASAY	Holiday Party	\$25.00	101-101-520-3301-	12/5/2023
WAL-MART #2243	DELACRUZ, LACEY	heaters for juvenile	\$128.00	101-102-520-2101-	12/14/2023
XEROX CORPORATION 2	CHANDLER, TERRI	juvenile copy machine	\$293.46	101-102-520-2101-	11/29/2023
AMZN MKTP US KK5RG7SR3	CHANDLER, TERRI	safety vest	\$23.98	101-102-520-2102-	12/10/2023
AMZN MktP US	FLANDE, KATRINA	Office Supplies - Credit	(\$96.00)	101-107-520-2101-	11/30/2023
AMZN MKTP US JO97L0A23	FLANDE, KATRINA	Office Supplies	\$42.54	101-107-520-2101-	12/7/2023
AMZN MKTP US M15B16X13	FLANDE, KATRINA	Office Supplies	\$49.99	101-107-520-2101-	12/7/2023
AMZN MktP US XR2PJ2KH3	FLANDE, KATRINA	Office Supplies	\$192.84	101-107-520-2101-	12/8/2023
BI-MART 654	FLANDE, KATRINA	Office Supplies	\$11.00	101-107-520-2101-19	12/13/2023
OFFICE DEPOT #1078	FLANDE, KATRINA	Office Equipment	\$461.98	101-107-520-2115-	12/2/2023
ST OF OREGON DCBS	FLANDE, KATRINA	DCBS MS Title Trnstr Fees	\$230.00	101-107-520-3002-	11/21/2023
ST OF OREGON DCBS	FLANDE, KATRINA	DCBS MS Title Trnstr Fees	\$335.00	101-107-520-3002-	12/12/2023
CENTRAL OREGON ASSOCIA	SOLIZ, RAYMOND	DCBS MS Title Trnstr Fees	\$60.00	101-107-520-3301-	11/28/2023
REALTOR ASSOCIATION/ML	SOLIZ, RAYMOND	COAR MLSCO Dues 12/23	\$566.00	101-107-520-3301-	12/13/2023
WENDY'S -12028	SOLIZ, RAYMOND	COAR Realtor Dues-2024	\$11.99	101-107-520-3301-	12/14/2023
XEROX CORPORATION 2	FLANDE, KATRINA	OSACA Meeting-Meal	\$83.43	101-107-520-3301-	12/6/2023
BI-MART 654	ZEMKE, KATE	XEROX Copier Mnthly Lease	\$11.00	101-109-520-2101-	12/9/2023
STRIVE / MAIN ST.	ZEMKE, KATE	BI-MART- cards	\$37.59	101-109-520-2101-	12/16/2023
US IMAGING INC	ZEMKE, KATE	STRIVE - OFFICE SUPPLIES	\$422.05	101-109-520-2101-	12/5/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	11/20/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	11/22/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	11/22/2023

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	11/28/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	11/30/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	11/30/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	11/30/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	11/30/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	12/5/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	12/5/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$9.65	101-109-520-2101-	12/7/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$8.05	101-109-520-2101-	12/13/2023
USPS.COM CLICKNSHIP	ZEMKE, KATE	USPS - Postage	\$8.35	101-109-520-2101-	12/14/2023
XEROX CORPORATION 2	ZEMKE, KATE	XEROX Lease	\$52.49	101-109-520-2101-	12/6/2023
AMZN MKTP US 003YJ2LY3	PALIN, CONNIE	Office Supplies	\$39.13	101-110-520-2101-	11/30/2023
AMZN MKTP US 2E54A71O3	PALIN, CONNIE	Office Supplies	\$51.14	101-110-520-2101-	12/4/2023
MAIL COPIES & MORE	PALIN, CONNIE	Office Supplies	\$72.00	101-110-520-2101-	12/18/2023
XEROX CORPORATION 2	PALIN, CONNIE	DA Portion 11-2023	\$144.97	101-110-520-2101-	12/6/2023
VZWLRS BILL PAY VB	HEssel, LYNDsAY	Cell Phone Charges - Nov	\$42.53	101-110-520-2105-	12/15/2023
LEXISNEXIS PAYMENT CTR	PALIN, CONNIE	DA 11-2023	\$498.75	101-110-520-2210-	12/5/2023
Oregon State Bar Assc	PALIN, CONNIE	OSP Dues	\$2,752.00	101-110-520-3110-	12/5/2023
Oregon State Bar Assc	PALIN, CONNIE	OSB Leriche Cl Section	\$20.00	101-110-520-3110-	12/5/2023
MCDONALD'S F31120	LERICHE, STEVEN	ODAA Conf Meal	\$10.19	101-110-520-3301-	12/1/2023
POPEYES 10886	LERICHE, STEVEN	ODAA Conf Meal	\$12.54	101-110-520-3301-	11/28/2023
SALISHAN LODGE	PALIN, CONNIE	ODAA Conf - Lodge Credit	(\$108.76)	101-110-520-3301-	12/1/2023
AMAZON.COM G013N4UW3	MENDOZA, JESSICA	Office Supplies	\$62.23	101-113-520-2101-	12/7/2023
AMAZON.COM K38N38NW3	MENDOZA, JESSICA	Office Supplies	\$29.76	101-113-520-2101-	12/2/2023
AMZN MKTP US 210CT1S13	MENDOZA, JESSICA	Office Supplies	\$9.99	101-113-520-2101-	12/14/2023
AMZN MKTP US AW6YW2CJ3	HOOD, KARLA	Office Supplies	\$13.99	101-113-520-2101-	12/12/2023
AMZN MKTP US XS6650BP3	MENDOZA, JESSICA	Office Supplies	\$32.87	101-113-520-2101-	12/14/2023
BI-MART 654	KEPA'A, TAMRA	Retirement supplies	\$11.77	101-113-520-2101-	11/30/2023
BI-MART 654	KEPA'A, TAMRA	Kitchen supplies	\$24.77	101-113-520-2101-	11/30/2023
BI-MART 654	KEPA'A, TAMRA	Kitchen supplies	\$41.14	101-113-520-2101-	11/30/2023
DOLLAR GENERAL #20171	KEPA'A, TAMRA	Office Supplies	\$28.00	101-113-520-2101-	12/7/2023
DOLLAR TREE	KEPA'A, TAMRA	Retirement supplies	\$16.25	101-113-520-2101-	11/30/2023
IN TREASURE VALLEY CO	HOOD, KARLA	Retirement supplies	\$16.25	101-113-520-2101-	11/30/2023
SAFEWAY #1960	KEPA'A, TAMRA	Coffee Svc	\$116.55	101-113-520-2101-	11/22/2023
SAFEWAY #1960	KEPA'A, TAMRA	B. Rios Retirement	\$64.26	101-113-520-2101-	11/30/2023
SAFEWAY #1960	KEPA'A, TAMRA	Kitchen Supplies	\$13.98	101-113-520-2101-	11/30/2023
SAFEWAY #1960	KEPA'A, TAMRA	Kitchen Supplies	\$16.98	101-113-520-2101-	12/15/2023
USPS PO 4051360741	MENDOZA, JESSICA	Cert Mail for VR	\$9.49	101-113-520-2101-	11/30/2023
USPS PO 4051360741	MENDOZA, JESSICA	Cert Mail for VR	\$9.25	101-113-520-2101-	12/1/2023
USPS PO 4051360741	GONZALEZ, NORMA	Cert Mail for VR	\$9.00	101-113-520-2101-	12/8/2023

32 DEC23 Purchase Card Details

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
OR DEPT HUMAN SERVICES	HOOD, KARLA	EH F P & L Jul-Sep 2023	\$1,163.00	101-113-520-3003-	11/29/2023
AMAZON.COM S19UL73H3	MILES, DEBBIE	chair for A1 office	\$242.99	101-125-520-2101-	11/29/2023
AMZN MKTP US 0D9JS0CN3	ROTH, JOSHUA	Cell Phone Evidence Equipment	\$221.06	101-125-520-2101-	12/13/2023
AMZN MKTP US 0H3CP1603	ROTH, JOSHUA	Phone Evidence Equipment	\$22.94	101-125-520-2101-	12/17/2023
AMZN MKTP US 2E1AA4HZ3	SKIDGEL, BRYAN	THUMB DRIVES FOR COMMAND	\$19.99	101-125-520-2101-	12/10/2023
AMZN MKTP US 810F70353	SKIDGEL, BRYAN	OFFICE SUPPLIES	\$54.87	101-125-520-2101-	12/20/2023
AMZN MktP US EH41M1WL3	SKIDGEL, BRYAN	FILE CABINET	\$113.18	101-125-520-2101-	12/20/2023
AMZN MKTP US JG8AB5HU3	MILES, DEBBIE	A1 office table and chargers for MC	\$296.94	101-125-520-2101-	12/3/2023
GALLS	ROTH, JOSHUA	Taser Equipment	\$175.37	101-125-520-2101-	11/22/2023
IN TREASURE VALLEY CO	MILES, DEBBIE	sheriff conf. room sup.	\$150.35	101-125-520-2101-	11/29/2023
MAIL COPIES & MORE	MILES, DEBBIE	admin off sup.	\$141.90	101-125-520-2101-	12/5/2023
PHILS ACE HARDWARE - M	MILES, DEBBIE	supplies	\$44.93	101-125-520-2101-	12/5/2023
PHOTOAFFECTIONS	MILES, DEBBIE	christmas cards	\$57.00	101-125-520-2101-	12/5/2023
PRESSPROS PRINTING COM	MILES, DEBBIE	business cards - Troops,Larson,Skic	\$237.10	101-125-520-2101-	12/5/2023
Staples Inc	MILES, DEBBIE	admin off sup.	\$92.03	101-125-520-2101-	12/10/2023
Staples Inc	MILES, DEBBIE	admin off sup.	\$77.82	101-125-520-2101-	12/10/2023
STARLINK INTERNET	MILES, DEBBIE	internet boat house	\$250.00	101-125-520-2101-32	11/23/2023
USCC CALL CENTER	MILES, DEBBIE	patrol mdts	\$513.76	101-125-520-2105-	11/23/2023
USCC IVR	MILES, DEBBIE	patrol co. cell and mdts	\$2,081.78	101-125-520-2105-	11/23/2023
VZWLSS IVR VB	MILES, DEBBIE	patrol mdts	\$448.91	101-125-520-2105-	12/5/2023
AMAZON.COM LP9W53K93	ANDERSON, TYLER	Hand warmers for patrol	\$34.68	101-125-520-2115-	11/28/2023
AMZN MKTP US 0X6U31CM3	ANDERSON, TYLER	Drug Scale	\$110.00	101-125-520-2115-	12/12/2023
LOWES #01690	ANDERSON, TYLER	Pipe to store charges	\$76.00	101-125-520-2115-	12/19/2023
IN DAVID M. COREY, PH	MILES, DEBBIE	patrol pre-employment eval	\$595.00	101-125-520-2123-	12/11/2023
AMAZON.COM PR1GQ1NN3	ANDERSON, TYLER	3 gun smith tools	\$160.77	101-125-520-2205-	11/26/2023
GREAT EARTH CAFE&MARKE	ANDERSON, TYLER	Food for school threat 23-1254	\$418.31	101-125-520-2222-	11/30/2023
MAIL COPIES & MORE	MILES, DEBBIE	evidence to crime lab	\$84.07	101-125-520-2222-	12/5/2023
TLO TRANSunION	MILES, DEBBIE	people search	\$75.00	101-125-520-2222-	12/4/2023
911 SUPPLY INC	MILES, DEBBIE	uniform exp.	\$175.55	101-125-520-2478-	11/28/2023
911 SUPPLY INC	MILES, DEBBIE	patrol winter shirts	\$1,398.12	101-125-520-2478-	11/28/2023
911 SUPPLY INC	MILES, DEBBIE	patrol uniform exp.	\$199.77	101-125-520-2478-	12/5/2023
911 SUPPLY INC	MILES, DEBBIE	patrol uniform exp.	\$82.47	101-125-520-2478-	12/5/2023
OREILLY 4381	MILES, DEBBIE	#141 wiper blades	\$11.58	101-125-520-2480-	11/28/2023
AMZN MktP US 2H0QM7W3S	SKIDGEL, BRYAN	SAFTEY GLOW STICKS	\$60.94	101-125-520-2492-	12/14/2023
AMZN MKTP US 6X68V4343	SKIDGEL, BRYAN	FIELD BOOKS FOR SAR	\$20.99	101-125-520-2492-	11/29/2023
AMZN MKTP US 9R3ES0EW3	SKIDGEL, BRYAN	SAR supplies	\$102.40	101-125-520-2492-	12/14/2023
LES SCHWAB #0013	MILES, DEBBIE	085 SAR vehicle winter change ove	\$99.96	101-125-520-2492-	12/8/2023
NAPA AUTO 0026306	MILES, DEBBIE	SAR ATVs	\$190.77	101-125-520-2492-	12/11/2023
OREGON DEPT OF AVIATIO	MILES, DEBBIE	SAR drone renewal	\$25.00	101-125-520-2492-	12/19/2023

DEC23 Purchase Card Details

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
SURELINE BROADBAND	MILES, DEBBIE	Camp Sherman internet	\$23.94	101-125-520-2492-	12/4/2023
TEAMSNAPE INC.	MILES, DEBBIE	SAR team notification	\$21.99	101-125-520-2492-	11/24/2023
IN DATAWORKS PLUS LLC	MILES, DEBBIE	maintenance fee - livescan annual	\$498.50	101-125-520-3127-	12/19/2023
AMERICAN HEART SHOPCPR	WITHERROW, STEPHEN	CPR INSTRUCTOR COURSE	\$35.00	101-125-520-3301-	12/15/2023
BWW 3679 MEDFORD	WITHERROW, STEPHEN	Food - Buffalo Wild Wings	\$20.00	101-125-520-3301-	12/12/2023
BWW 3679 MEDFORD	LINDEN, CLARK	Lunch training in Medford	\$15.00	101-125-520-3301-	12/12/2023
CROWNE PLAZA	ROTH, JOSHUA	Hotel for California Interivew C#23-	\$159.75	101-125-520-3301-	12/6/2023
EB 2024 TRAINING SEMI	TURNER, MITCH	Hostage Negotiator Conference	\$316.63	101-125-520-3301-	12/13/2023
PLATEAU C-STORE	ROTH, JOSHUA	Fuel for D13s Vehicle (No County I	\$46.08	101-125-520-3301-	12/11/2023
PLATEAU C-STORE	ROTH, JOSHUA	Fuel for D13s Vehicle (No County I	\$54.74	101-125-520-3301-	12/15/2023
RDM AIRPORT PARKING	ROTH, JOSHUA	Parking for Trip for C#220933	\$42.00	101-125-520-3301-	12/6/2023
RIVERHOUSE ON THE DESC	POLLOCK, JASON	OSSA conference Bend	\$563.96	101-125-520-3301-	12/8/2023
SQ HAKASHI JAPANESE S	ROTH, JOSHUA	Meal in California	\$50.00	101-125-520-3301-	12/5/2023
TEXAS ROADHOUSE #2431	WITHERROW, STEPHEN	Food - Texas Roadhouse	\$32.98	101-125-520-3301-	12/13/2023
TEXAS ROADHOUSE #2431	LINDEN, CLARK	Dinner training in Medford	\$49.45	101-125-520-3301-	12/13/2023
UNITED 01623468543185	ROTH, JOSHUA	Flight to California 22-0933	\$857.81	101-125-520-3301-	12/4/2023
WEST BAY CAFE	ROTH, JOSHUA	Breakfast California	\$27.40	101-125-520-3301-	12/7/2023
AMZN MKTP US DY9FK1093	SOLIZ, GABRIEL	HP Ink	\$37.49	101-133-520-2101-	11/28/2023
AMZN MKTP US T25MM3PK3	ORLANDOS, HOLLY	Office Supplies	\$58.90	101-133-520-2101-	12/14/2023
CDW DIR #NL77896	SOLIZ, GABRIEL	Xerox Printer Part	\$314.99	101-133-520-2101-	12/7/2023
XEROX CORPORATION 2	SOLIZ, GABRIEL	Finance Printer Meter	\$12.52	101-133-520-2101-	12/8/2023
TLO TRANSUNION	SOLIZ, GABRIEL	TLO Billing	\$75.00	101-133-520-3110-	12/1/2023
PLATT ELECTRIC 115	ANDERSON, ANTHONY	Gen- Tools	\$132.47	101-134-520-2011-	11/20/2023
PLATT ELECTRIC 115	ANDERSON, ANTHONY	Gen- network cable and wire ends	\$483.63	101-134-520-2011-	11/28/2023
STRIVE / MAIN ST.	MOBLEY, SHAWNA	supplies	\$21.10	101-134-520-2011-	11/22/2023
THE HOME DEPOT #4032	ANDERSON, ANTHONY	Gen- Tools	\$29.97	101-134-520-2011-	12/10/2023
THE ID ZONE	ANDERSON, ANTHONY	Gen- safety apparel	\$947.86	101-134-520-2011-	12/5/2023
WCP SOLUTIONS	MOBLEY, SHAWNA	supplies - HC	\$257.68	101-134-520-2011-	12/1/2023
WCP SOLUTIONS	MOBLEY, SHAWNA	credit	(\$395.00)	101-134-520-2011-	12/7/2023
GRAINGER	DAHLKE, TIMOTHY	ice melter for downtown	\$442.08	101-134-520-2301-	11/28/2023
PAYPAL GLASSDADDYL GL	MOBLEY, SHAWNA	window pane - BG	\$1,763.55	101-134-520-2301-	12/11/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	key - NCH	\$11.94	101-134-520-2301-	11/30/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	hard & sup - 2019 Dog	\$108.45	101-134-520-2301-	11/30/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	supplies	\$96.33	101-134-520-2301-	11/30/2023
CERTIFIED TRAINING INS	DAHLKE, TIMOTHY	cet credits for spray licence	\$224.00	101-134-520-3301-	12/13/2023
OR DEPT OF AGRICULTURE	MOBLEY, SHAWNA	license renewal	\$50.00	101-134-520-3301-	11/27/2023
OR DEPT OF AGRICULTURE	ANDERSON, ANTHONY	Oregon Department of Ag license r	\$50.00	101-134-520-3301-	12/11/2023
OVMA AND OREGON VEGETA	MOBLEY, SHAWNA	class - Rob	\$300.00	101-134-520-3301-	12/12/2023
OVMA AND OREGON VEGETA	MOBLEY, SHAWNA	class - Tim	\$300.00	101-134-520-3301-	12/12/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
CENTRAL ELECTRIC COO I	MOBLEY, SHAWNA	mthly fee - Clack	\$143.19	101-134-520-3601-	11/29/2023
CITY OF MADRAS	MOBLEY, SHAWNA	mthly fee	\$817.41	101-134-520-3601-	12/5/2023
CITY OF MADRAS	MOBLEY, SHAWNA	mthly fee - OCH	\$47.04	101-134-520-3601-	12/5/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee - DOG	\$22.00	101-134-520-3601-	12/5/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee - Clack	\$22.00	101-134-520-3601-	12/5/2023
SURELINE BROADBAND	MOBLEY, SHAWNA	mthly fee	\$66.48	101-134-520-3601-	11/22/2023
SURELINE BROADBAND	MOBLEY, SHAWNA	mthly fee	\$66.48	101-134-520-3601-	12/11/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mthly fee - DOG	\$40.40	101-134-520-3601-	11/28/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mthly fee - HC	\$603.80	101-134-520-3601-	11/28/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mthly fee	\$251.08	101-134-520-3601-	12/4/2023
WCP SOLUTIONS	MOBLEY, SHAWNA	wrong product	(\$79.00)	101-134-520-3601-	11/28/2023
CITY OF MADRAS	MOBLEY, SHAWNA	mthly fee	\$138.34	101-146-520-3601-	12/5/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee	\$37.73	101-146-520-3601-	12/5/2023
MAIL COPIES & MORE	HESEL, LYNDASAY	Copy Paper	\$237.96	101-199-520-2111-	12/5/2023
STAMPS.COM	SOLIZ, GABRIEL	Stamps.com Billing	\$29.99	101-199-520-3220-	11/22/2023
JEFFERSON COUNTY SD 50	BRIDGES, CARLA	Wraths	\$170.00	202-101-520-2101-	12/7/2023
MISSION LINEN	BRIDGES, CARLA	Office Supplies	\$32.44	202-101-520-2101-	12/1/2023
PACIFIC OFFICE AUTOMAT	BRIDGES, CARLA	Copier Lease	\$159.39	202-101-520-2101-	11/21/2023
PACIFIC OFFICE AUTOMAT	BRIDGES, CARLA	Office Supplies	\$36.34	202-101-520-2101-	12/13/2023
PACIFIC OFFICE AUTOMAT	BRIDGES, CARLA	Printer Lease	\$159.39	202-101-520-2101-	12/18/2023
PHLS ACE HARDWARE - M	WILSON, TYLER	Office Supplies	\$5.99	202-101-520-2101-	12/7/2023
USPS PO 4051360741	BRIDGES, CARLA	Yearly Box Rent	\$226.00	202-101-520-2101-	12/5/2023
VZWLRS BILL PAY VB	HESEL, LYNDASAY	Cell Phone Charges - Nov	\$44.89	202-101-520-2105-	12/15/2023
VZWLRS BILL PAY VB	HESEL, LYNDASAY	Cell Phone Charges - Nov	\$44.89	202-101-520-2105-	12/15/2023
AMZN MKTP US 071UZ9FU3	BRIDGES, CARLA	Curtains Crusher Shack	\$59.96	202-101-520-2301-	12/3/2023
Trashbilling.com CC	BRIDGES, CARLA	Bldg/Yard Clean-up	\$11.99	202-101-520-2301-	12/1/2023
ERICKSONS THRIFTWAY	POWLISON, MATT	Crew Safety Meeting	\$19.98	202-101-520-3301-	12/18/2023
DESCHUTES VALLEY WATER	BRIDGES, CARLA	Water Usage for Nov	\$64.90	202-101-520-3601-	12/4/2023
AMAZON.COM 9R4Y35DC3	ARIZMENDI, FAI	Shop Supplies	\$23.98	202-103-520-2011-	12/9/2023
AMZN MKTP US 0060B74V3	ARIZMENDI, FAI	Shop Supplies	\$56.86	202-103-520-2011-	11/30/2023
AMZN MktP US 6O7625YJ3	ARIZMENDI, FAI	Shop Supplies	\$70.71	202-103-520-2011-	11/30/2023
AMZN MKTP US CK1JC8693	ARIZMENDI, FAI	Shop Supplies	\$22.99	202-103-520-2011-	12/5/2023
AMZN MKTP US EP3CS86Z3	ARIZMENDI, FAI	Shop Supplies	\$35.49	202-103-520-2011-	11/22/2023
AMZN MKTP US M910G3W03	ARIZMENDI, FAI	Shop Supplies	\$109.88	202-103-520-2011-	11/21/2023
AMZN MKTP US PSTYW6X53	ARIZMENDI, FAI	Shop Supplies	\$489.89	202-103-520-2011-	12/13/2023
AMZN MKTP US QT2UN6E23	ARIZMENDI, FAI	Shop Supplies	\$17.98	202-103-520-2011-	12/7/2023
HOMEDEPOT.COM	STEMWEDEL, MICHAEL	Shop Supplies	\$279.00	202-103-520-2011-	12/7/2023
NORCO INC	BRIDGES, CARLA	Shop Supplies	\$84.32	202-103-520-2011-	12/1/2023
OREGON WHOLESALE HARDW	BRIDGES, CARLA	Shop Supplies	\$380.90	202-103-520-2011-	12/8/2023

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
PHILS ACE HARDWARE - M	STEMWEDEL, MICHAEL	Shop Supplies	\$19.97	202-103-520-2011-	12/4/2023
PHILS ACE HARDWARE - M	WILSON, TYLER	Shop Supplies	\$33.97	202-103-520-2011-	12/11/2023
THE HOME DEPOT #4032	ORTIZ, VINCENTE	Returned Shop Supplies	(\$105.00)	202-103-520-2011-	11/30/2023
THE HOME DEPOT #4032	ORTIZ, VINCENTE	Shop Supplies	\$105.00	202-103-520-2011-	11/30/2023
THE HOME DEPOT #4032	ORTIZ, VINCENTE	Shop Supplies	\$79.98	202-103-520-2011-	11/30/2023
THE HOME DEPOT #4032	POWLISON, MATT	Shop Supplies	\$478.35	202-103-520-2011-	12/8/2023
AMZN MKTP US 2H12A0LU3	ARIZMENDI, FAI	Shop Parts	\$82.16	202-103-520-2301-	12/3/2023
AMZN MKTP US E62433JD3	ARIZMENDI, FAI	Shop Part	\$135.97	202-103-520-2301-	11/21/2023
AMZN MKTP US JG8WB6MP3	ARIZMENDI, FAI	Shop Part	\$20.55	202-103-520-2301-	12/16/2023
AMZN MKTP US SJ69B2A43	ARIZMENDI, FAI	Shop Parts	\$7.25	202-103-520-2301-	12/1/2023
AMZN Mktp US VL35T46D3	ARIZMENDI, FAI	Shop Parts	\$42.38	202-103-520-2301-	11/28/2023
AMZN Mktp US XZ9W50Z83	ARIZMENDI, FAI	Shop Parts	\$73.98	202-103-520-2301-	11/30/2023
AMZN MKTP US ZO85X5LK3	ARIZMENDI, FAI	Shop Part	\$36.38	202-103-520-2301-	12/9/2023
CENTRAL PARTS CONNECTI	ARIZMENDI, FAI	Shop Part	\$1,797.50	202-103-520-2301-	12/12/2023
INDUSTRIAL APPLIED ELE	BRIDGES, CARLA	Repair #47	\$264.40	202-103-520-2301-	12/5/2023
NAPA AUTO 0026306	BRIDGES, CARLA	Shop Parts	\$175.87	202-103-520-2301-	12/5/2023
PETERSON EUGENE	BRIDGES, CARLA	Shop Part	\$449.88	202-103-520-2301-	12/9/2023
PHILS ACE HARDWARE - M	WILSON, TYLER	Shop Part	\$64.99	202-103-520-2301-	11/29/2023
THOMPSON PUMP AND IRI	BRIDGES, CARLA	Shop Part	\$88.36	202-103-520-2301-	12/5/2023
OREGON WHOLESALE HARDW	BRIDGES, CARLA	Safety Supplies	\$450.31	202-103-520-2302-	12/8/2023
VZWRLSS BILL PAY VB	HESEL, LYNDASAY	Cell Phone Charges - Nov	\$44.89	202-105-520-2011-	12/15/2023
HELENA CULVER	BRIDGES, CARLA	Jeft. Co. Chemical	\$6,811.19	202-105-520-2012-	11/22/2023
OR DEPT OF AGRICULTURE	BRIDGES, CARLA	Renew 5 Spray Licenses	\$250.00	202-105-520-3301-	12/1/2023
VZWRLSS BILL PAY VB	HESEL, LYNDASAY	Cell Phone Charges - Nov	\$44.89	205-101-520-2101-	12/15/2023
THE HOME DEPOT #4032	POWLISON, MATT	Dog Kennel Bldg Repair	\$117.83	209-101-520-2101-	11/29/2023
LEXISNEXIS PAYMENT CTR	PALIN, CONNIE	LL 11-2023	\$418.00	213-101-520-2210-	12/5/2023
OREGON JUDICIAL DEPT	PALIN, CONNIE	Ct of Appeals 326	\$85.00	213-101-520-2210-	12/6/2023
Oregon State Bar Assc	PALIN, CONNIE	Code Bk Guardianships	\$44.00	213-101-520-2210-	12/11/2023
Oregon State Bar Assc	PALIN, CONNIE	Guard, Conserv, Minor	\$174.00	213-101-520-2210-	12/12/2023
DEX MED INC	MOBLEY, SHAWNA	advertising	\$68.00	215-101-520-2101-	11/22/2023
PAPE MACHINERY	DAHLKE, TIMOTHY	turbo charger for 310 backhoe	\$909.20	215-101-520-2301-	12/5/2023
PAPE MACHINERY	DAHLKE, TIMOTHY	turn up parts for small park mower	\$289.09	215-101-520-2301-	12/13/2023
SUNBELT RENTALS #1782	DAHLKE, TIMOTHY	trackhoe rental for cemetery	\$488.62	215-101-520-2301-	11/20/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee	\$22.00	215-101-520-3601-	12/5/2023
REPUBLIC SERVICES TRAS	MOBLEY, SHAWNA	mthly fee`	\$110.00	215-101-520-3601-	12/6/2023
BAXTER AUTO PARTS #52	JONES, ROBIN	funnel	\$82.99	218-101-520-2301-	12/13/2023
GRAINGER	ANDERSON, ANTHONY	Fair- Watts heater motor	\$313.55	218-101-520-2301-	12/19/2023
LOWES #02865	ANDERSON, ANTHONY	Fair- shop heater	\$249.00	218-101-520-2301-	11/29/2023
MID CITY	KERR, TIM	propane	\$11.00	218-101-520-2301-	11/30/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
NAPA AUTO 0023005	ANDERSON, ANTHONY	Fair- Equipment service	\$64.39	218-101-520-2301-	11/27/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	sup, tools, hard supplies	\$582.57	218-101-520-2301-	11/30/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA		\$40.95	218-101-520-2301-	11/30/2023
PLATT ELECTRIC 115	ANDERSON, ANTHONY	Fair- fuses for PA system	\$10.80	218-101-520-2301-	11/21/2023
PLATT ELECTRIC 115	ANDERSON, ANTHONY	Fair- supplies for sound system hog	\$334.17	218-101-520-2301-	12/6/2023
THE HOME DEPOT #4032	ANDERSON, ANTHONY	Fair- propane tankand hing	\$98.52	218-101-520-2301-	11/29/2023
WESTERN FAIRS ASSOCIAT	MOBLEY, SHAWNA	dues	\$350.00	218-101-520-3301-	11/20/2023
CITY OF MADRAS	MOBLEY, SHAWNA	mtlhy fee	\$388.29	218-101-520-3601-	12/5/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mtlhy fee - wtr trk	\$22.00	218-101-520-3601-	12/5/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mtlhy fee	\$286.55	218-101-520-3601-	12/5/2023
MID CITY	KERR, TIM	propane	\$7.98	218-101-520-3601-	12/12/2023
MID CITY	KERR, TIM	propane	\$11.28	218-101-520-3601-	12/15/2023
SURELINE BROADBAND	MOBLEY, SHAWNA	mtlhy fee	\$66.49	218-101-520-3601-	11/22/2023
SURELINE BROADBAND	MOBLEY, SHAWNA	mtlhy fee	\$66.49	218-101-520-3601-	12/11/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mtlhy fee - OSU	\$22.36	218-101-520-3601-	11/28/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mtlhy fee	\$303.56	218-101-520-3601-	12/4/2023
GROCERY OUTLET OF MA	CHIDDIX, RODNEY	Office Supplies	\$70.33	219-101-520-2011-357	11/30/2023
AMZN MKTP US A83DM0UI3	CHIDDIX, RODNEY	Office Supplies	\$21.95	219-101-520-2011-39	12/13/2023
AMAZON.COM VU46X5H63	CHIDDIX, RODNEY	CF Supplies	\$6.99	219-101-520-2011-57	12/15/2023
SAFEWAY #1960	CHIDDIX, RODNEY	Supplies	\$18.80	219-101-520-2011-57	12/18/2023
XEROX CORPORATION 2	PALIN, CONNIE	CFA Twila	\$16.11	219-101-520-2011-57	12/6/2023
AMAZON.COM VU46X5H63	CHIDDIX, RODNEY	CA Supplies	\$16.77	219-101-520-2011-58	12/15/2023
AMAZON.COM VU46X5H63	CHIDDIX, RODNEY	VN Supplies	\$88.04	219-101-520-2011-59	12/15/2023
AMZN MKTP US ZU1AD3RC3	CHIDDIX, RODNEY	Office Supplies	\$25.55	219-101-520-2011-59	11/23/2023
COMMUNITY NEWSPAPERS -	PALIN, CONNIE	Office Supplies	\$251.71	219-101-520-2011-59	11/20/2023
XEROX CORPORATION 2	PALIN, CONNIE	VNC Sofie	\$16.11	219-101-520-2011-59	12/6/2023
AMAZON.COM VU46X5H63	CHIDDIX, RODNEY	VC Supplies	\$27.95	219-101-520-2011-60	12/15/2023
AMZN MKTP US 7B4LY38K3	CHIDDIX, RODNEY	Office Supplies	\$10.99	219-101-520-2011-60	12/5/2023
XEROX CORPORATION 2	PALIN, CONNIE	VC Marlene	\$16.11	219-101-520-2011-60	12/6/2023
VZWRLSS BILL PAY VB	HEssel, LYNDsAY	Cell Phone Charges - Nov	\$44.89	219-101-520-2105-59	12/15/2023
VZWRLSS BILL PAY VB	HEssel, LYNDsAY	Cell Phone Charges - Nov	\$54.32	219-101-520-2107-59	12/15/2023
BENDEL	SOLIZ, GABRIEL	Bendel Billing	\$1,881.84	221-101-520-2105-	12/16/2023
VBS VONAGE BUSINESS	SOLIZ, GABRIEL	Vonage Billing	\$4,120.53	221-101-520-2105-	11/23/2023
TDS	HOOD, KARLA	11/22-12/21 SVC	\$89.21	221-101-520-2115-	11/29/2023
TDS	HOOD, KARLA	12/22-1/21/24 SVC	\$89.21	221-101-520-2115-	12/12/2023
AMAZON.COM O623E8G53	CHIDDIX, RODNEY	Office Supplies	\$118.79	230-101-520-2101-19	11/28/2023
AMZN MKTP US IE0G95983	CHIDDIX, RODNEY	Office Supplies	\$15.99	230-101-520-2101-19	12/14/2023
AMZN MKTP US VB5G89TK3	CHIDDIX, RODNEY	Office Supplies	\$25.89	230-101-520-2101-19	12/15/2023
COMMUNITY NEWSPAPERS -	PALIN, CONNIE	Office Supplies	\$251.72	230-101-520-2101-19	11/20/2023

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
XEROX CORPORATION 2	PALIN, CONNIE	R Lucy/Rodney/Corina	\$48.33	230-101-520-2101-19	12/6/2023
VZWRUSS BILL PAY VB	HESSEL, LYNDSAY	Cell Phone Charges - Nov	\$42.98	230-101-520-2220-19	12/15/2023
IN ASHLAND HOME NET I	HESSEL, LYNDSAY	Web Hosting - Nov	\$20.60	236-101-520-2101-	11/20/2023
VZWRUSS BILL PAY VB	HESSEL, LYNDSAY	Cell Phone Charges - Nov	\$46.97	236-101-520-2105-	12/15/2023
AMAZON.COM SX5L80CZ3	HOOD, KARLA	Office Supplies	\$44.75	239-101-520-2101-303	11/20/2023
AMZN MKTP US AU5BA66G3	HOOD, KARLA	Office Supplies	\$67.74	239-101-520-2101-303	12/12/2023
AMZN MktP US J06SS4223	HOOD, KARLA	Office Supplies	\$122.80	239-101-520-2101-303	12/6/2023
AMZN MKTP US LP0VD2523	HOOD, KARLA	Office Supplies	\$17.97	239-101-520-2101-303	12/15/2023
QUILL CORPORATION	HOOD, KARLA	Office Supplies	\$72.98	239-101-520-2101-303	12/10/2023
AT-A-GLANCE US	BEAMER, BETH ANN	Office Supplies	\$52.89	239-101-520-2101-363	12/14/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell phn WIC	\$70.76	239-101-520-2105-320	11/30/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell phn WIC	\$47.18	239-101-520-2105-322	11/30/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell phn WIC	\$82.57	239-101-520-2105-327	11/30/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell phn WIC	\$47.18	239-101-520-2105-329	11/30/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell phn WIC	\$23.59	239-101-520-2105-331	11/30/2023
U.S. CELLULAR	HOOD, KARLA	PH Cell phn WIC	\$58.98	239-101-520-2105-363	11/30/2023
HENRY SCHEIN	HOOD, KARLA	Medical Supplies	\$165.31	239-101-520-2263-321	11/29/2023
Disney Plus	KEPA'A, TAMRA	Lobby subscription	\$13.99	239-101-520-2265-303	12/1/2023
NETFLIX.COM	KEPA'A, TAMRA	11/20 - 12/19/23 Service	\$19.99	239-101-520-2265-303	11/20/2023
SAFEWAY #1960	PIERCE, NICOLE	MFCM meeting	\$37.16	239-101-520-2265-307	12/6/2023
SAFEWAY #1960	PIERCE, NICOLE	MFCM meeting	\$13.00	239-101-520-2265-307	12/13/2023
AMZN MKTP US 8B4A002Y3	LEPEZ, ANGELICA	Farm Support Supplies	\$176.43	239-101-520-2265-313	12/7/2023
AMZN MktP US CB3MP9P93	LEPEZ, ANGELICA	Farm Support Supplies	\$45.50	239-101-520-2265-313	12/6/2023
AMZN MKTP US F97DW27N3	LEPEZ, ANGELICA	Farm Support Supplies	\$8.99	239-101-520-2265-313	12/6/2023
AMZN MKTP US L58UX2K83	LEPEZ, ANGELICA	Farm Support Supplies	\$29.95	239-101-520-2265-313	12/7/2023
AMZN MKTP US N68A27RN3	LEPEZ, ANGELICA	Farm Support Supplies	\$8.99	239-101-520-2265-313	12/14/2023
AMZN MKTP US RS3VO0J43	RUSSELL, KATHERINE	Clinic Office Supplies	\$33.71	239-101-520-2265-321	11/21/2023
AMAZON.COM X52848ZJ3	RUSSELL, KATHERINE	Outreach Clinic Supplies	\$90.64	239-101-520-2265-322	11/21/2023
AMZN MKTP US RS3VO0J43	RUSSELL, KATHERINE	Outreach Clinic Supplies	\$51.55	239-101-520-2265-322	11/21/2023
AMZN MktP US C16BZ32Q3	BAKER, MICHAEL	Front Desk Phones	\$605.20	239-101-520-2265-353	11/30/2023
AMZN MKTP US RS3VO0J43	RUSSELL, KATHERINE	Clinic Office Supplies	\$79.95	239-101-520-2265-353	11/21/2023
SAFEWAY #1960	BEAMER, BETH ANN	Clinic Client Supplies	\$33.16	239-101-520-2265-353	12/8/2023
AMZN MKTP US 0J9S7YS43	TITUS, TRENT	Harm Red supplies	\$23.49	239-101-520-2265-356	12/3/2023
AMZN MKTP US 0J9S7YS43	TITUS, TRENT	Medical Supplies	\$615.00	239-101-520-2276-321	12/13/2023
AMZN MKTP US 0J9S7YS43	TITUS, TRENT	Medical Supplies	\$1,050.88	239-101-520-2276-321	12/12/2023
EXP SCRPTS CURASCRIPT S	HOOD, KARLA	RH Supplies	\$45.20	239-101-520-2276-338	12/13/2023
AMZN	HOOD, KARLA	Medical Supplies	(\$1,100.00)	239-101-520-3301-323	12/13/2023
UTMDACC PEP	HOOD, KARLA	Reg Refund L.C.	\$280.00	239-101-520-3301-349	12/13/2023
MAZATLANMEXICANRESTAUR	KEPA'A, TAMRA	All Staff Winter retreat	\$99.60	239-101-520-3301-349	12/15/2023
SAFEWAY #1960	KEPA'A, TAMRA	All Staff Winter retreat	\$99.60	239-101-520-3301-349	12/15/2023

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
UPTODATE SUBSCRIPTION	HOOD, KARLA	UpToDate Renewal 2024	\$579.00	239-101-520-3301-353	12/11/2023
CHEFSTORE 7515	MOORE, LAURA	Christmas Event	\$316.00	245-101-520-2101-	12/6/2023
COMMUNITY NEWSPAPERS -	MOORE, LAURA	Office Ad	\$150.00	245-101-520-2101-	12/6/2023
DOLLAR TREE	MOORE, LAURA	Wrapping Paper - toy col boxes	\$7.50	245-101-520-2101-	11/27/2023
SAFEWAY #1960	MOORE, LAURA	Parade Candy Dec2	\$73.94	245-101-520-2101-	12/2/2023
Staples Inc	ELLINGSBURG, KEVIN	Staples Inc - Purchase	\$548.31	245-101-520-2101-	12/13/2023
CAN CANONFINANCIAL CFS	MOORE, LAURA	Copier	\$145.56	245-101-520-3127-	11/22/2023
TDS	HEssel, LYNDsAY	Internet - Dec	\$141.50	245-101-520-3127-	11/20/2023
VZWRLLS BILL PAY VB	HEssel, LYNDsAY	Cell Phone Charges - Nov	\$42.68	245-101-520-3127-	12/15/2023
DOLLAR GENERAL #20171	TITUS, TRENT	Community Outreach	\$29.45	247-101-520-6129-	11/22/2023
DOLLAR TREE	TITUS, TRENT	Community Outreach	\$16.25	247-101-520-6129-	11/22/2023
ERICKSSONS THRIFTWAY	TITUS, TRENT	Community Outreach	\$26.87	247-101-520-6129-	11/22/2023
SAFEWAY #1960	TITUS, TRENT	Community Outreach	\$14.50	247-101-520-6129-	11/22/2023
SAFEWAY #1960	TITUS, TRENT	Community Outreach	\$64.66	247-101-520-6129-	11/22/2023
WALMART.COM 8009666546	KEPA'A, TAMRA	Car Seat Program	\$239.92	247-101-520-6130-	12/14/2023
LOWES #02865	ANDERSON, ANTHONY	JHP- trash cans	\$229.92	249-101-520-2011-	11/29/2023
WCP SOLUTIONS	MOBLEY, SHAWNA	gloves	\$41.00	249-101-520-2011-	12/11/2023
WCP SOLUTIONS	MOBLEY, SHAWNA	liners	\$43.00	249-101-520-2011-	12/11/2023
WCP SOLUTIONS	MOBLEY, SHAWNA	tissue	\$62.00	249-101-520-2011-	12/13/2023
AMZN Mkp US CZ4C110C3	DAHLKE, TIMOTHY	air pump for fishing pond	\$229.99	249-101-520-2015-	11/29/2023
CROOKED RIVER RANCH WA	MOBLEY, SHAWNA	mthly fee	\$64.75	249-101-520-2015-	11/22/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	supplies - CRR	\$35.95	249-101-520-2015-	11/30/2023
BAXTER AUTO PARTS #52	JONES, ROBIN	funnel	\$82.99	249-101-520-2301-	12/13/2023
MADRAS MARINE	JONES, ROBIN	spark plug	\$13.07	249-101-520-2301-	11/28/2023
MADRAS MARINE	JONES, ROBIN	screw	\$6.01	249-101-520-2301-	11/28/2023
MADRAS MARINE	JONES, ROBIN	parts	\$31.16	249-101-520-2301-	12/1/2023
MID CITY	JONES, ROBIN	propane	\$11.83	249-101-520-2301-	11/28/2023
MID CITY	JONES, ROBIN	propane	\$12.93	249-101-520-2301-	12/6/2023
N & S TRACTOR MADRAS	JONES, ROBIN	supplies	\$2.66	249-101-520-2301-	11/30/2023
N & S TRACTOR MADRAS	JONES, ROBIN	link	\$31.90	249-101-520-2301-	12/12/2023
NAPA AUTO 0023005	DAHLKE, TIMOTHY	oil for the kawasaki mule	\$23.15	249-101-520-2301-	12/14/2023
PAPE MACHINERY	DAHLKE, TIMOTHY	parts for 920z mower	\$135.63	249-101-520-2301-	12/7/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	tools	\$26.98	249-101-520-2301-	11/30/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee	\$22.00	249-101-520-3601-	12/5/2023
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mthly fee	\$123.53	249-101-520-3601-	12/5/2023
ED STAUB & SONS	MOBLEY, SHAWNA	propane	\$485.30	249-101-520-3601-	11/27/2023
ED STAUB & SONS	MOBLEY, SHAWNA	propane	\$101.57	249-101-520-3601-	12/5/2023
ABBYS LEGENDARY PIZZA	RODRIGUEZ, ROBERT	Lunch after STAT	\$66.94	254-101-520-2101-	11/30/2023
AMAZON.COM 7P42M1723	CHANDLER, TERRI	Kleenex	\$64.41	254-101-520-2101-	11/27/2023

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
AMAZON.COM 965F390H3	CHANDLER, TERRI	desk calendar	\$6.59	254-101-520-2101-	12/10/2023
AMAZON.COM 916R83F33	CHANDLER, TERRI	file folders	\$53.98	254-101-520-2101-	11/30/2023
AMAZON.COM MP5WX7DL3	CHANDLER, TERRI	ballpoint pens	\$13.72	254-101-520-2101-	12/3/2023
AMAZON.COM RS21Z8MB3	CHANDLER, TERRI	lint rollers	\$17.34	254-101-520-2101-	12/17/2023
AMAZON.COM TE68B4593	CHANDLER, TERRI	paper plates	\$36.00	254-101-520-2101-	11/26/2023
AMAZON.COM TS8651B72	CHANDLER, TERRI	water dispenser	\$125.00	254-101-520-2101-	11/29/2023
AMZN MKTP US 3B2OY5XP3	CHANDLER, TERRI	cell phone screen protector	\$15.99	254-101-520-2101-	12/18/2023
AMZN MKTP US BH50R6JU3	CHANDLER, TERRI	sharpies	\$24.78	254-101-520-2101-	12/3/2023
AMZN MKTP US FE13Y7HL3	CHANDLER, TERRI	nitrite gloves	\$30.58	254-101-520-2101-	11/28/2023
AMZN MKTP US LW01X02V3	CHANDLER, TERRI	office calendars	\$62.52	254-101-520-2101-	11/26/2023
AMZN MKTP US MV1XJ2CU3	CHANDLER, TERRI	wall calendar	\$14.23	254-101-520-2101-	11/24/2023
AMZN Mkp US PM18581T3	CHANDLER, TERRI	3 filing cabinets	\$226.35	254-101-520-2101-	12/6/2023
AMZN MKTP US TH12E5Z73	CHANDLER, TERRI	calendar	\$18.95	254-101-520-2101-	12/12/2023
AMZN MKTP US VE55A7Z3X3	CHANDLER, TERRI	office calendars	\$89.59	254-101-520-2101-	11/20/2023
AMZN MKTP US WW44Q7YS3	CHANDLER, TERRI	desk calendar	\$5.99	254-101-520-2101-	11/28/2023
CINTAS CORP	CHANDLER, TERRI	first aid supplies	\$113.55	254-101-520-2101-	12/14/2023
FRED-MEYER #0650	DELACRUZ, LACEY	Shop with a cop	\$33.11	254-101-520-2101-	12/8/2023
IN TREASURE VALLEY CO	CHANDLER, TERRI	coffee and accessories	\$170.60	254-101-520-2101-	12/8/2023
INTERNATIONAL TRANSACTION	CHANDLER, TERRI	unknown item	\$10.12	254-101-520-2101-	12/7/2023
PRIMO WATER	CHANDLER, TERRI	bottle deposit	\$13.39	254-101-520-2101-	12/9/2023
PRIMO WATER	CHANDLER, TERRI	water and dispenser	\$51.49	254-101-520-2101-	12/14/2023
REPUBLIC SERVICES TRAS	CHANDLER, TERRI	recycling	\$12.60	254-101-520-2101-	11/21/2023
STRIVE / MAIN ST.	CHANDLER, TERRI	name plate	\$18.00	254-101-520-2101-	11/29/2023
VISTAPRINT	CHANDLER, TERRI	business cards	\$23.99	254-101-520-2101-	12/20/2023
XEROX CORPORATION 2	CHANDLER, TERRI	adult copy machine	\$376.70	254-101-520-2101-	11/29/2023
AMZN MKTP US TV8F11712	CHANDLER, TERRI	work gloves for work crew	\$76.97	254-101-520-2102-	12/10/2023
NW SEAT COVERS	CHANDLER, TERRI	seat covers for #1410	\$1,264.55	254-101-520-2102-	12/6/2023
PHILS ACE HARDWARE - M	RODRIGUEZ, ROBERT	gloves	\$19.95	254-101-520-2102-	12/8/2023
SP TOTAL RESTROOM	CHANDLER, TERRI	porta potty	\$1,168.42	254-101-520-2102-	12/8/2023
AMZN MKTP US VA5SX5E93	CHANDLER, TERRI	porta potty	\$13.99	254-101-520-2105-	12/14/2023
USCELL RECURRING	CHANDLER, TERRI	phone case	\$313.01	254-101-520-2105-	12/11/2023
AMZN MKTP US	CHANDLER, TERRI	adult cell phones	(\$122.99)	254-101-520-2115-	12/19/2023
AMZN MKTP US	CHANDLER, TERRI	refund two steel gun lockers	(\$59.89)	254-101-520-2115-	12/19/2023
AMZN MKTP US	CHANDLER, TERRI	holster refund	\$67.88	254-101-520-2115-	12/10/2023
AMZN MKTP US 6C70B1E33	CHANDLER, TERRI	holster	\$60.00	254-101-520-2115-	12/9/2023
AMZN MKTP US ON4ED4XG3	CHANDLER, TERRI	duty belt	\$302.60	254-101-520-2115-	11/20/2023
AMZN Mkp US RG2R81LI3	CHANDLER, TERRI	phone upgrade	\$207.48	254-101-520-2115-	12/10/2023
AMZN MKTP US TV8VN1UR2	CHANDLER, TERRI	hinged cuffs	\$149.99	254-101-520-2115-	12/11/2023
AMZN Mkp US X44A83AX3	CHANDLER, TERRI	office chair	\$409.98	254-101-520-2115-	12/8/2023
AMZN Mkp US X81570CN3	CHANDLER, TERRI	2 office chairs			

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Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
AMZN MKTP US ZM5165Q93	CHANDLER, TERRI	holsters,handcuff,tourniquets	\$457.76	254-101-520-2115-	12/7/2023
BADGEANDWALLET.COM	CHANDLER, TERRI	badge and holder	\$129.50	254-101-520-2115-	11/21/2023
BLACKHAWK	CHANDLER, TERRI	holsters new guns	\$509.76	254-101-520-2115-	11/23/2023
GALLS	CHANDLER, TERRI	steel gun vaults	\$224.97	254-101-520-2115-	12/13/2023
THE ID ZONE	CHANDLER, TERRI	shirts for new employee	\$200.15	254-101-520-2115-	11/20/2023
THE ID ZONE	CHANDLER, TERRI	adult probation hats	\$137.35	254-101-520-2115-	12/15/2023
WWW COSTCO COM	CHANDLER, TERRI	credit for office chair	(\$314.99)	254-101-520-2115-	12/9/2023
AXON	DANIELS, JACOB	taser training	\$495.00	254-101-520-3301-	11/22/2023
AMAZON.COM 3H0NE20W3	CHANDLER, TERRI	hygiene kits for o	\$234.46	254-101-520-3418-	12/13/2023
BI-MART 654	RODRIGUEZ, ROBERT	clothing prison release	\$100.00	254-101-520-3418-	12/6/2023
BRISTOL WEST INSURANCE	RODRIGUEZ, ROBERT	insurance 1 mth for o	\$154.18	254-101-520-3418-	12/14/2023
DOLLAR GENERAL #20076	PARSONS, KELSEY	hygiene items for o	\$71.95	254-101-520-3418-	11/30/2023
ERICKSONS THRIFTWAY	DANIELS, JACOB	money order for ADSS eval	\$151.50	254-101-520-3418-	11/29/2023
MADTOWN FITNESS LLC	CHANDLER, TERRI	gym membership o	\$240.00	254-101-520-3418-	12/12/2023
ODOT DMV 503 945 5000	DANIELS, JACOB	drivers license	\$60.00	254-101-520-3418-	11/30/2023
ODOT DMV 503 945 5000	CHANDLER, TERRI	dl reinstatement for o	\$75.00	254-101-520-3418-	11/30/2023
SAFEWAY #1960	CHANDLER, TERRI	gift cards for O	\$500.00	254-101-520-3418-	11/24/2023
SQ NW DRIVERS ED, LLC	RODRIGUEZ, ROBERT	refund on driving test fee	(\$70.00)	254-101-520-3418-	12/13/2023
VM SUPERCENTER #2243	RODRIGUEZ, ROBERT	s.w.a.c.	\$70.92	254-101-520-3418-	12/14/2023
AMZN MktP US TM95T66W3	GRAHAM, CRAIG	Office Supplies	\$191.74	256-101-520-2101-	12/6/2023
AMZN MktP US Y15FT3Y53	GRAHAM, CRAIG	Office Supplies	\$95.38	256-101-520-2101-	12/6/2023
ABBY'S LEGENDARY PIZZA	HANSEN, ANTHONY	Pizza for interview panel-Evan, Zisi	\$59.10	265-101-520-2101-	12/11/2023
AMZN MKTP US	WYATT, JAMES	Printer toner return	(\$189.88)	265-101-520-2101-	12/7/2023
AMZN MKTP US 8O82M8MO3	WYATT, JAMES	toner	\$27.39	265-101-520-2101-	11/30/2023
AMZN MKTP US IB9AV7KS3	WYATT, JAMES	sign holder	\$19.98	265-101-520-2101-	11/30/2023
AMZN MKTP US JF9P83N43	WYATT, JAMES	office chairs	\$439.96	265-101-520-2101-	12/11/2023
AMZN MktP US P68VT3PM3	HANSEN, ANTHONY	Nitrile Gloves-Medium	\$52.00	265-101-520-2101-	11/22/2023
CHARMTEX	HANSEN, ANTHONY	Nitrile Gloves-XL/Spit Hoods	\$190.88	265-101-520-2101-	12/13/2023
CHARMTEX	HANSEN, ANTHONY	Nitrile Gloves-Medium and Large	\$125.80	265-101-520-2101-	12/14/2023
CORPORATE TRANSLATE	HANSEN, ANTHONY	Sheriff Spanish Translation	\$8.06	265-101-520-2101-	12/12/2023
MAIL COPIES & MORE	MILES, DEBBIE	jail off sup	\$297.45	265-101-520-2101-	12/5/2023
AMZN MktP US 9J7SI4Y73	HANSEN, ANTHONY	Radio Microphone	\$28.95	265-101-520-2115-	11/21/2023
AMZN MktP US OU8PE0V63	HANSEN, ANTHONY	Radio Microphones	\$130.30	265-101-520-2115-	11/29/2023
CHARMTEX	WYATT, JAMES	Female panties	\$159.50	265-101-520-2231-	12/5/2023
AMAZON.COM WS6HG77N3	HANSEN, ANTHONY	limate apple juice/breakfast essentl	\$131.92	265-101-520-2246-	12/3/2023
AMZN MKTP US	WYATT, JAMES	dust mop refill return	(\$63.99)	265-101-520-2301-	12/11/2023
AMZN MKTP US 2269J1BY3	WYATT, JAMES	dust mop refills for jail cleaning	\$63.99	265-101-520-2301-	11/20/2023
AMZN MktP US HP1ZH64V3	HICKMAN, AXCYL	motor	\$121.73	265-101-520-2301-	12/18/2023
C AND S FIRE SAFE SERV	MILES, DEBBIE	semi-annual inspect fire sys.	\$482.40	265-101-520-2301-	12/14/2023

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
C AND S FIRE SAFE SERV	MILES, DEBBIE	annual fire alarm inspection	\$2,773.00	265-101-520-2301-	12/15/2023
GRAINGER	HICKMAN, AXCYL	capacitor	\$16.84	265-101-520-2301-	11/20/2023
GRAINGER	HICKMAN, AXCYL	sensor	\$58.47	265-101-520-2301-	11/21/2023
GRAINGER	HICKMAN, AXCYL	supplies	\$23.80	265-101-520-2301-	11/28/2023
GRAINGER	HICKMAN, AXCYL	thermostat	\$484.16	265-101-520-2301-	11/30/2023
GRAINGER	HICKMAN, AXCYL	parts	\$74.25	265-101-520-2301-	11/30/2023
GRAINGER	HICKMAN, AXCYL	mirror	\$67.75	265-101-520-2301-	12/4/2023
GRAINGER	HICKMAN, AXCYL	part	\$15.42	265-101-520-2301-	12/6/2023
GRAINGER	HICKMAN, AXCYL	elbow	\$11.15	265-101-520-2301-	12/6/2023
GRAINGER	HICKMAN, AXCYL	air compressor	\$2,850.58	265-101-520-2301-	12/8/2023
GRAINGER	HICKMAN, AXCYL	valve	\$22.36	265-101-520-2301-	12/13/2023
GRAINGER	HICKMAN, AXCYL	flare	\$22.30	265-101-520-2301-	12/13/2023
HARDING INSTRUMENT CO.	HICKMAN, AXCYL	audio board	\$3,127.00	265-101-520-2301-	12/8/2023
INTERNATIONAL TRANSACTION	HICKMAN, AXCYL	fee	\$25.02	265-101-520-2301-	12/11/2023
MADRAS PAINT & GLASS I	HICKMAN, AXCYL	paint	\$157.80	265-101-520-2301-	12/15/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	hard & sup	\$85.96	265-101-520-2301-	11/30/2023
PLATT ELECTRIC 115	HICKMAN, AXCYL	supplies	\$15.46	265-101-520-2301-	11/29/2023
PLATT ELECTRIC 115	HICKMAN, AXCYL	supplies - Credit	(\$2.02)	265-101-520-2301-	11/29/2023
PLATT ELECTRIC 115	HICKMAN, AXCYL	parts	\$133.87	265-101-520-2301-	12/5/2023
SUPPLIES DEPOT	HICKMAN, AXCYL	supplies	\$1,920.96	265-101-520-2301-	11/21/2023
CITY OF MADRAS	MILES, DEBBIE	water sewer	\$1,841.87	265-101-520-3601-	12/11/2023
DESCHUTES VALLEY WATER	MILES, DEBBIE	water	\$22.00	265-101-520-3601-	12/4/2023
DESCHUTES VALLEY WATER	MILES, DEBBIE	water	\$22.00	265-101-520-3601-	12/4/2023
DESCHUTES VALLEY WATER	MILES, DEBBIE	water	\$297.99	265-101-520-3601-	12/4/2023
DESCHUTES VALLEY WATER	MILES, DEBBIE	water	\$796.55	265-101-520-3601-	11/28/2023
Trashbilling.com CC	MILES, DEBBIE	garbage bill	\$32.21	265-101-520-3732-	12/11/2023
AMZN MktP US H62NG30A3	HANSEN, ANTHONY	Laundry Bleach	\$16.50	265-101-520-3732-	12/12/2023
AMZN MKTP US IK7TP6L33	HANSEN, ANTHONY	H42 Hair clipper cleaner	\$87.96	265-101-520-3732-	11/28/2023
AMZN MktP US YD5W06413	VYATT, JAMES	dust mop refills for jail cleaning	\$133.80	265-101-520-3732-	11/21/2023
BOB BARKER COMPANY INC	HANSEN, ANTHONY	Inmate Flex Pens	\$54.90	265-101-520-3732-	11/29/2023
CHARMTEX	VYATT, JAMES	Inmate supplies	\$489.48	265-101-520-3732-	12/4/2023
CHARMTEX	HANSEN, ANTHONY	Inmate Shampoo/toothpaste/deodo	\$45.80	265-101-520-3732-	12/5/2023
CHARMTEX	VYATT, JAMES	Inmate supplies	\$70.80	265-101-520-3732-	11/21/2023
WCP SOLUTIONS	MILES, DEBBIE	Inmate supplies	\$232.04	265-101-520-3732-	11/22/2023
WCP SOLUTIONS	MILES, DEBBIE	Inmate supplies	\$70.80	265-101-520-3732-	12/18/2023
WCP SOLUTIONS	MILES, DEBBIE	Inmate supplies	\$141.33	265-101-520-3732-	12/18/2023
AMZN MKTP US BY1CU2QI3	HANSEN, ANTHONY	Acetaminophen/Clove oil for nursin	\$25.69	265-101-520-6101-	11/28/2023
AMZN MKTP US J71D56AR3	HANSEN, ANTHONY	Geri-Care Bisacodyl for nursing	\$7.13	265-101-520-6101-	12/1/2023
AMZN MktP US RG0JETKH3	HANSEN, ANTHONY	Nursing medication bubble packs	\$174.47	265-101-520-6101-	11/27/2023

68 DEC23 Purchase Card Details

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
AMZN Mkip US TS8MT1LM1	HANSEN, ANTHONY	Medical Files for nursing	\$31.13	265-101-520-6101-	11/28/2023
HIGH DESERT DENTAL	MILES, DEBBIE	inmate dental - Alvarado	\$207.00	265-101-520-6101-	12/4/2023
MED ST CHARLES HEALTH	MILES, DEBBIE	inmate medical - Thompson	\$703.78	265-101-520-6101-	11/29/2023
MED ST CHARLES HEALTH	MILES, DEBBIE	inmate labs	\$279.38	265-101-520-6101-	12/13/2023
MMS GOV SOLUTION LLC	MILES, DEBBIE	inmate med sup	\$17.10	265-101-520-6101-	11/28/2023
MMS GOV SOLUTION LLC	MILES, DEBBIE	inmate med sup	\$955.45	265-101-520-6101-	12/5/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$42.55	265-101-520-6101-	11/22/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$69.85	265-101-520-6101-	11/22/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$20.00	265-101-520-6101-	11/25/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$37.38	265-101-520-6101-	11/24/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$47.63	265-101-520-6101-	11/30/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$101.74	265-101-520-6101-	12/1/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$72.53	265-101-520-6101-	12/2/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$13.22	265-101-520-6101-	12/3/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$289.43	265-101-520-6101-	12/4/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$29.28	265-101-520-6101-	12/6/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$112.98	265-101-520-6101-	12/9/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$14.67	265-101-520-6101-	12/9/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$26.92	265-101-520-6101-	12/11/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$231.56	265-101-520-6101-	12/18/2023
SAFEWAY #1960	MILES, DEBBIE	inmate medications	\$50.90	267-101-520-2105-	11/28/2023
VZWLSS BILL PAY VB	EDELMAN, SCOTT	TELEPHONE	\$843.76	267-101-520-3127-	12/6/2023
Timothy G Elliott PC	HESEL, LYNDASAY	Code Enforcement	\$22.00	325-101-520-2301-	12/4/2023
DESCHUTES VALLEY WATER	BRIDGES, CARLA	Water Usage for Nov	\$1,005.15	403-101-520-3113-	12/8/2023
THE HOME DEPOT #4032	KERR, TIM	sup - 1904 Dog	\$61.06	503-101-520-2101-	11/27/2023
IN TREASURE VALLEY CO	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$2.95	503-101-520-2101-	11/27/2023
PRIMO WATER	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$14.97	503-101-520-2101-	11/29/2023
STRIVE / MAIN ST.	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$9.47	503-101-520-2101-	12/4/2023
STRIVE / MAIN ST.	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$64.60	503-101-520-2105-	11/28/2023
VZWLSS BILL PAY VB	EDELMAN, SCOTT	TELEPHONE	\$61.06	504-101-520-2101-	11/27/2023
IN TREASURE VALLEY CO	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$2.97	504-101-520-2101-	11/27/2023
PRIMO WATER	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$14.97	504-101-520-2101-	11/29/2023
STRIVE / MAIN ST.	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$9.47	504-101-520-2101-	12/4/2023
STRIVE / MAIN ST.	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$50.90	504-101-520-2105-	11/28/2023
VZWLSS BILL PAY VB	EDELMAN, SCOTT	TELEPHONE	\$30.29	505-101-520-2101-	11/29/2023
FILINGSUPPLIESCOM INC	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$122.13	505-101-520-2101-	11/27/2023
IN TREASURE VALLEY CO	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$5.92	505-101-520-2101-	11/27/2023
PRIMO WATER	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$29.95	505-101-520-2101-	11/29/2023
STRIVE / MAIN ST.	EDELMAN, SCOTT	OFFICE MATERIALS SUPPLIES	\$18.94	505-101-520-2101-	12/4/2023

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
VZWRLSS BILL PAY VB	EDELMAN, SCOTT	TELEPHONE	\$173.10	505-101-520-2105-	11/28/2023
ST OF OREGON DCBS	EDELMAN, SCOTT	ST OF OREGON DCBS - surcharg	\$6,193.15	505-101-520-3004-	12/5/2023
OBOA	EDELMAN, SCOTT	Membership dues- OBOA	\$240.00	505-101-520-3301-	11/29/2023
7-ELEVEN 42129	LINDEN, CLARK	7-ELEVEN 42129 - GAS VEH 227	\$74.29	507-101-520-2285-	12/12/2023
ARCO#83175PREET SUPQPS	PARSONS, KELSEY	#1408 fuel transport	\$35.39	507-101-520-2285-	11/30/2023
CHEVRON 0208626	LERICHE, STEVEN	Fuel ODDA Winter Conf	\$39.55	507-101-520-2285-	11/28/2023
PLATEAU C-STORE	SKIDGEL, BRYAN	CODE CAR FUEL	\$53.14	507-101-520-2285-	12/5/2023
SHELL OIL10007197014	DANIELS, JACOB	pre authorization #1409	\$0.30	507-101-520-2285-	12/4/2023
SHELL OIL10007197014	DANIELS, JACOB	fuel # 1409	\$18.79	507-101-520-2285-	12/4/2023
EMPIRE TRUCK WORKS	HICKMAN, AXCYL	plow #0013	\$2,472.42	507-101-520-2301-	12/12/2023
GARY GRUNER CHEVROLET	EDELMAN, SCOTT	AUTO MAINTENANCE & REPAIR	\$90.28	507-101-520-2301-	12/18/2023
LES SCHWAB #0013	CHANDLER, TERRI	tire disposal	\$11.96	507-101-520-2301-	11/22/2023
LES SCHWAB #0013	CHANDLER, TERRI	snow tire change over	\$91.96	507-101-520-2301-	11/22/2023
LES SCHWAB #0013	EDELMAN, SCOTT	AUTO MAINTENANCE & REPAIR	\$99.96	507-101-520-2301-	11/27/2023
LES SCHWAB #0013	CHANDLER, TERRI	snow tires #1408	\$867.88	507-101-520-2301-	11/29/2023
LES SCHWAB #0013	MILES, DEBBIE	163 new tires	\$1,713.97	507-101-520-2301-	12/8/2023
LES SCHWAB #0013	MILES, DEBBIE	202 rear brakes and tire rotate	\$549.93	507-101-520-2301-	12/8/2023
LES SCHWAB #0013	MILES, DEBBIE	161 new tires	\$1,409.04	507-101-520-2301-	12/8/2023
LES SCHWAB #0013	MILES, DEBBIE	233 new tires	\$997.48	507-101-520-2301-	12/8/2023
LES SCHWAB #0013	MILES, DEBBIE	231 winter change over	\$91.96	507-101-520-2301-	12/8/2023
NAPA AUTO 0026306	MILES, DEBBIE	#074 head lamp	\$79.98	507-101-520-2301-	12/1/2023
NAPA AUTO 0026306	MILES, DEBBIE	#172 air filter and PS fluid	\$35.68	507-101-520-2301-	12/1/2023
NAPA AUTO 0026306	MILES, DEBBIE	#172 PS fluid	\$3.69	507-101-520-2301-	12/1/2023
O'REILLY 4381	ANDERSON, ANTHONY	Car pool- veh#1610 wiper blades	\$59.98	507-101-520-2301-	11/27/2023
PHILS ACE HARDWARE - M	MOBLEY, SHAWNA	tie down #013	\$49.98	507-101-520-2301-	11/30/2023
TS&S FORD	EDELMAN, SCOTT	AUTO MAINTENANCE & REPAIR	\$88.18	507-101-520-2301-	12/12/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	vehicle 232 oil change	\$108.69	507-101-520-2301-	11/21/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	vehicle 183 oil change	\$86.49	507-101-520-2301-	11/21/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	vehicle 226 oil change	\$66.59	507-101-520-2301-	11/21/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	#161 vacuum lines	\$140.00	507-101-520-2301-	11/28/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	#202 oil change	\$81.62	507-101-520-2301-	12/5/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	#234 oil change	\$108.69	507-101-520-2301-	12/13/2023
TYSON S DIESEL & AUTO	MILES, DEBBIE	#231 oil change	\$107.97	507-101-520-2301-	12/1/2023
Valvoline LLC	MILES, DEBBIE	#172 oil change	\$152.93	507-101-520-2301-	12/1/2023
Valvoline LLC	DAHLKE, TIMOTHY	hydraulic hose for old 1600 mower	\$174.32	508-101-520-2301-	11/20/2023
NAPA AUTO 0023005	DAHLKE, TIMOTHY	parts for old 1600 mower	\$475.15	508-101-520-2301-	11/21/2023
PAPE MACHINERY	DAHLKE, TIMOTHY	part for old 1600 mower	\$904.73	508-101-520-2301-	12/13/2023
PAPE MACHINERY	DAHLKE, TIMOTHY	parts for the 1600 turbo mower (old	\$483.09	508-101-520-2301-	12/14/2023
CITY OF MADRAS	MOBLEY, SHAWNA	mthly fee	\$726.65	508-101-520-3601-	12/5/2023

Vendor Name	CH Full Name	Item Description	Item Total	Item GL Combination	Purchase Date
DESCHUTES VALLEY WATER	MOBLEY, SHAWNA	mtlhy fee	\$127.82	508-101-520-3601-	12/5/2023
Trashbilling.com CC	MOBLEY, SHAWNA	mtlhy fee	\$406.70	508-101-520-3601-	11/28/2023
U.S. CELLULAR	MOBLEY, SHAWNA	mtlhy fee	\$29.49	508-101-520-3601-	11/22/2023
DOLLAR TREE	HESEL, LYNDASAY	Shop With A Cop	\$65.00	703-101-570-7086-	12/12/2023
LITTLE CAESARS 3448-00	HESEL, LYNDASAY	Shop With A Cop	\$58.95	703-101-570-7086-	12/14/2023
OREGON BEEF COMPANY	HESEL, LYNDASAY	Shop With A Cop	\$399.75	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$42.38	703-101-570-7086-	12/12/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$301.55	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$287.73	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$56.85	703-101-570-7086-	12/14/2023
WAL-MART #2243	POLLOCK, JASON	Shop with a cop	\$876.93	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$497.30	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$24.38	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$246.15	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$807.50	703-101-570-7086-	12/14/2023
WAL-MART #2243	POLLOCK, JASON	shop with a cop	\$520.16	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$5.48	703-101-570-7086-	12/15/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$4.24	703-101-570-7086-	12/12/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$569.64	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$11.76	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$27.94	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$287.39	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$369.31	703-101-570-7086-	12/14/2023
WAL-MART #2243	POLLOCK, JASON	sop with a cop	\$293.14	703-101-570-7086-	12/14/2023
WAL-MART #2243	POLLOCK, JASON	shop with a cop	\$145.28	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$428.50	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$9.46	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$767.49	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$609.55	703-101-570-7086-	12/14/2023
WAL-MART #2243	HESEL, LYNDASAY	Shop With A Cop	\$150.43	703-101-570-7086-	12/14/2023
REPUBLIC SERVICES TRAS	BRIDGES, CARLA	Camp Sherman Disp. Site	\$1,133.36	755-101-570-7087-	11/21/2023
REPUBLIC SERVICES TRAS	BRIDGES, CARLA	Camp Sherman Recycle	\$169.50	755-101-570-7087-	11/21/2023
REPUBLIC SERVICES TRAS	BRIDGES, CARLA	Camp Sherman Rec. Depot	\$1,799.00	755-101-570-7087-	11/21/2023
REPUBLIC SERVICES TRAS	BRIDGES, CARLA	Camp Sherman Rec. Depot	\$1,354.00	755-101-570-7087-	12/6/2023
REPUBLIC SERVICES TRAS	BRIDGES, CARLA	Camp Sherman Disp. Site	\$1,407.77	755-101-570-7087-	12/6/2023
REPUBLIC SERVICES TRAS	BRIDGES, CARLA	Camp Sherman Recycle	\$153.37	755-101-570-7087-	12/19/2023

\$133,742.15

ACTION MINUTES

JEFFERSON COUNTY BOARD OF COMMISSIONERS MEETING January 10, 2024

- 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)
 - 4.1 Salary Order for Bart Platt, Senior Fairgrounds Complex Manager, Grade 22, Step 15 - signed by Commission.

Mark Wunsch made a motion to approve the Salary Order for Bart Platt, Senior Fairgrounds Complex Manager, Grade 22, Step 15. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)
 - 4.2 Letter to Oregon Water Resources Department in support of the Deschutes River Conservancy's grant proposal - signed by Commission.

Kelly Simmelink made a motion to approve the Letter to Oregon Water Resources Department in support of the Deschutes River Conservancy's grant proposal. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)
- 5) 9:00 A.M. - Citizen Comments

Seth Taylor provided comments.

Debbie Taylor provided comments regarding the Madras/Jefferson County Chamber of Commerce.

Jim Rahi & Mike Price provided comments regarding the MACRD.
- 6) Consent Agenda
 - 6.1 December 2023 Accounts Payable Paid January 2024 in the amount of \$8,460.00 - signed by Commission.

6.2 Action Minutes for January 3, 2024 - signed by Commission.

Kelly Simmelink made a motion to approve the Consent Agenda, Items 6.1 and 6.2. 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 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.

Kelly Simmelink made a motion to approve the Letter of Appointment for Seth Taylor to the Juniper Butte Road District Board of Commissioners. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.2 Letter of Appointment for Miley Stockton to the Jefferson County Fair Board - signed by Commission.

Kelly Simmelink made a motion to approve the Letter of Appointment for Miley Stockton to the Jefferson County Fair Board. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.3 Jefferson County & Jefferson County Road Agency Fiscal Year 2024-25 Budget Calendar - approved by Commission.

Kelly Simmelink made a motion to approve the Jefferson County & Jefferson County Road Agency Fiscal Year 2024-25 Budget Calendar. Seconded by Mark Wunsch. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

8.4 FY 2023-24 Community Clean-Up (JCUF) Distribution - approved by Commission.

Mark Wunsch made a motion to approve the FY 2023-24 Community Clean-Up (JCUF) Distribution. Seconded by Kelly Simmelink. The motion CARRIED. (Ayes - Kelly Simmelink, Wayne Fording, Mark Wunsch; Nays None)

- 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.

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

- 8.6 Addendum to Personal Service Contract M-009-19 between Jefferson County and The Greg Prothman Company - signed by Commission.

Mark Wunsch made a motion to approve the Addendum to Personal Service Contract M-009-19 between Jefferson County and The Greg Prothman Company. 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

16) Adjourn

Meeting adjourned at 11:56 a.m.

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

Attest

Date Signed

**STATE OF OREGON
GRANT AGREEMENT NO. 8151**

Amendment No. 3

This is Amendment Number 3 ("Amendment") to Grant Agreement No. 8151 (the "Agreement") between the State of Oregon, acting by and through the Department of Administrative Services ("DAS"), and Jefferson County ("Recipient"), each a "Party" and, together, the "Parties". This Amendment amends the Agreement to extend the Completion Deadline and modify the Project description.

1. **Effective Date.** This Amendment shall become effective when fully signed and approved as required by applicable law.
2. **Amendments to Agreement.** The Agreement is amended as follows (new language indicated by **bolding** and underlining and deleted language indicated by **bolding** and ~~striking~~):

Page 1, last sentence of first paragraph:

Unless extended or terminated earlier in accordance with its terms, this Contract shall expire ~~October 1, 2024~~ April 1, 2025.

SECTION 1: Key Grant Terms

Completion Deadline: ~~June 30, 2024~~. December 31, 2024.

Administrative Costs

Recipient shall also deliver to DAS no ~~later~~ more than 15 days after the Completion Deadline ~~July 15, 2024~~, an accounting of all of its direct administrative costs paid by this Grant accompanied by a certification statement that all such costs comply with the CSFRF. Grant funds may not be used to pay for any costs incurred after the Completion Deadline. For any unexpended Grant funds that were allocated for administrative costs as provided in the not-to-exceed amount above, DAS will direct Recipient on how to return or expend any such funds.

3. Except as expressly amended above, all other terms and conditions of the original Agreement remain in full force and effect.
4. This Amendment may be executed in two or more counterparts (by email or otherwise) each of which is an original and all of which when taken together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.
5. The parties expressly affirm and ratify the Agreement as herein amended.
6. Parties certify that the representations, warranties and certifications contained in the original Agreement are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the dates set forth below.



STATE OF OREGON
acting by and through its
Department of Administrative Services

JEFFERSON COUNTY

By: 
Kate Nass
Chief Financial Officer

By: 
Jeff Rasmussen, County Administrative Officer

Date: January 9, 2024

Date: 1/8/2024

APPROVED AS TO LEGAL SUFFICIENCY IN ACCORDANCE WITH ORS 291.047:

Samuel B. Zeigler, Senior Assistant Attorney General

LOAN AGREEMENT

This Agreement ("Agreement") is made by and between the Madras Aquatic Center Recreation District, a special district of the State of Oregon, ("District"), and Jefferson County, a political subdivision of the State of Oregon, ("County").

In consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. **Effective Date and Duration.** This Agreement is effective upon execution by both parties and will remain in effect until all obligations herein have been fully performed by each of the respective parties.

2. **County's Obligations.** County will loan District up to \$1,000,000 for the purpose of paying off the district's bond, should the district successfully pass dissolution and new district formation measures, and a tax anticipation loan. The loan funds will be referred to as the Funds. County will disburse the Funds no later than May 31, 2024 upon receipt of the District's written request for Funds by May 24, 2024.

3. **District's Obligations.**

3.1 **Use of Funds.** The district will use the Funds for District's operation costs and/or paying off their bond consistent with the approved dissolution plan and dependent on the outcome of the May 2024 election. Should the May 2024 election result in dissolution of the existing district, the loan shall be transferred to the new district consistent with the approved dissolution plan.

3.2 **Loan repayment.** The district, or its successor district consistent with the approved dissolution plan, will pay to the County, each including the principal amount together with an annual interest of 6.0% on the unpaid principal amount from the date of disbursement, calculated to be June 1, 2024, through November 30, 2025, in up to two equal payments consisting of principal and accrued interest. The District will make the payment(s) to County at County's Finance Department, 66 SE D Street, Suite E, Madras, OR 97741 no later than November 29, 2024 and November 28, 2025. District may prepay all or any part of the unpaid principal amount at any time with no penalty.

Annual interest rate	6.0%
Months	24
Maximum loan amount	\$1,000,000.00
Maximum annual interest amount	\$60,000.00
Disbursement date	05/31/2024
	11/29/2024
Payment dates	11/28/2025

4. **Default.** In the event the District fails to make the annual payment required under Section 3.2 within 30 days after the date payment is due, the District becomes bankrupt, insolvent or suspends

business for any reason or the District fails to perform any of its obligations herein, including using the Funds in accordance with this Agreement, this Agreement will be in Default.

5. **Remedy.** In the event of Default, County may pursue all remedies available to County at law or in equity.

6. **Indemnification.** District will defend, indemnify, and hold the County, and each present and future employee, officer, agent, and representative of the County, harmless for, from, and against any and all claims, actions, proceedings, damages, liabilities, injuries, losses, and expenses of every kind, whether known or unknown, including, without limitation, attorney fees, resulting from or arising out of the following: (a) the District's misuse or misappropriation of the Funds; (b) damages, injury, and/or death to persons or property caused in connection with the Project; and/or (c) the District's breach and/or failure to perform any District representation, warranty, obligation, and/or covenant contained in this Agreement. District's indemnification obligation provided in this Section will survive the termination of this Agreement.

7. **Records.** The District will maintain financial records in accordance with good accounting practices, and deliver or make available for inspection such financial records, including but not limited to Project records and information concerning District's financial, management and operational condition or affairs, covering the time period of the Loan.

8. **No Agency or Partnership Created.** It is agreed by and between the parties that each of them is carrying out functions on its own behalf, and that neither has the right of direction or control of the way the other party delivers services or materials under this Agreement and that neither party exercises control over the activities of the other when providing services or materials hereunder. District and County are not, by virtue of this Agreement, partners or joint venturers in connection with activities carried out under this Agreement and shall have no obligation with respect to each other's debts or any other liabilities of each and every nature.

9. **Limitations.** This Agreement is expressly subject to the debt limitation of 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 to that extent.

10. **Compliance.** The District shall comply with all applicable federal, state, and local laws, regulations, executive orders and ordinances.

11. **Delegation.** Subject to the assignment permitted under Section 13, neither party may delegate its obligations under this Agreement to any other agency or entity.

12. **Severability; Entire Agreement.** Each provision contained in this Agreement will be treated as a separate and independent provision. The unenforceability of any one provision will in no way impair the enforceability of any other provision contained herein. Any reading of a provision causing unenforceability will yield to a construction permitting enforcement to the maximum extent permitted

by applicable law. This Agreement contains the entire agreement and understanding between the parties with respect to the subject matter of this Agreement and contains all of the terms and conditions of the parties' agreement and supersedes any other oral or written negotiations, discussions, representations, and/or agreements.

13. Binding Effect and Modification. Notwithstanding anything contained in this Agreement to the contrary, if District dissolves at any time during the term of this Agreement, District may assign this Agreement (and all District's rights hereunder) to an Oregon special district provided the special district assumes all District's obligations arising under this Agreement. This Agreement will be binding on the parties and their respective heirs, executors, administrators, successors, and permitted assigns and will inure to their benefit. This Agreement may be amended only by a written agreement signed by each party. The parties will execute all documents or instruments and will perform all lawful acts necessary or appropriate to secure their rights hereunder and to carry out the intent of this Agreement. All exhibits and other documents referenced in this Agreement are part of this Agreement.

14. Applicable Law. This Agreement will be construed, applied, and enforced in accordance with the laws of the State of Oregon. Any action or proceeding arising out of this Agreement will be litigated in courts located in Jefferson County, Oregon. Each party consents and submits to the jurisdiction of any local, state, or federal court located in Jefferson County, Oregon.

15. Attorney Fees. With respect to a dispute relating to this Agreement, other than an action to enforce payment, if a suit, action, arbitration, or other proceedings of any nature is instituted to interpret or enforce the provisions of this Agreement, including, any action, suit, arbitration, or proceeding seeking a declaration of rights or rescission, each party will be responsible for its attorney fees, paralegal fees, expert fees, and all other fees, costs, and expenses incurred in connection therewith. In the event that a suit, action, or proceeding is initiated to enforce payment according to the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney fees and costs incurred as a result of such action.

DISTRICT:

COUNTY:

Deanna Seibold, Board Chair

Wayne Fording, Commission Chair

Date: _____

Mark Wunsch, Commissioner

Kelly Simmelink, Commissioner

Date: _____

Agenda

1. Review questions asked in prior meeting. (5 min)
2. Brief reminder of how we started. (5 min)
3. Present our quarterly report. (20 min)
 - a. Report from SAC
 - b. Where we are today
 - c. Animal Statistics
 - d. Financials
 - e. Shelter Discussion
4. Questions
5. Next Steps Discussion
 - a. Do we renew our contract or not renew our contract?



1694 SE McTaggart Road

Madras, Oregon 97741

541.475.6889

<https://rocknezrescueranch.com/>

SAC BYTES

SHELTER ANIMALS COUNT E-NEWSLETTER

SAC has been working with major media outlets to highlight the ongoing shelter crisis **by using the data YOU submit**. In addition to sharing the national trends, we have also helped connect these media outlets with SAC shelter partners to share what's happening in their community. **See some of the stories below:**

- **TIME** - [Surge in Unwanted Dogs Fuels 'Crisis' Across U.S. Animal Shelters](#)
- **CBS NEWS** - [Animal shelters are overwhelmed by abandoned dogs. Here's why.](#)
- **NPR** - [Pet adoptions are not keeping pace with the number of animals coming in](#)
- **USA TODAY** - [Puppies, purebreds among the growing list of adoptable animals filling US shelters](#)
- **WASHINGTON POST** - [As the pandemic adoption boom cools, pet shelters overflow](#)
- **ASSOCIATED PRESS** - [America's animal shelters are overcrowded with pets from families facing economic and housing woes](#)
- **CNN NEWSOURCE** - [How Pets Can Help Healthy Resolutions](#)
- **BLOOMBERG** - [US Animal Shelters in 'Crisis' From Surge in Unwanted Dogs](#)
- **CBS NEWS PHILADELPHIA**- [Pets can help people stick with New Year's resolutions: Research](#)

Where We Are Today

1. New world order
 - a. During the pandemic millions of pets were adopted.
 - b. Post pandemic adoptions are low, moreover pandemic pets are being returned generally:
 - i. Unvaccinated and not spayed or neutered.
 - c. Post Three Rivers running of the facility.
 - i. Facility is in need of repairs.
 - ii. Relationships are damaged.
 1. Relationships with veterinarians damaged due to lack of payment.
 2. Relationships with donors damaged due to lack of appropriate use of donations.
2. Current Staff
 - a. Cindy donates approximately 60 hours per week to run the shelter.
 - b. The shelter is running on minimal staff averaging 7.6 FTE per week.
 - i. Open to the public 7 days a week.
 - ii. All dog kennels must be sanitized every 24 hours.
 - iii. Dogs cannot be left unattended for more than 12 hours.
 - iv. Must have 2 staff present due to the handling of large or potentially aggressive dogs.

Employee Information

Avg monthly pay + taxes	monthly hours	Weekly hours	FTE
21,495	1221	305	7.6

3. We have a board of directors consisting of Davida Plaisted, Jan Forrester, Jane Ellen Innes, and Sue Pollard
 - a. We are working on our infrastructure and processes this quarter.
 - b. We are meeting every 2 weeks to review animal stats, inspection reports, and finances.
 - c. Currently working on Operational, Personnel, and Governance policies, drafts are in process.
 - d. The goal would be to increase the board to 5.
4. The board of directors has a draft strategic plan that we will review with you today. We intend to finalize our strategic plan by end of first quarter 2024 but would like the input of the County and the public. In summary we have the following goals:
 - a. Strategic Goal 1: Reduce the Average Length of Stay
 - b. Strategic Goal 2: Be the Resource the Community Needs
 - c. Strategic Goal 3: Achieve Organizational Sustainability, Become Financially Independent
 - d. Strategic Goal 4: Create a Culture of Appreciation

Animal Statistics

Our contract, Exhibit A Section 5.2, states we must accept all animals brought in by Law Enforcement and strays from within the Jefferson County animal control district. Less than 3% of dogs come from outside of the district.

We are at capacity due to the severe weather and have turned away all owner surrender.

- 12 local strays dropped off during this storm
- 15 are scheduled to go to Safehaven when roads clear
- 6 are scheduled to go to Oregon Dog Rescue when roads clear
- 14 are puppies that are kenneled with their mom
- 2 in foster care

Canine Outcome

Adoption	107
Died	8
Euthanasia	6
Return to Owner/Guardian	45
Transfer Out	74
.	103
	343

Canine Intake

ACO Pickup / Drop Off	1
Bite Quarantine	4
Court Order	1
Cruelty	2
Police Pickup / Drop Off	18
Public Drop Off	161
Abandoned	19
Born in Care	12
Inadequate Housing	1
Coalition Partner	2
Non-Coalition Partner	1
Returned Adoption	11
Surrendered for Adoption	110
	343

Canine Top 5 LOS **All legacy dogs*

Slippers	619.8
Hunter	565.8
Westlin	395.8
Bear	393.8
Blue	393.8

Average LOS (not Legacy dogs)	42
Average LOS	59

Feline Outcome

Adoption	199
Died	6
Euthanasia	2
Return to Owner/Guardian	1
Transfer Out	24
.	14
	246

Feline Intake

Abandoned	30
Born in Care	10
Public Drop Off	153
ACO Pickup / Drop Off	1
Returned Adoption	11
Surrendered for Adoption	41
	246

Feline Top 5 LOS

Sunny	141.7
Paradise	95.8
Hartley	91.8
Brick	63.8
Katie	45.8

Adoption Location

Onsite	72
PetSmart	88
Petco	38
Coalition Partner	24
Average LOS	27

Financials

5. Chart of Accounts

- Biggest change, we are starting to separate out Canine and Feline expenses and income.
- Still wading through all the receipts to ensure accurate categorization, but all income and expenditures are captured.

6. Based on chart of accounts July 1, 2023 – Dec 31, 2023

Average Monthly Income Statement

Revenue	Total
4500 Operations Income	
4510 Government Contract	\$20,000.00
4520 Microchip	\$13.00
4530 Merchandise Sales	\$41.33
4540 Impound fees	\$272.33
4560 Cat Adoption	\$4,426.67
4570 Dog Adoption	\$4,737.67
4590 Sales of Product Revenue	\$5.00
Total 4500 Operations Income	\$29,496.00
4600 Other Income	
4610 Sale of Asset Income	\$213.33
4620 Individual Donation	\$8,116.49
4630 Corporate Donation	\$1,074.53
4650 Bottle Drop	\$1,203.88
4660 Bingo	\$786.84
4670 Coin Boxes	\$21.84
4680 Non Govt Grants	\$900.00
Total 4600 Other Income	\$12,316.91
Total Revenue	\$41,812.91

Summary Expenditures	Total
Total 5000 Payroll expenses	\$21,495.66
Total 5100 Professional Fees	\$4,467.03
Total 5200 Office expenses	\$431.16
Total 5300 Occupancy	\$1,255.29
Total 5600 Insurance	\$2,447.45
Total 5800 Shelter Supplies	\$6,704.11
Total 8000 Equipment	\$1,094.61
Total Expenditures	\$37,895.31

Considerations:

- A shelter manager is needed so we anticipate Payroll (wages and taxes) to increase by approximately \$5000 per month.
- We receive approximately \$1500 per month in In-Kind donations.
- In addition, 100% of our cat food is donated.
- We have received a USDA \$10,000 grant to support Native American spay/neuter. We have not yet utilized this grant but will be working on this in the coming months.
- We are exploring other grant opportunities such as MaddiesFund, DataDrive, and others.
- We recently had a vet from Sisters donate a full day to give rabies vaccines to every animal that needed to receive one....and she adopted a puppy.

Shelter Discussion

Absolute Basic Requirements of any Shelter

Intake

- Cursory health assessment by trained personnel at intake. Weight, age and body condition.
- Comprehensive physical examination by veterinarian or trained personnel within 24 hours.
- Accurate medical records recorded digitally.
- Missing vaccines given at or before intake.
- Photos within 24 hours of intake and charts created for each animal.

Care

- Trained personnel visually observe the health and well-being of every animal at least once every 24 hours.
- Medical care and treatment are required for animals with medical issues. Most meds are given twice daily by trained personnel and need to be recorded.
- Kennels must be cleaned and disinfected every 24 hours.
- Kennels must be spot cleaned when soiled.
- Food and water must be provided every 12 hours.
- Dishes and bedding must be changed daily.
- There must be 2 qualified individuals present when handling dogs, feeding dogs, moving dogs, or opening kennels.

Length of Stay

- Every attempt must be made to locate a lost animal's owner.
- If an animal has identification such as a collar or chip, the animal must be held for a minimum of 5 business days before it is considered property of the shelter and can be adopted out.
- Any animal that has bitten a person must be held for a minimum of 10 business days.

Cost

Cost of County Dogs, as per our contract:

- Law Enforcement dogs at \$25 per day: **\$4,003 per month**
- Stray dogs at \$25 per day: **\$31,808 per month**

Calculations

- We polled a couple of shelters on cost per day per dog and it varied between \$25 - \$30
- Our calculations put our cost at \$14.26 per day per dog. However, we need to hire a shelter manager and a part-time bookkeeper, so our cost is unsustainably low. ** All calculations use augmented legacy dog days such that the start of their stay begins 7/1/2023 to align with our expenses and when we started our contract.*
 - Total Expenditures \$237,545.
 - 95% of expenditures removing 5% for cats \$225,668
 - Add in \$1,500 per month in kind donations for dogs \$235,418
 - Total dog days 16,505 (avg 85 dogs per day)
 - 1,041 Law Enforcement dog days
 - 8,270 Stray dog days
 - 7,195 Mostly owner surrender dog days

Next Steps

7. We or the County decide not to move forward with a 5-year contract.
 - a. In April we can begin transitioning the shelter to whomever the County appoints.
 - b. Happy to work through all transition details and logistics.
 - c. RockN Ez Rescue Ranch will retain it's name.

8. We and the County decide to move forward with a 5-year contract with the added terms and understanding.
 - a. We will continue to take cats and kittens, they are profitable. We will serve Warm Springs; they offer a lot of puppies which are profitable, and it opens us up to look for Native American grants. In addition, our contract only requires us to take county dogs and does not indicate that we are not able to take other animals.
 - b. The board of directors will meet quarterly and provide oversight as well as providing annual reviews to the County. Currently we meet every 2 weeks.
 - c. We will not make any large purchases or engage in significant financial expenditures without reviewing these purchases or expenditures with the County. We can work together to determine 'significant'.
 - d. County increases pay to \$25,000 per month which is approximately what it cost to maintain 'County Dogs'. Additionally, we will not ask for annual increases due to inflation.
 - e. County is responsible for structural building maintenance as it is stated in current contract.
 - f. **At the end of each fiscal year, we will credit the County 50% of net profit from that year towards the following year's grant. As an example, if at the end of the fiscal year 2023 RezRR shows \$30,000 net profit we will credit \$15,000 to the County for the first month payment.**

JEFFERSON COUNTY

PUBLIC WORKS / COMMUNITY DEVELOPMENT

85 S.E. "D" Street, Madras, Oregon 97741 Phone: (541) 475-4462 FAX: (541) 325-5004



TO: Board of Commissioners

FROM: Scott Edelman, Community Development Director

DATE: January 18, 2024

RE: Contract Award for Transportation Safety Action Plan

In 2023, Jefferson County and the City of Madras were awarded a \$200,000 from the Federal Highway Administration through its *Safe Streets for All* grant program. These funds will be used to develop a Transportation Safety Action Plan (TSAP) which will identify safety issues throughout the county related to all modes of transportation and establish a basis for the county and its three cities to apply for federal implementation funding.

The County posted a *Request for Proposals* for a project consultant in December, 2023 and received submittals from DKS Associates and Kittelson and Associates.

Both proposals were deemed to be complete by County Counsel and were reviewed and scored on January 12 by a committee consisting of the following:

County

Dr. Michael Baker, Health Dept. Director
Scott Edelman, CD Director
Jason Pollock, Sheriff
Matt Powlison, Public Works Director

City

Nick Snead, Planning Director
Tim Plummer, Police Chief
Jeff Hurd, Public Works Director

The proposals were scored on a 100-point scale based on the following (weighted) criteria:

Professional Qualifications of Project Team (20 pts)

Method of Approach (40 pts)

Similar Project Experience (20 pts)

Location and Familiarity with the County (15 pts)

References (5 pts)

The cumulative scores are as follow:

Kittelson and Associates – 645 points (92.1 average score)

DKS Associates – 626 points (89.4 average score)

REQUEST:

Based on the scoring of the review committee, staff recommends that the Board of Commissioners award the contract to Kittelson and Associates.

Attachment:

Request for Proposals

Advertisement

Request for Proposals

Jefferson County Equitable Transportation Safety Action Plan

NOTICE IS HEREBY GIVEN that Jefferson County (County) is soliciting proposals (Proposal(s)) from qualified consultants interested in providing certain engineering planning and related services for and on behalf of the County to develop a Transportation Safety Action Plan that is being funded, in part, by the Federal Highway Administration's Safe Streets for All (SS4A) grant program.

Interested parties may obtain a copy of the Request for Proposals (the "RFP") (and any related documents) by downloading a copy on County's website at:

<https://www.jeffco.net/rfps>

All proposals must be submitted by email containing a single PDF file. Proposals must be emailed to: Scott Edelman, Community Development Director, sedelman@jeffco.net by 3:30 PM PST on December 29, 2023. The County will not consider any proposal that is received after this time, that is incomplete, and/or that is not submitted in the proper manner and format. The County will not be responsible for missent or lost emails, and it is the respondent's responsibility to confirm receipt of the proposal. Proposals and emails must be clearly marked with the project title: Jefferson County Equitable Transportation Safety Action Plan.

Issue Date:

December 8, 2023



Request for Proposals

Jefferson County Equitable Transportation Safety Action Plan

Issued Date: December 8, 2023

Proposal Due: December 29, 2023, 3:30 PM Pacific Time

Point of Contact:

Scott Edelman
Community Development Director
85 SE D Street
Madras, Oregon 97741
sedelman@jeffco.net
541-475-4462

Introduction

Jefferson County (County) is soliciting proposals (Proposal(s)) from qualified consultants interested in providing certain engineering planning and related services for and on behalf of the County, all as described in this Request for Proposals (this "RFP"). The budget for this project is anticipated to be less than \$200,000. The County intends to select one consultant on the basis of qualifications and negotiate a reasonable fee and scope of work with the highest-ranking consultant.

Project Description and Background

Jefferson County, Oregon, in conjunction with the City of Madras, is looking to develop an Equitable Transportation Safety Action Plan, hereafter "Plan" to work towards a goal of zero fatalities and serious injuries. To improve roadway safety, the Plan will consider all users including pedestrians, bicyclists, public transportation users, motorists, personal conveyance, micro mobility users, and commercial vehicle operators. The Plan is being funded, in part, by the Federal Highway Administration's Safe Streets for All (SS4A) grant program and should meet all SS4A grant requirements in addition to the minimum requirements:

- Be data driven by using the best available incident history to support emphasis topics and hazardous locations.
- Identify transportation safety issues across all transportation modes.
- Prioritize activities with associated cost estimates to address the issues.
- Consider safety plans developed by other government agencies or local public agencies.
- Promote a strategic approach to addressing safety needs by including all safety stakeholders from many disciplines and entities.
- Identify potential funding sources to implement the activities.

Point of Contact

Proposals shall be submitted/addressed to the point of contact (POC) indicated on the title page of this RFP.

Questions

All questions must be submitted in writing via email to the POC by the date indicated in the Selection Schedule.

Proposal Submission Requirements

All proposals must be submitted by email containing a single PDF file that does not exceed 30MB. Proposals must be emailed to the POC by 3:30 PM PST on December 29, 2023. The County will not consider any proposal that is received after this time, that is incomplete, and/or that is not submitted in the proper manner and format. The County will not be responsible for missent or lost emails, and it is the respondent's responsibility to confirm receipt of the proposal. Proposals and emails must be clearly marked with the project title: Jefferson County Equitable Transportation Safety Action Plan.

Preproposal Meeting

The County will hold a virtual mandatory preproposal meeting on December 14, 2023, at 10am PST. Respondents will need to email the POC to receive a Microsoft Team's or Zoom meeting invitation. For a respondent to be considered for selection, a firm representative must attend the preproposal meeting.

Public Records

Subject to ORS 279C.107, any Proposal submitted may be subject to public records requests as permitted by Oregon Public Records Law. The County will attempt to maintain the confidentiality of materials marked "Confidential" if and to the extent required under Oregon Public Records Law. If it is necessary to submit trade secrets and/or other confidential information to comply with the terms and conditions of this RFP, each proposer must label any information that it desires to protect from disclosure to third parties as a trade secret under ORS 192.345(2) and/or confidential under ORS 192.355(4) with the following: "This material constitutes a trade secret under ORS 192.345(2) [and/or confidential information under ORS 192.355(4)] and is not to be disclosed except as required by law." Each page containing the trade secret and/or other confidential information must be so marked.

The County will take reasonable measures to hold in confidence all such labeled information; provided, however, County will not be liable for release of any information when required by law or court order to do so, whether pursuant to the Oregon Public Records Law or otherwise, and will also be immune from liability for disclosure or release of information as provided under ORS 646.473(3).

Terms and Conditions

Proposers responding to this RFP do so at their own expense; the County is not responsible for any costs and/or expenses associated with the preparation and/or submission of any Proposal. Notwithstanding anything contained in this RFP to the contrary, if in County's best interest, the County reserves the right to, in accordance with applicable law, (a) amend and/or revise this RFP in whole or in part, (b) cancel this RFP, (c) extend the submittal deadline for responses to this RFP, (d) waive minor informalities and/or errors in the Proposals, (e) reject any or all Proposals for any reason and/or without indicating reasons for rejection, (f) and/or negotiate a final contract that is in the best interest of the County. Furthermore, the County reserves the right to seek clarification(s) from any Proposer and/or require supplemental information from any Proposer. This RFP does not obligate the County to award a contract and/or to procure the Services. The County may cancel this RFP at any time. The County reserves the right to enter one or more contracts concerning the Services if found to be in the best interest of the County.

The Proposal must demonstrate that the Proposer (a) has all valid applicable Oregon licenses, including, without limitation, all applicable licenses to practice engineering in the State of Oregon, and (b) is in good standing with the Oregon State Board of Examiners for Engineering and Land Surveying.

Format for Proposal

The Proposal should be organized in accordance with the scored criteria (see *Proposal Contents and Scored Criteria* section). The Proposal should not exceed fifteen (15) pages, excluding any covers, a one (1) page cover letter, one (1) page resumes, and any tabs or required indexes.

One (1) page is defined as: one side of a single 8-1/2"x11" page, with 11-point minimum font size for substantive text. Any larger pages submitted will be counted as two (2) pages. Doubled sided pages will be counted as two (2) pages.

Selection Schedule

Date Advertised	12/8/2023
Mandatory Preproposal Meeting	<i>See Preproposal Meeting Section</i>
Date Questions Due	12/20/2023
Date RFP Due	<i>See Cover Page of this document</i>
Estimated Date Evaluation Complete	1/17/2024
Contract Award	1/24/2024
Estimated Date for Notice to Proceed	1/31/2024

Project Schedule

In accordance with the County's agreement with the U.S. Department of Transportation SS4A grant program, the plan is to be completed by Aug 31, 2024. If the respondent feels this date is unattainable, please include a revised and obtainable date with your schedule in the approach section of the proposal.

Addenda to this RFP

The provisions of this RFP cannot be modified by oral interpretations or statements, which shall be deemed inadmissible in any protest proceeding. If inquiries or comments by respondents raise issues that require clarification by the County or the County decides to revise any part of this RFP, the County will issue an addendum on the County's web page at:

<https://www.jeffco.net/rfps>

It shall be respondents' responsibility to monitor the above location regularly while the RFP is open for addenda and other notices provided in connection with this RFP. Respondents must clearly acknowledge receipt of all addenda issued in the respondent's cover letter.

Proposal Contents and Scored Criteria

The proposal should be organized and follow the following scoring criteria. A total of 100 points is available for the scored criteria and will be scored as described below:

- 1) **Cover Letter (Not Scored) Maximum 1 page.** The cover letter should include the proposer's primary contact's name, title, address, phone number, email, and signature of an individual with authority to negotiate on behalf of and to contractually bind the firm, and who may be contacted during the period of proposal evaluation. Please include firm ownership information, office locations, and the size of the company. The cover letter is NOT counted in the total page count unless stated otherwise.
- 2) **Professional Qualifications of Project Team (20 points).** Provide a firm/team overview and qualifications for providing the requested services. Provide a team organizational chart and list key team members who will be assigned to this project, their roles, responsibilities, and their

qualifications and experience. Please identify any subconsultants that will be used for this project. Please provide 1-page resumes for all key team members in an appendix.

- 3) **Method of Approach (40 Points).** Provide a clear and concise understanding of this project, your team's approach to completing the project, and proposed benchmarks for project completion. Please include a project schedule and a detailed outline of your team's anticipated scope of work to complete the planning effort and meet all requirements of the SS4A grant program. Please describe steps that your team will take to keep the project on schedule and budget. Please list any anticipated potential hurdles to keeping the project on schedule and budget.
- 4) **Similar Project Experience (20 points).** Provide examples of at least three (3) similar projects that best characterize the firm/teams' experience with completing similar projects funded by the SS4A grant program.
- 5) **Location and Familiarity with the County (15 points).** Provide a description of the key staff's knowledge and experience performing work with the County. Describe your staff's ability to attend meetings with the County and to work efficiently and cost effectively.
- 6) **References (5 points).** Include at least three (3) references from current or former clients. For each reference, please provide name, title, phone number, and email address.

Selection Process

The County will appoint a selection committee to review, score, and rank proposals.

The County may, in its discretion, request interviews with Proposers provided there is more than one Proposer. Interviews will be scored on the same qualifications criteria and points as the initial Proposal or on additional criteria developed by the committee (which additional criteria will be provided to each Proposer prior to any interview). The County reserves the right to overlook minor proposal requirement discrepancies and to request clarification from respondents during the proposal review process.

If negotiations with the highest-ranked Finalist after Phase II fail to result in a contract, the County reserves the right, pursuant to OAR 137-048-0210, to formally terminate negotiations and enter into negotiations with the second-ranked finalist and, if necessary, the third-ranked finalist and so on, until the negotiations result in a contract. If subsequent rounds of negotiations fail to result in a contract within a reasonable amount of time, as determined by the County, the County may terminate this RFP at any time.

VETERANS' SERVICE OFFICE

Mailing Address: 66 SE "D" St., Madras, OR 97741
Office Address: 860 SW Madison St, Madras, OR 97741
Phone: 541-475-5228 **Fax:** 541-475-4261
Email: lmoore@jeffco.net



January 9, 2024

Board of County Commissioners
66 SE D Street, Suite A
Madras, OR 97741

RE: Out of State Travel Request – NACVSO Conference

Good afternoon Jefferson County Board of County Commissioners,

I am requesting permission or my office to attend the 2024 National Association of County Veteran Service Officers Conference in Denver, Colorado from May 12, 2024 to May 17, 2024. Attending this conference will allow us to expand current knowledge, stay current with changing VA legislation, and provide the most up to date advocacy to our veterans.

- Budgeted: \$7,500.00
- Estimated Travel Expenses: \$ 6,020.00

Itemized estimate of out of state travel expenses attached.

Thank you for your time, consideration, and continued support.

Respectfully,

Laura Moore
Lead Veterans Service Officer



AUTHORIZATION FOR OUT OF STATE TRAVEL

Employee(s): Laura Moore, Kevin Ellingsburg

Department: Veterans Services Position(s): Lead VSO, VSO

Name of Conference/Training/Meeting: NACVSO Conference 2024

Location of Conference/Training/Meeting: Denver, CO

County Funds Grant Funds Other: _____

TRAVEL EXPENSE ESTIMATE *(only list expenses that will be expensed to the County Funds or Grant Funds)*

Registration Expense: \$ 800.00

Lodging Expense: \$ 2,650.00

Estimated Meal Expense: \$ 1,100.00

Mileage/Air/Rental \$ 1,200.00

Expense: Parking/Taxi \$ 150.00

Expense: Other: baggage \$ 120.00

Total Expense: \$ 6,020.00

Is Conference/Workshop required by a grant or employee licensing? Yes No

Date of Conference: 05/12/2024 through 05/17/2024

Total Time Away from Work (*work hours*): 140 hours

Department Director/Elected Official: _____ Date: _____

Commission Chair: _____ Date: _____

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: Seth Jacob Coscorrosa Offer Date: 01/09/2024 Start Date: 01/29/2024
Position: Juvenile Justice Officer I Department: Juvenile Justice Grade: 20 Step: 7
Wages: Per Hour: \$28.02 Per Month: \$4,875.48 Annual: \$58,504.63 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 six full 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, Seth Coscorrosa, 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: 1/9/24

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

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

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

AGENDA ITEM COVERSHEET

 Admin. Session

 Consent Agenda

 Public Hearing

 Action Item

 Report/Request

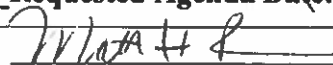
 Other/Announcements

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

IGA between Jefferson County and The Jefferson County Soil and Water Conservation District- Weed Coordinator

Department: Public Works
Date Submitted: 01/18/2024
Contact Person: Matt Powlison
Phone: (541) 475-4459
Effective Dates of Contract/Grant/ Proposal: _____

Amount of Contract/Grant/Proposal: \$82,680.00
Requested Agenda Date: 01/24/2024
Reviewed By: (Signature and Date Required) Director/Elected Official:



Finance Director: _____

County Counsel: _____

CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:

Intergovernmental agreement between Jefferson County and the Jefferson County Soil and Water Conservation District to cost share a Weed Coordinator who would be employed by the SWCD.

BACKGROUND/SUMMARY STATEMENT:

In July of 2019, Jefferson County added a Weed Coordinator as a full time FTE working out of the Public Works Department. Since then we've had a successful noxious weed management program, but due to staffing challenges, it's been determined moving the position to the Soil and Water Conservation District would be more beneficial to Jefferson County.

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 would like the Board of County Commissioners to motion and approve the Intergovernmental Agreement with Jefferson County Soil and Water Conservation District to fund a Weed Coordinator for Jefferson County.

ATTACHMENTS: IGA, Job Description, Cost Share spreadsheet

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

**INTERGOVERNMENTAL AGREEMENT BETWEEN
JEFFERSON COUNTY AND
THE JEFFERSON COUNTY SOIL AND WATER CONSERVATION DISTRICT**

This Agreement is made by and between Jefferson County, a political subdivision of the State of Oregon, hereinafter referred to as "County", and the Jefferson County Soil and Water Conservation District, an Oregon special district, hereinafter referred to as "District."

WITNESSETH:

WHEREAS, pursuant to ORS 190.003 through 190.110, County and District are authorized to enter into an Intergovernmental Agreement for the performance of any or all functions which a party to the Agreement has the authority to perform; and

WHEREAS, both County and District find it beneficial to enter into this Agreement in order for the parties to share the services provided by a weed coordinator, to be hired and supervised by District;

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is mutually agreed as follows:

1. EFFECTIVE DATE/DURATION

- 1.1. This Agreement is effective upon full execution.
- 1.2. This Agreement shall remain in effect until terminated in accordance with Section 2 of this Agreement.

2. TERMINATION

This Agreement may be terminated by either party upon 60 days written notice to the other party. Termination under this section shall not affect any obligations or liabilities accrued prior to the effective date of termination.

3. STATEMENT OF WORK

- 3.1 District agrees to:
 - 3.1.1. Hire, employ and supervise a qualified and effective full-time Weed Coordinator to manage the daily activities of the noxious weed program.

- 3.1.2. Provide monthly invoices for all hours worked and mileage to be reimbursed, of which County will pay up to \$82,680 per year.
- 3.1.3. Pay rent to County in the amount of \$200 per month for office space and storage at the Jefferson County Public Works building located at 715 SE Grizzly Road, Madras, OR.
- 3.2. County agrees to:
 - 3.2.1. Submit timely requests for services providing as much advance notice as reasonably possible.
 - 3.2.2. Provide office space in the Jefferson County Public Works building and storage space as needed for materials and equipment necessary for the work.
 - 3.2.3. Allow use of equipment necessary to carry out the work, including sprayers, ATVs, etc., at a rental rate to be determined by County and charged against program costs.
 - 3.2.4. Pay invoices received within 30 days of their receipt.
 - 3.2.5. Appoint Weed Coordinator as County Weed Inspector.
- 4. **CONSIDERATION**
 - 4.1. County shall pay District on a fee-for-service basis at the rate of the employee's fully weighted compensation, including wages and benefits at the time the services are rendered.
 - 4.2. If the hours worked by a District employee for services performed under this Agreement exceeds 40 hours in a work week, County agrees to pay District for all hours worked by the employee in excess of 40 hours in a work week at the rate of 1 1/2 times the hourly rate being paid to District for the services of the employee performing the services.
 - 4.3. For the work to be performed under this agreement, County's performance of its obligations hereunder is conditioned upon District's compliance with the provisions of the Jefferson County Noxious Weed Management Plan which are incorporated herein by this reference, as well as District's compliance with all applicable Jefferson County weed control ordinances.

- 4.4 County will coordinate with District to leverage funds from grants or other sources and could act as a “pass-through” if needed to ensure minimum levels of funding for weed coordinator services.

5. DELEGATION AND REPORTS

Neither District nor County shall delegate the responsibility for providing services hereunder to any other individual or agency without the written consent of the other party. Each party shall provide the other with periodic reports at the frequency and with the information prescribed to be reported by either party.

6. ASSIGNMENT

Neither this Agreement nor any of the rights granted by this Agreement may be assigned or transferred by either party.

7. BINDING EFFECT

The terms of this Agreement shall be binding upon and inure to the benefit of each of the parties and each of their respective administrators, agents, representatives, successors and assigns.

8. AGENCY AND PARTNERSHIP

- 8.1. The Weed Coordinator will at all times be an employee of District. District will be responsible for all payroll taxes, employee benefits, and workers’ compensation.
- 8.2. Neither party is, by virtue of this Agreement, a partner nor joint venture with the other party and neither party shall have any obligation with respect to the other party's debts or liabilities of whatever kind or nature.

9. INDEMNIFICATION

- 9.1. To the extent permitted by Article XI, Section 10, of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300, County shall defend, save, hold harmless and indemnify District and its 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 County or its officers, employees, contractors, or agents under this Agreement.
- 9.2. To the extent permitted by Article XI, Section 10, of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300, District shall defend, save, hold harmless and indemnify County and its 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 District or its officers, employees, contractors, or agents under this Agreement.

- 9.3. Neither party shall be liable to the other for any incidental or consequential damages arising out of or related to this Contract. Neither party shall be liable for any damages of any sort arising solely from the termination of this contract or any part hereof in accordance with its terms.

10. **NON-DISCRIMINATION**

Each party agrees that no person shall, on the grounds of race, color, creed, national origin, sex, marital status, age or sexual orientation, suffer discrimination in the performance of this agreement when employed by either party. Each party agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Section V of the Rehabilitation Act of 1973 as amended, and all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. Additionally, each party shall comply with the Americans with disabilities Act of 1990 as amended, ORS 659.425, and all regulations and administrative rules established pursuant to those laws.

11. **ATTORNEY FEES**

In the event an action, lawsuit or proceeding, including appeal therefrom is brought for failure to fulfill or comply with any of the terms of this Agreement, each party shall be responsible for its own attorney fees, expenses, costs and disbursements for said action, lawsuit, proceeding or appeal.

12. **NO WAIVER OF CLAIMS**

The failure by any party to enforce any provision of this agreement shall not constitute a waiver by that party of that provision or of any other provision of this Agreement.

13. **SEVERABILITY**

Should any provision or provisions of this Agreement be construed by a court of competent jurisdiction to be void, invalid or unenforceable, such construction shall affect only the provision or provisions so construed, and shall not affect, impair or invalidate any of the other provisions of this Agreement which shall remain in full force and effect.

14. **HEADINGS**

The headings of this Agreement are for convenience only and shall not be used to construe or interpret any provisions of this Agreement.

15. INCORPORATION OF RECITALS

The recitals set forth above are hereby incorporated into and made a part of this Agreement.

16. APPLICABLE LAW

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Oregon.

17. ENTIRE AGREEMENT

17.1. This Agreement constitutes the entire Agreement between the parties concerning the subject matter hereof, and supersedes any and all prior or contemporaneous agreements or understandings between the parties, if any; whether written or oral, concerning the subject matter of this Agreement which are not fully expressed herein.

17.2. This Agreement may not be modified or amended except by a writing signed by both parties.

18. COUNTERPARTS

This Agreement may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together shall constitute one in the same instrument. Facsimiles and electronic transmittals of the signed document shall be binding as though they were an original of such signed document.

JEFFERSON COUNTY BOARD OF
COMMISSIONERS

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

JEFFERSON COUNTY SOIL AND WATER
CONSERVATION DISTRICT

Staci A. Merkt

Staci Merkt, District Manager

Date: 1/16/2024

Date _____

Jefferson County SWCD Weed Program Coordinator

Weed Coordinator – Position Description (1 FTE)

Summary

Coordinates Jefferson County spray program, including the control of noxious weeds county-wide. Operates a variety of County owned equipment involving the manipulation of auxiliary controls.

Distinguishing Characteristics

The Noxious Weed Program Coordinator works under the supervision of the District Manager and for the elected Directors of the Jefferson County Soil and Water Conservation District and receives advisement from the Jefferson County Weed Advisory Committee which includes program development, management, and long-term goals. The Coordinator is responsible for managing the daily activities of the Noxious Weed Program.

Role requires a high level of interaction with the public, governmental agencies, elected officials, landowners, land users and land managers. This position works closely with Jefferson County Public Works. Obtaining grant funding for weed projects is a high priority of this position and will include sourcing and obtaining grant funding. This role functions with considerable independence. Requires the exercise of independent judgment and initiative, self-motivation, follow-through, innovative practices, and a communication style that is tactful and professional. The position collaborates with and receives recommendations and guidance from the Jefferson County Weed Advisory Committee, and administers regulations adopted by the Jefferson County Board of County Commissioners.

Funding for weed control operations is generated when the Coordinator contracts with public agencies, private organizations and landowners to control noxious weeds within Jefferson County, or in adjacent counties by specific agreement. The Coordinator maintains a viable and self-sustaining program by aggressively pursuing grants, contracts and agreements to fund or cost-share noxious weed control programs where needed on private, commercial and public lands.

Typical cooperative programs include using equipment and rights-of-way weed control for the Jefferson County Public Works, targeted species control program grants with Oregon Department of Agriculture, and grants or agreements with ODFW, BLM and USDA Forest Service for funding weed control services on public and private lands.

Essential Duties and Responsibilities

- Development, updating and implementing the Jefferson County Noxious Weed Management Plan
- Complete spray equipment and vehicle preventative maintenance to manufacturer's specifications and report needed repairs as necessary
- Encourage, coordinate, and promote Weed Management Areas (WMAs) within Jefferson County
- Source and acquire grant funding to sustain Jefferson County Noxious Weed Program projects.
- Implement and monitor a weed mapping program to track weed activities within Jefferson County
- Coordinate weed management activities between landowners, land users, and governmental agencies

- Serve as the nucleus of the Weed Advisory Committee and focal contact person for all the cooperators/stakeholders involved. Coordinate, facilitate, and develop the agenda for Weed Advisory Committee meetings and related activities.
- Develop and oversee contracts/agreements for weed eradication by a contractor
- Provide assistance to land owners/managers in developing weed management plans
- Perform regular surveys of Jefferson County for noxious weeds and initiate appropriate control measures. (Letters, postings, hiring contractors, etc.)
- Maintain pesticide application records
- Maintain Weed Advisory Committee web page, Facebook, or other social media platforms
- Provide training for all stakeholders on pesticide safety, application techniques, hazards, environmental impacts of herbicides, state and federal regulations and weed management programs
- Provide monthly reports to the Weed Advisory Committee on County weed activities and provide reports as required to grant providers.
- Prepare annual budget for the operation of the Jefferson County Weed Advisory Committee for Committee and Commissioner approval
- Maintain a current weed library on weed management, identification of noxious weeds and weed control options
- Education of County Road Crews, Department of Transportation, City Road Crews, and other County staff on weed identification and control methods as needed.
- Provide education programs on noxious weeds identification and control as needed to Elementary or Secondary Schools, 4-H, FFA, Civic Organizations, Garden Clubs, landowners and land users.
- Provide news stories/announcements for local radio, TV, newsletters and newspaper release
- Organize Weed Tours and special weed control projects and/or workshops
- Provides an update, at a minimum annually, to the Jefferson County Board of Commissioners on the Noxious Weed Program
- Complete other duties as assigned

Qualifications

Knowledge and Skills

- Ability to communicate effectively orally and in writing
- A strong background in plant identification, botany, and plant ecology
- Knowledge of integrated weed management strategies for noxious weed control
- GIS/GPS proficiency
- Microsoft Office Suite Professional: Excel, Word, Publisher, PowerPoint, Outlook, Project
- Advanced understanding of Oregon Weed Laws, Herbicide Regulations, and agricultural pesticide use
- Knowledge of spray equipment operation, repair and calibration to include the mechanical aptitude and sufficient experience to operate, repair, and make adjustments to spray application equipment in the field, and to maintain Department vehicles in good repair and safe operating condition
- Basic understanding of municipal budgeting

Abilities

- Competently performs assigned duties by the Weed Advisory Committee
- Competently updates the County weed management plan.
- Provides noxious weed education to any entity that is willing to accept such education
- Effectively deals with public concerns and questions regarding County weed management efforts

- Seeks current knowledge of new materials and weed management methods
- Maintains and submits accurate and timely records and reports
- Follows safety procedures in pesticide handling, storage and disposal
- Follows safety procedures and pesticide labels when working with herbicide application equipment
- Establishes and maintains effective working relationships with land owners, land users, government entities and other Weed Advisory Committee partners
- Researches, writes, administers and monitors weed control related grants and contracts
- Organizes and coordinates biological weed control efforts in the County
- Prepares and presents annual budgets to the Weed Advisory Committee and County Commissioners prior to the end of the budget year

Physical Abilities

- Sufficient clarity of speech and hearing with or without reasonable accommodation, which permits the employee to communicate well with government officials, elected officials, supervisors, employees and the public
- Sufficient vision, with or without reasonable accommodation, which permits the employee to examine weeds, other plants, read chemical labels, to transport and operate spraying and other application devices
- Sufficient manual dexterity, with or without reasonable accommodation, which permits the employee to transport and operate spraying and other application devices; separating noxious weeds from differing plant species and use office equipment
- Sufficient personal mobility, with or without reasonable accommodation, which permits the employee to transport and mix chemicals weighing up to 70 pounds, enter, operate and exit motor vehicles and All-Terrain Vehicles

Education and Experience

High School Diploma or equivalent. Two years' work experience, or equivalent, in weed management control or agricultural related work, experience in public speaking and presentations is preferred. Experience in the operation of herbicide spraying equipment and all-terrain vehicles.

Licenses and Certificates

Must possess a valid Oregon Driver's License and have an acceptable driving record. Oregon Department of Agriculture Public Pesticide License with right-of-way and regulatory weed endorsements, and an Oregon All-Terrain Vehicle Safety Education Card.

Working Conditions

Work is performed indoors and outdoors where some safety considerations exist from physical labor and handling of light-to-medium yet awkward materials. Must be able to work 7 days a week outside of normal work hours as directed.

Hire Contingent Upon:

1. Satisfactory Driving Record
2. Background investigation
3. Reference check

Salary Range

Salary Range starts at \$78,000 -- \$80,080 per year dependent upon experience including full medical/dental benefits and PERS (Public Employee Retirement System).

Application Requirements:

1. Resume
2. Cover Letter
3. Contact information for three professional references

Position open until filled

Please email your application packet to:

districtmanager@jeffswcd.org

Personnel	Weed Program Coordinator	Amount	Unit	Rate	Total Cost	Jeff Co	JCSWCD
	Salary	2,080	Hours	\$ 38.50	\$ 80,080	75% = \$60,060	25% = \$20,020
	Benefits/Insurance	2,080	Hours	\$ 14.50	\$ 30,160	75% = \$22,620	25% = \$7,540
				Total	\$ 110,240	\$82,680	\$25,675

AGENDA ITEM COVERSHEET

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

Agenda Item Title (Do not put in all-caps):
 ODOT Intergovernmental Agreement- Amendment number 01- US 97 Dover Ln-Bear Dr Safety Improvements

Department: Public Works Date Submitted: 1/17/2024
 Contact Person: Matt Powlison Phone: (541) 475-4459
 Effective Dates of Contract/Grant/ Proposal: _____
 Amount of Contract/Grant/Proposal: \$10,000.00 Requested Agenda Date: 1/24/2024

Reviewed By: (Signature and Date Required) Director/Elected Official: *Matt Powlison*
 Finance Director: _____
 County Counsel: _____
 CAO: _____

AGENDA ITEM BRIEF DESCRIPTION:
 This amendment is to add a driver feedback information sign on SW Dover Ln as part of the project.

BACKGROUND/SUMMARY STATEMENT:
 Jefferson County entered into an agreement with ODOT on May 20, 2022 to permanently close SW Bear Drive and SW Eureka Lane approaches to US 97. This amendment is adding a driver feedback information sign to the project to be purchased and installed by ODOT. Ownership and maintenance responsibilities to be assumed by Jefferson County.

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 Board of County Commissioners to approve amendment number 01 to the IGA: US 97: Dover Ln- Bear Dr Safety Improvement Project.

ATTACHMENTS: Amendment Number 01

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

**AMENDMENT NUMBER 01
INTERGOVERNMENTAL AGREEMENT
US97: Dover Ln-Bear Dr Safety Improvements
Jefferson County**

This is Amendment No. 01 to the Agreement between the **State of Oregon**, acting by and through its Department of Transportation, hereinafter referred to as "State" or "ODOT" and **Jefferson County**, acting by and through its elected officials, hereinafter referred to as "Agency," entered into on May 20, 2022.

It has now been determined by State and Agency that the Agreement referenced above shall be amended to add the inclusion and disposition of a driver feedback sign as part of State's US97: Dover Ln-Bear Dr Safety Improvements Project.

New Language is indicated by underlining and italics and deleted language is indicated by ~~strikethrough~~.

1. **Effective Date.** This Amendment shall become effective on the date it is fully executed and approved as required by applicable law.

2. **Amendment to Agreement.**

a) **RECITALS, Paragraph 5, Page 1, shall be amended to read as follows:**

State's US97: Dover Lane – Bear Drive Safety Improvements project (Key No. 22520) consists of permanently closing and disconnecting both connections of SW Bear Drive and SW Eureka Lane from US 97; emergency service access improvements on SW Bear Drive and SW Eureka Lane; ~~and~~ intersection improvements at US97 and SW Dover Lane, and a driver feedback information sign on SW Dover lane (Driver Feedback Information Sign).

b) **Insert new Recitals, Paragraphs 5 through 7, to read as follows:**

5. The Driver Feedback Information Sign is an electronic traffic control device that monitors a vehicle's speed and notifies the driver if a vehicle is traveling faster than the the posted speed limit.

6. The Parties acknowledge that it is in the best interest of the travelling public that Agency assume the ownership of and maintenance responsibilities for the Driver Feedback Information Sign constructed on SW Dover Lane and located on Agency property.

7. The value of the Driver Feedback Information Sign is estimated at \$10,000.

c) **TERMS OF AGREEMENT, Paragraph 1, Page 1, shall be amended to read as follows:**

ODOT/Jefferson County
 Agreement No. 73000-00004973-1

Under such authority, State and Agency agree that State shall design and construct traffic and safety improvements at the intersection of SW Dover Lane and US 97 to include left turn lanes on US 97 and other safety improvements. Said traffic and safety improvements will require the permanent closure of the SW Bear Drive, ~~and~~ the SW Eureka Lane approaches to US 97 and the construction of a Driver Feedback Information Sign on SW Dover Lane, hereinafter referred to as "Project." The location of the Project is approximately as shown on the sketch map attached hereto, marked Exhibit A, and by this reference made a part hereof.

d) **Insert new TERMS OF AGREEMENT, Paragraph 2, to read as follows:**

2. The Parties agree that Agree that Agency shall assume sole ownership and all maintenance responsibilities associated with the Driver Feedback Information Sign constructed as part of State's 'US97: Dover Ln-Bear Dr Safety Improvements' Project.

e) **TERMS OF AGREEMENT, Paragraphs 2 through 3, shall be hereinafter re-numbered as Paragraphs 3 through 4.**

f) **Insert new AGENCY OBLIGATIONS, Paragraphs 4 and 5, to read as follows:**

4. Agency agrees to assume sole ownership of and all maintenance responsibilities for the Driver Feedback Information Sign constructed as part of State's US97: Dover Ln-Bear Dr Safety Improvements Project.

5. Agency shall assume sole responsibility for all messaging delivered through the Driver Feedback Information Sign.

g) **AGENCY OBLIGATIONS, Paragraphs 4 through 12, shall be hereinafter re-numbered as Paragraphs 6 through 14.**

3. **Counterparts.** This Amendment may be executed in two or more counterparts (by facsimile or otherwise) each of which is an original and all of which when taken together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.
4. **Original Agreement.** Except as expressly amended above, all other terms and conditions of the original Agreement are still in full force and effect. Agency certifies that the representations, warranties and certifications in the original Agreement are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.
5. **Electronic Signatures.** The Parties agree that signatures showing on PDF documents, including but not limited to PDF copies of the Agreement and amendments, submitted or exchanged via email are "Electronic Signatures" under

ODOT/Jefferson County
Agreement No. 73000-00004973-1

ORS Chapter 84 and bind the signing Party and are intended to be and can be relied upon by the Parties. State reserves the right at any time to require the submission of the hard copy originals of any documents.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

This Project is in the 2024-2027 Statewide Transportation Improvement Program (STIP), (Key 22520) that was adopted by the Oregon Transportation Commission on July 13, 2023 (or subsequently by amendment to the STIP).

SIGNATURE PAGE FOLLOWS

ODOT/Jefferson County
Agreement No. 73000-00004973-1

JEFFERSON COUNTY, by and through
its elected officials

By _____
Commission Chair

Date _____

By _____
Commissioner

Date _____

By _____
Commissioner

Date _____

**LEGAL REVIEW APPROVAL (if
required in Agency's process)**

By _____
Agency Counsel

Date _____

Agency Contact:

Matt Powlison – Public Works Director
P.O. Box 709
Madras, OR 97741-0709
(541) 475-4459
matt.powlison@co.jefferson.or.us

State Contact:

Abbey Driscoll – Transportation Project
Manager
63055 N. Highway 97, Bldg M
Bend OR, 97703
(541) 410-5906
abbey.driscoll@odot.oregon.gov

STATE OF OREGON, by and through
its Department of Transportation

By _____
Region 4 manager

Date _____

APPROVAL RECOMMENDED

By _____
Central Oregon Area Manager

Date _____

**APPROVED AS TO LEGAL
SUFFICIENCY**

By Exempt per ORS 291.047(1)(2)
Assistant Attorney General

Date: _____

AGREEMENT FOR THE OPERATION AND MAINTENANCE OF
THE BOX CANYON TRANSFER STATION

THIS AGREEMENT for the operation and maintenance of the Box Canyon Transfer Station is entered into by and between Jefferson County, a political subdivision of the State of Oregon (“County”) and Owanjay Services, Inc. dba Madras Sanitary Service, (“Contractor”).

WHEREAS, the Jefferson County Board of Commissioners (“Board”) authorized the Jefferson County Public Works department to issue a Request for Proposals for the operation and maintenance of the Box Canyon Transfer Station (“Transfer Station” or “facility”); and,

WHEREAS, following publication of the Notice of Request for Proposals and the opening and consideration of the Proposals received, the Contractor has been determined to be the most responsive responsible bidder.

NOW THEREFORE, in consideration of the mutual promises and obligations contained herein, the County and Contractor agree as follows:

Section I- Term of Agreement

1. Term. This Agreement shall be effective February 1, 2024 through January 31, 2032 unless extended or terminated as provided herein.
2. Extension. The County shall have the option to extend this Agreement for two consecutive three-year terms. Contractor must notify County of its desire to extend this Agreement at least One Hundred and Eighty (180) days prior to the end of the current term of this Agreement. The County shall provide written notice to the Contractor of the County’s decision to extend this Agreement at least One Hundred Fifty (150) days prior to the end of the current term of this Agreement.

Section II-Statement of Work

1. Solid Waste Transfer Service. During all terms of this Agreement, the Contractor shall perform the services identified in the Statement of Work, attached as Exhibit A, in conjunction with the Operations Plan attached as Exhibit B.
2. Solid Waste Disposal Services. During all terms of this Agreement, Contractor shall transfer all solid waste delivered to the Transfer Station to a DEQ permitted landfill.
3. Permits. County shall maintain all operating permits required by applicable government agencies. Contractor shall be solely responsible for paying any fines or penalties imposed by governmental agencies for Contractor’s noncompliance with permit terms.
4. Personnel. All services under this Agreement shall be performed in a polite, courteous, respectful, professional and workmanlike manner. Contractor is responsible for the following:
 - a. A Transfer Station Operator shall be on site at all times during operating hours.
 - b. A fully trained and qualified manager, foreperson or supervisor who is designated and authorized by the Contractor to direct and implement all operational decisions and who

shall also serve as the designated emergency coordinator shall be present at the Transfer Station during all operating hours.

c. The Contractor shall provide staff qualified and experienced in the operation, maintenance, and management of solid waste transfer station facilities similar in nature and character to the Transfer Station. In performing the services, all workers employed by the Contractor shall be competent and skilled in the work they are assigned. The Contractor shall be responsible for their acts, personal conduct and work.

d. Due to interactions with the public, all employees shall refrain from use of derogatory language and shall dress appropriately, including required personal protective equipment, at all times while on duty.

e. Contractor is responsible for providing employees with County approved hazardous waste and asbestos materials training within 90 days of start of employment.

f. Contractor shall provide experienced and qualified personnel to provide the hauling services. Drivers must be licensed for the appropriate application and class of vehicle and have required medical certifications as to fitness to operate the designated class of vehicle. Contractor shall conduct a background and driver's license check of individuals to verify qualifications and experience.

5. Hazardous Waste and Asbestos Containing Materials. The Contractor is responsible for inspecting and removing hazardous waste and/or asbestos containing materials from incoming vehicle loads. The Contractor is also responsible for proper management and disposal of any accumulated hazardous wastes and/or asbestos containing materials that are inadvertently accepted by the Contractor. The Contractor will be required to implement a Hazardous Waste Exclusion Program (HWEP). Hazardous waste produced by the Contractor (e.g., oil and anti-freeze from rolling stock, grease, sheets used in cleaning equipment, etc.) is the responsibility of Contractor.

6. Operations Plan and E-Waste Plan. Contractor shall implement a State of Oregon approved e-waste plan in accordance with ORS 459.247 on or before the contract commencement. Contractor must comply with Box Canyon Transfer Station's DEQ approved Operations Plan (Exhibit B) as adopted including any required modifications.

7. Fire Prevention. The Contractor will be expected to implement and follow best management practices at the facility in order to prevent fire hazards, including but not limited to preventing the buildup of litter and debris, preventing the accumulation of dust on equipment, and preventing conditions conducive to spontaneous combustion. Contractor will be responsible for the following:

a. Ensuring that fire safety equipment is maintained in good working condition in accordance with all laws and codes and the manufacturers' recommendations.

b. Performing all inspections required under the Oregon Fire Code with respect to fire safety, including coordinating the inspection of fire safety equipment on at least a quarterly basis by qualified personnel, and will maintain any required certifications for such devices.

c. Conducting internal inspections of all fire safety equipment and facilities on a monthly basis, and document the inspection results in the maintenance log.

8. Reports. Contractor shall furnish reports to franchised haulers, municipalities and the County as needed. Such reports include daily ticket listings, hauler truck reports, time analysis reports, product summaries, customer summaries, tonnage reports, etc.

Section III- Consideration, Fees and Payment

1. Payment. Contractor will pay to the County \$1,319.47 each month. The lease amount will increase January 1 of each year by 2%. Payment is due by the 10th of each month for the previous month. All payments shall be delivered either in person or by mail to the Jefferson County Public Works Department at 715 SE Grizzly Road, P.O. Box 709, Madras, Oregon 97741.
2. Fees. The approved Fee Structure is attached as Exhibit C. Fees adopted by the Board are maximum rates and tonnage rates include a Jefferson County Unified Fee (JCUF), currently \$12/ton. Other than the fee increases identified in the Fee Structure, fees may not be changed more than twice per year and must be approved in advance by the Board. Fee change requests must be presented to the Public Works Director no later than May 1 for an effective date of July 1 and November 1 for an effective date of January 1 and must include the Contractor's most current operating statement.
3. JCUF. On a monthly basis, Contractor shall submit to County the JCUF revenue collected for all materials under the JCUF Intergovernmental Agreement. A computer printout of all acceptable material must be included with payment.

Section IV-Bond, Insurance and Indemnification

1. Performance Bond. The Contractor shall, at its own expense, furnish a performance bond in the amount of One Hundred Thousand Dollars (\$100,000). The performance bond shall be in the form of a surety bond payable to Jefferson County. The performance bond must be submitted to Jefferson County Counsel for review and approval prior to February 1, 2024. The bond will be cancelled promptly after Contractor fulfills its obligations under this Agreement. If the Contractor does not provide a bond in the full term length of this Agreement, they may provide for an annual bond; however, they shall provide proof of renewal 90 days prior to the previous bonds expiration.
2. Security in Lieu of Performance Bond. In lieu of a performance bond, Contractor may post security in the form of an irrevocable letter of credit issued by a bank authorized to do business in the State of Oregon or a certified check or money order deposited into an escrow account for the benefit of Jefferson County. Security will be returned promptly after Contractor fulfills its obligations under this Agreement.
3. Insurance. During all terms of this Agreement, the Contractor shall maintain a general liability insurance policy in the amount of Three Million Dollars (\$3,000,000). Such policy shall include coverage for bodily injury, property damage and pollution (inclusive of hazardous waste), shall name Jefferson County as an additional insured and shall require that the insurer notify the County of any cancellation or changes. Contractor shall provide a certificate of insurance to the County no later than January 1, 2024 for review and approval by Jefferson County Counsel.
4. General Indemnification. The Contractor shall indemnify, save, and hold Jefferson County, its employees, agents and officers harmless from and against any and all liabilities, claims, demands, causes of action, penalties, judgments, forfeitures, liens, suits, costs and expenses whatsoever (including those arising out of death, injury to persons, or damage to or destruction of property), and the cost and expenses incident thereto (including reasonable attorneys' fees), which the County may hereafter incur, become responsible for, or pay out for or

resulting from the performance of this Agreement, provided that any such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom; and is caused in whole or in part by any negligent act or omission of the Contractor, anyone directly or indirectly employed by the Contractor, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this section. County shall promptly notify the Contractor of any assertion of any claim against it for which it is entitled to be indemnified hereunder, shall give the Contractor the opportunity to defend such claim and shall not settle such claim without the approval of the Contractor. This section shall survive termination of this Agreement.

5. Environmental Indemnification. The Contractor shall indemnify, save, and hold the County, its employees, agents and officers harmless from and against any and all liabilities, claims, demands, causes of action, penalties, judgments, forfeitures, liens, suits, costs and expenses whatsoever (including those arising out of death, injury to persons, or damage to or destruction of property), and the costs and expenses incident thereto which the County may incur, become responsible for, or pay out for or resulting from contamination of or adverse effects on the environment, or any violation of governmental laws, regulations, or orders, in each case, to the extent caused by the Contractor's negligence or willful misconduct relating to the performance of the work hereunder. The County shall promptly notify the Contractor of any assertion of any claim against it for which it is entitled to be indemnified hereunder, shall give the Contractor the opportunity to defend such claim and shall not settle such claim without the approval of the Contractor. This section shall survive termination of this Agreement.

Section V-Facility

1. Security. The Contractor is solely responsible, at its own cost, for the security of all its on-site equipment, including rolling stock, trucks, trailers, and other operating tools and equipment. The Contractor is also responsible for any and all damage to County owned buildings and equipment located on-site. Security measures such as increased lighting, dogs, etc. must be approved by County in advance.

2. Loss or Damage. When any damage to County owned (or leased) equipment, facilities or scales occurs where Contractor staff, subcontractors, or visitors are involved, the Contractor will be required to notify the County within three (3) working days, and will provide a written report describing the circumstances which led to the damage occurring. Damage caused by the Contractor, its employees, subcontractors or visitors will be repaired in a timely manner, to the satisfaction of the County. The Contractor will be responsible for ensuring that replacement equipment, components or parts are of a quality at least equivalent to that of the original equipment, component or part to the satisfaction of the County.

3. Modification. Contractor may make changes, modifications or alterations to the Facility only to the extent that such changes improve the Facility's performance in terms of quality, cost, scheduling; are described by the Contractor in detail to the County in writing; and are approved in writing by the County before modifications are made.

4. Right of Entry. County shall have the right, but not the obligation, to observe and inspect all of the Contractor's operations under this Agreement. In connection therewith, County shall have the right to enter the Transfer Station during operating hours, speak to any of Contractors

employees and receive cooperation from such employees in response to inquiries. If the County wishes to access the transfer station before/after normal working hours shall make an attempt to contact Contractor before entering the site. In addition, upon reasonable notice and without interference with Contractors operations, County may review and copy any of Contractors operational and business records related to this Contract, including but not limited to utility bills and records of employee training. The Contractor shall make specified personnel available to accompany County employees on inspections and shall provide electronic copies of records stored in electronic media. In the event Contractor changes any locks that would prevent entry, the Contractor must provide County with a new key within 48 hours of changing the locks.

5. Equipment. Contractor may park empty bins/trailers, trucks and packing equipment in the fenced and unpaved operational area of the Transfer Station site, which does not include the paved parking lot. Only equipment necessary for the normal operation of the Transfer Station may be parked on site. Equipment may not be fueled, maintained or repaired in the paved area; however equipment may be refueled on the concrete inside the CD & SW dumping building or the graveled area. Contractor must make arrangements, at its sole costs and expense, for an off-site location at which maintenance and repair of equipment will be carried out. Minor repairs such as a broken hose or a flat tire may be undertaken at the facility.

6. Scales. The System Support Agreement and Conditional Sales Contract, on file with Jefferson County Public Works, will be in place for support of scale software system, unattended module and unattended data terminal. Contractor agrees to assume responsibility for the ongoing maintenance, upkeep, and necessary updates of the existing scale and software system utilized in solid waste management operations throughout the entire term of this agreement. This commitment encompasses regular inspections, troubleshooting, and the implementation of any updates deemed essential for the efficient functioning of the scale and software. Contractor is authorized to conduct routine assessments of the scale and software system to identify and address potential issues promptly. Additionally, the Contractor has the authority to incorporate updates or modifications to the system to ensure alignment with industry standards, compliance with regulatory requirements, and the utilization of the latest technological advancements. All costs associated with the maintenance, repair, and updates of the scale and software system, including but not limited to hardware upgrades, software patches, and any necessary technological enhancements, shall be solely borne by the Contractor. No additional charges related to these activities shall be invoiced to the County. Prior to the initiation of any maintenance or update activities, Contractor is required to submit a detailed plan outlining the proposed schedule, anticipated updates, and associated costs for approval by the County. This plan should include estimated timelines, milestones, and a comprehensive overview of the proposed changes. Contractor agrees to update system and replace terminal prior to termination of this agreement.

Section VI- Performance, Default and Termination

1. Performance Assurance. The Contractor agrees to immediately report to the County any notice or order from any governmental agency or court or any event, circumstance or condition that may adversely affect the ability of the Contractor to fulfill its obligations hereunder. If upon receipt of such report or upon the County's own determination that any such notice, order, event, circumstance or condition adversely affects the ability of the Contractor to fulfill its obligations hereunder, the County shall have the right to demand adequate assurances from the Contractor that the Contractor is able to fulfill its obligations hereunder. Upon receipt by the Contractor of any such demand, the Contractor, within fourteen (14) days shall submit to the County its written response. In the event that the County does not agree that the Contractor's

response will provide adequate assurance of future performance to the County, then the County may, in the exercise of its sole discretion, seek substitute or additional sources for the delivery of all or a portion of the work provided by the Contractor under this Agreement, declare the Contractor is in default of its obligations under this Agreement or take such action the County deems necessary to assure that the Transfer Station services will be available to the county.

2. Default. Each of the following shall constitute an event of default:
 - a. Contractor fails to perform any of its obligations under this Agreement, or any present or future supplement to this Agreement and fails to cure such breach within thirty (30) days of receiving notice from County specifying the breach, provided that if the nature of the breach is such that it will reasonably require more than thirty (30) days to cure, Contractor shall not be in default so long as Contractor promptly commences the cure and diligently proceeds to completion of the cure; or immediately, if the breach is such that the health, welfare or safety of the public is endangered thereby.
 - b. There is a seizure or attachment of, or levy on, the operating equipment of Contractor used at the Transfer Station, such as its vehicles, as to substantially impair Contractor's ability to perform under this Agreement, and which is not released, bonded or otherwise lifted within two (2) business days.
 - c. Contractor files a voluntary case for debt relief under any applicable bankruptcy, insolvency, debtor relief, or other similar law now or hereafter in effect, or shall consent to the appointment of or taking of possession by a receiver, liquidator, assignee, trustee or custodian of Contractor for any part of Contractor's operating assets or any substantial part of Contractor's operating assets or any substantial part of Contractor's property, or shall make any general assignment for the benefit of Contractor's creditors, or shall fail generally to pay Contractor's debts as they become due or shall take any action in furtherance of any of the foregoing.
 - d. Contractor fails to furnish a replacement bond or a continuation certificate of the existing bond not less than sixty (60) days before expiration of the performance bond, as required by Section VI.1 of this Agreement or fails to maintain all required insurance coverage in force. The default shall occur immediately upon such failure without any necessity for notice from County of the breach and there shall be no opportunity to cure such breach. County shall have the right to give notice of termination under Section VI.3 immediately upon such default.
 - e. Contractor fails to provide reasonable assurance of performance required under Section VI.1.

3. Termination in the Event of Default. Upon any Contractor Default, County shall have the right to suspend or terminate this Agreement in whole or in part. Such suspension or termination shall be effective thirty (30) days after County has given notice of suspension or termination to Contractor, except that such notice may be effective immediately if the Contractor Default is one which endangers the health, welfare or safety of the public or is a failure to maintain insurance coverage. Notice must comply with Section VI.2.a of this Agreement. Contractor shall continue to perform the portion of the Agreement not suspended, in full conformity with its terms.
 - a. If this Agreement is suspended and/or terminated due to a Contractor Default, County shall have the right to perform and complete, by contract or otherwise, the work herein or such part thereof as it may deem necessary and to procure labor, equipment, and materials and incur all other expenses necessary for completion of the work. Contractor will be responsible for all expenses incurred by County under this section.
 - b. County's right to cure breaches, to suspend or terminate this Agreement are not exclusive, and County's exercise of one such right shall not constitute an election of remedies. Instead, they shall be in addition to any and all other legal and equitable rights

and remedies that the County may have, and including a legal action for damages, including incidental, consequential and/or special damages.

4. Termination, No Default. Contractor may terminate this Agreement by providing written notice to the County One Hundred Twenty (120) days prior to termination. Contractor must comply with the Exit Test under Section VII.1 of this Agreement.

Section VII-Miscellaneous Provisions

1. Exit Test. One Hundred Twenty (120) days prior to the end of the final term of this Agreement, the Contractor shall deliver a report to the County evidencing that all necessary Transfer Station maintenances, repairs, and replacements have been undertaken, as required, pursuant to the Service Contract and that the Transfer Station is in the same working order, condition, and repair as when the Contractor commenced providing services. The report shall also contain a certification from the Contractor that the equipment installed or used in the Transfer Station has been maintained in accordance with the requirements of the manufacturer's maintenance warranties and manuals. The Contractor shall demonstrate to the County on a walk through tour of the Transfer Station that all of the requirements contained herein have been met.

2. Property Taxes. Contractor shall pay when due all real property taxes, all taxes on the improvements and all taxes on personal property located on the Premises levied during the Term of this Agreement. If by law, any tax is payable in installments, Contractor may pay the tax in installments as each installment becomes due and payable, but in all events, before any delinquency. Pursuant to ORS 307.110, all County owned real property that is held under a Lease by a taxable party is subject to assessment and taxation. Any tax assessed for a fiscal period of the taxing authority, a part of which is within the Term and a part of which is before or after the Term, shall be apportioned and adjusted between the County and Contractor so that Contractor shall pay only the portions that correspond with the fiscal period included in the Term.

3. Notices. Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notice to be given hereunder shall be given in writing by personal delivery, facsimile, or mailing the same, postage prepaid, to County or Contractor to the following addresses or numbers (or to such other address or number of which a party may notify the other in writing). Any communication or notice so addressed and mailed shall be deemed to be given five (5) days after mailing. Any communication or notice so delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine. Any communication or notice by personal delivery shall be deemed to be given when actually delivered.

Contractor
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President
P.O. Box 82
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541-475-2071
mwidmer@madrassanitary.com

County
Jeff Rasmussen
County Administrative Officer
66 SE D Street, Suite A
Madras, OR 97741
541-475-2779
jrasmussen@jeffco.net

4. Subcontracting. Contractor shall not enter into any subcontracts for any of the work required by this Agreement, or assign or transfer any of its interest in this Agreement, without

County's written consent. In addition to any other provisions County may require, Contractor shall include in any permitted subcontracts under this Agreement a requirement that the subcontractor be bound by this Agreement as if subcontractor were Contractor. County's consent to any subcontract under this Agreement shall not relieve Contractor of any of its duties or obligations under this Agreement. 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 Agreement, 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.

5. Compliance with Laws. Contractor shall, and shall cause its subcontractors to comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to this Agreement. Without limiting the generality of the foregoing, Contractor expressly agrees to comply with the following laws, regulations and executive orders to the extent that they are applicable to this Agreement: (1) Titles VI and VII of the Civil Rights Act of 1964, as amended; (2) Sections 503 and 504 of the Rehabilitation Act of 1973, as amended; (3) the Americans with Disabilities Act of 1990, as amended; (4) the Health Insurance Portability and Accountability Act of 1996, as amended; (5) The Age Discrimination in Employment Act of 1967, as amended, and the Age Discrimination Act of 1975 as amended; (6) The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended; (7) ORS Chapter 659 & 659A, as amended; (8) all regulations and administrative rules established pursuant to the foregoing laws; (9) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations; (10) Oregon Workers' Compensation Laws; and (11) Oregon Smoke Free Workplace Laws. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to this Agreement or required by law to be so incorporated.

6. Records Maintenance. Contractor agrees that it will maintain accurate fiscal records relating to this Agreement or any subcontracts hereunder that conform to generally accepted accounting principles which will be in compliance with all required federal, state and county audit accounting procedures and requirements. In addition, Contractor shall maintain any other records (including but not limited to statistical records) pertinent to this Agreement in such a manner as to clearly document Contractor's performance. Contractor acknowledges and agrees that any County representatives shall have access to such fiscal and statistical records and other books, documents, papers, bills, plans and writings of Contractor that are pertinent to this Agreement to perform examinations, audits and program reviews and make copies, excerpts and transcripts. A copy of any audit or report will be made available to Contractor. Contractor shall retain and keep accessible all such fiscal and statistical records, books, documents, papers, plans, and writings for a minimum of three (3) years, or such longer period as may be required by applicable law, following final payment and 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.

7. 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 license to perform the Work.

8. No Third Party Beneficiaries; Successors and Assigns. The County and Contractor 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 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 Agreement. Nothing in this Agreement is intended to require any party to do or undertake any activity which it is not authorized to do. This Agreement 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.

9. 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.

10. Entire Agreement; Modification; Waiver. This Agreement contains the entire understanding of the parties regarding the subject matter of this Agreement and supersedes all prior and contemporaneous negotiations and agreements, whether written or oral, between the parties with respect to the subject matter of this Agreement. Any modifications to this agreement must be in writing and signed by both parties. The failure of County to enforce any provision of this Agreement shall not constitute a waiver by County of that or any other provision.

11. Governing Law; Venue. 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, suit, action, or proceeding (collectively, "Claim") between County and Contractor that arises from or relates to this Agreement 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 Agreement, hereby consents to the in personam jurisdiction of said courts.

12. 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 Agreement, 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.

13. 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.

OWANJAY SERVICES, INC.

JEFFERSON COUNTY:

Melanie Widmer, President

Wayne Fording, Chair

Date: _____

Kelly Simmelink, Commissioner

Approved as to form:

Mark Wunsch, Commissioner

County Counsel

Date: _____

EXHIBIT A STATEMENT OF WORK

1. Generally. Accept all solid waste (for purposes of this contract, solid waste shall include: commercial and residential garbage, construction debris, yard waste, and all other materials presented for discard; solid waste shall not include source-separated recyclables) delivered to the Transfer Station. Provide all applicable labor, materials, equipment, management, record keeping and billing for the Transfer Station. All onsite employees shall have completed County approved training in identifying hazardous waste and asbestos containing materials within 90 days of employment.
2. Hours of Operation. Maintain hours open to the public from 8:30 a.m. to 4:30 p.m., Friday through Monday, excluding the holidays of: New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
3. Fees. Charge customers a tonnage rate adopted by the Board of Commissioners annually. Customers must be able to pay by cash, check, Visa, MasterCard and debit card and must be able to receive a receipt for payment.
4. Scale House. Proposer shall maintain the scales and integrated computer system (including software licenses) at the bidder's expense. This maintenance plan must be approved by the Public Works Director or his/her designee. Proposer shall provide and maintain a generator in a size capable of powering the scale house in case of a power failure. The generator must be readily available and in use within 1 hour of a power failure (minimum of a 5kw 240 volt generator). Maintain the "scale house" in its current condition, including windows, light fixtures, doors, locks, plumbing, plumbing fixtures, AC, heating system, roof, rain gutter and siding; and upon contract termination the successful bidder shall turn over the building in a similar condition, beyond normal wear and tear. Scales must be certified at Proposers expense by a licensed scale company at a minimum of once yearly, more often if required (service currently performed by Powell Scales N.W. Inc. of Scio Oregon – 1-800-451-0187). Any repairs necessary to maintain certification are at Proposers expense. The Oregon State Department of Agriculture will check for compliance once yearly.
5. Mandatory services:
 - Direct customers to correct dumping area.
 - Answer phone calls during business hours with phone message stating business hours during non business hours.
 - Allow public access to the DEQ required recycling center at no cost.
 - Develop and maintain a County approved traffic control system.
 - Maintain existing sign board for customer notices, including closures and events.
 - Provide new customers with handouts on products accepted, recycling, securing loads and pricing.
 - Help customers with loads if needed and available to help.
 - Have brooms available for customers to sweep customers trailer, pickup and floor.
 - The ash bin is placed in the recycle area for barrels burned in the last two weeks. It is emptied in a trash bin as it gets full.
 - Sweep dumping area throughout the day as needed and blow off daily.
 - Pick up trash and other debris frequently in entire transfer station area to keep neat and orderly.

- Pick up litter monthly on Grizzly Road from round-a-bout to the end of pavement and McTaggart Road from J Street to the end of pavement
- Spray weeds on a regular basis. If applicable, a licensed applicator must be retained.
- Load metal bins to minimize material on the ground.
- Pour waste oil into the holding tank. Oil shall be recycled in accordance with all Federal, State and Local laws.
- Store automotive batteries in recycle area (or other designated area approved by the County). Batteries shall be recycled in accordance with all Federal, State and Local laws.
- Remove recyclables on a regular basis.
- Clean and organize recycle center regularly.
- Dispose of tires at a licensed DEQ facility when there are approximately 100 tires. In no case may the proposer be allowed more than 125 tires to be on site.
- Clear parking lot of snow before opening the transfer station. Scales and immediate area shall be cleared with a snow shovel.
- Wash scales at least yearly.
- Wash blacktop yearly with water truck or sweep with a street sweeper.
- Keep signs are kept clean and legible.
- Keep scale house clean, orderly and smoke free.
- Place ads in Madras Pioneer notifying of closures.
- Work with Franchised Haulers to ensure the accuracy of their tickets.
- Make new scale cards for Franchised Haulers as needed.
- Maintain landscaping.
- Pay utility bills for all water, phone and electric.
- Maintain septic system and drain field.

6. Vector Control. The Proposer shall take all measures to control disease vectors (such as insects, rodents, and birds) in accordance with Contract requirements and Applicable Laws. These measures shall include, but are not limited to, a regular vermin control program directed by a qualified applicator of pesticides licensed by the State of Oregon, appropriate housekeeping, litter control, and odor control. Housekeeping and litter control shall include the cleanup of litter and debris on a daily basis or more frequently as required. In addition, the proposer shall use traps and/or pesticides on an as needed basis in accordance with Applicable Laws.

7. Recycling. Proposer must allow public access to the DEQ required recycling center and metal disposal site at no cost. All materials deposited at the recycling center and metal disposal site are considered property of the successful bidder and may be sold and the revenue retained. Proposer shall implement a (State of Oregon) approved e-waste plan in accordance with ORS 459.247.

8. JCUF. Proposer must weigh Franchised Haulers equipment to measure the weight of solid waste covered by the JCUF IGA, including allowing access to Franchised Haulers to scales afterhours with the use of unattended data terminals (UADT). Proposer shall submit payment to Jefferson County on a monthly basis the JCUF revenue collected for all acceptable materials. A computer printout of acceptable material collected will be required.

9. Reports. Proposer shall furnish monthly reports to franchised haulers and municipalities as needed. Reports include truck identification numbers, time, date, and tonnage in a format acceptable to the County.

10. Onsite Maintenance. Proposer shall maintain the following:

- “C/D & SW Disposal Building” in its current condition and at the end of the term of the initial agreement the successful bidder shall turn over the building in a similar condition beyond normal wear and tear.
- Proposer shall maintain the onsite pavement in its current condition and at the end of the term of the initial agreement the successful bidder shall fix any deficiencies. The entire paved surface area shall have a surface treatment applied a minimum of once every 7 years (approximately 53,700 S. F.).
- Maintain a minimum of eight bins capable of holding a minimum of 52 cubic yards, 22 feet long x 8 feet wide x 8 feet high (9 foot 8 inches high overall) of solid waste or construction debris. Provide an empty replacement for each bin as they are filled and removed from use. Bidder may submit bid using alternate bins/trailers if it is acceptable with the current wall configuration. The County will make the final determination as to whether alternate bins/trailers are acceptable. If longer bins/trailers are used the minimum number maintained may be four.
- Maintain the current chain link fence as identified in Attachment G (approximately 1,593 linear feet of 8 foot fencing). Any damage to the fence must be repaired or replaced immediately by the bidder irrespective of who caused the damage. The repair or replacement of damaged fencing must meet the standards set by the Public Works Director or his/her designee.
- Maintain the front gates and wireless gate controller at their expense and at the conclusion of this agreement the wireless front gate controller shall be fully operational.

EXHIBIT B
BOX CANYON TRANSFER STATION
OPERATIONS PLAN

1. SECURITY:
A six-foot chain-link fence with 3 rows of barbed wire at the top and access gates is in place circling the perimeter of the operations facility.
2. SIGNS:
A sign is on the front gate that lists hours and days of operation. The name of the facility, owner, phone number on site, emergency phone number and permit number are listed on the sign.
3. ACCESS HOURS AND CONTROL:
The hours of operation are Friday through Tuesday, 8:30 am through 4:30 pm. All gates are secured and locked during closed hours and days.
4. AESTHETICS:
This is not an active landfill. It is a transfer station. It is cleaned daily; the facility is painted, and every effort is made to keep and maintain a pleasant landscape.
5. ACCESS ROADS:
The roads and driveways are constructed of asphalt, concrete, or compacted gravel.
6. OPEN BURNING:
Open burning is prohibited.
7. ENDANGERED SPECIES:
“No Hunting” signs are posted throughout the facility. “No Hunting” rules are strictly enforced.
8. FLOOD PLAN:
The facility, as constructed, will not restrict the flow of a 100-year flood nor reduce the temporary water storage capacity of the flood plain or result in a washout of solid waste.
9. SEWAGE DISPOSAL:
Jefferson County Box Canyon Transfer Station has placed a permitted septic tank.
10. LITTER CONTROL:
Six-foot woven wire fencing is in place to help control litter. Litter is picked up daily or on an “As Needed” basis.
11. VECTOR & BIRD CONTROL:
Jefferson County Transfer Station moves the solid waste offsite as soon as possible after bins are full.
12. INCLEMENT WEATHER OPERATIONS:
Concrete and asphalt cover a large percent of the facility. Snows are plowed and removed from the area with a backhoe. Snows are removed from the scale area with a snow shovel. Heavy rain is guided by ground slope to areas where water will be absorbed into the ground. In dry dusty conditions graveled areas are wet down with a water truck to control the dust.
13. SURFACE WATER CONTROL:
Surface water is controlled by ground slope, catch basins and pipe then routed to an area where the ground absorbs water.

14. RECYCLING:

Jefferson County has collection bins for newspaper, phone books, magazines, tin cans, aluminum cans, milk jugs, cardboard, used motor oil, glass, automobile batteries, cell phones, rechargeable batteries, and scrap metal.

15. INSPECTION AND MAINTENANCE:

Daily inspections are performed on the transfer boxes and lids, bunkers, curb stops, signs, barricades, scales, and safety devices. All are kept clean and in good working order.

16. PREVENTIVE PROGRAM:

Personnel safety program i.e. safety glasses, rubber gloves, ear plugs are stocked and provided to personnel. A certified supplier services the fire extinguishers on a regular basis.

17. REGULATORY REFERENCE:

Jefferson County Transfer Station maintains an operating record that includes inspection records, training records, emergency guidelines and daily operating procedures.

18. CONTINGENCY PLAN:

An emergency procedure guide for responding to unforeseen incidents is provided on site to all personnel.

19. NOTIFICATION LIST:

Notification list for emergency responders is available to all personnel on site and is posted in the office by the phone.

20. LAYOUT MAP:

A site layout map is posted at the facility and all fire extinguishers, and first aid kits are indicated.

21. FIRE PREVENTION AND CONTROL:

All solid waste is inspected upon delivery to reduce the risk of fire. All equipment is inspected to reduce risk of fire. All Personnel have been instructed in the use of the fire extinguishers.

22. EQUIPMENT FIRE PREVENTION:

Equipment is continually inspected for potential leaks of flammable fluids. Each piece of equipment has a fire extinguisher.

23. OPERATIONS STAFF:

Operations staff is provided job descriptions, which includes responsibility, duties, and lines of authority.

24. TRAINING TOPICS:

Operation personnel are continually trained to inspect waste loads and to identify hazardous waste. Personnel hold first aid/CPR cards and are up-dated as needed.

Matt Powlison
Public Works Director

EXHIBIT C

BOX CANYON TRANSFER STATION RATES	
DESCRIPTION	2022-23
1 to 200 pounds minimum	\$ 10.00
All weight in excess of 200 pounds is charged at the full tonnage rate in increments of 100 th of a ton	\$ 109.00
Surcharge on all refrigerators and freezers for removal of refrigerant, compressor and oil	\$ 15.00
Surcharge on all air conditioners for removal of Freon	\$ 15.00
Surcharge on all tires at the site	
Passenger tire	\$ 4.00
Semi-truck tire	\$ 10.00
Semi-truck tire with wheel	\$ 15.00
Agricultural tire	\$ 15.00
Loader tires and larger	\$ 20.00
Brush and yard debris (per ton)	\$ 40.00
Unsecured Load Fee (any refuse not completely covered)	\$ 25.00
Travel Trailer & Camper (\$103 per ton plus \$25 surcharge)	\$ 104.00

JEFFERSON COUNTY BOARD OF COMMISSIONERS

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



January 24, 2024

Les Schell
lesterschell@gmail.com

RE: Camp Sherman Transfer Site Advisory Committee

Dear Les:

Thank you for your interest in serving on the Camp Sherman Transfer Site Advisory Committee. This letter is to notify you that you have been re-appointed to fill a position on the Board. This term expires December 31, 2025.

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,

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

JEFFERSON COUNTY BOARD OF COMMISSIONERS

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



January 24, 2024

Doug Hancock
hancock.doug@gmail.com

RE: Camp Sherman Transfer Site Advisory Committee

Dear Doug:

Thank you for your interest in serving on the Camp Sherman Transfer Site Advisory Committee. This letter is to notify you that you have been appointed to fill a position on the Board. This term expires December 31, 2025.

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,

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

Jefferson County Fair Complex

430 SW Fairgrounds Road Madras, Oregon 97741

Phone: 541-325-5050

Email: smobley@jeffco.net



Entertainment Contract

This Contract is made by and between Jefferson County by and through the Jefferson County Fair Complex (JCFC) and **Countrified Band** (Artist) for the hiring of the Artist to perform at the 2024 Jefferson County Fair (Performance).

- 1. Place, Date and Time of Performance.** The parties agree that the time and place of Performance will be at the Jefferson County Fair Complex on **July 27, 2024**, beginning at **9 PM** and ending no earlier than **11 PM**.
- 2. Description of Performance.** Performance will be a musical performance with content determined by Artist, with Artist's acknowledgment that the Jefferson County Fair is a family event and content shall not be offensive or lewd.
- 3. Compensation.** JCFC will pay Artist compensation for the Performance in the amount of **\$3,600.00**. No agent's commission will be paid. Payment will be made by check following the Performance. A completed W-9 must be on file with JCFC prior to payment.
- 4. Other Provisions.** JCFC will provide a stage of at least 20x30 feet with either three regular 110 electrical outlets on separate circuits or a 220 source to the stage area. All sound and light production will be provided by JCFC. Artist has the right to alter the stage and its decorations enough to provide an attractive set but cannot alter any permanent fixtures or special decorations provided by the purchaser. Artist is responsible for furnishing all musical equipment necessary to comply with the terms of this contract.

JCFC will provide at its own expense, **3 Double Queen** hotel rooms at the Inn at CrossKeys.

5. Promotion. Artist shall provide JCFC a video promoting their performance at the Jefferson County Fair and will post no fewer than 5 promotional posts on social media, including:

- 1 Facebook Event
- 2 Facebook posts promoting the performance
- 2 Instagram posts promoting the performance

6. Independent Contractor. Artist shall at all times have complete supervision, direction and control over the service of his personnel in the course of the work of this Contract and expressly reserves the right to control the manner, means and details of the Performance. The Artist executes this Contract as an independent contractor, not as an employee of the JCFC.

7. Cancellation. In the event of cancellation by Artist, JCFC may pursue costs in an amount necessary to mitigate damages.

8. Force Majeure. The performance of the Agreement by either party shall be subject to force majeure, including but not limited to acts of God, fire, flood, natural disaster, war or threat of war, acts or threats of terrorism, civil disorder, unauthorized strikes, governmental regulation or advisory, recognized health threats as determined by the World Health Organization, the Centers for Disease Control, or state or local government authority or health

agencies (including but not limited to the health threats of COVID-19, H1N1, or similar infectious diseases), or other similar occurrence beyond the control of the parties, where any of those factors, circumstances, situations, or conditions make it illegal, impossible, inadvisable, or commercially impracticable to hold the Event or to fully perform the terms of the Agreement. The Agreement may be cancelled by either party, without liability, damages, fees, or penalty, and any unused deposits or amounts paid shall be refunded, for any one or more of the above reasons, by written notice to the other party.

9. Recording. Recording and/or reproduction of artists' performance is prohibited without written consent of the Artist.

10. Copyright. Artist shall be solely responsible for the payment of any and all royalty fees payable as a result of the performance of any copyrighted music or matters performed pursuant to the copyright laws of the United States and will hold harmless and indemnify JCFC from any claims therefrom.

11. Parking. JCFC will secure sufficient parking for Artist's equipment vehicle(s)/trailer(s) within a reasonably convenient distance to actual performance venue for a minimum period of 2 hours prior to the Performance and lasting until a minimum of 2 hours after the Performance.

12. Security, Health and Safety. JCFC warrants that the venue will be of sufficient size to safely conduct Performance, that venue is of stable construction and sufficiently protected from weather and that there will be adequate security and/or emergency responders available. Artist acknowledges and agrees to abide by JCFC policy against explosives, pyrotechnics and open flames.

13. Indemnification. Artist shall be solely responsible for any and all injuries to any and all persons or property resulting from Artist's performance of this Contract. Artist further agrees to indemnify, hold harmless and defend JCFC and Jefferson County, its officers, agents, representatives and employees from and against all claims, suits, actions, damages, costs, losses and expenses in any manner resulting from, arising out of, connected with or related to activities of Artist, its officers, employees, subcontractors or agents in the course of this Contract. JCFC indemnifies and holds Artist harmless for any claims of property damage or bodily injury caused by Performance attendees not resulting from Artist's acts, omissions, or negligence.

14. Severability. If any portion of this Contract is in conflict with applicable law, such portion will become inoperative, but all other portions of the Contract will remain in force.

The below-signed Artist Representative warrants that he/she has authority to sign this Contract on behalf of Artist.



Jefferson County Board of Commissioners

Wayne Fording, Commission Chair

Date: 1-8-2024

Date: _____

JEFFERSON COUNTY

BOARD OF COUNTY COMMISSIONERS

85 S.E. "D" Street, Madras, Oregon 97741 Phone: (541) 475-4462 FAX: (541) 325-5004



January 24, 2024

ATTN: Oregon Broadband Office
775 Summer St., NE
Suite 200
Salem, OR 97301

RE: Letter of Support for COIC's application to Business Oregon's Broadband Technical Assistance Program grant

To Whom it May Concern,

Jefferson County has authorized COIC to apply to the Broadband Technical Assistance Program (BTAP) on the County's behalf as part of a shared region-wide application for Central Oregon. We recognize the critical need to prepare and increase our capacity to be competitive for future capital funding opportunities aimed at increasing broadband service to unserved and underserved areas of our County. This program will support Jefferson County in building upon the already completed Needs Assessment and Strategic Plan, and in coordinating with partners to develop targeted capital projects to meet the needs of our community now and into the future.

As one of Oregon's rural communities, Jefferson County faces unique challenges to accessing and developing reliable and affordable internet, as well as critical services. Bridging the digital divide is key to serving the needs of Jefferson County residents by providing access to quality healthcare and education, as well as expanding opportunities for local small businesses in traditionally unserved locations. Additionally, reliable broadband is critical to ensuring a well-equipped, resilient public safety network that can respond to the community's needs.

Jefferson County is committed to providing staff time to coordinate with COIC and other key stakeholders and partners across the region to move this project forward. With COIC and the other regional partners, we share the goal of developing reliable broadband infrastructure on both the local and regional scale for the sake of our communities, and for creating a prosperous and resilient Oregon. Thank you for your consideration of our application.

Sincerely,

Wayne Fording, Chair

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: Holly Orlandos Position Title: Staff Accountant/Deputy Tax Collector

Department: Finance Effective Date: 1/21/2024

Reason:
Out-of-class Sr. Acct/Chief Deputy Tax Collector duties. Reverts back after new Finance Director starts

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	30.41	37.80
Monthly Wage	5,291.34	6,577.20
Grade	21	26
Step	9	9
Salary Matrix/PERS Class	SW-B	SW-B
Benefit Group	SW	SW
Applicable Benefits & Other Terms	Anniversary date remains July 21st. If reversion does not occur before July 20, 2024 employee would go to Grade 26, Step 10 on July 21, 2024.	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this 24th day of January, 2024

ATTEST: BOARD OF COMMISSIONERS
Department Director: _____ Commissioner, Chair: _____
Finance Director: Holly Orlandos Commissioner: _____
County Administrative Officer: _____ Commissioner: _____

GL BUDGET LINE ITEM: _____ - 510 - _____ SALARY ANNIVERSARY DATE: 7/21

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:

Gabe Soliz

Senior Accountant/Chief Deputy Tax Collector

Department: Finance

Effective Date: 1/21/2024

Reason:
Out-of-class Finance Director/Treasurer duties. Reverts back after new Finance Director starts.

DESCRIPTION	CURRENT	REQUEST
Hourly Rate	38.56	54.63
Monthly Wage	6,709.44	10,165.08
Grade	26	35
Step	10	6
Salary Matrix/PERS Class	SW-B	NR-B
Benefit Group	SW	SW
Applicable Benefits & Other Terms	Stays in union. If reversion happens after 3/21/2024 will revert back to Grade 26, Step 11 due to anniversary. Allow vacation accrual to exceed 176 hours, max accrual 256 hours, max payout remains 160 hours. 176 hour cap reverts back on 8/21/2024 or 90 days after new Finance Director starts, whichever is later.	
Employee Signature		

APPROVED, ADOPTED, AND ORDERED this 24th day of January, 2024

ATTEST:

BOARD OF COMMISSIONERS

Department Director: _____

Commissioner, Chair: _____

Finance Director: [Signature]

Commissioner: _____

County Administrative Officer: [Signature]

Commissioner: _____

GL BUDGET LINE ITEM: _____ - 510 - _____ SALARY ANNIVERSARY DATE: N/A

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

IN THE MATTER OF APPOINTING A)
CUSTODIAL OFFICER FOR FUNDS)
HELD BY JEFFERSON COUNTY) ORDER NO. _____

WHEREAS, the Custodial Officer for Jefferson County, as defined in ORS 294, has submitted notice of her intent to resign effective January 25, 2024; and

WHEREAS, the Jefferson County Board of Commissioners finds it in the County interest to appoint Jeff Rasmussen, County Administrative Officer, to serve as the Custodial Officer;

NOW THEREFORE, the Jefferson County Board of Commissioners hereby ORDERS, effective January 26, 2024, Jeff Rasmussen hereby appointed to serve as the Custodial Officer for Jefferson County.

DATED this 24th day of January, 2024.

JEFFERSON COUNTY BOARD OF COMMISSIONERS

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner

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

IN THE MATTER OF APPOINTING A)
JEFFERSON COUNTY TAX COLLECTOR)
AND DEPUTY TAX COLLECTORS) ORDER NO. _____

WHEREAS, ORS 311.055 requires each county governing body to appoint a tax collector charged with the duty of collecting taxes assessed on real property; and

NOW THEREFORE, the Jefferson County Board of Commissioners hereby ORDERS, effective January 26, 2024, Jeff Rasmussen appointed to the position of tax collector for Jefferson County, Oregon. Gabriel Soliz shall serve as the chief deputy tax collector and Holly Orlandos shall serve as a deputy tax collector.

DATED this 24th day of December, 2024.

JEFFERSON COUNTY BOARD OF COMMISSIONERS

Wayne Fording, Commission Chair

Kelly Simmelink, Commissioner

Mark Wunsch, Commissioner



JEFFERSON COUNTY

Proposed Budget Assumptions FY 2024-2025

Date: January 24, 2024
To: Board of County Commissioners
From: Jeff Rasmussen, CAO, and Kate Knop, Finance Director & County Treasurer

- CBA Minimums – **Red**
- BOCC Discretion – Recommendation – **Yellow**

In gearing up for the annual budget process, the following assumptions are being proposed at this time for planning purposes.

Fund 222 (Transient Occupancy Tax): Chamber of Commerce (222-101-520-3832) remain at \$61,500.

Fund 250 (economic development): Maintain \$96,000 from FY 23-24 for EDCO Program (250-101-520-3309) restarting EDCO program is estimated to be maximum of \$90,000. Extra \$6,000 allows flexibility if other program opportunities or expenses are needed during the startup year.

Fund 250 (economic development): Increase Attorney/Professional Services (250-101-520-3110) from \$18,000 in FY 23-24 to \$39,000 for new contract (\$21,000) for grant submission/monitoring.

Indirect Rate:

An indirect cost rate is simply a device for determining what proportion of general operational costs are necessary for county programs to exist. For instance, all programs will use certain services other departments provide such as legal review/advice, accounts receivable/payable, purchasing, payroll, and personnel management. Without the benefit of an indirect cost rate, there would be no standard way for each county program to contribute its share of the general management costs without spending a lot of staff time having to account their time for each activity. Using an indirect cost rate is a standardized and efficient way to recover a share of general operational costs for county programs.

In the past, the County has only charged an indirect rate to county programs outside of the General Fund (funds 101-199). The rate method used follows federal guidelines. The indirect rate is currently 6.98% and 5.51% for programs that pay all building costs. Under federal guidelines, jurisdictions may forego the calculation of the indirect rate formula and use a default 10% rate (referred to as the *de minimis rate*).

The County General Fund has not been able to make a priority certain staffing levels in the Finance Department, HR Department, and Buildings & Grounds Department. Moving to the *de minimis rate* of 10% would transfer an estimated additional \$1,193,000 per year to the General Fund and \$271,000 to Fund 253. Funds over the above-listed new positions would be unrestricted revenue to the General Fund and could be used for any purpose.

Recommendation: Request the Board of Commissioners encourage the Budget Officer to develop the FY 24/25 Budget that includes moving to the *de minimis rate* of 10% for the Indirect Rate and include one new FTE in Finance, HR, and Buildings and Grounds in the proposed budget.

Wages/Benefits:

Elected Officials: Elected Officials will receive a 7.0% cost of living adjustment. Elected Officials received a mid-year 2.0% COLA on December 21, 2023. A COLA of 5.0% keeps a multi-year adjustment of at least 5.0% per year to catch up to “post great recession” flat COLAs. (see attached for COLA history rates).

COLAs Non-Represented Employees: All non-represented employees will receive a 2.0% cost of living adjustment, including stipends. Non-Represented employees received a 2.0% COLA on December 21, 2023. The combined 4.0% is slightly ahead of the “December-to-December” CPI-W (All Cities) and helps catch up to the high inflation that has occurred in the past 36 months.

COLAs FOPPO: FOPPO agreement expires on June 30, 2025. All FOPPO employees will receive a 2.0% cost of living adjustment. The County and FOPPO agreed to a 2.0% COLA in December 2023 and a 2.0% in July to help catch up to the high inflation that occurred in the past 36 months.

COLAs for JCLEA: JCLEA agreement expires on June 30, 2025. All JCLEA employees will receive a 3.5% cost of living adjustment per the Collective Bargaining Agreement (CBA) based upon the CPI-W (all cities) index change from December 2022 to December 2023.

COLAs for SW: SW Union agreements expire on June 30, 2027. All SW employees will receive a 2.0% cost of living adjustment, including stipends. The County and SW Union agreed to a 2.0% COLA in December 2023 and a 2.0% in July to help catch up to the high inflation that occurred in the past 36 months.

COLAs for PW: PW Union agreements expire on June 30, 2027. All PW employees will receive a 2.0% cost of living adjustment, including stipends. The County and PW Union agreed to a 2.0% COLA in December 2023 and a 2.0% in July to help catch up to the high inflation that occurred in the past 36 months.

Health Care: For 2024-2025, the LiUNA healthcare insurance premium reflects an estimate for a 10% increase from 2023-2024.

- Public Works and Service Workers are all on the LiUNA health coverage. Costs are split 90% employer/10% employee. Budget \$14,579.40 per year per employee \$1,214.95 per month.
- FOPPO is all on the LiUNA health coverage. Costs are split 90% employer/10% employee. Budget \$14,579.40 per year per employee \$1,214.95 per month.
- Law Enforcement Association members are all on the LiUNA health coverage. Costs are split 90% employer/10% employee. Budget \$14,579.40 per year per employee \$1,214.95 per month.
- Non-represented are on the LiUNA health coverage. Costs are split 90% employer/10% employee. Budget of \$14,579.40 per year per employee (\$1,214.95 per month).
- *If an employee works less than full-time, ALL benefits will be prorated based on hours worked. This applies to ALL employees.*

VEBA (Voluntary Employee Benefit) or Deferred Comp:

- Non-represented employees and Elected Officials:
 - \$816 VEBA contribution per employee per year.
 - \$5,616 (\$816 + \$4,800) VEBA contribution per employee per year for employees that decline county health coverage.
- Public Works and Service Worker union employees:
 - \$816 VEBA contribution per employee per year.

- \$5,616 (\$816 + \$4,800) VEBA contribution per employee per year for employees that decline county health coverage.
- FOPPO:
 - \$3,000 VEBA contribution per employee per year.
 - \$1,200 deferred compensation contribution per employee per year and 8 hours admin leave per month for employees that decline county health coverage.
- Law Enforcement (LEA) employees:
 - \$3,400 VEBA contribution per employee per year.
 - \$1,200 deferred compensation contribution per employee per year and 8 hours admin leave per month for employees that decline county health coverage.

PERS: For FY 23-24, we are charging a 2.51% AUAL premium to build funds for PERS Side Account contributions. The updated PERS valuation as of 12/31/2022 has the County's PERS liability at \$3.1 million.

The recommendation is to build the FY 24-25 budget using a 2.99% AUAL premium and budget for a side account contribution of \$250,000 from Fund 217, payable in November 2024.

PERS Class	PERS RATE	AUAL PREMIUM	IAP	Total Rate for 2024-2025 Budget
Tier I and II	17.16%	2.99%	6.00%	26.15%
Retirees	(Budget for PERS Rate per HB 1049	2.99%	0.00%	14.18%-20.15%
OPSRP	11.19%	2.99%	0.00%	14.18%
OPSRP-PF	15.98%	2.99%	0.00%	18.97%

Carpool Rates –Highlighted rates are subject to change each January based on IRS rates.

Description	Rate (as of 1/1/24)
All carpool vehicles, except the Sheriff's Office and Public Works	\$0.67
Sheriff's Office (10 cents higher than IRS rate)	\$0.77
Public Works	Actual Costs
Cap on carpool maintenance without CAO authorization	\$2,000
Sheriff's Office cap on vehicle customization from carpool fund	\$8,500

NT Rates:

Description	Annual Rate FY23-24	Annual Rate FY24-25
Per User	\$3,000	\$3,000

Non-Rep COLA History:

https://data.bls.gov/timeseries/CWUR0000SA0?output_view=pct_12mths

Databases, Tables & Calculators by Subject

Change Output Options: From: To:
 include graphs include annual averages [More Formatting Options](#)

Data extracted on: January 11, 2024 (11:43:13 AM)

Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)

12-Month Percent Change

Series Id: CWUR0000SA0

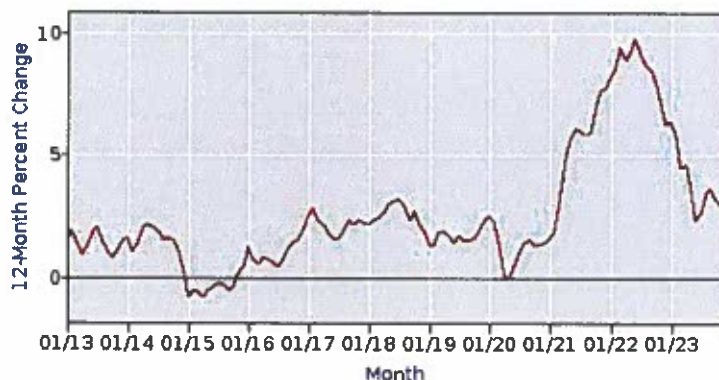
Not Seasonally Adjusted

Series Title: All items in U.S. city average, urban wage earners and clerical workers, not seasonally adjusted

Area: U.S. city average

Item: All items

Base Period: 1982-84=100



Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2013	1.5	1.9	1.3	0.9	1.2	1.8	2.0	1.5	1.0	0.8	1.1	1.5	1.4	1.3
2014	1.6	1.0	1.4	2.0	2.1	2.0	1.9	1.6	1.6	1.5	1.1	0.3	1.7	1.3
2015	-0.8	-0.6	-0.6	-0.8	-0.6	-0.4	-0.3	-0.3	-0.6	-0.4	0.1	0.4	-0.6	-0.2
2016	1.2	0.7	0.5	0.8	0.7	0.6	0.4	0.7	1.2	1.4	1.5	2.0	0.8	1.2
2017	2.5	2.8	2.3	2.1	1.8	1.5	1.6	1.9	2.3	2.1	2.3	2.2	2.2	2.1
2018	2.1	2.3	2.4	2.6	3.0	3.1	3.2	2.9	2.3	2.7	2.2	1.8	2.6	2.5
2019	1.3	1.3	1.8	1.9	1.7	1.4	1.7	1.5	1.5	1.6	1.9	2.3	1.6	1.7
2020	2.5	2.3	1.5	0.1	-0.1	0.5	1.0	1.4	1.5	1.3	1.3	1.4	1.1	1.3
2021	1.6	1.9	3.0	4.7	5.6	6.1	6.0	5.8	5.9	6.9	7.6	7.8	3.8	6.7
2022	8.2	8.6	9.4	8.9	9.3	9.8	9.1	8.7	8.5	7.9	7.1	6.3	9.0	7.9
2023	6.3	5.8	4.5	4.6	3.6	2.3	2.6	3.4	3.6	3.1	3.0	3.3	4.5	3.2

Non-Rep COLA History & COLA "index"

	NON-REP COLA	CPI-W	Social Security COLA
	Non-Rep (23-24 will be adjusted on July 1, 2024)	CPI-W (Dec. to Dec.) (for 24-25 CPI-w is difference between December 2022 and December 2023) https://data.bls.gov/timeseries/CWUR0000SA0&output_view=pct_12mths	Social Security COLA (Calendar year, 24-25 COLA was January 1, 2024) (Actual calculation is 3rd quarter to 3rd quarter) https://www.ssa.gov/news/press/factsheets/colafacts2024.pdf
12-13*	1.50%	3.20%	3.60%
13-14*	1.70%	1.70%	1.70%
14-15*	1.50%	1.50%	1.50%
15-16*	1.50%	0.30%	1.70%
16-17*	1.25%	0.40%	0.00%
17-18*	1.25%	2.00%	0.30%
18-19*	1.25%	2.20%	2.00%
19-20*	2.80%	1.80%	2.80%
20-21*	2.30%	2.30%	1.60%
21-22*	2.00%	1.40%	1.30%
21-22 (1/1/2022)	3.00%		
22-23*	3.00%	7.80%	5.90%
22-23 (11/21/2022) ##	4.35%		
23-24*	2.65%	6.30%	8.70%
23-24 (12/21/2023)	2.00%		
24-25*	2.00%	3.30%	3.20%
25-26*			
26-27*			
"Jeff Co. Non-Rep. Indexed" Since July 2012	139.99	139.79	139.85
Difference	n/a	0.20	0.14

(2022-23) NR increase one salary grade. Increase varied 4.35% to 5.30%

Recommendation - AUAL Rate = 2.99%

OPTIONS - Jefferson County - Unfunded AAL PERS Plan FY 2024/2025

	AAL Milliman Valuation Report Dec. 2023, Pg 4)	Covered Payroll Milliman Valuation Report X. 2022, Pg x)	PERS Assumed Rate	Annual Payment	AAL Cost Recover Rate
10 Years	\$ 3,135,857	\$ 8,361,172	6.90%	\$ 444,414	5.32%
15 Years	\$ 3,135,857	\$ 8,361,172	6.90%	\$ 342,129	4.09%
20 Years	\$ 3,135,857	\$ 8,361,172	6.90%	\$ 293,706	3.51%
25 Years	\$ 3,135,857	\$ 8,361,172	6.90%	\$ 266,670	3.19%
30 Years	\$ 3,135,857	\$ 8,361,172	6.90%	\$ 250,174	2.99%

Schedule of Funding Progress

Under GASB 27, the Schedule of Funding Progress for Tier One/Tier Two pension liabilities was reported in the Required Supplementary Information. This schedule is no longer required now that GASB 68 has replaced GASB 27. However, for additional information and the sake of historical comparison, the updated schedule is shown below for the last several valuations. For employers with side accounts, the actuarial value of assets in this Schedule includes the value of the employer's side accounts

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (b - a)	Funded Ratio (a ÷ b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a) ÷ c)
12/31/2017	\$34,810,373	\$40,051,453	\$5,241,080	87%	\$6,353,093	82%
12/31/2018	33,787,476	40,428,392	6,640,915	84%	6,480,100	102%
12/31/2019	36,059,494	41,047,044	4,987,550	88%	7,131,723	70%
12/31/2020	37,530,586	43,765,295	6,234,710	86%	7,755,153	80%
12/31/2021	43,145,251	44,478,774	1,333,524	97%	7,528,956	18%
12/31/2022	42,030,817	45,160,674	3,135,857	93%	8,301,172	38%

Date	Deposit Amount
7/5/2017	\$ 1,000,000.00
9/7/2018	\$ 750,000.00
5/16/2019	\$ 250,000.00
11/7/2019	\$ 1,250,000.00
20/21	\$ 1,250,000.00 Nov-20
21/22	\$ 750,000.00 Nov-21
22/23	\$ 500,000.00 Nov-22
23/24	\$ 1,000,000.00 Nov-23
Total Remitted	\$ 6,750,000.00

Side Acct Balance

\$ 1,681,057	12/31/2018
\$ 3,360,859	12/31/2019
\$ 4,735,316	12/31/2020
\$ 6,344,383	12/31/2021
\$ 6,920,137	12/31/2022

Estimate for Indirect Rate @ de minimis rate of 10%

2024-2025		
Indirect - Analysis		
Personnel Services		619,821
Materials and Services		1,193,334
		\$1,813,154.29
Indirect - Federal 10% De Minimis		
Personnel Services		1,023,458
Materials and Services		1,983,291
		\$3,006,749.14
	Increase	\$1,193,594.85
2024-2025 - Fund 253		
Indirect - Analysis		
Personnel Services		308,378
Materials and Services		299,396
		\$607,774.72
Indirect - Federal 10% De Minimis		
Personnel Services		446,278
Materials and Services		433,280
		\$879,558.20
	Increase	\$271,783.48

Estimated Cost for new positions in Finance, Human Resources, and Buildings & Grounds

Fully load employee cost at top step:					
	Position	Matrix	Grade	Step	Wage/Benefits
Finance	Accountant 3	SW	21	15	\$ 130,388.09
HR	HR Specialist	NR	18	15	\$ 101,473.53
B&G	Maint. Tech III - Lead	SW	19	15	\$ 102,126.04
Total					\$ 333,987.66