

# MORROW COUNTY BOARD OF COMMISSIONERS MEETING AGENDA

Wednesday, June 23, 2021 at 9:00 a.m.

Bartholomew Building Upper Conference Room

110 N. Court St., Heppner, Oregon

See Zoom Meeting Info on Page 2

## AMENDED

1. **Call to Order and Pledge of Allegiance - 9:00 a.m.**
2. **City/Citizen Comments:** Individuals may address the Board on issues not on the agenda
3. **Open Agenda:** The Board may introduce subjects not already on the agenda
4. **Consent Calendar**
  - a. Accounts Payable and Payroll Payables
  - b. Minutes: May 12<sup>th</sup> & 19<sup>th</sup>
  - c. OpenGov Budgeting and Planning Software Contract
  - d. Barnett & Moro Audit Engagement Letter
  - e. Third Amendment to Oregon Health Authority 2021 Intergovernmental Agreement #166052 for the Financing of Mental Health, Addiction Treatment, Recovery & Prevention, and Problem Gambling Services
  - f. Department of Revenue Intergovernmental Services Agreement #DOR-305-21 for Map Maintenance and Cartographic Activities
  - g. Kayak Public Transit Purchase Service Agreement
  - h. Oregon Records Management Solution (ORMS) Subscription Services Contract
  - i. **Comment Letter, Amended Notice of Intent to the Department of Energy from Wheatridge East Wind, LLC, to apply for a site certificate to construct and operate the Wagon Trail Solar Project**
5. **Legislative Updates**
6. **Business Items**
  - a. Oregon Health Authority 2021-2023 Intergovernmental Agreement #169524 for the Financing of Public Health Services (Nazario Rivera, Public Health Director)
  - b. Interlocal Agreement between Valley Transit and The Loop to purchase a Real-Time Passenger Information System through Valley Transit's purchase agreement with Connexionz, Ltd. (Katie Imes, Coordinator, The Loop)
  - c. Oregon Department of Transportation, Public Transportation Division, Agreement No. 35133 (Katie Imes)
  - d. Resolution No. R-2021-16: Adopting the Fiscal Year 2021-2022 Budget (Kate Knop, Finance Director)
  - e. Caithness Shepherds Flat Strategic Investment Program Agreement Exemption Correction (Mike Gorman, Assessor/Tax Collector)
  - f. Surveyor Position Discussion (Darrell Green, Administrator)
  - g. Host Agreement, Lead for America Fellowship Program (Darrell Green)
  - h. Building Project Updates
7. **Department Reports**
  - a. Road Department Monthly Report
8. **Correspondence**
9. **Commissioner Reports**
10. **Signing of documents**
11. **Adjournment**

Agendas are available every Friday on our website ([www.co.morrow.or.us/boc](http://www.co.morrow.or.us/boc) under “Upcoming Events”). Meeting Packets can also be found the following Monday.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Roberta Lutcher at (541) 676-5613.

Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Board may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend. Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the media. The Board may recess for lunch depending on the anticipated length of the meeting and the topics on the agenda. If you have anything that needs to be on the agenda, please notify the Board office before noon of the preceding Friday. If something urgent comes up after this publication deadline, please notify the office as soon as possible. If you have any questions about items listed on the agenda, please contact Darrell J. Green, Administrator at (541) 676-2529.

### **Zoom Meeting Information**

Join Zoom Meeting: <https://zoom.us/j/5416762546>  
**PASSWORD: 97836** Meeting ID: 541-676-2546

#### **Zoom Call-In Numbers for Audio Only:**

- 1-346-248-7799, Meeting ID: 541 676 2546#
- 1-669-900-6833, Meeting ID: 541 676 2546#
- 1-312-626-6799, Meeting ID: 541-676-2546#
- 1-929-436-2866, Meeting ID: 541-676-2546#
- 1-253-215-8782, Meeting ID: 541-676-2546#
- 1-301-715-8592, Meeting ID: 541-676-2546#

**Morrow County Board of Commissioners Meeting Minutes**  
**May 12, 2021**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Don Russell, Commissioner Jim Doherty, Commissioner Melissa Lindsay, Darrell J. Green, John A. Bowles, Roberta Lutchter, Richard Tovey; Non-Staff: Larry Lutchter

**Present Via Zoom**

Staff: Erin Anderson, Stephanie Case, SaBrina Bailey Cave, Ronda Fox, Mike Gorman, Lindsay Grogan, Deanne Irving, Matt Kenny, Ian Murray, Jaylene Papineau, Matt Scrivner, Heidi Turrell; Non-Staff: Sheryll Bates, Torrie Griggs, Chris Kowitz, Erika Lasater, Debbie Pedro, Greg Silbernagel, David Sykes, Ken Thiemann

**Call to Order, Pledge of Allegiance and Roll Call:** 9:00 a.m.

**City & Citizen Comments:** None

**Open Agenda:** No items

**Consent Calendar**

Commissioner Doherty removed Permit Application #ORR to Business Items.

*Commissioner Lindsay moved to approve the following items in the Consent Calendar:*

1. *Accounts Payable and Payroll Payables*

*Commissioner Doherty seconded. Unanimous approval.*

**Business Items**

Application #ORR, Necessity to Build on Right-of-Way, Windwave Communications

Commissioner Doherty said the permit should be removed from the Consent Calendar so the Chair had the opportunity to sideline himself. Also, he said Windwave wants to run the line but it's a little redundant, they have a line in there and they're putting this in, is it going to an end-user of just speculative. We've had discussions in the last three or four years about filling the right-of-way to capacity and should a speculative waterline be put all around the county in the rights-of-way in case we should get water sometime. The last question, a portion will go down the blacktop, is that different than going in the right-of-way ditch, relative to a road agreement.

Mr. Scrivner said this permit is part of the same package to expand Windwave's service and it starts on Olson Road, crosses Bombing Range Road, goes across Homestead Lane and continues into Umatilla County. He said he wasn't sure where the line goes from the County Line Road east, but the Umatilla County Public Works Director said it's going quite a distance and will tie back in the Hermiston area. Mr. Scrivner said the narrative portion of the permit should have been rewritten because he had Windwave revise the plans to be within two feet of the right-of-way boundary. He added that nothing will be in the pavement.

*Commissioner Doherty moved to approve Permit Application #ORR from Windwave Communications to Build on the Right-of-Way; Homestead Lane and Bombing Range Road intersection for a communications line. Commissioner Lindsay seconded. Chair Russell stated*

*he would abstain from the vote because he has a financial interest in the applicant. Aye: Commissioner Doherty and Commissioner Lindsay; Abstained: Chair Russell. Motion carried.*

#### Update from Oregon Water Resources Department

Chris Kowitz, North Central Regional Manager

Greg Silbernagel, Watermaster, District 5

Ken Thiemann, Watermaster, District 21

The three OWRD representatives provided an update on work performed in Morrow County. Morrow County is split between two OWRD Districts, five and 21. According to their slide presentation, the key responsibilities of their department are:

1. Collecting, analyzing and providing data
2. Protecting public safety
3. Distributing water under the system of prior appropriation
4. Providing planning, technical assistance and funding to address water supply needs
5. Processing water rights transactions

Discussions took place on several topics, including the funding OWRD receives annually from the County (approximately \$12,000). Mr. Kowitz said the citizens of Morrow County have benefited from the County's contribution, which has been directed at Butter Creek and the management of that system. At the end of the update, the Commissioners agreed to designate a liaison to OWRD at an upcoming BOC meeting.

#### **Public Hearing:** Code Enforcement Ordinance Update (Continued from May 5, 2021)

Stephanie Case, Planner II

Chair Russell called for conflicts of interest or reasons to abstain. Hearing none, he explained how to offer testimony and called for the Staff Report.

Ms. Case said the draft today included the changes requested during the May 5<sup>th</sup> Public Hearing. She then reviewed the changes proposed in the Code Enforcement Ordinance.

Chair Russell called for proponents to speak; no response. He called for opponents to speak; no response. He closed the Public Hearing at 9:39 a.m.

*Commissioner Lindsay moved to adopt, as presented in the May 12<sup>th</sup> Agenda Packet.*

*Commissioner Doherty seconded. Discussion: Commissioner Doherty asked when issues arise, does the County work closely with other agencies, such as the Oregon Department of Environmental Quality. He cited an example: If someone is dumping chemicals, does County Code supersede State Code. Ms. Case said the County can be more restrict than State Code, but cannot be less restrict than State Code. The Commissioners discussed the question of the emergency clause and opted to take it up at next week's First Reading. Unanimous approval.*

#### **Business Items, continued**

##### Update on Mormon Cricket Situation

Larry Lutchter, Oregon State University/Morrow County Extension, Agronomist

Dr. Lutchter made the following points during his discussion with the Board:

- The Mormon crickets appear to be spreading beyond Gilliam County into Morrow County and have been seen at the intersection of the Fourmile and Eightmile canyons.
- Gilliam County has been dealing with the infestation of Mormon crickets for the past three to four years. Gilliam County has been funding the aerial application of an insecticide, Dimilin, at about \$100,000/year on 10,000 acres/year.
- Dimilin is not effective against adult crickets but does kill juveniles. The eggs laid by the Mormon cricket stay in the soil and hatch over a seven-year period.
- The crickets will eat most everything in their path and move at the rate of 1-1.5 miles per day. They are within two miles of the Morrow/Gilliam County line.
- Dr. Lutcher said his counterpart in Gilliam County, Jordan Maley, is the expert on the subject and will be addressing the Board next week. He asked the Commissioners to decide if spraying is important and, if so, should it be done when the crickets are in the County or should both counties work together to spray the area just west of the Morrow County line. He also said due to COVID related supply chain issues, Dimilin might be harder to source next year as opposed to this year.

Commissioner Doherty asked where things stood with the stress on the wheat from the lack of precipitation.

Dr. Lutcher said if things don't change, the yields will be 10-20 bushels per acre. The Sand Hollow, Blackhorse and Condon corridor areas will be better, but things are beyond the point where they can be brought back and the plants are in survival mode. An inch of rain would help but not a lot, he added.

#### Columbia Development Authority Invoice

This invoice was withheld from last week's Accounts Payable pending further information for the Board.

Commissioner Doherty requested the quarterly invoice payments to CDA have more prominence during the annual Budget Committee Meeting process.

Chair Russell mentioned the budget, which he and Commissioner Doherty received, shows the federal grant's 10% match split between the five partners, Morrow and Umatilla Counties, the Ports of Morrow and Umatilla and the Confederated Tribes of the Umatilla Indian Reservation.

Commissioner Lindsay agreed with the notion of the CDA invoices being part of the Budget Committee meetings. Having never seen CDA's budget, she said it would be good to see their budget, just like what other entities do during the budget process.

*Commissioner Doherty moved to accept the invoice from the Columbia Development Authority (fourth quarter, \$2,531.80). Commissioner Lindsay seconded. Unanimous approval.*

#### Follow-up Discussion: Grants to Cities – Transferred to Resiliency Fund

Kate Knop, Finance Director

The Budget Committee approved \$500,000 in the Resiliency Fund for fiscal year 2021-2022. Commissioner Doherty said his understanding was the Commissioners would discuss project-

based ideas with the cities instead of the outright giving of funds through the Grants to Cities program. He said the cities have seen a sizeable influx of funds this year because of COVID and he'd rather see the County funds be allocated on a needs-basis.

Chair Russell said he preferred to stay away from the "needs and issues" of the past that his predecessors complained about.

Commissioner Lindsay discussed allocating a portion of the funds and holding some in reserve because of the unknown nature of COVID. She said Boardman receives a large share of Enterprise Zone money and the County is making a huge investment in Irrigon with the siting of the new building. She said she'd like to give the other communities "seed" funds for their projects. She went on to discuss the funds potentially becoming a match for federal projects.

Commissioner Doherty proposed holding onto all of the funds. He said the cities would see a windfall this year relative to this program, while the County continues to talk about the General Fund not keeping up with personnel costs in the near future, as well as other financial challenges. He continued, Morrow County Extension Agronomist Larry Lutchter suggested the County set aside \$100,000 for a spray program for the Mormon crickets and the Board is still discussing \$12,000 for the Oregon Water Resources Department. The cities each received a minimum of \$200,000 from the Columbia River Enterprise Zone (CREZ) and will get another windfall from COVID funds and the County isn't even doing a needs assessment for the funds it grants, he said.

The Board decided to take no action.

#### Purchase Pre-Authorization Request – Two Ford F-250 Pickups

Eric Imes, Assistant Road Master

Mr. Imes reviewed the quotes.

*Commissioner Doherty moved to approve the Purchase Pre-Authorization Request for two 2022 Ford F-250s in the amount of \$88,566 plus \$7,600 to outfit the pickups, for a total of \$96,166. Commissioner Lindsay seconded. Unanimous approval.*

#### Out-of-State Travel Request – Public Works

Eric Imes, Assistant Road Master

Mr. Imes explained the newly purchased Kenworth T-370 needs to be transported to Wickenburg, Arizona for a distributor build. After comparing different options, it will be less expensive for a Road Department employee to drive the truck to Arizona and fly back, and then return when the work is completed.

*Commissioner Lindsay moved to approve the out-of-state travel to deliver and pick up the newly purchased Kenworth T-370 to Wickenburg, Arizona for a distributor build. Commissioner Doherty seconded. Unanimous approval.*

#### Working Out-of-Class Request – Sheriff's Office

Lindsay Grogan, Human Resources Manager

Ms. Grogan and County Counsels Justin Nelson and Richard Tovey followed up with answers to questions posed by the Commissioners at the April 21<sup>st</sup> meeting. For example, whether the Undersheriff, as an unelected position, can actually perform some of the duties of Sheriff.

*Commissioner Doherty moved to classify the Undersheriff (John A. Bowles) as working out-of-class, effective April 1, 2021 and for temporary pay to be added to the Undersheriff's base wage during the time served in the absence of the department head. Commissioner Lindsay seconded. Unanimous approval.*

The Board requested upcoming agenda items on two topics:

1. Re-evaluating the Sheriff's salary now that the person retired whose salary was just below the Sheriff's. (Oregon Revised Statute requires a sheriff's salary to be an amount not less than that for any member of the sheriff's department. In other words, the sheriff must receive the highest salary in that department.)
2. A discussion on the Morrow County Employee Handbook & Policies and how it differs from Sheriff's Office policies.

**Break:** 10:48-10:55 a.m.

Review & Approve – Boardman's Bailey Park, Phase I Subdivision Plat  
Matt Kenny, Surveyor

*Commissioner Lindsay moved to approve the plat of Boardman's Bailey Park, Phase I, and sign and date all copies of sheet two of the plat, as provided. Commissioner Doherty seconded. Unanimous approval.*

#### Building Project Updates

- Morrow County Government Center Building in Irrigon: metal roof completed; plumbing starts next week; some interior framing has been installed. Add Alternates list will be reviewed by the Board next week. The Commissioners opted to list the name of the building on the exterior monument sign at the corner of Third and Main, not all the departments.
- Sheriff Station 2 Building: still scheduled to be completed by the third week of July, which gives staff time to move the items being stored at the Fairgrounds before the start of the County Fair.

#### Legislative Updates

- Chair Russell said a bill supported by the Community Renewable Energy Association (CREA) to speed up the timeline for being 100% renewable energy will probably not go anywhere.

#### Department Reports

- Written Planning Department Monthly Report, submitted by Tamra Mabbott, Planning Director
- Treasurer's Monthly Report, provided by Jaylene Papineau

### **Correspondence**

- May 2021 edition of the Morrow County 4-H Newsletter.
- Letter from the 4-Corners Snowmobile Club to Morrow County Parks, Public Works and Commissioners stating the club was unsuccessful in securing all of the grants needed to complete the snow groomer/EMS building at Cutsforth Park.
- Notice from the U.S.D.A. Forest Service, Heppner Ranger District, regarding the Black Mountain powerline upgrade and fiber installation.

### **Commissioner Reports**

Reports of activity were provided by the Commissioners.

**11: 18 a.m. Executive Session:** Pursuant to ORS 192.660(2)(d) – To conduct deliberations with persons designated by the governing body to carry on labor negotiations

**11:36 a.m. Closed Executive Session**

**Signing of documents**

**Adjourned:** 11:45 a.m.



**Morrow County Board of Commissioners Meeting Minutes**  
**May 19, 2021**  
**Bartholomew Building Upper Conference Room**  
**Heppner, Oregon**

**Present In-Person**

Chair Don Russell, Commissioner Jim Doherty, Commissioner Melissa Lindsay, Darrell J. Green, Bill Canaday, Dan Chase, Anthony Clement, Roberta Lutchter, Tamra Mabbott, Richard Tovey; Non-Staff: Robin Canaday, Larry Lutchter, Jamie McCormack

**Present Via Zoom**

Staff: Stephanie Case, Bobbi Childers, Lindsay Grogan, Crystal Jaeger, Kate Knop, Ian Murray, Justin Nelson, Jaylene Papineau, Matt Scrivner, Heidi Turrell; Non-Staff: Sheryll Bates, Torrie Griggs, Erika Lasater, Jordan Maley, David Sykes

**Call to Order, Pledge of Allegiance & Roll Call:** 9:00 a.m.

**City and Citizen Comments:** None

**Open Agenda:** No items

**Consent Calendar**

*Commissioner Doherty moved to approve the following items in the Consent Calendar:*

1. *Accounts Payable and Payroll Payables*
2. *Minutes: April 21<sup>st</sup>*

*Commissioner Lindsay seconded. Unanimous approval.*

**Legislative Updates**

Commissioner Lindsay said during this morning's conference call with Senator Bill Hansell and Representative Bobby Levy, the following was discussed:

- According to the Governor's Office, Oregon Health Authority supersedes the Occupational Health and Safety Administration regarding mask mandates and the permanent rules OSHA put in place during the pandemic.
- Restaurant and bar owners can ask about a vaccine card but that is the only question they can ask.
- Corporate Activity Tax – there will be an amendment that eliminates agriculture completely. She said that was the original intent, or promise, but it didn't happen that way.

Commissioner Doherty commented that employers can ask an employee to be vaccinated, as a prerequisite for employment. However, if an employee has an adverse reaction, it would be based on the employer requiring it, so they are "pumping the brakes on the whole situation now."

**Business Items**

Bill Canaday and Dan Chase – Employee Recognition

Anthony Clement, General Maintenance Supervisor

Mr. Clement presented certificates to Mr. Canaday and Mr. Chase to acknowledge their outstanding service to the County and its citizens during the pandemic. Mr. Clement noted they:

- Were instrumental in developing and constructing barriers and screens to protect employees and the public
- Worked weekend shifts at the Transfer Stations to protect employees in high-risk groups

- Supported the Public Health Department in a variety of ways, including the set-up and tear-down of multiple vaccine events

Commissioner Doherty said during the pandemic, the County's team-building efforts fell by the wayside. He said he'd like to revisit the idea of picnics or other types of activities that would involve all employees.

#### Update on Mormon Cricket Situation

Jordan Maley, Gilliam County/Oregon State University (OSU) Extension

Larry Lutcher, Morrow County/OSU Extension

Mr. Maley began by providing a brief biology lesson:

- Mormon crickets, which are actually shield-backed katydids, go through seven growth stages. They stay in the hatch area until the fifth stage when they begin moving as a group from west to east.
- When mature, the female injects about 100 eggs one-inch below the surface of the soil. The eggs hatch over a seven-year period, which complicates control issues.
- This area appears to be in a large outbreak phase, which can last three to 21 years, according to the Oregon Department of Agriculture.
- They are native to parts of Oregon and are cannibalistic.

Mr. Maley then went on to recount Gilliam County's experiences since 2016 in dealing with the infestation. When the group discussed options for Morrow County, several complicating factors were brought up – the organic crops grown near the border of both counties; tracts of land owned by the federal government and a private conservation group that will most likely not be open to the spraying of an insecticide or bait programs. It was decided that Mr. Maley and Dr. Lutcher will work together to plan a meeting this fall for landowners in Morrow County, and Commissioner Doherty was assigned as the liaison to Dr. Lutcher.

#### Award Bid, Liquid Emulsion

Matt Scrivner, Public Works Director

Mr. Scrivner reviewed the quotes and recommended Blue Line Transportation Co. Inc.

*Commissioner Doherty moved to award and contract with Blue Line Transportation Co. Inc., for the supply, delivery and application of liquid asphalt emulsion. Commissioner Lindsay seconded. Unanimous approval.*

#### Award Bid, Lexington Airport Seal Coat and Runway End Identifier Lights Project

Matt Scrivner, Public Works Director

Mr. Scrivner said he would work with the County's contracted engineering firm for airport-related matters, Century West Engineering, on the intent to award process with the Federal Aviation Administration. The project should be completed in the July-September timeframe, he said.

*Commissioner Lindsay moved to award the lowest bid of the project to C.R. Contracting, LLC, in the amount of \$575,337.10 and authorize Matt Scrivner to sign contracts, hereafter, for the project. Discussion: Commissioner Lindsay asked what kind of contracts besides this one. Mr.*

*Scrivner said he was the signer on Century West contracts, just like with Anderson Perry & Associates on the Amazon project or the Kilkenny thin lift project. Commissioner Doherty asked if the motion should be rephrased to sign this contract only. Commissioner Lindsay said "and give the Public Works Director, Matt Scrivner, authority to sign the contract presented for the project. Commissioner Doherty seconded. Commissioner Doherty said he and Commissioner Lindsay had trouble with the verbiage, "to sign contracts, hereafter, for the project" because they don't know what that amounts to. Unanimous approval.*

Commissioner Doherty asked Administrator Darrell Green if the motion made sense. Mr. Green said yes, Mr. Scrivner can sign the C.R. contract but anything else comes back to the Board of Commissioners. Commissioner Doherty replied, "Yes."

Budget Resolution N. R-2021-13: Interfund Loan Request, General Fund to 504 FTA Fund  
Kate Knop, Finance Director

Ms. Knop explained a cost reimbursement grant from the Oregon Department of Transportation was received in the amount of \$142,956 but the 5310-FTA Grant Fund requires an interfund loan until the funds are received for fiscal year 2020-2021. The loan will be repaid with the grant revenue, she added.

*Commissioner Doherty moved to approve the General Fund interfund loan to the 5310-FTA Grant Fund in the amount of \$142,956, per Resolution No. R-2021-13: In the Matter of General Fund Making a Loan to 5310-FTA Grant Fund, Pursuant to ORS 294.468. Commissioner Lindsay seconded. Unanimous approval.*

First Reading: ORD-2021-4 Code Enforcement Ordinance Update

Stephanie Case, Planner II

Tamra Mabbott, Planning Director

Ms. Case provided the First Reading by title: "An Ordinance Adopting an Update to the Morrow County Code Enforcement Ordinance, Adding Compliance with Zoning and Subdivision Ordinances and Addressing Vehicle Nuisance Storage. This Action Repeals and Replaces Ordinance ORD-2019-4."

Ms. Mabbott asked the Commissioners about adopting the emergency clause, which was her recommendation. She said this update was vetted carefully and was basically a housekeeping item to clean-up the 2019 update. In addition, she said there were about six code complaints the Planning Department can't move forward on, so she would like this sooner rather than later.

Chair Russell agreed it was just housekeeping and said he preferred implementing the emergency clause.

Commissioner Doherty said even though he and Commissioner Lindsay spent the last four years resisting the tendency to automatically approve the emergency clause, he was open to it in this case because this has been a long time coming. He added that he heard action would be taken regarding junk vehicles but he wanted to go after the people producing chemicals at the Boardman Airport that aren't airport related. That activity should be in an industrial park, he said. "I don't want my neighbors with junk vehicles beat up on before those guys are," he stated.

Chair Russell commented the process to look into possible code violations is largely driven by complaints.

Commissioner Doherty said this situation should have been dealt with 10 years ago and now people are trying to “un-mess” it. He said he’d be open to “un-messing” it sooner rather than later.

Commissioner Lindsay said she was comfortable implementing the emergency clause as it was housekeeping, making it a different scenario than the others.

### Sheriff Compensation History

Lindsay Grogan, Human Resources Manager

Ms. Lindsay reviewed the Oregon Revised Statute (ORS) that requires a sheriff’s salary to be the highest salary in a sheriff’s department. She then outlined the instances since 2016 in which Sheriff Ken Matlack’s salary was increased to meet the statutory requirement (\$4,668 increase in 2016 and another \$3,208 increase in 2020).

In recent years, the Compensation Board, which evaluates the compensation of elected officials, decided the sheriff’s salary should be revisited if the employee with the next highest salary were to retire. Commissioner Doherty said that is what brought about today’s discussion.

The Commissioners discussed several options but tabled the conversation because they were lacking enough information for a decision.

### Upcoming Tentative BOC Meetings

The Commissioners agreed to move forward with the joint meeting with the Umatilla County Board of Commissioners on June 3<sup>rd</sup> and the meeting at the OHV Park on June 16<sup>th</sup>.

### Emergency Operations Center Update

- Commissioner Lindsay said the County could possibly receive around \$160,000 in incentive funds if a Vaccine Equity Plan is submitted to the State. She said the EOC Team talked about offering a cash award to encourage people to get vaccinated, or holding a raffle for \$10,000 to include eligibility for people already vaccinated. She asked the Commissioners if this was something worth pursuing; there were no objections.

### Building Project Updates

North Morrow Government Center:

- Mr. Green provided the Add Alternates List for review and noted the items that will require a decision by the Board in the near future.
- There may be supply chain delays due to COVID. The building team is anticipated these and is working to mitigate them.

### **Correspondence**

- Letter from Morrow County Counsel to Umatilla Electric Cooperative regarding Morrow County’s Land Use Decision, LUD-N-26-20.

### **Commissioner Reports**

- The Commissioners talked about an email from a constituent requesting a discussion with the Board relative to the UEC line (referenced above in Correspondence). Commissioner Doherty proposed that Commissioner Lindsay contact the involved parties but allow the item to come forward organically to the Board.
- The Commissioners provided reports of activity.
- Commissioner Lindsay asked that there be a course on public meeting law and executive session criteria offered in-county each year.

### **Signing of documents**

**Adjourned:** 11:10 a.m.

DRAFT



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Kate Knop

Department: Finance

Short Title of Agenda Item:

(No acronyms please)

OpenGov, Inc. - Software Services Agreement

Date submitted to reviewers:

Requested Agenda Date: 6/23/21

This Item Involves: (Check all that apply for this meeting.)

- Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time:
Purchase Pre-Authorization
Other

N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity: OpenGov, Inc.

Contractor/Entity Address: PO Box 41340 San Jose, CA 95160

Effective Dates - From: 7/1/2021

Through: 6/30/2026

Total Contract Amount: \$220,782

Budget Line: 217-125-5-40-4401

Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Kate Knop 6/22/2021 Department Director

Required for all BOC meetings

[Signature] 6/22/21 Administrator

Required for all BOC meetings

County Counsel

\*Required for all legal documents

Finance Office

\*Required for all contracts; other items as appropriate.

Human Resources

\*If appropriate

\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

**AGENDA ITEM COVER SHEET**  
**Morrow County Board of Commissioners**  
**(Page 2 of 2)**

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**1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

July 15, 2020: OpenGov software presentation to the Board of Commissioners;

October 29, 2020: a select group of elected officials, directors, and managers with budget authority attended the OpenGov presentation. The feedback received was positive;

November 4, 2020 OpenGov presented during a long-range planning work session to Board of Commissioners and interested parties; and

April 15, 2021: OpenGov software received approval during the budget hearing.

After thorough review, management and staff are comfortable moving forward with OpenGov. Overall, OpenGov will bring the following key benefits to Morrow County:

1. Improve ability to present complex information all parties can understand. Efficiently keep internal and external stakeholders up to date on financial and operational performance. Gain at-a-glance insights with interactive dashboards or the ability to research for deeper analysis. Overall, data analysis and sharing will accelerate.
2. Reduce reporting bottlenecks across the organization. Allow directors and managers access to current financial data limiting the need to contact finance or referencing static reports.
3. Position Morrow County for efficient and transparent budget preparation and communication.

**2. FISCAL IMPACT:**

Five year contract: \$220,782

1. Year one: \$57,422 (professional installation \$24,750 and software service \$32,672); and
2. Year two - five: \$32,672 per year.

**3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to approve five-year software agreement with OpenGov. Inc.

Attach additional background documentation as needed.



OpenGov Inc.  
 PO Box 41340  
 San Jose, CA 95160  
 United States

**Order Number:** Q000609  
**Created On:** 07/01/2021  
**Quote Expiration Date:** 06/30/2021  
**Subscription Start Date:** 07/01/2021  
**Subscription End Date:** 06/30/2026

**Prepared By:** Andrew Kercado  
**Email:** akercado@opengov.com  
**Contract Term:** 60 Months

**Customer Information**

**Customer:** County of Morrow, OR  
**Bill To/Ship To:** PO Box 788  
 Oregon 97818 United States

**Contact Name:** Katherine Knop  
**Email:** kknop@co.morrow.or.us  
**Phone:** (541) 676-5615

**Order Details**

**Billing Frequency:** Annual

**Payment Terms:** Net 30

**SOFTWARE SERVICES:**

Product / Service	Start Date	End Date	Annual Fee
Budgeting & Planning <i>Budget Book, Dashboards, Financial Integration, Open Town Hall, Operating &amp; Capital Budgeting, Reporting &amp; Analytics, Story Builder, Transparency, Workforce Planning, Premium Support - Platinum</i>	07/01/2021	06/30/2026	\$32,672.00

**Software Annual Total: \$32,672.00**

**PROFESSIONAL SERVICES:**

Product / Service	Start Date	Total Amount
Professional Services Deployment - Prepaid	07/01/2021	\$24,750.00

**Services Total Amount: \$24,750.00**

**Order Form Legal Terms**

Welcome to OpenGov! Thanks for using our Software Services. This Order Form is entered into between OpenGov, Inc., with its principal place of business at PO Box 41340, San Jose, CA 95160 ("OpenGov"), and you, the entity identified above ("Customer"), as of the Effective Date. This Order Form includes and incorporates the OpenGov Software Services Agreement ("SSA") attached, or if no such SSA is attached, the SSA available at <https://opengov.com/terms-of-service> and the applicable Statement of Work ("SOW") incorporated herein in the event Professional Services are purchased. The Order Form, SSA and SOW shall hereafter be referred to as the "Agreement". Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, on the Effective Date. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by, the OpenGov Terms and Conditions. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the terms in the Agreement to the exclusion of all other terms.

County of Morrow, OR	OpenGov, Inc.
Signature:	Signature:
Name:	Name:
Title:	Title:
Sign Date:	Countersign Date:





# Statement of Work

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County of Morrow, OR

OpenGov Budgeting and Planning Solution

Created By TJ Isselhard

SOW Creation Date 07/20/20

Version: 1

Document Number: DD-01140



## 1. Objective

### 1.1. Summary

This Statement of Work ("SOW") identifies services that OpenGov, Inc. ("OpenGov") will perform for County of Morrow, OR ("Customer") pursuant to the order for Professional Services agreed to by the parties ("Order Form") which references the Software Services Agreement or other applicable agreement entered into by the parties (the "Agreement").

OpenGov will enable and support the Customer to deliver on the Scope of Work outlined below. The objective of this Statement of Work is to define the scope, activities, roles and responsibilities, and timeline necessary to successfully execute this deployment project. This project aims to implement the OpenGov Budgeting and Planning Solution for the Customer to enable effective and accountable governing. This SOW defines the scope and deliverables for a successful implementation of the suites of the OpenGov Cloud.

## 2. Scope

### 2.1. Project Scope

The project scope includes the following services and deliverables. Any items not specifically included in scope will be considered out of scope.

OpenGov will provide Professional Services to implement the OpenGov Budgeting and Planning Solution. The below Phases and their associated tasks are organized based on Customer's solution. Phases and tasks may start concurrently or prior to the previous Phase's tasks being completed.

#### Phase 1: Kickoff and Project Planning Phase

- OpenGov to work with Customer to hold a Project Kickoff and create a Project Plan.

#### Phase 2: Chart of Accounts (CoA)

- Customer will provide OpenGov with source data for CoA.
- OpenGov will configure the CoA in OpenGov Platform for functional review
- OpenGov will train Customer administrator on these functionalities and secure Customer sign off.

#### Phase 2: Financial Integration

- OpenGov will work with Customer to configure Financial Integration with Customer's Tyler Incode system.
- OpenGov will train Customer administrator on these functionalities and secure Customer sign off.



Phase 3: Platform

- OpenGov will work with Customer to configure Reporting and Transparency Platform.
- OpenGov will train Customer administrator on these functionalities and secure Customer sign off.

Phase 4: Budgeting and Planning

- OpenGov will work with Customer to configure Operating Budget and Workforce Planning.
- OpenGov will train Customer administrator on these functionalities and secure Customer sign off.

Phase 5: Online Budget Book

- OpenGov will work with Customer to configure Online Budget book.
- OpenGov will train Customer administrator on these functionalities and secure Customer sign off.

Phase 6: Project Closure

**2.2. Deliverables**

<b>OpenGov Budgeting and Planning Solution</b>	
<b>Functionality</b>	<b>Deliverables</b>
<b>Chart of Accounts</b>	<ul style="list-style-type: none"> <li>● Review and feedback of Customer's source system general ledger chart of accounts</li> <li>● Chart of accounts functional build and review</li> <li>● Chart of accounts configuration and peer review</li> </ul>
<b>Financial Integration</b>	<ul style="list-style-type: none"> <li>● Integration of Customer Financial System (Tyler Incoe 10)</li> <li>● Integration of budget and actuals, with transaction-level detail up to 10 years</li> <li>● Single system connector</li> <li>● Design, map, and validate data from the system</li> <li>● OpenGov Assumes:               <ul style="list-style-type: none"> <li>○ The data will be linked to the Customer's chart of accounts.</li> <li>○ OpenGov will perform the validation for data accuracy for the Integration, working jointly with the Customer team to approve the Financial Integration data.</li> <li>○ OpenGov will require assistance from the Customer to understand source system specific</li> </ul> </li> </ul>

	<p>customizations and configurations when building the data extract.</p> <ul style="list-style-type: none"> <li>○ When the source accounting software is hosted by a third party vendor on behalf of the customer, the customer is responsible for brokering OpenGov's access to the customer's data residing at the vendor's premises in accordance with OpenGov's data formatting requirements.</li> <li>○ Integration is unidirectional from the Customer's accounting software into OpenGov.</li> </ul>
<b>Reporting and Transparency Platform</b>	<p><b>Transparency (Stories and Open Town Hall)</b></p> <ul style="list-style-type: none"> <li>● Configure 1 OpenGov standard story</li> <li>● Open Town Hall site setup and forum theming</li> <li>● Development of 1 standard Open Town Hall topic</li> </ul> <p><b>Reporting &amp; Analytics</b></p> <ul style="list-style-type: none"> <li>● 4 Standard Reports (Annual, Budget to Actuals, and Transactions)</li> <li>● 4 department-specific Budget to Actuals reports</li> </ul>
<b>Budgeting and Planning</b>	<p><b>Operating Budget, including Workforce Planning</b></p> <ul style="list-style-type: none"> <li>● Initial setup of Customer's Operating Budget using the prescriptive "OpenGov Way" budget approach</li> <li>● Creation of up to 2 proposal frameworks (1 department, 1 central/budget office)</li> <li>● 2 budgeting reports (Budget to Actuals and Milestones)</li> <li>● Workforce planning configuration based on Customer-provided documentation and cost elements OR: Workforce planning set-up based on configuration of core salary cost elements</li> <li>● 1 Workforce plan - I would put this bullet point before the previous one</li> <li>● Data formatting and loading for reference years, base file</li> <li>● Validate calculations OR initial validation of budget and Workforce calculations</li> <li>● Administrator training for both Workforce and Budget</li> </ul>
<b>Online Budget Book</b>	<ul style="list-style-type: none"> <li>● Conceptualizing Sessions to build Online Budget Book</li> <li>● Customize up to 6 OpenGov standard templates, including landing page, budget message, performance page, department page, capital page, and financial forecast to support Online Budget Book</li> <li>● Administrator training</li> </ul>

	<ul style="list-style-type: none"> <li>Go-live support up to one week after Online Budget Book launch</li> </ul>
<b>OpenGov Standard Training</b>	<p>OpenGov's Standard Training Package includes:</p> <ul style="list-style-type: none"> <li>Access to OpenGov University Online</li> <li>Train the Trainer Program for primary Customer administrator</li> <li>Training for Customer's specific chart of accounts configuration as well as web-hosted documentation for Customer-specific product configurations</li> <li>Access to OpenGov Resource Center</li> <li>Up to 2, remote 90-min product-specific administrator trainings provided by OpenGov</li> <li>Up to 1, 90-minute user training session for up to 20 participants</li> </ul>
<b>Estimate Project Hours</b>	<b>Up to 150 hours</b>

### 2.3. Assumptions and Exclusions

- The concept of Prepaid Hours means that the Customer is purchasing a package with a set number of Professional Service hours to achieve the outlined deliverables. The hours are based on OpenGov's best estimate given reasonable assumptions outlined in section 4.2, Project Responsibilities. These hours should be adequate to achieve the deliverables, however if they are not, the Customer will need to purchase additional hours.
- The "OpenGov Way" budget approach is a prescriptive configuration method that optimizes functionality of the platform and enables a streamlined department-based budget process. Includes end-to-end budget development, review, and presentation functionality

## 3. Schedule

OpenGov will schedule resources for this project upon signature of the Order Form. Unless specifically noted, the OpenGov assigned project manager (as identified below or such alternate designated by OpenGov, the "OpenGov Project Manager") will work with Customer to develop the project schedule for all requested deliverables under this SOW. OpenGov reserves the right to adjust the schedule based on the availability of OpenGov resources and the deliverables provided by Customer.

## 4. Project Organization

### 4.1. Project Team



### OpenGov

OpenGov will assign a Project Manager (the “OpenGov Project Manager”) upon execution of the SOW. The OpenGov Project Manager will coordinate any additional resources needed from OpenGov.

### Customer

Customer will assign a project manager (the “Customer Project Manager”) and technical resource prior to project kick-off. The Customer Project Manager will be the primary contact person at Customer and will coordinate all Customer resources needed to complete the project. It is anticipated that the areas of need will be in Finance, Data Gathering, and the IT department.

## **4.2. Project Responsibilities**

The project responsibilities for each organization are outlined below:

### OpenGov

1. Manage delivery of in-scope items in coordination with Customer.
2. Make available deliverables to Customer project team for review and verification.
3. Provide relevant technical details and documentation for data requirements for Customer’s environment.
4. Keep Customer Project Manager informed of project progress and communicate any issues relating to the project in a timely manner.
5. Establish documentation and procedural standards for the project.
6. Review and administer project change control, as described in Section 5, Change Control Procedures.
7. Ensure that all meetings and training sessions are attended by OpenGov personnel, as scheduled.
8. Budget files are exported as .xlsx. OpenGov may assist in formatting that file, but cannot convert files to any other file types

### Customer

1. Make available a representative to serve as the primary contact for OpenGov Project Manager to coordinate project activities.
2. Make available appropriate representatives with the authority to review and approve deliverables produced during the project.
3. Make available appropriate Subject Matter Experts (SME) to support the project needs, test integrations and provide Customer environment specific technical details.
4. Setup firewall rules to allow incoming requests from OpenGov’s proxy over HTTP/HTTPS to Customer systems.
5. Communicate any issues relating to the project to OpenGov Project Manager in a timely manner.
6. Provide acceptance of deliverables and Project in a timely manner.
7. If Integration services are purchased, Customer will be responsible for making any configuration changes or modifications to Financial System (ERP)

to support integration and make available access for integration to OpenGov software. The Customer will be responsible for ensuring that the versions of Financial System (ERP) running on all environments remain the same across all environments.

8. Customer will be responsible for any infrastructure required to access OpenGov, and will maintain relevant non-OpenGov software licenses and infrastructure needed for this project i.e. accounting system licenses. Please note, OpenGov software is optimized for Google Chrome.
9. The Customer will be responsible for ensuring that all meetings and training sessions are attended by personnel, as scheduled.

## **5. Change Control Procedures**

No amendments, changes or other modifications to this SOW will be effective without a written project change order. The Project Change Order will describe the change, the rationale for the change, and specify any change in the charges, estimated schedule, or other terms. The terms of a mutually agreed upon Project Change Order will prevail over those of this SOW or any previous Project Change Orders. Such Project Change Order may require additional charges, which will be set forth in the Project Change Order.

## **6. Fees and Expenses**

### **6.1. Fees and Payment Terms**

All fees and expenses will be paid in accordance with the Order Form to which this SOW is attached. For any Project Change Orders or for any new Professional Services, fees will be mutually agreed upon provided that any hourly fees shall be based on OpenGov's then-current, applicable hourly rate.

### **6.2. Travel Expenses**

All rates and fees are exclusive of work-related travel, living and other expenses. Customer will be billed for actual expenses as incurred.

All Travel and Lodging expenses will be approved in advance in writing by the Customer Project Manager prior to OpenGov incurring any such expenses and booking non-refundable travel expenses. Such expenses shall be in compliance with Customer's travel and expense guidelines provided to OpenGov.

Unless otherwise agreed to by the parties, such travel and expenses shall not exceed \$5,000 for the work specified in this SOW. If additional travel is needed as per discussion with the Customer, it will be mutually agreed upon and be billed as incurred.

## 1. Appendix 1

### Implementation Methodology

OpenGov uses an iterative methodology, with a focus on rapid implementation of a configured system. This methodology requires a degree of focus from the Customer and collaboration between both parties to complete work products in a timely manner.



#### 1. Analyze and Design

- a. **Key Activities:** Discovery, Design Sessions, Solution Document Review
- b. **Key Work Products:** Data Inventory, Functional Model Build, Process Flow Documents, Solution Document
- c. **Summary:** Analyze and Design Phase is the first step of the implementation project. The purpose of this phase is to define the success criteria of the project, make design decisions based on the functional model build, and begin gathering data that needs to be loaded into the OpenGov platform. At the end of the Phase, a Process Flow and Solution Document will be created that outlines how the solutions will be implemented.

#### 2. Configure Phase

- a. **Key Activities:** Application and Solution Configuration, Data Load
- b. **Key Work Products:** Solution Configuration, Peer Review
- c. **Summary:** The Configure Phase consists of application configuration, and solution configuration as defined in the Solution Document. OpenGov will also load the data gathered in the Analyze and Design Phase. The Phase ends with a Peer Review done by an OpenGov Subject Matter Expert to confirm that the solution follows OpenGov best practices.

#### 3. Validate Phase

- a. **Key Activities:** User Acceptance Testing, Data Confirmation
- b. **Key Work Products:** Data Validation, Customer Review
- c. **Summary:** The Validate Phase starts with a review of the entire solution with the Customer project team to confirm that all project elements have been implemented. Once that process has been completed, the Customer will validate that data is being represented accurately in the solution. If any issues are found, OpenGov team will assess the issue and resolve as needed. The Phase ends with the Acceptance of by the Customer.



#### **4. Deploy Phase**

- a. Key Activities:** Administrator Training
- b. Key Work Products:** Project Documentation
- c. Summary:** The purpose of the Deploy phase is to complete the Administrator Training process and prep for Go Live of the solution. All project documentation will be provided at this point to the Customer OpenGov Administrator documenting the solution configuration and any specific process flows or user guides. At this point, the solution will be configured and ready to Go Live to end users.

#### **5. Own and Enable Phase**

- a. Key Activities:** Go Live, User Training, Transition to Customer Success Manager and Technical Support
- b. Key Work Products:** Project Acceptance, Transition
- c. Summary:** The purpose of the Own and Enable phase is to complete the User Training process, Go Live with the solution, and begin Transition activities to close the project. Post Go Live Support is technical assistance with the project team and issue resolution for the solution during the two week period after Go Live. Once this period has passed, the Project team will begin working on transition activities to the Customer, the CSM, and the Customer Technical Support Function. The Project closes upon the acceptance of the project and a brief survey to provide feedback about the experience.

## OPENGOV SOFTWARE SERVICES AGREEMENT

This Software Services Agreement (this "**Agreement**") is entered into by OpenGov, Inc., a Delaware corporation with a principal place of business at PO Box 41340, San Jose, CA 95160 ("**OpenGov**") and the customer listed on the signature block below ("**Customer**"), as of the date of last signature below (the "**Effective Date**"). This Agreement sets forth the terms under which Customer will be permitted to use OpenGov's hosted software services.

### 1. DEFINITIONS

"**Customer Data**" means data that is provided by Customer to OpenGov pursuant to this Agreement (for example, by email or through Customer's software systems of record). Customer Data shall not include any confidential personally identifiable information.

"**Documentation**" means the documentation for the Software Services at the Customer Resource Center page found at <https://opengov.zendesk.com>.

"**Feedback**" means suggestions, comments, improvements, ideas, or other feedback or materials regarding the Software Services provided by Customer to OpenGov, including feedback provided through online developer community forums.

"**Initial Term**" means the initial license term specified in number of years on the Order Form, commencing on the Effective Date.

"**Intellectual Property Rights**" means all intellectual property rights including all past, present, and future rights associated with works of authorship, including exclusive exploitation rights, copyrights, and moral rights, trademark and trade name rights and similar rights, trade secret rights, patent rights, and any other proprietary rights in intellectual property of every kind and nature.

"**Order Form**" means OpenGov's Software Services order form that: (a) specifies the Software Services provided by OpenGov; (b) references this Agreement; and (c) is signed by authorized representatives of both parties.

"**Renewal Term**" means each additional renewal period, which shall be for a period of equal duration as the Initial Term, for which this Agreement is extended pursuant to Section 7.2.

### 2. SOFTWARE SERVICES, SUPPORT AND PROFESSIONAL SERVICES

2.1 **Software Services.** Subject to the terms and conditions of this Agreement, OpenGov will use commercially reasonable efforts to perform the software services identified in the applicable Order Form entered into by OpenGov and Customer ("**Software Services**").

2.2 **Support.** Customer support is available by email to [support@opengov.com](mailto:support@opengov.com) or by using the chat messaging functionality of the Software Services, both of which are available during OpenGov's standard business hours. Customer may report issues any time. However, OpenGov will address issues during business hours.

#### 2.3 **Professional Services.**

(a) If OpenGov or its authorized independent contractors provides professional services to Customer, such as implementation services, then these professional services will be described in a statement of work ("**SOW**") agreed to by the parties (the "**Professional Services**"). For Professional Services performed on a time and materials basis, any pre-paid Professional Services Fees must be utilized within one (1) year from the Effective Date. Any unused pre-paid Professional Services Fees shall be forfeited.

(b) Unless the SOW provides otherwise, all reasonable travel expenses, pre-approved by Customer and incurred by OpenGov in performing the professional services will be reimbursed by Customer. Travel expenses include cost of coach airfare travel round trip from the individual's location to Customer's location, reasonable hotel accommodations, ground transportation and meals.

### 3. RESTRICTIONS AND RESPONSIBILITIES

3.1 **Restrictions.** Customer may not use the Software Services in any manner or for any purpose other than as expressly permitted by the Agreement. Customer shall not, and shall not permit or enable any third party to: (a) use or access any of the Software Services to build a competitive product or service; (b) modify, disassemble, decompile, reverse engineer or otherwise make any derivative use of the Software Services (except to the extent applicable laws specifically prohibit such restriction); (c) sell, license, rent, lease, assign, distribute, display, host, disclose, outsource, copy or otherwise commercially exploit the Software Services; (d) perform or disclose any benchmarking or performance testing of the Software Services; (e) remove any proprietary notices included with the Software Services; (f) use the Software Services in violation of applicable law; or (g) transfer any confidential personally identifiable information to OpenGov or the Software Services platform.

3.2 **Responsibilities.** Customer shall be responsible for obtaining and maintaining computers and third party software systems of record (such as Customer's ERP systems) needed to connect to, access or otherwise use the Software Services. Customer also shall be responsible for: (a) ensuring that such equipment is compatible with the Software Services, (b) maintaining the security of such equipment, user accounts, passwords and files, and (c) all uses of Customer user accounts by any party other than OpenGov.

#### 4. INTELLECTUAL PROPERTY RIGHTS; LICENSE GRANTS; ACCESS TO CUSTOMER DATA

4.1 **Software Services.** OpenGov retains all right, title, and interest in the Software Services and all Intellectual Property Rights in the Software Services. The look and feel of the Software Services, including any custom fonts, graphics and button icons, are the property of OpenGov and Customer may not copy, imitate, or use them, in whole or in part, without OpenGov's prior written consent. Subject to Customer's obligations under this Agreement, OpenGov hereby grants to Customer a non-exclusive, royalty-free license during the Term to use the Software Services.

4.2 **Customer Data.** Customer retains all right, title, and interest in the Customer Data and all Intellectual Property Rights therein. Customer hereby grants to OpenGov a non-exclusive, royalty-free license to, and permit its partners to, use, store, edit and reformat the Customer Data, and to use Customer Data for purposes of sales, marketing, business development, product enhancement, customer service, or for analyzing such data and publicly disclosing such analysis ("**Insights**"), provided that in all such uses Customer Data is rendered anonymous such that Customer is no longer identifiable.

4.3 **Access to Customer Data.** Customer may download the Customer Data from the Software Services at any time during the Term, other than during routine software maintenance periods. OpenGov has no obligation to return Customer Data to Customer.

4.4 **Feedback.** Customer hereby grants to OpenGov a non-exclusive, royalty-free, irrevocable, perpetual, worldwide license to use and incorporate into the Software Services and Documentation Customer's Feedback. OpenGov will exclusively own any improvements or modifications to the Software Services and Documentation based on or derived from any of Customer's Feedback including all Intellectual Property Rights in and to the improvements and modifications.

#### 5. CONFIDENTIALITY

5.1 Each party (the "**Receiving Party**") agrees not to disclose any Confidential Information of the other party (the "**Disclosing Party**") without the Disclosing Party's prior written consent, except as provided below. The Receiving Party further agrees: (a) to use and disclose the Confidential Information only in connection with this Agreement; and (b) to protect such Confidential Information using the measures that Receiving Party employs with respect to its own Confidential Information of a similar nature, but in no event with less than reasonable care. Notwithstanding the above, the Receiving Party may disclose Confidential Information to the extent required by law or court order, provided that prior written notice of such required disclosure and an opportunity to oppose or limit disclosure is given to the Disclosing Party.

5.2 "**Confidential Information**" means all confidential business, technical, and financial information of the disclosing party that is marked as "Confidential" or an equivalent designation or that should reasonably be understood to be confidential given the nature of the information and/or the circumstances surrounding the disclosure (including the terms of the applicable Software Agreement). OpenGov's Confidential Information includes, without limitation, the software underlying the Software Services and all Documentation.

5.3 Notwithstanding the foregoing, "Confidential Information" does not include: (a) "Public Data," which is data that the Customer has previously released to the public, would be required to release to the public, upon request, according to applicable federal, state, or local public records laws, or Customer requests OpenGov make available to the public in conjunction with the Software Services. Confidential Information does not include (b) information that has become publicly known through no breach by the receiving party; (c) information that was rightfully received by the Receiving Party from a third party without restriction on use or disclosure; or (d) information independently developed by the Receiving Party without access to the Disclosing Party's Confidential Information.

## 6. PAYMENT OF FEES

### 6.1 Fees; Invoicing; Payment; Expenses.

(a) Fees. The fees for the Software Services for the Initial Term and any Renewal Term ("**Software Services Fees**") and the fees for Professional Services ("**Professional Services Fees**") are set forth in the applicable Order Form. Software Services Fees and Professional Services Fees shall hereafter be referred to as "**Fees**".

(b) Inflation Adjustment. OpenGov shall increase the Fees payable for the Software Services during any Renewal Term by 5% each year of the Renewal Term.

(c) Invoicing and Payment. OpenGov will invoice the Customer according to the Billing Frequency listed on the Order Form. Customer shall pay all invoices according to the Payment Terms listed on the Order Form.

(d) Travel Expenses. Unless the SOW provides otherwise, OpenGov will invoice Customer for pre-approved travel expenses incurred in connection with each SOW as they are incurred. Customer shall pay all such valid invoices within thirty (30) days of receipt of invoice. Each invoice shall include receipts for the travel expenses listed on the invoice.

6.2 Credit Card Customers. If applicable, Customer will provide OpenGov with valid credit card information and promptly notify OpenGov of any changes necessary to charge the credit card at [billing@opengov.com](mailto:billing@opengov.com). Please update your credit card information when necessary. The provision of credit card information to OpenGov authorizes OpenGov to charge the credit card for all applicable Fees plus a 3% credit card processing fee. OpenGov processes credit card payments through a secure third party processing partner and does not take receipt of credit card information itself.

6.3 Taxes. All Fees under this Agreement are exclusive of any applicable sales, value-added, use or other taxes ("**Sales Taxes**"). Customer is solely responsible for any and all Sales Taxes, not including taxes based solely on OpenGov's net income. If any Sales Taxes related to the Fees under this Agreement are found at any time to be payable, the amount may be billed by OpenGov to, and shall be paid by, Customer. If Customer fails to pay any Sales Taxes, then Customer will be liable for any related penalties or interest, and will indemnify OpenGov for any liability or expense incurred in connection with such Sales Taxes. In the event Customer or the transactions contemplated by the Agreement are exempt from Sales Taxes, Customer agrees to provide OpenGov, as evidence of such tax exempt status, proper exemption certificates or other documentation acceptable to OpenGov.

## 7. TERM & TERMINATION

7.1 Term. Subject to compliance with all terms and conditions, the term of this Agreement shall commence on the Effective Date and shall continue until the Subscription End Date specified on the Order Form (the "**Initial Term**").

7.2 Renewal. Unless either party terminates this Agreement in writing no less than thirty (30) days before the end of the Initial Term, this Agreement shall renew for another period of the same duration as the Initial Term (the "**Renewal Term**" and together with the Initial Term, the "**Term**").

7.3 Termination. If either party materially breaches any term of this Agreement and fails to cure such breach within thirty (30) days after notice by the non-breaching party (ten (10) days in the case of non-payment), the non-breaching party may terminate this Agreement. Additionally, Customer may terminate this Agreement, upon providing at least ninety (90) days notice prior to the annual anniversary date of the Agreement ("**Anniversary Date**") upon the occurrence of an Event of Nonappropriation as defined below. An "**Event of Nonappropriation**"

occurs when prior to each Anniversary Date: a) Customer uses all efforts that are lawful and within Customer's official power, to secure the appropriate funds for the next year's Fees, including indicating the Software Services serve an essential purpose to Customer; and b) Customer has not acquired, used or issued a proposal for similar products or services during this period or has not hired any third party or allowed its own employees to use other services in place of the Software Services. Customer shall permit OpenGov to assist with the efforts in a) above, including providing OpenGov with direct access to Customer's applicable appropriations team.

#### 7.4 Effect of Termination.

(a) In General. Upon termination or expiration of this Agreement: (a) Customer shall pay in full for all Software Services and Professional Services performed up to and including the effective date of termination, (b) all Software Services provided to Customer hereunder shall immediately terminate; and (c) each party shall return to the other party or, at the other party's option, destroy all Confidential Information of the other party in its possession.

(b) Deletion of Customer Data. If Customer requests deletion of its Customer Data in writing prior to the date of termination or expiration of this Agreement, then OpenGov will permanently and irrevocably delete Customer Data, excluding any Insights, stored by its cloud hosting provider within ten (10) days of the date of termination or expiration of this Agreement. Such request must be addressed to "OpenGov Vice President, Customer Success" at OpenGov's address for notice described at Section 10.

7.5 Survival. The following sections of this Agreement shall survive termination: Section 5 (Confidentiality), Section 6 (Payment of Fees), Section 7.4(b) (Deletion of Customer Data), Section 8.3 (Warranty Disclaimer), Section 9 (Limitation of Liability) and Section 10 (Miscellaneous).

### 8. REPRESENTATIONS AND WARRANTIES; DISCLAIMER

#### 8.1 By OpenGov.

(a) General Warranty. OpenGov represents and warrants that: (i) it has all right and authority necessary to enter into and perform this Agreement; and (ii) the Professional Services, if any, will be performed in a professional and workmanlike manner in accordance with the related statement of work and generally prevailing industry standards. For any breach of the Professional Services warranty, Customer's exclusive remedy and OpenGov's entire liability will be the re-performance of the applicable services. If OpenGov is unable to re-perform all such work as warranted, Customer will be entitled to recover all fees paid to OpenGov for the deficient work. Customer must make any claim under the foregoing warranty to OpenGov in writing within ninety (90) days of performance of such work in order to receive such warranty remedies.

(b) Software Services Warranty. OpenGov further represents and warrants that for a period of ninety (90) days, the Software Services will perform in all material respects in accordance with the Documentation. The foregoing warranty does not apply to any Software Services that have been used in a manner other than as set forth in the Documentation and authorized under this Agreement. OpenGov does not warrant that the Software Services will be uninterrupted or error-free. Any claim submitted under this Section 8.1(b) must be submitted in writing to OpenGov during the Term. OpenGov's entire liability for any breach of the foregoing warranty is to repair or replace any nonconforming Software Services so that the affected portion of the Software Services operates as warranted or, if OpenGov is unable to do so, terminate the license for such Software Services and refund the pre-paid, unused portion of the Fee for such Software Services.

8.2 By Customer. Customer represents and warrants that (i) it has all right and authority necessary to enter into and perform this Agreement; and (ii) OpenGov's use of the Customer Data pursuant to this Agreement will not infringe, violate or misappropriate the Intellectual Property Rights of any third party.

8.3 Disclaimer. OPENGOV DOES NOT WARRANT THAT THE SOFTWARE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SOFTWARE SERVICES. EXCEPT AS SET FORTH IN THIS SECTION 8, THE SOFTWARE SERVICES ARE PROVIDED "AS IS" AND OPENGOV DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT.

### 9. LIMITATION OF LIABILITY

9.1 By Type. NEITHER PARTY, NOR ITS SUPPLIERS, OFFICERS, AFFILIATES, REPRESENTATIVES, CONTRACTORS OR EMPLOYEES, SHALL BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY, OR OTHER THEORY: (A) FOR ERROR OR INTERRUPTION OF USE OR FOR LOSS OR INACCURACY OF DATA OR COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES OR LOSS OF BUSINESS; (B) FOR ANY INDIRECT, EXEMPLARY, PUNITIVE, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES; OR (C) FOR ANY MATTER BEYOND SUCH PARTY'S REASONABLE CONTROL, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE.

9.2 By Amount. IN NO EVENT SHALL EITHER PARTY'S AGGREGATE, CUMULATIVE LIABILITY FOR ANY CLAIMS ARISING OUT OF OR IN ANY WAY RELATED TO THIS AGREEMENT EXCEED THE FEES PAID BY CUSTOMER TO OPENGOV (OR, IN THE CASE OF CUSTOMER, PAYABLE) FOR THE SOFTWARE SERVICES UNDER THIS AGREEMENT IN THE 12 MONTHS PRIOR TO THE ACT THAT GAVE RISE TO THE LIABILITY.

9.3 Limitation of Liability Exclusions. The limitations of liability set forth in Sections 9.1 and 9.2 above do not apply to, and each party accepts liability to the other for: (a) claims based on either party's intentional breach of its obligations set forth in Section 5 (Confidentiality), (b) claims arising out of fraud or willful misconduct by either party and (c) either party's unauthorized use, distribution, or disclosure of the other party's intellectual property.

9.4 No Limitation of Liability by Law. Because some jurisdictions do not allow liability or damages to be limited to the extent set forth above, some of the above limitations may not apply to Customer.

## 10. MISCELLANEOUS

10.1 Logo Use. OpenGov shall have the right to use and display Customer's logos and trade names for marketing and promotional purposes in connection with OpenGov's website and marketing materials, subject to Customer's trademark usage guidelines provided to OpenGov.

10.2 Notice. Ordinary day-to-day operational communications may be conducted by email, live chat or telephone communications. However, for notices required by the Agreement (in Sections where the word "notice" appears) the parties must communicate more formally in a writing given by personal delivery, by pre-paid first-class mail or by overnight courier to the address specified in the most recent Order Form (or such other address as may be specified in writing in accordance with this Section).

10.3 Anti-corruption. OpenGov has not offered or provided any bribe, kickback, illegal or improper payment, gift, or thing of value to any Customer personnel in connection with the Agreement, other than reasonable gifts and entertainment provided Customer in the ordinary course of business. If OpenGov become aware of any violation of the above restriction then OpenGov shall promptly notify Customer.

10.4 Injunctive Relief. The parties acknowledge that any breach of the confidentiality provisions or the unauthorized use of a party's intellectual property may result in serious and irreparable injury to the aggrieved party for which damages may not adequately compensate the aggrieved party. The parties agree, therefore, that, in addition to any other remedy that the aggrieved party may have, it shall be entitled to seek equitable injunctive relief without being required to post a bond or other surety or to prove either actual damages or that damages would be an inadequate remedy.

10.5 Force Majeure. Neither party shall be held responsible or liable for any losses arising out of any delay or failure in performance of any part of this Agreement, other than payment obligations, due to any act of god, act of governmental authority, or due to war, riot, labor difficulty, failure of performance by any third-party service, utilities, or equipment provider, or any other cause beyond the reasonable control of the party delayed or prevented from performing.

10.6 Severability; Waiver. If any provision of this Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect and enforceable. Any express waiver or failure to exercise promptly any right under this Agreement will not create a continuing waiver or any expectation of non-enforcement. There are no third-party beneficiaries to this Agreement.

10.7 Assignment. Except as set forth in this Section, neither party shall assign, delegate, or otherwise transfer this Agreement or any of its rights or obligations to a third party without the other party's prior written consent, which

consent shall not be unreasonably withheld, conditioned, or delayed. Either party may assign, without such consent but upon written notice, its rights and obligations under this Agreement to: (i) its corporate affiliate; or (ii) any entity that acquires all or substantially all of its capital stock or its assets related to this Agreement, through purchase, merger, consolidation, or otherwise. Any other attempted assignment shall be void. This Agreement shall inure to the benefit of and bind each party's permitted assigns and successors.

10.8 Independent Contractors. No agency, partnership, joint venture, or employment is created as a result of this Agreement and neither party has any authority of any kind to bind the other party in any respect.

10.9 Attorneys' Fees. In any action or proceeding to enforce rights under this Agreement, the prevailing party will be entitled to recover costs and attorneys' fees.

10.10 Governing Law and Jurisdiction. This Agreement shall be governed by the laws of the State of California without regard to its conflict of laws provisions. Exclusive jurisdiction for litigation of any dispute, controversy or claim arising out of or in connection with this Agreement shall be only in the Federal or State court with competent jurisdiction located in San Mateo County, California, and the parties hereby submit to the personal jurisdiction and venue therein.

10.11 Complete Agreement. This Agreement is the complete and exclusive statement of the mutual understanding of the parties and supersedes and cancels all previous written and oral agreements, communications, and other understandings relating to the subject matter of this Agreement. No modification of this Agreement will be binding, unless in writing and signed by an authorized representative of each party.

### Signatures

**Customer**

**OPENGOV, INC.**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Darrell Green/Kate Knop
Department: County Administrator/Finance
Short Title of Agenda Item: (No acronyms please) Barnett & Moro, P.C. - Audit Engagement Letter
Date submitted to reviewers:
Requested Agenda Date: 6/23/2021

This Item Involves: (Check all that apply for this meeting.)
Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time:
Purchase Pre-Authorization
Other

N/A
Purchase Pre-Authorizations, Contracts & Agreements
Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Department Director Required for all BOC meetings
Administrator Required for all BOC meetings
County Counsel \*Required for all legal documents
Kate Knop Finance Office \*Required for all contracts; other items as appropriate.
Human Resources \*If appropriate

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.



# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

Enclosed is the Barnett & Moro, P.C. audit engagement letter for fiscal year 2020-2021. This is the third year of a three year contract with the accounting firm.

## **2. FISCAL IMPACT:**

The audit fee for year ending June 30, 2021 is \$36,400.

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to approved Barnett & Moro, P.C. audit engagement letter for fiscal year ending June 30, 2021.

Attach additional background documentation as needed.

**BARNETT & MORO, P.C.**  
CERTIFIED PUBLIC ACCOUNTANTS

495 E. Main  
Hermiston, OR 97838  
(541) 567-5215  
(541) 567-0497 Fax

DENNIS L. BARNETT, C.P.A.  
KRISTIE L. SHASTEEN, C.P.A.  
CAMERON W. ANDERSON, C.P.A.  
RICHARD L. STODDARD, C.P.A.  
BETSY J. BENNETT, C.P.A.  
PAUL A. BARNETT, C.P.A.  
REBECCA K. RAMOS BAUTISTA, C.P.A.  
MITCHELL L. BOYLAN, C.P.A.  
.....  
GERALD J. MORO, C.P.A. EMERITUS

May 28, 2021


Darrell Green, County Administrator  
and County Commissioners  
Morrow County, Oregon  
P.O. Box 867  
Heppner, OR 97836

Darrell and Commissioners:

Enclosed are two copies of the engagement letter for the audit for the year ended June 30, 2021. Engagement letters are required to be updated each year of the contract. Please sign one copy of the engagement letter and return it to our office.

Thank you for your continued confidence and trust in Barnett & Moro, P.C. Please contact me if you have questions or concerns.

Sincerely,



Cameron W. Anderson, CPA

Enclosures

**BARNETT & MORO, P.C.**  
CERTIFIED PUBLIC ACCOUNTANTS

495 E. Main  
Hermiston, OR 97838  
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.....  
GERALD J. MORO, C.P.A. EMERITUS

June 1, 2021

Darrell Green, County Administrator  
and County Commissioners  
Morrow County, Oregon  
P.O. Box 867  
Heppner, OR 97836

We are pleased to confirm our understanding of the services we are to provide Morrow County, Oregon for the year ended June 30, 2021. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Morrow County, Oregon as of and for the year ended June 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Morrow County, Oregon's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Morrow County, Oregon's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Pension Required Supplementary Information.

We have also been engaged to report on supplementary information other than RSI that accompanies Morrow County, Oregon's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it

in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Schedule of expenditures of federal awards.
- 2) Combining and individual non-major fund financial statements.
- 3) Other Schedules.

### **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the County Commissioners of Morrow County, Oregon. We cannot provide assurance that unmodified opinions will be expressed.

Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste and abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Morrow County, Oregon's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Morrow County, Oregon's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Morrow County, Oregon's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Morrow County, Oregon in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Management Responsibilities**

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related party and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period

presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such



changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to Morrow County, Oregon; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

Morrow County, Oregon

Page 8

June 1, 2021

The audit documentation for this engagement is the property of Barnett & Moro, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to State of Oregon or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Barnett & Moro, PC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

It is our policy to keep records related to this engagement for seven years. However, Barnett & Moro, P.C. does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies.

Cameron W. Anderson is the engagement shareholder and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee is based upon the scope of the services stated in this letter. If the scope of our work changes because of a request from you or from unusual circumstances that arise, a change in our fee will be mutually agreed to before we proceed. Our fee is also based on the fact that your records will be ready for audit by September 30 of each year. If your records are not ready for audit by September 30, an additional fee of \$1,000 will be incurred.

Our fee for your audit for the year ending June 30, 2021 will be \$36,400. If Morrow County, Oregon is not subject to a single audit, the fee will be decreased by \$1,500.

Either party may cancel this contract by giving written notice prior to March 1 of the year to be audited.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2020 peer review accompanies this engagement letter.

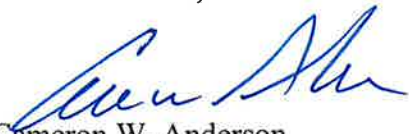
We appreciate the opportunity to be of service to Morrow County, Oregon and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Morrow County, Oregon

Page 9

June 1, 2021

Barnett & Moro, P.C.



Cameron W. Anderson

RESPONSE:

This letter correctly sets forth the understanding of Morrow County, Oregon.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

**BARNETT & MORO, P.C.**  
CERTIFIED PUBLIC ACCOUNTANTS

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CAMERON W. ANDERSON, C.P.A.  
RICHARD L. STODDARD, C.P.A.  
BETSY J. BENNETT, C.P.A.  
PAUL A. BARNETT, C.P.A.  
REBECCA K. RAMOS BAUTISTA, C.P.A.  
MITCHELL L. BOYLAN, C.P.A.

---

GERALD J. MORO, C.P.A. EMERITUS

June 1, 2021

Darrell Green, County Administrator  
and County Commissioners  
Morrow County, Oregon  
P.O. Box 867  
Heppner, OR 97836

We are pleased to confirm our understanding of the services we are to provide Morrow County, Oregon for the year ended June 30, 2021. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Morrow County, Oregon as of and for the year ended June 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Morrow County, Oregon's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Morrow County, Oregon's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Pension Required Supplementary Information.

We have also been engaged to report on supplementary information other than RSI that accompanies Morrow County, Oregon's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it

in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Schedule of expenditures of federal awards.
- 2) Combining and individual non-major fund financial statements.
- 3) Other Schedules.

### **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the County Commissioners of Morrow County, Oregon. We cannot provide assurance that unmodified opinions will be expressed.

Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste and abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Morrow County, Oregon's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Morrow County, Oregon's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Morrow County, Oregon's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Morrow County, Oregon in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Management Responsibilities**

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related party and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period



presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such

changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

We will provide copies of our reports to Morrow County, Oregon; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

Morrow County, Oregon

Page 8

June 1, 2021

The audit documentation for this engagement is the property of Barnett & Moro, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to State of Oregon or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Barnett & Moro, PC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

It is our policy to keep records related to this engagement for seven years. However, Barnett & Moro, P.C. does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies.

Cameron W. Anderson is the engagement shareholder and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee is based upon the scope of the services stated in this letter. If the scope of our work changes because of a request from you or from unusual circumstances that arise, a change in our fee will be mutually agreed to before we proceed. Our fee is also based on the fact that your records will be ready for audit by September 30 of each year. If your records are not ready for audit by September 30, an additional fee of \$1,000 will be incurred.

Our fee for your audit for the year ending June 30, 2021 will be \$36,400. If Morrow County, Oregon is not subject to a single audit, the fee will be decreased by \$1,500.

Either party may cancel this contract by giving written notice prior to March 1 of the year to be audited.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2020 peer review accompanies this engagement letter.

We appreciate the opportunity to be of service to Morrow County, Oregon and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Morrow County, Oregon

Page 9

June 1, 2021

Barnett & Moro, P.C.



Cameron W. Anderson

RESPONSE:

This letter correctly sets forth the understanding of Morrow County, Oregon.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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



**OSCPA Peer Review Program**  
Administered in Oregon by  
Oregon Society of CPAs



**AICPA**  
**AICPA Peer Review Program**  
Administered in Oregon, Hawaii, Guam,  
and Northern Mariana Islands by  
Oregon Society of CPAs

October 27, 2020

Dennis Barnett  
Barnett & Moro, P. C.  
495 E Main ST  
Hermiston, OR 97838-1926

Dear Dennis Barnett:

It is my pleasure to notify you that on October 23, 2020, the Oregon Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is August 31, 2023. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

*OSCPA Peer Review Committee*

Peer Review Committee  
Oregon Society of CPAs  
peerreview@orcpa.org  
503-641-7200 / 800-255-1470

cc: Angela Pratt, Cameron Anderson

Firm Number: 900010082753

Review Number: 575718



MATHEW D. PETERSEN

ANGELA M. PRATT

RYAN D. SMITH

\*\*\*

3702 KERH ROAD

YAKIMA, WA 98902

509 575 1040 P

509 457 2115 F

## **Report on the Firm's System of Quality Control**

To the Shareholders of Barnett & Moro, P.C. and the  
Peer Review Committee of the Oregon Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Barnett & Moro, P.C. (the firm) in effect for the year ended February 29, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### **Firm's Responsibility**

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### **Peer Reviewer's Responsibility**

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### **Required Selections and Considerations**

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### **Opinion**

In our opinion, the system of quality control for the accounting and auditing practice of Barnett & Moro, P.C. in effect for the year ended February 29, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Barnett & Moro, P.C. has received a peer review rating of *pass*.

*Petersen CPAs & Advisors, PLLC*

Petersen CPAs and Advisors, PLLC  
September 17, 2020



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Darrell Green
Department: Administration
Short Title of Agenda Item:

Date submitted to reviewers: 6/18/2021
Requested Agenda Date: 06/23/2021

(No acronyms please)

OHA Intergovernmental Agreement #166052 Amendment 3

This Item Involves: (Check all that apply for this meeting.)

- Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time: 5 minutes
Purchase Pre-Authorization
Other

N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Department Director Required for all BOC meetings
Administrator Required for all BOC meetings
R. Tovey email 6/16/2021 County Counsel \*Required for all legal documents
Finance Office \*Required for all contracts; other items as appropriate.
Human Resources \*If appropriate
\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

**AGENDA ITEM COVER SHEET**  
**Morrow County Board of Commissioners**  
**(Page 2 of 2)**

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**1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

Attached is Amendment 3 to our OHA Intergovernmental Agreement #166052 for the financing of Mental Health, Addiction Treatment, Recovery & Prevention, and Problem Gambling Services.  
This amendment is for administrative adjustment to funding.  
I reviewed this with Kimberly Lindsay, Executive Director for Community Counseling Services.

**2. FISCAL IMPACT:**

No change

**3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to have the County Administrator sign the IGA as presented

Attach additional background documentation as needed.





In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to [dhs-oha.publicationrequest@state.or.us](mailto:dhs-oha.publicationrequest@state.or.us) or call 503-378-3486 (voice) or 503-378-3523 (TTY) to arrange for the alternative format.

**THIRD AMENDMENT TO  
OREGON HEALTH AUTHORITY  
2021 INTERGOVERNMENTAL AGREEMENT FOR THE FINANCING OF MENTAL  
HEALTH, ADDICTION TREATMENT, RECOVERY, & PREVENTION, AND  
PROBLEM GAMBLING SERVICES AGREEMENT #166052**

This Third Amendment to Oregon Health Authority 2021 Intergovernmental Agreement for the Financing of Community Mental Health, Addiction Treatment, Recovery, & Prevention, and Problem Gambling Services effective as of January 1, 2021 (as amended, the "Agreement"), is entered into, as of the date of the last signature hereto, by and between the State of Oregon acting by and through its Oregon Health Authority ("OHA") and **Morrow County** ("County").

**RECITALS**

WHEREAS, OHA and County wish to modify the Financial Assistance Award set forth in Exhibit C of the Agreement.

NOW, THEREFORE, in consideration of the premises, covenants and agreements contained herein and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

**AGREEMENT**

1. The financial and service information in the Financial Assistance Award are hereby amended as described in Attachment 1 attached hereto and incorporated herein by this reference. Attachment 1 must be read in conjunction with the portion of Exhibit C of the Agreement that describes the effect of an amendment of the financial and service information.
2. Capitalized words and phrases used but not defined herein shall have the meanings ascribed thereto in the Agreement.
3. County represents and warrants to OHA that the representations and warranties of County set forth in section 4 of Exhibit F of the Agreement are true and correct on the date hereof with the same effect as if made on the date hereof.
4. Except as amended hereby, all terms and conditions of the Agreement remain in full force and effect.
5. This Amendment may be executed in any number of counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Amendment so executed shall constitute an original.

IN WITNESS WHEREOF, the parties hereto have executed this amendment as of the dates set forth below their respective signatures.

**6. Signatures.**

**Morrow County**

**By:**

	Darrell Green	County Administrator	
_____	_____	_____	_____
Authorized Signature	Printed Name	Title	Date

**State of Oregon acting by and through its Oregon Health Authority**

**By:**

_____	_____	_____	_____
Authorized Signature	Printed Name	Title	Date

**Approved by: Director, OHA Health Systems Division**

**By:**

_____	_____	_____	_____
Authorized Signature	Printed Name	Title	Date

Approved for Legal Sufficiency:

Approved by Steven Marlowe, Senior Assistant Attorney General, Department of Justice, Tax and Finance Section, on April 30, 2019; e-mail in contract file.

**OHA Program:**

Approved by Shawn Kintner on June 17, 2021; e-mail in contract file.

# ATTACHMENT 1

## EXHIBIT C Financial Pages

### MODIFICATION INPUT REVIEW REPORT

MOD#: A0022

CONTRACT#: 166052

CONTRACTOR: MORROW COUNTY

INPUT CHECKED BY: \_\_\_\_\_ DATE CHECKED: \_\_\_\_\_

SE#	FUND CODE	CPMS PROVIDER	EFFECTIVE DATES	SLOT CHANGE/TYPE	RATE	OPERATING DOLLARS	STARTUP PART DOLLARS ABC	PART IV	PAAF CD	BASE	CLIENT CODE	SP#
FISCAL YEAR: 2020-2021												
BASEAD MORROW CO.												
66	450	-0-	1/1/2021 - 6/30/2021	0 /NA	\$0.00	\$13,753.80	\$0.00	A	1	Y		2
BASEAD MORROW CO.												
66	520	-0-	1/1/2021 - 6/30/2021	0 /NA	\$0.00	-\$13,753.80	\$0.00	A	1	Y		1
TOTAL FOR SE# 66						\$0.00	\$0.00					
TOTAL FOR 2020-2021						\$0.00	\$0.00					
TOTAL FOR A0022 166052						\$0.00	\$0.00					

OREGON HEALTH AUTHORITY  
Financial Assistance Award Amendment (FAAA)

CONTRACTOR: MORROW COUNTY  
DATE: 06/10/2021

Contract#: 166052  
REF#: 004

REASON FOR FAAA (for information only):

This Contract amendment is for administrative adjustment to funding.

The following special condition(s) apply to funds as indicated by the special condition number in column 9. Each special condition set forth below may be qualified by a full description in the Financial Assistance Award.

A0022 1 Special condition #A0000-4 in Base Agreement, regarding "A&D 66 Services" applies.

A0022 2 These funds must result in the delivery of A&D 66 Services to a minimum of 50 unduplicated individuals receiving outpatient Services and enrolled in the MOTS system on or after January 1, 2021. Up to 20% of 50 can be provided as Prevention, Education, and Outreach to non-enrolled individuals. Cases without evidence of treatment engagement in the clinical record do not count toward the service delivery requirement, except as listed above for Prevention, Education, and Outreach. Report of Prevention, Education, and Outreach must be submitted quarterly on the form located at <http://www.oregon.gov/OHA/HSD/AMH/Pages/Reporting-Requirements.aspx>. Under delivery of Services subject to this financial assistance may result in recovery of funds at the rate of \$ 1,200 per individual.



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Mike Gorman
Department: Assessment & Tax
Short Title of Agenda Item:
(No acronyms please)

Phone Number (Ext): 541-676-5607
Requested Agenda Date: 6/23/21

Department of Revenue Assessor Map Maintenance Contract

This Item Involves: (Check all that apply for this meeting.)

- Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time:
Purchase Pre-Authorization
Other

N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity: Oregon Dept. of Revenue
Contractor/Entity Address:
Effective Dates - From: 7/1/2021 Through: 6/30/22
Total Contract Amount: \$22,000 Budget Line: 101-103-5-20-3420
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Mike Gorman 6/18/21 Department Director Required for all BOC meetings
[Signature] 6/21/21 Administrator Required for all BOC meetings
County Counsel \*Required for all legal documents
K. Knop email 6-18-21 Finance Office \*Required for all contracts; other items as appropriate.
Human Resources \*If appropriate

\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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**1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

Annual contract for Assessment Map Maintenance with Oregon Dept. of Revenue.

**2. FISCAL IMPACT:**

\$22,000

**3. SUGGESTED ACTION(S)/MOTION(S):**

Approve and sign

Attach additional background documentation as needed.

**INTERGOVERNMENTAL SERVICES AGREEMENT  
CONTRACT #DOR-305-21**

This agreement is between The Oregon Department of Revenue (Department) and Morrow County (County).

This agreement is for map maintenance and related cartographic activities to be performed by the Department of Revenue for the County as authorized under ORS 306.125 and ORS 190.110.

Map maintenance and related cartographic activities shall be performed by the Department as requested by the County. All map maintenance work will be completed in accordance with state cadastral map standards. Mapping costs are based on estimated staff hours required to complete the work at a specified rate per staff hour. The figures shown below are for the fiscal year July 1, 2021 to June 30, 2022. Costs are subject to change for billable overruns. The rate per staff hour includes salaries, supplies, and overhead. In addition, the Department may furnish to the County maps used by the assessor's staff (related maps). These maps are related to map maintenance, but the cost is not included in the rate per staff hour. The cost to the County for related maps will be the actual cost. The County will be billed monthly for services performed and related maps. Payment shall be made within 30 days following each monthly billing.

The Department will make every effort to produce and maintain maps to state standards using correct cadastral procedures. Additionally, should an inadvertent mapping error occur, which causes an assessment to be incorrect, the County shall be responsible to make all administrative corrections to the assessment and incur all costs for the corrections.

Any charges for legal services or litigation costs that may be incurred by the Department at the request of the County are not covered by this agreement.

ACTIVITY	ESTIMATED STAFF HOURS	NOT-TO-EXCEED RATE PER STAFF HOUR	TOTAL COST
Map Maintenance and Related Activities	366.67	\$60.00	\$22,000
Related Maps		Actual	

It is understood and agreed that either party may terminate this agreement upon 90 days' written notice. All work completed shall be paid for as of the last day stipulated in the termination notice. All completed work, maps, and records shall be turned over to the County for its use. It is understood and agreed that this agreement is subject to any law passed by the Legislative Assembly of Oregon affecting any provisions contained herein.

STATE OF OREGON, by and through its  
DEPARTMENT OF REVENUE

By and through the  
BOARD OF COMMISSIONERS  
of Morrow County, Oregon

By \_\_\_\_\_  
Krista Olson                                  Date  
Procurement Manager, DPO

By \_\_\_\_\_  
Chairperson                                  Date  
Board of Commissioners

Internal Review

\_\_\_\_\_  
County Commissioner                          Date

By Rebecca Hall                          6/16/2021  
Rebecca Hall                                  Date  
Unit Manager, Property Tax Division

\_\_\_\_\_  
County Commissioner                          Date

REVIEWED AND APPROVED

By \_\_\_\_\_  
Assessing Official of Morrow County                          Date



## AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners  
(Page 1 of 2)

(For BOC Use)

Item #

**Please complete for each agenda item submitted for consideration by the Board of Commissioners  
(See notations at bottom of form)**

Presenter at BOC: Katie Imes  
Department: The Loop  
Short Title of Agenda Item:  
(No acronyms please)

Phone Number (Ext): 541-676-5667  
Requested Agenda Date: June 23rd, 2021

Kayak Public Transit Purchase Service Agreement 2021-2023

**This Item Involves:** (Check all that apply for this meeting.)

- |   |   |
|---|---|
| <input type="checkbox"/> Order or Resolution                              | <input type="checkbox"/> Appointments                       |
| <input type="checkbox"/> Ordinance/Public Hearing:                        | <input type="checkbox"/> Update on Project/Committee        |
| <input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading | <input checked="" type="checkbox"/> Consent Agenda Eligible |
| <input type="checkbox"/> Public Comment Anticipated:                      | <input type="checkbox"/> Discussion & Action                |
| Estimated Time:   | Estimated Time:   |
| <input type="checkbox"/> Document Recording Required                      | <input type="checkbox"/> Purchase Pre-Authorization         |
| <input checked="" type="checkbox"/> Contract/Agreement                    | <input type="checkbox"/> Other                              |

N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity: **Confederated Tribes of the Umatilla Indian reservation (CTUIR) Kayak Public Transit**

Contractor/Entity Address: **46411 Timine Way, Pendleton, Oregon 97801**

Effective Dates – From: **July 1st, 2021**

Through: **June 30th, 2023**

Total Contract Amount: **\$24,000**

Budget Line: **504-504-5-20-3746**

Does the contract amount exceed \$5,000?     Yes     No

Reviewed By:

<p>_____ Department Director DATE</p> <p> 6/21/21 Administrator DATE</p> <p>Rich Tovey - via email    6/4/2021 County Counsel DATE</p> <p>Kate Knop - via email    6/14/2021 Finance Office DATE</p> <p>_____ Human Resources DATE</p>	<p>Required for all BOC meetings</p> <p>Required for all BOC meetings</p> <p>*Required for all legal documents</p> <p>*Required for all contracts; other items as appropriate.</p> <p>*If appropriate</p>
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\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

**Note:** All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.



# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

This agreement allows Kayak Public Transit to provide service to Irrigon. Morrow County residents can access Umatilla, Hermiston, Stanfield and Pendleton through this service. The bus (Kayak - Hopper) operates Monday - Saturday coming into Irrigon twice a day. This agreement is funded by the Federal Transportation Grant- 5310 2021-2023 biennium, the funds in this agreement help to cover a portion of Kayak's operating costs to service Irrigon.

## **2. FISCAL IMPACT:**

\$21,535.20 Federal Share to fund #5310- FTA Grant Fund

After 7/1/2021: Request budget transfer from #216 - STF Fund to #5310 - FTA Grant Fund for matching funds in the amount of \$2,465.80

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to sign the Kayak Public Transit Purchase Service Agreement totaling \$24,000.00 beginning July 1st, 2021 and ending June 30th, 2023.

Attach additional background documentation as needed.

## Kayak Public Transit Purchase Service Agreement

### Section I Parties

This agreement is made by and between **Morrow County**, a political subdivision of the State of Oregon, hereafter referred to as "County", and **Confederated Tribes of the Umatilla Indian Reservation (CTUIR)**, hereafter referred to as "Provider".

### Section II Considerations

It is hereby agreed by and between the above named parties that as consideration for performance by Provider of services in accordance with the terms and conditions specified below, that County will pay to the Provider the sum of \$12,000.00 per year. Funds for this grant will come from the 5310 Grant awarded to the County by the Federal Government for the 2021-2023 biennium. Portions of said sum may be paid to Provider on a quarterly basis as state funds are received, and is subject to full repayment to County by Provider for failure of Provider to adhere to the terms and conditions of this agreement.

### Section III Term

This agreement shall be effective from July 1, 2021 through June 30, 2023.

### Section IV Terms and Conditions

The following terms and condition are binding on the parties of this agreement:

1. Use of Funds

Provider shall limit the use of funds paid under this agreement to the sole benefit of elderly and handicapped residents of Morrow County. Travel will be provided within Morrow County except when there are required services to be provided that are not available within Morrow County. County shall, on demand, have access to all records of Provider, including financial documents or records, for review at any reasonable time.

2. Services

Provider shall perform all service specified and approved by County as directed by County.

3. Certification

During the term of this agreement, Provider shall obtain and maintain current status for any and certification necessary for the performance of the services required herein.

4. Independent Contractor

Provider is an independent contractor and shall not be considered an employee, agency, partner, or representative of County for any purpose whatsoever. Provider shall not be entitled to payment by County for employee benefits, workers compensation, employment withholding

taxes, or unemployment insurance. Contractor shall have the sole control and supervision over the manner in which services are performed, except that they must be performed in a manner which is consistent with the terms of this agreement. Provider shall be responsible for furnishing all equipment necessary for the performance of the services required herein.

5. Labor Standards

Provider agrees to comply with all applicable labor standards and restriction set forth in ORS 279.310 through 279.320.

6. Waiver

A waiver of any term or condition under this agreement by either party shall not be construed as a continuing waiver of that term or condition or affect the right to future enforcement of that term or condition.

7. Reports and invoices

Provider will furnish to County written reports and invoices for payment on a quarterly basis. For quarter beginning July 1 through September 30 report and invoice due October 15. Quarter October 1 through December 31 report and invoice due January 15. Quarter January 1 through March 31 report and invoice due April 15 and quarter April 1 through June 30 report and invoice due July 15. Invoices from the Provider for payment of the quarter will be for \$3,000.00.

8. Liability of Insurance

Provider shall obtain and maintain during the term of this agreement general liability insurance to cover any acts or omissions of Provider in the performance of this agreement. Such insurance shall not be less than the maximum amount specified under the Oregon Tort Claims Act (ORS 30.270).

9. Indemnification

Provider shall indemnify and hold County, The Loop Morrow County Transportation Advisory Committee and all of its agents, officers, and employees harmless from any damages which may arise from the acts or omissions of Provider in performing this contract, and for the costs of any suit or proceedings arising hereunder including attorney fees.

10. Dispute Resolution

If a dispute should arise concerning this agreement, the parties agree to make a good faith effort to mediate the dispute before filing any action or suit, with costs of mediation to be shared equally by the parties. If a suit or action is filed, each party will pay its own costs and attorney fees. Venue for such action shall be filed in Morrow County, Oregon.

11. Availability of funds

This agreement is subject to the availability of County funds appropriated for this specific purpose, and to the provision of funds to the County from state or federal funding sources.

12. Governing Law

The provisions of this agreement shall be governed by the laws of the state of Oregon. Provider agrees to comply with all federal, state, and local laws in the performance of this agreement.

See Appendix A for federal governing requirements.

13. Assignment

Provider may not assign the rights or duties under this agreement to any other person or party without express written consent of County.

14. Successors in Interest

The provisions of this agreement shall be binding on any heirs, assigns, or successors in interest to Providers.

15. Modification

Any amendment or modification to any provision of this agreement must be in writing, dated, and signed by both parties.


16. Entire Agreement

This document represents the entire agreement between the parties, and no other representation, either oral or written shall be effective unless adopted in accordance with the terms of this agreement.

17. Termination

Either party shall have the right to terminate this contract with or without cause upon 60 days notice in writing to the other party. If Provider terminates the agreement, Provider shall be required to repay to County the amount of any funds advanced to Provider which Provider has not earned or expended through the provision of services in accordance with the provision of this agreement. County reserves the right to terminate this agreement immediately upon notice to Provider for any breach of this agreement, including but not limited to any action which in the opinion of the County would endanger the public health, safety or welfare, or endanger or jeopardize County obligations, financial or otherwise, to third parties as a result of Provider's breach of this agreement.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

  
\_\_\_\_\_  
Paul Rabb  
Interim Executive Director  
Confederated Tribes of the Umatilla  
Indian Reservation (CTUIR)

\_\_\_\_\_  
Don Russell, Chair  
Morrow Co. Commissioner

\_\_\_\_\_  
Jim Doherty  
Morrow Co. Commissioner

\_\_\_\_\_  
Melissa Lindsay  
Morrow Co. Commissioner

APPROVED AS TO LEGAL SUFFIENCIENCY

By \_\_\_\_\_  
Justin Nelson  
Morrow Co Counsel

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



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Darrell Green
Department: Administration
Short Title of Agenda Item:

Date submitted to reviewers: 6/16/2021
Requested Agenda Date: 06/23/2021

(No acronyms please)

Subscription Services Contract with Chaves Consulting

This Item Involves: (Check all that apply for this meeting.)
Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time:
Purchase Pre-Authorization
Other

N/A
Purchase Pre-Authorizations, Contracts & Agreements
Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Table with 3 columns: Name/Signature, Date, and Department/Requirement. Includes entries for Darrell J Green, R. Tovey email, Finance Office, and Human Resources.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting.

# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

Chaves Consulting is the company the State of Oregon has chose to manage the software programming for ORMS, Oregon Record Management System and assist us with integrating, training and support with ORMS. We plan to start with the minimum of 10 Users per month. For reference, attached is Amendment 15 and Second Restatement of the Master Software Service Agreement from the Oregon Secretary of State.

## **2. FISCAL IMPACT:**

Estimated \$370.20 per month once the contract has commenced.

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to have the County Administrator sign the Subscription Services Contract with Chaves Consulting

Attach additional background documentation as needed.

**EXHIBIT D  
SUBSCRIPTION SERVICES CONTRACT**

This Subscription Services Contract Number ORMS – 371 (“Contract”) is effective June 4, 2021 (“Contract Effective Date”) between Chaves Consulting, Inc. (“Contractor”) and Morrow County (“Authorized Purchaser”).

THIS CONTRACT IS ENTERED INTO PURSUANT TO MASTER SOFTWARE AS A SERVICE AGREEMENT #0486 (the “MSA”) AND IS SUBJECT TO THE TERMS AND CONDITIONS SET FORTH THEREIN. THE TERMS AND CONDITIONS OF THE MSA ARE INCORPORATED HEREIN BY REFERENCE AND APPLY TO THIS CONTRACT AND TAKE PRECEDENCE OVER ALL OTHER CONFLICTING TERMS AND CONDITIONS, EXPRESS OR IMPLIED.

**Authorized Purchaser Contact information:**

**Authorized Purchaser:**

**Contact Name: Darrell J Green**

**Address: PO Box 788  
110 N Court Street  
Heppner OR 97836**

**Phone: (541) 676-2529**

**Email Address: [dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)**

**Invoices shall be sent to:**

**Contact Name: Darrell J Green**

**Address: PO Box 788  
110 N Court Street  
Heppner OR 97836**

**Phone: (541) 676-2529**

**Email Address: [dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)**

**1. Subscription Services**

The Contractor will provide to the Authorized Purchaser all required services listed in



Exhibit B which includes access to and use of the ORMS Software, data hosting and storage, and helpdesk support services. The State Archives Division will provide the training for using ORMS. The Contractor may provide training to other ORMS Software integrations.

Inquiry-Only Users Services are defined in Exhibit B to the MSA; Inquiry-Only Services do not include the full range of Subscription Services listed above.

Services shall be deemed to commence on the date that: (1) the Authorized Purchaser has access either to the ORMS Software production or quality assurance (QA) environment, to data hosting, storage and helpdesk support; and (2) the Authorized Purchaser's initial Users have been provided Phase I initial implementation training as specified in the ORMS Training Plan.

## 2. Role of State Archives Division

The State Archives Division will work with Authorized Purchaser in order to set milestones such as the number of initial Users, projected total end users upon full Authorized Purchaser implementation, and due date for full implementation.

In the event that Authorized Purchaser is not able to meet a specific milestone date, the Authorized Purchaser shall notify both the State Archives Division and Contractor.

The notification must be given in writing before the proposed milestone date stating the reason the date cannot be met and Authorized Purchaser will not be subject to any penalty charges.

## 3. Subscription Fee and Payment Schedule

Authorized Purchaser agrees to a minimum of 10 Users per month. Authorized Purchaser agrees to payment option 1 below:

### Payment option #1:

Authorized Purchaser shall pay Contractor a monthly fee based on the number of Users for Authorized Purchaser. The rate per User per month is specified in the following table:

Number of Users	Cost per Month per User	Monthly Rebate Per User
2,000	\$37.02	\$8.76
3,000	\$37.02	\$8.76
4,000	\$29.74	\$4.87
5,000	\$26.66	\$2.92
6,000	\$24.06	

7,000	\$21.61	
8,000	\$19.62	
9,000	\$18.81	
10,000	\$17.53	
11,000	\$16.55	
12,000	\$15.71	
13,000	\$14.68	
14,000	\$14.02	
15,000	\$13.55	
16,000	\$12.54	
17,000	\$11.96	
18,000	\$11.44	
19,000	\$10.99	
20,000	\$10.54	

For the purpose of establishing the User cost per month for payment option #1, the number of Users is the cumulative number of users of all Authorized Purchasers that have executed a subscription services contract with Contractor pursuant to the MSA.

**Or**

**Payment option #2:**

Authorized Purchaser may purchase a minimum of 300 Users at the rate of \$24.06 per User per month.

Rebates: The first 5,000 Users will begin receiving a rebate (in the form of reduced monthly billings) when the total number of combined Users exceeds 20,000. The number of months that the Authorized Purchasers will receive the rebate will be equal to the number of months that the initial Users paid the higher rate. The amount of the rebate is specified in the table in Section 3 of this Contract. Authorized Purchasers that select payment option #2 and #3 are not eligible for rebates as described in this paragraph.

**Or**

**Payment option #3:**

Authorized Purchaser may purchase Inquiry-Only User Type. Pricing for the Inquiry-Only User Type will be 50% of the monthly user fee with the lowest price at \$10.54. Authorized Purchaser MUST commit to and implement the minimum number of (10) full subscription Services Users in order to add Inquiry-Only Users. Authorized Purchaser must have signed the Acceptance of Services prior to adding Inquiry-Only Users.

If the Authorized Purchaser exceeds the 10 GB of data storage per User and the 1 GB of data transfer per User per month the cost for those Additional Services are:

- \$7.00 per 10GB of additional storage per month
- \$1.20 per 1 GB of additional data transfer per month

Additional Data Storage Pricing Options:

If Authorized Purchaser requires a higher data allocation than 10GB of storage per user, then Authorized Purchaser may elect one of the following pricing options:

- \$57.50 per 100 GB of additional storage per month
- \$500 per 1 TB per month.

The initial invoice shall be issued on the 1<sup>st</sup> day of the month immediately following the Acceptance of Initial Deliverables described in Section 5 of this Contract.

Invoices shall be issued on the 1st day of the month of the current calendar month in which the Subscription Services will be provided. All undisputed, timely and valid invoices are due in full 15 days after receipt by Authorized Purchaser.

**Default by Non-Payment:** Authorized Purchaser shall not delay payment of monthly User fees based on a dispute or claim relating to Non-Subscription Services.

If Authorized Purchaser fails to pay Contractor any amount pursuant to the terms of the Contract and fails to cure such failure within 45 business days after delivery of Contractor's notice or such longer period as Contractor may specify in such notice, Authorized Purchaser shall be in default under Exhibit A, Section 10.2 of the MSA.

#### **4. Additional Users**

During the term of this Contract, Authorized Purchaser may add additional Users at any time. The monthly installment fee for payment option #1 will be set according to the table in Section 3 for each additional User commencing on the day the additional Users are specified by Authorized Purchaser. Additional Users under payment option #2 shall be invoiced according to the rate in Section 3. Additional Inquiry-Only Users under payment option #3 shall be invoiced according to the rate in Section 3. Additional Users and additional Inquiry-Only Users may be requested from an Authorized Purchaser, via email, to the ORMS helpdesk.

## **5. Authorized Purchaser Acceptance**

Contractor shall commence the Services and provide Deliverables as set forth in the Contract. Within ten (10) business days after the commencement of Services, Contractor shall provide Authorized Purchaser with an Acceptance of Initial Deliverables Question and Answer Form that is reasonably constructed to test the ability of the Subscription Services and associated ORMS Software applications, as implemented by Contractor, to produce the results and other Deliverables specified in this Contract. The Authorized Purchaser shall complete and return this form to Contractor within ten (10) business days as initial acceptance of Deliverables to date; a non-response shall be deemed as an acceptance of initial Deliverables.

Authorized Purchaser may accept the proposed acceptance test as recommended or modify it as Authorized Purchaser deems reasonable. Contractor shall provide Authorized Purchaser with access to the Subscription Services on or before the commencement date described in Section 1 of this Contract and the implementation schedule agreed to by Authorized Purchaser, the State Archives Division and Contractor. On the transition date, Contractor shall assume responsibility for providing ongoing Subscription Services.

Upon the conclusion of any consecutive forty-five (45) day period of production processing from the transition date as specified in Section 10 of this Contract, when all Service Levels have been met successfully, the Subscription Services shall be deemed accepted in full. Authorized Purchaser will acknowledge completion of this milestone by written notification to Contractor. Nothing contained in this Section 5 or any other provision of this Contract shall be deemed to prevent Authorized Purchaser from using any portion of the Subscription Services in a live environment for productive processing, and any such use shall not alter, amend or modify any of Contractor's obligations pursuant to the Contract.

## **6. Period of Performance**

The period of performance of this Contract shall commence on the Contract Effective Date and shall continue for a period of 12 months plus the interim period between the effective date and the date of acceptance (the "Initial Period"). Thereafter, unless Authorized Purchaser notifies Contractor in writing, this Contract shall automatically be renewed annually for additional 12-month periods (each a "Renewal Period").

## **7. Consulting, Implementation, Training and/or Support Services**

Contractor shall provide the consulting, implementation, training and/or support services

related to the Subscription Services as set forth in Section 5 of the MSA.

Inquiry-Only User Services include application configuration and administrative set up by Contractor and SoS.

#### **8. Security Procedures**

Contractor shall define certain policies and procedures that it shall have in place in order to provide the level of security associated with the Subscription Services and with the Service Levels set forth in Section 12. These policies and procedures shall be updated by Contractor from time to time to reflect updated Department of Administrative Services Security Standards, emerging technologies, business practices and Internet-related issues. Contractor shall provide written notice to Authorized Purchaser of any changes made to its security policies and procedures within ten (10) days of such changes, and updated policies and procedures shall be distributed through ORMS Support (Helpdesk).

#### **9. Specifications and Minimum Technical Requirements**

Contractor warrants that the minimum technical requirements for access to and operation of the ORMS Software are updated and available upon Authorized Purchaser request.

If future releases of the ORMS Software require use of newer versions of any client application or change in any client application configuration, Contractor shall provide 15 - 45 days (depending on the kind of change and its impact) written notice to Authorized Purchaser prior to the general release of that ORMS Software Version.

#### **10. Transition**

Contractor and the State Archives Division shall assist in developing a transition plan that is approved by Authorized Purchaser. Subscription Services shall be transitioned and in production, as accepted by Authorized Purchaser, within thirty (30) calendar days from the Schedule Effective Date.

#### **11. Transition Remedy**

In the event that Contractor fails to meet the date for the completion of the transition into production of the Subscription Services, Contractor shall credit Authorized Purchaser one percent (1%) of the monthly Service fees for every business day the transition is late. If Contractor misses the target date by more than thirty (30) days, Contractor shall be deemed to be in material breach of the Agreement.

If Authorized Purchaser does not meet its obligations as identified in the transition plan provided by Contractor and Authorized Purchaser is the sole cause of a delay in the project, the transition milestone target dates shall be extended for the same amount of time as the delay. Contractor shall promptly notify the Authorized Purchaser Program Manager, in writing, of any delay in the project schedule as a result of Authorized Purchaser's failure to meet any of its obligations identified above. If Contractor fails to notify Authorized Purchaser of any such Authorized Purchaser failure to meet its obligations, Authorized Purchaser shall be conclusively presumed under the Contract to have met its obligations, and consequently, Contractor shall not be entitled to rely on such delay to excuse it from meeting the milestone target dates.

## **12. Service Levels and Remedies**

### **12.1 Security Service Level.**

Contractor represents and warrants that Contractor shall provide Record Security as specified in Exhibit B, Section e. of the MSA.

The required security processes may include, but are not limited to, the following:

- (i) Contractor shall have staff on duty and at its site 24x7 and capable of identifying, categorizing, and responding to a security incident.
- (ii) Contractor shall notify Authorized Purchaser of any new potential security vulnerability within four (4) hours of discovery. This notification shall include the probable risks associated with the vulnerability.
- (iii) Contractor shall implement a security fix across the application within four (4) hours of approval from Authorized Purchaser.
- (iv) Contractor shall notify the Authorized Purchaser Program Manager within fifteen (15) minutes if Contractor believes that an attack is in process.
- (v) Contractor shall shut down ALL access to the ORMS Software or any component of it associated with the Subscription Services within fifteen (15) minutes upon request of the Authorized Purchaser Program Manager or officer of Authorized Purchaser.
- (vi) Contractor shall assist Authorized Purchaser in preparing written responses to audit requirements or findings without charge.

- (vii) After both the conclusion of the pilot period and the total number of active users remains at a minimum of 2,000 or more users per Section 8a of the MSA, Contractor must conduct and pass a SAS 70 Type II Audit every twelve (12) months during the term of this Contract. The first audit shall be performed by an independent CPA firm within twelve (12) months of the state meeting its commitment to the 2,000 user minimum; subsequent annual audit reviews shall be performed by the Contractor according to the auditor's recommended process and results shall be provide to the State and, upon request, to Authorized Purchasers. Failure by Contractor to pass the audit or to provide the audit results to Authorized Purchaser within fifteen (15) days after receiving the results from the auditor shall constitute a material breach of the MSA.

12.2 Record Retrieval Time Service Level.

Contractor represents and warrants that Contractor shall provide Record Retrieval Delivery Time Levels in the ORMS Software server environment as set forth in Exhibit B, Section f. of the MSA, as amended. Record retrieval delivery time shall be measured at the server end between the ORMS workgroup server and database at Synergy Data Center, as described in the Master Agreement #0486 at Section 9.

Contractor represents and warrants that the above performance Service Levels shall be valid with up to 20,000 Users using the application at any given time.

If the Record Retrieval Delivery Time Level of 3 minutes or less falls below 95% in any month, Authorized Purchaser shall be entitled to a credit on that month's bill for Subscription Services according to the table in Exhibit B, Section f. of the MSA, as amended.

12.3 Subscription Services Availability Service Level.

Contractor represents and warrants that the Subscription Services shall be available as specified in Exhibit B, Section f. of the MSA, as amended.

Service Availability shall be measured on a 7 x 24 basis (7 days a week, 24 hours per day).

If the Subscription Services availability percentage falls below 99.7% in any month, Authorized Purchaser shall be entitled to a credit on that month's bill for

Subscription Services according to the table below that represents the then-current cumulative number of all Authorized Purchaser Users.

A. Scale based on 20,000 users or more.

Availability Percentage	Percentage of Credit
99.60% to 99.69%	10%
99.50% to 99.59%	20%
99.0% to 99.49%	30%
97.0% to 98.99%	50%
Below 97.00%	75%

B. Scale based on 19,999 users or less.

Availability Percentage	Percentage of Credit
99.00% to 99.69%	10%
98.50% to 98.99%	20%
98.00% to 98.49%	30%
97.00% to 97.99%	50%
Below 97.0%	75%

**12.4 Performance and Availability Scalability.**

Contractor represents and warrants that the performance and availability Service Levels in Sections 12.2 and 12.3 above shall be valid and applicable with a concurrent User increase of up to 20,000 Users.

**12.5 Notifications to Authorized Purchaser.**

Contractor shall provide proactive notifications to Authorized Purchaser regarding scheduled system-maintenance downtime and system upgrades and enhancements. Contractor shall provide Authorized Purchaser with at least seven (7) calendar days' prior written notice of any scheduled outages; such notices shall include the



date of the outage and the start and stop times of the outage.

Scheduled upgrades and enhancements shall be provided between the hours of 8:00 p.m. and 6:00 a.m. Monday through Friday, or during weekends and/or Federal holidays, with the exception of emergency security patches.

**12.6 Additional Environment.**

Contractor will provide an additional environment at no additional charge for Authorized Purchaser's testing and/or training purposes, without limitation. Authorized Purchaser agrees not to use the additional environment for production purposes.

**12.7 Support and Error Resolution.**

Contractor shall establish and maintain the organization and processes necessary to provide support and error-resolution services to Authorized Purchaser. Contractor shall provide support and error-resolution services on a twenty-four (24) hours a day, seven (7) days a week basis. Authorized Purchaser's ORMS Users shall contact the ORMS Support Desk, which shall be staffed by on-site, on-duty Support staff during regular business hours from 7:00 a.m. to 5:00 p.m. Monday through Friday, excluding weekends and Federal holidays. Outside of regular business hours, Users may call the ORMS Support Desk and leave a message for on-call staff, who shall respond according to the priority levels specified in this Section.

Upon receipt of telephone or written notice from the Authorized Purchaser specifying a problem, and upon receipt of such additional information as Contractor may request, Contractor shall respond as described below to resolve reported and reproducible errors in the Subscription Services or SaaS ORMS Software, so that the application operates as specified in this Contract. Contractor shall determine the priority level in accordance with the following protocols:

- (i) **SEVERITY 1 – CRITICAL BUSINESS IMPACT.** The production use of the Subscription Services is stopped or so severely impacted that the Authorized Purchaser cannot reasonably continue work; requires round-the-clock attention until the problem is resolved (a "Severity 1 Error").
  - a. Contractor shall begin work on the error within fifteen (15) minutes of notification;

- b. Contractor shall engage development staff until the problem is circumvented or corrected; and
  - c. Contractor shall provide Authorized Purchaser with ongoing communication on the status of the problem resolution.
- (ii) **SEVERITY 2 – SIGNIFICANT BUSINESS IMPACT.** A high-impact problem is affecting Service Levels and/or materially impacting Authorized Purchaser’s use of the Subscription Services. Problem resolution shall be initiated within sixty (60) minutes, and the resolution of these problems requires serious and sustained attention during normal business hours (8:00 am to 5:00 pm, Pacific time, Monday through Friday, exclusive of State holidays) until the problems are circumvented or corrected (a “Severity 2 Error”).
- a. Contractor shall begin work on the error within sixty (60) minutes of notification;
  - b. Contractor shall engage development staff until the problem is circumvented or corrected; and
  - c. Contractor shall provide Authorized Purchaser with ongoing communication on the status of the problem resolution.
- (iii) **SEVERITY 3 – SOME BUSINESS IMPACT.** This includes problems of general work- queue type and that do not come within the definitions of Severity 1 Error or Severity 2 Error. These problems shall be addressed after Severity 1 Errors and Severity 2 Errors have been corrected and may be pursued during normal business hours on a resources-available basis (a “Severity 3 Error”).
- a. Contractor shall begin work on the error within one (1) day of notification; and
  - b. Contractor shall engage development staff to provide a workaround and to resolve the problem as soon as possible after notification by Authorized Purchaser.
- (iv) **SEVERITY 4 – MINIMUM BUSINESS IMPACT.** Authorized Purchaser requests information, an enhancement, or documentation clarification regarding the Subscription Services or SaaS ORMS Software but there is no impact on the operation of the Subscription Services or SaaS ORMS Software. The implementation or production use of the Subscription Services or SaaS ORMS Software is continuing and there is no work being impeded at the time (a “Severity 4 Error”).
- a. Contractor shall provide a response regarding the requested information or

documentation clarification within two (2) days of notification by Authorized Purchaser; and

- b. Contractor shall consider enhancements for inclusion in a subsequent update to the Subscription Services, SaaS ORMS Software or Documentation.

**13. Termination and Transition Assistance**

Authorized Purchaser may terminate this Contract as provided in Exhibit A, Section 12, of the MSA. Contractor may terminate this Contract as provided in Exhibit A, Section 12.3, of the MSA.

BY EXECUTING THIS CONTRACT, THE PARTIES AGREE TO BE BOUND BY ITS TERMS AND CONDITIONS.

AUTHORIZED PURCHASER

By: \_\_\_\_\_

Name: Darrell J. Green

Title: County Administrator

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

CONTRACTOR

By: Richard T. Chaves *Julie Ritch*  
*DOT*

Name: Richard T. Chaves

Title: President, Chaves Consulting

Date: 6/16/2021

SECRETARY OF STATE CONTRACT ADMINISTRATOR

By: \_\_\_\_\_

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

OFFICE OF THE SECRETARY OF STATE

Dennis Richardson  
SECRETARY OF STATE

Leslie Cummings  
DEPUTY SECRETARY OF STATE



BUSINESS SERVICES DIVISION  
JEFF MORGAN  
DIRECTOR

255 Capitol Street NE, Suite 180  
Salem, Oregon 97310-1342  
Information (503) 986-2204

Facsimile (503) 378-4991

**AMENDED AND RESTATED  
MASTER SOFTWARE AS A SERVICE AGREEMENT  
Agreement Number 0486**

(Amendment No. 15 and Second Restatement)

This is Amendment No. 15 and the Second Restatement of Master Software as a Service Agreement Number 0486 ("Agreement") between the State of Oregon (the "State"), by and through the Secretary of State of the State of Oregon ("the Secretary" or "SoS"), acting under a delegation of procurement authority from the Oregon Department of Administrative Services, State Procurement Office ("DAS SPO"), and on behalf of contracting agencies of the State of Oregon, local contracting agencies, and members of the Oregon Cooperative Purchasing Program, and Chaves Consulting, Inc., an Oregon corporation ("Contractor"). This Amendment is effective on the date that it has been fully executed by the parties and approved as required by law ("Effective Date").

**RECITAL**

The Agreement has been amended fourteen times and this amendment reflects the parties' desire to consolidate all of the amended provisions and to extend the contract term date into the following integrated document in order to provide a more efficient version of the Agreement as amended to the Effective Date.

Through the duration of this project there have been several names used to refer to this program (i.e. HP Trim, HP Records Manager (HPRM), Electronic Records Management System (ERMS), and Oregon Records Management System (ORMS)). From this day forward the program shall be referred to as Oregon Records Management Solution (ORMS) and is hereby defined in Exhibit A, Section 2.

**AMENDED AND RESTATED AGREEMENT**

In consideration of the foregoing recital and the mutual terms and conditions set forth below, the Secretary and Contractor agree that the Agreement is amended and restated in its entirety as follows:

**1. Purpose.** This Agreement:

(i) Identifies the process through which Contractor and State and local contracting agencies and members of the Oregon Cooperative Purchasing Program will establish subsequent contracts for the provision of hosted electronic records management system services and related services under this Agreement;

(ii) Sets forth the general terms and conditions that will apply to contracts pursuant to which Contractor will provide services; and

(iii) Is not, by itself, a binding contract for the provision of services by Contractor and does not guarantee that any contracts will be executed.

**2. Agreement Documents.** This Agreement consists of this document and the following Exhibits, each of which is attached to and incorporated into this Agreement:

- (i) Exhibit A – Terms and Conditions
- (ii) Exhibit B – Schedule of Services and Compensation
- (iii) Exhibit C – Insurance
- (iv) Exhibit D – Subscription Services Contract
- (iv) Exhibit E – Non-Subscription Services Contract
- (v) Exhibit F – Administrative Fee Report
- (vii) Exhibit G – Contractor Data and Tax Certification
- (vi) Exhibit H – Certification Statement for Independent Contractor
- (vii) Exhibit I – Request for Proposal, RFP #102-1752-10
- (vii) Exhibit J – Contractor’s Proposal
- (viii) Exhibit DWA – Subscription Services Contract

Any conflict among the provisions of the Agreement shall be resolved according to the following descending order of precedence: (a) the terms and conditions of this Agreement, less its Exhibits; (b) Exhibit A; (c) Exhibits B; (d) Exhibits D and DWA; (e) Exhibit E, if applicable; (f) Exhibits C, F, G, H; (g) Exhibit I; and (h) Exhibit J.

**3. Application of Provisions.** The provisions of Exhibits A, B, C, G, and H of the Agreement apply to and are incorporated into each Contract for services executed between Contractor and an Authorized Purchaser as provided in Section 4. "Authorized Purchaser" means a contracting agency, including a local contracting agency, as those terms are defined in ORS 279A.010, or any member of ORCPP, or the Washington Secretary of State, State Archives, that enters into a Contract with Contractor under the terms and conditions of the Master Agreement. "Contract" means the executed agreement between Authorized Purchaser and Contractor entered into pursuant to the terms and conditions of the Agreement, including its exhibits, and substantially in one of the forms attached to the Agreement as Exhibit D, Exhibit DWA, or Exhibit E. "ORCPP" means the Oregon Cooperative Purchasing Program, which recognizes certain agencies and organizations within the state of Oregon as authorized to purchase the goods and services available under certain price agreements entered into by the State.

#### **4. Contracts.**

a. An Authorized Purchaser may enter into a binding and enforceable contract for Master Software as a Service Agreement

Contractor's services by executing a contract substantially in the form attached hereto as Exhibit D, Exhibit DWA, or Exhibit E, based upon the type of service required. Each Contract shall create a separate contract between Agency and Contractor. Each Contract so executed shall be substantially in the form attached as Exhibit D, Exhibit DWA, or Exhibit E.

b. Each Contract is enforceable in accordance with its terms and shall be independent of all other such Contracts. Each Contract shall specify the services that Contractor will provide and shall make the terms and conditions of Exhibit A applicable to the provision of such services. Contractor shall not accept any Contract that does not comply with these requirements.

**5. Services.** The services that Contractor agrees to make available under Contracts are listed in Exhibit B and are described as Subscription Services and Non-subscription Services (collectively, the "Services"). Contractor agrees to perform the Services as more specifically described under each Contract.

**6. Compensation.** Contractor shall be compensated for completing Services based on the rates set forth in Exhibit B for Subscription Services. The assessment of an administrative fee is in addition to, and not a part of, the prices for Services set forth in the Contract.

**7. Administrative Fees.**

a. **Administrative Fees/Payment.** Within (30) calendar/business days after the end of each quarter during the term of this Agreement, Contractor shall pay to the State of Oregon, Secretary of State an administrative fee in an amount equal to two Percent (2 %) of Contractor's total sales made to Authorized Purchasers for Subscription Services Agreements, Exhibit D. **CONTRACTORS MAY NOT REFLECT THE ADMINISTRATIVE FEE AS A SEPARATE LINE ITEM CHARGE TO AUTHORIZED PURCHASERS. CONTRACTOR'S RATES SHALL REFLECT ALL CHARGES TO AUTHORIZED PURCHASERS FOR SUBSCRIPTION SERVICES AGREEMENTS, EXHIBIT D.** For the purposes of this Agreement, quarters end March 31, June 30, September 30, and December 31. The State will invoice Contractor for the administrative fee on a State generated invoice from the volume sales report generated by the Contractor. Contractor is responsible for timely reporting and payment, regardless of the entity that actually reports or makes administrative fee payment to the State. The Contractor shall not be required to submit a Volume Sales Report and the State shall not invoice the administrative fee until 5,000 users have been obtained via the Subscription Services Agreements, Exhibit D.

b. **Volume Sales Reports.** Contractor shall submit a Volume Sales Report, due by the 15<sup>th</sup> day following the end of each calendar quarter during the term of the Agreement, which contains: (i) complete and accurate details of the net receipts for the relevant quarterly period; (ii) Contractor's corresponding calculation of the administrative fee due to the State for that period; and (iii) such other information as the State may reasonably request. Contractor shall send a Volume Sales Report each quarter, whether or not there are reportable sales or administrative fees due to the State.

**c. Volume Sales Report Information.** Contractor shall provide the following information on the Volume Sales Report:

- Agreement item number
- Authorized Purchaser
- Contract number
- Date ordered
- Quantity of each item ordered with Contractor's item #'s and description
- Unit price and extended total
- Manufacturer or provider of each product or service ordered
- Total dollar amount for ending quarter

**d. Volume Sales Report Format.** Contractor shall provide Volume Sales Reports in a format approved by the State. Reports CD or by e-mail are preferred; however, hard copy reports are acceptable. Excel or Lotus spreadsheet formats are preferred. All other report formats must be approved by the State's Agreement administrator prior to submission of the first report.

**e. Report Receipt/Acceptance.** The State's receipt or acceptance of any of the reports furnished pursuant to this Agreement, or any sums paid hereunder, shall not preclude the State from challenging the validity thereof at any time. **THE STATE RESERVES THE RIGHT TO TERMINATE THIS AGREEMENT IF VOLUME SALES REPORTS ARE NOT RECEIVED AS SCHEDULED.**

**f. Payment of Administrative Fee.** Upon receipt of the invoice from the State, as directed by the Agreement administrator, Contractor shall remit payment in the form of a check to the State for the amount indicated on the invoice. Contractor shall contact the Contract Administrator if no invoice is received within thirty (30) days after sending the Volume Sales Report to the State. Failure to submit Volume Sales Report does not release Contractor from requirement to timely remit the required administrative fee.

**g. Interest.** Any payments Contractor makes or causes to be made after the due date as indicated on the invoice shall accrue interest at a rate of 18% per annum or the maximum rate permitted by law, whichever is less, until such overdue amount shall have been paid in full. The State's right to interest on late payments shall not preclude the State from exercising any of its other rights or remedies pursuant to this Agreement or otherwise with regards to Contractor's failure to make timely remittances.

**h. Audit.** The State, as its own expense (except as provided herein), shall have the right during regular business hours, at Contractor's premises, and upon reasonable notice, by itself or by a person authorized by it, to audit Contractor's records and other pertinent data, to determine and verify the figures reported in any Volume Sales Report furnished by Contractor. In the event that any such audit reveals underpayment of the administrative fee, Contractor shall forthwith pay the amount of deficiency, together with interest thereon at the rate provided in this Section. At the State's request, Contractor shall pay the reasonable cost of an audit, but only if such audit reveals that an underpayment may exist as determined by the State.

## **8. Term of Agreement; Amendments.**

a. The initial term of this Agreement shall be thru the pilot project, which was completed on December 30, 2013. Following the initial term and upon agreement of the parties, this Agreement may be assigned to DAS SPO and extended for a term of two (2) years, after which the Agreement may be extended for additional terms. The current term of this Agreement is through February 28, 2019.

It is anticipated that the State will secure a minimum of 2,000 users for the pilot phase of this Agreement. In the event the State fails to achieve a minimum base of 2,000 Users by December 31, 2010 the parties may mutually agree to terminate the Agreement or extend the period of time to achieve 2,000 users. In the event the user base of 2,000 Users drops below 2,000 Users the parties shall immediately review the circumstances and mutually determine a new per User price.

At least thirty (30) calendar days before the expiration of a term, the State shall notify Contractor in writing of its intent to extend this Agreement. If both parties elect to extend this Agreement, the terms and conditions set forth in this Agreement shall remain the same during any additional term.

b. The State reserves the right in its sole discretion to extend this Agreement for not more than one calendar month beyond any term or Extension Term. The State shall notify Contractor in writing of the one-month extension at least 30 calendar days before the current term or the Extension Term expires. Contractor may not increase pricing during any one-month extension obtained pursuant to this section. The State may not obtain more than one such extension.

c. No Contracts shall be executed after the termination or expiration of the Agreement. Upon termination or expiration of the Agreement, at the request of any Authorized Purchaser, Contractor shall continue to provide the Products and Services and meet its obligations under any applicable Contract issued prior to expiration or termination of the Agreement unless such Contract is otherwise terminated pursuant to the terms and conditions of the Contract. If Contractor provides any Authorized Purchaser with Services under an existing Contract during a period following the termination or expiration of the Agreement, the terms and conditions and pricing of such Contract shall remain in effect as well as Contractor's reporting requirements.

d. The parties have determined that during the term of the Agreement or a Contract, the parties may need to modify selected terms, conditions, prices and types of products and services under circumstances related to the following illustrative, although not exhaustive, categories of anticipated amendments:

- (i) Amendments required as a result of necessary changes in the State's business process;
- (ii) Amendments to change the licensing structure;
- (iii) Amendments to change the level of technical support or hosting services offered under the Agreement or purchased by Authorized Purchaser;



- (iv) Amendments required as a result of innovations in technology, hardware, and software that are within the overall scope of Services described in the Agreement and that would benefit the State and Authorized Purchasers;
- (v) Amendments required as a result of changes in user applications that require additional upgrades which are not required by the software initially provided under the Agreement;
- (vi) Amendments to add, delete, or otherwise modify products or Services, or both, within the scope of the RFP and the Agreement;
- (vii) Amendments to extend the term of the Agreement;
- (viii) Amendments to change pricing;
- (ix) Amendments to change the administrative fee;
- (x) Amendments required as a result of changes in applicable law; or
- (xi) Amendments to change the contract administration of the Agreement or Contracts.

#### **9. Termination.**

a. The parties may terminate this Agreement at any time by the mutual written consent of both parties.

b. The State may also terminate this Agreement immediately upon notice to Contractor, or at such later date as it may establish in such notice, if federal or state laws, regulations, or guidelines are modified or interpreted in such a way that the purchase of the services offered by Contractor under this Agreement is prohibited or if the State fails to receive funding, appropriations, limitations or other expenditure authority at levels sufficient to administer this Agreement.

c. Upon receipt of written notice of termination, Contractor shall stop performance under this Agreement as directed by the State.

#### **10. Provision of Services.**

a. This is not an exclusive agreement and the State reserves the right to engage other contractors to provide the same or similar services.

b. Contractor shall perform, and Authorized Purchaser will pay for, Services only when performed under a Contract. An individual Contract will specify the services for that Contract.

c. Contractor is responsible for completing all Services as defined in the Contract to the satisfaction of Authorized Purchaser.

IN WITNESS WHEREOF THE PARTIES HAVE EXECUTED THIS AGREEMENT.


**CONTRACTOR**

Authorized Signature: 

Title: President Date: 12/20/2018

Telephone number: 541-523-1029 Facsimile number: 541-523-1031

**SECRETARY OF STATE**

Authorized Signature: 

Title: CPO Date: 12/21/18

Telephone Number: 503-986-2357 Facsimile Number: 503-378-4991

APPROVED AS TO LEGAL SUFFICIENCY BY EMAIL DATED:  
12/20/2018 by Mark Williams

## **EXHIBIT A**

### **CONTRACT TERMS AND CONDITIONS**

**1. Application of Provisions.** The provisions of this Exhibit A, as well as Exhibits B, C, G, and H of the Agreement apply to the Agreement and also apply to and are incorporated into each Contract executed between Contractor and Authorized Purchaser. When applying the applicable provisions to the Agreement, where appropriate for the context, the references to "Contract" shall mean the Agreement.

**2. Definitions.** The following definitions apply to the Contract:

"Authorized Purchaser" means a contracting agency, including a local contracting agency, as those terms are defined in ORS 279A.010, or any member of ORCPP, or the Washington Secretary of State, State Archives, that enters into a Contract.

"Authorized Purchaser Data" means all data created by or in any way originating with Authorized Purchaser, and all data that is the output of computer processing of or other electronic manipulation of any data that was created by or in any way originated with Authorized Purchaser, whether such data or output is stored on Authorized Purchaser's hardware, Contractor's hardware or exists in any system owned, maintained or otherwise controlled by Authorized Purchaser or by Contractor.

"Authorized Purchaser Intellectual Property" means any intellectual property that is owned by Authorized Purchaser. Authorized Purchaser Intellectual Property includes any derivative works and compilations of any Authorized Purchaser Intellectual Property.

"Authorized Representative" means a person representing a party to the Contract who is authorized to make commitments and decisions on behalf of the party regarding the performance of the Contract. Each party's Authorized Representative is the person so identified in the Contract.

"Contract" means the executed agreement between Authorized Purchaser and Contractor entered into pursuant to the terms and conditions of the Agreement, incorporating by reference Exhibits A, B, C, G, and H of the Agreement and substantially in either of the forms attached to the Agreement as Exhibit D, Exhibit DWA, or Exhibit E.

"Contractor Intellectual Property" means any intellectual property that is owned by Contractor and contained in or necessary for the use, or optimal use, of the Deliverables. Contractor Intellectual Property includes Documentation, Work Product, and derivative works and compilations of any Contractor Intellectual Property. Contractor Intellectual Property does not include COTS Software.

"COTS Software" means commercial off-the-shelf software that Contractor delivers to Agency pursuant to the provision of Services.

"Deliverables" means the Services, including Work Product, and all Software or other Master Software as a Service Agreement

products that Contractor is required to deliver to Authorized Purchaser under the Contract.

“Desktop Specification” means Contractor’s recommended minimum technical specifications required to access and utilize the SaaS Software specified in the Contract and in accordance with the Contract’s service levels.

“Documentation” means all documents, including documents that are Deliverables described in the Contract and includes, but is not limited to, any and all operator’s and user’s manuals, training materials, guides, commentary, listings, requirements traceability matrices and other materials for use in conjunction with and for the operation of products and Services that are to be delivered by Contractor under the Contract.

“Inquiry-Only User” means Authorized Purchaser’s employees, agents, consultants, outsourcing companies, contractors and others who are authorized by Authorized Purchaser to access and use the more limited Inquiry-Only (view-only) User Type of service, set forth in Exhibit B, in the performance of their duties for Authorized Purchaser. Inquiry-Only Users do not include the full range of Subscription Services.

“Non-subscription Services” means the services provided to Authorized Purchaser by Contractor under the Contract that are not included in the definition of Subscription Services. Non-subscription Services shall include, but not be limited to, consulting, implementation, customization and other services provided to Authorized Purchaser by Contractor under this Agreement, together with all documentation provided by or otherwise required of Contractor for any of the consulting, implementation, customization or other services it provides.

“ORCPP” means the Oregon Cooperative Purchasing Program, which recognizes certain agencies and organizations within the state of Oregon as authorized to purchase the goods and services available under certain price agreements entered into by the State.

“ORMS” mean Oregon Records Management Solution.

“SaaS Application” and “SaaS Software” mean the Software as Service computer software listed in a Subscription Services Contract to which Contractor has granted Authorized Purchaser access and use as part of the Subscription Services. This includes any customization, other derivative works, upgrades, releases, fixes or patches related to the software that Contractor develops or deploys during the term of the Agreement, together with all Documentation provided by or otherwise required of Contractor for any of the software, customization, other derivative works, upgrades, releases, fixes or patches.

“Service Levels” means the performance specifications for Services performed by Contractor.

“Services” means Non-subscription Services and Subscription Services.

“ORMS Software” means the software, including COTS Software and SaaS Software, identified in Exhibit B, and all related Documentation, that the Contractor will deliver to Authorized Purchaser.

“SoS” means the Secretary of State of the State of Oregon.

“State” means the State of Oregon, acting by and through the Department of Administrative Services, State Procurement Office (“DAS SPO”) or the Secretary of State of the State of Oregon (“Secretary” or “SoS”).

“Subscription Services” means Authorized Purchaser’s access to and use, and Contractor’s provision, of the SaaS Software and other services in accordance with the terms and conditions set forth in the Contract.

“Third Party Intellectual Property” or “Third Party Products” means any intellectual property owned by parties other than Authorized Purchaser or Contractor and contained in or necessary for the use of the Deliverables. Third Party Intellectual Property includes COTS Software owned by Third Parties, and derivative works and compilations of any Third Party Intellectual Property.

“User” means Authorized Purchaser’s employees, agents, consultants, outsourcing companies, contractors and others who are authorized by Authorized Purchaser to access and use the SaaS Software and any part or portion of the Subscription Services or Non-subscription Services in the performance of their duties for Authorized Purchaser.

“User Information” means all information directly or indirectly obtained from Users accessing the SaaS Software where such information is obtained by Contractor or by any of its employees, representatives, agents or any Third Parties having contractual privity with Contractor or who are under Contractor’s supervision or control.

“Work Product” means every invention, modification, discovery, design, development, customization, configuration, improvement, process, software program, work of authorship, documentation, formula, datum, technique, know-how, secret, or intellectual property right whatsoever or any interest therein (whether patentable or not patentable or registrable under copyright or similar statutes or subject to analogous protection) that is specifically made, conceived, discovered, or reduced to practice by Contractor or Contractor’s subcontractors or agents (either alone or with others) pursuant to the Master Agreement. Notwithstanding anything in the immediately preceding sentence to the contrary, Work Product does not include any Authorized Purchaser Intellectual Property, Contractor Intellectual Property or Third Party Intellectual Property.

### **3. Services.**

#### **3.1 Subscription and Non-Subscription Services.**

3.1.1 Contractor shall provide and Authorized Purchaser may acquire the Subscription and Non-subscription Services as described in this Agreement. As part of the Services,

Contractor shall manage the recordation of User Information. Such User Information shall be treated as Authorized Purchaser's Confidential Information.

3.1.2 Authorized Purchaser and Contractor shall execute a Contract, in substantially the same form as the sample Contracts attached to this Agreement as Exhibit D, Exhibit DWA, or Exhibit E, for Authorized Purchaser's access to and use of the Software, together with any applicable Service Levels, maintenance, support and any other services. The terms and conditions of each Contract shall be independent of, and shall have no impact upon, the provisions of any other Contract.

Each Contract is subject to the Agreement and must include the following mandatory language:

THIS CONTRACT IS ENTERED INTO PURSUANT TO AGREEMENT # 0486 AND IS SUBJECT TO THE TERMS AND CONDITIONS SET FORTH THEREIN. THE TERMS AND CONDITIONS OF THE AGREEMENT APPLY TO THIS CONTRACT AND TAKE PRECEDENCE OVER ALL OTHER CONFLICTING TERMS AND CONDITIONS, EXPRESS OR IMPLIED.

3.2 Delivery. All goods and ORMS Software to be supplied by Contractor will be new unless expressly authorized by Authorized Purchaser. Contractor shall deliver goods and ORMS Software to Authorized Purchaser F.O.B. to the destination specified in the Contract in accordance with the Delivery Schedule. During the period that goods and ORMS Software are in transit, and up until the time that the goods and ORMS Software are tendered so as to enable Authorized Purchaser to take delivery, Contractor and its insurers, if any, relieve the Authorized Purchaser and the State of Oregon of the responsibility for all risk of loss of, or damage. Thereafter, all risk of loss of, or damage shall be borne by the Authorized Purchaser.

3.3 Warranties. If applicable, Contractor shall have all third party warranties covering the goods and ORMS Software transferred to the Authorized Purchaser at time of delivery at no additional charge. Contractor shall also furnish to the Authorized Purchaser the details of the third party publisher warranties.

3.4 Responsibilities of Authorized Purchaser. If the Contract requires Authorized Purchaser to provide any software, goods or services, and Authorized Purchaser fails to provide the requisite quality or quantity of such software, goods or services, or fails to provide such software, goods or services in a timely manner, Contractor's sole remedy shall be an extension of the applicable delivery dates corresponding to the delay caused by Authorized Purchaser's failure.

3.5 Acceptance of Services.

3.5.1 Contractor shall commence the Services and provide Deliverables as set forth in the Contract. Unless otherwise provided in the Contract, within ten business days after commencement of the Services, Authorized Purchaser shall perform any acceptance tests to determine whether the Services meet the acceptance criteria designated by Authorized

Purchaser. If the acceptance tests establish that the Services conform to the acceptance criteria, then Authorized Purchaser shall issue written notice of acceptance to Contractor, and "final acceptance" shall be deemed to have occurred.

3.5.2 If the Authorized Purchaser determines that the Services do not meet the acceptance criteria, Authorized Purchaser shall notify Contractor in writing of Authorized Purchaser's rejection of the Services and describe in reasonable detail the basis for rejection. Upon receipt of notice of non-acceptance, Contractor shall, within a 15 calendar day period, modify or improve the Services at Contractor's sole expense to ensure that the Services meet the acceptance criteria, and notify the Authorized Purchaser in writing that it has completed such modifications or improvements and re-tender the Services to Authorized Purchaser. Authorized Purchaser shall thereafter review the modified or improved Services within 15 calendar days of receipt. Failure of the Services to meet the acceptance criteria after the second set of acceptance tests shall constitute a default by Contractor. Upon such default, Authorized Purchaser may either allow Contractor to continue to correct the Services or declare a material breach of the Contract by Contractor.

3.5.3. If the Services are rejected or acceptance is revoked, Contractor shall refund any payments that have been made with regard to the Services and shall (at Contractor's sole cost and expense) remove the ORMS Software within seven calendar days of receiving notice of rejection or revocation of acceptance.

3.5.4. No provision of this Section 3.5 precludes Authorized Purchaser from other remedies to which it may be entitled upon rejection or revocation of acceptance.

### 3.6 Warranty Period.

3.6.1 For a period of one year after final acceptance, Contractor shall, at no additional charge to Authorized Purchaser, furnish such materials and services as shall be necessary to correct any defects in the Services and maintain the Services in good working order. Notwithstanding the expiration of the warranty period, Contractor shall be obligated to cure defects discovered during the warranty period.

## 4. **Contractor's Personnel.**

4.1 Authorized Representative; Program Manager. Contractor shall designate an Authorized Representative and Program Manager for the Services. The Authorized Representative and Program Manager shall be familiar with Authorized Purchaser's business operations and objectives as necessary for the provision of the Services and shall be responsible for Contractor's performance of the Services in accordance with the Agreement. The Program Manager shall participate with Authorized Purchaser in periodic review sessions and shall provide Service reports at Authorized Purchaser's request.

4.2 Subcontractors. Contractor shall not use subcontractors to perform the Services unless specifically authorized to do so by Authorized Purchaser. Contractor represents that any assigned employees and authorized subcontractors shall perform the Services in accordance with the Agreement.

## **5. Compensation.**

5.1 **Rates.** Authorized Purchaser shall pay Contractor according to the rates set forth on Exhibit(s) D, DWA, or E, as may be applicable, for the Services and ORMS Software provided under the Contract. The assessment of an administrative fee, as provided in the Agreement, is in addition to, and not a part of, the prices for Services set forth in the Contract.

5.2 **Expenses.** Contractor shall not be reimbursed for any expenses incurred by Contractor in the performance of the Services.

5.3 **Invoices.** Unless otherwise agreed, Authorized Purchaser shall not pay Contractor more than once each month upon Contractor's submission of detailed invoices that set forth the Services accepted by Authorized Purchaser. Such invoices shall comply with the requirements of this Section 5 and shall describe the Deliverables completed and accepted by Authorized Purchaser for which Contractor seeks compensation. Contractor shall request payment only for Deliverables accepted by Authorized Purchaser. The invoices also shall include the total amount invoiced to date by Contractor prior to the current invoice. Contractor shall submit invoices to Authorized Purchaser's Authorized Representative. Authorized Purchaser will have the right to review each such invoice for compliance with the requirements of this Section 5 and any other relevant provisions of the Agreement. All payments to Contractor are subject to ORS 293.462.

5.4 **Limit on Payments.** No payment will be made for any Services provided before the effective date or after termination of the Agreement or under a specific Contract. Authorized Purchaser's payments are conditioned upon Authorized Purchaser receiving funding, appropriations, limitations, allotments, or other expenditure authority sufficient to allow Authorized Purchaser, in the exercise of its reasonable administrative discretion, to meet its payment obligations. Nothing in the Agreement is to be construed as permitting any violation of Article XI, Section 7 of the Oregon Constitution or any other law regulating liabilities or monetary obligations of the State of Oregon or Authorized Purchasers that are not contracting agencies of the State of Oregon.

5.5 **Price Renegotiation.** 60 calendar days prior to the expiration of the Initial Term, and then upon each renewal thereafter, either Contractor or the State may request price renegotiation. This price renegotiation will be conducted in good faith between the parties and may result in a price change being offered to the State for continuing Services and Product offerings. If Contractor and the State reach an agreement during the 60 calendar day re-negotiation period, Contractor will adjust its pricing accordingly for the applicable Extension Term and will continue to provide the Services. If the parties are unable to reach an agreement, the Agreement will terminate subject to an Authorized Purchaser's right to transition the Services.

Exception: If an increase in price is requested by the Contractor, due to increases in third party COTS software and annual maintenance costs increase, prior to the price renegotiation period, it is the sole discretion of the Authorized Purchaser as to whether they shall accept



and pay this increase.

5.6 No Liability for Non-State Authorized Purchasers. The State bears no liability for Services provided by Contractor to parties who are not Authorized Purchasers or in Contracts entered into between Authorized Purchasers that are not State agencies, and the State expressly disclaims any such liability. With regard to Authorized Purchasers that are not State agencies, Contractor shall look solely to the respective party for any rights and remedies Contractor may have at law or in equity arising out of the sale and purchase of Services and the resulting contractual relationship, if any, with each such contracting party.

**6. Right to Use; Ownership and License in Product or Services.**

6.1 Use. Contractor grants Authorized Purchaser an unlimited, transferable, non-exclusive right to access and to use the Subscription Services listed on any SaaS Subscription Schedules and the Non-Subscription Services listed on the Contract.

6.2 License. Contractor retains ownership of all Contractor Intellectual Property that Contractor delivers to Authorized Purchaser pursuant to the Services performed. Contractor grants Authorized Purchaser a license to all other Contractor Intellectual Property. Unless otherwise stated in the Contract, Contractor grants Authorized Purchaser a non-exclusive, irrevocable, royalty-free, world-wide license to use, copy, display, distribute, transmit and prepare derivative works of Contractor Intellectual Property, and to authorize others to do the same on Authorized Purchaser's behalf.

6.3 Work Product. Contractor owns all Work Product. Contractor grants Authorized Purchaser a non-exclusive, irrevocable, royalty-free, world-wide license to use, copy, display, distribute, transmit and prepare derivative works of Work Product, and to authorize others to do the same on Authorized Purchaser's behalf.

6.4 Third Party Intellectual Property. Contractor shall secure on Authorized Purchaser's behalf, in the name of Authorized Purchaser and subject to Authorized Purchaser's approval, a license to Third Party Intellectual Property sufficient to provide the Services and fulfill the business objectives identified in the Agreement or a Contract, and to authorize others to do the same on Authorized Purchaser's behalf

6.5 Authorized Purchaser Data and Intellectual Property. Authorized Purchaser owns all Authorized Purchaser Data and Intellectual Property provided to Contractor pursuant to the Contract. Authorized Purchaser grants Contractor a non-exclusive, royalty-free, world-wide license to use, copy, display, distribute, transmit and prepare derivative works of Authorized Purchaser Intellectual Property and Authorized Purchaser data and background information only to fulfill the purposes of the Contract. Authorized Purchaser's license to Contractor is limited to the term and confidentiality obligations of the Contract.

6.6 No Rights. Except as expressly set forth in the Contract or Agreement, nothing shall be construed as granting to or conferring upon Contractor any right, title, or interest

in any intellectual property that is now owned or subsequently owned by Authorized Purchaser. Except as expressly set forth in the Contract or Agreement, nothing shall be construed as granting to or conferring upon Authorized Purchaser any right, title, or interest in any Contractor Intellectual Property that is now owned or subsequently owned by Contractor.

6.7 Competing Services. Subject to the provisions of this Section 6 and Contractor's obligations with respect to Confidential Information, nothing in the Contract or Agreement precludes or limits in any way the right of Contractor to: (i) provide services similar to those contemplated in the Agreement, or consulting or other services of any kind or nature whatsoever to any individual or entity as Contractor in its sole discretion deems appropriate, or (ii) develop for Contractor or for others, deliverables or other materials that are competitive with those produced as a result of the Services provided hereunder, irrespective of their similarity to the Deliverables. The parties, including the State, Contractor and Authorized Purchasers, shall be free to utilize any concepts, processes, know-how, techniques, improvements or other methods it may develop during the course of performance under the Contract free of any use restriction or payment obligation to another party.

## **7. Confidentiality and Non-Disclosure.**

7.1 Confidential Information. Contractor acknowledges that it and its employees or subcontractors may, in the course of performing their responsibilities under the Contract, be exposed to or acquire information that is confidential to Authorized Purchaser or Authorized Purchaser's clients. Any and all information of any form obtained by Contractor or its employees or subcontractors in the performance of the Contract is confidential information of Authorized Purchaser ("Confidential Information"). Contractor shall treat any reports or other documents or items (including software) that result from the use of the Confidential Information by Contractor with respect to confidentiality in the same manner as the Confidential Information. Confidential Information does not include information that (a) is or becomes (other than by disclosure by Contractor) publicly known; (b) is furnished by Authorized Purchaser to others without restrictions similar to those imposed by the Contract; (c) is rightfully in Contractor's possession without the obligation of nondisclosure prior to the time of its disclosure under the Contract; (d) is obtained from a source other than Authorized Purchaser without the obligation of confidentiality, (e) is disclosed with the written consent of Authorized Purchaser, or; (f) is independently developed by employees or subcontractors of Contractor who can be shown to have had no access to the Confidential Information.

7.2 Non-Disclosure. Contractor agrees to hold Confidential Information in strict confidence, using at least the same degree of care that Contractor uses in maintaining the confidentiality of its own confidential information and in no event less than a reasonable degree of care, and not to copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give, or disclose Confidential Information to third parties, or use Confidential Information for any purposes whatsoever other than the provision of Services to Authorized Purchaser hereunder, and to advise each of its employees and

subcontractors of their obligations to keep Confidential Information confidential. Contractor shall use commercially reasonable efforts to assist Authorized Purchaser in identifying and preventing any unauthorized use or disclosure of any Confidential Information. Without limiting the generality of the foregoing, Contractor shall advise the State and Authorized Purchaser immediately in the event Contractor learns or has reason to believe that any person who has had access to Confidential Information has violated or intends to violate the terms of the Contract and Contractor will at its expense cooperate with the State and Authorized Purchaser in seeking injunctive or other equitable relief in the name of Authorized Purchaser or Contractor against any such person. Except as directed by Authorized Purchaser, Contractor will not at any time during or after the term of the Contract disclose, directly or indirectly, any Confidential Information to any person, except in accordance with the Contract, and that upon termination of the Contract or at Authorized Purchaser's request, Contractor will turn over to Authorized Purchaser all documents, papers, and other matter in Contractor's possession that embody Confidential Information. Contractor shall ensure the compliance of its employees and subcontractors with this Section 7.

7.3 Identity Theft. In the performance of the Contract, Contractor may have possession or access to documents, records or items that contain "Personal Information" as that term is used in ORS 646A.602(11), including Social Security numbers. Personal Information is a type of Confidential Information that is highly sensitive and subject to additional protection. By the end of the Pilot Period, and in no event more than 12 months from the commencement of Services as defined in Exhibit A, Section 2, Contractor shall finalize a formal written information security program that provides safeguards to protect Personal Information from loss, theft, and disclosure to unauthorized persons, as required by the Oregon Consumer Identity Theft Protection Act, ORS 646A.600- 646A.628.

7.3.1 Contractor shall not breach or permit breach of the security of any Personal Information that is contained in any document, record, compilation of information or other item to which Contractor receives access, possession, custody or control under the Contract. Contractor shall not disclose, or otherwise permit access of any nature, to any unauthorized person, of any such Personal Information. Contractor shall not use, distribute or dispose of any Personal Information other than expressly permitted by the State, the Authorized Purchaser, required by applicable law, or required by an order of a tribunal having competent jurisdiction.

7.3.2 Contractor shall report to the State and Authorized Purchaser, as promptly as possible, any breach of security, use, disclosure, theft, loss, or other unauthorized access of any document, record, compilation of information or other item that contains Personal Information to which the Contractor receives access, possession, custody or control in the performance of the Contract.

7.4 Security Policies; NDA. Contractor at all times shall comply with Authorized Purchaser's security policies. Contractor shall upon Authorized Purchaser's request provide a written nondisclosure agreement and obtain such from Contractor's employees or subcontractors performing Services under the Contract.

**7.5 Criminal Justice Information Services (CJIS) Security Policy** (current version 5.7, dated August 16, 2018, issued by the Federal Bureau of Investigation (FBI), Criminal Justice Information Services Division, as in force as of the date of this Agreement, available at: <https://www.fbi.gov/services/cjis/cjis-security-policy-resource-center>, and as may be amended from time to time hereafter, and the CJIS Security Addendum, (Attached as Exhibit A).

**7.5.1 Contractor warrants that it has the technological capability to handle Criminal Justice Information (CJI), as that term is defined by the FBI CJIS Security Policy, in the manner required by the CJIS Security Policy. Contractor expressly acknowledges that the CJIS Security Policy places restrictions and limitations on the access to, use of, and dissemination of CJI and hereby warrants that its system abides by those restrictions and limitations.**

**7.5.2 Contractor's Responsibilities and Tasks:**

- a) **Separate Database:** Implement and maintain a separate dataset and database for CJI.
- b) **To the extent that Authorized Purchaser creates and maintains both non-CJI and CJI records, Contractor shall maintain separate data stores for non-CJI and CJI records.**
- c) **Data Encryption:** CJI data shall be encrypted at rest within the secure ORMS CJI database.
- d) **Data Mining:** Contractor will take all reasonably feasible, physical, technical, administrative, and procedural measures to ensure that no unauthorized use of Criminal Justice Information occurs. Contractor warrants that all active and latent technical capabilities to conduct data mining or other processing that would constitute an unauthorized use of Criminal Justice Information have been either removed from its software package or disabled entirely.
- e) **Notwithstanding any provision of this Agreement, or any other agreement between the parties, or any published policy of Contractor, the terms of this subsection take precedence over and replace any generally applicable privacy, data access or use, or similar policy of Contractor, which the parties understand and hereby agree have no application to the processing of Criminal Justice Information.**
- f) **Contractor agrees and understands that implementation of this subsection may require it to configure or disable certain aspects of the software solution it proposes to provide to Authorized Purchaser. Contractor warrants that it has the technical capacity to implement the technical changes required to conform to the requirements of this subsection. In particular, Contractor warrants that it can either disable completely or configure its software solution such that the applications and services provided to Authorized Purchaser under this Agreement do not permit the unauthorized use of Criminal Justice Information by other applications and services provided by Contractor which are interoperable with the applications and services provided under this Agreement.**
- g) **Designated CJIS-certified Staff:** Only designated CJIS-certified Contractor and Subcontractor staff shall work with Authorized Purchaser's authorized Users in the CJI database.

- h) **Weekly Access Logs:** Provide access to weekly access logs upon Authorized Purchaser Request.

#### 7.5.3 CJIS Compliance Audit:

Contractor will:

- a) Permit Authorized Purchaser, representatives of Oregon's CJIS System Agency (CSA), or the FBI to conduct unannounced CJIS security inspections and scheduled audits of Contractor's facilities;
- b) Cooperate fully with any CJIS Policy Compliance Audit conducted by either Oregon's CSA or the FBI; and
- c) Provide to Authorized Purchaser, upon request, either:
  - a. a reasonable ability to inspect Contractor's handling of Authorized Purchaser's data;
  - b. the report of an expert, independent, third party, verifying compliance with the provisions of this Agreement; or
  - c. a report from Contractor verifying compliance with the provisions of this Agreement, undertaken pursuant to mutually agreed upon methods, conditions and provisions.

#### 7.5.4 Portability and Interoperability:

Contractor will maintain Criminal Justice Information provided to it by Authorized Purchaser in a format that, to the maximum extent practicable, permits the export of Criminal Justice Information and the interoperable use of Criminal Justice Information by other cloud service providers, to an extent that does not compromise the security and integrity of the data. To the extent practicable cloud applications and Criminal Justice Information databases shall be maintained be in universally recognized formats.

#### 7.5.5 Integrity:

Contractor will maintain physical or logical separation between the cloud services provided to Authorized Purchaser and the consumer cloud services, if any, that it provides to other customers. If the system is designed to house evidentiary material, then the Contractor shall maintain records of access to Criminal Justice Information sufficient to allow Authorized Purchaser to establish a chain of custody for data of evidentiary value.

7.6 **Injunctive Relief.** Contractor acknowledges that breach of this Section 7, including disclosure of any Confidential Information, will give rise to irreparable injury to Authorized Purchaser that is inadequately compensable in damages. Accordingly, Authorized Purchaser may seek and obtain injunctive relief against the breach or threatened breach of the foregoing undertakings, in addition to any other legal remedies that may be available. Contractor acknowledges and agrees that the covenants contained herein are necessary for the protection of the legitimate business interests of Authorized Purchaser and are reasonable in scope and content.

7.7 **Publicity.** Contractor agrees that news releases and other publicity relating to the subject of the Contract or Agreement will be made only with the prior written consent of the State and Authorized Purchaser.

7.8 Transition Assistance. Upon expiration or termination of all or part of the Subscription Services or Non-subscription Services being provided under the Contract and upon Authorized Purchaser's request and subject to continued payment for so long as Services are maintained, Contractor shall provide the following termination assistance: Contractor shall continue to provide the Subscription Services and Non-subscription Services that were provided by Contractor prior to the expiration or termination and any new services requested by Authorized Purchaser that may be required to facilitate the transfer of the affected Subscription Services and Non-subscription Services to Authorized Purchaser, a Third-Party service provider or other Authorized Purchaser designee, as applicable, including providing to Authorized Purchaser or Third-Party personnel training in the performance of the affected Subscription Services and Non-subscription Services. At no additional cost, Contractor shall provide to Authorized Purchaser and any designated Third-Party service provider: (i) in writing, applicable requirements, standards, policies, operating procedures and other documentation relating to the affected execution environment of the Subscription Services and Non-subscription Services; and (ii) necessary access to the systems and sites from which the affected Subscription Services and Non-subscription Services were provided, subject to Authorized Purchaser's right to review same. Contractor shall provide the termination assistance outlined in this section for a period of up to twelve (12) months, unless otherwise specified in the Contract. Immediately upon expiration or termination of the Agreement or the Contract, Contractor shall provide Authorized Purchaser with a final export of Authorized Purchaser Data in a format specified by Authorized Purchaser and shall certify the destruction of all Authorized Purchaser Data within the possession of Contractor that is solely related to the expired or terminated Subscription Services or Non-subscription Services.

## **8. Contractor's Representations and Warranties.**

8.1 General Representations and Warranties. In addition to all other Contractor representations and warranties in the Contract Contractor also represents and warrants to Authorized Purchaser that:

- a) Contractor has the power and authority to enter into and perform the Contract;
- b) The Contract, when executed and delivered, will be a valid and binding obligation of Contractor enforceable in accordance with its terms;
- c) Contractor will, at all times during the term of the Contract, be qualified to do business in the State of Oregon, professionally competent and duly licensed to perform the Services;
- d) Contractor is not in violation of, charged with nor, to the best of Contractor's knowledge, under any investigation with respect to violation of, any provision of any federal, state or local law, ordinance or regulation or any other requirement or order of any governmental or regulatory body or court or arbitrator applicable to provision of the Services, and Contractor's provision of the Services shall not

violate any such law, ordinance, regulation or order;

e) Contractor's performance under the Contract creates no potential or actual conflict of interest, as defined by ORS 244, for either Contractor or any Contractor personnel that will perform the Services under the Contract; and

f) The Contractor Data and Tax Certification in the form attached to the Agreement as Exhibit G and the Certification Statement For Independent Contractor in the form attached to the Agreement as Exhibit H are true and accurate as of the Effective Date, and Contractor will notify Authorized Purchaser in writing if any such data or certifications change during the term of the Agreement such that the attached Exhibits G or H, if applicable, are no longer true and accurate.

**8.2 Contractor's Performance Warranties.** Contractor represents and warrants to Authorized Purchaser that:

a) Contractor has the skill and knowledge possessed by well-informed members of its trade or profession and Contractor will apply that skill and knowledge with care and diligence so Contractor and Contractor's employees and any authorized subcontractors perform the Services described in the Contract in accordance with the highest standards prevalent in the industry or business most closely involved in providing the Services that Contractor is providing to Authorized Purchaser pursuant to the Contract;

b) Through the expiration of the warranty period, all Services delivered by Contractor to Authorized Purchaser shall conform to the acceptance criteria set forth in the Contract and any Documentation provided by Contractor and shall be free from error or defect that materially impairs their use, and shall be free from defects in materials, workmanship and design;

c) Except as otherwise permitted or provided in the Contract, all Services supplied by Contractor to Authorized Purchaser shall be transferred to Authorized Purchaser free and clear of any and all restrictions on or conditions of transfer, modification, licensing, sublicensing, direct or indirect distribution, or assignment, and free and clear of any and all liens, claims, mortgages, security interests, liabilities, and encumbrances of any kind;

d) When used as authorized by the Contract, no Service delivered by Contractor to Authorized Purchaser infringes, nor will Authorized Purchaser's use, duplication, or transfer of such Services infringe, any copyright, patent, trade secret, or other proprietary right of any third party;

e) Except as otherwise set forth in the Contract, any subcontractors performing work for Contractor have assigned all of their rights in the Services to Contractor or Authorized Purchaser and no third party has any right, title or interest in any Services supplied to Authorized Purchaser under the Contract;

f) Contractor will maintain, operate and enforce, prior to the receipt of, and during the period in which Contractor has possession of or access to, any Personal Information, an active and effective information security program to preserve the security and confidentiality of all Personal Information that is contained in any document, record, compilation of information or other item to which Contractor receives access, possession, custody or control; and

g) At the time of delivery and installation of the ORMS Software provided through the Contract, the ORMS Software shall be free of what are commonly defined as viruses, worms, spyware, and other malicious defects that will hamper performance of the ORMS Software, collect unlawful personally identifiable information on users, or prevent the ORMS Software from performing as required under the terms and conditions of the Contract.

## **9. Indemnities.**

9.1 General Indemnity. Contractor shall defend, save, hold harmless, and indemnify the State of Oregon and Authorized Purchaser and their agencies, subdivisions, officers, directors, employees and agents from and against all third party claims, suits, actions, losses, damages, liabilities, statutory penalties, costs and expenses for personal injury, including death, damage to real property and damage to tangible personal property resulting from, arising out of, or relating to the intentional, reckless or negligent acts or omissions of Contractor or its officers, employees, subcontractors, or agents under the Contract; provided that Contractor shall have no obligation to indemnify the State of Oregon or Authorized Purchaser from and against any claims, suits, actions, losses, damages, liabilities, costs and expenses attributable solely to the acts or omissions of the State of Oregon or Authorized Purchaser, and their officers, employees or agents.

9.2 IP Indemnity. In addition to and without limiting the generality of Section 9.1, Contractor expressly agrees to, indemnify, defend and hold the State of Oregon and Authorized Purchaser and their agencies, subdivisions, officers, directors, employees and agents harmless from any and all third party claims, suits, actions, losses, damages, liabilities, statutory penalties, costs and expenses of any nature whatsoever resulting from, arising out of or relating to any claims that the Services or use thereof infringe any patent, copyright, trade secret, trademark, trade dress, mask work, utility design, or other proprietary right (collectively, "Intellectual Property Rights") of any third party. If Contractor believes at any time that the ORMS Software or Services infringe a third party's Intellectual Property Rights, Contractor may upon receipt of Authorized Purchaser's prior written consent, which Authorized Purchaser shall not unreasonably withhold, (i) replace an infringing item with a non-infringing item that meets or exceeds the performance and functionality of the replaced item; or (ii) obtain for Authorized Purchaser the right to continue to use the infringing item; or (iii) modify the infringing item to be non-infringing, provided that, following any replacement or modification made pursuant to the foregoing, the ORMS Software continues to function in conformance with the requirements set forth in the Contract. Contractor's failure or inability to accomplish any of the foregoing shall be deemed a material breach of the



Contract, and Authorized Purchaser may pursue any rights and remedies available to it under the Contract, including termination. Contractor shall not be liable under this Article 9.2 for any claim for infringement based solely on the following:

- a) Authorized Purchaser's modification of the ORMS Software or Services other than as set forth in the Contract or without the written permission of Contractor;
- b) Use of the ORMS Software or Services in a manner other than as contemplated by the Contract or as authorized in writing by Contractor; or
- c) Use of the ORMS Software or Services in combination, operation, or use of with other products in a manner that does not comply with their specifications, not specified by Contractor or of which Contractor has not approved in writing.

**9.3 Control of Defense and Settlement.** Contractor's obligation to indemnify Authorized Purchaser as set forth in Sections 9.1 and 9.2 is conditioned on Authorized Purchaser providing to Contractor prompt notification of any claim or potential claim of which Authorized Purchaser becomes aware that may be the subject of those Sections. Contractor shall have control of the defense and settlement of any claim that is subject to Section 9.1 or Section 9.2; however, neither Contractor nor any attorney engaged by Contractor shall defend the claim in the name of the State of Oregon or any Authorized Purchaser of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without the approval of the Attorney General, nor shall Contractor settle any claim on behalf of the State of Oregon without the approval of the Attorney General. The State of Oregon or an Authorized Purchaser that is not a contracting agency of the State of Oregon (collectively "Indemnified Party") may, at its election and expense, assume its own defense and settlement in the event that the Indemnified Party determines that Contractor is prohibited from defending the Indemnified Party is not adequately defending the Indemnified Party's interests, or that an important governmental principle is at issue and the Indemnified Party desires to assume its own defense.

**9.4 Insurance.** Contractor shall provide insurance as required by Exhibit C.

## **10. Events of Default.**

**10.1 Default by Contractor.** Contractor shall be in default under the Contract if:

- a) Contractor institutes or has instituted against it insolvency, receivership or bankruptcy proceedings which are not dismissed within 60 days of their commencement, makes an assignment for the benefit of creditors, or ceases doing business on a regular basis; or
- b) Contractor no longer holds a license or certificate that is required for Contractor to perform the Services and Contractor has not obtained such license or certificate within 30 business days after delivery of Authorized Purchaser's

notice or such longer period as Authorized Purchaser may specify in such notice;  
or

c) Contractor commits any material breach or default of any covenant, warranty, obligation or certification under the Contract, fails to perform the Services in conformance with the specifications and warranties provided herein, or clearly manifests an intent not to perform future obligations under the Contract, and such breach or default is not cured, or such manifestation of an intent not to perform is not corrected by reasonable written assurances of performance within 30 business days after delivery of Authorized Purchaser's notice or such longer period as Authorized Purchaser may specify in such notice.

10.2 Default by Authorized Purchaser. Authorized Purchaser shall be in default under the Contract if:

a) Authorized Purchaser fails to pay Contractor any amount pursuant to the terms of the Contract and Authorized Purchaser fails to cure such failure within 30 business days after delivery of Contractor's notice or such longer period as Contractor may specify in such notice; or

b) Authorized Purchaser commits any material breach or default of any covenant, warranty, or obligation under the Contract, fails to perform its commitments hereunder within the time specified or any extension thereof, and Authorized Purchaser fails to cure such failure within 30 business days after delivery of Contractor's notice or such longer period as Contractor may specify in such notice.

## 11. Remedies for Default.

11.1 Authorized Purchaser's Remedies. In the event Contractor is in default under Section 10.1, Authorized Purchaser may, at its option, pursue any or all of the remedies available to it under the Contract and at law or in equity, which include, without limitation:

a) termination of the Contract under Section 12.2;

b) withholding all monies due for Services that Contractor is obligated but has failed to perform within 30 days after Authorized Purchaser has notified Contractor of the nature of Contractor's default;

c) credits or other remedies for failure to meet Service Levels;

d) with respect to Services for which Authorized Purchaser has paid before acceptance, a return of all moneys previously paid for such Services;

e) initiation of an action or proceeding for damages, specific performance, declaratory or injunctive relief; and

f) exercise of its right of setoff.

11.2 Remedies Cumulative. These remedies are cumulative to the extent the remedies are not inconsistent, and Authorized Purchaser may pursue any remedy or remedies singly, collectively, successively or in any order whatsoever. If it is determined for any reason that Contractor was not in default under Section 10.1, the rights and obligations of the parties shall be the same as if the Contract was terminated pursuant to Section 12.1.

11.3 Contractor's Remedies.In the event the State terminates the Agreement or Authorized Purchaser terminates the Contract, as set forth in Section 12.1, or in the event Authorized Purchaser is in default under Section 10.2 and whether or not Contractor elects to exercise its right to terminate the Contract under Section 12.3., Contractor's sole monetary remedy shall be a claim for the unpaid invoices; the percentage of Services completed on each Deliverable up to the not to exceed amount for the Deliverable set forth in the Contract, authorized expenses incurred, less previous amounts paid and any claims which Authorized Purchaser has against Contractor. If previous amounts paid to Contractor exceed the amount due to Contractor under this Section 11.3, Contractor shall pay any excess to Authorized Purchaser upon written demand.

## 12. Termination; Suspension.

12.1 Authorized Purchaser's Right to Terminate. Authorized Purchaser may, at its sole discretion, terminate the Contract, as follows:

a) Authorized Purchaser may terminate the Contract for its convenience upon 30 days' prior written notice to Contractor.

b) Authorized Purchaser may terminate the Contract if the Authorized Purchaser fails to receive funding, appropriations, limitations or other expenditure authority at levels sufficient to pay for Contractor's services.

c) Authorized Purchaser may terminate the Contract if federal or state laws, regulations, or guidelines are modified or interpreted in such a way that the performance of the Services under the Contract is prohibited or if Authorized Purchaser is prohibited from paying for such Services from the planned funding source.

12.2 Authorized Purchaser's Right to Terminate for Cause. In addition to any other rights and remedies Authorized Purchaser may have under the Contract, Authorized Purchaser may terminate the Contract, in whole or in part, immediately upon Contractor's default under Section 10.1.

12.3 Contractor's Right to Terminate for Cause. Contractor may terminate the Contract upon Authorized Purchaser's default under Section 10.2.

12.4 Return of Property. Upon termination of the Contract for any reason whatsoever,

Contractor shall immediately deliver to Authorized Purchaser all of Authorized Purchaser's property (including without limitation Authorized Purchaser's Confidential Information or any Services for which Authorized Purchaser has made payment in whole or in part) that are in the possession or under the control of Contractor in whatever stage of development and form of recordation such Authorized Purchaser property is expressed or embodied at that time.

**12.5 Authorized Purchaser's Right to Suspend the Services.**

12.5.1 Authorized Purchaser may suspend portions or all of the Services due to the following causes:

- a) Contractor's default under section 10.1;
- b) Any reason considered to be in the public interest; or
- c) For non-appropriation as set forth in section 12.1 and 16.6.

12.5.2 Authorized Purchaser shall notify Contractor in writing of the effective date and time of the suspension and shall notify Contractor in writing to resume Services.

12.5.3 During suspension Contractor is responsible as follows:

- a) If the suspension occurs due to the reason set forth in Section 12.5.1(a), Contractor shall continue to provide any unexpired warranty coverage and maintain prepaid Service Levels. No single instance of suspension of performance for Contractor's default under 12.5.1(a) may exceed 180 days.
- b) If the suspension occurs due to the reasons set forth in Sections 12.5.1(b) or (c), Contractor shall provide warranty coverage for a period of 90 days following the effective date of suspension for any Deliverables accepted prior to the effective date of suspension. Notwithstanding the foregoing, Contractor shall not be obligated to provide warranty period maintenance and support except to the extent such warranty period maintenance and support has been paid in advance. No single instance of suspension of performance under 12.5.1(b) or 12.5.1(c) may extend beyond 30 days after the end of the biennium during which the suspension occurred.
- c) If the Services are recommenced after the suspension Contractor shall complete the Services in every respect as though its prosecution had been continuous and without suspension. Due dates for Services shall be extended by the amount of the period of suspension and a reasonable period for Contractor's remobilization not to exceed 90 calendar days.

### **13. Independent Contractor; Taxes and Withholding.**

13.1 Independent Contractor. Contractor shall perform all Services as an independent contractor. Although Authorized Purchaser reserves the right to evaluate the quality of the completed performance, Authorized Purchaser will not control the means or manner of Contractor's performance. Contractor is responsible for determining the appropriate means and manner of performing the Services.

13.2 Declaration and Certification. Contractor by execution of the Contract declares and certifies that (i) its performance of the Services creates no potential or actual conflict of interest as defined by ORS Chapter 244, for Contractor or any Contractor personnel who will perform Services under the Contract, and (ii) in the event that Contractor or its personnel are performing services for the federal government, that no rules or regulations of the agency for which Contractor or its personnel provide services prohibit Contractor or its personnel from providing the Services under the Contract. Contractor also declares and certifies by execution of the Contract that it is not an "officer," "employee," or "agent" of Authorized Purchaser, as those terms are used in ORS 30.265.

13.3 Responsible For Taxes. Contractor shall be responsible for all federal and state taxes applicable to compensation and other payments paid to Contractor under the Contract and, unless Contractor is subject to backup withholding, Authorized Purchaser will not withhold from such compensation and payments any amount to cover Contractor's federal or state tax obligations. Contractor is not eligible for any social security, unemployment insurance, or workers' compensation benefits from compensation or payments paid to Contractor under the Contract, except as a self-employed individual.

### **14. Compliance Applicable Law.**

Contractor shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Contract. Without limiting the generality of the foregoing, Contractor expressly agrees to comply with the following laws, regulations and executive orders to the extent they are applicable to the Contract: (i) Titles VI and VII of the Civil Rights Act of 1964, as amended; (ii) Sections 503 and 504 of the Rehabilitation Act of 1973, as amended; (iii) the Americans with Disabilities Act of 1990, as amended; (iv) Executive Order 11246, as amended; (v) the Health Insurance Portability and Accountability Act of 1996; (vi) the Age Discrimination in Employment Act of 1967, as amended, and the Age Discrimination Act of 1975, as amended; (vii) the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended; (viii) ORS Chapter 659, as amended; (ix) all regulations and administrative rules established pursuant to the foregoing laws; and (x) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to the Contract and required by law to be so incorporated.

### **15. Dispute Resolution.**

15.1 Litigation – State Agencies. Any claim, action, suit, or proceeding (collectively, “Claim”) between an Authorized Purchaser that is a State agency and Contractor that arises from or relates to the Contract shall be brought and conducted solely and exclusively within the Circuit Court of Marion County for the State of Oregon; provided, however, if a Claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. **CONTRACTOR BY EXECUTION OF THIS MASTER AGREEMENT HEREBY CONSENTS TO THE IN PERSONAM JURISDICTION OF THE COURTS REFERENCED IN THIS SECTION 15.1.** In no event shall this Section 15.1 be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, from any claim or from the jurisdiction of any court.

15.2 Litigation – Non-State Authorized Purchasers. Any Claim between a non-State agency Authorized Purchaser and Contractor that arises from or relates to the Contract shall be brought and conducted solely and exclusively within the state court for the county of the residence of the Authorized Purchaser; provided, however, if a Claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. **CONTRACTOR BY EXECUTION OF THIS MASTER AGREEMENT HEREBY CONSENTS TO THE IN PERSONAM JURISDICTION OF THE COURTS REFERENCED IN THIS SECTION 15.2.** In no event shall this Section 15.2 be construed as a waiver by the State of Oregon or any non-State Authorized Purchaser of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, from any claim or from the jurisdiction of any court.

15.3 Governing Law. The Contract shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflict of laws.

## 16. **Miscellaneous Provisions.**

16.1 Recycling. Contractor shall, to the maximum extent economically feasible in the performance of the Contract, use recycle paper (as defined in ORS 279A.010 (1) (gg)), recycle PETE products (as defined in ORS 279A.010 (1) (hh)), and other recycled plastic resin products and recycled products (“recycled product” is defined in ORS 279A.010(1)(ii)).

16.2 Subcontracts and Assignment. Contractor shall not enter into any subcontracts for any of the Services required by the Contract or assign or transfer any of its interest in the Contract without Authorized Purchaser’s prior written consent. Any proposed use of a subcontractor which is located outside the United States or use of subcontract labor or facilities located outside the United States must be called to the specific attention of Authorized Purchaser. Authorized Purchaser’s consent to any subcontract shall not relieve Contractor of any of its duties or obligations under the Contract.

16.3 Successors and Assigns. The provisions of the Contract shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and permitted assigns, if any.

16.4 No Third-Party Beneficiaries. The State, Authorized Purchaser and Contractor are the only parties to the Agreement and the Contract and are the only parties entitled to enforce their terms. Nothing in the Contract gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly, or otherwise, to third persons unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of the Contract.

16.5 Funds Available and Authorized. Contractor shall not be compensated for Services performed under the Contract by any other Authorized Purchaser or department of the State of Oregon. Authorized Purchaser believes it has sufficient funds currently available and authorized for expenditure to finance the costs of the Contract within Authorized Purchaser's biennial appropriation or limitation. Contractor understands and agrees that Authorized Purchaser's payment of amounts under the Contract is contingent on Authorized Purchaser receiving appropriations, limitations, or other expenditure authority sufficient to allow Authorized Purchaser, in the exercise of its reasonable administrative discretion, to continue to make payments under the Contract.

16.6 Records Maintenance; Access. Contractor shall maintain all financial records and other records relating to its performance under the Contract in accordance with generally accepted accounting principles and in such a manner as to clearly document Contractor's performance. Contractor acknowledges and agrees that Authorized Purchaser, the State and the federal government and their duly authorized representatives shall have reasonable access, at their own cost and expense and only following reasonable notice to Contractor, to such records, in paper or electronic form, to perform examinations and audits and make excerpts and transcripts. Contractor shall retain and keep accessible all such records for a minimum of six years, or such longer period as may be required by applicable law, following termination of the Contract, or until the conclusion of any audit, controversy, or litigation arising out of or related to the Contract, whichever date is later.

16.7 Foreign Contractor. If Contractor is not domiciled in or registered to do business in the State of Oregon, Contractor shall promptly provide to the Oregon Department of Revenue and the Secretary of State, Corporation Division, all information required by those agencies relative to the Contract. Contractor shall demonstrate its legal capacity to perform the Services under the Contract in the State of Oregon before entering into the Contract.

16.8 Survival. All rights and obligations shall cease upon termination or expiration of the Contract except for the rights and obligations and declarations set forth in Articles V, VI, VII, VIII, IX, XII, XIV and XVI, and Sections 5, 6, 7, 8, 9, 11, 13.3, 15, 16.3, 16.4, 16.6, 16.8, 16.17, 16.18, and 16.19.

16.9 Time is of the Essence. Contractor agrees that time is of the essence in its

performance under the Contract.

16.10 Force Majeure. Neither Authorized Purchaser nor Contractor shall be liable to the other for any failure or delay of performance of any obligations hereunder when such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control, including without limitation acts of God, acts of civil or military authority, fires, floods, earthquakes or other natural disasters, war, riots or strikes. Contractor shall, however, make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under the Contract.

16.11 Notices. Except as otherwise expressly provided in the Contract, any communications between the parties hereto or notices to be given hereunder shall be given in writing by personal delivery of, facsimile transmission of, or mailing the same, postage prepaid, to Contractor or Authorized Purchaser at the address or number set forth in the Contract, or to such other addresses or numbers as either party may hereafter indicate pursuant to this Section 16.11. Any communication or notice so addressed and mailed shall be deemed to be given five (5) calendar days after mailing. Any communication or notice delivered by facsimile shall be deemed to be given when the transmitting machine generates receipt of the transmission. To be effective against Authorized Purchaser, such facsimile transmission must be confirmed by telephone notice to the Authorized Purchaser Authorized Representative. Any communication or notice by personal delivery shall be deemed to be given when actually received by the appropriate Authorized Representative.

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

16.13 Counterparts. The Contract may be executed in several counterparts, all of which when taken together shall constitute one contract binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of the Contract so executed shall constitute an original.

16.14 Amendments. The Contract may be amended, modified, or supplemented only by a written amendment signed by Authorized Purchaser and Contractor that has been approved by DOJ, if required by applicable law. Any amendment that provides for additional Services may only provide for Services directly related to the scope of Services and Products described in the Agreement, and no amendment shall be effective until all requisite signatures and approvals are obtained.

16.15 Disclosure of Social Security Number. Contractor must provide Contractor's Social Security number unless Contractor provides a federal tax identification number. This number is requested pursuant to ORS 305.385 and OAR 150-305.100. Social Security numbers provided pursuant to this authority will be used for the administration of state,



federal and local tax laws.

16.16 Waiver. The failure of either party to enforce any provision of the Contract or the waiver of any violation or nonperformance of the Contract in one instance shall not constitute a waiver by the party of that or any other provision nor shall it be deemed to be a waiver of any subsequent violation or nonperformance. No waiver, consent, modification, or change of terms of the Contract shall bind either party unless in writing and signed by both parties and all necessary State of Oregon approvals have been obtained. Such waiver, consent, modification, or change, if made, shall be effective only in the specific instance and for the specific purpose given.

16.17 Disaster Recovery; Backup. Notwithstanding the provisions of section 16.10, Contractor shall be responsible for providing disaster recovery services if Contractor experiences or suffers a disaster; Contractor shall take all necessary steps to ensure that Authorized Purchaser shall not be denied access to the Services for more than five (5) hours in the event there is a disaster to Contractor data, Authorized Purchaser Data or Contractor Intellectual Property necessary to provide the Subscription Services and the Non-subscription Services. Contractor shall maintain the capability to resume provision of the Services from an alternative location and via an alternative telecommunications route in the event of a disaster that renders Contractor's data center unusable or unavailable. If Contractor fails to restore the Subscription Services and the Non-subscription Services within five (5) hours of the initial disruption to service, or Contractor declares more than two (2) disasters in any twelve (12) month period, Authorized Purchaser may declare Contractor to be in default of the Contract and Authorized Purchaser may seek alternate services, which would have otherwise been provided under the Contract, from another source. Contractor shall reimburse Authorized Purchaser for all costs reasonably incurred by Authorized Purchaser in obtaining such alternative services, with payment to be made within thirty (30) days of Authorized Purchaser's written request for such payments.

Contractor shall provide off-site storage on a weekly basis of all backup disks, data or materials of any type whatsoever produced in whole or in part in connection with or related to the performance by Contractor of its obligations under the Contract (including without limitation discs, tapes, other storage media, work papers and partial drafts of documentation code).

16.18 Integration. The Contract including the Agreement and its Exhibits constitute the entire agreement between the parties on the subject matter hereof. There are no understandings, agreements or representations, oral or written, not specified herein regarding the Contract.

16.19 No Partnership. The Contract is not intended, and shall not be construed, to create a partnership or joint venture between Authorized Purchaser and Contractor. Nothing in the Contract shall be construed to make Authorized Purchaser and Contractor partners or joint venture participants.

## EXHIBIT B

### SCHEDULE OF SERVICES AND COMPENSATION

#### Description of Service

- a. Provide secure electronic records management application and hosting and secure transport. Service shall include use of the MicroFocus Content Manger, or any successor versions brought into effect by the third-party software owner during the term of this Agreement, continually compliant software. (The compliant software must be hosted on Contractor's maintained redundant, load balanced, and high-availability infrastructure in an appropriately hardened and secured data center environment that meets the standards of a Tier Two Data Center). All data storage shall be managed such that corrupt or missing data can be recovered in less than 2 hours, and backed up and transported securely to a secure offsite location for disaster recovery.
- b. Services shall meet the general requirements listed below and must address attachment size or any other known limits.

The standard Services listed below shall be included in the per User price. Contractor may provide and list additional options.

#### *Standard Service to include:*

- Use of ORMS Software
- ORMS Software configuration and administration set up
- Integration with Outlook and SharePoint (Novell Groupwise items may be stored and viewed.)
- Project Management
- 24X7 Helpdesk support
- User and administrative training
- User documentation
- 10 GB of data storage per User
- 1 GB of data transfer per User per month
- Direct billing to Authorized Purchaser
- Acceptable Service Levels
- Work with the Secretary of State's Business Services Division for fee distribution to the Archives Division for their services in retention schedule preparation, classification structure development and initial application use training, which is in addition to the services now provided for paper records.
- WebDrawer shall be provided by Contractor as a standard service.
- If future ORMS Software owner Hewlett Packard (HP)/MicroFocus Government (MFG)'s ORMS Software upgrades require re-customization of WebDrawer, each Authorized Purchaser Agency shall pay a pro-rata share of the total cost of such re-

customization, based on the number of each Authorized Purchaser's Users. Only Authorized Purchasers with effective Subscription Services Contract (Exhibit D) prior to execution of this amendment will have the option to decline to pay the costs of such re-customization.

- Authorized Purchasers requesting individual customization to WebDrawer shall submit a Non-Subscription Services Contract (Exhibit E). If upon notification of the requested changes, there are no objections from the other Authorized Purchasers, then the requested changes would be included in the standard version of the WebDrawer and the requesting Authorized Purchaser will bear the cost of the customization. If there is objection from an Authorized Purchaser, the requesting Authorized Purchaser may request an individual instance of WebDrawer and will bear the cost of the customization.

The 10 GB of data storage per User and the 1 GB of data transfer per User per month amounts will be metered at the Authorized Purchaser level rather than the User level. These amounts are based on an average of standard user disk space and data transfer required; after the one-time initial data transfer upon implementing ORMS.

Inquiry-Only User Services – Inclusions and Exclusions:

a. Included Services for Inquiry-Only Users

- i. Application configuration and administrative set up by OR SoS Archives as Inquiry-Only Users
- ii. Inquiry / view-only access to agency records to which User has authorized access (per access controls set for user type)
- iii. OR SoS Archives will include in the Power User Training how the Power Users will support Inquiry-Only Users

b. Excluded Services for Inquiry Only Users

- i. Project Management
- ii. 24 x 7 Helpdesk Support (available ONLY to full Subscription-Services Users) [MSA, Exhibit B. (g)]
  1. For support, inquiry users must contact their Power Users
  2. If Power User cannot resolve issue for inquiry-only user, Power User may enter an ORMS Helpdesk ticket
- iii. Ability to add/edit/delete records
- iv. User and admin training by OR SoS Archives

- v. Data storage Additional storage
- vi. Inquiry-Only User Not Eligible to Serve as Authorized Purchaser's Power User
- vii. Data transfer
- viii. Working with SoS for retention schedule prep, classification structure development and additional training
- ix. Additional Environment
- x. Usage, Storage, Status or Billing-Related Reports
- xi. Ability to generate reports in ORMS / HPRM
- xii. Rebates

***Suggested Additional Services:***

- Additional application integration
- Additional Project Management
- Additional hosting
- Additional user training
- Additional Help Desk Services

***Hosting Solution provides:***

A Tier II or higher Data Center, including, at a minimum:

- Physical, electronic and biometric security which meets the Oregon Department of Administrative Services Standards
- Acceptable availability and scalability for up to 100,000 users
- Windows application servers
- Redundancy built at all levels
- Adequate HVAC cooling to scale to statewide service
- Redundant ISP's with acceptable connectivity and speed
- Freeway and airport accessibility
- 24X7 infrastructure monitoring and support Located
- in a no flood zone
- The data center must be located in a an area that is projected to experience a less than 20% peak ground acceleration as indicated on the Oregon Department of Geology and Mineral Industries 'Earthquake Hazard Maps for Oregon <http://www.oregongeology.com/sub/publications/gms/gms100.pdf>

***Solution must also include:***

- A costing model which provides economy of scale to lower subscription fees with increased number of users.

### **PROPOSED SaaS AND PROPOSERS ABILITY TO EXECUTE**

- The SaaS proposed must be able to manage across multiple repositories. The
- SaaS proposed must be scalable to 100,000 + users.
- The SaaS proposed must be able to be integrated with Microsoft Outlook mail systems as well as Sharepoint.
- The SaaS proposed must support and be compatible with the State's classification and scheduling system and record retention laws.
- The ORMS Software component of the proposed solution, which will manage electronic records, must be certified against DoD5015.2 and remain certified through the life of the contract.
- The preferred server technology is Windows Application Server, Microsoft or Oracle data base and integration with Microsoft office.

#### **c. Migration Support/Implementation Plan**

Contractor shall provide a proven set of migration processes and tools to convert existing documents and email to the ORMS SaaS services. The existing Authorized Purchaser's email services include but are not limited to GroupWise, Lotus Notes, hosted Exchange server, and POP3-based emails.

Contractor shall implement its transition plan for the first pilot agency with at least 1,000 users and 25 offices located across the State including a high level project schedule and roll-out plan. Contractor shall work with the Secretary's Archivist to bring in future agencies once the pilot is successful.

Contractor shall provide optional additional migration services as requested by Authorized Purchaser.

#### **d. Authorized Purchaser Administrative Capability**

Contractor shall include administrative access to Authorized Purchaser with the following minimum features:

- Authorized Purchaser's administrator(s) responsible for account administration (Move/Add/Change)
- Authorized Purchaser's administrator(s) can request assistance in using the ORMS tool and recovering documents if necessary
- Ad hoc per-user volume & storage usage reporting
- Authorized Purchaser's aggregate storage allocation & current consumption reporting
- Administrative abilities shall be able to be segregated by Authorized Purchaser

**e. Archival and E-Discovery**

Contractor shall meet the State's Archival and Retention rules ([http://arcweb.sos.state.or.us/rules/OARS\\_100/OAR\\_166/166\\_tofc.html](http://arcweb.sos.state.or.us/rules/OARS_100/OAR_166/166_tofc.html)). Services shall include retention and e-discovery capability.

**f. Record Security**

In recognition of the sensitive nature of the information handled by Authorized Purchasers, Contractor shall ensure Authorized Purchaser's records are transported, stored, and accessed in a secure manner. Contractor shall abide by the following: State's Security Plan and Standards:

[http://www.oregon.gov/DAS/EISPD/ESO/SW\\_Plan\\_Standards.shtml](http://www.oregon.gov/DAS/EISPD/ESO/SW_Plan_Standards.shtml)

State Information Security Policies:

<http://www.oregon.gov/DAS/EISPD/ESO/Policies.shtml>

[http://www.oregon.gov/DAS/EISPD/ESO/Policies.shtml#Policy\\_Set](http://www.oregon.gov/DAS/EISPD/ESO/Policies.shtml#Policy_Set)

Oregon ID Theft Act:

<http://www.oregon.gov/DAS/EISPD/ESO/IDTheft.shtml>

At Authorized Purchaser's request, segregated data storage will be provided.

*[Describe measures taken to ensure records transported by and stored on Contractor's servers remains unaltered from its original form.]*

Requirements include the following at a minimum:

- Transport of records between Contractor's hosting site must be strongly encrypted
- All Authorized Purchaser's access to records at Contractor's site must be strongly encrypted
- Authorized Purchaser's access to records at Contractor's shall be strongly authenticated (e.g. secure token, certificate, PIN, etc.)
  - Prefer to use Authorized Purchaser's domain authentication.
- Access to records at Contractor's only from strongly authenticated users as defined in Enterprise Information Security Standard for the State of Oregon 1.1 "Authentication Standards". Authorized Purchaser's records are protected from unauthorized access from:
  - Contractor's other hosted customers and clients
  - Contractor's business partners and contractors of customers and clients
  - Contractor's administrative personnel
  - Internet users, general public
  - Unauthorized agency employees, contractors, and business partners
  - Unauthorized State of Oregon employees, contractors and business partners

**g. Service Level and Remedies.**

Service availability shall be a minimum of 99.7% measured on a monthly basis. Record retrieval delivery time shall be three minutes or less, 95%, measured on a monthly basis. Record retrieval delivery time shall be measured at the server end between the ORMS workgroup server and database at Synergy Data Center. Provide 24 hours per day / 7 days per week / 365 days per year service support. Remedies:

Measure	Performance (Monthly)	Remedy (Credit) per Month
Availability	99.7%	Monthly Fee x # of affected seats
Record Retrieval Time	95%	Monthly Fee x # of affected seats

Contractor shall provide a Statement of Compliance with the Service Level and Remedies identified above.

**h. Other Requirements.**

**Reporting**

Contractor shall at a minimum provide the following reports:

Usage reports, e.g., who (Agency) is using the ORMS system (sizes, frequencies, etc.)

Storage reports, e.g., who is using what kind of storage. Status reports, e.g., to measure if service meets SLA.

Billing-related reports, e.g., fee per usage by Agency, departments, etc.

Issue escalation process training.

The frequency of reports will be determined by the Secretary and each Authorized Purchaser.

**Training**

Contractor shall provide at a minimum the following training and associated materials:

User and Administrative training

Issue escalation related training such as using Proposer's defect tracking system, escalation process, etc.

Billing-related training, e.g., ordering of additional services, resolve

billing questions, etc.

### **Support**

Contractor shall provide a clearly defined support process that includes at a minimum the following:

1. Support triage model
2. Support request status
3. Service upgrade roadmap
4. User panel
5. Escalation process
6. Personal distribution list capability
7. Contact List
8. Disaster/business continuity capability
9. Migration planning and services, tools, training
10. Overview of Proposer's business (Length of time offering requested services, number and churn rate of clients, migration references)
11. Proposer's operational processes (ISOxxxx, ITIL, etc)
  - a. Configuration & change management
  - b. Network security administration
  - c. System administration
  - d. External certification/auditing for infrastructure and ORMS  
DoD 5015.2 compliance
12. Virus protection (including process to keep current in perpetuity)
13. email clients and other applications supported
14. Browsers supported (for remote access & administrative access)
15. Description of datacenter(s), type classification, geographic redundancy, certifications, square footage, ownership, number servers, etc
16. Service Performance
  - a. SLA & nonperformance penalties
  - b. Operational Key Performance Metrics (Network/server utilization, etc)
17. Authorized Purchaser authentication required for access to accounts
18. Service termination
  - a. Clearly defined service termination process
  - b. Record protection plan
19. Help Desk
20. Information security incident response process

### **Pricing:**

Small agency Implementation Option: If an Authorized Purchaser with fewer than 10 total users wants to participate in the Oregon Records Management Solution (ORMS), upfront costs may apply. Applicable upfront/set up costs to implement Subscription



**(Standard) Services may be invoiced to the Authorized Purchaser for work including but not limited to: establishing secure connectivity to the ORMS Data Store hosted at Synergy Data Center, setting up user authentication for ORMS Software and system configuration, training and other services. Upfront billable services will be agreed to by all parties involved prior to the provision of those services.**

**Authorized Purchasers will make payment according to the compensation rates as defined in their executed Exhibits(s) D, DWA, or E, as may be applicable.**

**EXHIBIT C**

**INSURANCE**

A. **REQUIRED INSURANCE.** Contractor shall obtain at Contractor's expense the insurance specified in this Exhibit C prior to performing under the Agreement or any Contract and shall maintain it in full force and at its own expense throughout the duration of the Agreement and any Contract and all warranty periods. Contractor shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in State and that are acceptable to the State.

i. **WORKERS COMPENSATION.** All employers, including Contractor, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide workers' compensation insurance coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Contractor shall require and ensure that each of its subcontractors complies with these requirements.

ii. **PROFESSIONAL LIABILITY**

**Required by State**       **Not required by State**

**Professional Liability.** Contractor shall obtain and maintain at its own expenses for the duration of the Agreement and any Contract. Professional Liability Insurance with a combined single limit, or the equivalent, as set forth below. This is to cover damages caused by error, omission or negligent acts related to the professional services to be provided under the Agreement and any Contract. Full limits can be obtained by the purchase of one primary policy or a primary and excess policy as needed to provide the full policy limits. Such policy shall include coverage for losses arising from the breach of information security or cyber liability (including Technology Errors & Omissions, Network Security and Privacy Liability and Media Liability), whether combined with the Professional Liability policy or placed as a separate policy, but carrying the same limits of liability. Such coverage shall insure damage caused by error, omission, or negligent acts, including all prior acts without limitation, related to the professional services to be provided under the Agreement and any Contract. The Policy shall be amended to include Independent Contractors providing Professional Services on behalf of or at the direction of Contractor. The definition of Contractual Liability shall be amended to state that liability under a contract of professional services is covered. Further, coverage shall be afforded for fraudulent acts, misappropriation of trade secrets, internet professional services, computer attacks, personal injury, regulatory actions, known wrongful acts, contractual liability, privacy policy, and insured versus insured.

Per occurrence limit for any single claimant:

July 1, 2010 to June 30, 2011:	\$1,700,000.
July 1, 2011 to June 30, 2012:	\$1,800,000.

July 1, 2012 to June 30, 2013:	\$1,900,000.
July 1, 2013 to June 30, 2014:	\$2,000,000.
July 1, 2014 to June 30, 2015:	\$2,100,000.

July 1, 2015 and thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, sections 3 and 5 (Senate Bill 311).

Per occurrence limit for any number of claimants

July 1, 2010 to June 30, 2011:	\$3,700,000.
July 1, 2011 to June 30, 2012:	\$3,900,000.
July 1, 2012 to June 30, 2013:	\$4,100,000.
July 1, 2013 to June 30, 2014:	\$4,300,000.
July 1, 2014 to June 30, 2015:	\$4,500,000.

July 1, 2015 and thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, sections 3 and 5 (Senate Bill 311).

iii. **COMMERCIAL GENERAL LIABILITY.**

**Required by the State**     **Not required by the State**

**Commercial General Liability.** Commercial General Liability Insurance covering bodily injury, death and property damage in a form and with coverages that are satisfactory to the State. This insurance shall include personal injury liability, products and completed operations. Coverage shall be written on an occurrence basis. Contractor shall provide proof of insurance of not less than the following amounts as determined by the State:

Per occurrence limit for any single claimant:

July 1, 2010 to June 30, 2011:	\$1,600,000.
July 1, 2011 to June 30, 2012:	\$1,700,000.
July 1, 2012 to June 30, 2013:	\$1,800,000.
July 1, 2013 to June 30, 2014:	\$1,900,000.
July 1, 2014 to June 30, 2015:	\$2,000,000.

July 1, 2015 and thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, section 3 (Senate Bill 311).

Per occurrence limit for any number of claimants:

July 1, 2010 to June 30, 2011:	\$3,200,000.
July 1, 2011 to June 30, 2012:	\$3,400,000.
July 1, 2012 to June 30, 2013:	\$3,600,000.
July 1, 2013 to June 30, 2014:	\$3,800,000.

July 1, 2014 to June 30, 2015: \$4,000,000.

July 1, 2015 and thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, section 3 (Senate Bill 311).

**AND**

**Property Damage:**

Per occurrence limit for any single claimant:

From January 1, 2010, and every year thereafter the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, section 5 (Senate Bill 311).

Per occurrence limit for any number of claimants:

From January 1, 2010, and every year thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, 5 (Senate Bill 311).

iv. **AUTOMOBILE LIABILITY INSURANCE: AUTOMOBILE LIABILITY.**

**Required by the State**     **Not required by the State**

**Automobile Liability.** Automobile Liability Insurance covering all owned, non-owned, or hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for "Commercial General Liability" and "Automobile Liability"). Contractor shall provide proof of insurance of not less than the following amounts as determined by the State:

Per occurrence limit for any single claimant:

July 1, 2010 to June 30, 2011:	\$1,600,000.
July 1, 2011 to June 30, 2012:	\$1,700,000.
July 1, 2012 to June 30, 2013:	\$1,800,000.
July 1, 2013 to June 30, 2014:	\$1,900,000.
July 1, 2014 to June 30, 2015:	\$2,000,000.

July 1, 2015 and thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, section 3 (Senate Bill 311).

Per occurrence limit for any number of claimants:

July 1, 2010 to June 30, 2011:	\$3,200,000.
July 1, 2011 to June 30, 2012:	\$3,400,000.
July 1, 2012 to June 30, 2013:	\$3,600,000.

July 1, 2013 to June 30, 2014: \$3,800,000.  
July 1, 2014 to June 30, 2015: \$4,000,000.

July 1, 2015 and thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, section 3 (Senate Bill 311).

**AND**

**Property Damage:**

Per occurrence limit for any single claimant:

From January 1, 2010, and every year thereafter the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, section 5 (Senate Bill 311).

Per occurrence limit for any number of claimants:

From January 1, 2010, and every year thereafter the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, section 5 (Senate Bill 311).

**v. EMPLOYERS' LIABILITY.**

Required by the State  Not required by the State

If Contractor is a subject employer, as defined in ORS 656.023, Contractor shall obtain employers' liability insurance coverage. Contractor shall provide proof of insurance of not less than the following amounts as determined by the State:

\$(the State to enter amount) Per occurrence limit for any single claimant; and  
\$(the State to enter amount) Per occurrence limit for any number of claimants

**OR**

Per occurrence limit for any single claimant:

July 1, 2010 to June 30, 2011: \$1,600,000.  
July 1, 2011 to June 30, 2012: \$1,700,000.  
July 1, 2012 to June 30, 2013: \$1,800,000.  
July 1, 2013 to June 30, 2014: \$1,900,000.  
July 1, 2014 to June 30, 2015: \$2,000,000.

July 1, 2015 and thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, section 3 (Senate Bill 311).

Per occurrence limit for any number of claimants:

July 1, 2010 to June 30, 2011:	\$3,200,000.
July 1, 2011 to June 30, 2012:	\$3,400,000.
July 1, 2012 to June 30, 2013:	\$3,600,000.
July 1, 2013 to June 30, 2014:	\$3,800,000.
July 1, 2014 to June 30, 2015:	\$4,000,000.
July 1, 2015 and thereafter, the adjusted limitation as determined by the State Court Administrator pursuant to Oregon Laws 2009, chapter 67, section 3 (Senate Bill 311).	

vi. POLLUTION LIABILITY.

Required by the State     Not required by the State

Pollution Liability Insurance covering Contractor's liability for bodily injury, property damage and environmental damage resulting from either sudden or gradual accidental pollution and related cleanup costs incurred by Contractor, all arising out of the Goods delivered or Services (including transportation risk) performed under the Agreement or any Contract. Combined single limit per occurrence shall not be less than\_\_\_\_\_. Annual aggregate limit shall not be less than\_\_\_\_\_.

B. ADDITIONAL INSURED.

The Commercial General Liability insurance and Automobile Liability insurance required under the Agreement shall include the State of Oregon, its officers, employees and agents as Additional Insureds but only with respect to Contractor's activities to be performed under the Agreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

C. "TAIL" COVERAGE.

If any of the required professional liability insurance is on a "claims made" basis, Contractor shall either maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the Effective Date of the Agreement, for a minimum of 24 months following the later of (i) Contractor's completion and the Authorized Purchaser's acceptance of all Services required under any Contract, or, (ii) The expiration of all warranty periods provided under any Contract. Notwithstanding the foregoing 24-month requirement, if Contractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the 24-month period described above, then Contractor shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace for the coverage required under the Agreement. Contractor shall provide to the State, upon request, certification of the coverage required under this section.

**D. NOTICE OF CANCELLATION OR CHANGE.**

There shall be no cancellation, material change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without sixty (60) days' written notice from this Contractor or its insurer(s) to the State. Any failure to comply with the reporting provisions of this clause shall constitute a material breach of the Agreement and the Contract and shall be grounds for immediate termination of the Agreement or any Contract by the State or an Authorized Purchaser.

**E. CERTIFICATE(S) OF INSURANCE.**

Contractor shall provide to the State Certificate(s) of Insurance for all required insurance before performing any Services required under any Contract. The Certificate(s) must specify all entities and individuals who are endorsed on the policy as Additional Insured (or Loss Payees). Contractor shall pay for all deductibles, self-insured retention and self-insurance, if any.

**EXHIBIT D  
SUBSCRIPTION SERVICES CONTRACT**

This Subscription Services Contract Number ORMS – \_\_\_\_\_ (“Contract”) is effective \_\_\_\_\_, 201\_ (“Contract Effective Date”) between Chaves Consulting, Inc. (“Contractor”) and \_\_\_\_\_ (“Authorized Purchaser”).

THIS CONTRACT IS ENTERED INTO PURSUANT TO MASTER SOFTWARE AS A SERVICE AGREEMENT #0486 (the “MSA”) AND IS SUBJECT TO THE TERMS AND CONDITIONS SET FORTH THEREIN. THE TERMS AND CONDITIONS OF THE MSA ARE INCORPORATED HEREIN BY REFERENCE AND APPLY TO THIS CONTRACT AND TAKE PRECEDENCE OVER ALL OTHER CONFLICTING TERMS AND CONDITIONS, EXPRESS OR IMPLIED.

**Authorized Purchaser Contact information:**

**Authorized Purchaser:** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

**Invoices shall be sent to:**

**Authorize Purchaser:** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_



### 1. Subscription Services

The Contractor will provide to the Authorized Purchaser all required services listed in Exhibit B which includes: access to and use of the ORMS Software, data hosting and storage, and helpdesk support services. The State Archives Division will provide the training for using ORMS. The Contractor may provide training to other ORMS Software integrations.

Inquiry-Only Users Services are defined in Exhibit B to the MSA; Inquiry-Only Services do not include the full range of Subscription Services listed above.

Services shall be deemed to commence on the date that: (1) the Authorized Purchaser has access either to the ORMS Software production or quality assurance (QA) environment, to data hosting, storage and helpdesk support; and (2) the Authorized Purchaser's initial Users have been provided Phase I initial implementation training as specified in the ORMS Training Plan.

### 2. Role of State Archives Division

The State Archives Division will work with Authorized Purchaser in order to set milestones such as the number of initial Users, projected total end users upon full Authorized Purchaser implementation, and due date for full implementation.

In the event that Authorized Purchaser is not able to meet a specific milestone date, the Authorized Purchaser shall notify both the State Archives Division and Contractor.

The notification must be given in writing before the proposed milestone date stating the reason the date cannot be met and Authorized Purchaser will not be subject to any penalty charges.

### 3. Subscription Fee and Payment Schedule

Authorized Purchaser agrees to a minimum of \_\_\_\_\_ Users per month. Authorized Purchaser agrees to payment option # \_\_\_\_\_ below:

Payment option #1:

Authorized Purchaser shall pay Contractor a monthly fee based on the number of Users for Authorized Purchaser. The rate per User per month is specified in the following table:

Number of Users	Cost per Month per User	Monthly Rebate Per User
-----------------	-------------------------	-------------------------

2,000	\$37.02	\$8.76
3,000	\$37.02	\$8.76
4,000	\$29.74	\$4.87
5,000	\$26.66	\$2.92
6,000	\$24.06	
7,000	\$21.61	
8,000	\$19.62	
9,000	\$18.81	
10,000	\$17.53	
11,000	\$16.55	
12,000	\$15.71	
13,000	\$14.68	
14,000	\$14.02	
15,000	\$13.55	
16,000	\$12.54	
17,000	\$11.96	
18,000	\$11.44	
19,000	\$10.99	
20,000	\$10.54	

For the purpose of establishing the User cost per month for payment option #1, the number of Users is the cumulative number of users of all Authorized Purchasers that have executed a subscription services contract with Contractor pursuant to the MSA.

**Or**

**Payment option #2:**

Authorized Purchaser may purchase a minimum of 300 Users at the rate of \$24.06 per User per month.

Rebates: The first 5,000 Users will begin receiving a rebate (in the form of reduced monthly billings) when the total number of combined Users exceeds 20,000. The number of months that the Authorized Purchasers will receive the rebate will be equal to the number of months that the initial Users paid the higher rate. The amount of the rebate is specified in the table in Section 3 of this Contract. Authorized Purchasers that select payment option #2 and #3 are not eligible for rebates as described in this paragraph.

**Or**

**Payment option #3:**

Authorized Purchaser may purchase Inquiry-Only User Type. Pricing for the Inquiry-Only User Type will be 50% of the monthly user fee with the lowest price at \$10.54. Authorized Purchaser MUST commit to and implement the minimum number of (10) full subscription Master Software as a Service Agreement

Services Users in order to add Inquiry-Only Users. Authorized Purchaser must have signed the Acceptance of Services prior to adding Inquiry-Only Users.

If the Authorized Purchaser exceeds the 10 GB of data storage per User and the 1 GB of data transfer per User per month the cost for those Additional Services are:

- \$7.00 per 10GB of additional storage per month
- \$1.20 per 1 GB of additional data transfer per month

The initial invoice shall be issued on the 1<sup>st</sup> day of the month immediately following the Acceptance of Initial Deliverables described in Section 5 of this Contract.

Invoices shall be issued on the 1st day of the month of the current calendar month in which the Subscription Services will be provided. All undisputed, timely and valid invoices are due in full 15 days after receipt by Authorized Purchaser.

**Default by Non-Payment:** Authorized Purchaser shall not delay payment of monthly User fees based on a dispute or claim relating to Non-Subscription Services.

If Authorized Purchaser fails to pay Contractor any amount pursuant to the terms of the Contract and fails to cure such failure within 45 business days after delivery of Contractor's notice or such longer period as Contractor may specify in such notice, Authorized Purchaser shall be in default under Exhibit A, Section 10.2 of the MSA.

#### **4. Additional Users**

During the term of this Contract, Authorized Purchaser may add additional Users at any time. The monthly installment fee for payment option #1 will be set according to the table in Section 3 for each additional User commencing on the day the additional Users are specified by Authorized Purchaser. Additional Users under payment option #2 shall be invoiced according to the rate in Section 3. Additional Inquiry-Only Users under payment option #3 shall be invoiced according to the rate in Section 3. Additional Users and additional Inquiry-Only Users may be requested from an Authorized Purchaser, via email, to the ORMS helpdesk.

#### **5. Authorized Purchaser Acceptance**

Contractor shall commence the Services and provide Deliverables as set forth in the Contract. Within ten (10) business days after the commencement of Services, Contractor shall provide Authorized Purchaser with an Acceptance of Initial Deliverables Question and Answer Form that is reasonably constructed to test the ability of the Subscription Services and associated ORMS Software applications, as implemented by Contractor, to produce the results and other Deliverables specified in this Contract. The Authorized Purchaser shall complete and return this form to Contractor within ten (10) business days as initial acceptance of Deliverables to date; a non-response shall be deemed as an acceptance of initial Deliverables.

Authorized Purchaser may accept the proposed acceptance test as recommended or modify it as Authorized Purchaser deems reasonable. Contractor shall provide Authorized Purchaser with access to the Subscription Services on or before the commencement date described in Section 1 of this Contract and the implementation schedule agreed to by Authorized Purchaser, the State Archives Division and Contractor. On the transition date, Contractor shall assume responsibility for providing ongoing Subscription Services.

Upon the conclusion of any consecutive forty-five (45) day period of production processing from the transition date as specified in Section 10 of this Contract, when all Service Levels have been met successfully, the Subscription Services shall be deemed accepted in full. Authorized Purchaser will acknowledge completion of this milestone by written notification to Contractor. Nothing contained in this Section 5 or any other provision of this Contract shall be deemed to prevent Authorized Purchaser from using any portion of the Subscription Services in a live environment for productive processing, and any such use shall not alter, amend or modify any of Contractor's obligations pursuant to the Contract.

#### **6. Period of Performance**

The period of performance of this Contract shall commence on the Contract Effective Date and shall continue for a period of 12 months plus the interim period between the effective date and the date of acceptance (the "Initial Period"). Thereafter, unless Authorized Purchaser notifies Contractor in writing, this Contract shall automatically be renewed annually for additional 12-month periods (each a "Renewal Period").

#### **7. Consulting, Implementation, Training and/or Support Services**

Contractor shall provide the consulting, implementation, training and/or support services related to the Subscription Services as set forth in Section 5 of the MSA.

Inquiry-Only User Services include application configuration and administrative set up by Contractor and SoS.

#### **8. Security Procedures**

Contractor shall define certain policies and procedures that it shall have in place in order to provide the level of security associated with the Subscription Services and with the Service Levels set forth in Section 12. These policies and procedures shall be updated by Contractor from time to time to reflect updated Department of Administrative Services Security Standards, emerging technologies, business practices and Internet-related issues. Contractor shall provide written notice to Authorized Purchaser of any changes made to

its security policies and procedures within ten (10) days of such changes, and updated policies and procedures shall be distributed through ORMS Support (Helpdesk).

## **9. Specifications and Minimum Technical Requirements**

Contractor warrants that the minimum technical requirements for access to and operation of the ORMS Software are updated and available upon Authorized Purchaser request.

If future releases of the ORMS Software require use of newer versions of any client application or change in any client application configuration, Contractor shall provide 15 - 45 days (depending on the kind of change and its impact) written notice to Authorized Purchaser prior to the general release of that ORMS Software Version.

## **10. Transition**

Contractor and the State Archives Division shall assist in developing a transition plan that is approved by Authorized Purchaser. Subscription Services shall be transitioned and in production, as accepted by Authorized Purchaser, within thirty (30) calendar days from the Schedule Effective Date.

## **11. Transition Remedy**

In the event that Contractor fails to meet the date for the completion of the transition into production of the Subscription Services, Contractor shall credit Authorized Purchaser one percent (1%) of the monthly Service fees for every business day the transition is late. If Contractor misses the target date by more than thirty (30) days, Contractor shall be deemed to be in material breach of the Agreement.

If Authorized Purchaser does not meet its obligations as identified in the transition plan provided by Contractor and Authorized Purchaser is the sole cause of a delay in the project, the transition milestone target dates shall be extended for the same amount of time as the delay. Contractor shall promptly notify the Authorized Purchaser Program Manager, in writing, of any delay in the project schedule as a result of Authorized Purchaser's failure to meet any of its obligations identified above. If Contractor fails to notify Authorized Purchaser of any such Authorized Purchaser failure to meet its obligations, Authorized Purchaser shall be conclusively presumed under the Contract to have met its obligations, and consequently, Contractor shall not be entitled to rely on such delay to excuse it from meeting the milestone target dates.

## **12. Service Levels and Remedies**

### **12.1 Security Service Level.**

Contractor represents and warrants that Contractor shall provide Record Security as specified in Exhibit B, Section e. of the MSA.

The required security processes may include, but are not limited to, the following:

- (i) Contractor shall have staff on duty and at its site 24x7 and capable of identifying, categorizing, and responding to a security incident.
- (ii) Contractor shall notify Authorized Purchaser of any new potential security vulnerability within four (4) hours of discovery. This notification shall include the probable risks associated with the vulnerability.
- (iii) Contractor shall implement a security fix across the application within four (4) hours of approval from Authorized Purchaser.
- (iv) Contractor shall notify the Authorized Purchaser Program Manager within fifteen (15) minutes if Contractor believes that an attack is in process.
- (v) Contractor shall shut down ALL access to the ORMS Software or any component of it associated with the Subscription Services within fifteen (15) minutes upon request of the Authorized Purchaser Program Manager or officer of Authorized Purchaser.
- (vi) Contractor shall assist Authorized Purchaser in preparing written responses to audit requirements or findings without charge.
- (vii) After both the conclusion of the pilot period and the total number of active users remains at a minimum of 2,000 or more users per Section 8a of the MSA, Contractor must conduct and pass a SAS 70 Type II Audit every twelve (12) months during the term of this Contract. The first audit shall be performed by an independent CPA firm within twelve (12) months of the state meeting its commitment to the 2,000 user minimum; subsequent annual audit reviews shall be performed by the Contractor according to the auditor's recommended process and results shall be provide to the State and, upon request, to Authorized Purchasers. Failure by Contractor to pass the audit or to provide the audit results to Authorized Purchaser within fifteen (15) days after receiving the results from the auditor shall constitute a material breach of the MSA.

#### 12.2 Record Retrieval Time Service Level.

Contractor represents and warrants that Contractor shall provide Record Retrieval Delivery Time Levels in the ORMS Software server environment as set forth in

Exhibit B, Section f. of the MSA, as amended. Record retrieval delivery time shall be measured at the server end between the ORMS workgroup server and database at Synergy Data Center, as described in the Master Agreement #0486 at Section 9.

Contractor represents and warrants that the above performance Service Levels shall be valid with up to 20,000 Users using the application at any given time.

If the Record Retrieval Delivery Time Level of 3 minutes or less falls below 95% in any month, Authorized Purchaser shall be entitled to a credit on that month's bill for Subscription Services according to the table in Exhibit B, Section f. of the MSA, as amended.

12.3 Subscription Services Availability Service Level.

Contractor represents and warrants that the Subscription Services shall be available as specified in Exhibit B, Section f. of the MSA, as amended.

Service Availability shall be measured on a 7 x 24 basis (7 days a week, 24 hours per day).

If the Subscription Services availability percentage falls below 99.7% in any month, Authorized Purchaser shall be entitled to a credit on that month's bill for Subscription Services according to the table below that represents the then-current cumulative number of all Authorized Purchaser Users.

A. Scale based on 20,000 users or more.

Availability Percentage	Percentage of Credit
99.60% to 99.69%	10%
99.50% to 99.59%	20%
99.0% to 99.49%	30%
97.0% to 98.99%	50%
Below 97.00%	75%

B. Scale based on 19,999 users or less.

Availability Percentage	Percentage of Credit
99.00% to 99.69%	10%

98.50% to 98.99%	20%
98.00% to 98.49%	30%
97.00% to 97.99%	50%
Below 97.0%	75%

**12.4 Performance and Availability Scalability.**

Contractor represents and warrants that the performance and availability Service Levels in Sections 12.2 and 12.3 above shall be valid and applicable with a concurrent User increase of up to 20,000 Users.

**12.5 Notifications to Authorized Purchaser.**

Contractor shall provide proactive notifications to Authorized Purchaser regarding scheduled system-maintenance downtime and system upgrades and enhancements. Contractor shall provide Authorized Purchaser with at least seven (7) calendar days' prior written notice of any scheduled outages; such notices shall include the date of the outage and the start and stop times of the outage.

Scheduled upgrades and enhancements shall be provided between the hours of 8:00 p.m. and 6:00 a.m. Monday through Friday, or during weekends and/or Federal holidays, with the exception of emergency security patches.

**12.6 Additional Environment.**

Contractor will provide an additional environment at no additional charge for Authorized Purchaser's testing and/or training purposes, without limitation. Authorized Purchaser agrees not to use the additional environment for production purposes.

**12.7 Support and Error Resolution.**

Contractor shall establish and maintain the organization and processes necessary to provide support and error-resolution services to Authorized Purchaser. Contractor shall provide support and error-resolution services on a twenty-four (24) hours a day, seven (7) days a week basis. Authorized Purchaser's ORMS Users shall contact the ORMS Support Desk, which shall be staffed by on-site, on-duty Support staff during regular business hours from 7:00 a.m. to 5:00 p.m. Monday through Friday, excluding weekends and Federal



holidays. Outside of regular business hours, Users may call the ORMS Support Desk and leave a message for on-call staff, who shall respond according to the priority levels specified in this Section.

Upon receipt of telephone or written notice from the Authorized Purchaser specifying a problem, and upon receipt of such additional information as Contractor may request, Contractor shall respond as described below to resolve reported and reproducible errors in the Subscription Services or SaaS ORMS Software, so that the application operates as specified in this Contract. Contractor shall determine the priority level in accordance with the following protocols:

- (i) **SEVERITY 1 – CRITICAL BUSINESS IMPACT.** The production use of the Subscription Services is stopped or so severely impacted that the Authorized Purchaser cannot reasonably continue work; requires round-the-clock attention until the problem is resolved (a “Severity 1 Error”).
  - a. Contractor shall begin work on the error within fifteen (15) minutes of notification;
  - b. Contractor shall engage development staff until the problem is circumvented or corrected; and
  - c. Contractor shall provide Authorized Purchaser with ongoing communication on the status of the problem resolution.
  
- (ii) **SEVERITY 2 – SIGNIFICANT BUSINESS IMPACT.** A high-impact problem is affecting Service Levels and/or materially impacting Authorized Purchaser’s use of the Subscription Services. Problem resolution shall be initiated within sixty (60) minutes, and the resolution of these problems requires serious and sustained attention during normal business hours (8:00 am to 5:00 pm, Pacific time, Monday through Friday, exclusive of State holidays) until the problems are circumvented or corrected (a “Severity 2 Error”).
  - a. Contractor shall begin work on the error within sixty (60) minutes of notification;
  - b. Contractor shall engage development staff until the problem is circumvented or corrected; and
  - c. Contractor shall provide Authorized Purchaser with ongoing communication on the status of the problem resolution.

(iii) **SEVERITY 3 – SOME BUSINESS IMPACT.** This includes problems of general work- queue type and that do not come within the definitions of Severity 1 Error or Severity 2 Error. These problems shall be addressed after Severity 1 Errors and Severity 2 Errors have been corrected and may be pursued during normal business hours on a resources- available basis (a “Severity 3 Error”).

- a. Contractor shall begin work on the error within one (1) day of notification; and
- b. Contractor shall engage development staff to provide a workaround and to resolve the problem as soon as possible after notification by Authorized Purchaser.

(iv) **SEVERITY 4 – MINIMUM BUSINESS IMPACT.** Authorized Purchaser requests information, an enhancement, or documentation clarification regarding the Subscription

Services or SaaS ORMS Software but there is no impact on the operation of the Subscription Services or SaaS ORMS Software. The implementation or production use of the Subscription Services or SaaS ORMS Software is continuing and there is no work being impeded at the time (a “Severity 4 Error”).

- a. Contractor shall provide a response regarding the requested information or documentation clarification within two (2) days of notification by Authorized Purchaser; and
- b. Contractor shall consider enhancements for inclusion in a subsequent update to the Subscription Services, SaaS ORMS Software or Documentation.

### **13. Termination and Transition Assistance**

Authorized Purchaser may terminate this Contract as provided in Exhibit A, Section 12, of the MSA. Contractor may terminate this Contract as provided in Exhibit A, Section 12.3, of the MSA.

**BY EXECUTING THIS CONTRACT, THE PARTIES AGREE TO BE BOUND BY ITS TERMS AND CONDITIONS.**

**AUTHORIZED PURCHASER**

**CONTRACTOR**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Richard T. Chaves

Title: \_\_\_\_\_

Title: President, Chaves Consulting

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

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

**SECRETARY OF STATE CONTRACT ADMINISTRATOR**

By: \_\_\_\_\_

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

**EXHIBIT DWA**  
**SUBSCRIPTION SERVICES CONTRACT**

This Subscription Services Contract Number ORMS - \_\_\_\_\_ ("Contract") is effective \_\_\_\_\_, \_\_\_\_\_, 201\_ ("Contract Effective Date") between Chaves Consulting, Inc. ("Contractor") and \_\_\_\_\_ ("Authorized Purchaser").

THIS CONTRACT IS ENTERED INTO PURSUANT TO MASTER SOFTWARE AS A SERVICE AGREEMENT #0486 (the "MSA") AND IS SUBJECT TO THE TERMS AND CONDITIONS SET FORTH THEREIN. THE TERMS AND CONDITIONS OF THE MSA ARE INCORPORATED HEREIN BY REFERENCE AND APPLY TO THIS CONTRACT AND TAKE PRECEDENCE OVER ALL OTHER CONFLICTING TERMS AND CONDITIONS, EXPRESS OR IMPLIED.

**Authorized Purchaser Contact information:**

**Authorized Purchaser:** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

**Invoices shall be sent to:**

**Authorize Purchaser:** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

**1. Subscription Services**

The Contractor will provide to the Authorized Purchaser all required services listed in Master Software as a Service Agreement

Exhibit B which includes: access to and use of the ORMS Software and data hosting and storage, and helpdesk support services. The Contractor may provide training to other ORMS Software integrations.

Inquiry-Only User Services are defined in Exhibit B to the MSA; Inquiry-Only Services do not include the full range of Subscription Services listed above.

Services shall be deemed to commence on the Contract Effective Date.

**2. Subscription Fee and Payment Schedule**

Authorized Purchaser agrees to a minimum of \_\_\_\_ Users per month. Authorized Purchaser agrees to payment option # \_\_\_\_\_ below:

**Payment option #1:**

Authorized Purchaser shall pay Contractor a monthly fee based on the number of Users for Authorized Purchaser. The rate per User per month is specified in the following table:

Number of Users	Cost per Month per User	Monthly Rebate Per User
2,000	\$37.02	\$8.76
3,000	\$37.02	\$8.76
4,000	\$29.74	\$4.87
5,000	\$26.66	\$2.92
6,000	\$24.06	
7,000	\$21.61	
8,000	\$19.62	
9,000	\$18.81	
10,000	\$17.53	
11,000	\$16.55	
12,000	\$15.71	
13,000	\$14.68	
14,000	\$14.02	
15,000	\$13.55	
16,000	\$12.54	
17,000	\$11.96	
18,000	\$11.44	
19,000	\$10.99	
20,000	\$10.54	

For the purpose of establishing the User cost per month for payment option #1, the number of Users is the cumulative number of users of all Authorized Purchasers that have executed a subscription services contract with Contractor pursuant to the MSA.

**Or**

Master Software as a Service Agreement

**Payment option #2:**

Authorized Purchaser may purchase a minimum of 300 Users at the rate of \$24.06 per User per month.

Rebates: The first 5,000 Users will begin receiving a rebate (in the form of reduced monthly billings) when the total number of combined Users exceeds 20,000. The number of months that the Authorized Purchasers will receive the rebate will be equal to the number of months that the initial Users paid the higher rate. The amount of the rebate is specified in the table in Section 2 of this Contract. Authorized Purchasers that select payment option #2 and #3 are not eligible for rebates as described in this paragraph.

**Or**

**Payment option #3:**

Authorized Purchaser may purchase Inquiry-Only User Type. Pricing for the Inquiry-Only User Type will be 50% of the monthly user fee with the lowest price at \$10.54. Authorized Purchaser MUST commit to and implement the minimum number of (10) full subscription Services Users in order to add Inquiry-Only Users. Authorized Purchaser must have signed the Acceptance of Services prior to adding Inquiry-Only Users.

If the Authorized Purchaser exceeds the 10 GB of data storage per User and the 1 GB of data transfer per User per month the cost for those Additional Services are:

- \$7.00 per 10GB of additional storage per month
- \$1.20 per 1 GB of additional data transfer per month

The initial invoice shall be issued on the 1<sup>st</sup> day of the month immediately following the Acceptance of Initial Deliverables described in Section 4 of this Contract.

Invoices shall be issued on the 1st day of the month of the current calendar month in which the Subscription Services will be provided. All undisputed, timely and valid invoices are due in full 15 days after receipt by Authorized Purchaser.

**Default by Non-Payment:** Authorized Purchaser shall not delay payment of monthly User fees based on a dispute or claim relating to Non-Subscription Services.

If Authorized Purchaser fails to pay Contractor any amount pursuant to the terms of the Contract and fails to cure such failure within 45 business days after delivery of Contractor's notice or such longer period as Contractor may specify in such notice, Authorized Purchaser shall be in default under Exhibit A, Section 10.2 of the MSA.

### **3. Additional Users**

During the term of this Contract, Authorized Purchaser may add additional Users at any time. The monthly installment fee for payment option #1 will be set according to the table in Section 2 for each additional User commencing on the day the additional Users are specified by Authorized Purchaser. Additional Users under payment option #2 shall be invoiced according to the rate in Section 2. Additional Inquiry-Only Users under payment option #3 shall be invoiced according to the rate in Section 2. Additional Users and additional Inquiry-Only Users may be requested from an Authorized Purchaser, via email, to the ORMS helpdesk.

### **4. Authorized Purchaser Acceptance**

Contractor shall commence the Services and provide Deliverables as set forth in the Contract. Within ten (10) business days after the commencement of Services, Contractor shall provide Authorized Purchaser with an Acceptance of Initial Deliverables Question and Answer Form that is reasonably constructed to test the ability of the Subscription Services and associated ORMS Software applications, as implemented by Contractor, to produce the results and other Deliverables specified in this Contract. The Authorized Purchaser shall complete and return this form to Contractor within ten (10) business days as initial acceptance of Deliverables to date; a non-response shall be deemed as an acceptance of initial Deliverables.

Authorized Purchaser may accept the proposed acceptance test as recommended or modify it as Authorized Purchaser deems reasonable. Contractor shall provide Authorized Purchaser with access to the Subscription Services on or before the commencement date described in Section 1 of this Contract and the implementation schedule agreed to by Authorized Purchaser, and Contractor. On the transition date, Contractor shall assume responsibility for providing ongoing Subscription Services.

Upon the conclusion of any consecutive forty-five (45) day period of production processing from the transition date as specified in Section 9 of this Contract, when all Service Levels have been met successfully, the Subscription Services shall be deemed accepted in full. Authorized Purchaser will acknowledge completion of this milestone by written notification to Contractor. Nothing contained in this Section 4 or any other provision of this Contract shall be deemed to prevent Authorized Purchaser from using any portion of the Subscription Services in a live environment for productive processing, and any such use shall not alter, amend or modify any of Contractor's obligations pursuant to the Contract.

### **5. Period of Performance**

The period of performance of this Contract shall commence on the Contract Effective Date and shall continue for a period of 12 months plus the interim period between the

effective date and the date of acceptance (the "Initial Period"). Thereafter, unless Authorized Purchaser notifies Contractor in writing, this Contract shall automatically be renewed annually for additional 12-month periods (each a "Renewal Period") up to a maximum total term of ten years.

Authorized Purchaser may terminate this Contract by providing Contractor with a notice of termination sixty (60) days prior to the termination date.

#### **6. Consulting, Implementation, Training and/or Support Services**

Contractor shall provide the consulting, implementation, training and/or support services related to the Subscription Services as set forth in Section 5 of the MSA.

Inquiry-Only User Services include application configuration and administrative set up by Contractor and SoS.

#### **7. Security Procedures**

Contractor shall define certain policies and procedures that it shall have in place in order to provide the level of security associated with the Subscription Services and with the Service Levels set forth in Section 11. These policies and procedures shall be updated by Contractor from time to time to reflect updated Security Standards, emerging technologies, business practices and Internet-related issues. Contractor shall provide written notice to Authorized Purchaser of any changes made to its security policies and procedures within ten (10) days of such changes, and updated policies and procedures shall be distributed through ORMS Support (Helpdesk).

#### **8. Specifications and Minimum Technical Requirements**

Contractor warrants that the minimum technical requirements for access to and operation of the ORMS Software are updated and available upon Authorized Purchaser request.

If future releases of the ORMS Software require use of newer versions of any client application or change in any client application configuration, Contractor shall provide 15 - 45 days (depending on the kind of change and its impact) written notice to Authorized Purchaser prior to the general release of that ORMS Software Version.

#### **9. Transition**

Contractor shall assist in developing a transition plan that is approved by Authorized Purchaser. Subscription Services shall be transitioned and in production, as accepted by Authorized Purchaser, within thirty (30) calendar days from the Schedule Effective Date.



## **10. Transition Remedy**

In the event that Contractor fails to meet the date for the completion of the transition into production of the Subscription Services, Contractor shall credit Authorized Purchaser one percent (1%) of the monthly Service fees for every business day the transition is late. If Contractor misses the target date by more than thirty (30) days, Contractor shall be deemed to be in material breach of the Agreement.

If Authorized Purchaser does not meet its obligations as identified in the transition plan provided by Contractor and Authorized Purchaser is the sole cause of a delay in the project, the transition milestone target dates shall be extended for the same amount of time as the delay. Contractor shall promptly notify the Authorized Purchaser Program Manager, in writing, of any delay in the project schedule as a result of Authorized Purchaser's failure to meet any of its obligations identified above. If Contractor fails to notify Authorized Purchaser of any such Authorized Purchaser failure to meet its obligations, Authorized Purchaser shall be conclusively presumed under the Contract to have met its obligations, and consequently, Contractor shall not be entitled to rely on such delay to excuse it from meeting the milestone target dates.

## **11. Service Levels and Remedies**

### **11.1 Security Service Level.**

Contractor represents and warrants that Contractor shall provide Record Security as specified in Exhibit B, Section e. of the MSA.

The required security processes may include, but are not limited to, the following:

- i. Contractor shall have staff on duty and at its site 24x7 and capable of identifying, categorizing, and responding to a security incident.
- ii. Contractor shall notify Authorized Purchaser of any new potential security vulnerability within four (4) hours of discovery. This notification shall include the probable risks associated with the vulnerability.
- iii. Contractor shall implement a security fix across the application within four (4) hours of approval from Authorized Purchaser.
- iv. Contractor shall notify the Authorized Purchaser Program Manager within fifteen (15) minutes if Contractor believes that an attack is in process.

- v. Contractor shall shut down ALL access to the ORMS Software or any component of it associated with the Subscription Services within fifteen (15) minutes upon request of the Authorized Purchaser Program Manager or officer of Authorized Purchaser.
- vi. Contractor shall assist Authorized Purchaser in preparing written responses to audit requirements or findings without charge.
- vii. After both the conclusion of the pilot period and the total number of active users remains at a minimum of 2,000 or more users per Section 8a of the MSA, Contractor must conduct and pass a SAS 70 Type II Audit every twelve (12) months during the term of this Contract. The first audit shall be performed by an independent CPA firm within twelve (12) months of the state meeting its commitment to the 2,000 user minimum; subsequent annual audit reviews shall be performed by the Contractor according to the auditor's recommended process and results shall be provide to the State and, upon request, to Authorized Purchasers. Failure by Contractor to pass the audit or to provide the audit results to Authorized Purchaser within fifteen (15) days after receiving the results from the auditor shall constitute a material breach of the MSA.

#### 11.2 Record Retrieval Time Service Level.

Contractor represents and warrants that Contractor shall provide Record Retrieval Delivery Time Levels in the ORMS server environment as set forth in Exhibit B, Section f. of the MSA, as amended. Record retrieval delivery time shall be measured at the server end between the ORMS workgroup server and database at Synergy Data Center, as described in the Master Agreement #0486 at Section 9.

Contractor represents and warrants that the above performance Service Levels shall be valid with up to 20,000 Users using the application at any given time.

If the Record Retrieval Delivery Time Level of 3 minutes or less falls below 95% in any month, Authorized Purchaser shall be entitled to a credit on that month's bill for Subscription Services according to the table in Exhibit B, Section f. of the MSA, as amended.

#### 11.3 Subscription Services Availability Service Level.

Contractor represents and warrants that the Subscription Services shall be available as specified in Exhibit B, Section f. of the MSA, as amended.

Service Availability shall be measured on a 7 x 24 basis (7 days a week, 24 hours per day).

If the Subscription Services availability percentage falls below 99.7% in any month, Authorized Purchaser shall be entitled to a credit on that month's bill for Subscription Services according to the table below that represents the then-current cumulative number of all Authorized Purchaser Users.

C. Scale based on 20,000 users or more.

Availability Percentage	Percentage of Credit
99.60% to 99.69%	10%
99.50% to 99.59%	20%
99.0% to 99.49%	30%
97.0% to 98.99%	50%
Below 97.00%	75%

D. Scale based on 19,999 users or less.

Availability Percentage	Percentage of Credit
99.00% to 99.69%	10%
98.50% to 98.99%	20%
98.00% to 98.49%	30%
97.00% to 97.99%	50%
Below 97.0%	75%

11.4 Performance and Availability Scalability.

Contractor represents and warrants that the performance and availability Service Levels in Sections 12.2 and 12.3 above shall be valid and applicable with a concurrent User increase of up to 20,000 Users.

**11.5 Notifications to Authorized Purchaser.**

Contractor shall provide proactive notifications to Authorized Purchaser regarding scheduled system-maintenance downtime and system upgrades and enhancements. Contractor shall provide Authorized Purchaser with at least seven (7) calendar days' prior written notice of any scheduled outages; such notices shall include the date of the outage and the start and stop times of the outage.

Scheduled upgrades and enhancements shall be provided between the hours of 8:00 p.m. and 6:00 a.m. Monday through Friday, or during weekends and/or Federal holidays, with the exception of emergency security patches.

**11.6 Additional Environment.**

Contractor will provide an additional environment at no additional charge for Authorized Purchaser's testing and/or training purposes, without limitation. Authorized Purchaser agrees not to use the additional environment for production purposes.

**11.7 Support and Error Resolution.**

Contractor shall establish and maintain the organization and processes necessary to provide support and error-resolution services to Authorized Purchaser. Contractor shall provide support and error-resolution services on a twenty-four (24) hours a day, seven (7) days a week basis. Authorized Purchaser's ORMS Users shall contact the ORMS Support Desk, which shall be staffed by on-site, on-duty Support staff during regular business hours from 7:00 a.m. to 5:00 p.m. Monday through Friday, excluding weekends and Federal holidays. Outside of regular business hours, Users may call the ORMS Support Desk and leave a message for on-call staff, who shall respond according to the priority levels specified in this Section.

Upon receipt of telephone or written notice from the Authorized Purchaser specifying a problem, and upon receipt of such additional information as Contractor may request, Contractor shall respond as described below to resolve reported and reproducible errors in the Subscription Services or SaaS ORMS Software, so that the application operates as specified in this Contract. Contractor shall determine the priority level in accordance with the following protocols:

- (i) **SEVERITY 1 – CRITICAL BUSINESS IMPACT.** The production use of the Subscription Services is stopped or so severely impacted that the Authorized

Purchaser cannot reasonably continue work; requires round-the-clock attention until the problem is resolved (a "Severity 1 Error").

- a. Contractor shall begin work on the error within fifteen (15) minutes of notification;
- b. Contractor shall engage development staff until the problem is circumvented or corrected; and
- c. Contractor shall provide Authorized Purchaser with ongoing communication on the status of the problem resolution.

(ii) **SEVERITY 2 – SIGNIFICANT BUSINESS IMPACT.** A high-impact problem is affecting Service Levels and/or materially impacting Authorized Purchaser's use of the Subscription Services. Problem resolution shall be initiated within sixty (60) minutes, and the resolution of these problems requires serious and sustained attention during normal business hours (8:00 am to 5:00 pm, Pacific time, Monday through Friday, exclusive of State holidays) until the problems are circumvented or corrected (a "Severity 2 Error").

- a. Contractor shall begin work on the error within sixty (60) minutes of notification;
- b. Contractor shall engage development staff until the problem is circumvented or corrected; and
- c. Contractor shall provide Authorized Purchaser with ongoing communication on the status of the problem resolution.

(iii) **SEVERITY 3 – SOME BUSINESS IMPACT.** This includes problems of general work-queue type and that do not come within the definitions of Severity 1 Error or Severity 2 Error. These problems shall be addressed after Severity 1 Errors and Severity 2 Errors have been corrected and may be pursued during normal business hours on a resources-available basis (a "Severity 3 Error").

- a. Contractor shall begin work on the error within one (1) day of notification; and
- b. Contractor shall engage development staff to provide a workaround and to resolve the problem as soon as possible after notification by Authorized Purchaser.

(iv) **SEVERITY 4 – MINIMUM BUSINESS IMPACT.** Authorized Purchaser requests information, an enhancement, or documentation clarification regarding the Subscription

Services or SaaS ORMS Software but there is no impact on the operation of the Subscription Services or SaaS ORMS Software. The implementation or production use of the Subscription Services or SaaS ORMS Software is continuing and there is no work being impeded at the time (a "Severity 4 Error").

- a. Contractor shall provide a response regarding the requested information or documentation clarification within two (2) days of notification by Authorized Purchaser; and
- b. Contractor shall consider enhancements for inclusion in a subsequent update to the Subscription Services, SaaS ORMS Software or Documentation.

**12. Termination and Transition Assistance**

Authorized Purchaser may terminate this Contract as provided in Exhibit A, Section 12, of the MSA. Contractor may terminate this Contract as provided in Exhibit A, Section 12.3, of the MSA.

**BY EXECUTING THIS CONTRACT, THE PARTIES AGREE TO BE BOUND BY ITS TERMS AND CONDITIONS.**

**AUTHORIZED PURCHASER**

**CONTRACTOR**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Richard T. Chaves

Title: \_\_\_\_\_

Title: President, Chaves Consulting

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

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

**OREGON SECRETARY OF STATE CONTRACT ADMINISTRATOR**

By: \_\_\_\_\_

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

## EXHIBIT E

### NON-SUBSCRIPTION SERVICES CONTRACT

This Non-Subscription Services Contract Number \_\_\_\_ (“Contract”) is effective \_\_\_\_\_ (“Contract Effective Date”) between \_\_\_\_\_ (“Contractor”) and \_\_\_\_\_ (“Authorized Purchaser”).

THIS CONTRACT IS ENTERED INTO PURSUANT TO AGREEMENT # 0486 AND IS SUBJECT TO THE TERMS AND CONDITIONS SET FORTH THEREIN. THE TERMS AND CONDITIONS OF THE AGREEMENT APPLY TO THIS CONTRACT AND TAKE PRECEDENCE OVER ALL OTHER CONFLICTING TERMS AND CONDITIONS, EXPRESS OR IMPLIED.

This Contract addresses the specific terms and conditions relating to the Non-subscription Services to be provided by Contractor:

1. Services to be performed:
  - 1.1. Description of Non-subscription Services – *All services in addition to those listed in Exhibit B section b « Standard Services ».*
  - 1.2. Contractor’s Responsibilities and Tasks
  - 1.3. Transition Process, Timeline and Milestones
  - 1.4. Deliverables and Due Dates
  - 1.5. Acceptance Specifications
  - 1.6. Service Levels - Set forth any Service Levels applicable to the Non-subscription Services
  - 1.7. Duration of Project or Ongoing Services
2. Term of the Contract:
3. Sites to be Supported:
4. Pricing: Specify pricing for all Non-subscription Services incorporating all pricing options as appropriate.
5. Reports to be Provided:
6. Invoicing Requirements:

7. Authorized Purchaser Responsibilities:

8. Other Specifications:

9. Project Managers: - All contact persons

Authorized Purchaser Project Manager

Contractor Project Manager

Name:  
Phone Number:  
E-mail:  
Address:

Name:  
Phone Number:  
E-mail:  
Address:

**BY EXECUTING THIS CONTRACT, THE PARTIES AGREE TO BE BOUND BY ITS TERMS AND CONDITIONS.**

CONTRACTOR

AUTHORIZED PURCHASER

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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



**EXHIBIT F**  
**ADMINISTRATIVE FEE REPORT**

**EXHIBIT G**

**CONTRACTOR DATA AND TAX CERTIFICATION**

**Certification:** The individual signing on behalf of Contractor hereby certifies and swears under penalty of perjury: (a) the number shown on this form is Contractor's correct taxpayer identification; (b) Contractor is not subject to backup withholding because (i) Contractor is exempt from backup withholding, (ii) Contractor has not been notified by the IRS that Contractor is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Contractor that Contractor is no longer subject to backup withholding; (c) s/he is authorized to act on behalf of Contractor, s/he has authority and knowledge regarding Contractor's payment of taxes, and to the best of her/his knowledge, Contractor is not in violation of any Oregon tax laws, including, without limitation, those tax laws listed in ORS 305.380(4), namely ORS Chapters 118, 314, 316, 317, 318, 320, 321 and 323 and Sections 10 to 20, Chapter 533, Oregon Laws 1981, as amended by Chapter 16, Oregon Laws 1982 (first special session); the elderly rental assistance program under ORS 310.630 to 310.706; and any local taxes administered by the Oregon Department of Revenue under ORS 305.620; (d) Contractor is an independent contractor as defined in ORS 670.600; and (e) the supplied Contractor data is true and accurate.

Federal Tax Number \_\_\_\_\_

Oregon Tax Number \_\_\_\_\_

Contractor Signature \_\_\_\_\_ Date \_\_\_\_\_

**EXHIBIT H**

**CERTIFICATION STATEMENT FOR INDEPENDENT CONTRACTOR**

(Contractor completes if Contractor is not a corporation or is a professional corporation.)

Contractor certifies he/she meets the following standards:

1. I am registered under ORS chapter 701 to provide labor or services for which such registration is required.
2. I have filed federal and state income tax returns in the name of my business or a business Schedule C as part of the personal income tax return, for the previous year, or expect to file federal and state income tax returns, for labor or services performed as an independent contractor in the previous year.
3. I will furnish the tools or equipment necessary for the contracted labor or services.
4. I have the authority to hire and fire employees who perform the labor or services.
5. I represent to the public that the labor or services are to be provided by my independently established business as four (4) or more of the following circumstances exist. (Please check four or more of the following:)
  - A. The labor or services are primarily carried out at a location that is separate from my residence or is primarily carried out in a specific portion of my residence, which is set aside as the location of the business.
  - B. Commercial advertising or business cards are purchased for the business, or I have a trade association membership.
  - C. Telephone listing is used for the business that is separate from the personal residence listing.
  - D. Labor or services are performed only pursuant to written contracts.
  - E. Labor or services are performed for two or more different persons within a period of one year.
  - F. I assume financial responsibility for defective workmanship or for service not provided as evidenced by the ownership of performance bonds, warranties, errors and omission insurance or liability insurance relating to the labor or services to be provided.

Contractor Signature \_\_\_\_\_ Date \_\_\_\_\_

**EXHIBIT I**  
**REQUEST FOR PROPOSAL**  
**RFP #102-1752-10**

**EXHIBIT J**

**CONTRACTOR'S PROPOSAL**

*[Include price proposal]*

Paragraph 4, on Page 6, of Exhibit J, Contractor's Proposal.

The next table in this narrative deals with the Additional Services. It includes the RFP suggested Additional Services as well as other Additional Services that may be requested.

Description of Additional Services	
Additional Application Integration	
Additional Project Management	
Additional User Training	
Additional Help Desk Services	
Additional Data Migration Services	

Should any Authorized Purchaser request any of the Additional Services listed in the above table, Contractor shall negotiate an estimated number of hours prior to the provision of services at the negotiated hourly rate agreed upon by both the Contractor and the Authorized Purchaser. This will help simplify budgeting of Additional Services by Authorized Purchasers.



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Tamra Mabbott
Department: Planning
Short Title of Agenda Item:

Date submitted to reviewers: June 21, 2021
Requested Agenda Date: June 23, 2021

(No acronyms please)

Comments for Board of Commissioners on the Amended Notice of Intent submitted by Wheatridge East Wind, LLC for the proposed Wagon Trail Solar Project.

This Item Involves: (Check all that apply for this meeting.)

- Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time: 10 minutes
Purchase Pre-Authorization
Other Approve Letter to EFSC

N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Tamra Mabbott June 21, 2021 Department Director Required for all BOC meetings
Darrell Green June 21, 2021 Administrator Required for all BOC meetings
County Counsel \*Required for all legal documents
Finance Office \*Required for all contracts; other items as appropriate.
Human Resources \*If appropriate

\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

The proposed Wagon Trail Solar Project has filed an amended Notice of Intent (NOI) with the Oregon Energy Facility Siting Council (EFSC). The amendment is to expand the footprint of the Wagon Trail Solar Project.

The Board of Commissioners, also acting as the Special Advisory Group (SAG), submitted comprehensive comments for the original NOI. The county code and other conditions have not changed and therefore the comments in the attached letter refer to the original comments dated January 20, 2021. Letter will be submitted to the Oregon Energy Facility Siting Council (EFSC).

The exception is the recommendation that the developers and EFSC staff coordinate with local Oregon Department of Transportation (ODOT) District 12 and Morrow County Public Works to address concerns about impacts of glare on the highway, roadway and possibly the Lexington Airport.

Attachments:

1. Draft letter from Board of Commissioners to Chase McVeigh Walker, Senior Siting Analyst.
2. Public Notice, amended Notice of Intent for Wagon Trail Solar Project
3. June 18, 2021 letter from Chase McVeigh Walker, Senior Siting Analyst regarding request for comments.
4. Map identifying boundary expansion area
5. January 20, 2021 letter from Board of Commissioners with comments on original Notice of Intent.

## **2. FISCAL IMPACT:**

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Approve attached letter.

Attach additional background documentation as needed.



## Board of Commissioners

P.O. Box 788 • Heppner, OR 97836  
541-676-5613  
[www.co.morrow.or.us](http://www.co.morrow.or.us)

Commissioner Don Russell, Chair  
Commissioner Jim Doherty  
Commissioner Melissa Lindsay

June 23, 2021

Chase McVeigh Walker, Senior Siting Analyst  
Oregon Department of Energy  
550 Capitol Street N.E.  
Salem, OR 97301

RE: Request for Comments on the Amended Notice of Intent submitted by Wheatridge East Wind, LLC for the proposed Wagon Trail Solar Project in Morrow County

Dear Mr. McVeigh Walker,

Thank you for the opportunity to comment on the Amended Notice of Intent (NOI) and to provide the applicable local substantive criteria for the Wagon Trail Solar Project. The Morrow County Board of Commissioners also acts as the Special Advisory Group (SAG), as appointed by the Energy Facility Siting Council (EFSC). As requested in your June 18, 2021 memorandum, Morrow County provides a response in accordance with OAR 345-015-0120.

County understands that the amendment, in summary, will add approximately 1,382 acres, or 2.17 square miles, to the footprint of the project. The additional area is contiguous to the boundary of the original NOI facility site boundary and roughly parallels State Highway 207 north of the Town of Lexington. The new project total will result in a generating capacity of up to 500 megawatts (MW) of energy.

The local applicable standards are the same as those outlined in the January 20, 2021 letter for the original NOI.

Additionally, Morrow County encourages siting staff and the developer to coordinate with the Oregon Department of Transportation Region 5 and Morrow County Public Works to address any concerns regarding glare from the solar panels. Where the project boundary is due south of the U.S. Naval Bombing Range, we also encourage you to coordinate with the Community Planning and Liaison Officer.

If you have any comments or questions about this or the Ordinances, Plans and Policies referenced herein, please contact Planning Director Tamra Mabbott, 541 922-2624, [tmabbott@co.morrow.or.us](mailto:tmabbott@co.morrow.or.us) or Public Works Director Matt Scrivner, 541-989-8584, [mscrivner@co.morrow.or.us](mailto:mscrivner@co.morrow.or.us).



Thank you for your outreach consideration of applicable Morrow County Policies, Standards, Plans and Regulations.

Sincerely,

\_\_\_\_\_  
Don Russell  
Chair

\_\_\_\_\_  
Jim Doherty  
Commissioner

\_\_\_\_\_  
Melissa Lindsay  
Commissioner

DRAFT

# PUBLIC NOTICE



## Amended Notice of Intent for Wagon Trail Solar Project

### Summary:

Date Issued: June 16, 2021

Amended Proposal: Up to 500 megawatt (MW) photovoltaic (PV) solar energy generation facility within an approximately 7,339 acre (11.47 sq. miles) site boundary on privately-owned land zoned for Exclusive Farm Use. The original proposal included an approximately 5,957 acres (9.3 sq. miles) site boundary.

Location: Morrow County, approximately 24 miles southeast of the City of Arlington.

Public Comment Deadline: July 8, 2021

**Introduction:** The Oregon Department of Energy (Department), staff to the Energy Facility Siting Council (EFSC), previously received a Notice of Intent (NOI) on November 3, 2020 from Wheatridge East Wind, LLC (applicant), a wholly owned subsidiary of NextEra Energy Resources, LLC, that it intends to submit a preliminary application for site certificate (pASC) to construct and operate the Wagon Trail Solar Project, a proposed PV solar energy generation facility. Due to modifications of the proposed facility, the applicant submitted an amended NOI on June 11, 2021. The applicant expects to submit the pASC in July or August, 2021. The proposed facility would occupy approximately 5,000 acres of arable and nonarable lands, which constitutes a State jurisdictional energy facility under ORS 469.300(11)(D)(ii) and (iii), requiring that the applicant obtain a site certificate from EFSC prior to construction and operation. The Department is accepting public comments on the Amended NOI from June 16, 2021 through July 8, 2021.

**Proposed Facility Description:** The Wagon Trail Solar Project (proposed facility) would have a generating capacity of up to 500 MW using solar PV technology. The proposed facility site boundary includes approximately 7,339 acres.

The proposed facility consists of PV solar panels/modules, steel tracker tables and posts, cabling, power conversion stations, and related or

supporting facilities. Proposed related or supporting facilities include distributed battery storage (lithium-ion); up to four collector substations on 5- to 10-acre sites, each; up to 8-mile 230 kilovolt (kV) transmission line on H-frame structures extending up to 150 feet in height; an Operations and Maintenance building; up to three meteorological towers; site access, service roads, perimeter fencing, and gates; and, up to four temporary construction areas.

Additional detailed information is available in the amended NOI Exhibit B (see hyperlink to Department's project webpage in More Information below).

**Proposed Facility Location:** The proposed facility would be located south of I-84 in Morrow County. A map of the proposed facility site boundary is attached to this notice. More maps are available in Attachment 2 of the amended NOI, and the Department maintains an online mapping program where the proposed facility site and regional location can be viewed via hyperlink:  
<https://arcg.is/1Gf8CK>

**EFSC Review Process:** The review of an application for site certificate (ASC) is a consolidated, comprehensive process where the Department requests comments from state and local agencies, tribal governments and the general public throughout the process, and concurrently reviews other permits necessary for the proposed facility. The applicant must demonstrate that the proposed facility meets EFSC standards established under Oregon Revised Statute (ORS) 469.501 and set forth in Oregon Administrative Rule (OAR) Chapters 345, divisions 22 and 24, as well as all other applicable Oregon statutes, rules, and standards. The Department serves as staff to EFSC and conducts the ASC review process.

Pursuant to ORS 469.504(4), an applicant must elect to demonstrate compliance with the statewide planning goals by either obtaining local land use approval from the affected local government(s) or through EFSC's determination of compliance. At this time, Wheatridge East Wind, LLC intends to satisfy the Council's Land Use standard (OAR 345-022-0030)

which includes compliance with Morrow County land use standards, by seeking an EFSC determination under ORS 469.504(1)(b). Morrow County Board of Commissioners is the Special Advisory Group for the EFSC review.

**Public Participation:** There are several opportunities for public participation and comment during the EFSC process. The first is the public comment period on the NOI, which is currently open. The Department and applicant held a teleconference public informational meeting on Thursday, January 7, 2021. Informational meetings provide an opportunity for the public to provide comments and ask questions about the proposed facility and review process.

After the application is determined to be complete the Department will issue notice of another public informational meeting. Then at the issuance the Department's draft proposed order, notice will be provided about a public hearing and comment period that will provide an opportunity for the public to provide in-person and remote oral and written testimony on the application and draft proposed order for the proposed facility.

The purpose of amended NOI and ASC informational meetings is for the Department and applicant to provide information about the proposed facility and EFSC review process to the general public, which differs from a public hearing, where the purpose is to provide the general public an opportunity to provide oral comments to EFSC and a Hearing Officer on the ASC and DPO. The Department will provide notice of all future public informational meetings and hearings.

**Notice of Intent:** The amended NOI provides notice to the Department and the public that the applicant intends to submit an ASC in the future. The amended NOI contains preliminary information about the proposed facility and provides an opportunity for the public, state and local governments and Tribal governments to comment on the amended NOI.

**Comment Period and Informational Meeting:** Public comments on the amended NOI are encouraged to help the applicant identify issues and concerns early in the process.

Comments on the amended NOI are due by July 8, 2021, and must be submitted in writing by U.S. mail, e-mail, or by fax. Please send comments to:

Chase McVeigh-Walker, Senior Siting Analyst  
Oregon Department of Energy  
550 Capitol Street NE  
Salem, OR 97301  
Phone: (503) 934-1582  
Email: [chase.mcveigh-walker@oregon.gov](mailto:chase.mcveigh-walker@oregon.gov)

**Please Note:** The submission of comments does not automatically register your contact information to receive notices. If you would like to receive notices for this proposed facility or any other EFSC project, and have not already done so, please follow the instructions on the next page.

**Receipt of this Notice:**

You are receiving this notice because:

- 1) You own property within or adjacent to (within 500 feet) the property on which the proposed facility would be located. You will automatically receive all future EFSC notices for this facility if the site boundary remains the same.
- 2) You have previously signed up via ClickDimensions to receive notices on this facility, or all EFSC facilities. You will automatically receive all future email notices per your request, unless you unsubscribe via ClickDimensions or by contacting the Department.

**More Information:**

More information about the proposed facility and the review process are available using any of the following options. If you need more information, please contact Chase McVeigh-Walker.

- 1) **Oregon Department of Energy's webpage:** More details on the Wagon Trail Solar Project, including the amended NOI, are available online at: <https://www.oregon.gov/energy/facilities-safety/facilities/Pages/WTS.aspx>

Resources describing the State Siting Process, including "Oregonians Guide to Siting and Oversight of Energy Facilities" are available at: <https://www.oregon.gov/energy/facilities-safety/facilities/Pages/default.aspx>

**2) Updates by Email/Mail:**

Subscribe to ClickDimensions for email updates on the proposed facility or other energy facilities under EFSC jurisdiction. ClickDimensions is an automated email system that allows interested members of the public to manage subscriptions to information received about Department projects and events. For more information, please visit: <https://tinyurl.com/ODOE-EFSC>.

To receive notices by U.S. Mail, please contact Chase McVeigh-Walker and request to be added to the paper notice list.

**3) In Hardcopy:**

Hard copies of the amended NOI are available for public inspection at the following location at no cost. Hard copies will be provided at reasonable cost upon request to the Department.

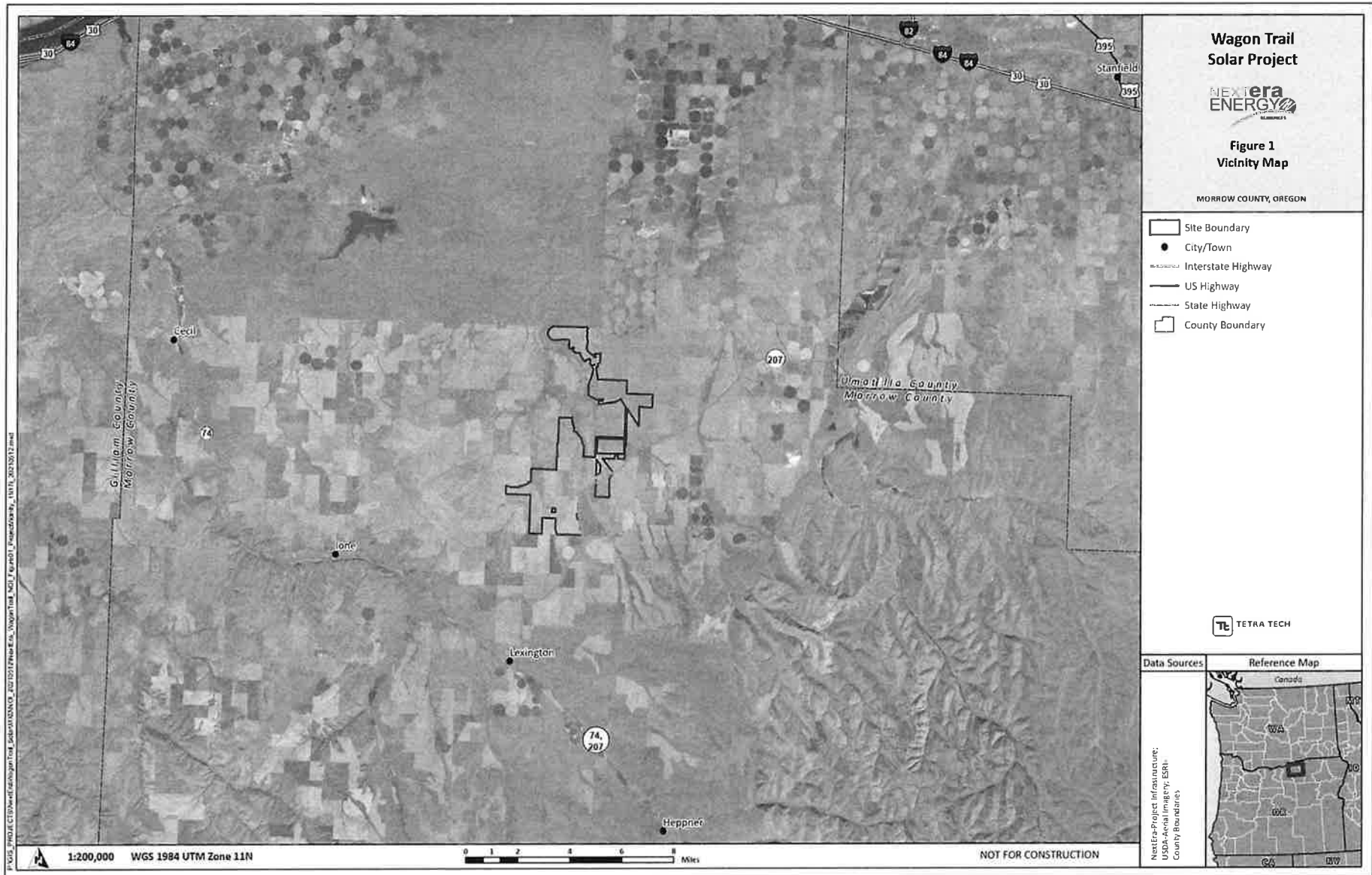
Oregon Department of Energy  
550 Capitol Street NE  
Salem, OR 97301

Please contact the Department to arrange viewing of hard copies of the amended NOI.

**Accessibility information:**

The Oregon Department of Energy is committed to accommodating people with disabilities. If you require any special physical or language accommodations, or need information in an alternate format, please contact Dawnita Bruce at 503-428-7905, toll-free in Oregon at 800-221-8035, or email to [Dawnita.M.BRUCE@oregon.gov](mailto:Dawnita.M.BRUCE@oregon.gov).

**Figure 1: Proposed Facility Site Boundary**





# Oregon

Kate Brown, Governor



OREGON  
DEPARTMENT OF  
ENERGY

550 Capitol St. NE

Salem, OR 97301

Phone: 503-378-4040

Toll Free: 1-800-221-8035

FAX: 503-373-7806

[www.oregon.gov/energy](http://www.oregon.gov/energy)

## MEMORANDUM

**To:** Morrow County Board of County Commissioners

**From:** Chase McVeigh Walker, Senior Siting Analyst  
Oregon Department of Energy  
550 Capitol Street NE  
Salem, OR 97301  
Phone: (503) 934-1582  
Email: [chase.mcveigh-walker@oregon.gov](mailto:chase.mcveigh-walker@oregon.gov)

**Date:** June 18, 2021

**Re:** Request for comments on the Amended Notice of Intent submitted by Wheatridge East Wind, LLC for the proposed Wagon Trail Solar Project in Morrow County. Comment deadline is July 6, 2021.

---

### Introduction

In November 2020, the Oregon Department of Energy (Department), staff to the Oregon Energy Facility Siting Council (EFSC), received a Notice of Intent (NOI) from Wheatridge East Wind, LLC (applicant), a wholly owned subsidiary of NextEra Energy Resources LLC to file an application for site certificate for the proposed Wagon Trail Solar Project. However, due to proposed facility modifications (specifically an increase to the site boundary), on June 11, 2021, the applicant submitted an amended NOI. The amended NOI is for a proposed photovoltaic solar energy facility that would have a generating capacity of up to 500 megawatts (MW). The energy facility would be constructed within a site boundary of approximately 7,339 acres within Morrow County (see Figure 1 of this memo). Proposed related or supporting facilities to the solar energy facility would consist of 34.5-kilovolt (kV) collector lines (underground or overhead); distributed battery storage; up to four collector substations; one operations and maintenance building; up to three meteorological towers; site access; service roads, perimeter fencing and gates; and up to four temporary construction areas. The energy facility and its related or supporting facilities are herein referred to as the "proposed facility."

The amended NOI can be downloaded from the ODOE project website here:

<https://www.oregon.gov/energy/facilities-safety/facilities/Pages/WTS.aspx>

**On November 20, 2020, the Morrow County Board of Commissioners was appointed by EFSC as a Special Advisor Group for the proposed facility. Under Oregon Administrative Rule (OAR) 345-001-0010(51), the Morrow County Board of Commissioners as a Special Advisory Group is a “reviewing agency” for the EFSC review.**

### **Information Needed from Reviewing Agencies**

Please provide the Department verification of the Comprehensive Plan and ordinances that are applicable to the proposed facility.

In accordance with OAR 345-015-0120, the Department requests the following information:

- 1) The name, address and telephone number of the agency contact person assigned to review the application.
- 2) Comments on aspects of the proposed facility that are within the particular responsibility or expertise of the reviewing agency.
- 3) Recommendations regarding the size and location of analysis area(s) (see below for more information).
- 4) A list of studies that should be conducted to identify potential impacts of the proposed facility and mitigation measures.
- 5) A list of statutes, administrative rules and local government ordinances administered by the agency that might apply to construction or operation of the proposed facility and a description of any information needed for determining compliance.
- 6) A list of any permits administered by the agency that might apply to construction or operation of the proposed facility and a description of any information needed for reviewing a permit application.

The amended NOI, announcements and notices about the proposed facility will be posted on ODOE’s website at: <https://www.oregon.gov/energy/facilities-safety/facilities/Pages/WTS.aspx>

### **Evaluation of Study/Analysis Areas**

An analysis area is the area the applicant must describe the proposed facility’s potential impacts in the application for a site certificate. Analysis areas are the minimum areas an applicant must study for potential impacts from the construction and operation of a proposed facility. For all potential impacts, the analysis area includes at a minimum all the area within the “site boundary” as defined in OAR 345-001-0010(54). The Department requests your assistance determining the appropriate size of the analysis areas for the proposed facility.

The amended NOI includes an assessment of potential environmental impacts from construction and operation of the facility based on a study area set in rule. The study areas vary for different resources, but all include the site boundary, and, if applicable, an additional buffer

(noted in parenthesis): amended NOI Figures 3 and 4 show the boundaries and topography of the study areas as defined by OAR 345-001-0010(59) for land use (0.5 miles), fish and wildlife habitat (0.5 miles), recreational opportunities (5 miles), threatened and endangered species (5 miles), scenic resources (10 miles), public services (10 miles), and protected areas (20 miles). For all other resources, the study area is the site boundary.

In the application for site certificate, the analysis areas can be equivalent to the study areas, or the analysis areas can be different. The analysis areas will be established by the Department in the Project Order, but your input is necessary to help establish appropriate analysis areas based on specific knowledge you may have of the area. Ultimately, EFSC will evaluate whether or not design, construction, operation, and retirement of the proposed facility, taking into account mitigation, are likely to result in a significant adverse impact to resources protected by EFSC standards.

*If your agency believes that any of these analysis areas should be increased (or decreased) based upon nearby resources, please provide this information in your comments on the NOI. This information will be used to assist the Department in development of the Project Order.*

### **EFSC Review Process**

Wheatridge East Wind, LLC must obtain a site certificate from the Oregon Energy Facility Siting Council (EFSC) in order to construct and operate the proposed facility. The applicant must demonstrate that the proposed facility meets EFSC standards established under ORS 469.501 and set forth in OAR Chapter 345, Divisions 22 and 24 as well as all other applicable statutes, rules and standards (including those of other state agencies or local governments).

The Department requests that reviewing agencies provide comments on the amended NOI and submit statutes, rules, and standards applicable to this facility. The reviewing agency responses will form the basis of the Project Order, which establishes the site certificate application requirements. While the EFSC review process includes several opportunities for reviewing agency comment and input, your comments on the amended NOI are critical to ensure your agency's requirements are accurately reflected in the Project Order.

Your responses will inform development of the Project Order, which establishes the site certificate application requirements. While the EFSC review process includes several opportunities for comment and input, your comments on the amended NOI are critical to ensure your jurisdiction's requirements are accurately reflected in the Project Order.

A description of the EFSC review process is available on our website at:

<http://www.oregon.gov/energy/facilities-safety/facilities/Documents/Fact-Sheets/EFSC-Process-Flowchart.pdf>



**Information Submittal**

Please send your comments to the project Siting Analyst, Chase McVeigh-Walker, at the contact information provided above, no later than **July 6, 2021**. If you require additional time, please contact the Siting Analyst.

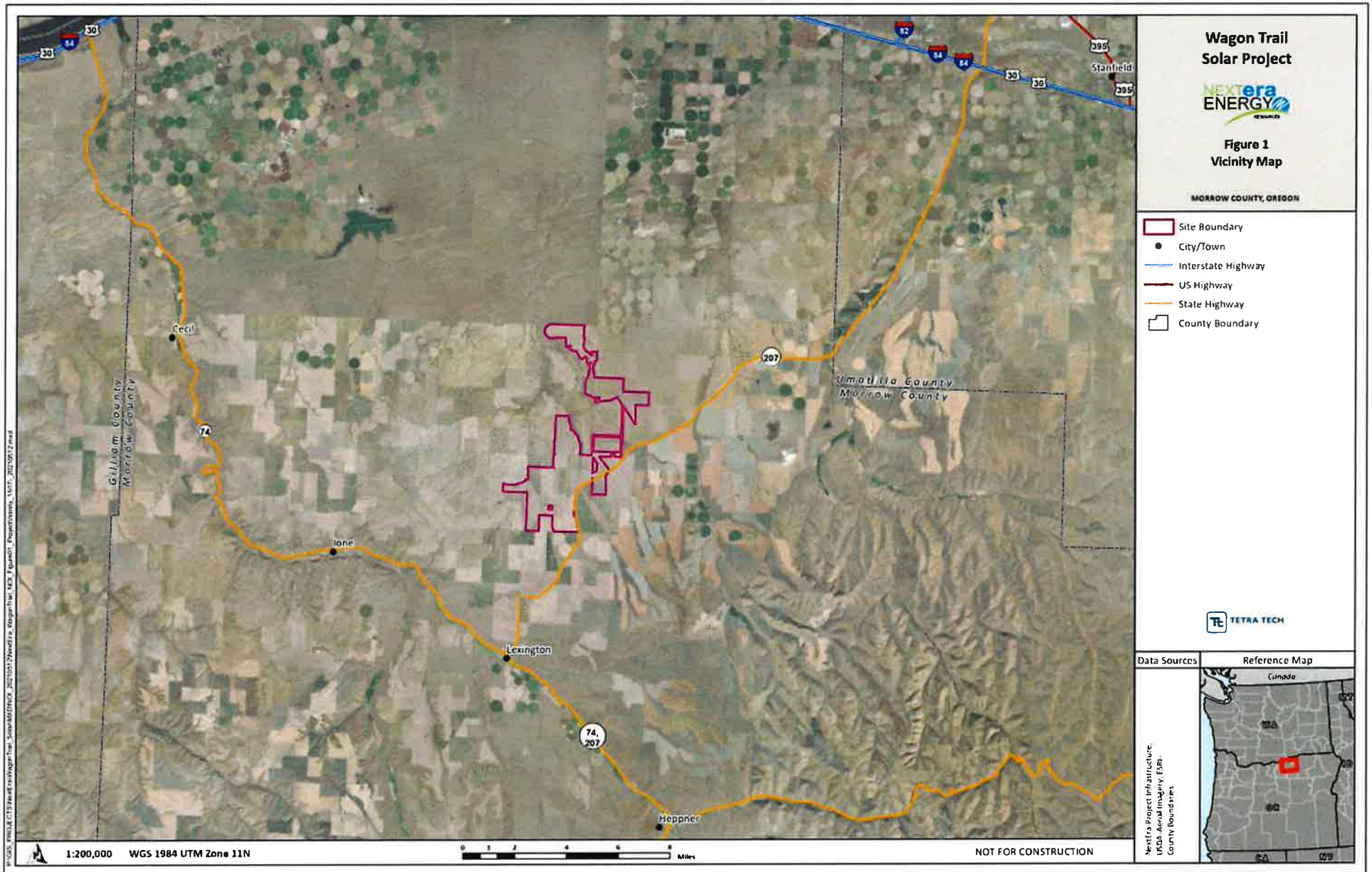
**Cost Recovery**

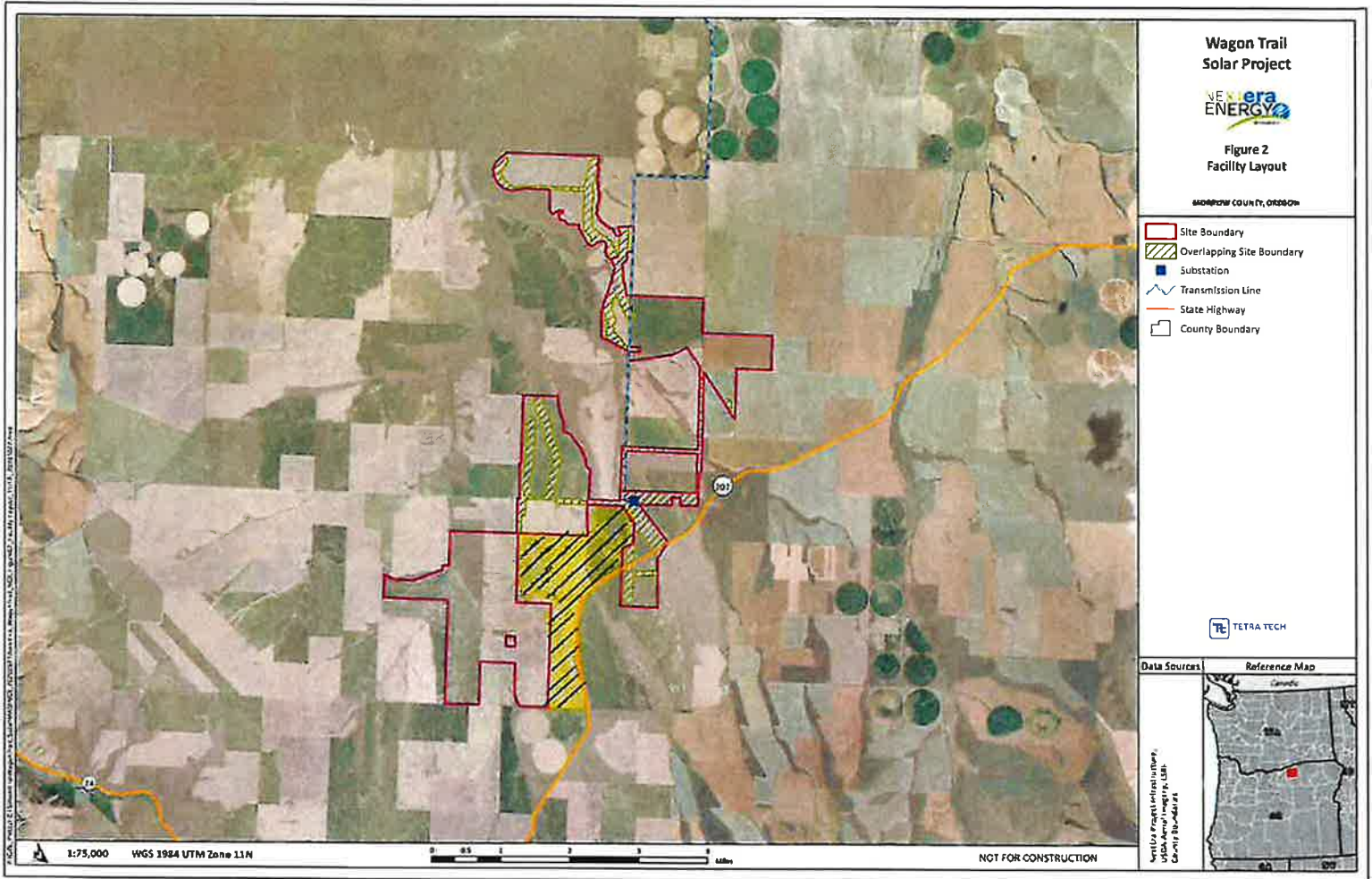
The time that your agency spends during the EFSC review process is eligible for reimbursement. To be able to be reimbursed, the Department needs an executed Interagency Agreement in place with your agency. If you have questions about you're Interagency Agreements in place, how or what type of work may be reimbursed contact ODOE's Fiscal Analyst Sisily Fleming at [sisily.fleming@oregon.gov](mailto:sisily.fleming@oregon.gov) or 503-378-8356.


**Facility Location Map**

A vicinity map is included on the next page. Additional maps can be found in the amended NOI. The Department maintains an online mapping program where the proposed facility site and regional location can be viewed via hyperlink: <https://arcg.is/1Gf8CK>. If you are interested in receiving GIS shape files of the facility site boundary, please contact the project Siting Analyst at the contact information provided above.

Figure 1. General Location of the Proposed Facility





 New Site boundary Area



January 20, 2021

P.O. Box 788 • Heppner, OR 97836  
541-676-5613  
[www.co.morrow.or.us](http://www.co.morrow.or.us)

## Board of Commissioners

Commissioner Don Russell, Chair  
Commissioner Jim Doherty  
Commissioner Melissa Lindsay

Chase McVeigh Walker, Senior Siting Analyst  
Oregon Department of Energy  
550 Capitol Street NE  
Salem, OR 97301

RE: Request for Comments on the Notice of Intent submitted by Wheatridge East Wind, LLC for the proposed Wagon Trail Solar Project in Morrow County.

Dear Mr. McVeigh Walker,

Thank you for the opportunity to comment on the Notice of Intent and to provide the applicable substantive criteria for the Wagon Trail Solar Project. The Morrow County Board of Commissioners also acts as the Special Advisory Group (SAG) as appointed by the Energy Facility Siting Council (EFSC). As requested in your December 21, 2020 letter, Morrow County provides a response in accordance with OAR 345-015-0120, below.

**OAR 345-015-0120 standards are shown below in bold, followed by a response in standard font.**

- (a) The name, address and telephone number of the agency contact person assigned to review the application.** The local contact person is Tamra Mabbott, Planning Director, [tmabbott@co.morrow.or.us](mailto:tmabbott@co.morrow.or.us), (541) 922-4624.
- (b) Comments on aspects of the proposed facility that are within the particular responsibility or expertise of the reviewing agency.** Morrow County has responsibility for land use planning and regulation, county road maintenance, construction and access management, weed control and solid waste. As part of our land use review process, we coordinate with local, state and federal agencies.
- (c) Recommendations regarding the size and location of analysis area.** Figure 4 in the NOI shows proposed study areas. For public services, study area includes the Town of Lexington. Morrow County recommends the study area be expanded to include the Town of Ione and the Cities of Heppner and Boardman. Ione, Heppner and Boardman offer more services such as food, dining, hotel and RV camping and will likely be impacted. The project is located in a remote, rural area and based on experience with other renewable energy construction projects in Morrow County, all towns within a 30-mile area are impacted. Some of those impacts are positive, for example, additional commerce for grocery and lodging businesses. Some of the impacts have had negative impacts, for example temporary construction workers occupying non-permitted camping areas which presents public health and fire and safety concerns.

Other analysis areas proposed appear to be adequate.

**(d) A list of studies that should be conducted to identify potential impacts of the proposed facility and mitigation measures.** Based on adopted Morrow County ordinances, policies and plans, we would require the following: wildlife and habitat studies; an analysis of current noxious and invasive weeds and a mitigation plan; Traffic Impact Analysis; a review of possible flood and other hazards; a cultural resource analysis of the lands; an assessment of socioeconomic impacts.

**(e) If the applicant has identified one or more proposed corridors in Exhibit D of the NOI as required by OAR 345-020-0011(1)(d), a discussion of the relative merits of the corridors described in the NOI and recommendations, if any, on the selection of a corridor; Can you give some examples?**

Page 8 of the NOI claims the “facility will utilize up to 8 miles of 230-kV transmission line. Morrow County requests additional information about the transmission lines and their proposed locations. Additionally, where new transmission lines will be constructed as part of this solar facility, Morrow County requests that the transmission lines be permitted as part of this project in order to fully assess the impacts of the entire project, including the transmission lines.

**(f) A list of statutes, administrative rules and local government ordinances administered by the agency that might apply to construction or operation of the proposed facility and a description of any information needed for determining compliance.** Morrow County applicable ordinances include the following: Morrow County Comprehensive Plan, Morrow County Zoning Ordinance, Morrow County Subdivision Ordinance, Morrow County Transportation System Plan, Morrow County Public Works Policy on Renewable Energy Development, Morrow County Solid Waste Ordinance, Morrow County Code Enforcement Ordinance, Morrow County Weed Control Ordinance, and the Morrow County Natural Hazard Mitigation Plan. A detailed list is attached and is also accessible on the county website.

**(g) A list of any permits administered by the agency that might apply to construction or operation of the proposed facility and a description of any information needed for reviewing a permit application.**

Conditional Use Permit (including Articles 3, 4 and 6 standards)

Site Plan Review

Zoning Permit

Road Use Agreement (to be provided by County after completion of Traffic Analysis)

**(h) For tribes affected by the proposed facility, a list of tribal codes that the tribe recommends to the Council for its review of the application and specific information regarding the proposed facility or study areas described in the NOI that is necessary for determining compliance with those tribal codes.** Morrow County is not a tribal entity. This standard does not apply.


Thank you for your consideration of comments regarding the Notice of Intent submitted by Wheatridge East Wind, LLC for the Wagon Trail Solar Project in Morrow County.

If you have any comments or questions about this or the Ordinances, Plans and Policies

referenced herein, please contact Tamra Mabbott, Planning Director, (541) 922-4624, [tmabbott@co.morrow.or.us](mailto:tmabbott@co.morrow.or.us), or Matt Scrivner, Public Works Director, (541) 989-8584 [mscrivner@co.morrow.or.us](mailto:mscrivner@co.morrow.or.us).

Thank you for your outreach consideration of applicable Morrow County Policies, Standards, Plans and Regulations.

Sincerely,



Don Russell  
Chair



Jim Doherty  
Commissioner



Melissa Lindsay  
Commissioner

**Applicable Plans, Ordinances, Policies, Morrow County**

Morrow County Comprehensive Plan (MCCP)

- Citizen Involvement Policies
- General Land Use Policies
- Agricultural Lands Policies
- Economic Policies
- Housing Policies
- Public Facilities and Services Policies
- Energy Policies

<https://www.co.morrow.or.us/planning/page/comprehensive-plan>

Morrow County Zoning Ordinance (MCZO)

- Article 3 Section 3.00 Exclusive Farm Use Zone
  - Section 3.010(B)24 and (25), 3.010 (D)(9) and D(10) Utility Facility Service Lines and Utility Facilities Necessary for Public Service
  - Section 3.010(N) Transportation Impacts
- Article 3.010(C)(24) Solar Facilities and (K)(3) Commercial Facilities for Generating Power, Photovoltaic Solar Power Generation Facility
- Article 4 Supplementary Procedures (relative to access, parking and related measure)
  - Section 4.165 Site Plan Review
  - Section 4.170 Site Development Review
- Article 6 Conditional Uses
  - Section 6.020 General Criteria
  - Section 6.025 Resource Zones Standards for Approval (same as ORS 215.296)
  - Section 6.030 General Conditions
  - Section 6.040 Permit and Improvements Assurance

<https://www.co.morrow.or.us/planning/page/zoning-ordinance>

Oregon Revised Statutes and Oregon Administrative Rules

ORS 215.243 Agricultural Lands Policy

ORS 215.296 Standards for Approval of Certain Uses in EFU Zones

[https://www.oregonlegislature.gov/bills\\_laws/ors/ors215.html](https://www.oregonlegislature.gov/bills_laws/ors/ors215.html)

OAR 660-033-0130 (38) Standards for Solar Facilities

<https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=3083>

OAR 660-004 Exception Process for Goal 3 Exception

<https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=3054>

Morrow County Transportation System Plan (TSP)

Chapter 6 Transportation System Plan

Appendix D Traffic Impact Analysis Guidelines

Road Use Agreement (sample to be provided)

[https://www.co.morrow.or.us/sites/default/files/fileattachments/planning/page/12211/tsp\\_complete\\_document.pdf](https://www.co.morrow.or.us/sites/default/files/fileattachments/planning/page/12211/tsp_complete_document.pdf)

Morrow County Public Works Renewable Energy Project Development Policy

[https://www.co.morrow.or.us/sites/default/files/fileattachments/public\\_works/page/1141/renewable\\_energy\\_development\\_policy\\_september2010.pdf](https://www.co.morrow.or.us/sites/default/files/fileattachments/public_works/page/1141/renewable_energy_development_policy_september2010.pdf)

Morrow County Solid Waste Management Ordinance, Section 5.000 Public Responsibilities

[https://www.co.morrow.or.us/sites/default/files/fileattachments/public\\_works/page/2181/ordinance2008\\_update-1.pdf](https://www.co.morrow.or.us/sites/default/files/fileattachments/public_works/page/2181/ordinance2008_update-1.pdf)

Morrow County Code Enforcement Ordinance

[https://www.co.morrow.or.us/sites/default/files/fileattachments/planning/page/11881/2019\\_code\\_enforcement\\_final.pdf](https://www.co.morrow.or.us/sites/default/files/fileattachments/planning/page/11881/2019_code_enforcement_final.pdf)

Morrow County Weed Control Ordinance

[https://www.co.morrow.or.us/sites/default/files/fileattachments/public\\_works/page/2361/morrow\\_county\\_weed\\_ordinance.pdf](https://www.co.morrow.or.us/sites/default/files/fileattachments/public_works/page/2361/morrow_county_weed_ordinance.pdf)

Morrow County Multi-Jurisdictional Natural Hazard Mitigation Plan

[https://www.co.morrow.or.us/sites/default/files/fileattachments/planning/page/2451/nhmp\\_2016\\_-\\_final\\_adoption.pdf](https://www.co.morrow.or.us/sites/default/files/fileattachments/planning/page/2451/nhmp_2016_-_final_adoption.pdf)



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Nazario Rivera
Department: Health Department
Short Title of Agenda Item:
(No acronyms please)

Date submitted to reviewers: 06/10/2021
Requested Agenda Date: 06/23/2021

Oregon Health Authority 2021-2023 Intergovernmental Agreement #169524 for the
Financing of Public Health Services

This Item Involves: (Check all that apply for this meeting.)

- Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time:
Purchase Pre-Authorization
Other

N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity: Oregon Health Authority
Contractor/Entity Address: 800 NE Oregon Street, Suite 930, Portland, OR 97232
Effective Dates - From: 07/01/2021 Through: 06/30/2023
Total Contract Amount: \$237,489.00 Budget Line: Multiple
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Nazario Rivera 06/10/2021 Department Director

Required for all BOC meetings

[Signature] Administrator

Required for all BOC meetings

County Counsel

\*Required for all legal documents

Finance Office

\*Required for all contracts; other items as appropriate.

Human Resources

\*If appropriate

\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.



# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

This agreement is in reference to the new biennium. These funds are utilized to cover the costs we incur to implement the various program elements. The amounts specified in the agreement are in reference to the amount we should be receiving for this upcoming fiscal year. There will continue to be funds provided in response to COVID-19. These funds are housed under PE-01.

### **General Revenue and Expense Reporting.**

<b>Fiscal Quarter</b>	<b>Due Date</b>
First: July 1 - September 30	October 30
Second: October 1 - December 31	January 30
Third: January 1 - March 31	April 30
Fourth: April 1 - June 30	August 20

## **2. FISCAL IMPACT:**

Funding supports current FTE without any expectations of changes to the level of FTE.

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Following review per county counsel and finance. The suggestion is to move to approve the agreement to Oregon Health Authority Intergovernmental Agreement #169524-0 and authorize Commissioner Russell to sign on behalf of the County.

Attach additional background documentation as needed.

In compliance with the Americans with Disabilities Act, this document is available in alternate formats such as Braille, large print, audio recordings, Web-based communications and other electronic formats. To request an alternate format, please send an e-mail to [dhs-oha.publicationrequest@state.or.us](mailto:dhs-oha.publicationrequest@state.or.us) or call 503-378-3486 (voice), or 503-378-3523 (TTY) to arrange for the alternative format.

**AGREEMENT #169524**

**2021-2023 INTERGOVERNMENTAL AGREEMENT  
FOR THE FINANCING OF PUBLIC HEALTH SERVICES**

This 2021-23 Intergovernmental Agreement for the Financing of Public Health Services (the “Agreement”) is between the State of Oregon acting by and through its Oregon Health Authority (“OHA”) and Morrow County, the Local Public Health Authority for Morrow County (“LPHA”).

**RECITALS**

WHEREAS, ORS 431.110, 431.115 and 431.413 authorizes OHA and LPHA to collaborate and cooperate in providing for basic public health services in the state, and in maintaining and improving public health services through county or district administered public health programs.

WHEREAS, ORS 431.250 and 431.380 authorize OHA to receive and disburse funds made available for public health purposes.

WHEREAS, LPHA has established and proposes, during the term of this Agreement, to operate or contract for the operation of public health programs in accordance with the policies, procedures, and administrative rules of OHA.

WHEREAS, LPHA has requested financial assistance from OHA to operate or contract for the operation of LPHA’s public health programs.

WHEREAS, OHA is acquiring services under this Agreement for the purpose of responding to the state of emergency declared by the Governor on Saturday, March 7, 2020 and pursuant to the Major Disaster Declaration number DR4499OR as a direct result of the COVID-19. OHA intends to request reimbursement from FEMA for all allowable costs.

WHEREAS, OHA is willing, upon the terms and conditions of this Agreement, to provide financial assistance to LPHA to operate or contract for the operation of LPHA’s public health programs.

WHEREAS, nothing in this Agreement shall limit the authority of OHA to enforce public health laws and rules in accordance with ORS 431.170 whenever LPHA administrator fails to administer or enforce ORS 431.001 to 431.550 and 431.990 and any other public health law or rule of this state.

NOW, THEREFORE, in consideration of the foregoing premises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

**AGREEMENT**

- 1. Effective Date and Duration.** This Agreement shall become effective on July 1, 2021 regardless of the date of signature. Unless terminated earlier in accordance with its terms, this Agreement shall expire on June 30, 2023.
- 2. Agreement Documents, Order of Precedence.** This Agreement consists of the following documents:

This Agreement without Exhibits

Exhibit A     Definitions

Exhibit B     Program Element Descriptions

Exhibit C     Financial Assistance Award and Revenue and Expenditure Reporting Forms

Exhibit D     Special Terms and Conditions

- Exhibit E     General Terms and Conditions
- Exhibit F     Standard Terms and Conditions
- Exhibit G     Required Federal Terms and Conditions
- Exhibit H     Required Subcontract Provisions
- Exhibit I     Subcontractor Insurance Requirements
- Exhibit J     Information Required by 2 CFR Subtitle B with guidance at 2 CFR Part 200

In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The precedence of each of the documents comprising this Agreement is as follows, listed from highest precedence to lowest precedence: this Agreement without Exhibits, Exhibit G, Exhibit A, Exhibit C, Exhibit D, Exhibit B, Exhibit F, Exhibit E, Exhibit H, Exhibit I, and Exhibit J.

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

**3. SIGNATURES.**

**STATE OF OREGON, ACTING BY AND THROUGH ITS OREGON HEALTH AUTHORITY**

By: \_\_\_\_\_  
 Name: /for/ Carole L. Yann  
 Title: Director of Fiscal and Business Operations  
 Date: \_\_\_\_\_

**MORROW COUNTY LOCAL PUBLIC HEALTH AUTHORITY**

By: \_\_\_\_\_  
 Name: Don Russell  
 Title: Chair, Board of Commissioners  
 Date: June 23, 2021

**DEPARTMENT OF JUSTICE – APPROVED FOR LEGAL SUFFICIENCY**

*Agreement form group-approved by Steven Marlowe, Senior Assistant Attorney General, Tax and Finance Section, General Counsel Division, Oregon Department of Justice by email on May 25, 2021, copy of email approval in Agreement file.*

**REVIEWED BY:**

**OHA PUBLIC HEALTH ADMINISTRATION**

By: \_\_\_\_\_  
 Name: Derrick Clark (or designee)  
 Title: Program Support Manager  
 Date: \_\_\_\_\_

**EXHIBIT A**  
**DEFINITIONS**

As used in this Agreement, the following words and phrases shall have the indicated meanings. Certain additional words and phrases are defined in the Program Element Descriptions. When a word or phrase is defined in a particular Program Element Description, the word or phrase shall not have the ascribed meaning in any part of this Agreement other than the particular Program Element Description in which it is defined.

1. **“Agreement”** means this 2021-2023 Intergovernmental Agreement for the Financing of Public Health Services.
2. **“Agreement Settlement”** means OHA’s reconciliation, after termination or expiration of this Agreement, of amounts OHA actually disbursed to LPHA with amounts that OHA is obligated to pay to LPHA under this Agreement from the Financial Assistance Award, based on allowable expenditures as properly reported to OHA in accordance with this Agreement. OHA reconciles disbursements and payments on an individual Program Element basis.
3. **“Allowable Costs”** means the costs described in 2 CFR Part 200 or 45 CFR Part 75, as applicable, except to the extent such costs are limited or excluded by other provisions of this Agreement, whether in the applicable Program Element Descriptions, the Special Terms and Conditions, the Financial Assistance Award, or otherwise.
4. **“CFDA”** mean the Catalog of Federal Domestic Assistance.
5. **“Claims”** has the meaning set forth in Section 1 of Exhibit F.
6. **“Conference of Local Health Officials” or “CLHO”** means the Conference of Local Health Officials created by ORS 431.330.
7. **“Contractor” or “Sub-Recipient”** are terms which pertain to the accounting and administration of federal funds awarded under this Agreement. In accordance with the State Controller’s Oregon Accounting Manual, policy 30.40.00.102, OHA has determined that LPHA is a Sub-Recipient of federal funds and a Contractor of federal funds as further identified in Section 18 “Program Element” below.
8. **“Federal Funds”** means all funds paid to LPHA under this Agreement that OHA receives from an agency, instrumentality or program of the federal government of the United States.
9. **“Financial Assistance Award” or “FAA”** means the description of financial assistance set forth in Exhibit C, “Financial Assistance Award,” attached hereto and incorporated herein by this reference; as such Financial Assistance Award may be amended from time to time.
10. **“Grant Appeals Board”** has the meaning set forth in Exhibit E. Section 1.c.(3)(b)ii.A.
11. **“HIPAA Related”** means the requirements in Exhibit D, Section 2 “HIPAA Compliance” applied to a specific Program Element.
12. **“LPHA”** has the meaning set forth in ORS 431.003.
13. **“LPHA Client”** means, with respect to a particular Program Element service, any individual who is receiving that Program Element service from or through LPHA.
14. **“Medicaid”** means federal funds received by OHA under Title XIX of the Social Security Act and Children’s Health Insurance Program (CHIP) funds administered jointly with Title XIX funds as part of the state medical assistance program by OHA.

15. **“Misexpenditure”** means funds, other than an Overexpenditure, disbursed to LPHA by OHA under this Agreement and expended by LPHA that is:
- a. Identified by the federal government as expended contrary to applicable statutes, rules, OMB Circulars, 2 CFR Subtitle B with guidance at 2 CFR Part 200, or 45 CFR Part 75, as applicable, or any other authority that governs the permissible expenditure of such funds for which the federal government has requested reimbursement by the State of Oregon, whether in the form of a federal determination of improper use of federal funds, a federal notice of disallowance, or otherwise; or
  - b. Identified by the State of Oregon or OHA as expended in a manner other than that permitted by this Agreement, including without limitation any funds expended by LPHA, contrary to applicable statutes, rules, OMB Circulars, 2 CFR Subtitle B with guidance at 2 CFR Part 200, or 45 CFR Part 75, as applicable, or any other authority that governs the permissible expenditure of such funds; or
  - c. Identified by the State of Oregon or OHA as expended on the delivery of a Program Element service that did not meet the standards and requirements of this Agreement with respect to that service.
16. **“Oregon Health Authority” or “OHA”** means the Oregon Health Authority of the State of Oregon.
17. **“Overexpenditure”** means funds disbursed to LPHA by OHA under this Agreement and expended by LPHA under this Agreement that is identified by the State of Oregon or OHA, through Agreement Settlement, as being in excess of the funds LPHA is entitled to as determined in accordance with the financial assistance calculation methodologies set forth in the applicable Program Elements or in Exhibit D, “Special Terms and Conditions.”
18. **“Program Element”** means any one of the following services or group of related services as described in Exhibit B “Program Element Descriptions”, in which costs are covered in whole or in part with financial assistance pursuant to Exhibit C, “Financial Assistance Award,” of this Agreement.

**2021-2023 PROGRAM ELEMENTS (PE)**

<u>PE NUMBER/SUB-ELEMENTS AND TITLE</u>	<u>FUND TYPE</u>	<u>FEDERAL AGENCY/ GRANT TITLE</u>	<u>CFDA#</u>	<u>HIPAA RELATED (Y/N)</u>	<u>SUB-RECIPIENT (Y/N)</u>
PE 01-01 State Support for Public Health (SSPH)	GF	N/A	N/A	N	N
PE 01-07 ELC ED Contact Tracing	FF	CDC/Epidemiology and Laboratory Capacity	93.323	N	Y
PE 01-09 COVID-19 Active Monitoring - ELC	FF	CDC/Epidemiology and Laboratory Capacity	93.323	N	Y
PE 01-10 OIP - CARES	FF	Immunization and Vaccines for Children	93.268	N	Y
PE 03 Tuberculosis Case Management	N/A	N/A	N/A	N	N
PE 10 Sexually Transmitted Disease (STD)	N/A	N/A	N/A	N	N
PE 12-01 Public Health Emergency Preparedness Program (PHEP)	FF	CDC/Public Health Emergency Preparedness	93.069	N	Y
PE 13-01 Tobacco Prevention and Education Program (TPEP)	OF	N/A	N/A	N	N

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

<u>PE 42-03</u> Perinatal General Funds & Title XIX	FF/GF	Title XIX Medicaid Admin/Medical Assistance Program	93.778	N	N
<u>PE 42-04</u> Babies First! General Funds	GF	N/A	N/A	N	N
<u>PE 42-06</u> General Funds & Title XIX	FF/GF	Title XIX Medicaid Admin/Medical Assistance Program	93.778	N	N
<u>PE 42-11</u> Title V	FF	HRSA/Maternal & Child Health Block Grants	93.994	N	Y
<u>PE 42-12</u> Oregon Mothers Care Title V	FF	HRSA/Maternal & Child Health Block Grants	93.994	Y	Y
<u>PE 42-14</u> Home Visiting	GF	N/A	N/A	N	N
<u>PE 43-01</u> Immunization Services	FF	CDC/Immunization Cooperative Agreements	93.268	N	Y
<u>PE 43-02</u> Wallowa County and School Law	GF	N/A	N/A	N	N
<u>PE 44-01</u> SBHC Base	GF	N/A	N/A	N	N
<u>PE 44-02</u> SBHC Mental Health Expansion	OF	N/A	N/A	N	N
<u>PE 46-05</u> RH Community Access	GF	N/A	N/A	N	N
<u>PE 51-01</u> Leadership, Governance & Program Implementation	GF	N/A	N/A	N	N
<u>PE 51-02</u> Regional Partnership Implementation	GF	N/A	N/A	N	N

19. **“Program Element Description”** means a description of the services required under this Agreement, as set forth in Exhibit B.
20. **“Subcontract”** has the meaning set forth in Exhibit E “General Terms and Conditions,” Section 3.
21. **“Subcontractor”** has the meaning set forth in Exhibit E “General Terms and Conditions,” Section 3. As used in a Program Element Description and elsewhere in this Agreement where the context requires, Subcontractor also includes LPHA if LPHA provides services described in the Program Element directly.
22. **“Underexpenditure”** means money disbursed to LPHA by OHA under this Agreement that remains unexpended by LPHA at Agreement termination.

**EXHIBIT B  
PROGRAM ELEMENT DESCRIPTIONS**

**Program Element #01: State Support for Public Health (SSPH)**

**OHA Program Responsible for Program Element:**

Public Health Division/Office of the State Public Health Director

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to operate a Communicable Disease control program in LPHA's service area that includes the following components: (a) epidemiological investigations that report, monitor and control Communicable Disease, (b) diagnostic and consultative Communicable Disease services, (c) early detection, education, and prevention activities to reduce the morbidity and mortality of reportable Communicable Diseases, (d) appropriate immunizations for human and animal target populations to control and reduce the incidence of Communicable Diseases, and (e) collection and analysis of Communicable Disease and other health hazard data for program planning and management.

Communicable Diseases affect the health of individuals and communities throughout Oregon. Inequities exist for populations that are at greatest risk, while emerging Communicable Diseases pose new threats to everyone. The vision of the foundational Communicable Disease Control program is to ensure that everyone in Oregon is protected from Communicable Disease threats through Communicable Disease and Outbreak reporting, investigation, and application of public health control measures such as isolation, post-exposure prophylaxis, education, or other measures as warranted by investigative findings. This program is also in service to the Oregon Health Authority strategic goal of eliminating health inequities by 2030.

This Program Element, and all changes to this Program Element are effective the first day of the month noted in Issue Date section of Exhibit C Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.

2. **Definitions Specific to State Support for Public Health**

- a. **Case:** A person who has been diagnosed by a health care provider, as defined in OAR 333-017-0000, as having a particular disease, infection, or condition as described in OAR 333-018-0015 and 333-018-0900, or whose illness meets defining criteria published in the OHA's Investigative Guidelines.
- b. **Communicable Disease:** A disease or condition, the infectious agent of which may be transmitted to and cause illness in a human being.
- c. **Outbreak:** A significant or notable increase in the number of Cases of a disease or other condition of public health importance (ORS 431A.005).
- d. **Reportable Disease:** Any of the diseases or conditions specified in OAR 333-018-0015 and OAR 333-018-0900.

3. **Alignment with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon’s Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

a. **Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities						
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response
<i>Asterisk (*) = Primary foundational program that aligns with each component</i>						<i>X = Foundational capabilities that align with each component</i>						
<i>X = Other applicable foundational programs</i>												
Epidemiological investigations that report, monitor and control Communicable Disease (CD).	*						X		X			X
Diagnostic and consultative CD services.	*								X			
Early detection, education, and prevention activities.	*						X	X	X		X	
Appropriate immunizations for human and animal target populations to reduce the incidence of CD.	*			X			X					
Collection and analysis of CD and other health hazard data for program planning and management.	*						X		X	X		X

b. **The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Accountability Metric:**

Gonorrhea rates



**c. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Modernization Process Measure:**

- (1) Percent of gonorrhea Cases that had at least one contact that received treatment; and
- (2) Percent of gonorrhea Case reports with complete “priority” fields.

**4. Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct the following activities in accordance with the indicated procedural and operational requirements:

- a. LPHA must operate its Communicable Disease program in accordance with the Requirements and Standards for the Control of Communicable Disease set forth in ORS Chapters 431, 432, 433 and 437 and OAR Chapter 333, Divisions 12, 17, 18, 19 and 24, as such statutes and rules may be amended from time to time.
- b. LPHA must use all reasonable means to investigate in a timely manner all reports of Reportable Diseases, infections, or conditions. To identify possible sources of infection and to carry out appropriate control measures, the LPHA Administrator shall investigate each report following procedures outlined in OHA’s Investigative Guidelines or other procedures approved by OHA. OHA may provide assistance in these investigations, in accordance with OAR 333-019-0000. Investigative guidelines are available at:  
<http://www.oregon.gov/oha/PH/DiseasesConditions/CommunicableDisease/ReportingCommunicableDisease/ReportingGuidelines/Pages/index.aspx>
- c. As part of its Communicable Disease control program, LPHA must, within its service area, investigate the Outbreaks of Communicable Diseases, institute appropriate Communicable Disease control measures, and submit required information in a timely manner regarding the Outbreak to OHA in Orpheus (or Opera for COVID-19 Cases and ARIAS for COVID-19 contacts) as prescribed in OHA CD Investigative Guidelines available at:  
<http://www.oregon.gov/oha/PH/DiseasesConditions/CommunicableDisease/ReportingCommunicableDisease/ReportingGuidelines/Pages/index.aspx>
- d. LPHA must establish and maintain a single telephone number whereby physicians, hospitals, other health care providers, OHA and the public can report Communicable Diseases and Outbreaks to LPHA 24 hours a day, 365 days a year. LPHA may employ an answering service or 911 system, but the ten-digit number must be available to callers from outside the local emergency dispatch area, and LPHA must respond to and investigate reported Communicable Diseases and Outbreaks.
- e. LPHA must attend Communicable Disease 101 and Communicable Disease 303 training.
- f. LPHA must attend monthly Orpheus user group meetings or monthly Orpheus training webinars.
- g. **COVID-19 Specific Work**  
In cooperation with OHA, the LPHA must collaborate with local and regional partners to assure adequate culturally and linguistically responsive COVID-19 testing is available to the extent resources are available. As outlined below, LPHAs must conduct culturally and linguistically appropriate Case investigation and contact tracing as outlined in the Investigative Guidelines and any applicable supplemental surge guidance to limit the spread of COVID-19. In addition, to the extent resources are available, the LPHA must assure individuals requiring isolation and quarantine have basic resources to support a successful isolation/quarantine period. OHA has entered into grant agreements with community-based organizations (CBOs) to provide a range of culturally and linguistically responsive services, including community engagement and education, contact tracing, social services and wraparound supports. Services provided by CBOs

will complement the work of the LPHA. LPHA must conduct the following activities in accordance with the guidance to be provided by OHA:

**(1) Cultural and linguistic competency and responsiveness.**

LPHA must:

- (a)** Partner with CBOs, including culturally-specific organizations where available in the jurisdiction. Enter into and maintain a Memorandum of Understanding (MOU) or similar agreement with those CBOs that have entered into a grant agreement with OHA for contact tracing and monitoring and/or social service and wraparound supports that clearly describes the role of the CBO and LPHA to ensure culturally and linguistically responsive services. OHA will share with LPHA the grant agreement and deliverables between OHA and the CBOs and the contact information for all the CBOs. If OHA's grant with a CBO in the jurisdiction includes contact tracing, LPHA will execute, as part of the MOU between the LPHA and CBO, the CBO's requirements to immediately report presumptive Cases to LPHA, clearly define referral and wraparound service pathways and require regular communication between CBO and LPHA so services and payments are not duplicative. LPHA must communicate with the CBO about any changes that will affect coordination for wraparound services, including when the LPHA is shifting to and from use any OHA-issued surge guidance.
- (b)** Work with local CBOs including culturally-specific organizations to develop and implement culturally and linguistically responsive approaches to COVID-19 prevention and mitigation of COVID-19 health inequities among populations most impacted by COVID-19, including but not limited to communities of color, tribal communities and people with physical, intellectual and developmental disabilities.
- (c)** Work with disproportionately affected communities to ensure a culturally and linguistically responsive staffing plan for Case investigations, contact tracing, social services and wraparound supports that meets community needs is in place.
- (d)** Ensure the cultural and linguistic needs and accessibility needs for people with disabilities or people facing other institutionalized barriers are addressed in the LPHA's Case investigations, contact tracing, and in the delivery of social services and wraparound supports.
- (e)** Have and follow policies and procedures for meeting community members' language needs relating to both written translation and spoken or American Sign Language (ASL) interpretation.
- (f)** Employ or contract with individuals who can provide in-person, phone, and electronic community member access to services in languages and cultures of the primary populations being served based on identified language (including ASL) needs in the County demographic data.
- (g)** Ensure language access through telephonic interpretation service for community members whose primary language is other than English, but not a language broadly available, including ASL.
- (h)** Provide written information provided by OHA that is culturally and linguistically appropriate for identified consumer populations. All information shall read at the sixth-grade reading level.

- (i) Provide opportunities to participate in OHA trainings to LPHA staff and LPHA contractors that conduct Case investigation, contact tracing, and provide social services and wraparound supports; trainings should be focused on long-standing trauma in Tribes, racism and oppression.

**(2) Testing**

LPHA must:

- (a) Work with OHA regional testing coordinator, local and regional partners including health care, communities disproportionately affected by COVID-19 and other partners to assure COVID-19 testing is available to individuals within the LPHA's jurisdiction meeting current OHA criteria for testing and other local testing needs.
- (b) Work with health care and other partners to ensure testing is provided in a culturally and linguistically responsive manner with an emphasis on making testing available to disproportionately impacted communities and as a part of the jurisdiction's contact tracing strategy.

**(3) Case Investigation and Contact Tracing**

LPHA must:

- (a) Conduct all Case investigations and monitor Outbreaks in accordance with Investigative Guidelines and any OHA-issued surge guidance.
- (b) Enter all Case investigation and contact tracing data in Opera (for COVID-19 Cases) and ARIAS (for COVID-19 contacts), as directed by OHA.
- (c) Collect and enter all components of Race, Ethnicity, Language, and Disability (REALD) data if data are not already entered in OPERA and ARIAS.
- (d) Ensure all LPHA staff designated to utilize Opera and ARIAS are trained in these systems. Include in the data whether new positive Cases are tied to a known existing positive Case or to community spread.
- (e) Conduct contact tracing in accordance with Investigative Guidelines and any applicable OHA-issued surge guidance.
- (f) Have contact tracing staff that reflect the demographic makeup of the jurisdiction and COVID-19 cases within the jurisdiction and who can provide culturally and linguistically competent and responsive tracing services. In addition, or alternatively, enter into an agreement(s) with community-based and culturally-specific organizations to provide such contact tracing services. OHA grants with CBOs will count toward fulfilling this requirement.
- (g) Ensure all contact tracing staff are trained in accordance with OHA investigative guidelines and data entry protocols.
- (h) Attempt to follow up with at least 95% of Cases within 24 hours of notification.

**(4) Isolation and quarantine**

LPHA must:

- (a)** Maintain access to an isolation and quarantine location that is ready to be used.
- (b)** Facilitate efforts, including by partnering with OHA-funded CBOs to link individuals needing isolation and quarantine supports such as housing and food. The LPHA will utilize existing resources when possible such as covered Case management benefits, WIC benefits, etc.

**(5) Social services and wraparound supports.**

LPHA must:

LPHA must ensure social services referral and tracking processes are developed and maintained and make available direct services as needed. LPHA must cooperate with CBOs to provide referral and follow-up for social services and wraparound supports for affected individuals and communities. OHA contracts with CBOs will count toward fulfilling this requirement.

**(6) Tribal Nation support.**

LPHA must ensure alignment of contact tracing and supports for patients and families by coordinating with Federally-recognized tribes if a patient identifies as American Indian/Alaska Native and/or a member of an Oregon Tribe, if the patient gives permission to notify the Tribe.

**(7) Support infection prevention and control for high-risk populations.**

LPHA must:

- (a) Migrant and seasonal farmworker support.** Partner with farmers, agriculture sector and farmworker service organizations to develop and execute plans for COVID-19 testing, quarantine and isolation, and social service needs for migrant and seasonal farmworkers.
- (b) Congregate care facilities.** In collaboration with State licensing agency, support infection prevention assessments, COVID-19 testing, infection control, and isolation and quarantine protocols in congregate care facilities.
- (c) High risk business operations.** In collaboration with State licensing agencies, partner with food processing and manufacturing businesses to ensure adequate practices to prevent COVID-19 exposure, conduct testing and respond to Outbreaks.
- (d) Vulnerable populations.** Support COVID-19 testing, infection control, isolation and quarantine, and social services and wraparound supports for homeless individuals, individuals residing in homeless camps, individuals involved in the criminal justice system and other vulnerable populations at high risk for COVID-19.

**(8) COVID-19 Vaccine Planning and Distribution.**

LPHA must:

- (a)** Convene and collaborate with local and regional health care partners, CBOs, communities disproportionately affected by COVID-19 and other partners to assure culturally and linguistically appropriate access to COVID-19 vaccine in their communities.

- (b) Convene and collaborate with local and regional health care partners, CBOs, communities disproportionately affected by COVID-19 and other partners to identify, assess and address gaps in the vaccine delivery system using local data and in collaboration with local advisory boards if present in the jurisdiction. Operate in accordance with federal, OHA and Oregon Vaccine Advisory Committee guidance, including expanding access through expanded operations and accessibility of operations (e.g., providing vaccinations during evenings, overnight, and on weekends).
  - (c) Prioritize vaccine distribution and administration in accordance with federal, OHA and Oregon COVID-19 Vaccine Advisory Committee guidance.
  - (d) LPHAs that provide COVID-19 vaccine administration must submit vaccine orders, vaccine administration data and VAERS (Vaccine Adverse Event Reporting System) information in accordance with federal and OHA guidance.
  - (e) Plan, and implement vaccination activities with organizations including but not limited to:
    - Colleges and Universities
    - Occupational health settings for large employers
    - Faith-based or religious institutions
    - Federally Qualified Health Centers (FQHCs), including Community Health Centers (CHCs)
    - Pharmacies
    - Long-term care facilities (LTCFs), including independent living facilities, assisted living centers, and nursing homes
    - Organizations and businesses that employ critical workforce
    - First responder organizations
    - Non-traditional providers and locations that serve high-risk populations
    - Other partners that serve underserved populations
  - (f) Promote COVID-19 and other vaccinations to increase vaccine confidence by culturally specific groups, communities of color, and others and to also increase accessibility for people with disabilities
- (9) **Community education.** LPHA must work with CBOs and other partners to provide culturally and linguistically responsive community outreach and education related to COVID-19.

5. **General Revenue and Expense Reporting.** LPHA must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of the Agreement.

a. These reports must be submitted to OHA each quarter on the following schedule:

<b>Fiscal Quarter</b>	<b>Due Date</b>
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

b. All funds received under a PE or PE- supplement must be included in the quarterly Revenue and Expense reports.

6. **Reporting Requirements.** Provide monthly reporting to OHA on COVID-19 vaccine activities.

7. **Performance Measures.** LPHA must operate its Communicable Disease control program in a manner designed to make progress toward achieving the following Public Health Modernization Process Measures:

a. Percent of gonorrhea Cases that had at least one contact that received treatment; and

b. Percent of gonorrhea Case reports with complete “priority” fields.

**Program Element #03: Tuberculosis Services**

**OHA Program Responsible for Program Element:**

Public Health Division/Center for Public Health Practice/HIV, STD and TB Section

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to deliver Tuberculosis Services.

ORS 433.006 and Oregon Administrative Rule 333-019-0000 assign responsibility to LPHA for Tuberculosis (“TB”) investigations and implementation of TB control measures within LPHA’s service area. The funds provided for TB case management (including contact investigation) and B waiver follow-up under the Agreement for this Program Element may only be used as supplemental funds to support LPHA’s TB investigation and control efforts and are not intended to be the sole funding for LPHA’s TB investigation and control program.

Pulmonary tuberculosis is an infectious disease that is airborne. Treatment for TB disease must be provided by Directly Observed Therapy to ensure the patient is cured and prevent drug resistant TB. Screening and treating Contacts stops disease transmission. Tuberculosis prevention and control is a priority in order to protect the population from communicable disease and is included in the State Health Improvement Plan (SHIP). The priority outcome measure is to reduce the incidence of TB disease among U.S. born person in Oregon to .4 Cases per 100,000 by 2020.

This Program Element, and all changes to this Program Element are effective the first day of the month noted in Issue Date section of Exhibit C Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.

2. **Definitions Specific to TB Services**

- a. **Active TB Disease:** TB disease in an individual whose immune system has failed to control his or her TB infection and who has become ill with Active TB Disease, as determined in accordance with the Centers for Disease Control and Prevention’s (CDC) laboratory or clinical criteria for Active TB Disease and based on a diagnostic evaluation of the individual.
- b. **Appropriate Therapy:** Current TB treatment regimens recommended by the CDC, the American Thoracic Society, the Academy of Pediatrics, and the Infectious Diseases Society of America.
- c. **Associated Cases:** Additional Cases of TB disease discovered while performing a Contact investigation.
- d. **B-waiver Immigrants:** Immigrants or refugees screened for TB prior to entry to the U.S. and found to have TB disease or LTB Infection.
- e. **B-waiver Follow-Up:** B waiver follow-up includes initial attempts by the LPHA to locate the B-waiver immigrant. If located, LPHA proceeds to coordinate or provide TB medical evaluation and treatment as needed. Updates on status are submitted regularly by LPHA using Electronic Disease Network (EDN) or the follow-up worksheet.
- f. **Case:** A Case is an individual who has been diagnosed by a health care provider, as defined in OAR 333-017-0000, as having a reportable disease, infection, or condition, as described in OAR 333-018-0015, or whose illness meets defining criteria published in OHA’s Investigative Guidelines.

- g. Cohort Review:** A systematic review of the management of patients with TB disease and their Contacts. The “cohort” is a group of TB Cases counted (confirmed as Cases) over 3 months. The Cases are reviewed 6-9 months after being counted to ensure they have completed treatment or are nearing the end. Details of the management and outcomes of TB Cases are reviewed in a group with the information presented by the case manager.
- h. Contact:** An individual who was significantly exposed to an infectious Case of Active TB Disease.
- i. Directly Observed Therapy (DOT):** LPHA staff (or other person appropriately designated by the LPHA) observes an individual with TB disease swallowing each dose of TB medication to assure adequate treatment and prevent the development of drug resistant TB.
- j. Evaluated (in context of Contact investigation):** A Contact received a complete TB symptom review and tests as described in OHA’s Investigative Guidelines.
- k. Interjurisdictional Transfer:** A Suspected Case, TB Case or Contact transferred for follow-up evaluation and care from another jurisdiction either within or outside of Oregon.
- l. Investigative Guidelines:** OHA guidelines, which are incorporated herein by this reference are available for review at:  
<http://public.health.oregon.gov/DiseasesConditions/CommunicableDisease/Tuberculosis/Documents/investigativeguide.pdf>.
- m. Latent TB Infection (LTBI):** TB disease in a person whose immune system is keeping the TB infection under control. LTBI is also referred to as TB in a dormant stage.
- n. Medical Evaluation:** A complete Medical Examination of an individual for TB including a medical history, physical examination, TB skin test or interferon gamma release assay, chest x-ray, and any appropriate molecular, bacteriologic, histologic examinations.
- o. Suspected Case:** A Suspected Case is an individual whose illness is thought by a health care provider, as defined in OAR 333-017-0000, to be likely due to a reportable disease, infection, or condition, as described in OAR 333-018-0015, or whose illness meets defining criteria published in OHA’s Investigative Guidelines. This suspicion may be based on signs, symptoms, or laboratory findings.
- p. TB Case Management Services:** Dynamic and systematic management of a Case of TB where a person, known as a TB Case manager, is assigned responsibility for the management of an individual TB Case to ensure completion of treatment. TB Case Management Services requires a collaborative approach to providing and coordinating health care services for the individual. The Case manager is responsible for ensuring adequate TB treatment, coordinating care as needed, providing patient education and counseling, performing Contact investigations and following infected Contacts through completion of treatment, identifying barriers to care and implementing strategies to remove those barriers.



3. **Alignment with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon’s Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

a. **Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities							
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services Direct services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response	
<i>Asterisk (*) = Primary foundational program that aligns with each component</i>					<i>X = Foundational capabilities that align with each component</i>								
<i>X = Other applicable foundational programs</i>													
TB Case Management Services	*					X	X		X				
TB Contact Investigation and Evaluation	*						X		X				
Participation in TB Cohort Review	*						X						
Evaluation of B-waiver Immigrants	*						X		X				

b. **The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Accountability Metric:** Not applicable

c. **The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Modernization Process Measure:** Not applicable

4. **Procedural and Operational Requirements.** By accepting fee-for-service (FFS) funds to provide TB case management or B waiver follow-up, LPHA agrees to conduct activities in accordance with the following requirements:
- a. LPHA must include the following minimum TB services in its TB investigation and control program if that program is supported in whole or in part with funds provided under this Agreement: TB Case Management Services, as defined above and further described below and in OHA's Investigative Guidelines.
  - b. LPHA will receive \$3500 for each new case of Active TB disease documented in Orpheus for which the LPHA provides TB Case Management Services. LPHA will receive \$300 for each new B waiver follow-up.
  - c. **TB Case Management Services.** LPHA's TB Case Management Services must include the following minimum components:
    - (1) LPHA must investigate and monitor treatment for each Case and Suspected Case of Active TB Disease identified by or reported to LPHA whose residence is in LPHA's jurisdiction, to confirm the diagnosis of TB and ensure completion of adequate therapy.
    - (2) LPHA must require individuals who reside in LPHA's jurisdiction and who LPHA suspects of having Active TB Disease, to receive appropriate Medical Examinations and laboratory testing to confirm the diagnosis of TB and response to therapy, through the completion of treatment. LPHA must assist in arranging the laboratory testing and Medical Examination, as necessary.
    - (3) LPHA must provide medication for the treatment of TB disease to all individuals who reside in LPHA's jurisdiction and who have TB disease but who do not have the means to purchase TB medications or for whom obtaining or using identified means is a barrier to TB treatment compliance. LPHA must monitor, at least monthly and in person, individuals receiving medication(s) for adherence to treatment guidelines, medication side effects, and clinical response to treatment.
    - (4) DOT is the standard of care for the treatment of TB disease. Cases of TB disease should be treated via DOT. If DOT is not utilized, OHA's TB Program must be consulted.
    - (5) OHA's TB Program must be consulted prior to initiation of any TB treatment regimen which is not recommended by the most current CDC, American Thoracic Society and Infectious Diseases Society of America TB treatment guideline.
    - (6) LPHA may assist the patient in completion of treatment for TB disease by utilizing the below methods. Methods to ensure adherence should be documented.
      - (a) Proposed interventions for assisting the individual to overcome obstacles to treatment adherence (e.g. assistance with transportation).
      - (b) Proposed use of incentives and enablers to encourage the individual's compliance with the treatment plan.
    - (7) With respect to each Case of TB disease within LPHA's jurisdiction that is identified by or reported to LPHA, LPHA must perform a Contact investigation to identify Contacts, Associated Cases and source of infection. The LPHA must evaluate all located Contacts or confirm that all located Contacts were advised of their risk for TB infection and disease.

- (8) LPHA must offer or advise each located Contact identified with TB infection or disease, or confirm that all located Contacts were offered or advised, to take Appropriate Therapy and must monitor each Contact who starts treatment through the completion of treatment (or discontinuation of treatment).
- d. If LPHA receives in-kind resources under this Agreement in the form of medications for treating TB, LPHA must use those medications to treat individuals for TB. In the event of a non-TB related emergency (i.e. meningococcal contacts), with notification to TB Program, the LPHA may use these medications to address the emergent situation.
  - e. LPHA must present TB Cases through participation in the quarterly Cohort Review. If the LPHA is unable to present the Case at the designated time, other arrangements must be made in collaboration with OHA.
  - f. LPHA must accept B-waivers Immigrants and Interjurisdictional Transfers for evaluation and follow-up, as appropriate for LPHA capabilities.
  - g. If LPHA contracts with another person to provide the services required under this Program Element, the in-kind resources in the form of medications received by LPHA from OHA must be provided, free of charge, to the contractor for the purposes set out in this Program Element and the contractor must comply with all requirements related to such medications unless OHA informs LPHA in writing that the medications cannot be provided to the contractor. The LPHA must document the medications provided to a contractor under this Program Element.
5. **General Revenue and Expense Reporting.** In lieu of the LPHA completing an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of this Agreement, OHA-PHD will send a pre-populated invoice to the LPHA for review and signature on or before the 5<sup>th</sup> business day of the month following the end of the first, second, third and fourth fiscal year quarters. The LPHA must submit the signed invoice no later than 30 calendar days after receipt of the invoice from OHA-PHD. The invoice will document the number of new Active TB cases and/or B-waiver follow ups for which the LPHA provided services in the previous quarter. Pending approval of the invoice, OHA-PHD will remit FFS payment to LPHA. Funds under this program element will not be paid in advance or on a 1/12<sup>th</sup> schedule.
6. **Reporting Requirements.** LPHA must prepare and submit the following reports to OHA:
- a. LPHA must notify OHA’s TB Program of each Case or Suspected Case of Active TB Disease identified by or reported to LPHA no later than 5 business days within receipt of the report (OR – within 5 business days of the initial case report), in accordance with the standards established pursuant to OAR 333-018-0020. In addition, LPHA must, within 5 business days of a status change of a Suspected Case of TB disease previously reported to OHA, notify OHA of the change. A change in status occurs when a Suspected Case is either confirmed to have TB disease or determined not to have TB disease. LPHA must utilize OHA’s ORPHEUS TB case module for this purpose using the case reporting instructions located at <https://www.oregon.gov/oha/PH/DISEASES/CONDITIONS/COMMUNICABLEDISEASE/TUBERCULOSIS/Pages/tools.aspx> . After a Case of TB disease has concluded treatment, case completion information must be entered into the ORPHEUS TB case module within 5 business days of conclusion of treatment.
  - b. LPHA must submit data regarding Contact investigation via ORPHEUS or other mechanism deemed acceptable. Contact investigations are not required for strictly extrapulmonary cases. Consult with local medical support as needed.

7. **Performance Measures.** If LPHA uses funds provided under this Agreement to support its TB investigation and control program, LPHA must operate its program in a manner designed to achieve the following national TB performance goals:
- a. For patients with newly diagnosed TB disease for whom 12 months or less of treatment is indicated, **95.0% will complete treatment within 12 months.**
  - b. For TB patients with positive acid-fast bacillus (AFB) sputum-smear results, **100.0% (of patients) will be interviewed to elicit Contacts.**
  - c. For Contacts of sputum AFB smear-positive TB Cases, **93.0% will be evaluated for infection and disease.**
  - d. For Contacts of sputum AFB smear-positive TB Cases with newly diagnosed LTBI, **91.0% will start treatment.**
  - e. For Contacts of sputum AFB smear-positive TB Cases that have started treatment for newly diagnosed LTBI, **81.0% will complete treatment.**
  - f. For TB Cases in patients ages 12 years or older with a pleural or respiratory site of disease, **98% will have a sputum culture result reported.**

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES  
**Program Element #10: Sexually Transmitted Diseases (STD) Client Services**

**OHA Program Responsible for Program Element:**

Public Health Division/Center for Public Health Practice/HIV, STD and TB Section

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to deliver Sexually Transmitted Diseases (STD) Client Services to protect the health of Oregonians from infectious disease and to prevent the long-term adverse consequences of failing to identify and treat STDs. Services may include, but are not limited to, case finding and disease surveillance, partner services, medical supplies, health care provider services, examination rooms, clinical and laboratory diagnostic services, treatment, prevention, intervention, education activities, and medical follow-up.  
  
STDs are a significant health problem in Oregon, with over 22,000 new cases reported every year. STDs pose a threat to immediate and long-term health and well-being. In addition to increasing a person's risk for acquiring and transmitting HIV infection, STDs can lead to severe reproductive health complications, including poor pregnancy outcomes. Protecting the population from communicable disease by reducing rates of gonorrhea and early syphilis is a public health priority and is included in the State Health Improvement Plan (<http://www.oregon.gov/oha/ph/about/pages/healthimprovement.aspx>).  
  
This Program Element, and all changes to this Program Element are effective the first day of the month noted in Issue Date section of Exhibit C of the Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.
2. **Definitions Specific to Sexually Transmitted Diseases (STD) Client Services.**
  - a. **Reportable STDs:** A Reportable STD is the diagnosis of an individual infected with any of the following: Chancroid, Chlamydia, Gonorrhea, and Syphilis, as further described in Division 18 of OAR Chapter 333, and HIV, as further described in ORS Chapter 433.
  - b. **In-Kind Resources:** Tangible goods or supplies having a monetary value that is determined by OHA. Examples of such In-Kind Resources include goods such as condoms, lubricant packages, pamphlets, and antibiotics for treating STDs. If the LPHA receives In-Kind Resources under this Agreement in the form of medications for treating STDs, LPHA must use those medications to treat individuals for STDs as outlined in Section 4.d. of this Program Element. In the event of a non-STD related emergency, with notification to the OHA STD program, the LPHA may use these medications to address the emergent situation. If the LPHA self-certifies as a 340B STD clinic site and receives reimbursement for 340B medications from OHA, they shall ensure these medications are used in accordance with the Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs regulations regarding "340B Drug Pricing Program."
  - c. **Technical Assistance Resources:** Those services of OHA HIV/STD Prevention staff that OHA makes available to LPHA to support the LPHA's delivery of STD Client Services, which include advice, training, problem solving and consultation in applying standards, protocols, investigative and/or treatment guidelines to STD case work, partner services follow-up, and STD Outbreak response.
  - d. **STD Outbreak:** The occurrence of an increase in cases of previously targeted priority disease type in excess of what would normally be expected in a defined community, geographical area or season, and, by mutual agreement of the LPHA and OHA, exceeds the expected routine capacity of the LPHA to address.
3. **Alignment with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon's Public Health Modernization Manual](#),

([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

**a. Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities						
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services Direct services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response
<i>Asterisk (*) = Primary foundational program that aligns with each component</i>					<i>X = Foundational capabilities that align with each component</i>							
<i>X = Other applicable foundational programs</i>												
Epidemiological investigations that report, monitor and control Sexually Transmitted Diseases and HIV.	*						X		X			
STD client services (screening, testing, treatment, prevention).	*				X		X		X			
Condom and lubricant distribution.	*						X	X				

**b. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Accountability Metric:**

Gonorrhea rates

**c. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Modernization Process Measure:**

- (1) Percent of gonorrhea cases that had at least one contact that received treatment; and
- (2) Percent of gonorrhea case reports with complete “priority” fields. As used herein, priority fields are defined as: race, ethnicity, gender of patient’s sex partners, HIV status or date of most recent HIV test, and pregnancy status for females of childbearing age (15-44).

- 4. Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:
- a. LPHA acknowledges and agrees that the LPHA bears the primary responsibility, as described in Divisions 17, 18, and 19, of Oregon Administrative Rules (OAR) Chapter 333, for identifying potential STD Outbreaks within LPHA's service area, for preventing the incidence of STDs within LPHA's service area, and for reporting in a timely manner (as in Section 6.a. of this Program Element) the incidence of Reportable STDs within LPHA's service area.
  - b. LPHA will be reimbursed according to the following model for each new case of the following categories of syphilis infection documented in Orpheus for which LPHA provides STD Client Services:
    - (1) Pregnant female syphilis case = \$1,125
    - (2) Female syphilis case of reproductive age (15-44) = \$1,125
    - (3) Male early syphilis case with female partner of reproductive age = \$500
  - c. LPHA must provide or refer client for STD Client Services in response to an individual seeking such services from LPHA. STD Client Services consist of screening individuals for Reportable STDs and treating individuals infected with Reportable STDs and their sexual partners for the disease.
  - d. As required by applicable law, LPHA must provide STD Client Services including case finding, treatment (not applicable for HIV) and prevention activities, to the extent that local resources permit, related to HIV, syphilis, gonorrhea, and chlamydia in accordance with:
    - (1) Oregon Administrative Rules (OAR), Chapter 333, Divisions 17, 18, and 19;
    - (2) "OHA Investigative Guidelines for Notifiable Diseases" which can be found at: <http://bit.ly/OR-IG> ;
    - (3) Oregon Revised Statutes (ORS), Chapters 431 & 433; and
    - (4) Current "Centers for Disease Control and Prevention Sexually Transmitted Disease Guidelines," which can be found at: <https://www.cdc.gov/std/treatment/>.
  - e. OHA may provide, pursuant to this agreement, In-Kind Resources or Technical Assistance to assist LPHA in delivering STD Client Services. If LPHA receives In-Kind Resources under this Agreement in the form of medications for treating STDs, LPHA may use those medications to treat individuals infected with or suspected of having Reportable STDs or to treat the sex partners of individuals infected with Reportable STDs, subject to the following requirements:
    - (1) The medications must be provided at no cost to the individuals receiving treatment.
    - (2) LPHA must perform a monthly medication inventory and maintain a medication log of all medications supplied to LPHA under this Agreement. Specifically, LPHA must log-in and log-out each dose dispensed.
    - (3) LPHA must log and document appropriate disposal of medications supplied to LPHA under this Agreement which have expired and thereby, prevent their use.
    - (4) If the LPHA self certifies as a 340B STD clinic site and receives reimbursement for 340B medications from OHA, they must only use "340B medications" to treat individuals for STDs in accordance with the Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs regulations regarding "340B Drug Pricing Program".

- (5) If LPHA Subcontracts with another person to provide STD Client Services required under this Program Element, the In-Kind Resources in the form of medications received by LPHA from OHA must be provided, free of charge, to the Subcontractor for the purposes set out in this section and the Subcontractor must comply with all requirements related to such medications unless OHA informs LPHA in writing that the medications cannot be provided to the Subcontractor. The LPHA must document the medications provided to a Subcontractor under this section
- (6) If LPHA receives In-Kind Resources under this Agreement in the form of condoms and lubricant, LPHA may distribute those supplies at no cost to individuals infected with an STD and to other individuals who are at risk for STDs. LPHA may not, under any circumstances, sell condoms supplied to LPHA under this Agreement. LPHA shall store condoms in a cool, dry place to prevent damage and shall check expiration date of condoms at least once annually.

5. **General Revenue and Expense Reporting.** In lieu of the LPHA completing an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of this Agreement, OHA will send a pre-populated invoice to the LPHA for review and signature on or before the 5th business day of the month following the end of the first, second, third and fourth fiscal year quarters. The LPHA must submit the signed invoice no later than 30 calendar days after receipt of the invoice from OHA. The invoice will document the number of pregnant female syphilis cases, female syphilis cases of reproductive age, and male early syphilis cases with a female partner of reproductive age for which the LPHA provided services in the previous quarter. Pending approval of the invoice, OHA will remit payment to the LPHA. Funds under this program element will not be paid in advance or on a 1/12th schedule.

6. **Reporting Requirements.**

- a. LPHA must review laboratory and health care provider case reports by the end of the calendar week in which initial laboratory or physician report is made. All confirmed and presumptive cases shall be reported to the OHA HIV/ STD/TB (HST) Program by recording the case in the Oregon Public Health Epidemiologists’ User System (Orpheus), the State’s online integrated disease reporting system.
- b. LPHA must submit data regarding STD Client Services, risk criteria and demographic information to OHA via direct entry into the centralized ORPHEUS database.

7. **Performance Measures.**

LPHA must operate the STD Client Services program in a manner designed to make progress toward achieving the following Public Health Modernization Process Measure:

- a. Percent of gonorrhea cases that had at least one contact that received treatment; and
- b. Percent of gonorrhea case reports with complete “priority” fields.



**Program Element #12: Public Health Emergency Preparedness and Response (PHEPR) Program**

**OHA Program Responsible for Program Element:**

Public Health Division/Center for Public Health Practice/Health Security, Preparedness & Response Section

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below to deliver the Oregon Health Authority (OHA) Public Health Emergency Preparedness and Response (PHEPR) Program.

The PHEPR Program shall address prevention, protection, mitigation, response, and recovery phases for threats and emergencies that impact the health of people in its jurisdiction through plan development and revision, exercise and response activities based on the 15 Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness and Response Capabilities.<sup>1</sup> Emergency Preparedness and Response is one of the seven foundational capabilities described in the Oregon Public Health Modernization Manual. The foundational capabilities are needed for governmental public health to meet its charge to improve the health of everyone in Oregon. The vision for this foundational capability is as follows: A healthy community is a resilient community that is prepared and able to respond to and recover from public health threats and emergencies.<sup>2</sup>

This Program Element, and all changes to this Program Element are effective the first day of the month noted in Issue Date section of Exhibit C of the Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.

2. **Definitions Relevant to PHEPR Programs Specific to Public Health Emergency Preparedness and Response.**

- a. **Access and Functional Needs:** Population defined as those whose members may have additional response assistance needs that interfere with their ability to access or receive medical care before, during, or after a disaster or public health emergency,<sup>3</sup> including but not limited to communication, maintaining health, independence, support and safety, and transportation. Individuals in need of additional response assistance may include children, people who live in institutional settings, older adults, pregnant and postpartum women, people with disabilities,<sup>4</sup> people with chronic conditions, people with pharmacological dependency, people with limited access to transportation, people with limited English proficiency or non-English speakers, people with social and economic limitations, and individuals experiencing homelessness.<sup>5</sup>
- b. **Base Plan:** A plan that is maintained by the Local Public Health Authority (LPHA), describing fundamental roles, responsibilities, and activities performed during preparedness, mitigation, response and recovery phases. This plan may be titled as the Emergency Support Function #8, an annex to the County Emergency Operations Plan, Public Health All-Hazards Plan, or other title that fits into the standardized county emergency preparedness nomenclature.
- c. **Budget Period:** The intervals of time (usually 12 months) into which a multi-year project period is divided for budgetary/ funding use. For purposes of this Program Element, Budget Period is July 1 through June 30 for PE12 and July 1 through March 15 for PE12-02.
- d. **CDC:** U.S. Department of Health and Human Services, Centers for Disease Control and Prevention.

<sup>1</sup> Centers for Disease Control and Prevention. (2018). *Public health emergency preparedness and response capabilities*. Atlanta, GA: U.S. Department of Health and Human Services. Retrieved from <https://www.cdc.gov/cpr/readiness/capabilities.htm>

<sup>2</sup> Oregon Public Health Division (September 2017) *Public Health Modernization Manual*. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf). 58-62.

<sup>3</sup> US Department of Health & Human Services, Office of the Assistant Secretary for Preparedness and Response. *At-Risk Individuals With Access and Functional Needs*. Retrieved from

<sup>4</sup> Americans with Disabilities Act of 1990, 42 U.S.C.A. § 12101 *et seq.* Retrieved from

<sup>5</sup> Ira P. Robbins, Lessons from Hurricane Katrina: Prison Emergency Preparedness as a Constitutional Imperative, 42 U. MICH. J. L. REFORM 1 (2008). Retrieved from: <https://repository.law.umich.edu/mjlr/vol42/iss1/2>

- e. **CDC Public Health Emergency Preparedness and Response Capabilities:** The 15 capabilities developed by the CDC to serve as national public health preparedness standards for state and local planning.<sup>6</sup>
- f. **Due Date:** If a Due Date falls on a weekend or holiday, the Due Date will be the next business day following.
- g. **Health Alert Network (HAN):** A web-based, secure, redundant, electronic communication and collaboration system operated by OHA, available to all Oregon public health officials, hospitals, labs and other health service providers. The data it contains is maintained jointly by OHA and all LPHAs. This system provides continuous, high-speed electronic access to public health information including the capacity for broadcasting information to registered partners in an emergency, 24 hours per day, 7 days per week, 365 days per year. The secure HAN has a call-down engine that can be activated by state or local HAN administrators.
- h. **Health Security Preparedness and Response (HSPR):** A state-level program that is a joint effort with the Conference of Local Health Officials (CLHO) and Native American Tribes (Tribes) to develop public health systems to prepare for and respond to major threats, acute threats, and emergencies that impact the health of people in Oregon.
- i. **Health Care Coalition (HCC):** A coordinating body that incentivizes diverse and often competitive health care organizations and other community partners with differing priorities and objectives and reach to community members to work together to prepare for, respond to, and recover from emergencies and other incidents that impact the public's health.
- j. **Medical Countermeasures (MCM):** Vaccines, antiviral drugs, antibiotics, antitoxin, etc. in support of treatment or prophylaxis to the identified population in accordance with public health guidelines or recommendations. This includes the Strategic National Stockpile (SNS), a CDC program developed to provide rapid delivery of pharmaceuticals, medical supplies and equipment for an ill-defined threat in the early hours of an event, a large shipment of specific items when a specific threat is known or technical assistance to distribute SNS material.
- k. **National Incident Management System (NIMS):** The U.S. Department of Homeland Security system for integrating effective practices in emergency preparedness and response into a comprehensive national framework for incident management. The NIMS enables emergency responders at all levels and in different disciplines to effectively manage incidents no matter what the cause, size or complexity.<sup>7</sup>
- l. **Public Information Officer (PIO):** The person responsible for communicating with the public, media, and/or coordinating with other agencies, as necessary, with incident-related information.<sup>8</sup>
- m. **Public Health Accreditation Board:** A non-profit organization dedicated to improving and protecting the health of the public by advancing the quality and performance of tribal, state, local and territorial public health departments.<sup>9</sup>
- n. **Public Health Emergency Preparedness and Response (PHEPR):** Local public health programs designed to better prepare Oregon to prevent, protect, mitigate, respond to, and recover from emergencies with public health impacts.

<sup>6</sup> Centers for Disease Control and Prevention. (2018). *Public health emergency preparedness and response capabilities*. Atlanta, GA: U.S. Department of Health and Human Services. Retrieved from <https://www.cdc.gov/cpr/readiness/capabilities.htm>

<sup>7</sup> National Incident Management System. (2017). Retrieved from <https://www.fema.gov/national-incident-management-system>

<sup>8</sup> Federal Emergency Management Agency. (2007). *Basic Guidance for Public Information Officers*. Retrieved from [https://www.fema.gov/media-library-data/20130726-1623-20490-0276/basic\\_guidance\\_for\\_pios\\_final\\_draft\\_12\\_06\\_07.pdf](https://www.fema.gov/media-library-data/20130726-1623-20490-0276/basic_guidance_for_pios_final_draft_12_06_07.pdf)

<sup>9</sup> Public Health Accreditation Board. Retrieved from <https://phaboard.org/>

- o. **Public Health Preparedness Capability Surveys:** A series of surveys sponsored by HSPR for capturing information from LPHAs for HSPR to report to CDC and inform trainings and planning for local partners.

3. **Alignment with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon’s Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

- a. **Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities							
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services Direct services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response	
<i>Asterisk (*) = Primary foundational program that aligns with each component</i>						<i>X = Foundational capabilities that align with each component</i>							
<i>X = Other applicable foundational programs</i>													
Planning	X	X	X	X		X	X	X	X	X	X	X	
Partnerships and MOUs	X	X	X	X		X	X	X	X	X	X	X	
Surveillance and Assessment	X	X	X	X		X	X	X	X	X	X	X	
Response and Exercises	X	X	X	X		X	X	X	X	X	X	X	
Training and Education	X	X	X	X		X	X	X	X	X	X	X	

**Note: Emergency preparedness crosses over all foundational programs.**

- b. **The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Accountability Metric:** Not applicable
- c. **The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Modernization Process Measure:** Not applicable

4. **Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:

- a. Engage in activities as described in its approved PHEPR Work Plan and multi-year training and exercise plan (MYTEP), which are due to OHA HSPR on or before August 15 and which has been approved by OHA HSPR by September 15. LPHA must use the PHEPR Work Plan Template Instructions and Guidance which OHA will provide to LPHA.
- b. Use funds for this Program Element in accordance with its approved PHEPR budget, which is due to OHA HSPR on or before August 15 and which has been approved by OHA HSPR by

September 15. LPHA must use the PHEPR Budget Template which is set forth in Attachment 1, incorporated herein with this reference.

- (1) **Contingent Emergency Response Funding:** Such funding is subject to restrictions imposed by CDC at the time of the emergency and would provide funding under circumstances when a delay in award would result in serious injury or other adverse impact to the public.

Since the funding is contingent upon Congressional appropriations, whether contingent emergency response funding awards can be made will depend upon the facts and circumstances that exist at the time of the emergency; the particular appropriation from which the awards would be made, including whether it contains limitations on its use; authorities for implementation; or other relevant factors. No activities are specified for this authorization at this time.

- (2) **Non-Supplantation.** Funds provided under this Agreement for this Program Element must not be used to supplant state, local, other non-federal, or other federal funds.
- (3) **Public Health Preparedness Staffing.** LPHA must identify a PHEPR Coordinator who is directly funded from PHEPR grant. LPHA staff who receive PHEPR funds must have planned activities identified within the approved PHEPR Work Plan. The PHEPR Coordinator will be the OHA's chief point of contact related to grant deliverables. LPHA must implement its PHEPR activities in accordance with its approved PHEPR Work Plan.
- (4) **Use of Funds.** Funds awarded to the LPHA under this Agreement for this Program Element may only be used for activities related to the CDC Public Health Emergency Preparedness and Response Capabilities in accordance with permitted "Use of Funds" as set forth in Attachment 2 and incorporated herein by reference and pursuant to an approved PHEPR budget using the template set forth as Attachment 1 to this Program Element.
- (5) **Modifications to Budget.** Modifications to the budget exceeding a total of \$5,000, add a new line item, or change the indirect line item by any amount require submission of a revised budget to the liaison and final receipt of approval from the HSPR fiscal officer.
- (6) **Conflict between Documents.** In the event of any conflict or inconsistency between the provisions of the approved PHEPR Work Plan or PHEPR Budget and the provisions of this Agreement, this Agreement shall control.
- (7) **Unspent funds.** PHEPR funding is not guaranteed as a carryover to a subsequent fiscal year if funds are unspent in any given fiscal year.

c. **Statewide and Regional Coordination:** LPHA must coordinate and participate with state, regional, and local Emergency Support Function partners and stakeholders to include, but not limited to, other public health and health care programs, HCCs, emergency management agencies, EMS providers, behavioral/mental health agencies, community organizations, older adult-serving organizations, educational agencies and state childcare lead agencies as applicable.<sup>10</sup>

- (1) Attendance by LPHA leadership, PHEPR coordinator, or other staff involved in preparedness activities is strongly encouraged at one of the HSPR co-sponsored preparedness conferences, which includes the Oregon Epidemiologists' Meeting (OR-Epi) and the Oregon Prepared Conference.

<sup>10</sup> U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. (2019) *Public Health Emergency Preparedness (PHEP) Cooperative Agreement* (CDC-RFA-TP19-1901). Retrieved from <https://www.grants.gov/web/grants/view-opportunity.html?oppId=310318>. 10.

- (2) Participation in emergency preparedness subcommittees, work groups and projects for the sustainment of public health emergency preparedness and response as appropriate.
  - (3) Collaboration with HCC partners to develop and maintain plans, conduct training and exercises, and respond to public health threats and emergencies using a whole-community approach to preparedness management that includes:<sup>11</sup>
    - (a) Identification of populations at risk of being disproportionately impacted by incidents or events.
    - (b) Coordination with community-based organizations.
    - (c) Integration of Access and Functional needs of individuals.
    - (d) Development or expansion of child-focused planning and partnerships.
    - (e) Engaging field/area office on aging.
    - (f) Engaging mental/behavioral health partners and stakeholders.
  - (4) Participation and planning at the local level in all required statewide exercises as referenced in the Workplan Minimum Requirements and MYTEP Blank Template tabs, which OHA has provided to LPHA.
  - (5) Participation in a minimum of 75% of statewide HSPR-hosted monthly conference calls for LPHAs and Tribes.
  - (6) Participation in activities associated with local, regional, or statewide emerging threats or incidents as identified by HSPR or LPHA that includes timely assessment and sharing of essential elements of information for identification and investigation of an incident with public health impact, as agreed upon by HSPR and the CLHO Emergency Preparedness and Response subcommittee.<sup>12</sup>
  - (7) Work to develop and maintain a portfolio of community partnerships to support preparedness, mitigation, response and recovery efforts.<sup>13</sup> Portfolio must include viable contact information from community sectors as defined by the CDC: business; community leadership; cultural and faith-based groups and organizations; emergency management; healthcare; human services; housing and sheltering; media; mental/behavioral health; office of aging or its equivalent; education and childcare settings.<sup>14</sup>
- d. **Public Health Preparedness Capability Survey:** LPHA must complete all applicable Public Health Preparedness Capability Survey(s) sponsored by HSPR by December 1 each year or applicable Due Date based on CDC requirements.<sup>15</sup>
- e. **PHEPR Work Plan:** PHEPR Work Plans must be written with clear and measurable objectives in support of the CDC Public Health Emergency Preparedness and Response Capabilities with timelines and include:

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<sup>11</sup> U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. (2019) *Public Health Emergency Preparedness (PHEP) Cooperative Agreement* (CDC-RFA-TP19-1901). Retrieved from <https://www.grants.gov/web/grants/view-opportunity.html?opId=310318>. 8-9.

<sup>12</sup> Public Health Accreditation Board. Retrieved from <https://phaboard.org/>  
State and Local Administration and Enforcement of Public Health Laws 36 O.R.S § 431.133-134 (2015). Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)

Public Health Preparedness 3 O.A.R. § 333-003-0050 (2008). Retrieved from <https://secure.sos.state.or.us/oard/>

<sup>13</sup> Oregon Public Health Division. (2017) *Public health modernization manual*. Oregon Health Authority. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf) 62.

<sup>14</sup> Centers for Disease Control and Prevention. (2018). *Public health emergency preparedness and response capabilities*. Atlanta, GA: U.S. Department of Health and Human Services. Retrieved from <https://www.cdc.gov/cpr/readiness/capabilities.htm>

<sup>15</sup> Oregon Public Health Division. (2017) *Public health modernization manual*. Oregon Health Authority. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf) 58-62.  
State and Local Administration and Enforcement of Public Health Laws. 36 O.R.S § 431.138. (2015) Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)

- (1) At least three broad program goals that address gaps, operationalize plans, and guide PHEPR Work Plan activities.
    - (a) Planning.
    - (b) Training and education.
    - (c) Exercises.
    - (d) Community Education and Outreach and Partner Collaboration.
    - (e) Administrative and Fiscal activities.
  - (2) Activities will include or address persons with Access and Functional Needs.<sup>16</sup>
  - (3) Local public health leadership will review and approve PHEPR Work Plans.
- f. **PHEPR Work Plan Performance:** LPHA must complete all minimum requirements of the PE-12 by June 30 each year. If LPHA does not meet the minimum requirements of the PE-12 for each of the three years during a triennial review period, not due to unforeseen public health events, it may not be eligible to receive funding under this Program Element in the next fiscal year. Minimum requirements are delineated in the designated tab of the PHEPR Work Plan Template which OHA has provided to LPHA. Work completed in response to a HSPR-required exercise, a response to an uncommon disease outbreak, or other uncommon event of significance that requires an LPHA response and is tied to the CDC Public Health Emergency Preparedness and Response Capabilities may, upon HSPR approval, be used to replace PHEPR Work Plan activities interrupted or delayed.
- g. **24/7/365 Emergency Contact Capability.**
- (1) LPHA must establish and maintain a single telephone number whereby, physicians, hospitals, other health care providers, OHA and the public can report public health emergencies within the LPHA service area.
    - (a) The contact number must be easy to find through sources in which the LPHA typically makes information available including local telephone directories, traditional websites and social media pages. It is acceptable for the publicly listed phone number to provide after-hours contact information by means of a recorded message. LPHA must list and maintain both the switchboard number and the 24/7/365 numbers on the HAN.<sup>17</sup>
    - (b) The telephone number must be operational 24 hours a day, 7 days a week, 365 days a year and be an eleven-digit telephone number available to callers from outside the local emergency dispatch. LPHA may use an answering service or their Public Safety Answering Point (PSAP) in this process, provided that the eleven-digit telephone number of the PSAP is made available for callers from outside the locality.<sup>18</sup>

<sup>16</sup> Oregon Public Health Division. (2017) *Public health modernization manual*. Oregon Health Authority. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf) 58-59.

<sup>17</sup> U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. (2019) *Public Health Emergency Preparedness (PHEP) Cooperative Agreement* (CDC-RFA-TP19-1901). Retrieved from <https://www.grants.gov/web/grants/view-opportunity.html?oppId=310318>. Domain 3. State and Local Administration and Enforcement of Public Health Laws 36 O.R.S § 431.133-134 (2015). Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)

Oregon Public Health Division (September 2017) *Public Health Modernization Manual*. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf) 58-62.

<sup>18</sup> U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. (2019) *Public Health Emergency Preparedness (PHEP) Cooperative Agreement* (CDC-RFA-TP19-1901). Retrieved from <https://www.grants.gov/web/grants/view-opportunity.html?oppId=310318>. Domain 3. State and Local Administration and Enforcement of Public Health Laws 36 O.R.S § 431.133-134 (2015). Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)

Oregon Public Health Division (September 2017) *Public Health Modernization Manual*. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf) 58-62.

- (c) The LPHA telephone number described above must be answered by a knowledgeable person with the ability to properly route the call to a local public health administrator or designee.
- (2) An LPHA official must respond within 60 minutes, to calls received on 24/7/365 telephone number, during statewide communication drills and quarterly tests.<sup>19</sup>
  - (a) Quarterly test calls to the 24/7/365 telephone line will be conducted by HSPR program staff.
  - (b) Following a quarterly test, LPHA must take any corrective action needed within 30 days of notification of any deficiency to the best of their ability.

**h. HAN**

- (1) A HAN Administrator must be appointed for LPHA and this person's name and contact information must be provided to the HSPR liaison and the State HAN Coordinator.<sup>20</sup>
- (2) The HAN Administrator must:
  - (a) Agree to the HAN Security Agreement and State of Oregon Terms and Conditions.
  - (b) Complete appropriate HAN training for their role.
  - (c) Ensure local HAN user and county role directory is maintained (add, modify and delete users; make sure users have the correct license).
  - (d) Act as a single point of contact for all LPHA HAN issues, user groups, and training.
  - (e) Serve as the LPHA authority on all HAN related access (excluding hospitals and Tribes).
  - (f) Coordinate with the State HAN Coordinator to ensure roles are correctly distributed within each county.
  - (g) Ensure participation in OHA Emergency Support Function 8 (Health and Medical) tactical communications exercises. Deliverable associated with this exercise will be the test of the LPHA HAN system roles via alert confirmation for: Health Officer, Communicable Disease (CD) Coordinator(s), Preparedness Coordinator, PIO and LPHA County HAN Administrator within one hour.<sup>21</sup>
  - (h) Initiate at least one local call down exercise/ drill for LPHA staff annually. If the statewide HAN is not used for this process, LPHA must demonstrate through written procedures how public health staff and responding partners are notified during emergencies.
  - (i) Perform general administration for all local implementation of the HAN system in their respective organizations.

<sup>19</sup> Centers for Disease Control and Prevention. (2018). *Public health emergency preparedness and response capabilities*. Atlanta, GA: U.S. Department of Health and Human Services. Retrieved from <https://www.cdc.gov/cpr/readiness/capabilities.htm>

<sup>20</sup> U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. (2019) *Public Health Emergency Preparedness (PHEP) Cooperative Agreement* (CDC-RFA-TP19-1901). Retrieved from <https://www.grants.gov/web/grants/view-opportunity.html?oppId=310318>. Domain 3. State and Local Administration and Enforcement of Public Health Laws 36 O.R.S § 431.133 (2015). Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)

Oregon Public Health Division (September 2017) *Public Health Modernization Manual*. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf). 58-62.

<sup>21</sup> Centers for Disease Control and Prevention. (2018). *Public health emergency preparedness and response capabilities*. Atlanta, GA: U.S. Department of Health and Human Services. Retrieved from <https://www.cdc.gov/cpr/readiness/capabilities.htm>

- (j) Review LPHA HAN users two times annually to ensure users are updated, assigned their appropriate roles and that appropriate users are deactivated.
  - (k) Facilitate in the development of the HAN accounts for new LPHA users.
- i. **Multi-Year Training and Exercise Plan (MYTEP):** LPHA must annually submit to HSPR on or before August 15, an updated MYTEP as part of their annual work plan update.<sup>22</sup> The MYTEP must meet the following conditions:
- (1) Demonstrate continuous improvement and progress toward increased capability to perform functions and tasks associated with the CDC Public Health Emergency Preparedness and Response Capabilities.
  - (2) Include priorities that address lessons learned from previous exercises events, or incidents as described in the LPHA’s After Action Reports (AAR)/ Improvement Plans (IP).
  - (3) LPHA must work with Emergency Management, local health care partners and other community partners to integrate exercises and align MYTEPs, as appropriate.
  - (4) Identify at least two exercises per year if LPHA’s population is greater than 10,000 and one exercise per year if LPHA’s population is less than 10,000.
  - (5) Identify a cycle of exercises that increase in complexity over a three-year period, progressing from discussion-based exercises (e.g. seminars, workshops, tabletop exercises, games) to operation-based exercises (e.g. drills, functional exercises and full-scale exercises); exercises of similar complexity are permissible within any given year of the plan.
  - (6) A HSPR-required exercise, a response to an uncommon disease outbreak, or other uncommon event of significance that requires an LPHA response and is tied to the CDC Public Health Emergency Preparedness and Response Capabilities may, upon HSPR approval, be used to satisfy exercise requirements.
  - (7) For an exercise or incident to qualify, under this requirement the exercise or incident must:
    - (a) **Exercise:**  
LPHA must:
      - Submit to HSPR Liaison 30 days in advance of each exercise an exercise notification or exercise plan that includes a description of the exercise, exercise objectives, CDC Public Health Emergency Preparedness and Response Capabilities addressed, a list of invited participants, and a list of exercise planning team members. An incident/exercise notification form that includes the required notification elements is included in Attachment 3 and is incorporated herein with this reference.
      - Involve two or more participants in the planning process.
      - Involve two or more public health staff and/ or related partners as active participants.
      - Submit to HSPR Liaison an AAR that includes an Improvement Plan within 60 days of every exercise completed. An improvement plan

<sup>22</sup> Oregon Public Health Division (September 2017) *Public Health Modernization Manual*. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf) 58-62.  
 U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. (2019) *Public Health Emergency Preparedness (PHEP) Cooperative Agreement* (CDC-RFA-TP19-1901). Retrieved from <https://www.grants.gov/web/grants/view-opportunity.html?oppId=310318>. Domain 1,2.  
 State and Local Administration and Enforcement of Public Health Laws 36 O.R.S § 431.138 (2015). Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)



template is included as part of the incident/exercise notification form in Attachment 3.

**(b) Incident:**

LPHA must:

- Submit LPHA incident objectives or Incident Action Plan to HSPR Liaison within 48 hours of receiving notification of an incident that requires an LPHA response. An incident/exercise notification form that includes the required notification elements is included in Attachment 3.
  - Submit to HSPR Liaison an AAR that includes an Improvement Plan within 60 days of every incident or public health response completed. An improvement plan template is included as part of the incident/exercise notification form in Attachment 3.
- (8)** LPHA must coordinate exercise design and planning with local Emergency Management and other partners for community engagement, as appropriate.<sup>23</sup>
- (9)** Staff responsible for emergency planning and response roles must be trained for their respective roles consistent with their local emergency plans and according to CDC Public Health Emergency Preparedness and Response Capabilities,<sup>24</sup> the Public Health Accreditation Board, and the National Incident Management System.<sup>25</sup> The training portion of the plan must:
- (a)** Include training on how to discharge LPHA statutory responsibility to take measures to control communicable disease in accordance with applicable law.
  - (b)** Identify and train appropriate LPHA staff<sup>26</sup> to prepare for public health emergency response roles and general emergency response based on the local identified hazards.
- j. Maintaining Training Records:** LPHA must maintain training records that demonstrate NIMS compliance for all local public health staff for their respective emergency response roles.<sup>27</sup>
- k. Plans:** LPHA must maintain and execute emergency preparedness procedures and plans as a component of its jurisdictional Emergency Operations Plan.
- (1)** LPHA must establish and maintain at a minimum the following plans:<sup>28</sup>
- (a)** Base Plan.
  - (b)** Medical Countermeasure Dispensing and Distribution (MCMDD) plan.<sup>29</sup>

<sup>23</sup> Oregon Public Health Division. (2017) *Public health modernization manual*. Oregon Health Authority. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf). 58-62.

<sup>24</sup> Centers for Disease Control and Prevention. (2018). *Public health emergency preparedness and response capabilities*. Atlanta, GA: U.S. Department of Health and Human Services. Retrieved from <https://www.cdc.gov/cpr/readiness/capabilities.htm>. Capability 1.

<sup>25</sup> National Incident Management System. (2017). Retrieved from <https://www.fema.gov/national-incident-management-system>

<sup>26</sup> State and Local Administration and Enforcement of Public Health Laws 36 O.R.S § 431.134 (2015). Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)

<sup>27</sup> Oregon Office of Emergency Management. (2014). *National Incident Management System – Who takes what?*

<sup>28</sup> Public Health Preparedness, 3 O.A.R. § 333-003-0050 (2008). Retrieved from <https://secure.sos.state.or.us/oard/>

Presidential Policy Directive-8: National Preparedness (2011). Retrieved from <https://www.dhs.gov/presidential-policy-directive-8-national-preparedness>

<sup>29</sup> Oregon Public Health Division (September 2017) *Public Health Modernization Manual*. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf). 58-62.

State and Local Administration and Enforcement of Public Health Laws 36 O.R.S § 431.132,138 (2015). Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)

U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. (2019) *Public Health Emergency Preparedness (PHEP) Cooperative Agreement* (CDC-RFA-TP19-1901). Retrieved from <https://www.grants.gov/web/grants/view-opportunity.html?oppId=310318>. Domain 1.

Public Health Preparedness, 3 O.A.R. § 333-003-0200 (2008). Retrieved from <https://secure.sos.state.or.us/oard/>

Presidential Policy Directive-8: National Preparedness (2011). Retrieved from <https://www.dhs.gov/presidential-policy-directive-8-national-preparedness>

- (c) Continuity of Operations Plan (COOP).<sup>30</sup>
- (d) Communications and Information Plan.<sup>31</sup>
- (2) All plans, annexes, and appendices must:
  - (a) Be updated whenever an AAR improvement item is identified as requiring a change or biennially at a minimum.
  - (b) Address, as appropriate, the CDC Public Health Emergency Preparedness and Response Capabilities based on the local identified hazards.
  - (c) Be functional and operational by June 30, 2022.<sup>32</sup>
  - (d) Comply with the NIMS.<sup>33</sup>
  - (e) Include a record of changes that includes a brief description, the date, and the author of the change made; and
  - (f) Include planning considerations for persons with Access and Functional Needs.

**I. COVID-19**

LPHA must:

- (1) By September 1, 2021, submit a community intervention implementation plan that describes how the LPHA will achieve the following three mitigation goals:
  - (a) Slow transmission of disease.
  - (b) Minimize morbidity and mortality; and
  - (c) Preserve healthcare, workforce, and infrastructure functions and minimize social and economic impacts. The plan should address how the LPHA will:
    - i. Minimize potential spread and reduce morbidity and mortality of COVID-19 in communities.
    - ii. Plan and adapt for disruption caused by community spread and implement interventions to prevent further spread.
    - iii. Ensure healthcare system response is an integrated part of community interventions.
    - iv. Ensure integration of community mitigation interventions with health system preparedness and response plans and interventions.

OHA will send “Community Intervention Implementation Plan” template to complete (c) above.

- (2) Partner with COVID-19 regional planning to conduct virtual infection control assessments in congregate care settings within their jurisdiction.

<sup>30</sup> Oregon Public Health Division (September 2017) *Public Health Modernization Manual*. Retrieved from [https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](https://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf) 58-62.

Federal Emergency Management Agency. (2018) *Continuity Guidance Circular*. Retrieved from <https://www.fema.gov/media-library-data/1520878493235-1b9685b2d01d811abfd23da960d45e4f/ContinuityGuidanceCircularMarch2018.pdf>

State and Local Administration and Enforcement of Public Health Laws 36 O.R.S § 431.138 (2015). Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)

<sup>31</sup> State and Local Administration and Enforcement of Public Health Laws 36 O.R.S § 431.133 (2015). Retrieved from [https://www.oregonlegislature.gov/bills\\_laws/ors/ors431.html](https://www.oregonlegislature.gov/bills_laws/ors/ors431.html)

<sup>32</sup> U.S. Department of Health and Human Services, Centers for Disease Control and Prevention. (2019) *Public Health Emergency Preparedness (PHEP) Cooperative Agreement* (CDC-RFA-TP19-1901). Retrieved from <https://www.grants.gov/web/grants/view-opportunity.html?oppId=310318>. Domain 2,4.

Presidential Policy Directive-8: National Preparedness (2011). Retrieved from <https://www.dhs.gov/presidential-policy-directive-8-national-preparedness>

<sup>33</sup> National Incident Management System. (2017). Retrieved from <https://www.fema.gov/national-incident-management-system>

Office of Emergency Management. (2014) 10 O.A.R. § 104-010-0005. Retrieved from <https://secure.sos.state.or.us/oard/>

- (3) Participate in local and regional planning efforts related to hospital transfers.
- (4) Conduct intensive case and contact investigations as community transmission declines within the jurisdiction.

5. **General Revenue and Expense Reporting.** LPHA must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of this Agreement. These reports must be submitted to OHA each quarter on the following schedule:

Fiscal Quarter	Due Date
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

6. **Reporting Requirements.**

- a. **PHEPR Work Plan.** LPHA must implement its PHEPR activities in accordance with its OHA HSPR-approved PHEPR Work Plan. Dependent upon extenuating circumstances, modifications to this PHEPR Work Plan may only be made with OHA HSPR agreement and approval. Proposed PHEPR Work Plan will be due on or before August 15. Final approved PHEPR Work Plan will be due on or before September 15.
- b. **Mid-year and end of year PHEPR Work Plan reviews.** LPHA must complete PHEPR Work Plan updates in coordination with their HSPR liaison on at least a minimum of a semi-annual basis.
  - (1) Mid-year work plan reviews may be conducted between October 1 and March 31.
  - (2) End of year work plan reviews may be conducted between April 1 and August 15.
- c. **Triennial Review.** This review will be completed in conjunction with the statewide Triennial Review schedule as determined by the Office of the State Public Health Director. A year-end work plan review may be scheduled in conjunction with a triennial review. This Agreement will be integrated into the Triennial Review Process.
- d. **Multi-Year Training and Exercise Plan (MYTEP).** LPHA must annually submit a MYTEP to HSPR Liaison on or before August 15. Final approved MYTEP will be due on or before September 15.
- e. **Exercise Notification.** LPHA must submit to HSPR Liaison 30 days in advance of each exercise an exercise notification that includes a description of the exercise, exercise objectives, CDC Public Health Emergency Preparedness and Response Capabilities addressed, a list of invited participants, and a list of exercise planning team members.
- f. **Response Documentation.** LPHA must submit LPHA incident objectives or Incident Action Plan to HSPR Liaison within 48 hours of receiving notification of an incident that requires an LPHA response.
- g. **After Action Report / Improvement Plan.** LPHA must submit to HSPR Liaison an After Action Report/Improvement Plan within 60 days of every exercise, incident, or public health response completed.

7. **Performance Measures:** LPHA will progress local emergency preparedness planning efforts in a manner designed to achieve the 15 CDC National Standards for State and Local Planning for Public Health Emergency Preparedness and LPHA will be evaluated by Mid-year, End of Year and Triennial Reviews.<sup>34</sup>

<sup>34</sup> Centers for Disease Control and Prevention. (2018). *Public health emergency preparedness and response capabilities*. Atlanta, GA: U.S. Department of Health and Human Services. Retrieved from <https://www.cdc.gov/cpr/readiness/capabilities.htm>

ATTACHMENT 1<sup>35</sup> - PHEPR Program Annual Budget

County \_\_\_\_\_

July 1, 2021 - June 30, 2022

			Total	Total
<b>PERSONNEL</b>			<b>\$0</b>	<b>\$0</b>
	Subtotal			
	List as an Annual Salary	% FTE based on 12 months	0	
<i>(Position Title and Name)</i>			0	
Brief description of activities, for example, This position has primary responsibility for _____ County PHEP activities.				
Fringe Benefits @ ( )% of describe rate or method			0	
<b>TRAVEL</b>			<b>\$0</b>	<b>\$0</b>
<b>Total In-State Travel:</b> (describe travel to include meals, registration, lodging and mileage)				
			\$0	
Hotel Costs:				
Per Diem Costs:				
Mileage or Car Rental Costs:				
Registration Costs:				
Misc. Costs:				
<b>Out-of-State Travel:</b> (describe travel to include location, mode of transportation with cost, meals, registration, lodging and incidentals along with number of travelers)				
			\$0	
Air Travel Costs:				
Hotel Costs:				
Per Diem Costs:				
Mileage or Car Rental Costs:				
Registration Costs:				

<sup>35</sup> A fillable template is available from HSPR Liaison.

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

Misc. Costs:				
<b>CAPITAL EQUIPMENT (individual items that cost \$5,000 or more)</b>	\$0		\$0	\$0
<b>SUPPLIES</b>	\$0		\$0	\$0
<b>CONTRACTUAL (list each Contract separately and provide a brief description)</b>	\$0		\$0	\$0
Contract with (____) Company for \$_____, for (_____) services.				
Contract with (____) Company for \$_____, for (_____) services.				
Contract with (____) Company for \$_____, for (_____) services.				
<b>OTHER</b>	\$0		\$0	\$0
<b>TOTAL DIRECT CHARGES</b>			\$0	\$0
<b>TOTAL INDIRECT CHARGES @ ___% of Direct Expenses or describe method</b>			\$0	\$0
<b>TOTAL BUDGET:</b>			\$0	\$0

Date, Name and phone number of person who prepared budget

NOTES:

Salaries should be listed as a full time equivalent (FTE) of 2,080 hours per year - for example an employee working .80 with a yearly salary of \$62,500 (annual salary) which would computer to the sub-total column as \$50,000

% of FTE should be based on a full year FTE percentage of 2080 hours per year - for example an employee listed as 50 hours per month would be  $50 \times 12 / 2080 = .29$  FTE

**Attachment 2: Use of Funds**

Subject to CDC grant requirements, funds may be used for the following:

- a. Reasonable program purposes, including personnel, travel, supplies, and services.
- b. To supplement but not supplant existing state or federal funds for activities described in the budget.
- c. To purchase basic, non-motorized trailers with prior approval from the CDC OGS.
- d. For overtime for individuals directly associated (listed in personnel costs) with the award with prior approval from HSPR.
- e. For deployment of PHEPR-funded personnel, equipment, and supplies during a local emergency, in-state governor-declared emergency, or via the Emergency Management Assistance Compact (EMAC).
- f. To lease vehicles to be used as means of transportation for carrying people or goods, e.g., passenger cars or trucks and electrical or gas-driven motorized carts with prior approval from HSPR.
- g. To purchase material-handling equipment (MHE) such as industrial or warehouse-use trucks to be used to move materials, such as forklifts, lift trucks, turret trucks, etc. Vehicles must be of a type not licensed to travel on public roads with prior approval from HSPR.
- h. To purchase caches of antibiotics for use by first responders and their families to ensure the health and safety of the public health workforce.
- i. To support appropriate accreditation activities that meet the Public Health Accreditation Board's preparedness-related standards

Subject to CDC grant requirements, funds may not be used for the following:

- a. Research.
- b. Clinical care except as allowed by law. Clinical care, per the FOA, is defined as "directly managing the medical care and treatment of patients."
- c. The purchase of furniture or equipment - unless clearly identified in grant application.
- d. Reimbursement of pre-award costs (unless approved by CDC in writing).
- e. Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body.
- f. The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body.
- g. Construction or major renovations.
- h. Payment or reimbursement of backfilling costs for staff.
- i. Paying the salary of an individual at a rate in excess of Executive Level II or \$187,000.00 per year.
- j. The purchase of clothing such as jeans, cargo pants, polo shirts, jumpsuits, or t-shirts.
- k. The purchase or support of animals for labs, including mice.
- l. The purchase of a house or other living quarter for those under quarantine.
- m. To purchase vehicles to be used as means of transportation for carrying people or goods, such as passenger cars or trucks and electrical or gas-driven motorized carts.

ATTACHMENT 3<sup>36</sup>

**Incident/Exercise Summary Report**

<b>Notification</b>			
<i>Exercise: Due 30 Days Before Exercise</i>			
<i>Incident: Within 48 hours of notification of incident requiring a response</i>			
<b>Name of Exercise or Incident:</b>	Name of Exercise or Incident and OERS number, if relevant	<b>Date(s) of LPHA Play:</b>	Dates of Play
<b>Scope</b>	<b>Type of Exercise/Event:</b>	<input type="checkbox"/> Drill	<input type="checkbox"/> Functional Exercise
		<input type="checkbox"/> Tabletop Exercise	<input type="checkbox"/> Full Scale Exercise
	<b>Participating Organizations:</b>	List all the names (if available) and agencies participating in your exercise	
	<b>Duration:</b>	How long will the exercise last? Or start/end time	<b>Location</b>
			Location of exercise, if known
<b>Objectives:</b>	List 1 to 3 SMART objectives		
<b>Primary Activities:</b>	List primary activities to be conducted with this incident or exercise		
<b>Design Team:</b>	List people who are participating in designing the exercise by name, agency		
<b>Point of Contact:</b>	Typically, the PHEP Coordinator's name	<b>LPHA or Tribe:</b>	Agency Name
<b>POC Email:</b>	Enter POC's email address	<b>Phone:</b>	Phone
<b>Capabilities Addressed</b>			
<b>BIOSURVEILLANCE</b> <input type="checkbox"/> 12: Public Health Laboratory Testing <input type="checkbox"/> 13: Public Health Surveillance and Epidemiological Investigation <b>COMMUNITY RESILIENCE</b> <input type="checkbox"/> 1: Community Preparedness <input type="checkbox"/> 2: Community Recovery <b>COUNTERMEASURES AND MITIGATION</b> <input type="checkbox"/> 8: Medical Countermeasure Dispensing and Administration <input type="checkbox"/> 9: Medical Materiel Management and Distribution <input type="checkbox"/> 11: Nonpharmaceutical Interventions <input type="checkbox"/> 14: Responder Safety and Health		<b>INCIDENT MANAGEMENT</b> <input type="checkbox"/> 3: Emergency Operations Coordination <b>INFORMATION MANAGEMENT</b> <input type="checkbox"/> 4: Emergency Public Information and Warning <input type="checkbox"/> 6: Information Sharing <b>SURGE MANAGEMENT</b> <input type="checkbox"/> 5: Fatality Management <input type="checkbox"/> 7: Mass Care <input type="checkbox"/> 10: Medical Surge <input type="checkbox"/> 15: Volunteer Management	
<b>After Action Report</b>			
<i>To be completed within 60 days of exercise or incident completion</i>			
<b>Strengths:</b>	What were the strengths identified during this exercise or incident?		
<b>Areas of Improvement:</b>	Were there any areas of improvement identified? List all in this space, then complete improvement plan on next page.		

<sup>36</sup> A fillable template is available from HSPR Liaison.

<b>Improvement Plan</b> <i>To be completed with action review                      and submitted to liaison within 60 days of exercise or incident completion</i>					
Name of Event or Exercise		Name of Exercise or Incident	Date(s)	Date(s) of Exercise or Incident	
CDC Public Health Capability Addressed	Issue(s)/Area(s) of Improvement	Corrective Action	Timeframe	Date Completed	
Capability Name	Describe the issue or refer to an item number in the after action report	Corrective action or planned activity	When do you expect to complete this activity?	To be filled in when completed	
		Corrective action or planned activity	When do you expect to complete this activity?	To be filled in when completed	
	Describe the issue or refer to an item number in the after action report	Corrective action or planned activity	When do you expect to complete this activity?	To be filled in when completed	
		Corrective action or planned activity	To be filled in when completed	To be filled in when completed	
Capability Name	Describe the issue or refer to an item number in the after action report	Corrective action or planned activity	When do you expect to complete this activity?	To be filled in when completed	
		Corrective action or planned activity	When do you expect to complete this activity?	To be filled in when completed	
	Describe the issue or refer to an item number in the after action report	Corrective action or planned activity	When do you expect to complete this activity?	To be filled in when completed	
		Corrective action or planned activity	To be filled in when completed	To be filled in when completed	
Capability Name	Describe the issue or refer to an item number in the after action report	Corrective action or planned activity	When do you expect to complete this activity?	To be filled in when completed	
		Corrective action or planned activity	When do you expect to complete this activity?	To be filled in when completed	
	Describe the issue or refer to an item number in the after action report	Corrective action or planned activity	When do you expect to complete this activity?	To be filled in when completed	
		Corrective action or planned activity	To be filled in when completed	To be filled in when completed	



**Program Element #13: Tobacco Prevention Education Program (TPEP)****OHA Program Responsible for Program Element:**

Public Health Division/Center for Health Prevention & Health Promotion/ Health Promotion and Chronic Disease Prevention Section

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to deliver the Tobacco Prevention Education Program (TPEP). As described in the local program plan, activities are in the following areas:
  - a. **Facilitation of Community and Statewide Partnerships:** Accomplish movement toward tobacco-free communities through a coalition or other group dedicated to the pursuit of agreed upon local and statewide tobacco control objectives. Community partnerships should include local public health leadership, health system partners, non-governmental entities as well as community leaders.
    - (1) TPEP program should demonstrate ability to mobilize timely community support for local tobacco prevention objectives.
    - (2) TPEP program should be available and ready to respond to statewide policy opportunities and threats.
  - b. **Creating Tobacco-Free Environments:** Promote the adoption of tobacco-free policies, including policies in schools, workplaces and public places. Demonstrate community progress towards establishing jurisdiction-wide tobacco-free policies (e.g. local ordinances) for workplaces that still allow indoor smoking or expose employees to secondhand smoke. Establish tobacco-free policies for all county and city properties and government campuses.
  - c. **Countering Pro-Tobacco Influences:** Reduce the promotion of tobacco in retail environments by educating and aligning decision-makers about policy options for addressing the time, place and manner tobacco products are sold. Counter tobacco industry advertising and promotion. Reduce youth access to tobacco products, including advancing tobacco retail licensure and other evidence-based point of sale strategies.
  - d. **Promoting Quitting Among Adults and Youth:** Promote evidence-based practices for tobacco cessation with health system partners and implementation of Health Evidence Review Commission initiatives, including cross-sector interventions. Integrate the promotion of the Oregon Tobacco Quit Line into other tobacco control activities.
  - e. **Enforcement:** Assist OHA with the enforcement of statewide tobacco control laws, including the Indoor Clean Air Act, minors' access to tobacco and restrictions on smoking through formal agreements with OHA, Public Health Division.
  - f. **Reducing the Burden of Tobacco-Related Chronic Disease:** Address tobacco use reduction strategies in the broader context of chronic diseases and other risk factors for tobacco-related chronic diseases including cancer, asthma, cardiovascular disease, diabetes, arthritis, and stroke. Ensure Local Public Health Authority (LPHA) decision-making processes are based on data highlighting local, statewide and national tobacco-related disparities. Ensure processes engage a wide variety of perspectives from those most burdened by tobacco including representatives of racial/ethnic minorities, Medicaid users, LGBTQ community members, and people living with disabilities, including mental health and substance use challenges.

The statewide Tobacco Prevention and Education Program (TPEP) is grounded in evidence-based best practices for tobacco control. The coordinated movement involves state and local programs working together to achieve sustainable policy, systems and environmental change in local communities that mobilize statewide. Tobacco use remains the number one cause of preventable death in Oregon and nationally. It is a major risk factor in developing asthma, arthritis, diabetes, stroke, tuberculosis and ectopic pregnancy – as well as liver, colorectal and other forms of cancer. It also worsens symptoms for people already living with chronic diseases.

Funds provided under this Agreement are to be used to reduce exposure to secondhand smoke, prevent youth from using tobacco, promote evidence-based practices for tobacco cessation, educate decision-makers about the harms of tobacco, and limit the tobacco industry's influence in the retail environment. Funds allocated to Local Public Health Authorities are to complement the statewide movement towards population-level outcomes including reduced tobacco disparities.

This Program Element, and all changes to this Program Element are effective the first day of the month noted in Issue Date section of Exhibit C of the Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.

**2. Definitions Specific to Tobacco Prevention Education Program (TPEP).**

**Oregon Indoor Clean Air Act (ICAA)** (also known as the Smokefree Workplace Law) protects workers and the public from secondhand smoke exposure in public, in the workplace, and within 10 feet of all entrances, exits, accessibility ramps that lead to and from an entrance or exit, windows that open and air-intake vents. The ICAA includes the use of "inhalant delivery systems." Inhalant delivery systems are devices that can be used to deliver nicotine, cannabinoids and other substances, in the form of a vapor or aerosol. These include e-cigarettes, vape pens, e-hookah and other devices. Under the law, people may not use e-cigarettes and other inhalant delivery systems in workplaces, restaurants, bars and other indoor public places in Oregon.

**3. Alignment with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon's Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

**a. Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities						
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services Direct services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response
<i>Asterisk (*) = Primary foundational program that aligns with each component</i>					<i>X = Foundational capabilities that align with each component</i>							
<i>X = Other applicable foundational programs</i>												
Facilitation of Community Partnerships		*		X		X	X	X	X	X	X	
Creating Tobacco-free Environments		*		X		X	X	X	X	X	X	
Countering Pro-Tobacco Influences		*				X	X	X	X	X	X	
Promoting Quitting Among Adults and Youth		X		*		X	X	X	X	X	X	
Enforcement		*	X			X	X	X	X	X	X	
Reducing the Burden of Tobacco-Related Chronic Disease		*		X		X	X	X	X	X	X	

**b. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Accountability Metric:**

Adults who smoke cigarettes

**c. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Modernization Process Measure:**

Percent of community members reached by local (tobacco retail/smoke free) policies

**4. Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:

- a.** Engage in activities as described in its local program plan and local program budget, which has been approved by OHA and on file based on a schedule to be determined by OHA. OHA will supply the required format and current service data for use in completing the plans. LPHA must

implement its TPEP activities in accordance with its approved local program plan and local program budget. Modifications to the plans may only be made with OHA approval.

- b. Ensure that LPHA leadership is appropriately involved and its local tobacco program is staffed at the appropriate level, depending on its level of funding, as specified in the award of funds for this Program Element.
- c. Use the funds awarded under this Agreement for this Program Element in accordance with its local program budget as approved by OHA and incorporated herein by this reference. Modifications to the local program budget may only be made with OHA approval. Funds awarded for this Program Element may not be used for treatment, direct cessation delivery, other disease control programs, or other efforts not devoted to tobacco prevention and education.
- d. Attend all TPEP meetings reasonably required by OHA.
- e. Comply with OHA’s TPEP Guidelines and Policies.
- f. Coordinate its TPEP activities and collaborate with other entities receiving TPEP funds or providing TPEP services.
- g. In the event of any omission from, or conflict or inconsistency between, the provisions of the local program plan and local program budget on file at OHA, the provisions of the Agreement and this Program Element, the provisions of this Agreement and this Program Element shall control.

5. **General Revenue and Expense Reporting.** LPHA must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of this Agreement. These reports must be submitted to OHA each quarter on the following schedule:

Fiscal Quarter	Due Date
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

6. **Reporting Requirements.** LPHA must submit local program plan reports on a semi-annual schedule to be reviewed by OHA. The reports must include, at a minimum, LPHA’s progress during the reporting period towards completing activities described in its local program plan. Upon request by OHA, LPHA must also submit reports that detail quantifiable outcomes of activities and data accumulated from community-based assessments of tobacco use. LPHA leadership and program staff must participate in reporting interviews on a schedule to be determined by OHA and LPHA.

7. **Performance Measures.**

- a. LPHA must operate the Tobacco Prevention Education Program (TPEP) described in its local program plan and in a manner designed to make progress toward achieving the following Public Health Modernization Process Measure:

Percent of community members reached by local (tobacco retail/smoke free) policies

- b. If LPHA completes fewer than 75% of the planned activities in its local program plan for two consecutive reporting periods in one state fiscal year LPHA will not be eligible to receive funding under this Program Element during the next state fiscal year.

**Program Element #42: Maternal, Child and Adolescent Health (MCAH) Services****OHA Program Responsible for Program Element:**

Public Health Division/Center for Health Prevention &amp; Health Promotion/Maternal and Child Health Section

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to deliver Maternal, Child and Adolescent Health (MCAH) Services.

**General Description.** Funding provided under this Agreement for this Program Element shall only be used in accordance with and subject to the restrictions and limitations set forth below and the Federal Title V Maternal and Child Health Block Grant Services (Title V MCH) to provide the following services:

- a. Title V MCH Block Grant Services;
- b. Perinatal, Child and Adolescent Health General Fund Preventive Health Services;
- c. Oregon MothersCare (OMC) Services;
- d. MCH Public Health Nurse Home Visiting Services (Babies First!, Family Connects, Nurse Family Partnership).

If funds awarded for MCAH Services, in the Financial Assistance Award located in Exhibit C to this Agreement, are restricted to a particular MCAH Service, those funds shall only be used by LPHA to support delivery of that specific service. All performance by LPHA under this Program Element, including but not limited to reporting obligations, shall be to the satisfaction of OHA.

This Program Element, and all changes to this Program Element are effective the first day of the month noted in Issue Date section of Exhibit C of the Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.

2. **Definitions Specific to Maternal, Child and Adolescent Health (MCAH) Services.**

- a. **Title V MCH Block Grant Services:** The purpose of Title V MCH Block grant is to provide a foundation for ensuring the health of the Nation's mothers, women, children, and youth. Services delivered using Federal Title V MCH funding will comply with Federal Title V MCH statute and Oregon's Title V MCH implementation guidance, and address Oregon's Title V priorities.
- b. **Perinatal, Child and Adolescent Health General Fund Preventive Health Services:** Activities, functions, or services that support the optimal health outcomes for pregnant persons before, after and between pregnancies and infants, children and adolescents.
- c. **OMC Services:** Oregon MothersCare referral services for prenatal care and related services provided to pregnant persons as early as possible in their pregnancies, with the goal of improving access to early prenatal care services in Oregon. OMC Services shall include an ongoing outreach campaign, utilization of the statewide toll-free 211 Info telephone hotline system, and local access sites to assist pregnant persons to obtain prenatal care services.
- d. **MCH Public Health Nurse Home Visiting Services (Babies First!, Family Connects, Nurse Family Partnership):** The primary goal of MCH Public Health Nurse Home Visiting Services are to strengthen families and improve the health status of women and children. Services are delivered or directed by public health nurses (PHNs) and are provided during home visits.

3. **Alignment with Modernization Foundational Programs and Foundational.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon's Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization)))

[manual.pdf](#)):

**a. Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities						
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services Direct services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response
Asterisk (*) = Primary foundational program that aligns with each component X = Other applicable foundational programs						X = Foundational capabilities that align with each component						
(Component 1) Title V MCH Block Grant Services		*		X	X	X	X	X	X	X	X	
(Component 2) Perinatal, Child and Adolescent Health General Fund Preventive Health Services		*		X	X		X	X	X		X	
(Component 3) Oregon MothersCare Services		*		X	X		X	X	X		X	
(Component 4) MCH PHN Home Visiting Services		*		X	X		X	X	X		X	

**b. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Accountability Metric:**

Not Applicable

**c. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Modernization Process Measure:**

Not Applicable

4. **Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:
- a. **General Requirements**
- (1) **Data Collection.** LPHA must provide MCAH client data, in accordance with Title V Section 506 [42 USC 706], defined by revised 2015 Federal Guidance, to OHA with respect to each individual receiving any MCAH Service supported in whole or in part with MCAH Service funds provided under this Agreement.
  - (2) MCAH Services must be implemented with a commitment to racial equity as demonstrated by the use of policies, procedures and tools for racial equity and cultural responsiveness.
  - (3) **Funding Limitations.** Funds awarded under this Agreement for this Program Element and listed in the Exhibit C, Financial Assistance Award must be used for services or activities described in this Program Element according to the following limitations:
    - (a) **MCAH Title V CAH (PE42-07, PE42-08):**
      - i. Funds are designated for services for women, infants, children, and adolescents less than 21 years of age (Title V, Section 505 [42 USC 705(a)(3)(A)]).
      - ii. Title V funds shall not be used as match for any federal funding source.
      - iii. Title V funds must be used for services that support federal or state-identified Title V MCAH priorities as outlined in section.
      - iv. LPHA shall not use more than 10% of the Title V funds awarded for a particular MCAH Service on indirect costs. For purposes of this Program Element, indirect costs are defined as “costs incurred by an organization that are not readily identifiable but are nevertheless necessary to the operation of the organization and the performance of its programs.” These costs include, but are not limited to, “costs of operating and maintaining facilities, for administrative salaries, equipment, depreciation, etc.” in accordance with Title V, Section 504 [42 USC 704(d)].
      - v. Charges imposed by a State for services under this program must be pursuant to a published schedule of charges and adjusted to reflect the income, resources, and family size of the recipients. No charges may be imposed for low-income mothers or children (42 USC 705(a)(5)(D)). The official poverty guideline, as revised annually by HHS, shall be used to determine whether an individual is considered low-income for this purpose.
    - (b) **MCAH Perinatal General Funds and Title XIX (PE42-03):** Funds must be used for public health services for women during the perinatal period (one year prior to conception through two years postpartum).
    - (c) **MCAH Babies First! General Funds (PE42-04):** Funds are limited to expenditures for MCH PHN Home Visiting Services (Babies First!, Family Connects, Nurse Family Partnership).

(d) **MCAH Oregon Mothers Care Title V (PE42-09, PE42-10):** Funds must be used for implementing OMC.

- i. Funds are designated for services for women, infants, children, and adolescents less than 21 years of age (Title V, Section 505 [42 USC 705(a)(3)(A)]).
- ii. Title V funds shall not be used as match for any federal funding source.
- iii. Title V funds must be used for services that support federal or state-identified Title V MCAH priorities as outlined in section.
- iv. LPHA shall not use more than 10% of the Title V funds awarded for a particular MCAH Service on indirect costs. For purposes of this Program Element, indirect costs are defined as “costs incurred by an organization that are not readily identifiable but are nevertheless necessary to the operation of the organization and the performance of its programs.” These costs include, but are not limited to, “costs of operating and maintaining facilities, for administrative salaries, equipment, depreciation, etc.” in accordance with Title V, Section 504 [42 USC 704(d)].
- v. Charges imposed by a State for services under this program must be pursuant to a published schedule of charges and adjusted to reflect the income, resources, and family size of the recipients. No charges may be imposed for low-income mothers or children (42 USC 705(a)(5)(D)). The official poverty guideline, as revised annually by HHS, shall be used to determine whether an individual is considered low-income for this purpose.

(e) **MCAH CAH General Funds and Title XIX (PE42-06):** Funds must be used for public health services for infants, children and adolescents.

b. **Title V MCH Block Grant Services.** All Title V MCH Block Grant Services supported in whole or in part with funds provided under this Agreement must be delivered in accordance with the following procedural and operational requirements:

- (1) **Medicaid Application.** Title V of the Social Security Act mandates that all maternal and child health-related programs identify and provide application assistance for pregnant persons and children potentially eligible for Medicaid services. LPHA must collaborate with OHA to assure Medicaid application assistance to pregnant persons and children who receive MCAH Services supported in whole or in part with funds provided under this Agreement for this Program Element and who are potentially eligible for Medicaid services, according to Title V Section 505 [42 USC 705].
- (2) LPHA must submit an annual plan for use of Title V funds demonstrating how Title V funds support activities directly related to Oregon’s Title V Priorities as operationalized by the Title V online reporting form. The Title V Plan shall include:
  - (a) Rationale for priorities selected reflecting the health needs of the MCAH population;
  - (b) Strategies, measures and timelines that coordinate with and support Oregon’s Title V priorities, strategies and Action Plan;
  - (c) Plan to measure progress and outcomes of the Title V funded activities;
  - (d) Prior year use of Title V funds; and



- (e) Projected use of Title V funds and other funds supporting the Title V annual plan.
- (3) LPHA must provide Title V MCH Block Grant Services administered or approved by OHA that support optimal health outcomes for women, infants, children, adolescents, and families. Title V MCH Block Grant Services include strategies and activities aligned with:
- (a) Oregon’s current Title V MCH Block Grant Application including:
    - i. Oregon’s Title V MCH national and state-specific priorities and performance measures based on findings of Oregon’s 5 year Title V MCH Block Grant Needs Assessment as defined across six population domains: Maternal/Women’s health, Perinatal/Infant Health, Child Health, Children and Youth with Special Healthcare Needs, Adolescent Health, and Cross- Cutting or Systems.
    - ii. Oregon’s evidence-based/informed Title V strategies and measures.
    - iii. Other MCAH Services identified through the annual plan and approved by OHA (up to 20% of Title V funding).
- c. Perinatal, Child and Adolescent Health General Fund Preventive Health Services.**
- (1) State MCAH Perinatal, Child and Adolescent Health General funded work may be used to address the following:
- (a) Title V MCH Block Grant Services as described above.
  - (b) Preconception health services such as screening, counseling and referral for safe relationships, domestic violence, alcohol, substance and tobacco use and cessation, and maternal depression and mental health.
  - (c) Perinatal health services such as MCH Public Health Nurse Home Visiting Services, Oregon MothersCare (OMC) Services, Oral Health; or other preventive health services that improve pregnancy outcomes and health.
  - (d) Infant and child health services such as MCH Public Health Nurse Home Visiting Services, child care health consultation, Sudden Infant Death Syndrome/Sudden Unexplained Infant Death follow-up, Child Fatality Review/Child Abuse Multi-Disciplinary Intervention, Early Hearing Detection and Intervention follow-up, oral health including dental sealant services; or other health services that improve health outcomes for infants and young children; and
  - (e) Adolescent health services such as School-Based Health Centers; teen pregnancy prevention; or other adolescent preventive health services that improve health outcomes for adolescents.
- d. OMC Services.** All OMC Services supported in whole or in part with funds provided under this Agreement must be delivered in accordance with the following procedural and operational requirements:
- (1) LPHA must designate a staff member as its OMC Coordinator to work with OHA on developing a local delivery system for OMC Services. LPHA’s OMC Coordinator must work closely with OHA to promote consistency around the state in the delivery of OMC Services.

- (2) LPHA must follow the OMC Protocols, as described in OHA’s Oregon MothersCare Manual provided to LPHA and its locations at which OMC Services are available, when providing OMC Services such as outreach and public education about the need for and availability of first trimester prenatal care, home visiting, prenatal care, including dental care, and other services as needed by pregnant persons.
- (3) As part of its OMC Services, LPHA must develop and maintain an outreach and referral system and partnerships for local prenatal care and related services.
- (4) LPHA must assist all women seeking OMC Services in accessing prenatal services as follows:
  - (a) Provide follow up services to clients and women who walk in or are referred to the OMC Site by the 211 Info and other referral sources; inform these individuals of the link to the local prenatal care provider system; and provide advocacy and support to individuals in accessing prenatal and related services.
  - (b) Provide facilitated and coordinated intake services and referral to the following services: Clinical Prenatal Care (CPC) Services (such as pregnancy testing, counseling, Oregon Health Plan (OHP) application assistance, first prenatal care appointment); MCH Home Visiting Services; WIC Services; screening for health risks such as Intimate Partner Violence, Smoking, Alcohol and other Drug use; other pregnancy support programs; and other prenatal services as needed.
- (5) LPHA must make available OMC Services to all pregnant persons within the county. Special outreach shall be directed to low-income pregnant persons and pregnant persons who are members of racial and ethnic minorities or who receive assistance in finding and initiating CPC. Outreach includes activities such as talks at meetings of local minority groups, exhibits at community functions to inform the target populations, and public health education with a focus on the target minorities. Low-income is defined as having an annual household income which is 190% or less of the federal poverty level (“FPL”) for an individual or family.
- (6) LPHA must make available to all pregnant persons within the county assistance in applying for OHP coverage and referrals to additional perinatal health services. Special outreach shall be directed to low-income pregnant persons and pregnant persons of racial and ethnic minorities.
- (7) LPHA must designate a representative who shall attend OMC site meetings conducted by OHA.

e. **MCH PHN Home Visiting Services (Babies First!, Family Connects and Nurse Family Partnership) Services.** All Babies First!/Nurse Family Partnership Services supported in whole or in part with funds provided under this Agreement for this Program Element must be delivered in accordance with the following procedural and operational requirements.

- (1) **Staffing Requirements and Staff Qualifications:**
  - (a) **Babies First!**
    - i. LPHA must designate a staff member as its Babies First! Supervisor.
    - ii. Babies First! Services must be delivered by or under the direction of a RN/PHN. Minimum required staffing is .5 FTE RN/PHN with a required minimum caseload of 20. RN/PHN BSN staff are preferred but not required.

- iii. If a local program is unable to meet the minimum staffing or caseload requirement, a variance request completed in consultation with the MCH Nurse Consultant and approved by an MCH Section manager must be in place.
    - iv. If a local program is implemented through a cross county collaboration with shared staff across jurisdictions a subcontract and/or Memorandum of Understanding must be in place defining the staffing and supervision agreements.
  - (b) **Family Connects:** LPHA must designate a staff member as its Family Connects Supervisor. If Family Connects Program is implemented through a cross county collaboration with shared staff across jurisdictions, a subcontract and/or Memorandum of Understanding must be in place defining the staffing and supervision agreements.
  - (c) **Nurse Family Partnership:** LPHA must designate a staff member as its Nurse Family Partnership Supervisor. If the Nurse Family Partnership program is implemented through a cross county collaboration with shared staff across jurisdictions, a subcontract and/or Memorandum of Understanding must be in place defining the supervision agreements.
- (2) **Activities and Services:**
  - (a) **Babies First!:** services may be provided to eligible perinatal women, infants and children through four years of age who have one or more risk factors for poor health or growth and development outcomes. Services may also be provided to a parent or primary caregiver of an eligible child. Services must be delivered in accordance with Babies First! Program Guidance provided by the Maternal and Child Health Section.
  - (b) **Family Connects:** Services must be delivered in accordance with the Family Connects model as defined by Family Connects International.
  - (c) **Nurse Family Partnership:** Services must be delivered in accordance with Nurse Family Partnership model elements and LPHA contract with the Nurse Family Partnership National Service Office.
- (3) **Nursing Practice.** All PHNs working in the Babies First!, Family Connects, or Nurse Family Partnership programs must adhere to nursing practice standards as defined by the Oregon State Board of Nursing.
- (4) **Targeted Case Management.** If the LPHA, as a provider of Medicaid services, chooses to bill for Targeted Case Management-eligible services, the LPHA must comply with the Targeted Case Management billing policy and codes in OAR 410-138-0000 through 410- 138-0390.
- (5) **Early Hearing Detection and Intervention (EHDI) Notifications:** Babies First!/Family Connects/Nurse Family Partnership Services must receive notifications made by OHA for Early Hearing Detection and Intervention as described in ORS 433.321 and 433.323 and report back to OHA on planned follow-up.

5. **General Revenue and Expense Reporting.** LPHA must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of the Agreement. These reports must be submitted to OHA each quarter on the following schedule:

Fiscal Quarter	Due Date
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

6. **Reporting Requirements.**

a. **Reporting Obligations and Periodic Reporting Requirements for MCAH Services.**

Title V Block Grant Services:

- (1) A report on the prior year annual plan must be submitted by September 30 of every year.
- (2) If LHA provides MCH PHN Home Visiting Services using these funds, see reporting obligations for MCH PHN Home Visiting services.

b. **Reporting Obligations and Periodic Reporting Requirements for State Perinatal Child and Adolescent Health General Funds.** If LHA provides MCH PHN Home Visiting services using these funds, see reporting obligations for MCH PHN Home Visiting Services.

c. **Reporting Obligations and Periodic Reporting Requirements for OMC Services.** LPHA must collect and submit client encounter data quarterly using the Web-based Interface Tracking System (WTI) on individuals who receive OMC Services supported in whole or in part with fund provided under this Agreement. LPHA must ensure that their quarterly data is entered into WTI, cleaned and available for analysis to OHA on a quarterly basis. Sites may use the OMC client tracking forms approved by OHA prior to entering their data into WTI.

d. **Reporting Obligations and Periodic Reporting Requirements for MCH PHN Home Visiting Services (Babies First!, Family Connects and Nurse Family Partnership Services).**

- (1) For all individuals who receive MCH PHN Home Visiting Services, LPHA must ensure that Supervisors and Home Visitors collect required data on client visits and enter it into the state-designated data system in a timely manner that is aligned with expectations defined by each program and within no more than thirty (30) business days of visiting the client and 45 days of case closure.
- (2) LPHA must take all appropriate steps to maintain client confidentiality and obtain any necessary written permissions or agreements for data analysis or disclosure of protected health information, in accordance with HIPAA (Health Insurance Portability and Accountability Act of 1996) regulations.

7. **Performance Measures.**

LPHA must operate the Title V funded work under this Program Element in a manner designed to make progress toward achieving Title V state and national performance measures as specified in Oregon’s MCH Title V Block Grant annual application/report to the DHHS Maternal and Child Health Bureau

**Program Element #43: Immunization Services****OHA Program Responsible for Program Element:**

Public Health Division/Center for Public Health Practice, Immunization Section

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to deliver Immunization Services.

Immunization Services are provided in the community to prevent and mitigate vaccine-preventable diseases for all people by reaching and maintaining high lifetime immunization rates. Services include population-based services including public education to increase vaccine confidence, enforcement of school immunization requirements, and technical assistance for healthcare providers that provide vaccines to their client populations, as well as vaccine administration to vulnerable populations with an emphasis on ensuring access and equity for all persons in the jurisdiction.

This Program Element, and all changes to this Program Element are effective the first day of the month noted in the Issue Date section of Exhibit C of the Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.

2. **Definitions Specific to Immunization Services.**

- a. **ALERT IIS:** OHA's statewide immunization information system.
- b. **Billable Doses:** Vaccine doses given to individuals who opt to pay out of pocket or are insured for vaccines, including adults on Medicare and/or the Oregon Health Plan
- c. **Case Management:** An individualized plan for securing, coordinating, and monitoring disease-appropriate treatment interventions.
- d. **Centers for Disease Control and Prevention or CDC:** Federal Centers for Disease Control and Prevention.
- e. **Clinical Immunization Staff:** LPHA staff that administer immunizations or who have authority to order immunizations for patients.
- f. **Delegate Addendum:** A document serving as a contract between LPHAs and an outside agency agreeing to provide Immunization Services under the umbrella of the LPHA. The Addendum is signed in addition to a Public Provider Agreement and Profile.
- g. **Delegate Agency:** An immunization clinic that is subcontracted with the LPHA for the purpose of providing Immunization Services to targeted populations.
- h. **Deputization:** The process that allows Federally Qualified Health Centers (FQHC) and Rural Health Clinics (RHC) to authorize local health departments (LHDs) to vaccinate underinsured VFC-eligible children.
- i. **Electronic Health Record (EHR) or Electronic Medical Record (EMR):** A digital version of a patient's paper medical chart.
- j. **Emergency Use Authorization or EUA:** Federally required patient handouts produced by the FDA with information about the risks and benefits of vaccines authorized for emergency use.
- k. **Exclusion Orders:** Legal notification to a parent or guardian of their child's noncompliance with the School/Facility Immunization Law.
- l. **Forecasting:** Determining vaccines due for an individual, based on immunization history and age.

- m. **HBsAg Screening:** Testing to determine presence of Hepatitis B surface antigen, indicating the individual carries the disease.
- n. **Immunization Quality Improvement for Providers (IQIP):** A continuous quality improvement process developed by CDC to improve clinic immunization rates and practices. Previously called AFIX.
- o. **Oregon Vaccine Stewardship Statute:** State law requiring all Vaccine Access Program enrolled providers to:
  - (1) Submit all vaccine administration data, including dose level eligibility codes, to ALERT IIS;
  - (2) Use ALERT IIS ordering and inventory modules; and
  - (3) Verify that at least two employees have current training and certification in vaccine storage, handling and administration, unless exempt under statute.
- p. **Orpheus:** An electronic communicable disease database and surveillance system intended for local and state public health epidemiologists and disease investigators to manage communicable disease reporting.
- q. **Public Provider Agreement and Profile:** Signed agreement between OHA and LPHA that receives vaccines through VAP or VFC. Agreement includes clinic demographic details, program requirements and the number of patients vaccinated.
- r. **Service Area:** Geographic areas in Oregon served by immunization providers.
- s. **Surveillance:** The routine collection, analysis and dissemination of data that describe the occurrence and distribution of disease, events or conditions.
- t. **Vaccine Access Program (VAP):** Vaccine or Immune Globulin procured by the OHA with state and federal funds used to assure vaccine availability to specified groups.
- u. **Vaccine Adverse Events Reporting System (VAERS):** Federal system for reporting adverse events following vaccine administration.
- v. **Vaccine Eligibility:** An individual's eligibility for VAP based on insurance coverage for immunization.
- w. **Vaccines for Children (VFC) Program:** A Federal entitlement program providing no-cost vaccines to children 0 through 18 years who are:
  - (1) American Indian/Alaskan Native; or,
  - (2) Uninsured; or,
  - (3) Medicaid-enrolled; or,
  - (4) Underinsured and are served in Federally Qualified Health Centers (FQHC) or Rural Health Centers (RHC); or,
  - (5) Underinsured and served by LPHAs that have Deputization agreements with FQHCs/RHCs.
- x. **Vaccines for Children Site Visit:** An on-site visit conducted at least every two years to ensure compliance with state and federal VFC requirements.
- y. **Vaccine Information Statement (VIS):** Federally required patient handouts produced by the CDC with information about the risks and benefits of each vaccine.

3. **Alignment with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon’s Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

a. **Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program				Foundational Capabilities							
	CD Control	Prevention and health promotion	Environmental health	Access to clinical preventive services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response	
<i>Asterisk (*) = Primary foundational program that aligns with each component</i>					<i>X = Foundational capabilities that align with each component</i>							
<i>X = Other applicable foundational programs</i>												
Vaccines for Children Program Enrollment				*		X					X	
Oregon Vaccine Stewardship Statute				*	X							
Vaccine Management				*							X	
Billable Doses/IG				*		X						
Delegate Agencies				*			X					
Vaccine Administration				*							X	
Immunization Rates, Outreach and Education				*								
Tracking and Recall				*				X				
Surveillance of Vaccine-Preventable Diseases	*							X				
Adverse Events Following Immunizations				*								
Perinatal Hepatitis B Prevention, Screening and Documentation	*							X				
School/Facility Immunization Law				*				X				

b. **The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Accountability Metric:**

Two-year-old vaccination rates.

- c. **The work in this Program Element helps Oregon's governmental public health system achieve the following Public Health Modernization Process Measure:**

IQIP program.

4. **Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:

- a. **Vaccine Access Program OR Vaccines for Children Program Enrollment.** LPHA must maintain enrollment as an active VAP provider or VFC Provider. In addition, if LPHA contracts out for clinical services, LPHA must ensure that Subcontractor maintains enrollment as an active VAP or VFC Provider.

- b. **Oregon Vaccine Stewardship Statute.** LPHA must comply with all sections of the Oregon Vaccine Stewardship Statute.

- c. **Vaccine Management.**

- (1) LPHA must conduct a monthly, physical inventory of all vaccine storage units and must reconcile their inventory in ALERT IIS. Inventories must be kept for a minimum of three years.
- (2) LPHA must submit vaccine orders according to the tier assigned by the OHA's Immunization Program.

- d. **Billable Doses/Immune Globulin.**

- (1) OHA will bill LPHA quarterly for Billable Doses of vaccine.
- (2) OHA will bill the published price in effect at the time the vaccine dose is administered.
- (3) LPHA may not charge or bill a patient more for the vaccine than the published price.
- (4) Payment is due 30 days after the invoice date.

- e. **Delegate Agencies.**

If LPHA has a Subcontract for Immunization Services, LPHA must complete a Delegate Addendum. A new Delegate Addendum must be signed when either of the authorized signers change or upon request.

- f. **Vaccine Administration.**

- (1) Vaccines must be administered as directed in the most current, signed version of OHA's Model Standing Orders for Immunizations.
- (2) LPHA must ensure that Clinical Immunization Staff annually view a minimum of one hour of immunization-specific continuing education like the Epidemiology and Prevention of Vaccine-Preventable Diseases program or the annual Immunization Update. Other immunization continuing education from sources like the CDC, Children's Hospital of Philadelphia, American Academy of Pediatrics, etc. are also acceptable.
- (3) In connection with the administration of a vaccine, LPHA must:
- (a) Confirm that a recipient, parent, or legal representative has read, or has had read to them, the EUA or VIS and has had their questions answered prior to the administration of the vaccine.
- (b) Make the EUA or VIS available in other languages or formats when needed (e.g., when English is not a patient's primary language or for those needing the EUA VIS in braille).



- (c) Provide to the recipient, parent or legal representative, documentation of vaccines received at visit. LPHA may provide a new immunization record or update the recipient's existing handheld record.
- (d) Screen for contraindications and precautions prior to administering vaccine and document that screening has occurred.
- (e) Document administration of an immunization using a vaccine administration record or electronic equivalent, including all federally-required charting elements, in a permanent medical record. (Note- ALERT IIS does not record all federally-required elements and cannot be used as a replacement for this requirement.)
- (f) If LPHA documents vaccine administration electronically, LPHA must demonstrate the ability to override a VIS date in their EHR system.
- (g) Comply with state and federal statutory and regulatory retention schedules, available for review at <http://arcweb.sos.state.or.us/doc/recmgmt/sched/special/state/sched/20120011oha-phdrrs.pdf>, or OHA's office located at 800 NE Oregon St, Suite 370, Portland, OR 97232.
- (h) Comply with Vaccine Billing Standards as provided in Attachment 1 to this PE, incorporated by reference.

**g. Immunization Rates, Outreach and Education.**

- (1) OHA will provide annually to LPHA their IQIP rates and other population-based county rates.
- (2) LPHA must, during the state fiscal year, design and implement two educational or outreach activities in their Service Area (either singly or in collaboration with other community and service provider organizations) designed to raise immunization rates. Activities may include:
  - Activities intended to reduce barriers to immunization, or special immunization clinics that provide vaccine for flu prevention or school children.
  - One of these activities must be related to promoting IQIP participation with local VFC-enrolled clinics. This activity may also be outreach to a local coordinated-care organization to promote IQIP activities.

**h. Tracking and Recall.**

- (1) LPHA must provide Forecasting for clients requiring Immunization Services using the ALERT IIS electronic Forecasting system.
- (2) LPHA must review their patients on the statewide recall list(s) in the first two weeks of the month and make any necessary demographic or immunization updates.
- (3) LPHA must cooperate with OHA to recall a client if a dose administered by LPHA to such client is found by LPHA or OHA to have been mishandled and/or administered incorrectly, thus rendering such dose invalid.

- i. **Surveillance of Vaccine-Preventable Diseases.** LPHA must conduct Surveillance within its Service Area in accordance with the Communicable Disease Administrative Rules, the Investigation Guidelines for Notifiable Diseases, the Public Health Laboratory User's Manual, and the Model Standing Orders for Vaccine, available for review at:

<http://public.health.oregon.gov/DiseasesConditions/CommunicableDisease>

<http://public.health.oregon.gov/LaboratoryServiceshttp://public.health.oregon.gov/PreventionWellness/VaccinesImmunization/ImmunizationProviderResources/Pages/provresources.aspx>

- j. **Adverse Events Following Immunizations.**

LPHA must complete and electronically file a VAERS form if:

- (1) An adverse event following immunization administration occurs, as listed in "Reportable Events Following Immunization", available for review at <http://vaers.hhs.gov/professionals/index#Guidance1>;
- (2) An event occurs that the package insert lists as a contraindication to additional vaccine doses;
- (3) OHA requests a 60-day and/or one year follow-up report to an earlier reported adverse event; or
- (4) Any other event LPHA believes to be related directly or indirectly to the receipt of any vaccine administered by LPHA or others occurs within 30 days of vaccine administration, and results in either the death of the person or the need for the person to visit a licensed health care provider or hospital.

- k. **Perinatal Hepatitis B Prevention, Screening and Documentation**

- (1) LPHA must provide Case Management services to all confirmed or suspect HBsAg-positive mother-infant pairs identified by LPHA or OHA in LPHA's Service Area.
- (2) Case Management will be performed in accordance with the Perinatal Hepatitis B Prevention Program Guidelines posted on the OHA website at <https://public.health.oregon.gov/DiseasesConditions/CommunicableDisease/ReportingCommunicableDisease/ReportingGuidelines/Documents/hepbperi.pdf> and must include, at a minimum:
  - (a) Screen for HBsAg status or refer to a health care provider for screening of HBsAg status, all pregnant women receiving prenatal care from public prenatal programs.
  - (b) Work with birthing hospitals within LPHA's Service Area when maternal screening and documentation of hepatitis B serostatus in the Electronic Birth Registration System drops below 95%.
  - (c) Work with birthing hospitals within LPHA's Service Area when administration of the birth dose of hepatitis B vaccine drops below 80% as reported in the Electronic Birth Registration System.
  - (d) Ensure that laboratories and health care providers promptly report HBsAg-positive pregnant women to LPHA.
  - (e) Provide Case Management services to HBsAg-positive mother-infant pairs to track administration of hepatitis B immune globulin, hepatitis B vaccine doses and post-vaccination serology.
  - (f) Provide HBsAg-positive mothers with initial education and referral of all susceptible contacts for hepatitis B vaccination.

**I. School/Facility Immunization Law**

- (1) LPHA must comply with the Oregon School Immunization Law, Oregon Revised Statutes 433.235 - 433.284, available for review at [https://www.oregonlegislature.gov/bills\\_laws/ors/ors433.html](https://www.oregonlegislature.gov/bills_laws/ors/ors433.html).
- (2) LPHA must take orders for and deliver Certificate of Immunization Status (CIS) forms to schools and children’s facilities located in their jurisdiction. Bulk orders of CIS forms will be provided to the LPHA by the state.
- (3) LPHA must cover the cost of mailing/shipping to parents and to schools all Exclusion Orders, school-facility packets which are materials for completing the annual school/facility exclusion process as required by the Oregon School Immunization Law, Oregon Revised Statutes 433.235 - 433.284 and the administrative rules promulgated pursuant thereto, which can be found at [https://secure.sos.state.or.us/oard/displayDivisionRules.action%3bJSESSIONID\\_OARD=2rAGjMwAFKyKGiwlDp\\_03oUv7xal6kjlhXdVWS78XLgPdYNa0jj7%21479495115?selecte dDivision=1265](https://secure.sos.state.or.us/oard/displayDivisionRules.action%3bJSESSIONID_OARD=2rAGjMwAFKyKGiwlDp_03oUv7xal6kjlhXdVWS78XLgPdYNa0jj7%21479495115?selecte dDivision=1265). LPHA may use electronic mail as an alternative or an addition to mailing/shipping if the LPHA has complete electronic contact information for all schools and children’s facilities, and can confirm receipt of materials.
- (4) LPHA must complete an annual Immunization Status Report that contains the immunization levels for attendees of: certified childcare facilities; preschools; Head Start facilities; and all schools within LPHA’s Service Area. LPHA must submit this report to OHA no later than 23 days after the third Wednesday of February of each year in which LPHA receives funding for Immunization Services under this Agreement.

**m. Supplemental Funding Opportunities**

- (1) LPHA may apply for additional supplemental funding grants by submitting an application outlining activities and timelines. The application is subject to approval by the OHA Immunization Program.
- (2) At the discretion of the OHA Immunization Program, a supplemental funding opportunity may not require application, but will be distributed through a formula approved by the Conference of Local Health Officials.
- (3) LPHA may receive mini-grant funds from the Immunize Oregon Coalition. If LPHA is awarded such funds, it will fulfill all activities required to meet the mini-grant’s objectives, submit reports as prescribed by Immunize Oregon, and utilize the funds in keeping with mini-grant guidance.

**5. General Revenue and Expense Reporting.** LPHA must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of the Agreement. These reports must be submitted to OHA each quarter on the following schedule:

<b>Fiscal Quarter</b>	<b>Due Date</b>
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

**6. Reporting Requirements.**

- a. LPHA must submit vaccine orders according to the ordering tier assigned by OHA.
- b. If LPHA is submitting vaccine administration data electronically to ALERT IIS, LPHA must electronically flag clients who are deceased or have moved out of the Service Area or the LPHA jurisdiction.
- c. LPHA must complete and return a VAERS form to OHA if any of the conditions precedent set forth at Section 4.j. of this Program Element occur.
- d. LPHA must complete and submit an Immunization Status Report as required in Section 4.1.(4) of this Program Element.
- e. LPHA must submit a written corrective action plan to address any compliance issues identified at the triennial review site visit.
- f. LPHA must submit any status reports required by supplemental grants accepted by the LPHA.

**7. Performance Measures.**

- a. LPHA must operate Immunization Services in a manner designed to achieve the following public health accountability process measure: Percent of Vaccines for Children clinics that participate in the IQIP program.
- b. If LPHA provides Case Management to 5 births or more to HBsAg-positive mothers annually LPHA must ensure that 90% of babies receive post-vaccination serology by 15 months of age. If LPHA's post-vaccination serology rate is lower than 90%, LPHA must increase the percentage of babies receiving post-vaccination serology by at least one percentage point.
- c. LPHA must achieve VFC vaccine accounting excellence in all LPHA-operated clinics in the most recent quarter. Clinics achieve vaccine accounting excellence by:
  - (1) Accounting for 95% of all vaccine inventory in ALERT IIS.
  - (2) Reporting fewer than 5% of accounted for doses as expired, spoiled or wasted during the quarter.
  - (3) Recording the receipt of vaccine inventory in ALERT IIS.
- d. LPHA must receive 95% of Primary Review Summary follow-up reports (Sections E-H) from schools and children's facilities within 21 days of the annual exclusion day. LPHA must follow the steps outlined in OAR 333-050-0095 with any school or facility that does not submit a follow-up report in a timely manner.

**Attachment 1**  
**OREGON'S IMMUNIZATION BILLING STANDARDS**

**Standards for providing and billing for immunization services in Oregon's Local Public Health Authorities (LPHAs)**

**Purpose: To standardize and assist in improving immunization billing practice**

Guiding Principles

A modern LPHA understands their actual costs of doing business and dedicates resources to assuring continued financially viable operations. As such:

1. LPHAs should continually assess immunization coverage in their respective communities, assure that vaccine is accessible to all across the lifespan, and bill appropriately for services provided by the LPHA.
2. LPHAs who serve insured individuals should work to develop and continuously improve immunization billing capacity that covers the cost of providing services to those clients (e.g., develop agreements or contracts with health plans, set up procedures to screen clients appropriately, and bill vaccine administration fees that reflect the actual cost of services).
3. Public and private health plans should reimburse LPHAs for the covered services of their members, with vaccine serum and administration fees reimbursed at 100% of actual costs.
4. Each LPHA is uniquely positioned to assess the appropriate implementation of these standards. For example, Federally Qualified Health Centers (FQHCs) and Rural Health Clinics (RHCs) are obligated to follow a certain set of rules that may differ from these standards.
5. LPHAs that contract out some or all clinical immunization services should consider including these standards in their contracts as expectations of the contracted service provider.

Standards require that an LPHA that provides immunization services:

- Identify staff responsible for billing and contracting activities, dedicating at least a portion of one or more full-time equivalent (FTEs) positions to meet agency billing needs
- Determine vaccine administration fees based on the actual cost of service and document how fees were determined
- Charge the actual costs for vaccine administration fees for all clients and discount the fee(s) as needed by contract, rule, or internal policy approved by OIP
- Develop immunization billing policies and procedures that address:
  - Strategies to manage clients who require vaccines by state law, are not eligible for VFC or 317 and are unable to meet the cost of immunizations provided (out of network or unaffordable cost sharing)
  - The purchasing of privately owned vaccine and how fees are set for vaccine charges to the client
  - The appropriate charge for vaccine purchased from OIP, by including a statement that says, “We will not charge more than the OIP-published price for billable vaccine.”
  - Billing processes based on payor type (Medicaid/CCOs, private insurance, etc.), patient age, and vaccine eligibility
- With certain limited exceptions as published in vaccine eligibility charts, use no federally funded vaccine on insured clients, including adult Medicaid and all Medicare clients
- Identify and develop contracts or other appropriate agreements with relevant payors – including Coordinated Care Organizations (CCOs) to assure access to immunization services for insured members of the community
- Bill private and public health plans directly for immunization services, when feasible, rather than collecting fees from the client and having them submit for reimbursement
- Conduct regular quality assurance measures to ensure costs related to LPHA’s immunization services are being covered
- Work to assure access to immunizations for Medicare-eligible members of the community and, if access is poor, provide Medicare Part B and/or Part D vaccines, as needed, and bill appropriately to cover the cost

**Program Element #44: School-Based Health Centers (SBHC)**

**OHA Program Responsible for Program Element:**

Public Health Division/Center for Prevention & Health Promotion/Adolescent, Genetic & Reproductive Health Section

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to deliver School-Based Health Centers (SBHC) Services. SBHC Services must only be used to support activities related to planning, oversight, maintenance, administration, operation, and delivery of services within one or more SBHC as required by OHA’s SBHC funding formula.

Many school-aged youth do not routinely access preventive health care services due to barriers such as insurance, cost, transportation and concerns around confidentiality. According to the 2019 Oregon Healthy Teens Survey, approximately 66% of 11<sup>th</sup> graders and 63% of 8<sup>th</sup> graders reported having not seen a doctor or nurse for a check-up in the last 12 months. SBHCs provide physical, mental and preventive health services to all students regardless of their ability to pay at in easily accessible location for students and families.

This Program Element, and all changes to this Program Element are effective the first day of the month noted in the Issue Date section of Exhibit C of the Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.

2. **Definitions Specific to School-Based Health Centers.**

**Biennium:** June 1 to June 30 of the specified years as set forth on the first page of this Agreement.

**School- Based Health Center (“SBHC”):** has the meaning given the term in ORS 413.225

**SBHC Standards for Certification:** In order to be certified as a SBHC, a SBHC must meet all requirements for certification in the SBHC Standards for Certification. SBHC Standards for Certification are found at:

<http://www.oregon.gov/oha/PH/HEALTHYPEOPLEFAMILIES/YOUTH/HEALTHSCHOOL/SCHOOLBASEDHEALTHCENTERS/Documents/SBHC%20Certification/SBHCstandardsforcertificationV4.pdf>

3. **Alignment with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon’s Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

**a. Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities						
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response
<i>Asterisk (*) = Primary foundational program that aligns with each component</i>					<i>X = Foundational capabilities that align with each component</i>							
<i>X = Other applicable foundational programs</i>												
Compliance of SBHC Standards for Certification	X	X		X	*	X	X	X	X	X		
Planning Grant for SBHCs				*		X	X	X		X		
Mental Health Expansion Grants		X		X	*	X	X	X	X	X		

**b. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Accountability Metric:**

Communicable Disease Control – Gonorrhea rates; and  
 Access to Clinical Preventive Services – Effective Contraceptive Use.

**c. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Modernization Process Measure:**

Not applicable

**4. Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:

- a.** Funds provided under this Agreement for SBHC Services must only be used to support activities related to planning, oversight, maintenance, administration, operation, and delivery of services within one or more SBHC as required by OHA’s SBHC funding formula.
- b.** All SBHC Services must be delivered in accordance with OAR Chapter 333, Division 28, a copy of which is accessible on the Internet at <https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=1243>
- c.** The SBHC Standards for Certification includes administrative, operations and reporting guidance, and minimum standards and requirements in the areas of: Certification Process, Sponsoring Agency, Facility, Operations/Staffing, Comprehensive Pediatric Care, Data Collection/Reporting, and Billing.



- d. LPHA must provide oversight and technical assistance so that each SBHC in its jurisdiction meets SBHC Certification Requirements as set forth in OAR 333-028-0220.
- e. LPHA must assure to OHA that all certification documentation and subsequent follow-up items are completed by the requested date(s) in accordance with the OHA's certification review cycle as set forth in OAR 333-028-0230.
- f. This Section 4.f. is applicable only to LPHA if LPHA has been selected to receive a SBHC Planning Grant from OHA. LPHA will be notified if the 2021 Oregon Legislative Assembly approves and appropriates funds for SBHC Planning Grants or if the OHA SBHC State Program Office (SPO) has other funds available for SBHC development.

An SBHC Planning Grant provides one-time funds to assist the LPHA in developing a strategic plan for implementing SBHC Services in the LPHA county jurisdiction. The following terms and conditions apply if the OHA selects a LPHA to receive a SBHC Planning Grant:

**(1) Strategic Planning**

- (a) LPHA must create and implement a collaborative strategic plan in partnership with community agencies in order to develop, implement, and maintain SBHC Services to serve school-age children. This plan must have the SBHC sites open, operational and ready for certification before the end of the Biennium.
- (b) LPHA must participate in monthly technical assistance calls at times mutually agreed to between SPO and LPHA Planning grantees. In addition, each SBHC site may have at least two technical assistance visits by a SPO staff member.
- (c) LPHA must implement the OHA approved SBHC strategic plan and have the planned SBHC Services operational and ready for certification before the end of the Biennium. Sites must become certified by the last day of the Biennium to be eligible to receive SBHC awards in accordance with the approved funding formula in effect, provided certification standards are maintained and contingent on legislatively adopted budgets.

**(2) Advance Phase Strategic Planning**

- (a) LPHA must create and implement a collaborative strategic plan in partnership with community agencies in order to develop, implement, and maintain SBHC Services to serve school-age children. This plan's target must have the SBHC sites operational and ready for certification within the first fiscal year of the award.
- (b) LPHA must participate in monthly technical assistance calls at times mutually agreed to between SPO and LPHA Advance Phase Planning grantee. In addition, each SBHC site may have at least one technical assistance visit by a SPO staff member.
- (c) LPHA must become certified within the first year of the award to be eligible to receive SBHC awards in accordance with the approved funding formula in effect, provided certification standards are maintained and contingent upon legislatively approved budgets.

g. This Section 4.g. is only applicable to LPHA if LPHA is selected to receive a Mental Health Expansion Grant from OHA. LPHA will be notified if the 2021 Oregon Legislative Assembly approves and appropriates funds for SBHC Mental Health Expansion Grants.

- (1) Funds provided under this Agreement must be used to support mental health capacity within the SBHC system by:
  - (a) Adding mental health staff or expanding current mental health staff hours, with the ability to collect and report on mental health encounter visits; and/or
  - (b) Supporting mental health projects (as defined by grant proposal) within the SBHC system
- (2) LPHA must provide services that are culturally and linguistically appropriate to their target population

5. **General Revenue and Expense Reporting.** LPHA must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of the Agreement. These reports must be submitted to OHA each quarter on the following schedule:

Fiscal Quarter	Due Date
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

6. **Reporting Requirements.**

- a. LPHA must submit client encounter data in a form acceptable to OHA and in accordance with the SBHC Standards for Certification two times a year, no later than January 31 for the previous calendar year (July 1 – Dec 31) and no later than July 15 for the preceding service year (July 1 – June 30).
- b. LPHA must submit annual SBHC Key Performance Measure (KPM) data in a form acceptable to OHA and in accordance with the SBHC Standards for Certification no later than October 1 for the preceding service year (July 1 –June 30). The current list of KPMs can be found at: <http://www.oregon.gov/oha/PH/HEALTHYPEOPLEFAMILIES/YOUTH/HEALTHSCHOOL/SCHOOLBASEDHEALTHCENTERS/Pages/data-requirements.aspx>
- c. LPHA must submit annual SBHC financial data via the SPO’s online Operational Profile in the form acceptable to OHA no later than October 1 for the preceding service year (July 1-June 30).
- d. LPHA must submit annual hours of operation and staffing via the SPO’s online Operational Profile in the form acceptable to OHA no later than October 1 for the current service year.
- e. LPHA must submit completed annual patient satisfaction survey data no later than June 30.
- f. LPHA must complete the triennial School-Based Health Alliance SBHC Census Survey. Current SBHC Census Survey timeline and details can be found at <http://www.sbh4all.org/>
- g. If LPHA received a SBHC Planning Grant from OHA, LPHA must submit a copy of its SBHC strategic plan and proposed implementation budget to OHA for approval. OHA will supply the due date and required format for the reports.

- h.** If LPHA received a Mental Health Expansion Grant from OHA, LPHA must track data related to mental health encounters as outlined in the SBHC Standards for Certification.
- i.** If LPHA received a Mental Health Expansion Grant from OHA, LPHA must participate in an evaluation for their support project in collaboration with the SPO.
- j.** If LPHA received a Mental Health Expansion Grant from OHA, LPHA must participate in check-in meetings (via phone or email) with the SPO and submit 3 mid-project reports and a final project report. OHA will work with the LPHA to schedule calls and supply the due date and required format for the reports

**7. Performance Measures.**

LPHA must submit annual SBHC KPM data in a form acceptable to OHA and in accordance with the SBHC Standards for Certification no later than October 1 for the preceding service year (July 1 –June 30).

**Program Element # 46: Reproductive Health**

**OHA Program Responsible for Program Element:**

Public Health Division/Center for Prevention & Health Promotion/Adolescent, Genetic & Reproductive Health Section

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to ensure access to reproductive health services.

Funds provided through this Program Element supports LPHA's efforts toward ensuring community-wide partnerships and assurance of access to culturally responsive, high-quality, and evidence-based reproductive health services.

This Program Element uses a systems approach to ensure that LPHA lead efforts to develop a community-based approach to ensuring that equitable access to reproductive health services is available – leveraging partnerships with community organizations and other service providers to assist in meeting the need.

Health disparity data highlight pre-existing, deeply entrenched societal inequities that may inhibit individuals' ability to access services and achieve reproductive autonomy. Therefore, it is critical that interventions aimed at access to services be wide-reaching and sensitive to the unique circumstances and challenges of different communities.

This Program Element, and all changes to this Program Element are effective the first day of the month noted in the Issue Date section of Exhibit C of the Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.

2. **Definitions Specific to Reproductive Health.** Not applicable.
3. **Program with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon's Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

**a. Foundational Programs and Capabilities** (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities						
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services Direct services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response
Asterisk (*) = Primary foundational program that aligns with each component X = Other applicable foundational programs						X = Foundational capabilities that align with each component						
Develop and maintain strategic partnerships with shared accountability driving collective impact to support public health goals related to reproductive health				*			X	X	X	X		
In collaboration with community partners, identify barriers to access and gaps in reproductive health services		X		*			X	X	X			
In collaboration with community partners, develop and implement strategic plans to address these gaps and barriers to access to reproductive health services		X		*			X	X		X	X	
In collaboration with community partners, evaluate the impact of the strategic plan (developed in Program Component 3).		X		*			X	X	X	X		

**b. The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Accountability Metric:**

Effective Contraceptive Use

- c. **The work in this Program Element helps Oregon’s governmental public health system achieve the following Public Health Modernization Process Measure:**

Effective Contraceptive Use

4. **Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:
- a. LPHA must deliver all reproductive health (“RH”) services supported in whole or in part with funds provided under this Agreement in compliance with ORS 431.145 and ORS 435.205 which defines the responsibility of LPHA to ensure access to clinical preventive services including family planning.
  - b. LPHA must develop and engage in activities as described in its Local Program Plan as follows:
    - (1) The Local Program Plan must be developed using the guidance provided in Attachment 1, Local Program Plan Guidance, incorporated herein with this reference.
    - (2) The Local Program Plan must address the Program Components as defined in Section 3 of this Program Element and described further in Attachment 1, that meet the needs of their specific community
    - (3) The Local Program Plan must include activities that address community need and readiness and are reasonable based upon funds approved in the OHA approved local program budget.
    - (4) The Local Program Plan must outline how LPHA intends to ensure access to comprehensive, culturally responsive and high-quality, evidence-based reproductive health services with a focus on serving those with limited resources and experiencing health disparities.
    - (5) The Local Program Plan must be submitted to OHA by June 15 of each year for OHA approval.
    - (6) OHA will review and approve all Local Program Plans to ensure that they meet statutory and funding requirements relating to assurance of access to reproductive health services.
  - c. LPHA must use funds for this Program Element in accordance with its local program budget, which has been approved by OHA. LPHA must complete and submit its local program budget for PE 46 funds, by June 15 of each year for OHA approval, using the Local Program Budget Template and as set forth in Attachment 2, incorporated herein with this reference. Modification to the approved local program budget may only be made with OHA approval.

5. **General Revenue and Expense Reporting.** LPHA must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of the Agreement. These reports must be submitted to OHA each quarter on the following schedule:

<b>Fiscal Quarter</b>	<b>Due Date</b>
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

6. **Reporting Requirements.**

LPHA must provide progress reports as included in the OHA approved local program plan.

7. **Performance Measures.**

LPHA must operate the RH program in a manner designed to make progress toward achieving the following Public Health Modernization Process Measure:

Effective Contraceptive Use.

**Attachment 1**  
**Reproductive Health Program – FY 22 Local Program Plan Guidance**  
**Community Partnerships and Assurance of Access to**  
**Reproductive Health Services**

**Overarching Goal:** Ensure regional access to comprehensive, culturally responsive and high-quality, evidence-based reproductive health services with a focus on serving individuals with limited resources and experiencing health disparities.

Instructions

LPHA should determine where their agency best fits on the continuum of program components identified to meet the overarching goal. LPHA should identify at least one objective and associated activities to support work at that stage, with the goal of eventually moving to the next component on the continuum. LPHAs should collaborate with community partners, and consider including community members experiencing health disparities, within each program component.



Partnerships with other health care providers and/or reproductive health care agencies is highly encouraged. In addition, consider developing partnerships outside the health care sector. This may include local governmental, private, or non-profit agencies focused on culture, education, criminal justice, housing, social justice, sexual/domestic violence, workforce development, and/or parenting, to name a few. Consider other local task forces or advisory groups focused on improving quality of life/health disparities/inequities for the populations you are trying to serve. Think about inviting and engaging community members, the populations you are trying to serve, to be partners.

It is understood that the work may not necessarily be linear but may identify the need to circle back to an earlier step, such as the need to bring in additional partners.

<p><b>Program Component 1:</b> Develop and maintain strategic partnerships with shared accountability to drive a collective impact to support public health goals related to reproductive health (RH).</p>
<p><b>Objective 1A:</b> Convene on-going partnership meetings focused on assuring access to RH services, minimizing gaps and barriers, and/or improving the quality of reproductive health services within your community.</p>
<p><b>Objective 1B:</b> Create your own objective related to developing strategic partnerships, with shared accountability, to drive a collective impact in support of public health goals related to RH.</p>
<p><b>Suggested Activities:</b> Create partnership agreements with community providers/organizations identifying roles and areas of collaboration; host or co-host community forums/outreach events; establish coalition with regular meetings; create charter and/or workplan.</p>



<p><b>Program Component 2:</b> In collaboration with community partners, identify barriers to access and gaps in RH services</p>
<p><b>Objective 2A:</b> Conduct local assessment(s) of access to culturally responsive, high-quality, evidence-based RH services to identify barriers to access and gaps in services.</p>
<p><b>Objective 2B:</b> Evaluate the impact of local policies, interventions, and programs on access to culturally responsive, high-quality, evidenced-based RH services and associated barriers and gaps.</p>
<p><b>Objective 2C:</b> Following assessment and/or evaluation, share data, summaries and reports, following assessment and/or evaluation, with community members, partners, policy makers, and others.</p>
<p><b>Objective 2D:</b> Create your own objective to identify barriers to access and gaps in RH services.</p>
<p><b>Suggested Activities:</b> Conduct survey or focus groups; interview key stakeholders and/or consumers; present findings and other data to community partners, members, and decision-makers; review regional policies and evaluate effectiveness in addressing gaps or barriers in access; share data/results through community meetings, written reports, and/or online resources.</p>
<p><b>Program Component 3:</b> In collaboration with community partners, develop and implement strategic plans to address gaps and barriers to accessing RH services</p>
<p><b>Objective 3A:</b> Develop a plan for improving access to RH services, addressing how to reduce or eliminate health disparities.</p>
<p><b>Objective 3B:</b> Specifically engage communities experiencing health disparities so they can actively participate in planning to address their needs.</p>
<p><b>Objective 3C:</b> Implement plan for improved access to RH services.</p>
<p><b>Objective 3D:</b> Assure that community members are aware of RH providers within the community through multiple communication channels.</p>
<p><b>Objective 3E:</b> Create your own objective to develop and implement strategic plans to address gaps and barriers to accessing RH services.</p>
<p><b>Suggested Activities:</b> Host community listening and planning sessions to create a strategic plan; collaboratively develop and implement strategic outreach/marketing plan; develop online or print materials with information about RH providers within the community; develop evaluation plan or process; utilize evaluation findings to make system improvements; hold a forum; create a website.</p>
<p><b>Program Component 4:</b> In collaboration with community partners, evaluate the impact of your strategic plan (developed in Program Component 3)</p>
<p><b>Objective 4A:</b> With community partners, evaluate previously implemented plan to improve access to RH services.</p>
<p><b>Objective 4B:</b> Consult with the OHA's Reproductiv Health Program to determine evaluation process.</p>
<p><b>Objective 4C:</b> Determine your own evaluation process.</p>
<p><b>Suggested Activities:</b> Evaluate impact of community coalitions; evaluate existing resources and tools.</p>

**Attachment 2**

**Local Program Budget Template**

OREGON HEALTH AUTHORITY  
 Program Element #46  
 Reproductive Health Program  
 EMAIL TO: RH.program@state.or.us

Fiscal Year: \_\_\_\_\_

Sub Recipient Organization Name: \_\_\_\_\_

Budget period From: \_\_\_\_\_ To: \_\_\_\_\_

Budget			
Categories	OHA/PHD	Non-OHA/PHD	Total Budget
Salaries			\$ -
Benefits			\$ -
<b>Personal Services (Salaries and Benefits)</b>	\$ -	\$ -	\$ -
Professional Services/Contracts			\$ -
Travel			\$ -
Supplies			\$ -
Facilities			\$ -
Telecommunications			\$ -
Catering/Food			\$ -
Other			\$ -
<b>Total Services and Supplies</b>	\$ -	\$ -	\$ -
Capital Outlay			\$ -
Indirect: Rate (%): _____			\$ -
<b>TOTAL Budget</b>	\$ -	\$ -	\$ -

Prepared by (print name) \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_

**Program Element #51: Public Health Modernization: Leadership, Governance and Program Implementation****OHA Program Responsible for Program Element:**

Public Health Division/Office of the State Public Health Director/Policy and Partnerships Unit

1. **Description.** Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below, to deliver Public Health Modernization: Leadership, Governance and Program Implementation.

**Section 1: LPHA Leadership, Governance and Program Implementation**

- a. **Establish leadership and governance to plan for full implementation of public health modernization.** Develop business models for the effective and efficient delivery of public health services, develop and/or enhance partnerships to build a sustainable public health system, and implement workforce and leadership development initiatives.
- b. **Implement strategies to improve local infrastructure to control communicable disease and reduce health disparities.** Implement local strategies to control communicable disease. Place emphasis on reducing communicable disease-related disparities.

**Section 2: Regional Partnership Implementation**

- a. **Establish and maintain a Regional Partnership of local public health authorities (LPHAs) and other stakeholders.** Develop and sustain Regional Infrastructure through a Regional Partnership of LPHAs and other stakeholders.
- b. **Implement regional strategies to control communicable disease and reduce health disparities.** Implement regional strategies to control communicable disease within the region. Place emphasis on reducing communicable disease-related disparities.
- c. **Demonstrate Regional approaches for providing public health services.** Plan and develop business models that support regional infrastructure, share emerging practices and demonstrate how these practices can be applied across the public health system.

The 2016 public health modernization assessment<sup>37</sup> showed that health equity and cultural responsiveness is the least implemented foundational capability across Oregon's public health system, and that one in four people live in an area in which communicable disease control programs are limited or minimal.

Each LPHA is eligible to receive funding under two sections. LPHAs funded under **Section 1: LPHA Leadership, Governance, and Program Implementation** must use funds provided through this Program Element to plan for full implementation of public health modernization and to implement strategies to improve local infrastructure to control communicable disease and reduce health disparities.

LPHAs funded as Fiscal Agents for Regional Partnerships under **Section 2: Regional Partnership Implementation** must use funds provided through this Program Element to establish and maintain a regional approach for communicable disease control that is tailored to a specific communicable disease risk within the region. LPHA must place emphasis on identifying and reducing communicable disease-related disparities. LPHA must demonstrate models for Regional Infrastructure that are scalable in other areas of the state or for other public health programs.

<sup>37</sup> 2016. Oregon Health Authority. State of Oregon Public Health Modernization Assessment Report. Available at [www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/PHModernizationFullDetailedReport.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/PHModernizationFullDetailedReport.pdf).

This Program Element, and all changes to this Program Element are effective the first day of the month noted in Issue Date section of Exhibit C of the Financial Assistance Award unless otherwise noted in Comments and Footnotes of Exhibit C of the Financial Assistance Award.

## 2. Definitions Specific to Public Health Modernization

- a. **Foundational Capabilities.** The knowledge, skills and abilities needed to successfully implement Foundational Programs.
- b. **Foundational Programs.** The public health system's core work for communicable disease control, prevention and health promotion, environmental health, and assuring access to clinical preventive services.
- c. **Public Health Accountability Outcome Metrics.** A set of data used to monitor statewide progress toward population health goals.
- d. **Public health accountability process measures.** A set of data used to monitor local progress toward implementing public health strategies that are necessary for meeting Public Health Accountability Outcome Metrics.
- e. **Public Health Modernization Manual (PHMM).** A document that provides detailed definitions for each Foundational Capability and program for governmental public health, as identified in ORS 431.131-431.145. The Public Health Modernization Manual is available at: [http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf).
- f. **Regional Partnership.** A group of two or more LPHAs and at least one other organization that is not an LPHA that is convened for the purpose of implementing strategies for communicable disease control and reducing health disparities.
- g. **Regional Infrastructure.** The formal relationships established between LPHAs and other organizations to implement strategies under this funding.
- h. **Regional Governance.** The processes and tools put in place for decision-making, resource allocation, communication and monitoring of the Regional Partnership.

3. **Alignment with Modernization Foundational Programs and Foundational Capabilities.** The activities and services that the LPHA has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see [Oregon's Public Health Modernization Manual](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf), ([http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public\\_health\\_modernization\\_manual.pdf](http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf)):

**a. Foundational Programs and Capabilities** (As specified in the Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities						
	CD Control	Prevention and health promotion	Environmental health	Population Health	Access to clinical preventive services Direct services	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response
Asterisk (*) = Primary foundational program that aligns with each component						X = Foundational capabilities that align with each component						
X = Other applicable foundational programs												
Use Leadership and Governance to plan for full implementation of public health modernization (Section 1)	*					X	X	X	X	X	X	X
Implement strategies for local communicable disease and health equity infrastructure (Section 1)	*						X	X	X		X	X
Establish and maintain a Regional Partnership (Section 2)	*					X		X		X		
Implement communicable disease control strategies (Section 2)	*						X	X	X	X	X	X
Demonstrate new approaches for providing public health services (Section 2)	*					X		X		X		X

**b. Public Health Accountability Outcome Metrics:**

The 2017-2019 public health accountability metrics adopted by the Public Health Advisory Board for communicable disease control are:

- Two-year old immunization rates
- Gonorrhea rates

LPHA is not required to select two-year old immunization rates or gonorrhea rates as areas of focus for funds made available through this Program Element. LPHA is not precluded from

using funds to address other high priority communicable disease risks based on local epidemiology and need.

**c. Public Health Accountability Process Measure:**

The 2017-19 public health accountability process measures adopted by the Public Health Advisory Board for communicable disease control are listed below. LPHA must select a high priority communicable disease risk based on local epidemiology and need. The following process measures may not be relevant to all LPHAs.

- Percent of Vaccines for Children clinics that participate in the Assessment, Feedback, Incentives and eXchange (AFIX) program
- Percent of gonorrhea cases that had at least one contact that received treatment
- Percent of gonorrhea case reports with complete “priority” fields

**4. Procedural and Operational Requirements.** By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, LPHA agrees to conduct activities in accordance with the following requirements:

**Requirements that apply to Section 1 and Section 2 funding:**

- a. Implement activities in accordance with this Program Element.
- b. Engage in activities as described in its Section 1 and/or Section 2 work plan, once approved by OHA and incorporated herein with this reference. See Attachment 1 for work plan requirements for Section 1.
- c. Use funds for this Program Element in accordance with its Section 1 and/or Section 2 Program Budget, once approved by OHA and incorporated herein with this reference. Modification to the Section 1 and/or Section 2 Program Budget of 10% or more for any line item may only be made with OHA approval.
- d. Ensure the LPHA and/or Regional Partnership is staffed at the appropriate level to address all requirements in this Program Element and to fulfill Section 1 and/or Section 2 work plan objectives, strategies and activities.
- e. Implement and use a performance management system to monitor achievement of Section 1 and/or Section 2 work plan objectives, strategies, activities, deliverables and outcomes.
- f. Participate in calls with OHA to discuss progress toward work plan activities, deliverables and milestones.
  - (1) Section 1: Calls scheduled on an as-needed basis.
  - (2) Section 2: Calls scheduled quarterly.
- g. Ensure LPHA administrator, LPHA staff, and/or other partner participation in shared learning opportunities or communities of practice focused on governance and public health system-wide planning and change initiatives, in the manner prescribed by OHA. This includes sharing work products with OHA and other LPHAs and may include public posting.
- h. Participate in evaluation of public health modernization implementation in the manner prescribed by OHA.

### **Requirements that apply to Section 1: LPHA Leadership, Governance and Program Implementation**

- i. Implement strategies for Leadership and Governance, Health Equity and Cultural Responsiveness, and Communicable Disease Control, as described in Attachment 1 of this Program Element.

### **Requirements that apply to Section 2: Regional Partnership Implementation**

- j. Develop Regional Infrastructure through formation and maintenance of a Regional Partnership of LPHA and other partners.
  - (1) Use a formal Regional Governance structure that includes the Fiscal Agent, other participating LPHAs and non-LPHA partners for decision-making, resource allocation and implementation of OHA-approved regional work plan.
  - (2) Ensure funding is used to support Regional Partnership goals as well as meet the needs of all participating LPHA and partners.
  - (3) Engage with appropriate governing entities to develop business models that support regional infrastructure.
- k. Implement regional strategies to address a specific communicable disease risk for the region with an emphasis on reducing communicable disease-related health disparities.
  - (1) Engage local and/or regional organizations as strategic partners to control communicable disease transmission.
  - (2) Develop and implement a regional system for identification and control of communicable disease with strategic partners.
  - (3) Use established best practices whenever possible.
  - (4) Develop and/or enhance partnerships with Regional Health Equity Coalitions, federally recognized Tribes, local and regional community-based organizations and other entities in order to develop meaningful relationships with populations experiencing a disproportionate burden of communicable disease and poor health outcomes.
  - (5) Work directly with communities to co-create strategies to control communicable disease transmission. Ensure that health interventions are culturally responsive.
  - (6) Communicate to the general public and/or at-risk populations about communicable disease risks.
  - (7) Provide regional training to health care and other strategic partners about communicable disease risks and methods of control. Provide technical assistance to health care and other strategic partners to implement best and emerging practices.
  - (8) Develop and implement a regional system for communications with strategic partners about disease transmission.
  - (9) Demonstrate capacity to routinely evaluate regional communicable disease control systems through the response to disease reports and make changes to practice based on evaluation findings.
  - (10) Work with the state and other local and tribal authorities to plan for and develop regional systems for responding to environmental health threats.
  - (11) Complete an assessment of the region's capacity to apply a health equity lens to programs and services and to provide culturally responsive programs and services within the last five years.

- (12) Complete and implement an action plan that addresses key findings from the regional health equity assessment.

5. **General Budget and Expense Reporting.** LPHAs funded under Section 1 and/or Section 2 must complete an “Oregon Health Authority Public Health Division Expenditure and Revenue Report” located in Exhibit C of the Agreement. These reports must be submitted to OHA each quarter on the following schedule:

Fiscal Quarter	Due Date
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

6. **Reporting Requirements.**

- a. Have on file with OHA an approved Section 1 and/or Section 2 Work Plan and Budget using the format prescribed by OHA no later than 60 days after OHA notifies LPHA of anticipated funding allocation for the biennium.
- b. Submit Section 1 and/or Section 2 Work Plan progress reports using the timeline and format prescribed by OHA.
- c. Submit to OHA the following deliverables, in the timeframe specified:
  - (1) For Section 2, A minimum of one new policy (e.g., Memorandum of Understanding, Joint Agreement, County Resolution) describing the Regional Partnership by March 31, 2021.
  - (2) If Regional Health Equity assessment and Action Plan have not been submitted to OHA within the past five year, must submit regional health equity assessment and action plan by June 30, 2021.
  - (3) For Section 2, At least two additional products (e.g., regional policies for implementation of a best or emerging practice, data sharing agreements, or communication materials) by June 30, 2021.

7. **Performance Measures.**

If LPHA or LPHA Fiscal Agent for a Regional Partnership completes and submits to OHA fewer than 75% of the planned deliverables in its approved Section 1 and/or Section 2 work plan for the funding period, LPHA or Fiscal Agent shall not be eligible to receive funding under this Program Element during the next funding period. The deliverables will be mutually agreed upon as part of the work plan approval process.



**Attachment 1**

**Work Plan Menu Options for all LPHAs Receiving funding through  
Section 1: LPHA Leadership, Governance and Program Implementation**

An OHA-approved 2019-21 work plan for Program Element 51 Section 1 requires each LPHA to include Objectives and Strategies under Subsections 1.1 through 1.3 as described in the following tables.

<b>Subsection 1.1: Leadership and Governance</b>	
<i>Instructions:</i>	
<ul style="list-style-type: none"> <li>- Each LPHA must include Objective 1.1.1 in the PE51 work plan.</li> <li>- Each LPHA must include at least one additional Objective (1.1.2 through 1.1.5) in the PE51 work plan.</li> </ul>	
1.	<p>Participate in shared learning opportunities or communities of practice focused on governance and public health system-wide planning. <b>(Required)</b></p> <p>Strategies will include:</p> <ul style="list-style-type: none"> <li>a. Participation in in-person and remote learning communities.</li> <li>b. Project or work plan implementation in between learning community meetings.</li> <li>c. Engagement of leadership, staff and/or partners in learning community activities, as appropriate.</li> </ul>
2.	<p>Plan for full implementation of public health modernization across foundational capabilities and programs. Assess and develop models for effective and efficient delivery of public health services</p> <p>Strategies may include:</p> <ul style="list-style-type: none"> <li>a. Engage with appropriate governing entities to develop business models that support partnership infrastructure.</li> <li>b. Ensure the effective management of organizational change.</li> <li>c. Support the performance of public health functions with strong operational infrastructure, including standardized written policies and procedures that are regularly reviewed and revised.</li> <li>d. Collect, analyze and report data for data-driven decision-making to manage organizational and system activities.</li> <li>e. LPHAs may propose other strategies consistent with Public Health Modernization Manual roles and deliverables.</li> </ul>
3.	<p>Develop and/or enhance partnerships to build sustainable public health system (e.g., tribes, regional health equity coalitions, CCOs, health systems, early learning hubs)</p> <p>Strategies may include:</p> <ul style="list-style-type: none"> <li>a. Ensure participation of community partners in local public health planning efforts.</li> <li>b. Work with the state and other local and tribal authorities to improve the health of the community.</li> <li>c. LPHAs may propose other strategies consistent with Public Health Modernization Manual roles and deliverables.</li> </ul>
4.	<p>Implement workforce and leadership development initiatives</p> <p>Strategies may include:</p> <ul style="list-style-type: none"> <li>a. Establish workforce development strategies that promote the skills and experience needed to perform public health duties and to carry out governmental public health’s mission.</li> <li>b. Commit to the recruitment and hiring of a diverse workforce. Develop an ongoing plan for workforce diversity with goals and metrics to track progress.</li> <li>c. Assess staff competencies; provide training and professional development opportunities.</li> <li>d. LPHAs may propose other strategies consistent with Public Health Modernization Manual roles and deliverables.</li> </ul>

5. Develop and implement technology improvements that support effectiveness and efficiency of public health operations.
- Strategies may include:
- a. Access local and statewide information and surveillance systems to evaluate the effectiveness of public health policies, strategies and interventions.
  - b. LPHAs may propose other strategies consistent with Public Health Modernization Manual roles and deliverables.

**Section 1.2: Health Equity and Cultural Responsiveness: Engage public health staff, community members and stakeholders in the implementation of health equity plans.**

- Instructions:*
- Each LPHA must include Objectives 1.2.1 and 1.2.2 in the PE51 work plan.
  - LPHAs that have completed a health equity assessment and developed and implemented a health equity action plan (regionally or as an individual LPHA) must select at least two additional Objectives (#1.2.3 through 1.2.7) to include in the PE51 work plan:
    - o One Objective must reflect work internal to the health department (#1.2.3 through 1.2.4);
    - o One Objective must reflect work with partners or community members (#1.2.5 through 1.2.7)

1. Complete an assessment of the LPHA’s capacity to apply a health equity lens to programs and services and to provide culturally responsive programs and services within the last five years. Participation in a health equity assessment (e.g., with 2017-19 public health modernization funding) within the past five years fulfills this requirement. **(Required)**
2. Complete and implement an action plan that addresses key findings from health equity assessment. **(Required)**
3. Develop an ongoing process of continuous learning, training and structured dialogue for all staff.
4. Commit and invest existing and additional resources in recruitment, retention and advancement efforts to improve workplace equity. Establish parity goals and create specific metrics with benchmarks to track progress.
5. Develop and/or enhance partnerships with Regional Health Equity Coalitions, federally recognized tribes, community-based organizations and other entities in order to develop meaningful relationships with populations experiencing a disproportionate burden of communicable disease and poor health outcomes.
6. Work directly with communities to co-create policies, programs and strategies. Ensure that health interventions are culturally responsive.
7. Collect and maintain data, or use data provided by PHD that reveal inequities in the distribution of disease. Focus on the social conditions (including strengths, assets and protective factors) that influence health.

**Subsection 1.3: Communicable Disease Control: Implement strategies to improve infrastructure to prevent and control communicable disease**

*Instructions:*

- *Each LPHA must include Objective 1.3.1 in the PE51 work plan.*
- *Each LPHA must select at least one additional Objective (1.3.2 through 1.3.4) to include in the PE51 work plan.*

**1. Conduct jurisdiction-specific communicable disease control and prevention for communicable diseases. (Required)**

Strategies may include:

- a. Demonstrate infrastructure for achieving public health accountability metrics, local public health process measures for communicable disease control.
- b. Communicate to the general public and/or at-risk populations about communicable disease risks.
- c. Provide training to health care and other strategic partners about communicable disease risks and methods of control. Provide technical assistance to health care and other strategic partners to implement best and emerging practices.
- d. Demonstrate capacity to routinely evaluate communicable disease control systems through the response to disease reports and make changes to practice based on evaluation findings.
- e. LPHAs may propose other strategies consistent with Public Health Modernization Manual roles and deliverables.

**2. Work with partners within a specific jurisdiction to implement communicable disease prevention initiatives.**

Strategies may include:

- a. Engage local organizations as strategic partners to control communicable disease transmission.
- b. Develop and implement a system for identification and control of communicable disease with strategic partners.
- c. Develop and implement a system for communications with strategic partners about disease transmission.
- d. LPHAs may propose other strategies consistent with Public Health Modernization Manual roles and deliverables.

**3. Implement workforce development initiatives.**

Strategies may include:

- a. Training for providers to implement communicable disease prevention initiatives.
- b. LPHAs may propose other strategies consistent with Public Health Modernization Manual roles and deliverables.

**4. Utilize local communicable disease investigation and response and emergency preparedness systems to begin planning for environmental health threats.**

Strategies may include:

- a. Collect and/or utilize local data to assess potential for environmental health threats.
- b. Work with the state and other local and tribal authorities to plan for and develop regional systems for responding to environmental health threats, including all hazards surge response.
- c. LPHAs may propose other strategies consistent with Public Health Modernization Manual roles and deliverables.

**EXHIBIT C**

**FINANCIAL ASSISTANCE AWARD AND  
REVENUE AND EXPENDITURE REPORTING FORMS**

This Exhibit C of this Agreement consists of and contains the following Exhibit sections:

- 1. Financial Assistance Award.**
- 2. Oregon Health Authority Public Health Division Expenditure and Revenue Report (for all Programs).**
- 3. Explanation of the Financial Assistance Award.**

**OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES  
FINANCIAL ASSISTANCE AWARD**

State of Oregon Oregon Health Authority Public Health Division				
<b>1) Grantee</b>		<b>2) Issue Date</b>	<b>This Action</b>	
Name: Morrow County		Thursday, July 1, 2021	Award	
Street: 110 N Court Street			FY 2022	
City: Heppner		<b>3) Award Period</b>		
State: OR Zip: 97836-7328		From July 1, 2021 through June 30, 2022		
<b>4) OHA Public Health Funds Approved</b>				
Number	Program	Previous Award Balance	Increase / Decrease	Current Award Balance
PE01-01	State Support for Public Health	\$0.00	\$3,589.00	\$3,589.00
PE12-01	Public Health Emergency Preparedness and Response (PHEP)	\$0.00	\$67,335.00	\$67,335.00
PE13-01	Tobacco Prevention and Education Program (TPEP)	\$0.00	\$7,500.00	\$7,500.00
PE42-03	MCAH Perinatal General Funds & Title XIX	\$0.00	\$1,911.00	\$1,911.00
PE42-04	MCAH Babies First! General Funds	\$0.00	\$6,112.00	\$6,112.00
PE42-06	MCAH General Funds & Title XIX	\$0.00	\$3,587.00	\$3,587.00
PE42-11	MCAH Title V	\$0.00	\$18,583.00	\$18,583.00
PE42-12	MCAH Oregon Mothers Care Title V	\$0.00	\$3,441.00	\$3,441.00
PE43-01	Public Health Practice (PHP) - Immunization Services	\$0.00	\$4,337.00	\$4,337.00
PE44-01	SBHC Base	\$0.00	\$60,000.00	\$60,000.00
PE44-02	SBHC - Mental Health Expansion	\$0.00	\$40,000.00	\$40,000.00
PE46-05	RH Community Participation & Assurance of Access	\$0.00	\$12,950.00	\$12,950.00
PE51-01	LPHA Leadership, Governance and Program Implementation	\$0.00	\$8,144.00	\$8,144.00
		\$0.00	\$237,489.00	\$237,489.00

<b>5) Foot Notes:</b>	
PE01-01	5/1/21: Bridge funding for July-Sept 2021. Additional funds to be awarded once budgets are final.
PE51-01	5/1/21: Bridge funding for July-Sept 2021. Additional funds to be awarded once budgets are final.

**6) Comments:**

**7) Capital outlay Requested in this action:**

Prior approval is required for Capital Outlay. Capital Outlay is defined as an expenditure for equipment with a purchase price in excess of \$5,000 and a life expectancy greater than one year.

Program	Item Description	Cost	PROG APPROV	

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES

OREGON HEALTH AUTHORITY  
 PUBLIC HEALTH DIVISION EXPENDITURE AND REVENUE REPORT  
 EMAIL TO: OHA-PHD.ExpendRevReport@dhs.ohs.state.or.us

Agency: [Enter your agency name]  
 Program: [Enter the Program Element Number / Sub Element and Title]  
 Fiscal Year: July 1, [start year] to June 30, [end year]

BREAKDOWN BY FISCAL YEAR QUARTER										
REVENUE	Q1: Jul, Aug, Sep		Q2: Oct, Nov, Dec		Q3: Jan, Feb, Mar		Q4: Apr, May, Jun		Fiscal Year To Date	
A. PROGRAM INCOME/REVENUE	Non-OHA/PHD Revenue	LPHA Revenue	Non-OHA/PHD Revenue	LPHA Revenue	Non-OHA/PHD Revenue	LPHA Revenue	Non-OHA/PHD Revenue	LPHA Revenue	Non-OHA/PHD Revenue	LPHA Revenue
1. Revenue from Fees										\$ -
2. Donations										\$ -
3. 3rd Party Insurance										\$ -
4. Other Program Revenue										\$ -
<b>TOTAL PROGRAM INCOME</b>		\$ -		\$ -		\$ -		\$ -		\$ -
5. Other Local Funds (Identify)									\$ -	
5a.									\$ -	
5b.									\$ -	
6. Medicaid/OHP									\$ -	
7. Volunteer and In-Kind (estimate value)									\$ -	
8. Other (Specify)									\$ -	
9. Other (Specify)									\$ -	
10. Other (Specify)									\$ -	
<b>TOTAL REVENUE</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES	Q1: Jul, Aug, Sep		Q2: Oct, Nov, Dec		Q3: Jan, Feb, Mar		Q4: Apr, May, Jun		Fiscal Year To Date	
B. EXPENDITURES	Non-OHA/PHD Expenditures	OHA/PHD Expenditures	Non-OHA/PHD Expenditures	OHA/PHD Expenditures	Non-OHA/PHD Expenditures	OHA/PHD Expenditures	Non-OHA/PHD Expenditures	OHA/PHD Expenditures	Non-OHA/PHD Expenditures	OHA/PHD Expenditures
1. Personal Services (Salaries and Benefits)									\$ -	\$ -
2. Services and Supplies (Total)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2a. Professional Services/Contracts									\$ -	\$ -
2b. Travel & Training									\$ -	\$ -
2c. General Supplies									\$ -	\$ -
2d. Medical Supplies									\$ -	\$ -
2e. Other (enter total from the "Other Services & Supplies Expenditures" Form)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3. Capital Outlay									\$ -	\$ -
4. Indirect Cost (\$)									\$ -	\$ -
4a. Indirect Rate ( %)										
<b>TOTAL EXPENDITURES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less Total Program Income		\$ -		\$ -		\$ -		\$ -		\$ -
<b>TOTAL REIMBURSABLE EXPENDITURES</b>		\$ -		\$ -		\$ -		\$ -		\$ -

Check Box if amounts have been revised since report previously submitted

WIC PROGRAM ONLY: Enter the Public Health Division Expenditures breakdown in the following categories for each quarter.					
** General Ledger report is required effective 1/1/19 and first report will be due with FY19 Quarter 3 Expenditure reports**					
C. CATEGORY	Q1: Jul, Aug, Sep	Q2: Oct, Nov, Dec	Q3: Jan, Feb, Mar	Q4: Apr, May, Jun	Fiscal Year To Date
1. Client Services					\$ -
2. Nutrition Services					\$ -
3. Breastfeeding Promotion					\$ -
4. General Administration					\$ -
<b>TOTAL WIC PROGRAM</b>	\$ -	\$ -	\$ -	\$ -	\$ -

**D. CERTIFICATE**  
 I certify to the best of my knowledge and belief that the report is true, complete and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the federal award. I am aware that any false, fictitious or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (2 CFR 200.415)

PREPARED BY \_\_\_\_\_ PHONE \_\_\_\_\_ AUTHORIZED AGENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Form Number 23-152

Revised July 2021

**OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES**

**TITLE OF FORM:**

**OHA Public Health Division Expenditure and Revenue Report**

**FORM NUMBER:**

**23-152 (Instructions)**

**WHO MUST COMPLETE THE FORM 23-152:**

All agencies receiving funds awarded through Oregon Health Authority Intergovernmental Agreement for Financing Public Health Services must complete this report for each grant-funded program. Agencies are responsible for assuring that each report is completed accurately, signed and submitted in a timely manner.

**WHERE TO SUBMIT REPORT:**

**[OHA-PHD.ExpendRevReport@dhsoha.state.or.us](mailto:OHA-PHD.ExpendRevReport@dhsoha.state.or.us)**

**WHEN TO SUBMIT:**

Reports for grants are due **30 days** following the end of the 3-, 6-, and 9-month periods (10/30, 1/30, 4/30) and 51 days after the 12-month period (8/20) in each fiscal year. **Any** expenditure reports due and not received by the specified deadline could delay payments until reports have been received from the payee for the reporting period.

**REPORT REVISIONS:**

OHA will accept *revised* revenue and expenditure reports up to 30 calendar days after the due date for the first, second and third quarter expenditure reports. OHA will accept *revised* reports up to 14 days after the fourth quarter expenditure report due date.

**WHAT TO SUBMIT:**

Submit both the main Expenditure and Revenue Report and the Other Services & Supplies Expenditures (Other S&S) Form. WIC programs must submit a general ledger report quarterly.

**INSTRUCTIONS FOR COMPLETING THE FORM**

Report expenditures for both Non-OHA/PHD and OHA/PHD funds for which reimbursement is being claimed. This reporting feature is necessary for programs due to the requirement of matching federal dollars with state and/or local dollars.

- YEAR TO DATE expenditures are reported when payment is made or a legal obligation is incurred.
- YEAR TO DATE revenue is reported when recognized.

**OHA/PHD:** Oregon Health Authority/Public Health Division

Enter your **Agency name, Program Element Number and Title, and Fiscal Year** start and end dates.

Gray shaded areas do not need to be filled out.

**A. REVENUE**

**Revenues that support program are to be entered for each quarter of the state fiscal year as either Program Revenue or Non-OHA/PHD Revenue.**

**Program Revenue**

Report this income in Section A. PROGRAM INCOME/REVENUE, Program Revenue column, Lines 1 through 4, for each quarter. Program income will be deducted from total OHA/PHD expenditures.

**TOTAL PROGRAM INCOME**

The total Program Revenue for each quarter and fiscal year to date. On the Excel report template, this is an auto sum field.

**Non-OHA/PHD Revenue**

Report this revenue in Section A. PROGRAM INCOME/REVENUE, Non-OHA/PHD Revenue column Lines 5 to 10, for each quarter. If applicable, identify sources of Line 5. Other Local Funds and specify type of Other for Lines 8 - 10. Non-OHA revenue are not subtracted from OHA/PHD expenditures.

**TOTAL REVENUE**

The total of Program and Non-OHA/PHD revenue for each quarter and fiscal year to date. On the Excel report template, this is an auto sum field.

**Fiscal Year To Date**

The YTD total Program or Non-OHA/PHD revenue for each line for the fiscal year. On the Excel report template, this is an auto sum field.

**B. EXPENDITURES**

**Expenditures are to be entered for each quarter of the state fiscal year as either Non-OHA/PHD Expenditures or OHA/PHD Expenditures.**

**Non-OHA/PHD Expenditures**

Program expenditures not reimbursed by the OHA Public Health Division.

**OHA/PHD Expenditures  
Line 1. Personal Services**

Reimbursable expenditures less program income.

Report total salaries and benefits that apply to the program for each quarter. Payroll expenses may vary from month to month. Federal guidelines, 2 CFR 225 Appendix B.8. (OMB Circular A-87), require the maintenance of adequate time activity reports for individuals paid from grant funds.

**Line 2. Services and Supplies (Total)**

The total from the four subcategories (Lines 2a. through 2e.) below this category. On the Excel report template, this is an auto sum field.

**Line 2a. Professional Services/Contracts**

Report contract and other professional services expenditures for each quarter.

**Line 2b. Travel & Training**

Report travel and training expenditures for each quarter.



**OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES**

<p><b>Line 2c. General Supplies</b></p>	<p>Report expenditures for materials &amp; supplies costing less than \$5,000 per unit for each quarter.</p>
<p><b>Line 2d. Medical Supplies</b></p>	<p>Report expenditures for medical supplies for each quarter.</p>
<p><b>Line 2e. Other</b></p>	<p>Report the Total Other S&amp;S Expenditures from the Other S&amp;S Expenditures Form. Data entry is done in the 'Other S&amp;S Expenditures' Form by entering the type and amount of other services and supplies expenses.</p>
<p><b>Line 3. Capital Outlay</b></p>	<p>Report capital outlay expenditures for each quarter. Capital Outlay is defined as expenditure of a single item costing more than \$5,000 with a life expectancy of more than one year. Itemize all capital outlay expenditures by cost and description. Federal regulations require that capital equipment (desk, chairs, laboratory equipment, etc.) continue to be used within the program area. Property records for non-expendable personal property shall be maintained accurately per Subtitle A-Department of Health and Human Services, 45 Code of Federal Regulation (CFR) Part 92.32 and Part 74.34. <i>Prior approval must be obtained for any purchase of a single item or special purpose equipment having an acquisition cost of \$5,000 or more (PHS Grants Policy Statement; WIC, see Federal Regulations Section 246.14).</i></p>
<p><b>Line 4. Indirect Cost (\$)</b></p>	<p>Report indirect costs for each quarter.</p>
<p><b>Line 4a. Indirect Rate (%)</b></p>	<p>Report the approved indirect rate percent within the (____%) area, in front of the % symbol. If no indirect rate or if you have a cost allocation plan, enter "N/A".</p>
<p><b>TOTAL EXPENDITURES</b></p>	<p>The total of OHA/PHD and Non-OHA/PHD expenditures for each quarter and fiscal year to date. On the Excel report template, this is an auto sum field.</p>
<p><b>Less Total Program Income</b></p>	<p>Take from the Program Revenue, TOTAL PROGRAM INCOME line in the Revenue section for each quarter and fiscal year to date. This is the OHA/PHD income that gets deducted from OHA/PHD total expenditures. On the Excel report template, this is an auto fill field.</p>
<p><b>TOTAL REIMBURSABLE EXPENDITURES</b></p>	<p>The total OHA/PHD expenditures less total program income for each quarter and fiscal YTD. The amount reimbursed by OHA-PHD. On the Excel report template, this is an auto calculate field.</p>
<p><b>Fiscal Year To Date</b></p>	<p>The YTD total of each expenditure category/subcategory of both OHA/PHD and Non-OHA/PHD for the fiscal year. On the Excel report template, this is an auto sum field.</p>
<p><b>C. WIC PROGRAM ONLY</b></p>	<p>Report the Public Health Division expenditures for the 4 categories listed in the WIC Program section for each quarter. Refer to Policy 315: Fiscal Requirements of the Oregon WIC Program Policy and Procedure Manual for definitions of the categories.</p>
<p><b>WIC GENERAL LEDGER REPORTING</b></p>	<p>Effective 1/1/19 General Ledger reports must be submitted with quarterly Expenditure and Revenue Report. First report due is for FY19 Quarter 3. Reports should be cumulative for FY.</p>
<p><b>TOTAL WIC PROGRAM</b></p>	<p>The total of the four WIC expenditure categories for each quarter and fiscal year. On the Excel report template, this is an auto sum field.</p>
<p><b>Fiscal Year to Date</b></p>	<p>The YTD total of each WIC category for the fiscal year. On the Excel report template, this is an auto sum field.</p>
<p><b>D. CERTIFICATE</b></p>	<p>Certify the report.</p>
<p><b>Prepared By</b></p>	<p>Enter the name and phone number of the person preparing the report.</p>
<p><b>Authorized Agent Signature</b></p>	<p>Obtain the signature, name and date of the authorized agent.</p>
<p><b>Where to Submit Report</b></p>	<p>Email the report to the Email To: address indicated on the form.</p>
<p><b>REIMBURSEMENT FROM THE STATE</b></p>	<p>Transfer document will be forwarded to the county treasurer (where appropriate) with a copy to the local agency when OHA Public Health Division makes reimbursement</p>
<p><b>WHEN A BUDGET REVISION IS REQUIRED</b></p>	<p>It is understood that the pattern of expenses will follow the estimates set forth in the approved budget application. To facilitate program development, however, transfers between expense categories may be made by the local agency except in the following instances, when a budget revision will be required:</p> <ul style="list-style-type: none"> <li>● If a transfer would result in or reflect a significant change in the character or scope of the program.</li> <li>● If there is a significant expenditure in a budget category for which funds were not initially budgeted in approved application.</li> </ul>

OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES  
EXPLANATION OF FINANCIAL ASSISTANCE AWARD

The Financial Assistance Award set forth above and any Financial Assistance Award amendment must be read in conjunction with this explanation for purposes of understanding the rights and obligations of OHA and LPHA reflected in the Financial Assistance Award.

**1. Format and Abbreviations in Financial Assistance Award**

The Financial Assistance Award consists of the following Items and Columns:

- a. **Item 1 “Grantee”** is the name and address of the LPHA;
- b. **Item 2 “Issue Date” and “This Action”** is the date upon which the Financial Assistance Award is issued, and, if the Financial Assistance Award is a revision of a previously issued Financial Assistance Award; and
- c. **Item 3 “Award Period”** is the period of time for which the financial assistance is awarded and during which it must be expended by LPHA, subject to any restrictions set forth in the Footnotes section (see “Footnotes” below) of the Financial Assistance Award. Subject to the restrictions and limitations of this Agreement and except as otherwise specified in the Footnotes, the financial assistance may be expended at any time during the period for which it is awarded regardless of the date of this Agreement or the date the Financial Assistance Award is issued.
- d. **Item 4 “OHA Public Health Funds Approved”** is the section that contains information regarding the Program Elements for which OHA is providing financial assistance to LPHA under this Agreement and other information provided for the purpose of facilitating LPHA administration of the fiscal and accounting elements of this Agreement. Each Program Element for which financial assistance is awarded to LPHA under this Agreement is listed by its Program Element number and its Program Element name (full or abbreviated). In certain cases, funds may be awarded solely for a sub-element of a Program Element. In such cases, the sub-element for which financial assistance is awarded is listed by its Program Element number, its Program Element name (full or abbreviated) and its sub-element name (full or abbreviated) as specified in the Program Element. The awarded funds, administrative information and restrictions on a particular line are displayed in a columnar format as follows:
  - (1) **Column 1 “Program”** will contain the Program Element name and number for each Program Element (and sub-element name, if applicable) for which OHA has awarded financial assistance to LPHA under this Agreement. Each Program Element name and number set forth in this section of the Financial Assistance Award corresponds to a specific Program Element Description set forth in Exhibit B. Each sub-element name (if specified) corresponds to a specific sub-element of the specified Program Element.
  - (2) **Column 2 “Award Balance”** in instances in which a revision to the Financial Assistance Award is made pursuant to an amendment duly issued by OHA and executed by the parties, the presence of an amount in this column will indicate the amount of financial assistance that was awarded by OHA to the LPHA, for the Program Element (or sub-element) identified on that line, prior to the issuance of an amendment to this Agreement. The information contained in this column is for information only, for purpose of facilitating LPHA’s administration of the fiscal and accounting elements of this Agreement, does not create enforceable rights under this Agreement and shall not be considered in the interpretation of this Agreement.
  - (3) **Column 3 “Increase/(Decrease)”** in instances in which a revision to the Financial Assistance Award is made pursuant to an amendment duly issued by OHA and executed by the parties, the presence of an amount in this column will indicate the amount by which the financial assistance awarded by OHA to the LPHA, for the Program Element (or sub-element) identified on that line, is increased or decreased by an amendment to this Agreement. The information contained in this column is for information only, for purpose of facilitating LPHA’s administration of the fiscal and accounting elements of

this Agreement, does not create enforceable rights under this Agreement and shall not be considered in the interpretation of this Agreement.

- (4) **Column 4 “New Award Balance”** the amount set forth in this column is the amount of financial assistance awarded by OHA to LPHA for the Program Element (or sub-element) identified on that line and is OHA’s maximum financial obligation under this Agreement in support of services comprising that Program Element (or sub-element). In instances in which OHA desires to limit or condition the expenditure of the financial assistance awarded by OHA to LPHA for the Program Element (or sub-element) in a manner other than that set forth in the Program Element Description or elsewhere in this Agreement, these limitations or conditions shall be indicated by a letter reference(s) to the “Footnotes” section, in which an explanation of the limitation or condition will be set forth.

- e. **Item 5 “Footnotes”** this section sets forth any special limitations or conditions, if any, applicable to the financial assistance awarded by OHA to LPHA for a particular Program Element (or sub-element). The limitations or conditions applicable to a particular award are indicated by corresponding Program Element (PE) number references appearing in the “Footnotes” section and on the appropriate line of the “New Award Balance” column of the “OHA Public Health Funds Approved” section. LPHA must comply with the limitations or conditions set forth in the “Footnotes” section when expending or utilizing financial assistance subject thereto.
- f. **Item 6 “Comments”** this section sets forth additional footnotes, if any, applicable to the financial assistance awarded to OHA to LPHA for a particular Program Element. The limitations or conditions applicable to a particular award are indicated by corresponding Program Element (PE) number references appearing in the “Comments” section and on the appropriate line of the “New Award Balance” column of the “OHA Public Health Funds Approved” section. LPHA must comply with the limitations or conditions set forth in the “Comments” section when expending or utilizing financial assistance subject thereto.
- g. **Item 7 “Capital Outlay Requested in This Action”** in instances in which LPHA requests, and OHA approves an LPHA request for, expenditure of the financial assistance provided hereunder for a capital outlay, OHA’s approval of LPHA’s capital outlay request will be set forth in this section of the Financial Assistance Award. This section contains a section heading that explains the OHA requirement for obtaining OHA approval for an LPHA capital outlay prior to LPHA’s expenditure of financial assistance provided hereunder for that purpose, and provides a brief OHA definition of a capital outlay. The information associated with OHA’s approval of LPHA’s capital outlay request are displayed in a columnar format as follows:
- (1) **Column 1 “Program”** the information presented in this column indicates the particular Program Element (or sub-element), the financial assistance for which LPHA may expend on the approved capital acquisition.
  - (2) **Column 2 “Item Description”** the information presented in this column indicates the specific item that LPHA is authorized to acquire.
  - (3) **Column 3 “Cost”** the information presented in this column indicates the amount of financial assistance LPHA may expend to acquire the authorized item.
  - (4) **Column 4 “Prog Approv”** the presence of the initials of an OHA official approves the LPHA request for capital outlay.

2. **Financial Assistance Award Amendments.** Amendments to the Financial Assistance Award are implemented as a full restatement of the Financial Assistance Award modified to reflect the amendment for each fiscal year. Therefore, if an amendment to this Agreement contains a new Financial Assistance Award, the Financial Assistance Award in the amendment supersedes and replaces, in its entirety, any prior Financial Assistance Award for that fiscal year.

**EXHIBIT D**  
**SPECIAL TERMS AND CONDITIONS**

- 1. Enforcement of the Oregon Indoor Clean Air Act.** This section is for the purpose of providing for the enforcement of laws by LPHA relating to smoking and enforcement of the Oregon Indoor Clean Air Act (for the purposes of this section, the term “LPHA” will also refer to local government entities e.g. certain Oregon counties that agree to engage in this activity.)
- a. Authority.** Pursuant to ORS 190.110, LPHA may agree to perform certain duties and responsibilities related to enforcement of the Oregon Indoor Clean Air Act, 433.835 through 433.875 and 433.990(D) (hereafter “Act”) as set forth below.
- b. LPHA Enforcement Functions.** LPHA shall assume the following enforcement functions:
- (1) Maintain records of all complaints received using the complaint tracking system provided by OHA’s Tobacco Prevention and Education Program (TPEP).
  - (2) Comply with the requirements set forth in OAR 333-015-0070 to 333-015-0085 using OHA enforcement procedures.
  - (3) Respond to and investigate all complaints received concerning noncompliance with the Act or rules adopted under the Act.
  - (4) Work with noncompliant sites to participate in the development of a remediation plan for each site found to be out of compliance after an inspection by the LPHA.
  - (5) Conduct a second inspection of all previously inspected sites to determine if remediation has been completed within the deadline specified in the remediation plan.
  - (6) Notify TPEP within five business days of a site’s failure to complete remediation, or a site’s refusal to allow an inspection or refusal to participate in development of a remediation plan. See Section c.(3) “OHA Responsibilities.”
  - (7) For each non-compliant site, within five business days of the second inspection, send the following to TPEP: intake form, copy of initial response letter, remediation form, and all other documentation pertaining to the case.
  - (8) LPHA shall assume the costs of the enforcement activities described in this section. In accordance with an approved Community-based work plan as prescribed in OAR 333-010-0330(3)(b), LPHAs may use Ballot Measure 44 funds for these enforcement activities.
  - (9) If a local government has local laws or ordinances that prohibit smoking in any areas listed in ORS 433.845, the local government is responsible to enforce those laws or ordinances using local enforcement procedures. In this event, all costs of enforcement will be the responsibility of the local government. Ballot Measure 44 funds may apply; see Subsection (8) above.
- c. LPHA Training.** LPHA is responsible for ensuring that all staff engaging in LPHA enforcement functions under this Agreement have appropriate training to conduct inspections safely and effectively including, but not limited to, de-escalation training.
- d. OHA Responsibilities.** OHA shall:
- (1) Provide an electronic records maintenance system to be used in enforcement, including forms used for intake tracking, complaints, and site visit/remediation plan, and templates to be used for letters to workplaces and/or public places.
  - (2) Provide technical assistance to LPHAs.

- (3) Upon notification of a failed remediation plan, a site's refusal to allow a site visit, or a site's refusal to develop a remediation plan, review the documentation submitted by the LPHA and issue citations to non-compliant sites as appropriate.
- (4) If requested by a site, conduct contested case hearings in accordance with the Administrative Procedures Act, ORS 183.411 to 183.470.
- (5) Issue final orders for all such case hearings.
- (6) Pursue, within the guidelines provided in the Act and OAR 333-015-0070 through OAR 333-015-0085, cases of repeat offenders to assure compliance with the Act.

**2. HIPAA/HITECH COMPLIANCE.**

- a. The health care component of OHA is a Covered Entity and must comply with the Health Insurance Portability and Accountability Act and the federal regulations implementing the Act (collectively referred to as HIPAA). When explicitly stated in the Program Element definition table located in Exhibit A, LPHA is a Business Associate of the health care component of OHA and therefore must comply with OAR 943-014-0400 through OAR 943-014-0465 and the Business Associate requirements set forth in 45 CFR 164.502 and 164.504. LPHA's failure to comply with these requirements shall constitute a default under this Agreement.
    - (1) **Consultation and Testing.** If LPHA reasonably believes that the LPHA's or OHA's data transactions system or other application of HIPAA privacy or security compliance policy may result in a violation of HIPAA requirements, LPHA shall promptly consult the OHA Information Security Office. LPHA or OHA may initiate a request for testing of HIPAA transaction requirements, subject to available resources and the OHA testing schedule.
    - (2) **Data Transactions Systems.** If LPHA intends to exchange electronic data transactions with a health care component of OHA in connection with claims or encounter data, eligibility or enrollment information, authorizations, or other electronic transaction, LPHA shall execute an Electronic Data Interchange (EDI) Trading Partner Agreement with OHA and shall comply with OHA EDI Rules set forth in OAR 943-120-0100 through 943-120-0200.
  - b. LPHA agrees that use and disclosure of Protected Health Information (PHI) and Electronic Protected Health Information (EPHI) in the performance of its obligations shall be governed by the Agreement. When acting as a Business Associate of the health care component of OHA as described in Paragraph a. of this section, LPHA further agrees that it shall be committed to compliance with the standards set forth in the Privacy Rule and Security Rule as amended by the HITECH Act, and as they may be amended further from time to time, in the performance of its obligations related to the Agreement, and that it shall make all subcontractors and Providers comply with the same requirements.
3. OHA intends to request reimbursement from FEMA for all allowable costs, and Recipient shall provide to OHA timely reports that provide enough detail to OHA's reasonable satisfaction, in order to obtain FEMA's reimbursement.

**EXHIBIT E**  
**GENERAL TERMS AND CONDITIONS**

**1. Disbursement and Recovery of Financial Assistance.**

- a. Disbursement Generally.** Subject to the conditions precedent set forth below and except as otherwise specified in an applicable footnote in the Financial Assistance Award, OHA shall disburse financial assistance awarded for a particular Program Element, as described in the Financial Assistance Award, to LPHA in substantially equal monthly allotments during the period specified in the Financial Assistance Award for that Program Element, subject to the following:
- (1) Upon written request of LPHA to the OHA Contract Administrator and subsequent OHA approval, OHA may adjust monthly disbursements of financial assistance to meet LPHA program needs.
  - (2) OHA may reduce monthly disbursements of financial assistance as a result of, and consistent with, LPHA's Underexpenditure or Overexpenditure of prior disbursements.
  - (3) After providing LPHA 30 calendar days advance notice, OHA may withhold monthly disbursements of financial assistance if any of LPHA's reports required to be submitted to OHA under this Exhibit E, Section 6 "Reporting Requirements" or that otherwise are not submitted in a timely manner or are incomplete or inaccurate. OHA may withhold the disbursements under this subsection until the reports have been submitted or corrected to OHA's satisfaction.

OHA may disburse to LPHA financial assistance for a Program Element in advance of LPHA's expenditure of funds on delivery of the services within that Program Element, subject to OHA recovery at Agreement Settlement of any excess disbursement. The mere disbursement of financial assistance to LPHA in accordance with the disbursement procedures described above does not vest in LPHA any right to retain those funds. Disbursements are considered an advance of funds to LPHA which LPHA may retain only to the extent the funds are expended in accordance with the terms and conditions of this Agreement.

- b. Conditions Precedent to Disbursement.** OHA's obligation to disburse financial assistance to LPHA under this Agreement is subject to satisfaction, with respect to each disbursement, of each of the following conditions precedent:
- (1) No LPHA default as described in Exhibit F, Section 6 "LPHA Default" has occurred.
  - (2) LPHA's representations and warranties set forth in Exhibit F, Section 4 "Representations and Warranties" of this Exhibit are true and correct on the date of disbursement with the same effect as though made on the date of disbursement.
- c. Recovery of Financial Assistance.**
- (1) **Notice of Underexpenditure, Overexpenditure or Misexpenditure.** If OHA believes there has been an Underexpenditure or Overexpenditure (as defined in Exhibit A) of moneys disbursed under this Agreement, OHA shall provide LPHA with written notice thereof and OHA and LPHA shall engage in the process described in "Recover of Underexpenditure or Overexpenditure" below. If OHA believes there has been a Misexpenditure (as defined in Exhibit A) of moneys disbursed to LPHA under this Agreement, OHA shall provide LPHA with written notice thereof and OHA and LPHA shall engage in the process described in "Recover of Misexpenditure" below.

**(2) Recovery of Underexpenditure or Overexpenditure.**

- (a) LPHA's Response.** LPHA shall have 90 calendar days from the effective date of the notice of Underexpenditure or Overexpenditure to pay OHA in full or notify the OHA that it wishes to engage in the appeals process set forth in Section 1.c.(2)(b) below. If LPHA fails to respond within that 90-day time period, LPHA shall promptly pay the noticed Underexpenditure or Overexpenditure amount.
- (b) Appeals Process.** If LPHA notifies OHA that it wishes to engage in an appeal process, LPHA and OHA shall engage in non-binding discussions to give the LPHA an opportunity to present reasons why it believes that there is no Underexpenditure or Overexpenditure, or that the amount of the Underexpenditure or Overexpenditure is different than the amount identified by OHA, and to give OHA the opportunity to reconsider its notice. LPHA and OHA may negotiate an appropriate apportionment of responsibility for the repayment of an Underexpenditure or Overexpenditure. At LPHA request, OHA will meet and negotiate with LPHA in good faith concerning appropriate apportionment of responsibility for repayment of an Underexpenditure or Overexpenditure. In determining an appropriate apportionment of responsibility, LPHA and OHA may consider any relevant factors. An example of a relevant factor is the extent to which either party contributed to an interpretation of a statute, regulation or rule prior to the expenditure that was officially reinterpreted after the expenditure. If OHA and LPHA reach agreement on the amount owed to OHA, LPHA shall promptly repay that amount to OHA by issuing payment to OHA or by directing OHA to withhold future payments pursuant to "Recover from Future Payments" below. If OHA and LPHA continue to disagree about whether there has been an Underexpenditure or Overexpenditure or the amount owed, the parties may agree to consider further appropriate dispute resolution processes, including, subject to Oregon Department of Justice (DOJ) and LPHA counsel approval, arbitration.
- (c) Recovery From Future Payments.** To the extent that OHA is entitled to recover an Underexpenditure or Overexpenditure pursuant to "Appeal Process" above), OHA may recover the Underexpenditure or Overexpenditure by offsetting the amount thereof against future amounts owed to LPHA by OHA, including, but not limited to, any amount owed to LPHA by OHA under any other contract or agreement between LPHA and OHA, present or future. OHA shall provide LPHA written notice of its intent to recover the amounts of the Underexpenditure or Overexpenditure from amounts owed LPHA by OHA as set forth in this subsection), and shall identify the amounts owed by OHA which OHA intends to offset, (including contracts or agreements, if any, under which the amounts owed arose) LPHA shall then have 14 calendar days from the date of OHA's notice in which to request the deduction be made from other amounts owed to LPHA by OHA and identified by LPHA. OHA shall comply with LPHA's request for alternate offset, unless the LPHA's proposed alternative offset would cause OHA to violate federal or state statutes, administrative rules or other applicable authority, or would result in a delay in recovery that exceeds three months. In the event that OHA and LPHA are unable to agree on which specific amounts, owed to LPHA by OHA, the OHA may offset in order to recover the amount of the Underexpenditure or Overexpenditure, then OHA may select the particular contracts or agreements between OHA and LPHA and amounts from which it will recover the amount of the Underexpenditure or Overexpenditure, within the following limitations: OHA shall first look to amounts owed to LPHA (but unpaid) under this Agreement. If that amount is insufficient, then OHA may look

to any other amounts currently owing or owed in the future to LPHA by OHA. In no case, without the prior consent of LPHA, shall OHA deduct from any one payment due LPHA under the contract or agreement from which OHA is offsetting funds an amount in excess of twenty-five percent (25%) of that payment. OHA may look to as many future payments as necessary in order to fully recover the amount of the Underexpenditure or Overexpenditure.

**(3) Recovery of Misexpenditure.**

- (a) LPHA's Response.** From the effective date of the notice of Misexpenditure, LPHA shall have the lesser of: (i) 60 calendar days; or (ii) if a Misexpenditure relates to a Federal Government request for reimbursement, 30 calendar days fewer than the number of days (if any) OHA has to appeal a final written decision from the Federal Government, to either:
- i.** Make a payment to OHA in the full amount of the noticed Misexpenditure identified by OHA;
  - ii.** Notify OHA that LPHA wishes to repay the amount of the noticed Misexpenditure from future payments pursuant to "Recovery from Future Payments" below; or
  - iii.** Notify OHA that it wishes to engage in the applicable appeal process set forth in "Appeal Process for Misexpenditure" below.

If LPHA fails to respond within the time required by "Appeal Process for Misexpenditure" below, OHA may recover the amount of the noticed Misexpenditure from future payments as set forth in "Recovery from Future Payments" below.

- (b) Appeal Process for Misexpenditure.** If LPHA notifies OHA that it wishes to engage in an appeal process with respect to a noticed Misexpenditure, the parties shall comply with the following procedures, as applicable:

- i. Appeal from OHA-Identified Misexpenditure.** If OHA's notice of Misexpenditure is based on a Misexpenditure solely of the type described in Sections 15.b. or c. of Exhibit A, LPHA and OHA shall engage in the process described in this subsection to resolve a dispute regarding the noticed Misexpenditure. First, LPHA and OHA shall engage in non-binding discussions to give LPHA an opportunity to present reasons why it believes that there is, in fact, no Misexpenditure or that the amount of the Misexpenditure is different than the amount identified by OHA, and to give OHA the opportunity to reconsider its notice. LPHA and OHA may negotiate an appropriate apportionment of responsibility for the repayment of a Misexpenditure. At LPHA request, OHA will meet and negotiate with LPHA in good faith concerning appropriate apportionment of responsibility for repayment of a Misexpenditure. In determining an appropriate apportionment of responsibility, LPHA and OHA may consider any relevant factors. An example of a relevant factor is the extent to which either party contributed to an interpretation of a statute, regulation or rule prior to the expenditure that was officially reinterpreted after the expenditure. If OHA and LPHA reach agreement on the amount owed to OHA, LPHA shall promptly repay that amount to OHA by issuing payment to OHA or by directing OHA to withhold future payments pursuant to "Recovery from Future Payments" below. If OHA and LPHA continue to disagree as to whether or not there has been a



Misexpenditure or as to the amount owed, the parties may agree to consider further appropriate dispute resolution processes including, subject to Oregon Department of Justice (DOJ) and LPHA counsel approval, arbitration.

**ii. Appeal from Federal-Identified Misexpenditure.**

**A.** If OHA’s notice of Misexpenditure is based on a Misexpenditure of the type described in Exhibit A, Section 15.a. and the relevant Federal Agency provides a process either by statute or administrative rule to appeal the determination of improper use of federal funds, the notice of disallowance or other federal identification of improper use of funds and if the disallowance is not based on a federal or state court judgment founded in allegations of Medicaid fraud or abuse, then LPHA may, prior to 30 calendar days prior to the applicable federal appeals deadline, request that OHA appeal the determination of improper use, notice of disallowance or other federal identification of improper use of funds in accordance with the process established or adopted by the Federal Agency. If LPHA so requests that OHA appeal the determination of improper use of federal funds, federal notice of disallowance or other federal identification of improper use of funds, the amount in controversy shall, at the option of LPHA, be retained by the LPHA or returned to OHA pending the final federal decision resulting from the initial appeal. If the LPHA does request, prior to the deadline set forth above, that OHA appeal, OHA shall appeal the determination of improper use, notice of disallowance or other federal identification of improper use of funds in accordance with the established process and shall pursue the appeal until a decision is issued by the Departmental Grant Appeals Board of the U.S. Department of Health and Human Services (HHS) (the “Grant Appeals Board”) pursuant to the process for appeal set forth in 45 CFR. Subtitle A, Part 16, or an equivalent decision is issued under the appeal process established or adopted by the Federal Agency. LPHA and OHA shall cooperate with each other in pursuing the appeal. If the Grant Appeals Board or its equivalent denies the appeal then either LPHA, OHA, or both may, in their discretion, pursue further appeals. Regardless of any further appeals, within 90 calendar days of the date the federal decision resulting from the initial appeal is final, LPHA shall repay to OHA the amount of the noticed Misexpenditure (reduced, if at all, as a result of the appeal) by issuing payment to OHA or by directing OHA to withhold future payments pursuant to “Recovery From Future Payments” below. To the extent that LPHA retained any of the amount in controversy while the appeal was pending, the LPHA shall pay to OHA the interest, if any, charged by the Federal Government on such amount.

- B.** If the relevant Federal Agency does not provide a process either by statute or administrative rule to appeal the determination of improper use of federal funds, the notice of disallowance or other federal identification of improper use of funds or LPHA does not request that OHA pursue an appeal prior to 30 calendar days prior to the applicable federal appeals deadline, and if OHA does not appeal, then within 90 calendar days of the date the federal determination of improper use of federal funds, the federal notice of disallowance or other federal identification of improper use of funds is final LPHA shall repay to OHA the amount of the noticed Misexpenditure by issuing a payment to OHA or by directing OHA to withhold future payments pursuant to “Recovery From Future Payments” below.
- C.** If LPHA does not request that OHA pursue an appeal of the determination of improper use of federal funds, the notice of disallowance, or other federal identification of improper use of funds, prior to 30 calendar days prior to the applicable federal appeals deadline but OHA nevertheless appeals, LPHA shall repay to OHA the amount of the noticed Misexpenditure (reduced, if at all, as a result of the appeal) within 90 calendar days of the date the federal decision resulting from the appeal is final, by issuing payment to OHA or by directing OHA to withhold future payments pursuant to “Recover From Future Payments” below.
- D.** Notwithstanding Subsection a, i. through iii. above, if the Misexpenditure was expressly authorized by an OHA rule or an OHA writing signed by an authorized person that applied when the expenditure was made, but was prohibited by federal statutes or regulations that applied when the expenditure was made, LPHA will not be responsible for repaying the amount of the Misexpenditure to OHA, provided that:
- I.** Where post-expenditure official reinterpretation of federal statutes or regulations results in a Misexpenditure, LPHA and OHA will meet and negotiate in good faith an appropriate apportionment of responsibility between them for repayment of the Misexpenditure.
- II.** For purposes of this Subsection D., an OHA writing must interpret this Agreement or an OHA rule and be signed by the Director of the OHA or by one of the following OHA officers concerning services in the category where the officers are listed:

**Public Health Services:**

- Public Health Director
- Public Health Director of Fiscal and Business Operations

OHA shall designate alternate officers in the event the offices designated in the previous sentence are abolished. Upon LPHA request, OHA shall notify LPHA of the names of individual officers with the above titles. OHA shall send

OHA writings described in this paragraph to LPHA by mail and email.

- III. The writing must be in response to a request from LPHA for expenditure authorization, or a statement intended to provide official guidance to LPHA or counties generally for making expenditures under this Agreement. The writing must not be contrary to this Agreement or contrary to law or other applicable authority that is clearly established at the time of the writing.
- IV. If OHA writing is in response to a request from LPHA for expenditure authorization, the request must be in writing and signed by the director of an LPHA department with authority to make such a request or by the LPHA Counsel. It must identify the supporting data, provisions of this Agreement and provisions of applicable law relevant to determining if the expenditure should be authorized.
- V. An OHA writing expires on the date stated in the writing, or if no expiration date is stated, six years from the date of the writing. An expired OHA writing continues to apply to LPHA expenditures that were made in compliance with the writing and during the term of the writing.
- VI. OHA may revoke or revise an OHA writing at any time if it determines in its sole discretion that the writing allowed expenditure in violation of this Agreement or law or any other applicable authority.
- VII. OHA rule does not authorize an expenditure that this Agreement prohibits.

- (c) **Recovery From Future Payments.** To the extent that OHA is entitled to recover a Misexpenditure pursuant to “Appeal Process for Misexpenditure” above, OHA may recover the Misexpenditure by offsetting the amount thereof against future amounts owed to LPHA by OHA, including but not limited to, any amount owed to LPHA by OHA under this Agreement or any amount owed to LPHA by OHA under any other contract or agreement between LPHA and OHA, present or future. OHA shall provide LPHA written notice of its intent to recover the amount of the Misexpenditure from amounts owed LPHA by OHA as set forth in this Subsection (c) and shall identify the amounts owed by OHA that OHA intends to offset (including the contracts or agreements, if any, under which the amounts owed arose and from those OHA wishes to deduct payments from). LPHA shall then have 14 calendar days from the date of OHA's notice in which to request the deduction be made from other amounts owed to LPHA by OHA and identified by LPHA. OHA shall comply with LPHA's request for alternate offset, unless the LPHA's proposed alternative offset would cause OHA to violate federal or state statutes, administrative rules or other applicable authority. In the event that OHA and LPHA are unable to agree on which specific amounts are owed to LPHA by OHA, that OHA may offset in order to recover the amount of the Misexpenditure, then OHA may select the particular contracts or agreements between OHA and County and amounts from which it will recover the amount of the Misexpenditure, after providing notice to LPHA, and within the following limitations: OHA shall first look to amounts owed to LPHA (but unpaid) under

this Agreement. If that amount is insufficient, then OHA may look to any other amounts currently owing or owed in the future to LPHA by OHA. In no case, without the prior consent of LPHA, shall OHA deduct from any one payment due LPHA under the contract or agreement from which OHA is offsetting funds an amount in excess of twenty-five percent (25%) of that payment. OHA may look to as many future payments as necessary in order to fully recover the amount of the Misexpenditure.

**d. Additional Provisions With Respect to Underexpenditures, Overexpenditures and Misexpenditures.**

- (1) LPHA shall cooperate with OHA in the Agreement Settlement process.
- (2) OHA's right to recover Underexpenditures, Overexpenditures and Misexpenditures from LPHA under this Agreement is not subject to or conditioned on LPHA's recovery of any money from any other entity.
- (3) If the exercise of the OHA's right to offset under this provision requires the LPHA to complete a re-budgeting process, nothing in this provision shall be construed to prevent the LPHA from fully complying with its budgeting procedures and obligations, or from implementing decisions resulting from those procedures and obligations.
  - (a) Nothing in this provision shall be construed as a requirement or agreement by the LPHA or the OHA to negotiate and execute any future contract with the other.
  - (b) Nothing in this Section 1.d. shall be construed as a waiver by either party of any process or remedy that might otherwise be available.

**2. Use of Financial Assistance.** LPHA may use the financial assistance disbursed to LPHA under this Agreement solely to cover actual Allowable Costs reasonably and necessarily incurred to implement Program Elements during the term of this Agreement. LPHA may not expend financial assistance provided to LPHA under this Agreement for a particular Program Element (as reflected in the Financial Assistance Award) on the implementation of any other Program Element.

**3. Subcontracts.** Except when the Program Element Description expressly requires a Program Element Service or a portion thereof to be delivered by LPHA directly, and except for the performance of any function, duty or power of the LPHA related to governance as that is described in OAR 333-014-0580, LPHA may use the financial assistance provided under this Agreement for a particular Program Element service to purchase that service, or portion thereof, from a third person or entity (a "Subcontractor") through a contract (a "Subcontract"). Subject to "Subcontractor Monitoring" below, LPHA may permit a Subcontractor to purchase the service, or a portion thereof, from another person or entity under a subcontract and such subcontractors shall also be considered Subcontractors for purposes of this Agreement and the subcontracts shall be considered Subcontracts for purposes of this Agreement. LPHA shall not permit any person or entity to be a Subcontractor unless the person or entity holds all licenses, certificates, authorizations and other approvals required by applicable law to deliver the Program Element service. The Subcontract must be in writing and contain each of the provisions set forth in Exhibit H, in substantially the form set forth therein, in addition to any other provisions that must be included to comply with applicable law, that must be included in a Subcontract under the terms of this Agreement or that are necessary to implement Program Element service delivery in accordance with the applicable Program Element Descriptions and the other terms and conditions of this Agreement. LPHA shall maintain an originally executed copy of each Subcontract at its office and shall furnish a copy of any Subcontract to OHA upon request. LPHA must comply with OAR 333-014-0570 and 333-014-0580 and ensure that any subcontractor of a Subcontractor comply with OAR 333-014-0570.

**4. Subcontractor Monitoring.** In accordance with 2 CFR §200.332, LPHA shall monitor each Subcontractor's delivery of Program Element services and promptly report to OHA when LPHA

identifies a major deficiency in a Subcontractor's delivery of a Program Element service or in a Subcontractor's compliance with the Subcontract between the Subcontractor and LPHA. LPHA shall promptly take all necessary action to remedy any identified deficiency. LPHA shall also monitor the fiscal performance of each Subcontractor and shall take all lawful management and legal action necessary to pursue this responsibility. In the event of a major deficiency in a Subcontractor's delivery of a Program Element service or in a Subcontractor's compliance with the Subcontract between the Subcontractor and LPHA, nothing in this Agreement shall limit or qualify any right or authority OHA has under state or federal law to take action directly against the Subcontractor. LPHA must monitor its Subcontractors itself and may not enter into a contract with another entity for monitoring Subcontracts.

5. **Alternative Formats and Translation of Written Materials, Interpreter Services.** In connection with the delivery of Program Element services, LPHA shall:
- a. Make available to an LPHA Client, without charge to the LPHA Client, upon the LPHA Client's or OHA's request, any and all written materials in alternate, if appropriate, formats as required by OHA's administrative rules or by OHA's written policies made available to LPHA.
  - b. Make available to an LPHA Client, without charge to the LPHA Client, upon the LPHA Client's or OHA's request, any and all written materials in the prevalent non-English languages in LPHA's service area.
  - c. Make available to an LPHA Client, without charge to the LPHA Client, upon the LPHA Client's or OHA's request, oral interpretation services in all non-English languages in LPHA's service area.
  - d. Make available to an LPHA Client with hearing impairment, without charge to the LPHA Client, upon the LPHA Client's or OHA's request, sign language interpretation services and telephone communications access services.

For purposes of the foregoing, "written materials" includes, without limitation, all written materials created by LPHA in connection with the Services and all Subcontracts related to this Agreement. The LPHA may develop its own forms and materials and with such forms and materials the LPHA shall be responsible for making them available to an LPHA Client, without charge to the LPHA Client or OHA, in the prevalent non-English language. OHA shall be responsible for making its forms and materials available, without charge to the LPHA Client or LPHA, in the prevalent non-English language.

6. **Reporting Requirements.** For each calendar quarter or portion thereof, during the term of this Agreement, in which LPHA expends and receives financial assistance awarded to LPHA by OHA under this Agreement, LPHA shall prepare and deliver to OHA the reports outlined below on October 30 (after end of three month period), January 30 (after end of six month period), April 30 (after end of nine month period) and August 20 (after end of 12 month period). The required reports are :

A separate expenditure report for each Program in which LPHA expenditures and receipts of financial assistance occurred during the quarter as funded by indication on the original or formally amended Financial Assistance Award located in the same titled section of Exhibit C of this Agreement. Each report, must be substantially in the form set forth in Exhibit C titled "Oregon Health Authority, Public Health Division Expenditure and Revenue Report."

All reports must be completed in accordance with the associated instructions and must provide complete, specific and accurate information on LPHA's use of the financial assistance disbursed to LPHA hereunder. In addition, LPHA shall comply with all other reporting requirements set forth in this Agreement, including but not limited to, all reporting requirements set forth in applicable Program Element descriptions. OHA may request information and LPHA shall provide if requested by OHA, the amount of LPHA's, as well as any of LPHA's Subcontractors' and sub recipients', administrative costs as part of either direct or indirect costs, as defined by federal regulations and guidance. OHA will accept *revised* revenue and expenditure reports up to 30 calendar days after the due date for the first, second

and third quarter's expenditure reports. OHA will accept *revised* reports up to 14 days after the fourth quarter expenditure report due date. If LPHA fails to comply with these reporting requirements, OHA may withhold future disbursements of all financial assistance under this Agreement, as further described in Section 1 of this Exhibit E.

7. **Operation of Public Health Program.** LPHA shall operate (or contract for the operation of) a public health program during the term of this Agreement. If LPHA uses financial assistance provided under this Agreement for a particular Program Element, LPHA shall include that Program Element in its public health program from the date it begins using the funds provided under this Agreement for that Program Element until the earlier of (a) termination or expiration of this Agreement, (b) termination by OHA of OHA's obligation to provide financial assistance for that Program Element, in accordance with Exhibit F, Section 8 "Termination" or (c) termination by LPHA, in accordance with Exhibit F, Section 8 "Termination", of LPHA's obligation to include that Program Element in its public health program.
8. **Technical Assistance.** During the term of this Agreement, OHA shall provide technical assistance to LPHA in the delivery of Program Element services to the extent resources are available to OHA for this purpose. If the provision of technical assistance to the LPHA concerns a Subcontractor, OHA may require, as a condition to providing the assistance, that LPHA take all action with respect to the Subcontractor reasonably necessary to facilitate the technical assistance.
9. **Payment of Certain Expenses.** If OHA requests that an employee of LPHA, or a Subcontractor or a citizen providing services or residing within LPHA's service area, attend OHA training or an OHA conference or business meeting and LPHA has obligated itself to reimburse the individual for travel expenses incurred by the individual in attending the training or conference, OHA may pay those travel expenses on behalf of LPHA but only at the rates and in accordance with the reimbursement procedures set forth in the Oregon Accounting Manual <http://www.oregon.gov/DAS/Pages/Programs.aspx> as of the date the expense was incurred and only to the extent that OHA determines funds are available for such reimbursement.
10. **Effect of Amendments Reducing Financial Assistance.** If LPHA and OHA amend this Agreement to reduce the amount of financial assistance awarded for a particular Program Element, LPHA is not required by this Agreement to utilize other LPHA funds to replace the funds no longer received under this Agreement as a result of the amendment, and LPHA may, from and after the date of the amendment, reduce the quantity of that Program Element service included in its public health program commensurate with the amount of the reduction in financial assistance awarded for that Program Element. Nothing in the preceding sentence shall affect LPHA's obligations under this Agreement with respect to financial assistance actually disbursed by OHA under this Agreement or with respect to Program Element services actually delivered.
11. **Resolution of Disputes over Additional Financial Assistance Owed LPHA After Termination or Expiration.** If, after termination or expiration of this Agreement, LPHA believes that OHA disbursements of financial assistance under this Agreement for a particular Program Element are less than the amount of financial assistance that OHA is obligated to provide to LPHA under this Agreement for that Program Element, as determined in accordance with the applicable financial assistance calculation methodology, LPHA shall provide OHA with written notice thereof. OHA shall have 90 calendar days from the effective date of LPHA's notice to pay LPHA in full or notify LPHA that it wishes to engage in a dispute resolution process. If OHA notifies LPHA that it wishes to engage in a dispute resolution process, LPHA and OHA's Public Health Director (or delegate) shall engage in non-binding discussion to give OHA an opportunity to present reasons why it believes that it does not owe LPHA any additional financial assistance or that the amount owed is different than the amount identified by LPHA in its notices, and to give LPHA the opportunity to reconsider its notice. If OHA and LPHA reach agreement on the additional amount owed to LPHA, OHA shall promptly pay that amount to LPHA. If OHA and LPHA continue to disagree as to the amount owed, the parties may agree to consider further appropriate dispute resolution processes, including, subject to Oregon Department of

Justice and LPHA counsel approval, binding arbitration. Nothing in this section shall preclude the LPHA from raising underpayment concerns at any time prior to termination of this Agreement under “Resolution of Disputes, Generally” below.

12. **Resolution of Disputes, Generally.** In addition to other processes to resolve disputes provided in this Exhibit, either party may notify the other party that it wishes to engage in a dispute resolution process. Upon such notification, the parties shall engage in non-binding discussion to resolve the dispute. If the parties do not reach agreement as a result of non-binding discussion, the parties may agree to consider further appropriate dispute resolution processes, including, subject to Oregon Department of Justice and LPHA counsel approval, binding arbitration. The rights and remedies set forth in this Agreement are not intended to be exhaustive and the exercise by either party of any right or remedy does not preclude the exercise of any other rights or remedies at law or in equity.
13. Nothing in this Agreement shall cause or require LPHA or OHA to act in violation of state or federal constitutions, statutes, regulations or rules. The parties intend this limitation to apply in addition to any other limitation in this Agreement, including limitations in Section 1 of this Exhibit E.
14. **Purchase and Disposition of Equipment.**
  - a. For purposes of this section, “Equipment” means tangible, non-expendable personal property having a useful life of more than one year and a net acquisition cost of more than \$5,000 per unit. However, for purposes of information technology equipment, the monetary threshold does not apply. Information technology equipment shall be tracked for the mandatory line categories listed below:
    - (1) Network
    - (2) Personal Computer
    - (3) Printer/Plotter
    - (4) Server
    - (5) Storage
    - (6) Software
  - b. For any Equipment authorized by OHA for purchase with funds from this Agreement, ownership shall be in the name of the LPHA and LPHA is required to accurately maintain the following Equipment inventory records:
    - (1) description of the Equipment;
    - (2) serial number;
    - (3) where Equipment was purchased;
    - (4) acquisition cost and date; and
    - (5) location, use and condition of the Equipment
  - c. LPHA shall provide the Equipment inventory list to the Agreement Administrator annually by June 30th of each year. LPHA shall be responsible to safeguard any Equipment and maintain the Equipment in good repair and condition while in the possession of LPHA or any subcontractors. LPHA shall depreciate all Equipment, with a value of more than \$5,000, using the straight line method.
  - d. Upon termination of this Agreement, or any service thereof, for any reason whatsoever, LPHA shall, upon request by OHA, immediately, or at such later date specified by OHA, tender to OHA any and all Equipment purchased with funds under this Agreement as OHA may require to be returned to the State. At OHA’s direction, LPHA may be required to deliver said Equipment to a subsequent Subcontractor for that Subcontractor’s use in the delivery of services formerly

**OHA - 2021-2023 INTERGOVERNMENTAL AGREEMENT - FOR THE FINANCING OF PUBLIC HEALTH SERVICES**

provided by LPHA. Upon mutual agreement, in lieu of requiring LPHA to tender the Equipment to OHA or to a subsequent Subcontractor, OHA may require LPHA to pay to OHA the current value of the Equipment. Equipment value will be determined as of the date of Agreement or service termination.

- e. If funds from this Agreement are authorized by OHA to be used as a portion of the purchase price of Equipment, requirements relating to title, maintenance, Equipment inventory reporting and residual value shall be negotiated and the agreement reflected in a special condition or Footnote authorizing the purchase.
- f. Notwithstanding anything herein to the contrary, LPHA shall comply with CFR Subtitle B with guidance at 2 CFR Part 200 as amended, which generally describes the required maintenance, documentation, and allowed disposition of equipment purchased with federal grant funds.
- g. Equipment provided directly by OHA to the LPHA and/or its Subcontractor(s) to support delivery of specific program services is to be used for those program services. If the LPHA and/or its Subcontractor(s) discontinue providing the program services for which the equipment is to be used, the equipment must be returned to OHA or transferred to a different provider at the request of OHA.



**EXHIBIT F**  
**STANDARD TERMS AND CONDITIONS**

1. **Governing Law, Consent to Jurisdiction.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between the parties that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within a circuit court for the State of Oregon of proper jurisdiction. THE PARTIES, BY EXECUTION OF THIS AGREEMENT, HEREBY CONSENT TO THE IN PERSONAM JURISDICTION OF SAID COURTS. Except as provided in this section neither party waives any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, from any Claim or from the jurisdiction of any court. The parties acknowledge that this is a binding and enforceable agreement and, to the extent permitted by law, expressly waive any defense alleging that either party does not have the right to seek judicial enforcement of this Agreement.
2. **Compliance with Law.** Both parties shall comply with laws, regulations and executive orders to which they are subject and which are applicable to the Agreement or to the delivery of Program Element services. Without limiting the generality of the foregoing, both parties expressly agree to comply with the following laws, rules, regulations and executive orders to the extent they are applicable to the Agreement: (a) OAR 943-005-0000 through 943-005-0007, prohibiting discrimination against individuals with disabilities, as may be revised, and all applicable requirements of state civil rights and rehabilitation statutes, rules and regulations; (b) all state laws governing operation of locally administered public health programs, including without limitation, all administrative rules adopted by OHA related to public health programs; (c) all state laws requiring reporting of LPHA Client abuse; (d) ORS 659A.400 to 659A.409, ORS 659A.145; (e) 45 CFR 164 Subpart C; and all regulations and administrative rules established pursuant to those laws in the construction, remodeling, maintenance and operation of any structures and facilities, and in the conduct of all programs, services and training associated with the delivery of Program Element services. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to the Agreement and required by law to be so incorporated. All employers, including LPHA and OHA, that employ subject workers who provide Program Element services in the State of Oregon shall comply with ORS 656.017 and provide the required Workers' Compensation coverage, unless such employers are exempt under ORS 656.126.
3. **Independent Contractors.** The parties agree and acknowledge that their relationship is that of independent contracting parties and that LPHA is not an officer, employee, or agent of the State of Oregon as those terms are used in ORS 30.265 or otherwise.
4. **Representations and Warranties.**
  - a. LPHA represents and warrants as follows:
    - (1) **Organization and Authority.** LPHA is a political subdivision of the State of Oregon duly organized and validly existing under the laws of the State of Oregon. LPHA has full power, authority and legal right to make this Agreement and to incur and perform its obligations hereunder.
    - (2) **Due Authorization.** The making and performance by LPHA of this Agreement (a) have been duly authorized by all necessary action by LPHA; (b) do not and will not violate any provision of any applicable law, rule, regulation, or order of any court, regulatory commission, board, or other administrative agency or any provision of LPHA's charter or other organizational document; and (c) do not and will not result in the breach of, or constitute a default or require any consent under any other agreement or instrument to which LPHA is a party or by which LPHA may be bound or affected. No authorization,

consent, license, approval of, filing or registration with or notification to any governmental body or regulatory or supervisory authority is required for the execution, delivery or performance by LPHA of this Agreement.

- (3) Binding Obligation. This Agreement has been duly executed and delivered by LPHA and constitutes a legal, valid and binding obligation of LPHA, enforceable in accordance with its terms subject to the laws of bankruptcy, insolvency, or other similar laws affecting the enforcement of creditors' rights generally.
- (4) Program Element Services. To the extent Program Element services are performed by LPHA, the delivery of each Program Element service will comply with the terms and conditions of this Agreement and meet the standards for such Program Element service as set forth herein, including but not limited to, any terms, conditions, standards and requirements set forth in the Financial Assistance Award and applicable Program Element Description.

b. OHA represents and warrants as follows:

- (1) Organization and Authority. OHA has full power, authority and legal right to make this Agreement and to incur and perform its obligations hereunder.
- (2) Due Authorization. The making and performance by OHA of this Agreement: (a) have been duly authorized by all necessary action by OHA; (b) do not and will not violate any provision of any applicable law, rule, regulation, or order of any court, regulatory commission, board, or other administrative agency; and (c) do not and will not result in the breach of, or constitute a default or require any consent under any other agreement or instrument to which OHA is a party or by which OHA may be bound or affected. No authorization, consent, license, approval of, filing or registration with or notification to any governmental body or regulatory or supervisory authority is required for the execution, delivery or performance by OHA of this Agreement, other than approval by the Department of Justice if required by law.
- (3) Binding Obligation. This Agreement has been duly executed and delivered by OHA and constitutes a legal, valid and binding obligation of OHA, enforceable in accordance with its terms subject to the laws of bankruptcy, insolvency, or other similar laws affecting the enforcement of creditors' rights generally.

c. Warranties Cumulative. The warranties set forth in this section are in addition to, and not in lieu of, any other warranties provided.

## 5. Ownership of Intellectual Property.

- a. Except as otherwise expressly provided herein, or as otherwise required by state or federal law, OHA will not own the right, title and interest in any intellectual property created or delivered by LPHA or a Subcontractor in connection with the Program Element services with respect to that portion of the intellectual property that LPHA owns, LPHA grants to OHA a perpetual, worldwide, non-exclusive, royalty-free and irrevocable license, subject to any provisions in this Agreement that restrict or prohibit dissemination or disclosure of information, to (1) use, reproduce, prepare derivative works based upon, distribute copies of, perform and display the intellectual property, (2) authorize third parties to exercise the rights set forth in Section 5.a.(1) on OHA's behalf, and (3) sublicense to third parties the rights set forth in Section 5.a.(1).
- b. If state or federal law requires that OHA or LPHA grant to the United States a license to any intellectual property, or if state or federal law requires that OHA or the United States own the intellectual property, then LPHA shall execute such further documents and instruments as OHA may reasonably request in order to make any such grant or to assign ownership in the intellectual property to the United States or OHA. To the extent that OHA becomes the owner of any

intellectual property created or delivered by LPHA in connection with the Program Element services, OHA will grant a perpetual, worldwide, non-exclusive, royalty-free and irrevocable license, subject to any provisions in this Agreement that restrict or prohibit dissemination or disclosure of information, to LPHA to use, copy, distribute, display, build upon and improve the intellectual property.

- c. LPHA shall include in its Subcontracts terms and conditions necessary to require that Subcontractors execute such further documents and instruments as OHA may reasonably request in order to make any grant of license or assignment of ownership that may be required by federal or state law.

**6. LPHA Default.** LPHA shall be in default under this Agreement upon the occurrence of any of the following events:

- a. LPHA fails to perform, observe or discharge any of its covenants, agreements or obligations set forth herein.
- b. Any representation, warranty or statement made by LPHA herein or in any documents or reports made by LPHA in connection herewith that are reasonably relied upon by OHA to measure the delivery of Program Element services, the expenditure of financial assistance or the performance by LPHA is untrue in any material respect when made;
- c. LPHA: (1) applies for or consents to the appointment of, or taking of possession by, a receiver, custodian, trustee, or liquidator of itself or all of its property; (2) admits in writing its inability, or is generally unable, to pay its debts as they become due; (3) makes a general assignment for the benefit of its creditors; (4) is adjudicated as bankrupt or insolvent; (5) commences a voluntary case under the federal Bankruptcy Code (as now or hereafter in effect); (6) files a petition seeking to take advantage of any other law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts; (7) fails to controvert in a timely and appropriate manner, or acquiesces in writing to, any petition filed against it in an involuntary case under the Bankruptcy Code; or (8) takes any action for the purpose of effecting any of the foregoing; or
- d. A proceeding or case is commenced, without the application or consent of LPHA, in any court of competent jurisdiction, seeking: (1) the liquidation, dissolution or winding-up, or the composition or readjustment of debts, of LPHA; (2) the appointment of a trustee, receiver, custodian, liquidator, or the like of LPHA or of all or any substantial part of its assets; or (3) similar relief in respect to LPHA under any law relating to bankruptcy, insolvency, reorganization, winding-up, or composition or adjustment of debts, and such proceeding or case continues undismissed, or an order, judgment, or decree approving or ordering any of the foregoing is entered and continues unstayed and in effect for a period of sixty consecutive days, or an order for relief against LPHA is entered in an involuntary case under the Federal Bankruptcy Code (as now or hereafter in effect).
- e. The delivery of any Program Element fails to comply satisfactorily to OHA with the terms and conditions of this Agreement or fails to meet the standards for a Program Element as set forth herein, including but not limited to, any terms, condition, standards and requirements set forth in the Financial Assistance Award and applicable Program Element Description.

7. **OHA Default.** OHA shall be in default under this Agreement upon the occurrence of any of the following events:
- a. OHA fails to perform, observe or discharge any of its covenants, agreements, or obligations set forth herein; or
  - b. Any representation, warranty or statement made by OHA herein or in any documents or reports made in connection herewith or relied upon by LPHA to measure performance by OHA is untrue in any material respect when made.
8. **Termination.**
- a. **LPHA Termination.** LPHA may terminate this Agreement in its entirety or may terminate its obligation to include one or more particular Program Elements in its public health program:
    - (1) For its convenience, upon at least three calendar months advance written notice to OHA, with the termination effective as of the first day of the month following the notice period;
    - (2) Upon 45 calendar days advance written notice to OHA, if LPHA does not obtain funding, appropriations and other expenditure authorizations from LPHA's governing body, federal, state or other sources sufficient to permit LPHA to satisfy its performance obligations under this Agreement, as determined by LPHA in the reasonable exercise of its administrative discretion;
    - (3) Upon 30 calendar days advance written notice to OHA, if OHA is in default under this Agreement and such default remains uncured at the end of said 30 calendar day period or such longer period, if any, as LPHA may specify in the notice; or
    - (4) Immediately upon written notice to OHA, if Oregon statutes or federal laws, regulations or guidelines are modified, changed or interpreted by the Oregon Legislative Assembly, the federal government or a court in such a way that LPHA no longer has the authority to meet its obligations under this Agreement.
  - b. **OHA Termination.** OHA may terminate this Agreement in its entirety or may terminate its obligation to provide financial assistance under this Agreement for one or more particular Program Elements described in the Financial Assistance Award:
    - (1) For its convenience, upon at least three calendar months advance written notice to LPHA, with the termination effective as of the first day of the month following the notice period;
    - (2) Upon 45 calendar days advance written notice to LPHA, if OHA does not obtain funding, appropriations and other expenditure authorizations from federal, state or other sources sufficient to meet the payment obligations of OHA under this Agreement, as determined by OHA in the reasonable exercise of its administrative discretion. Notwithstanding the preceding sentence, OHA may terminate this Agreement in its entirety or may terminate its obligation to provide financial assistance under this Agreement for one or more particular Program Elements immediately upon written notice to LPHA, or at such other time as it may determine, if action by the federal government to terminate or reduce funding or if action by the Oregon Legislative Assembly or Emergency Board to terminate or reduce OHA's legislative authorization for expenditure of funds to such a degree that OHA will no longer have sufficient expenditure authority to meet its payment obligations under this Agreement, as determined by OHA in the reasonable exercise of its administrative discretion, and the effective date for such reduction in expenditure authorization is less than 45 calendar days from the date the action is taken;
    - (3) Immediately upon written notice to LPHA if Oregon statutes or federal laws, regulations or guidelines are modified, changed or interpreted by the Oregon Legislative Assembly, the federal government or a court in such a way that OHA no longer has the authority to

meet its obligations under this Agreement or no longer has the authority to provide the financial assistance from the funding source it had planned to use;

- (4) Upon 30 calendar days advance written notice to LPHA, if LPHA is in default under this Agreement and such default remains uncured at the end of said 30 calendar day period or such longer period, if any, as OHA may specify in the notice;
- (5) Immediately upon written notice to LPHA, if any license or certificate required by law or regulation to be held by LPHA or a Subcontractor to deliver a Program Element service described in the Financial Assistance Award is for any reason denied, revoked, suspended, not renewed or changed in such a way that LPHA or a Subcontractor no longer meets requirements to deliver the service. This termination right may only be exercised with respect to the particular Program Element impacted by the loss of necessary licensure or certification; or
- (6) Immediately upon written notice to LPHA, if OHA determines that LPHA or any of its Subcontractors have endangered or are endangering the health or safety of an LPHA Client or others in performing the Program Element services covered in this Agreement.

## 9. Effect of Termination

- a. Upon termination of this Agreement in its entirety, OHA shall have no further obligation to pay or disburse financial assistance to LPHA under this Agreement, whether or not OHA has paid or disbursed to LPHA all financial assistance described in the Financial Assistance Award except: (1) with respect to funds described in the Financial Assistance Award, to the extent OHA's disbursement of financial assistance for a particular Program Element service, the financial assistance for which is calculated on a rate per unit of service or service capacity basis, is less than the applicable rate multiplied by the number of applicable units of the Program Element service or Program Element service capacity of that type performed or made available from the effective date of this Agreement through the termination date; and (2) with respect to funds described in the Financial Assistance Award, to the extent OHA's disbursement of financial assistance for a particular Program Element service, the financial assistance for which is calculated on a cost reimbursement basis, is less than the cumulative actual Allowable Costs reasonably and necessarily incurred with respect to delivery of that Program Element service, from the effective date of this Agreement through the termination date.
- b. Upon termination of LPHA's obligation to perform under a particular Program Element service, OHA shall have: (1) no further obligation to pay or disburse financial assistance to LPHA under this Agreement for administration of that Program Element service whether or not OHA has paid or disbursed to LPHA all financial assistance described in the Financial Assistance Award for administration of that Program Element; and (2) no further obligation to pay or disburse any financial assistance to LPHA under this Agreement for such Program Element service whether or not OHA has paid or disbursed to LPHA all financial assistance described in the Financial Assistance Award for such Program Element service except: (a) with respect to funds described in the Financial Assistance Award, to the extent OHA's disbursement of financial assistance for the particular Program Element service, the financial assistance for which is calculated on a rate per unit of service or service capacity basis, is less than the applicable rate multiplied by the number of applicable units of the Program Element service or Program Element service capacity of that type performed or made available during the period from the effective date of this Agreement through the termination date; and (b) with respect to funds described in the Financial Assistance Award, to the extent OHA's disbursement of financial assistance for a particular Program Element service, the financial assistance for which is calculated on a cost reimbursement basis, is less than the cumulative actual Allowable Costs reasonably and necessarily incurred by LPHA with respect to delivery of that Program Element service during the period from the effective date of this Agreement through the termination date.

- c. Upon termination of OHA's obligation to provide financial assistance under this Agreement for a particular Program Element service, LPHA shall have no further obligation under this Agreement to provide that Program Element service.
  - d. **Disbursement Limitations.** Notwithstanding Subsections a. and b. above, under no circumstances will OHA be obligated to provide financial assistance to LPHA for a particular Program Element service in excess of the amount awarded under this Agreement for that Program Element service as set forth in the Financial Assistance Award.
  - e. **Survival.** Exercise of a termination right set forth in Section 8 "Termination" of this Exhibit F in accordance with its terms, shall not affect LPHA's right to receive financial assistance to which it is entitled hereunder as described in Subsections a. and b. above or the right of OHA or LPHA to invoke the dispute resolution processes under "Resolution of Disputes over Additional Financial Assistance Owed to LPHA After Termination" or "Resolution of Disputes, Generally" below. Notwithstanding Subsections a. and b. above, exercise of the termination rights in the "Termination" above or termination of this Agreement in accordance with its terms, shall not affect LPHA's obligations under this Agreement or OHA's right to enforce this Agreement against LPHA in accordance with its terms, with respect to financial assistance actually disbursed by OHA under this Agreement, or with respect to Program Element services actually delivered. Specifically, but without limiting the generality of the preceding sentence, exercise of a termination right set forth in "Termination" above or termination of this Agreement in accordance with its terms shall not affect LPHA's representations and warranties; reporting obligations; record-keeping and access obligations; confidentiality obligations; obligation to comply with applicable federal requirements; the restrictions and limitations on LPHA's expenditure of financial assistance actually disbursed by OHA hereunder, LPHA's obligation to cooperate with OHA in the Agreement Settlement process; or OHA's right to recover from LPHA; in accordance with the terms of this Agreement; any financial assistance disbursed by OHA under this Agreement that is identified as an Underexpenditure or Misexpenditure. If a termination right set forth in the "Termination" above is exercised, both parties shall make reasonable good faith efforts to minimize unnecessary disruption or other problems associated with the termination.
10. **Insurance.** LPHA shall require first-tier Subcontractors, which are not units of local government, to maintain insurance as set forth in Exhibit I, "Subcontractor Insurance Requirements", which is attached hereto.
11. **Records Maintenance, Access, and Confidentiality.**
- a. **Access to Records and Facilities.** OHA, the Secretary of State's Office of the State of Oregon, the Federal Government, and their duly authorized representatives shall have access to the books, documents, papers and records of LPHA that are directly related to this Agreement, the financial assistance provided hereunder, or any Program Element service for the purpose of making audits, examinations, excerpts, copies and transcriptions. In addition, upon 24 hour prior notice to LPHA, LPHA shall permit authorized representatives of OHA to perform site reviews of all Program Element services delivered by LPHA.
  - b. **Retention of Records.** LPHA shall retain and keep accessible all books, documents, papers, and records that are directly related to this Agreement, the financial assistance provided hereunder or any Program Element service, for a minimum of six years, or such longer period as may be required by other provisions of this Agreement or applicable law, following the termination or expiration of this Agreement. If there are unresolved audit or Agreement Settlement questions at the end of the applicable retention period, LPHA shall retain the records until the questions are resolved.

- c. Expenditure Records.** LPHA shall establish such fiscal control and fund accounting procedures as are necessary to ensure proper expenditure of and accounting for the financial assistance disbursed to LPHA by OHA under this Agreement. In particular, but without limiting the generality of the foregoing, LPHA shall (i) establish separate accounts for each Program Element for which LPHA receives financial assistance from OHA under this Agreement and (ii) document expenditures of financial assistance provided hereunder for employee compensation in accordance with CFR Subtitle B with guidance at 2 CFR Part 200 and, when required by OHA, utilize time/activity studies in accounting for expenditures of financial assistance provided hereunder for employee compensation. LPHA shall maintain accurate property records of non-expendable property, acquired with Federal Funds, in accordance with CFR Subtitle B with guidance at 2 CFR Part 200.
      - d. Safeguarding of LPHA Client Information.** LPHA shall maintain the confidentiality of LPHA Client records as required by applicable state and federal law. Without limiting the generality of the preceding sentence, LPHA shall comply with the following confidentiality laws, as applicable: ORS 433.045, 433.075, 433.008, 433.017, 433.092, 433.096, 433.098, 42 CFR Part 2 and any administrative rule adopted by OHA implementing the foregoing laws, and any written policies made available to LPHA by OHA. LPHA shall create and maintain written policies and procedures related to the disclosure of LPHA Client information and shall make such policies and procedures available to OHA for review and inspection as reasonably requested by OHA.
- 12. Information Privacy/Security/Access.** If the Program Element Services performed under this Agreement requires LPHA or its Subcontractor(s) to access or otherwise use any OHA Information Asset or Network and Information System to which security and privacy requirements apply, and OHA grants LPHA, its Subcontractors(s) or both access to such OHA Information Assets or Network and Information Systems, LPHA shall comply and require its Subcontractor(s) to which such access has been granted to comply with the terms and conditions applicable to such access or use, including OAR 943-014-0300 through OAR 943-014-0320, as such rules may be revised from time to time. For purposes of this section, "Information Asset" and "Network and Information System" have the meaning set forth in OAR 943-014-0305, as such rule may be revised from time to time.
- 13. Force Majeure.** Neither party shall be held responsible for delay or default caused by fire, civil unrest, labor unrest, natural causes, or war which is beyond the reasonable control of the parties. Each party shall, however, make all reasonable efforts to remove or eliminate such cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement. Either party may terminate this Agreement upon written notice to the other party after reasonably determining that the delay or breach will likely prevent successful performance of this Agreement.
- 14. Assignment of Agreement, Successors in Interest.**

  - a.** LPHA shall not assign or transfer its interest in this Agreement without prior written approval of OHA. Any such assignment or transfer, if approved, is subject to such conditions and provisions as OHA may deem necessary. No approval by OHA of any assignment or transfer of interest shall be deemed to create any obligation of OHA in addition to those set forth in this Agreement.
  - b.** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties to this Agreement, and their respective successors and permitted assigns.
- 15. No Third Party Beneficiaries.** OHA and LPHA are the only parties to this Agreement and are the only parties entitled to enforce its terms. The parties agree that LPHA's performance under this Agreement is solely for the benefit of OHA to assist and enable OHA to accomplish its statutory mission. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly or otherwise, to third persons any greater than the rights and benefits

enjoyed by the general public unless such third persons are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.

16. **Amendment.** No amendment, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties and when required by the Department of Justice. Such amendment, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given.
17. **Severability.** The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.
18. **Notice.** Except as otherwise expressly provided in this Agreement, any communications between the parties hereto or notices to be given hereunder shall be given in writing by personal delivery, facsimile, or mailing the same, postage prepaid to County or OHA at the address or number set forth below, or to such other addresses or numbers as either party may indicate pursuant to this section. Any communication or notice so addressed and mailed shall be effective five calendar days after mailing. Any communication or notice delivered by facsimile shall be effective on the day the transmitting machine generates a receipt of the successful transmission, if transmission was during normal business hours of the recipient, or on the next business day, if transmission was outside normal business hours of the recipient. To be effective against the other party, any notice transmitted by facsimile must be confirmed by telephone notice to the other party at number listed below. Any communication or notice given by personal delivery shall be effective when actually delivered to the addressee.

**OHA:** Office of Contracts & Procurement  
635 Capitol Street NE, Room 350  
Salem, OR 97301  
Telephone: 503-945-5818 Facsimile: 503-373-7889

**COUNTY:** Morrow County,  
Nazario Rivera  
PO Box 799, 110 N Court Street  
Heppner, Oregon 97836  
Telephone: (541) 676-5421  
Email: nrivera@co.commor.or.us

19. **Headings.** The headings and captions to sections of this Agreement have been inserted for identification and reference purposes only and shall not be used to construe the meaning or to interpret this Agreement.
20. **Counterparts.** This Agreement and any subsequent amendments may be executed in several counterparts, all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Agreement and any Amendments so executed shall constitute an original.
21. **Integration and Waiver.** This Agreement, including all Exhibits, constitutes the entire Agreement between the parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. The failure of either party to enforce any provision of this Agreement shall not constitute a waiver by that party of that or any other provision. No waiver or consent shall be effective unless in writing and signed by the party against whom it is asserted.
22. **Construction.** This Agreement is the product of extensive negotiations between OHA and representatives of county governments. The provisions of this Agreement are to be interpreted and their legal effects determined as a whole. An arbitrator or court interpreting this Agreement shall give a



reasonable, lawful and effective meaning to this Agreement to the extent possible, consistent with the public interest.

- 23. Contribution.** If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against a party (the "Notified Party") with respect to which the other party ("Other Party") may have liability, the Notified Party must promptly notify the Other Party in writing of the Third Party Claim and deliver to the Other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Either party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by the Other Party of the notice and copies required in this paragraph and meaningful opportunity for the Other Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to the Other Party's liability with respect to the Third Party Claim.

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

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

- 24. Indemnification by LPHA Subcontractor.** LPHA shall take all reasonable steps to cause its subcontractor, that are not units of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents ("Indemnitee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys' fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of LPHA's subcontractors or any of the officers, agents, employees or subcontractors of the subcontractor ("Claims"). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the subcontractor from and against any and all Claims.

**EXHIBIT G**  
**REQUIRED FEDERAL TERMS AND CONDITIONS**

In addition to the requirements of Section 2 of Exhibit F, LPHA shall comply and, as indicated, require all Subcontractors to comply with the following federal requirements to the extent that they are applicable to this Agreement, to LPHA, or to the Work, or to any combination of the foregoing. For purposes of this Agreement, all references to federal and state laws are references to federal and state laws as they may be amended from time to time.

1. **Miscellaneous Federal Provisions.** LPHA shall comply and require all Subcontractors to comply with all federal laws, regulations, and executive orders applicable to the Agreement or to the delivery of Program Element Services. Without limiting the generality of the foregoing, LPHA expressly agrees to comply and require all Subcontractors to comply with the following laws, regulations and executive orders to the extent they are applicable to this Agreement: (a) Title VI and VII of the Civil Rights Act of 1964, as amended, (b) Sections 503 and 504 of the Rehabilitation Act of 1973, as amended, (c) the Americans with Disabilities Act of 1990, as amended, (d) Executive Order 11246, as amended, (e) the Health Insurance Portability and Accountability Act of 1996, as amended, (f) the Age Discrimination in Employment Act of 1967, as amended, and the Age Discrimination Act of 1975, as amended, (g) the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, (h) all regulations and administrative rules established pursuant to the foregoing laws, (i) all other applicable requirements of federal civil rights and rehabilitation statutes, rules and regulations, and (j) all federal laws requiring reporting of Client abuse. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to this Agreement and required by law to be so incorporated. No federal funds may be used to provide Services in violation of 42 U.S.C 14402.
2. **Equal Employment Opportunity.** If this Agreement, including amendments, is for more than \$10,000, then LPHA shall comply and require all Subcontractors to comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in U.S. Department of Labor regulations (41 CFR Part 60).
3. **Clean Air, Clean Water, EPA Regulations.** If this Agreement, including amendments, exceeds \$100,000 then LPHA shall comply and require all Subcontractors to comply with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 7606), the Federal Water Pollution Control Act as amended (commonly known as the Clean Water Act) (33 U.S.C. 1251 to 1387), specifically including, but not limited to Section 508 (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (2 CFR Part 1532), which prohibit the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities. Violations shall be reported to OHA, United States Department of Health and Human Services, and the appropriate Regional Office of the Environmental Protection Agency. LPHA shall include and require all Subcontractors to include in all contracts with Subcontractors receiving more than \$100,000, language requiring the Subcontractor to comply with the federal laws identified in this section.
4. **Energy Efficiency.** LPHA shall comply and require all Subcontractors to comply with applicable mandatory standards and policies relating to energy efficiency that are contained in the Oregon energy conservation plan issued in compliance with the Energy Policy and Conservation Act 42 U.S.C. 6201 et seq. (Pub. L. 94-163).
5. **Truth in Lobbying.** By signing this Agreement, the LPHA certifies, to the best of the LPHA's knowledge and belief that:
  - a. No federal appropriated funds have been paid or will be paid, by or on behalf of LPHA, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the

making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan, or cooperative agreement.

- b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the LPHA shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
  - c. The LPHA shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients and Subcontractors shall certify and disclose accordingly.
  - d. This certification is a material representation of fact upon which reliance was placed when this Agreement was made or entered into. Submission of this certification is a prerequisite for making or entering into this Agreement imposed by Section 1352, Title 31 of the U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
  - e. No part of any federal funds paid to LPHA under this Agreement shall be used, other than for normal and recognized executive legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the United States Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government.
  - f. No part of any federal funds paid to LPHA under this Agreement shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the United States Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.
  - g. The prohibitions in Subsections (e) and (f) of this section shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.
  - h. No part of any federal funds paid to LPHA under this Agreement may be used for any activity that promotes the legalization of any drug or other substance included in schedule I of the schedules of controlled substances established under Section 202 of the Controlled Substances Act except for normal and recognized executive congressional communications. This limitation shall not apply when there is significant medical evidence of a therapeutic advantage to the use of such drug or other substance or that federally sponsored clinical trials are being conducted to determine therapeutic advantage.
6. **Resource Conservation and Recovery.** LPHA shall comply and require all Subcontractors to comply with all mandatory standards and policies that relate to resource conservation and recovery pursuant to the Resource Conservation and Recovery Act (codified at 42 U.S.C. 6901 *et seq.*). Section 6002 of that Act (codified at 42 U.S.C. 6962) requires that preference be given in procurement programs to the

purchase of specific products containing recycled materials identified in guidelines developed by the Environmental Protection Agency. Current guidelines are set forth in 40 CFR Part 247.

7. **Audits.** Sub-recipients, as defined in 45 CFR 75.2, which includes, but is not limited to LPHA, shall comply, and LPHA shall require all Subcontractors to comply, with applicable Code of Federal Regulations (CFR) governing expenditure of Federal funds including, but not limited to, if a sub-recipient expends \$500,000 or more in Federal funds (from all sources) in its fiscal year beginning prior to December 26, 2014, a sub-recipient shall have a single organization-wide audit conducted in accordance with the Single Audit Act. If a sub-recipient expends \$750,000 or more in federal funds (from all sources) in a fiscal year beginning on or after December 26, 2014, it shall have a single organization-wide audit conducted in accordance with the provisions of 45 CFR Part 75, Subpart F. Copies of all audits must be submitted to OHA within 30 calendar days of completion. If a sub-recipient expends less than \$500,000 in Federal funds in a fiscal year beginning prior to December 26, 2014, or less than \$750,000 in a fiscal year beginning on or after that date, it is exempt from Federal audit requirements for that year. Records must be available for review or audit by appropriate officials.
8. **Debarment and Suspension.** LPHA shall not permit any person or entity to be a Subcontractor if the person or entity is listed on the non-procurement portion of the General Service Administration's "List of Parties Excluded from Federal Procurement or Non-procurement Programs" in accordance with Executive Orders No. 12549 and No. 12689, "Debarment and Suspension" (see 2 CFR Part 180). This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and contractors declared ineligible under statutory authority other than Executive Order No. 12549. Subcontractors with awards that exceed the simplified acquisition threshold shall provide the required certification regarding their exclusion status and that of their principals prior to award.
9. **Drug-Free Workplace.** LPHA shall comply and require all Subcontractors to comply with the following provisions to maintain a drug-free workplace: (i) LPHA certifies that it will provide a drug-free workplace by publishing a statement notifying its employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, except as may be present in lawfully prescribed or over-the-counter medications, is prohibited in LPHA's workplace or while providing services to OHA clients. LPHA's notice shall specify the actions that will be taken by LPHA against its employees for violation of such prohibitions; (ii) Establish a drug-free awareness program to inform its employees about: the dangers of drug abuse in the workplace, LPHA's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations; (iii) Provide each employee to be engaged in the performance of services under this Agreement a copy of the statement mentioned in paragraph (i) above; (iv) Notify each employee in the statement required by paragraph (i) above that, as a condition of employment to provide services under this Agreement, the employee will: abide by the terms of the statement, and notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) calendar days after such conviction; (v) Notify OHA within ten (10) calendar days after receiving notice under subparagraph (iv) above from an employee or otherwise receiving actual notice of such conviction; (vi) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted as required by Section 5154 of the Drug-Free Workplace Act of 1988; (vii) Make a good-faith effort to continue a drug-free workplace through implementation of subparagraphs (i) through (vi) above; (viii) Require any Subcontractor to comply with subparagraphs (i) through (vii) above; (ix) Neither LPHA, or any of LPHA's employees, officers, agents or Subcontractors may provide any service required under this Agreement while under the influence of drugs. For purposes of this provision, "under the influence" means: observed abnormal behavior or impairments in mental or physical performance leading a reasonable person to believe the LPHA or LPHA's employee, officer, agent or Subcontractor has used a controlled substance, prescription or non-prescription medication that impairs the LPHA or LPHA's employee, officer, agent or Subcontractor's performance of essential job function or creates a direct threat to LPHA Clients or others. Examples of abnormal behavior include,

but are not limited to: hallucinations, paranoia or violent outbursts. Examples of impairments in physical or mental performance include, but are not limited to: slurred speech, difficulty walking or performing job activities; and (x) Violation of any provision of this subsection may result in termination of this Agreement.

10. **Pro-Children Act.** LPHA shall comply and require all sub-contractors to comply with the Pro-Children Act of 1994 (codified at 20 U.S.C. Section 6081 et. seq.).
11. **Medicaid Services.** To the extent LPHA provides any Service whose costs are paid in whole or in part by Medicaid, LPHA shall comply with all applicable federal and state laws and regulation pertaining to the provision of Medicaid Services under the Medicaid Act, Title XIX, 42 U.S.C. Section 1396 et. seq., including without limitation:
  - a. Keep such records as are necessary to fully disclose the extent of the services provided to individuals receiving Medicaid assistance and shall furnish such information to any state or federal agency responsible for administering the Medicaid program regarding any payments claimed by such person or institution for providing Medicaid Services as the state or federal agency may from time to time request. 42 U.S.C. Section 1396a(a)(27); 42 CFR Part 431.107(b)(1) & (2).
  - b. Comply with all disclosure requirements of 42 CFR Part 1002.3(a) and 42 CFR 455 Subpart (B).
  - c. Maintain written notices and procedures respecting advance directives in compliance with 42 U.S.C. Section 1396(a)(57) and (w), 42 CFR Part 431.107(b)(4), and 42 CFR Part 489 subpart I.
  - d. Certify when submitting any claim for the provision of Medicaid Services that the information submitted is true, accurate and complete. LPHA shall acknowledge LPHA's understanding that payment of the claim will be from federal and state funds and that any falsification or concealment of a material fact may be prosecuted under federal and state laws.
  - e. Entities receiving \$5 million or more annually (under this Agreement and any other Medicaid agreement) for furnishing Medicaid health care items or services shall, as a condition of receiving such payments, adopt written fraud, waste and abuse policies and procedures and inform employees, Subcontractors and agents about the policies and procedures in compliance with Section 6032 of the Deficit Reduction Act of 2005, 42 U.S.C. § 1396a(a)(68).
12. **ADA.** LPHA shall comply with Title II of the Americans with Disabilities Act of 1990 (codified at 42 U.S.C. 12131 et. seq.) in the construction, remodeling, maintenance and operation of any structures and facilities, and in the conduct of all programs, services and training associated with the delivery of Services.
13. **Agency-Based Voter Registration.** If applicable, LPHA shall comply with the Agency-based Voter Registration sections of the National Voter Registration Act of 1993 that require voter registration opportunities be offered where an individual may apply for or receive an application for public assistance.
14. **Disclosure.**
  - a. 42 CFR 455.104 requires the State Medicaid agency to obtain the following information from any provider of Medicaid or CHIP services, including fiscal agents of providers and managed care entities: (1) the name and address (including the primary business address, every business location and P.O. Box address) of any person (individual or corporation) with an ownership or control interest in the provider, fiscal agent or managed care entity; (2) in the case of an individual, the date of birth and Social Security Number, or, in the case of a corporation, the tax identification number of the entity, with an ownership interest in the provider, fiscal agent or managed care entity or of any subcontractor in which the provider, fiscal agent or managed care entity has a 5% or more interest; (3) whether the person (individual or corporation) with an ownership or control interest in the provider, fiscal agent or managed care entity is related to

another person with ownership or control interest in the provider, fiscal agent or managed care entity as a spouse, parent, child or sibling, or whether the person (individual or corporation) with an ownership or control interest in any subcontractor in which the provider, fiscal agent or managed care entity has a 5% or more interest is related to another person with ownership or control interest in the provider, fiscal agent or managed care entity as a spouse, parent, child or sibling; (4) the name of any other provider, fiscal agent or managed care entity in which an owner of the provider, fiscal agent or managed care entity has an ownership or control interest; and, (5) the name, address, date of birth and Social Security Number of any managing employee of the provider, fiscal agent or managed care entity.

- b. 42 CFR 455.434 requires as a condition of enrollment as a Medicaid or CHIP provider, to consent to criminal background checks, including fingerprinting when required to do so under state law, or by the category of the provider based on risk of fraud, waste and abuse under federal law. As such, a provider must disclose any person with a 5% or greater direct or indirect ownership interest in the provider whom has been convicted of a criminal offense related to that person's involvement with the Medicare, Medicaid, or title XXI program in the last 10 years.
- c. 45 CFR 75.113 requires applicants and recipients of federal funds to disclose, in a timely manner, in writing to the United States Health and Human Services (HHS) awarding agency or pass-through entity all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the HHS Office of the Inspector General at the following address:

U.S. Department of Health and Human Services  
Office of the Inspector General  
Attn: Mandatory Grant Disclosures, Intake Coordinator  
330 Independence Ave, SW  
Cohen Building, Room 5527  
Washington, DR 20201

OHA reserves the right to take such action required by law, or where OHA has discretion, it deems appropriate, based on the information received (or the failure to receive) from the provider, fiscal agent or managed care entity.

- 15. **Super Circular Requirements.** 2 CFR Part 200, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, including but not limited to the following:
  - a. **Property Standards.** 2 CFR 200.313, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, which generally describes the required maintenance, documentation, and allowed disposition of equipment purchased with federal funds.
  - b. **Procurement Standards.** When procuring goods or services (including professional consulting services), applicable state procurement regulations found in the Oregon Public Contracting Code, ORS chapters 279A, 279B and 279C or 2 CFR §§ 200.317 through 200.327, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, as applicable.
  - c. **Contract Provisions.** The contract provisions listed in 2 CFR Part 200, Appendix II, or the equivalent applicable provision adopted by the awarding federal agency in 2 CFR Subtitle B, that are hereby incorporated into this Exhibit, are, to the extent applicable, obligations of Contractor, and Contractor shall also include these contract provisions in its contracts with non-Federal entities.
- 16. **FEMA.** This Agreement is subject to the additional federal terms and conditions located at: <https://www.oregon.gov/das/Procurement/Documents/COVIDFederalProvisions.pdf> as may be applicable to this Agreement..

**EXHIBIT H**  
**REQUIRED SUBCONTRACT PROVISIONS**

1. **Expenditure of Funds.** Subcontractor may expend the funds paid to Subcontractor under this Contract solely on the delivery of \_\_\_\_\_, subject to the following limitations (in addition to any other restrictions or limitations imposed by this Contract):
  - a. Subcontractor may not expend on the delivery of \_\_\_\_\_ any funds paid to Subcontractor under this Agreement in excess of the amount reasonable and necessary to provide quality delivery of \_\_\_\_\_.
  - b. If this Agreement requires Subcontractor to deliver more than one service, Subcontractor may not expend funds paid to Subcontractor under this Contract for a particular service on the delivery of any other service.
  - c. Subcontractor may expend funds paid to Subcontractor under this Contract only in accordance with federal 2 CFR Subtitle B with guidance at 2 CFR Part 200 as those regulations are applicable to define allowable costs.
  
2. **Records Maintenance, Access and Confidentiality.**
  - a. **Access to Records and Facilities.** LPHA, the Oregon Health Authority, the Secretary of State's Office of the State of Oregon, the Federal Government, and their duly authorized representatives shall have access to the books, documents, papers and records of Subcontractor that are directly related to this Contract, the funds paid to Subcontractor hereunder, or any services delivered hereunder for the purpose of making audits, examinations, excerpts, copies and transcriptions. In addition, Subcontractor shall permit authorized representatives of LPHA and the Oregon Health Authority to perform site reviews of all services delivered by Subcontractor hereunder.
  - b. **Retention of Records.** Subcontractor shall retain and keep accessible all books, documents, papers, and records, that are directly related to this Contract, the funds paid to Subcontractor hereunder or to any services delivered hereunder, for a minimum of six (6) years, or such longer period as may be required by other provisions of this Contract or applicable law, following the termination or expiration of this Contract. If there are unresolved audit or other questions at the end of the above period, Subcontractor shall retain the records until the questions are resolved.
  - c. **Expenditure Records.** Subcontractor shall establish such fiscal control and fund accounting procedures as are necessary to ensure proper expenditure of and accounting for the funds paid to Subcontractor under this Contract. In particular, but without limiting the generality of the foregoing, Subcontractor shall (i) establish separate accounts for each type of service for which Subcontractor is paid under this Contract and (ii) document expenditures of funds paid to Subcontractor under this Contract for employee compensation in accordance with 2 CFR Subtitle B with guidance at 2 CFR Part 200 and, when required by LPHA, utilize time/activity studies in accounting for expenditures of funds paid to Subcontractor under this Contract for employee compensation. Subcontractor shall maintain accurate property records of non-expendable property, acquired with Federal Funds, in accordance with 2 CFR Subtitle B with guidance at 2 CFR Part 200.
  - d. **Safeguarding of Client Information.** Subcontractor shall maintain the confidentiality of client records as required by applicable state and federal law. Without limiting the generality of the preceding sentence, Subcontractor shall comply with the following confidentiality laws, as applicable: ORS 433.045, 433.075, 433.008, 433.017, 433.092, 433.096, 433.098, 42 CFR Part 2 and any administrative rule adopted by OHA implementing the foregoing laws, and any written policies made available to LPHA by OHA. Subcontractor shall create and maintain written policies and procedures related to the disclosure of client information, and shall make such

policies and procedures available to LPHA and the Oregon Health Authority for review and inspection as reasonably requested.

- e. **Information Privacy/Security/Access.** If the services performed under this Agreement requires Subcontractor to access or otherwise use any OHA Information Asset or Network and Information System to which security and privacy requirements apply, and OHA grants LPHA, its Subcontractor(s), or both access to such OHA Information Assets or Network and Information Systems, Subcontractor(s) shall comply and require its staff to which such access has been granted to comply with the terms and conditions applicable to such access or use, including OAR 943-014-0300 through OAR 943-014-0320, as such rules may be revised from time to time. For purposes of this section, "Information Asset" and "Network and Information System" have the meaning set forth in OAR 943-014-0305, as such rule may be revised from time to time.

**3. Alternative Formats of Written Materials.** In connection with the delivery of Program Element services, LPHA shall make available to LPHA Client, without charge, upon the LPHA Client's reasonable request:

- a. All written materials related to the services provided to the LPHA Client in alternate formats.
- b. All written materials related to the services provided to the LPHA Client in the LPHA Client's language.
- c. Oral interpretation services related to the services provided to the LPHA Client to the LPHA Client in the LPHA Client's language.
- d. Sign language interpretation services and telephone communications access services related to the services provided to the LPHA Client.

For purposes of the foregoing, "written materials" means materials created by LPHA, in connection with the Service being provided to the requestor. The LPHA may develop its own forms and materials and with such forms and materials the LPHA shall be responsible for making them available to an LPHA Client, without charge to the LPHA Client in the prevalent non-English language(s) within the LPHA service area. OHA shall be responsible for making its forms and materials available, without charge to the LPHA Client or LPHA, in the prevalent non-English language(s) within the LPHA service area.

**4. Compliance with Law.** Subcontractor shall comply with all state and local laws, regulations, executive orders and ordinances applicable to the Contract or to the delivery of services hereunder. Without limiting the generality of the foregoing, Subcontractor expressly agrees to comply with the following laws, regulations and executive orders to the extent they are applicable to the Contract: (a) all applicable requirements of state civil rights and rehabilitation statutes, rules and regulations; (b) all state laws governing operation of public health programs, including without limitation, all administrative rules adopted by the Oregon Health Authority related to public health programs; and (d) ORS 659A.400 to 659A.409, ORS 659A.145 and all regulations and administrative rules established pursuant to those laws in the construction, remodeling, maintenance and operation of any structures and facilities, and in the conduct of all programs, services and training associated with the delivery of services under this Contract. These laws, regulations and executive orders are incorporated by reference herein to the extent that they are applicable to the Contract and required by law to be so incorporated. All employers, including Subcontractor, that employ subject workers who provide services in the State of Oregon shall comply with ORS 656.017 and provide the required Workers' Compensation coverage, unless such employers are exempt under ORS 656.126. In addition, Subcontractor shall comply, as if it were LPHA thereunder, with the federal requirements set forth in Exhibit G to that certain 2009-2010 Intergovernmental Agreement for the Financing of Public Health Services between LPHA and the Oregon Health Authority dated as of July 1, 2010, which Exhibit is incorporated herein by this reference. For purposes of this Contract, all references in this Contract to federal and state laws are references to federal and state laws as they may be amended from time to time.



**5. Grievance Procedures.** If Subcontractor employs fifteen (15) or more employees to deliver the services under this Contract, Subcontractor shall establish and comply with employee grievance procedures. In accordance with 45 CFR 84.7, the employee grievance procedures must provide for resolution of allegations of discrimination in accordance with applicable state and federal laws. The employee grievance procedures must also include “due process” standards, which, at a minimum, shall include:

- a. An established process and time frame for filing an employee grievance.
- b. An established hearing and appeal process.
- c. A requirement for maintaining adequate records and employee confidentiality.
- d. A description of the options available to employees for resolving disputes.

Subcontractor shall ensure that its employees and governing board members are familiar with the civil rights compliance responsibilities that apply to Subcontractor and are aware of the means by which employees may make use of the employee grievance procedures. Subcontractor may satisfy these requirements for ensuring that employees are aware of the means for making use of the employee grievance procedures by including a section in the Subcontractor employee manual that describes the Subcontractor employee grievance procedures, by publishing other materials designed for this purpose, or by presenting information on the employee grievance procedures at periodic intervals in staff and board meetings.

**6. Independent Contractor.** Unless Subcontractor is a State of Oregon governmental agency, Subcontractor agrees that it is an independent contractor and not an agent of the State of Oregon, the Oregon Health Authority or LPHA.

**7. Indemnification.** To the extent permitted by applicable law, Subcontractors that are not units of local government as defined in ORS 190.003, shall defend (in the case of the State of Oregon and the Oregon Health Authority, subject to ORS chapter 180), save and hold harmless the State of Oregon, the Oregon Health Authority, LPHA, and their officers, employees, and agents from and against all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever resulting from, arising out of or relating to the operations of the Subcontractor, including but not limited to the activities of Subcontractor or its officers, employees, Subcontractors or agents under this Contract.

**8. Required Subcontractor Insurance Language.**

- a. First tier Subcontractor(s) that are not units of local government as defined in ORS 190.003 shall obtain, at Subcontractor’s expense, and maintain in effect with respect to all occurrences taking place during the term of the contract, insurance requirements as specified in Exhibit I of the 2021-2023 Intergovernmental Agreement for the Financing of Public Health Services between LPHA and the Oregon Health Authority and incorporated herein by this reference.
- b. Subcontractor(s) that are not units of local government as defined in ORS 190.003, shall indemnify, defend, save and hold harmless the State of Oregon and its officers, employees and agents (“Indemnitee”) from and against any and all claims, actions, liabilities, damages, losses, or expenses (including attorneys’ fees) arising from a tort (as now or hereafter defined in ORS 30.260) caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Subcontractor or any of the officers, agents, employees or subcontractors of the contractor (“Claims”). It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by the Subcontractor from and against any and all Claims.

**9. Subcontracts.** Subcontractor shall include Sections 1 through 7, in substantially the form set forth above, in all permitted subcontracts under this Agreement.

**EXHIBIT I  
SUBCONTRACTOR INSURANCE REQUIREMENTS**

**General Requirements.** LPHA shall require its first tier Subcontractors(s) that are not units of local government as defined in ORS 190.003, if any, to: i) obtain insurance specified under TYPES AND AMOUNTS and meeting the requirements under ADDITIONAL INSURED, "TAIL" COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before the Subcontractors perform under contracts between LPHA and the Subcontractors (the "Subcontracts"), and ii) maintain the insurance in full force throughout the duration of the Subcontracts. The insurance must be provided by insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to OHA. LPHA shall not authorize Subcontractors to begin work under the Subcontracts until the insurance is in full force. Thereafter, LPHA shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. LPHA shall incorporate appropriate provisions in the Subcontracts permitting it to enforce Subcontractor compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. Examples of "reasonable steps" include issuing stop work orders (or the equivalent) until the insurance is in full force or terminating the Subcontracts as permitted by the Subcontracts, or pursuing legal action to enforce the insurance requirements. In no event shall LPHA permit a Subcontractor to work under a Subcontract when the LPHA is aware that the Subcontractor is not in compliance with the insurance requirements. As used in this section, a "first tier" Subcontractor is a Subcontractor with whom the LPHA directly enters into a Subcontract. It does not include a subcontractor with whom the Subcontractor enters into a contract.

**TYPES AND AMOUNTS.**

**1. WORKERS COMPENSATION.** Insurance in compliance with ORS 656.017, which requires all employers that employ subject workers, as defined in ORS 656.027, to provide workers' compensation coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). Employers Liability insurance with coverage limits of not less than \$500,000 must be included.

**2. PROFESSIONAL LIABILITY**

**Required by OHA**     **Not required by OHA.**

Professional Liability Insurance covering any damages caused by an error, omission or negligent act related to the services to be provided under the Subcontract, with limits not less than the following, as determined by OHA, or such lesser amount as OHA approves in writing:

Per occurrence for all claimants for claims arising out of a single accident or occurrence:

Subcontract not-to-exceed under this Agreement:	Required Insurance Amount:
\$0 - \$1,000,000.	\$1,000,000.
\$1,000,001. - \$2,000,000.	\$2,000,000.
\$2,000,001. - \$3,000,000.	\$3,000,000.
In excess of \$3,000,001.	\$4,000,000.

**3. COMMERCIAL GENERAL LIABILITY**

**Required by OHA**    **Not required by OHA.**

Commercial General Liability Insurance covering bodily injury, death, and property damage in a form and with coverages that are satisfactory to OHA. This insurance shall include personal injury liability, products and completed operations. Coverage shall be written on an occurrence form basis, with not less than the following amounts as determined by OHA, or such lesser amount as OHA approves in writing:

**Bodily Injury, Death and Property Damage:**

Per occurrence for all claimants for claims arising out of a single accident or occurrence:

Subcontract not-to-exceed under this Agreement:	Required Insurance Amount:
\$0 - \$1,000,000.	\$1,000,000.
\$1,000,001. - \$2,000,000.	\$2,000,000.
\$2,000,001. - \$3,000,000.	\$3,000,000.
In excess of \$3,000,001.	\$4,000,000.

**4. AUTOMOBILE LIABILITY INSURANCE**

**Required by OHA**    **Not required by OHA.**

Automobile Liability Insurance covering all owned, non-owned and hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for “Commercial General Liability” and “Automobile Liability”). Automobile Liability Insurance must be in not less than the following amounts as determined by OHA, or such lesser amount as OHA approves in writing:

**Bodily Injury, Death and Property Damage:**

Per occurrence for all claimants for claims arising out of a single accident or occurrence:

Subcontract not-to-exceed under this Agreement:	Required Insurance Amount:
\$0 - \$1,000,000.	\$1,000,000.
\$1,000,001. - \$2,000,000.	\$2,000,000.
\$2,000,001. - \$3,000,000.	\$3,000,000.
In excess of \$3,000,001.	\$4,000,000.

**5. ADDITIONAL INSURED.** The Commercial General Liability insurance and Automobile Liability insurance must include the State of Oregon, its officers, employees and agents as Additional Insureds but only with respect to the Subcontractor's activities to be performed under the Subcontract. Coverage must be primary and non-contributory with any other insurance and self-insurance.

6. **"TAIL" COVERAGE.** If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance, the Subcontractor shall maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of the Subcontract, for a minimum of 24 months following the later of : (i) the Subcontractor's completion and LPHA 's acceptance of all Services required under the Subcontract or, (ii) the expiration of all warranty periods provided under the Subcontract. Notwithstanding the foregoing 24-month requirement, if the Subcontractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the 24-month period described above, then the Subcontractor may request and OHA may grant approval of the maximum "tail " coverage period reasonably available in the marketplace. If OHA approval is granted, the Subcontractor shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.
7. **NOTICE OF CANCELLATION OR CHANGE.** The Subcontractor or its insurer must provide 30 calendar days' written notice to LPHA before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s).
8. **CERTIFICATE(S) OF INSURANCE.** LPHA shall obtain from the Subcontractor a certificate(s) of insurance for all required insurance before the Subcontractor performs under the Subcontract. The certificate(s) or an attached endorsement must specify: i) all entities and individuals who are endorsed on the policy as Additional Insured and ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.

**EXHIBIT J**

**Information required by CFR Subtitle B with guidance at 2 CFR Part 200**

**PE12-01 Public Health Emergency Preparedness and Response (PHEP)**

Federal Award Identification Number:	NU90TP922036
Federal Award Date:	01/13/2021
Budget Performance Period:	07/01/2021-06/30/2022
Awarding Agency:	CDC
CDFA Number:	93.069
CFDFA Name:	Public Health Emergency Preparedness
Total Federal Award:	8,106,290
Project Description:	Public Health Emergency Preparedness
Awarding Official:	Randolph Williams
Indirect Cost Rate:	17.64%
Research and Development (T/F):	FALSE
PCA:	TBD
Index:	50407

Agency	DUNS No.	Amount
Morrow	010741189	\$67,335.00

**PE42-11 MCAH Title V**

Federal Award Identification Number:	B0440157	B04MC33862
Federal Award Date:	03/08/2021	03/08/2021
Budget Performance Period:	10/01/2020 - 09/30/2022	10/01/2019 - 09/30/2021
Awarding Agency:	DHHS/HRSA	DHHS/HRSA
CDFA Number:	93.994	93.994
CFDFA Name:	MCH Title V Block Grant	MCH Title V Block Grant
Total Federal Award:	\$4,627,120	4,6427,190
Project Description:	Maternal and Child Health Services	Maternal and Child Health Services
Awarding Official:	Ann Ferrero	Carolyn Gleason
Indirect Cost Rate:	10%	10%
Research and Development (T/F):	FALSE	FALSE
PCA:	52308	52235
Index:	50336	50336

Agency	DUNS No.	Amount	Amount
Morrow	010741189	\$18,583.00	\$0.00

**PE42-12 MCAH Oregon Mothers Care Title V**

Federal Award Identification Number:	B0440157	B04MC33862
Federal Award Date:	03/08/2021	03/17/2020
Budget Performance Period:	10/1/2020 - 09/30/2022	10/01/2019 - 09/30/2021
Awarding Agency:	DHHS/HRSA	DHHS/HRSA
CDFA Number:	93.994	93.994
CFDFA Name:	MCH Title V Block Grant	MCH Title V Block Grant
Total Federal Award:	\$4,627,120	\$4,627,120
Project Description:	Maternal and Child Health Services	Maternal and Child Health Services
Awarding Official:	Ann Ferrero	Carolyn Gleason
Indirect Cost Rate:	10%	10%
Research and Development (T/F):	FALSE	FALSE
PCA:	52311	52238
Index:	50336	50336

Agency	DUNS No.	Amount	Amount
Morrow	010741189	\$3,441.00	\$0.00

**PE43-01 Public Health Practice (PHP)  
- Immunization Services**

Federal Award Identification Number:	NH23IP922626
Federal Award Date:	3/31/21
Budget Performance Period:	07/01/2019-06/30/2024
Awarding Agency:	HHS/CDC
CDFA Number:	93.268
CFDFA Name:	Immunization Cooperative Agreements
Total Federal Award:	86,490,216
Project Description:	Immunization and Vaccines for Children
Awarding Official:	Divya Cassity
Indirect Cost Rate:	17.64%
Research and Development (T/F):	FALSE
PCA:	TBD
Index:	50404

Agency	DUNS No.	Amount
Morrow	010741189	\$4,337.00

**Confidential**  
**CONTRACTOR TAX IDENTIFICATION INFORMATION**  
**For Accounting Purposes Only**

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

**Document number:** 169524-0

**Legal name (tax filing):** County of Morrow

**DBA name (if applicable):** Morrow County

**Billing address:** 110 N. Court/ P.O. Box 867

**City:** Heppner      **State:** OR      **Zip:** 97836

**Phone:** (541) 676-5615

**FEIN:** 93-6002308

**- OR -**

**SSN:** \_\_\_\_\_







**AGENDA ITEM COVER SHEET**  
**Morrow County Board of Commissioners**  
 (Page 1 of 2)

(For BOC Use) Item #
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**Please complete for each agenda item submitted for consideration by the Board of Commissioners**  
**(See notations at bottom of form)**

Presenter at BOC: Katie Imes  
 Department: The Loop  
 Short Title of Agenda Item:  
 (No acronyms please)

Phone Number (Ext): 541-676-5667  
 Requested Agenda Date: June 23rd, 2021

**iTransit Interlocal Agreement and Connexionz Designed System Purchase**

<b>This Item Involves:</b> (Check all that apply for this meeting.)	
<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing:	<input type="checkbox"/> Update on Project/Committee
<input type="checkbox"/> 1st Reading <input type="checkbox"/> 2nd Reading	<input type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated:	<input type="checkbox"/> Discussion & Action
Estimated Time:	Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input checked="" type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

<input type="checkbox"/> N/A	<u>Purchase Pre-Authorizations, Contracts &amp; Agreements</u>
Contractor/Entity: <b>Connexionz</b>	
Contractor/Entity Address: <b>27720 Ave. Scott Suite 190 Valencia, California 91355</b>	
Effective Dates – From: <b>6/1/2021</b>	Through: <b>11/1/2023</b>
Total Contract Amount: <b>\$14,380.00</b>	Budget Line: <b>216-320-5-40-4402</b>
Does the contract amount exceed \$5,000? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Reviewed By:

_____ Department Director	Required for all BOC meetings
<i>[Signature]</i> DATE	
_____ Administrator	Required for all BOC meetings
<i>[Signature]</i> DATE	
Justin Nelson - via email    5/20/2021 _____ County Counsel	*Required for all legal documents
DATE	
Kate Knop - via email    6/14/2021 _____ Finance Office	*Required for all contracts; other items as appropriate.
DATE	
_____ Human Resources	*If appropriate
DATE	

\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

**Note:** All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

See Attached Interlocal Agreement and Quote

iTransit is a regional trip planning resource for public transportation partners in SE Washington State, NE Oregon, and central Idaho. This Real-time Passenger Information System is funded by a grant from the Federal Transit Administration and managed by lead agency Valley Transit in Walla Walla, WA.

Area transit providers currently participating in the iTransit network are Valley Transit, Columbia County Public Transportation, Grapeline, Ben Franklin Transit, City of Milton Freewater, Kayak Public Transit, Grant County People Mover, City of Pendleton Public Transit and, Asotin County.

The iTransit agreement allows an opportunity for The Loop to purchase a Connexionz designed system that manages route, deviated/fixed route dispatching and real-time data. It also covers all software fees for the entire system, by way of Valley Transit's existing contract. The Valley Transit contract with Connexionz will expire in November of 2023, at that time our region will renegotiate a contract with Connexionz to continue service.

The proposed equipment for purchase will be installed on our current 14 passenger buses. The Loop intends to start a weekly shopping trip where this technology would be implemented. As the Loop expands services we can utilize this technology for new bus routes, such as the Boardman Circular, Heppner-Boardman Connector, and Arlington-Boardman Connector. This technology purchase is in our Statewide Transportation Improvement Plan.

## **2. FISCAL IMPACT:**

\$14,380 from #216 - STF Fund

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to approve the Interlocal Agreement between Valley Transit and Morrow County - the Loop and the quote with Connexionz in the amount of \$14,380.00

Attach additional background documentation as needed.

INTERLOCAL AGREEMENT BETWEEN  
VALLEY TRANSIT, a MUNICIPAL CORPORATION OF THE STATE  
OF WASHINGTON (HEREINAFTER REFERRED TO AS VT)  
AND  
Morrow County Transportation, (The loop)  
OF OREGON (HEREINAFTER REFERRED TO AS THE LOOP)

The parties hereby enter into this agreement as of the date of execution, subject to the terms and conditions contained herein:

RECITALS:

Whereas, VT is a duly constituted municipal corporation of the State of Washington, and existing under and by virtue of the laws of the State of Washington. THE LOOP is a municipal corporation of the State of Oregon existing under and by virtue of the laws of the State of Oregon. Each of the parties is also a public agency as that term is defined by RCW 39.34.020 and ORS 19410.10-19410.440

Whereas, the parties are authorized by RCW 39.34 and ORS 190.420 to enter into cooperative agreements for the purchase of various equipment, supplies and services; and

Whereas, VT solicited a Request for Proposals (RFP 2017-01) for a regional real-time passenger information system (RTPIS) pursuant to state requirements dated the 22 day of May, 2017, and

Whereas, VT's agreement with Connexionz, Ltd., a limited liability company under the laws of New Zealand (hereinafter referred to as Connexionz, or Contractor, dated November 7, 2017, permits other public agencies to avail themselves of the equipment and services offered under the agreement, provided, that VT will not have any responsibility or liability for order issued by other public agencies utilizing the agreement referred to above between Valley Transit (VT) and Connexionz, and

Whereas, THE LOOP desires to reduce its prospective costs in procuring equipment and services; and

Whereas, the parties recognize and find that this agreement will permit the parties the most efficient use of their powers by enabling them to cooperate with each other on the basis of mutual advantage and that it is in each of their best interests to cooperate and join in certain purchasing activities;

NOW, THEREFORE, BE IT RESOLVED by each of the board of directors for each of the parties and for and in consideration of the promises and covenants contained herein, the parties agree as follows:

AGREEMENT:

1. Purpose: The purpose of this agreement is to allow THE LOOP to purchase equipment and services through VT's purchase agreement with Contractor dated the 7<sup>th</sup> day of November, 2017.

2. Scope: This agreement shall allow the purchase or acquisition of equipment and services by THE LOOP directly from the Contractor per VT's contract with Contractor. A provision in the contract with Contractor permits other agencies to avail themselves of the equipment and services offered under the contract.

3. Cost: The total purchase is for \$14,380, Fourteen Thousand and three Hundred and eighty dollars. The quoted equipment is based upon the latest version of the price list attached to the original agreement and most recently changed through addendum 3, dated the 4<sup>th</sup> day of November, 2019.

3. Duration: This agreement shall become effective once it is fully executed and returned to the other party.

4. Termination: This agreement shall remain in full force and effect until terminated by either party upon thirty (30) calendar days' notice to the other party.

5. Administration of Agreement: It is not the intent of the parties, nor shall this agreement be interpreted, to create a new or separate legal entity for the performance of this agreement. Instead, the boards of both parties shall jointly administer this agreement.

6. Manner of Acquiring, Holding, and Disposing of Property: The party purchasing equipment or services under this agreement shall be solely responsible for acquiring the personal property it purchases, and all such property shall be held in that party's name. That party shall also have the responsibility for disposing of such property for the duration of the agreement and upon termination of the agreement.

7. Manner of Financing: The method of financing this agreement shall be through the budgeted funds or other available funds of the party for whose use the property is actually acquired or disposed. Each party accepts no responsibility for the payment of equipment or services required solely or exclusively for the use of the other party.

8. Budget: The party purchasing the equipment and services under this agreement shall be responsible for all budget and accounting procedures relating to such purchases.

9. Bidding Requirements: The parties acknowledge that the VT joint procurement agreement with the Contractor dated the 7<sup>th</sup> day of November, 2017, was the result of request for proposals for a real-time passenger information system pursuant to state statute and Federal Transit Administration (FTA) joint purchase requirements.

The party contracting with a third party vendor through a bid, proposal or contract (the lead agency) shall comply with its statutory requirements regarding notice for bids and proposals for goods and services subject to this agreement, and the lead agency shall maintain records for at least the minimum of records retention requirements for state and federal purposes and provide copies of records upon request.

10. Adoption of Agreement: The Board of Directors or authorized General Manager/Executive Director for each party has authorized this agreement and has or will take action by resolution, motion, or other necessary action to approve this agreement.

11. Independent Right to Contract: Each party reserves the right to contract for the purchase or disposal of any particular class of goods or services, with or without notice being given to the other party.

12. No Obligation: This agreement does not obligate either party to acquire goods or services or dispose of property through the contractual agreements of the other party.

13. Amendments: This agreement may be amended or modified by mutual agreement of the parties. Any amendment or modification shall be in writing, duly signed and duly approved by the boards or delegate of both parties.

14. Indemnification: Valley Transit (VT) agrees to indemnify, defend and hold THE LOOP, its elected officials, officers, employees, agents, and volunteers harmless from any and all tort claims, demands, losses, actions and liabilities (including costs and all attorney fees) to or by any and all persons or entities, including, without limitation, their respective agents, licensees, or representatives, arising from, resulting from, or connected with this agreement to the extent caused by the tortious negligent acts, errors or omissions of Valley Transit, its elected officials, commissioners, officers, employees, agents, and volunteers, or by Valley Transit's breach of this agreements.

THE LOOP agrees to indemnify, defend and hold Valley Transit, its elected officials, officers, employees, agents, and volunteers harmless from any and all tort claims, demands, losses, actions and liabilities (including costs and all attorney fees) to or by any and all persons or entities, including, without limitation, their respective agents, licensees, or representatives, arising from, resulting from, or connected with this agreement to the extent caused by the tortious negligent acts, errors or commissioners of Valley Transit, its elected officials, commissioners, officers, employees, agents, and volunteers, or by Valley Transit's breach of this agreements.

16. Governing Law: The terms of this agreement shall be governed by the laws of the State of Washington.

17. Signatures: The parties acknowledge that they have read, understand and accept this agreement, including any supplements or attachments, and that this agreement constitutes the entire agreement between them and supersedes all other communications, written or oral, relating to the subject matter of this agreement. By their signatures thereon, the parties further agreement that THE LOOP has been supplied with a true and correct copy of the agreement between Valley Transit and Contractor, and that all provisions contained in



**QUOTATION**



<b>Date</b>	<b>Quote Number</b>
30-Apr-21	04302021MC

<b>Customer</b>
Kate Imes Morrow County Transit
GPS, Dispatch, and real-time system for fixed route. MDT Hardware for all vehicles

27720 Avenue Scott  
Suite 190  
Valencia, California 91355

Brian Garrett  
US Sales Director  
[Brian.Garrett@connexionz.com](mailto:Brian.Garrett@connexionz.com)  
[sales@connexionz.com](mailto:sales@connexionz.com)  
[www.connexionz.com](http://www.connexionz.com)

Description	Quantity	Unit Price	Amount
<b>System Configuration and Project Management</b>			
Route and System Configuration	10	\$ 280.00	\$ 2,800.00
Project Management	10	\$ 180.00	\$ 1,800.00
Training - Online	1	\$ 1,500.00	\$ 1,500.00
<b>Vehicle Hardware - MDT x 4 buses</b>			
Connexionz Android Tablet	2	\$ 980.00	\$ 1,960.00
MDT RAM Mounts	2	\$ 90.00	\$ 180.00
Installation and Travel Hours	16	\$ 140.00	\$ 2,240.00
Overight Accomodation	5	180.00	900.00
<i>Travel charges</i>	<i>1</i>	<i>\$ 3,000.00</i>	<i>\$ 3,000.00</i>
<b>Subtotal</b>			<b>\$ 14,380.00</b>

*Connectivity directly to Cradlepoint modem*



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Katie Imes
Department: The Loop
Short Title of Agenda Item:
(No acronyms please)

Phone Number (Ext): 541-676-5667
Requested Agenda Date: June 23rd, 2021

Oregon Department of Transportation Agreement #35133

This Item Involves: (Check all that apply for this meeting.)

- Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time:
Purchase Pre-Authorization
Other

N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity: Oregon Department of Transportation - Public Transportation Division

Contractor/Entity Address: 555 13th Street NE Salem, Or

Effective Dates - From: July 1st, 2021

Through: June 30th, 2023

Total Contract Amount: 25,000

Budget Line: 504-504-5-20-3440

Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Department Director
DATE
Administrator
DATE
Rich Tovey - via email 6/15/2021 County Counsel
DATE
Kate Knop - via email 6/14/2021 Finance Office
DATE
Human Resources
DATE

Required for all BOC meetings
Required for all BOC meetings
\*Required for all legal documents
\*Required for all contracts; other items as appropriate.
\*If appropriate

\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.



# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

Project Title: 5304 Morrow County 35133

The Federal Transit Administration (FTA) and the Oregon Department of Transportation (ODOT) require recipients of FTA Section 5310 program funds and the state Special Transportation Fund (STF) to engage in a coordinated planning process. The goal is to broaden the dialogue and support coordination between public transportation and human services transportation supporting key target populations: older adults, people with disabilities, and people with low incomes. Projects submitted for FTA and ODOT funding must be included in the Coordinated Plan. The Coordinated Plan must be updated every five years, Morrow County last updated this plan in 2016.

The Loop will release a Request for Purchase for Professional Planning Services to assist Morrow County in the updating of our Coordinated Plan. Project Deliverables, Task and Schedule are as follows.

A) Task One: Needs Assessment

- a. Identify any transportation needs not being met
- b. Identify population and location needing transportation
- c. Assess travel patterns, including origins and destinations
- d. Assess first and last mile connections
- e. Assess the type of transportation needed

B) Task Two: Financial Cost Estimates for Implementing Options and Outcomes

- a. Determine the funds needed to improve the system
- b. Determine the cost of new services that can be implemented immediately
- c. Determine the service that will require long-term financial planning
- e. Identify fund source(s)

C) Task Three: Implementation Plan

Describe the implementation plan and include timelines and milestones for completion of tasks.

D) Task Four: Public Participation Documentation

## **2. FISCAL IMPACT:**

\$20,000 Federal Share to fund budget #5310 FTA Grant Fund

\$5,000 Local Match from #216

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to sign agreement 35133 with Oregon Department of Transportation Public Transportation Division.

Attach additional background documentation as needed.

PUBLIC TRANSPORTATION DIVISION  
OREGON DEPARTMENT OF TRANSPORTATION

This Agreement is made and entered into by and between the **State of Oregon**, acting by and through its Department of Transportation, Public Transportation Division, hereinafter referred to as "State," and **Morrow County**, hereinafter referred to as "Recipient," and collectively referred to as the "Parties."

**AGREEMENT**

1. **Effective Date.** This Agreement shall become effective on the later of **July 1, 2021** or the date when this Agreement is fully executed and approved as required by applicable law. Unless otherwise terminated or extended, Grant Funds under this Agreement shall be available for Project Costs incurred on or before **June 30, 2023** (the "Expiration Date"). No Grant Funds are available for any expenditures after the Expiration Date. State's obligation to disburse Grant Funds under this Agreement shall end as provided in Section 10 of this Agreement.
2. **Agreement Documents.** This Agreement consists of this document and the following documents, all of which are attached hereto and incorporated herein by reference:

**Exhibit A: Project Description and Budget**

**Exhibit B: Financial Information**

**Exhibit C: Subagreement Insurance Requirements and Recipient Insurance Requirements**

**Exhibit D: Summary of Federal Requirements, incorporating by reference Annual List of Certifications and Assurances for Federal Transit Administration Grants and Cooperative Agreements ("Certifications and Assurances") and Federal Transit Administration Master Agreement**

**Exhibit E: Information required by 2 CFR 200.331(a), may be accessed at <https://www.oregon.gov/odot/RPTD/Pages/index.aspx>, Oregon Public Transit Information System (OPTIS), as the information becomes available**

In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The precedence of each of the documents comprising this Agreement is as follows, listed from highest precedence to lowest precedence: Exhibit D; Exhibit E; this Agreement without Exhibits; Exhibit A; Exhibit B; Exhibit C.

3. **Project Cost; Grant Funds; Match.** The total project cost is estimated at **\$25,000.00**. In accordance with the terms and conditions of this Agreement, State shall provide Recipient an amount not to exceed **\$20,000.00** (the "Grant Funds") for eligible costs described in Section 6.a. hereof. Recipient shall provide matching funds for all Project Costs as described in Exhibit A. Recipient will be responsible for all Project Costs not covered by the Grant Funds.
4. **Project.** The Grant Funds shall be used solely for the project described in Exhibit A (the "Project") and shall not be used for any other purpose. No Grant Funds will be disbursed for any changes to the Project unless such changes are approved by State by amendment pursuant to Section 11.a hereof.
5. **Progress Reports.** Recipient shall submit quarterly progress reports to State no later than 45 days after the close of each quarterly reporting period. Reporting periods are July through September, October through December, January through March, and April through June. Reports must be in a format acceptable to State and must be entered into the Oregon Public Transit Information System (OPTIS), which may be accessed at <https://www.oregon.gov/odot/RPTD/Pages/index.aspx>. If Recipient is unable to access OPTIS, reports must be sent to [ODOTPTDReporting@odot.state.or.us](mailto:ODOTPTDReporting@odot.state.or.us). Reports shall include a statement of revenues and expenditures for each quarter, including documentation of local match contributions and expenditures. State reserves the right to request such additional information as may be

necessary to comply with federal or state reporting requirements.

**6. Disbursement and Recovery of Grant Funds.**

- a. **Disbursement Generally.** State shall reimburse eligible costs incurred in carrying out the Project, up to the Grant Funds amount provided in Section 3. Reimbursements shall be made by State within 30 days of State's approval of a request for reimbursement from Recipient using a format that is acceptable to State. Requests for reimbursement must be entered into OPTIS or sent to ODOTPTDReporting@odot.state.or.us. Eligible costs are the reasonable and necessary costs incurred by Recipient, or under a subagreement described in Section 9 of this Agreement, in performance of the Project and that are not excluded from reimbursement by State, either by this Agreement or by exclusion as a result of financial review or audit.
- b. **Conditions Precedent to Disbursement.** State's obligation to disburse Grant Funds to Recipient is subject to satisfaction, with respect to each disbursement, of each of the following conditions precedent:
  - i. State has received funding, appropriations, limitations, allotments or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to make the disbursement.
  - ii. Recipient is in compliance with the terms of this Agreement including, without limitation, Exhibit D and the requirements incorporated by reference in Exhibit D.
  - iii. Recipient's representations and warranties set forth in Section 7 hereof are true and correct on the date of disbursement with the same effect as though made on the date of disbursement.
  - iv. Recipient has provided to State a request for reimbursement using a format that is acceptable to and approved by State. Recipient must submit its final request for reimbursement following completion of the Project and no later than 60 days after the Expiration Date. Failure to submit the final request for reimbursement within 60 days after the Expiration Date could result in non-payment.
- c. **Recovery of Grant Funds.**
  - i. **Recovery of Misexpended Funds or Nonexpended Funds.** Any Grant Funds disbursed to Recipient under this Agreement that are either (i) disbursed but unexpended as of the Expiration Date ("Unexpended Funds") or (ii) expended in violation or contravention of one or more of the provisions of this Agreement ("Misexpended Funds") must be returned to State. Recipient shall return all Misexpended Funds to State no later than 15 days after State's written demand. Recipient shall return all Unexpended Funds to State within 15 days after the earlier of expiration or termination of this Agreement.
  - ii. **Recovery of Funds upon Termination.** If this Agreement is terminated under either Section 10(a)(i) or Section 10(a)(v) below, Recipient shall return to State all funds disbursed to Recipient within 15 days after State's written demand for the same.

**7. Representations and Warranties of Recipient.** Recipient represents and warrants to State as follows:

- a. **Organization and Authority.** Recipient is duly organized and validly existing under the laws of the State of Oregon and is eligible to receive the Grant Funds. Recipient has full power, authority, and legal right to make this Agreement and to incur and perform its obligations hereunder, and the making and performance by Recipient of this Agreement (1) have been duly authorized by all necessary action of Recipient and (2) do not and will not violate any provision of any applicable law, rule, regulation, or order of any court, regulatory commission, board, or other administrative agency or any provision of Recipient's Articles of Incorporation or Bylaws, if applicable, (3) do not and will not result in the breach of, or constitute a default or require any consent under any other agreement or instrument to which Recipient is a party or by which Recipient or any of its properties may be bound or affected. No authorization, consent, license, approval of, filing or registration with or notification to any governmental body or regulatory or supervisory authority is required for the execution, delivery or performance by Recipient

of this Agreement.

- b. **Binding Obligation.** This Agreement has been duly executed and delivered by Recipient and constitutes a legal, valid and binding obligation of Recipient, enforceable in accordance with its terms subject to the laws of bankruptcy, insolvency, or other similar laws affecting the enforcement of creditors' rights generally.
- c. **No Solicitation.** Recipient's officers, employees, and agents shall neither solicit nor accept gratuities, favors, or any item of monetary value from contractors, potential contractors, or parties to subagreements, except as permitted by applicable law. No member or delegate to the Congress of the United States or State of Oregon employee shall be admitted to any share or part of this Agreement or any benefit arising therefrom.
- d. **No Debarment.** Neither Recipient nor its principals is presently debarred, suspended, or voluntarily excluded from this federally-assisted transaction, or proposed for debarment, declared ineligible or voluntarily excluded from participating in this Agreement by any state or federal agency. Recipient agrees to notify State immediately if it is debarred, suspended or otherwise excluded from this federally-assisted transaction for any reason or if circumstances change that may affect this status, including without limitation upon any relevant indictments or convictions of crimes.

The warranties set in this section are in addition to, and not in lieu of, any other warranties set forth in this Agreement or implied by law.

**8. Records Maintenance and Access; Audit.**

- a. **Records, Access to Records and Facilities.** Recipient shall make and retain proper and complete books of record and account and maintain all fiscal records related to this Agreement and the Project in accordance with all applicable generally accepted accounting principles, generally accepted governmental auditing standards and state minimum standards for audits of municipal corporations. Recipient shall require that each of its subrecipients and subcontractors complies with these requirements. State, the Secretary of State of the State of Oregon (Secretary), the United States Department of Transportation (USDOT), the Federal Transit Administration (FTA) and their duly authorized representatives shall have access to the books, documents, papers and records of Recipient that are directly related to this Agreement, the funds provided hereunder, or the Project for the purpose of making audits and examinations. In addition, State, the Secretary, USDOT, FTA and their duly authorized representatives may make and retain excerpts, copies, and transcriptions of the foregoing books, documents, papers, and records. Recipient shall permit authorized representatives of State, the Secretary, USDOT and FTA to perform site reviews of the Project, and to inspect all vehicles, real property, facilities and equipment purchased by Recipient as part of the Project, and any transportation services rendered by Recipient.
- b. **Retention of Records.** Recipient shall retain and keep accessible all books, documents, papers, and records that are directly related to this Agreement, including, without limitation, records relating to capital assets funded by this Agreement, the Grant Funds or the Project for a minimum of six (6) years, or such longer period as may be required by other provisions of this Agreement or applicable law, following the Expiration Date. If there are unresolved audit questions at the end of the six-year period, Recipient shall retain the records until the questions are resolved.
- c. **Expenditure Records.** Recipient shall document the expenditure of all Grant Funds disbursed by State under this Agreement. Recipient shall create and maintain all expenditure records in accordance with generally accepted accounting principles and in sufficient detail to permit State to verify how the Grant Funds were expended.
- d. **Audit Requirements.**
  - i. Recipients receiving federal funds in excess of \$750,000 are subject to audit conducted in accordance with the provisions of 2 CFR part 200, subpart F. Recipient, if subject to this requirement, shall at Recipient's own expense submit to State, Public Transportation Division, 555 13th Street NE, Suite 3, Salem, Oregon, 97301-4179 or to ODOTPTDReporting@odot.state.or.us, a copy of, or electronic link to, its annual audit subject to this requirement covering the funds expended under this Agreement and shall submit or cause to be submitted, the annual audit

of any subrecipient(s), contractor(s), or subcontractor(s) of Recipient responsible for the financial management of funds received under this Agreement.

- ii. Recipient shall indemnify, save, protect and hold harmless State from the cost of any audits or special investigations performed by the Secretary with respect to the funds expended under this Agreement. Recipient acknowledges and agrees that any audit costs incurred by Recipient as a result of allegations of fraud, waste or abuse are ineligible for reimbursement under this or any other agreement between Recipient and State.

This Section 8 shall survive any expiration or termination of this Agreement.

## 9. Recipient Subagreements and Procurements

- a. **Subagreements.** Recipient may enter into agreements with sub-recipients, contractors or subcontractors (collectively, "subagreements") for performance of the Project.
  - i. All subagreements must be in writing executed by Recipient and must incorporate and pass through all of the applicable requirements of this Agreement to the other party or parties to the subagreement(s). Use of a subagreement does not relieve Recipient of its responsibilities under this Agreement.
  - ii. Recipient shall require all of its contractors performing work under this Agreement to name State as a third-party beneficiary of Recipient's subagreement with the contractor and to name State as an additional or "dual" obligee on contractors' payment and performance bonds.
  - iii. Recipient shall provide State with a copy of any signed subagreement, as well as any other purchasing or contracting documentation, upon request by State. This paragraph 9.a.iii. shall survive expiration or termination of this Agreement.
  - iv. Recipient must report to State any material breach of a term or condition of a subagreement within ten (10) days of Recipient discovering the breach.
- b. Recipient shall review the *Best Practices Procurement Manual*, a technical assistance manual prepared by the FTA, available on the FTA website: [www.fta.dot.gov/grants/13054\\_6037.html](http://www.fta.dot.gov/grants/13054_6037.html)
- c. **Subagreement indemnity; insurance**
  - i. ***Recipient's subagreement(s) shall require the other party to such subagreements(s) that is not a unit of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless State and its officers, employees and agents from and against any and all claims, actions, liabilities, damages, losses, or expenses, including attorneys' fees, arising from a tort, as now or hereafter defined in ORS 30.260, caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of the other party to Recipient's subagreement or any of such party's officers, agents, employees or subcontractors ("Claims"). It is the specific intention of the Parties that the State shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the State, be indemnified by the other party to Recipient's subagreement(s) from and against any and all Claims.***
  - ii. **Any such indemnification shall also provide that neither Recipient's subrecipient(s), contractor(s) nor subcontractor(s) (collectively "Subrecipients"), nor any attorney engaged by Recipient's Subrecipient(s), shall defend any claim in the name of the State or any agency of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without the prior written consent of the Oregon Attorney General. The State may, at any time at its election, assume its own defense and settlement in the event that it determines that Recipient's Subrecipient is prohibited from defending State or that Recipient's Subrecipient is not adequately defending State's interests, or that an important governmental principle is at issue or that it is in the best interests of State to do so. State reserves all rights to**

**pursue claims it may have against Recipient's Subrecipient if State elects to assume its own defense.**

- iii. Recipient shall require the other party, or parties, to each of its subagreements that are not units of local government as defined in ORS 190.003 to obtain and maintain insurance requirements provided in Exhibit C to this Agreement. Recipient may specify insurance requirements of its contractor(s) above the minimum insurance requirements specified in Exhibit C. Recipient shall verify its contractor(s) meet the insurance requirements in Exhibit C.
- d. **Procurements.** Recipient shall make purchases of any equipment, materials, or services for the Project under procedures that comply with Oregon law, as applicable, including all applicable provisions of the Oregon Public Contracting Code and rules, and in conformance to FTA Circular 4220.1F, Third Party Contracting Requirements including:
  - i. All applicable clauses required by federal statute, executive orders and their implementing regulations are included in each competitive procurement;
  - ii. All procurement transactions are conducted in a manner providing full and open competition;
  - iii. Procurements exclude the use of statutorily or administratively imposed in-state or geographic preference in the evaluation of bids or proposals (with exception of locally controlled licensing requirements);
  - iv. Construction, architectural and engineering procurements are based on Brooks Act procedures unless the procurement is subject to ORS 279C.100 to 279C.125.
- e. **Conflict of Interest.** Recipient's public officials shall comply with Oregon's government ethics laws, ORS 244.010 et seq., as those laws may be subsequently amended.

**10. Termination**

- a. **Termination by State.** State may terminate this Agreement effective upon delivery of written notice of termination to Recipient, or at such later date as may be established by State in such written notice, if:
  - i. Recipient fails to perform the Project within the time specified herein or any extension thereof or commencement, continuation or timely completion of the Project by Recipient is, for any reason, rendered improbable, impossible, or illegal; or
  - ii. State fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement; or
  - iii. Federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that the Project is no longer allowable or no longer eligible for funding under this Agreement; or
  - iv. The Project would not produce results commensurate with the further expenditure of funds; or
  - v. Recipient takes any action pertaining to this Agreement without the approval of State and which under the provisions of this Agreement would have required the approval of State.
- b. **Termination by Recipient.** Recipient may terminate this Agreement effective upon delivery of written notice of termination to State, or at such later date as may be established by Recipient in such written notice, if:
  - i. The requisite local funding to continue the Project becomes unavailable to Recipient; or
  - ii. Federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that the Project is no longer allowable or no longer eligible for funding under this Agreement.
- c. **Termination by Either Party.** Either Party may terminate this Agreement upon at least ten days' notice to the other Party and failure of the other Party to cure within the

period provided in the notice, if the other Party fails to comply with any of the terms of this Agreement.

**11. General Provisions**

- a. **Amendments.** This Agreement may be amended or extended only by a written instrument signed by both Parties and approved as required by applicable law.
- b. **Contribution.**
  - i. If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Recipient with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third Party Claim.
  - ii. Except as otherwise provided in Paragraph 11.c below, with respect to a Third Party Claim for which State is jointly liable with Recipient (or would be if joined in the Third Party Claim ), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Recipient in such proportion as is appropriate to reflect the relative fault of the State on the one hand and of the Recipient on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Recipient on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.
  - iii. Except as otherwise provided in Paragraph 11.c below, with respect to a Third Party Claim for which Recipient is jointly liable with State (or would be if joined in the Third Party Claim), Recipient shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Recipient on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Recipient on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Recipient's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.
- c. **Indemnification.**
  - i. Subject to any limitations imposed by State law and the Oregon Constitution, Recipient agrees to the following contract-related indemnification for all projects authorized under this Agreement:
  - ii. Where Recipient contracts for services or performs project management for a project, Recipient shall accept all responsibility, defend lawsuits, indemnify, and hold State harmless, for all contract-related claims and suits. This includes but is not limited to all contract claims or suits brought by any contractor, whether arising out of the contractor's work, Recipient's supervision of any individual project or

contract, or Recipient's failure to comply with the terms of this Agreement.

Sections 11.b and 11.c shall survive termination of this Agreement.

- d. **Insurance.** Recipient shall meet the insurance requirements within Exhibit C.
- e. **Dispute Resolution.** The Parties shall attempt in good faith to resolve any dispute arising out of this Agreement. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.
- f. **Responsibility for Grant Funds.** Any recipient of Grant Funds, pursuant to this Agreement with State, shall assume sole liability for that recipient's breach of the conditions of this Agreement, and shall, upon recipient's breach of conditions that requires State to return funds to the FTA, hold harmless and indemnify State for an amount equal to the funds received under this Agreement; or if legal limitations apply to the indemnification ability of the recipient of Grant Funds, the indemnification amount shall be the maximum amount of funds available for expenditure, including any available contingency funds or other available non-appropriated funds, up to the amount received under this Agreement.
- g. **Duplicate Payment.** Recipient is not entitled to compensation or any other form of duplicate, overlapping or multiple payments for the same work performed under this Agreement from any agency of the State of Oregon or the United States of America or any other party, organization or individual.
- h. **No Third Party Beneficiaries.** State and Recipient are the only Parties to this Agreement and are the only Parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly or indirectly, to a third person unless such a third person is individually identified by name herein and expressly described as an intended beneficiary of the terms of this Agreement.

Recipient acknowledges and agrees that the Federal Government, absent express written consent by the Federal Government, is not a party to this Agreement and shall not be subject to any obligations or liabilities to the Recipient, contractor or any other party (whether or not a party to the Agreement) pertaining to any matter resulting from the this Agreement.

- i. **Notices.** Except as otherwise expressly provided in this Agreement, any communications between the Parties hereto or notices to be given hereunder shall be given in writing by personal delivery, facsimile, email, or mailing the same, postage prepaid, to Recipient Contact or State Contact at the address or number set forth on the signature page of this Agreement, or to such other addresses or numbers as either Party may hereafter indicate pursuant to this subsection. Any communication or notice personally delivered shall be deemed to be given when actually delivered. Any communication or notice delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine, and to be effective against State, such facsimile transmission must be confirmed by telephone notice to State Contact. Any communication by email shall be deemed to be given when the recipient of the email acknowledges receipt of the email. Any communication or notice mailed shall be deemed to be given when received.
- j. **Governing Law, Consent to Jurisdiction.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between State (or any other agency or department of the State of Oregon) and Recipient that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Marion County in the State of Oregon. In no event shall this section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, from any Claim or from the jurisdiction of any court. EACH PARTY HEREBY CONSENTS TO THE EXCLUSIVE JURISDICTION OF SUCH COURT, WAIVES ANY OBJECTION TO VENUE, AND



WAIVES ANY CLAIM THAT SUCH FORUM IS AN INCONVENIENT FORUM.

- k. **Compliance with Law.** Recipient shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Agreement or to the implementation of the Project, as applicable to Recipient, including without limitation as described in Exhibit D. Without limiting the generality of the foregoing, Recipient expressly agrees to comply with (i) Title VI of Civil Rights Act of 1964; (ii) Title V and Section 504 of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 659A.142; (iv) all regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.
- l. **Independent Contractor.** Recipient shall perform the Project as an independent contractor and not as an agent or employee of State. Recipient has no right or authority to incur or create any obligation for or legally bind State in any way. State cannot and will not control the means or manner by which Recipient performs the Project, except as specifically set forth in this Agreement. Recipient is responsible for determining the appropriate means and manner of performing the Project. Recipient acknowledges and agrees that Recipient is not an "officer", "employee", or "agent" of State, as those terms are used in ORS 30.265, and shall not make representations to third parties to the contrary.
- m. **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.
- n. **Counterparts.** This Agreement may be executed in two or more counterparts (by facsimile or otherwise), each of which is an original and all of which together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.
- o. **Integration and Waiver.** This Agreement, including all Exhibits, constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. The delay or failure of either Party to enforce any provision of this Agreement shall not constitute a waiver by that Party of that or any other provision. Recipient, by the signature below of its authorized representative, hereby acknowledges that it has read this Agreement, understands it, and agrees to be bound by its terms and conditions.
- p. **Survival.** The following provisions survive termination of this Agreement: Sections 6.c., 8 and 11.

**The Parties**, by execution of this Agreement, hereby acknowledge that each Party has read this Agreement, understands it, and agrees to be bound by its terms and conditions.

The Oregon Transportation Commission on October 20, 2010, approved Delegation Order Number OTC-01, which authorizes the Director of the Oregon Department of Transportation to administer programs related to public transit.

On March 1, 2012, the Director approved Delegation Order Number DIR-04, which delegates the authority to approve this Agreement to the Public Transportation Division Administrator.

**SIGNATURE PAGE TO FOLLOW**

**Morrow County**, by and through its

By \_\_\_\_\_  
(Legally designated representative)

Name Don Russell, Chair  
(printed)

Date June 23, 2021

By \_\_\_\_\_

Name Jim Doherty, Commissioner  
(printed)

Date June 23, 2021

By \_\_\_\_\_

Name Melissa Lindsay, Commissioner  
(printed)

Date June 23, 2021

**APPROVED AS TO LEGAL SUFFICIENCY**

(If required in local process)

By \_\_\_\_\_

Recipient's Legal Counsel

Date June 23, 2021

**Recipient Contact:**

Katie Imes  
PO Box 495  
Heppner, OR 97836  
1 (541) 676-5667  
kimes@co.morrow.or.us

**State Contact:**

Arla Miller  
555 13th Street NE  
Salem, OR 97301-4179  
1 (503) 949-5415  
Arla.MILLER@odot.state.or.us

**State of Oregon**, by and through its  
Department of Transportation

By \_\_\_\_\_  
Karyn Criswell  
Public Transportation Division Administrator

Date \_\_\_\_\_

**APPROVAL RECOMMENDED**

By \_\_\_\_\_ Arla Miller

Date \_\_\_\_\_ 06/04/2021

**APPROVED AS TO LEGAL SUFFICIENCY**

(For funding over \$150,000)

N/A

**Signed Agreement Return Address: ODOTPTDReporting@odot.state.or.us**

**EXHIBIT A**

**Project Description and Budget**

**Project Description/Statement of Work**

<b>Project Title: 5304 Morrow County 35133</b>				
<i>Updating/Rewrite Morrow County Coordinated Human Services Public Transportation Plan.</i>				
<b>Item #1: Short Range Transportation Planning</b>				
	Total	Grant Amount	Local Match	Match Type(s)
	\$25,000.00	\$20,000.00	\$5,000.00	State Funds
<b>Sub Total</b>	\$25,000.00	\$20,000.00	\$5,000.00	
<b>Grand Total</b>	<b>\$25,000.00</b>	<b>\$20,000.00</b>	<b>\$5,000.00</b>	

**1. BACKGROUND**

*Recipient shall update the Coordinated Public Transit Human Services Transportation Plan in preparation of the 2023-2025 biennium.*

**2. PROJECT DESCRIPTION**

*This Agreement provides funding to update the Recipient's Human Services Coordinated Plan. The purpose of periodic updates is to: assess existing mobility systems; evaluate the accessibility and connectivity needs (and resources) of communities; explore partnerships with employment, housing, education, and economic drivers of demand; engage/empower diverse groups of riders and stakeholders; and improve community and system health, safety, and environmental outcomes; consider new alliances with city, county, and regional interests to grow the resources base; and develop/prioritize strategies to address gaps and opportunities through coordination.*

*Upon adoption, the Coordinated Plan will inform local investments that sustain and grow public transit systems as they advance the ten goals of the Oregon Public Transportation Plan.*

*Section 5304 reimbursements under this project shall not exceed \$20,000.*

**3. PROJECT DELIVERABLES, TASKS and SCHEDULE**

*Recipient, in coordination with its regional transit coordinator, will conduct a procurement for a planning consultant, or use internal staff where sufficient planning capacity exists, to produce a plan that includes the following elements:*

**A) TASK ONE: Needs Assessment**

- a. Identify any transportation needs not being met*
- b. Identify populations and locations needing transportation*
- c. Assess travel patterns, including origins and destinations*
- d. Assess first and last mile connections*
- e. Assess the type of transportation needed*

**B) TASK TWO: Financial Cost Estimates for Implementing Options and Outcomes**

- a. Determine the funds needed to improve the system*
- b. Determine the cost of new services that can be implemented immediately*
- c. Determine the service that will require long-term financial planning*
- e. Identify fund source(s)*

**C) TASK THREE: Implementation Plan**

*Describe the implementation plan and include timelines and milestones for completion of tasks.*

**D) TASK FOUR: Public Participation Documentation**

*Public participation can be in the form of surveying, public meetings, and meetings with stakeholder groups. Participation may include the following: transportation providers, riders, social and governmental stakeholders, and representatives of Title VI populations (i.e., low-income and minority groups, veterans, seniors and individuals with disabilities.)*

*Documentation of public participation could include survey results, meeting minutes, media content, reports, advertisements and other visual and written forms of community engagement.*

*Recipient will submit final adopted Coordinated Plan to State to Review and retain in files.*

#### **4. PROJECT ACCOUNTING and MATCH FUNDING**

*Sources of funding that may be used as Recipient's matching funds for this Agreement include local funds; Statewide Transportation Improvement Formula Funds; Special Transportation Formula Funds; service contract revenue, advertisement and other earned income; cash donations; and verifiable in-kind contributions integral to the project budget. In-kind contributions claimed as matching funding must be reported to State. Recipient may not use passenger fares as matching funding.*

#### **5. REPORTING and INVOICING REQUIREMENTS**

*Recipient will request reimbursement for covered expenses incurred during each period as prescribed by State. Copies of invoices must be submitted for all products, services, and vendor charges. In-house charges must be documented showing time specifically associated with the project. In addition, Recipient must provide a summary of the work performed to date pursuant to this Agreement in each agency periodic report. Photographs of the planning process are encouraged to memorialize the achievement of project deliverables, if applicable.*

*Recipient will submit a draft or final plan, as appropriate, before final payment will be made by State.*

**EXHIBIT B**  
**FINANCIAL INFORMATION**

The information below will assist auditors to prepare a report in compliance with the requirements of 2 CFR part 200, subpart F.

This Agreement is financed by the funding source indicated below:

<b>Federal Program</b>	<b>Federal Funding Agency</b>	<b>CFDA Number</b>	<b>Total Federal Funding</b>
49 U.S.C. 5305	U.S. Department of Transportation Federal Transit Administration 915 Second Avenue, Suite 3142 Seattle, WA 98174	<b>20.515 (5304)</b>	<b>\$20,000.00</b>

<b>Administered By</b>
Public Transportation Division 555 13th Street NE Salem, OR 97301-4179

## EXHIBIT C

### Insurance Requirements

#### Subagreement Insurance Requirements

##### GENERAL.

Recipient shall require in its first tier subagreements with entities that are not units of local government as defined in ORS 190.003, if any, to: i) obtain insurance specified under TYPES AND AMOUNTS and meeting the requirements under ADDITIONAL INSURED, "TAIL" COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before performance under the subagreement commences, and ii) maintain the insurance in full force throughout the duration of the subagreement. The insurance must be provided by insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to State. Recipient shall not authorize work to begin under subagreements until the insurance is in full force. Thereafter, Recipient shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. Recipient shall incorporate appropriate provisions in the subagreement permitting it to enforce compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. In no event shall Recipient permit work under a subagreement when Recipient is aware that the contractor is not in compliance with the insurance requirements. As used in this section, "first tier" means a subagreement in which the Recipient is a Party.

##### TYPES AND AMOUNTS.

##### WORKERS COMPENSATION.

All employers, including Contractor, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide **Workers' Compensation Insurance** coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). The coverage shall include Employer's Liability Insurance with limits not less than \$500,000 each accident. **Contractor shall require compliance with these requirements in each of its subcontractor contracts.**

##### COMMERCIAL GENERAL LIABILITY.

Commercial General Liability Insurance shall be issued on an occurrence basis covering bodily injury and property damage and shall include personal and advertising injury liability, products and completed operations, and contractual liability coverage. When work to be performed includes operations or activity within 50 feet of any railroad property, bridge, trestle, track, roadbed, tunnel, underpass or crossing, the Contractor shall provide the Contractual Liability - Railroads CG 24 17 endorsement, or equivalent, on the Commercial General Liability policy. Amounts below are a minimum requirement as determined by State:

Coverage shall be written on an occurrence basis in an amount of not less than **\$1,000,000** per occurrence.

Annual aggregate limit shall not be less than **\$2,000,000**.

##### AUTOMOBILE LIABILITY.

Automobile Liability Insurance covering Contractor's business-related automobile use covering all owned, non-owned, or hired vehicles for bodily injury and property. Amount below is a minimum requirement as determined by State:

Coverage shall be written with a combined single limit of not less than **\$1,000,000**.

This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability).

**EXCESS/UMBRELLA LIABILITY.**

A combination of primary and Excess/Umbrella Liability Insurance may be used to meet the required limits of insurance.

**ADDITIONAL INSURED.**

The liability insurance coverages, except Professional Liability or Workers' Compensation/ Employer's Liability, if included, must include the "**State of Oregon, the Oregon Transportation Commission and the Department of Transportation, and their respective officers, members, agents and employees**" as an **endorsed** Additional Insured but only with respect to the contractor's activities to be performed under the Subagreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Additional Insured Endorsements on the Commercial General Liability shall be written on ISO Form CG 20 10 07 04, or equivalent, with respect to liability arising out of ongoing operations and ISO Form CG 20 37 07 04, or equivalent, with respect to liability arising out of completed operations. Additional Insured Endorsements shall be submitted with the Certificate(s) of Insurance and must be acceptable to the Recipient.

**"TAIL" COVERAGE.**

If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance or pollution liability insurance, the contractor shall maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of the Subagreement, for a minimum of twenty-four (24) months following the later of : (i) the contractor's completion and Recipient's acceptance of all Services required under the Subagreement or, (ii) the expiration of all warranty periods provided under the Subagreement. Notwithstanding the foregoing twenty-four (24) month requirement, if the contractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the twenty-four (24) month period described above, then the contractor may request and State may grant approval of the maximum "tail " coverage period reasonably available in the marketplace. If State approval is granted, the contractor shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.

**NOTICE OF CANCELLATION OR CHANGE.**

The contractor or its insurer must provide thirty (30) days' written notice to Recipient before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s). **The Recipient shall immediately notify State of any change in insurance coverage.**

**CERTIFICATE(S) OF INSURANCE.**

Recipient shall obtain from the contractor a certificate(s) of insurance for all required insurance before the contractor performs under the Subcontract. The certificate(s) or an attached endorsement must specify: i) all entities and individuals who are endorsed on the policy as Additional Insured and ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.

**Recipient Insurance Requirements**

**GENERAL.**

Recipient shall: i) obtain at the Recipient's expense the insurance specified under TYPES AND AMOUNTS and meeting the requirements under ADDITIONAL INSURED, "TAIL" COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before performance under this Agreement commences, and ii) maintain the insurance in full force and at its own expense throughout the duration of this Agreement. Recipient shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to State. Coverage shall be primary and non-contributory with any other insurance and self-insurance with the exception of Professional Liability and Workers' Compensation. Recipient shall pay for all deductibles, self-insurance retention and self-insurance, if any.



**INSURANCE REQUIREMENT REVIEW.**

Recipient agrees to periodic review of insurance requirements by State under this Agreement and to provide updated requirements as mutually agreed upon by Recipient and State.

**TYPES AND AMOUNTS.**

**WORKERS COMPENSATION.**

All employers, including Recipient, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide **Workers' Compensation Insurance** coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). The coverage shall include Employers liability insurance with coverage limits of not less than \$500,000 must be included.

**COMMERCIAL GENERAL LIABILITY.**

Commercial General Liability Insurance shall be issued on an occurrence basis covering bodily injury, death, and property damage and shall include personal and advertising injury liability, products and completed operations and contractual liability coverage. When work to be performed includes operations or activity within 50 feet of any railroad property, bridge, trestle, track, roadbed, tunnel, underpass or crossing, the Contractor shall provide the Contractual Liability - Railroads CG 24 17 endorsement, or equivalent, on the Commercial General Liability policy. Commercial General Liability Insurance shall not be less than the following amounts as determined by State:

Coverage shall be written on an occurrence basis in an amount of not less than **\$1,000,000** per occurrence.

Annual aggregate limit shall not be less than **\$2,000,000**.

**AUTOMOBILE LIABILITY.**

Automobile Liability Insurance covering business-related automobile use on all owned, non-owned or hired vehicles for bodily injury and property. Automobile Liability Insurance shall not be less than the following amount as determined by State:

Coverage shall be written with a combined single limit of not less than **\$1,000,000**.

This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability).

**EXCESS/UMBRELLA LIABILITY.**

A combination of primary and Excess/Umbrella Liability Insurance may be used to meet the required limits of insurance.

**ADDITIONAL INSURED.**

The liability insurance coverages, except Professional Liability or Workers' Compensation/ Employer's Liability, if included, must include the **"State of Oregon, the Oregon Transportation Commission and the Department of Transportation, and their respective officers, members, agents and employees"** as an **endorsed** Additional Insured but only with respect to the Recipient's activities to be performed under this Agreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Additional Insured Endorsements on the Commercial General Liability shall be written on ISO Form CG 20 10 07 04, or equivalent, with respect to liability arising out of ongoing operations and ISO Form CG 20 37 07 04, or equivalent, with respect to liability arising out of completed operations. Additional Insured Endorsements shall be submitted with the Certificate(s) of Insurance and must be acceptable to the Recipient.

**"TAIL" COVERAGE.**

If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance, Recipient shall maintain either "tail" coverage or continuous "claims made" liability

coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of this Agreement, for a minimum of 24 months following the later of: (i) Recipient's completion and State's acceptance of all Services required under this Agreement or, (ii) the expiration of all warranty periods provided under this Agreement. Notwithstanding the foregoing 24-month requirement, if Recipient elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the 24-month period described above, then Recipient may request and State may grant approval of the maximum "tail" coverage period reasonably available in the marketplace. If State approval is granted, Recipient shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.

**NOTICE OF CANCELLATION OR CHANGE.**

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

**CERTIFICATE(S) OF INSURANCE.**

State shall obtain from Recipient a certificate(s) of insurance for all required insurance before the effective date of this Agreement. The certificate(s) or an attached endorsement must specify: i) all entities and individuals who are endorsed on the policy as Additional Insured and ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.

**STATE ACCEPTANCE.**

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

## EXHIBIT D

### **Summary of Federal Requirements and Incorporating by Reference Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements ("Certifications and Assurances") and Federal Transit Administration Master Agreement ("Master Agreement")**

Recipient and Recipient's subrecipient(s), contractor(s), or subcontractor(s), at any tier, if any, must comply with all applicable federal requirements contained in the Certifications and Assurances available at [www.transit.dot.gov](http://www.transit.dot.gov). The Certifications and Assurances, including as they may be changed during the term of this Agreement, are by this reference incorporated herein.

Recipient further agrees to comply with all applicable requirements included in the Master Agreement that is signed and attested to by State. This Master Agreement is incorporated by reference and made part of this Agreement. Said Master Agreement is available upon request from State by calling (503) 986-3300, or at [www.transit.dot.gov](http://www.transit.dot.gov). Without limiting the foregoing, the following is a summary of some requirements applicable to transactions covered by this Agreement and the funds described in Exhibit A:

1. Recipient shall comply with Title VI of the Civil Rights Act of 1964 (78 Stat 252, 42 U.S.C. § 2000d) and the regulations of the United States Department of Transportation (49 CFR 21, Subtitle A). Recipient shall exclude no person on the grounds of race, religion, color, sex, age, national origin, or disability from the benefits of aid received under this Agreement. Recipient will report to State on at least an annual basis the following information: any active lawsuits or complaints, including dates, summary of allegation, status of lawsuit or complaint including whether the Parties entered into a consent decree.
2. Recipient shall comply with FTA regulations in Title 49 CFR 27 Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance which implements the Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act of 1990, 49 CFR 37, and 49 CFR 38.
3. Recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. Recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts. Recipient's DBE program, if applicable, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to State of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
4. Recipient must include the following language in each subagreement Recipient signs with a subcontractor or subrecipient:

*The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. The contractor, subrecipient, or subcontractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of USDOT-assisted contracts. Failure by the contractor, subrecipient, or subcontractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as Recipient deems appropriate.*

5. Recipient and contractors receiving in excess of \$100,000 in federal funds, other than Indian tribes, must certify to State that they have not and will not use federal funds to pay for influencing or attempting to influence an officer or employee of any federal department or Agency, a member of Congress, or an employee of a member of Congress in connection with obtaining any federal grant, cooperative agreement or any other federal award. If non-federal

funds have been used to support lobbying activities in connection with the Project, Recipient shall complete Standard Form LLL, Disclosure Form to Report Lobbying and submit the form to State at the end of each calendar quarter in which there occurs an event that requires disclosure. Restrictions on lobbying do not apply to influencing policy decisions. Examples of prohibited activities include seeking support for a particular application or bid and seeking a congressional earmark.



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Kate Knop

Date submitted to reviewers:

Department: Finance

Requested Agenda Date: 6/23/21

Short Title of Agenda Item:

(No acronyms please)

Request to adopt R-2021-16 Morrow County Budget for fiscal year 2021-2022

This Item Involves: (Check all that apply for this meeting.)

- Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time:
Purchase Pre-Authorization
Other

N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity:

Contractor/Entity Address:

Effective Dates - From:

Through:

Total Contract Amount:

Budget Line:

Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Kate Knop 6/22/21 Department Director

Required for all BOC meetings

[Signature] Administrator

Required for all BOC meetings

County Counsel

\*Required for all legal documents

Finance Office

\*Required for all contracts; other items as appropriate.

Human Resources

\*If appropriate

Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## 1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

Enclosed is Morrow County budget resolution R-2021-16 requesting adoption of the fiscal year 2021-2022 budget, making appropriations, imposing and categorizing the tax, and excluded from limitation as required by Oregon Budget Law.

## 2. FISCAL IMPACT:

The adopted budget resolution for fiscal year 2021-2022 is in the amount of \$60,760,485

## 3. SUGGESTED ACTION(S)/MOTION(S):

Motion to approve Morrow County budget resolution R-2021-16 as written.

Attach additional background documentation as needed.

**BEFORE THE BOARD OF COMMISSIONERS FOR  
MORROW COUNTY, OREGON**

IN THE MATTER OF )  
 ADOPTING THE BUDGET, MAKING ) RESOLUTION NO. R-2021-16  
 APPROPRIATIONS, IMPOSING AND )  
 CATEGORIZING THE TAXES.... )

BE IT RESOLVED that the Board of Commissioners of Morrow County hereby adopts the budget for fiscal year 2021-2022 in the sum of \$60,760,485.

This budget is now on file at the Morrow County Courthouse in Heppner, Oregon.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2021, and for the purposes shown below are hereby appropriated as follows:

<b>GENERAL FUND</b>	
Board of Commissioners	\$ 676,593
Administrative Services	600,944
County Assessor/Tax Collector	931,195
County Treasurer	137,565
County Clerk	365,424
Veterans Officer	111,180
Board of Equalization	2,936
Justice Court	335,763
District Attorney	439,146
Juvenile Department	410,274
Sheriff	4,653,813
Health Department	1,559,374
Planning	639,587
Community Development	156,757
Emergency Management	125,933
Surveyor	169,183
Museum	11,000
Public Works Administration	76,085
Public Works General maintenance	711,514
Solid Waste Transfer Station North	44,425
Solid Waste Transfer Station South	60,706
Transfers to Other Funds	3,042,189
Computer	221,759
Weed Department	142,668
Nondepartmental Personnel Services	86,171
Nondepartmental Materials & Services	622,850
Nondepartmental Capital Outlay	330,000

Special Payments		1,841,426
Contingency		<u>727,416</u>
<b>TOTAL FOR GENERAL FUND</b>	<b>\$</b>	<b>19,233,876</b>
<b>HERITAGE TRAIL FUND</b>		
Materials & Services	\$	<u>32,063</u>
<b>TOTAL FOR HERITAGE TRAIL FUND</b>	<b>\$</b>	<b>32,063</b>
<b>ROAD EQUIPMENT RESERVE FUND</b>		
Capital Outlay	\$	<u>2,237,911</u>
<b>TOTAL FOR ROAD EQUIPMENT RESERVE FUND</b>	<b>\$</b>	<b>2,237,911</b>
<b>ROAD FUND</b>		
Road Department	\$	7,489,795
Capital Equipment		80,000
Contingency		<u>-</u>
<b>TOTAL FOR ROAD FUND</b>	<b>\$</b>	<b>7,569,795</b>
<b>FINLEY BUTTES TRUST FUND</b>		
Materials & Services	\$	<u>100,000</u>
<b>TOTAL FOR FINLEY BUTTES TRUST FUND</b>	<b>\$</b>	<b>100,000</b>
<b>AIRPORT FUND</b>		
Materials & Services		67,840
Capital Outlay		901,140
Contingency		<u>-</u>
<b>TOTAL FOR AIRPORT FUND</b>	<b>\$</b>	<b>968,980</b>
<b>LAW LIBRARY FUND</b>		
Materials & Services	\$	<u>42,506</u>
<b>TOTAL FOR LAW LIBRARY FUND</b>	<b>\$</b>	<b>42,506</b>
<b>911 EMERGENCY FUND</b>		
Personnel Services	\$	302,717
Materials & Services		60,800
Capital Outlay		100,000



Contingency		618,263
<b>TOTAL FOR 911 EMERGENCY FUND</b>	<b>\$</b>	<b>1,081,780</b>
<b>SURVEYOR PRESERVATION FUND</b>		
Materials & Services	\$	255,876
<b>TOTAL FOR SURVEYOR PRESERVATION FUND</b>	<b>\$</b>	<b>255,876</b>
<b>FINLEY BUTTES LICENSE FUND</b>		
Transfer to Other Funds	\$	2,179,368
<b>TOTAL FOR FINLEY BUTTES LICENSE FEE FUND</b>	<b>\$</b>	<b>2,179,368</b>
<b>COUNTY SCHOOL FUND</b>		
Special Payments	\$	201,350
<b>TOTAL FOR COUNTY SCHOOL FUND</b>	<b>\$</b>	<b>201,350</b>
<b>IONE SCHOOL FUND</b>		
Special Payments	\$	20,265
<b>TOTAL FOR IONE SCHOOL FUND</b>	<b>\$</b>	<b>20,265</b>
<b>FAIR FUND</b>		
Fair	\$	168,442
Indoor/Outdoor Arenas		2,450
Queen & Court		-
Special Event		50,000
Contingency		183,418
<b>TOTAL FOR FAIR FUND</b>	<b>\$</b>	<b>404,310</b>
<b>COMPUTER EQUIPMENT RESERVE FUND</b>		
Capital Outlay	\$	77,006
<b>TOTAL FOR COMPUTER EQUIPMENT RESERVE FUND</b>	<b>\$</b>	<b>77,006</b>
<b>SPECIAL TRANSPORTATION FUND</b>		
Personnel Services	\$	298,674
Materials & Services		412,110
Capital Outlay		38,000
Transfer to Other Funds		491,784
Contingency		153,907

<b>TOTAL FOR SPECIAL TRANSPORTATION FUND</b>	<b>\$</b>	<b>1,394,475</b>
<b>PROGRAMMING RESERVE FUND</b>		
Capital Outlay	\$	<u>114,955</u>
<b>TOTAL FOR PROGRAMMING RESERVE</b>	<b>\$</b>	<b>114,955</b>
<b>ENFORCEMENT FUND</b>		
Materials & Services	\$	<u>22,721</u>
<b>TOTAL FOR ENFORCEMENT FUND</b>	<b>\$</b>	<b>22,721</b>
<b>VIDEO LOTTERY FUND</b>		
Materials & Services	\$	56,545
Transfer to Other Funds		<u>76,000</u>
<b>TOTAL FOR VIDEO LOTTERY FUND</b>	<b>\$</b>	<b>132,545</b>
<b>VICTIM/WITNESS ASSISTANCE FUND</b>		
Personnel Services	\$	94,211
Materials & Services		19,527
Capital Outlay		<u>-</u>
<b>TOTAL FOR VICTIM/WITNESS ASSISTANCE FUND</b>	<b>\$</b>	<b>113,738</b>
<b>WILLOW CREEK WIND FEES</b>		
Transfer to Other Funds	\$	<u>136,885</u>
<b>TOTAL FOR WILLOW CREEK WIND FEES</b>	<b>\$</b>	<b>136,885</b>
<b>CAMI GRANT FUND</b>		
Materials & Services	\$	<u>36,920</u>
<b>TOTAL FOR CAMI GRANT FUND</b>	<b>\$</b>	<b>36,920</b>
<b>WEED EQUIPMENT RESERVE FUND</b>		
Capital Outlay	\$	<u>25,797</u>
<b>TOTAL FOR WEED EQUIPMENT RESERVE FUND</b>	<b>\$</b>	<b>25,797</b>
<b>STF VEHICLE RESERVE FUND</b>		
Capital Outlay	\$	476,874
Contingency		<u>101,575</u>

<b>TOTAL FOR STF VEHICLE RESERVE FUND</b>	<b>\$</b>	<b>578,449</b>
	<b>FAIR ROOF RESERVE FUND</b>	
Capital Outlay	\$	<u>27,052</u>
<b>TOTAL FOR FAIR ROOF RESERVE FUND</b>	<b>\$</b>	<b>27,052</b>
	<b>CAPITAL IMPROVEMENT FUND</b>	
Capital Outlay	\$	4,476,863
Debt Service		<u>588,388</u>
<b>TOTAL FOR HEPPNER ADMIN. BUILDING FUND</b>	<b>\$</b>	<b>5,065,251</b>
	<b>SAFETY COMMITTEE FUND</b>	
Materials & Services	\$	<u>18,892</u>
<b>TOTAL FOR SAFETY COMMITTEE</b>	<b>\$</b>	<b>18,892</b>
	<b>BLEACHER RESERVE FUND</b>	
Capital Outlay	\$	<u>25,985</u>
<b>TOTAL FOR BLEACHER RESERVE FUND</b>	<b>\$</b>	<b>25,985</b>
	<b>RODEO FUND</b>	
Materials & Services	\$	<u>20,000</u>
<b>TOTAL RODEO FUND</b>	<b>\$</b>	<b>20,000</b>
	<b>JUSTICE COURT BAILS/FINES FUND</b>	
Materials & Services	\$	<u>529,190</u>
<b>TOTAL FOR JUSTICE COURT BAILS/FINES FUND</b>	<b>\$</b>	<b>529,190</b>
	<b>CLERKS RECORDS FUND</b>	
Materials & Services	\$	<u>23,503</u>
<b>TOTAL FOR CLERKS RECORDS FUND</b>	<b>\$</b>	<b>23,503</b>
	<b>DUII IMPACT FUND</b>	
Materials & Services	\$	<u>30,007</u>
<b>TOTAL FOR DUII IMPACT FUND</b>	<b>\$</b>	<b>30,007</b>

	<b>FAIR IMPROVEMENT FUND</b>	
Capital Outlay		\$ <u>26,258</u>
<b>TOTAL FOR FAIR IMPROVEMENT FUND</b>		<b>\$ 26,258</b>
	<b>BUILDING PERMIT FUND</b>	
Materials & Services		\$ 2,000
Capital Outlay		-
Transfer to Other Funds		<u>50,000</u>
<b>TOTAL FOR BUILDING PERMIT FUND</b>		<b>\$ 52,000</b>
	<b>PARK FUND</b>	
Cutsforth Park Department		\$ 91,131
Anson Wright Park Department		65,278
ATV Park Department		636,907
Fair Park		1,941
Contingency		<u>167,793</u>
<b>TOTAL FOR PARK FUND</b>		<b>\$ 963,050</b>
	<b>EQUITY FUND</b>	
Materials & Services		\$ <u>21,000</u>
<b>TOTAL FOR EQUITY FUND</b>		<b>\$ 21,000</b>
	<b>BUILDING RESERVE FUND</b>	
Capital Outlay		\$ 500,000
Contingency		<u>500,000</u>
<b>TOTAL FOR BUILDING RESERVE FUND</b>		<b>\$ 1,000,000</b>
	<b>LIQUOR CONTROL FUND</b>	
Materials & Services		\$ <u>887</u>
<b>TOTAL FOR LIQUOR CONTROL FUND</b>		<b>\$ 887</b>
	<b>WATER PLANNING FUND</b>	
Materials & Services		\$ <u>258</u>
<b>TOTAL FOR WATER PLANNING FUND</b>		<b>\$ 258</b>
	<b>FOREST SERVICE FUND</b>	
Materials & Services		\$ <u>78,538</u>
<b>RESOLUTION NO. R-2021-16</b>		<b>Page 6 of 9</b>

<b>TOTAL FOR FOREST SERVICE FUND</b>	<b>\$</b>	<b>78,538</b>
<b>COURT SECURITY FUND</b>		
Materials & Services	\$	54,351
Capital Outlay		<u>35,000</u>
<b>TOTAL FOR COURT SECURITY FUND</b>	<b>\$</b>	<b>89,351</b>
<b>ECHO WINDS FEES FUND</b>		
Transfer to Other Funds	\$	14,000
Special Payments		<u>87,885</u>
<b>TOTAL FOR ECHO WINDS FEES FUND</b>	<b>\$</b>	<b>101,885</b>
<b>SHEPHERDS FLAT FEES FUND</b>		
Transfer to Other Funds	\$	<u>1,672,351</u>
<b>TOTAL FOR SHEPHERDS FLAT FEES FUND</b>	<b>\$</b>	<b>1,672,351</b>
<b>5310 FTA GRANT FUND</b>		
Personnel Services	\$	85,604
Materials and Services		117,238
Capital Outlay		50,000
Transfer to Other Funds		<u>150,238</u>
<b>TOTAL FOR STO OPERATING FUND</b>	<b>\$</b>	<b>403,080</b>
<b>COMMUNITY CORRECTIONS</b>		
Personnel Services	\$	486,733
Materials & Services		203,220
Capital Outlay		-
Contingency		<u>100,000</u>
<b>TOTAL FOR COMMUNITY CORRECTIONS FUND</b>	<b>\$</b>	<b>789,953</b>
<b>PGE CARTY FUND</b>		
Transfer to Other Funds	\$	1,824,677
Special Payments		<u>626,017</u>
<b>TOTAL FOR PGE CARTY FUND</b>	<b>\$</b>	<b>2,450,694</b>
<b>SHERIFF RESERVE FUND</b>		

Materials & Services	\$	10,200
Contingency		<u>13,560</u>
<b>TOTAL FOR SHERIFF RESERVE FUND</b>	<b>\$</b>	<b>23,760</b>
<b>WHEATRIDGE WIND FUND</b>		
Special Payments	\$	<u>1,500,000</u>
<b>TOTAL FOR WHEATRIDGE WIND FUND</b>	<b>\$</b>	<b>1,500,000</b>
<b>RESILIENCY FUND</b>		
Special Payments	\$	<u>500,000</u>
<b>TOTAL RESILIENCY FUND</b>	<b>\$</b>	<b>500,000</b>
<b>TOTAL APPROPRIATIONS, All Funds...</b>	<b>\$</b>	<b>52,374,516</b>
<b>NON-APPROPRIATED BUDGET REQUIREMENTS</b>		
General Fund	\$	3,637,616
Road Fund		1,000,000
Finley Butte Road		1,724,613
911 Emergency Fund		200,000
Victim Witness Fund		30,031
CAMI Fund		28,408
Capital Improvement Fund		52,071
Building Permit Fund		1,230,736
Building Reserve Fund		338,623
Community Corrections Fund		<u>143,871</u>
<b>TOTAL UNAPPROPRIATED AND RESERVE AMOUNTS, All Funds...</b>	<b>\$</b>	<b><u>8,385,969</u></b>
<b>TOTAL ADOPTED BUDGET</b>	<b>\$</b>	<b><u><u>60,760,485</u></u></b>

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed at the assessed value of all taxable property within the district for the tax year 2021-2022 at the rate of \$4.1347 per \$1,000.

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Permanent Rate Tax \$4.1347/\$1,000.

**Excluded from Limitation**

General Obligation Bond Debt Service: \$ 588,388.

The above resolution statements were approved and declared adopted on June 23, 2021.

**MORROW COUNTY BOARD OF  
COMMISSIONERS  
MORROW COUNTY, OREGON**

\_\_\_\_\_  
Don Russell, Chair

\_\_\_\_\_  
Jim Doherty, Commissioner

\_\_\_\_\_  
Melissa Lindsay, Commissioner

Approved as to Form:

\_\_\_\_\_  
Morrow County Counsel

## FORM LB-1

## NOTICE OF BUDGET HEARING

A public meeting of the Morrow County Board of Commissioners (governing body) will be held on May 26, 2021 at 9:00 am at the Bartholomew Building, Upper Conference Room 110 N. Court St. Heppner, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2021 as approved by the Morrow County Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Morrow County Bartholomew Building located at 110 N. Court St. Heppner, OR between the hours of 8:00 a.m. and 5:00 p.m. or online at [www.co.morrow.or.us](http://www.co.morrow.or.us). This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Kate Knop

Telephone: (541) 676-5615

Email: [kknop@morrow.or.us](mailto:kknop@morrow.or.us)

## FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2019-20	Adopted Budget This Year 2020-21	Proposed Budget Next Year 2021-22
Beginning Fund Balance/Net Working Capital	12,597,667	14,623,534	19,418,908
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	7,832,235	7,860,110	9,748,909
Federal, State and All Other Grants, Gifts, Allocations and Donations	8,367,829	9,450,615	9,534,279
Revenue from Bonds and Other Debt	-	-	-
Interfund Transfers / Internal Service Reimbursements	6,089,700	7,084,617	9,837,907
All Other Resources Except Property Taxes	3,013,005	485,665	762,968
Property Taxes Estimated to be Received	9,793,835	10,794,648	11,457,514
<b>Total Resources</b>	<b>47,694,271</b>	<b>50,299,189</b>	<b>60,760,485</b>

## FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	11,631,964	12,947,680	13,457,068
Materials and Services	7,905,479	10,332,410	9,702,131
Capital Outlay	1,780,885	5,797,614	10,197,441
Debt Service	372,622	394,000	588,388
Interfund Transfers	6,137,351	7,586,576	10,614,492
Contingencies	-	3,209,734	2,948,053
Special Payments	3,379,348	3,095,392	4,866,943
Unappropriated Ending Balance and Reserved for Future Expenditure	16,486,622	6,935,783	8,385,969
<b>Total Requirements</b>	<b>47,694,271</b>	<b>50,299,189</b>	<b>60,760,485</b>

## FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM \*

Name of Organizational Unit or Program FTE for that unit or program			
Board of Commissioners	566,758	633,900	676,593
FTE	5	5	5
Administration	546,950	572,920	600,944
FTE	5	5	5
County Assessor/Tax Collector	830,152	876,970	931,195
FTE	7	7	7
County Treasurer	125,119	138,825	137,565
FTE	1	1	1
County Clerk	327,725	346,657	365,424
FTE	3	3	3
Veterans	112,931	108,941	111,180
FTE	2	2	2
Board of Equalization	2,339	2,882	2,936
FTE	-	-	-
Justice Court	294,268	335,161	335,763
FTE	3	3	3
District Attorney	406,151	430,148	439,146
FTE	3	3	3
Juvenile	296,100	409,374	410,274
FTE	3	3	3
Sheriff	4,353,258	4,605,707	4,652,937
FTE	31	31	31
Health	1,275,553	1,518,939	1,559,374
FTE	11	11	11
Planning	310,175	377,323	639,587
FTE	4	4	5
Community Development	33,555	150,052	156,757
FTE	1	1	1
Emergency Management	27,234	43,807	125,933
FTE	-	-	1



Surveyor		38,104	179,226	169,183
FTE		-	1	1
Museum		11,000	11,000	11,000
FTE		-	-	-
Public Works Administration		255,297	573,800	76,085
FTE		-	-	-
Public Works General Maintenance		499,327	590,058	646,764
FTE		3	3	3
Solid Waste Transfer Station - North		60,991	37,670	44,425
FTE		1	1	1
Solid Waste Transfer Station - South		69,753	65,221	60,706
FTE		1	1	1
Transfers to Other Funds		494,000	1,080,172	3,042,189
FTE		-	-	-
Computer		190,807	190,267	221,759
FTE		-	-	-
Weed Dept.		125,436	156,326	142,668
FTE		1	1	1
Heritage Trail		17,866	18,095	32,063
FTE		-	-	-
Road Equipment Reserve		1,262,637	1,332,841	2,237,911
FTE		-	-	-
Road		8,839,660	8,860,421	8,569,795
FTE		21	21	21
Finley Buttes Trust		977,003	1,273,337	1,824,613
FTE		-	-	-
Commission on Children & Families		-	-	-
FTE		-	-	-
Airport		89,569	1,187,846	968,980
FTE		-	-	-
Law Library		37,333	41,565	42,506
FTE		-	-	-
911 Emergency		624,384	869,224	1,281,780
FTE		5	5	5
Surveyor Preservation		243,187	253,876	255,876
FTE		-	-	-
CSEPP		-	-	-
FTE		-	-	-
Finley Buttes License Fees		2,939,879	1,904,478	2,179,368
FTE		-	-	-
County School		237,472	201,060	201,350
FTE		-	-	-
Ione School		23,490	20,240	20,265
FTE		-	-	-
Fair		399,672	409,390	404,310
FTE		1	1	1
Computer Reserve		46,274	67,071	77,006
FTE		-	-	-
Special Transportation		532,127	2,128,060	1,394,475
FTE		1	1	1
Programming Reserve		102,891	92,773	114,955
FTE		-	-	-
Enforcement		23,892	24,403	22,721
FTE		-	-	-
Video Lottery Economic Development		149,492	141,893	132,545
FTE		-	-	-
Victims/Witness Assistance		129,698	108,876	143,769
FTE		1	1	1
Willow Creek Wind Fees		138,096	123,167	136,885
FTE		-	-	-
CAMI Grant		57,791	36,920	65,328
FTE		-	-	-
Weed Equipment Reserve		15,649	20,640	25,797
FTE		-	-	-
STF Vehicle Reserve		215,542	146,250	578,449
FTE		-	-	-

Fair Roof Reserve	22,715	22,335	27,052
FTE	-	-	-
Capital Improvement Fund	410,377	424,049	5,117,322
FTE	-	-	-
Safety Committee	26,902	22,356	18,892
FTE	-	-	-
Bleacher Reserve	29,771	25,724	25,985
FTE	-	-	-
Rodeo	29,269	10,000	20,000
FTE	-	-	-
Justice Court Bails/Fines	452,332	593,253	529,190
FTE	-	-	-
Clerk's Records	22,132	23,357	23,503
FTE	-	-	-
DUII Impact	30,047	30,174	30,007
FTE	-	-	-
Fair Improvement Reserve	16,057	21,097	26,258
FTE	-	-	-
Building Permit	923,996	989,499	1,282,736
FTE	-	-	-
Cutsforth Park	86,360	88,230	91,131
FTE	1		
Anson Wright Park	60,776	60,755	65,278
FTE			
ATV Park	1,021,096	916,516	804,700
FTE	1	2	2
Fairground Park	1,890	1,941	1,941
FTE			
Equity	626,498	523,000	21,000
FTE	-	-	-
Building Reserve	835,571	1,070,818	1,338,623
FTE	-	-	-
Liquor Control	867	883	887
FTE	-	-	-
Water Planning	6,258	6,258	258
FTE	-	-	-
Forest Service Fund	76,846	71,237	78,538
FTE	-	-	-
Court Security	146,344	127,682	89,351
FTE	-	-	-
Echo Wind Fees	101,462	97,310	101,885
FTE	-	-	-
Shepherds Flat Fees	1,725,946	1,822,490	1,672,351
FTE	-	-	-
STO Operating	112,718	116,756	403,080
FTE	1	1	1
Community Corrections	1,024,617	1,057,608	933,824
FTE	3	3	3
PGE Carty	2,345,903	2,374,677	2,450,694
FTE	-	-	-
Sheriff Reserve	14,834	27,600	23,760
FTE	-	-	-
Wheatridge Wind	-	-	1,500,000
FTE	-	-	-
Resiliency Fund	-	-	500,000
FTE	-	-	-
Non-Departmental / Non-Program	9,186,100	7,075,812	7,311,105
FTE	-	-	-
<b>Total Requirements</b>	<b>47,694,271</b>	<b>50,299,189</b>	<b>60,760,485</b>
Total FTE	119	121	123

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING \***

For budget year 2021 - 2022, revenue and expenditures are increasing twenty-seven percent over prior 2020-2021 adopted budget. Property tax is budgeted to increase \$662,866 . The credit bond dollars approved in 2020-2021 are appropriated between fiscal years of 2020 - 2022 in the amount of \$6,900,000. The costs of personnel are rising with two new additional full-time employees added to the planning and emergency management departments. Additionally, increasing costs in County-provided health insurance benefits, cost-of-living adjustments (2.5%), and contributions to the Morrow County retirement plans continue to rise. Interfund transfers increased by \$2,753,290, to \$9,837,907, from 2020-2021 including: \$500,000 to resiliency fund for grant dollars; \$2,888,388 to capital improvement fund for the north-end facility, courthouse improvements, and a public works facility in Boardman. The road fund budget is \$8,569,795 and supported by \$4,246,667 in interfund transfers. Finally, the estimated balance on long-term debt , including the credit bond, equipment leases, and building loan are \$7,976,771.

**PROPERTY TAX LEVIES**

	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (rate limit 4.1347 per \$1,000)	4.13470	4.13470	4.13470
Local Option Levy	-	-	-
Levy For General Obligation Bonds	-	-	-

**STATEMENT OF INDEBTEDNESS**

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	-	-
Other Bonds	6,900,000	-
Other Borrowings - Capital Leases	353,470	-
Other Borrowings - Construction Loan	723,301	-
<b>Total</b>	<b>7,976,771</b>	<b>-</b>

## APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
NON-DEPARTMENTAL

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>TAX REVENUE</b>						
101-100-3-10-0104 PREVIOUSLY LEVIED TAXE	189,935	128,020	95,000	13,396	95,000	95,000
101-100-3-10-1001 EASTERN OR SEVERANCE T	0	0	0	0	0	0
101-100-3-10-9002 TAXES NECESSARY TO BAL	8,643,172	9,552,422	10,405,044	5,863	11,067,640	11,067,640
101-100-3-10-9003 TAXES COLLECTED IN YR	0	0	0	0	0	0
TOTAL TAX REVENUE	8,833,107	9,680,442	10,500,044	19,259	11,162,640	11,162,640
<b>GRANT REVENUE</b>						
101-100-3-30-3331 TAYLOR GRAZING	53	51	50	0	50	50
101-100-3-30-3614 FISH AND WILDLIFE	0	907	500	0	500	500
TOTAL GRANT REVENUE	53	958	550	0	550	550
<b>CHARGES FOR SERVICES</b>						
101-100-3-40-4440 SHEPHERDS FLAT FEES	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	0	0	0	0	0	0
<b>SALES OF ASSETS</b>						
101-100-3-64-6911 SALE OF COUNTY LAND	13,979	0	0	0	0	0
TOTAL SALES OF ASSETS	13,979	0	0	0	0	0
<b>INVESTMENT EARNINGS</b>						
101-100-3-65-0105 INVESTMENT EARNINGS	150,232	140,235	100,000	6,796	100,000	100,000
TOTAL INVESTMENT EARNINGS	150,232	140,235	100,000	6,796	100,000	100,000
<b>TRANSFER FROM OTHER FUND</b>						
101-100-3-90-3822 TRANS. FROM FINLEY BUT	0	210,000	210,000	0	0	0
101-100-3-90-3823 TRANSFR FOR INDIRECT CO	0	0	0	0	0	0
101-100-3-90-3827 TRANS FROM WC WIND	30,100	22,000	33,167	0	46,885	0
101-100-3-90-3828 TRANS FROM ECHO WIND	20,050	30,437	35,210	0	39,785	0
101-100-3-90-3829 TRANS FROM AIRPORT REP	0	0	0	0	0	0
101-100-3-90-3830 TRANS. FROM SHEP.FLAT	0	0	200,000	0	0	0
TOTAL TRANSFER FROM OTHER FUND	50,150	262,437	478,377	0	86,670	0
TOTAL REVENUES	9,047,521	10,084,071	11,078,971	26,055	11,349,860	11,263,190
REVENUE OVER/(UNDER) EXPENDITURES	9,047,521	10,084,071	11,078,971	26,055	11,349,860	11,263,190

101-GENERAL FUND  
BOARD OF COMMISSIONERS

	(----- 2020-2021 -----) (----- 2021-2022 -----)					
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
101-101-3-30-3427 ODEQ GRANT	0	0	0	0	0	0
101-101-3-30-3428 HOUSING REHAB GRANT	0	0	0	0	0	0
101-101-3-30-3429 WOLF DEPREDATION GRANT	<u>2,600</u>	<u>9,650</u>	<u>8,650</u>	<u>0</u>	<u>14,260</u>	<u>14,260</u>
TOTAL GRANT REVENUE	2,600	9,650	8,650	0	14,260	14,260
<u>MISCELLANEOUS REVENUE</u>						
101-101-3-60-4187 MISC REVENUE	<u>0</u>	<u>7,469</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MISCELLANEOUS REVENUE	0	7,469	0	0	0	0
<u>REIMBURSEMENTS</u>						
101-101-3-80-7075 REIMBURSED ITEMS	<u>4,236</u>	<u>19,261</u>	<u>0</u>	<u>( 5,267)</u>	<u>0</u>	<u>0</u>
TOTAL REIMBURSEMENTS	4,236	19,261	0	( 5,267)	0	0
<hr/>						
TOTAL REVENUES	6,836	36,380	8,650	( 5,267)	14,260	14,260
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
101-101-5-10-1001 COMMISSIONER	51,000	52,934	53,843	5,748	55,459	55,190
101-101-5-10-1002 COMMISSIONER	51,000	52,934	53,843	5,748	55,459	55,190
101-101-5-10-1003 PERSONEL DIR./ EXEC. S	0	0	0	0	0	0
101-101-5-10-1004 SECRETARY	44,512	47,348	49,342	5,249	51,840	51,840
101-101-5-10-1005 COUNTY ADMINISTRATOR	100,322	105,890	110,849	11,498	115,920	115,920
101-101-5-10-1006 COMMISSIONER	51,000	52,934	53,843	5,748	55,459	55,190
101-101-5-10-1169 EXTRA HELP	0	0	1,000	0	1,000	1,000
101-101-5-10-1301 FICA	18,817	18,921	20,009	2,217	20,779	20,728
101-101-5-10-1302 WORKERS COMP	548	6,929	1,778	875	2,223	2,223
101-101-5-10-1303 PACIFIC MUTUAL	77,913	77,419	79,787	9,027	82,866	82,666
101-101-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-101-5-10-1305 AOC - MEDICAL	87,049	86,610	88,870	7,406	91,057	91,057
101-101-5-10-1306 DENTAL INSURANCE	5,796	5,781	5,778	482	5,516	5,516
101-101-5-10-1309 UNEMPLOYMENT INSURANCE	1,147	1,049	1,022	68	1,152	1,152
101-101-5-10-1316 PRINCIPAL FINANCIAL GR	317	312	312	26	312	312
101-101-5-10-1317 UNITED HERITAGE LIFE	263	259	259	22	259	259
101-101-5-10-1320 VACATION ACCRUALS	4,571	4,696	1,486	0	1,530	1,530
101-101-5-10-1321 MANDATED MEDICARE	<u>4,401</u>	<u>4,425</u>	<u>4,679</u>	<u>519</u>	<u>4,860</u>	<u>4,860</u>
TOTAL PERSONNEL SERVICES	498,654	518,442	526,700	54,631	545,691	544,633

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
BOARD OF COMMISSIONERS

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>MATERIALS &amp; SERVICES</u>						
101-101-5-20-2110 STATIONERY OFFICE FORM	194	180	400	0	400	400
101-101-5-20-2130 OTHER OFFICE SUPPLIES	539	279	1,300	24	1,300	1,300
101-101-5-20-2210 BOOKS PERIODICALS	0	0	0	0	0	0
101-101-5-20-2251 GASOLINE	3,625	4,285	4,500	201	4,500	4,500
101-101-5-20-2411 STATE DUES AOC	19,407	11,283	12,500	0	16,000	16,000
101-101-5-20-2412 FEDERAL DUES NACO	450	450	500	0	500	500
101-101-5-20-2415 OTHER PROFESSIONAL ORG	12,358	8,268	18,000	2,500	18,000	18,000
101-101-5-20-2418 OUT OF STATE TRAVEL	1,455	302	3,000	0	3,000	3,000
101-101-5-20-3230 PUBLISHING	0	0	1,000	0	1,000	1,000
101-101-5-20-3240 TELEPHONE	0	0	0	0	0	0
101-101-5-20-3311 LODGING AND MEALS	11,106	8,760	15,000	0	15,000	15,000
101-101-5-20-3314 REGISTRATION & DUES	5,443	2,531	6,500	0	6,500	6,500
101-101-5-20-3323 MILEAGE	1,181	157	3,000	0	3,000	3,000
101-101-5-20-3461 CONTRACT SERVICES	0	0	0	0	0	0
101-101-5-20-3710 REPAIR & MAINT AUTO OU	1,377	1,129	1,500	0	1,500	1,500
101-101-5-20-3711 ECONOMIC DEVELOPMENT P	0	0	0	0	0	0
101-101-5-20-3712 ADMINISTRATOR TRAINING	0	0	2,000	0	2,000	2,000
101-101-5-20-3713 ODEQ GRANT	0	0	0	0	0	0
101-101-5-20-3717 HOUSING REHAB GRANT	0	0	0	0	0	0
101-101-5-20-3718 WOLF DEPRADATION	3,650	2,040	8,000	0	14,260	14,260
101-101-5-20-3720 COURT AWARDS - DISCRET	<u>10,612</u>	<u>8,653</u>	<u>15,000</u>	<u>54</u>	<u>15,000</u>	<u>15,000</u>
TOTAL MATERIALS & SERVICES	71,397	48,316	92,200	2,779	101,960	101,960
<u>CAPITAL OUTLAY</u>						
101-101-5-40-4401 OFFICE EQUIPMENT	<u>0</u>	<u>0</u>	<u>15,000</u>	<u>0</u>	<u>0</u>	<u>30,000</u>
TOTAL CAPITAL OUTLAY	0	0	15,000	0	0	30,000
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TOTAL EXPENDITURES	570,051	566,758	633,900	57,410	647,651	676,593
REVENUE OVER/(UNDER) EXPENDITURES (	563,215)	( 530,378)	( 625,250)	( 62,677)	( 633,391)	( 662,333)

101-GENERAL FUND  
 ADMINISTRATION

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>REIMBURSEMENTS</b>						
101-102-3-80-7075 REIMBURSED ITEMS	0	141	0	0	0	0
101-102-3-80-7076 STATE GRANT-TAX & ASSE	<u>14,128</u>	<u>16,755</u>	<u>10,000</u>	<u>4,770</u>	<u>10,000</u>	<u>10,000</u>
TOTAL REIMBURSEMENTS	14,128	16,896	10,000	4,770	10,000	10,000
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TOTAL REVENUES	14,128	16,896	10,000	4,770	10,000	10,000
<b>EXPENDITURES</b>						
<b>PERSONNEL SERVICES</b>						
101-102-5-10-1001 FINANCE DIRECTOR	83,948	91,472	93,042	9,933	100,136	100,136
101-102-5-10-1002 PAYROLL & BENEFIT ADMI	69,052	71,671	72,901	7,782	74,723	74,723
101-102-5-10-1003 FINANCIAL ANALYST	38,963	51,291	54,502	5,587	58,548	58,548
101-102-5-10-1004 HUMAN RESOURCE DIRECTO	77,093	75,384	84,391	4,152	82,382	82,382
101-102-5-10-1170 ACCOUNTING TECHNICIAN	32,809	31,990	36,963	3,782	38,190	38,190
101-102-5-10-1301 FICA	17,233	19,618	21,192	2,018	21,947	21,947
101-102-5-10-1302 WORKERS COMP	401	6,943	1,778	519	2,223	2,223
101-102-5-10-1303 PACIFIC MUTUAL	71,741	80,499	84,766	8,275	87,787	87,787
101-102-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-102-5-10-1305 AOC - MEDICAL	76,183	84,882	90,571	8,234	101,140	101,140
101-102-5-10-1306 DENTAL INSURANCE	4,846	5,241	5,737	547	6,260	6,260
101-102-5-10-1309 UNEMPLOYMENT INSURANCE	3,071	2,442	2,464	251	2,774	2,774
101-102-5-10-1316 PRINCIPAL FINANCIAL GR	302	296	312	26	312	312
101-102-5-10-1317 UNITED HERITAGE LIFE	243	246	259	22	259	259
101-102-5-10-1320 VACATION ACCRUALS	3,718	1,178	1,486	0	1,530	1,530
101-102-5-10-1321 MANDATED MEDICARE	<u>4,030</u>	<u>4,588</u>	<u>4,956</u>	<u>472</u>	<u>5,133</u>	<u>5,133</u>
TOTAL PERSONNEL SERVICES	483,634	527,740	555,320	51,600	583,344	583,344
<b>MATERIALS &amp; SERVICES</b>						
101-102-5-20-2130 OTHER OFFICE SUPPLIES	5,266	6,664	4,300	423	4,600	4,600
101-102-5-20-3311 LODGING AND MEALS	2,875	2,845	4,100	0	4,000	4,000
101-102-5-20-3314 REGISTRATION & DUES	1,234	1,249	5,300	0	5,300	5,300
101-102-5-20-3318 SCHOOL EXPENSE	627	780	1,300	0	1,300	1,300
101-102-5-20-3323 MILEAGE/FUEL	771	902	2,000	9	1,800	1,800
101-102-5-20-3505 BONDS	<u>100</u>	<u>100</u>	<u>600</u>	<u>0</u>	<u>600</u>	<u>600</u>
TOTAL MATERIALS & SERVICES	10,874	12,540	17,600	432	17,600	17,600
<b>CAPITAL OUTLAY</b>						
101-102-5-40-4401 OFFICE FURNITURE	<u>0</u>	<u>6,670</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	6,670	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	494,508	546,951	572,920	52,032	600,944	600,944
REVENUE OVER/(UNDER) EXPENDITURES (	480,380)	( 530,054)	( 562,920)	( 47,262)	( 590,944)	( 590,944)

101-GENERAL FUND  
 ASSESSOR/TAX COLLECTOR

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
101-103-3-30-3165 ORMAP GRANT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL GRANT REVENUE	0	0	0	0	0	0
<u>CHARGES FOR SERVICES</u>						
101-103-3-40-4150 FORECLOSURE FEES	1,370	2,611	4,000	0	4,000	4,000
101-103-3-40-4151 DCBS FEES	4,686	4,960	2,500	360	2,500	2,500
101-103-3-40-4155 APPRAISER FEES	0	0	500	0	500	500
101-103-3-40-4156 PLAT FEES	1,300	2,000	1,200	100	1,200	1,200
101-103-3-40-4184 SALE OF MAPS	517	916	300	26	300	300
101-103-3-40-4185 SHERIFF FEES	0	0	300	0	300	300
101-103-3-40-4186 PHOTO COPY FEES	4	147	100	0	100	100
101-103-3-40-4187 GARNISHMENT FEES	0	0	300	0	300	300
101-103-3-40-4188 WARRANT FEES	4,216	3,943	7,000	881	7,000	7,000
101-103-3-40-4189 CERTIFICATION OF FEES	0	0	0	0	0	0
101-103-3-40-4199 NSF CHECK FEES	60	45	100	0	100	100
101-103-3-40-4365 COMPUTER PRINTOUTS	<u>3,298</u>	<u>3,322</u>	<u>2,000</u>	<u>204</u>	<u>2,000</u>	<u>2,000</u>
TOTAL CHARGES FOR SERVICES	15,452	17,943	18,300	1,571	18,300	18,300
<u>MISCELLANEOUS REVENUE</u>						
101-103-3-60-4187 MISC REVENUE	<u>1,257</u>	<u>1,028</u>	<u>1,200</u>	<u>0</u>	<u>1,200</u>	<u>1,200</u>
TOTAL MISCELLANEOUS REVENUE	1,257	1,028	1,200	0	1,200	1,200
<u>REIMBURSEMENTS</u>						
101-103-3-80-7075 REIMBURSED ITEMS	0	3,106	100	0	100	100
101-103-3-80-7076 STATE GRANT-TAX & ASSE	<u>141,850</u>	<u>91,368</u>	<u>110,000</u>	<u>39,948</u>	<u>95,000</u>	<u>95,000</u>
TOTAL REIMBURSEMENTS	141,850	94,474	110,100	39,948	95,100	95,100
<u>TRANSFER FROM OTHER FUND</u>						
101-103-3-90-5355 TRANS. FROM BLDG PERMI	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	158,558	113,445	129,600	41,519	114,600	114,600
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
101-103-5-10-1001 ASSESSOR	83,050	86,196	93,662	9,774	96,470	96,002
101-103-5-10-1002 APPRAISER	48,820	51,291	54,393	5,587	56,424	56,424
101-103-5-10-1003 ASSESS/TAX CLERK	0	0	0	0	0	0
101-103-5-10-1004 LEAD APPRAISER	63,070	66,249	70,257	7,487	72,914	72,914
101-103-5-10-1005 APPRAISER 1	48,537	51,273	54,284	5,606	56,424	56,424
101-103-5-10-1006 DATA ANALYST	65,093	70,930	73,770	7,862	75,614	75,614



APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
ASSESSOR/TAX COLLECTOR

	(----- 2020-2021 -----) (----- 2021-2022 -----)					
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
101-103-5-10-1015 AESSOR/TAX CLERK	36,876	39,931	41,078	4,388	40,100	40,100
101-103-5-10-1016 ASSESS/TAX CLERK	57,756	64,656	63,725	6,791	65,318	65,318
101-103-5-10-1301 FICA	24,335	25,735	27,972	3,071	28,722	28,693
101-103-5-10-1302 WORKERS COMP	2,244	9,322	4,308	3,195	5,386	5,386
101-103-5-10-1303 PACIFIC MUTUAL	101,553	106,202	111,890	12,590	114,890	114,773
101-103-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-103-5-10-1305 AOC - MEDICAL	105,789	114,584	113,985	9,499	104,504	104,504
101-103-5-10-1306 DENTAL INSURANCE	7,381	7,830	8,061	672	6,837	6,837
101-103-5-10-1309 UNEMPLOYMENT INSURANCE	3,468	3,149	3,019	459	3,368	3,368
101-103-5-10-1316 PRINCIPAL FINANCIAL GR	437	436	434	36	434	434
101-103-5-10-1317 UNITED HERITAGE LIFE	346	339	364	28	364	364
101-103-5-10-1320 VACATION ACCRUALS	( 3,473)	10,079	1,096	0	1,129	1,129
101-103-5-10-1321 MANDATED MEDICARE	<u>5,691</u>	<u>6,018</u>	<u>5,472</u>	<u>718</u>	<u>6,717</u>	<u>6,711</u>
TOTAL PERSONNEL SERVICES	650,975	714,220	727,770	77,764	735,615	734,995

MATERIALS & SERVICES

101-103-5-20-2110 STATIONERY OFFICE FORM	3,270	3,392	5,000	268	5,000	5,000
101-103-5-20-2210 BOOKS PERIODICALS PUBL	680	1,607	2,500	0	2,500	2,500
101-103-5-20-2251 GASOLINE	1,399	953	3,500	48	3,500	3,500
101-103-5-20-2255 LEGAL FEES	4,306	0	2,000	0	2,000	2,000
101-103-5-20-2256 SHORT PAYMENTS	15	21	50	0	50	50
101-103-5-20-2464 REFUND OF FEES	0	0	0	0	0	0
101-103-5-20-3140 PROFESSIONAL SERVICES	205	1,800	17,500	0	17,500	62,500
101-103-5-20-3230 PUBLISHING	314	333	650	0	650	650
101-103-5-20-3240 TELEPHONE	0	0	0	0	0	0
101-103-5-20-3311 LODGING AND MEALS(TRNI	5,911	3,479	10,000	0	10,000	10,000
101-103-5-20-3314 REGISTRATION & DUES	3,260	5,789	5,500	500	5,500	5,500
101-103-5-20-3323 MILEAGE	0	0	500	0	500	500
101-103-5-20-3420 DEPT OF REVENUE MAPPIN	18,000	17,975	20,000	5,160	22,000	22,000
101-103-5-20-3441 GOVERNMENTAL FEES	5,351	5,174	7,000	430	7,000	7,000
101-103-5-20-3505 BONDS	500	500	500	0	500	500
101-103-5-20-3710 REPAIR & MAINT AUTO OU	1,277	984	2,500	0	2,500	2,500
101-103-5-20-3711 GIS DATA BASE CONTRACT	0	0	0	0	0	0
101-103-5-20-3718 A & T PROGRAM MAINTENA	46,098	49,071	70,000	51,855	70,000	70,000
101-103-5-20-3719 GIS PROGRAM MAINTENANC	<u>1,500</u>	<u>1,500</u>	<u>2,000</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>
TOTAL MATERIALS & SERVICES	92,087	92,579	149,200	58,261	151,200	196,200

CAPITAL OUTLAY

101-103-5-40-4151	0	0	0	0	0	0
101-103-5-40-4401 OFFICE FURNITURE	0	0	0	0	0	0
101-103-5-40-4402 OFFICE EQUIPMENT	0	0	0	0	0	0
101-103-5-40-4426 REPLACEMENT VEHICLE	<u>0</u>	<u>23,353</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	23,353	0	0	0	0

TOTAL EXPENDITURES 743,062 830,151 876,970 136,025 886,815 931,195

REVENUE OVER/(UNDER) EXPENDITURES ( 584,504) ( 716,706) ( 747,370) ( 94,506) ( 772,215) ( 816,595)

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
TREASURER

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>CHARGES FOR SERVICES</b>						
101-104-3-40-4199 NSF CHECK FEES	125	60	150	0	150	150
TOTAL CHARGES FOR SERVICES	125	60	150	0	150	150
<b>REIMBURSEMENTS</b>						
101-104-3-80-7075 REIMBURSED ITEMS - CSE	0	0	0	0	0	0
101-104-3-80-7076 STATE GRANT-TAX & ASSE	7,539	4,918	4,000	2,150	4,000	4,000
TOTAL REIMBURSEMENTS	7,539	4,918	4,000	2,150	4,000	4,000
TOTAL REVENUES	7,664	4,978	4,150	2,150	4,150	4,150
<b>EXPENDITURES</b>						
<b>PERSONNEL SERVICES</b>						
101-104-5-10-1001 TREASURER	72,644	75,395	76,691	8,187	76,692	78,609
101-104-5-10-1002 EXTRA HELP	1,260	1,550	3,500	0	3,500	3,500
101-104-5-10-1301 FICA	4,415	4,604	4,972	528	4,972	5,091
101-104-5-10-1302 WORKERS COMP	167	1,733	278	129	347	347
101-104-5-10-1303 PACIFIC MUTUAL	18,204	18,712	19,019	2,173	19,020	19,495
101-104-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-104-5-10-1305 AOC - MEDICAL	16,850	17,240	23,185	1,433	20,596	20,596
101-104-5-10-1306 DENTAL INSURANCE	959	956	1,661	80	1,376	1,376
101-104-5-10-1309 UNEMPLOYMENT INS	21	20	42	0	46	46
101-104-5-10-1316 PRINCIPAL FINANCIAL GR	62	62	62	5	62	62
101-104-5-10-1317 UNITED HERITAGE LIFE	52	52	52	4	52	52
101-104-5-10-1321 MANDATED MEDICARE	1,033	1,077	1,163	124	1,163	1,191
TOTAL PERSONNEL SERVICES	115,667	121,400	130,625	12,663	127,826	130,365
<b>MATERIALS &amp; SERVICES</b>						
101-104-5-20-2110 STATIONERY OFFICE SUPP	1,977	1,722	3,500	219	2,500	2,500
101-104-5-20-3311 LODGING AND MEALS	885	418	1,500	0	1,500	1,500
101-104-5-20-3314 REGISTRATION & DUES	945	515	1,500	0	1,500	1,500
101-104-5-20-3323 MILEAGE	143	564	1,200	0	1,200	1,200
101-104-5-20-3505 BONDS	500	500	500	0	500	500
TOTAL MATERIALS & SERVICES	4,450	3,719	8,200	219	7,200	7,200
TOTAL EXPENDITURES	120,117	125,119	138,825	12,882	135,026	137,565
REVENUE OVER/(UNDER) EXPENDITURES (	112,453)	( 120,142)	( 134,675)	( 10,732)	( 130,876)	( 133,415)

101-GENERAL FUND  
 COUNTY CLERK

	2018-2019	2019-2020	(----- 2020-2021 -----) (----- 2021-2022 -----)			
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>GRANT REVENUE</b>						
101-105-3-30-3411 CENTER FOR TECH CIVIC	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0
<b>CHARGES FOR SERVICES</b>						
101-105-3-40-4021 MARRIAGE LICENSE	975	925	900	175	900	900
101-105-3-40-4022 PERFORM MARRIAGES	770	702	351	0	351	585
101-105-3-40-4023 OLIS STATE MAPPING FEE	1,857	2,097	1,900	235	1,900	1,900
101-105-3-40-4024 D.V. MARRIAGE LICENSES	975	925	900	175	900	900
101-105-3-40-4025 ATTORNEY GENERAL FEE	0	0	0	0	0	100
101-105-3-40-4180 IMAGE FEES	0	0	0	0	0	0
101-105-3-40-4181 RECORDING FEES	45,170	59,745	45,000	5,655	45,000	50,000
101-105-3-40-4185 CERTIFICATION FEES	376	433	425	88	425	500
101-105-3-40-4186 PHOTOCOPY FEES	12,548	16,308	12,000	670	12,000	10,000
101-105-3-40-4187 MISC. REVENUE	0	0	0	0	0	0
101-105-3-40-4188 LOCATION FEES	1,605	1,787	2,500	175	2,500	2,500
101-105-3-40-4191 CANDIDATES FILING FEES	470	600	300	0	300	200
101-105-3-40-4192 SPECIAL ELECTION FEES	7,021	2,614	2,500	0	2,500	2,500
101-105-3-40-4193 TAX & ASSESSMENT FEE	929	1,050	1,000	116	1,000	1,200
101-105-3-40-4195 SERVICE FEES	2,450	3,620	4,000	0	4,000	750
101-105-3-40-4196 PICTURES/PASSPORTS	1,056	1,594	1,700	14	1,700	1,000
101-105-3-40-4365 COMPUTER PRINTOUTS	0	15	0	0	0	0
101-105-3-40-4671 BIRTH CERTIFICATES	0	0	0	0	0	0
101-105-3-40-4672 DEATH CERTIFICATES	5,750	5,350	4,500	1,200	4,500	4,500
101-105-3-40-4673 ROAD VACATION FEE	0	0	100	0	100	400
TOTAL CHARGES FOR SERVICES	81,952	97,765	78,076	8,503	78,076	77,935
<b>MISCELLANEOUS REVENUE</b>						
101-105-3-60-4185 OR MOTOR VOTER REIMB	0	1,023	0	0	0	1,023
101-105-3-60-4187 MISC REVENUE	805	0	30,050	0	50	50
101-105-3-60-4189 OVERPAYMENTS	24	66	50	0	50	50
TOTAL MISCELLANEOUS REVENUE	829	1,089	30,100	0	100	1,123
TOTAL REVENUES	82,780	98,854	108,176	8,503	78,176	79,058
<b>EXPENDITURES</b>						
<b>PERSONNEL SERVICES</b>						
101-105-5-10-1001 CLERK - 99%	71,918	74,641	75,924	8,105	78,203	77,823
101-105-5-10-1002 CHIEF DEPUTY - 99%	46,414	48,361	49,431	5,268	50,667	50,667
101-105-5-10-1004 DEPUTY CLERK	47,064	48,849	49,930	5,321	51,179	51,179
101-105-5-10-1155 ELECTION WORKERS	2,124	360	5,000	0	5,000	5,000
101-105-5-10-1170 EXTRA HELP	32	644	700	0	700	700

101-GENERAL FUND  
 COUNTY CLERK

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
101-105-5-10-1301 FICA	9,922	10,394	10,911	1,215	11,206	11,183
101-105-5-10-1302 WORKERS COMP	390	3,808	648	285	809	809
101-105-5-10-1303 PACIFIC MUTUAL	41,406	42,650	43,471	4,962	44,652	44,558
101-105-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-105-5-10-1305 AOC - MEDICAL	56,053	57,357	57,171	4,769	58,578	58,578
101-105-5-10-1306 DENTAL INSURANCE	3,564	3,554	3,546	296	3,385	3,385
101-105-5-10-1309 UNEMPLOYMENT INSURANCE	1,180	1,061	1,070	136	1,204	1,204
101-105-5-10-1316 PRINCIPAL FINANCIAL GR	186	186	185	16	185	185
101-105-5-10-1317 UNITED HERITAGE LIFE	154	154	155	13	155	155
101-105-5-10-1320 VACATION ACCRUALS ( 86)	( 86)	1,574	1,411	0	1,454	1,454
101-105-5-10-1321 MANDATED MEDICARE	<u>2,320</u>	<u>2,431</u>	<u>2,552</u>	<u>284</u>	<u>2,621</u>	<u>2,621</u>
TOTAL PERSONNEL SERVICES	282,642	296,026	302,105	30,669	309,998	309,501
<u>MATERIALS &amp; SERVICES</u>						
101-105-5-20-2110 STATIONERY OFFICE FORM	969	823	1,000	0	1,000	1,000
101-105-5-20-2210 BOOKS PERIODICALS ORS'	0	760	125	0	125	760
101-105-5-20-2240 ELECTIONS	12,382	9,811	15,000	116	15,000	25,000
101-105-5-20-2270 CENTER FOR TECH CIVIC	0	0	0	0	0	0
101-105-5-20-2464 REFUND OF FEES	0	0	0	0	0	0
101-105-5-20-3135 MICROFICHE SERVICES/I	0	949	2,500	0	2,500	2,500
101-105-5-20-3314 REGISTRATION & DUES	1,406	939	3,500	0	3,500	3,500
101-105-5-20-3318 SCHOOL EXPENSE	1,602	1,752	2,500	0	2,500	2,500
101-105-5-20-3323 MILEAGE & MEALS	1,532	1,668	3,500	124	3,500	3,700
101-105-5-20-3324 MAINTENANCE CONTRACTS	8,109	11,927	13,527	100	13,527	14,163
101-105-5-20-3325 OLIS MAPPING FEE REIMB	1,895	2,144	2,000	421	2,000	1,900
101-105-5-20-3326 D.V. MARRIAGE LICENSES	<u>950</u>	<u>925</u>	<u>900</u>	<u>200</u>	<u>900</u>	<u>900</u>
TOTAL MATERIALS & SERVICES	28,846	31,699	44,552	960	44,552	55,923
<u>CAPITAL OUTLAY</u>						
101-105-5-40-4400 VOTE COUNTER	53,081	0	0	0	0	0
101-105-5-40-4402 OFFICE EQUIPMENT	0	0	0	0	0	0
101-105-5-40-4403 STORAGE/DROP SITE BOXE	0	0	0	0	0	0
101-105-5-40-4405 SECURITY	<u>0</u>	<u>0</u>	<u>30,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	53,081	0	30,000	0	0	0
<hr/>						
TOTAL EXPENDITURES	364,569	327,726	376,657	31,629	354,550	365,424
REVENUE OVER/(UNDER) EXPENDITURES (	281,789)	( 228,872)	( 268,481)	( 23,126)	( 276,374)	( 286,366)

101-GENERAL FUND  
VETERANS

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>GRANT REVENUE</u>						
101-106-3-30-3511 AID TO COUNTIES	96,164	58,541	78,054	0	78,054	78,054
101-106-3-30-3512 SB1100	0	0	0	0	0	0
101-106-3-30-3513 VETS EXTENDED OUTREACH	0	0	0	0	0	0
101-106-3-30-3514 OUTREACH DISCRETIONARY	0	0	0	0	0	0
TOTAL GRANT REVENUE	96,164	58,541	78,054	0	78,054	78,054
<u>MISCELLANEOUS REVENUE</u>						
101-106-3-60-4187 MISC REVENUE	0	3,000	3,000	0	3,000	3,000
TOTAL MISCELLANEOUS REVENUE	0	3,000	3,000	0	3,000	3,000
<u>REIMBURSEMENTS</u>						
101-106-3-80-7075 REIMBURSED ITEMS	0	298	0	0	0	0
TOTAL REIMBURSEMENTS	0	298	0	0	0	0
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TOTAL REVENUES	96,164	61,838	81,054	0	81,054	81,054
<b>EXPENDITURES</b>						
*****						
<u>PERSONNEL SERVICES</u>						
101-106-5-10-1001 VETERANS OFFICER	51,888	53,857	55,048	5,867	56,424	56,424
101-106-5-10-1002 OFFICE ASSISTANT	10,857	13,396	14,924	1,347	15,670	15,670
101-106-5-10-1301 FICA	3,994	4,029	4,338	480	4,470	4,470
101-106-5-10-1302 WORKERS COMP	62	1,483	65	181	81	81
101-106-5-10-1303 PACIFIC MUTUAL	13,284	12,871	13,652	1,557	13,993	13,993
101-106-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-106-5-10-1305 AOC-MEDICAL	50	50	0	0	0	0
101-106-5-10-1306 DENTAL	0	0	0	0	0	0
101-106-5-10-1309 UNEMPLOYMENT INSURANCE	807	699	684	93	773	773
101-106-5-10-1316 PRINCIPAL FINANCIAL GR	62	61	62	5	62	62
101-106-5-10-1317 UNITED HERITAGE LIFE	52	39	52	3	52	52
101-106-5-10-1320 VACATION ACCRUALS	1,861	1,460	1,437	0	1,480	1,480
101-106-5-10-1321 MANDATED MEDICARE	934	942	1,015	112	1,045	1,045
TOTAL PERSONNEL SERVICES	83,851	88,888	91,277	9,646	94,050	94,050
<u>MATERIALS &amp; SERVICES</u>						
101-106-5-20-2110 OFFICE SUPPLIES	2,108	782	740	121	750	750
101-106-5-20-2111 STATIONERY OFFICE	0	0	0	0	0	0
101-106-5-20-2282 OPERATING SUPPLIES-O&E	12,908	15,500	8,544	572	7,000	7,000
101-106-5-20-2283 OPERATING SUPPLIES	0	0	0	0	0	0
101-106-5-20-2284 SB1100 CARRYOVER FUNDS	0	0	0	0	0	0
101-106-5-20-3240 TELEPHONE-BUSINESS EXP	3,539	3,993	3,800	207	4,800	4,800
101-106-5-20-3247 OFFICE RENT-E&E	1,517	1,500	1,680	375	1,680	1,680

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
VETERANS

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
101-106-5-20-3311 LODGING & MEALS-E&E	1,517	960	1,300	0	1,300	1,300
101-106-5-20-3314 REGISTRATION DUES-E&E	200	585	300	0	300	300
101-106-5-20-3323 MILEAGE-E&E	732	724	800	0	800	800
101-106-5-20-3710 REPAIR & MAINT. AUTO	<u>199</u>	<u>0</u>	<u>500</u>	<u>55</u>	<u>500</u>	<u>500</u>
TOTAL MATERIALS & SERVICES	22,719	24,043	17,664	1,330	17,130	17,130
<u>CAPITAL OUTLAY</u>						
101-106-5-40-4404 OFFICE EQUIPMENT	0	0	0	0	0	0
101-106-5-40-4413 NEW VEHICLES	<u>23,353</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	23,353	0	0	0	0	0
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TOTAL EXPENDITURES	129,922	112,931	108,941	10,976	111,180	111,180
REVENUE OVER/(UNDER) EXPENDITURES (	33,758)	( 51,092)	( 27,887)	( 10,976)	( 30,126)	( 30,126)

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
BD OF PROPERTY TAX APPEAL

			(- - - - - 2020-2021 - - - - -)		(- - - - - 2021-2022 - - - - -)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>-----</b>						
<u>REIMBURSEMENTS</u>						
101-107-3-80-7076 TAX & ASSESSMENT GRANT	693	434	300	190	300	300
TOTAL REIMBURSEMENTS	693	434	300	190	300	300
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TOTAL REVENUES	<b>693</b>	434	300	190	300	300
<b>EXPENDITURES</b>						
<b>-----</b>						
<u>PERSONNEL SERVICES</u>						
101-107-5-10-1001 CLERK - 1%	726	754	767	82	790	786
101-107-5-10-1002 DEPUTY CLERK - 1%	469	488	499	53	512	512
101-107-5-10-1301 FICA	72	76	79	9	81	80
101-107-5-10-1302 WORKERS COMP	1	1	4	0	6	6
101-107-5-10-1303 PACIFIC MUTUAL	299	308	314	36	323	322
101-107-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-107-5-10-1305 AOC - MEDICAL	337	345	404	29	414	414
101-107-5-10-1306 DENTAL INSURANCE	19	19	26	2	25	25
101-107-5-10-1308 HRA DED. CONTRIBUTION	0	0	0	0	0	0
101-107-5-10-1309 UNEMPLOYMENT INSURANCE	6	5	6	1	7	7
101-107-5-10-1316 PRINCIPAL FINANCIAL GR	1	1	1	0	1	1
101-107-5-10-1317 UNITED HERITAGE LIFE	1	1	1	0	1	1
101-107-5-10-1320 VACATION ACCRUALS	0	0	13	0	13	13
101-107-5-10-1321 MANDATED MEDICARE	17	18	18	2	19	19
TOTAL PERSONNEL SERVICES	1,948	2,016	2,132	213	2,192	2,186
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<u>MATERIALS &amp; SERVICES</u>						
101-107-5-20-2110 STATIONERY OFFICE FORM	0	0	50	0	50	50
101-107-5-20-3230 PUBLISHING	0	0	0	0	0	0
101-107-5-20-3323 MILEAGE & MEALS	0	173	400	0	400	400
101-107-5-20-3440 STIPENDS	0	150	300	0	300	300
TOTAL MATERIALS & SERVICES	0	323	750	0	750	750
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TOTAL EXPENDITURES	1,948	2,339	2,882	213	2,942	2,936
REVENUE OVER/(UNDER) EXPENDITURES (	1,256)	( 1,904)	( 2,582)	( 23)	( 2,642)	( 2,636)
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

101-GENERAL FUND  
 JUSTICE COURT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>CHARGES FOR SERVICES</b>						
101-109-3-40-4139 FEES	9,076	8,326	8,000	0	8,000	8,000
101-109-3-40-4146 CONT. LEGAL EDUCATION	<u>3,260</u>	<u>2,856</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CHARGES FOR SERVICES	12,336	11,182	8,000	0	8,000	8,000
<b>FEES, FINES</b>						
101-109-3-50-5012 FINES	<u>321,619</u>	<u>303,157</u>	<u>250,000</u>	<u>0</u>	<u>250,000</u>	<u>250,000</u>
TOTAL FEES, FINES	321,619	303,157	250,000	0	250,000	250,000
<b>MISCELLANEOUS REVENUE</b>						
101-109-3-60-4187 MISC REVENUE	<u>22,927</u>	<u>26,855</u>	<u>15,000</u>	<u>0</u>	<u>15,000</u>	<u>15,000</u>
TOTAL MISCELLANEOUS REVENUE	22,927	26,855	15,000	0	15,000	15,000
<b>REIMBURSEMENTS</b>						
101-109-3-80-7075 REIMBURSED ITEMS	<u>200</u>	<u>18</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REIMBURSEMENTS	200	18	0	0	0	0
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TOTAL REVENUES	357,083	341,212	273,000	0	273,000	273,000
<b>EXPENDITURES</b>						
<b>PERSONNEL SERVICES</b>						
101-109-5-10-1001 JUSTICE OF THE PEACE	75,001	85,294	76,691	8,187	78,993	78,609
101-109-5-10-1002 COURT CLERK	40,358	42,277	44,929	4,514	46,420	46,420
101-109-5-10-1003 COURT SECURITY	0	0	0	0	0	0
101-109-5-10-1170 CLERK	19,949	21,848	22,355	2,554	23,964	23,964
101-109-5-10-1301 FICA	7,696	8,456	8,926	937	9,261	9,238
101-109-5-10-1302 WORKERS COMP	352	3,235	761	242	952	952
101-109-5-10-1303 PACIFIC MUTUAL	33,785	37,111	35,706	4,026	37,046	36,951
101-109-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-109-5-10-1305 AOC - MEDICAL	45,143	51,439	53,603	4,467	54,922	54,922
101-109-5-10-1306 DENTAL INSURANCE	2,897	3,325	3,676	306	3,508	3,508
101-109-5-10-1309 UNEMPLOYMENT INSURANCE	872	819	773	90	881	881
101-109-5-10-1316 PRINCIPAL FINANCIAL GR	186	192	186	16	186	186
101-109-5-10-1317 UNITED HERITAGE LIFE	138	150	156	13	156	156
101-109-5-10-1320 VACATION ACCRUALS	4,283	923	1,811	0	1,866	1,866
101-109-5-10-1321 MANDATED MEDICARE	<u>1,800</u>	<u>1,978</u>	<u>2,088</u>	<u>219</u>	<u>2,166</u>	<u>2,160</u>
TOTAL PERSONNEL SERVICES	232,459	257,047	251,661	25,571	260,321	259,813



## APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND

JUSTICE COURT

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>MATERIALS &amp; SERVICES</u>						
101-109-5-20-2110 STATIONERY OFFICE FORM	310	703	1,800	0	1,800	1,800
101-109-5-20-2130 OTHER OFFICE SUPPLIES	2,669	624	0 (	1)	0	0
101-109-5-20-2210 BOOKS PERIODICALS PUBL	0	760	0	0	0	0
101-109-5-20-2251 GASOLINE	611	563	1,300	0	1,300	1,300
101-109-5-20-2283 OPERATING SUPPLIES	0	747	5,300	45	5,300	5,300
101-109-5-20-2411 STATE DUES	250	250	1,000	0	1,000	1,000
101-109-5-20-2415 OTHER PROFESSIONAL ORG	572	0	0	0	0	0
101-109-5-20-2441 COURT APPOINTED ATTORN	27,681	21,194	45,000	1,086	45,000	45,000
101-109-5-20-2448 JURORS AND WITNESS FEE	0	0	2,000	0	2,000	2,000
101-109-5-20-3311 LODGING AND MEALS	909	1,898	2,200	0	2,400	2,400
101-109-5-20-3319 CONT. LEGAL EDUCATION	1,006	905	2,200	0	2,400	2,400
101-109-5-20-3323 MILEAGE	599	837	1,100	0	1,100	1,100
101-109-5-20-3710 REPAIR & MAINT AUTO -	146	80	500	0	550	550
101-109-5-20-3713 INTERPRETERS FEES	4,549	3,948	6,600	634	6,600	6,600
101-109-5-20-3714 COMPUTER PROGRAM MAINT	<u>6,084</u>	<u>4,711</u>	<u>6,500</u>	<u>2,144</u>	<u>6,500</u>	<u>6,500</u>
TOTAL MATERIALS & SERVICES	45,387	37,221	75,500	3,908	75,950	75,950
<u>CAPITAL OUTLAY</u>						
101-109-5-40-4402 OFFICE EQUIPMENT	<u>0</u>	<u>0</u>	<u>8,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	0	8,000	0	0	0
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TOTAL EXPENDITURES	277,846	294,268	335,161	29,478	336,271	335,763
REVENUE OVER/(UNDER) EXPENDITURES	79,236	46,944 (	62,161) (	29,478) (	63,271) (	62,763)

101-GENERAL FUND  
 DISTRICT ATTORNEY

			(- - - - - 2020-2021 - - - - -)		(- - - - - 2021-2022 - - - - -)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
101-111-3-30-3570 NON-SUPPORT	50,877	94,547	40,000	( 21,230)	40,000	40,000
101-111-3-30-3571 CHILD SUPPORT INCENTIV	8,307	7,728	0	0	0	0
101-111-3-30-3572 FFY06 RESERVE PMTS	0	0	0	0	0	0
101-111-3-30-3573 ANNUAL FEE PAYMENTS	0	0	0	0	0	0
101-111-3-30-3574 CHLD SUPP INCEN CARRYO	0	0	0	0	0	0
TOTAL GRANT REVENUE	59,184	102,275	40,000	( 21,230)	40,000	40,000
<u>CHARGES FOR SERVICES</u>						
101-111-3-40-4140 D. A. INVESTIGATION	0	0	0	0	0	0
101-111-3-40-4142 JUVENILE IGA	0	0	0	0	0	0
101-111-3-40-4187 DISCOVERY REIMBURSEMEN	140	3,586	500	( 235)	500	500
101-111-3-40-4188 DISCOVERY FEES	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	140	3,586	500	( 235)	500	500
<u>MISCELLANEOUS REVENUE</u>						
101-111-3-60-4187 MISC REVENUE	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
101-111-3-80-7075 REIMBURSED ITEMS	1,216	3,785	0	( 629)	0	0
101-111-3-80-7077 WITNESS EXPENSE REIMBU	0	0	0	0	0	0
TOTAL REIMBURSEMENTS	1,216	3,785	0	( 629)	0	0
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TOTAL REVENUES	60,540	109,646	40,500	( 22,094)	40,500	40,500
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
101-111-5-10-1002 SECRETARY I	47,897	35,356	55,048	5,867	56,424	56,424
101-111-5-10-1003 SECRETARY II - NON-SUP	57,206	59,375	60,691	6,468	62,208	62,208
101-111-5-10-1004 DEPUTY DA	101,408	108,385	112,419	11,498	115,920	115,920
101-111-5-10-1010 COUNTY COUNSEL	0	0	0	0	0	0
101-111-5-10-1015 DA STIPEND	8,000	11,423	11,000	846	11,000	11,000
101-111-5-10-1301 FICA	13,082	12,725	14,828	1,626	15,224	15,224
101-111-5-10-1302 WORKERS COMP	280	5,587	444	490	554	554
101-111-5-10-1303 PACIFIC MUTUAL	52,063	49,299	57,947	6,325	58,169	58,169
101-111-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-111-5-10-1305 AOC - MEDICAL	52,495	48,128	57,575	4,631	58,992	58,992
101-111-5-10-1306 DENTAL INSURANCE	3,297	2,952	3,572	286	3,410	3,410
101-111-5-10-1309 UNEMPLOYMENT INSURANCE	1,696	1,260	1,516	158	1,708	1,708
101-111-5-10-1316 PRINCIPAL FINANCIAL GR	181	165	186	16	186	186
101-111-5-10-1317 UNITED HERITAGE LIFE	142	139	156	13	156	156

101-GENERAL FUND  
 DISTRICT ATTORNEY

			(- - - - - 2020-2021 - - - - -)		(- - - - - 2021-2022 - - - - -)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
101-111-5-10-1320 VACATION ACCRUALS	( 2,292)	7,380	4,548	0	4,684	4,684
101-111-5-10-1321 MANDATED MEDICARE	3,059	2,976	3,468	380	3,561	3,561
TOTAL PERSONNEL SERVICES	338,514	345,149	383,398	38,604	392,196	392,196
<u>MATERIALS &amp; SERVICES</u>						
101-111-5-20-2110 STATIONERY OFFICE FORM	785	883	1,000	0	1,000	1,000
101-111-5-20-2130 OTHER OFFICE SUPPLIES	3,092	4,182	5,500	894	5,500	5,500
101-111-5-20-2210 BOOKS PERIODICALS PUBL	743	211	500	0	500	500
101-111-5-20-2221 INVESTIGATIONS	634	631	2,000	49	2,000	2,000
101-111-5-20-2223 NON SUPPORT	1,948	847	2,000	25	2,000	2,000
101-111-5-20-2251 GASOLINE	2,455	3,104	5,000	166	5,000	5,000
101-111-5-20-2411 STATE DUES	1,540	3,220	4,000	0	4,000	4,000
101-111-5-20-2448 JUROR AND WITNESS FEES	1,554	51	2,500	0	2,500	2,500
101-111-5-20-2469 MEDICAL EXAMINER	0	0	0	0	0	0
101-111-5-20-2470 MEDICAL EXAMINER EXPEN	1,350	499	3,000	0	3,000	3,000
101-111-5-20-2474 PRINTING	0	10	500	0	500	500
101-111-5-20-2475 SUBSCRIPTIONS	160	0	200	0	200	200
101-111-5-20-2476 OTHER EXPENSES	2,020	438	2,000	0	2,000	2,000
101-111-5-20-3240 TELEPHONE	4,362	5,061	3,000	488	3,000	3,000
101-111-5-20-3311 LODGING AND MEALS	3,181	3,741	4,000	0	4,000	4,000
101-111-5-20-3314 REGISTRATION & DUES	2,339	2,414	1,500	972	1,500	1,500
101-111-5-20-3318 TRAINING	2,093	1,962	3,000	0	3,000	3,000
101-111-5-20-3324 MILEAGE	337	0	750	0	750	750
101-111-5-20-3440 CONTRACT SERVICES	0	0	0	0	0	0
101-111-5-20-3710 REPAIR & MAINT. AUTO O	900	4,009	750	58	750	750
101-111-5-20-3711 CIVIL COMMITMENT EXMR	2,461	0	2,000	500	2,000	2,000
101-111-5-20-3712 CHILD SUPPORT INCENTIV	0	0	1,000	0	1,000	1,000
101-111-5-20-3713 CHLD SUPP INCEN. CARRY	0	0	0	0	0	0
101-111-5-20-3714 CASE MANAGEMENT SYSTEM	2,550	2,750	2,550	0	2,750	2,750
TOTAL MATERIALS & SERVICES	34,504	34,012	46,750	3,152	46,950	46,950
<u>CAPITAL OUTLAY</u>						
101-111-5-40-4105 COUNTY VEHICLE	0	26,990	0	0	0	0
101-111-5-40-4401 CASE MANAGEMENT SYSTEM	0	0	0	0	0	0
101-111-5-40-4405 OFFICE EQUIPMENT	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	26,990	0	0	0	0
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TOTAL EXPENDITURES	373,017	406,151	430,148	41,756	439,146	439,146
REVENUE OVER/(UNDER) EXPENDITURES (	312,478)	( 296,505)	( 389,648)	( 63,850)	( 398,646)	( 398,646)

101-GENERAL FUND  
 JUVENILE DEPARTMENT

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
101-112-3-30-3412 OYA/BASIC	3,884	5,982	17,950	0	17,950	17,950
101-112-3-30-3421 JUVENILE GRANT-COURT S	0	0	0	0	0	0
101-112-3-30-3422 CASA	0	0	0	0	0	0
101-112-3-30-3423 DIVERSION PROGRAM	0	0	0	0	0	0
101-112-3-30-3425 JCP-JUVENILE CRIME PRE	0	1,675	30,000	0	30,000	30,000
TOTAL GRANT REVENUE	3,884	7,657	47,950	0	47,950	47,950
<u>CHARGES FOR SERVICES</u>						
101-112-3-40-4682 YOUTH INVESTMENT	0	0	0	0	0	0
101-112-3-40-4729 FINE ASSESSMENTS	10,621	9,293	5,000	0	5,000	5,000
TOTAL CHARGES FOR SERVICES	10,621	9,293	5,000	0	5,000	5,000
<u>MISCELLANEOUS REVENUE</u>						
101-112-3-60-4187 MISC REVENUE	65	0	0	0	0	0
101-112-3-60-4188 ASSISTANT GRANT	0	0	0	0	0	0
101-112-3-60-4189 RESTITUTION	22	100	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	87	100	0	0	0	0
<u>REIMBURSEMENTS</u>						
101-112-3-80-7075 REIMBURSED ITEMS	0	375	0	0	0	0
TOTAL REIMBURSEMENTS	0	375	0	0	0	0
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TOTAL REVENUES	14,592	17,425	52,950	0	52,950	52,950
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
101-112-5-10-1001 JUVENILE COUNSELOR	83,236	62,042	76,547	8,172	81,729	81,729
101-112-5-10-1002 OFFICE SECRETARY	44,824	47,740	49,930	5,321	40,100	40,100
101-112-5-10-1170 JUVENILE ASSISTANT	45,546	48,818	50,762	5,225	53,737	53,737
101-112-5-10-1172 ON CALL	0	3,976	0	0	0	0
101-112-5-10-1210 EXTRA HELP	0	0	0	0	0	0
101-112-5-10-1301 FICA	10,614	9,582	10,989	1,212	10,885	10,885
101-112-5-10-1302 WORKERS COMP	3,435	6,633	6,921	4,817	8,651	8,651
101-112-5-10-1303 PACIFIC MUTUAL	44,088	39,619	43,955	4,993	43,541	43,541
101-112-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-112-5-10-1305 AOC - MEDICAL	59,367	53,185	54,479	4,540	55,820	55,820
101-112-5-10-1306 DENTAL INSURANCE	4,131	3,774	3,867	322	3,690	3,690
101-112-5-10-1309 UNEMPLOYMENT INSURANCE	1,804	1,826	1,516	194	1,660	1,660
101-112-5-10-1316 PRINCIPAL FINANCIAL GR	182	176	186	16	186	186
101-112-5-10-1317 UNITED HERITAGE LIFE	151	146	156	13	156	156
101-112-5-10-1320 VACATION ACCRUALS (	5,054)	1,356	2,596	0	2,673	2,673

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
JUVENILE DEPARTMENT

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
101-112-5-10-1321 MANDATED MEDICARE	2,482	2,241	2,570	283	2,546	2,546
TOTAL PERSONNEL SERVICES	294,806	281,113	304,474	35,107	305,374	305,374
<u>MATERIALS &amp; SERVICES</u>						
101-112-5-20-2110 STATIONERY OFFICE FORM	162	0	500	0	500	500
101-112-5-20-2130 OTHER OFFICE SUPPLIES	510	1,272	2,000	0	2,000	2,000
101-112-5-20-2251 GASOLINE	1,172	777	2,000	67	2,000	2,000
101-112-5-20-2283 OTHER OPERATING SUPPLI	77	225	250	0	250	250
101-112-5-20-2417 JUVENILE ASSOC DUES	751	742	750	754	750	750
101-112-5-20-2418 CEOJJC DUES	500	500	500	500	500	500
101-112-5-20-2441 COURT APPOINTED ATTORN	0	0	0	0	0	0
101-112-5-20-2448 JURORS AND WITNESS FEE	0	0	0	0	0	0
101-112-5-20-2465 OYA/BASIC EXPENSE	8,595	6,478	17,950	0	17,950	17,950
101-112-5-20-3125 DIVERSION PROGRAM	0	0	0	0	0	0
101-112-5-20-3134 PSYCHOLOGICAL EVALUATI	0	0	1,000	0	1,000	1,000
101-112-5-20-3136 EMERGENCY MEDICAL	0	0	200	0	200	200
101-112-5-20-3240 TELEPHONE	0	679	1,000	86	1,000	1,000
101-112-5-20-3311 LODGING AND MEALS	667	640	1,750	0	1,750	1,750
101-112-5-20-3314 REGISTRATION & DUES	0	0	0	0	0	0
101-112-5-20-3318 TRAINING	1,053	0	2,500	0	2,500	2,500
101-112-5-20-3323 MILEAGE	216	213	250	0	250	250
101-112-5-20-3440 CONTRACT SERVICES	0	3,023	26,000	0	26,000	26,000
101-112-5-20-3446 JUVENILE DETENTION - C	0	0	20,000	0	20,000	20,000
101-112-5-20-3447 ELECTRONIC MONITORING/	0	0	0	0	0	0
101-112-5-20-3608 CASA-CT APPT SP ADVOCA	0	0	0	0	0	0
101-112-5-20-3710 REPAIR & MAINT - AUTO	165	338	1,500	0	1,500	1,500
101-112-5-20-3713 INTERPRETERS FEES	325	100	1,250	0	1,250	1,250
101-112-5-20-3715 MEASURE 11	0	0	25,000	0	25,000	25,000
101-112-5-20-3900 TRANSPORT	0	0	0	0	0	0
101-112-5-20-3901 RESTITUTION	22	0	500	0	500	500
TOTAL MATERIALS & SERVICES	14,215	14,987	104,900	1,408	104,900	104,900
<u>CAPITAL OUTLAY</u>						
101-112-5-40-4401 OFFICE FURNITURE	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
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TOTAL EXPENDITURES	309,021	296,100	409,374	36,515	410,274	410,274
REVENUE OVER/(UNDER) EXPENDITURES (	294,429)	( 278,675)	( 356,424)	( 36,515)	( 357,324)	( 357,324)

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
SHERIFF'S DEPARTMENT

	(----- 2020-2021 -----) (----- 2021-2022 -----)					
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<b>GRANT REVENUE</b>						
101-113-3-30-3530 STATE MARINE BOARD	26,067	35,092	35,839	0	36,355	36,355
101-113-3-30-3531 USDA-F.S. PATROL	1,908	3,080	3,080	0	3,080	3,080
101-113-3-30-3532 ARMY CORPS OF ENGINEER	0	22,171	12,000	3,429	0	0
101-113-3-30-3533 M.C. SHERIFF RESERVES	0	0	0	0	0	0
101-113-3-30-3551 STATE COURT SECURITY	0	0	0	0	0	0
101-113-3-30-3569 CITY OF HEPPNER CONTRA	116,526	260,327	219,846	0	216,150	216,150
101-113-3-30-3570 CITY OF IRRIGON CONTRA	76,000	114,511	94,923	0	96,822	96,822
101-113-3-30-3571 FED/ST FORFEITURE PAYM	0	0	0	0	0	0
101-113-3-30-3572 ATV LAW ENFORCEMENT GR	33,461	70,829	56,978	0	0	0
101-113-3-30-3574 UNDERAGE DRINKING GRAN	0	0	0	0	0	0
101-113-3-30-3583 TRAFFIC SAFETY COMM	0	0	0	0	0	0
101-113-3-30-3584 N. MCDONALD FOUND. GRA	0	0	0	0	0	0
101-113-3-30-3585 HIDTA GRANT	0	3,617	0	0	0	0
101-113-3-30-3586 1145 REIMBURSEMENT	0	0	0	0	0	0
101-113-3-30-3592 COPS GRANT	0	0	0	0	0	0
101-113-3-30-3593 BURNS JAG GRANT	0	0	0	0	0	0
101-113-3-30-3595 CREZ II PUBLIC SAFETY	0	0	0	0	0	0
101-113-3-30-3598 LLE BLK GRANT-HOMELAND	0	0	0	0	0	0
TOTAL GRANT REVENUE	253,963	509,628	422,666	3,429	352,407	352,407
<b>CHARGES FOR SERVICES</b>						
101-113-3-40-4091 GUN PERMITS	10,890	14,345	15,000	690	15,000	15,000
101-113-3-40-4143 LAW ENFORCEMENT MED. L	0	0	0	0	0	0
101-113-3-40-4144 LAW LIBRARY JAIL FUNDS	0	0	0	0	0	0
101-113-3-40-4145 TOW ORDINANCE	0	0	0	0	0	0
101-113-3-40-4147 ALARM SYSTEM PENALTIES	250	100	100	0	100	100
101-113-3-40-4148 IMPOUND ADMIN FEES	4,050	6,180	4,000	780	4,000	4,000
101-113-3-40-4149 FINGERPRINTING	745	945	1,000	45	1,000	1,000
101-113-3-40-4186 PHOTOCOPY FEES	1,115	2,780	3,000	30	3,000	3,000
101-113-3-40-4210 SHERIFFS FEES	16,579	13,600	20,000	540	15,000	15,000
101-113-3-40-4212 SHERIFF SALES	2,080	1,015	5,000	0	5,000	5,000
101-113-3-40-4717 CITY OF BOARDMAN TELET	0	0	0	0	0	0
101-113-3-40-4718 CITY OF HEPPNER TELETY	0	0	0	0	0	0
101-113-3-40-4719 BIKE PROGRAM	0	0	0	0	0	0
101-113-3-40-4720 DUII ENFORCEMENT GRANT	5,882	5,416	5,000	0	5,000	5,000
101-113-3-40-4721 SAFETY BELT GRANT	3,609	0	7,500	0	5,000	5,000
101-113-3-40-4727 USDA-F.S. DISPATCH	0	0	0	0	0	0
101-113-3-40-4729 FINE ASSESSMENTS	8,566	4,476	8,000	70	6,000	6,000
101-113-3-40-4733 MORROW COUNTY DISPATCH	0	0	0	0	0	0
101-113-3-40-4734 BOARDMAN POLICE DEPT	48,675	51,198	51,198	0	55,390	55,390
101-113-3-40-4735 MORROW CO HLTH DIST DI	17,246	12,934	15,996	3,999	20,771	20,771
101-113-3-40-4736 HEPPNER FD DISP FEE	2,640	0	3,200	3,200	3,461	3,461
101-113-3-40-4737 IONE FD DISP FEE	605	320	319	0	1,384	1,384

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
SHERIFF'S DEPARTMENT

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
101-113-3-40-4738 LEXINGTON FD DISP FEE	236	320	319	0	346	346
101-113-3-40-4739 IRRIGON FD DISP FEE	2,126	2,126	3,200	0	3,461	3,461
101-113-3-40-4740 BOARDMAN FD DISP FEE	3,522	0	6,400	6,400	10,385	10,385
101-113-3-40-4745 MOCO SCHOOL DIST. SCHO	87,500	112,500	100,000	( 37,500)	100,000	100,000
101-113-3-40-4746 UMATILLA CO DISP FEE	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	216,316	228,256	249,232	( 21,746)	254,298	254,298
<u>MISCELLANEOUS REVENUE</u>						
101-113-3-60-4187 MISC REVENUE	0	28,083	1,000	0	1,000	1,000
101-113-3-60-4190 SALE OF EQUIPMENT	19,629	23,406	20,000	0	20,000	20,000
101-113-3-60-4191 K-9 PROGRAM	0	0	0	0	0	0
101-113-3-60-4193 COMMUNITY SOLUTIONS	0	14,000	24,000	0	24,000	24,000
TOTAL MISCELLANEOUS REVENUE	19,629	65,489	45,000	0	45,000	45,000
<u>EXTRADITION</u>						
101-113-3-70-7010 EXTRADITION EXPENSE	0	0	0	0	0	0
TOTAL EXTRADITION	0	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
101-113-3-80-7075 REIMBURSED ITEMS	4,903	61,007	1,000	( 18,107)	25,000	25,000
101-113-3-80-7076 OT REIMBURSEMENTS	6,976	10,830	24,000	0	24,000	24,000
101-113-3-80-7082 COURT SECURITY	0	39,620	32,000	( 19,200)	40,000	40,000
TOTAL REIMBURSEMENTS	11,879	111,456	57,000	( 37,307)	89,000	89,000
<u>TRANSFER FROM OTHER FUND</u>						
101-113-3-90-3823 TRANSFER FROM B/H	0	0	0	0	0	0
101-113-3-90-3824 TRANS FROM FOREST FND	0	0	0	0	0	0
101-113-3-90-3825 TRANSFER FROM 911 FUND	0	0	0	0	0	0
101-113-3-90-3826 TRANSFER FROM CAMI FUN	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
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TOTAL REVENUES	501,788	914,828	773,898	( 55,625)	740,705	740,705
<u>EXPENDITURES</u>						
<u>PERSONNEL SERVICES</u>						
101-113-5-10-1001 SHERIFF	104,112	112,097	113,197	8,686	113,196	113,844
101-113-5-10-1002 UNDERSHERIFF	80,917	86,605	89,756	9,217	105,143	105,143
101-113-5-10-1003 PATROL SERGEANT	74,864	73,230	76,547	8,466	75,969	75,969
101-113-5-10-1004 DEPUTY	66,483	65,670	66,543	7,616	68,206	68,206
101-113-5-10-1005 OPERATIONS LIEUTENANT	102,020	107,075	113,093	11,856	76,281	76,281
101-113-5-10-1006 DEPUTY	61,595	67,094	64,903	6,804	48,321	48,321
101-113-5-10-1009 DEPUTY	44,138	53,060	52,092	5,736	56,064	56,064
101-113-5-10-1010 CRIMINAL DET. SERGEANT	76,130	79,884	84,393	8,847	91,583	91,583
101-113-5-10-1011 DEPUTY	40,905	51,177	52,960	7,866	48,321	48,321
101-113-5-10-1012 PATORL DEPUTY	45,625	49,354	51,562	5,339	53,617	53,617
101-113-5-10-1013 PATROL DEPUTY	46,231	52,738	54,697	6,260	48,321	48,321

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
SHERIFF'S DEPARTMENT

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
101-113-5-10-1014 ADMINISTRATIVE LT.	62,627	65,723	69,433	7,279	71,762	71,762
101-113-5-10-1015 PATROL SARGEANT	69,317	75,398	76,866	8,024	82,383	82,383
101-113-5-10-1016 PATROL DEPUTY	42,868	63,161	64,388	6,480	48,321	48,321
101-113-5-10-1017 PATROL DEPUTY	35,828	47,057	55,398	5,598	48,321	48,321
101-113-5-10-1018 ATV LAW ENFORCEMENT GR	29,430	40,810	34,000	8,548	34,000	34,000
101-113-5-10-1020 CIVIL SERGEANT	59,652	60,912	66,126	6,932	68,344	68,344
101-113-5-10-1021 DISPATCHER	53,608	55,469	53,901	5,910	55,249	55,249
101-113-5-10-1022 DISPATCHER	29,721	29,094	52,611	2,992	53,927	53,927
101-113-5-10-1023 DISPATCHER	35,206	29,115	38,668	4,004	41,274	41,274
101-113-5-10-1025 COMM. LIEUTENANT 50%	39,968	41,939	44,306	4,645	45,792	45,792
101-113-5-10-1026 COMM SERGEANT 50%	34,234	35,785	31,288	3,997	39,232	39,232
101-113-5-10-1027 DISPATCHER	18,351	33,435	49,692	3,949	52,605	52,605
101-113-5-10-1028 DISPATCHER	25,565	25,791	43,806	4,629	47,335	47,335
101-113-5-10-1029 DISPATCHER	13,511	18,886	26,951	464	27,624	27,624
101-113-5-10-1030 DISPATCHER	18,770	22,272	40,685	3,045	46,104	46,104
101-113-5-10-1031 DISPATCHER	18,387	22,175	23,954	2,664	25,780	25,780
101-113-5-10-1032 DISPATCHER	14,484	22,651	23,372	896	25,206	25,206
101-113-5-10-1033 PATROL DEPUTY	61,154	66,746	64,903	7,068	48,321	48,321
101-113-5-10-1034 SCHOOL RESOURCE OFFICE	58,495	62,004	63,192	6,786	64,901	64,901
101-113-5-10-1035 SCHOOL RESOURCE OFFICE	47,937	32,546	54,063	0	59,656	59,656
101-113-5-10-1169 EXTRA HELP	10,332	6,718	2,534	77	2,610	2,610
101-113-5-10-1170 PATROL DEPUTY	43,880	57,817	62,564	6,902	48,321	48,321
101-113-5-10-1171 STATE MARINE BOARD	18,900	20,145	24,250	5,734	24,250	24,250
101-113-5-10-1172 USDA-F.S. PATROL	0	0	2,000	0	2,000	2,000
101-113-5-10-1173 PATROL DEPUTY	42,013	52,914	54,371	5,711	60,341	60,341
101-113-5-10-1174 COURT SECURITY	17,879	14,719	32,000	1,338	32,000	32,000
101-113-5-10-1175 CRIMINAL DEPUTY	69,493	72,229	69,870	7,325	69,852	69,852
101-113-5-10-1210 OVERTIME	90,091	105,280	80,000	13,098	80,000	80,000
101-113-5-10-1301 FICA	117,878	125,331	135,859	15,386	133,808	134,036
101-113-5-10-1302 WORKERS COMP	31,520	47,460	53,526	64,927	66,908	66,908
101-113-5-10-1303 PACIFIC MUTUAL	470,034	496,674	520,425	58,564	512,204	513,130
101-113-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-113-5-10-1305 AOC - MEDICAL	465,638	523,789	507,803	42,583	530,829	530,829
101-113-5-10-1306 DENTAL INSURANCE	10,315	10,474	35,493	846	36,694	36,694
101-113-5-10-1307 HRA/VEBA CONTRIBUTION	29,831	32,747	32,250	2,610	32,250	32,250
101-113-5-10-1308 HRA DED. CONTRIBUTION	0	0	0	0	0	0
101-113-5-10-1309 UNEMPLOYMENT INSURANCE	18,830	16,452	16,441	1,965	18,675	18,675
101-113-5-10-1310 PERS CONTRIBUTION	0	0	0	0	0	0
101-113-5-10-1316 PRINCIPAL FINANCIAL GR	1,849	1,864	1,897	158	1,897	1,897
101-113-5-10-1317 UNITED HERITAGE LIFE	1,697	1,706	1,763	143	1,763	1,763
101-113-5-10-1320 VACATION ACCRUALS	9,411	8,794	16,365	0	16,856	16,856
101-113-5-10-1321 MANDATED MEDICARE	27,568	29,311	31,773	3,598	31,294	31,347
101-113-5-10-1323 HOLIDAY PAY	0	0	44,337	0	45,667	45,667
101-113-5-10-1324 SHIFT DIFFERENTIAL	82,577	89,953	2,000	9,231	2,000	2,000
101-113-5-10-1325 TRAINING INCENTIVE	<u>83,445</u>	<u>23,663</u>	<u>20,000</u>	<u>4,960</u>	<u>20,000</u>	<u>20,000</u>
TOTAL PERSONNEL SERVICES	3,155,313	3,386,992	3,544,867	425,753	3,541,378	3,543,233



## APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
SHERIFF'S DEPARTMENT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>MATERIALS &amp; SERVICES</u>						
101-113-5-20-2110 OFFICE SUPPLIES	9,251	12,573	17,000	94	17,000	17,000
101-113-5-20-2205 AMMUNITION	9,981	2,858	12,000	1,434	12,000	12,000
101-113-5-20-2220 CRIMINAL	329	21	2,000	0	2,000	2,000
101-113-5-20-2221 INVESTIGATIONS	3,049	5,073	8,000	75	8,000	8,000
101-113-5-20-2251 GASOLINE	102,250	102,287	90,000	8,609	100,000	100,000
101-113-5-20-2357 TIRES	12,969	10,113	14,000	1,031	14,000	14,000
101-113-5-20-2415 OTHER PROFESSIONAL ORG	5,373	11,082	5,000	0	5,000	5,000
101-113-5-20-2416 OSP	1,530	1,545	2,000	0	2,000	2,000
101-113-5-20-2417 SALE FEES	1,088	687	3,000	0	1,000	1,000
101-113-5-20-2431 JAIL - BOARD AND ROOM	252,949	289,824	356,240	12,411	362,080	362,080
101-113-5-20-2432 JAIL - MEDICAL EXPENSE	4,369	11,023	10,000	1,164	10,000	10,000
101-113-5-20-2475 SUBSCRIPTIONS	0	513	500	0	500	500
101-113-5-20-2477 EMERGENCY SERVICES	3,933	4,183	5,000	0	5,000	5,000
101-113-5-20-2478 UNIFORM EXPENSE	70,824	67,314	65,000	557	70,000	70,000
101-113-5-20-3111 MORROW CO RESERVES	0	0	0	0	0	0
101-113-5-20-3112 MARINE PATROL TRAINING	0	0	1,000	0	1,000	1,000
101-113-5-20-3113 MARINE PATROL FUEL	4,160	2,410	6,500	951	6,500	6,500
101-113-5-20-3114 MARINE PATROL OTHER	1,462	1,187	1,000	456	1,000	1,000
101-113-5-20-3115 MARINE PATROL INSURANC	965	0	1,000	0	1,000	1,000
101-113-5-20-3116 MARINE PATROL FLEET SE	0	0	0	0	0	0
101-113-5-20-3117 MARINE PATROL UNIFORMS	0	0	500	192	500	500
101-113-5-20-3134 EVALUATIONS	0	2,307	3,000	0	3,000	3,000
101-113-5-20-3210 ADVERTISING	1,336	447	2,000	0	1,000	1,000
101-113-5-20-3211 CELL PHONE CHARGES	28,249	29,308	20,000	2,757	20,000	20,000
101-113-5-20-3250 TELETYPE	928	928	0	0	2,000	2,000
101-113-5-20-3311 LODGING AND MEALS	16,340	16,553	18,000	38	18,000	18,000
101-113-5-20-3318 SCHOOL EXPENSE	10,258	6,178	12,000	909	12,000	12,000
101-113-5-20-3323 MILEAGE	45	792	500	0	500	500
101-113-5-20-3510 CITY OF HEPPNER CONTRA	0	0	0	0	0	0
101-113-5-20-3531 SOFTWARE	0	99	2,000	0	5,500	5,500
101-113-5-20-3610 ELECTRICITY	0	2,049	0	201	0	0
101-113-5-20-3710 REPAIR & MAINT - AUTO	21,005	42,274	21,000	( 2,452)	25,000	25,000
101-113-5-20-3711 VEHICLE SUPPLIES	23,877	23,968	20,000	33	20,000	20,000
101-113-5-20-3727 REPAIR & MAINT - RADIO	1,900	4,607	3,000	150	2,000	2,000
101-113-5-20-3811 BOARDMAN OFFICE RENT	4,500	4,200	4,200	350	3,000	3,000
101-113-5-20-3812 BLACK MOUNTAIN LEASE	2,275	2,343	2,400	0	2,400	2,400
101-113-5-20-3813 EXTRADITION EXPENSE	4,428	0	5,000	0	5,000	5,000
101-113-5-20-3814 REIMB ITEMS	0	0	0	0	0	0
101-113-5-20-3815 COPY MAINTENANCE	8,418	8,211	5,000	173	1,600	1,600
101-113-5-20-3816 FRIDAY NIGHT LIVE GRAN	0	0	0	0	0	0
101-113-5-20-3817 BIKE PROGRAM	0	0	2,000	0	2,000	2,000
101-113-5-20-3818 SEARCH & RESCUE SB 160	519	627	2,000	0	2,000	2,000
101-113-5-20-3819 ATV GRANT	2,440	9,328	5,000	160	5,000	5,000
101-113-5-20-3820 ANIMAL RESCUE	1,470	2,695	2,000	0	2,000	2,000
101-113-5-20-3822 K-9 EXPENDITURES	<u>0</u>	<u>1,036</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MATERIALS & SERVICES	612,471	680,642	728,840	29,293	750,580	750,580

101-GENERAL FUND  
 SHERIFF'S DEPARTMENT

			({----- 2020-2021 -----})		({----- 2021-2022 -----})	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>CAPITAL OUTLAY</u>						
101-113-5-40-4103 BUILDING IMPROVEMENTS	0	0	0	0	0	0
101-113-5-40-4401 OFFICE FURNITURE	0	0	0	0	0	0
101-113-5-40-4402 OFFICE EQUIPMENT	0	0	0	0	0	0
101-113-5-40-4403 ATV LAW ENFORCE	0	31,138	25,000	0	0	45,000
101-113-5-40-4406 RADIO EQUIPMENT	0	0	0	0	0	0
101-113-5-40-4407 EQUIPMENT FOR VEHICLES	0	0	0	0	0	0
101-113-5-40-4408 EQUIPMENT	0	0	0	0	0	0
101-113-5-40-4413 NEW VEHICLES	301,762	254,486	57,000	0	315,000	315,000
101-113-5-40-4415 MARINE PATROL VEHICLE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	301,762	285,624	82,000	0	315,000	360,000
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TOTAL EXPENDITURES	4,069,546	4,353,258	4,355,707	455,046	4,606,958	4,653,813
REVENUE OVER/(UNDER) EXPENDITURES	( 3,567,759)	( 3,438,430)	( 3,581,809)	( 510,672)	( 3,866,253)	( 3,913,108)

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
HEALTH DEPARTMENT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>-----</b>						
<u>GRANT REVENUE</u>						
101-114-3-30-3423 SAFETY SEAT PROGRAM	170	120	250	0	250	250
101-114-3-30-3440 MAC-MEDICAID ADMIN. BI	36,688	60,287	50,000	0	25,000	25,000
101-114-3-30-3445 MCH TITLE V-FLEX FUNDS	10,200	0	18,547	0	18,547	18,547
101-114-3-30-3446 MCH TITLE V-CHILD/AD	5,523	18,319	0	0	0	0
101-114-3-30-3447 MIECHV	0	0	0	0	0	0
101-114-3-30-3450 BIOTERRORISM GRANT	100,678	176,102	90,757	120,152	90,757	90,757
101-114-3-30-3451 IMMUNIZATION GRANT CHI	8,365	8,620	8,619	705	8,619	8,619
101-114-3-30-3453 BIOTERRORISM-PAN FLU	0	0	0	0	0	0
101-114-3-30-3455 STUDENT BASED HEALTH C	81,028	96,432	100,000	8,333	100,000	100,000
101-114-3-30-3457 PERINATAL	1,890	1,908	1,908	158	1,908	1,908
101-114-3-30-3462 CHILD/AD HEALTH	25,689	18,246	3,582	296	3,582	3,582
101-114-3-30-3463 FAMILY PLANNING GRANT	11,150	14,383	12,470	1,039	12,470	12,470
101-114-3-30-3464 BABIES FIRST	12,263	6,104	6,103	504	6,103	6,103
101-114-3-30-3468 HEALTHY START	0	0	0	0	0	0
101-114-3-30-3469 TB GRANT	615	0	100	0	100	100
101-114-3-30-3470 TOBACCO GRANT	37,733	22,877	7,500	625	7,500	7,500
101-114-3-30-3471 TRANSFORMATION GRANT	27,500	38,535	30,000	0	54,160	54,160
101-114-3-30-3496 ST AID PER CAPITA-ST S	15,372	15,087	14,354	1,196	14,354	14,354
101-114-3-30-3499 OREGON MOTHERS CARE	2,885	2,681	3,091	1,817	3,091	3,091
101-114-3-30-3500 WILDHORSE FOUNDATION G	10,000	0	0	0	0	0
101-114-3-30-3501 MO. CO. SCHOOL DIST	77,608	74,772	80,000	0	80,000	80,000
101-114-3-30-3502 LCAC GRANT	<u>54,625</u>	<u>12,416</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>
TOTAL GRANT REVENUE	519,981	566,888	437,281	134,824	436,441	436,441
<u>CHARGES FOR SERVICES</u>						
101-114-3-40-4134 FPEP	23,741	17,097	10,000	267	10,000	10,000
101-114-3-40-4135 PERINATAL MCM OMAP	19,525	10,966	0	0	0	0
101-114-3-40-4136 FAMILY PLANNING FEES S	5	37	150	0	150	150
101-114-3-40-4137 FAMILY PLANNING FEES I	4,287	4,219	1,500	0	1,500	1,500
101-114-3-40-4138 FAMILY PLANNING FEES O	7,513	3,933	2,500	0	2,500	2,500
101-114-3-40-4140 BABIES FIRST FEES	29,053	26,535	8,500	0	8,500	8,500
101-114-3-40-4626 IMM FLU INS	41,043	48,009	35,000	273	35,000	35,000
101-114-3-40-4627 IMM FLU FEES SELF	114	528	750	0	750	750
101-114-3-40-4628 IMM FLU FEES OMAP	3,780	5,122	4,000	19	4,000	4,000
101-114-3-40-4631 IMM OTHER FEES SELF	987	505	500	0	500	500
101-114-3-40-4632 IMM OTHER FEES OMAP	14,721	8,524	7,000	0	7,000	7,000
101-114-3-40-4633 IMM OTHER FEES INS	83,392	55,047	60,000	201	60,000	60,000
101-114-3-40-4681 CACOON	<u>31,553</u>	<u>42,255</u>	<u>17,000</u>	<u>0</u>	<u>17,000</u>	<u>17,000</u>
TOTAL CHARGES FOR SERVICES	259,714	222,775	146,900	760	146,900	146,900

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
HEALTH DEPARTMENT

	2018-2019	2019-2020	(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>REIMBURSEMENTS</u>						
101-114-3-80-7075 REIMBURSED ITEMS	13,665	133,875	0	( 7,302)	0	0
TOTAL REIMBURSEMENTS	13,665	133,875	0	( 7,302)	0	0
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TOTAL REVENUES	793,360	923,538	584,181	128,282	583,341	583,341
EXPENDITURES						
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<u>PERSONNEL SERVICES</u>						
101-114-5-10-1001 PUBLIC HEALTH DIRECTOR	97,161	105,888	107,707	11,498	84,442	84,442
101-114-5-10-1002 OFFICE MANAGER	51,507	53,518	55,048	5,867	56,424	56,424
101-114-5-10-1003 PUBLIC HEALTH NURSE SU	0	0	0	0	71,165	71,165
101-114-5-10-1004 CLERK	29,113	36,748	37,259	4,092	39,304	39,304
101-114-5-10-1005 TEMPORARY TRANSLATORS	0	0	500	0	500	500
101-114-5-10-1006 RN - PART TIME	57,205	32,518	59,005	0	59,246	59,246
101-114-5-10-1007 LAY HEALTH PROMOTER	0	0	0	0	0	0
101-114-5-10-1008 COMM HLTH EDUC/CD COOR	60,182	67,533	63,725	7,021	53,204	53,204
101-114-5-10-1009 LAY HEALTH PROMOTER	43,724	47,277	47,553	5,342	48,741	48,741
101-114-5-10-1010 R.N.	36,494	40,136	40,147	5,272	43,037	43,037
101-114-5-10-1011 R.N.	31,606	0	59,607	0	61,591	61,591
101-114-5-10-1014 P/T TEMP RN	3,097	6,365	40,151	788	33,530	33,530
101-114-5-10-1169 R.N.	63,070	71,256	70,257	7,487	72,764	72,764
101-114-5-10-1170 R.N.	0	0	0	0	0	0
101-114-5-10-1171 TRANSLATOR 48%	1,522	481	12,499	0	12,696	12,696
101-114-5-10-1172 ON CALL	12,161	12,721	13,430	654	13,430	13,430
101-114-5-10-1173 PART TIME R.N.	47,227	66,671	50,348	9,078	0	0
101-114-5-10-1174 OFFICE ASSISTANT BILIN	31,575	34,243	38,966	3,953	0	0
101-114-5-10-1175 CONTACT TRACER	0	0	0	0	38,560	38,560
101-114-5-10-1210 OVERTIME	0	0	0	0	42,000	42,000
101-114-5-10-1301 FICA	32,689	32,165	43,164	4,977	45,299	45,299
101-114-5-10-1302 WORKERS COMP	5,727	11,602	11,295	2,481	14,118	14,118
101-114-5-10-1303 PACIFIC MUTUAL	141,010	136,091	169,434	20,350	168,361	168,361
101-114-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-114-5-10-1305 AOC - MEDICAL	145,994	155,356	170,643	12,428	165,938	165,938
101-114-5-10-1306 DENTAL INSURANCE	9,818	9,397	10,685	776	10,555	10,555
101-114-5-10-1309 UNEMPLOYMENT INSURANCE	5,974	4,899	6,076	642	6,734	6,734
101-114-5-10-1316 PRINCIPAL FINANCIAL GR	650	588	811	47	811	811
101-114-5-10-1317 UNITED HERITAGE LIFE	539	487	672	39	672	672
101-114-5-10-1320 VACATION ACCRUALS	11,007	( 18,061)	9,212	0	9,488	9,488
101-114-5-10-1321 MANDATED MEDICARE	7,645	7,523	10,095	1,164	10,594	10,594
TOTAL PERSONNEL SERVICES	926,696	915,399	1,128,289	103,954	1,163,204	1,163,204

101-GENERAL FUND  
 HEALTH DEPARTMENT

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>MATERIALS &amp; SERVICES</u>						
101-114-5-20-2130 OTHER OFFICE SUPPLIES	5,782	2,921	4,500	0	4,500	4,500
101-114-5-20-2210 BOOKS PERIODICALS PUBL	205	247	500	31	500	500
101-114-5-20-2251 GASOLINE	4,054	2,049	5,500	0	5,500	5,500
101-114-5-20-2275 DHS VACCINE	74,423	67,336	60,000	1,569	60,000	60,000
101-114-5-20-2276 FLU VACCINE	17,179	25,286	25,000	( 333)	25,000	25,000
101-114-5-20-2277 IMMUNIZATION CLINIC SU	6,774	5,318	7,000	4	7,000	7,000
101-114-5-20-2278 FAMILY PLANNING SUPPLI	29,390	21,524	37,800	234	37,800	37,800
101-114-5-20-2279 BABIES FIRST	35,395	32,146	25,000	216	25,000	25,000
101-114-5-20-2280 HEALTHY START EXPENSE	0	0	0	0	0	0
101-114-5-20-2281 PHARMACY FEE	205	200	200	0	200	200
101-114-5-20-2282 HIV	0	0	0	0	0	0
101-114-5-20-2283 HEALTH ADV NETWORK HAN	0	0	0	0	0	0
101-114-5-20-2284 SCIENTIFIC SUPPLIES TB	2,639	2,043	2,000	398	2,000	2,000
101-114-5-20-2287 TOBACCO GRANT	3,184	2,302	3,000	10	3,000	3,000
101-114-5-20-2289 MCH SUPPLIES & EXPENSE	9,829	5,430	10,000	226	10,000	10,000
101-114-5-20-2290 LCAC SUPPLIES	9,747	11,546	10,000	303	10,000	10,000
101-114-5-20-2291 PUBLIC HEALTH SUPPLIES	0	0	1,000	0	1,000	1,000
101-114-5-20-2293 INDIGENT BURIALS	0	0	2,200	0	2,200	2,200
101-114-5-20-3117 HEALTH OFFICER CONTRAC	4,283	5,516	5,000	334	5,000	5,000
101-114-5-20-3240 TELEPHONE	1,235	1,243	2,000	102	2,000	2,000
101-114-5-20-3311 LODGING AND MEALS	1,491	1,193	1,200	0	1,200	1,200
101-114-5-20-3323 MILEAGE	234	0	1,500	0	1,500	1,500
101-114-5-20-3440 CONTRACT SERVICES	3,671	15,840	20,000	0	25,520	25,520
101-114-5-20-3445 CARE COORDINATOR	0	10,000	10,000	0	10,000	10,000
101-114-5-20-3471 STUDENT BASED HEALTH C	85,174	86,594	100,000	0	100,000	100,000
101-114-5-20-3710 REPAIR & MAINT - AUTO	3,018	1,214	4,000	94	4,000	4,000
101-114-5-20-3811 BUILDING RENT & UTILIT	7,103	3,757	8,000	91	8,000	8,000
101-114-5-20-3815 BIOTERRISM GRANT	47,187	25,028	19,000	9,623	19,000	19,000
101-114-5-20-3817 SAFETY SEAT PROGRAM	170	0	250	0	250	250
101-114-5-20-3818 BIOTERRISM-PAN FLU	0	0	0	0	0	0
101-114-5-20-3828 MAC-MATCHING	<u>19,374</u>	<u>31,423</u>	<u>26,000</u>	<u>0</u>	<u>26,000</u>	<u>26,000</u>
TOTAL MATERIALS & SERVICES	371,744	360,154	390,650	12,903	396,170	396,170
<u>CAPITAL OUTLAY</u>						
101-114-5-40-4402 OFFICE EQUIPMENT	42,278	0	0	0	0	0
101-114-5-40-4404 VEHICLE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	42,278	0	0	0	0	0
TOTAL EXPENDITURES	1,340,718	1,275,553	1,518,939	116,857	1,559,374	1,559,374
REVENUE OVER/(UNDER) EXPENDITURES (	547,359)	( 352,015)	( 934,758)	11,424	( 976,033)	( 976,033)

101-GENERAL FUND  
 PLANNING DEPARTMENT

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
101-115-3-30-3516 STATE ADMN CONTRACT FE	0	0	0	0	0	0
101-115-3-30-3550 COMP PLAN AND ORDINANC	0	0	0	0	0	0
101-115-3-30-3552 PERIODIC REVIEW GRANT	0	0	0	0	0	139,730
101-115-3-30-3554 DLCD SMALL JURISDICTIO	0	4,000	4,000	0	4,000	4,000
TOTAL GRANT REVENUE	0	4,000	4,000	0	4,000	143,730
<u>CHARGES FOR SERVICES</u>						
101-115-3-40-4184 SALE OF MAPS & GIS PRO	87	95	1,000	0	200	200
101-115-3-40-4186 PHOTOCOPY & FAX FEES	80	20	100	0	50	50
101-115-3-40-4194 LAND USE COMPATIBILITY	1,450	1,875	2,000	50	1,500	1,500
101-115-3-40-4309 AMENDMENTS	5,000	3,000	4,500	0	3,000	3,000
101-115-3-40-4312 APPEALS & REMANDS	0	0	0	0	500	500
101-115-3-40-4315 FARM AG EXEMPT	450	1,050	600	300	1,000	1,000
101-115-3-40-4319 CONDITIONAL USE REQUES	1,950	3,950	3,000	12,500	10,000	10,000
101-115-3-40-4320 LAND PARTITIONING & SU	8,000	6,600	4,500	0	8,000	8,000
101-115-3-40-4322 ZONING FEE & SITE PLAN	8,450	11,650	8,000	750	10,000	10,000
101-115-3-40-4324 ROAD RURAL ADDRESSES	2,000	3,400	1,500	300	1,500	1,500
101-115-3-40-4325 VARIANCES & DIMENSIONA	1,225	2,000	1,000	600	1,500	1,500
101-115-3-40-4326 LAND USE DECISIONS	1,700	1,800	1,600	0	1,200	1,200
101-115-3-40-4327 RENEWABLE ENERGY SURCH	0	0	0	0	10,000	10,000
TOTAL CHARGES FOR SERVICES	30,392	35,440	27,800	14,500	48,450	48,450
<u>MISCELLANEOUS REVENUE</u>						
101-115-3-60-4187 MISC REVENUE	1,972	0	0	0	200	200
TOTAL MISCELLANEOUS REVENUE	1,972	0	0	0	200	200
<u>REIMBURSEMENTS</u>						
101-115-3-80-7076 ODE REIMBURSEMENTS	0	377	0	( 377)	4,000	4,000
TOTAL REIMBURSEMENTS	0	377	0	( 377)	4,000	4,000
<u>TRANSFER FROM OTHER FUND</u>						
101-115-3-90-3816 TRANS FROM VIDEO LOTTE	0	0	0	0	0	0
101-115-3-90-3823 TRNSFR FROM BLDG PERMI	0	0	0	0	50,000	50,000
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	50,000	50,000
<b>TOTAL REVENUES</b>	<b>32,364</b>	<b>39,817</b>	<b>31,800</b>	<b>14,123</b>	<b>106,650</b>	<b>246,380</b>

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
 PLANNING DEPARTMENT

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>EXPENDITURES</b>						
<b>PERSONNEL SERVICES</b>						
101-115-5-10-1001 PLANNING DIRECTOR	90,418	43,106	69,429	0	97,375	97,375
101-115-5-10-1002 PLANNER I	57,206	61,743	61,196	6,970	68,584	68,584
101-115-5-10-1004 OFFICE ASSISTANT	17,496	22,154	19,473	2,426	40,100	40,100
101-115-5-10-1005 GIS PLANNING TECH.	49,417	52,939	55,048	6,026	58,423	58,423
101-115-5-10-1169 EXTRA HELP	0	0	0	0	0	0
101-115-5-10-1170 OUTREACH COORDINATOR	17,043	21,932	20,081	2,230	0	0
101-115-5-10-1171 COMPLIANCE PLANNER	0	0	0	0	48,741	48,741
101-115-5-10-1301 FICA	13,956	12,428	13,964	1,144	19,420	19,420
101-115-5-10-1302 WORKERS COMP	376	4,314	563	321	704	704
101-115-5-10-1303 PACIFIC MUTUAL	49,342	39,956	46,047	3,449	77,679	77,679
101-115-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-115-5-10-1305 AOC - MEDICAL	47,804	37,154	54,479	2,608	103,330	103,330
101-115-5-10-1306 DENTAL INSURANCE	3,136	2,526	3,867	184	6,859	6,859
101-115-5-10-1309 UNEMPLOYMENT INSURANCE	2,233	1,657	1,990	227	2,799	2,799
101-115-5-10-1316 PRINCIPAL FINANCIAL GR	187	146	186	10	310	310
101-115-5-10-1317 UNINTED HERITAGE LIFE	155	121	156	9	260	260
101-115-5-10-1320 VACATION ACCRUALS	5,847	5,272	3,778	0	3,891	3,891
101-115-5-10-1321 MANDATED MEDICARE	<u>3,264</u>	<u>2,907</u>	<u>3,266</u>	<u>267</u>	<u>4,542</u>	<u>4,542</u>
TOTAL PERSONNEL SERVICES	357,879	297,809	353,523	25,870	533,017	533,017
<b>MATERIALS &amp; SERVICES</b>						
101-115-5-20-2130 OFFICE SUPPLIES	844	1,198	1,200	150	1,200	1,200
101-115-5-20-2131 OFFICE EQUIPMENT	0	0	0	0	1,700	1,700
101-115-5-20-2251 GASOLINE	1,501	557	1,600	54	1,600	1,600
101-115-5-20-2280 MAPPING & GIS SUPPLIES	1,325	1,605	2,500	40	2,800	2,800
101-115-5-20-2415 PROFESSIONAL ORG. & DU	538	483	500	0	1,500	1,500
101-115-5-20-2464 REFUND OF FEES	200	1,843	50	0	1,000	1,000
101-115-5-20-2474 PRINTING STATIONARY OF	485	299	250	0	250	250
101-115-5-20-2475 SUBSCRIPTIONS	253	89	450	8	450	450
101-115-5-20-3140 PROFESSIONAL SERVICES	0	0	0	0	0	70,270
101-115-5-20-3210 ADVERTISING	0	0	0	0	0	0
101-115-5-20-3230 PUBLISHING	5,825	4,575	6,000	115	6,000	6,000
101-115-5-20-3240 TELEPHONE	382	480	500	40	500	500
101-115-5-20-3311 LODGING AND MEALS	1,768	452	2,500	0	3,000	3,000
101-115-5-20-3314 REGISTRATION	1,178	204	1,500	0	3,000	3,000
101-115-5-20-3318 SCHOOL EXPENSE	0	0	0	0	0	0
101-115-5-20-3323 MILEAGE	1,291	114	1,000	0	500	500
101-115-5-20-3325 PLANNING COMMISSION	1,293	387	1,500	46	1,200	1,200
101-115-5-20-3710 REPAIR & MAINT - AUTO	352	80	250	0	1,000	1,000
101-115-5-20-3717 OLCO SMALL JURISDICTION	<u>542</u>	<u>0</u>	<u>4,000</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>
TOTAL MATERIALS & SERVICES	17,777	12,365	23,800	454	29,700	99,970

101-GENERAL FUND  
 PLANNING DEPARTMENT

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>CAPITAL OUTLAY</u>						
101-115-5-40-4402 OFFICE EQUIPMENT	0	0	0	0	0	6,600
101-115-5-40-4405 GIS SOFTWARE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	0	0	0	0	6,600
<hr/>						
TOTAL EXPENDITURES	375,656	310,174	377,323	26,324	562,717	639,587
REVENUE OVER/(UNDER) EXPENDITURES (	343,292)	( 270,357)	( 345,523)	( 12,201)	( 456,067)	( 393,207)



APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
COMMUNITY DEVELOPMENT

	2018-2019	2019-2020	(- - - - - 2020-2021 - - - - -)		(- - - - - 2021-2022 - - - - -)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>-----</b>						
<u>MISCELLANEOUS REVENUE</u>						
101-116-3-60-4187 MISC REVENUE	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
101-116-3-80-7076 REIMBURSEMENTS	0	0	0	0	0	0
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
<u>TRANSFER FROM OTHER FUND</u>						
101-116-3-90-3816 TRANS FROM VIDEO LOTTE	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
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TOTAL REVENUES	0	0	0	0	0	0
<b>EXPENDITURES</b>						
<b>-----</b>						
<u>PERSONNEL SERVICES</u>						
101-116-5-10-1001 COMMUNITY DEV DIRECTOR	0	22,277	86,150	9,807	91,962	91,962
101-116-5-10-1301 FICA	0	1,167	5,341	646	5,702	5,702
101-116-5-10-1302 WORKERS COMP	0	406	182	32	182	182
101-116-5-10-1303 PACIFIC MUTUAL RETIREM	0	4,672	21,365	2,597	22,806	22,806
101-116-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-116-5-10-1305 AOC - MEDICAL	0	2,724	23,185	676	23,755	23,755
101-116-5-10-1306 DENTAL INSURANCE	0	182	1,661	45	1,584	1,584
101-116-5-10-1309 UNEMPLOYMENT INSURANCE	0	215	505	126	569	569
101-116-5-10-1316 PRINCIPAL FINANCIAL GR	0	16	62	5	62	62
101-116-5-10-1317 UNITED HERITAGE LIFE	0	13	52	4	52	52
101-116-5-10-1320 VACATION ACCRUALS	0	1,441	1,249	0	0	0
101-116-5-10-1321 MANDATED MEDICARE	0	273	0	151	1,333	1,333
TOTAL PERSONNEL SERVICES	0	33,386	139,752	14,090	148,007	148,007
<u>MATERIALS &amp; SERVICES</u>						
101-116-5-20-2130 OFFICE SUPPLIES	0	169	500	9	500	500
101-116-5-20-2251 GASOLINE	0	0	500	0	0	0
101-116-5-20-2415 PROFESSIONAL ORG & DUE	0	0	0	618	1,000	3,250
101-116-5-20-3210 ADVERTISING	0	0	0	0	0	0
101-116-5-20-3240 TELEPHONE	0	0	0	0	0	0
101-116-5-20-3311 LODGING AND MEALS	0	0	0	0	0	4,000
101-116-5-20-3323 MILEAGE	0	0	1,000	28	1,000	1,000
101-116-5-20-3710 REPAIR & MAINT - AUTO	0	0	300	0	0	0
TOTAL MATERIALS & SERVICES	0	169	2,300	654	2,500	8,750

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND

COMMUNITY DEVELOPMENT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>CAPITAL OUTLAY</u>						
101-116-5-40-4402 OFFICE EQUIPMENT	<u>0</u>	<u>0</u>	<u>8,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	0	8,000	0	0	0
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TOTAL EXPENDITURES	0	33,555	150,052	14,744	150,507	156,757
REVENUE OVER/(UNDER) EXPENDITURES	0	( 33,555)	( 150,052)	( 14,744)	( 150,507)	( 156,757)

101-GENERAL FUND  
 EMERGENCY MANAGEMENT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>REVENUES</u>						
<u>GRANT REVENUE</u>						
101-117-3-30-3162 ODOE WNP-2/HANFORD	5,600	0	13,600	8,000	13,600	13,600
101-117-3-30-3163 EM. MGT. PERF. GRANT	2,374	56,265	50,000	0	50,000	50,000
101-117-3-30-3164 HOMELAND SECURITY GRAN	0	0	0	0	0	0
TOTAL GRANT REVENUE	7,974	56,265	63,600	8,000	63,600	63,600
<u>MISCELLANEOUS REVENUE</u>						
101-117-3-60-4187 MISC REVENUES	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
101-117-3-80-7075 REIMBURSED ITEMS	1,598	22,292	0	( 8,110)	0	0
TOTAL REIMBURSEMENTS	1,598	22,292	0	( 8,110)	0	0
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TOTAL REVENUES	9,572	78,557	63,600	( 110)	63,600	63,600
<u>EXPENDITURES</u>						
<u>PERSONNEL SERVICES</u>						
101-117-5-10-1001 M.C. EMER.MANAGER	8,991	9,623	9,973	1,024	58,550	58,550
101-117-5-10-1002 PROGRAM MANAGER	0	0	0	0	0	0
101-117-5-10-1301 FICA	544	586	618	68	3,630	3,630
101-117-5-10-1302 WORKERS COMP	3	2	290	0	362	362
101-117-5-10-1303 PACIFIC MUTUAL	2,250	2,385	2,473	277	14,520	14,520
101-117-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-117-5-10-1305 AOC-MEDICAL	2,269	2,197	1,720	143	23,755	23,755
101-117-5-10-1306 DENTAL INSURANCE	167	151	96	8	1,584	1,584
101-117-5-10-1308 HRA DED. CONTRIBUTION	0	0	0	0	0	0
101-117-5-10-1309 UNEMPLOYMENT INSURANCE	57	51	70	0	569	569
101-117-5-10-1316 PRINCIPAL FINANCIAL GR	6	6	6	1	62	62
101-117-5-10-1317 UNITED HERITAGE LIFE	6	6	5	1	52	52
101-117-5-10-1320 VACATION ACCRUAL	0	0	911	0	0	0
101-117-5-10-1321 MANDATED MEDICARE	127	137	145	16	849	849
TOTAL PERSONNEL SERVICES	14,420	15,145	16,307	1,538	103,933	103,933
<u>MATERIALS &amp; SERVICES</u>						
101-117-5-20-2283 OTHER OPERATING SUPPLI	2,151	3,580	5,500	0	5,500	5,500
101-117-5-20-3134 EVALUATIONS	0	0	1,000	0	1,000	1,000
101-117-5-20-3240 TELEPHONE	1,500	0	1,500	0	1,500	1,500
101-117-5-20-3311 LODGING/MEALS IN/OUT S	2,180	542	3,000	0	3,000	3,000
101-117-5-20-3315 MILEAGE/FUEL	1,000	0	500	0	500	500
101-117-5-20-3318 TRAINING & EXERCISE	149	500	5,000	0	5,000	5,000
101-117-5-20-3710 REPAIR & MAINT	6,710	1,968	5,500	0	5,500	5,500

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
EMERGENCY MANAGEMENT

			(- - - - - 2020-2021 - - - - -)		(- - - - - 2021-2022 - - - - -)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
101-117-5-20-3770 KINZUA BLDG LEASE	22,000	5,500	5,500	0	0	0
TOTAL MATERIALS & SERVICES	35,689	12,090	27,500	0	22,000	22,000
<u>CAPITAL OUTLAY</u>						
101-117-5-40-4402 OFFICE EQUIPMENT	0	0	0	0	0	0
101-117-5-40-4413 NEW VEHICLE	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
TOTAL EXPENDITURES	50,109	27,234	43,807	1,538	125,933	125,933
REVENUE OVER/(UNDER) EXPENDITURES (	40,538)	51,323	19,793 (	1,648) (	62,333) (	62,333)

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
SURVEYOR'S DEPARTMENT

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
101-118-3-40-4014 PART. PLAT CHECK	0	1,600	1,500	200	2,000	2,000
101-118-3-40-4044 SURVEYOR FILING FEES	325	100	300	25	300	300
101-118-3-40-4186 PHOTO COPY FEES	0	0	0	0	0	0
101-118-3-40-4187 SUBDIVISION PLAT CHECK	0	360	1,000	0	500	500
101-118-3-40-4194 VACATION FEES	0	0	0	0	0	0
101-118-3-40-4195 PROPERTY LINE ADJ FEES	0	0	0	0	200	200
101-118-3-40-4196 AFFIDAVIT FEES	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	325	2,060	2,800	225	3,000	3,000
<u>MISCELLANEOUS REVENUE</u>						
101-118-3-60-4187 MISC REVENUE	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	0	0	0	0
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TOTAL REVENUES	325	2,060	2,800	225	3,000	3,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
101-118-5-10-1001 SURVEYOR	0	0	33,223	0	82,382	82,382
101-118-5-10-1301 FICA	0	0	2,060	0	5,108	5,108
101-118-5-10-1302 WORKERS' COMP	0	0	58	0	115	115
101-118-5-10-1303 PACIFIC MUTUAL	0	0	8,239	0	20,431	20,431
101-118-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-118-5-10-1305 MEDICAL INSURANCE	0	0	11,593	0	23,755	23,755
101-118-5-10-1306 DENTAL INSURANCE	0	0	831	0	1,584	1,584
101-118-5-10-1309 UNEMPLOYMENT INSURANCE	0	0	253	0	569	569
101-118-5-10-1316 DISABILITY INSURANCE	0	0	31	0	62	62
101-118-5-10-1317 LIFE INSURANCE	0	0	26	0	52	52
101-118-5-10-1320 VACATION ACCRUAL	0	0	0	0	0	0
101-118-5-10-1321 MANDATED MEDICARE	0	0	482	0	1,195	1,195
TOTAL PERSONNEL SERVICES	0	0	56,796	0	135,253	135,253
<u>MATERIALS &amp; SERVICES</u>						
101-118-5-20-2110 OFFICE SUPPLIES	0	0	50	0	500	500
101-118-5-20-2251 FUEL	0	0	0	0	4,000	4,000
101-118-5-20-2285 SMALL TOOLS	0	0	1,000	0	1,000	1,000
101-118-5-20-2375 MISC SUPPLIES	0	0	2,000	0	2,000	2,000
101-118-5-20-3121 PROFESSIONAL SURVEYOR	3,000	3,000	1,500	250	0	0
101-118-5-20-3135 MICROFILM SERVICE	146	144	200	6	200	200
101-118-5-20-3240 CELL PHONE	0	0	0	0	1,200	1,200
101-118-5-20-3311 LODGING & MEALS	0	0	0	0	2,000	2,000
101-118-5-20-3314 OACES DUES & EXPENSES	0	0	130	0	330	330

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
SURVEYOR'S DEPARTMENT

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
101-118-5-20-3318 TRAINING	0	0	5,000	0	5,000	5,000
101-118-5-20-3420 SUBDIVISION PLAT CHECK	0	360	500	0	0	0
101-118-5-20-3421 PLAT CHECKS	0	1,600	750	0	0	0
101-118-5-20-3425 SURVEYOR CONTRACT	33,000	33,000	16,500	2,750	0	0
101-118-5-20-3531 SOFTWARE	0	0	4,800	0	4,800	4,800
101-118-5-20-3540 SURVEY SUPPLIES	0	0	0	0	2,500	2,500
101-118-5-20-3541 OPERATIONAL FEES	0	0	0	0	500	500
101-118-5-20-3542 MONUMENT MATERIALS	0	0	0	0	3,000	1,000
101-118-5-20-3543 PLS NOTICE MATERIALS	0	0	0	0	500	500
101-118-5-20-3544 BOOKS & PUBLICATIONS	0	0	0	0	500	500
101-118-5-20-3545 LEGAL NOTICES	0	0	0	0	200	200
101-118-5-20-3710 REPAIR & MAINT - AUTO	0	0	0	0	5,000	5,000
101-118-5-20-3719 GNSS & SOFT MAINT FEES	0	0	0	0	1,200	1,200
101-118-5-20-3725 REPAIR & MAINT - EQUIP	0	0	0	0	1,500	1,500
TOTAL MATERIALS & SERVICES	36,146	38,104	32,430	3,006	35,930	33,930
<u>CAPITAL OUTLAY</u>						
101-118-5-40-4105 COUNTY VEHICLES	0	0	40,000	0	0	0
101-118-5-40-4401 OFFICE FURNITURE	0	0	0	0	0	0
101-118-5-40-4402 OFFICE EQUIPMENT	0	0	50,000	0	0	0
TOTAL CAPITAL OUTLAY	0	0	90,000	0	0	0
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TOTAL EXPENDITURES	36,146	38,104	179,226	3,006	171,183	169,183
REVENUE OVER/(UNDER) EXPENDITURES (	35,821)	( 36,044)	( 176,426)	( 2,781)	( 168,183)	( 166,183)

101-GENERAL FUND  
 MUSEUM

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
-----						
<u>TRANSFER FROM OTHER FUND</u>						
101-119-3-90-3821 TRANSFER FROM VIDEO LT	11,000	11,000	11,000	0	11,000	11,000
TOTAL TRANSFER FROM OTHER FUND	11,000	11,000	11,000	0	11,000	11,000
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TOTAL REVENUES	11,000	11,000	11,000	0	11,000	11,000
EXPENDITURES						
-----						
<u>MATERIALS &amp; SERVICES</u>						
101-119-5-20-3240 FARM FOUNDTN CONTRACT	11,000	11,000	11,000	0	11,000	11,000
TOTAL MATERIALS & SERVICES	11,000	11,000	11,000	0	11,000	11,000
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TOTAL EXPENDITURES	11,000	11,000	11,000	0	11,000	11,000
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
PUBLIC WORKS ADMIN

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>SALES OF ASSETS</b>						
101-120-3-64-6910 SALE OF EQUIPMENT	0	0	0	0	0	0
TOTAL SALES OF ASSETS	0	0	0	0	0	0
<b>REIMBURSEMENTS</b>						
101-120-3-80-7075 REIMBURSED ITEMS	423	70	400	0	400	400
TOTAL REIMBURSEMENTS	423	70	400	0	400	400
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TOTAL REVENUES	423	70	400	0	400	400
<b>EXPENDITURES</b>						
<b>PERSONNEL SERVICES</b>						
101-120-5-10-1001 PUBLIC WRKS DIR. - 10%	8,238	11,187	9,138	929	9,537	9,537
101-120-5-10-1004 PW MGT. ASSISTANT-20%	13,640	14,362	15,127	1,528	15,692	15,692
101-120-5-10-1005 OFFICE CLERK	14,825	0	15,728	0	0	0
101-120-5-10-1006 ADMINISTRATIVE ASST.	587	15,116	0	1,646	16,121	16,121
101-120-5-10-1301 FICA	2,122	2,252	2,480	264	2,564	2,564
101-120-5-10-1302 WORKERS COMP	88	1,120	513	84	641	641
101-120-5-10-1303 PACIFIC MUTUAL	9,189	9,613	9,918	1,109	10,255	10,255
101-120-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-120-5-10-1305 AOC - MEDICAL	13,614	13,933	13,312	1,159	13,639	13,639
101-120-5-10-1306 DENTAL INSURANCE	1,000	997	926	83	884	884
101-120-5-10-1309 UNEMPLOYMENT INSURANCE	349	313	480	37	538	538
101-120-5-10-1316 PRINCIPAL FINANCIAL GR	37	37	40	3	40	40
101-120-5-10-1317 UNITED HERITAGE LIFE	31	31	34	3	34	34
101-120-5-10-1320 VACATION ACCRUALS	124	874	524	0	540	540
101-120-5-10-1321 MANDATED MEDICARE	496	527	580	62	600	600
TOTAL PERSONNEL SERVICES	64,341	70,362	68,800	6,906	71,085	71,085
<b>MATERIALS &amp; SERVICES</b>						
101-120-5-20-2110 OFFICE SUPPLIES STATIO	5,550	7,061	5,000	992	5,000	5,000
101-120-5-20-2115 DUES & SUBSCRIPTIONS	0	0	0	0	0	0
TOTAL MATERIALS & SERVICES	5,550	7,061	5,000	992	5,000	5,000
<b>CAPITAL OUTLAY</b>						
101-120-5-40-4101 BOARDMAN PW FAC.	43,882	41,951	500,000	0	0	0
101-120-5-40-4402 SANDER BLDG	199,288	135,924	0	106,250	0	0
TOTAL CAPITAL OUTLAY	243,171	177,875	500,000	106,250	0	0
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TOTAL EXPENDITURES	313,062	255,297	573,800	114,148	76,085	76,085
REVENUE OVER/(UNDER) EXPENDITURES (	312,638)	( 255,227)	( 573,400)	( 114,148)	( 75,685)	( 75,685)



APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
PUBLIC WORKS-GEN MAINT

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
101-121-3-30-3558 HISTORIC PRESERVATION	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0
<u>MISCELLANEOUS REVENUE</u>						
101-121-3-60-4187 MISC REVENUE	3,919	8,634	1,500	0	1,500	1,500
TOTAL MISCELLANEOUS REVENUE	3,919	8,634	1,500	0	1,500	1,500
<u>REIMBURSEMENTS</u>						
101-121-3-80-7075 TRANSFER FROM ROAD FUN	0	400	0	0	0	0
101-121-3-80-7082 REIMB. FAIR	0	0	0	0	0	0
TOTAL REIMBURSEMENTS	0	400	0	0	0	0
<u>TRANSFER FROM OTHER FUND</u>						
101-121-3-90-3814 TRANSFER FROM FAIR FUN	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	3,919	9,034	1,500	0	1,500	1,500
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
101-121-5-10-1001 MAINT ASSOC	43,197	42,616	47,458	4,957	48,741	48,741
101-121-5-10-1002 GENERAL MAINTENANCE	71,107	77,420	76,868	8,025	82,386	82,386
101-121-5-10-1003 GENERAL MTN.	43,002	44,397	47,175	4,739	48,741	48,741
101-121-5-10-1169 TEMPORARY HELP	147	0	0	0	0	0
101-121-5-10-1210 OVERTIME	0	0	2,652	0	2,652	2,652
101-121-5-10-1301 FICA	9,485	10,064	10,798	1,161	11,316	11,316
101-121-5-10-1302 WORKERS COMP	2,455	344	4,879	838	6,099	6,099
101-121-5-10-1303 PACIFIC MUTUAL	39,343	41,222	43,190	4,730	45,265	45,265
101-121-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-121-5-10-1305 AOC - MEDICAL	38,626	39,532	39,405	3,284	40,375	40,375
101-121-5-10-1306 DENTAL INSURANCE	2,761	2,754	2,752	229	2,626	2,626
101-121-5-10-1309 UNEMPLOYMENT INSURANCE	1,786	1,571	1,516	170	1,708	1,708
101-121-5-10-1316 PRINCIPAL FINANCIAL GR	187	187	124	16	186	186
101-121-5-10-1317 UNITED HERITAGE LIFE I	155	155	104	13	156	156
101-121-5-10-1320 VACATION ACCRUALS	384	( 779)	3,462	0	3,566	3,566
101-121-5-10-1321 MANDATED MEDICARE	2,218	2,354	2,525	271	2,647	2,647
TOTAL PERSONNEL SERVICES	254,854	261,839	282,908	28,433	296,464	296,464

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
PUBLIC WORKS-GEN MAINT

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>MATERIALS &amp; SERVICES</u>						
101-121-5-20-2214 OTHER SERVICES	1,727	2,733	2,000	173	2,000	2,000
101-121-5-20-2219 GARBAGE-GEN. MAINT.	0	0	1,000	0	500	500
101-121-5-20-2220 GARBAGE DISPSL FAIRGRD	2,886	0	0	0	0	0
101-121-5-20-2221 GARBAGE DISP CRTHSE	840	890	1,500	80	1,500	1,500
101-121-5-20-2222 OSU/EXT. GARBAGE	0	0	0	0	0	0
101-121-5-20-2223 GARBAGE DISPOSAL E. MG	0	0	0	0	0	0
101-121-5-20-2224 GARBAGE DISPOSAL SHERI	840	915	1,000	80	1,000	1,000
101-121-5-20-2225 GARBAGE BARTHOLOMEW BL	865	890	1,500	80	1,500	1,500
101-121-5-20-2241 PROPANE BARTHOLOMEW BL	5,772	5,994	7,500	0	7,500	7,500
101-121-5-20-2244 PROPANE-KINZUA BLDG	0	274	0	0	0	0
101-121-5-20-2245 PROPANE-MUSEUM	2,752	3,593	2,500	0	2,750	2,750
101-121-5-20-2246 EOC PROPANE	8,118	8,417	7,000	0	7,000	7,000
101-121-5-20-2247 HEATING PROPANE GEN MT	4,441	4,031	3,500	0	3,500	3,500
101-121-5-20-2248 HEATING PROPANE GILLIA	0	336	0	0	0	0
101-121-5-20-2250 HEATING PROPANE COURTH	3,948	1,648	4,500	0	4,500	4,500
101-121-5-20-2251 GASOLINE	3,979	4,949	6,500	465	6,500	6,500
101-121-5-20-2252 TIRES	31	2,560	3,000	0	3,000	3,000
101-121-5-20-2254 DIESEL	4,943	2,846	3,000	285	3,000	3,000
101-121-5-20-2264 SAFETY SUPPLIES	963	1,106	1,500	92	1,500	1,500
101-121-5-20-2265 JANITORIAL SUPPLIES	4,177	5,321	5,000	924	7,500	7,500
101-121-5-20-2285 SMALL TOOLS	1,295	1,374	3,000	34	3,000	3,000
101-121-5-20-3240 TELEPHONE	2,628	2,570	2,500	202	2,750	2,750
101-121-5-20-3311 LODGING AND MEALS	0	82	750	0	750	750
101-121-5-20-3318 TRAINING EXPENSE	0	600	1,500	0	1,500	1,500
101-121-5-20-3323 MILEAGE	0	0	750	0	750	750
101-121-5-20-3453 CONTRACT SERVICES - GR	0	0	0	0	0	0
101-121-5-20-3456 CONTRACT SERVICES-OTHE	1,747	199	8,000	0	8,000	8,000
101-121-5-20-3463 JANITORIAL CONTRACT-GE	0	0	0	0	0	0
101-121-5-20-3464 JANITORIAL CONTR-COURT	86,932	86,391	90,000	7,269	120,000	120,000
101-121-5-20-3465 JANITORIAL OSU/EXT.	0	0	0	0	0	0
101-121-5-20-3609 ELECTRICITY CTHSE ANNE	0	0	0	0	0	0
101-121-5-20-3610 ELECTRICITY-COURTHOUSE	9,347	9,456	10,000	760	10,000	10,000
101-121-5-20-3611 ELECTRICITY GILLIAM BL	2,371	0	0	0	0	0
101-121-5-20-3612 ELECTRICITY/GEN MTN	1,531	1,400	1,500	116	1,500	1,500
101-121-5-20-3613 ELECTRICITY/MUSEUM	2,542	2,244	3,000	168	3,000	3,000
101-121-5-20-3614 ELECTRICTY/IRRIGON ANN	1,851	1,693	4,000	142	6,000	6,000
101-121-5-20-3615 ELECTRICITY/EOC BLDG	11,659	11,984	14,000	1,104	14,000	14,000
101-121-5-20-3616 ELECTRICITY/AG MUSEUM	1,810	1,597	1,500	124	1,500	1,500
101-121-5-20-3617 ELECTRICITY/BOARDMAN	1,531	1,569	2,000	106	2,000	2,000
101-121-5-20-3618 ELECTRICITY KINZUA BLD	0	0	0	0	0	0
101-121-5-20-3619 ELECTRICITY BARTHOLOME	4,887	5,107	6,000	438	6,000	6,000
101-121-5-20-3650 WATER & SEWER CTHSE AN	0	0	0	0	0	0
101-121-5-20-3651 WATER AND SEWER-CTHSE	1,912	1,702	2,500	183	2,500	2,500
101-121-5-20-3652 WATER & SEWER GILLIAM	720	0	0	0	0	0
101-121-5-20-3653 WATER/SEWER GEN MTN	10	0	0	0	0	0
101-121-5-20-3654 WATER/SEWER MUSEUM	324	748	600	62	800	800

101-GENERAL FUND  
 PUBLIC WORKS-GEN MAINT

			({----- 2020-2021 -----})		({----- 2021-2022 -----})	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
101-121-5-20-3655 WATER/SEWER IRRIGON AN	2,849	2,894	3,000	229	5,000	5,000
101-121-5-20-3656 WATER/SEWER EOC BLDG	2,449	2,600	2,800	282	3,000	3,000
101-121-5-20-3657 WATER/SEWER AG MUSEUM	1,104	829	1,250	72	1,250	1,250
101-121-5-20-3658 WATER/SEWER BOARDMAN	490	485	500	43	500	500
101-121-5-20-3659 WATER/SEWER BARTHOLOME	2,325	2,437	2,500	215	2,750	2,750
101-121-5-20-3660 ELECTRICITY FAIRGROUND	7,426	0	0	0	0	0
101-121-5-20-3661 WATER/SEWER FAIRGROUND	3,232	0	0	0	0	0
101-121-5-20-3662 HEATING PROPANE FAIRGR	8,063	0	0	0	0	0
101-121-5-20-3709 LANDSCAPING	374	1,017	3,000	0	3,000	3,000
101-121-5-20-3715 REPAIR & MAINT - BUILD	36,107	13,790	27,500	437	30,000	30,000
101-121-5-20-3728 REPAIR & MAINT - GROUN	6,246	2,286	6,500	266	6,500	6,500
101-121-5-20-3729 REPAIR & MAINT - MOTOR	5,859	2,422	5,000	70	5,000	5,000
101-121-5-20-3731 PICKUP REPAIR/MAINT	0	0	0	0	0	0
101-121-5-20-3732 ELEVATOR MTN COURTHSE	2,826	369	2,750	0	3,000	3,000
101-121-5-20-3733 CHAIRLIFT MTN GILLIAM	1,157	0	0	0	0	0
101-121-5-20-3734 ELEVATOR MAINT - BARTH	4,315	6,505	2,750	0	3,000	3,000
101-121-5-20-3812 EQUIPMENT RENTAL	<u>1,173</u>	<u>2,459</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>
TOTAL MATERIALS & SERVICES	265,374	213,309	265,150	14,501	305,300	305,300
<u>CAPITAL OUTLAY</u>						
101-121-5-40-4410 MUSEUM ROOF	0	0	0	0	0	0
101-121-5-40-4411 EQUIPMENT	2,590	0	42,000	0	0	0
101-121-5-40-4412 G.B. BUILDING ROOF	0	0	0	0	0	0
101-121-5-40-4423 PICKUP REPLACEMENT	20,154	17,580	0	0	0	60,000
101-121-5-40-4424 BUILDING MAINTENANCE	19,911	6,599	0	0	0	49,750
101-121-5-40-4426 COURTHOUSE MASON GRANT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	42,655	24,179	42,000	0	0	109,750
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TOTAL EXPENDITURES	562,883	499,327	590,058	42,933	601,764	711,514
REVENUE OVER/(UNDER) EXPENDITURES (	558,964)	( 490,293)	( 588,558)	( 42,933)	( 600,264)	( 710,014)

## APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
TRANSFER STATION-NORTH

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>REVENUES</u>						
<u>GRANT REVENUE</u>						
101-122-3-30-3451 GRANTS	0	0	0	0	0	0
101-122-3-30-3596 STATE R.V. TAX	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0
<u>CHARGES FOR SERVICES</u>						
101-122-3-40-4378 TRANSFER STATION FEES	19,258	13,951	13,500	1,828	14,000	14,000
TOTAL CHARGES FOR SERVICES	19,258	13,951	13,500	1,828	14,000	14,000
<u>MISCELLANEOUS REVENUE</u>						
101-122-3-60-4187 MISC REVENUE	1,291	561	500	450	2,750	2,750
TOTAL MISCELLANEOUS REVENUE	1,291	561	500	450	2,750	2,750
<u>REIMBURSEMENTS</u>						
101-122-3-80-7075 REIMBURSED ITEMS	9,776	20,090	6,500	(566)	20,000	20,000
TOTAL REIMBURSEMENTS	9,776	20,090	6,500	(566)	20,000	20,000
<u>TRANSFER FROM OTHER FUND</u>						
101-122-3-90-3817 TRANS FROM FB LIC FEE	225	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	225	0	0	0	0	0
TOTAL REVENUES	30,549	34,602	20,500	1,712	36,750	36,750
<u>EXPENDITURES</u>						
<u>PERSONNEL SERVICES</u>						
101-122-5-10-1001 ATTENDANT	17,542	15,407	7,280	2,208	7,280	7,280
101-122-5-10-1002 OVERTIME	0	0	0	0	0	0
101-122-5-10-1301 FICA	1,060	1,015	451	137	451	451
101-122-5-10-1302 WORKERS COMP	411	377	797	504	274	274
101-122-5-10-1309 UNEMPLOYMENT INS	245	214	87	27	95	95
101-122-5-10-1320 VACATION ACCRUALS	0	0	0	0	0	0
101-122-5-10-1321 MEDICARE	248	238	106	32	106	106
TOTAL PERSONNEL SERVICES	19,505	17,252	8,721	2,907	8,206	8,206
<u>MATERIALS &amp; SERVICES</u>						
101-122-5-20-2215 SANITARY DISPOSAL	18,496	33,275	19,000	3,610	25,000	25,000
101-122-5-20-2216 SANITARY SERVICE	3,773	790	4,000	500	4,000	4,000
101-122-5-20-2251 GASOLINE	0	0	0	0	0	0
101-122-5-20-2255 PROPANE-BUTANE	0	0	0	0	0	0
101-122-5-20-2265 JANITORIAL SUPPLIES	0	0	100	0	200	200
101-122-5-20-2285 SMALL TOOLS	0	0	0	0	0	0
101-122-5-20-2375 MISC SUPPLIES	160	213	300	173	620	620

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
TRANSFER STATION-NORTH

	2018-2019 ACTUAL	2019-2020 ACTUAL	(----- 2020-2021 -----)		(----- 2021-2022 -----)	
			CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
101-122-5-20-2464 REFUND OF FEES	0	0	0	9	0	0
101-122-5-20-2510 RESERVATION PROC. FEES	0	1,254	1,030	25	1,030	1,030
101-122-5-20-3140 MISC PROFESSIONAL SERV	0	60	0	0	0	0
101-122-5-20-3230 ADVERTISING	100	3,618	0	0	50	50
101-122-5-20-3235 HHW EVENT	0	0	0	0	0	0
101-122-5-20-3240 TELEPHONE	809	654	700	52	700	700
101-122-5-20-3311 LODGING & MEALS	0	0	0	0	0	0
101-122-5-20-3312 SCHOOL EXPENSE	283	0	200	0	200	200
101-122-5-20-3323 MILEAGE-PICKUP RENTAL	0	0	0	0	0	0
101-122-5-20-3530 SUPPLIES	201	0	0	0	0	0
101-122-5-20-3531 PROPERTY INSURANCE	34	0	0	0	0	0
101-122-5-20-3610 ELECTRICITY	577	605	600	37	600	600
101-122-5-20-3715 REPAIR & MAINT - BUILD	0	0	0	0	0	0
101-122-5-20-3727 MAINTENANCE	1,391	0	0	0	0	0
101-122-5-20-3728 REPAIR & MAINT - GROUN	0	0	0	0	800	800
101-122-5-20-3812 EQUIPMENT & RENTAL	0	3,270	3,019	0	3,019	3,019
TOTAL MATERIALS & SERVICES	25,824	43,740	28,949	4,406	36,219	36,219
<u>CAPITAL OUTLAY</u>						
101-122-5-40-4402 EQUIPMENT	46,584	0	0	0	0	0
101-122-5-40-4405 TRANSFER STATION-NORTH	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	46,584	0	0	0	0	0
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TOTAL EXPENDITURES	91,913	60,991	37,670	7,314	44,425	44,425
REVENUE OVER/(UNDER) EXPENDITURES (	61,364)	( 26,390)	( 17,170)	( 5,602)	( 7,675)	( 7,675)

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
TRANSFER STATION-SOUTH

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>CHARGES FOR SERVICES</u>						
101-123-3-40-4378 TRANSFER STATION FEES	29,630	25,206	30,000	3,171	30,000	30,000
TOTAL CHARGES FOR SERVICES	29,630	25,206	30,000	3,171	30,000	30,000
<u>MISCELLANEOUS REVENUE</u>						
101-123-3-60-4187 MISC REVENUES	2,176	1,642	1,000	1,003	1,500	1,500
TOTAL MISCELLANEOUS REVENUE	2,176	1,642	1,000	1,003	1,500	1,500
<u>REIMBURSEMENTS</u>						
101-123-3-80-7075 REIMBURSED ITEMS	7,518	10,521	8,000	( 566)	8,000	8,000
TOTAL REIMBURSEMENTS	7,518	10,521	8,000	( 566)	8,000	8,000
<u>TRANSFER FROM OTHER FUND</u>						
101-123-3-90-3817 TRANS FROM FB LIC FEE	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
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TOTAL REVENUES	39,323	37,369	39,000	3,607	39,500	39,500
<b>EXPENDITURES</b>						
*****						
<u>PERSONNEL SERVICES</u>						
101-123-5-10-1001 ATTENDANT	3,696	228	7,280	0	7,280	7,280
101-123-5-10-1301 FICA	247	14	451	0	451	451
101-123-5-10-1302 WORKERS COMP	398	6	797	502	274	274
101-123-5-10-1309 UNEMPLOYMENT INSURANCE	60	3	87	0	95	95
101-123-5-10-1320 VACATION ACCRUAL	0	0	0	0	0	0
101-123-5-10-1321 MANDATED MEDICARE	58	3	106	0	106	106
TOTAL PERSONNEL SERVICES	4,459	254	8,721	502	8,206	8,206
<u>MATERIALS &amp; SERVICES</u>						
101-123-5-20-2214 OTHER SERVICES	228	627	400	151	400	400
101-123-5-20-2215 FINLEY BUTTES FEES	44,376	60,631	34,000	4,686	34,000	34,000
101-123-5-20-2216 SANITARY SERVICE	1,511	620	1,000	350	1,000	1,000
101-123-5-20-2510 RESERVATION PROC. FEES	0	1,214	3,000	82	3,000	3,000
101-123-5-20-3140 MISC PROFESSIONAL SERV	0	0	0	0	0	0
101-123-5-20-3212 ADVERTISING	100	3,644	200	0	200	200
101-123-5-20-3235 HHW EVENT	0	0	0	0	0	0
101-123-5-20-3240 TELEPHONE	704	733	900	60	900	900
101-123-5-20-3311 LODGING AND MEALS	0	0	0	0	0	0
101-123-5-20-3312 SCHOOL EXPENSE	283	200	100	0	100	100
101-123-5-20-3530 SUPPLIES	563	670	300	111	300	300
101-123-5-20-3531 PROPERTY INSURANCE	5	0	0	0	0	0
101-123-5-20-3610 ELECTRICITY	642	773	600	46	600	600

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
TRANSFER STATION-SOUTH

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
101-123-5-20-3727 MAINTENANCE	38	386	0	0	0	0
101-123-5-20-3812 EQUIPMENT & RENTAL	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>
TOTAL MATERIALS & SERVICES	48,450	69,499	41,500	5,486	41,500	41,500
<u>CAPITAL OUTLAY</u>						
101-123-5-40-4402 EQUIPMENT	0	0	15,000	0	0	11,000
101-123-5-40-4405 NORTH END TRANSFER STA	0	0	0	0	0	0
101-123-5-40-4427 UPGRADE SITE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	0	15,000	0	0	11,000
<hr/>						
TOTAL EXPENDITURES	52,909	69,754	65,221	5,988	49,706	60,706
REVENUE OVER/(UNDER) EXPENDITURES (	13,586)	( 32,384)	( 26,221)	( 2,380)	( 10,206)	( 21,206)

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
TRANSFER TO OTHER FUNDS

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>EXPENDITURES</b>						
<b>-----</b>						
<u>OTHER REQUIREMENTS</u>						
101-124-5-50-5353 TRANSFER TO FAIR	0	0	33,165	0	0	0
101-124-5-50-5354 TRANS TO COMPUTER RESE	15,000	20,000	20,000	0	20,000	20,000
101-124-5-50-5355 TRANSFER TO BUILDING R	50,000	50,000	50,000	0	50,000	50,000
101-124-5-50-5357 TRANSFER TO PROGRAM. R	0	30,000	30,000	0	30,000	83,801
101-124-5-50-5358 TRANSFER TO VIC/WIT FU	24,000	0	0	0	0	0
101-124-5-50-5359 TRANSFER TO ROAD FUND	50,150	0	0	0	0	0
101-124-5-50-5360 TRANS TO AIRPORT FUND	0	0	86,172	0	0	0
101-124-5-50-5361 TRANSFER TO SAFETY FUN	0	0	0	0	0	0
101-124-5-50-5362 TRANSFER TO CIP FUND	337,700	394,000	394,000	0	588,388	2,388,388
101-124-5-50-5363 TRANS TO ECHO WIND	0	0	0	0	0	0
101-124-5-50-5364 TRANSFER TO EQUITY FUN	0	0	0	0	0	0
101-124-5-50-5365 TRANSFER TO RESILIENCY	0	0	500,000	0	0	500,000
TOTAL OTHER REQUIREMENTS	476,850	494,000	1,113,337	0	688,388	3,042,189
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TOTAL EXPENDITURES	476,850	494,000	1,113,337	0	688,388	3,042,189
REVENUE OVER/(UNDER) EXPENDITURES (	476,850)	( 494,000)	( 1,113,337)	0	( 688,388)	( 3,042,189)



APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
COMPUTER

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>MISCELLANEOUS REVENUE</b>						
101-125-3-60-4187 MISC. REVENUES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MISCELLANEOUS REVENUE	0	0	0	0	0	0
<b>REIMBURSEMENTS</b>						
101-125-3-80-7076 TAX & ASSESSMENT GRANT	<u>4,392</u>	<u>2,795</u>	<u>2,000</u>	<u>1,222</u>	<u>2,000</u>	<u>2,000</u>
TOTAL REIMBURSEMENTS	4,392	2,795	2,000	1,222	2,000	2,000
<b>TRANSFER FROM OTHER FUND</b>						
101-125-3-90-3821 TRANSFER FROM VIDEO LO	0	0	0	0	0	0
101-125-3-90-3822 TRANSFER FROM ROAD COM	0	0	0	0	0	0
101-125-3-90-3823 TRANSFER FROM FINLEY B	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	4,392	2,795	2,000	1,222	2,000	2,000
<b>EXPENDITURES</b>						
<b>MATERIALS &amp; SERVICES</b>						
101-125-5-20-3140 CONTRACT SERVICES	93,136	95,930	99,767	24,702	103,259	103,259
101-125-5-20-3240 TELEPHONE-COMPUTER EXP	3,222	10,891	10,000	813	12,000	12,000
101-125-5-20-3531 SOFTWARE	2,517	3,552	3,500	1,397	3,500	3,500
101-125-5-20-3725 REPAIR & MAINT - EQUIP	2,187	383	3,500	0	3,500	3,500
101-125-5-20-3726 WEB FEES	3,000	3,750	4,500	0	4,500	4,500
101-125-5-20-3727 WEBSITE DEVELOPMENT	0	0	0	0	0	0
101-125-5-20-3732 PROGRAM MAINTENANCE	<u>30,017</u>	<u>31,541</u>	<u>35,000</u>	<u>24,546</u>	<u>35,000</u>	<u>35,000</u>
TOTAL MATERIALS & SERVICES	134,081	146,046	156,267	51,457	161,759	161,759
<b>CAPITAL OUTLAY</b>						
101-125-5-40-4312 REPLACEMENT EQUIPMENT	50,158	44,761	34,000	0	34,000	60,000
101-125-5-40-4401 OFFICE FURNITURE	0	0	0	0	0	0
101-125-5-40-4408 ELECTRONIC EQUIPMENT	0	0	0	0	0	0
101-125-5-40-4414 TELEPHONE EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	50,158	44,761	34,000	0	34,000	60,000
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TOTAL EXPENDITURES	184,239	190,807	190,267	51,457	195,759	221,759
REVENUE OVER/(UNDER) EXPENDITURES (	179,847)	( 188,011)	( 188,267)	( 50,235)	( 193,759)	( 219,759)

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
WEED DEPT.

	2018-2019	2019-2020	(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
101-128-3-30-3542 WEED GRANT	6,326	0	0	0	0	0
101-128-3-30-3543 OMD OREGON MILITARY DE	0	6,478	0	0	0	0
101-128-3-30-3544 ARMY CORP OF ENGINEER	<u>2,545</u>	<u>1,623</u>	<u>2,500</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>
TOTAL GRANT REVENUE	8,871	8,101	2,500	0	2,500	2,500
<u>CHARGES FOR SERVICES</u>						
101-128-3-40-4823 WEED REVENUE	<u>20,007</u>	<u>24,402</u>	<u>16,000</u>	<u>0</u>	<u>25,000</u>	<u>25,000</u>
TOTAL CHARGES FOR SERVICES	20,007	24,402	16,000	0	25,000	25,000
<u>REIMBURSEMENTS</u>						
101-128-3-80-7075 REIMBURSED ITEMS - WEE	<u>1,880</u>	<u>4,877</u>	<u>2,000</u>	<u>0</u>	<u>9,000</u>	<u>9,000</u>
TOTAL REIMBURSEMENTS	1,880	4,877	2,000	0	9,000	9,000
<u>TRANSFER FROM OTHER FUND</u>						
101-128-3-90-3823 TRANSFER FROM ROAD	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	30,758	37,380	20,500	0	36,500	36,500
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
101-128-5-10-1001 WEED MANAGER	62,199	64,806	66,114	6,919	67,767	67,767
101-128-5-10-1210 OVERTIME	180	0	2,534	0	2,610	2,610
101-128-5-10-1301 FICA	3,742	3,895	4,256	457	4,363	4,363
101-128-5-10-1302 WOKERS COMP	25	1,337	18,116	1,585	3,389	3,389
101-128-5-10-1303 PACIFIC MUTUAL	15,632	16,059	17,025	1,869	17,453	17,453
101-128-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-128-5-10-1305 MEDICAL INSURANCE	16,850	17,240	17,195	1,433	17,618	17,618
101-128-5-10-1306 DENTAL INSURANCE	959	956	956	80	913	913
101-128-5-10-1309 UNEMPLOYMENT INSURANCE	572	517	505	90	569	569
101-128-5-10-1316 DISABILITY INSURANCE	62	62	62	5	62	62
101-128-5-10-1317 LIFE INSURANCE	52	52	52	4	52	52
101-128-5-10-1320 VACATION ACCRUAL	4	( 182)	4,516	0	4,652	4,652
101-128-5-10-1321 MANDATED MEDICARE	<u>875</u>	<u>911</u>	<u>995</u>	<u>107</u>	<u>1,020</u>	<u>1,020</u>
TOTAL PERSONNEL SERVICES	101,151	105,653	132,326	12,549	120,468	120,468

## APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
WEED DEPT.

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>MATERIALS &amp; SERVICES</u>						
101-128-5-20-2110 OFFICE SUPPLIES	23	263	250	0	250	250
101-128-5-20-2251 GASOLINE	919	1,322	1,000	6	1,000	1,000
101-128-5-20-2254 DIESEL	1,831	1,242	2,000	85	2,000	2,000
101-128-5-20-2320 SPRAYER PARTS	604	1,383	1,000	0	1,000	1,000
101-128-5-20-2375 MISC. SUPPLIES	566	449	2,700	0	2,500	2,500
101-128-5-20-2475 PUBLICATIONS	0	0	0	0	0	0
101-128-5-20-3140 CONTRACT SERVICES	300	190	2,000	0	1,000	1,000
101-128-5-20-3230 PUBLISHING	0	0	0	0	0	0
101-128-5-20-3240 TELEPHONE	836	1,017	1,200	80	1,200	1,200
101-128-5-20-3311 LODGING AND MEALS	1,678	646	1,500	0	1,000	1,000
101-128-5-20-3314 REGISTRATION & LICENSE	463	353	750	0	750	750
101-128-5-20-3318 TRAINING EXPENSE	0	152	0	0	0	0
101-128-5-20-3324 TRUCK MAINTENANCE-SPRA	614	1,779	2,000	0	2,000	2,000
101-128-5-20-3531 WEED INSURANCE	1,955	2,697	1,600	1,401	1,500	1,500
101-128-5-20-3831 CHEMICALS	<u>1,326</u>	<u>3,290</u>	<u>3,000</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>
TOTAL MATERIALS & SERVICES	11,115	14,783	19,000	1,571	17,200	17,200
<u>CAPITAL OUTLAY</u>						
101-128-5-40-4103 EQUIPMENT REPLACEMENT	0	0	0	0	0	0
101-128-5-40-4401 OFFICE EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
<u>OTHER REQUIREMENTS</u>						
101-128-5-50-5375 TRANSFER TO WEED EQUIP	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>
TOTAL OTHER REQUIREMENTS	5,000	5,000	5,000	0	5,000	5,000
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TOTAL EXPENDITURES	117,266	125,436	156,326	14,120	142,668	142,668
REVENUE OVER/(UNDER) EXPENDITURES (	86,509)	( 88,056)	( 135,826)	( 14,120)	( 106,168)	( 106,168)

101-GENERAL FUND  
 NON-DEPARTMENTAL

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>GRANT REVENUE</b>						
101-199-3-30-3559 CULTURAL TRUST GRANT	7,645	7,421	41,165	0	8,000	8,000
101-199-3-30-3591 ALCOHOL BEVERAGE TAX-S	68,006	76,087	50,000	(6,498)	50,000	50,000
101-199-3-30-3595 CIGARETTE TAX	9,425	8,377	10,000	728	10,000	10,000
101-199-3-30-3596 AMUSEMENT DEVICE TAX	909	2,872	0	0	0	0
101-199-3-30-3612 UTILITIES IN LIEU OF T	372,646	351,266	250,000	0	250,000	250,000
101-199-3-30-3613 FEDERAL IN LIEU OF TAX	388,374	294,669	250,000	0	250,000	250,000
101-199-3-30-3614 RAILROAD IN LIEU OF	6,026	5,632	0	0	0	0
101-199-3-30-3615 IN LIEU OF TAX	0	110,965	150,000	0	150,000	150,000
101-199-3-30-3616 COLUMBIA RIVER PROCESS	0	0	0	0	0	0
101-199-3-30-3621 CCO-COMMUNITY ADVISORY	0	0	0	0	0	0
101-199-3-30-3625 OHA RBASE PASS THRU -	<u>2,052,357</u>	<u>1,304,304</u>	<u>1,500,000</u>	<u>300,745</u>	<u>1,500,000</u>	<u>1,500,000</u>
TOTAL GRANT REVENUE	2,905,387	2,161,592	2,251,165	294,976	2,218,000	2,218,000
<b>CHARGES FOR SERVICES</b>						
101-199-3-40-4199 RENT INCOME GILLIAM BL	900	0	0	0	0	0
101-199-3-40-4378 SANITARY DISPOSAL FRAN	16,725	18,537	10,000	4,827	10,000	10,000
101-199-3-40-4380 ENTERPRISE ZONE FEE	10,000	0	0	0	0	0
101-199-3-40-4382 MEDIATION	<u>12,296</u>	<u>12,379</u>	<u>12,000</u>	<u>0</u>	<u>12,000</u>	<u>12,000</u>
TOTAL CHARGES FOR SERVICES	39,921	30,915	22,000	4,827	22,000	22,000
<b>MISCELLANEOUS REVENUE</b>						
101-199-3-60-4187 MISC REVENUE	<u>57,110</u>	<u>707,615</u>	<u>50,000</u>	<u>(867)</u>	<u>50,000</u>	<u>50,000</u>
TOTAL MISCELLANEOUS REVENUE	57,110	707,615	50,000	(867)	50,000	50,000
<b>REIMBURSEMENTS</b>						
101-199-3-80-7075 REIMBURSED ITEMS	<u>1,574</u>	<u>791</u>	<u>0</u>	<u>(649)</u>	<u>0</u>	<u>0</u>
TOTAL REIMBURSEMENTS	1,574	791	0	(649)	0	0
<b>TRANSFER FROM OTHER FUND</b>						
101-199-3-90-3815 TRANSFER FROM ENFORCEM	0	0	0	0	0	0
101-199-3-90-3820 TRANSFER FROM SHEPHERD	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
TOTAL REVENUES	3,003,992	2,900,914	2,323,165	298,287	2,290,000	2,290,000
<b>EXPENDITURES</b>						

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
NON-DEPARTMENTAL

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>PERSONNEL SERVICES</u>						
101-199-5-10-1001 RECLASSIFICATION	0	0	15,000	0	15,000	15,000
101-199-5-10-1002 EXTRA HELP	0	0	0	0	0	0
101-199-5-10-1010 COUNTY COUNSEL	48,386	50,247	58,080	3,722	58,080	58,080
101-199-5-10-1301 FICA	2,983	3,006	4,097	345	4,097	4,097
101-199-5-10-1302 WORKERS COMP	3,080	2	0	49	0	0
101-199-5-10-1303 PACIFIC MUTUAL	5,501	5,481	8,194	627	8,194	8,194
101-199-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
101-199-5-10-1305 MEDICAL INSURANCE	3,896	4,645	0	167	0	0
101-199-5-10-1306 DENTAL INSURANCE	287	332	0	12	0	0
101-199-5-10-1309 UNEMPLOYMENT INSURANCE	518	136	0	0	0	0
101-199-5-10-1316 PRINCIPAL FINANCIAL GR	10	11	0	0	0	0
101-199-5-10-1317 PRINCIPAL FINANCIAL GR	9	9	0	0	0	0
101-199-5-10-1321 MANDATED MEDICARE	698	703	800	81	800	800
TOTAL PERSONNEL SERVICES	65,367	64,572	86,171	5,003	86,171	86,171
<u>MATERIALS &amp; SERVICES</u>						
101-199-5-20-2110 STATIONARY OFFICE FORM	90	0	250	0	250	250
101-199-5-20-2130 OFFICE SUPPLIES	1,138	536	1,700	0	1,700	1,700
101-199-5-20-2230 COPY MACHINE SUPPLIES	5,885	5,248	8,500	500	8,500	8,500
101-199-5-20-2248 COPIER LEASE	12,659	11,579	14,000	1,666	16,500	16,500
101-199-5-20-2488 ADMINISTRATIVE EXPENSE	323	54	1,000	0	1,000	1,000
101-199-5-20-2490 PROPERTY TAXES	636	0	700	0	700	700
101-199-5-20-2494 INTEREST	122	1,337	1,200	4	1,200	1,200
101-199-5-20-2539 CULTURAL TRUST EXPENSE	6,740	7,535	8,000	0	9,000	9,000
101-199-5-20-3105 AUDIT	34,773	36,752	45,000	0	45,000	45,000
101-199-5-20-3140 MISC PROFESSIONAL SERV	23,595	45,595	48,000	6,808	60,000	60,000
101-199-5-20-3141 SUCCESSION PLANNING	0	0	125,000	0	125,000	125,000
101-199-5-20-3220 POSTAGE	14,096	19,165	29,000	0	29,000	29,000
101-199-5-20-3230 PUBLISHING	7,175	4,758	12,000	7,391	12,000	12,000
101-199-5-20-3240 TELEPHONE	40,222	42,371	46,500	3,551	46,500	46,500
101-199-5-20-3241 DATA LINE	36,761	36,691	41,000	3,050	41,000	41,000
101-199-5-20-3457 MAINT CONTRACT - OFFIC	11,589	9,725	6,000	872	6,000	6,000
101-199-5-20-3505 BONDS	410	410	500	0	500	500
101-199-5-20-3530 LIAB/PROPERTY INSURANC	97,174	167,248	180,000	133,013	143,000	143,000
101-199-5-20-3537 AUTO INSURANCE PAYMENT	27,071	0	36,500	53,846	58,000	58,000
101-199-5-20-3538 INSURANCE DEDUCTIBLE	28,321	20	20,000	0	5,000	5,000
101-199-5-20-3812 EQUIPMENT LEASE	180	476	0	0	0	0
101-199-5-20-3815 DRUG TESTING	130	0	1,000	0	1,000	1,000
101-199-5-20-3817 LEASE/MTN CNTRCTS (POS	1,226	2,161	1,500	451	0	0
101-199-5-20-3818 CONTRACT - NOVATIME	12,294	7,679	12,000	658	12,000	12,000
101-199-5-20-3819 CONTRACT - NEOGOV	1,500	1,575	0	0	0	0
TOTAL MATERIALS & SERVICES	364,110	400,913	639,350	211,809	622,850	622,850

APPROVED BUDGET

AS OF: JULY 31ST, 2020

101-GENERAL FUND  
NON-DEPARTMENTAL

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>CAPITAL OUTLAY</u>						
101-199-5-40-4103 BUILDING MAINTENANCE	0	0	0	0	0	0
101-199-5-40-4105 COUNTY VEHICLES	0	0	30,000	0	30,000	30,000
101-199-5-40-4108 COURTHOUSE UPGRADES	0	0	50,000	0	50,000	50,000
101-199-5-40-4401 NORTH END BUILDING	22,609	239,806	550,000	80,851	0	0
101-199-5-40-4407 LEASE PURCH GILLIAM/BI	236,591	0	0	0	0	0
101-199-5-40-4408 DOCKEN BLDG PAYMENT	9,600	4,160	0	0	0	0
101-199-5-40-4411 BARTHOLOMEW UPGRADES	3,487	88,052	0	0	0	0
101-199-5-40-4412 SHERIFF'S BUILDING	<u>0</u>	<u>0</u>	<u>600,000</u>	<u>0</u>	<u>250,000</u>	<u>250,000</u>
TOTAL CAPITAL OUTLAY	272,287	332,017	1,230,000	80,851	330,000	330,000
<u>OTHER REQUIREMENTS</u>						
101-199-5-50-5002 NEIGHBORHOOD CENTER	18,000	18,300	27,500	9,167	27,500	20,000
101-199-5-50-5003 BOARDMAN FOOD PANTRY	0	0	100,000	0	0	0
101-199-5-50-5115 WILDLIFE SERVICES	51,673	55,448	60,000	0	60,000	60,000
101-199-5-50-5166 WATERMASTER	12,217	12,220	12,200	0	12,200	12,200
101-199-5-50-5167 SOIL & WATER CONSERVAT	55,000	55,000	55,000	0	55,000	55,000
101-199-5-50-5168 EXTENSION SERVICE	118,825	118,825	111,279	0	117,238	117,238
101-199-5-50-5169 EXTENSION AGENT	48,240	48,240	55,786	0	51,988	51,988
101-199-5-50-5170 IRRIGON-BOARDMAN E.A.C	18,000	18,000	27,500	9,167	27,500	25,000
101-199-5-50-5171 GRANTS TO CITIES	400,001	400,001	379,000	0	379,000	0
101-199-5-50-5173 EXTENSION - JUNTOS	0	0	5,827	0	0	0
101-199-5-50-5500 PNFPP-MORROW WHEELER B.	2,180,350	1,254,067	1,500,000	103,832	1,500,000	1,500,000
101-199-5-50-5615 IN LIEU OF TAX	0	0	0	0	0	0
101-199-5-50-5999 OPERATING CONTINGENCY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,378,221</u>	<u>727,416</u>
TOTAL OTHER REQUIREMENTS	2,902,305	1,980,101	2,334,092	122,165	5,608,647	2,568,842
<u>ENDING FUND BALANCE</u>						
101-199-5-90-9001 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>3,236,199</u>	<u>0</u>	<u>3,258,616</u>	<u>3,637,616</u>
TOTAL ENDING FUND BALANCE	0	0	3,236,199	0	3,258,616	3,637,616
<hr/>						
TOTAL EXPENDITURES	3,604,069	2,777,603	7,525,812	419,829	9,906,284	7,245,479
REVENUE OVER/(UNDER) EXPENDITURES (	600,077)	123,311	( 5,202,647)	( 121,542)	( 7,616,284)	( 4,955,479)

101-GENERAL FUND  
 NON-DEPARTMENTAL

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
101-100-3-01-0101 BEG FUND BAL			0	6,408,497	0	0
101-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>5,112,628</u>	<u>0</u>	<u>6,883,754</u>	<u>6,883,754</u>
TOTAL BEGINNING FUND BALANCE			5,112,628	6,408,497	6,883,754	6,883,754
FUND TOTAL REVENUES	<u>14,308,321</u>	<u>15,877,144</u>	<u>15,661,695</u>	<u>447,550</u>	<u>15,933,796</u>	<u>15,987,738</u>
TOTAL AVAILABLE RESOURCES			20,774,323	6,856,047	22,817,550	22,871,492
FUND TOTAL EXPENDITURES	<u>14,670,427</u>	<u>14,030,586</u>	<u>20,774,323</u>	<u>1,682,221</u>	<u>22,817,550</u>	<u>22,871,492</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>( 362,106)</u>	<u>1,846,558</u>	<u>( 5,112,628)</u>	<u>( 1,234,671)</u>	<u>( 6,883,754)</u>	<u>( 6,883,754)</u>
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>5,173,825</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

200-HERITAGE TRAIL FUND  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
200-100-3-65-0105 INVESTMENT EARNINGS	<u>440</u>	<u>374</u>	<u>300</u>	<u>114</u>	<u>100</u>	<u>100</u>
TOTAL INVESTMENT EARNINGS	440	374	300	114	100	100
<hr/>						
TOTAL REVENUES	440	374	300	114	100	100
REVENUE OVER/ (UNDER) EXPENDITURES	440	374	300	114	100	100



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

200-HERITAGE TRAIL FUND  
HERITAGE TRAIL

			2020-2021		2021-2022	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>GRANT REVENUE</b>						
200-220-3-30-3555 GRANTS/DONATIONS	0	0	0	0	0	0
200-220-3-30-3559 CULTURAL TRUST GRANT	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0
<b>TRANSFER FROM OTHER FUND</b>						
200-220-3-90-3828 TRANS FROM ECHO WINDS	0	0	0	0	0	14,000
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	14,000
TOTAL REVENUES	0	0	0	0	0	14,000
<b>EXPENDITURES</b>						
<b>MATERIALS &amp; SERVICES</b>						
200-220-5-20-2504 BIKE & TRAIL PLANNING	0	0	10,000	0	14,000	28,000
200-220-5-20-2506 BIKE & TRAIL EXPENSES	216	0	0	0	0	0
200-220-5-20-2539 CULTURAL TRUST EXPENSE	0	0	0	0	0	0
200-220-5-20-3440 CONTRACTED SERVICES	0	0	8,095	0	4,063	4,063
TOTAL MATERIALS & SERVICES	216	0	18,095	0	18,063	32,063
<b>ENDING FUND BALANCE</b>						
200-220-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0
200-220-5-90-9002 EPB-CULTURAL TRUST	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
TOTAL EXPENDITURES	216	0	18,095	0	18,063	32,063
REVENUE OVER/(UNDER) EXPENDITURES (	216)	0	( 18,095)	0	( 18,063)	( 18,063)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

200-HERITAGE TRAIL FUND  
HERITAGE TRAIL

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
200-100-3-01-0101 BEGINNING FUND BALANCE			0	17,866	0	0
200-100-3-01-0102 BEGINNING FUND BALANCE-BUD			17,795	0	17,963	17,963
200-100-3-01-0103 BFB-CULTURAL TRUST			<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL BEGINNING FUND BALANCE			17,795	17,866	17,963	17,963
FUND TOTAL REVENUES	440	374	300	114	100	14,100
TOTAL AVAILABLE RESOURCES			18,095	17,980	18,063	32,063
FUND TOTAL EXPENDITURES	216	0	18,095	0	18,063	32,063
REVENUE OVER/(UNDER) EXPENDITURES	224	374	( 17,795)	114	( 17,963)	( 17,963)
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>17,980</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

201-ROAD FUND EQUIP RES  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
<hr/>						
<u>INVESTMENT EARNINGS</u>						
201-100-3-65-0105 INVESTMENT EARNINGS	<u>8,835</u>	<u>14,970</u>	<u>6,000</u>	<u>5,488</u>	<u>6,000</u>	<u>6,000</u>
TOTAL INVESTMENT EARNINGS	8,835	14,970	6,000	5,488	6,000	6,000
<hr/>						
TOTAL REVENUES	8,835	14,970	6,000	5,488	6,000	6,000
REVENUE OVER/(UNDER) EXPENDITURES	8,835	14,970	6,000	5,488	6,000	6,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

201-ROAD FUND EQUIP RES  
ROAD DEPARTMENT

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>GRANT REVENUE</u>						
201-220-3-30-3450 ATV GRANT	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0
<u>SALES OF ASSETS</u>						
201-220-3-64-6910 SALE OF EQUIPMENT	0	0	25,000	92,769	0	0
TOTAL SALES OF ASSETS	0	0	25,000	92,769	0	0
<u>TRANSFER FROM OTHER FUND</u>						
201-220-3-90-3815 TRANSFER FROM ROAD FUN	0	730,000	750,000	730,000	1,055,000	1,055,000
201-220-3-90-3816 TRANSFER FROM WEED DEP	0	0	0	0	0	0
201-220-3-90-3817 TRANSFER FROM SHEPHERD	175,000	175,000	175,000	175,000	175,000	175,000
TOTAL TRANSFER FROM OTHER FUND	175,000	905,000	925,000	905,000	1,230,000	1,230,000
<hr/>						
TOTAL REVENUES	175,000	905,000	950,000	997,769	1,230,000	1,230,000
<b>EXPENDITURES</b>						
*****						
<u>CAPITAL OUTLAY</u>						
201-220-5-40-4401 EQUIPMENT REPLACEMENT	123,809	247,973	1,332,841	1,021,242	2,237,911	2,237,911
201-220-5-40-4436 EQUIP REPL. WEED	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	123,809	247,973	1,332,841	1,021,242	2,237,911	2,237,911
<u>RESERVED FOR FUTURE EXP.</u>						
201-220-5-80-8102 RESERVE FOR FUTURE EXP	0	0	0	0	0	0
TOTAL RESERVED FOR FUTURE EXP.	0	0	0	0	0	0
<u>ENDING FUND BALANCE</u>						
201-220-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	123,809	247,973	1,332,841	1,021,242	2,237,911	2,237,911
REVENUE OVER/(UNDER) EXPENDITURES	51,191	657,027	( 382,841)	( 23,473)	( 1,007,911)	( 1,007,911)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

201-ROAD FUND EQUIP RES  
ROAD DEPARTMENT

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
201-100-3-01-0101 BEGINNING FUND BALANCE			0	1,014,664	0	0
201-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>376,841</u>	<u>0</u>	<u>1,001,911</u>	<u>1,001,911</u>
TOTAL BEGINNING FUND BALANCE			376,841	1,014,664	1,001,911	1,001,911
FUND TOTAL REVENUES	183,835	919,970	956,000	1,003,257	1,236,000	1,236,000
TOTAL AVAILABLE RESOURCES			1,332,841	2,017,921	2,237,911	2,237,911
FUND TOTAL EXPENDITURES	123,809	247,973	1,332,841	1,021,242	2,237,911	2,237,911
REVENUE OVER/(UNDER) EXPENDITURES	60,026	671,998	( 376,841)	( 17,985)	( 1,001,911)	( 1,001,911)
PROJECTED ENDING FUND EQUITY			0	996,679	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

202-ROAD FUND

NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<hr/>						
<u>INVESTMENT EARNINGS</u>						
202-100-3-65-0105 INVESTMENT EARNINGS	<u>48,132</u>	<u>37,035</u>	<u>4,000</u>	<u>9,118</u>	<u>4,000</u>	<u>4,000</u>
TOTAL INVESTMENT EARNINGS	48,132	37,035	4,000	9,118	4,000	4,000
<hr/>						
TOTAL REVENUES	48,132	37,035	4,000	9,118	4,000	4,000
REVENUE OVER/ (UNDER) EXPENDITURES	48,132	37,035	4,000	9,118	4,000	4,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

202-ROAD FUND  
ROAD DEPARTMENT

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET	APPROVED BUDGET	APPROVED BUDGET
<b>REVENUES</b>								
<b>GRANT REVENUE</b>								
202-220-3-30-3231 FEDERAL FOREST FEES 75	133,224	146,934	120,235	92,672	133,198	133,198	133,198	133,198
202-220-3-30-3241 FEDERAL FLOOD CONTROL	2,348	924	0	0	0	0	0	0
202-220-3-30-3251 FEDERAL MINERAL LEASE	802	818	0	791	0	0	0	0
202-220-3-30-3541 BIKE & TRAIL GAS TAX R	10,458	10,368	8,000	8,847	8,000	8,000	8,000	8,000
202-220-3-30-3542 GAS TAX/VEH LIC FEES	1,268,795	1,026,419	1,394,236	875,901	1,358,427	1,358,427	1,358,427	1,358,427
202-220-3-30-3544 SPECIAL CO RD FUNDS	437,395	408,092	319,740	324,471	327,193	327,193	327,193	327,193
202-220-3-30-3555 FUND EXCHANGE AGREEMEN	293,885	307,160	322,243	0	303,806	303,806	303,806	303,806
TOTAL GRANT REVENUE	2,146,907	1,900,716	2,164,454	1,302,682	2,130,624	2,130,624	2,130,624	2,130,624
<b>CHARGES FOR SERVICES</b>								
202-220-3-40-4043 CO RD ACCESS PERMIT FE	21,237	31,366	13,000	24,911	15,000	15,000	15,000	15,000
202-220-3-40-4044 APPROACH PERMIT FEES	1,275	6,500	1,275	725	1,000	1,000	1,000	1,000
202-220-3-40-4045 RURAL ADDRESSING FEES	1,900	3,300	1,000	1,700	1,200	1,200	1,200	1,200
TOTAL CHARGES FOR SERVICES	24,412	41,166	15,275	27,336	17,200	17,200	17,200	17,200
<b>MISCELLANEOUS REVENUE</b>								
202-220-3-60-4187 MISC REVENUES	268,931	100,777	10,000	3,760	10,000	10,000	10,000	10,000
202-220-3-60-4188 SHERIFF FUEL	0	0	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	268,931	100,777	10,000	3,760	10,000	10,000	10,000	10,000
<b>SALES OF ASSETS</b>								
202-220-3-64-6909 SALE OF MATERIAL	0	0	0	4,559	0	0	0	0
202-220-3-64-6912 SURPLUS EQUIP AND SUPP	0	0	0	0	0	0	0	0
TOTAL SALES OF ASSETS	0	0	0	4,559	0	0	0	0
<b>REIMBURSEMENTS</b>								
202-220-3-80-7075 REIMBURSED ITEMS	91,653	1,281,948	110,000	954,738	40,000	40,000	40,000	40,000
202-220-3-80-7078 I.G.A.-CITIES	0	0	0	0	250,000	250,000	250,000	250,000
202-220-3-80-7079 ROAD USE AGREEMENTS	0	0	3,618,040	2,808,140	0	0	0	0
TOTAL REIMBURSEMENTS	91,653	1,281,948	3,728,040	3,762,879	290,000	290,000	290,000	290,000
<b>TRANSFER FROM OTHER FUND</b>								
202-220-3-90-3821 TRANSFER FROM GF	50,150	0	0	0	0	0	0	0
202-220-3-90-3822 TRANSFER FROM FINLEY B	739,638	1,636,000	1,636,000	1,636,000	1,636,000	1,636,000	1,636,000	1,636,000
202-220-3-90-3824 TRANS FROM SHEPHERDS F	1,129,500	528,700	785,990	785,990	785,990	785,990	785,990	785,990
202-220-3-90-3825 FINLEY BUTTES ROAD IMP	100,000	0	0	0	0	0	0	0
202-220-3-90-3826 TRANS FROM PGE - CARTY	1,597,594	1,676,294	1,824,677	1,824,677	1,824,677	1,824,677	1,824,677	1,824,677
TOTAL TRANSFER FROM OTHER FUND	3,616,882	3,840,994	4,246,667	4,246,667	4,246,667	4,246,667	4,246,667	4,246,667
TOTAL REVENUES	6,148,783	7,165,601	10,164,436	9,347,882	6,694,491	6,694,491	6,694,491	6,694,491

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

202-ROAD FUND  
ROAD DEPARTMENT

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>EXPENDITURES</b>						
<b>PERSONNEL SERVICES</b>						
202-220-5-10-1001 DIRECTOR 90%	74,138	78,552	82,242	65,029	85,831	85,831
202-220-5-10-1003 ADMINISTRATIVE ASST-40	19,767	20,937	20,971	16,849	21,495	21,495
202-220-5-10-1004 SHOP LABOR- 1505	56,726	59,047	60,181	47,788	48,332	48,332
202-220-5-10-1005 LEAD MECHANIC - 1218	58,502	60,837	62,065	48,707	40,883	40,883
202-220-5-10-1006 TANDEM EQUIPMENT - 166	53,937	54,679	55,133	46,920	56,511	56,511
202-220-5-10-1007 HEAVY EQUIP OP- 0050	57,306	60,655	60,784	0	62,303	62,303
202-220-5-10-1008 OFFICE SPECIALIST	0	0	0	0	0	0
202-220-5-10-1011 TANDEM OP- 0721	57,336	65,730	60,784	48,442	62,303	62,303
202-220-5-10-1013 MAINT. SPEC.- 1408	40,661	54,427	57,889	45,355	61,809	61,809
202-220-5-10-1014 WORKING FOREMAN	62,270	48,206	58,949	46,204	61,397	61,397
202-220-5-10-1016 HEAVY EQUIP OP- 0203	48,632	51,469	54,258	42,955	56,511	56,511
202-220-5-10-1020 WORKING FOREMAN - 0617	67,882	71,822	60,784	58,318	48,816	48,816
202-220-5-10-1021 TANDEM EQUIP OP-0859	57,325	59,581	60,784	48,442	62,303	62,303
202-220-5-10-1022 TANDEM OP-1063	45,371	50,587	55,133	24,575	61,397	61,397
202-220-5-10-1023 TANDEM OP-	57,018	61,640	60,784	48,442	62,303	62,303
202-220-5-10-1024 TANDEM DRIVER - 1642	58,450	61,613	60,784	50,809	62,303	62,303
202-220-5-10-1025 HEAVY EQUIP OP-0069	48,633	51,469	54,258	42,907	56,511	56,511
202-220-5-10-1026 TANDEM OP- 0573	47,144	37,654	48,618	40,473	51,257	51,257
202-220-5-10-1027 HEAVY EQUIP OP - 0240	57,308	59,581	60,784	48,442	62,303	62,303
202-220-5-10-1035 TANDEM OP - 1626	38,751	34,639	48,618	39,775	51,257	51,257
202-220-5-10-1036 TANDEM EQUIP OP	0	0	0	0	0	0
202-220-5-10-1037 ASST ROADMASTER	67,250	71,807	74,571	58,883	78,459	78,459
202-220-5-10-1038 SENIOR MAINTENANCE	45,782	49,824	51,674	41,495	53,820	53,820
202-220-5-10-1040 MANAGEMENT ASSISTANT	54,558	57,446	60,507	47,947	62,767	62,767
202-220-5-10-1170 EXTRA HELP	21,075	27,890	19,002	20,472	19,572	19,572
202-220-5-10-1210 OVERTIME	28,484	15,771	39,143	17,097	40,317	40,317
202-220-5-10-1301 FICA	72,349	74,961	82,379	59,826	83,127	83,127
202-220-5-10-1302 WORKERS COMP	41,463	26,447	71,095	57,487	88,868	88,868
202-220-5-10-1303 PACIFIC MUTUAL	301,724	306,346	324,804	242,749	327,655	327,655
202-220-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
202-220-5-10-1305 AOC - MEDICAL	433,128	411,058	430,046	289,360	422,011	422,011
202-220-5-10-1306 DENTAL INSURANCE	28,021	27,307	28,874	19,115	26,773	26,773
202-220-5-10-1309 UNEMPLOYMENT INSURANCE	12,828	11,054	11,089	7,077	12,491	12,491
202-220-5-10-1316 PRINCIPAL FINANCIAL GR	1,315	1,282	1,184	915	1,184	1,184
202-220-5-10-1317 UNITED HERITAGE LIFE	1,093	1,057	993	758	993	993
202-220-5-10-1320 VACATION ACCRUALS	26,377	13,114	13,079	0	13,472	13,472
202-220-5-10-1321 MANDATED MEDICARE	16,921	17,531	19,266	13,992	19,441	19,441
<b>TOTAL PERSONNEL SERVICES</b>	<b>2,159,524</b>	<b>2,129,794</b>	<b>2,311,509</b>	<b>1,687,606</b>	<b>2,326,775</b>	<b>2,326,775</b>



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

202-ROAD FUND  
ROAD DEPARTMENT

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>MATERIALS &amp; SERVICES</u>						
202-220-5-20-2110 OFFICE SUPPLIES/POSTAG	8,945	10,182	7,000	542	3,000	3,000
202-220-5-20-2251 GASOLINE/PROPANE	19,393	23,258	30,000	13,577	30,000	30,000
202-220-5-20-2254 DIESEL/STOVE OIL	194,682	141,147	200,000	83,905	175,000	175,000
202-220-5-20-2256 FILTERS & SERVICE SUPP	15,112	17,051	8,500	9,228	8,500	8,500
202-220-5-20-2257 LUBRICANTS - OIL & GRE	11,534	12,246	10,000	8,122	10,000	10,000
202-220-5-20-2282 BATTERIES	1,461	3,574	3,500	5,137	3,500	3,500
202-220-5-20-2285 SMALL TOOLS	9,826	11,212	9,000	7,064	8,000	8,000
202-220-5-20-2320 PAINTS & PAINTING SUPL	99,601	28,350	103,803	58,961	50,000	50,000
202-220-5-20-2353 EQUIPMENT REPAIR	143,847	119,045	175,000	84,640	125,000	125,000
202-220-5-20-2357 MOTOR VEHICLES - TIRES	85,402	69,154	75,000	29,854	70,000	70,000
202-220-5-20-2377 MISC MATERIALS & SUPPL	39,765	23,209	28,000	20,739	20,000	20,000
202-220-5-20-2378 SAFETY SUPPLIES	5,876	5,077	6,000	4,160	5,000	5,000
202-220-5-20-2380 MAINT. SUPPLIES	0	739	0	1,847	0	0
202-220-5-20-2381 EQUIPMENT SUPPLIES	0	48,010	35,000	35,825	40,000	40,000
202-220-5-20-2392 CLOTHING SUPPLIES	23,289	20,584	15,000	17,222	12,000	12,000
202-220-5-20-2400 GUARDRAILS	10,005	36,912	15,000	474	12,000	12,000
202-220-5-20-2410 PROFESSIONAL DUES	0	0	0	0	0	0
202-220-5-20-2473 PERMITS	0	0	0	0	0	0
202-220-5-20-2476 SANITARY SERVICES	2,697	2,719	3,500	3,281	3,000	3,000
202-220-5-20-2504 ASPHALT & FREIGHT - LI	1,697,074	1,286,551	1,919,229	671,805	1,731,289	1,731,289
202-220-5-20-2505 PROJECT DRILLING & BLA	0	0	0	0	0	0
202-220-5-20-2506 BRIDGE DECKING	9,709	1,977	50,000	43,104	20,000	20,000
202-220-5-20-2509 SOIL STABILIZER MATERI	47,136	9,943	75,000	422	20,000	20,000
202-220-5-20-2510 DEICER MATERIAL	5,683	5,940	12,000	12,406	10,000	10,000
202-220-5-20-2512 CONCRETE & FREIGHT	3,440	2,244	5,000	2,865	5,000	5,000
202-220-5-20-2520 CULVERT	0	33,923	30,000	30,000	9,000	9,000
202-220-5-20-2521 MECHANICS REPLACEMENTS	0	0	0	0	0	0
202-220-5-20-2522 ENVIRONMENTAL COMPLIAN	0	0	0	0	0	0
202-220-5-20-2539 SIGN MATERIALS & SUPPL	43,955	22,950	15,000	10,757	15,000	15,000
202-220-5-20-3119 CONTRACT TRUCK & EQUIP	62,404	103,744	60,000	50,969	80,000	80,000
202-220-5-20-3120 ENGINEERING & SURVEYIN	51,240	183,299	50,000	58,510	50,000	50,000
202-220-5-20-3140 MISC PROFESSIONAL SERV	27,794	17,172	0	3,778	0	0
202-220-5-20-3210 PUBLISHING	6,017	4,659	1,500	1,856	1,500	1,500
202-220-5-20-3240 TELEPHONE	7,256	7,688	9,000	7,050	8,000	8,000
202-220-5-20-3241 DATA LINE	0	0	0	0	0	0
202-220-5-20-3311 LODGING AND MEALS	4,766	1,829	4,000	53	1,200	1,200
202-220-5-20-3314 REGISTRATION & DUES	3,448	2,014	3,500	1,573	2,500	2,500
202-220-5-20-3318 SCHOOL EXPENSE/LODGING	1,713	400	2,000	58	500	500
202-220-5-20-3323 MILEAGE	0	0	0	0	0	0
202-220-5-20-3440 CONTRACT SERVICES & CH	952,035	1,763,620	2,436,014	633,713	952,036	952,036
202-220-5-20-3530 LIABILITY INSURANCE	59,357	37,134	62,300	63,539	44,000	44,000
202-220-5-20-3531 FENCE MATERIAL	1,978	4,492	4,000	542	1,000	1,000
202-220-5-20-3535 AUTO INSURANCE	30,351	36,228	31,000	16,318	49,000	49,000
202-220-5-20-3610 ELECTRICITY	16,820	15,803	14,000	12,104	14,000	14,000
202-220-5-20-3650 WATER & SEWER	4,524	2,836	4,000	1,598	3,500	3,500
202-220-5-20-3715 REPAIR & MAINT - BLDG	0	9,598	10,000	5,167	8,000	8,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

202-ROAD FUND  
ROAD DEPARTMENT

			2020-2021		2021-2022	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
202-220-5-20-3727 RADIO REPAIR & MAINT	4,798	4,220	2,000	5,128	2,000	2,000
202-220-5-20-3812 EQUIPMENT RENTAL	84,129	104,050	90,000	77,034	90,000	90,000
202-220-5-20-3815 CRUSHER ROYALTY	1,400	1,600	10,000	1,400	2,500	2,500
202-220-5-20-3816 DRUG TESTING	1,600	1,745	1,200	1,120	1,500	1,500
202-220-5-20-3830 SPRAYING SERVICES-WEED	16,936	23,668	16,000	14,945	25,000	25,000
202-220-5-20-3831 OTHER EXPENSES - WEEDS	<u>43,843</u>	<u>65,644</u>	<u>65,000</u>	<u>73,048</u>	<u>70,000</u>	<u>70,000</u>
TOTAL MATERIALS & SERVICES	3,860,839	4,327,441	5,706,046	2,185,437	3,791,525	3,791,525
<b>CAPITAL OUTLAY</b>						
202-220-5-40-4103 BUILDING IMPROVEMENTS-	12,302	0	50,000	0	50,000	50,000
202-220-5-40-4104 BUILDING IMPROVEMENTS	0	0	0	0	0	0
202-220-5-40-4105 BOARDMAN PW FAC.	0	0	0	0	0	0
202-220-5-40-4106 SANDER BUILDING	0	0	0	0	0	0
202-220-5-40-4301 FENCES R/W IMPROVE & A	0	0	0	0	0	0
202-220-5-40-4401 OFFICE FURNITURE	0	0	0	0	0	0
202-220-5-40-4402 EQUIPMENT	99,721	5,109	0	0	0	0
202-220-5-40-4503 BRIDGE REPLACEMENT	225,302	0	0	0	0	0
202-220-5-40-4507 PIT PURCHASE	0	0	0	0	0	0
202-220-5-40-4508 OFFICE EQUIPMENT/TECHN	0	0	0	0	0	0
202-220-5-40-4509 SHOP EQUIPMENT	15,292	0	20,000	15,045	30,000	30,000
202-220-5-40-4510 BOMBING RANGE ROAD	2,003	0	0	0	0	0
202-220-5-40-4511 KUNZE ROAD CONSTRUCTIO	0	0	0	0	0	0
202-220-5-40-4512 SPRING HOLLOW BRIDGE	0	0	0	0	0	0
202-220-5-40-4513 WILSON-OLSON PROJECT	<u>0</u>	<u>0</u>	<u>2,000,000</u>	<u>1,079,812</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	354,620	5,109	2,070,000	1,094,857	80,000	80,000
<b>OTHER REQUIREMENTS</b>						
202-220-5-50-5355 TRANSFER TO WEED	0	0	0	0	0	0
202-220-5-50-5357 TRANSFER TO EQUIPMENT	0	730,000	730,000	730,000	1,055,000	1,055,000
202-220-5-50-5999 OPERATING CONTINGENCY	<u>0</u>	<u>0</u>	<u>660,906</u>	<u>0</u>	<u>316,495</u>	<u>316,495</u>
TOTAL OTHER REQUIREMENTS	0	730,000	1,390,906	730,000	1,371,495	1,371,495
<b>ENDING FUND BALANCE</b>						
202-220-5-90-9001 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>1,000,000</u>	<u>0</u>	<u>1,000,000</u>	<u>1,000,000</u>
TOTAL ENDING FUND BALANCE	0	0	1,000,000	0	1,000,000	1,000,000
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TOTAL EXPENDITURES	6,374,983	7,192,344	12,478,461	5,697,900	8,569,795	8,569,795
REVENUE OVER/(UNDER) EXPENDITURES (	226,200)	( 26,742)	( 2,314,025)	3,649,983	( 1,875,304)	( 1,875,304)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

202-ROAD FUND

CAPITAL EQUIPMENT

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>EXPENDITURES</b>						
<b>*****</b>						
<b>CAPITAL OUTLAY</b>						
202-221-5-40-4423 ROLLER	0	0	0	0	0	0
202-221-5-40-4424 PICK-UP	0	0	0	0	0	0
202-221-5-40-4426 REPLACEMENTS	0	0	0	0	0	0
202-221-5-40-4431 GRADER LEASE (3)	26,987	0	0	0	0	0
202-221-5-40-4432 DOZER LEASE	0	0	0	0	0	0
202-221-5-40-4439 PAVER	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>26,987</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES</b>	<b>26,987</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
REVENUE OVER/ (UNDER) EXPENDITURES (	26,987)	0	0	0	0	0
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	0	0	0	0
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

202-ROAD FUND  
CAPITAL EQUIPMENT

			(--2020-2021--)		(--2021-2022--)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
202-100-3-01-0101 BEGINNING FUND BALANCE			0	1,647,317	0	0
202-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>2,310,025</u>	<u>0</u>	<u>1,871,304</u>	<u>1,871,304</u>
TOTAL BEGINNING FUND BALANCE			2,310,025	1,647,317	1,871,304	1,871,304
FUND TOTAL REVENUES	6,196,915	7,202,636	10,168,436	9,357,001	6,698,491	6,698,491
TOTAL AVAILABLE RESOURCES			12,478,461	11,004,317	8,569,795	8,569,795
FUND TOTAL EXPENDITURES	6,401,970	7,192,344	12,478,461	5,697,900	8,569,795	8,569,795
REVENUE OVER/(UNDER) EXPENDITURES	( 205,055)	10,292	( 2,310,025)	3,659,101	( 1,871,304)	( 1,871,304)
PROJECTED ENDING FUND EQUITY			0	5,306,418	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

203-FINLEY BUTTES TRUST FUND  
NON-DEPARTMENTAL

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
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REVENUES						
*****						
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<u>INVESTMENT EARNINGS</u>						
203-100-3-65-0105 INVESTMENT EARNINGS	<u>9,210</u>	<u>15,115</u>	<u>11,000</u>	<u>6,924</u>	<u>9,000</u>	<u>9,000</u>
TOTAL INVESTMENT EARNINGS	9,210	15,115	11,000	6,924	9,000	9,000
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TOTAL REVENUES	9,210	15,115	11,000	6,924	9,000	9,000
REVENUE OVER/ (UNDER) EXPENDITURES	9,210	15,115	11,000	6,924	9,000	9,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

203-FINLEY BUTTES TRUST FUND  
FINLEY BUTTES TRUST FUND

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
203-230-3-40-4372 LANDFILL FEES	<u>400,709</u>	<u>392,365</u>	<u>340,000</u>	<u>311,764</u>	<u>415,000</u>	<u>415,000</u>
TOTAL CHARGES FOR SERVICES	400,709	392,365	340,000	311,764	415,000	415,000
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TOTAL REVENUES	400,709	392,365	340,000	311,764	415,000	415,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
203-230-5-20-3440 CONTRACTED SERVICES	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>0</u>	<u>100,000</u>	<u>100,000</u>
TOTAL MATERIALS & SERVICES	0	0	100,000	0	100,000	100,000
<u>OTHER REQUIREMENTS</u>						
203-230-5-50-5353 TRANSFER TO TRUST FUND	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
203-230-5-50-5354 TRANSF TO ROAD FUND	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL OTHER REQUIREMENTS	100,000	0	0	0	0	0
<u>ENDING FUND BALANCE</u>						
203-230-5-90-9001 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>1,173,337</u>	<u>0</u>	<u>1,724,613</u>	<u>1,724,613</u>
TOTAL ENDING FUND BALANCE	0	0	1,173,337	0	1,724,613	1,724,613
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TOTAL EXPENDITURES	100,000	0	1,273,337	0	1,824,613	1,824,613
REVENUE OVER/(UNDER) EXPENDITURES	300,709	392,365	( 933,337)	311,764	( 1,409,613)	( 1,409,613)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

203-FINLEY BUTTES TRUST FUND  
 FINLEY BUTTES TRUST FUND

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
203-100-3-01-0101 BEGINNING FUND BALANCE			0	977,003	0	0
203-100-3-01-0102 BEGINNING FUND BALANCE-BUD			922,337	0	1,400,613	1,400,613
TOTAL BEGINNING FUND BALANCE			922,337	977,003	1,400,613	1,400,613
FUND TOTAL REVENUES	409,919	407,479	351,000	318,688	424,000	424,000
TOTAL AVAILABLE RESOURCES			1,273,337	1,295,692	1,824,613	1,824,613
FUND TOTAL EXPENDITURES	100,000	0	1,273,337	0	1,824,613	1,824,613
REVENUE OVER/ (UNDER) EXPENDITURES	309,919	407,479	( 922,337)	318,688	( 1,400,613)	( 1,400,613)
PROJECTED ENDING FUND EQUITY			0	1,295,692	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

205-AIRPORT FUND  
NON-DEPARTMENTAL

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>INVESTMENT EARNINGS</b>								
205-100-3-65-0105 INVESTMENT EARNINGS	2,458	951	100	331	200	200		
TOTAL INVESTMENT EARNINGS	2,458	951	100	331	200	200		
TOTAL REVENUES	2,458	951	100	331	200	200		
REVENUE OVER/ (UNDER) EXPENDITURES	2,458	951	100	331	200	200		



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

205-AIRPORT FUND  
AIRPORT

	2018-2019		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>GRANT REVENUE</b>						
205-250-3-30-3614 AWOS REVENUE	0	0	0	0	0	0
205-250-3-30-3615 AWOS FUNDING	0	0	0	0	0	0
205-250-3-30-3616 CRP LAND PAYMENT	1,172	0	0	0	0	0
205-250-3-30-3618 FAM GRANT	309,232	0	915,555	115,006	756,524	756,524
205-250-3-30-3619 CONNECT OREGON GRANT	0	0	0	0	0	0
205-250-3-30-3620 ODA FUNDS	2,581	0	91,556	0	75,652	75,652
TOTAL GRANT REVENUE	312,984	0	1,007,111	115,006	832,176	832,176
<b>CHARGES FOR SERVICES</b>						
205-250-3-40-4350 THROUGH FENCE AGREEMEN	0	900	900	0	900	900
205-250-3-40-4355 AIRPORT LEASE	2,000	2,000	2,000	2,900	2,000	2,000
205-250-3-40-4356 OFFICE RENT	0	0	0	0	0	0
205-250-3-40-4360 FAM GRANT	0	0	0	0	0	0
205-250-3-40-4361 AVIATION FUEL SALES	16,768	25,738	15,000	34,309	25,000	25,000
205-250-3-40-4363 HANGAR RENT	10,680	7,770	17,400	13,440	18,731	18,731
205-250-3-40-4364 INSURANCE REIMBURSEMEN	0	0	0	0	0	0
205-250-3-40-4365 HANGER FOUNDATION GRAN	0	0	0	0	0	0
205-250-3-40-4366 FACILITY USAGE CHARGE	0	0	0	0	0	0
205-250-3-40-4367 UTILITY LEASE	0	0	0	0	0	0
205-250-3-40-4380 ENTERPRISE ZONE FEE	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	29,448	36,408	35,300	50,649	46,631	46,631
<b>MISCELLANEOUS REVENUE</b>						
205-250-3-60-4187 MISC. REVENUE	813	250	2,400	200	2,400	2,400
TOTAL MISCELLANEOUS REVENUE	813	250	2,400	200	2,400	2,400
<b>DONATIONS</b>						
205-250-3-67-6932 SPECIFIC PURPOSE DONAT	0	0	0	0	0	0
TOTAL DONATIONS	0	0	0	0	0	0
<b>REIMBURSEMENTS</b>						
205-250-3-80-7075 MISC REVENUE	0	0	0	0	0	0
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
<b>TRANSFER FROM OTHER FUND</b>						
205-250-3-90-3815 TRANS FROM GEN FUND	0	0	86,172	43,086	8,406	8,406
205-250-3-90-3820 TRANS FROM SHEPHERDS F	0	0	0	0	0	0
205-250-3-90-3827 TRANS FROM VID LOTTERY	16,000	30,000	30,000	30,000	30,000	30,000
TOTAL TRANSFER FROM OTHER FUND	16,000	30,000	116,172	73,086	38,406	38,406
<b>TOTAL REVENUES</b>	<b>359,244</b>	<b>66,658</b>	<b>1,160,983</b>	<b>238,941</b>	<b>919,613</b>	<b>919,613</b>

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

205-AIRPORT FUND  
AIRPORT

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET	APPROVED BUDGET	APPROVED BUDGET
<b>EXPENDITURES</b>								
<b>PERSONNEL SERVICES</b>								
205-250-5-10-1001 AWOS MAINTENANCE	0	0	0	0	0	0	0	0
205-250-5-10-1301 FICA	0	0	0	0	0	0	0	0
205-250-5-10-1302 WORKERS COMP	0	0	0	0	0	0	0	0
205-250-5-10-1303 RETIREMENT	0	0	0	0	0	0	0	0
205-250-5-10-1309 UNEMPLOYMENT INSURANCE	0	0	0	0	0	0	0	0
205-250-5-10-1321 MANDATED MEDICARE	0	0	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	0	0	0	0	0	0	0	0
<b>MATERIALS &amp; SERVICES</b>								
205-250-5-20-2210 AWOS MAINTENANCE	3,500	6,260	3,500	6,669	3,500	3,500	3,500	3,500
205-250-5-20-2211 AWOS LEASE	0	0	0	0	0	0	0	0
205-250-5-20-2214 REGISTRATION & DUES	0	0	0	0	0	0	0	0
205-250-5-20-2215 AWOS MAINT PERSON	0	3,000	9,560	760	0	0	0	0
205-250-5-20-2370 PILOT LOUNGE SUPPLIES	0	0	0	0	0	0	0	0
205-250-5-20-3240 AWOS PHONE	1,409	1,509	1,200	1,159	1,200	1,200	1,200	1,200
205-250-5-20-3241 TELEPHONE	509	596	540	462	540	540	540	540
205-250-5-20-3311 LODGING AND MEALS	0	0	0	0	0	0	0	0
205-250-5-20-3440 CONTRACT SERVICES	0	0	0	10,722	9,700	9,700	9,700	9,700
205-250-5-20-3535 AUTO INSURANCE	0	0	0	0	1,100	0	0	0
205-250-5-20-3538 LIABILITY/PROP INSURAN	4,808	5,163	5,200	5,050	5,200	5,200	5,200	5,200
205-250-5-20-3610 ELECTRICITY	4,435	4,917	4,200	3,586	4,200	4,200	4,200	4,200
205-250-5-20-3650 WATER & SEWER	0	0	0	0	0	0	0	0
205-250-5-20-3710 REPAIR & MAINT. AUTO	0	0	5,000	371	5,000	5,000	5,000	5,000
205-250-5-20-3730 REPAIR & MAINT MISC	1,142	6,627	2,500	4,228	2,500	2,500	2,500	2,500
205-250-5-20-3812 EQUIPMENT RENTAL	0	0	0	0	0	0	0	0
205-250-5-20-3813 CONTRACT MANAGER	0	0	0	0	0	0	0	0
205-250-5-20-3814 GROUNDS MAINTENANCE	564	6,562	16,000	2,375	16,000	16,000	16,000	16,000
205-250-5-20-3815 AVIATION FUEL	31,362	25,438	20,000	14,639	20,000	20,000	20,000	20,000
TOTAL MATERIALS & SERVICES	47,728	60,072	67,700	50,020	68,940	67,840	67,840	67,840
<b>CAPITAL OUTLAY</b>								
205-250-5-40-4303 IMPROVEMENTS	0	0	0	0	0	0	0	0
205-250-5-40-4304 AWOS PROJECT	0	0	0	0	0	31,175	31,175	31,175
205-250-5-40-4305 HANGERS	0	0	75,000	0	0	0	0	0
205-250-5-40-4306 RENOVATION PROJECT	0	0	0	0	0	0	0	0
205-250-5-40-4307 HANGER FOUNDATION	0	0	0	0	0	0	0	0
205-250-5-40-4308 AG OPERATIONS UPGRADE	0	0	0	0	0	0	0	0
205-250-5-40-4309 TARMACK	37,191	0	0	0	0	0	0	0
205-250-5-40-4310 FUEL SERVICE UPGRADE	33,758	0	0	0	0	0	0	0
205-250-5-40-4311 TAXI WAY PAVING IMPROV	0	0	1,017,283	159,870	869,965	869,965	869,965	869,965
205-250-5-40-4312 PILOT LOUNGE RENOVATIO	0	0	0	0	0	0	0	0
205-250-5-40-4313 PAVEMENT UPGRADES	0	0	0	0	0	0	0	0
205-250-5-40-4402 EQUIPMENT	0	0	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	70,949	0	1,092,283	159,870	869,965	901,140	901,140	901,140

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

205-AIRPORT FUND  
AIRPORT

			2020-2021		2021-2022	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>OTHER REQUIREMENTS</u>						
205-250-5-50-5100 REPAY GEN FUND LOAN	0	0	0	0	0	0
205-250-5-50-5999 CONTINGENCY	0	0	16,691	0	29,390	0
TOTAL OTHER REQUIREMENTS	0	0	16,691	0	29,390	0
<u>ENDING FUND BALANCE</u>						
205-250-5-90-9002 UNAPPROPRIATED ENDING	0	0	11,172	0	0	0
TOTAL ENDING FUND BALANCE	0	0	11,172	0	0	0
<hr/>						
TOTAL EXPENDITURES	118,677	60,072	1,187,846	209,890	968,295	968,980
REVENUE OVER/(UNDER) EXPENDITURES	240,567	6,586	( 26,863)	29,051	( 48,682)	( 49,367)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

205-AIRPORT FUND  
AIRPORT

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
205-100-3-01-0101 BEGINNING FUND BALANCE			0	29,497	0	0
205-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>26,763</u>	<u>0</u>	<u>48,482</u>	<u>49,167</u>
TOTAL BEGINNING FUND BALANCE			26,763	29,497	48,482	49,167
FUND TOTAL REVENUES	361,703	67,609	1,161,083	239,272	919,813	919,813
TOTAL AVAILABLE RESOURCES			1,187,846	268,769	968,295	968,980
FUND TOTAL EXPENDITURES	118,677	60,072	1,187,846	209,890	968,295	968,980
REVENUE OVER/ (UNDER) EXPENDITURES	243,025	7,537	( 26,763)	29,382	( 48,482)	( 49,167)
PROJECTED ENDING FUND EQUITY			0	58,879	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

206-LAW LIBRARY  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<hr/>						
<u>INVESTMENT EARNINGS</u>						
206-100-3-65-0105 INVESTMENT EARNINGS	<u>915</u>	<u>736</u>	<u>800</u>	<u>208</u>	<u>800</u>	<u>800</u>
TOTAL INVESTMENT EARNINGS	915	736	800	208	800	800
<hr/>						
TOTAL REVENUES	915	736	800	208	800	800
REVENUE OVER/ (UNDER) EXPENDITURES	915	736	800	208	<b>800</b>	800

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

206-LAW LIBRARY  
LAW LIBRARY

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
206-105-3-40-4130 CIRCUIT & DISTRICT COU	6,832	5,976	7,000	4,479	7,000	7,000
TOTAL CHARGES FOR SERVICES	6,832	5,976	7,000	4,479	7,000	7,000
<u>MISCELLANEOUS REVENUE</u>						
206-105-3-60-4187 REIMBURSED ITEMS	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
206-105-3-80-7075 REIMBURSED ITEMS	0	0	0	0	0	0
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	6,832	5,976	7,000	4,479	7,000	7,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
206-105-5-20-2210 BOOKS	8,989	7,079	39,565	2,734	40,506	40,506
206-105-5-20-2211 OTHER SERVICES	0	0	2,000	0	2,000	2,000
TOTAL MATERIALS & SERVICES	8,989	7,079	41,565	2,734	42,506	42,506
<u>ENDING FUND BALANCE</u>						
206-105-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	8,989	7,079	41,565	2,734	42,506	42,506
REVENUE OVER/(UNDER) EXPENDITURES (	2,158)	( 1,103)	( 34,565)	1,744	( 35,506)	( 35,506)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

206-LAW LIBRARY  
LAW LIBRARY

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
206-100-3-01-0101 BEGINNING FUND BALANCE			0	30,253	0	0
206-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>33,765</u>	<u>0</u>	<u>34,706</u>	<u>34,706</u>
TOTAL BEGINNING FUND BALANCE			33,765	30,253	34,706	34,706
FUND TOTAL REVENUES	7,747	6,712	7,800	4,687	7,800	7,800
TOTAL AVAILABLE RESOURCES			41,565	34,940	42,506	42,506
FUND TOTAL EXPENDITURES	8,989	7,079	41,565	2,734	42,506	42,506
REVENUE OVER/(UNDER) EXPENDITURES	( 1,242)	( 368)	( 33,765)	1,953	( 34,706)	( 34,706)
PROJECTED ENDING FUND EQUITY			0	32,206	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

207-911 EMERGENCY FUND  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<b>INVESTMENT EARNINGS</b>						
207-100-3-65-0105 INVESTMENT EARNINGS	<u>4,968</u>	<u>5,425</u>	<u>4,000</u>	<u>1,932</u>	<u>2,500</u>	<u>2,500</u>
TOTAL INVESTMENT EARNINGS	4,968	5,425	4,000	1,932	2,500	2,500
<hr/>						
TOTAL REVENUES	4,968	5,425	4,000	1,932	2,500	2,500
REVENUE OVER/(UNDER) EXPENDITURES	4,968	5,425	4,000	1,932	2,500	2,500



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

207-911 EMERGENCY FUND  
SHERIFF'S DEPARTMENT

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>GRANT REVENUE</u>						
207-113-3-30-3575 EMERGENCY COMM-COUNTY	269,730	293,039	356,665	185,351	445,800	445,800
207-113-3-30-3576 EMERGENCY COMM-BOARDMA	18,897	22,892	25,014	15,695	31,268	31,268
207-113-3-30-3577 EMERGENCY COMM-HEPPNER	6,707	7,169	8,776	4,512	10,972	10,972
207-113-3-30-3578 EMERGENCY COMM-IONE	1,709	1,827	2,237	1,150	2,796	2,796
207-113-3-30-3579 EMERGENCY COMM-LEXINGT	1,333	1,467	1,796	923	2,244	2,244
207-113-3-30-3583 EMERGENCY COMM IRRIGON	<u>10,248</u>	<u>11,137</u>	<u>13,490</u>	<u>7,072</u>	<u>4,215</u>	<u>4,215</u>
TOTAL GRANT REVENUE	308,626	337,530	407,978	214,702	497,295	497,295
<u>REIMBURSEMENTS</u>						
207-113-3-80-7075 REIMBURSED ITEMS	<u>750</u>	<u>2,146</u>	<u>0</u>	<u>150</u>	<u>0</u>	<u>0</u>
TOTAL REIMBURSEMENTS	750	2,146	0	150	0	0
*****						
TOTAL REVENUES	309,376	339,676	407,978	214,852	497,295	497,295
<u>EXPENDITURES</u>						
*****						
<u>PERSONNEL SERVICES</u>						
207-113-5-10-1006 DISPATCHER #1	18,387	22,175	23,954	19,695	25,780	25,780
207-113-5-10-1008 COMM. LT. 50%	39,968	41,939	44,306	35,318	45,792	45,792
207-113-5-10-1009 DISPATCHER #6	14,484	22,651	23,372	14,424	25,206	25,206
207-113-5-10-1026 COMM. SGT. 50%	34,234	35,785	31,288	30,154	39,232	39,232
207-113-5-10-1027 DISPATCHER	0	0	0	0	0	0
207-113-5-10-1029 DISPATCHER	13,511	18,886	26,951	10,347	27,624	27,624
207-113-5-10-1210 OVERTIME	2,302	996	1,900	786	1,957	1,957
207-113-5-10-1301 FICA	7,236	8,404	10,047	6,602	10,921	10,921
207-113-5-10-1302 WORKERS COMP	236	50	8,179	32	10,223	10,223
207-113-5-10-1303 PACIFIC MUTUAL	30,782	35,286	40,187	27,612	43,684	43,684
207-113-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
207-113-5-10-1305 AOC - MEDICAL	39,898	44,086	45,798	28,549	44,715	44,715
207-113-5-10-1306 DENTAL INSURANCE	1,666	1,588	3,154	906	2,990	2,990
207-113-5-10-1307 HRA/VEBA CONTRIBUTION	1,544	1,941	2,250	1,467	2,250	2,250
207-113-5-10-1309 UNEMPLOYMENT INSURANCE	1,265	1,248	1,772	675	2,101	2,101
207-113-5-10-1316 PRINCIPAL FINANCIAL GR	131	144	205	98	205	205
207-113-5-10-1317 UNITED HERITAGE LIFE	108	119	142	81	142	142
207-113-5-10-1320 VACATION ACCRUALS	1,573	1,569	6,591	0	6,789	6,789
207-113-5-10-1321 MANDATED MEDICARE	1,692	1,965	2,350	1,544	2,554	2,554
207-113-5-10-1323 HOLIDAY PAY	0	0	9,274	0	9,552	9,552
207-113-5-10-1324 SHIFT DIFFERENTIAL	0	0	1,000	0	1,000	1,000
207-113-5-10-1325 TRAINING INCENTIVE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL PERSONNEL SERVICES	209,019	238,831	282,720	178,289	302,717	302,717



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

207-911 EMERGENCY FUND  
SHERIFF'S DEPARTMENT

	2018-2019	2019-2020	(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
207-100-3-01-0101 BEGINNING FUND BALANCE			0	311,649	0	0
207-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>457,246</u>	<u>0</u>	<u>781,985</u>	<u>781,985</u>
TOTAL BEGINNING FUND BALANCE			457,246	311,649	781,985	781,985
FUND TOTAL REVENUES	314,345	345,101	411,978	216,784	499,795	499,795
TOTAL AVAILABLE RESOURCES			869,224	528,433	1,281,780	1,281,780
FUND TOTAL EXPENDITURES	233,142	312,735	869,224	219,127	1,281,780	1,281,780
REVENUE OVER/(UNDER) EXPENDITURES	81,203	32,366	( 457,246)	( 2,343)	( 781,985)	( 781,985)
PROJECTED ENDING FUND EQUITY			0	309,306	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

208-SURVEYOR PRESERVATION  
NON-DEPARTMENTAL

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET	APPROVED BUDGET	
<b>REVENUES</b>								
<b>*****</b>								
<b>INVESTMENT EARNINGS</b>								
208-100-3-65-0105 INVESTMENT EARNINGS	<u>5,407</u>	<u>4,905</u>	<u>4,000</u>	<u>1,591</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	
TOTAL INVESTMENT EARNINGS	5,407	4,905	4,000	1,591	4,000	4,000	4,000	
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TOTAL REVENUES	5,407	4,905	4,000	1,591	4,000	4,000	4,000	
REVENUE OVER/(UNDER) EXPENDITURES	5,407	4,905	4,000	1,591	4,000	4,000	4,000	

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

208-SURVEYOR PRESERVATION  
SURVEYOR'S DEPARTMENT

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>CHARGES FOR SERVICES</b>						
208-118-3-40-4323 PRESERVATION ACCOUNT	13,652	15,789	11,000	15,732	11,000	13,000
TOTAL CHARGES FOR SERVICES	13,652	15,789	11,000	15,732	11,000	13,000
TOTAL REVENUES	13,652	15,789	11,000	15,732	11,000	13,000
<b>EXPENDITURES</b>						
<b>MATERIALS &amp; SERVICES</b>						
208-118-5-20-3123 MONUMENTING	2,000	800	253,876	0	253,876	255,876
TOTAL MATERIALS & SERVICES	2,000	800	253,876	0	253,876	255,876
<b>ENDING FUND BALANCE</b>						
208-118-5-90-9002 UNAPPROPRIATED ENDING	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
TOTAL EXPENDITURES	2,000	800	253,876	0	253,876	255,876
REVENUE OVER/ (UNDER) EXPENDITURES	11,652	14,989	( 242,876)	15,732	( 242,876)	( 242,876)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

208-SURVEYOR PRESERVATION  
SURVEYOR'S DEPARTMENT

			----- 2020-2021 -----)		----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
208-100-3-01-0101 BEGINNING FUND BALANCE			0	242,387	0	0
208-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>238,876</u>	<u>0</u>	<u>238,876</u>	<u>238,876</u>
TOTAL BEGINNING FUND BALANCE			238,876	242,387	238,876	238,876
FUND TOTAL REVENUES	19,059	20,694	15,000	17,323	15,000	17,000
TOTAL AVAILABLE RESOURCES			253,876	259,709	253,876	255,876
FUND TOTAL EXPENDITURES	2,000	800	253,876	0	253,876	255,876
REVENUE OVER/(UNDER) EXPENDITURES	17,059	19,894	( 238,876)	17,323	( 238,876)	( 238,876)
PROJECTED ENDING FUND EQUITY			0	259,709	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

210-FINLEY BUTTES LICENSE FEE  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<hr/>						
<u>INVESTMENT EARNINGS</u>						
210-100-3-65-0105 INVESTMENT EARNINGS	<u>16,718</u>	<u>30,331</u>	<u>5,000</u>	<u>6,969</u>	<u>6,000</u>	<u>6,000</u>
TOTAL INVESTMENT EARNINGS	16,718	30,331	5,000	6,969	6,000	6,000
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TOTAL REVENUES	16,718	30,331	5,000	6,969	6,000	6,000
REVENUE OVER/ (UNDER) EXPENDITURES	16,718	30,331	5,000	6,969	6,000	6,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

210-FINLEY BUTTES LICENSE FEE  
LICENSE FEE

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET	APPROVED BUDGET	APPROVED BUDGET
<b>REVENUES</b>								
<b>CHARGES FOR SERVICES</b>								
210-260-3-40-4379 FINLEY BUTTES LICENSE	<u>1,598,451</u>	<u>1,576,547</u>	<u>1,370,000</u>	<u>1,267,999</u>	<u>1,690,665</u>	<u>1,690,665</u>		
TOTAL CHARGES FOR SERVICES	1,598,451	1,576,547	1,370,000	1,267,999	1,690,665	1,690,665		
<b>TRANSFER FROM OTHER FUND</b>								
210-260-3-90-3815 TRANS FROM IMPACT FEES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0		
<b>TOTAL REVENUES</b>	<b>1,598,451</b>	<b>1,576,547</b>	<b>1,370,000</b>	<b>1,267,999</b>	<b>1,690,665</b>	<b>1,690,665</b>		
<b>EXPENDITURES</b>								
<b>OTHER REQUIREMENTS</b>								
210-260-5-50-5001 NEIGHBORHOOD CENTER SO	0	0	0	0	0	0		
210-260-5-50-5002 COURT AWARDS - DISCRTN	0	0	0	0	0	0		
210-260-5-50-5003 COMM/SCERT AWARDS 01/0	0	0	0	0	0	0		
210-260-5-50-5004 TRANSFER TO ROAD FUND	739,638	1,636,000	1,636,000	1,636,000	1,636,000	1,636,000		
210-260-5-50-5005 COMM/SCERT AWARDS 03/0	0	0	0	0	0	0		
210-260-5-50-5006 COMM/SCERT AWARDS 02/0	0	0	0	0	0	0		
210-260-5-50-5007 TRANSFER TO FAIR FUND	0	0	0	0	0	0		
210-260-5-50-5008 NEEDS & ISSUES 06/07	0	0	0	0	0	0		
210-260-5-50-5009 NEEDS & ISSUES 07/08	0	0	0	0	0	0		
210-260-5-50-5010 NEEDS & ISSUES 08/09	0	0	0	0	0	0		
210-260-5-50-5011 NEEDS & ISSUES 09/10	0	0	0	0	0	0		
210-260-5-50-5012 NEEDS & ISSUES 10-11	0	0	0	0	0	0		
210-260-5-50-5115 WILDLIFE SERVICES	0	0	0	0	0	0		
210-260-5-50-5165 UMATILLA BASIN WATER C	0	0	0	0	0	0		
210-260-5-50-5166 WATERMASTER	0	0	0	0	0	0		
210-260-5-50-5167 SOIL & WATER CONSERVAT	0	0	0	0	0	0		
210-260-5-50-5168 EXTENSION SERVICE	0	0	0	0	0	0		
210-260-5-50-5170 IRRIGON BOARDMAN EMERG	0	0	0	0	0	0		
210-260-5-50-5370 TRANSFER TO GENERAL FU	0	210,000	210,000	210,000	0	0		
210-260-5-50-5371 TRANS TO BUILDING RES.	0	0	0	0	250,000	0		
210-260-5-50-5375 TRANSFER TO G/F EM MGT	0	0	0	0	0	0		
210-260-5-50-5376 TRAN TO G/F TRANS STA-	0	0	0	0	0	0		
210-260-5-50-5377 TRANS TO WCV EC DEVEL	0	0	0	0	0	0		
210-260-5-50-5380 RETIREMENT PLAN CONTRI	0	0	0	0	0	0		
210-260-5-50-5999 OTHER EXPENSES	<u>24,294</u>	<u>22,651</u>	<u>58,478</u>	<u>18,510</u>	<u>293,368</u>	<u>543,368</u>		
TOTAL OTHER REQUIREMENTS	763,931	1,868,651	1,904,478	1,864,510	2,179,368	2,179,368		



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

210-FINLEY BUTTES LICENSE FEE  
 LICENSE FEE

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
<u>ENDING FUND BALANCE</u>						
210-260-5-90-9002 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	763,931	1,868,651	1,904,478	1,864,510	2,179,368	2,179,368
REVENUE OVER/(UNDER) EXPENDITURES	834,520	( 292,104)	( 534,478)	( 596,511)	( 488,703)	( 488,703)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

210-FINLEY BUTTES LICENSE FEE  
LICENSE FEE

	2018-2019 ACTUAL	2019-2020 ACTUAL	----- 2020-2021 -----		----- 2021-2022 -----	
			CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
210-100-3-01-0101 BEGINNING FUND BALANCE			0	1,071,228	0	0
210-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>529,478</u>	<u>0</u>	<u>482,703</u>	<u>482,703</u>
TOTAL BEGINNING FUND BALANCE			529,478	1,071,228	482,703	482,703
FUND TOTAL REVENUES	1,615,169	1,606,878	1,375,000	1,274,968	1,696,665	1,696,665
TOTAL AVAILABLE RESOURCES			1,904,478	2,346,196	2,179,368	2,179,368
FUND TOTAL EXPENDITURES	763,931	1,868,651	1,904,478	1,864,510	2,179,368	2,179,368
REVENUE OVER/(UNDER) EXPENDITURES	851,238	( 261,773)	( 529,478)	( 589,542)	( 482,703)	( 482,703)
PROJECTED ENDING FUND EQUITY			0	481,686	0	0

\*\*\* END OF REPORT \*\*\*



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

211-COUNTY SCHOOL FUND  
COUNTY SCHOOL FUND

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET	APPROVED BUDGET	APPROVED BUDGET
<b>REVENUES</b>								
<b>TAX REVENUE</b>								
211-270-3-10-0104 PREVIOUSLY LEVIED TAXE	581	392	200	271	200	200		200
211-270-3-10-1001 EASTERN OR SEVERANCE T	0	0	0	0	0	0		0
211-270-3-10-9002 TAXES NECESSARY TO BAL	26,454	29,223	28,500	27,982	28,500	28,500		28,500
211-270-3-10-9003 TAXES COLLECTED IN YR	0	0	0	0	0	0		0
TOTAL TAX REVENUE	27,036	29,615	28,700	28,253	28,700	28,700		28,700
<b>GRANT REVENUE</b>								
211-270-3-30-3231 FEDERAL FOREST FEES 25	40,745	44,937	9,000	28,594	9,000	9,000		9,000
211-270-3-30-3241 FEDERAL FLOOD CONTROL	0	283	0	0	0	0		0
211-270-3-30-3582 COMMON SCHOOL FUND	0	0	0	0	0	0		0
211-270-3-30-3612 UTILITIES IN LIEU OF T	170,698	159,148	160,000	180,708	160,000	160,000		160,000
211-270-3-30-3614 RAILROAD IN LIEU OF	3,196	2,974	3,000	0	3,000	3,000		3,000
211-270-3-30-3615 FISH & WILDLIFE	0	0	0	0	0	0		0
TOTAL GRANT REVENUE	214,638	207,342	172,000	209,301	172,000	172,000		172,000
<b>SALES OF ASSETS</b>								
211-270-3-64-6911 SALE OF COUNTY LAND	43	0	0	0	0	0		0
TOTAL SALES OF ASSETS	43	0	0	0	0	0		0
<b>INVESTMENT EARNINGS</b>								
211-270-3-65-0105 INVESTMENT EARNINGS	373	403	300	158	300	300		300
TOTAL INVESTMENT EARNINGS	373	403	300	158	300	300		300
TOTAL REVENUES	242,090	237,359	201,000	237,712	201,000	201,000		201,000
<b>EXPENDITURES</b>								
<b>MATERIALS &amp; SERVICES</b>								
211-270-5-20-4500 TAX TURNOVER	0	0	0	0	0	0		0
211-270-5-20-4501 STATE SPECIAL EDUCATIO	0	0	0	0	0	0		0
TOTAL MATERIALS & SERVICES	0	0	0	0	0	0		0
<b>OTHER REQUIREMENTS</b>								
211-270-5-50-5131 TAX TURNOVER	242,232	237,001	201,060	209,336	201,350	201,350		201,350
TOTAL OTHER REQUIREMENTS	242,232	237,001	201,060	209,336	201,350	201,350		201,350
<b>ENDING FUND BALANCE</b>								
211-270-5-90-9002 UNAPPROPRIATED ENDING	0	0	0	0	0	0		0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0		0
TOTAL EXPENDITURES	242,232	237,001	201,060	209,336	201,350	201,350		201,350
REVENUE OVER/(UNDER) EXPENDITURES (	142)	358	(60)	28,376	(350)	(350)		(350)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

211-COUNTY SCHOOL FUND  
 COUNTY SCHOOL FUND

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
211-100-3-01-0101 BEGINNING FUND BALANCE			0	471	0	0
211-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>60</u>	<u>0</u>	<u>350</u>	<u>350</u>
TOTAL BEGINNING FUND BALANCE			60	471	350	350
FUND TOTAL REVENUES	242,090	237,359	201,000	237,712	201,000	201,000
TOTAL AVAILABLE RESOURCES			201,060	238,184	201,350	201,350
FUND TOTAL EXPENDITURES	242,232	237,001	201,060	209,336	201,350	201,350
REVENUE OVER/(UNDER) EXPENDITURES	( 142)	358	( 60)	28,376	( 350)	( 350)
PROJECTED ENDING FUND EQUITY			0	28,848	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

212-IONE SCHOOL FUND  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
=====						
<u>INVESTMENT EARNINGS</u>						
212-100-3-65-0105 INVESTMENT EARNINGS	0	0	0	0	0	0
TOTAL INVESTMENT EARNINGS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	0	0	0	0	0	0
EXPENDITURES						
=====						
<u>OTHER REQUIREMENTS</u>						
212-100-5-50-5355 TRANS TO FINLEY BUTTES	0	0	0	0	0	0
TOTAL OTHER REQUIREMENTS	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	0	0	0	0	0	0
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

212-IONE SCHOOL FUND  
IONE SCHOOL FUND

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>TAX REVENUE</b>								
212-280-3-10-0104 PREVIOUSLY LEVIED TAXE	57	38	0	26	0	0		
212-280-3-10-1001 EASTERN OR SEVERANCE T	0	0	0	0	0	0		
212-280-3-10-9002 TAXES NECESSARY TO BAL	2,576	2,845	3,200	3,139	3,200	3,200		
TOTAL TAX REVENUE	2,632	2,883	3,200	3,166	3,200	3,200		
<b>GRANT REVENUE</b>								
212-280-3-30-3231 FEDERAL FOREST FEES	3,663	4,041	500	2,297	500	500		
212-280-3-30-3241 FEDERAL FLOOD CONTROL	0	25	0	0	0	0		
212-280-3-30-3582 COMMON SCHOOL FUND	0	0	0	0	0	0		
212-280-3-30-3612 UTILITIES IN LIEU OF T	15,346	16,489	16,500	14,125	16,500	16,500		
212-280-3-30-3614 RAILROAD IN LIEU OF TA	287	0	0	392	0	0		
212-280-3-30-3615 FISH & WILDLIFE	0	0	0	0	0	0		
TOTAL GRANT REVENUE	19,296	20,555	17,000	16,814	17,000	17,000		
<b>SALES OF ASSETS</b>								
212-280-3-64-6911 SALE OF COUNTY LAND	4	0	0	0	0	0		
TOTAL SALES OF ASSETS	4	0	0	0	0	0		
<b>INVESTMENT EARNINGS</b>								
212-280-3-65-0105 INVESTMENT EARNINGS	34	40	30	13	30	30		
TOTAL INVESTMENT EARNINGS	34	40	30	13	30	30		
<b>TOTAL REVENUES</b>								
	21,966	23,479	20,230	19,992	20,230	20,230		
<b>EXPENDITURES</b>								
<b>OTHER REQUIREMENTS</b>								
212-280-5-50-5131 TAX TURNOVER	21,980	23,444	20,240	17,717	20,265	20,265		
TOTAL OTHER REQUIREMENTS	21,980	23,444	20,240	17,717	20,265	20,265		
<b>ENDING FUND BALANCE</b>								
212-280-5-90-9002 UNAPPROPRIATED ENDING	0	0	0	0	0	0		
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0		
<b>TOTAL EXPENDITURES</b>								
	21,980	23,444	20,240	17,717	20,265	20,265		
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>								
	(14)	35	(10)	2,276	(35)	(35)		

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

212-IONE SCHOOL FUND  
IONE SCHOOL FUND

	2018-2019	2019-2020	2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
212-100-3-01-0101 BEGINNING FUND BALANCE			0	46	0	0
212-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>10</u>	<u>0</u>	<u>35</u>	<u>35</u>
TOTAL BEGINNING FUND BALANCE			10	46	35	35
FUND TOTAL REVENUES	21,966	23,479	20,230	19,992	20,230	20,230
TOTAL AVAILABLE RESOURCES			20,240	20,038	20,265	20,265
FUND TOTAL EXPENDITURES	21,980	23,444	20,240	17,717	20,265	20,265
REVENUE OVER/(UNDER) EXPENDITURES	( 14)	35	( 10)	2,276	( 35)	( 35)
PROJECTED ENDING FUND EQUITY			0	2,322	0	0

\*\*\* END OF REPORT \*\*\*



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

214-FAIR  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>TAX REVENUE</b>						
214-100-3-10-0104 PREVIOUSLY LEVIED TAXE	1,581	1,066	1,000	737	1,000	1,000
214-100-3-10-1001 EASTERN OR SEVERANCE T	0	0	0	0	0	0
214-100-3-10-9002 TAXES NECESSARY TO BAL	68,897	79,830	72,674	71,381	72,674	72,674
214-100-3-10-9003 TAXES COLLECTED IN YR	0	0	0	0	0	0
TOTAL TAX REVENUE	70,478	80,895	73,674	72,118	73,674	73,674
<b>GRANT REVENUE</b>						
214-100-3-30-3584 VIDEO LOTTERY	53,167	53,167	53,166	53,167	53,166	53,166
214-100-3-30-3614 FISH AND WILDLIFE	0	8	0	0	0	0
214-100-3-30-3615 FED CARES - CULT TRUST	0	0	0	0	0	0
TOTAL GRANT REVENUE	53,167	53,174	53,166	53,167	53,166	53,166
<b>CHARGES FOR SERVICES</b>						
214-100-3-40-4351 GROUNDS RENTAL-OTHER T	2,883	1,333	1,500	450	1,500	1,500
214-100-3-40-4760 RENT TABLES & CHAIRS	210	130	200	0	200	200
214-100-3-40-4763 ARENA RENTAL	0	0	0	0	0	0
214-100-3-40-4764 LIGHT REVENUE	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	3,093	1,463	1,700	450	1,700	1,700
<b>MISCELLANEOUS REVENUE</b>						
214-100-3-60-4187 MISC REVENUE	880	785	0	751	0	0
TOTAL MISCELLANEOUS REVENUE	880	785	0	751	0	0
<b>SALES OF ASSETS</b>						
214-100-3-64-6911 SALE OF COUNTY LAND	116	0	0	0	0	0
TOTAL SALES OF ASSETS	116	0	0	0	0	0
<b>INVESTMENT EARNINGS</b>						
214-100-3-65-0105 INVESTMENT EARNINGS	4,519	4,965	2,000	1,887	2,000	2,000
TOTAL INVESTMENT EARNINGS	4,519	4,965	2,000	1,887	2,000	2,000
<b>REIMBURSEMENTS</b>						
214-100-3-80-7075 REIMBURSED ITEMS	0	0	100	0	100	100
TOTAL REIMBURSEMENTS	0	0	100	0	100	100
<b>TRANSFER FROM OTHER FUND</b>						
214-100-3-90-3821 TRANS FROM SHEPHERDS F	0	0	0	0	0	0
214-100-3-90-3822 TRANSFER FROM TIPPAGE	0	0	0	0	0	0
214-100-3-90-3823 TRANSFER FROM ASPHALT	0	0	0	0	0	0
214-100-3-90-3824 TRANSFER FROM GEN. FUN	0	0	33,165	33,165	0	0
214-100-3-90-3827 TRANS FROM VIDEO LOTTE	5,000	5,000	5,000	0	5,000	0
TOTAL TRANSFER FROM OTHER FUND	5,000	5,000	38,165	33,165	5,000	0
<b>TOTAL REVENUES</b>	<b>137,252</b>	<b>146,283</b>	<b>168,805</b>	<b>161,537</b>	<b>135,640</b>	<b>130,640</b>

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

214-FAIR  
NON-DEPARTMENTAL

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>EXPENDITURES</b>						
<b>MATERIALS &amp; SERVICES</b>						
214-100-5-20-2110 OFFICE SUPPLIES	2,042	2,002	2,000	1,502	2,000	2,000
214-100-5-20-2220 GARBAGE DISPOSAL	0	4,072	4,000	640	4,000	4,000
214-100-5-20-2251 FUEL - VEHICLES	245	0	0	0	0	0
214-100-5-20-2255 HEATING OIL- BUTANE	0	6,574	8,500	3,775	8,500	8,500
214-100-5-20-2414 ADMINISTRATIVE EXPENSE	1,106	1,324	5,000	180	5,000	5,000
214-100-5-20-2415 OFA DUES	800	800	2,000	2,000	2,000	2,000
214-100-5-20-2473 PERMITS	0	0	0	0	0	0
214-100-5-20-2538 GENERAL SUPPLIES	0	80	2,500	0	2,500	2,500
214-100-5-20-3210 ADVERTISING	627	439	1,000	80	2,000	2,000
214-100-5-20-3240 TELEPHONE	2,971	2,679	3,100	2,315	3,100	3,100
214-100-5-20-3323 MILEAGE - TRAVEL	2,541	550	2,000	0	2,000	2,000
214-100-5-20-3530 INSURANCE AND BONDS	16,569	18,098	18,073	17,183	20,000	20,000
214-100-5-20-3615 UTILITIES	0	0	0	0	0	0
214-100-5-20-3660 ELECTRICITY	0	7,719	7,500	4,732	7,500	7,500
214-100-5-20-3661 WATER/SEWER	0	2,298	3,500	2,444	3,500	3,500
214-100-5-20-3730 REPAIR & MAINT MISC	1,398	1,279	9,000	6,022	9,000	9,000
TOTAL MATERIALS & SERVICES	28,298	47,916	68,173	40,872	71,100	71,100
<b>CAPITAL OUTLAY</b>						
214-100-5-40-4203 PA SYSTEM	0	0	0	0	0	0
214-100-5-40-4314 BLEACHERS	0	0	0	0	0	0
214-100-5-40-4402 OFFICE EQUIPMENT	0	0	0	0	0	0
214-100-5-40-4406 EQUIPMENT-GROUNDS	0	0	0	0	0	0
214-100-5-40-4408 TRACTOR	0	0	0	0	0	0
214-100-5-40-4409 BUILDING - GROUNDS	0	0	33,165	33,233	0	0
TOTAL CAPITAL OUTLAY	0	0	33,165	33,233	0	0
<b>OTHER REQUIREMENTS</b>						
214-100-5-50-5002 TRANSFER TO ROOF RESER	2,000	2,000	2,000	2,000	2,000	2,000
214-100-5-50-5005 TRANSFER TO FAIR IMPRO	5,000	5,000	5,000	5,000	5,000	5,000
214-100-5-50-5351 TRANSFER TO GEN FUND-P	0	0	0	0	0	0
214-100-5-50-5999 OPERATING CONTINGENCY	0	0	238,898	0	188,418	183,418
TOTAL OTHER REQUIREMENTS	7,000	7,000	245,898	7,000	195,418	190,418
TOTAL EXPENDITURES	35,298	54,916	347,236	81,105	266,518	261,518
REVENUE OVER/(UNDER) EXPENDITURES	101,955	91,367	( 178,431)	80,433	( 130,878)	( 130,878)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

214-FAIR  
FAIR

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
214-300-3-40-4353 FAIR RENTAL	1,570	1,538	0	0	1,000	1,000
214-300-3-40-4741 GATE RECEIPTS-FAIR	13,221	0	10,500	0	10,500	10,500
214-300-3-40-4745 CONCESSIONS	1,210	1,000	1,000	0	1,000	1,000
214-300-3-40-4746 ENTERTAINMENT SPONSORS	14,450	9,300	10,000	4,500	10,000	10,000
214-300-3-40-4761 KICK OFF DANCE	0	0	1,500	0	1,500	1,500
214-300-3-40-4762 PREMIUM BOOK ADS	1,180	80	900	0	900	900
TOTAL CHARGES FOR SERVICES	31,631	11,918	23,900	4,500	24,900	24,900
<u>MISCELLANEOUS REVENUE</u>						
214-300-3-60-4187 MISC REVENUE - FAIR	2,685	3,498	1,500	0	1,500	1,500
TOTAL MISCELLANEOUS REVENUE	2,685	3,498	1,500	0	1,500	1,500
<u>DONATIONS</u>						
214-300-3-67-6934 DONATIONS-FAIR	100	0	100	0	0	0
TOTAL DONATIONS	100	0	100	0	0	0
<u>REIMBURSEMENTS</u>						
214-300-3-80-7075 REIMBURSED ITEMS	0	1,690	1,500	0	1,500	1,500
214-300-3-80-7076 GATE REIMB-CHANGE	500	500	500	0	500	500
TOTAL REIMBURSEMENTS	500	2,190	2,000	0	2,000	2,000
<hr/>						
TOTAL REVENUES	34,916	17,606	27,500	4,500	28,400	28,400
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
214-300-5-10-1001 SECRETARY	19,905	22,318	18,625	18,347	20,000	20,000
214-300-5-10-1002 CARETAKER - 50%	0	0	0	0	0	0
214-300-5-10-1170 EXTRA HELP	0	0	0	0	0	0
214-300-5-10-1210 OVERTIME	0	0	1,422	0	1,422	1,422
214-300-5-10-1301 FICA	1,234	1,384	1,243	1,148	1,328	1,328
214-300-5-10-1302 WORKERS COMP	637	485	978	44	125	125
214-300-5-10-1303 PACIFIC MUTUAL	0	0	0	0	0	0
214-300-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
214-300-5-10-1305 MEDICAL INSURANCE	0	0	0	0	0	0
214-300-5-10-1306 DENTAL INSURANCE	0	0	0	0	0	0
214-300-5-10-1308 HRA DED. CONTRIBUTION	0	0	0	0	0	0
214-300-5-10-1309 UNEMPLOYMENT INSURANCE	289	291	224	218	260	260
214-300-5-10-1316 PRINCIPAL FINANCIAL GR	0	0	0	0	0	0
214-300-5-10-1317 UNITED HERITAGE LIFE	0	0	0	0	0	0
214-300-5-10-1320 VACATION ACCRUAL ( 6,673)	6,673	8,812	2,326	0	2,396	2,396
214-300-5-10-1321 MANDATED MEDICARE	289	324	291	269	311	311
TOTAL PERSONNEL SERVICES	15,681	33,614	25,109	20,026	25,842	25,842

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

214-FAIR  
FAIR

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<u>MATERIALS &amp; SERVICES</u>								
214-300-5-20-2110 OFFICE SUPPLIES	784	543	750	0	750	750		
214-300-5-20-2601 PREMIUMS & PARADE	6,606	7,606	9,500	4,484	9,500	9,500		
214-300-5-20-2602 RIBBONS & BUTTONS	399	950	2,500	0	2,500	2,500		
214-300-5-20-2603 ENTERTAINMENT EXPENSE	16,754	16,284	20,000	0	20,000	20,000		
214-300-5-20-2607 MISC.	6,100	4,897	5,500	1,671	5,500	5,500		
214-300-5-20-2615 BUYERS LUNCHEON	901	1,800	2,500	0	2,500	2,500		
214-300-5-20-2625 CONTESTS	415	0	500	0	500	500		
214-300-5-20-3143 PROF. SERVICE - JUDGES	6,250	5,800	7,000	3,300	7,000	7,000		
214-300-5-20-3210 ADVERTISING & PUBLICIT	2,501	4,764	3,500	0	5,050	5,050		
214-300-5-20-3214 PREMIUM BOOK EXPENSE	1,821	0	2,000	0	2,000	2,000		
214-300-5-20-3450 BLEACHER RENTAL	2,500	2,500	2,500	0	2,500	2,500		
214-300-5-20-3452 CONTRACT SERVICES - SE	0	0	2,000	200	2,000	2,000		
214-300-5-20-3454 CONTRACT SERVICES - GA	1,000	1,000	1,000	0	1,000	1,000		
214-300-5-20-3831 CONTRACTED SVCS LITTER	700	700	700	0	700	700		
214-300-5-20-3832 CHANGE ACCOUNT	500	500	500	0	500	500		
214-300-5-20-3833 CONTRACTED SVCS GEN MT	<u>1,610</u>	<u>1,575</u>	<u>2,500</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>		
TOTAL MATERIALS & SERVICES	48,841	48,919	62,950	9,655	64,500	64,500		
<u>CAPITAL OUTLAY</u>								
214-300-5-40-4304 PICNIC TABLES	0	0	0	0	0	0		
214-300-5-40-4406 EQ FOLDING TABLES/CHAI	0	0	0	0	0	0		
214-300-5-40-4410 EXHIBITOR SOFTWARE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL EXPENDITURES	64,522	82,532	88,059	29,681	90,342	90,342		
REVENUE OVER/(UNDER) EXPENDITURES (	29,607)	( 64,926)	( 60,559)	( 25,181)	( 61,942)	( 61,942)		

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

214-FAIR  
INDOOR/OUTDOOR ARENA

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
214-301-3-40-4763 ARENA RENTAL	382	0	150	825	300	300
214-301-3-40-4764 TOKENS-LIGHTS	<u>1,210</u>	<u>690</u>	<u>300</u>	<u>715</u>	<u>300</u>	<u>300</u>
TOTAL CHARGES FOR SERVICES	1,592	690	450	1,540	600	600
<u>DONATIONS</u>						
214-301-3-67-6934 DONATIONS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DONATIONS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	1,592	690	450	1,540	600	600
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
214-301-5-20-2538 SUPPLIES	0	0	700	0	700	700
214-301-5-20-2607 MISCELLANEOUS	0	0	100	0	100	100
214-301-5-20-2620 CONTRACT SERVICES/SECU	137	648	650	486	650	650
214-301-5-20-3210 DEPOSIT REFUNDS	357	0	0	0	0	0
214-301-5-20-3615 UTILITIES	0	0	0	0	0	0
214-301-5-20-3730 REPAIR & MAINTENANCE	<u>765</u>	<u>1,210</u>	<u>1,000</u>	<u>87</u>	<u>1,000</u>	<u>1,000</u>
TOTAL MATERIALS & SERVICES	1,259	1,858	2,450	573	2,450	2,450
<hr/>						
TOTAL EXPENDITURES	1,259	1,858	2,450	573	2,450	2,450
REVENUE OVER/(UNDER) EXPENDITURES	334	( 1,168)	( 2,000)	967	( 1,850)	( 1,850)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

214-FAIR  
 QUEEN & COURT

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET	APPROVED BUDGET	APPROVED BUDGET
<b>REVENUES</b>								
<b>DONATIONS</b>								
214-302-3-67-6930 COURT DONATIONS	0	0	0	0	0	0	0	0
214-302-3-67-6931 GENERAL DONATIONS	0	0	0	0	0	0	0	0
TOTAL DONATIONS	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES</b>								
TOTAL REVENUES	0	0	0	0	0	0	0	0
<b>EXPENDITURES</b>								
<b>MATERIALS &amp; SERVICES</b>								
214-302-5-20-2538 GENERAL SUPPLIES & MI	0	0	1,000	0	0	0	0	0
214-302-5-20-2607 MISC-PICTURES	0	0	150	0	0	0	0	0
214-302-5-20-2610 UNIFORMS AND TIERRA	0	0	500	0	0	0	0	0
214-302-5-20-3312 LUNCHEON	0	0	900	0	0	0	0	0
214-302-5-20-3455 CONTRACT SERVICES - CH	0	0	0	0	0	0	0	0
TOTAL MATERIALS & SERVICES	0	0	2,550	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>								
TOTAL EXPENDITURES	0	0	2,550	0	0	0	0	0
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>								
REVENUE OVER/(UNDER) EXPENDITURES	0	0	( 2,550)	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

214-FAIR  
SPECIAL EVENT

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>CHARGES FOR SERVICES</b>								
214-303-3-40-4741 TICKET SALES	0	0	0	0	7,500	7,500		
214-303-3-40-4751 CONCESSIONS	0	0	0	0	500	500		
TOTAL CHARGES FOR SERVICES	0	0	0	0	8,000	8,000		
<b>DONATIONS</b>								
214-303-3-67-6931 GENERAL DONATIONS	0	0	0	0	2,000	2,000		
TOTAL DONATIONS	0	0	0	0	2,000	2,000		
<b>REIMBURSEMENTS</b>								
214-303-3-80-7076 GATE REIMBURSEMENT-CHA	0	0	0	0	500	500		
TOTAL REIMBURSEMENTS	0	0	0	0	500	500		
TOTAL REVENUES	0	0	0	0	10,500	10,500		
<b>EXPENDITURES</b>								
<b>MATERIALS &amp; SERVICES</b>								
214-303-5-20-2110 OFFICE SUPPLIES	0	0	250	0	3,375	3,375		
214-303-5-20-2602 AWARDS	0	0	100	0	0	0		
214-303-5-20-2603 ENTERTAINMENT	0	0	0	0	5,385	5,385		
214-303-5-20-2607 OTHER SERVICES	0	0	10	0	23,000	23,000		
214-303-5-20-3210 ADVERTISING	0	0	500	0	4,190	4,190		
214-303-5-20-3311 LODGING	0	0	0	0	3,470	3,470		
214-303-5-20-3313 JUDGES EXPENSE	0	0	50	0	0	0		
214-303-5-20-3452 CONTRACT SVS - SECURIT	0	0	0	0	6,400	6,400		
214-303-5-20-3472 CHEMICAL TOILETS	0	0	300	0	3,680	3,680		
214-303-5-20-3530 INSURANCE	0	0	800	0	0	0		
214-303-5-20-3832 GATE CHANGE	0	0	250	0	500	500		
TOTAL MATERIALS & SERVICES	0	0	2,260	0	50,000	50,000		
TOTAL EXPENDITURES	0	0	2,260	0	50,000	50,000		
REVENUE OVER/(UNDER) EXPENDITURES	0	0	( 2,260)	0	( 39,500)	( 39,500)		

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

214-FAIR

FAIR FUND ENDING FUND

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
EXPENDITURES						
*****						
<u>ENDING FUND BALANCE</u>						
214-999-5-90-9001 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
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TOTAL EXPENDITURES	0	0	0	0	0	0
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

214-FAIR  
FAIR FUND ENDING FUND

	2018-2019	2019-2020	2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
214-100-3-01-0101 BEG FUND BAL			0	260,367	0	0
214-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>245,800</u>	<u>0</u>	<u>234,170</u>	<u>234,170</u>
TOTAL BEGINNING FUND BALANCE			245,800	260,367	234,170	234,170
FUND TOTAL REVENUES	173,760	164,579	196,755	167,577	175,140	170,140
TOTAL AVAILABLE RESOURCES			442,555	427,944	409,310	404,310
FUND TOTAL EXPENDITURES	101,078	139,306	442,555	111,359	409,310	404,310
REVENUE OVER/(UNDER) EXPENDITURES	72,681	25,273	( 245,800)	56,218	( 234,170)	( 234,170)
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>316,585</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

215-COMPUTER EQUIP RESERVE  
NON-DEPARTMENTAL

	(----- 2020-2021 -----) (----- 2021-2022 -----)					
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
215-100-3-65-0105 INVESTMENT EARNINGS	<u>858</u>	<u>701</u>	<u>800</u>	<u>331</u>	<u>400</u>	<u>400</u>
TOTAL INVESTMENT EARNINGS	858	701	800	331	400	400
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TOTAL REVENUES	858	701	800	331	400	400
REVENUE OVER/(UNDER) EXPENDITURES	858	701	800	331	400	400

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

215-COMPUTER EQUIP RESERVE  
COMPUTER

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>TRANSFER FROM OTHER FUND</u>						
215-125-3-90-3815 TRANSFER FROM GEN FUND	15,000	20,000	20,000	20,000	10,000	10,000
215-125-3-90-3816 TRANSFER FROM SHEPHERD	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TRANSFER FROM OTHER FUND	15,000	20,000	20,000	20,000	10,000	10,000
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TOTAL REVENUES	15,000	20,000	20,000	20,000	10,000	10,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>CAPITAL OUTLAY</u>						
215-125-5-40-4401 UPGRADE FOR MAINFRAME	0	0	0	0	0	0
215-125-5-40-4405 COMPUTER UPGRADE	<u>19,841</u>	<u>0</u>	<u>67,071</u>	<u>0</u>	<u>77,006</u>	<u>77,006</u>
TOTAL CAPITAL OUTLAY	19,841	0	67,071	0	77,006	77,006
<u>OTHER REQUIREMENTS</u>						
215-125-5-50-5357 TRANSFER TO PROG RES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL OTHER REQUIREMENTS	0	0	0	0	0	0
<u>RESERVED FOR FUTURE EXP.</u>						
215-125-5-80-8102 RESERVE FOR FUTURE EXP	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL RESERVED FOR FUTURE EXP.	0	0	0	0	0	0
<u>ENDING FUND BALANCE</u>						
215-125-5-90-9001 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	19,841	0	67,071	0	77,006	77,006
REVENUE OVER/ (UNDER) EXPENDITURES (	4,841)	20,000	( 47,071)	20,000	( 67,006)	( 67,006)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

215-COMPUTER EQUIP RESERVE  
COMPUTER

	2018-2019 ACTUAL	2019-2020 ACTUAL	(------ 2020-2021 -----)		(------ 2021-2022 -----)	
			CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
215-100-3-01-0101 BEGINNING FUND BALANCE			0	46,274	0	0
215-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>46,271</u>	<u>0</u>	<u>66,606</u>	<u>66,606</u>
TOTAL BEGINNING FUND BALANCE			46,271	46,274	66,606	66,606
FUND TOTAL REVENUES	15,858	20,701	20,800	20,331	10,400	10,400
TOTAL AVAILABLE RESOURCES			67,071	66,606	77,006	77,006
FUND TOTAL EXPENDITURES	19,841	0	67,071	0	77,006	77,006
REVENUE OVER/(UNDER) EXPENDITURES	( 3,983)	20,701	( 46,271)	20,331	( 66,606)	( 66,606)
PROJECTED ENDING FUND EQUITY			0	66,606	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

216-SPEC TRANSPORTATION FUND  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
216-100-3-65-0105 INVESTMENT EARNINGS	<u>934</u>	<u>4,750</u>	<u>3,000</u>	<u>3,269</u>	<u>3,000</u>	<u>3,000</u>
TOTAL INVESTMENT EARNINGS	934	4,750	3,000	3,269	3,000	3,000
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TOTAL REVENUES	934	4,750	3,000	3,269	3,000	3,000
REVENUE OVER/(UNDER) EXPENDITURES	934	4,750	3,000	3,269	3,000	3,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

216-SPEC TRANSPORTATION FUND  
SPECIAL TRANSPORTATION

			(- - - - - 2020-2021 - - - - -)		(- - - - - 2021-2022 - - - - -)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>GRANT REVENUE</u>						
216-320-3-30-3142 STATE STF FUNDS	69,119	70,360	67,700	67,700	67,700	67,700
216-320-3-30-3143 MAINTENANCE GRANT	0	0	0	0	0	0
216-320-3-30-3144 STF DISCRETIONARY	0	0	66,736	0	0	0
216-320-3-30-3145 HRTG - VETS	45,344	45,006	45,000	35,792	0	0
216-320-3-30-3146 STIF Funds	0	385,334	670,600	303,363	269,786	269,786
216-320-3-30-3147 STIF DISCRETIONARY GRA	0	0	0	13,627	450,731	507,072
TOTAL GRANT REVENUE	114,463	500,700	850,036	420,482	788,217	844,558
<u>CHARGES FOR SERVICES</u>						
216-320-3-40-4139 BUS RECEIPTS	6,046	5,070	500	744	500	500
216-320-3-40-4140 MEDICAID REIMBURSEMENT	0	0	0	5,425	3,000	3,000
TOTAL CHARGES FOR SERVICES	6,046	5,070	500	6,169	3,500	3,500
<u>REIMBURSEMENTS</u>						
216-320-3-80-7075 REIMBURSED ITEMS	681	67	0	980	0	0
TOTAL REIMBURSEMENTS	681	67	0	980	0	0
<u>TRANSFER FROM OTHER FUND</u>						
216-320-3-90-3827 TRANS FROM BUS SHED	0	0	0	0	0	0
216-320-3-90-3828 TRANSFER FROM STO	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
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TOTAL REVENUES	121,189	505,837	850,536	427,630	791,717	848,058
<b>EXPENDITURES</b>						
*****						
<u>PERSONNEL SERVICES</u>						
216-320-5-10-1001 COORDINATOR	28,404	26,399	21,312	17,107	0	0
216-320-5-10-1002 DISPATCHER	0	16,428	33,795	19,453	32,990	32,990
216-320-5-10-1005 DRIVER	0	0	184,851	33,338	83,262	194,278
216-320-5-10-1006 DRIVERS 3-PART TIME	0	0	0	0	0	0
216-320-5-10-1007 TEMP DISPATCHER	0	0	0	0	0	0
216-320-5-10-1169 EXTRA HELP	0	0	1,500	0	1,500	1,500
216-320-5-10-1301 FICA	1,736	2,532	14,970	4,249	5,879	14,184
216-320-5-10-1302 WORKERS COMP	77	1,650	10,857	3,591	2,175	4,349
216-320-5-10-1303 DB - PACIFIC MUTUAL	7,172	10,612	15,921	4,282	2,493	8,182
216-320-5-10-1304 DEFINED CONTRIBUTION	0	0	0	318	0	0
216-320-5-10-1305 AOC-MEDICAL	0	15,104	69,554	14,066	9,460	32,065
216-320-5-10-1306 DENTAL INSURANCE	0	935	4,982	962	496	2,105
216-320-5-10-1308 HRA DED. CONTRIBUTION	0	0	0	0	0	0
216-320-5-10-1309 UNEMPLOYMENT INSURANCE	312	442	2,897	808	1,324	2,974
216-320-5-10-1316 DISABILITY INSURANCE	31	59	186	65	186	186

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

216-SPEC TRANSPORTATION FUND  
SPECIAL TRANSPORTATION

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
216-320-5-10-1317 LIFE INSURANCE	26	49	156	54	156	156
216-320-5-10-1320 VACATION ACCRUAL	712	( 9,014)	2,319	0	2,388	2,388
216-320-5-10-1321 MANDATED MEDICARE	406	592	1,244	994	1,375	3,317
TOTAL PERSONNEL SERVICES	38,877	65,787	364,544	99,288	143,684	298,674
<u>MATERIALS &amp; SERVICES</u>						
216-320-5-20-2251 FUEL	21,483	17,872	20,000	8,133	20,000	20,000
216-320-5-20-2252 TIRES	0	0	0	0	0	0
216-320-5-20-2282 OPERATING - OUTREACH S	0	89	10,000	306	7,500	7,500
216-320-5-20-2381 MAINTENANCE	1,514	397	500	2,575	0	0
216-320-5-20-3230 PUBLISHING	31	0	0	0	0	0
216-320-5-20-3240 TELEPHONE	2,706	2,760	3,000	2,902	6,720	6,720
216-320-5-20-3311 LODGING AND MEALS	821	1,268	0	0	2,000	2,000
216-320-5-20-3314 REGISTRATION & DUES	1,620	1,500	1,000	1,200	1,000	1,000
216-320-5-20-3323 MILEAGE	2	116	0	0	0	0
216-320-5-20-3440 CONTRACTED SERVICES	0	0	0	0	123,540	123,540
216-320-5-20-3461 CONTRACT SVCS - HLTH &	0	0	0	0	0	0
216-320-5-20-3530 BUS LIABILITY INSURANC	5,311	14,874	13,500	14,224	15,000	15,000
216-320-5-20-3531 SOFTWARE	2,078	2,155	1,800	1,320	1,800	1,800
216-320-5-20-3610 ELECTRICITY	491	502	500	386	500	500
216-320-5-20-3710 RSVF	0	0	0	0	0	0
216-320-5-20-3712 OFFICE EXPENSE	1,861	215	0	740	1,000	1,000
216-320-5-20-3713 DRIVER EXPENSE	155	204	500	0	500	500
216-320-5-20-3714 TRAINING/MILEAGE	0	0	0	0	2,000	2,000
216-320-5-20-3715 BUS SHED RENT	450	1,800	1,800	1,800	1,800	1,800
216-320-5-20-3716 MAINT - OPERATING	0	0	0	0	3,000	3,000
216-320-5-20-3717 MAINT - VEHICLE	0	0	0	0	0	0
216-320-5-20-3725 MISCELLANEOUS	478	586	500	669	500	500
216-320-5-20-3726 TELEPHONE & DATA	0	0	0	366	0	0
216-320-5-20-3745 CONTRACT VOL. DRIVERS	26,404	23,725	26,500	3,325	5,000	5,000
216-320-5-20-3746 CAREVAN	5,500	5,500	5,500	2,750	6,500	6,500
216-320-5-20-3747 FIXED ROUTE	0	0	210,000	0	210,000	210,000
216-320-5-20-3749 MDT'S	0	3,208	25,000	1,295	2,000	2,000
216-320-5-20-3750 SURVEILLANCE	0	0	0	0	0	0
216-320-5-20-3816 DRUG & ALCOHOL TESTING	0	0	0	0	1,750	1,750
TOTAL MATERIALS & SERVICES	70,905	76,771	320,100	41,991	412,110	412,110
<u>CAPITAL OUTLAY</u>						
216-320-5-40-4402 EQUIPMENT	0	0	0	0	38,000	38,000
216-320-5-40-4404 COPIER/DESK & OTHER	0	0	0	0	0	0
216-320-5-40-4405 VEHICLE	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	38,000	38,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

216-SPEC TRANSPORTATION FUND  
SPECIAL TRANSPORTATION

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>OTHER REQUIREMENTS</u>						
216-320-5-50-5353 TRANS TO GF INDIRECT C	0	0	0	0	0	0
216-320-5-50-5354 TRANSFER TO VEHICLE RE	0	0	0	15,804	464,874	464,874
216-320-5-50-5355 TRANS. TO 5310-MATCH F	9,848	0	6,282	12,731	6,370	6,370
216-320-5-50-5356 TRANSFER TO 5311-MATCH	0	0	0	0	20,540	20,540
216-320-5-50-5999 CONTINGENCY	0	0	1,437,134	0	252,556	153,907
TOTAL OTHER REQUIREMENTS	9,848	0	1,443,416	28,535	744,340	645,691
TOTAL EXPENDITURES	119,630	142,558	2,128,060	169,815	1,338,134	1,394,475
REVENUE OVER/(UNDER) EXPENDITURES	1,560	363,279	( 1,277,524)	257,815	( 546,417)	( 546,417)
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

216-SPEC TRANSPORTATION FUND  
SPECIAL TRANSPORTATION

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
216-100-3-01-0101 BEGINNING FUND BALANCE			0	389,569	0	0
216-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>1,274,524</u>	<u>0</u>	<u>543,417</u>	<u>543,417</u>
TOTAL BEGINNING FUND BALANCE			1,274,524	389,569	543,417	543,417
FUND TOTAL REVENUES	122,123	510,587	853,536	430,899	794,717	851,058
TOTAL AVAILABLE RESOURCES			2,128,060	820,468	1,338,134	1,394,475
FUND TOTAL EXPENDITURES	119,630	142,558	2,128,060	169,815	1,338,134	1,394,475
REVENUE OVER/(UNDER) EXPENDITURES	2,493	368,029	( 1,274,524)	261,084	( 543,417)	( 543,417)
PROJECTED ENDING FUND EQUITY			0	650,654	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

217-PROGRAMMING RESERVE  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
217-100-3-65-0105 INVESTMENT EARNINGS	<u>1,783</u>	<u>1,193</u>	<u>1,400</u>	<u>59</u>	<u>100</u>	<u>100</u>
TOTAL INVESTMENT EARNINGS	1,783	1,193	1,400	59	100	100
<hr/>						
TOTAL REVENUES	1,783	1,193	1,400	59	100	100
REVENUE OVER/(UNDER) EXPENDITURES	1,783	1,193	1,400	59	100	100

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

217-PROGRAMMING RESERVE  
COMPUTER

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>*****</b>								
<u>TRANSFER FROM OTHER FUND</u>								
217-125-3-90-3815 TRANSFER FROM GENERAL	0	30,000	30,000	30,000	30,000	83,801		
217-125-3-90-3817 TRANSFER FROM SHEPHERD	0	0	0	0	0	0		
217-125-3-90-3828 TRANSFER FROM COMP EQ	0	0	0	0	0	0		
TOTAL TRANSFER FROM OTHER FUND	0	30,000	30,000	30,000	30,000	83,801		
<hr/>								
TOTAL REVENUES	0	30,000	30,000	30,000	30,000	83,801		
<b>EXPENDITURES</b>								
<b>*****</b>								
<u>CAPITAL OUTLAY</u>								
217-125-5-40-4401 PROGRAMMING	0	101,880	92,773	0	61,154	114,955		
TOTAL CAPITAL OUTLAY	0	101,880	92,773	0	61,154	114,955		
<u>RESERVED FOR FUTURE EXP.</u>								
217-125-5-80-8102 RESERVE FOR FUTURE EXP	0	0	0	0	0	0		
TOTAL RESERVED FOR FUTURE EXP.	0	0	0	0	0	0		
<u>ENDING FUND BALANCE</u>								
217-125-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0		
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0		
<hr/>								
TOTAL EXPENDITURES	0	101,880	92,773	0	61,154	114,955		
REVENUE OVER/(UNDER) EXPENDITURES	0	( 71,880)	( 62,773)	30,000	( 31,154)	( 31,154)		

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

217-PROGRAMMING RESERVE  
COMPUTER

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
217-100-3-01-0101 BEGINNING FUND BALANCE			0	1,011	0	0
217-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>61,373</u>	<u>0</u>	<u>31,054</u>	<u>31,054</u>
TOTAL BEGINNING FUND BALANCE			61,373	1,011	31,054	31,054
FUND TOTAL REVENUES	<u>1,783</u>	<u>31,193</u>	<u>31,400</u>	<u>30,059</u>	<u>30,100</u>	<u>83,901</u>
TOTAL AVAILABLE RESOURCES			92,773	31,070	61,154	114,955
FUND TOTAL EXPENDITURES	<u>0</u>	<u>101,880</u>	<u>92,773</u>	<u>0</u>	<u>61,154</u>	<u>114,955</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>1,783</u>	<u>( 70,687)</u>	<u>( 61,373)</u>	<u>30,059</u>	<u>( 31,054)</u>	<u>( 31,054)</u>
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>31,070</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

218-ENFORCEMENT FUND  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
=====						
<u>INVESTMENT EARNINGS</u>						
218-100-3-65-0105 INVESTMENT EARNINGS	<u>579</u>	<u>499</u>	<u>500</u>	<u>150</u>	<u>500</u>	<u>500</u>
TOTAL INVESTMENT EARNINGS	579	499	500	150	500	500
<hr/>						
TOTAL REVENUES	579	499	500	150	500	500
REVENUE OVER/(UNDER) EXPENDITURES	579	499	500	150	500	500

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

218-ENFORCEMENT FUND  
DISTRICT ATTORNEY

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<b>CHARGES FOR SERVICES</b>						
218-111-3-40-4144 LIQUOR CONTROL	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	0	0	0	0	0	0
<b>FEES, FINES</b>						
218-111-3-50-4138 CIRCUIT COURT FINES	0	0	0	0	0	0
218-111-3-50-4139 JUSTICE COURT FINES	0	120	0	0	0	0
TOTAL FEES, FINES	0	120	0	0	0	0
<hr/>						
TOTAL REVENUES	0	120	0	0	0	0
<b>EXPENDITURES</b>						
<b>*****</b>						
<b>MATERIALS &amp; SERVICES</b>						
218-111-5-20-2130 OTHER OFFICE SUPPLIES	0	0	18,403	1,821	21,721	21,721
218-111-5-20-3318 TRAINING	0	0	1,000	0	1,000	1,000
TOTAL MATERIALS & SERVICES	0	0	19,403	1,821	22,721	22,721
<b>CAPITAL OUTLAY</b>						
218-111-5-40-4402 OFFICE EQUIPMENT	0	0	5,000	0	0	0
218-111-5-40-4406 ELECTRONIC EQUIPMENT	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	5,000	0	0	0
<b>OTHER REQUIREMENTS</b>						
218-111-5-50-5351 TRANSFER TO GENERAL FU	0	0	0	0	0	0
TOTAL OTHER REQUIREMENTS	0	0	0	0	0	0
<b>ENDING FUND BALANCE</b>						
218-111-5-90-9002 UNAPPROPRIATED ENDING	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	0	0	24,403	1,821	22,721	22,721
REVENUE OVER/(UNDER) EXPENDITURES	0	120	( 24,403)	( 1,821)	( 22,721)	( 22,721)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

218-ENFORCEMENT FUND  
DISTRICT ATTORNEY

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
218-100-3-01-0101 BEGINNING FUND BALANCE			0	23,892	0	0
218-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>23,903</u>	<u>0</u>	<u>22,221</u>	<u>22,221</u>
TOTAL BEGINNING FUND BALANCE			23,903	23,892	22,221	22,221
FUND TOTAL REVENUES	<u>579</u>	<u>619</u>	<u>500</u>	<u>150</u>	<u>500</u>	<u>500</u>
TOTAL AVAILABLE RESOURCES			24,403	24,042	22,721	22,721
FUND TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>24,403</u>	<u>1,821</u>	<u>22,721</u>	<u>22,721</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>579</u>	<u>619</u>	( <u>23,903</u> )	( <u>1,671</u> )	( <u>22,221</u> )	( <u>22,221</u> )
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>22,221</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

219-VIDEO LOTTERY ECON DEV  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<hr/>						
<u>INVESTMENT EARNINGS</u>						
219-100-3-65-0105 INVESTMENT EARNINGS	<u>1,385</u>	<u>1,077</u>	<u>900</u>	<u>309</u>	<u>900</u>	<u>900</u>
TOTAL INVESTMENT EARNINGS	1,385	1,077	900	309	900	900
<hr/>						
TOTAL REVENUES	1,385	1,077	900	309	900	900
REVENUE OVER/(UNDER) EXPENDITURES	1,385	1,077	900	309	900	900



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

219-VIDEO LOTTERY ECON DEV  
ECONOMIC DEVELOPMENT

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
219-219-3-30-3584 VIDEO LOTTERY ECON. DE	<u>81,341</u>	<u>86,269</u>	<u>87,000</u>	<u>87,848</u>	<u>87,000</u>	<u>87,000</u>
TOTAL GRANT REVENUE	81,341	86,269	87,000	87,848	87,000	87,000
<u>REIMBURSEMENTS</u>						
219-219-3-80-7075 REIMBURSED ITEMS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	81,341	86,269	87,000	87,848	87,000	87,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
219-219-5-20-3143 PROFESSIONAL SERVICES	0	213	0	213	0	0
219-219-5-20-3811 PARKS WEBSITE/BROCHUR	0	0	0	0	0	0
219-219-5-20-3813 OTHER EXPENSES	0	0	27,213	0	17,865	17,865
219-219-5-20-3815 IMPACT FEES	0	0	0	0	0	0
219-219-5-20-3819 M C TOURISM	10,000	10,000	15,000	15,000	15,000	15,000
219-219-5-20-3828 EXTENSION AGENT	<u>10,000</u>	<u>23,680</u>	<u>23,680</u>	<u>11,840</u>	<u>23,680</u>	<u>23,680</u>
TOTAL MATERIALS & SERVICES	20,000	33,893	65,893	27,053	56,545	56,545
<u>CAPITAL OUTLAY</u>						
219-219-5-40-4403 LARGE FORMAT SCANNER	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
<u>OTHER REQUIREMENTS</u>						
219-219-5-50-5001 TRANSFER TO G.F. PLANN	0	0	0	0	0	0
219-219-5-50-5002 TRANSFER TO GF	0	0	0	0	0	0
219-219-5-50-5003 TRANSFER TO RODEO FUND	10,000	10,000	10,000	10,000	10,000	10,000
219-219-5-50-5004 TRANSFER TO MUSEUM	11,000	11,000	11,000	11,000	11,000	11,000
219-219-5-50-5006 TRANSFER TO FAIR FUND	5,000	5,000	0	0	0	0
219-219-5-50-5007 TRANS TO WCV EC DEVEL	25,000	25,000	25,000	25,000	25,000	25,000
219-219-5-50-5008 TRANS TO AIRPORT FUND	<u>16,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
TOTAL OTHER REQUIREMENTS	67,000	81,000	76,000	76,000	76,000	76,000
<u>ENDING FUND BALANCE</u>						
219-219-5-90-9001 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	87,000	114,893	141,893	103,053	132,545	132,545
REVENUE OVER/(UNDER) EXPENDITURES (	5,659)	( 28,625)	( 54,893)	( 15,205)	( 45,545)	( 45,545)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

219-VIDEO LOTTERY ECON DEV  
ECONOMIC DEVELOPMENT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
219-100-3-01-0101 BEGINNING FUND BALANCE			0	34,599	0	0
219-100-3-01-0102 BEGINNING FUND BALANCE-BUD			53,993	0	44,645	44,645
TOTAL BEGINNING FUND BALANCE			53,993	34,599	44,645	44,645
FUND TOTAL REVENUES	82,725	87,346	87,900	88,158	87,900	87,900
TOTAL AVAILABLE RESOURCES			141,893	122,757	132,545	132,545
FUND TOTAL EXPENDITURES	87,000	114,893	141,893	103,053	132,545	132,545
REVENUE OVER/(UNDER) EXPENDITURES	( 4,275)	( 27,547)	( 53,993)	( 14,896)	( 44,645)	( 44,645)
PROJECTED ENDING FUND EQUITY			0	19,703	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

220-VICTIM/WITNESS ASSISTANCE  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<hr/>						
<u>INVESTMENT EARNINGS</u>						
220-100-3-65-0105 INVESTMENT EARNINGS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL INVESTMENT EARNINGS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	0	0	0	0	0	0
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

220-VICTIM/WITNESS ASSISTANCE  
DISTRICT ATTORNEY

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>REVENUES</u>						
<u>GRANT REVENUE</u>						
220-111-3-30-3569 VICTIM/WITNESS-UA	10,693	15,454	15,853	3,963	15,853	15,853
220-111-3-30-3615 VICTIM/WITNESS GRANT	63,882	66,864	90,116	50,657	90,116	90,116
220-111-3-30-3616 VOCA ONE TIME PROJ. GR	0	0	0	0	0	0
TOTAL GRANT REVENUE	74,575	82,318	105,969	54,620	105,969	105,969
<u>MISCELLANEOUS REVENUE</u>						
220-111-3-60-4187 MISC. REVENUE	0	27,425	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	27,425	0	0	0	0
<u>REIMBURSEMENTS</u>						
220-111-3-80-7075 REIMBURSED ITEMS	485	95	0	0	0	0
TOTAL REIMBURSEMENTS	485	95	0	0	0	0
<u>TRANSFER FROM OTHER FUND</u>						
220-111-3-90-3815 TRANSFER FROM GEN FUND	24,000	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	24,000	0	0	0	0	0
TOTAL REVENUES	99,061	109,838	105,969	54,620	105,969	105,969
<u>EXPENDITURES</u>						
<u>PERSONNEL SERVICES</u>						
220-111-5-10-1001 VICTIM/WITNESS ADVOCAT	52,237	48,322	45,571	36,574	48,741	48,741
220-111-5-10-1301 FICA	3,041	2,841	2,825	2,190	3,022	3,022
220-111-5-10-1302 WORKERS COMP	134	1,051	192	105	198	198
220-111-5-10-1303 PACIFIC MUTUAL	13,071	11,964	11,302	9,154	12,088	12,088
220-111-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
220-111-5-10-1305 AOC - MEDICAL	16,850	21,985	23,185	17,445	23,755	23,755
220-111-5-10-1306 DENTAL INSURANCE	959	1,466	1,661	1,216	1,584	1,584
220-111-5-10-1308 HRA DED. CONTRIBUTION	0	0	0	0	0	0
220-111-5-10-1309 UNEMPLOYMENT INSURANCE	578	534	505	386	569	569
220-111-5-10-1316 DISABILITY INSURANCE	62	62	62	47	62	62
220-111-5-10-1317 UNITED HERITAGE LIFE	52	52	52	39	52	52
220-111-5-10-1320 VACATION ACCRUALS	2,562	4,951	3,333	0	3,433	3,433
220-111-5-10-1321 MANDATED MEDICARE	711	664	661	512	707	707
TOTAL PERSONNEL SERVICES	90,256	83,990	89,349	67,668	94,211	94,211

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

220-VICTIM/WITNESS ASSISTANCE  
DISTRICT ATTORNEY

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>MATERIALS &amp; SERVICES</u>						
220-111-5-20-2131 SUPPLIES	380	0	0	0	0	0
220-111-5-20-2230 COPY MACHINE SUPPLIES	0	0	0	0	0	0
220-111-5-20-2474 PRINTING	0	0	0	0	0	0
220-111-5-20-3105 AUDIT	0	0	0	0	0	0
220-111-5-20-3220 POSTAGE	0	0	0	0	0	0
220-111-5-20-3240 TELEPHONE	450	0	900	0	900	900
220-111-5-20-3321 TRAINING AIDS/CLASSES	1,759	1,507	6,627	0	6,627	6,627
220-111-5-20-3440 CONTRACT & GRANTS	0	0	0	0	0	0
220-111-5-20-3713 INTERPRETERS FEES	2,029	1,382	2,000	349	2,000	2,000
220-111-5-20-3832 VICTIM SUPPORT	1,531	2,077	10,000	7,746	10,000	10,000
220-111-5-20-3833 EMERGENCY SERVICES GRA	<u>0</u>	<u>36</u>	<u>0</u>	<u>140</u>	<u>0</u>	<u>0</u>
TOTAL MATERIALS & SERVICES	6,150	5,002	19,527	8,235	19,527	19,527
<u>CAPITAL OUTLAY</u>						
220-111-5-40-4401 OFFICE FURNITURE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
<u>ENDING FUND BALANCE</u>						
220-111-5-90-9002 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>30,031</u>	<u>30,031</u>
TOTAL ENDING FUND BALANCE	0	0	0	0	30,031	30,031
<hr/>						
TOTAL EXPENDITURES	96,406	88,992	108,876	75,903	143,769	143,769
REVENUE OVER/(UNDER) EXPENDITURES	2,654	20,847	( 2,907)	( 21,282)	( 37,800)	( 37,800)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

220-VICTIM/WITNESS ASSISTANCE  
DISTRICT ATTORNEY

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
220-100-3-01-0101 BEGINNING FUND BALANCE			0	40,706	0	0
220-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>2,907</u>	<u>0</u>	<u>37,800</u>	<u>37,800</u>
TOTAL BEGINNING FUND BALANCE			2,907	40,706	37,800	37,800
FUND TOTAL REVENUES	99,061	109,838	105,969	54,620	105,969	105,969
TOTAL AVAILABLE RESOURCES			108,876	95,327	143,769	143,769
FUND TOTAL EXPENDITURES	96,406	88,992	108,876	75,903	143,769	143,769
REVENUE OVER/ (UNDER) EXPENDITURES	2,654	20,847	( 2,907)	( 21,282)	( 37,800)	( 37,800)
PROJECTED ENDING FUND EQUITY			0	19,424	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

222-WILLOW CREEK WIND FEES  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>CHARGES FOR SERVICES</u>						
222-100-3-40-4430 WILLOW CR-LOCAL IMPR F	0	0	0	0	0	0
222-100-3-40-4431 WILLOW CR-COMM SERV FE	113,966	0	90,000	101,524	90,000	90,000
222-100-3-40-4432 WILLOW CR-ADDL FEES	10,205	91,987	0	5,778	0	0
TOTAL CHARGES FOR SERVICES	124,171	91,987	90,000	107,302	90,000	90,000
<u>INVESTMENT EARNINGS</u>						
222-100-3-65-0105 INVESTMENT EARNINGS	1,298	1,076	1,000	356	1,000	1,000
TOTAL INVESTMENT EARNINGS	1,298	1,076	1,000	356	1,000	1,000
<hr/>						
TOTAL REVENUES	125,469	93,063	91,000	107,658	91,000	91,000
<b>EXPENDITURES</b>						
*****						
<u>OTHER REQUIREMENTS</u>						
222-100-5-50-5230 WILLOW CR-LOC IMP FEE	0	0	0	0	0	0
222-100-5-50-5231 WILLOW CR-COMM S FEE D	81,373	68,386	90,000	76,315	90,000	90,000
222-100-5-50-5232 WILLOW CR-ADDL FEES DI	3,840	0	0	0	0	0
222-100-5-50-5351 TRANS TO GEN FUND	30,100	22,000	33,167	33,167	46,885	46,885
TOTAL OTHER REQUIREMENTS	115,313	90,386	123,167	109,482	136,885	136,885
<hr/>						
TOTAL EXPENDITURES	115,313	90,386	123,167	109,482	136,885	136,885
REVENUE OVER/(UNDER) EXPENDITURES	10,156	2,677	( 32,167)	( 1,825)	( 45,885)	( 45,885)
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

222-WILLOW CREEK WIND FEES  
NON-DEPARTMENTAL

	2018-2019	2019-2020	(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
222-100-3-01-0101 BEGINNING FUND BALANCE			0	47,710	0	0
222-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>32,167</u>	<u>0</u>	<u>45,885</u>	<u>45,885</u>
TOTAL BEGINNING FUND BALANCE			32,167	47,710	45,885	45,885
FUND TOTAL REVENUES	125,469	93,063	91,000	107,658	91,000	91,000
TOTAL AVAILABLE RESOURCES			123,167	155,368	136,885	136,885
FUND TOTAL EXPENDITURES	115,313	90,386	123,167	109,482	136,885	136,885
REVENUE OVER/(UNDER) EXPENDITURES	10,156	2,677	( 32,167)	( 1,825)	( 45,885)	( 45,885)
PROJECTED ENDING FUND EQUITY			0	45,885	0	0

\*\*\* END OF REPORT \*\*\*



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

223-CAMI GRANT  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
223-100-3-65-0105 INVESTMENT EARNINGS	<u>1,395</u>	<u>672</u>	<u>0</u>	<u>239</u>	<u>250</u>	<u>250</u>
TOTAL INVESTMENT EARNINGS	1,395	672	0	239	250	250
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TOTAL REVENUES	1,395	672	0	239	250	250
REVENUE OVER/(UNDER) EXPENDITURES	1,395	672	0	239	250	250



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

223-CAMI GRANT  
DISTRICT ATTORNEY

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
223-100-3-01-0101 BEGINNING FUND BALANCE			0	43,439	0	0
223-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>7,760</u>	<u>0</u>	<u>35,918</u>	<u>35,918</u>
TOTAL BEGINNING FUND BALANCE			7,760	43,439	35,918	35,918
FUND TOTAL REVENUES	60,008	39,706	29,160	14,819	29,410	29,410
TOTAL AVAILABLE RESOURCES			36,920	58,258	65,328	65,328
FUND TOTAL EXPENDITURES	33,537	14,351	36,920	18,267	65,328	65,328
REVENUE OVER/(UNDER) EXPENDITURES	26,471	25,355	( 7,760)	( 3,448)	( 35,918)	( 35,918)
PROJECTED ENDING FUND EQUITY			0	39,991	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

224-WEED EQUIP. RESERVE  
NON-DEPARTMENTAL

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>INVESTMENT EARNINGS</u>						
224-100-3-65-0105 INVESTMENT EARNINGS	146	269	50	109	50	50
TOTAL INVESTMENT EARNINGS	146	269	50	109	50	50
<u>TRANSFER FROM OTHER FUND</u>						
224-100-3-90-3815 TRANS. FROM WEED DEPT.	5,000	5,000	5,000	5,000	5,000	5,000
TOTAL TRANSFER FROM OTHER FUND	5,000	5,000	5,000	5,000	5,000	5,000
<hr/>						
TOTAL REVENUES	5,146	5,269	5,050	5,109	5,050	5,050
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>CAPITAL OUTLAY</u>						
224-100-5-40-4401 EQUIPMENT	0	0	20,640	0	25,797	25,797
TOTAL CAPITAL OUTLAY	0	0	20,640	0	25,797	25,797
<u>OTHER REQUIREMENTS</u>						
224-100-5-50-5354 TRANSFER TO GENERAL FU	0	0	0	0	0	0
TOTAL OTHER REQUIREMENTS	0	0	0	0	0	0
<u>RESERVED FOR FUTURE EXP.</u>						
224-100-5-80-8102 RESERVE FOR WEED EQUIP	0	0	0	0	0	0
TOTAL RESERVED FOR FUTURE EXP.	0	0	0	0	0	0
<u>ENDING FUND BALANCE</u>						
224-100-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	0	0	20,640	0	25,797	25,797
REVENUE OVER/(UNDER) EXPENDITURES	5,146	5,269	( 15,590)	5,109	( 20,747)	( 20,747)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

224-WEED EQUIP. RESERVE  
NON-DEPARTMENTAL

	2018-2019	2019-2020	----- 2020-2021 -----		----- 2021-2022 -----	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
224-100-3-01-0101 BEGINNING FUND BALANCE			0	15,649	0	0
224-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>15,590</u>	<u>0</u>	<u>20,747</u>	<u>20,747</u>
TOTAL BEGINNING FUND BALANCE			15,590	15,649	20,747	20,747
FUND TOTAL REVENUES	5,146	5,269	5,050	5,109	5,050	5,050
TOTAL AVAILABLE RESOURCES			20,640	20,758	25,797	25,797
FUND TOTAL EXPENDITURES	0	0	20,640	0	25,797	25,797
REVENUE OVER/(UNDER) EXPENDITURES	5,146	5,269	( 15,590)	5,109	( 20,747)	( 20,747)
PROJECTED ENDING FUND EQUITY			0	20,758	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

225-STF VEHICLE RESERVE FUND  
NON-DEPARTMENTAL

			(------ 2020-2021 -----) (------ 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
225-100-3-65-0105 INVESTMENT EARNINGS	<u>3,525</u>	<u>2,662</u>	<u>2,000</u>	<u>485</u>	<u>2,000</u>	<u>2,000</u>
TOTAL INVESTMENT EARNINGS	3,525	2,662	2,000	485	2,000	2,000
<hr/>						
TOTAL REVENUES	3,525	2,662	2,000	485	2,000	2,000
REVENUE OVER/(UNDER) EXPENDITURES	3,525	2,662	2,000	485	2,000	2,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

225-STF VEHICLE RESERVE FUND  
SPECIAL TRANSPORTATION

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>GRANT REVENUE</u>						
225-320-3-30-3145 HRTG - VETS GRANT	0	0	0	0	0	0
225-320-3-30-3587 STATE STF GRANT	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0
<u>MISCELLANEOUS REVENUE</u>						
225-320-3-60-4190 SALE OF EQUIPMENT	0	0	0	5,575	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	0	5,575	0	0
<u>REIMBURSEMENTS</u>						
225-320-3-80-7075 REIMBURSED ITEMS	0	71,120	0	0	0	0
TOTAL REIMBURSEMENTS	0	71,120	0	0	0	0
<u>TRANSFER FROM OTHER FUND</u>						
225-320-3-90-3821 TRANSFER FROM STF FUND	0	0	0	15,804	464,874	464,874
225-320-3-90-3822 TRANS FR STF BUS SHED	0	0	0	0	0	0
225-320-3-90-3823 TRANS FROM 5311	0	0	0	0	12,000	12,000
TOTAL TRANSFER FROM OTHER FUND	0	0	0	15,804	476,874	476,874
<hr/>						
TOTAL REVENUES	0	71,120	0	21,379	476,874	476,874
<b>EXPENDITURES</b>						
*****						
<u>CAPITAL OUTLAY</u>						
225-320-5-40-4402 EQUIPMENT	0	0	0	0	12,000	12,000
225-320-5-40-4403 VEHICLE - CAT C	0	0	0	0	134,029	134,029
225-320-5-40-4404 VEHICLE - CAT D	0	0	0	0	281,745	281,745
225-320-5-40-4405 VEHICLE - CAT E	0	0	0	0	49,100	49,100
225-320-5-40-4407 VEHICLE REPLACEMENT	0	121,968	146,250	0	0	0
TOTAL CAPITAL OUTLAY	0	121,968	146,250	0	476,874	476,874
<u>RESERVED FOR FUTURE EXP.</u>						
225-320-5-80-8102 RESERVE FOR FUTURE EXP	0	0	0	0	101,575	101,575
TOTAL RESERVED FOR FUTURE EXP.	0	0	0	0	101,575	101,575
<u>ENDING FUND BALANCE</u>						
225-320-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	0	121,968	146,250	0	578,449	578,449
REVENUE OVER/(UNDER) EXPENDITURES	0	( 50,848)	( 146,250)	21,379	( 101,575)	( 101,575)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

225-STF VEHICLE RESERVE FUND  
SPECIAL TRANSPORTATION

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
225-100-3-01-0101 BEGINNING FUND BALANCE			0	93,574	0	0
225-100-3-01-0102 BEGINNING FUND BALANCE-BUD			144,250	0	99,575	99,575
TOTAL BEGINNING FUND BALANCE			144,250	93,574	99,575	99,575
FUND TOTAL REVENUES	3,525	73,782	2,000	21,864	478,874	478,874
TOTAL AVAILABLE RESOURCES			146,250	115,438	578,449	578,449
FUND TOTAL EXPENDITURES	0	121,968	146,250	0	578,449	578,449
REVENUE OVER/ (UNDER) EXPENDITURES	3,525	( 48,185)	( 144,250)	21,864	( 99,575)	( 99,575)
PROJECTED ENDING FUND EQUITY			0	115,438	0	0

\*\*\* END OF REPORT \*\*\*



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

226-FAIR ROOF RESERVE  
NON-DEPARTMENTAL

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>INVESTMENT EARNINGS</b>								
226-100-3-65-0105 INVESTMENT EARNINGS	463	446	200	149	200	200		
TOTAL INVESTMENT EARNINGS	463	446	200	149	200	200		
<b>TRANSFER FROM OTHER FUND</b>								
226-100-3-90-3815 TRANSFER FROM FAIR FUN	2,000	2,000	2,000	2,000	2,000	2,000		
226-100-3-90-3824 TRANS FR TRACTOR RES	0	0	0	0	0	0		
TOTAL TRANSFER FROM OTHER FUND	2,000	2,000	2,000	2,000	2,000	2,000		
<b>TOTAL REVENUES</b>	<b>2,463</b>	<b>2,446</b>	<b>2,200</b>	<b>2,149</b>	<b>2,200</b>	<b>2,200</b>		
<b>EXPENDITURES</b>								
<b>MATERIALS &amp; SERVICES</b>								
226-100-5-20-3710 REPAIR & MAINT	0	0	2,000	0	0	0		
TOTAL MATERIALS & SERVICES	0	0	2,000	0	0	0		
<b>CAPITAL OUTLAY</b>								
226-100-5-40-4401 ROOFING REPAIRS	0	0	20,335	0	27,052	27,052		
TOTAL CAPITAL OUTLAY	0	0	20,335	0	27,052	27,052		
<b>RESERVED FOR FUTURE EXP.</b>								
226-100-5-80-8102 RESERVE FOR ROOF	0	0	0	0	0	0		
TOTAL RESERVED FOR FUTURE EXP.	0	0	0	0	0	0		
<b>ENDING FUND BALANCE</b>								
226-100-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0		
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0		
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>22,335</b>	<b>0</b>	<b>27,052</b>	<b>27,052</b>		
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>2,463</b>	<b>2,446</b>	<b>( 20,135)</b>	<b>2,149</b>	<b>( 24,852)</b>	<b>( 24,852)</b>		

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

226-FAIR ROOF RESERVE  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
226-100-3-01-0101 BEGINNING FUND BALANCE			0	22,715	0	0
226-100-3-01-0102 BEGINNING FUND BALANCE-BUD			20,135	0	24,852	24,852
TOTAL BEGINNING FUND BALANCE			20,135	22,715	24,852	24,852
FUND TOTAL REVENUES	2,463	2,446	2,200	2,149	2,200	2,200
TOTAL AVAILABLE RESOURCES			22,335	24,864	27,052	27,052
FUND TOTAL EXPENDITURES	0	0	22,335	0	27,052	27,052
REVENUE OVER/(UNDER) EXPENDITURES	2,463	2,446	( 20,135)	2,149	( 24,852)	( 24,852)
PROJECTED ENDING FUND EQUITY			0	24,864	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

227-CAPITAL IMPROVEMENT PROJ,  
NON-DEPARTMENTAL

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>INVESTMENT EARNINGS</u>						
227-100-3-65-0105 INVESTMENT EARNINGS	979	786	0	334	0	0
TOTAL INVESTMENT EARNINGS	979	786	0	334	0	0
<u>DONATIONS</u>						
227-100-3-67-6931 GRANTS/DONATIONS BUILD	0	0	0	0	0	0
TOTAL DONATIONS	0	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
227-100-3-80-8010 LOAN PROCEEDS - BUILDI	0	0	6,900,000	6,900,000	0	0
TOTAL REIMBURSEMENTS	0	0	6,900,000	6,900,000	0	0
<u>TRANSFER FROM OTHER FUND</u>						
227-100-3-90-3815 TRANSFER FROM GENERAL	337,700	394,000	394,000	394,000	588,388	2,388,388
227-100-3-90-3816 TRANSFER FROM SHEPHERD	0	0	0	0	0	0
227-100-3-90-3817 TRANS FROM BLDG RES FU	0	0	0	0	0	500,000
TOTAL TRANSFER FROM OTHER FUND	337,700	394,000	394,000	394,000	588,388	2,888,388
<hr/>						
TOTAL REVENUES	338,679	394,786	7,294,000	7,294,334	588,388	2,888,388
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
227-100-5-20-2486 LOAN REPAYMENT - ADMIN	352,832	351,946	380,000	178,428	380,000	380,000
227-100-5-20-2487 CREDIT BOND - ADMIN	0	0	0	0	40,000	40,000
227-100-5-20-2494 INTEREST EXPENSE	27,163	20,676	14,000	11,570	14,000	14,000
227-100-5-20-2495 INTEREST EXPENSE - BON	0	0	0	0	154,388	154,388
TOTAL MATERIALS & SERVICES	379,995	372,622	394,000	189,998	588,388	588,388
<u>CAPITAL OUTLAY</u>						
227-100-5-40-4401 ADMIN BLDG	0	0	4,753,186	859,593	2,176,863	2,176,863
227-100-5-40-4402 COURTHOUSE	0	0	0	0	0	1,500,000
227-100-5-40-4403 BUILDING IMPROVEMENT	0	0	0	0	0	800,000
TOTAL CAPITAL OUTLAY	0	0	4,753,186	859,593	2,176,863	4,476,863
<u>ENDING FUND BALANCE</u>						
227-100-5-90-9001 UNAPPROPRIATED ENDING	0	0	2,176,863	0	52,071	52,071
TOTAL ENDING FUND BALANCE	0	0	2,176,863	0	52,071	52,071
<hr/>						
TOTAL EXPENDITURES	379,995	372,622	7,324,049	1,049,590	2,817,322	5,117,322
REVENUE OVER/(UNDER) EXPENDITURES (	41,316)	22,164	( 30,049)	6,244,743	( 2,228,934)	( 2,228,934)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

227-CAPITAL IMPROVEMENT PROJ.  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
227-100-3-01-0101 BEGINNING FUND BALANCE			0	37,755	0	0
227-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>30,049</u>	<u>0</u>	<u>2,228,934</u>	<u>2,228,934</u>
TOTAL BEGINNING FUND BALANCE			30,049	37,755	2,228,934	2,228,934
FUND TOTAL REVENUES	338,679	394,786	7,294,000	7,294,334	588,388	2,888,388
<u>TOTAL AVAILABLE RESOURCES</u>						
			7,324,049	7,332,089	2,817,322	5,117,322
FUND TOTAL EXPENDITURES	379,995	372,622	7,324,049	1,049,590	2,817,322	5,117,322
REVENUE OVER/(UNDER) EXPENDITURES	( 41,316)	22,164	( 30,049)	6,244,743	( 2,228,934)	( 2,228,934)
PROJECTED ENDING FUND EQUITY			0	6,282,499	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

228-SAFETY COMMITTEE FUND  
NON-DEPARTMENTAL

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>MISCELLANEOUS REVENUE</b>								
228-100-3-60-4195 SAIF DIVIDEND	4,265	8,832	3,000	3,465	3,000	3,000		
TOTAL MISCELLANEOUS REVENUE	4,265	8,832	3,000	3,465	3,000	3,000		
<b>INVESTMENT EARNINGS</b>								
228-100-3-65-0105 INVESTMENT EARNINGS	573	410	100	92	100	100		
TOTAL INVESTMENT EARNINGS	573	410	100	92	100	100		
<b>DONATIONS</b>								
228-100-3-67-6931 DONATIONS	0	0	0	0	0	0		
TOTAL DONATIONS	0	0	0	0	0	0		
<b>REIMBURSEMENTS</b>								
228-100-3-80-7075 REIMBURSEMENT	0	0	21,363	30,514	0	0		
TOTAL REIMBURSEMENTS	0	0	21,363	30,514	0	0		
<b>TRANSFER FROM OTHER FUND</b>								
228-100-3-90-3815 TRANSFER FROM GEN FUND	0	0	0	0	0	0		
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0		
<hr/>								
TOTAL REVENUES	4,838	9,243	24,463	34,071	3,100	3,100		
<b>EXPENDITURES</b>								
<b>MATERIALS &amp; SERVICES</b>								
228-100-5-20-2378 SAFETY SUPPLIES	7,723	9,950	43,719	34,306	18,892	18,892		
TOTAL MATERIALS & SERVICES	7,723	9,950	43,719	34,306	18,892	18,892		
<b>CAPITAL OUTLAY</b>								
228-100-5-40-4401 CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0		
<b>OTHER REQUIREMENTS</b>								
228-100-5-50-5001 TRANSFER TO GENERAL FU	0	0	0	0	0	0		
TOTAL OTHER REQUIREMENTS	0	0	0	0	0	0		
<b>ENDING FUND BALANCE</b>								
228-100-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0		
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0		
<hr/>								
TOTAL EXPENDITURES	7,723	9,950	43,719	34,306	18,892	18,892		
REVENUE OVER/(UNDER) EXPENDITURES (	2,885)	( 708)	( 19,256)	( 235)	( 15,792)	( 15,792)		

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

228-SAFETY COMMITTEE FUND  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
228-100-3-01-0101 BEGINNING FUND BALANCE			0	16,952	0	0
228-100-3-01-0102 BEGINNING FUND BALANCE-BUD			19,256	0	15,792	15,792
TOTAL BEGINNING FUND BALANCE			19,256	16,952	15,792	15,792
FUND TOTAL REVENUES	4,838	9,243	24,463	34,071	3,100	3,100
TOTAL AVAILABLE RESOURCES			43,719	51,023	18,892	18,892
FUND TOTAL EXPENDITURES	7,723	9,950	43,719	34,306	18,892	18,892
REVENUE OVER/(UNDER) EXPENDITURES	( 2,885)	( 708)	( 19,256)	( 235)	( 15,792)	( 15,792)
PROJECTED ENDING FUND EQUITY			0	16,717	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

229-BLEACHER/CIP RESERVE  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>GRANT REVENUE</u>						
229-100-3-30-3452 GRANTS AND/OR DONATION	6,000	0	0	0	0	0
TOTAL GRANT REVENUE	6,000	0	0	0	0	0
<u>INVESTMENT EARNINGS</u>						
229-100-3-65-0105 INVESTMENT EARNINGS	270	229	200	164	200	200
TOTAL INVESTMENT EARNINGS	270	229	200	164	200	200
<u>TRANSFER FROM OTHER FUND</u>						
229-100-3-90-3815 TRANSFER FROM RODEO FU	0	19,269	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	19,269	0	0	0	0
<hr/>						
TOTAL REVENUES	6,270	19,499	200	164	200	200
<b>EXPENDITURES</b>						
*****						
<u>CAPITAL OUTLAY</u>						
229-100-5-40-4401 CAPITAL OUTLAY	2,000	4,150	25,724	0	25,985	25,985
TOTAL CAPITAL OUTLAY	2,000	4,150	25,724	0	25,985	25,985
<u>ENDING FUND BALANCE</u>						
229-100-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	2,000	4,150	25,724	0	25,985	25,985
REVENUE OVER/(UNDER) EXPENDITURES	4,270	15,349	( 25,524)	164	( 25,785)	( 25,785)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

229-BLEACHER/CIP RESERVE  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
229-100-3-01-0101 BEGINNING FUND BALANCE			0	25,621	0	0
229-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>25,524</u>	<u>0</u>	<u>25,785</u>	<u>25,785</u>
TOTAL BEGINNING FUND BALANCE			25,524	25,621	25,785	25,785
FUND TOTAL REVENUES	<u>6,270</u>	<u>19,499</u>	<u>200</u>	<u>164</u>	<u>200</u>	<u>200</u>
TOTAL AVAILABLE RESOURCES			25,724	25,785	25,985	25,985
FUND TOTAL EXPENDITURES	<u>2,000</u>	<u>4,150</u>	<u>25,724</u>	<u>0</u>	<u>25,985</u>	<u>25,985</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>4,270</u>	<u>15,349</u>	( <u>25,524</u> )	<u>164</u>	( <u>25,785</u> )	( <u>25,785</u> )
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>25,785</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

230-RODEO FUND  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>TAX REVENUE</u>						
230-100-3-10-0104 PREV LEVIED TAXES	0	0	0	0	0	0
TOTAL TAX REVENUE	0	0	0	0	0	0
<u>INVESTMENT EARNINGS</u>						
230-100-3-65-0105 INVESTMENT EARNINGS	523	334	0	0	0	0
TOTAL INVESTMENT EARNINGS	523	334	0	0	0	0
<u>TRANSFER FROM OTHER FUND</u>						
230-100-3-90-3815 TRANSFER FROM VIDEO LO	10,000	10,000	10,000	10,000	10,000	10,000
TOTAL TRANSFER FROM OTHER FUND	10,000	10,000	10,000	10,000	10,000	10,000
<hr/>						
TOTAL REVENUES	10,523	10,334	10,000	10,000	10,000	10,000
REVENUE OVER/(UNDER) EXPENDITURES	10,523	10,334	10,000	10,000	10,000	10,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

230-RODEO FUND  
RODEO

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
230-301-3-40-4741 VIP SEATS	0	0	0	0	0	0
230-301-3-40-4742 GATE RECEIPTS MOCO	0	0	0	0	0	0
230-301-3-40-4743 GATE RECEIPTS - NPRA	0	0	0	0	0	0
230-301-3-40-4745 CONCESSIONS/FOOD	0	0	0	0	0	0
230-301-3-40-4746 CONCESSIONS/BEER	0	0	0	0	0	0
230-301-3-40-4747 M.C. JACKPOT FEES	0	0	0	0	0	0
230-301-3-40-4753 OFFICE FEES	0	0	0	0	0	0
230-301-3-40-4756 M.C. STOCK FEES	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	0	0	0	0	0	0
<u>MISCELLANEOUS REVENUE</u>						
230-301-3-60-4186 ROPING CHUTE SIGN REV	0	0	0	0	0	0
230-301-3-60-4187 MISC REVENUE	0	0	0	0	0	0
230-301-3-60-4188 BUCKLE	0	0	0	0	0	0
230-301-3-60-4189 SCOREBOARD SIGN REV.	0	0	0	0	0	0
230-301-3-60-4190 BUCKING CHUTE SIGN REV	0	0	0	0	0	0
230-301-3-60-4195 ALL AROUND SADDLE DONA	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	0	0	0	0
<u>DONATIONS</u>						
230-301-3-67-6932 SPECIFIC PURPOSE DONAT	0	0	0	0	0	0
230-301-3-67-6933 DONATIONS - MOCO	0	0	0	0	0	0
230-301-3-67-6934 DONATIONS - NPRA	0	0	0	0	0	0
TOTAL DONATIONS	0	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
230-301-3-80-7076 REIMBURSED CHANGE ACCO	0	0	0	0	0	0
230-301-3-80-7077 RPDEP ARENA RENTAL	0	0	0	0	0	0
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	0	0	0	0	0	0
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
230-301-5-20-2463 AMBULANCE EXPENSE	0	0	0	0	0	0
230-301-5-20-2465 ENTERTAINMENT/CLOWN EX	4,676	0	0	0	0	0
230-301-5-20-2602 AWARDS - MOCO	2,048	0	0	0	0	0
230-301-5-20-2605 STOCK CONTRACTS	7,050	0	0	0	0	0
230-301-5-20-2606 PURSES - AWARDS	1,049	0	0	0	0	0
230-301-5-20-2607 MISCELLANEOUS	5,238	0	0	0	0	0
230-301-5-20-2608 SOUND-CONTRACT SERVICE	1,837	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

230-RODEO FUND

RODEO

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
230-301-5-20-2609 CONCESSIONS/BEER	508	0	0	0	0	0	0	0
230-301-5-20-2620 M.C. JACKPOT PAYOUT	0	0	0	0	0	0	0	0
230-301-5-20-2622 M.C. STOCK PAYOUT	0	0	0	0	0	0	0	0
230-301-5-20-3210 ADVERTISING/POSTERS	2,005	0	0	0	0	0	0	0
230-301-5-20-3213 RODEO - SPONSOR	0	0	0	0	0	0	0	0
230-301-5-20-3216 CHUTES/PANEL MATERIAL	0	0	0	0	0	0	0	0
230-301-5-20-3300 ASSOCIATION FEES	0	0	0	0	0	0	0	0
230-301-5-20-3460 CONTRACT SERVICES	1,617	10,000	10,000	0	20,000	20,000	20,000	20,000
230-301-5-20-3461 RODEO SECRETARY	500	0	0	0	0	0	0	0
230-301-5-20-3462 BULLFIGHTERS	0	0	0	0	0	0	0	0
230-301-5-20-3463 JUDGE/CHUTE BOSS	500	0	0	0	0	0	0	0
230-301-5-20-3464 TIMERS	500	0	0	0	0	0	0	0
230-301-5-20-3466 MAINTENANCE/MATERIALS	5,275	0	0	0	0	0	0	0
230-301-5-20-3467 TICKETS - GATES	500	0	0	0	0	0	0	0
230-301-5-20-3469 ADMIN. EXPENSE	219	0	0	0	0	0	0	0
230-301-5-20-3470 USHERS/VIP SEATING	250	0	0	0	0	0	0	0
230-301-5-20-3471 CONTRACT SERVICE SECUR	1,000	0	0	0	0	0	0	0
230-301-5-20-3472 CHEMICAL TOILETS	2,031	0	0	0	0	0	0	0
230-301-5-20-3832 CHANGE ACCOUNT	0	0	0	0	0	0	0	0
230-301-5-20-3833 CONT SVCS SPECTATOR PR	0	0	0	0	0	0	0	0
230-301-5-20-3834 CONT SVCS GRBG/CLEANUP	750	0	0	0	0	0	0	0
230-301-5-20-3835 CONT SVCS GATE/STAMP H	0	0	0	0	0	0	0	0
230-301-5-20-3836 CONTRACT/MUSIC COPYRIG	240	0	0	0	0	0	0	0
230-301-5-20-3837 ALL AROUND SADDLE	0	0	0	0	0	0	0	0
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>37,794</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>CAPITAL OUTLAY</b>								
230-301-5-40-4405 ARENA IMPROVEMENTS	0	0	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER REQUIREMENTS</b>								
230-301-5-50-5001 TRANSFER TO BLEACHER R	0	19,269	0	0	0	0	0	0
230-301-5-50-5999 CONTINGENCY	0	0	0	0	0	0	0	0
<b>TOTAL OTHER REQUIREMENTS</b>	<b>0</b>	<b>19,269</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>								
230-301-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0	0	0
<b>TOTAL ENDING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<hr/>								
<b>TOTAL EXPENDITURES</b>	<b>37,794</b>	<b>29,269</b>	<b>10,000</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>REVENUE OVER/(UNDER) EXPENDITURES (</b>	<b>37,794)</b>	<b>( 29,269)</b>	<b>( 10,000)</b>	<b>0</b>	<b>( 20,000)</b>	<b>( 20,000)</b>	<b>( 20,000)</b>	<b>( 20,000)</b>

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

230-RODEO FUND  
RODEO

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
230-100-3-01-0101 BEGINNING FUND BALANCE			0	0	0	0
230-100-3-01-0102 BEGINNING FUND BALANCE-BUD			0	0	10,000	10,000
TOTAL BEGINNING FUND BALANCE			0	0	10,000	10,000
FUND TOTAL REVENUES	10,523	10,334	10,000	10,000	10,000	10,000
TOTAL AVAILABLE RESOURCES			10,000	10,000	20,000	20,000
FUND TOTAL EXPENDITURES	37,794	29,269	10,000	0	20,000	20,000
REVENUE OVER/(UNDER) EXPENDITURES	( 27,270)	( 18,935)	0	10,000	( 10,000)	( 10,000)
PROJECTED ENDING FUND EQUITY			0	10,000	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

231-JUSTICE COURT BAILS/FINES  
NON-DEPARTMENTAL

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET	APPROVED BUDGET	APPROVED BUDGET
<b>REVENUES</b>								
<b>*****</b>								
<u>CHARGES FOR SERVICES</u>								
231-100-3-40-4091 FINES HEPPNER	12,330	0	0	100	0	0	0	0
231-100-3-40-4143 FINES IRRIGON	605,038	421,717	525,000	432,884	500,000	500,000	500,000	500,000
231-100-3-40-4145 FINES BOARDMAN	0	0	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	617,368	421,717	525,000	432,984	500,000	500,000	500,000	500,000
<u>INVESTMENT EARNINGS</u>								
231-100-3-65-0105 INVESTMENT EARNINGS	0	0	0	0	0	0	0	0
TOTAL INVESTMENT EARNINGS	0	0	0	0	0	0	0	0
<u>TRANSFER FROM OTHER FUND</u>								
231-100-3-90-3815 TRANSFER FROM GENERAL	0	0	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0	0	0
<hr/>								
TOTAL REVENUES	617,368	421,717	525,000	432,984	500,000	500,000	500,000	500,000
<b>EXPENDITURES</b>								
<b>*****</b>								
<u>MATERIALS &amp; SERVICES</u>								
231-100-5-20-3811 STATE - IRRIGON	168,160	0	0	0	0	0	0	0
231-100-5-20-3812 STATE - HEPPNER	1,988	90,392	234,580	100,822	234,580	234,580	234,580	234,580
231-100-5-20-3813 FINES IRRIGON	416,616	0	0	0	0	0	0	0
231-100-5-20-3814 FINES HEPPNER	6,110	322,656	348,673	282,781	284,610	284,610	284,610	284,610
231-100-5-20-3815 RESTITUTION - IRRIGON	8,864	0	0	0	0	0	0	0
231-100-5-20-3816 RESTITUTION - HEPPNER ( 8)		9,787	10,000	6,651	10,000	10,000	10,000	10,000
TOTAL MATERIALS & SERVICES	601,730	422,835	593,253	390,253	529,190	529,190	529,190	529,190
<u>ENDING FUND BALANCE</u>								
231-100-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0	0	0
<hr/>								
TOTAL EXPENDITURES	601,730	422,835	593,253	390,253	529,190	529,190	529,190	529,190
REVENUE OVER/(UNDER) EXPENDITURES	15,639	( 1,118)	( 68,253)	42,730	( 29,190)	( 29,190)	( 29,190)	( 29,190)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

231-JUSTICE COURT BAILS/FINES  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
231-100-3-01-0101 BEGINNING FUND BALANCE			0	29,497	0	0
231-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>68,253</u>	<u>0</u>	<u>29,190</u>	<u>29,190</u>
TOTAL BEGINNING FUND BALANCE			68,253	29,497	29,190	29,190
FUND TOTAL REVENUES	617,368	421,717	525,000	432,984	500,000	500,000
TOTAL AVAILABLE RESOURCES			593,253	462,481	529,190	529,190
FUND TOTAL EXPENDITURES	601,730	422,835	593,253	390,253	529,190	529,190
REVENUE OVER/(UNDER) EXPENDITURES	15,639	( 1,118)	( 68,253)	42,730	( 29,190)	( 29,190)
PROJECTED ENDING FUND EQUITY			0	72,228	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

233-CLERKS RECORDS FUND  
CLERKS RECORDS

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
233-100-3-65-0105 INVESTMENT EARNINGS	<u>473</u>	<u>443</u>	<u>200</u>	<u>122</u>	<u>200</u>	<u>200</u>
TOTAL INVESTMENT EARNINGS	473	443	200	122	200	200
<hr/>						
TOTAL REVENUES	473	443	200	122	200	200
REVENUE OVER/(UNDER) EXPENDITURES	473	443	200	122	200	200

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

233-CLERKS RECORDS FUND  
CLERKS RECORDS

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>CHARGES FOR SERVICES</u>						
233-105-3-40-4181 RECORDS FEES	1,647	1,880	1,500	1,787	1,500	1,500
233-105-3-40-4182 LIEN RECORDS FEES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CHARGES FOR SERVICES	1,647	1,880	1,500	1,787	1,500	1,500
<hr/>						
TOTAL REVENUES	1,647	1,880	1,500	1,787	1,500	1,500
<b>EXPENDITURES</b>						
*****						
<u>MATERIALS &amp; SERVICES</u>						
233-105-5-20-2110 OFFICE SUPPLIES	0	0	0	0	0	0
233-105-5-20-2205 OTHER EXPENSES	0	0	23,357	2,717	23,503	23,503
233-105-5-20-3314 RESTORATION EXPENSE	0	0	0	0	0	0
233-105-5-20-3315 STATE REIMBURSEMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MATERIALS & SERVICES	0	0	23,357	2,717	23,503	23,503
<hr/>						
<u>CAPITAL OUTLAY</u>						
233-105-5-40-4401 EQUIPMENT - STORAGE &	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	0	0	23,357	2,717	23,503	23,503
REVENUE OVER/(UNDER) EXPENDITURES	1,647	1,880	( 21,857)	( 930)	( 22,003)	( 22,003)



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

233-CLERKS RECORDS FUND  
CLERKS RECORDS

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
233-100-3-01-0101 BEGINNING FUND BALANCE			0	22,132	0	0
233-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>21,657</u>	<u>0</u>	<u>21,803</u>	<u>21,803</u>
TOTAL BEGINNING FUND BALANCE			21,657	22,132	21,803	21,803
FUND TOTAL REVENUES	2,120	2,323	1,700	1,909	1,700	1,700
TOTAL AVAILABLE RESOURCES			23,357	24,040	23,503	23,503
FUND TOTAL EXPENDITURES	0	0	23,357	2,717	23,503	23,503
REVENUE OVER/(UNDER) EXPENDITURES	2,120	2,323	( 21,657)	( 808)	( 21,803)	( 21,803)
PROJECTED ENDING FUND EQUITY			0	21,323	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

234-DUII IMPACT FUND  
 DUII IMPACT

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>INVESTMENT EARNINGS</b>								
234-100-3-65-0105 INVESTMENT EARNINGS	700	629	400	189	400	400		
TOTAL INVESTMENT EARNINGS	700	629	400	189	400	400		
TOTAL REVENUES	700	629	400	189	400	400		
REVENUE OVER/(UNDER) EXPENDITURES	700	629	400	189	400	400		

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

234-DUII IMPACT FUND  
 DUII IMPACT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
234-111-3-40-4729 COURT ORDERED FEES	1,400	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	1,400	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
234-111-3-80-7075 REIMBURSED ITEMS	0	0	0	0	0	0
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	1,400	0	0	0	0	0
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
234-111-5-20-2110 OFFICE SUPPLIES	0	0	23,647	0	23,480	23,480
234-111-5-20-3240 TELEPHONE	0	0	1,727	0	1,727	1,727
234-111-5-20-3311 LODGING & MEALS	27	0	3,000	0	3,000	3,000
234-111-5-20-3321 PRINTING/COPYING	0	629	300	0	300	300
234-111-5-20-3323 MILEAGE	0	0	500	0	500	500
234-111-5-20-3832 VICTIM SUPPORT	0	0	500	0	500	500
234-111-5-20-3833 INTERPRETER	50	0	500	0	500	500
TOTAL MATERIALS & SERVICES	77	629	30,174	0	30,007	30,007
<hr/>						
TOTAL EXPENDITURES	77	629	30,174	0	30,007	30,007
REVENUE OVER/(UNDER) EXPENDITURES	1,323	( 629)	( 30,174)	0	( 30,007)	( 30,007)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

234-DUII IMPACT FUND  
 DUII IMPACT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
234-100-3-01-0101 BEGINNING FUND BALANCE			0	29,418	0	0
234-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>29,774</u>	<u>0</u>	<u>29,607</u>	<u>29,607</u>
TOTAL BEGINNING FUND BALANCE			29,774	29,418	29,607	29,607
FUND TOTAL REVENUES	2,100	629	400	189	400	400
TOTAL AVAILABLE RESOURCES			30,174	29,607	30,007	30,007
FUND TOTAL EXPENDITURES	77	629	30,174	0	30,007	30,007
REVENUE OVER/(UNDER) EXPENDITURES	2,023	0	( 29,774)	189	( 29,607)	( 29,607)
PROJECTED ENDING FUND EQUITY			0	29,607	0	0
*** END OF REPORT ***						
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

236-FAIR IMPROVEMENT FUND  
FAIR IMPROVEMENT

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>REVENUES</u>						
<u>*****</u>						
<u>INVESTMENT EARNINGS</u>						
236-236-3-65-0105 INVESTMENT EARNINGS	167	262	100	112	100	100
TOTAL INVESTMENT EARNINGS	167	262	100	112	100	100
<u>DONATIONS</u>						
236-236-3-67-6932 SPECIFIC PURPOSE DONAT	0	0	0	0	0	0
TOTAL DONATIONS	0	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
236-236-3-80-7075 REIMBURSED ITEMS	0	0	0	0	0	0
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
<u>TRANSFER FROM OTHER FUND</u>						
236-236-3-90-3815 TRANSFER FROM FAIR FUN	5,000	5,000	5,000	5,000	5,000	5,000
236-236-3-90-3816 TRANS FROM BARN RES FU	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	5,000	5,000	5,000	5,000	5,000	5,000
<hr/>						
TOTAL REVENUES	5,167	5,262	5,100	5,112	5,100	5,100
<u>EXPENDITURES</u>						
<u>*****</u>						
<u>CAPITAL OUTLAY</u>						
236-236-5-40-4401 FAIR IMPROVEMENTS	0	0	21,097	0	26,258	26,258
236-236-5-40-4415 DORM-ARCHITECT	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	21,097	0	26,258	26,258
<hr/>						
TOTAL EXPENDITURES	0	0	21,097	0	26,258	26,258
REVENUE OVER/(UNDER) EXPENDITURES	5,167	5,262	( 15,997)	5,112	( 21,158)	( 21,158)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

236-FAIR IMPROVEMENT FUND  
FAIR IMPROVEMENT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
236-100-3-01-0101 BEGINNING FUND BALANCE			0	16,057	0	0
236-100-3-01-0102 BEGINNING FUND BALANCE-BUD			15,997	0	21,158	21,158
236-236-3-01-0101 BEGINNING FUND BALANCE			<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL BEGINNING FUND BALANCE			15,997	16,057	21,158	21,158
FUND TOTAL REVENUES	5,167	5,262	5,100	5,112	5,100	5,100
TOTAL AVAILABLE RESOURCES			21,097	21,168	26,258	26,258
FUND TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	21,097	<u>0</u>	26,258	26,258
REVENUE OVER/(UNDER) EXPENDITURES	<u>5,167</u>	<u>5,262</u>	( 15,997)	<u>5,112</u>	( 21,158)	( 21,158)
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>21,168</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

237-BUILDING PERMIT FUND  
NON-DEPARTMENTAL

			(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
=====						
<u>INVESTMENT EARNINGS</u>						
237-100-3-65-0105 INVESTMENT EARNINGS	<u>17,875</u>	<u>17,267</u>	<u>12,000</u>	<u>6,246</u>	<u>8,000</u>	<u>8,000</u>
TOTAL INVESTMENT EARNINGS	17,875	17,267	12,000	6,246	8,000	8,000
<hr/>						
TOTAL REVENUES	17,875	17,267	12,000	6,246	8,000	8,000
REVENUE OVER/(UNDER) EXPENDITURES	17,875	17,267	12,000	6,246	8,000	8,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

237-BUILDING PERMIT FUND  
PLANNING DEPARTMENT

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>GRANT REVENUE</b>								
237-115-3-30-3515 BUILDING PERMIT FEES	<u>150,698</u>	<u>136,949</u>	<u>100,000</u>	<u>134,245</u>	<u>175,000</u>	<u>175,000</u>		
TOTAL GRANT REVENUE	150,698	136,949	100,000	134,245	175,000	175,000		
<b>REIMBURSEMENTS</b>								
237-115-3-80-7075 REIMBURSED ITEMS	<u>26,400</u>	<u>219</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL REIMBURSEMENTS	26,400	219	0	0	0	0		
TOTAL REVENUES	177,098	137,168	100,000	134,245	175,000	175,000		
<b>EXPENDITURES</b>								
<b>MATERIALS &amp; SERVICES</b>								
237-115-5-20-2110 STATIONARY OFFICE FORM	0	0	0	0	0	0		
237-115-5-20-2130 SUPPLIES	536	96	2,000	1,526	2,000	2,000		
237-115-5-20-2474 PRINTING	0	0	0	0	0	0		
237-115-5-20-2475 SUBSCRIPTIONS	0	0	0	0	0	0		
237-115-5-20-3230 PUBLISHING	0	0	0	0	0	0		
237-115-5-20-3231 BUILDING PERMIT CONTRA	<u>51,761</u>	<u>6,068</u>	<u>250,000</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL MATERIALS & SERVICES	52,297	6,163	252,000	1,526	2,000	2,000		
<b>CAPITAL OUTLAY</b>								
237-115-5-40-4402 OFFICE EQUIPMENT	0	3,275	0	0	0	0		
237-115-5-40-4405 GIS EQUIPMENT	0	0	0	0	0	0		
237-115-5-40-4406 COMPREHENSIVE PLAN	0	0	0	0	0	0		
237-115-5-40-4413 VEHICLE	<u>49,052</u>	<u>0</u>	<u>28,000</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL CAPITAL OUTLAY	49,052	3,275	28,000	0	0	0		
<b>OTHER REQUIREMENTS</b>								
237-115-5-50-5354 TRANS TO PLANNING	0	0	0	0	50,000	50,000		
237-115-5-50-5355 TRANSFER TO ASSESSOR	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL OTHER REQUIREMENTS	0	0	0	0	50,000	50,000		
<b>ENDING FUND BALANCE</b>								
237-115-5-90-9001 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>709,499</u>	<u>0</u>	<u>1,230,736</u>	<u>1,230,736</u>		
TOTAL ENDING FUND BALANCE	0	0	709,499	0	1,230,736	1,230,736		
TOTAL EXPENDITURES	101,350	9,438	989,499	1,526	1,282,736	1,282,736		
REVENUE OVER/(UNDER) EXPENDITURES	75,748	127,730	( 889,499)	132,719	( 1,107,736)	( 1,107,736)		



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

237-BUILDING PERMIT FUND  
 PLANNING DEPARTMENT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
237-100-3-01-0101 BEGINNING FUND BALANCE			0	914,558	0	0
237-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>877,499</u>	<u>0</u>	<u>1,099,736</u>	<u>1,099,736</u>
TOTAL BEGINNING FUND BALANCE			877,499	914,558	1,099,736	1,099,736
FUND TOTAL REVENUES	194,973	154,435	112,000	140,492	183,000	183,000
=====						
TOTAL AVAILABLE RESOURCES			989,499	1,055,050	1,282,736	1,282,736
FUND TOTAL EXPENDITURES	101,350	9,438	989,499	1,526	1,282,736	1,282,736
=====						
REVENUE OVER/(UNDER) EXPENDITURES	93,623	144,997	( 877,499)	138,966	( 1,099,736)	( 1,099,736)
=====						
PROJECTED ENDING FUND EQUITY			0	1,053,524	0	0
=====						

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
PARK FUND

	2018-2019	2019-2020	(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>-----</b>						
<u>INVESTMENT EARNINGS</u>						
238-100-3-65-0105 INVESTMENT EARNINGS	<u>8,625</u>	<u>6,065</u>	<u>2,000</u>	<u>1,806</u>	<u>2,000</u>	<u>2,000</u>
TOTAL INVESTMENT EARNINGS	8,625	6,065	2,000	1,806	2,000	2,000
<hr/>						
TOTAL REVENUES	8,625	6,065	2,000	1,806	2,000	2,000
REVENUE OVER/(UNDER) EXPENDITURES	8,625	6,065	2,000	1,806	2,000	2,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
CUTSFORTH PARK

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
238-200-3-30-3440 COUNTY OPPORTUNITY GRA	37,295	0	0	0	0	0
238-200-3-30-3450 COMPANY GRANT	0	0	0	0	0	0
238-200-3-30-3451 LOCAL GOVT. GRANT	0	0	0	0	0	0
238-200-3-30-3453 ODOT GRANT-RESTROOMS	0	0	0	0	0	0
238-200-3-30-3596 STATE R.V. TAX	58,422	46,370	50,000	36,283	51,000	50,000
238-200-3-30-3597 4-H BUILDING REVENUE	<u>1,772</u>	<u>450</u>	<u>1,000</u>	<u>150</u>	<u>0</u>	<u>1,000</u>
TOTAL GRANT REVENUE	97,489	46,820	51,000	36,433	51,000	51,000
<u>CHARGES FOR SERVICES</u>						
238-200-3-40-4310 RESERVATION PROC. FEE	4,387	1,817	0	0	0	0
238-200-3-40-4312 CAMPING FEES	55,599	32,802	27,000	49,933	52,000	30,000
238-200-3-40-4313 SHOWERS	0	0	0	0	0	0
238-200-3-40-4314 POP MACHINES	293	346	300	345	350	300
238-200-3-40-4315 HORSE PEN RENTALS	26	15	50	24	24	50
238-200-3-40-4316 RV DUMP FEES	310	290	200	300	350	200
238-200-3-40-4319 WOOD SALES	1,040	1,165	800	1,490	1,600	1,000
238-200-3-40-4326 CABIN RENTAL	5,175	3,293	3,500	4,033	4,100	3,500
238-200-3-40-4327 CONCESSIONS	<u>2,609</u>	<u>2,982</u>	<u>2,500</u>	<u>3,842</u>	<u>4,000</u>	<u>2,500</u>
TOTAL CHARGES FOR SERVICES	69,439	42,710	34,350	59,967	62,424	37,550
<u>MISCELLANEOUS REVENUE</u>						
238-200-3-60-4187 MISC REVENUES	<u>4,329</u>	<u>3,764</u>	<u>3,000</u>	<u>4,428</u>	<u>4,500</u>	<u>3,000</u>
TOTAL MISCELLANEOUS REVENUE	4,329	3,764	3,000	4,428	4,500	3,000
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TOTAL REVENUES	171,256	93,294	88,350	100,828	117,924	91,550
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
238-200-5-10-1001 PARK HOST	0	0	0	0	0	0
238-200-5-10-1002 OYCC CREW LEADER	0	0	0	0	0	0
238-200-5-10-1004 PARK RANGER - 20%	0	4,821	4,699	3,837	5,058	5,058
238-200-5-10-1005 OFFICE CLERK-33%	5,814	6,125	6,361	5,718	6,600	6,600
238-200-5-10-1006 ADMIN. ASST.-10%	4,942	5,234	5,243	4,212	5,374	5,374
238-200-5-10-1007 PARKS GMO - 33%	18,056	8,861	9,109	7,171	9,685	9,685
238-200-5-10-1301 FICA	1,685	1,468	1,576	1,239	1,656	1,656
238-200-5-10-1302 WORKERS COMP	234	11	200	8	200	200
238-200-5-10-1303 RETIREMENT	1,227	2,516	2,466	2,008	2,587	2,587
238-200-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
238-200-5-10-1305 MEDICAL INSURANCE	7,830	6,756	6,617	4,971	6,780	6,780
238-200-5-10-1306 DENTAL INSURANCE	483	412	405	297	387	387
238-200-5-10-1309 SUTA	333	278	305	190	347	347

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
CUTSFORTH PARK

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
238-200-5-10-1316 DISABILITY INS	27	22	0	16	0	0
238-200-5-10-1317 LIFE INSURANCE	22	18	0	13	0	0
238-200-5-10-1321 MEDICARE	394	343	368	290	387	387
TOTAL PERSONNEL SERVICES	41,048	36,866	37,349	29,970	39,061	39,061
<u>MATERIALS &amp; SERVICES</u>						
238-200-5-20-2214 OTHER SERVICES	581	916	2,000	1,726	1,500	2,000
238-200-5-20-2251 GASOLINE	258	150	150	0	0	150
238-200-5-20-2255 PROPANE	1,761	3,279	3,500	1,645	3,500	3,500
238-200-5-20-2265 JANITORIAL SUPPLIES	1,000	1,613	1,500	1,500	1,500	2,000
238-200-5-20-2375 MISC SUPPLIES	1,406	438	1,203	194	700	1,870
238-200-5-20-2464 REFUND OF FEES	813	550	2,300	0	100	0
238-200-5-20-2492 OREGON LODGING TAX	1,301	501	2,700	950	1,400	2,000
238-200-5-20-2510 RESERVATION PROC. FEE	2,744	2,683	0	3,322	3,500	3,500
238-200-5-20-3140 MISC PROFESSIONAL SERV	3,556	2,396	2,000	1,053	2,000	2,000
238-200-5-20-3230 ADVERTISING	1,936	1,276	1,000	1,137	1,000	1,000
238-200-5-20-3240 TELEPHONE	1,021	962	1,000	810	1,000	1,000
238-200-5-20-3311 LODGING & MEALS	0	0	500	0	0	500
238-200-5-20-3440 CONTRACT PARK HOST	8,790	8,055	8,950	6,345	9,950	9,950
238-200-5-20-3441 CABIN CONTRACTOR	0	0	0	0	0	0
238-200-5-20-3442 INTERNET	1,422	1,422	1,000	1,066	1,000	1,000
238-200-5-20-3530 INSURANCE	1,127	544	1,500	1,858	2,200	2,000
238-200-5-20-3610 ELECTRICITY	5,322	5,383	5,000	4,676	5,500	5,500
238-200-5-20-3715 REPAIRS & MTN BLDGS	1,255	4,411	4,500	137	4,500	5,500
238-200-5-20-3728 REPAIRS & MTN GROUNDS	485	3,150	1,500	428	1,500	1,500
238-200-5-20-3812 EQUIPMENT & RENTAL	0	36	1,500	50	500	1,500
238-200-5-20-3814 CONCESSIONS	1,617	835	2,000	641	1,000	2,000
238-200-5-20-3815 SANITARY SERVICES	2,743	4,566	2,500	3,475	4,000	3,500
238-200-5-20-3817 REFUNDS	4,955	6,330	4,500	(58)	150	100
TOTAL MATERIALS & SERVICES	44,093	49,495	50,803	30,955	46,500	52,070
<u>CAPITAL OUTLAY</u>						
238-200-5-40-4108 IMPROVEMENTS	1,010	0	0	0	0	0
238-200-5-40-4401 4-H BUILDING IMPS	0	0	0	0	0	0
238-200-5-40-4402 4-H BUILDING MTN	0	0	0	0	0	0
238-200-5-40-4436 DEQ PERMITS	0	0	0	0	0	0
238-200-5-40-4437 GAZEBO PROJECT	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	1,010	0	0	0	0	0
<u>RESERVED FOR FUTURE EXP.</u>						
238-200-5-80-8102 4-H RESERVE FOR FUTURE	0	0	0	0	0	0
TOTAL RESERVED FOR FUTURE EXP.	0	0	0	0	0	0
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TOTAL EXPENDITURES	86,150	86,360	88,152	60,924	85,561	91,131
REVENUE OVER/(UNDER) EXPENDITURES	85,106	6,933	198	39,903	32,363	419

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
ANSON WRIGHT PARK

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
238-238-3-30-3428 ODOT REVENUE	0	0	0	0	0	0
238-238-3-30-3440 THINNING PROJECT	0	0	0	0	0	0
238-238-3-30-3451 GRANTS	0	0	0	0	0	0
238-238-3-30-3596 STATE R.V. TAX	<u>58,422</u>	<u>46,370</u>	<u>52,000</u>	<u>36,283</u>	<u>52,000</u>	<u>52,000</u>
TOTAL GRANT REVENUE	58,422	46,370	52,000	36,283	52,000	52,000
<u>CHARGES FOR SERVICES</u>						
238-238-3-40-4308 SHOWER FEES	4	11	0	0	0	0
238-238-3-40-4310 RESERVATION PROC. FEE	1,249	670	0	0	0	0
238-238-3-40-4312 CAMPING FEES	16,537	11,743	7,500	18,371	20,000	11,000
238-238-3-40-4313 CONCESSIONS	140	243	150	297	350	150
238-238-3-40-4314 POP MACHINES	57	145	100	227	240	150
238-238-3-40-4316 RV DUMP FEES	40	50	50	110	150	50
238-238-3-40-4319 WOOD SALES	439	645	200	435	500	250
238-238-3-40-4326 CABIN RENTAL	<u>1,463</u>	<u>499</u>	<u>700</u>	<u>882</u>	<u>1,000</u>	<u>700</u>
TOTAL CHARGES FOR SERVICES	19,929	14,006	8,700	20,321	22,240	12,300
<u>MISCELLANEOUS REVENUE</u>						
238-238-3-60-4187 MISC REVENUES	<u>370</u>	<u>360</u>	<u>200</u>	<u>364</u>	<u>400</u>	<u>200</u>
TOTAL MISCELLANEOUS REVENUE	370	360	200	364	400	200
<u>REIMBURSEMENTS</u>						
238-238-3-80-7075 REIMBURSED ITEMS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
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TOTAL REVENUES	78,720	60,737	60,900	56,969	74,640	64,500
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
238-238-5-10-1001 PARK HOSTS	0	0	0	0	0	0
238-238-5-10-1002 OYCC CREW LEADER	0	0	0	0	0	0
238-238-5-10-1003 MAINTENANCE	0	0	0	0	0	0
238-238-5-10-1004 PARK RANGER 20%	0	4,821	4,699	3,837	5,058	5,058
238-238-5-10-1005 OFFICE CLERK-33%	5,814	6,125	6,361	5,718	6,600	6,600
238-238-5-10-1006 ADMIN. ASST.-10%	4,942	5,234	5,243	4,212	5,374	5,374
238-238-5-10-1007 PARKS GMO - 33%	18,056	8,861	9,109	7,171	9,682	9,682
238-238-5-10-1301 FICA	1,685	1,468	1,576	1,239	1,656	1,656
238-238-5-10-1302 WORKERS COMP	234	11	200	8	200	200
238-238-5-10-1303 RETIREMENT	1,227	2,516	2,466	2,008	2,587	2,587
238-238-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
238-238-5-10-1305 MEDICAL INSURANCE	7,830	6,756	6,617	4,971	6,780	6,780

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
ANSON WRIGHT PARK

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
238-238-5-10-1306 DENTAL INSURANCE	483	412	405	297	387	387
238-238-5-10-1309 SUTA	333	278	305	190	347	347
238-238-5-10-1316 DISABILITY INS	27	22	0	16	0	0
238-238-5-10-1317 LIFE INSURANCE	22	18	0	13	0	0
238-238-5-10-1321 MEDICARE	394	343	368	290	387	387
TOTAL PERSONNEL SERVICES	41,048	36,866	37,349	29,970	39,058	39,058
<b>MATERIALS &amp; SERVICES</b>						
238-238-5-20-2214 OTHER SERVICES	461	480	2,123	1,284	1,200	1,200
238-238-5-20-2251 GASOLINE	0	0	0	0	0	0
238-238-5-20-2255 PROPANE	1,772	1,212	1,500	758	1,500	1,500
238-238-5-20-2265 JANITORIAL SERVICES	490	1,029	1,000	1,136	1,136	1,200
238-238-5-20-2375 MISC SUPPLIES	546	273	500	162	500	500
238-238-5-20-2492 OREGON LODGING TAX	422	147	500	366	500	500
238-238-5-20-2510 RESERVATION PROC. FEE	888	1,613	0	1,751	1,600	1,600
238-238-5-20-3140 PROFESSIONAL SVCS	2,605	2,296	1,000	863	1,000	1,000
238-238-5-20-3230 ADVERTISING	1,547	849	500	986	600	500
238-238-5-20-3240 TELEPHONE	1,066	998	1,000	837	1,000	1,000
238-238-5-20-3241 INTERNET SERVICE	1,422	1,422	1,000	1,066	1,000	1,000
238-238-5-20-3311 LODGING & MEALS	0	0	100	0	0	100
238-238-5-20-3440 CONTRACT PARK HOST	4,165	4,550	5,455	3,605	7,280	7,280
238-238-5-20-3530 INSURANCE	710	2,402	1,000	240	300	1,000
238-238-5-20-3610 ELECTRICITY	3,325	3,137	3,500	2,812	3,500	4,000
238-238-5-20-3715 REPAIR & MTN BLDG	227	0	1,000	107	700	1,000
238-238-5-20-3728 REPAIR & MTN GROUNDS	348	2,039	1,000	80	500	1,590
238-238-5-20-3812 EQUIPMENTAL & RENTAL	508	0	0	0	0	0
238-238-5-20-3814 CONCESSIONS	176	150	150	44	150	150
238-238-5-20-3815 SANITARY SERVICES	1,177	340	1,000	0	500	1,000
238-238-5-20-3817 REFUNDS	2,568	973	1,000	242	50	100
TOTAL MATERIALS & SERVICES	24,423	23,910	23,328	16,339	23,016	26,220
<b>CAPITAL OUTLAY</b>						
238-238-5-40-4105 THINNING PROJECT	0	0	0	0	0	0
238-238-5-40-4108 IMPROVEMENTS	0	0	0	0	0	0
238-238-5-40-4109 ODOT PROJECT	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
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TOTAL EXPENDITURES	65,470	60,776	60,677	46,309	62,074	65,278
REVENUE OVER/(UNDER) EXPENDITURES	13,249	( 40)	223	10,660	12,566	( 778)

## APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND

ATV PARK

	2018-2019		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>REVENUES</u>						
<u>GRANT REVENUE</u>						
238-300-3-30-3440 COUNTY OPPORTUNITY GRA	0	83,946	0	0	0	0
238-300-3-30-3441 POLARIS 07	0	0	0	0	0	0
238-300-3-30-3442 ATV SAFETY 07	0	0	0	0	0	0
238-300-3-30-3443 ATV DEVELOPMENT 07	0	0	0	0	0	0
238-300-3-30-3444 RTP GRANT 07	0	0	0	0	0	0
238-300-3-30-3445 OPERATION/MAINT GRANT	0	561,586	333,900	0	375,250	375,250
238-300-3-30-3446 LOCAL GOVERNMENT GRANT	0	0	0	0	0	0
238-300-3-30-3447 O&M 07-18.2	0	0	0	0	0	0
238-300-3-30-3450 ATV GRANT	0	0	0	0	0	0
238-300-3-30-3451 GRANTS	0	0	149,600	0	0	0
238-300-3-30-3452 RTP GRANT	0	0	0	0	0	0
238-300-3-30-3453 RV DEVELOPMENT GRANT A	0	0	0	0	0	0
238-300-3-30-3454 OWEB GRANT	0	0	0	0	0	0
238-300-3-30-3455 RTP A	0	0	0	0	0	0
238-300-3-30-3456 RTP B	0	0	0	0	0	0
238-300-3-30-3457 YAMAHA GRANT	0	0	0	0	0	0
238-300-3-30-3458 LAND & WATER CONS. GRA	0	0	0	0	0	0
238-300-3-30-3459 OYCC GRANT	0	0	0	0	0	0
238-300-3-30-3596 STATE R.V. TAX	36,482	30,914	45,000	24,189	50,000	50,000
TOTAL GRANT REVENUE	36,482	676,445	528,500	24,189	425,250	425,250
<u>CHARGES FOR SERVICES</u>						
238-300-3-40-3440 THINNING PROJECT	69,401	0	0	0	0	0
238-300-3-40-4305 ATV LICENSE FEES	0	0	0	11	0	0
238-300-3-40-4308 SHOWER FEES	0	0	0	0	0	0
238-300-3-40-4309 RESERVATION PROC. FEE	7,561	2,423	0	0	0	0
238-300-3-40-4310 FACILITY RENTAL	209	0	0	0	0	0
238-300-3-40-4311 TRAILHEAD FEES	0	0	0	0	0	0
238-300-3-40-4312 CAMPING FEES	84,241	56,256	45,000	69,250	45,000	45,000
238-300-3-40-4313 CONCESSIONS	3,827	2,585	3,000	2,888	3,000	3,000
238-300-3-40-4314 POP MACHINES	392	313	200	257	200	200
238-300-3-40-4315 GRAZING LEASES	4,347	8,680	8,700	8,680	8,700	8,700
238-300-3-40-4316 RV DUMP FEES	2,290	1,810	1,000	2,120	1,500	1,500
238-300-3-40-4317 ATV PERMITS	1,964	2,580	1,000	1,880	1,200	1,200
238-300-3-40-4318 PROPANE SALES	1,735	2,003	2,000	2,824	2,000	2,000
238-300-3-40-4319 WOOD SALES	4,200	4,225	2,000	2,315	2,000	2,000
238-300-3-40-4325 ATV WASH DOWN	531	385	300	196	300	300
238-300-3-40-4326 CABIN RENTAL	27,278	13,742	11,000	12,098	11,000	11,000
238-300-3-40-4327 ADVERTISING CHARGES	0	0	0	0	0	0
238-300-3-40-4328 BLDG RENTAL/OFFICE SPA	0	0	0	0	0	0
238-300-3-40-4329 CABIN RENTAL-M. CO.	0	0	0	0	0	0
238-300-3-40-4330 RESTAURANT - LANDING	3,169	0	42,000	0	42,000	42,000
TOTAL CHARGES FOR SERVICES	211,144	95,001	116,200	102,516	116,900	116,900

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND

ATV PARK

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>MISCELLANEOUS REVENUE</u>						
238-300-3-60-4187 MISC REVENUES	27,236	3,206	2,500	10,906	3,000	3,000
238-300-3-60-4191 SOUVENIER SALES	<u>753</u>	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>
TOTAL MISCELLANEOUS REVENUE	27,989	3,206	3,500	10,906	4,000	4,000
<u>REIMBURSEMENTS</u>						
238-300-3-80-8010 OPERATING LOAN	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
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TOTAL REVENUES	275,616	774,651	648,200	137,611	546,150	546,150
<u>EXPENDITURES</u>						
<u>PERSONNEL SERVICES</u>						
238-300-5-10-1001 PARK HOSTS	0	0	0	0	0	0
238-300-5-10-1002 MAINTENANCE	0	0	0	0	0	0
238-300-5-10-1003 OYCC CREW	0	11,769	12,000	6,312	12,000	12,000
238-300-5-10-1004 PARK RANGER	0	38,567	37,594	30,695	40,460	40,460
238-300-5-10-1005 OFFICE CLERK-34%	5,990	6,311	6,553	5,891	6,800	6,800
238-300-5-10-1006 ADMIN. ASST. -10%	4,942	5,234	5,243	4,212	5,374	5,374
238-300-5-10-1007 PARKS GMO - 34%	18,603	41,353	42,508	33,466	45,184	45,184
238-300-5-10-1170 TEMPORARY HELP	51,647	33,184	42,645	12,828	15,000	15,000
238-300-5-10-1301 FICA	4,922	8,214	7,372	5,690	7,739	7,739
238-300-5-10-1302 WORKERS COMP	1,051	3,841	2,951	6,004	3,040	3,040
238-300-5-10-1303 PACIFIC MUTUAL	1,227	10,810	10,623	8,669	11,367	11,367
238-300-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
238-300-5-10-1305 MEDICAL INSURANCE	7,998	27,884	28,111	21,106	28,803	28,803
238-300-5-10-1306 DENTAL INSURANCE	492	1,586	1,600	1,172	1,528	1,528
238-300-5-10-1308 HRA DED. CONTRIBUTION	0	0	0	0	0	0
238-300-5-10-1309 SUTA	1,090	1,595	1,422	866	1,605	1,605
238-300-5-10-1316 DISABILITY INS	27	100	140	75	140	140
238-300-5-10-1317 LIFE INSURANCE	23	83	117	54	117	117
238-300-5-10-1320 VACATION ACCRUAL	900	5,288	4,464	0	4,598	4,598
238-300-5-10-1321 MEDICARE	<u>1,151</u>	<u>1,921</u>	<u>1,724</u>	<u>1,331</u>	<u>1,810</u>	<u>1,810</u>
TOTAL PERSONNEL SERVICES	100,063	197,740	205,067	138,370	185,565	185,565
<u>MATERIALS &amp; SERVICES</u>						
238-300-5-20-2214 OTHER SERVICES	2,014	1,319	1,000	2,224	1,000	1,000
238-300-5-20-2251 GASOLINE	15,065	13,868	7,000	5,970	9,000	9,000
238-300-5-20-2254 DIESEL	10,692	9,225	7,500	4,773	10,000	10,000
238-300-5-20-2255 PROPANE	10,574	8,975	7,500	7,865	9,000	9,000
238-300-5-20-2265 JANITORIAL SUPPLIES	1,676	1,769	2,000	782	2,000	2,000
238-300-5-20-2285 SMALL TOOLS	6,402	6,842	7,000	2,020	12,000	12,000
238-300-5-20-2353 EQUIPMENT REPAIR	21,489	15,622	15,000	9,754	15,000	15,000
238-300-5-20-2375 MISC SUPPLIES	11,395	3,877	4,500	2,411	15,000	15,000
238-300-5-20-2464 REFUND OF FEES CONT. C	0	0	0	0	0	0



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
ATV PARK

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
238-300-5-20-2486 OPERATING LOAN REPAYME	0	0	0	0	0	0
238-300-5-20-2490 PROPERTY TAXES	3,309	3,409	4,500	3,656	4,500	4,500
238-300-5-20-2492 OREGON LODGING TAX	2,282	686	1,200	1,779	1,500	1,500
238-300-5-20-2505 CONTRACT SERVICES OTHE	151,472	27,761	55,000	10,461	47,292	47,292
238-300-5-20-2510 RESERVATION PROC. FEE	4,599	5,222	0	5,966	5,250	5,250
238-300-5-20-2539 SIGNS	3,668	223	3,000	831	4,000	4,000
238-300-5-20-3120 ENGINEERING & SURVEYIN	1,844	0	1,500	0	500	500
238-300-5-20-3140 MISC PROFESSIONAL SVCS	42,959	40,756	42,000	41,493	42,000	42,000
238-300-5-20-3210 PROJECT MANAGER	0	0	0	0	0	0
238-300-5-20-3230 ADVERTISING	6,682	4,071	4,000	4,255	4,000	4,000
238-300-5-20-3240 TELEPHONE	2,150	3,356	2,500	2,817	2,500	2,500
238-300-5-20-3241 INTERNET SERVICE	3,144	4,478	3,000	2,630	3,000	3,000
238-300-5-20-3311 LODGING & MEALS	1,506	264	2,000	(208)	2,000	2,000
238-300-5-20-3440 CONTRACT PARK HOST	12,735	11,870	14,000	9,600	19,800	19,800
238-300-5-20-3441 CABIN CONTRACTOR	2,842	0	0	0	0	0
238-300-5-20-3442 CABIN CLEANING	0	0	0	0	0	0
238-300-5-20-3530 INSURANCE	9,745	9,097	10,000	9,767	10,000	10,000
238-300-5-20-3610 ELECTRICITY	13,996	13,465	17,000	12,817	17,000	17,000
238-300-5-20-3715 REPAIR & MTN BLDGS	4,207	1,566	3,000	5,232	3,000	3,000
238-300-5-20-3717 BUILDING MAINTENANCE	1,453	5,504	3,000	3,683	3,000	3,000
238-300-5-20-3728 REPAIR & MTN GROUNDS	5,180	6,034	3,000	4,200	5,500	5,500
238-300-5-20-3812 EQUIPMENT & RENTAL	410	4,647	10,000	4,650	10,000	10,000
238-300-5-20-3814 CONCESSIONS	2,683	2,576	18,000	3,157	18,000	18,000
238-300-5-20-3815 SANITARY SERVICES	7,012	7,036	7,000	5,658	8,000	8,000
238-300-5-20-3816 ATV PERMIT STATE T/O	1,870	2,380	1,300	1,890	2,000	2,000
238-300-5-20-3817 REFUNDS	12,150	6,099	7,000	520	500	500
238-300-5-20-3818 SOUVENIERS	2,745	2,215	3,000	0	3,000	3,000
238-300-5-20-3819 REFUNDS CONT. CABINS	0	0	0	0	0	0
TOTAL MATERIALS & SERVICES	379,950	224,213	266,500	170,650	289,342	289,342
<b>CAPITAL OUTLAY</b>						
238-300-5-40-4103 EQUIPMENT PURCHASES	95,808	123,803	259,600	255,489	162,000	162,000
238-300-5-40-4104 FENCE & CATTLEGAURDS	0	0	0	0	0	0
238-300-5-40-4105 TRAIL DEVELOPMENT	0	0	0	0	0	0
238-300-5-40-4106 RV PARK DEVEL/ ACQUISI	0	0	0	0	0	0
238-300-5-40-4107 MAINTENANCE FACILITY D	0	0	0	0	0	0
238-300-5-40-4108 IMPROVEMENTS	0	85,391	0	0	0	0
238-300-5-40-4109 CONTRACTED SERVICES F	11,838	0	10,000	0	0	0
238-300-5-40-4110 LAGOON SYSTEM	0	0	0	0	0	0
238-300-5-40-4111 WASHDOWN FACILITY	0	0	0	0	0	0
238-300-5-40-4112 EQUIPMENT BUILDING	0	0	0	0	0	0
238-300-5-40-4113 RESTROOMS	0	0	0	0	0	0
238-300-5-40-4114 THINNING PROJECT	0	0	0	0	0	0
238-300-5-40-4115 WELCOME CENTER BLDG	0	0	0	0	0	0
238-300-5-40-4116 SAFETY BLDG	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	107,646	209,194	269,600	255,489	162,000	162,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
ATV PARK

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>OTHER REQUIREMENTS</u>						
238-300-5-50-5357 TRANSFER TO OTHER FUND	0	0	0	0	223,207	0
238-300-5-50-5999 CONTINGENCY	<u>0</u>	<u>0</u>	<u>175,505</u>	<u>0</u>	<u>0</u>	<u>167,793</u>
TOTAL OTHER REQUIREMENTS	0	0	175,505	0	223,207	167,793
<hr/>						
TOTAL EXPENDITURES	587,659	631,147	916,672	564,509	860,114	804,700
REVENUE OVER/(UNDER) EXPENDITURES (	312,044)	143,505	( 268,472)	( 426,898)	( 313,964)	( 258,550)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
FAIR PARK

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
*****						
<u>GRANT REVENUE</u>						
238-400-3-30-3451 LOCAL - GOVT. GRANT	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0
<u>CHARGES FOR SERVICES</u>						
238-400-3-40-4310 RESERVATION PROC. FEE	0	0	0	0	0	0
238-400-3-40-4312 CAMPING FEES	0	5,517	2,900	14,021	14,021	2,900
238-400-3-40-4316 RV DUMP FEE	0	0	100	0	0	100
TOTAL CHARGES FOR SERVICES	0	5,517	3,000	14,021	14,021	3,000
<u>MISCELLANEOUS REVENUE</u>						
238-400-3-60-4187 MISC REVENUES	0	0	0	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	0	0	0	0
<u>REIMBURSEMENTS</u>						
238-400-3-80-7075 REIMBURSED ITEMS	0	0	0	0	0	0
TOTAL REIMBURSEMENTS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	0	5,517	3,000	14,021	14,021	3,000
<b>EXPENDITURES</b>						
*****						
<u>PERSONNEL SERVICES</u>						
238-400-5-10-1004 PARK RANGER	0	0	0	0	0	0
238-400-5-10-1005 OFFICE CLERK	0	0	0	0	0	0
238-400-5-10-1006 ADMIN ASST.	0	0	0	0	0	0
238-400-5-10-1007 PARKS GMO	0	0	0	0	0	0
238-400-5-10-1301 FICA	0	0	0	0	0	0
238-400-5-10-1302 WORKERS COMP	0	0	0	0	0	0
238-400-5-10-1303 RETIREMENT	0	0	0	0	0	0
238-400-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
238-400-5-10-1305 MEDICAL INSURANCE	0	0	0	0	0	0
238-400-5-10-1306 DENTAL INSURANCE	0	0	0	0	0	0
238-400-5-10-1309 SUTA	0	0	0	0	0	0
238-400-5-10-1316 DISABILITY INSURANCE	0	0	0	0	0	0
238-400-5-10-1317 LIFE INSURANCE	0	0	0	0	0	0
238-400-5-10-1321 MEDICARE	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
FAIR PARK

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>MATERIALS &amp; SERVICES</u>						
238-400-5-20-2214 OTHER SERVICES	0	0	261	0	0	261
238-400-5-20-2251 GASOLINE	0	0	0	0	0	0
238-400-5-20-2255 PROPANE	0	0	0	0	0	0
238-400-5-20-2265 JANITORIAL SERVICES	0	0	0	0	0	0
238-400-5-20-2285 SMALL TOOLS	0	0	0	0	0	0
238-400-5-20-2353 EQUIPMENT REPAIR	0	0	0	0	0	0
238-400-5-20-2375 MISC SUPPLIES	0	0	0	0	0	0
238-400-5-20-2490 PROPERTY TAX	0	0	0	0	0	0
238-400-5-20-2492 OREGON LODGING TAX	0	0	290	2	0	290
238-400-5-20-2505 CONTRACT SERVICES - OT	0	0	130	0	0	130
238-400-5-20-2510 RESERVATION PROC. FEE	0	184	100	739	700	100
238-400-5-20-2539 SIGNS	0	0	100	0	0	100
238-400-5-20-3230 ADVERTISING	0	0	0	487	336	0
238-400-5-20-3240 TELEPHONE	0	0	0	0	0	0
238-400-5-20-3241 INTERNET	0	0	0	0	0	0
238-400-5-20-3311 LODGING & MEALS	0	0	0	0	0	0
238-400-5-20-3440 PARK HOST	0	0	0	0	0	0
238-400-5-20-3530 INSURANCE	0	0	100	0	0	100
238-400-5-20-3610 ELECTRICITY	0	759	330	1,017	1,000	330
238-400-5-20-3661 WATER/SEWER	0	254	0	0	0	0
238-400-5-20-3728 REPAIR & MTN GROUNDS	0	144	100	0	100	0
238-400-5-20-3812 EQUIPMENT & RENTAL	0	0	0	0	0	100
238-400-5-20-3815 SANITARY SERVICES	0	550	480	1,600	700	480
238-400-5-20-3817 REFUNDS	0	0	50	0	0	50
TOTAL MATERIALS & SERVICES	0	1,890	1,941	3,845	2,836	1,941
<u>CAPITAL OUTLAY</u>						
238-400-5-40-4108 IMPROVEMENTS	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	0	1,890	1,941	3,845	2,836	1,941
REVENUE OVER/(UNDER) EXPENDITURES	0	3,627	1,059	10,176	11,185	1,059

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

238-PARK FUND  
FAIR PARK

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
238-100-3-01-0101 BEGINNING FUND BALANCE			0	389,949	0	0
238-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>264,992</u>	<u>0</u>	<u>255,850</u>	<u>255,850</u>
TOTAL BEGINNING FUND BALANCE			264,992	389,949	255,850	255,850
FUND TOTAL REVENUES	534,216	940,264	802,450	311,234	754,735	707,200
TOTAL AVAILABLE RESOURCES			1,067,442	701,183	1,010,585	963,050
FUND TOTAL EXPENDITURES	739,280	780,173	1,067,442	675,587	1,010,585	963,050
REVENUE OVER/(UNDER) EXPENDITURES	( 205,064)	160,090	( 264,992)	( 364,353)	( 255,850)	( 255,850)
PROJECTED ENDING FUND EQUITY			0	25,596	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

240-EQUITY FUND  
EQUITY FUND

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
<hr/>						
<u>INVESTMENT EARNINGS</u>						
240-100-3-65-0105 INVESTMENT EARNINGS	<u>4,104</u>	<u>4,675</u>	<u>4,000</u>	<u>1,876</u>	<u>2,000</u>	<u>2,000</u>
TOTAL INVESTMENT EARNINGS	4,104	4,675	4,000	1,876	2,000	2,000
<hr/>						
TOTAL REVENUES	4,104	4,675	4,000	1,876	2,000	2,000
REVENUE OVER/(UNDER) EXPENDITURES	4,104	4,675	4,000	1,876	2,000	2,000

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

240-EQUITY FUND  
EQUITY FUND

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>*****</b>								
<u>GRANT REVENUE</u>								
240-240-3-30-3575 GRANTS	0	0	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0	0	0
<u>CHARGES FOR SERVICES</u>								
240-240-3-40-4045 INTEREST INCOME-LOANS	9,911	12,039	9,000	64,701	9,000	9,000	9,000	9,000
TOTAL CHARGES FOR SERVICES	9,911	12,039	9,000	64,701	9,000	9,000	9,000	9,000
<u>TRANSFER FROM OTHER FUND</u>								
240-240-3-90-3821 TRANSFER FROM GENERAL	0	0	0	0	0	0	0	0
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0	0	0
<hr/>								
TOTAL REVENUES	9,911	12,039	9,000	64,701	9,000	9,000	9,000	9,000
<b>EXPENDITURES</b>								
<b>*****</b>								
<u>PERSONNEL SERVICES</u>								
240-240-5-10-1001 SALARY	0	0	0	0	0	0	0	0
240-240-5-10-1301 FICA	0	0	0	0	0	0	0	0
240-240-5-10-1302 WORKERS COMP	0	0	0	0	0	0	0	0
240-240-5-10-1309 UNEMPLOYMENT INS	0	0	0	0	0	0	0	0
240-240-5-10-1320 VACATION ACCRUAL	0	0	0	0	0	0	0	0
240-240-5-10-1321 MANDATED MEDICARE	0	0	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	0	0	0	0	0	0	0	0
<u>MATERIALS &amp; SERVICES</u>								
240-240-5-20-2110 MATERIALS AND SUPPLIES	0	0	0	0	0	0	0	0
240-240-5-20-2115 ADMINISTRATION FEE	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
240-240-5-20-2410 OTHER EXPENSES	7,247	6,015	21,000	0	19,000	19,000	19,000	19,000
TOTAL MATERIALS & SERVICES	9,247	8,015	23,000	2,000	21,000	21,000	21,000	21,000
<u>CAPITAL OUTLAY</u>								
240-240-5-40-4105 OFFICE EQUIPMENT	0	0	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	0	0
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TOTAL EXPENDITURES	9,247	8,015	23,000	2,000	21,000	21,000	21,000	21,000
REVENUE OVER/(UNDER) EXPENDITURES	664	4,025	( 14,000)	62,701	( 12,000)	( 12,000)	( 12,000)	( 12,000)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

240-EQUITY FUND  
EQUITY FUND

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
240-100-3-01-0101 BEGINNING FUND BALANCE			0	618,483	0	0
240-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>
TOTAL BEGINNING FUND BALANCE			10,000	618,483	10,000	10,000
FUND TOTAL REVENUES	14,015	16,714	13,000	66,577	11,000	11,000
TOTAL AVAILABLE RESOURCES			23,000	685,060	21,000	21,000
FUND TOTAL EXPENDITURES	9,247	8,015	23,000	2,000	21,000	21,000
REVENUE OVER/ (UNDER) EXPENDITURES	4,768	8,700	( 10,000)	64,577	( 10,000)	( 10,000)
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>683,060</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

241-BUILDING RESERVE FUND  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
241-100-3-65-0105 INVESTMENT EARNINGS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL INVESTMENT EARNINGS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	0	0	0	0	0	0
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

## APPROVED BUDGET

AS OF: APRIL 30TH, 2021

241-BUILDING RESERVE FUND  
BUILDING RESERVE FUND

	2018-2019		2019-2020		2020-2021		2021-2022	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET		
<b>REVENUES</b>								
<b>*****</b>								
<u>INVESTMENT EARNINGS</u>								
241-241-3-65-0105 INVESTMENT EARNINGS	<u>6,074</u>	<u>10,603</u>	<u>1,000</u>	<u>5,161</u>	<u>1,000</u>	<u>1,000</u>		
TOTAL INVESTMENT EARNINGS	6,074	10,603	1,000	5,161	1,000	1,000		
<u>TRANSFER FROM OTHER FUND</u>								
241-241-3-90-3810 TRANS FROM SHEPHERDS F	0	500,000	280,119	250,000	0	189,861		
241-241-3-90-3815 TRANSFER FROM GENERAL	50,000	50,000	50,000	50,000	50,000	50,000		
241-241-3-90-3816 TRANS FROM F.B. LIC FE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>250,000</u>	<u>0</u>		
TOTAL TRANSFER FROM OTHER FUND	50,000	550,000	330,119	300,000	300,000	239,861		
<hr/>								
TOTAL REVENUES	56,074	560,603	331,119	305,161	301,000	240,861		
<b>EXPENDITURES</b>								
<b>*****</b>								
<u>CAPITAL OUTLAY</u>								
241-241-5-40-4401 BUILDING	<u>0</u>	<u>42,970</u>	<u>500,000</u>	<u>0</u>	<u>500,000</u>	<u>500,000</u>		
TOTAL CAPITAL OUTLAY	0	42,970	500,000	0	500,000	500,000		
<u>OTHER REQUIREMENTS</u>								
241-241-5-50-5362 TRANS TO CIP FUND	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>500,000</u>		
TOTAL OTHER REQUIREMENTS	0	0	0	0	0	500,000		
<u>RESERVED FOR FUTURE EXP.</u>								
241-241-5-80-8102 RESERVE FOR FUTURE EXP	<u>0</u>	<u>0</u>	<u>300,000</u>	<u>0</u>	<u>500,000</u>	<u>0</u>		
TOTAL RESERVED FOR FUTURE EXP.	0	0	300,000	0	500,000	0		
<u>ENDING FUND BALANCE</u>								
241-241-5-90-9001 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>270,818</u>	<u>0</u>	<u>398,762</u>	<u>338,623</u>		
TOTAL ENDING FUND BALANCE	0	0	270,818	0	398,762	338,623		
<hr/>								
TOTAL EXPENDITURES	0	42,970	1,070,818	0	1,398,762	1,338,623		
REVENUE OVER/(UNDER) EXPENDITURES	56,074	517,634	( 739,699)	305,161	( 1,097,762)	( 1,097,762)		

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

241-BUILDING RESERVE FUND  
BUILDING RESERVE FUND

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
241-100-3-01-0101 BEGINNING FUND BALANCE			0	0	0	0
241-100-3-01-0102 BEGINNING FUND BALANCE-BUD			739,699	0	1,097,762	1,097,762
241-241-3-01-0101 BEGINNING FUND BALANCE			0	792,601	0	0
241-241-3-01-0102 BEGINNING FUND BAL-BUD			<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL BEGINNING FUND BALANCE			739,699	792,601	1,097,762	1,097,762
FUND TOTAL REVENUES	56,074	560,603	331,119	305,161	301,000	240,861
	=====	=====	=====	=====	=====	=====
TOTAL AVAILABLE RESOURCES			1,070,818	1,097,762	1,398,762	1,338,623
FUND TOTAL EXPENDITURES	0	42,970	1,070,818	0	1,398,762	1,338,623
	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	56,074	517,634	( 739,699)	305,161	( 1,097,762)	( 1,097,762)
	=====	=====	=====	=====	=====	=====
PROJECTED ENDING FUND EQUITY			0	1,097,762	0	0
			=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

243-LIQUOR CONTROL FUND  
NON-DEPARTMENTAL

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
243-100-3-65-0105 INVESTMENT EARNINGS	<u>21</u>	<u>18</u>	<u>15</u>	<u>6</u>	<u>15</u>	<u>15</u>
TOTAL INVESTMENT EARNINGS	21	18	15	6	15	15
<hr/>						
TOTAL REVENUES	21	18	15	6	15	15
REVENUE OVER/(UNDER) EXPENDITURES	21	18	15	6	15	15

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

243-LIQUOR CONTROL FUND  
DISTRICT ATTORNEY

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES	*****					
<u>GRANT REVENUE</u>						
243-111-3-30-3600 LIQUOR CONTROL REVENUE	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	0	0	0	0	0	0
EXPENDITURES	*****					
<u>MATERIALS &amp; SERVICES</u>						
243-111-5-20-2476 OTHER EXPENSES	0	0	883	0	887	887
TOTAL MATERIALS & SERVICES	0	0	883	0	887	887
<hr/>						
TOTAL EXPENDITURES	0	0	883	0	887	887
REVENUE OVER/(UNDER) EXPENDITURES	0	0	( 883)	0	( 887)	( 887)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

243-LIQUOR CONTROL FUND  
DISTRICT ATTORNEY

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
243-100-3-01-0101 FUND BALANCE			0	867	0	0
243-100-3-01-0102 BEGINNING FUND BAL-BUD			<u>868</u>	<u>0</u>	<u>872</u>	<u>872</u>
TOTAL BEGINNING FUND BALANCE			868	867	872	872
FUND TOTAL REVENUES	21	18	15	6	15	15
TOTAL AVAILABLE RESOURCES			883	872	887	887
FUND TOTAL EXPENDITURES	0	0	883	0	887	887
REVENUE OVER/(UNDER) EXPENDITURES	21	18	( 868)	6	( 872)	( 872)
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>872</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

245-WATER PLANNING FUND  
NON-DEPARTMENTAL

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
245-100-3-65-0105 INVESTMENT EARNINGS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL INVESTMENT EARNINGS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	0	0	0	0	0	0
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

245-WATER PLANNING FUND  
 PLANNING DEPARTMENT

			2020-2021		2021-2022	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
245-115-3-30-3551 STATE WATER RESOURCES	0	0	0	0	0	0
245-115-3-30-3599 INTERGOVERNMENTAL REV	0	0	0	0	0	0
TOTAL GRANT REVENUE	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	0	0	0	0	0	0
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
245-115-5-20-3813 OTHER EXPENSES	0	0	1,258	0	258	258
245-115-5-20-3815 NOWA	5,000	0	5,000	6,000	0	0
TOTAL MATERIALS & SERVICES	5,000	0	6,258	6,000	258	258
<hr/>						
<u>OTHER REQUIREMENTS</u>						
245-115-5-50-5300 UMATILLA BASIN WATER C	0	0	0	0	0	0
TOTAL OTHER REQUIREMENTS	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	5,000	0	6,258	6,000	258	258
REVENUE OVER/(UNDER) EXPENDITURES (	5,000)	0	( 6,258)	( 6,000)	( 258)	( 258)



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

245-WATER PLANNING FUND  
 PLANNING DEPARTMENT

			(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
245-100-3-01-0101 BEGINNING FUND BALANCE			0	6,258	0	0
245-100-3-01-0102 BEG FUND BALANCE-BUD			<u>6,258</u>	<u>0</u>	<u>258</u>	<u>258</u>
TOTAL BEGINNING FUND BALANCE			<u>6,258</u>	<u>6,258</u>	<u>258</u>	<u>258</u>
FUND TOTAL REVENUES	0	0	0	0	0	0
TOTAL AVAILABLE RESOURCES			6,258	6,258	258	258
FUND TOTAL EXPENDITURES	5,000	0	6,258	6,000	258	258
REVENUE OVER/ (UNDER) EXPENDITURES	( 5,000)	0	( 6,258)	( 6,000)	( 258)	( 258)
PROJECTED ENDING FUND EQUITY			0	258	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

321-FOREST SERVICE FUND  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>REVENUES</u>						
*****						
<u>CHARGES FOR SERVICES</u>						
321-100-3-40-4729 TITLE III REVENUE	6,269	6,922	0	4,361	0	0
321-100-3-40-4730 TITLE II REVENUE	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	6,269	6,922	0	4,361	0	0
<u>INVESTMENT EARNINGS</u>						
321-100-3-65-0105 INVESTMENT EARNINGS	1,363	1,489	1,200	492	1,200	1,200
TOTAL INVESTMENT EARNINGS	1,363	1,489	1,200	492	1,200	1,200
<hr/>						
TOTAL REVENUES	7,632	8,411	1,200	4,853	1,200	1,200
<u>EXPENDITURES</u>						
*****						
<u>MATERIALS &amp; SERVICES</u>						
321-100-5-20-2205 FOREST PROJECTS	0	0	0	0	0	0
321-100-5-20-2230 TITLE III PROGRAMS	0	0	31,237	0	38,538	38,538
321-100-5-20-2250 SEARCH & RESCUE	0	0	40,000	0	40,000	40,000
TOTAL MATERIALS & SERVICES	0	0	71,237	0	78,538	78,538
<u>CAPITAL OUTLAY</u>						
321-100-5-40-4407 TITLE III VEHICLES	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
<u>OTHER REQUIREMENTS</u>						
321-100-5-50-5354 TRANS TO G/F SEARCH &	0	0	0	0	0	0
TOTAL OTHER REQUIREMENTS	0	0	0	0	0	0
<u>ENDING FUND BALANCE</u>						
321-100-5-90-9001 UNAPPROPRIATED ENDING	0	0	0	0	0	0
TOTAL ENDING FUND BALANCE	0	0	0	0	0	0
<hr/>						
TOTAL EXPENDITURES	0	0	71,237	0	78,538	78,538
REVENUE OVER/(UNDER) EXPENDITURES	7,632	8,411	( 70,037)	4,853	( 77,338)	( 77,338)
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

321-FOREST SERVICE FUND  
NON-DEPARTMENTAL

			2020-2021		2021-2022	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
321-100-3-01-0101 BEGINNING FUND BALANCE			0	76,846	0	0
321-100-3-01-0102 BEGINNING FUND BALANCE-BUD			70,037	0	77,338	77,338
TOTAL BEGINNING FUND BALANCE			70,037	76,846	77,338	77,338
FUND TOTAL REVENUES	7,632	8,411	1,200	4,853	1,200	1,200
TOTAL AVAILABLE RESOURCES			71,237	81,699	78,538	78,538
FUND TOTAL EXPENDITURES	0	0	71,237	0	78,538	78,538
REVENUE OVER/ (UNDER) EXPENDITURES	7,632	8,411	( 70,037)	4,853	( 77,338)	( 77,338)
PROJECTED ENDING FUND EQUITY			0	81,699	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

322-COURT SECURITY FUND  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
322-100-3-40-4729 FINE ASSESSMENTS - 40	<u>9,989</u>	<u>10,714</u>	<u>11,000</u>	<u>8,161</u>	<u>11,000</u>	<u>11,000</u>
TOTAL CHARGES FOR SERVICES	9,989	10,714	11,000	8,161	11,000	11,000
<u>INVESTMENT EARNINGS</u>						
322-100-3-65-0105 INVESTMENT EARNINGS	<u>3,937</u>	<u>2,685</u>	<u>3,000</u>	<u>625</u>	<u>3,000</u>	<u>3,000</u>
TOTAL INVESTMENT EARNINGS	3,937	2,685	3,000	625	3,000	3,000
<hr/>						
TOTAL REVENUES	13,926	13,399	14,000	8,786	14,000	14,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
322-100-5-20-2205 OTHER EXPENSES	0	145	8,000	0	3,851	3,851
322-100-5-20-2227 COURT SECURITY	20,420	20,468	50,000	14,376	50,000	50,000
322-100-5-20-3240 TELEPHONE	<u>472</u>	<u>490</u>	<u>500</u>	<u>295</u>	<u>500</u>	<u>500</u>
TOTAL MATERIALS & SERVICES	20,891	21,103	58,500	14,671	54,351	54,351
<u>CAPITAL OUTLAY</u>						
322-100-5-40-4438 SECURITY EQUIPMENT	0	30,751	35,000	0	35,000	35,000
322-100-5-40-4439 OFFICE FURNITURE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	30,751	35,000	0	35,000	35,000
<u>ENDING FUND BALANCE</u>						
322-100-5-90-9001 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>34,182</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ENDING FUND BALANCE	0	0	34,182	0	0	0
<hr/>						
TOTAL EXPENDITURES	20,891	51,854	127,682	14,671	89,351	89,351
REVENUE OVER/(UNDER) EXPENDITURES (	6,965)	( 38,455)	( 113,682)	( 5,885)	( 75,351)	( 75,351)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

322-COURT SECURITY FUND  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
322-100-3-01-0101 BEGINNING FUND BALANCE			0	94,490	0	0
322-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>113,682</u>	<u>0</u>	<u>75,351</u>	<u>75,351</u>
TOTAL BEGINNING FUND BALANCE			113,682	94,490	75,351	75,351
FUND TOTAL REVENUES	13,926	13,399	14,000	8,786	14,000	14,000
TOTAL AVAILABLE RESOURCES			127,682	103,277	89,351	89,351
FUND TOTAL EXPENDITURES	20,891	51,854	127,682	14,671	89,351	89,351
REVENUE OVER/(UNDER) EXPENDITURES	( 6,965)	( 38,455)	( 113,682)	( 5,885)	( 75,351)	( 75,351)
PROJECTED ENDING FUND EQUITY			0	88,605	0	0
*** END OF REPORT ***						
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

500-ECHO WINDS FEES FUND  
ECHO WINDS FEES

	2018-2019	2019-2020	(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
500-500-3-40-4420 ECHO-LOC IMPR FEES	0	0	0	0	0	0
500-500-3-40-4421 ECHO-COMM SERV FEES	66,737	57,550	62,100	33,198	62,100	62,100
500-500-3-40-4432 ECHO - ADDL FEES	<u>38,843</u>	<u>30,437</u>	<u>28,000</u>	<u>53,573</u>	<u>22,000</u>	<u>22,000</u>
TOTAL CHARGES FOR SERVICES	105,580	87,986	90,100	86,771	84,100	84,100
<u>INVESTMENT EARNINGS</u>						
500-500-3-65-0105 INVESTMENT EARNINGS	<u>208</u>	<u>233</u>	<u>100</u>	<u>110</u>	<u>100</u>	<u>100</u>
TOTAL INVESTMENT EARNINGS	208	233	100	110	100	100
<u>TRANSFER FROM OTHER FUND</u>						
500-500-3-90-3821 TRANSFER FROM GF	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	105,788	88,219	90,200	86,881	84,200	84,200
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>OTHER REQUIREMENTS</u>						
500-500-5-50-5220 ECHO-LOC IMP FEE DIST.	7,757	0	0	0	0	0
500-500-5-50-5221 ECHO-COMM SERV FEE DIS	66,737	63,889	62,100	41,123	62,100	62,100
500-500-5-50-5351 TRANS TO GEN FUND	20,050	30,437	35,210	35,210	39,785	25,785
500-500-5-50-5352 TRANS TO HERITAGE TRAI	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,000</u>
TOTAL OTHER REQUIREMENTS	94,544	94,325	97,310	76,333	101,885	101,885
<hr/>						
TOTAL EXPENDITURES	94,544	94,325	97,310	76,333	101,885	101,885
REVENUE OVER/(UNDER) EXPENDITURES	11,245	( 6,106)	( 7,110)	10,548	( 17,685)	( 17,685)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

500-ECHO WINDS FEES FUND  
ECHO WINDS FEES

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
500-100-3-01-0101			0	7,137	0	0
500-100-3-01-0102 BEGINNING FUND BALANCE-BUD			7,110	0	17,685	17,685
500-500-3-01-0101 BEGINNING FUND BALANCE			<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL BEGINNING FUND BALANCE			7,110	7,137	17,685	17,685
FUND TOTAL REVENUES	105,788	88,219	90,200	86,881	84,200	84,200
TOTAL AVAILABLE RESOURCES			97,310	94,018	101,885	101,885
FUND TOTAL EXPENDITURES	94,544	94,325	97,310	76,333	101,885	101,885
REVENUE OVER/(UNDER) EXPENDITURES	11,245	( 6,106)	( 7,110)	10,548	( 17,685)	( 17,685)
PROJECTED ENDING FUND EQUITY			0	17,685	0	0
*** END OF REPORT ***						
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

501-SHEPHERDS FLAT FEES  
SHEPHERDS FLAT FEES

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
501-501-3-40-4440 SHEPHERDS FLT-LOC IMPR	0	0	0	0	0	0
501-501-3-40-4441 SHEPHERDS FLT-COMM SER	500,000	500,000	500,000	500,000	500,000	500,000
501-501-3-40-4445 ADDITIONAL MONIES	1,241,613	1,185,916	1,290,000	1,202,262	1,160,000	1,160,000
501-501-3-40-4450 C.R.E.A.	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	1,741,613	1,685,916	1,790,000	1,702,262	1,660,000	1,660,000
<u>INVESTMENT EARNINGS</u>						
501-501-3-65-0105 INVESTMENT EARNINGS	1,983	2,450	1,000	2,696	1,000	1,000
TOTAL INVESTMENT EARNINGS	1,983	2,450	1,000	2,696	1,000	1,000
<hr/>						
TOTAL REVENUES	1,743,596	1,688,366	1,791,000	1,704,958	1,661,000	1,661,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
501-501-5-20-3999 LONG TERM GOALS	0	0	0	0	0	0
501-501-5-20-5241 SHEPHERDS FLT-COMM S F	380,296	0	0	0	0	0
TOTAL MATERIALS & SERVICES	380,296	0	0	0	0	0
<u>OTHER REQUIREMENTS</u>						
501-501-5-50-5171 GRANTS TO CITIES	0	0	0	0	0	0
501-501-5-50-5221 SHEPHERDS FLT - CSF	0	381,466	359,882	380,397	500,000	500,000
501-501-5-50-5240 SHEPHERDS FLT-LOC IMPR	0	0	0	0	0	0
501-501-5-50-5241 C.R.E.A.	21,500	21,500	21,500	21,500	21,500	21,500
501-501-5-50-5350 TRANSFER TO ROAD	1,129,500	528,700	785,990	785,990	785,990	785,990
501-501-5-50-5351 TRANS TO BUILDING RES	0	500,000	280,118	250,000	0	189,861
501-501-5-50-5352 TRANSFER TO AIRPORT	0	0	0	0	0	0
501-501-5-50-5353 TRANSFER TO FAIR	0	0	0	0	0	0
501-501-5-50-5354 TRANSFER TO ROAD EQUIP	175,000	175,000	175,000	175,000	175,000	175,000
501-501-5-50-5355 TRANS TO GEN FUND	0	0	200,000	200,000	0	0
501-501-5-50-5356 TRANSFER TO COMPUTER RE	0	0	0	0	0	0
501-501-5-50-5357 TRANSFER TO PROGRAMMIN	0	0	0	0	0	0
501-501-5-50-5358 TRANS TO CIP	0	0	0	0	0	0
501-501-5-50-5999 OPERATING CONTINGENCY	0	0	0	0	189,861	0
TOTAL OTHER REQUIREMENTS	1,326,000	1,606,666	1,822,490	1,812,887	1,672,351	1,672,351
<hr/>						
TOTAL EXPENDITURES	1,706,296	1,606,666	1,822,490	1,812,887	1,672,351	1,672,351
REVENUE OVER/(UNDER) EXPENDITURES	37,300	81,700	( 31,490)	( 107,929)	( 11,351)	( 11,351)



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

501-SHEPHERDS FLAT FEES  
SHEPHERDS FLAT FEES

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
501-100-3-01-0101			0	119,280	0	0
501-100-3-01-0102 BEGINNING FUND BALANCE-BUD			31,490	0	11,351	11,351
501-501-3-01-0101 BEGINNING FUND BALANCE			<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL BEGINNING FUND BALANCE			31,490	119,280	11,351	11,351
FUND TOTAL REVENUES	1,743,596	1,688,366	1,791,000	1,704,958	1,661,000	1,661,000
TOTAL AVAILABLE RESOURCES			1,822,490	1,824,238	1,672,351	1,672,351
FUND TOTAL EXPENDITURES	1,706,296	1,606,666	1,822,490	1,812,887	1,672,351	1,672,351
REVENUE OVER/(UNDER) EXPENDITURES	37,300	81,700	( 31,490)	( 107,929)	( 11,351)	( 11,351)
PROJECTED ENDING FUND EQUITY			0	11,351	0	0
*** END OF REPORT ***						
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

504-5310 - FTA GRANT FUND  
5310 FTA GRANT

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
504-504-3-30-3144 STO OPERATING GRANT	0	0	0	0	0	0
504-504-3-30-3145 5310 - FTA GRANT	39,226	85,220	68,172	27,651	62,021	62,021
504-504-3-30-3146 5311 - GRANT	0	0	0	0	200,000	200,000
504-504-3-30-3147 5310 - DISPATCH GRANT	1,552	0	0	0	0	0
504-504-3-30-3148 HB 2017 GRANT	0	0	0	0	0	0
504-504-3-30-3149 5304 - GRANT	0	0	0	0	25,000	25,000
504-504-3-30-3150 HRTG - VETS	0	0	0	0	40,500	40,500
TOTAL GRANT REVENUE	40,778	85,220	68,172	27,651	327,521	327,521
<u>CHARGES FOR SERVICES</u>						
504-504-3-40-4139 BUS RECEIPTS	0	0	0	0	0	0
TOTAL CHARGES FOR SERVICES	0	0	0	0	0	0
<u>INVESTMENT EARNINGS</u>						
504-504-3-65-0105 INVESTMENT EARNINGS	1,102	1,228	1,000	254	1,000	1,000
TOTAL INVESTMENT EARNINGS	1,102	1,228	1,000	254	1,000	1,000
<u>REIMBURSEMENTS</u>						
504-504-3-80-7075 REIMBURSED ITEMS	24,583	( 11,509)	0	0	0	0
TOTAL REIMBURSEMENTS	24,583	( 11,509)	0	0	0	0
<u>TRANSFER FROM OTHER FUND</u>						
504-504-3-90-3828 TRANS. FROM STF-MATCH	9,848	0	6,282	12,731	6,370	6,370
504-504-3-90-3829 TRANS FROM STF MATCH-5	0	0	0	0	20,540	20,540
TOTAL TRANSFER FROM OTHER FUND	9,848	0	6,282	12,731	26,910	26,910
TOTAL REVENUES	76,310	74,939	75,454	40,636	355,431	355,431
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
504-504-5-10-1001 COORDINATOR	28,405	26,399	21,312	17,107	45,874	45,874
504-504-5-10-1002 DISPATCHER	11,697	14,864	0	0	0	0
504-504-5-10-1301 FICA	2,461	2,443	1,321	1,021	2,844	2,844
504-504-5-10-1302 WORKERS COMP	22	19	115	8	115	115
504-504-5-10-1303 DB RETIREMENT	7,044	10,224	5,285	4,282	11,377	11,377
504-504-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0
504-504-5-10-1305 AOC-MEDICAL	0	12,069	11,592	8,660	22,605	22,605
504-504-5-10-1306 DENTAL INSURANCE	0	865	830	608	1,619	1,619
504-504-5-10-1308 HRA DED. CONTRIBUTION	0	0	0	0	0	0
504-504-5-10-1309 UNEMPLOYMENT INSURANCE	440	429	256	202	505	505
504-504-5-10-1316 DISABILITY INSURANCE	31	56	0	23	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

504-5310 - FTA GRANT FUND  
5310 FTA GRANT

	2018-2019	2019-2020	(----- 2020-2021 -----)	(----- 2021-2022 -----)		
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
504-504-5-10-1317 LIFE INSURANCE	26	46	0	19	0	0
504-504-5-10-1320 VACATION ACCRUALS	0	0	0	0	0	0
504-504-5-10-1321 MANDATED MEDICARE	575	571	309	239	665	665
TOTAL PERSONNEL SERVICES	50,702	67,986	41,020	32,171	85,604	85,604
<u>MATERIALS &amp; SERVICES</u>						
504-504-5-20-2251 FUEL	0	0	14,668	0	14,668	14,668
504-504-5-20-2252 TIRES	2,110	2,178	8,500	3,575	11,800	11,800
504-504-5-20-2381 MAINTENANCE	4,105	10,347	7,172	3,054	0	0
504-504-5-20-3230 PUBLISHING	0	0	0	55	0	0
504-504-5-20-3240 TELEPHONE/DATA	0	0	0	0	6,720	6,720
504-504-5-20-3311 LODGING AND MEALS	0	0	0	0	2,000	2,000
504-504-5-20-3314 REGISTRATION & DUES	0	0	0	0	0	0
504-504-5-20-3323 MILEAGE	0	0	0	0	1,000	1,000
504-504-5-20-3440 CONTRACT SERVICES	0	0	0	0	25,000	25,000
504-504-5-20-3530 INSURANCE	0	0	0	0	0	15,000
504-504-5-20-3531 SOFTWARE	0	0	0	0	4,000	4,000
504-504-5-20-3710 RSVP	0	0	0	0	0	0
504-504-5-20-3712 OFFICE EXPENSE	0	0	0	0	0	0
504-504-5-20-3713 DRIVER EXPENSE	0	0	0	0	1,000	1,000
504-504-5-20-3714 TRAINING	0	0	0	0	1,000	1,000
504-504-5-20-3715 MAINT - OPERATING	0	0	0	0	3,000	3,000
504-504-5-20-3717 MAINT - VEHICLE	0	0	0	0	11,800	11,800
504-504-5-20-3725 MISCELLANEOUS	0	0	0	0	0	0
504-504-5-20-3745 CONTR SERV - VOL DRIVE	0	0	0	0	5,000	5,000
504-504-5-20-3746 CAREVAN/CTUIR	12,000	9,000	12,000	6,000	12,000	12,000
504-504-5-20-3747 5311 GRANT	0	0	0	0	0	0
504-504-5-20-3748 OUTREACH SUPPLIES	0	0	0	0	0	0
504-504-5-20-3749 MDT'S	0	0	0	0	0	0
504-504-5-20-3750 SURVEILLANCE	0	0	0	0	1,500	1,500
504-504-5-20-3816 DRUG & ALCOHOL TESTING	0	0	0	130	1,750	1,750
TOTAL MATERIALS & SERVICES	18,215	21,524	42,340	12,814	102,238	117,238
<u>CAPITAL OUTLAY</u>						
504-504-5-40-4402 EQUIPMENT	0	0	0	0	0	0
504-504-5-40-4404 OFFICE SOFTWARE	0	0	0	0	50,000	50,000
504-504-5-40-4405 STF VEHICLE	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	50,000	50,000
<u>OTHER REQUIREMENTS</u>						
504-504-5-50-5353 TRANSFER TO GF-IND CO	0	0	0	0	0	0
504-504-5-50-5354 TRANSFER TO STF	0	0	0	0	0	0
504-504-5-50-5355 TRANS TO STF RESERVE	0	0	0	0	12,000	12,000
504-504-5-50-5999 CONTINGENCY	0	0	33,396	0	153,238	138,238
TOTAL OTHER REQUIREMENTS	0	0	33,396	0	165,238	150,238
TOTAL EXPENDITURES	68,917	89,511	116,756	44,985	403,080	403,080
REVENUE OVER/(UNDER) EXPENDITURES	7,393	( 14,572)	( 41,302)	( 4,349)	( 47,649)	( 47,649)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

504-5310 - FTA GRANT FUND  
5310 FTA GRANT

	2018-2019	2019-2020	(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
504-100-3-01-0101			0	23,208	0	0
504-100-3-01-0102 BEGINNING FUND BALANCE-BUD			<u>41,302</u>	<u>0</u>	<u>47,649</u>	<u>47,649</u>
TOTAL BEGINNING FUND BALANCE			41,302	23,208	47,649	47,649
FUND TOTAL REVENUES	<u>76,310</u>	<u>74,939</u>	<u>75,454</u>	<u>40,636</u>	<u>355,431</u>	<u>355,431</u>
TOTAL AVAILABLE RESOURCES			116,756	63,844	403,080	403,080
FUND TOTAL EXPENDITURES	<u>68,917</u>	<u>89,511</u>	<u>116,756</u>	<u>44,985</u>	<u>403,080</u>	<u>403,080</u>
REVENUE OVER/(UNDER) EXPENDITURES	<u>7,393</u>	<u>( 14,572)</u>	<u>( 41,302)</u>	<u>( 4,349)</u>	<u>( 47,649)</u>	<u>( 47,649)</u>
PROJECTED ENDING FUND EQUITY			<u>0</u>	<u>18,859</u>	<u>0</u>	<u>0</u>

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

510-COMMUNITY CORRECTIONS  
COMMUNITY CORRECTIONS

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
510-113-3-30-3593 MEASURE 57	0	0	0	0	0	0
510-113-3-30-3595 JUSTICE REINVESTMENT G	67,664	70,040	63,240	35,020	63,240	63,240
510-113-3-30-3599 STATE P & P FUNDS	<u>482,703</u>	<u>478,562</u>	<u>515,678</u>	<u>235,698</u>	<u>515,678</u>	<u>515,678</u>
TOTAL GRANT REVENUE	550,367	548,602	578,918	270,718	578,918	578,918
<u>CHARGES FOR SERVICES</u>						
510-113-3-40-4214 GPS TRACKING FEES	0	375	500	0	0	0
510-113-3-40-4215 SUPERVISION FEES	<u>20,414</u>	<u>15,950</u>	<u>20,000</u>	<u>14,775</u>	<u>20,000</u>	<u>20,000</u>
TOTAL CHARGES FOR SERVICES	20,414	16,325	20,500	14,775	20,000	20,000
<u>MISCELLANEOUS REVENUE</u>						
510-113-3-60-4189 OTHER FEES	10,000	0	10,000	0	0	0
510-113-3-60-4190 COMMUNITY SERVICE FEES	<u>26,200</u>	<u>17,500</u>	<u>27,000</u>	<u>9,300</u>	<u>27,000</u>	<u>27,000</u>
TOTAL MISCELLANEOUS REVENUE	36,200	17,500	37,000	9,300	27,000	27,000
<u>INVESTMENT EARNINGS</u>						
510-113-3-65-0105 INVESTMENT EARNINGS	<u>2,722</u>	<u>8,325</u>	<u>6,000</u>	<u>2,277</u>	<u>6,000</u>	<u>6,000</u>
TOTAL INVESTMENT EARNINGS	2,722	8,325	6,000	2,277	6,000	6,000
<u>REIMBURSEMENTS</u>						
510-113-3-80-7075 REIMBURSED ITEMS	<u>0</u>	<u>207</u>	<u>0</u>	<u>188</u>	<u>0</u>	<u>0</u>
TOTAL REIMBURSEMENTS	0	207	0	188	0	0
<u>TRANSFER FROM OTHER FUND</u>						
510-113-3-90-3822 TRANS FROM GEN FUND	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL TRANSFER FROM OTHER FUND	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	609,703	590,959	642,418	297,259	631,918	631,918
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>PERSONNEL SERVICES</u>						
510-113-5-10-1001 CORRECTIONS LIEUTENANT	92,535	101,037	102,578	81,770	109,962	109,962
510-113-5-10-1002 DEPUTY	49,480	50,570	54,573	43,205	58,734	58,734
510-113-5-10-1003 WORK CREW SUPERVISOR	52,286	56,272	55,608	46,830	62,841	62,841
510-113-5-10-1004 DEPUTY	42,329	50,596	50,943	44,154	57,699	57,699
510-113-5-10-1169 PART TIME HELP	16,110	0	0	0	0	0
510-113-5-10-1210 OVERTIME	0	731	5,067	37	5,219	5,219
510-113-5-10-1301 FICA	15,962	15,594	17,025	13,086	18,628	18,628
510-113-5-10-1302 WORKER'S COMP	1,424	5,595	3,077	10,918	3,846	3,846
510-113-5-10-1303 RETIREMENT	55,541	64,149	68,100	54,121	74,513	74,513
510-113-5-10-1304 DEFINED CONTRIBUTION	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

510-COMMUNITY CORRECTIONS  
COMMUNITY CORRECTIONS

			----- 2020-2021 -----		----- 2021-2022 -----	
	2018-2019 ACTUAL	2019-2020 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
510-113-5-10-1305 MEDICAL	59,309	65,609	68,411	50,806	68,834	68,834
510-113-5-10-1306 DENTAL	959	956	4,647	700	4,604	4,604
510-113-5-10-1307 HRA/VEBA CONTRIBUTION	3,875	4,437	4,500	3,750	4,500	4,500
510-113-5-10-1308 HRA DED. CONTRIBUTION	0	0	0	0	0	0
510-113-5-10-1309 UNEMPLOYMENT	2,421	2,100	2,217	1,346	2,409	2,409
510-113-5-10-1316 DISABILITY	229	243	250	187	250	250
510-113-5-10-1317 LIFE INSURANCE	210	235	245	177	245	245
510-113-5-10-1320 VACATION ACCRUALS	8,299	1,982	3,971	0	4,090	4,090
510-113-5-10-1321 MANDATED MEDICARE	3,733	3,647	3,982	3,060	4,357	4,357
510-113-5-10-1323 HOLIDAY PAY	0	0	5,827	0	6,002	6,002
510-113-5-10-1324 SHIFT DIFFERENTIAL	0	0	0	0	0	0
510-113-5-10-1325 TRAINING INCENTIVE	0	0	0	0	0	0
<b>TOTAL PERSONNEL SERVICES</b>	<b>404,700</b>	<b>419,789</b>	<b>451,021</b>	<b>354,147</b>	<b>486,733</b>	<b>486,733</b>

MATERIALS & SERVICES

510-113-5-20-2110 STATIONARY OFFICE SUP	4,504	10,429	8,000	2,622	8,000	8,000
510-113-5-20-2205 AMMUNITION	0	0	500	0	0	0
510-113-5-20-2251 GASOLINE	16,625	11,527	15,000	6,103	15,000	15,000
510-113-5-20-2357 TIRES	4,220	0	5,000	1,385	5,000	5,000
510-113-5-20-2375 WORK CREW MISC. SUPPLI	897	1,485	2,500	1,180	2,500	2,500
510-113-5-20-2431 JAIL-ROOM AND BOARD	64,707	72,456	89,060	45,555	90,520	90,520
510-113-5-20-2434 LAB FEES	2,801	1,590	3,000	565	3,000	3,000
510-113-5-20-2435 MENTAL HEALTH SERVICES	6,766	31,244	31,000	12,000	31,000	31,000
510-113-5-20-2436 MENTAL HEALTH START UP	0	0	0	0	0	0
510-113-5-20-2437 SEX OFFENDER EVALUATIO	0	0	2,000	0	2,000	2,000
510-113-5-20-2438 GPS TRACKING	645	121	10,000	65	5,000	5,000
510-113-5-20-2439 POLYGRAPHS	0	0	1,000	0	1,000	1,000
510-113-5-20-2440 TRANSITIONAL HOUSING	3,809	4,702	5,000	3,635	5,000	5,000
510-113-5-20-2478 UNIFORM EXPENSE	983	2,387	4,000	2,880	5,000	5,000
510-113-5-20-3134 EVALUATIONS	0	0	1,000	0	1,000	1,000
510-113-5-20-3211 CELL PHONE CHARGES	0	0	2,000	160	2,000	2,000
510-113-5-20-3240 TELEPHONE	0	0	0	85	0	0
510-113-5-20-3311 LODGING AND MEALS	643	22	2,000	0	2,000	2,000
510-113-5-20-3318 SCHOOL/TRAINING EXP.	659	36	2,500	48	2,500	2,500
510-113-5-20-3440 CONTRACT SERVICES	0	12,030	0	12,030	13,000	13,000
510-113-5-20-3535 AUTO INSURANCE	0	0	0	0	2,200	2,200
510-113-5-20-3710 REP & MAINT. AUTO	3,925	1,196	5,000	772	5,000	5,000
510-113-5-20-3821 TOOL REPAIR	70	16	2,500	0	2,500	2,500
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>111,254</b>	<b>149,240</b>	<b>191,060</b>	<b>89,086</b>	<b>203,220</b>	<b>203,220</b>

CAPITAL OUTLAY

510-113-5-40-4406 RADIO EQUIPMENT	0	0	0	0	0	0
510-113-5-40-4408 TOOLS & EQUIPMENT	0	0	0	0	0	0
510-113-5-40-4413 NEW VEHICLES	62,979	41,339	45,000	42,480	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>62,979</b>	<b>41,339</b>	<b>45,000</b>	<b>42,480</b>	<b>0</b>	<b>0</b>

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

510-COMMUNITY CORRECTIONS  
COMMUNITY CORRECTIONS

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>OTHER REQUIREMENTS</u>						
510-113-5-50-5999 OPERATING CONTINGENCY	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>0</u>	<u>100,000</u>	<u>100,000</u>
TOTAL OTHER REQUIREMENTS	0	0	100,000	0	100,000	100,000
<u>ENDING FUND BALANCE</u>						
510-113-5-90-9002 UNAPPROPRIATED ENDING	<u>0</u>	<u>0</u>	<u>270,527</u>	<u>0</u>	<u>143,871</u>	<u>143,871</u>
TOTAL ENDING FUND BALANCE	0	0	270,527	0	143,871	143,871
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TOTAL EXPENDITURES	578,934	610,368	1,057,608	485,712	933,824	933,824
REVENUE OVER/(UNDER) EXPENDITURES	30,769	( 19,409)	( 415,190)	( 188,454)	( 301,906)	( 301,906)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

510-COMMUNITY CORRECTIONS  
COMMUNITY CORRECTIONS

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
510-100-3-01-0101 BEGINNING FUND BALANCE			0	414,249	0	0
510-100-3-01-0102 BEGINNING FUND BALANCE-BUD			415,190	0	301,906	301,906
TOTAL BEGINNING FUND BALANCE			415,190	414,249	301,906	301,906
FUND TOTAL REVENUES	609,703	590,959	642,418	297,259	631,918	631,918
TOTAL AVAILABLE RESOURCES			1,057,608	711,508	933,824	933,824
FUND TOTAL EXPENDITURES	578,934	610,368	1,057,608	485,712	933,824	933,824
REVENUE OVER/(UNDER) EXPENDITURES	30,769	( 19,409)	( 415,190)	( 188,454)	( 301,906)	( 301,906)
PROJECTED ENDING FUND EQUITY			0	225,796	0	0
*** END OF REPORT ***						
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

521-PGE - CARTY  
PGE - CARTY

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
521-521-3-40-4441 PGE - CARTY COMM SERV	500,000	500,000	500,000	500,000	500,000	500,000
521-521-3-40-4445 ADDITIONAL MONIES	<u>1,750,756</u>	<u>1,724,294</u>	<u>1,806,877</u>	<u>1,919,503</u>	<u>1,895,330</u>	<u>1,895,330</u>
TOTAL CHARGES FOR SERVICES	2,250,756	2,224,294	2,306,877	2,419,503	2,395,330	2,395,330
<u>INVESTMENT EARNINGS</u>						
521-521-3-65-0105 INVESTMENT EARNINGS	<u>14,906</u>	<u>2,796</u>	<u>2,000</u>	<u>3,616</u>	<u>3,500</u>	<u>3,500</u>
TOTAL INVESTMENT EARNINGS	14,906	2,796	2,000	3,616	3,500	3,500
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TOTAL REVENUES	2,265,661	2,227,090	2,308,877	2,423,120	2,398,830	2,398,830
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>CAPITAL OUTLAY</u>						
521-521-5-40-4404 NORTH END CAPITAL PROJ	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
<u>OTHER REQUIREMENTS</u>						
521-521-5-50-5221 PGE - CSF	0	603,562	500,000	612,626	500,000	500,000
521-521-5-50-5241 C.R.E.A.	50,000	0	0	0	0	0
521-521-5-50-5242 LONG TERM GOALS	500,000	0	50,000	0	126,017	126,017
521-521-5-50-5350 TRANSFER TO ROAD	1,597,594	1,676,294	1,824,677	1,824,677	1,824,677	1,824,677
521-521-5-50-5355 TRANSFER TO GEN FUND	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL OTHER REQUIREMENTS	2,147,594	2,279,856	2,374,677	2,437,303	2,450,694	2,450,694
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TOTAL EXPENDITURES	2,147,594	2,279,856	2,374,677	2,437,303	2,450,694	2,450,694
REVENUE OVER/(UNDER) EXPENDITURES	118,067	( 52,765)	( 65,800)	( 14,184)	( 51,864)	( 51,864)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

521-PGE - CARTY

PGE - CARTY

	2018-2019	2019-2020	(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
521-100-3-01-0101 BEGINNING FUND BALANCE			0	66,047	0	0
521-100-3-01-0102 BEGINNING FUND BALANCE			65,800	0	51,864	51,864
TOTAL BEGINNING FUND BALANCE			65,800	66,047	51,864	51,864
FUND TOTAL REVENUES	2,265,661	2,227,090	2,308,877	2,423,120	2,398,830	2,398,830
TOTAL AVAILABLE RESOURCES			2,374,677	2,489,167	2,450,694	2,450,694
FUND TOTAL EXPENDITURES	2,147,594	2,279,856	2,374,677	2,437,303	2,450,694	2,450,694
REVENUE OVER/(UNDER) EXPENDITURES	118,067	( 52,765)	( 65,800)	( 14,184)	( 51,864)	( 51,864)
PROJECTED ENDING FUND EQUITY			0	51,864	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

522-SHERIFF'S RESERVE FUND  
NON-DEPARTMENTAL

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
*****						
<u>INVESTMENT EARNINGS</u>						
522-100-3-65-0105 INVESTMENT EARNINGS	<u>0</u>	<u>5</u>	<u>0</u>	<u>106</u>	<u>0</u>	<u>0</u>
TOTAL INVESTMENT EARNINGS	0	5	0	106	0	0
<hr/>						
TOTAL REVENUES	0	5	0	106	0	0
REVENUE OVER/(UNDER) EXPENDITURES	0	5	0	106	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

522-SHERIFF'S RESERVE FUND  
SHERIFF ACCOUNT

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>MISCELLANEOUS REVENUE</u>						
522-200-3-60-4191 SHERIFF DONATIONS	0	278	5,000	100	2,000	2,000
TOTAL MISCELLANEOUS REVENUE	0	278	5,000	100	2,000	2,000
<hr/>						
TOTAL REVENUES	0	278	5,000	100	2,000	2,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
522-200-5-20-3210 ADVERTISING/PUBLIC REL	0	0	2,500	986	2,000	2,000
522-200-5-20-3822 ANIMAL EXPENDITURES	0	0	1,500	0	1,500	1,500
TOTAL MATERIALS & SERVICES	0	0	4,000	986	3,500	3,500
<u>OTHER REQUIREMENTS</u>						
522-200-5-50-5999 CONTINGENCY	0	0	17,400	0	13,560	13,560
TOTAL OTHER REQUIREMENTS	0	0	17,400	0	13,560	13,560
<hr/>						
TOTAL EXPENDITURES	0	0	21,400	986	17,060	17,060
REVENUE OVER/(UNDER) EXPENDITURES	0	278	( 16,400)	( 886)	( 15,060)	( 15,060)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

522-SHERIFF'S RESERVE FUND  
RESERVES

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
=====						
<u>CHARGES FOR SERVICES</u>						
522-300-3-40-4210 RESERVE FEES	0	1,719	1,000	5,321	2,000	2,000
TOTAL CHARGES FOR SERVICES	0	1,719	1,000	5,321	2,000	2,000
<u>MISCELLANEOUS REVENUE</u>						
522-300-3-60-4187 MISC. REVENUE	0	0	5,000	0	0	0
TOTAL MISCELLANEOUS REVENUE	0	0	5,000	0	0	0
<hr/>						
TOTAL REVENUES	0	1,719	6,000	5,321	2,000	2,000
<b>EXPENDITURES</b>						
=====						
<u>MATERIALS &amp; SERVICES</u>						
522-300-5-20-2478 UNIFORM/EQUIPMENT EXPE	0	0	2,000	0	3,000	3,000
522-300-5-20-3318 TRAINING/SCHOOL EXPENS	0	0	1,000	0	500	500
TOTAL MATERIALS & SERVICES	0	0	3,000	0	3,500	3,500
<hr/>						
TOTAL EXPENDITURES	0	0	3,000	0	3,500	3,500
REVENUE OVER/(UNDER) EXPENDITURES	0	1,719	3,000	5,321	( 1,500)	( 1,500)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

522-SHERIFF'S RESERVE FUND  
K-9 PROGRAM

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
=====						
<u>MISCELLANEOUS REVENUE</u>						
522-400-3-60-4191 K-9 DONATION	0	12,832	2,000	0	1,000	1,000
TOTAL MISCELLANEOUS REVENUE	0	12,832	2,000	0	1,000	1,000
<hr/>						
TOTAL REVENUES	0	12,832	2,000	0	1,000	1,000
<b>EXPENDITURES</b>						
=====						
<u>MATERIALS &amp; SERVICES</u>						
522-400-5-20-2110 SUPPLIES	0	0	500	0	500	500
522-400-5-20-2475 SUBSCRIPTIONS/MEMBERSH	0	0	200	200	200	200
522-400-5-20-3311 FOOD	0	0	900	0	900	900
522-400-5-20-3318 SCHOOL EXPENSE	0	0	600	0	600	600
522-400-5-20-3822 K-9 MEDICAL	0	0	1,000	405	1,000	1,000
TOTAL MATERIALS & SERVICES	0	0	3,200	605	3,200	3,200
<hr/>						
TOTAL EXPENDITURES	0	0	3,200	605	3,200	3,200
REVENUE OVER/(UNDER) EXPENDITURES	0	12,832	( 1,200)	( 605)	( 2,200)	( 2,200)

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

522-SHERIFF'S RESERVE FUND  
K-9 PROGRAM

	2018-2019	2019-2020	(----- 2020-2021 -----)		(----- 2021-2022 -----)	
	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	REQUESTED BUDGET	APPROVED BUDGET
<u>BEGINNING FUND BALANCE</u>						
522-100-3-01-0101 BEGINNING FUND BALANCE			0	14,834	0	0
522-100-3-01-0102 BEGINNING FUND BALANCE			<u>14,600</u>	<u>0</u>	<u>18,760</u>	<u>18,760</u>
TOTAL BEGINNING FUND BALANCE			14,600	14,834	18,760	18,760
FUND TOTAL REVENUES	0	14,834	13,000	5,527	5,000	5,000
TOTAL AVAILABLE RESOURCES			27,600	20,360	23,760	23,760
FUND TOTAL EXPENDITURES	0	0	27,600	1,591	23,760	23,760
REVENUE OVER/(UNDER) EXPENDITURES	0	14,834	( 14,600)	3,936	( 18,760)	( 18,760)
PROJECTED ENDING FUND EQUITY			0	18,769	0	0
*** END OF REPORT ***						
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

523-WHEATRIDGE WIND FUND  
WHEATRIDGE

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>CHARGES FOR SERVICES</u>						
523-523-3-40-4440 WHEATRIDGE - LOCAL IMP	0	0	0	0	1,500,000	1,500,000
523-523-3-40-4445 ADDITIONAL MONIES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CHARGES FOR SERVICES	0	0	0	0	1,500,000	1,500,000
<hr/>						
TOTAL REVENUES	0	0	0	0	1,500,000	1,500,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>OTHER REQUIREMENTS</u>						
523-523-5-50-5130 SCHOOLS - STEM	0	0	0	0	600,000	600,000
523-523-5-50-5131 SCHOOLS - STEAM	0	0	0	0	400,000	400,000
523-523-5-50-5240 WHEATRIDGE LOC IMPROVE	0	0	0	0	500,000	500,000
523-523-5-50-5355 TRANSFER TO GEN FUND	0	0	0	0	0	0
523-523-5-50-5358 TRANSFER TO CIP	0	0	0	0	0	0
523-523-5-50-5999 OPERATING CONTINGENCY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL OTHER REQUIREMENTS	0	0	0	0	1,500,000	1,500,000
<hr/>						
TOTAL EXPENDITURES	0	0	0	0	1,500,000	1,500,000
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0



APPROVED BUDGET

AS OF: APRIL 30TH, 2021

523-WHEATRIDGE WIND FUND  
WHEATRIDGE

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
BEGINNING FUND BALANCE						
TOTAL BEGINNING FUND BALANCE			0	0	0	0
FUND TOTAL REVENUES	0	0	0	0	1,500,000	1,500,000
TOTAL AVAILABLE RESOURCES			0	0	1,500,000	1,500,000
FUND TOTAL EXPENDITURES	0	0	0	0	1,500,000	1,500,000
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	0	0	0
PROJECTED ENDING FUND EQUITY			0	0	0	0

\*\*\* END OF REPORT \*\*\*

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

540-RESILIENCY FUND  
RESILIENCY FUND

	(----- 2020-2021 -----)		(----- 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<hr/>						
REVENUES						
=====						
<u>INVESTMENT EARNINGS</u>						
540-100-3-65-0105 INVESTMENT EARNINGS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL INVESTMENT EARNINGS	0	0	0	0	0	0
<hr/>						
TOTAL REVENUES	0	0	0	0	0	0
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	0	0	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

540-RESILIENCY FUND  
RESILIENCY FUND

			(------ 2020-2021 -----)		(------ 2021-2022 -----)	
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<b>REVENUES</b>						
<b>*****</b>						
<u>GRANT REVENUE</u>						
540-540-3-30-3575 GRANTS	<u>0</u>	<u>0</u>	<u>250,000</u>	<u>851,787</u>	<u>0</u>	<u>0</u>
TOTAL GRANT REVENUE	0	0	250,000	851,787	0	0
<u>CHARGES FOR SERVICES</u>						
540-540-3-40-4045 INTEREST INCOME - LOAN	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CHARGES FOR SERVICES	0	0	0	0	0	0
<u>TRANSFER FROM OTHER FUND</u>						
540-540-3-90-3821 TRANSFER FROM GENERAL	<u>0</u>	<u>0</u>	<u>500,000</u>	<u>500,000</u>	<u>0</u>	<u>500,000</u>
TOTAL TRANSFER FROM OTHER FUND	0	0	500,000	500,000	0	500,000
<hr/>						
TOTAL REVENUES	0	0	750,000	1,351,787	0	500,000
<b>EXPENDITURES</b>						
<b>*****</b>						
<u>MATERIALS &amp; SERVICES</u>						
540-540-5-20-2110 MATERIALS & SERVICES	0	0	0	0	0	0
540-540-5-20-2115 ADMINISTRATION FEE	0	0	0	0	0	0
540-540-5-20-2410 GRANTS - TILLAMOOK/OR	0	0	750,000	165,000	0	0
540-540-5-20-2412 GRANTS - RESILIENCY	0	0	0	381,835	0	500,000
540-540-5-20-2413 GRANTS - CARES ACT	<u>0</u>	<u>0</u>	<u>0</u>	<u>601,778</u>	<u>0</u>	<u>0</u>
TOTAL MATERIALS & SERVICES	0	0	750,000	1,148,613	0	500,000
<hr/>						
TOTAL EXPENDITURES	0	0	750,000	1,148,613	0	500,000
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	203,174	0	0

APPROVED BUDGET

AS OF: APRIL 30TH, 2021

540-RESILIENCY FUND  
RESILIENCY FUND

			(------ 2020-2021 -----) (------ 2021-2022 -----)			
	2018-2019	2019-2020	CURRENT	Y-T-D	REQUESTED	APPROVED
	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET
<u>BEGINNING FUND BALANCE</u>						
540-100-3-01-0101 BEGINNING FUND BALANCE			<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL BEGINNING FUND BALANCE			0	0	0	0
FUND TOTAL REVENUES	0	0	750,000	1,351,787	0	500,000
TOTAL AVAILABLE RESOURCES			750,000	1,351,787	0	500,000
FUND TOTAL EXPENDITURES	0	0	750,000	1,148,613	0	500,000
REVENUE OVER/(UNDER) EXPENDITURES	0	0	0	203,174	0	0
PROJECTED ENDING FUND EQUITY			0	203,174	0	0

\*\*\* END OF REPORT \*\*\*



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Mike Gorman
Department: Assessment & Tax
Short Title of Agenda Item:
(No acronyms please)

Phone Number (Ext): 541-676-5607
Requested Agenda Date: 6/23//2021

Caithness SIP (Strategic Investment Program) Additional Payment
Calculation Correction

This Item Involves: (Check all that apply for this meeting.)

- Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time:
Purchase Pre-Authorization
Other Potential Refund

N/A

Purchase Pre-Authorizations, Contracts & Agreements

Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Mike Gorman 6/21/21 Department Director Required for all BOC meetings
Pamela A. Gentry Administrator Required for all BOC meetings
County Counsel \*Required for all legal documents
Finance Office \*Required for all contracts; other items as appropriate.
Human Resources \*If appropriate
\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## 1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

As you all may already know, Caithness has sold the Shepard's Flat Wind project to Brookfield Renewables earlier this year. A representative from Brookfield Renewables contacted me regarding the SIP agreement and after reviewing the SIP payment calculations, I found where I had failed to use the correct Per-Megawatt Amount in the additional payment calculation, resulting in an over-billing of \$86,000 in 2019 and \$86,000 in 2020 to Caithness. The Per-Megawatt amount used in the additional payment calculation changes as shown below. Years 1-3: \$10,407, Years 4-7: \$9,907, Years 8-15: \$9,507. I failed to recognize the change in year 8 (2019) from \$9,907 to \$9,507. After realizing this error, I believe Morrow County owes Caithness a refund of \$172,000.

## 2. FISCAL IMPACT:

Potential Refund of \$172,000

## 3. SUGGESTED ACTION(S)/MOTION(S):

Attach additional background documentation as needed.

If in any Property Tax Year of the SIP Exemption Period, the Statutory Amount is less than the Minimum Revenue Amount for that Property Tax Year, then Caithness shall pay to the County an amount equal to the difference between the Minimum Revenue Amount and the Statutory Amount (the "Additional Amount"). The Additional Amount shall be payable in addition to any property taxes and CSF for the year. Each year, no later than October 25, the County shall provide Caithness with a statement describing its calculations and the Additional Amount due, if any, for the Property Tax Year that includes that October 25, and Caithness shall pay any such Additional Amount to the County within 60 days. Exhibit A to this Agreement is an illustrative example showing a sample calculation of the amounts specified for payment to the County under this Agreement.

The Per-Megawatt Amounts for this SIP Agreement is agreed to as shown in the following table:

<u>Year of SIP Exemption Period</u>	<u>Per-Megawatt Amount</u>
1-3	\$10,407
4-7	\$9,907
8-15	\$9,507

d. First-Source Agreement. Caithness shall enter into a first-source hiring agreement, with a third-party provider or contract agency acceptable to the County, in substantially the form required pursuant to OAR 123-070-1000-2400. The County is to be designated a third-party beneficiary of the first-source hiring agreement and shall be entitled to enforce its terms. If the third-party provider is unable to perform the first-source hiring agreement to the satisfaction of Caithness or the County, then the Parties shall cooperate in procuring the services of a substitute third-party provider.

e. On January 5 of each of the fifteen Payment Dates after a Facility has commenced commercial operation, the Caithness entities shall pay the County an amount equal to \$100 multiplied by the nameplate capacity of the Facility as of the prior January 1. The County will then remit these funds to the Community Renewable Energy Association (CREA), an Oregon ORS Chapter 190 organization, provided that County has evidence that CREA is in good standing at the state level. Additional Amounts specified for payment to the County under Section 4.c shall be reduced, dollar-for-dollar, by the amount of any payments specified under this Section 4.e.

f. County Cost of Preparation of SIP. In addition to the above, Caithness agrees to reimburse County for its reasonable, one-time costs incurred for SIP preparation including staff, legal administrative, and professional fees. Payment of these costs to be made within 30 days after receipt of invoice, which will be submitted upon OECD approval of the SIP Agreement.

**2019 & 2020 Caithnes SIP Additional Payment Calculations**

<b>2019 Calculation</b>	
\$9,907 x 215 MW	\$2,130,005.00
Less CSF & Taxes	-\$944,088.92
<b>Orig Additional Amount</b>	<b>\$1,185,916.08</b>
\$9,507 x 215 MW	\$2,044,005.00
Less CSF & Taxes	-\$944,088.92
<b>Rrevised Additional Amount</b>	<b>\$1,099,916.08</b>
<b>Difference</b>	<b>\$86,000.00</b>

<b>2020 Calculation</b>	
\$9,907 x 215 MW	\$2,130,005.00
Less CSF & Taxes	-\$956,474.12
<b>Orig Additional Amount</b>	<b>\$1,173,530.88</b>
\$9,507 x 215 MW	\$2,044,005.00
Less CSF & Taxes	-\$956,474.12
<b>Rrevised Additional Amount</b>	<b>\$1,087,530.88</b>
<b>Difference</b>	<b>\$86,000.00</b>





AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Darrell Green
Department: Human Resources
Short Title of Agenda Item:
(No acronyms please) County Surveyor Position

Phone Number (Ext): 5620
Requested Agenda Date: 6/23/2021

This Item Involves: (Check all that apply for this meeting.)
Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time: 5 minutes
Purchase Pre-Authorization
Other

N/A
Purchase Pre-Authorizations, Contracts & Agreements
Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Department Director Required for all BOC meetings
Administrator Required for all BOC meetings
County Counsel \*Required for all legal documents
Finance Office \*Required for all contracts; other items as appropriate.
Lindsay Grogan 6/18/2021 Human Resources \*If appropriate

\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

The current County Surveyor has resigned effective July 1, 2021. He has offered to work part time as contract personnel to fulfill the minimum statutory requirements of the County Surveyor (approximately 30 hours a month).

As you are well aware, the is a very hard-to-fill position.

Would the Board of Commissioner like to start recruiting for a full time Surveyor?

Would the Board of Commissioners like to create Personnel Services contract with Matt Kenny to fulfill the minimum statutory requirements of the County Surveyor? If so, who would you like to draft the Personnel Services contract?

## **2. FISCAL IMPACT:**

N/A

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Proceed with recruiting for a full time County Surveyor

Proceed with drafting a Personnel Services contract with Matt Kenny

Attach additional background documentation as needed.

Matt Kenny  
P.O. Box 447  
Heppner, OR 97836

June 17, 2021

Darrell Green  
Morrow County Administrator  
P.O. Box 788  
Heppner, OR 97836

Mr. Darrell Green:

I am writing to notify you that I am resigning from my position as full-time County Surveyor with Morrow County. My last day will be July 1, 2021.

I greatly appreciate the opportunities and experiences provided to me in working with Morrow County, and am fortunate to have had the opportunity to work with such a great group of people. I wish you and everyone at the County the best moving forward.

I would like to assist with making this transition as smooth as possible. Please let me know what I can do to help. I am happy to negotiate part time assistance in fulfilling the County Surveyor duties if so determined by the Board.

Respectfully,

A handwritten signature in cursive script that reads "Matt Kenny". The signature is written in black ink and is positioned above the printed name.

Matt Kenny



AGENDA ITEM COVER SHEET
Morrow County Board of Commissioners
(Page 1 of 2)

(For BOC Use)
Item #

Please complete for each agenda item submitted for consideration by the Board of Commissioners
(See notations at bottom of form)

Presenter at BOC: Darrell Green
Department: Administration
Short Title of Agenda Item:
(No acronyms please)

Date submitted to reviewers: 6/16/2021
Requested Agenda Date: 06/23/2021

Host Agreement, Lead for America Fellowship Program

This Item Involves: (Check all that apply for this meeting.)
Order or Resolution
Ordinance/Public Hearing:
1st Reading 2nd Reading
Public Comment Anticipated:
Estimated Time:
Document Recording Required
Contract/Agreement
Appointments
Update on Project/Committee
Consent Agenda Eligible
Discussion & Action
Estimated Time: 5 minutes
Purchase Pre-Authorization
Other

N/A
Purchase Pre-Authorizations, Contracts & Agreements
Contractor/Entity:
Contractor/Entity Address:
Effective Dates - From: Through:
Total Contract Amount: Budget Line:
Does the contract amount exceed \$5,000? Yes No

Reviewed By:

Department Director Required for all BOC meetings
Administrator Required for all BOC meetings
R. Tovey email 6/16/2021 County Counsel \*Required for all legal documents
Finance Office \*Required for all contracts; other items as appropriate.
Human Resources \*If appropriate
\*Allow 1 week for review (submit to all simultaneously). When each office has notified the submitting department of approval, then submit the request to the BOC for placement on the agenda.

Note: All other entities must sign contracts/agreements before they are presented to the Board of Commissioners (originals preferred). Agendas are published each Friday afternoon, so requests must be received in the BOC Office by 1:00 p.m. on the Friday prior to the Board's Wednesday meeting. Once this form is completed, including County Counsel, Finance and HR review/sign-off (if appropriate), then submit it to the Board of Commissioners Office.

# AGENDA ITEM COVER SHEET

Morrow County Board of Commissioners

(Page 2 of 2)

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## **1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

Morrow County has been working with LB Prevette with Lead For America to host a Fellow who will assist Morrow County Task Force with our broadband efforts.

The attached agreement contains a Sample Fellowship Scope and our draft Fellowship Project Scope. Tamra did a great job drafting our Project Scope, which outlines key activities and goals of our Fellow. Once the project scope is approved by LB, it will be incorporated into the Host Agreement.

The Fellow will be a recent college graduate. Interviews are being schedule between June 28th and June 30th. The Fellow will start working in mid August after some intensive training with Lead For America.

The Fellow will be based in Heppner and share an office with Commissioner Lindsay.

The County will supply a computer, phone line and office supplies for the Fellow. We will use one of the laptops donated to us by NextEra. Lead For America will be assuming other costs such as wages and training.

Due to timing, I am looking for authorization to sign the agreement once our Fellowship Project Scope has been approved.

## **2. FISCAL IMPACT:**

## **3. SUGGESTED ACTION(S)/MOTION(S):**

Motion to have the County Administrator sign the agreement once we have an approved Fellowship Project Scope

Attach additional background documentation as needed.

**HOST AGREEMENT  
LEAD FOR AMERICA FELLOWSHIP PROGRAM**

This Host Agreement ("Agreement") is made and entered into as of the date of countersignature by and between Morrow County, hereinafter referred to as "Host", and National Lead for America, Inc., hereinafter referred to as "LFA."

**RECITALS**

WHEREAS, LFA, a tax-exempt Section 501(c)(3) nonprofit organization, operates a fellowship program that connects selected recent graduates with selected local governments and nonprofits to improve capacity building and leadership development in communities ("Program").

WHEREAS, the Program introduces fellows to high-impact civic leadership roles, provides them with comprehensive public service leadership and skills training, and connects fellows to a national network of locally-rooted, systems-oriented leaders committed to serving their communities; and

WHEREAS, Host is willing and able to participate in the Program by accepting a fellow for placement in an immersive leadership development experience.

NOW THEREFORE, the parties agree as follows:

**1. TERM**

LFA will use reasonable efforts to place the Fellow (defined below) with Host for 24 months, from August 1st, 2021 to July 31st, 2023 ("Term"). While August 1st is the recommended start date, the Fellow may begin their Fellowship 30 days before or after August 1st based on the needs of Host and the Fellow. If the Fellow starts on a day that is not August 1st, then the end date of the Term will be adjusted to 730 days after the start date.

**2. HOST RESPONSIBILITIES**

During the Term, Host shall provide the Fellow with an immersive developmental experience designed to promote a possible career in public service. The Fellow will be assigned to assist upper level managers and/or elected officials with projects, and Host will provide training, guidance and resources necessary to successfully complete the project. For ongoing professional development to drive impact in their placements, Host shall permit the Fellow to work on a self-directed community project and attend LFA trainings and retreats as described in Attachment A. Host has received a copy of the LFA Fellow Handbook and agrees to abide by its terms, as revised from time to time.

### **3. LFA RESPONSIBILITIES**

LFA agrees to place one Fellow ("Fellow") with Host and to provide ongoing support, mentorship, and training to Fellow. This support generally includes two weeks of leadership development and public administration training, three weekend Fellow retreats, regular one-on-one support calls from LFA staff, volunteer advising from civic leaders, and additional enrichment opportunities such as conference sponsorships, workshops, and networking events.

### **4. FEES AND COSTS**

A. The cost of the Fellowship will be covered through funding from a third party. The Host shall not be responsible for any other costs or expenses incurred by LFA or the Fellow, notwithstanding provisions specified in Financial Considerations in Attachment A.

B. During the Term, LFA shall provide a monthly scholarship to the Fellow in order to assist in covering the living expenses of such Fellow. The Fellow shall not receive any additional funding or compensation in connection with this fellowship. The Fellow will receive scholarships from LFA equal to the livable wage in their host community, which includes the equivalent of (in payment or in-kind support): the annual AmeriCorps VISTA stipend for their county; the cost of housing for their community as calculated based on the MIT Living Wage Calculator; reimbursements for health insurance premium costs if paid out of pocket; and additional financial aid if needed to support basic living costs.

C. Except in cases of emergency, LFA will not increase the Fellow's monthly scholarship. If the Host wishes to provide a larger scholarship to the Fellow at any point during the fellowship, the Host can increase their Host contribution and designate those additional funds to be disbursed directly to the Fellow.

### **5. ASSUMPTION**

Any proposed assumption, assignment, delegation, or subcontracting of any of either LFA's or Host's duties, responsibilities, or obligations under this Agreement shall occur only with the other party's express prior written approval.

### **6. TERMINATION AND REPLACEMENT**

This Agreement may be terminated by either party with 30 days' written notice. In addition, LFA may terminate this Agreement immediately and without prior notice if Fellow refuses to or is unable to perform their project scope or if Host is in material breach of this Agreement. Representative grounds for immediate termination of this Agreement include:

- Irreconcilable conflict or differences between LFA and Host.
- Conviction of Host of any criminal act.

- Taking any other action that might reasonably be believed to cause potential damage to the reputation of LFA.
- Not providing a safe environment in which Fellows, other Hosts, or LFA representatives, may provide the services as contemplated under this Agreement, which includes:
- Unremedied harassment of any individual by another person on the basis of any protected classification including, but not limited to, gender, race, color, national origin, disability, religion, marital status, veteran status, sexual orientation, political affiliation, or age.

If the Fellow begins their full-time service with the Host but is unable to complete the Term with the Host, if both the Host and LFA approve, LFA will use commercially reasonable efforts to provide the Host with a replacement Fellow to complete the Term.

#### **7. REDUCTION IN FELLOWSHIP HOURS / WEEK**

If a Fellow's hours are reduced due to the preferences of Fellow, then Fellow's scholarship will be reduced in proportion to the reduction in hours/week.

#### **8. NO EMPLOYMENT RELATIONSHIP**

At all times relevant to this Agreement, the parties, and any affiliates thereof, shall remain contractors independent of one another, and neither party (including representatives and sponsors of that party) shall be deemed an employee, joint venturer, or partner of the other. Neither party has the authority to bind the other and no employee, agent, sponsor, or other representative of either party shall at any time be deemed to be under the joint control or authority of the other party or under the joint control of both parties. Neither party shall have the right to control the other party; however, LFA and Host mutually agree as to the objectives and the scope of Program placement, as set forth herein. Host and LFA mutually agree that they, neither individually nor collectively, intend to create an employment relationship with Fellow, and each agrees to not make statements or otherwise act in a way that suggests such a relationship exists. LFA understands that Fellow shall not be entitled to any benefits made available to Host's employees, including, but not limited to: group health insurance (including dental, vision, and any other enhancements from time to time), disability insurance, group term life insurance, workers' compensation, or participation in any retirement plan for Host's employees. This provision shall survive the expiration or other termination of this Contract.

#### **9. INDEMNIFICATION**

LFA shall indemnify, defend, and hold harmless Host and its officials, officers, employees, and agents (hereinafter collectively "Public Entities") from and against any and all liability, demands, damages, claims, causes of action, fees, and expenses (including reasonable attorneys' fees, expert witness fees, and legal costs) including, but not limited to, claims for bodily injury, property damage, and death (hereinafter collectively referred to as "liabilities") arising from or



connected with LFA's acts, errors, and/or omissions under this Contract. LFA shall not be required to indemnify, defend, and hold harmless the Public Entities from any liabilities that are caused by the sole negligence or willful misconduct of Host or its officials, officers, employees, or agents.

Host shall indemnify, defend, and hold harmless LFA and its officials, officers, employees, affiliates, and agents, to include Fellow, from and against any and all liability, demands, damages, claims, causes of action, fees, and expenses (including reasonable attorneys' fees, expert witness fees, and legal costs) including, but not limited to, claims for bodily injury, property damage, and death (hereinafter collectively referred to as "liabilities") arising from or connected with Host's acts, errors, and/or omissions under this Contract. Host shall not be required to indemnify, defend, and hold harmless LFA or its officials, officers, employees, or agents from any liabilities that are caused by the sole negligence or willful misconduct of LFA or its officials, officers, employees, or agents.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their respective duly authorized officers as of the Effective Date.

National Lead for America, Inc.

By: \_\_\_\_\_

Name: Rob Runquist

Title: Finance Manager

Date: 6/09/2021

Morrow County

By: \_\_\_\_\_

Name:

Title:

Date:

**ATTACHMENT A**

## FELLOWSHIP SCOPE

*Hosts are invited to use the following Fellowship Scope template. This language can be similar or identical to the language developed during the project scoping process with the Lead For America team. While the "Fellowship Description" section can be fully customized based on host preference, we ask that no language from the "Fellow Support" section is deleted (although more can be added) and no language is removed or added to the "Financial Considerations" section, with the exception of a substitution of proper nouns where text is in all caps. Because Fellow is not classified as an employee, please refrain from using the words "employee," "work," or "supervisor" in the Fellowship Scope.*

Fellowship: OFFICE NAME  
Fellow Reports To: HOST, TITLE  
Location of Fellowship: CITY OR COUNTY, STATE  
Fellowship time base: Full-Time

### **Fellowship Description (SAMPLE):**

Fellow's Role. Host NAME needs innovative and sustainable solutions to help create a better environment for residents and visitors to live, work and play. Litter and illegal dumping of trash is Ubiquitous and pervasive problem. Using a universal concern about trash as a lever to engage CITY'S residents, Fellow will spearhead the design and implementation of a city-wide public engagement initiative to promote keeping CITY communities clean. Fellow will build a national model for cutting down on illegal waste.

Creative and innovative solutions will be required engage millions of people in taking better care Of CITY. This is not about designing a 30 second TV advertisement - it is about connecting people to a problem and working together toward a solution. It's about using technology to generate ideas, communicate solutions and support communities to carry the work forward. It's about finding innovative ways to change a culture in a City and establishing synergies between business, government, residents and visitors.

Building consensus around a plan will require engaging stakeholders at all stages of the process from concept, through design and during implementation. Fellow will be expected to utilize new and traditional community engagement tools to involve stakeholders in this process. Success will depend on forming a community of donors, community based organizations, business owners, city workers and residents who are all excited about implementing the final game plan.

Designing a successful public engagement initiative in a City as large and diverse as CITY is an extraordinary challenge. Fellow will be a key catalyst in finding a way to leverage trash to inspire millions to build a better CITY.

**Fellow Support:**

Host mentor and their staff will facilitate introductions and meetings with key staff within the office as well as elected officials as appropriate. Fellow will meet regularly with Host mentor. To ensure Fellow has the tools to receive an enriching experience, Host mentor will provide Fellow office space and a desk, computer, telephone, voicemail, and email.

**Financial and Logistical Considerations:**

Fellow is not an employee of either Host or Lead for America and is subject to the terms and conditions specified in this contract. Host will provide no stipend to Fellow in addition to the scholarship provided by Lead for America. As part of Program, Host shall permit Fellow to spend up to twenty work hours a month (~5 hours per week) to engage in Fellowship activities to further benefit the local community. To ensure Fellow receives specialized public administration and leadership development training to amplify their impact within their placement, Host will allow up to 15 days off for Fellow to attend LFA's Catalyst Institute during the course of the two year fellowship. In addition, in the second year of Program, Host will give Fellow no more than two days off for Lead for America's mid-year retreat, and no more than two days off for Lead for America's graduation summit.

Beyond the time off required by Lead For America, Host shall provide a minimum of two weeks vacation time per year for Fellow and a minimum of one week of sick time per year without disruption to Host's pay schedule. Host will not be responsible for compensating Fellow for any time off. Any time off requested by Fellow beyond the time listed above must receive explicit approval by both Host and LFA and may result in reimbursement to Host totaling the prorated amount of the scholarship accrued during the duration of a Fellow's leave. Host will reimburse Fellow for expenses Fellow incurs to execute duties required by Host, such as travel expenses, consistent with the policies of Host. Host will have no financial obligation for expenses related to duties required by Lead for America, such as travel by Fellow to Lead for America trainings or events.

**FEE SCHEDULE**

Item	Annual Cost
<p><b>LFA Scholarship, Direct Training, Education, and Support</b>            (Includes Fellow scholarship calibrated to community's living wage, graduate-level MPA/MPP training, leadership and equity training, and local government certificate programs through organizations like ICMA. In addition, includes full-time staff member dedicated to supporting Fellow, three retreats for all Fellows during the course of two years, recruitment &amp; selection subsidy, general operations contribution, online community, graduate scholarship opportunities for Fellows, and more)</p>	AMOUNT

Total Cost Year 1	AMOUNT
Total Cost Year 2	AMOUNT
Net Total Cost	AMOUNT



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Version 2.0 June 4, 2021

## Project Scope Morrow County Broadband Project Coordinator

Placement Institution(s): Morrow County Board of Commissioners Office

Fellow's Role Title: Broadband Project Coordinator

“How Might We” Question: How might we position Morrow County for success by developing a broadband implementation plan that engages community residents, providers, civic leaders, and leverages state/federal resources? Create a clear picture of existing infrastructure to overcome last mile connection issues.

Project Scope Summary: The Fellow will report to the County Administrator and assist in the advancement of Morrow County's broadband efforts, including furthering the goals of the Task Force initiated by the County. The Fellow will assist Commissioner as the main convenor and collaborator for the Task Force covering the project areas outlined below. The Fellow will staff all committee meetings, provide leadership and project coordination, and utilize project management tools to ensure the Task Force is moving forward appropriately.

### Key Activities:

- Organize, coordinate and attend all Morrow County Broadband Task Force meetings and act as the project coordinator;
- Regularly attend community meetings relevant to the scope of work including, but not limited to, county commission meetings, city council meetings, economic development meetings, Port of Morrow meetings and community organizations meetings;
- Conduct an extensive listening tour throughout the county to become acquainted with the area, identify potential gaps in broadband service and map existing assets.
- Monitor, recommend and assist with securing funding opportunities and other resources that would advance the goals around digital access, equity and inclusion in Morrow County;
- Develop a report outlining needs and actions;
- Pursue grant funding relating to broadband.
- Manage communication regarding broadband with public, providers, county commissioners, County broadband taskforce;
- Develop and foster relationships with existing internet providers across the county;
- Connect and establish relationships with businesses in the county to assess their broadband experiences, past/current/future needs;

- Research other county case studies to learn best practices and common pitfalls for rural broadband development;
- Identify potential funding opportunities, including the leveraging of existing resources in state and federal programs;
- Establish key messages and creative opportunities of interest to funders/donors in order to garner expanded support for broadband.

### Key Goals & Community Impact:

This project will bring meaningful capacity to the county to effectively move forward on making broadband available to all county residents, including rural and remote households. Given the impacts of COVID-19, access to the internet and relevant technologies is even more critical to the livelihood of residents and businesses alike. Additionally, the changing landscape of work has created the opportunity for rural areas like Morrow County to attract and recruit residents to live in the county and move away from densely populated urban areas.

### Key Goals and Deliverables:

- Develop a broadband needs assessment for the county, which captures quantitative and qualitative data demonstrating the importance of broadband connection for the County;
- Develop a map of existing broadband infrastructure in the county including: fiber backbones including fiber counts, broadband towers or other broadcast infrastructure, points of presence, infrastructure ownership, service availability, delivery speeds, and pricing.
- 
- Research potential broadband funding sources and develop familiarity with eligibility and application requirements. For any funding sources the county/communities may wish to pursue, identify gaps in application data or materials and make recommendations to resolve those gaps.
- Build comprehensive public awareness and excitement among county residents to advocate for broadband investment to the county;
- Ensure that Morrow County is well positioned to successfully compete for state and federal investment into broadband by the end of the 2-year fellowship.

The primary contact for the fellowship:

- Name: Darrell Green, County Administrator
- Contact info:
- Email: [dgreen@co.morrow.or.us](mailto:dgreen@co.morrow.or.us)
- Phone: (541) 676-2529
- Mailing Address: PO Box 788/Heppner, OR 97836
- Physical Address: Morrow County Bartholomew Building  
110 North Court Street  
Heppner, OR 97836

# ROAD REPORT JUNE 2021

**BLADING OPERATIONS:** Following are the roads blade operators worked on.

Zone 1 – Touch up work on Alpine

Zone 2 –

Zone 3 – Touch up work on Spur Loop and Black Horse

Zone 4 –

**ROAD SIGN REPAIR:** Crew members continue making sign repairs around the county as needed.

**CLARKS CANYON:** The crew completed the Ambient Mix Asphalt and chip seal between Lexington and Fuller Canyon. We had some equipment and mix design issues. After making adjustments things went well. The final product met expectations. The upper section of Clarks Canyon has also been chip sealed.

**HALVORSEN LN:** The Chip Seal has been completed.

**WILLOW CREEK:** We are currently chip sealing Willow Creek and Coal Mine. It should be completed before the end of the month.

**PERMITS:** Permits approved for the month of May and June.

<a href="#">284/284a</a>	746	Butter Creek	Kevin Knutz	Approach		06/09/2021	06/14/2021
<a href="#">ORZ</a>		Tews Lane	USDA-ARS, Stewart Wuest	Utility	12v Data cable	06/10/2021	06/14/2021
<a href="#">RD011</a>	678	Blake Ranch - North Fork Willow	Bruce Young Logging	ROW - Work	Tree thinning	06/10/2021	06/10/2021
<a href="#">ORR</a>	559	Homestead Lane	Windwave Communications	Utility	Communication line	03/25/2021	05/12/2021
<a href="#">ORS</a>	588	Strawberry Lane	Columbia Basin Electric Co-Op	Utility	120/240 OH Line	04/29/2021	05/04/2021
<a href="#">280/280a</a>	C - Pub. Ac.	Coyote Lane	Walter & Erin Mallette	Approach		05/10/2021	05/17/2021
<a href="#">281/281a</a>	C - Pub. Ac.	Cougar Lane	Walter & Erin Mallette	Approach		05/10/2021	05/17/2021
<a href="#">ORT</a>	596	Tower Road	Blue Mountain Networks	Utility	Radio Pole	05/12/2021	05/17/2021
<a href="#">ORU</a>	733	S. Sandhallow Rd	Columbia Basin Electric Co-Op	Utility		05/04/2021	05/18/2021
<a href="#">ORV</a>	733	S. Sandhallow Rd	Columbia Basin Electric Co-Op	Utility		05/04/2021	05/18/2021
<a href="#">ORW</a>	733	S. Sandhallow Rd	Columbia Basin Electric Co-Op	Utility		05/04/2021	05/18/2021
<a href="#">282/282a</a>	W - Pub. Ac.	Wagon Wheel Loop	Cesarin Trucking LLC, Cesar Andrade	Approach		05/26/2021	06/02/2021
<a href="#">ORX</a>	21	21 Road	James Kirkpatrick	Utility	Temp. Fence	06/02/2021	06/02/2021



**MERCER**  
ADVISORS™

  
**MCGEE WEALTH  
MANAGEMENT**

# Quarterly Review

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Prepared for **Morrow County**

**Jennifer Currin Gutridge and Judith McGee**

(Office) 503.597.2222

[mcgeewm.com](http://mcgeewm.com)

# Client Review Contents as of Mar 31, 2021

MERCER  
ADVISORS



Morrow County

Jennifer Currin Gutridge and Judith McGee  
503.597.2222

## Report Listing

Report Name	Page
Q1 Quarterly Report Commentary	3
Custom Executive Overview	7
Custom Investment Overview	8
Performance by Account	9
Security Level Performance Detail	12
CIO Perspective	16
Additional Information	20

## Account Listing

Raymond James	Account Number	Account Type	Market Value (\$)
Morrow County - Equity	xxxxx447	Retirement Plan	25,777,360.29
Morrow County - Fixed Income	xxxxx758	Retirement Plan	6,934,008.23
<b>Total Market Value</b>			<b>\$32,711,368.52</b>
<b>Total Portfolio</b>			<b>\$32,711,368.52</b>

The first quarter of 2021 now complete has reminded us that things do change – winter becomes gentler as spring arrives and warms the ground for planting and the promise of a good harvest in the fall. Markets also change. What was a run up in 2020 for many of the big tech companies became profit-taking and consolidation in early 2021. Investors began to move money to oversold positions in value stocks and started to look overseas for opportunities. A new U.S. President and a new Congress were busy at work. The big news comes with the passage of a new stimulus bill which will inject trillions into the economy.

The continued progress of the Covid vaccine rollout and the passage of the stimulus bill create major tailwinds for the economy. This is reflected by rising gross domestic product estimates, a further move up in equity prices and a steady rise in interest rates. With the passage of the stimulus bill, the Federal Reserve policy is still accommodative. Optimistic consumers, emboldened by a massive surge in vaccinations, are ready and willing to travel, dine out, and spend the cash they stockpiled during months of lockdown. Outside of the U.S., factories struggle to keep up with demand. Barring unforeseen COVID or other setbacks, all signs point to an extremely powerful tailwind for GDP, corporate earnings, and equities for the rest of the year and into 2022.

All sectors are participating in gains this quarter. The best gains came from specific sectors and companies that will benefit most from an economic reopening while last year's best performers consolidated. We are positive on the economy and the equity markets; however, we believe that investors should expect normal pullbacks.

### **Topics Worth Noting:**

#### **Investing in infrastructure**

Market attention will focus on the policy specifics of President Biden's infrastructure and recovery plan – formally unveiled on March 31 – which is paired with tax changes as revenue-raising measures. We expect robust debate around the corporate tax rate and tax increases for high-income earners. Key spending provisions include \$621 billion (about \$1,900 per person in the US) for transportation infrastructure, \$180 billion (about \$550 per person in the US) for R&D, \$174 billion (about \$540 per person in the US) for the electric vehicle value chain, and \$111 billion (about \$340 per person in the US) for water infrastructure. This proposal is a starting point for what will be complex negotiations in Congress.

### **Two nagging concerns - inflation and higher interest rates**

Not surprisingly, there are more than a few clouds marring this sunny forecast. The first is the possibility for higher inflation. It's not here yet – inflation is still below the Fed's long-term 2% inflation target - but there are signs of inflation over the next few quarters, which will contribute to continuing volatility. Easy money from the Fed, robust economic growth, scattered supply chain disruptions, and strong consumer demand will all contribute to an inflation bump, but most experts expect the rise to be temporary.

Second, another cloud is the potential for higher interest rates as fixed income markets respond to inflation pressures. Yields on the benchmark 10-year Treasury, for example, a key indicator of future rates for everything from mortgages to auto loans, have climbed 0.81% since December 31, 2020 (Source: YCharts.com).

As a result of higher rates, both U.S. and global bonds declined in Q1, giving back some of their blockbuster returns from 2020. Most bond experts believe, however, that there is of yet no cause for alarm. The Fed has repeatedly committed to no rate increases until employment and inflation reach target levels, which may not occur until 2023 or later.

Will the new American Rescue Plan Act be inflationary? Attached to this letter is an article describing the Act and its long-term impact on the U.S. economy written by Mercer Advisors' Chief Investment Officer, Don Calcagni.

### **Over there**

European markets generated modest gains for the month amid enhanced stimulus efforts, despite uneven progress for vaccinations and continuing COVID-19 challenges. Asian markets fell during March, and a broader range of emerging markets continue to show several challenges even if most anticipate COVID-19 vaccine progress.

**Do not forget to visit [mcgeewm.com/resources](http://mcgeewm.com/resources) for:**

- Technology Assistance
  - Add Our Domain as a Safe Sender – Are you receiving our e-mail updates?
  - Discovering Client Access
    - How to set up document e-delivery
  - How to use e-signature

We are honored to be your trusted advisors and we look forward to discussing your personal financial plan and addressing any questions or concerns about any of the topics discussed or how these or other issues may affect your portfolio – please call us to set a virtual appointment.

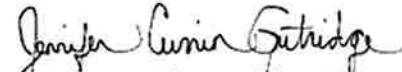
Sincerely,



**Judith McGee, CFP®**  
EVP & Senior Client Advisor



**Linette Dobbins, CFP®**  
Branch Manager & Sr. Lead Advisor



**Jennifer Currin Gutridge, CFP®**  
Senior Client Advisor



**Sarah Berry**  
Senior Client Advisor

**MERCER**  
ADVISORS™



**MCGEE WEALTH  
MANAGEMENT**

12455 SW 68<sup>th</sup> Ave., Portland, Oregon 97223  
503.597.2222

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*Past performance is not indicative of future returns. Please discuss any tax, legal or real estate matters with the appropriate professional. Please note, changes in tax laws may occur at any time and could have a substantial impact to you. While we are familiar with tax provisions presented herein, as financial advisors we do not render advice on tax or legal matters. CFP® professional staff of the firm may make tax or legal planning recommendations. Any advice rendered herein, should be discussed with your tax, legal, business or real estate professional as it relates to your financial plan. Any information is not a complete summary or statement of all available data necessary for making an investment decision and does not constitute a recommendation. Expressions of opinion are as of this date and are subject to change without notice. Asset allocation does not assure a profit or protect against loss.*

*Dividends are not guaranteed and must be authorized by the company's board of directors. Commodities are generally considered speculative because of the significant potential for investment loss. Commodities are volatile investments and should only form a small part of a diversified portfolio. There may be sharp price fluctuations even during periods when prices overall are rising. Bond prices and yields are subject to change based upon market conditions and availability. If bonds are sold prior to maturity, you may receive more or less than your initial investment. Holding bonds to term allows redemption at par value. Bond prices and interest rates have an inverse relationship. Specific sector investments, where companies engage in business related to a particular industry, like Technology, are subject to fierce competition, the possibility of their products and services being subject to rapid obsolescence and limited diversification.*

# Custom Executive Overview as of Mar 31, 2021

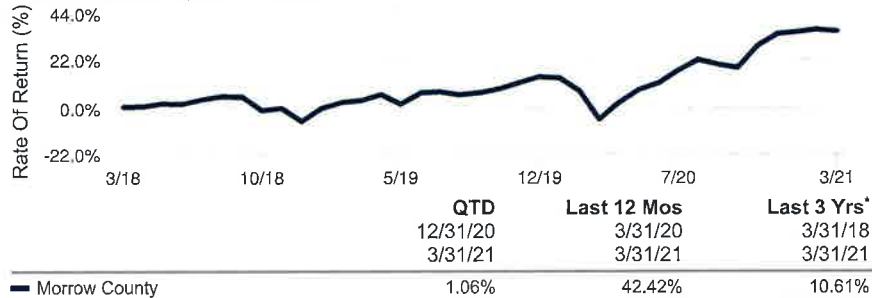
## Morrow County

Jennifer Currin Gutridge and Judith McGee

503.597.2222

### Portfolio Performance

Dollar-Weighted (Net of Fees)

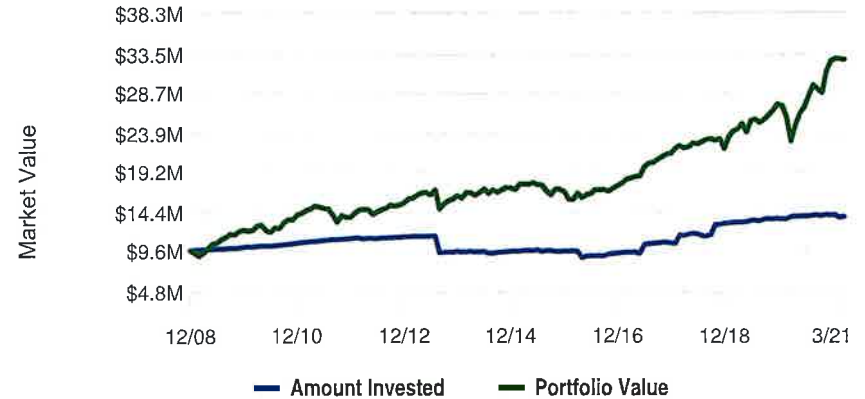


— Morrow County

\*Returns are annualized. The cumulative return is charted above.

### Value Over Time

12/31/08 - 3/31/21



### Asset Growth

	QTD	Prior 12 Mos	Last 3 Yrs
	12/31/20	3/31/20	3/31/18
	3/31/21	3/31/21	3/31/21
<b>Beginning Market Value</b>	<b>\$32,542,100.58</b>	<b>\$22,933,166.28</b>	<b>\$22,091,475.11</b>
Contributions/ Withdrawals	(\$174,434.40)	\$19,947.13	\$2,259,717.17
Income	\$118,077.20	\$1,115,594.65	\$3,732,120.71
Change in Market Value	\$225,625.17	\$8,642,660.49	\$4,628,055.55
<b>Ending Market Value</b>	<b>\$32,711,368.55</b>	<b>\$32,711,368.55</b>	<b>\$32,711,368.55</b>
Investment Results	\$343,702.37	\$9,758,255.14	\$8,360,176.26

### Gains and Losses

#### Unrealized Gain/Loss

	Gain (\$)	Loss (\$)	Total (\$)
Short Term	3,166,940.87	(38,874.19)	3,128,066.68
Long Term	4,390,072.88	(47,503.98)	4,342,568.90
<b>Total</b>	<b>\$7,557,013.74</b>	<b>(\$86,378.16)</b>	<b>\$7,470,635.58</b>

#### Realized Gain/Loss

	Gain (\$)	Loss (\$)	Total (\$)
1/1/21 - 3/31/21			
Short Term	0.00	0.00	0.00
Long Term	0.00	0.00	0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Non-Taxable Accounts are excluded from the Realized table.

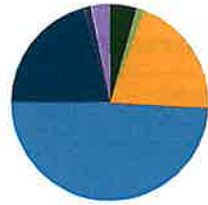
# Custom Investment Overview as of Mar 31, 2021

Morrow County

Jennifer Currin Gutridge and Judith McGee  
503.597.2222

## Asset Allocation

	Market Value (\$)	% of Portfolio
<b>Cash &amp; Cash Alternatives</b>	<b>1,860,820.04</b>	<b>5.69%</b>
Cash	1,443,820.86	4.41%
Cash Alternatives	416,999.18	1.27%
<b>Fixed Income</b>	<b>6,592,929.04</b>	<b>20.15%</b>
<b>Equity</b>	<b>23,278,820.29</b>	<b>71.16%</b>
U.S. Equity	16,124,303.22	49.29%
Non U.S. Equity	6,712,552.60	20.52%
Real Estate	375,779.86	1.15%
Equity Other	66,184.61	0.20%
<b>Alternative Investments</b>	<b>963,095.28</b>	<b>2.94%</b>
<b>Allocation Strategies</b>	<b>0.00</b>	<b>0.00%</b>
<b>Non-Classified</b>	<b>15,703.86</b>	<b>0.05%</b>
<b>Total Portfolio</b>	<b>\$32,711,368.52</b>	<b>100%</b>



Packaged products may be represented across multiple asset classes.

\*\$685,219.57 is held in cash and cash sweep products

## Style Analysis

Capitalization	Equity Style			Fixed Income Duration		
	Value	Core	Growth	Short	Interm	Long
	Large	9.86%	26.44%	31.56%	8.24%	0.00%
Mid	2.26%	8.25%	13.38%	8.17%	19.71%	4.30%
Small	0.86%	2.16%	5.23%	20.39%	5.29%	0.00%

Other Equity: 0.00%      Other Fixed Income: 33.90%

> 50%   
 50 - 25%   
 25 - 10%   
 10 - 0%

## Global Exposure

	Market Value (\$)	% of Portfolio
US	22,506,549.33	68.80%
Canada	488,573.80	1.49%
Latin America	557,360.88	1.70%
Europe	3,451,198.28	10.55%
Middle East	233,363.63	0.71%
Africa	114,216.27	0.35%
Japan	445,025.75	1.36%
Australasia	50,976.78	0.16%
Asia	2,444,440.25	7.47%
Non-Classified	2,419,663.60	7.40%
<b>Total Portfolio</b>	<b>\$32,711,368.57*</b>	<b>100.00%</b>

	Market Value (\$)	% of Portfolio
<b>Developed</b>	<b>\$27,755,856.26</b>	<b>84.85%</b>
<b>Emerging</b>	<b>\$2,415,314.09</b>	<b>7.38%</b>
<b>Frontier</b>	<b>\$120,534.57</b>	<b>0.37%</b>
<b>Other</b>	<b>\$2,419,663.60</b>	<b>7.40%</b>

\*Accrued Income is included in the US region.

## Equity Sector Allocation

	Market Value (\$)	% of Equity
Basic Materials	638,472.37	2.74%
Consumer Cyclical	2,664,698.55	11.45%
Financial Services	2,092,998.22	8.99%
Real Estate	535,449.15	2.30%
Consumer Defensive	1,257,981.70	5.40%
Healthcare	4,890,636.50	21.01%
Utilities	396,773.66	1.70%
Communication Services	2,210,103.14	9.49%
Energy	325,409.41	1.40%
Industrials	1,920,586.87	8.25%
Technology	6,345,461.77	27.26%
Other	79.74	0.00%
<b>Total Portfolio</b>	<b>\$23,278,651.08</b>	<b>100%</b>

Packaged products may be represented across multiple equity sectors.



# Performance by Account as of Mar 31, 2021

Morrow County

Jennifer Currin Gutridge and Judith McGee  
503.597.2222

## Performance by Account Summary

Dollar-Weighted (Net of Fees)

	Open Date/ (Close Date)	Market Value	QTD	Last 12 Months	Last 3 Years*	Last 5 Years*
			12/31/20 3/31/21	3/31/20 3/31/21	3/31/18 3/31/21	3/31/16 3/31/21
Morrow County - Equity // xxxxx447	11/16/01	\$25,777,360.31	1.67%	54.83%	12.98%	12.74%
Morrow County - Fixed Income // xxxxx758	7/1/04	\$6,934,008.24	(1.14%)	9.91%	2.88%	3.47%
<b>Total Portfolio</b>	<b>11/16/01</b>	<b>\$32,711,368.55</b>	<b>1.06%</b>	<b>42.42%</b>	<b>10.61%</b>	<b>10.44%</b>

\*Returns are annualized for periods greater than one year.

# Performance by Account as of Mar 31, 2021

Morrow County

Jennifer Currin Gutridge and Judith McGee  
503.597.2222

## Performance by Account Detail

### Consolidated Review

Inception: 11/16/01

	Beginning Market Value	Contributions	Withdrawals	Income	Change in Market Value	Ending Market Value	Investment Results	Dollar-Weighted (Net of Fees) Performance
<b>QTD</b> 12/31/20-3/31/21	\$32,542,100.58	\$688,213.33	(\$862,647.73)	\$118,077.20	\$225,625.17	\$32,711,368.55	\$343,702.37	1.06%
<b>Last 12 Months</b> 3/31/20-3/31/21	\$22,933,166.28	\$2,275,765.59	(\$2,255,818.46)	\$1,115,594.65	\$8,642,660.49	\$32,711,368.55	\$9,758,255.14	42.42%
<b>Last 3 Years*</b> 3/31/18-3/31/21	\$22,091,475.11	\$7,689,412.84	(\$5,429,695.67)	\$3,732,120.71	\$4,628,055.55	\$32,711,368.55	\$8,360,176.26	10.61%
<b>Last 5 Years*</b> 3/31/16-3/31/21	\$16,641,865.61	\$14,358,235.91	(\$10,215,219.09)	\$5,317,517.00	\$6,608,969.12	\$32,711,368.55	\$11,926,486.12	10.44%

\*Returns are annualized for periods greater than one year.

### Morrow County - Equity // xxxxx447

Inception: 11/16/01

	Beginning Market Value	Contributions	Withdrawals	Income	Change in Market Value	Ending Market Value	Investment Results	Dollar-Weighted (Net of Fees) Performance
<b>QTD</b> 12/31/20-3/31/21	\$25,353,666.90	\$0.00	\$0.00	\$69,794.68	\$353,898.72	\$25,777,360.31	\$423,693.40	1.67%
<b>Last 12 Months</b> 3/31/20-3/31/21	\$16,649,063.27	\$12,650.13	(\$12,650.13)	\$849,829.25	\$8,278,467.79	\$25,777,360.31	\$9,128,297.04	54.83%
<b>Last 3 Years*</b> 3/31/18-3/31/21	\$16,722,098.41	\$1,240,731.00	(\$12,650.13)	\$2,962,437.19	\$4,864,743.84	\$25,777,360.31	\$7,827,181.03	12.98%
<b>Last 5 Years*</b> 3/31/16-3/31/21	\$11,503,724.44	\$3,333,241.84	(\$12,650.13)	\$4,194,955.10	\$6,758,089.06	\$25,777,360.31	\$10,953,044.16	12.74%

\*Returns are annualized for periods greater than one year.

### Morrow County - Fixed Income // xxxxx758

Inception: 7/1/04

	Beginning Market Value	Contributions	Withdrawals	Income	Change in Market Value	Ending Market Value	Investment Results	Dollar-Weighted (Net of Fees) Performance
<b>QTD</b> 12/31/20-3/31/21	\$7,188,433.68	\$688,213.33	(\$862,647.73)	\$48,282.52	(\$128,273.56)	\$6,934,008.24	(\$79,991.04)	(1.14%)

Consolidated Accounts: xxxxx447, xxxxx758

Created on 5/26/21  
Page 10 of 22

# Performance by Account as of Mar 31, 2021

Morrow County

Jennifer Currin Gutridge and Judith McGee

503.597.2222

## Performance by Account Detail *(continued)*

Morrow County - Fixed Income // xxxxx758 *(continued)*

Inception: 7/1/04

	Beginning Market Value	Contributions	Withdrawals	Income	Change in Market Value	Ending Market Value	Investment Results	Dollar-Weighted (Net of Fees) Performance
<b>Last 12 Months</b> 3/31/20-3/31/21	\$6,284,103.01	\$2,263,115.46	(\$2,243,168.33)	\$265,765.40	\$364,192.70	\$6,934,008.24	\$629,958.10	9.91%
<b>Last 3 Years*</b> 3/31/18-3/31/21	\$5,369,376.71	\$6,448,681.84	(\$5,417,045.54)	\$769,683.52	(\$236,688.28)	\$6,934,008.24	\$532,995.24	2.88%
<b>Last 5 Years*</b> 3/31/16-3/31/21	\$5,138,141.17	\$11,024,994.07	(\$10,202,568.96)	\$1,122,561.90	(\$149,119.94)	\$6,934,008.24	\$973,441.96	3.47%

\*Returns are annualized for periods greater than one year.

# Security Level Performance Detail as of Mar 31, 2021

MERCER  
ADVISORS



Morrow County - Equity // xxxxx447

Jennifer Currin Gutridge and Judith McGee  
503.597.2222

## Performance Detail

Quarter to Date  
12/31/20 - 3/31/21

	Start Date	Beginning Market Value	Contributions	Withdrawals	Income	Change in Market Value	Ending Market Value	Investment Results	Time-Weighted Performance
AMERICAN FUNDS AMERICAN MUTUAL F2 Symbol: AMRFX	12/31/20	\$1,844,753.18	\$9,490.61	\$0.00	\$9,490.61	\$135,788.42	\$1,990,032.20	\$145,279.03	7.88%
ARK INNOVATION ETF Symbol: ARKK	12/31/20	\$1,487,904.48	\$0.00	\$0.00	\$24,433.59	(\$54,262.08)	\$1,433,642.40	(\$29,828.49)	(2.07%)
BLACKROCK MID-CAP GROWTH EQUITY INSTL Symbol: CMGIX	12/31/20	\$1,464,066.01	\$0.00	\$0.00	\$0.00	(\$8,977.92)	\$1,455,088.09	(\$8,977.92)	(0.61%)
Cash	12/31/20	\$106,255.69	\$69,791.73	(\$64,665.29)	\$2.95	\$0.00	\$111,385.08	\$2.95	0.00%
COLUMBIA DIVIDEND INCOME INST Symbol: GSFTX	12/31/20	\$1,343,502.07	\$5,893.50	\$0.00	\$5,893.50	\$113,608.03	\$1,463,003.60	\$119,501.53	8.89%
FEDERATED HERMES KAUFMANN SMALL CAP IS Symbol: FKAIX	12/31/20	\$1,986,434.32	\$0.00	\$0.00	\$0.00	\$39,741.20	\$2,026,175.52	\$39,741.20	2.00%
GOLDMAN SACHS GQG PTNRS INTL OPPS INV Symbol: GSINX	12/31/20	\$1,395,248.14	\$0.00	\$0.00	\$0.00	\$33,762.34	\$1,429,010.47	\$33,762.34	2.42%
GOLDMAN SACHS LARGE CAP GR INSGHTS INV Symbol: GLCTX	12/31/20	\$2,197,709.07	\$0.00	\$0.00	\$0.00	\$58,382.07	\$2,256,091.13	\$58,382.07	2.66%
GOLDMAN SACHS SMALL/MID CAP GROWTH INV Symbol: GTMTX	12/31/20	\$950,193.84	\$0.00	\$0.00	\$0.00	\$11,609.18	\$961,803.02	\$11,609.18	1.22%
HARTFORD HEALTHCARE I Symbol: HGHIX	12/31/20	\$1,142,119.64	\$0.00	\$0.00	\$0.00	(\$5,457.23)	\$1,136,662.41	(\$5,457.23)	(0.48%)
INVESCO DWA MOMENTUM ETF Symbol: PDP	12/31/20	\$1,272,309.75	\$0.00	\$0.00	\$0.00	(\$37,924.75)	\$1,234,385.00	(\$37,924.75)	(2.98%)

# Security Level Performance Detail as of Mar 31, 2021

MERCER  
ADVISORS



Morrow County - Equity // xxxxx447

Jennifer Currin Gutridge and Judith McGee  
503.597.2222

## Performance Detail *(continued)*

Quarter to Date *(continued)*  
12/31/20 - 3/31/21

	Start Date	Beginning Market Value	Contributions	Withdrawals	Income	Change in Market Value	Ending Market Value	Investment Results	Time-Weighted Performance
ISHARES GOLD TRUST Symbol: IAU	12/31/20	\$769,618.50	\$0.00	\$0.00	\$0.00	(\$79,381.50)	\$690,237.00	(\$79,381.50)	(10.31%)
IVY EMERGING MARKETS EQUITY I Symbol: IPOIX	12/31/20	\$1,403,421.92	\$0.00	\$0.00	\$0.00	\$31,110.34	\$1,434,532.26	\$31,110.34	2.22%
IVY SCIENCE AND TECHNOLOGY I Symbol: ISTIX	12/31/20	\$1,474,427.43	\$0.00	\$0.00	\$0.00	\$45,458.02	\$1,519,885.45	\$45,458.02	3.08%
JPMORGAN HEDGED EQUITY I Symbol: JHEQX	12/31/20	\$1,053,073.91	\$1,644.41	\$0.00	\$1,644.41	\$46,131.63	\$1,100,849.95	\$47,776.04	4.54%
MFS INTL DIVERSIFICATION I Symbol: MDIJX	12/31/20	\$1,455,484.90	\$0.00	\$0.00	\$0.00	\$26,806.75	\$1,482,291.65	\$26,806.75	1.84%
PARNASSUS CORE EQUITY INVESTOR Symbol: PRBLX	12/31/20	\$795,542.80	\$0.00	\$0.00	\$0.00	\$56,051.29	\$851,594.09	\$56,051.29	7.05%
PGIM JENNISON INTERNATIONAL OPPS Z Symbol: PWJZX	12/31/20	\$1,498,568.62	\$0.00	\$0.00	\$0.00	(\$33,482.51)	\$1,465,086.11	(\$33,482.51)	(2.23%)
VIRTUS ALLIANZGI INCOME & GROWTH P Symbol: AIGPX	2/1/21	\$1,722,268.02	\$18,876.70	\$0.00	\$18,876.70	(\$5,539.86)	\$1,735,604.86	\$13,336.84	0.77%

# Security Level Performance Detail as of Mar 31, 2021

Morrow County - Fixed Income // xxxxx758

Jennifer Currin Gutridge and Judith McGee  
503.597.2222

## Performance Detail

Quarter to Date  
12/31/20 - 3/31/21

	Start Date	Beginning Market Value	Contributions	Withdrawals	Income	Change in Market Value	Ending Market Value	Investment Results	Time-Weighted Performance
Cash	12/31/20	\$361,823.54	\$1,126,885.70	(\$914,885.31)	\$10.56	\$0.00	\$573,834.49	\$10.56	0.00%
EATON VANCE CORE BOND I Symbol: EIGIX	12/31/20	\$354,659.22	\$2,331.94	\$0.00	\$2,331.94	(\$8,008.08)	\$348,983.07	(\$5,676.14)	(1.60%)
EATON VANCE SHORT DURATION GOV INC I Symbol: EILDY	12/31/20	\$640,023.43	\$2,766.97	\$0.00	\$2,766.97	(\$1.18)	\$642,789.22	\$2,765.79	0.43%
HARTFORD TOTAL RETURN BOND I Symbol: ITBIX	12/31/20	\$475,437.23	\$2,465.55	\$0.00	\$2,465.55	(\$17,890.91)	\$460,011.88	(\$15,425.36)	(3.24%)
JHANCOCK INCOME I Symbol: JSTIX	12/31/20	\$268,695.94	\$1,819.03	\$0.00	\$1,819.03	(\$5,564.04)	\$264,950.92	(\$3,745.01)	(1.39%)
JPMORGAN CORE BOND I Symbol: WOBDX	12/31/20	\$563,192.63	\$2,775.15	\$0.00	\$2,775.15	(\$18,840.06)	\$547,127.72	(\$16,064.91)	(2.85%)
JPMORGAN CORPORATE BOND I Symbol: CBFSX	12/31/20	\$298,969.75	\$1,679.57	\$0.00	\$1,679.57	(\$15,634.89)	\$285,014.43	(\$13,955.32)	(4.67%)
JPMORGAN INCOME BUILDER I Symbol: JNBSX	12/31/20	\$501,476.87	\$4,387.48	\$0.00	\$4,387.48	\$8,584.63	\$514,448.98	\$12,972.11	2.59%
MAINSTAY MACKAY HIGH YIELD CORP BD I Symbol: MHYIX	12/31/20	\$406,996.17	\$3,570.82	\$0.00	\$3,570.82	\$1,066.60	\$411,633.59	\$4,637.42	1.14%
PGIM HIGH YIELD Z Symbol: PHYZX	12/31/20	\$417,520.14	\$5,820.40	\$0.00	\$5,820.40	(\$1,403.75)	\$421,936.79	\$4,416.65	1.06%
PGIM TOTAL RETURN BOND Z Symbol: PDBZX	12/31/20	\$481,930.42	\$3,250.20	\$0.00	\$3,250.20	(\$24,713.31)	\$460,467.30	(\$21,463.11)	(4.45%)
PIMCO INCOME I2 Symbol: PONPX	12/31/20	\$717,839.80	\$6,956.59	\$0.00	\$6,956.59	(\$8,361.94)	\$716,434.45	(\$1,405.35)	(0.20%)
PIMCO TOTAL RETURN ESG I2 Symbol: PRAPX	12/31/20	\$466,428.30	\$2,330.33	\$0.00	\$2,330.33	(\$16,948.47)	\$451,810.16	(\$14,618.14)	(3.13%)

# Security Level Performance Detail as of Mar 31, 2021

Morrow County - Fixed Income // xxxxx758

Jennifer Currin Gutridge and Judith McGee  
503.597.2222

## Performance Detail *(continued)*

Quarter to Date *(continued)*  
12/31/20 - 3/31/21

	Start Date	Beginning Market Value	Contributions	Withdrawals	Income	Change in Market Value	Ending Market Value	Investment Results	Time-Weighted Performance
TEMPLETON GLOBAL BOND ADV Symbol: TGBAX	12/31/20	\$319,987.16	\$4,027.41	\$0.00	\$4,027.41	(\$12,888.57)	\$311,126.00	(\$8,861.16)	(2.77%)
THORNBURG LIMITED TERM INCOME INSTL Symbol: THIX	12/31/20	\$283,902.07	\$0.00	\$0.00	\$883.12	(\$5,051.64)	\$278,850.43	(\$4,168.52)	(1.47%)
VIRTUS ALLIANZGI CONVERTIBLE P Symbol: ANCMX	2/1/21	\$248,847.95	\$0.00	\$0.00	\$363.67	(\$4,259.15)	\$244,588.80	(\$3,895.48)	(1.57%)

March 19, 2021

## THE AMERICAN RESCUE PLAN ACT: INFLATIONARY LARGESSE OR JUST WHAT THE DOCTOR ORDERED?

### SUMMARY

The American Rescue Plan Act, signed into law last week, is poised to help millions of Americans bridge the gap to later this year when economists expect a more robust recovery to take hold.

On Thursday of last week President Biden signed the \$1.9 trillion American Rescue Plan Act into law. As with all government spending, questions invariably arise around if and how the spending might impact the economy, inflation, and capital markets. But with the economy already on the road to recovery, is this new relief package really needed?

The bill comes at a time when COVID cases have fallen significantly from their mid-January highs. The 7-day rolling average for new infections hit a high in mid-January of about 250,000 per day. They've since fallen nearly 80% to a 7-day moving average of about 55,000 daily new cases. With daily vaccinations now averaging about 2.5 million, public health experts predict the American public could reach herd immunity by late summer. All of this is to say that this bill comes at a time when the economy was already expected to experience a vigorous recovery in GDP growth later this year (and, subsequently, a recovery in corporate earnings and jobs creation). The challenge, the bill's proponents argue, is twofold: first, helping American families bridge the gap between then and now and, second, making sure we deliver a

decisive knock-out blow to COVID-19. To better understand the bill's impact, let's tackle a few questions on the mind of investors.

First, do we really need this new relief package now? All government spending—whether funded through tax increases, borrowing, or tax cuts (yes, tax cuts are a form of government spending)—should be subjected to such scrutiny. My view is that COVID-19 has proven itself a formidable enemy; it is a multidimensional contagion that spreads both fear and infection, both of which have been socially and economically crippling for over a year now. Subsequently, it's pretty simple: if we hope to help the economy, the first rule of virus economics is to first stop the virus.<sup>1</sup>

But what about the national debt? I'm sympathetic to concerns about mounting government debt. It's grown to levels none of us thought possible and it needs to be addressed. But now isn't the time to suddenly embrace fiscal austerity. We didn't do so in our drive to defeat the Axis powers during the Second World War and I'd argue we shouldn't do so now in our drive to defeat COVID. The time for fiscal austerity is in times of plenty before a crisis or for when the crisis has passed; not while we're in the middle of it and certainly not while the federal government can borrow at near zero interest rates. If a \$1.9 trillion package is the decisive, knock-out punch we need to defeat COVID once and for all, then I'm 100% on board.

<sup>1</sup> University of Chicago economist Austan Goolsbee calls this the "Number 1 rule of virus economics"; see Goolsbee, Austan, "The need to spend without delay in battling the Coronavirus", The New York Times, February 6, 2021.



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## IS THIS REALLY THE "RIGHT" PACKAGE?

I'm not a public policy expert, so I don't know. The act's detractors have been quick to question whether it's little more than a handout to Democratic special interest groups. But to be fair, all government spending arguably includes a degree of pork for special interest groups and no single party has a monopoly on catering to special interests. Remember the Tax Cut and Jobs Act (TCJA) of 2017 and its special tax treatment of real estate investments? Or the CARES Act's \$25 million handout to the Kennedy Center for the Performing Arts? Both were arguably little more than handouts for special interests. This new bill undoubtedly has pork buried in it that will come to light in the days and weeks ahead. But while we can all argue over the relative merits and amounts of funding provided to specific groups and special interests, at the moment the bill's funding for healthcare, education, state and local governments, economic stimulus, and extended unemployment benefits appears to be relatively well-targeted.

## WILL THE BILL CAUSE INFLATION?

The enactment of the American Rescue Plan into law comes at a time when the U.S. economy has an estimated output gap of approximately \$1 trillion. And that's after several multi-trillion dollar rounds of stimulus already. Yet Headline CPI remains an anemic 1.7%; Core CPI is even less at 1.3%. Let's not forget that we've already invested trillions in combating COVID with virtually no inflation to show for it. And with such a staggering output gap, the federal government clearly has room to go big on spending without overheating the economy. But \$1.9 trillion is pretty big, perhaps too big, as Harvard economist Larry Summers recently argued.<sup>2</sup> If it's too big, it's probably too big by about \$900 billion—which is equivalent to about 4% of GDP (at potential output of about \$20-\$22 trillion by 2021 - 2023).

My view? Economists all too often suffer from over precision biases—which is comical when we consider the data they have to work with is typically messy and imprecise to begin with. But I would make three additional points.

First, any rise in inflation would likely be transitory, meaning it likely wouldn't be permanent. Much of the expected recovery in GDP growth later this year will come from pent up consumer demand—consumers looking to begin vacationing and dining out again, etc. That consumption isn't expected to remain at elevated levels in perpetuity. Likewise, the new bill's spending isn't permanent. It's not like we've signed up for \$1.9 trillion in new annual spending. For example, it doesn't provide funding for unemployment benefits, vaccinations, or aid to state and local governments in perpetuity. While the package is large, it's nevertheless finite.

Second, a temporary rise in inflation of somewhere between 1% and 4% doesn't seem all that threatening given the Fed has repeatedly failed to hit its 2% inflation target for more than a decade, a fact that's all the more shocking when we consider that it failed to do so despite nearly \$5 trillion in quantitative easing. For the Fed to hit an average inflation target of 2% (over a three-year period), inflation needs to average well north of 2% for a period of time to get us there from where we are now. The takeaway is that we have room for inflation to rise.

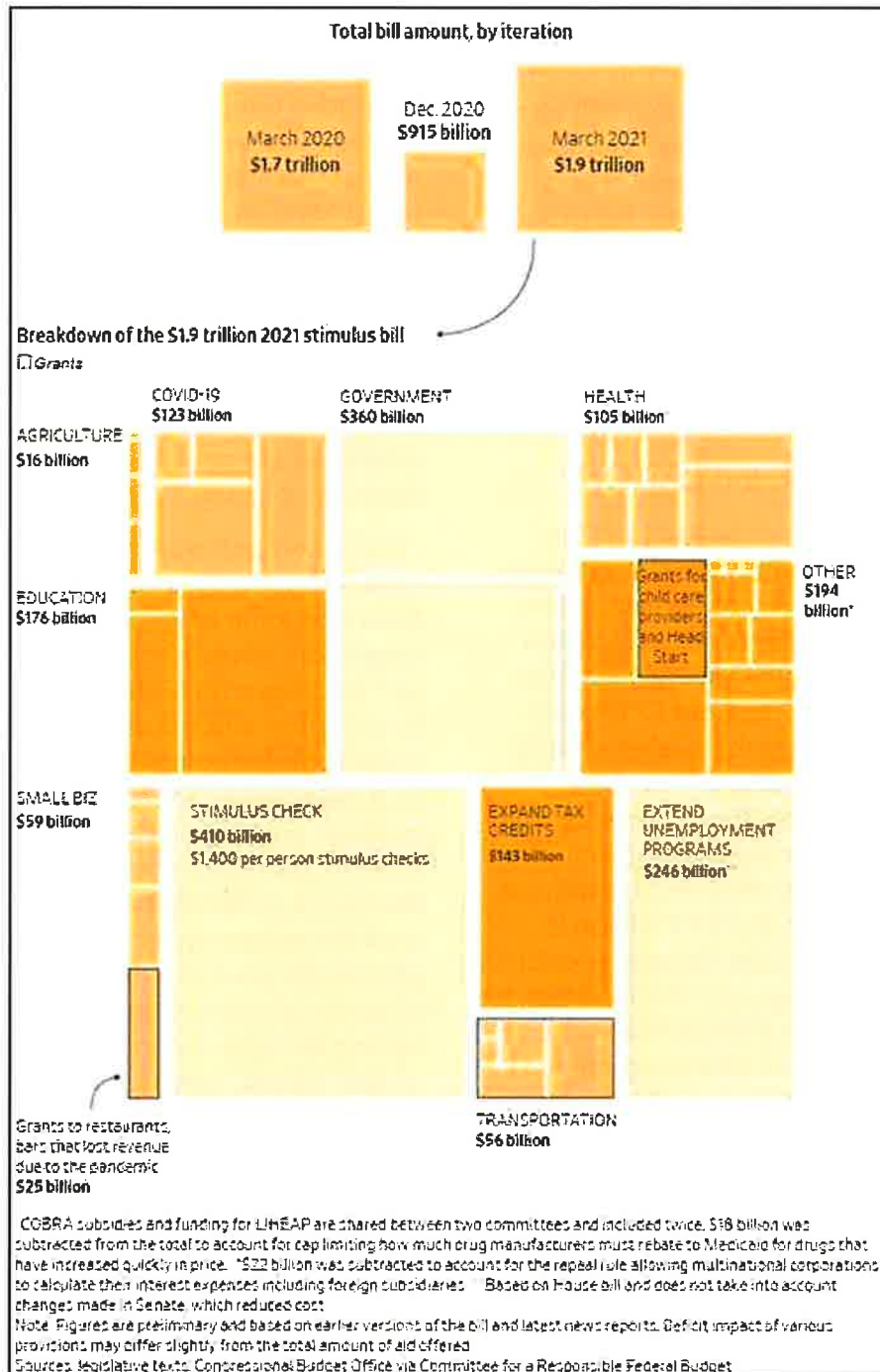
Finally, and perhaps most controversially and counterintuitively, a rise in inflation would be a boon for some investors, especially retirees and those concerned about market valuations. How so? Because with higher inflation we can finally have higher interest rates. The Fed has lots of great tools for combating inflation should it occur (e.g., like higher interest rates). It has no good tools for combating deflation, which is a very real risk given the economy's output gap. Even if the Fed is politically hesitant to increase rates to cool the economy, a rise in inflation expectations should still lead to a rise in interest rates in the absence of action from the Fed. We're already seeing this play out in the bond market. The yield on the 10-year has risen almost 70 basis points since the start of the year and now stands at about 1.6%; it's up 1.10% from its August lows. The takeaway? Higher inflation means higher rates and higher rates means higher income for retirees (and other fixed income investors). Further, a rise in rates would bring some sanity

<sup>2</sup>Summers, Lawrence, H. "The Biden stimulus plan is admirably ambitious. But it brings some big risks, too.," The Washington Post, February 4, 2021

back to equity valuations, especially highly leveraged growth stocks. While no one wants to see asset valuations decline, I would argue we also don't want to see lofty (and unstable) asset prices fueled by little more than cheap credit. Rising rates can help bring sanity back to asset prices and investor behavior (re: GameStop, Bitcoin).

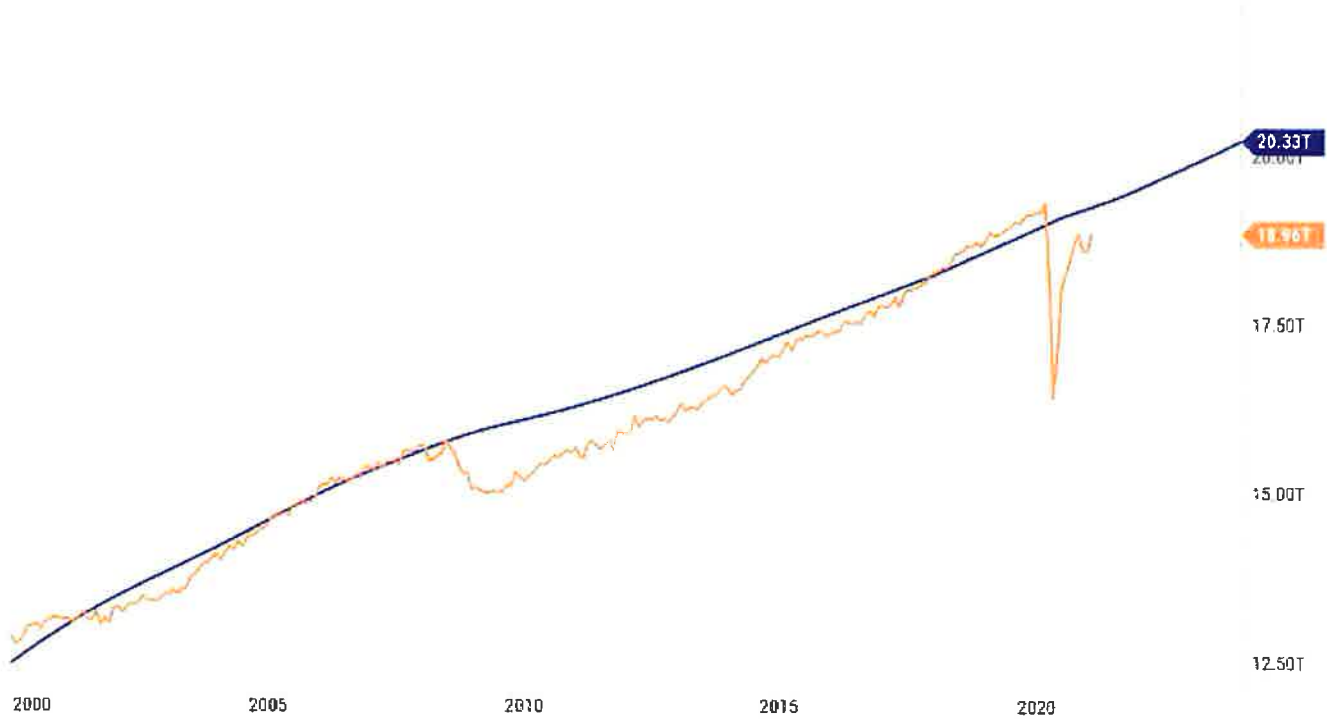
## THE ROAD TO RECOVERY

I'm hopeful the package is just what the doctor ordered: a powerful shot in the arm to finally knock out COVID once for and for all. Yes, I expect there will be bruising; this is certainly a spending bill of massive proportions that, when combined with the federal government's existing \$27 trillion in debt outstanding, will burden taxpayers for generations to come. But the first step towards repairing our economy and addressing our debt is to first win the war against COVID.



Source: "What Is In The Third COVID-19 Stimulus Package", Wall Street Journal, March 11, 2021.

- US Real Potential GDP
- US Monthly Real GDP



Mar 16 2021, 1:23PM EDT. Powered by **YCHARTS**

Source: YCharts

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# Additional Information Regarding This Report

## Morrow County

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Performance is depicted using the Dollar-Weighted method for the entire period.

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Values include accrued income. Values are based on trade date accounting method.

Morningstar equity information as of (May 25, 2021)

Morningstar mutual fund and annuity information as of (May 11, 2021)

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