



MADRAS MRC-CITY COUNCIL MEETING

Tuesday, January 23, 2024 at 5:30 PM

City Council Chambers, 125 SW "E" Street, Madras, OR 97741

Telephone (541) 475-2344 www.ci.madras.or.us

This meeting is open to the public. Audio/Video of the meeting will be available on our website within 24 hours following the meeting. This agenda includes a list of the principal subjects anticipated to be considered at the meeting. However, the agenda does not limit the ability of the Council to consider additional subjects. Meetings may be canceled without notice. The chat feature in Zoom is only available during Public Comments portions of the meeting. Zoom participants should use the "raise your hand" feature during these times to alert the moderator that they would like to speak.

Join via Zoom:

<https://us02web.zoom.us/j/2912614668?pwd=MIJ3ZzhOYzg0ZkhwOTZ0REgrWTFYdz09>

Passcode: **5414752344**

Join via teleconference:

From a cell phone: **971-247-1195**

From a land line phone: **1-877-853-5257**

Meeting ID: **291 261 4668#**

Participant ID: **#**

Passcode: **541 475 2344#**

MADRAS REDEVELOPMENT COMMISSION AGENDA

I. Call Commission Meeting to Order

II. Pledge of Allegiance and Prayer

III. Roll Call

IV. Public Comments (please limit to 3 minutes)

The Commission reserves the right to limit the number of speakers pertaining to the same topic in the interest of meeting efficiency and expediency.

V. Amend or Accept MRC Agenda

VI. MRC Consent Agenda

All matters listed within the Consent Agenda have been distributed to every member of the Madras Redevelopment Commission for review, are considered routine, and will be enacted by one motion of the Commission. If separate discussion is desired, any item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

1. 12-12-23 MRC Meeting Minutes

VII. Regular Agenda

1. MRC Vouchers October - December 2023
Rose Vanderschaegen, Interim Finance Director
2. Second Quarter Financial Update
Rose Vanderschaegen, Interim Finance Director, Nicholas Snead, Community Development Director
3. Interview of Candidate for Commission Vacancy
Keli Pollock, City Recorder

4. Lincoln Capital Management Loan Subordination Request for the MRC's Loan to J and C 5th Street, LLC for The Spot Project.
Will Ibershof, City Administrator
5. Harriman Building and Rio Restaurant Project Updates and Deferral Considerations
Nicholas Snead, Community Development Director
6. Report on 15 NE 7th Street
Nicholas Snead, Community Development Director

VIII. Additional Discussion

IX. Adjourn Commission Meeting

CITY COUNCIL AGENDA

I. Call Meeting to Order

II. Roll Call

III. Public Comments (please limit to 3 minutes)

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IV. Amend or Accept Regular Agenda

V. City Council Consent Agenda

All matters listed within the Consent Agenda have been distributed to every member of the City Council for reading and study, are considered routine, and will be enacted by one motion of the Council. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

VI. Regular Agenda

1. Authorization of Letter of Support for Jefferson County to acquire Miller Lumber property for Food Panty
Nicholas Snead, Community Development Director
2. Recommendation to Appoint Candidate to MRC
Keli Pollock, City Recorder
3. Resolution No. 02-2024 Fee Schedule for Fiscal Year 2023-2024
Rose Vanderschaegen, Interim Finance Director
4. Amendment 2 for COIC for Warming Shelter
Jeff Hurd, Public Works Director
5. City Vouchers - October - December 2023
Rose Vanderschaegen, Interim Finance Director
6. Capital Expenditures December 2023
Rose Vanderschaegen, Interim Finance Director
7. Second Quarter Financial Update
Rose Vanderschaegen, Interim Finance Director
8. Ecitations Agreement & Grant Funding Approval
Tim Plummer, Police Chief
9. Approval of Letter of Support for Jefferson County Broadband Technical Assistance Grant application to Oregon Broadband Office
Nicholas Snead, Community Development Director

10. Madras Valentine Banner Funding Request
Nicholas Snead, Community Development Director

11. Committee List 2024
Keli Pollock, City Recorder

VII. Department Reports / Committee Updates

VIII. Adjourn Council Meeting

MADRAS MRC-CITY COUNCIL

OFFICIAL MEETING MINUTES

City Council Chambers, 125 SW "E" Street, Madras, OR 97741

Tuesday, December 12, 2023

MADRAS REDEVELOPMENT COMMISSION AGENDA

I. Call Commission Meeting to Order

Chair Soliz called the meeting to order at 5:32 pm.

II. Pledge of Allegiance and Prayer

Commissioner Lepin led the Pledge of Allegiance and Commissioner Soliz led the prayer.

III. Roll Call

Commission:

Chair Gabriel Soliz was present.

Commissioners Lepin, Potter, Seibold, Townsend, Yoder, and Walker were present.

Commissioner Reynoso was absent.

Commissioner Spencer was excused.

Staff:

City Administrator Will Ibershof

Police Chief Tim Plummer

Community Development Director Nick Snead

Associate Planner Fatima Taha

Interim Finance Director Rose Vanderschaegen

Public Works Director Jeff Hurd

Public Works Manager Michele Quinn

City Recorder Keli Pollock

Visitors in Person:

Debbie Taylor

Will O'Daniel

Chief Blake

Trevorr Beaver

Les Weidner

Chris Tatro

Visitors on Zoom:

Pat Kruis

IV. Public Comments (please limit to 3 minutes)

The Commission reserves the right to limit the number of speakers pertaining to the same topic in the interest of meeting efficiency and expediency.

There was no public comment.

V. Amend or Accept MRC Agenda

Item No. 1 of the regular agenda was the Interview of Candidates for Commission Vacancies - Janet Landmark had withdrawn her application and would not be completing an interview.

Motion:	I move to accept the agenda as amended.			
Moved:	Seibold			
Seconded:	Walker			
Ayes:	Lepin, Potter, Seibold, Soliz, Townsend, Yoder, Walker			
Absences:	Spencer, Reynoso	Nays: 0	Absent: 2	Recused: 0
Passed:	7/0			

VI. MRC Consent Agenda

All matters listed within the Consent Agenda have been distributed to every member of the Madras Redevelopment Commission for review, are considered routine, and will be enacted by one motion of the Commission. If separate discussion is desired, any item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

There were no items on the consent agenda, therefore, no motion was necessary.

VII. Regular Agenda

1. Interview of Candidates for Commission Vacancies

City Recorder Pollock explained to the Commission that we are expecting four candidates to appear for interviews, all of which have submitted an application for the vacant positions on the MRC and meet all the criteria to serve on the Commission. Currently, three are present; Trevorr Beaver, Les Weidner and Will O'Daniel. A Staff Report with each of their applications and a Candidate Questionnaire form was submitted to the Commission for their review last week. We will rotate around the dais and allow the Commissioners to ask the candidate questions from the Candidate Questionnaire form, the same questions will be asked of each applicant. Then the Commission will have a voting sheet to select their choices and make one of two motions listed on the Staff Report: a) recommend the candidates to the City Council for appointment; or b) wait until more candidates have been interviewed before making a decision.

She explained that there are up to four seats on the MRC that can be filled currently. The position they are interviewing for is a three-year term and won't be seated until January 1, 2024. They need to select at least one candidate for appointment to meet the minimum numbers of seats filled in the MRC.

Commission began with interviewing candidates in the following order:

- Trevorr Beaver
- Will O'Daniel
- Les Weidner

Jamasa Sattler and Angela Rhodes were not present to be interviewed. Mrs. Rhodes expressed that she would not be able to be present for this meeting, but would like to still be considered for the position and would be willing to come back for an interview another day.

Commission decided that they'd like to appoint three positions at this time and keep one position vacant to be filled at a later date.

The Commission voted for their top three candidates; City Recorder Pollock and Chair Soliz verified the top three selected candidates, Trevorr Beaver, Les Weidner and Will O'Daniel.

Motion:	I move that the commission make a recommendation to the Council to appoint Will O'Daniel, Trevorr Beaver and Les Weidner to fill vacant positions on the MRC for terms beginning January 1, 2024 and ending December 31, 2026			
Moved:	Seibold			
Seconded:	Walker			
Ayes:	Lepin, Potter, Seibold, Soliz, Townsend, Yoder, Walker			
Nays:	None			
Absences:	Reynoso, Spencer	Nays: 0	Absent: 2	Recused: 0
Passed:	7/0			

2. Annual Chair and Vice-Chair Appointments

City Recorder Pollock explained that the terms for the current Chair and Vice-Chair expire December 31, 2023. In accordance with Section 3.2 of the MRC bylaws, the Chair and Vice-Chair are appointed during the last meeting of the year. Therefore, a Chair and Vice-Chair need to be appointed during this meeting.

Motion:	That the MRC appoint Commissioner Gabriel Soliz as Chair to serve January 2024 through December 2024.			
Moved:	Lepin			
Seconded:	Seibold			
Ayes:	Lepin, Potter, Seibold, Soliz, Townsend, Yoder, Walker			
Nays:	None			
Absences:	Reynoso, Spencer	Nays: 0	Absent: 2	Recused: 0
Passed:	7/0			

Motion:	That the MRC appoint Commissioner Chandra Potter as Vice-Chair to serve January 2024 through December 2024.			
Moved:	Townsend			
Seconded:	Lepin			
Ayes:	Lepin, Potter, Seibold, Soliz, Townsend, Yoder, Walker			
Nays:				
Absences:	Reynoso, Spencer	Nays: 0	Absent: 2	Recused: 0
Passed:	7/0			

3. Resolution No. MRC 2023-07 Amending Bylaws of the Madras Redevelopment Commission

City Recorder Pollock explained that Chair Soliz, her and staff had reviewed the current Bylaws of the MRC and the minor changes outlined in the proposed resolution are pretty clear in that there was a need for some clerical corrections to be made.

Chair Soliz explained that most specifically, we had discovered that the Chair's right to vote became an item of concern in the matter of a tie vote. The commission discussed the matter and they would like the Chair to remain with a vote. They asked that we consult with legal in regard to the matter of a tie vote and work on language that gives direction as to what Commission should do in a tie situation, while still allowing the Chair the right to vote.

This item was tabled, and no motion was made.

VIII. Additional Discussion

There was no additional discussion.

IX. Adjourn Commission Meeting

Meeting adjourned at 6:01 pm.

Minutes prepared by:

Reviewed by:

Keli Pollock, City Recorder

Gabriel Soliz, Chair

Approved by Council on: _____

MADRAS URBAN RENEWAL AGENCY
Request for Commission Action

Meeting Date: January 23, 2024
To: Madras Redevelopment Commissioners
From: Rose Vanderschaegen, Interim Finance Director
Through: Will Ibershof, City Administrator
Subject: **MRC VOUCHERS OCTOBER - DECEMBER 2023**

TYPE OF ACTION REQUESTED:

Discuss

MOTION(S) FOR CONSIDERATION:

OVERVIEW:

STAFF ANALYSIS:

FISCAL INFORMATION:

See attachment

SUPPORTING DOCUMENTATION:

October - December 2023 MRC Vouchers

Report Criteria:

Report type: Summary
Bank.Bank number = 2

GL Period	Check Issue Date	Check Number	Payee	Description	Check Amount
10/23	10/16/2023	4472	BRYANT LOVLIE AND JARVIS PC	HURD-Yarrow Development	600.56
10/23	10/16/2023	4473	MADRAS GARDEN DEPOT	Winter evergreens	2,588.00
10/23	10/24/2023	4474	High Desert Engineering, LLC	Shangrilla, LLC Loan draw	9,962.00
Grand Totals:					<u>13,150.56</u>

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/14/2023	COMMUNITY NEWSPAPERS - AD	Pamplin Media-annual report	\$ 168.00

MRC Total \$ 168.00

Report Criteria:

Report type: Summary
Bank.Bank number = 2

GL Period	Check Issue Date	Check Number	Payee	Description	Check Amount
12/23	12/15/2023	4478	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -MRC - Novemb	1,522.00
12/23	12/15/2023	4479	J and C 5th Street LLC	The Spot - Design Agreement/Bargree Ellingson	1,650.00
12/23	12/15/2023	4480	O Brien and Company LLC	J and C street LLC Draw #4	21,381.85
Grand Totals:					<u>24,553.85</u>

US Bank Purchase Cards

November 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/8/2023	CHRISTMAS LIGHTS FACTORY	Christmas Lights Factory - Mini Lights	\$8,328.75
		MRC TOTAL	8,328.75

Report Criteria:

Report type: Summary
Bank.Bank number = 2

GL Period	Check Issue Date	Check Number	Payee	Description	Check Amount
11/23	11/08/2023	4475	JEFFERSON COUNTY ASSESSOR'S O	Tax Roll CD	200.00
11/23	11/08/2023	4476	O Brien and Company LLC	J and C street LLC Drawdown	42,535.59
11/23	11/14/2023	4477	BRYANT LOVLIEEN AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -MRC - October	1,025.00
Grand Totals:					<u>43,760.59</u>

MADRAS URBAN RENEWAL AGENCY
Request for Commission Action

Meeting Date: January 23, 2024
To: Madras Redevelopment Commissioners
From: Rose Vanderschaegen, Interim Finance Director, Nicholas Snead,
Community Development Director
Through: Will Ibershof, City Administrator
Subject: **SECOND QUARTER FINANCIAL OVERVIEW**
A summary level review of the MRC Financial Reports ending December
31, 2023

TYPE OF ACTION REQUESTED:

Discuss

MOTION(S) FOR CONSIDERATION:

None

OVERVIEW:

The Finance Director prepares a quarterly financial report to keep Council apprised of the financial health of the City.

STAFF ANALYSIS:

This is the second biennial budget for the Madras Urban Renewal Agency. Property taxes for both the Commercial and Housing Districts are 128% of budget. Developers are expected to ramp up activity in the Spring when the weather improves. Initiative Brewing, one of the MRC's biggest projects, is expected to open in the Spring of 2024. Further detail on the individual projects are attached. All other expenditure categories are less than budget expectations.

City staff are working with outside bond counsel to determine the best plan for obtaining long-term funding which will be used to pay off the Lines of Credit and provide a more affordable funding source for projects

Both the Commercial and Housing Districts continue to incentivize developments, remove blight, and increase the property tax base.

FISCAL INFORMATION:

See attachment

SUPPORTING DOCUMENTATION:

Second Quarter Financial Report ending December 31, 2023

**Madras Urban
Renewal Agency
Financial Overview**

Period: Year to Date
As of: 12/31/2023
Fiscal Year: 2023-2024

Key Financial Highlights:

This is the second biennial budget for the Madras Urban Renewal Agency. Property taxes for both the Commercial and Housing Districts are 128% of budget. Developers are expected to ramp up activity in the Spring when the weather improves. Initiative Brewing, one of the MRC's biggest projects, is expected to open in the Spring of 2024. Further detail on the individual projects are attached. All other expenditure categories are less than budget expectations.

Revenues

	YE Budget	Biennial Budget	Remaining Budget	YTD Actuals	Actuals % of Budget
Beginning Fund Balance	\$ 372,936	\$ 772,397	\$ 399,461	\$ 594,266	100.0%
Property Taxes	\$ 904,986	\$ 1,809,972	\$ 904,986	\$ 1,157,144	127.9%
Shared Revenues (Proceeds of Borrowing)	\$ 4,200,000	\$ 8,400,000	\$ 4,200,000	\$ 83,000	2.0%
Charges for Services	\$ 50,000	\$ 100,000	\$ 50,000	\$ 0	0.0%
Money & Property	\$ 65,930	\$ 131,860	\$ 65,930	\$ 87,604	132.9%
Total Revenues	\$ 5,593,852	\$ 11,214,229	\$ 5,620,377	\$ 1,922,015	

Expenditures

	YE Budget	Biennial Budget	Remaining Budget	YTD Actuals	% of Budget
Materials & Services	\$ 194,589	\$ 389,178	\$ 194,589	\$ 7,716	4.0%
Special Payments	\$ 4,118,680	\$ 8,237,360	\$ 4,118,680	\$ 279,685	6.8%
Debt Service	\$ 941,600	\$ 1,883,200	\$ 941,600	\$ 49,513	5.3%
Contingency	\$ 362,423	\$ 724,846	\$ 362,423	\$ -	0.0%
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 5,617,292	\$ 11,234,584	\$ 5,617,292	\$ 336,914	

Property Valuation

SE 5th Street (0.57 acres)	\$ 125,000			\$ 125,000	
228 SW 4th Street	\$ 62,500			\$ 62,500	
Total Valuation	\$ 187,500			\$ 187,500	

UR Plan Category

	YE Budget	Biennial Budget	Remaining Budget	YTD Actuals	% of Budget
<i>Special Payments</i>					
Public Open Spaces & Parks Infrastructure	\$ 30,000	\$ 60,000	\$ 30,000	\$ -	0.0%
Streets & Infrastructure	\$ 150,000	\$ 300,000	\$ 150,000	\$ -	0.0%
Streetscape, Landscape, Lighting & Gateway	\$ 590,930	\$ 1,181,860	\$ 590,930	\$ 8,329	1.4%
Downtown Flowers	\$ 36,000	\$ 72,000	\$ 36,000	\$ 2,588	7.2%
Redevelopment - New Construction Assistance (Private/Public)	\$ 580,000	\$ 1,160,000	\$ 580,000	\$ -	0.0%
Redevelopment - Rehabilitation Assistance Grants & Loans	\$ 576,250	\$ 1,152,500	\$ 576,250	\$ 13,609	2.4%
Business & Economic Development (Private/Public)	\$ 65,500	\$ 131,000	\$ 65,500	\$ -	0.0%
Loan Distributions	\$ 1,800,000	\$ 3,600,000	\$ 1,800,000	\$ 253,959	14.1%
Develop. Incentives	\$ 290,000	\$ 290,000	\$ -	\$ 1,200	0.4%
	\$ 4,118,680	\$ 7,947,360	\$ 3,828,680	\$ 279,685	

over 50% **RED**
under 50% **GREEN**

* Percents are reflected as YTD Actuals divided by YE Budget

**MADRAS URBAN RENEWAL AGENCY
Request for Commission Action**

Meeting Date: January 23, 2024
To: Madras Redevelopment Commissioners
From: Keli Pollock, City Recorder
Through: Will Ibershof, City Administrator
Subject: **INTERVIEW OF CANDIDATE FOR COMMISSION VACANCY**
Angela Rhodes
Vacant Position Term ends 12-31-2026

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

That the Commission make a recommendation to the City Council to appoint Angela Rhodes to fill a vacant position on the Madras Redevelopment Commission term beginning 1/23/2024 and ending 12-31-2026.

OVERVIEW:

In Section 2.2.1 of Resolution MRC 2020-01, Exhibit A, Second Amended and Restated bylaws of the Urban Renewal Agency of the City of Madras, membership of the Commission reads:

“2.2.1 The MRC will be a variable-ranged size of board of commissioners. The minimum number of commissioners is nine (9) and the maximum number of commissioners will be thirteen (13). Notwithstanding anything contained in these Bylaws to the contrary, seven commissioner positions will be held by concurrent Council members (i.e., six councilors and the mayor). Subject to the provision contained in these Bylaws, the number of commissioners may be fixed or changed periodically, within the minimum and maximum, by resolution of the MRC.”

Today, there are a total of eleven commissioners: six City Councilors, the Mayor, and four citizens. There is one vacant seat on the commission.

Additionally, Section 2.2.2 of the bylaws require:

“2.2.2 Two (2) to five seats will be held by members of the general public from the Madras community, which Madras community is defined as that area consisting of two miles from the Madras city limits, excluding the City of Metolius, as depicted on the attached Attachment A. Of the commissioners appointed from the general public, not more than two commissioners may be engaged in the same kind of occupation, business, trade, or profession.”

Angela Rhodes has expressed interest in serving on the MRC and her application is attached for the Commission’s review.

STAFF ANALYSIS:

Ms. Rhodes was vetted by the City Recorder and found to meet the required criteria as she is a resident of Madras and her occupation is different than any other seated member of the

Commission at this time. While not specifically outlined in the Commission's bylaws, Ms. Rhodes is over 18 years of age and a registered Jefferson County voter.

FISCAL INFORMATION:

N/A

SUPPORTING DOCUMENTATION:

Angela Rhodes application.

Questions and scoring sheet for Commissioners to ask during interview.

MRC Candidate Questions

Commissioner Name: _____

Please turn this form into the City Recorder upon completion of the interview.

Candidate Name: _____

Commissioner #1 asks:

Q1. Why are you interested in serving on the MRC specifically versus other committees or commissions at the City?

A1. _____

Commissioner #2 asks:

Q2. Revitalizing the Downtown area is an important focus of the Urban Renewal District. Do you have ideas for improvement you'd like to see Downtown?

A2. _____

Commissioner #3 asks:

Q4. The Commission is also very involved in the Madras Housing Urban Renewal District. What are your concerns for housing or ideas you'd like to see implemented regarding housing in Madras?

A4. _____

Commissioner #4 asks:

Q5. How will your background and experience benefit the Commission?

A5. _____



**CITY OF MADRAS
COMMISSION APPLICATION**

Thank you for expressing interest in serving on a City of Madras ("City") Commission. Completed and signed applications can be mailed, hand delivered or emailed to the attention of City Recorder at 125 SW "E" Street, Madras, Oregon 97741, madrasinfo@ci.madras.or.us. Applications will be reviewed by the Commission (or its designee) to determine whether an interview is appropriate. If an interview is determined to be appropriate, you will be contacted to set up a date and time.

Print or type the required information. Please answer every applicable question. If additional space is needed, please attach a separate sheet. Because this application may be used for investigative purposes, DO NOT misstate or omit any material facts or information. Statements made in this application are subject to verification.

Date of Application: 12-19-23

APPLICANT INFORMATION (GENERAL)

Rhodes Angela C
Last Name First Name Middle Initial

2089 NE Mariposa Ln. Madras OR 97741
Address City State Zip

Telephone No: _____ 541-771-4545
Home Cellular

Email Address: angelacrhodes@gmail.com

Have you resided within City's incorporated limits during the immediately preceding 12 months: Yes No _____

Length of residency: 50 (years) and _____ (months)

Are you over the age of 18? Yes No _____ Are you a registered voter? Yes No _____

Occupation/Employer: SELF

Business/Employer Address: 81 SE 5th Street Madras OR 97741

Business/Employer Telephone Number: 541-771-4545

Business/Employer E-mail Address: angelacrhodes@gmail.com

EDUCATION

Did you graduate from high school or receive an equivalent diploma: Yes No _____

Name of college(s) or university(ies) attended, if any: N/A

Certificates, degrees, etc. earned:

Self Taught

Have you ever served on a City of Madras Commission, board, or committee? Yes No

If yes, please specify:

MRC

Please describe your volunteer and/or community involvement:

I'm the President of the Downtown Business Association
Also own a Downtown Business

Why are you interested in serving on this Commission?

I love watching and being involved in our city becoming a place that people want to come and visit or stay. It's all very interesting to me. I love to help other businesses and individuals figure out how to build their dream.

Are you available for evening meetings? Yes No

Are you available for daytime meetings? Yes No

Please initial next to each paragraph and sign where indicated below.

AK I certify that all information and statements made or provided in connection with this application are true and complete in all respects.

By signing below, I hereby affirm, certify, and agree with the following: (1) I have read and understand this application and agree with its contents; and (2) this application is a public record subject to inspection in accordance with Oregon law.

[Handwritten Signature]
Applicant Signature

12-19-2023
Date

MADRAS URBAN RENEWAL AGENCY
Request for Commission Action

Meeting Date: January 23, 2024
To: Madras Redevelopment Commissioners
From: Will Ibershof, City Administrator
Through: Nicholas Snead, Community Development Director
Subject: **LINCOLN CAPITAL MANAGEMENT LOAN SUBORDINATION
REQUEST FOR THE MRC'S LOAN TO J AND C 5TH STREET, LLC
FOR THE SPOT PROJECT.**

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

I move that the MRC approve the Loan Subordination Agreement as presented.

OR

I move that the MRC approve the Loan Subordination Agreement with the following concessions to be specifically identified by the MRC.

OVERVIEW:

On October 25, 2022 the MRC approved a \$450,000 loan and a \$60,000 grant to the J and C 5th Street, LLC for The Spot redevelopment project. J and C 5th Street, LLC has a construction loan from Harvest Small Business Finance for the project and is working on securing permanent financing from Lincoln Capital Management. In general, J and C 5th Street, LLC seeks to secure a \$1,389,000 loan from Lincoln Capital Management for which the proceeds will be used to repay the construction loan from Harvest Small Business Finance. In so doing, Lincoln Capital Management has requested the MRC authorize the Subordination Agreement that will allow J and C 5th Street, LLC to secure permanent financing for the project. However, it will require the MRC's \$450,000 to take second place position on the property (i.e. subordinate lien position).

It is the opinion of staff that the MRC should approve loan subordinations because it lowers the position of the MRC's loan to this borrower, which represents additional risk to the loan, should the borrower default. In this case, if the MRC were to approve the Subordination Agreement, the MRC would be in second position to Lincoln Capital Management's loan on the property. The effect of this is that, if the borrower were to default, Lincoln Capital Management's loan would be repaid first in a default proceeding. Then if any remaining funds were available in the default proceeding, then the MRC's loan would be repaid so long as there are funds to do so. The risk to the MRC is that by taking second position on the property, it increases the chances of the loan not being repaid in full in the event of default by the borrower. While staff doesn't anticipate the borrower defaulting on the loan, it is a possibility. Therefore, in the effort to provide full disclosure and provide context to the MRC's risk, it is staff's duty to report the ramifications of the MRC accepting a second position on the property for their loan.

As such, staff will present the requested Subordination Agreement to the MRC at their January

23, 2024 meeting and request that they take formal action on the matter. The City Attorney has reviewed the Subordination Agreement and finds it generally acceptable. However, the City Attorney identified that the MRC does not have to approve the Agreement as presented and that there is the ability for the MRC to approve the Agreement with specific reasonable concessions which may include, but is not limited to, requiring the borrower to repay the MRC for any legal fees incurred related to the Subordination Agreement or changes to when MRC funds can be drawn. It's for this reason that staff has identified two potential motions for MRC action, where the second motion will require the MRC to approve the Subordination Agreement and identify any specific concessions required as part of the transaction.

STAFF ANALYSIS:

N/A

FISCAL INFORMATION:

N/A

SUPPORTING DOCUMENTATION:

- Subordination Agreement
- Promissory Note_2 LCM Note J AND C 5TH STREET LLC
- Preliminary Report

RECORDING REQUESTED BY:



60 SE 6th Street
Madras, OR 97741

AFTER RECORDING RETURN TO:

Madras Redevelopment Commission and
City of Madras
125 SE "E" Street
Madras OR 97741

SPACE ABOVE THIS LINE FOR RECORDER'S USE

SUBORDINATION AGREEMENT

THIS AGREEMENT made and entered into this January 19, 2024 by and between Urban Renewal Agency of the City of Madras acting by and through the Madras Redevelopment Commission and the City of Madras hereinafter called the first party, and Lincoln Capital Management, LLC, a Texas limited liability company, its successors and assigns hereinafter called the second party,

WITNESSETH:

On or about January 1, 2023 , J and C 5th Street LLC, an Oregon limited liability company, being the owner of the following described property in County of Jefferson, State of Oregon, to wit:

Lots 10 & 11, Block 33 PLAT OF PALMAIN, recorded June 18, 1902 in Volume 1 of Plats, Page 10, Jefferson County, Oregon.

executed and delivered to the first party a certain Deed of Trust (herein called the first party's lien) on the property, to secure the sum of FOUR HUNDRED FIFTY THOUSAND AND NO/100 Dollars (\$450,000.00), which lien was:

Recorded on January 3, 2023, in the Records of Jefferson County, OREGON, as instrument #2023-0028 (AND WAS SUBSEQUENTLY RE-RECORDED ON JANUARY 26, 2023 AS INSTRUMENT #2023-0209);

Reference to the document so recorded or filed is hereby made. The first party has never sold or assigned first party's lien and at all times since the date thereof has been and now is the owner and holder thereof and the debt thereby secured.

The second party is about to loan the sum of One Million Three hundred Eighty Nine Thousand And No/100 Dollars (\$1,389,000.00) to the present owner of the property, with interest thereon at a rate not exceeding Eighteen Percent (18.00%) per annum. This loan is to be secured by the present owner's Deed of Trust (hereinafter called the second party's lien) upon the property and is to be repaid not more than thirty (30) years from its date.

SUBORDINATION AGREEMENT
(continued)

To induce the second party to make the loan last mentioned, the first party has agreed and consented to subordinate first party's lien to the lien about to be taken by the second party as above set forth.

NOW, THEREFORE, for value received, and for the purpose of inducing the second party to make the loan aforesaid, the first party, on behalf of the first party and also on behalf of the first party's personal representatives, successors, and assigns, hereby covenants, consents and agrees to and with the second party and second party's personal representatives, successors, and assigns, that the first party's lien on the property is and shall always be subject and subordinate to the lien about to be delivered to the second party as aforesaid, and that the second party's lien in all respects shall be first, prior and superior to that of the first party, provided always, however, that if the second party's lien is not duly filed or recorded or an appropriate financing statement with respect thereto duly filed within thirty (30) days after the date hereof, this subordination agreement shall be null and void and of no force or effect.

It is expressly understood and agreed that nothing herein contained shall be construed to change, alter or impair the first party's lien, except as hereinabove expressly set forth.

In construing this subordination agreement, and where the context so requires, the singular includes the plural, and all grammatical changes shall be made so that this agreement shall apply equally to corporation and to individuals.

IN WITNESS WHEREOF, the undersigned has executed this agreement. If the undersigned is a corporation, it has caused its names to be signed and its seal, if any, affixed by an officer or other person duly authorized to do so by order of its board of directors.

(Continued on Page 3)

SUBORDINATION AGREEMENT
(continued)

BENEFICIARY:

Urban Renewal Agency of the City of Madras
acting by and through the Madras Redevelopment
Commission

By: _____ Date _____

By: _____
Print Name

Its: _____
Print Title

State of OREGON
County of _____

This instrument was acknowledged before me on _____ by _____
_____ as the _____ for Urban Renewal Agency of the
City of Madras acting by and through the Madras Redevelopment Commission.

Notary Public - State of Oregon

My Commission Expires: _____

SUBORDINATION AGREEMENT
(continued)

City of Madras

BY: _____ Date _____

By: _____
 Print Name

Its: _____
 Print Title

State of OREGON
County of _____

This instrument was acknowledged before me on _____ by _____
_____, as the _____ for
the City of Madras.

Notary Public - State of Oregon

My Commission Expires: _____

SUBORDINATION AGREEMENT
(continued)

OWNER:

J and C 5th Street LLC
By: A&B Oregon Properties LLC, Member

BY: _____ Date _____
Andre Jackson
Its: Member

State of _____
County of _____

This instrument was acknowledged before me on _____ by Andre Jackson
as Member of A&B Oregon Properties LLC, for J and C 5th Street LLC.

Notary Public - State of Oregon

My Commission Expires: _____



PRELIMINARY REPORT

In response to the application for a policy of title insurance referenced herein Western Title & Escrow Company hereby reports that it is prepared to issue, or cause to be issued, as of the specified date, a policy or policies of title insurance describing the land and the estate or interest hereinafter set forth, insuring against loss which may be sustained by reason of any defect, lien or encumbrance not shown or referred to as an exception herein or not excluded from coverage pursuant to the printed Schedules or Conditions of said policy forms.

The printed Exceptions and Exclusions from the coverage of said policy or policies are set forth in Exhibit One. Copies of the policy forms should be read. They are available from the office which issued this report.

This report (and any supplements or amendments hereto) is issued solely for the purpose of facilitating the issuance of a policy of title insurance and no liability is assumed hereby.

The policy(s) of title insurance to be issued hereunder will be policy(s) of Fidelity National Title Insurance Company, a/an Florida corporation.

Please read the exceptions shown or referred to herein and the Exceptions and Exclusions set forth in Exhibit One of this report carefully. The Exceptions and Exclusions are meant to provide you with notice of matters which are not covered under the terms of the title insurance policy and should be carefully considered.

It is important to note that this preliminary report is not a written representation as to the condition of title and may not list all liens, defects and encumbrances affecting title to the land.

This preliminary report is for the exclusive use of the parties to the contemplated transaction, and the Company does not have any liability to any third parties nor any liability until the full premium is paid and a policy is issued. Until all necessary documents are placed of record, the Company reserves the right to amend or supplement this preliminary report.

Countersigned

A handwritten signature in black ink, appearing to read "Alan Burton", is written over a horizontal line.

Alan Burton



60 SE 6th Street, Madras, OR 97741
(541)460-5107 FAX (541)460-5019

PRELIMINARY REPORT

ESCROW OFFICER: Nicole A. McGraw
nicole.mcgraw@westerntitle.com
541-460-5105

ORDER NO.: WT0248975
Revision 3 - Update effective date

TITLE OFFICER: Chuck E. Nichols
Email: titleofficersupport@westerntitle.com

TO: Western Title & Escrow Company
60 SE 6th Street
Madras, OR 97741

ESCROW LICENSE NO.: 201210780

BUYER/BORROWER: J and C 5th Street LLC and The Spot Madras, LLC

PROPERTY ADDRESS: 225 S 5th St, Madras, OR 97741

EFFECTIVE DATE: January 9, 2024, 05:00 PM

1. THE POLICY AND ENDORSEMENTS TO BE ISSUED AND THE RELATED CHARGES ARE:

	<u>AMOUNT</u>	<u>PREMIUM</u>
ALTA Loan Policy 2021	\$ 1,140,400.00	\$ 2,312.00
Extended Lender's (Short Term Rate)		
NOTE: Additional early issue charge applies to this Policy		\$ 2,182.00
Proposed Insured: Lincoln Capital Management LLC		
OTIRO 209.10-06 - Restrictions, Encroachments, Minerals - Current Violations (ALTA 9.10-06)		\$ 100.00
OTIRO 222-06 - Location (ALTA 22-06)		\$ 0.00
OTIRO 208.2-06 - Commercial Environmental Protection Lien (ALTA 8.2-06)		\$ 231.00
OTIRO 66 - Elimination of Exceptions		\$ 50.00
OTIRO 66 - Elimination of Exceptions		\$ 50.00
OTIRO 70 - Statutory Construction Lien 2023		\$ 240.00
Government Lien Search		\$ 25.00

2. THE ESTATE OR INTEREST IN THE LAND HEREINAFTER DESCRIBED OR REFERRED TO COVERED BY THIS REPORT IS:

Fee Simple

3. TITLE TO SAID ESTATE OR INTEREST AT THE DATE HEREOF IS VESTED IN:

J and C 5th Street LLC

4. THE LAND REFERRED TO IN THIS REPORT IS SITUATED IN THE COUNTY OF JEFFERSON, STATE OF OREGON, AND IS DESCRIBED AS FOLLOWS:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

EXHIBIT "A"
Legal Description

Lots 10 & 11, Block 33 PLAT OF PALMAIN, recorded June 18, 1902 in Volume 1 of Plats, Page 10, Jefferson County, Oregon.

AS OF THE DATE OF THIS REPORT, ITEMS TO BE CONSIDERED AND EXCEPTIONS TO COVERAGE IN ADDITION TO THE PRINTED EXCEPTIONS AND EXCLUSIONS IN THE POLICY FORM WOULD BE AS FOLLOWS:

GENERAL EXCEPTIONS:

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Any facts, rights, interests or claims, which are not shown by the Public Records but which could be ascertained by an inspection of the Land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, which are not shown by the Public Records; reservations or exceptions in patents or in Acts authorizing the issuance thereof; water rights, claims or title to water.
4. Any encroachment (of existing improvements located on the Land onto adjoining land or of existing improvements located on adjoining land onto the subject Land), encumbrance, violation, variation or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the subject Land.
5. Any lien or right to a lien for services, labor, material, equipment rental or workers compensation heretofore or hereafter furnished, imposed by law and not shown by the Public Records.

SPECIFIC ITEMS AND EXCEPTIONS:

6. Unpaid Property Taxes are as follows:

Fiscal Year: 2022-2023
Amount: \$2,121.49, plus interest, if any

Fiscal Year: 2023-2024
Amount: \$727.52, plus interest, if any
Levy Code: 0015
Account No.: 10046
Map No.: 111312BB10100

7. City Liens, if any, of the City of Madras.
(Please contact the Title Department for a City Lien Search within 30 days of closing.)
8. Easement, including the terms and provisions thereof,

Recording Date: October 22, 1941
Recording No.: 15-489
9. Easement, including the terms and provisions thereof,

Recording Date: December 8, 1941
Recording No.: 15-532

10. A deed of trust to secure an indebtedness in the amount shown below,

Amount: \$150,000.00
Dated: December 19, 2022
Trustor/Grantor: J and C 5th Street LLC
Trustee: J. David Zehntbauer, Attorney at Law
Beneficiary: Brooke Cusick Bertram
Recording Date: December 19, 2022
Recording No.: 2022-4647

11. A deed of trust to secure an indebtedness in the amount shown below,

Amount: \$450,000.00
Dated: January 1, 2023
Trustor/Grantor: J and C 5th Street LLC, an Oregon limited liability company
Trustee: AmeriTitle
Beneficiary: Urban Renewal Agency of the City of Madras acting by and through the Madras Redevelopment Commission and the City of Madras
Recording Date: January 3, 2023
Recording No.: 2023-0028
Rerecording Date: January 26, 2023
Rerecording No.: 2023-0209

The Deed of Trust set forth above is purported to be a "Credit Line" Deed of Trust. It is a requirement that the Trustor/Grantor of said Deed of Trust provide written authorization to close said credit line account to the Lender when the Deed of Trust is being paid off through the Company or other Settlement/Escrow Agent or provide a satisfactory subordination of this Deed of Trust to the proposed Deed of Trust to be recorded at closing.

12. Existing leases and tenancies, if any, and any interests that may appear upon examination of such leases.
13. The Company will require an ALTA/NSPS LAND TITLE SURVEY. If the owner of the Land that is the subject of this transaction is in possession of a current ALTA/NSPS LAND TITLE SURVEY, the Company will require that said survey be submitted for review and approval; otherwise, a new survey, satisfactory to the Company, must be prepared by a licensed land surveyor and supplied to the Company prior to the close of escrow.

The Company reserves the right to add additional items or make further requirements after review of the requested documentation.

14. The Company has on file a copy of the Operating Agreement for J and C 5th Street LLC, dated November 18, 2021. A copy of any amendments subsequent to the date of said Operating Agreement should be furnished for review prior to closing.

The Company reserves the right to add additional items or make further requirements after review of the requested documentation.

The Oregon Corporation Commission records show that as of October 26, 2021, J and C 5th Street LLC is an active Oregon limited liability company and is currently in good standing.

ADDITIONAL REQUIREMENTS/NOTES:

- A. Notice: Please be aware that due to the conflict between federal and state laws concerning the cultivation, distribution, processing, manufacture, sale, dispensing or use of marijuana and psilocybin, the Company is not able to close or insure any transaction involving Land associated with these activities.
- B. In addition to the standard policy exceptions, the exceptions enumerated above shall appear on the final ALTA Policy unless removed prior to issuance.
- C. Note: There are no matters against the party(ies) shown below which would appear as exceptions to coverage in a title insurance product:

Parties: J & C 5th Street LLC and The Spot Madras, LLC

- D. The Company will require the following documents for review prior to the issuance of any title insurance predicated upon a conveyance or encumbrance from the entity named below.

Limited Liability Company: The Spot Madras, LLC

- a. A copy of its operating agreement, if any, and any and all amendments, supplements and/or modifications thereto, certified by the appropriate manager or member.
- b. If a domestic Limited Liability Company, a copy of its Articles of Organization and all amendment thereto with the appropriate filing stamps.
- c. If the Limited Liability Company is member-managed a full and complete current list of members certified by the appropriate manager or member.
- d. A current dated certificate of good standing from the proper governmental authority of the state in which the entity was created
- e. If less than all members, or managers, as appropriate, will be executing the closing documents, furnish evidence of the authority of those signing.

The Company reserves the right to add additional items or make further requirements after review of the requested documentation.

The Oregon Corporation Commission records show that as of November 16, 2023, The Spot Madras, LLC is an active Oregon limited liability company and is currently in good standing.

- E. Note: The only conveyance(s) affecting said Land, which recorded within 24 months of the date of this report, are as follows:

Warranty Deed

Grantor: Wild Bleu Mercantile, LLC
Grantee: J and C 5th Street LLC
Recording Date: November 22, 2021
Recording No: 2021-5613

- F. If requested to issue an extended coverage ALTA loan policy, the following matters must be addressed:
- a) The rights of tenants holding under unrecorded leases or tenancies
 - b) Matters disclosed by a statement as to parties in possession and as to any construction, alterations or repairs to the Land within the last 75 days. The Company must be notified in the event that any funds are to be used for construction, alterations or repairs.
 - c) Any facts which would be disclosed by an accurate survey of the Land

- G. Note: If the property includes recently completed improvements for which there is risk of unrecorded claims of construction lien, the Company will require the following:

Completion Notice recorded
Name of Builder
Project Budget
List of Subcontractors and Suppliers
Indemnity Letter from Builder
Indemnity Letter from Seller and/or Owner (at time of construction)

Further documentation may be required upon review of the above.

- H. THE FOLLOWING NOTICE IS REQUIRED BY STATE LAW: YOU WILL BE REVIEWING, APPROVING AND SIGNING IMPORTANT DOCUMENTS AT CLOSING. LEGAL CONSEQUENCES FOLLOW FROM THE SELECTION AND USE OF THESE DOCUMENTS. YOU MAY CONSULT AN ATTORNEY ABOUT THESE DOCUMENTS. YOU SHOULD CONSULT AN ATTORNEY IF YOU HAVE QUESTIONS OR CONCERNS ABOUT THE TRANSACTION OR ABOUT THE DOCUMENTS. IF YOU WISH TO REVIEW TRANSACTION DOCUMENTS THAT YOU HAVE NOT SEEN, PLEASE CONTACT THE ESCROW AGENT.

- I. Note: No utility search has been made or will be made for water, sewer or storm drainage charges unless the City/Service District claims them as liens (i.e. foreclosable) and reflects them on its lien docket as of the date of closing. Buyers should check with the appropriate city bureau or water service district and obtain a billing cutoff. Such charges must be adjusted outside of escrow.

- J. Note: This map/plat is being furnished as an aid in locating the herein described Land in relation to adjoining streets, natural boundaries and other land. Except to the extent a policy of title insurance is expressly modified by endorsement, if any, the Company does not insure dimensions, distances or acreage shown thereon.

- K. Note: Recording charge per document for:
Jefferson County - \$91.00 for the first page, \$5.00 for each additional page

E-recording fee is an additional \$5.00 per document

Send Recording Packages to:
Western Title & Escrow Company
Attention: Recording
1777 SW Chandler, Suite 100
Bend, OR 97702
Email: desrecording@westerntitle.com

EXHIBIT ONE
2021 AMERICAN LAND TITLE ASSOCIATION LOAN POLICY (07-01-2021)
EXCLUSIONS FROM COVERAGE

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:

1. a. any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) that restricts, regulates, prohibits, or relates to:
 - i. the occupancy, use, or enjoyment of the Land;
 - ii. the character, dimensions, or location of any improvement on the Land;
 - iii. the subdivision of land; or
 - iv. environmental remediation or protection.
 - b. any governmental forfeiture, police, regulatory, or national security power.
 - c. the effect of a violation or enforcement of any matter excluded under Exclusion 1.a. or 1.b.
2. Any power of eminent domain. Exclusion 2 does not modify or limit the coverage provided under Covered Risk 7.
 3. Any defect, lien, encumbrance, adverse claim, or other matter:
 - a. created, suffered, assumed, or agreed to by the Insured Claimant;
 - b. not Known to the Company, not recorded in the Public Records at the Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
 - c. resulting in no loss or damage to the Insured Claimant;
 - d. attaching or created subsequent to the Date of Policy (Exclusion 3.d. does not modify or limit the coverage provided under Covered Risk 11, 13, or 14); or

- e. resulting in loss or damage that would not have been sustained if consideration sufficient to qualify the Insured named in Schedule A as a bona fide purchaser or encumbrancer had been given for the Insured Mortgage at the Date of Policy.
4. Unenforceability of the lien of the Insured Mortgage because of the inability or failure of an Insured to comply with applicable doing-business law.
 5. Invalidity or unenforceability of the lien of the Insured Mortgage that arises out of the transaction evidenced by the Insured Mortgage and is based upon usury or Consumer Protection Law.
 6. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights law, that the transaction creating the lien of the Insured Mortgage is a:
 - a. fraudulent conveyance or fraudulent transfer;
 - b. voidable transfer under the Uniform Voidable Transactions Act; or
 - c. preferential transfer:
 - i. to the extent the Insured Mortgage is not a transfer made as a contemporaneous exchange for new value; or
 - ii. for any reason not stated in the Covered Risk 13.b
 7. Any claim of a PACA-PSA Trust. Exclusion 7 does not modify or limit the coverage provided under Covered Risk 8.
 8. Any lien on the Title for real estate taxes or assessments imposed by a governmental authority and created or attaching between the Date of Policy and the date of recording of the Insured Mortgage in the Public Records. Exclusion 8 does not modify or limit the coverage provided under Covered Risk 2.b. or 11.b.
 9. Any discrepancy in the quantity of the area, square footage, or acreage of the Land or of any improvement to the Land.

The above policy form may be issued to afford either Standard Coverage or Extended Coverage. In addition to the above Exclusions from Coverage, the Exceptions from Coverage in a Standard Coverage policy will also include the following Exceptions from Coverage.

SCHEDULE B - GENERAL EXCEPTIONS FROM COVERAGE

This policy does not insure against loss or damage (and the Company will not pay costs, attorneys' fees or expenses) which arise by reason of:

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Facts, rights, interests or claims which are not shown by the Public Records but which could be ascertained by an inspection of the Land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the Public Records; reservations or exceptions in patents or in Acts authorizing the issuance thereof, water rights, claims or title to water.
4. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the Land onto adjoining land, and encroachments onto the Land of existing improvements located on adjoining land.
5. Any lien for services, labor or material heretofore or hereafter furnished, or for contributions due to the State of Oregon for unemployment compensation or worker's compensation, imposed by law and not shown by the Public Records.

2021 AMERICAN LAND TITLE ASSOCIATION OWNER'S POLICY (07-01-2021)
EXCLUSIONS FROM COVERAGE

The following matters are excluded from the coverage of this policy and the Company will not pay loss or damage, costs, attorneys' fees or expenses that arise by reason of:

1. a. any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) that restricts, regulates, prohibits, or relates to:
 - i. the occupancy, use, or enjoyment of the Land;
 - ii. the character, dimensions or location of any improvement on the Land;
 - iii. the subdivision of land; or
 - iv. environmental remediation or protection;
 - b. any governmental forfeiture, police, regulatory, or national security power
 - c. the effect of a violation or enforcement of any matter excluded under Exclusion 1.a. or 1.b.
- Exclusion 1 does not modify or limit the coverage provided under Covered Risk 5 or 6.
2. Any power of eminent domain. Exclusion 2 does not modify or limit the coverage provided under Covered Risk 7.
 3. Any defect, lien, encumbrance, adverse claim, or other matter:
 - a. created, suffered, assumed or agreed to by the Insured Claimant;
 - b. not known to the Company, not recorded in the Public Records at the Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
 - c. resulting in no loss or damage to the Insured Claimant;

- d. attaching or created subsequent to the Date of Policy (Exclusion 3.d. does not modify or limit the coverage provided under Covered Risk 9 or 10); or
 - e. resulting in loss or damage that would not have been sustained if consideration sufficient to qualify the Insured named in Schedule A as a bona fide purchaser had been given for the Title at the Date of Policy.
4. Any claim, by reason of the operation of federal bankruptcy, state insolvency or similar creditors' rights law, that the transaction vesting the Title as shown in Schedule A is a:
 - a. fraudulent conveyance or fraudulent transfer, or
 - b. voidable transfer under the Uniform Voidable Transactions Act; or
 - c. preferential transfer:
 - i. to the extent the instrument of transfer vesting the Title as shown in Schedule A is not a transfer made as a contemporaneous exchange for new value; or
 - ii. for any other reason not stated in Covered Risk 9.b.
 5. Any claim of a PACA-PSA Trust. Exclusion 5 does not modify or limit the coverage provided under Covered Risk 8.
 6. Any lien on the Title for real estate taxes or assessments imposed or collected by a governmental authority that becomes due and payable after the Date of Policy. Exclusion 6 does not modify or limit the coverage provided under Covered Risk 2.b.
 7. Any discrepancy in the quantity of the area, square footage, or acreage of the Land or of any improvement to the Land.

The above policy form may be issued to afford either Standard Coverage or Extended Coverage. In addition to the above Exclusions from Coverage, the Exceptions from Coverage in a Standard Coverage policy will also include the following Exceptions from Coverage.

SCHEDULE B - GENERAL EXCEPTIONS FROM COVERAGE

This policy does not insure against loss or damage (and the Company will not pay costs, attorneys' fees or expenses) which arise by reason of:

1. Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
2. Facts, rights, interests or claims which are not shown by the Public Records but which could be ascertained by an inspection of the Land or by making inquiry of persons in possession thereof.
3. Easements, or claims of easement, not shown by the Public Records; reservations or exceptions in patents or in Acts authorizing the issuance thereof, water rights, claims or title to water.
4. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the Land onto adjoining land, and encroachments onto the Land of existing improvements located on adjoining land.
5. Any lien for services, labor or material heretofore or hereafter furnished, or for contributions due to the State of Oregon for unemployment compensation or worker's compensation, imposed by law and not shown by the Public Records.

EXHIBIT ONE

2006 AMERICAN LAND TITLE ASSOCIATION LOAN POLICY (06-17-06) EXCLUSIONS FROM COVERAGE

The following matters are expressly excluded from the coverage of this policy and the Company will not pay loss or damage, costs, attorneys' fees or expenses that arise by reason of:

- (a) Any law, ordinance or governmental regulation (including but not limited to building and zoning) restricting, regulating, prohibiting or relating to
 - the occupancy, use, or enjoyment of the Land;
 - the character, dimensions or location of any improvement erected on the land;
 - the subdivision of land; or
 - environmental protection;or the effect of any violation of these laws, ordinances or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
- Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
- Defects, liens, encumbrances, adverse claims, or other matters
 - created, suffered, assumed or agreed to by the Insured Claimant;
 - not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;

- resulting in no loss or damage to the Insured Claimant;
 - attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 11, 13, or 14); or
 - resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Insured Mortgage.
- Unenforceability of the lien of the Insured Mortgage because of the inability or failure of an Insured to comply with the applicable doing-business laws of the state where the Land is situated.
 - Invalidity or unenforceability in whole or in part of the lien of the Insured Mortgage that arises out of the transaction evidenced by the Insured Mortgage and is based upon usury or any consumer credit protection or truth-in-lending law.
 - Any claim, by reason of the operation of federal bankruptcy, state insolvency or similar creditors' rights laws, that the transaction creating the lien of the Insured Mortgage, is
 - a fraudulent conveyance or fraudulent transfer, or
 - a preferential transfer for any reason not stated in the Covered Risk 13(b) of this policy.
 - Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the Insured Mortgage in the Public Records. This Exclusion does not modify or limit the coverage provided under Covered Risk 11(b).

The above policy form may be issued to afford either Standard Coverage or Extended Coverage. In addition to the above Exclusions from Coverage, the Exceptions from Coverage in a Standard Coverage policy will also include the following Exceptions from Coverage.

SCHEDULE B - GENERAL EXCEPTIONS FROM COVERAGE

This policy does not insure against loss or damage (and the Company will not pay costs, attorneys' fees or expenses) which arise by reason of:

- Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
- Facts, rights, interests or claims which are not shown by the Public Records but which could be ascertained by an inspection of the Land or by making inquiry of persons in possession thereof.
- Easements, or claims of easement, not shown by the Public Records; reservations or exceptions in patents or in Acts authorizing the issuance thereof, water rights, claims or title to water.
- Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the Land onto adjoining land, and encroachments onto the Land of existing improvements located on adjoining land.
- Any lien for services, labor or material heretofore or hereafter furnished, or for contributions due to the State of Oregon for unemployment compensation or worker's compensation, imposed by law and not shown by the Public Records.

2006 AMERICAN LAND TITLE ASSOCIATION OWNER'S POLICY (06-17-06) EXCLUSIONS FROM COVERAGE

The following matters are expressly excluded from the coverage of this policy and the Company will not pay loss or damage, costs, attorneys' fees or expenses that arise by reason of:

- (a) Any law, ordinance or governmental regulation (including but not limited to building and zoning) restricting, regulating, prohibiting or relating to
 - the occupancy, use, or enjoyment of the Land;
 - the character, dimensions or location of any improvement erected on the land;
 - the subdivision of land; or
 - environmental protection;or the effect of any violation of these laws, ordinances or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.
- Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
- Defects, liens, encumbrances, adverse claims, or other matters
 - created, suffered, assumed or agreed to by the Insured Claimant;

- not known to the Company, not recorded in the Public Records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;
 - resulting in no loss or damage to the Insured Claimant;
 - attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 9 and 10); or
 - resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.
- Any claim, by reason of the operation of federal bankruptcy, state insolvency or similar creditors' rights laws, that the transaction creating the lien of the Insured Mortgage, is
 - a fraudulent conveyance or fraudulent transfer, or
 - a preferential transfer for any reason not stated in the Covered Risk 9 of this policy.
 - Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

The above policy form may be issued to afford either Standard Coverage or Extended Coverage. In addition to the above Exclusions from Coverage, the Exceptions from Coverage in a Standard Coverage policy will also include the following Exceptions from Coverage.

SCHEDULE B - GENERAL EXCEPTIONS FROM COVERAGE

This policy does not insure against loss or damage (and the Company will not pay costs, attorneys' fees or expenses) which arise by reason of:

- Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
- Facts, rights, interests or claims which are not shown by the Public Records but which could be ascertained by an inspection of the Land or by making inquiry of persons in possession thereof.
- Easements, or claims of easement, not shown by the Public Records; reservations or exceptions in patents or in Acts authorizing the issuance thereof, water rights, claims or title to water.
- Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land. The term "encroachment" includes encroachments of existing improvements located on the Land onto adjoining land, and encroachments onto the Land of existing improvements located on adjoining land.
- Any lien for services, labor or material heretofore or hereafter furnished, or for contributions due to the State of Oregon for unemployment compensation or worker's compensation, imposed by law and not shown by the Public Records.

WIRE FRAUD ALERT

This Notice is not intended to provide legal or professional advice.
If you have any questions, please consult with a lawyer.

All parties to a real estate transaction are targets for wire fraud and many have lost hundreds of thousands of dollars because they simply relied on the wire instructions received via email, without further verification. **If funds are to be wired in conjunction with this real estate transaction, we strongly recommend verbal verification of wire instructions through a known, trusted phone number prior to sending funds.**

In addition, the following non-exclusive self-protection strategies are recommended to minimize exposure to possible wire fraud.

- **NEVER RELY** on emails purporting to change wire instructions. Parties to a transaction rarely change wire instructions in the course of a transaction.
- **ALWAYS VERIFY** wire instructions, specifically the ABA routing number and account number, by calling the party who sent the instructions to you. DO NOT use the phone number provided in the email containing the instructions, use phone numbers you have called before or can otherwise verify. **Obtain the number of relevant parties to the transaction as soon as an escrow account is opened.** DO NOT send an email to verify as the email address may be incorrect or the email may be intercepted by the fraudster.
- **USE COMPLEX EMAIL PASSWORDS** that employ a combination of mixed case, numbers, and symbols. Make your passwords greater than eight (8) characters. Also, change your password often and do NOT reuse the same password for other online accounts.
- **USE MULTI-FACTOR AUTHENTICATION** for email accounts. Your email provider or IT staff may have specific instructions on how to implement this feature.

For more information on wire-fraud scams or to report an incident, please refer to the following links:

Federal Bureau of Investigation:

<http://www.fbi.gov>

Internet Crime Complaint Center:

<http://www.ic3.gov>

FIDELITY NATIONAL FINANCIAL PRIVACY NOTICE

Effective December 1, 2023

Fidelity National Financial, Inc. and its majority-owned subsidiary companies (collectively, "FNF," "our," or "we") respect and are committed to protecting your privacy. This Privacy Notice explains how we collect, use, and protect personal information, when and to whom we disclose such information, and the choices you have about the use and disclosure of that information.

A limited number of FNF subsidiaries have their own privacy notices. If a subsidiary has its own privacy notice, the privacy notice will be available on the subsidiary's website and this Privacy Notice does not apply.

Collection of Personal Information

FNF may collect the following categories of Personal Information:

- contact information (e.g., name, address, phone number, email address);
- demographic information (e.g., date of birth, gender, marital status);
- identity information (e.g. Social Security Number, driver's license, passport, or other government ID number);
- financial account information (e.g. loan or bank account information); and
- other personal information necessary to provide products or services to you.

We may collect Personal Information about you from:

- information we receive from you or your agent;
- information about your transactions with FNF, our affiliates, or others; and
- information we receive from consumer reporting agencies and/or governmental entities, either directly from these entities or through others.

Collection of Browsing Information

FNF automatically collects the following types of Browsing Information when you access an FNF website, online service, or application (each an "FNF Website") from your Internet browser, computer, and/or device:

- Internet Protocol (IP) address and operating system;
- browser version, language, and type;
- domain name system requests; and
- browsing history on the FNF Website, such as date and time of your visit to the FNF Website and visits to the pages within the FNF Website.

Like most websites, our servers automatically log each visitor to the FNF Website and may collect the Browsing Information described above. We use Browsing Information for system administration, troubleshooting, fraud investigation, and to improve our websites. Browsing Information generally does not reveal anything personal about you, though if you have created a user account for an FNF Website and are logged into that account, the FNF Website may be able to link certain browsing activity to your user account.

Other Online Specifics

Cookies. When you visit an FNF Website, a "cookie" may be sent to your computer. A cookie is a small piece of data that is sent to your Internet browser from a web server and stored on your computer's hard drive. Information gathered using cookies helps us improve your user experience. For example, a cookie can help the website load properly or can customize the display page based on your browser type and user preferences. You can choose whether or not to accept cookies by changing your Internet browser settings. Be aware that doing so may impair or limit some functionality of the FNF Website.

Web Beacons. We use web beacons to determine when and how many times a page has been viewed. This information is used to improve our websites.

Do Not Track. Currently our FNF Websites do not respond to "Do Not Track" features enabled through your browser.

Links to Other Sites. FNF Websites may contain links to unaffiliated third-party websites. FNF is not responsible for the privacy practices or content of those websites. We recommend that you read the privacy policy of every website you visit.

Use of Personal Information

FNF uses Personal Information for these main purposes:

- To provide products and services to you or in connection with a transaction involving you.
- To improve our products and services.
- To communicate with you about our, our affiliates', and others' products and services, jointly or independently.
- To provide reviews and testimonials about our services, with your consent.

When Information Is Disclosed

We may disclose your Personal Information and Browsing Information in the following circumstances:

- to enable us to detect or prevent criminal activity, fraud, material misrepresentation, or nondisclosure;
- to affiliated or nonaffiliated service providers who provide or perform services or functions on our behalf and who agree to use the information only to provide such services or functions;
- to affiliated or nonaffiliated third parties with whom we perform joint marketing, pursuant to an agreement with them to jointly market financial products or services to you;
- to law enforcement or authorities in connection with an investigation, or in response to a subpoena or court order; or
- in the good-faith belief that such disclosure is necessary to comply with legal process or applicable laws, or to protect the rights, property, or safety of FNF, its customers, or the public.

The law does not require your prior authorization and does not allow you to restrict the disclosures described above. Additionally, we may disclose your information to third parties for whom you have given us authorization or consent to make such disclosure. We do not otherwise share your Personal Information or Browsing Information with nonaffiliated third parties, except as required or permitted by law.

We reserve the right to transfer your Personal Information, Browsing Information, and any other information, in connection with the sale or other disposition of all or part of the FNF business and/or assets, or in the event of bankruptcy, reorganization, insolvency, receivership, or an assignment for the benefit of creditors. By submitting Personal Information and/or Browsing Information to FNF, you expressly agree and consent to the use and/or transfer of the foregoing information in connection with any of the above described proceedings.

Security of Your Information

We maintain physical, electronic, and procedural safeguards to protect your Personal Information.

Choices With Your Information

Whether you submit Personal Information or Browsing Information to FNF is entirely up to you. If you decide not to submit Personal Information or Browsing Information, FNF may not be able to provide certain services or products to you.

For California Residents: We will not share your Personal Information or Browsing Information with nonaffiliated third parties, except as permitted by California law. For additional information about your California privacy rights, please visit the "California Privacy" link on our website (<https://fnf.com/pages/californiaprivacy.aspx>) or call (888) 413-1748.

For Connecticut Residents: For additional information about your Connecticut consumer privacy rights, or to make a consumer privacy request, or to appeal a previous privacy request, please email privacy@fnf.com or call (888) 714-2710.

For Colorado Residents: For additional information about your Colorado consumer privacy rights, or to make a consumer privacy request, or to appeal a previous privacy request, please email privacy@fnf.com or call (888) 714-2710.

For Nevada Residents: We are providing this notice pursuant to state law. You may be placed on our internal Do Not Call List by calling FNF Privacy at (888) 714-2710 or by contacting us via the information set forth at the end of this Privacy Notice. For further information concerning Nevada's telephone solicitation law, you may contact: Bureau of Consumer Protection, Office of the Nevada Attorney General, 555 E. Washington St., Suite 3900, Las Vegas, NV 89101; Phone number: (702) 486-3132; email: aginquiries@ag.state.nv.us.

For Oregon Residents: We will not share your Personal Information or Browsing Information with nonaffiliated third parties for marketing purposes, except after you have been informed by us of such sharing and had an opportunity to indicate that you do not want a disclosure made for marketing purposes.

For Utah Residents: For additional information about your Utah consumer privacy rights, or to make a consumer privacy request, please call (888) 714-2710.

For Vermont Residents: We will not disclose information about your creditworthiness to our affiliates and will not disclose your personal information, financial information, credit report, or health information to nonaffiliated third parties to market to you, other than as permitted by Vermont law, unless you authorize us to make those disclosures.

For Virginia Residents: For additional information about your Virginia consumer privacy rights, or to make a consumer privacy request, or appeal a previous privacy request, please email privacy@fnf.com or call (888) 714-2710.

Information From Children

The FNF Websites are not intended or designed to attract persons under the age of eighteen (18). We do not collect Personal Information from any person that we know to be under the age of thirteen (13) without permission from a parent or guardian.

International Users

FNF's headquarters is located within the United States. If you reside outside the United States and choose to provide Personal Information or Browsing Information to us, please note that we may transfer that information outside of your country of residence. By providing FNF with your Personal Information and/or Browsing Information, you consent to our collection, transfer, and use of such information in accordance with this Privacy Notice.

FNF Website Services for Mortgage Loans

Certain FNF companies provide services to mortgage loan servicers, including hosting websites that collect customer information on behalf of mortgage loan servicers (the "Service Websites"). The Service Websites may contain links to both this Privacy Notice and the mortgage loan servicer or lender's privacy notice. The sections of this Privacy Notice titled When Information is Disclosed, Choices with Your Information, and Accessing and Correcting Information do not apply to the Service Websites. The mortgage loan servicer or lender's privacy notice governs use, disclosure, and access to your Personal Information. FNF does not share Personal Information collected through the Service Websites, except as required or authorized by contract with the mortgage loan servicer or lender, or as required by law or in the good-faith belief that such disclosure is necessary: to comply with a legal process or applicable law, to enforce this Privacy Notice, or to protect the rights, property, or safety of FNF or the public.

Your Consent To This Privacy Notice; Notice Changes

By submitting Personal Information and/or Browsing Information to FNF, you consent to the collection and use of the information in accordance with this Privacy Notice. We may change this Privacy Notice at any time. The Privacy Notice's effective date will show the last date changes were made. If you provide information to us following any change of the Privacy Notice, that signifies your assent to and acceptance of the changes to the Privacy Notice.

Accessing and Correcting Information; Contact Us

If you have questions or would like to correct your Personal Information, visit FNF's [Privacy Inquiry Website](#) or contact us by phone at (888) 714-2710, by email at privacy@fnf.com, or by mail to:

Fidelity National Financial, Inc.
601 Riverside Avenue,
Jacksonville, Florida 32204
Attn: Chief Privacy Officer

PROMISSORY NOTE

\$1,389,000.00

JANUARY ____, 2024

FOR VALUE RECEIVED, after date, without grace (other than as provided for herein) and in the manner, on the dates and in the amounts herein stipulated, the undersigned, **J AND C 5TH STREET LLC, an Oregon limited liability company and THE SPOT MADRAS, LLC, an Oregon limited liability company ("Maker")**, whose address is **225 South 5th Street, Madras, Oregon 97741**, promises to pay to the order of **LINCOLN CAPITAL MANAGEMENT, LLC, a Texas limited liability company ("Payee")**, at **16415 Addison Road, Suite 850, Addison, Texas 75001**, or to the Payee's designated Servicing Agent at such other place designated in writing by Payee, or other holder thereof:

Principal Amount. The principal sum of **ONE MILLION THREE HUNDRED EIGHTY NINE THOUSAND AND NO/100 DOLLARS (\$1,389,000.00)**, together with,

Annual Interest RATE on Matured Principal. Interest on the unpaid principal balance at THE WALL STREET JOURNAL'S Prime Rate (as hereafter defined) as it varies from time to time **PLUS THREE HUNDRED (300) BASIS POINTS per annum**, except notwithstanding any other language contained herein, such rate shall never decrease below **ELEVEN AND ONE HALF PERCENT (11.50%) per annum** (the "RATE").

Terms of Payment. This note is due and payable in monthly installments of interest only on the principal amount beginning on **February 25, 2024**, and continuing on the same day of each month thereafter until **April 25, 2025** (the "Maturity Date"), the maturity hereof, at which time the final installment of all unpaid principal and all accrued but unpaid interest shall be due and payable in full.

Security for Payment. The payment of this Note is secured by a Deed of Trust, Security Agreement and Assignment of Rents (the "Deed of Trust") of even date herewith from **J AND C 5TH STREET LLC, an Oregon limited liability company** for the benefit of Payee, covering the following described real property and all improvements now or hereafter thereon:

Lots 10 & 11, Block 33 PLAT OF PALMAIN, recorded June 18, 1902 in Volume 1 of Plats, Page 10, Jefferson County, Oregon (the "Property").

The payment of this Note is further secured by: (i) Guarantee Agreements of even date herewith executed by **ANDRE JACKSON and A&B OREGON PROPERTIES LLC, an Oregon limited liability company** (collectively the "Guarantor(s)", whether one or more) for the benefit of Payee; and, (ii) Security Agreement of even date herewith, executed by **J AND C 5TH STREET LLC, an Oregon limited liability company and THE SPOT MADRAS, LLC, an Oregon limited liability company** for the benefit of Payee. The Deed of Trust, Guaranty Agreements, Security Agreement, Loan Agreement and any and all other documents executed as security for or in connection with the Note shall be referred to as the "Loan Documents".

Annual Interest Rate on Matured Unpaid Amounts. Subject to any grace period provided for herein, all past due principal and interest shall bear interest at the lesser rate of: (i) eighteen percent (18%) per annum; or (ii) the Maximum Rate as hereafter defined (collectively the "Default Rate").

Late Charge. As an alternative to matured unpaid amounts accruing interest at the Maximum Rate, at the option of Payee, in the event any installment shall become overdue for a period in excess of **ten (10)**

Initial for Identification

calendar days, a charge of **five percent (5%)** of the amount of each installment may be charged by the Payee for the purpose of defraying the expense incident to handling such delinquent payments. The provisions of this paragraph shall not limit the Payee's right to compel prompt performance under this Note, nor grant an option to Maker to make late payments.

Prime Rate Definition. The term "Prime Rate" means the fluctuating per annum lending rate of interest from time to time announced as the highest prime lending rate published in **THE WALL STREET JOURNAL** in the "Money Rates" table, as it varies from time to time and being defined therein as being "the base rate on corporate loans at large U.S. money center commercial banks". If multiple rates are quoted, then the highest Prime Rate will be the basis for the RATE hereunder. In the event that THE WALL STREET JOURNAL ceases to be published altogether, or the Prime Rate is no longer published in the "Money Rates" table, then Payee will choose a substitute Prime Rate which is based upon comparable information, in Payee's sole discretion. On days when THE WALL STREET JOURNAL is not published (such as weekends and holidays), the RATE shall be based on the "Prime Rate" stated in the most recently published edition of THE WALL STREET JOURNAL. Maker acknowledges that the Prime Rate is known and readily ascertainable by Maker.

RATE Change Period. The RATE will be adjusted automatically each calendar day ("Change Period"), upward and downward, without notice to the Maker or any other person. The RATE will be adjusted on the first calendar day of each Change Period, with the RATE being based on the Prime Rate in effect on that date. Any interest rate change shall be effective at the beginning of the business day on which such change becomes effective.

Interest Rate Calculation. Interest herein shall be calculated on a per diem interest rate or amount as if each year has only 360 days, and charged for that per diem interest rate or amount each day for the actual number of days of the year (365 or 366) as the case may be. However, nothing in this Note shall authorize the collection of interest in excess of the highest rate allowed by law. If interest is computed on the per annum basis of a year of 360 days, and if such calculation would result in a usurious rate, then said interest shall be calculated on the per annum basis of 365 or 366 days, as the case may be.

Loan Proceeds. Requests for application of Loan Proceeds ("Disbursements") shall be made in accordance with the Construction Loan Agreement. The total of cumulative Disbursements under this Note is limited to **\$1,389,000.00** as provided for in the Loan Agreement, it being understood by the parties that this Note is not a revolving note line, and any principal payments made hereunder may not be the subject of future Disbursements hereunder.

Indemnity. MAKER COVENANTS AND AGREES TO ASSUME LIABILITY FOR AND TO PROTECT, DEFEND, INDEMNIFY AND SAVE PAYEE AND SERVICING AGENT HARMLESS FROM ANY AND ALL LIABILITIES, OBLIGATIONS, DAMAGES, PENALTIES, CLAIMS, CAUSES OF ACTION, COSTS, CHARGES AND EXPENSES, INCLUDING WITHOUT LIMITATION ATTORNEYS' FEES AND EXPENSES OF EMPLOYEES, WHICH MAY BE IMPOSED, INCURRED BY OR ASSERTED AGAINST PAYEE BY REASON OF ANY LOSS, DAMAGE OR CLAIM HOWSOEVER ARISING OR INCURRED BECAUSE OF OR OUT OF OR IN CONNECTION WITH (I) ANY ACTION OF PAYEE PURSUANT TO REQUESTS FOR DISBURSEMENTS UNDER THIS NOTE, (II) THE TRANSFER OF FUNDS PURSUANT TO SUCH, OR (III) PAYEE'S OR SERVICING AGENT'S HONORING OR FAILING TO HONOR ANY REQUESTS FOR ANY REASON OR NO REASON WHATSOEVER. PAYEE AND SERVICING AGENT ARE ENTITLED TO RELY UPON AND ACT UPON REQUESTS MADE OR PURPORTEDLY MADE BY ANY OF THE OFFICERS OR EMPLOYEES OF MAKER, AND MAKER SHALL BE UNCONDITIONALLY AND ABSOLUTELY ESTOPPED FROM DENYING (I) THE AUTHENTICITY AND VALIDITY OF ANY SUCH TRANSACTION SO ACTED UPON BY PAYEE AND SERVICING AGENT ONCE PAYEE OR SERVICING AGENT HAS DISBURSED FUNDS UNDER THIS NOTE AND HAS DEPOSITED OR TRANSFERRED SUCH FUNDS AS REQUESTED IN ANY SUCH REQUEST, AND (II) MAKER'S LIABILITY AND RESPONSIBILITY THEREFOR.

Application of Payments. All scheduled payments as made shall be applied first to the interest then accrued, and the balance, if any, to the principal. The provisions of this paragraph shall not limit the Payee's right to compel prompt performance under this Note, nor grant an option to Maker to make late payments.

Receipt of Payments and Partial Payments. All payments must be received by Payee consistent with any written payment instructions provided by Payee. If a payment is made consistent with Payee's payment instructions but received after 5:00 PM Central Time on a business day, Payee will credit Maker's payment on the next business day. If payment of principal or interest on this Note shall become due on a Saturday, Sunday or public holiday as defined under the laws of the State of Texas, such payment shall be made on the next succeeding business day and such extension of time shall in such case be included in computing interest in connection with such payment. Any check, draft, money order or other instrument given in payment of all or any portion hereof may be accepted by the holder hereof and handled in collection in the customary manner, but the same shall not constitute payment hereunder or diminish any rights of the holder hereof except to the extent that actual cash proceeds of such instrument are unconditionally received by the holder and applied to this Note in the manner herein provided. Acceptance by Payee of any payment in an amount less than the full amount then due shall be deemed an acceptance on account only, and the failure to pay the entire amount then due shall be and continue to be an Event of Default in the payment of this Note.

Prepayment. This Note may not be prepaid. Notwithstanding the foregoing, in the event of an unauthorized prepayment, same shall be applied in any order at Payee's discretion as among any then unpaid collections costs or charges for which Maker is liable (either hereunder or under the terms of any document securing the payment hereof), accrued but unpaid interest hereof, or the principal hereof. In the case of partial prepayments, any amount of the partial prepayment that is applied by Payee to the principal hereof shall be applied in the inverse order of maturity.

Promise to Pay. Maker promises to pay to the order of Payee at the place for payment and according to the terms of payment the Principal Amount plus interest at the RATE stated herein. All unpaid amounts shall be due by the Maturity Date.

Release of Payee. In consideration of the agreement of the Payee to make the herein described Loan, which consideration is agreed by Maker to be good and sufficient, Maker **RELEASES, ACQUITS AND FOREVER DISCHARGES** the Payee, its directors, officers, shareholders, agents, contractors, employees, affiliates, attorneys, successors and assignees from any and all claims, demands, liens, damages, actions or suits, of whatsoever nature or character, whether statutory (including without limitation usury and deceptive trade practices claims), in contract or in tort, known or unknown, which have accrued or may accrue to Maker or any creditor or affiliate of Maker on account of any injuries, damages or losses or otherwise arising out of and in any way connected to (i) any extensions of credit by the Payee to Maker on or prior to the date hereof, of (ii) any matter or thing done, omitted or suffered to be done by the Payee, its directors, officers, shareholders, agents, employees, affiliates, attorneys, predecessors or assignors on or prior to the date hereof.

Default. It is especially agreed that if default be made in any of the payment of principal and/or interest due hereon after the applicable grace period as provided for herein, or if after applicable notice and failure to cure there is an Event of Default in any of the covenants of provisions set forth in any Deed of Trust, Security Agreement, Loan Agreement or other security document given to secure the payment hereof, or should any maker, endorser or guarantor hereof become insolvent or commit any act of bankruptcy or make an assignment for the benefit of creditors or authorize the filing or file a voluntary Petition in Bankruptcy or should a receiver of any of their property be appointed, or should involuntary bankruptcy proceedings be filed or threatened against any of said parties, then, in any such event, at the option of the holder hereof, at any time thereafter, after notice as provided for herein, the unpaid principal of this Note and all accrued interest shall at once become due and payable and shall bear interest at the Default Rate from the date of such default or event. Failure to exercise any of said options shall not constitute a waiver on the part of the holder hereof of the right to exercise the same at any other time.

Opportunity to Cure Default. Any provision in this Note and any document securing or executed in connection therewith to the contrary notwithstanding, Maker shall not be in default under this Note or under such other Loan Documents unless:

- (a) in the case of a breach of a monetary covenant, Maker shall not have cured the breach of the monetary covenant within ten (10) days after the scheduled due date of said payment; and
- (b) in the case of a breach of a non-monetary covenant, Payee shall have given Maker written notice of such non-monetary breach setting forth in reasonable detail the nature and extent of such failure and Maker shall not have cured the breach of the non-monetary covenant within thirty (30) days after delivery of said notice, or if such non-monetary covenant can not be reasonably cured within such thirty (30) day period, as determined in the reasonable discretion of Payee, if Maker shall prior to the cure of said non-monetary breach cease using Maker's best and continuous efforts to cure said non-monetary breach as determined in the reasonable discretion of Payee.

Right to Offset. Payee shall have a first lien on all reserves maintained by Payee containing Loan Proceeds including without limitation, interest reserves, construction reserves or other reserves, all deposits and other sums at any time credited by or due from Payee to Maker, or any co-maker, signer, endorser, surety or Guarantor(s) hereof as collateral security for the payment of this Note, and Payee, at its option, may at any time, without notice and without any liability, retain all or any part of any such deposits or other sums until all sums owing on this Note have been paid in full and/or apply or set off all or any part of any such deposits or other sums credited by or due from Payee to or against any sums due on this Note in any manner and in any order of preference which Payee, in its sole, subjective discretion chooses.

Responsibility for Payment. The Maker, endorsers and Guarantor(s) hereof and all other persons who are or may become liable for all or any part of the obligations represented by this Note shall be considered as principals as to the making of this Note and shall have joint and several liability and, except as provided herein or in the Deed of Trust, Maker, endorsers and guarantors hereof severally waive presentment for payment, protest, notice of protest, notice of default, notice of intention to accelerate, notice of foreclosure, and of nonpayment, as to this Note and as to each, every and all installments hereof, and consent to the renewal or extension of the time of payment hereof and to the release of all or any part of the security described herein or any person liable hereon upon the terms deemed by the holder hereof, in the holder's sole discretion, to be adequate. Any renewal or extension or release of any of such security or person may be made without notice to any of said parties and without affecting their liability.

Collection. It is further agreed that if this Note be placed in the hands of an attorney for collection, for the purposes of being sued upon or established in any manner in any court, then in any of said events, Maker, any endorsers and guarantors hereof, promise to pay Payee's or other holder's reasonable attorney's fees and costs of collection, which sums shall become a part of the principal hereof. Reasonable attorney's fees shall be ten percent (10%) of all amounts due unless either party pleads otherwise.

Usury Savings Clause. It is expressly stipulated and agreed to be the intent of Maker and Payee at all times to comply strictly with the applicable Texas law governing the maximum rate or amount of interest payable on the indebtedness evidenced by this Note and the Related Indebtedness (or applicable United States federal law to the extent that it permits Payee to contract for, charge, take, reserve or receive a greater amount of interest than under Texas law). If the applicable law is ever judicially interpreted so as to render usurious any amount (i) contracted for, charged, taken, reserved or received pursuant to this Note, any of the other Loan Documents or any other communication or writing by or between Maker and Payee related to the transaction or transactions that are the subject matter of the Loan Documents, (ii) contracted for, charged, taken, reserved or received by reason of Payee's exercise of the option to accelerate the maturity of this Note and/or the Related Indebtedness, or (iii) Maker will have paid or Payee will have received by reason of any voluntary prepayment by Maker of this Note and/or the Related Indebtedness, then it is Maker's and Payee's

express intent that all amounts charged in excess of the Maximum Rate shall be automatically canceled, ab initio, and all amounts in excess of the Maximum Rate theretofore collected by Payee shall be credited on the principal balance of this Note and/or the Related Indebtedness (or, if this Note and all Related Indebtedness have been or would thereby be paid in full, refunded to Maker), and the provisions of this Note and the other Loan Documents shall immediately be deemed reformed and the amounts thereafter collectible hereunder and thereunder reduced, without the necessity of the execution of any new document, so as to comply with the applicable law so as to permit the recovery of the fullest amount otherwise called for hereunder and thereunder; provided, however, if this Note has been paid in full before the end of the stated term of this Note, then Maker and Payee agree that Payee shall, with reasonable promptness after Payee discovers or is advised by Maker that interest was received in an amount in excess of the Maximum Rate, either refund such excess interest to Maker and/or credit such excess interest against this Note and/or any Related Indebtedness then owing by Maker to Payee. Maker hereby agrees that as a condition precedent to any claim seeking usury penalties against Payee, Maker will provide written notice to Payee, advising Payee in reasonable detail of the nature and amount of the violation, and Payee shall have sixty (60) days after receipt of such notice in which to correct such usury violation, if any, by either refunding such excess interest to Maker or crediting such excess interest against this Note and/or the Related Indebtedness then owing by Maker to Payee. All sums contracted for, charged, taken, reserved or received by Payee for the use, forbearance or detention of any debt evidenced by this Note and/or the Related Indebtedness shall, to the extent permitted by applicable law, be amortized or spread, using the actuarial method, throughout the stated term of this Note and/or the Related Indebtedness (including any and all renewal and extension periods) until payment in full so that the rate or amount of interest on account of this Note and/or the Related Indebtedness does not exceed the Maximum Rate from time to time in effect and applicable to this Note and/or the Related Indebtedness for so long as debt is outstanding. In no event shall the provisions of Chapter 346 of the Texas Finance Code (which regulates certain revolving credit loan accounts and revolving triparty accounts) apply to this Note and/or any of the Related Indebtedness. Notwithstanding anything to the contrary contained herein or in any of the other Loan Documents, it is not the intention of Payee to accelerate the maturity of any interest that has not accrued at the time of such acceleration or to collect unearned interest at the time of such acceleration.

Ceiling Election. To the extent that Payee is relying on Chapter 303 of the Texas Finance Code to determine the Maximum Rate payable on the Note and/or any other portion of the Indebtedness, Payee will utilize the weekly ceiling from time to time in effect as provided in such Chapter 303, as amended. To the extent United States federal law permits Payee to contract for, charge, take, receive or reserve a greater amount of interest than under Texas law, Payee will rely on United States federal law instead of such Chapter 303 for the purpose of determining the Maximum Rate. Additionally, to the extent permitted by applicable law now or hereafter in effect, Payee may, at its option and from time to time, utilize any other method of establishing the Maximum Rate under such Chapter 303 or under other applicable law by giving notice, if required, to Maker as provided by applicable law now or hereafter in effect.

Definitions. As used hereunder, the term "Maximum Rate" shall mean the Maximum Rate of interest which maybe contracted for, charged, taken, received or reserved by Payee in accordance with the applicable laws of the State of Texas (or applicable United States federal law to the extent that such law permits Payee to contract for, charge, take, receive or reserve a greater amount of interest than under Texas law), taking into account all Charges made in connection with the transaction evidenced by this Note and the other Loan Documents. As used hereunder, the term "Charges" shall mean all fees, charges and/or any other things of value, if any, contracted for, charged, taken, received or reserved by Payee in connection with the transactions relating to this Note and the other Loan Documents, which are treated as interest under applicable law. As used hereunder, the term "Related Indebtedness" shall mean any and all indebtedness paid or payable by Maker to Payee pursuant to the Loan Documents or any other communication or writing by or between Maker and Payee related to the transaction or transactions that are the subject matter of the Loan Documents, except such indebtedness which has been paid or is payable by Maker to Payee under this Note.

Note Not Usurious. Notwithstanding any term or provision of this Note to the contrary, Maker confirms to Payee that neither Maker nor its legal counsel, if any, is aware that this Note, or the transaction in connection with which the Note was issued, is or may be usurious in any respect. To induce Payee to make

the loan evidenced by this Note, Maker agrees with and covenants to Payee that if at any time Maker believes or discovers that any term or provision of this Note or any action taken by Payee in connection with this Note is or may be in violation of the usury laws or any other applicable law, Maker will immediately give notice to Payee specifying with particularity the nature and extent of any such potential violation of the usury laws or any other applicable law, and afford to Payee a reasonable period (of not less than 60 days) within which to cure same. Maker agrees with and covenants to Payee that in no instance will Maker make any claim, bring any suit, prosecute or otherwise assert any cause of action, claim, counterclaim, or defense in respect of any violation of the usury laws or any other applicable law, unless, as a condition precedent thereto, Maker has given to Payee such notice and afforded to Payee such opportunity to cure as provided in this paragraph.

Financial Reporting. During the term of this Note, Maker shall furnish Payee, within twenty (20) days of request by Payee, any and all financial information so requested, including but not limited to: financial statements, tax returns, and tax receipts for Maker and any Guarantor(s) hereof. Additionally, Maker shall furnish Payee, as soon as practicable, and in any event mailed within ninety (90) days after the end of Maker's fiscal year, the following information: (a) Maker's financial statement of annual income and expenses and balance sheet in a form reasonably satisfactory to Payee and certified by Maker; (b) Maker's federal income tax return no later than thirty (30) days after said return has been filed with the Internal Revenue Service; (c) for any Guarantor(s) hereof, financial statement of annual income and expenses and balance sheet in a form reasonably satisfactory to Payee and certified by said Guarantor(s); (b) for any Guarantor(s) hereof, said Guarantor(s) federal income tax return no later than thirty (30) days after said return has been filed with the Internal Revenue Service; and (c) with reasonable promptness, such other financial data as Payee may reasonably request (the "Financial Information"). All financial statements of corporations, partnerships or other business entities, shall be prepared in accordance with generally accepted accounting principles, complied (but not audited) by a certified public accountant and certified by its chief financial officer.

Right to Assign. Payee reserves the right, in its sole, subjective discretion, without notice to Maker, to sell participations or assign its interest, or both, in all or any part of this Note. In the event of any such assignment, **LINCOLN CAPITAL MANAGEMENT, LLC** ("Servicing Agent") shall continue to act on behalf of the Payee to fulfill Payee's rights and responsibilities hereunder as Payee's true and lawful attorney-in-fact. Any reference to Payee herein shall mean Payee or its Servicing Agent.

Document Retention and Imaging. The undersigned understands and agrees that (i) Payee's document retention policy may involve the imaging of executed Loan Documents and other miscellaneous documents, papers, reports and other correspondence, and the destruction of the paper originals, and (ii) the undersigned waives any right that it may have to claim that the imaged copies of the Loan Documents and other miscellaneous documents, papers and other correspondence related thereto are not originals.

Authorization to Disclose Information. Maker, for itself and Guarantor(s) and each other liable party, acknowledges and agrees that Payee may, at any time, without the consent of or notice to Maker or any other liable party assign, sell, transfer or grant participations in all or part of the obligations of Maker evidenced by this Note, together with any liens or collateral securing the payment of this Note. Payee may disseminate to any assignee, purchaser, transferee or participant, prospective assignee, purchaser, transferee, participant, or any party expressing an interest in this Note any information that Payee has pertaining to the loan evidenced by this Note, including without limitation, any information regarding Maker, any other liable party, or any property owned or held by Maker or any other liable party or offered as security for or securing the loan evidenced by this Note.

Governing Law. This Note is executed and delivered as an incident to a lending transaction negotiated and consummated in Dallas County, Texas. **THIS NOTE AND THE OBLIGATIONS ARISING HEREUNDER SHALL BE GOVERNED BY, AND CONSTRUED IN ACCORDANCE WITH, THE LAWS OF THE STATE OF TEXAS APPLICABLE TO CONTRACTS MADE AND PERFORMED IN SUCH STATE (WITHOUT REGARD TO PRINCIPLES OF CONFLICT LAWS AND ANY APPLICABLE LAW OF THE UNITED STATES OF AMERICA).**

Venue. ANY LEGAL SUIT, ACTION OR PROCEEDING AGAINST MAKER ARISING OUT OF OR RELATING TO THIS NOTE MAY AT PAYEE'S OPTION BE INSTITUTED IN ANY FEDERAL OR STATE COURT IN OR HAVING JURISDICTION WITH RESPECT TO DALLAS COUNTY, TEXAS, AND MAKER WAIVES ANY OBJECTIONS THAT IT MAY NOW OR HEREAFTER HAVE BASED ON VENUE AND/OR FORUM NON CONVENIENS OF ANY SUCH SUIT, ACTION OR PROCEEDING, AND MAKER HEREBY IRREVOCABLY SUBMITS TO THE JURISDICTION OF ANY SUCH COURT IN ANY SUIT, ACTION OR PROCEEDING.

Severability. If any term, covenant or condition of this Note is held to be invalid, illegal or unenforceable in any respect, the Note shall be construed without such provision.

Time is of the Essence. Time is of the essence with respect to all provisions of this Note and the other Loan Documents.

MAKER(S): **J AND C 5TH STREET LLC, an Oregon limited liability company**

By: **A&B OREGON PROPERTIES LLC, an Oregon limited liability company, Member**

By: _____
ANDRE JACKSON, Member

THE SPOT MADRAS, LLC, an Oregon limited liability company

By: _____
ANDRE JACKSON, Member

MADRAS URBAN RENEWAL AGENCY
Request for Commission Action

Meeting Date: January 23, 2024
To: Madras Redevelopment Commissioners
From: Nicholas Snead, Community Development Director
Through: Will Ibershof, City Administrator
Subject: **HARRIMAN BUILDING AND RIO RESTAURANT PROJECT UPDATES AND DEFERRAL CONSIDERATIONS**

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

No staff recommendation for Commission action. The MRC may take any formal action they see appropriate based on discussion and staff guidance.

OVERVIEW:

On December 13, 2022 the MRC approved funding for both the Harriman Building and the Rio Restaurant projects. In light of the MRC directing staff to pursue refinancing the Line of Credit through bond issuance in the next 6 months, which may constrain the ability of the MRC to approve funding for new projects while bonds are being issued. The MRC was concerned that there may not be capital available to approve funding for new projects during the bond issuance process. The MRC asked staff to determine options that would allow capital to be available to fund projects while the bond issuance process takes place. Staff has identified that the Harriman Building and Rio Restaurant projects haven't started construction and that these projects may likely be able to be delayed so that their approved funding (capital) could be use to approve other projects within the MURD while bonds are being issued.

Table 1 below provides an overview of each project. As shown in the table, some funding has been drawn for each project. Staff has informally discussed the need to delay these projects with representatives from each project. Rick Allen of the Harriman Building project is open to the idea of delaying the project, however additional details are needed. Raul Arriaga of the Rio Restaurant project is also open to delaying the project but only for one year. He would like to start construction in 2025.

Table 1. Project Overviews.

	Harriman Building	Rio Restaurant
Project Type	Building Improvement	Adaptive Reuse
Scope of Work	Patio renovation	Patio renovation, bathroom expansion, HVAC upgrades

Grant Funding Approved	\$50,000	\$150,00.00
Grant Funding Drawn	\$0	\$0
Loan Funding Approved	\$100,000	\$200,00.00
Loan Funding Drawn	\$5,700	\$15,377.42
Loan Interest Rate	0-24 mo. = 0% 25-60 mo. = 2.5% 61-120 mo. = 5.5%	0-24 mo. = 0% 25-60 mo. = 2.5% 61-120 mo. = 5.5%
Total Funding Approved	\$150,000	\$350,000

Accordingly, representatives from each project have confirmed their attendance at the January 23, 2024 MRC meeting. Staff has requested that they provide a report the MRC that generally includes the following:

1. Overview project and status of design.
2. Your ability to delay project for 2-3 years
3. If you delay your project, are you open to changes to your loan interest rate?

STAFF ANALYSIS:

N/A

FISCAL INFORMATION:

Undetermined at this time.

SUPPORTING DOCUMENTATION:

None.

MADRAS URBAN RENEWAL AGENCY
Request for Commission Action

Meeting Date: January 23, 2024
To: Madras Redevelopment Commissioners
From: Nicholas Snead, Community Development Director
Through: Will Ibershof, City Administrator
Subject: **REPORT ON 15 NE 7TH STREET**

TYPE OF ACTION REQUESTED:

Discuss

MOTION(S) FOR CONSIDERATION:

No action requested.

OVERVIEW:

At the January 9, 2024 MRC meeting Commissioner Spencer asked if the property located at 15 NE 7th Street was located within the Madras Urban Renewal District (MURD). In so doing, Commissioner expressed concern for the location of the structure located on the property created an unsafe traffic condition. Staff did not know all of this information off-hand and told the Commission that they would report back to the MRC on this at their January 23, 2024 meeting. Below in the Property Overview key information is reported. Staff is not requesting any formal action of the MRC at this time.

Property Overview:

Address: 15 NE 7th Street
Map and Taxlot: 11-13-1CC-6800
Located in MURD: Yes
Zoning: Downtown Commercial (C-2)
Floodplain: Locate within 100-year Floodplain

STAFF ANALYSIS:

N/A

FISCAL INFORMATION:

None.

SUPPORTING DOCUMENTATION:

See attached.

15 NE 7th Street



The City of Madras uses GIS data in support of internal business functions and the public services it provides. GIS data may not be suitable for other purposes or uses. The requestor shall verify information derived from GIS data before making any decisions or taking any actions based on the information. The City of Madras shall not be liable for errors in the GIS data. This includes errors of omission, commission, errors concerning the content of the data, and relative and relational accuracy of the data. The City of Madras assumes no legal responsibility for this information.



NORTH

1 inch = 120 feet

N.Snead, City of Madras, 1/17/2024



15 NE 7th Street



MURD



Taxlots

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Nicholas Snead, Community Development Director

Through: Will Ibershof, City Administrator

Subject: **AUTHORIZATION OF LETTER OF SUPPORT FOR JEFFERSON COUNTY TO ACQUIRE MILLER LUMBER PROPERTY FOR FOOD PANTRY**

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

I move that the City Council approve the letter of support for Jefferson County to acquire the former Miller Lumber property for the Food Pantry to operate.

OVERVIEW:

The former Miller Lumber property addressed 36 SE 6th Street (11-13-12BB-1100) through a donation from the former owner, is now owned by the Central Oregon Community College (COCC). Jefferson County would like to acquire the property from COCC and would like a letter of support from the City of Madras in an effort to persuade COCC to accept the County's offer.

County staff reports that the United Methodist Church Food Pantry needs to move out of the church (12th & A Street) by June of 2024 and needs a new location to serve the community. Separately but related, on December 26, 2024 the Jefferson County Food Bank delivered its last groceries to community. Food security is a real need in the community and with the Food Bank closing and the Food Pantry needing to find a new location. Jefferson County is interested in acquiring the former Miller Lumber property and entering into a 15-20 year lease with the Food Pantry to help address this need in the community. A long term lease would give the Food Pantry the ability to obtain funding to remodel the building from outside funding sources. Both the City and County have determined that grant funding is difficult to obtain for property acquisition. Furthermore, the State's non-entitlement Community Development Block Grant funding cannot be used for acquisition of property that is in a Floodplain, for which the former Miller Lumber site is located.

STAFF ANALYSIS:

N/A

FISCAL INFORMATION:

None

SUPPORTING DOCUMENTATION:

See attached.

STRATEGIC GOAL:

N/A



125 SW "E" Street
Madras, OR 97741
541-475-2344
www.ci.madras.or.us

January 23, 2024

Joe Krenowicz
Board Chair
Central Oregon Community College
2600 N.W. College Way
Bend, Oregon 97703

Subject: Letter of Support for Jefferson County acquisition of the former Miller Lumber property in Madras for United Methodist Food Pantry operations.

Chair Krenowicz,

The City of Madras would like to take the opportunity to express our support of Jefferson County acquiring the former Miller Lumber property located at 36 SE 6th Street in Madras from COCC. It's our understanding that Jefferson County intends to lease the land for 15-20 years to a local non-profit (United Methodist Church Food Pantry) so that they may operate their Food Pantry at this location. Please understand that on December 26, 2024 the Jefferson County Food Bank delivered its last groceries to community. Food security is a real need in the community and with the Food Bank closing. Now the United Methodist Church Food Pantry needing to find a new location by June of 2024. Jefferson County's ability to acquire and lease the property to the Food Pantry will provide needed stability to our local food service providers and help us meet our local food security needs. Keeping the terms of the transaction aside, please understand that this transaction presents an opportunity for COCC to help the Madras community meet our local needs.

Sincerely,

Mike Lepin, Mayor
541-475-2344
mlepin@cityofmadras.us

FEATURED

Jefferson County Food Bank to close

Pat Kruis
Dec 7, 2023

1 of 2





On Tuesdays from 1:30 to 5 p.m., the Jefferson County Food Bank on Seventh Street in Madras bustles with volunteers. They push grocery carts through narrow aisles and fill orders for the people who've come to ask for free food.

A mission of the Seventh Day Adventist Church, volunteers have been fighting hunger with free food for 40 years or more.

The program will deliver its last groceries on Dec. 26, the day after Christmas.

Paul Rueter has run the operation for the last 13 years. He's stepping down.

"I don't have the time or the energy," Rueter says. Rueter, who's self-employed, spends between 30 and 40 hours a week volunteering to keep the food bank going: taking food deliveries, stocking shelves, organizing volunteers.

"It's a lot of hard work and dedication," says Brenda Curnutt. She knows. She and her husband John ran the program for about 20 years.

"It feels good to help people," said Brenda Curnutt.

On this Tuesday, plenty of volunteers showed up to distribute the food, but no one has stepped forward to oversee the entire operation.

Rueter announced his resignation in June, and in six months the church has not found a replacement.

“No one else was (available) when I took over either,” said Rueter, who says he volunteered then because it was a good fit at the time.

“It’s time for the younger generation to step up,” said volunteer Renaye Coscorrosa, who says she sees older volunteers who can barely walk helping fill orders for the needy. “We should be taking care of our elders. They should not be taking care of us.”

The Curnutts remember when the food bank worked out of the church basement. In the early days, they were the only food bank.

“A lot has changed,” said Rueter, pointing out what he considers a generous standard to qualify for the free hand-outs. A single person making \$38,000 a year qualifies for aid.

People who need free food also have other options now, like the Madras Community Food Pantry and NeighborImpact’s Mobile Food Pantry. Meals on Wheels and the Jefferson County Community Center provides meals for seniors.

Today the food bank serves about 70 families a week or about 200 people.

Thanksgiving week the organization provided food to 114 families or about 500 people.

Rueter knows those people can find food elsewhere.

“I feel like this is a consolidation of services that will benefit the community,” said Kathleen May, who oversees the Madras Community Food Pantry. “It will be a benefit to have all services in one place.”

The MCFP will add extra hours starting Jan. 9. Currently the pantry opens on Wednesdays and Thursdays from 10 a.m. to 1 p.m. In January, the pantry will add Tuesdays from 10 a.m. to 1 p.m. The pantry’s allotment of food will increase with the increase in clients.

The pantry also holds a Free Food Market on the second and fourth Wednesdays of the month starting at 4 p.m. until the food is gone.

Pat Kruis

News Editor

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Keli Pollock, City Recorder

Through: Will Ibershof, City Administrator

Subject: **RECOMMENDATION TO APPOINT CANDIDATE TO MRC**
Angela Rhodes for term 1-23-2024 through 12-31-2026

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

That the Council accept the recommendation of the MRC to appoint Angela Rhodes to fill a vacant position on the Madras Redevelopment Commission term beginning 1-23-2024 and ending 12-31-2026.

OVERVIEW:

At the January 23, 2024 MRC meeting, the Commission interviewed Angela Rhodes and motioned to recommend to Council that she be appointed to serve on the MRC for a three-year term beginning January 23, 2024.

STAFF ANALYSIS:

Ms. Rhodes was vetted by the City Recorder and found to meet the required criteria as she is a resident of Madras and her occupation is different than any other seated member of the Commission. While not specifically outlined in the Commission's bylaws, Ms. Rhodes is over 18 years of age and a registered Jefferson County voter.

FISCAL INFORMATION:

N/A

SUPPORTING DOCUMENTATION:

Angela Rhodes Application

STRATEGIC GOAL:

N/A



**CITY OF MADRAS
COMMISSION APPLICATION**

Thank you for expressing interest in serving on a City of Madras ("City") Commission. Completed and signed applications can be mailed, hand delivered or emailed to the attention of City Recorder at 125 SW "E" Street, Madras, Oregon 97741, madrasinfo@ci.madras.or.us. Applications will be reviewed by the Commission (or its designee) to determine whether an interview is appropriate. If an interview is determined to be appropriate, you will be contacted to set up a date and time.

Print or type the required information. Please answer every applicable question. If additional space is needed, please attach a separate sheet. Because this application may be used for investigative purposes, DO NOT misstate or omit any material facts or information. Statements made in this application are subject to verification.

Date of Application: 12-19-23

APPLICANT INFORMATION (GENERAL)

Rhodes Angela C
Last Name First Name Middle Initial

2089 NE Mariposa Ln. Madras OR 97741
Address City State Zip

Telephone No: _____ 541-771-4545
Home Cellular

Email Address: angelacrhodes@gmail.com

Have you resided within City's incorporated limits during the immediately preceding 12 months: Yes No _____

Length of residency: 50 (years) and _____ (months)

Are you over the age of 18? Yes No _____ Are you a registered voter? Yes No _____

Occupation/Employer: SELF

Business/Employer Address: 81 SE 5th Street Madras OR 97741

Business/Employer Telephone Number: 541-771-4545

Business/Employer E-mail Address: angelacrhodes@gmail.com

EDUCATION

Did you graduate from high school or receive an equivalent diploma: Yes No _____

Name of college(s) or university(ies) attended, if any: N/A

Certificates, degrees, etc. earned:

Self Taught

Have you ever served on a City of Madras Commission, board, or committee? Yes No

If yes, please specify:

MRC

Please describe your volunteer and/or community involvement:

I'm the President of the Downtown Business Association
Also own a Downtown Business

Why are you interested in serving on this Commission?

I love watching and being involved in our city becoming a place that people want to come and visit or stay. It's all very interesting to me. I love to help other businesses and individuals figure out how to build their dream.

Are you available for evening meetings? Yes No

Are you available for daytime meetings? Yes No

Please initial next to each paragraph and sign where indicated below.

AK I certify that all information and statements made or provided in connection with this application are true and complete in all respects.

By signing below, I hereby affirm, certify, and agree with the following: (1) I have read and understand this application and agree with its contents; and (2) this application is a public record subject to inspection in accordance with Oregon law.

[Signature]
Applicant Signature

12-19-2023
Date

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Rose Vanderschaegen, Interim Finance Director

Through: Will Ibershof, City Administrator

Subject: **A RESOLUTION OF CITY OF MADRAS AMENDING, RESTATING, SUPERSEDING, AND REPLACING RESOLUTION NO. 10-2023, WHICH RESOLUTION ESTABLISHED A FEE RATE AND SCHEDULE FOR CITY SERVICES, PERMITS, APPLICATIONS, LICENSES AND OTHER MISCELLANEOUS CHARGES.**
Fee Resolution for Fiscal Year 2023-2024

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

Motion to approve Resolution No 02-2024

OVERVIEW:

As part of the budget process, staff estimates any increases needed to maintain service levels.

STAFF ANALYSIS:

Each department submitted revisions they felt were necessary to the attached document. Many of the revisions were mainly intended to use round numbers for better transparency. Several new fees were established related to the enhanced code enforcement activities the city is undertaking. Also, it was necessary to create a fee to charge the Fire District for incorporating building permit fees into the city's billing system.

FISCAL INFORMATION:

Each department met and coordinated to update the fees as outlined in the attached document. Each fund will receive revenues as outlined in the Fee Resolution.

SUPPORTING DOCUMENTATION:

Resolution 25-2023 Fee Schedule Master Redlined
Resolution 02-2024 Fee Schedule Master Final

STRATEGIC GOAL:

NA

RESOLUTION NO. 25-2023

A RESOLUTION OF CITY OF MADRAS AMENDING, RESTATING, SUPERSEDING, AND REPLACING RESOLUTION NO. 10-2023, WHICH RESOLUTION ESTABLISHED A FEE RATE AND SCHEDULE FOR CITY SERVICES, PERMITS, APPLICATIONS, LICENSES AND OTHER MISCELLANEOUS CHARGES.

WHEREAS, the City of Madras has incurred increasing expenses for various services provided to residents of the City of Madras; and

WHEREAS, it is necessary to review on a regular basis and to bring current, fees and assessments charged by the City of Madras; and

WHEREAS, by adoption of this Resolution No. 25-2023 (this "Resolution"), the Madras City Council desires to amend, restate, supersede, and replace Resolution No. 10-2023 in its entirety.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Madras as follows:

1. Findings. The above-stated findings contained in this Resolution are hereby adopted.
2. Fee Schedule. City hereby adopts the following fee rate and schedule (as set forth below in this Section 2) as the current fees to be charged by City for City services such as permits, applications, licenses and other miscellaneous charges by City:

ADMINISTRATIVE FEES	AMOUNTS
Building Permit	Uniform Building Code
City Public Works Plan Review	\$100.00
Consent to Annex	\$150.00
County Recording Fee	Actual Cost
Demolition Permit	County Building Department
Mechanical Permit	County Building Department
Mobile Home/ Manufactured Home Placement Permit	County Building Department
Non-Remonstrance (recording fee)	\$46.00 plus \$5.00 each additional page
Right-of-Way Permit includes sidewalk (Excludes Franchises)	\$100.00
Sanitary Sewer Connection/ Inspection Permit	\$175.00
Vacation (Streets, Alley Ways)	Actual cost of service
Water Connection/ Inspection Permit	\$125.00
Jefferson County Fire District	10% of amount billed
-administrative fee for billing/ collecting Fire District permit fees)	

City Tax and Business Applications	AMOUNTS
Auction License	\$125/ day
Year-Round Business License (annual Fee, pro-rated 50% after January 1	
For Profit Inside City limits (New Applicant)	\$60.00
For Profit – Inside City Limits (Renewal)	\$50.00
For Profit – (Outside City Limits)	\$60.00
Non-profit/ exempt – Inside / Outside City Limits	0.00
Food Carts (by location)	\$40.00
Seasonal Business License (i.e. Street Vendor, fruit stand, etc.)	\$40.00 per Quarter
<i>Seasonal Business must meet the following: a) operate no longer than 90 days, b) business occurs wholly or primarily during one of the four seasons (e.g. spring, summer, fall, or winter) and c) occurs solely on private property, unless otherwise authorized to operate on public right-of-way.</i>	
Temporary Business license	\$40.00
<i>Temporary Business operates within the city for 30 days or less, and occurs on private property.</i>	
Administrative Fee for Replacement and/ or Changes on business license	No Charge
Business License Late Penalty	10% per month of license balance
<i>(Per section 12.2 of Business Ordinance, not to exceed balance of license)</i>	
Business License list	\$20.00 + Postage
Liquor License	
New Applications	\$100.00
Change in Ownership	\$75.00
Renewals or temporary Applications	\$35.00
Medical Marijuana Dispensary Permit Application and investigation fees	
Initial Permit Application and Investigation Fee	\$200.00
Permit Renewal Application and Investigation Fee	\$70.00
Golf Course Rates	Amounts
Standard Green Fees	
9 Holes Week Days	\$18.00/Round
9 Holes Week End	\$20.00/Round
18 Holes Week Day	\$27.00/Round
18 Holes Week End	\$29.00/Round
Junior Rate (Applies To Children Under 18 Years Of Age)	1.00/Round
Membership Initiation Fee (One Time Fee To New Members)	\$100

Annual Membership (Single Payment Option)

Single	\$600.00 <u>700.00</u> /Year
Couple	800.00 <u>\$700.00</u> /Year
Senior- Single (65 And Older)	\$550.00 <u>650.00</u> /Year
Senior Couple (65 And Older)	\$650.00 <u>750.00</u> /Year
Add Child To Any Membership (Under18 Living At Home)	\$90.00 <u>100.00</u> /Year

Annul Membership

Single	\$54.00 <u>62.00</u> Month
Couple	\$62.00 <u>70.00</u> /Month
Senior- Single (65 And Older)	\$49.00 <u>58.00</u> /Month
Senior Couple (65 And Older)	\$58.00 <u>67.00</u> /Month
Add Child To Any Membership (Under18 Living At Home)	\$10.00 <u>15.00</u> /Month

Cart Storage Fee

Electric Cart Storage	\$30.00/Month
Gas Cart Storage	\$20.00/Month

Range Tokens

\$3.00/small bucket

Trail Fee

Annual	\$100.00/YR
9-Holes	\$5.00/Day
18-Holes	\$8.00/Day

The City has the ability to adjust green fees for, including but not limited to, weekday specials, tournaments, twilight, and winter rates.

Airport

Amounts

Fuel Sales

Jet A	Based on Market Rate set by Airport Manager
100LL Aviation Gasoline	Based on Market Rate set by Airport Manager

Hanger Rent

Based on Market Rate set by Airport Manager

Fuel Flowage Fee (Per Ordinance No.859)

\$0.10 per Gallon

Other fees such as hangar rent, tie down fees, fuel sales, and similar airport use related fees are to be coordinated with airport management.

Airport Billing Late Fee

\$25.00

Land Use Application Ordinances

Amounts

Annexation	\$3,538.00
Accessory Dwelling Unit	\$590.00
Appeals	
Planning Commission	\$590.00
City Council	\$1769.00
Code Enforcement	
10% of Community development Structure building permit fee	
Comprehensive Plan Text Amendment	\$10613.00
Comprehensive Plan Amendment w/Rezone	\$4717.00
Conditional Use (Includes Site Plan Review)	
Project value less than \$12,500	\$858.00
Project value between \$12,500 - \$25,000	\$1,180.00
Project value between \$25,000 - \$50,000	\$1,394.00
Project value between \$50,000 - \$100,000	\$1,608.00
Project value greater than \$100,000	\$1,822.00+
Plus \$56 per each additional \$50,000 value	\$56.00/\$50,000
Copies	
Complete Municipal Code	\$295.00
Comprehensive Plan	\$59.00
Development Code	\$54.00
Public Improvement Design & Construction Standards	\$59.00
Storm Drainage Master Plan	\$30.00
Urban Forestry Management Plan	\$30.00
Transportation System Plan	\$59.00
Wastewater Master Plan	\$59.00
City of Madras Zoning Map	\$30.00
Development Plans & Maps	
Full Size - Color	\$35.00
Full Size - Black and White	\$24.00
Declaratory Ruling	
Type II	\$884.00
Type III	\$1,179.00
DMV License Review Fee	\$27.00 <u>270.00</u>
Extension	\$236.00
Request	
Final Plat Review Application	

Major (Subdivision)	\$590.00
Minor (Lot Line Adjustment and Partition)	\$295.00
Administrative Flood Review	\$5,896.00
Floodway Review Floodplain Review	\$590.00
Floodway Review Floodplain Review	\$236.00
Home Occupation	\$3,216.00
Infrastructure Review: Mfg. Home & RV Parks & Cottage Clusters	\$1,769.00
Land Partition	\$89.00
Land Use Application Notification Postage)	\$236.00
Land Use Hearing Public Notice (Newspaper	\$1,000.00
Landscape Security Deposit (Residential/Commercial/Industrial)	\$590.00
Lot Line Adjustment	\$2,948.00
Lot of Record Determination	\$1,769.00
Master Plan Review, Less than 5 Acres	\$4,717.00
Master Plan Review, More than 5 Acres	\$1,769.00
<u>Medical and/or Recreational Marijuana Land Use Review</u>	
<i>(New Construction will require site plan review and applicable fees will apply)</i>	
Modification of Application	50% of original application fees
Modification of Approval and or Conditions of Approval	50% of original application fees
Modification or Waiver of Residential Development & Design Standards	25% of original site plan review fees
Public Hearing facilitated by Planning Commission and/or City Council	\$590.00
Public Hearing facilitated by Hearings Officer	\$2,358.00
Reimbursement District (plus actual costs)	\$884.00
Sign	
New	\$295.00
Face change	\$118.00
Temporary Special Permit	\$177.00
Site Plan Review	
Project value less than \$12,500	\$858.00
Project value between \$12,500 -	\$1,179.00
Project value between \$25,000 -	\$1,394.00
Project value between \$50,000 -	\$1,608.00
Project value greater than \$100,000	\$1,822.00 +
Plus \$66 per each additional \$50,000 value	\$ 66.00/\$50,000
Subdivision	\$2,358 + \$94/Lot

Temporary Use	\$295.00
Technology Fee (per application)	\$263.00
Urban Reserve Area Development Review	
Subdivision	\$590.00 + \$30.00/lot
Partition	\$590.00
Wireless Communication Tower Review {Type II & Type III}:	
Project Value less than \$12,500	\$858.00
Project value between \$12,500 - \$25,000	\$1,179.00
Project value between \$25,000 - \$50,000	\$1,394.00
Project value between \$50,000- \$100,000	\$1,608.00
Project value greater than \$100,000	\$1,822.00
Plus \$55 per each additional \$50,000 in value	\$55.00/\$50,000
Vacation	
Petition Fee	\$118.00
Vacation Fee Deposit*	\$884.00
(*If costs exceed the calculated minimum deposit, the petitioner is responsible to pay the additional services provided by the City)	
Variance	
Major	\$1,769.00
Minor	\$884.00
Development Code Text Amendment	\$4,717.00
Zoning Review	
Land Use Zoning Review	\$295.00
New or Expanded Structures	
\$241.00 + .006 X Valuation \$ 0 to \$300,000	
\$2,171.00 + .005 X Valuation \$300,001 to \$1,000,000	
\$5,630.00 + .004 X Valuation \$1,000,001 to \$5,000,000	
\$23,075.00 + .002 X Valuation Over \$5,000,000	
<i>For Example: A structure valued at \$450,000.00 would be figured as follows:</i>	
<i>\$2,171.00 + (\$450,000.00 X .005 = \$2,250) = \$4,421.00</i>	
No New or Expanded Structures	\$107.00
Zoning Verification	\$236.00 per request

Miscellaneous

Amounts

Equipment Rental/Operator-Equipment rental is operated (1 hour minimum).

Aqua Tech	\$450.00 \$500.00/Hour
Back hoe	\$200.00 /Hour--
Boom Truck	\$150.00 \$200.00/Hour

Grader	\$275.00/Hour
Loader	\$200.00/Hour
Roller	\$100.00/Hour
Sander	\$250.00/Hour
Street Sweeper	\$400.00/Hour <u>450.00</u>
Tractor	\$100.00/Hour
Water Truck	\$175.00/Hour
Dump Truck	\$170.00/Hour
Mechanical Weed Sprayer	\$100.00/Hour

*A standard operator fee of \$75.00 per hour is included in the rental price stated above with the exception of the Aqua Tech which includes two operators (time based on 15 minute increments)

Traffic Control Device Rental

No rental fee; Refundable deposit required.

A \$200.00 security deposit is required for each order of traffic control devices. The deposit will be refunded if returned in good condition within two weeks of drop-off. If items are lost or damaged, and exceed the collected security deposit, applicant is responsible to reimburse the City for actual cost of damages or loss

Conference/Meeting Room Rentals (requires meeting room rental permit)

Available Facilities (When not in use by the City):

- 1) General Aviation Building- Conference Room (Airport)
- 2) City Hall Council Chambers
- 3) City Hall Council Work Room
- 4) Conference Room

Typical Availability:

Monday through Friday (excluding holidays)

Hours Available (if not reserved):

8 a.m. to 5 p.m.

For Profit Organizations

Week Day Room Rental	\$50.00/Day
Week Day Room Rental (incl. any food/drink or catering brought into the room)	\$100.00/Day
Refundable Deposit (required on all room rentals)	\$100.00/Day

Non-Standard- Outside office hours, weekends, holidays Additional \$50.00/Hour for staff

Non-Sufficient Funds Check Charge \$35.00

Nuisance Enforcement Fee

20% of required Com. Dev. Structural Bldg Permit Fee
\$35.00

Stop Payment Fee

Weed Abatement	Cost + 10% (not less than \$30 not to exceed \$100)
Weed Abatement (Filing and Collection fee for unpaid bills)	\$100.00
Lien Search Fee (both electronic and manual searches)	\$30.00 per search
Administrative Theft of Services Fee (damage to water meters or sewer services)	\$100.00
(Plus actual costs to replace the damaged property will also be billed to the account)	

SPECIAL EVENT FEES

~~Events involving public right of ways (i.e. streets, trails, bike paths):~~

- ~~• Non-Profit and Private Events: No charge for non-profit community events that are sponsored by legally established non-profit organizations or by a group of individuals that are sponsoring the event for community benefit and without profit making intent.~~
- ~~• For Profit Events: Private "for profit" organizations will be assessed a \$50 charge for a one day event. Additional event days will be charged at a rate of \$25 per day. Events over 100 persons may be charged additional fees as determined appropriate by the City Administrator.~~

~~Events involving city parks:~~

- ~~• Non-Profit and Private Party Events: There is no fee for reserving city parks for non-profit community or private events. It is the responsibility of the permittee to secure the permitted location the day of your event. The City does not rope off or sign reserved areas. Community events that benefit the residents of Madras will take precedence over private party applications.~~
- ~~• For Profit Events: The City of Madras reserves the right to charge "For Profit" entities a fee for utilizing city parks for money making events. Private "for profit" organizations will be assessed a \$50 charge for a one-day event. Additional event days will be charged at a rate of \$25 per day. Events over 100 persons may be charged additional fees as determined appropriate by the City Administrator.~~
- ~~• Use of city water and electricity for events: There is a \$25 fee per event for the use of city utilities for events. Does not apply to Non-Profit Organizations.~~

POLICE DEPARTMENT

AMOUNTS

Audio Tape Copies	\$30.00/Case File
Impound Fee (Each Offense)	\$75.00/Neihcle
Photographic Copies	\$30.00/Case File
Police Protection Service	\$50.00/Hr/Officer <u>loaded Police officer rate</u>
Report Copies (Crime/Incident Reports)	\$10.00/Case File
Video Tape Copies	\$30.00/Case File
Digital Recordings	\$30.00/Case File

PUBLIC RECORDS REQUEST

AMOUNTS

(Refer to Public Records Request Policy for Additional Information)

Attorney fees	Actual Cost
Audio Tapes (each)	\$15.00
<i>Disks, Compact (each; CDs provided by the City due to risk of viruses)</i>	\$15.00
Fax Machine (limited to 25 pages)	\$2.00 first page; \$0.50/add'l page
Electronic Mail/Email	No Cost
No cost to transmit public records requests via E-mail; however, may be	
Financial Statement/Audit or Budget Reports	\$35.00
Labor Costs (chargeable in quarter hour increments)	\$40.00/hour
Maps and Plans	
Color	\$30.00
Black and white	\$20.00
Photocopies	
Letter (8 1/2" X 11")	\$0.25/page
Legal (8 1/2" X 14")	\$0.25/page
Non-Standard Size (11" X 17" or larger)	Actual Cost
Certified Copies	\$3.75/page
Postage or Delivery	
(Postage or Courier Fees)	Actual Cost

Additional Charges

If a request is of such magnitude and nature that compliance will disrupt City's normal operation, City may impose such additional charges as are reasonably necessary to reimburse City for its actual costs of producing the requested public records.

PUBLIC WORKS **Amounts**

Plan Review, Quality Assurance Administration and Inspection Fee

Deposit required prior to review of plans and will be held by the City thru end of project. Actual costs will be taken from deposit and any remaining amount will be refunded. Eligible costs include but are not limited to City Engineer, City Engineer sub-consultants, geotechnical services, traffic engineering services, structural engineering services, environmental permitting services, legal fees, staff time, equipment costs, office supplies, copying fees, recording fees, postage, additional testing materials, additional testing services, inspection permits and inspection fees. If costs exceed the calculated minimum deposit, the developer/applicant is responsible to pay the additional services provided by the City. Deposit minimum amount determined by using following table.

Estimated Cost of Infrastructure	Deposit
\$0.00to \$10,000	\$1,500.00
10,001 to 20,000	\$1,500+10% over \$10,000
20,001 to 50,000	\$2,500 + 8% over \$20,000
50,001 to 80,000	\$4,900 + %6 over \$50,000
80,001 to 100,00	\$6,700 + 4% over \$80,000
100,001 to 300,000	\$7,500 + 2% over \$100,000

300,001 to 500,000	\$11,500 + 1%b over \$300,000
500,001 and Over	\$13,500 + 0.5%

Billing rate for plan review, quality assurance administration, inspection and testing

Public Works Director	\$125.00/Hour
Public Works Inspector (other than Public Works Director) subject to labor	\$75.00/Hour
Administrative Assistant/Clerical	\$50.00/Hour

All hourly rates based on whole hour increments

All other costs, professional services and testing billed at actual cost plus 15%.

Photo Copies

Letter (8 1/2" X 11")	\$0.25/page
Legal (8 1/2" X 14")	\$0.25/page
Non-Standard Size (11" X 17" or larger)	Actual Cost
Certified Copies	\$1.00/page

Postage or Delivery

(Postage or Courier Fees)	Actual Cost
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~~Reimbursement District Formation Fee~~

~~Deposit and actual costs to be paid in same methodology as the Plan Review/Quality Assurance fee, or as approved by the Public Works Director.~~

Sidewalk in Lieu of Fee \$100.00/per linear feet of street frontage

Fee to be paid in lieu of constructing sidewalks in accordance with the City's Sidewalk Ordinance 921.

Sewer Rates

Camera Fee with Two Operators	\$350.00/Hour
Sewer Service Deposit (Non-Owner Occupied; 2 mo. minimum bill)	\$145.70

Sewer Monthly Fees

1 EDU = 195 Gallons per Day or 782 Cubic Feet per month. New construction may be required to provide a separate meter for landscaping and one for domestic use. Sewer rates for developments with separate domestic use meters will be billed monthly according to the current meter readings. Existing development without a separate meter for domestic use, will be billed for sewer service based on the meter readings taken during the winter months and will be reviewed and adjusted on an annual basis. (Charges are based on a flow rate method.) For seasonal businesses the calculated rates will be established based on a twelve month average use to account for seasonal trends. The City reserves the right to look at commercial/industrial users on a 12 month average

Inside City Limits	72.85
Outside City Limits	2.5 times Inside City Limit rate (unless consent to annex waiver signed)

Initial accounts will be based on the table below

A. Residential

Hotels/Motels/Motor Court/RV Park	1	EDU for Management
Multiple Dwelling (Duplexes Apartments and Trailer Courts)	0.7	EDU per unit
Senior Multi-Housing	1	For management
	0.8	Per additional unit
Single-Family Dwelling	1	EDU
Single-Family Dwelling with ADU	0.7	EDU per additional unit

B. Non Residential

Churches	1	EDU per 200 seats
Kitchens	1	EDU
Government Buildings	1	EDU per 10m individuals operating there
Hospitals/ Nursing Homes	1	EDU Per 3 beds
Administrators and Staff	1	EDU Per 10 employees
Schools	1	EDU per 30 individuals including students, teachers, administration, and other staff:

C. Commercial/ Industrial

Where more than one business occupies a building, each business will be considered separately.

Barber shops	0.3	EDU per chair
Beauty Shops	0.5	EDU per chair
Bowling Alley	1	EDU per 10 lanes
Space for serving food	1	EDU for 600 sq ft gloss floor
Car Wash	1	EDU per two stalls
Civic Clubs, Lodges, Senior Centers -Serving food	1	EDU per 30 seats
Delicatessens	1	EDU per 600 sq ft plus building or other businesses
Dry Cleaners	1	EDU per 500 sq ft
Exercise Salon with no pool or Gym	1	EDU per 1,500 sq ft
Grocery Stores	1	EDU for each 10 employees
	1	EDU for each prep room
Industrial	1	EDU per 10 employees
<i>(Additional charges may be assessed for toxic discharges) Plus: Charges for process waters according to demand where 360.5 gallons@ BOD loading of 200 mg/l and TSS loading of 216 mg/l equals 1 EDU</i>		
Laundry, Coin operated	.05	EDU per washing Machine

Medical, Dental, and veterinary Clinics/Offices	1	EDU per 1,000 Sq Ft
Recreational Vehicle Dump Facility	1	EDU Per dump outlet
Restaurants and Drive-ins	1	EDU per 17-person seating capacity
	1	EDU for each 10 employees
Retail stores, Service & Repair shops, Banks and general Offices (with exception of Medical, dental, and Veterinary)	1	EDU per 10 employees
Service Stations	2	EDUs
Spas and recreational Facilities with Pool or Gym	1	EDU per 1,000 sq ft
Tavern / Lounges	1	EDU per 17 seats

Charges for facilities not listed will be based upon similar listed facilities, expected flows, and concentration of effluent or actual metering of water or wastewater.

SYSTEMS DEVELOPMENT CHARGES

The City adopts the Annual Updates for Inflation for periodic application of a cost index for all System Development Charges administrated by the City. The City adopted on April 23, 2019 additional System Development Exemptions to incentivize residential development, create jobs within the enterprise zone, and establish a schedule of typical transportation impacts within the C2 and C3 zones. Refer to Resolutions 10-2019, 2019, and 13-2019 for those exemptions and programs.

SDC Deferral Application Fee **\$200.00**

Parks

Single-Family Residential (i.e. one EDU)	\$2358. 4000
Duplex or Multi-Family Residential (per# units)	
\$220.00 <u>\$235.00</u>	
Commercial (i.e. one EDU)	
2358.00 <u>\$2200.00</u>	
Industrial (i.e. one EDU)	\$2200.00
<u>\$2358.00</u>	

Wastewater SOC shall consist of both a reimbursement fee and an improvement fee.

Per meter capacity equivalent (MCE) per Wastewater System Development Charge Update November 2018.

Wastewater inside city limits (3/4 x 5/8 meter) **\$6500.00MCE**

See chart for additional meter sizes, multiple family & lodging facility unit charges.

Wastewater outside city limits 2.5 times inside city limits rate*

** = unless applicant has signed a Consent to Annex and One Year Waiver*

Transportation **\$3083.00**

Per peak-hour person trip per current ITE manual & SOC Final Report methodology June 2019.

Storm Drainage **\$277.00/RDE**

Residential Drainage Equivalent (ROE)
 (3,000 Sq. Ft. Impervious Surface)
 Residential/Commercial/Industrial \$277.00

Water **\$1704.00MCE**
 Per meter capacity equivalent (MCE) per Water Rate and System Development Charge
 Update March 2017. (1 MCE = 5/8" x 3/4 meter)

Water Rates

Backflow Device Testing by City Contractor	Actual Costs
Backflow Device Testing by City Staff- all devices	\$80.00
Cross-Connection Variance	\$45.00

Meter Replacement/Test

3/4-inch Service	\$50.00
Larger Service	Actual Costs

Meter Size Charges on Base (1st 500 cubic feet) **\$43.35**

Each 100 Cubic Feet (excess of 500 minimum) **\$2.22/100 cu ft**

Repair Service -After 3:30 pm \$75.00 minimum fee plus (\$25.00 for each additional half hour)

Repair Service - During Office Hours (billed in half hour increments) \$25.00 per half hour
 (No Charge if Customer Installs Shut-Off Valve)

Utility Re-Connect Fee

Water Account \$40.00

~~Sewer Account Only~~

~~Sewer Disconnect Cap (must be dug up and capped at property line) \$250.00~~

Water/Sewer Service Deposit (Non-Owner Occupied; 2 mo. minimum bill) \$232.40

Water Meter Installation Fee **\$250.00**

3/4-inch to 1.5 inch Service	Actual Cost of Meter and Meter setter
Larger Service	

Delinquency Letter Notice Fee **\$5.00**

Door Hanger Notice Fee **\$25.00**

Other fees and charges may be charged to recover costs for city services as determined by the City Administrator

1. Fee Schedule: Effective Date. This Resolution amends, replaces, restates, and supersedes Resolution No. 10-2023 in its entirety. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this Resolution. This Resolution (including the fees contained herein) will be in full force and effect from and after its approval and adoption.

BE IT FURTHER RESOLVED that these fees shall become effective on January 1, 2024.

ADOPTED by the City Council and signed by the Mayor this 12th day of December, 2023.

Ayes: _____
Nays: _____
Abstentions: _____
Absences: _____
Vacancies: _____

ATTEST:

Mike Lepin, Mayor

Keli Pollock, City Recorder

RESOLUTION NO. 02-2024

A RESOLUTION OF THE CITY OF MADRAS AMENDING, RESTATING, SUPERSEDING, AND REPLACING RESOLUTION NO. 10-2023, WHICH RESOLUTION ESTABLISHED A FEE RATE AND SCHEDULE FOR CITY SERVICES, PERMITS, APPLICATIONS, LICENSES AND OTHER MISCELLANEOUS CHARGES.

WHEREAS, the City of Madras has incurred increasing expenses for various services provided to residents of the City of Madras; and

WHEREAS, it is necessary to review on a regular basis and to bring current, fees and assessments charged by the City of Madras; and

WHEREAS, by adoption of this Resolution No. 02-2024 (this "Resolution"), the Madras City Council desires to amend, restate, supersede, and replace Resolution No. 10-2023 in its entirety.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Madras as follows:

1. Findings. The above-stated findings contained in this Resolution are hereby adopted.
2. Fee Schedule. City hereby adopts the following fee rate and schedule (as set forth below in this Section 2) as the current fees to be charged by City for City services such as permits, applications, licenses and other miscellaneous charges by City:

AIRPORT	AMOUNTS
Fuel Sales	
Jet A	Based on Market Rate set by Public Works Director
100LL Aviation Gasoline	Based on Market Rate set by Public Works Director
Hangar Rent	
	Based on Market Rate set by Public Works Director
Fuel Flowage Fee (Per Ordinance No.859)	\$0.10 per Gallon
<i>Other fees such as hangar rent, tie down fees, fuel sales, and similar airport use related fees are to be coordinated with airport management.</i>	
Airport Billing Late Fee	\$25.00

BUSINESS LICENSES	AMOUNTS
Auction License	\$125/ day
Year-Round Business License (annual Fee, pro-rated 50% after January 1)	
For Profit Inside City limits (New Applicant)	\$60.00
For Profit – Inside City Limits (Renewal)	\$50.00
For Profit – (Outside City Limits)	\$60.00
Non-profit/ exempt – Inside / Outside City Limits	\$0.00
Food Carts (by location)	\$40.00
Seasonal Business License (i.e. Street Vendor, fruit stand, etc.)	\$40.00 per Quarter
<i>Seasonal Business must meet the following: a) operate no longer than 90 days, b) business occurs wholly or primarily during one of the four seasons (e.g. spring, summer, fall, or winter) and c) occurs solely on private property, unless otherwise authorized to operate on public right-of-way.</i>	
Temporary Business license	\$40.00
<i>Temporary Business operates within the city for 30 days or less, and occurs on private property.</i>	
Business License Late Penalty	10% per month of license balance
<i>(Per section 12.2 of Business Ordinance, not to exceed balance of license)</i>	
Business License list	\$20.00 + Postage
Liquor License	

New Applications	\$100.00
BUSINESS LICENSES (CONTINUED)	AMOUNTS
Change in Ownership	\$75.00
Renewals or temporary Applications	\$35.00
Medical Marijuana Dispensary Permit Application and investigation fees	
Initial Permit Application and Investigation Fee	\$200.00
Permit Renewal Application and Investigation Fee	\$70.00
COMMUNITY DEVELOPMENT & PLANNING	AMOUNTS
Annexation	\$3,538.00
Accessory Dwelling Unit	\$590.00
Appeals	
Planning Commission	\$590.00
City Council	\$1,769.00
COMMUNITY DEVELOPMENT & PLANNING (CONTINUED)	AMOUNTS
Code Enforcement	20% of Community Development Structure building permit fee
Comprehensive Plan Text Amendment	\$10,613.00
Comprehensive Plan Amendment w/Rezone	\$4,717.00
Conditional Use (Includes Site Plan Review)	
Project value less than \$12,500	\$858.00
Project value between \$12,500 - \$25,000	\$1,180.00
Project value between \$25,000 - \$50,000	\$1,394.00
Project value between \$50,000 - \$100,000	\$1,608.00
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Public Improvement Design & Construction Standards	\$59.00
Storm Drainage Master Plan	\$30.00
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Transportation System Plan	\$59.00
Wastewater Master Plan	\$59.00
City of Madras Zoning Map	\$30.00
Development Plans & Maps	
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Floodway Review	\$5,896.00
Floodplain Review	\$590.00
Home Occupation	\$236.00
Infrastructure Review: Mfg. Home & RV Parks & Cottage Clusters	\$3,216.00
Land Partition	\$1,769.00
Land Use Application Notification (Postage)	\$89.00
Land Use Hearing Public Notice (Newspaper)	\$236.00

**COMMUNITY DEVELOPMENT & PLANNING
(CONTINUED)**

AMOUNTS

Landscape Security Deposit (Residential/Commercial/Industrial)	\$1,000.00
Lot Line Adjustment	\$590.00
Lot of Record Determination	\$2,948.00
Master Plan Review, Less than 5 Acres	\$1,769.00
Master Plan Review, More than 5 Acres	\$4,717.00
Medical and/or Recreational Marijuana Land Use Review	<i>(New Construction will require site plan review and applicable fees will apply)</i>
Modification of Application	50% of original application fees
Modification of Approval and or Conditions of Approval	50% of original application fees
Modification or Waiver of Residential Development & Design Standards	25% of original site plan review fees
Nuisance Enforcement Fee	20% of required Comm. Dev. Structural Bldg. Permit Fee
Public Hearing facilitated by Planning Commission and/or City	\$590.00
Public Hearing facilitated by Hearings Officer	\$2,358.00
Reimbursement District (plus actual costs)	\$900.00
Sign	
New	\$295.00
Face change	\$118.00
Temporary Special Permit	\$177.00
Site Plan Review	
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Subdivision	\$2,358 + \$94.00/Lot
Temporary Use	\$295.00
Technology Fee (per application)	\$263.00
Urban Reserve Area Development Review	
Subdivision	\$590.00 + \$30.00/lot
Partition	\$590.00
Wireless Communication Tower Review (Type II & Type III):	
Project Value less than \$12,500	\$858.00
Project value between \$12,500 - \$25,000	\$1,179.00
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Project value greater than \$100,000	\$1,822.00
Plus \$55 per each additional \$50,000 in value	\$55.00/\$50,000
Variance	
Major	\$1,769.00
Minor	\$884.00
Development Code Text Amendment	\$4,717.00
Zoning Review	
Land Use Zoning Review	\$295.00
New or Expanded Structures	
\$241.00 + .006 X Valuation \$ 0 to \$300,000	
\$2,171.00 + .005 X Valuation \$300,001 to \$1,000,000	
\$5,630.00 + .004 X Valuation \$1,000,001 to \$5,000,000	
\$23,075.00 + .002 X Valuation Over \$5,000,000	

**COMMUNITY DEVELOPMENT & PLANNING
(CONTINUED)**

AMOUNTS

For Example: A structure valued at \$450,000.00 would be figured as follows:

$$\$2,171.00 + (\$450,000.00 \times .005 = \$2,250) = \$4,421.00$$

No New or Expanded Structures	\$107.00
Zoning Verification	\$236.00 per request

GOLF COURSE

AMOUNTS

Standard Green Fees

9 Holes Week Days	\$18.00/Round
9 Holes Week End	\$20.00/Round
18 Holes Week Day	\$27.00/Round
18 Holes Week End	\$29.00/Round
Junior Rate (Applies To Children Under 18 Years Of Age)	\$1.00/Round

Membership Initiation Fee (One Time Fee To New Members) \$100

Annual Membership (Single Payment Option)

Single	\$700.00/Year
Couple	\$800.00/Year
Senior- Single (65 And Older)	\$650.00/Year
Senior Couple (65 And Older)	\$750.00/Year
Add Child To Any Membership (Under18 Living At Home)	\$100.00/Year

Annul Membership (Monthly Payment Option)

Single	\$62.00/Month
Couple	\$70.00/Month
Senior- Single (65 And Older)	\$58.00/Month
Senior Couple (65 And Older)	\$67.00/Month
Add Child To Any Membership (Under18 Living At Home)	\$15.00/Month

Cart Storage Fee

Electric Cart Storage	\$30.00/Month
Gas Cart Storage	\$20.00/Month

Range Tokens

\$3.00/small bucket

Trail Fee

Annual	\$100.00/Year
9-Holes	\$5.00/Day
18-Holes	\$8.00/Day

The City has the ability to adjust green fees for, including but not limited to, weekday specials, tournaments, twilight, and winter rates.

MISCELLANEOUS

AMOUNTS

Consent to Annex	\$150.00
County Recording Fee	Actual Cost
Credit Card Transaction Fee	3% of fees due for fees totaling more than \$1,000.00

Jefferson County Fire District:

administrative fee for billing/ collecting Fire District permit fees 10% of amount billed

Conference/Meeting Room Rentals (requires meeting room rental permit)

Available Facilities (When not in use by the City):

- 1) General Aviation Building- Conference Room (Airport)
- 2) City Hall Council Chambers
- 3) City Hall Council Work Room

MISCELLANEOUS (CONTINUED)

AMOUNTS

4) Conference Room

Typical Availability:

Monday through Friday (excluding holidays)

Hours Available (if not reserved):

8 am to 5 pm

For Profit Organizations

Week Day Room Rental	\$50.00/Day
Week Day Room Rental including any food/drink/catering	\$100.00/Day
Refundable Deposit (required on all room rentals)	\$100.00/Day

Non-Standard- Outside office hours, weekends, holidays Additional \$50.00/Hour for staff

Non-Sufficient Funds Check Charge \$35.00

Stop Payment Fee \$35.00

Lien Search Fee (both electronic and manual searches) \$30.00 per search

POLICE DEPARTMENT

AMOUNTS

Impound Fee (Each Offense)	\$75.00/Vehicle
Photographic Copies	\$30.00/Case File
Police Protection Service	Loaded Patrol Officer Rate
Report Copies (Crime/Incident Reports)	\$10.00/Case File
Video Tape Copies	\$30.00/Case File
Digital Recordings	\$30.00/Case File

PUBLIC RECORDS REQUESTS

AMOUNTS

(Refer to Public Records Request Policy for Additional Information)

Attorney fees Actual Cost

Disks (CDs/DVDs provided by the City due to risk of viruses and file size) \$15/ each

Fax Machine (limited to 25 pages) \$2.00 first page; \$0.50/add'l page

Financial Statement/Audit or Budget Reports \$35.00

Labor Costs (chargeable in quarter hour increments) \$40.00/hour

Maps and Plans

Color	\$30.00
Black and white	\$20.00

Photocopies

Letter (8 1/2" X 11")	\$0.25/page
Legal (8 1/2" X 14")	\$0.25/page
Non-Standard Size (11" X 17" or larger)	Actual Cost
Certified Copies	\$3.75/page

Postage or Delivery

(Postage or Courier Fees) Actual Cost

Additional Charges

If a request is of such magnitude and nature that compliance will disrupt City's normal operation, City may impose such additional charges as are reasonably necessary to reimburse City for its actual costs of producing the requested public records.

Equipment Rental (1 hour minimum):

Aqua Tech	\$500.00/Hour
Boom Truck	\$200.00/Hour
Street Sweeper	\$450.00/Hour
Utility Camera	\$350.00/Hour

**A standard operator fee of \$75.00 per hour is included in the rental price stated above with the exception of the Aqua Tech and camera which includes two operators (time based on 15 minute increments)*

Traffic Control Device Deposit

A \$200.00 security deposit is required for each order of traffic control devices. The deposit will be refunded if returned in good condition within two weeks of drop-off. If items are lost or damaged, and exceed the collected security deposit, applicant is responsible to reimburse the City for actual cost of damages or loss.

Plan Reviews : Public Improvement Plans

Submittal Fee	\$500.00
Plans/Per Sheet	\$75.00

Plan Reviews : Commercial Site Plans

Submittal Fee	\$200.00
Plans/Per Sheet	\$50.00

Plan Reviews : Residential

New Construction	\$100.00
Remodel/Alteration/Addition	\$100.00

**Includes up to two reviews. If a third is required, a fee per sheet of resubmitted plans will apply per the rates above.*

Site Development Public Inspection*

Utilities (Sewer, Water, Storm, Dry)/Linear Foot	\$1.50
Sidewalks and Driveway Approaches/Square Foot	\$0.20
Structures (Manholes, Drywells, Catch Basins)/Each	\$165.00
Roadway (Pavement, Agg Base, Subgrade)/Square Yard	\$0.12
Final Inspection	\$800.00

**Rates based on approved plans. Minimum charge \$1,500*

Right-of-Way Permit includes sidewalk (Excludes Franchises) \$100.00

Sanitary Sewer Connection/ Inspection Permit \$175.00

Water Connection/ Inspection Permit \$125.00

Vacation of public ROW

Petition Fee	\$120.00
Vacation Fee Deposit*	\$900.00

*(*If costs exceed the calculated minimum deposit, the petitioner is responsible to pay the additional services provided by the City)*

Warranty Agreement for Public Improvements \$500.00

Agreement between the City and contractor for a one year warranty on public improvements. Contractor to provide a 10% warranty bond.

Improvement Agreement for Public Improvements(Bond) \$750.00

Agreement between the City and owner for a one year warranty on public improvement not completed prior to plat or Certificate of Occupancy

SYSTEM DEVELOPMENT CHARGES (SDC)**AMOUNTS**

Wastewater inside city limits (3/4 x 5/8 meter) \$6,500/MCE

Per meter capacity equivalent (MCE) per Wastewater System Development Charge Update November 2018.

See chart for additional meter sizes, multiple family & lodging facility unit charges.

Transportation \$3,083.00

Per peak-hour person trip per current ITE manual & SDC Final Report methodology June 2019.

Storm Drainage 3,000 sq.ft. impervious surface

Residential Drainage Equivalent (RDE) \$277.00/RDE

Residential/Commercial/Industrial

Water \$1,704/MCE

Per meter capacity equivalent (MCE) per Water Rate and System Development Charge Update March 2017. (1 MCE = 5/8" x 3/4 meter)

Parks

Single-Family Residential (i.e. one EDU) \$2,358.00

Duplex or Multi-Family Residential (per# units) \$235.00

Commercial (i.e. one EDU) \$2,358.00

Industrial (i.e. one EDU) \$2,358.00

UTILITIES**AMOUNTS****Sewer Monthly Fees**

1 EDU = 195 Gallons per Day or 782 Cubic Feet per month. New construction may be required to provide a separate meter for landscaping and one for domestic use. Sewer rates for developments with separate domestic use meters will be billed monthly according to the current meter readings. Existing development without a separate meter for domestic use, will be billed for sewer service based on the meter readings taken during the winter months and will be reviewed and adjusted on an annual basis. (Charges are based on a flow rate method.) For seasonal businesses the calculated rates will be established based on a twelve month average use to account for seasonal trends. The City reserves the right to look at commercial/industrial users on a 12 month average.

Inside City Limits \$72.85/month

Sewer Service Deposit (Non-Owner Occupied) 2 mo. minimum bill

Sewer Monthly Fee Outside City limits 2.5 times inside city limits rate*

* unless applicant has signed a Consent to Annex and One Year Waiver

Initial sewer accounts will be based on the table below:

A. Residential

Hotels/Motels/Motor Court/RV Park 1 EDU for Management

Multiple Dwelling (Duplexes, Apartments, Trailer Courts) 0.7 EDU per unit

Senior Multi-Housing 1 EDU for Management and

0.8 Per additional unit

Single-Family Dwelling 1 EDU

ADU 0.7 EDU per additional unit

B. Non-Residential

Churches 1 EDU per 200 seats

Kitchens 1 EDU

Government Buildings 1 EDU per 10 individuals operating the premises

Hospitals/ Nursing Homes 1 EDU Per 3 beds

1 EDU Per 10 employees, administrators, and staff

1 EDU per 30 individuals including students, teachers, administration, and other staff:

Schools

UTILITIES (CONTINUED)

AMOUNTS

C. Commercial/ Industrial

Where more than one business occupies a building, each business will be considered separately.

Barber Shops	0.3 EDU per chair
Beauty Shops	0.5 EDU per chair
Bowling Alley	1 EDU per 10 lanes plus 1 EDU for 600 sq ft gloss floor space for serving food
Car Wash	1 EDU per two stalls
Civic Clubs, Lodges, Senior Centers	1 EDU per 30 seats
Delicatessens	1 EDU per 600 sq ft plus building or other businesses space
Dry Cleaners	1 EDU per 500 sq ft
Exercise Salon with no pool or Gym	1 EDU per 1,500 sq ft
Exercise Salon with no Pool or Gym	1 EDU per 1,500 sq ft
Grocery Stores	1 EDU for each 10 employees plus 1 EDU for each prep room

(Additional charges may be assessed for toxic discharges) Plus: Charges for processed water according to demand where 360.5 gallons@ BOD loading of 200 mg/l and TSS loading of 216 mg/l equals 1 EDU.

Laundry, Coin operated	0.05 EDU per washing Machine
Medical, Dental, and veterinary Clinics/Offices	1 EDU per 1,000 Sq Ft
Recreational Vehicle Dump Facility	1 EDU Per dump outlet
Restaurants with or without Drive-thrus	1 EDU per 17-person seating capacity plus 1 EDU for each 10 employees
Retail stores	1 EDU per 10 employees
Service and Repair Shops	1 EDU per 10 employees
General Offices (with exception of Medical, dental, and Veterinary)	1 EDU per 10 employees
Service Stations	2 EDUs
Spas and recreational Facilities with Pool or Gym	1 EDU per 1,000 sq ft
Taverns / Lounges	1 EDU per 17 seats

Charges for facilities not listed will be based upon similar listed facilities, expected flows, and concentration of effluent or actual metering of water or wastewater.

Meter Replacement/Test

¾-inch Service	\$50.00
Larger Service	Actual Costs

Water Rates

Backflow Device Testing by City Contractor	Actual Costs
Backflow Device Testing by City Staff- all devices	\$80.00
Cross-Connection Variance	\$45.00

Meter Size Charges on Base (1st 500 cubic feet)

Each 100 Cubic Feet (excess of 500 minimum) \$2.22/100 cu ft

Repair Service -After 3:30 pm \$75.00 minimum fee plus \$25.00 for each additional half hour

Repair Service - During Office Hours (billed in half hour increments) \$25.00 per half hour

(No Charge if Customer Installs Shut-Off Valve)

Administrative Theft of Services Fee (damage to water meters or sewer services) \$100.00

(Plus actual costs to replace the damaged property will also be billed to the account)

Utility Re-Connect Fee

Water Account	\$40.00
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Water/Sewer Service Deposit (Non-Owner Occupied)

2 months minimum bill

UTILITIES (CONTINUED)

AMOUNTS

Water Meter Installation Fee

3/4-inch to 1.5 inch Service

\$250.00

Larger Service

Actual Cost of Meter and Meter setter

Delinquency Letter Notice Fee

\$5.00

Door Hanger Notice Fee

\$25.00

Other fees and charges may be charged to recover costs for city services as determined by the City Administrator.

1. Fee Schedule: Effective Date. This Resolution amends, replaces, restates, and supersedes Resolution No. 10-2023 in its entirety. The provisions of this Resolution are severable. If any section, subsection, sentence, clause, and/or portion of this Resolution is for any reason held invalid, unenforceable, and/or unconstitutional, such invalid, unenforceable, and/or unconstitutional section, subsection, sentence, clause, and/or portion will (a) yield to a construction permitting enforcement to the maximum extent permitted by applicable law, and (b) not affect the validity, enforceability, and/or constitutionality of the remaining portion of this Resolution. This Resolution (including the fees contained herein) will be in full force and effect from and after its approval and adoption.

BE IT FURTHER RESOLVED that these fees shall become effective on January 23, 2024.

ADOPTED by the City Council and signed by the Mayor this 23rd day of January, 2024.

Ayes: _____
Nays: _____
Abstentions: _____
Absences: _____
Vacancies: _____

ATTEST:

Mike Lepin, Mayor

Keli Pollock, City Recorder

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Jeff Hurd, Public Works Director

Through: Will Ibershof, City Administrator

Subject: **AMENDMENT TO THE SUBAGREEMENT BETWEEN COIC AND CITY OF MADRAS**
Amends Grant Agreement to June 2024

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

Council approves the amendment to subrecipient agreement between COIC and City of Madras

OVERVIEW:

The attached amendment extends the COIC grant to the City of Madras to June 2024 for expenses and/or contracts in place prior to January 31, 2024.

STAFF ANALYSIS:

Staff requested an amendment to the COIC grant to extend the deadline to June 2024 in order to finish the Homeless Services Center. Even though the Center is open, we still have the road to pave and minor items to complete.

FISCAL INFORMATION:

The amendment does not change the financial contribution from COIC.

SUPPORTING DOCUMENTATION:

Amendment to the Subrecipient Agreement between Central Oregon Intergovernmental Council and the City of Madras.

STRATEGIC GOAL:

**Amendment to the Subrecipient Agreement between Central Oregon
Intergovernmental Council and City of Madras**

This Amendment No 2. to the August 14, 2023 Subrecipient Agreement EO 23-02 005 is made effective upon execution, by and between COIC, a Council of Governments, organized under ORS 190, and City of Madras, a municipal corporation of the State of Oregon, according to the following terms.

TERMS OF AMENDMENT

The Agreement is hereby amended as provided below. This Amendment will be effective upon signatures by all parties and approvals as required by law. New language indicated by **bold and underline** and deleted language indicated by ~~strikethrough~~.

The Agreement is therefore revised as follows:

1. Section 1.6 “Effective Date and Duration” of the original Agreement is amended to read as follows:

1.6 Effective Date and Duration. The effective date of the Agreement is May 17, 2023, (“Effective Date”), and shall remain in effect until and including ~~January 10, 2024~~ **June 30, 2024** (“Expiration Date”) unless terminated or extended as provided in this Agreement. Expenses incurred between January 10, 2023, and the Expiration Date are allowable expenses for the grant funds reimbursement, so long as the expenses incurred pursuant to the performance of the Scope of Work set forth in Schedule 1.1. **Subrecipient shall complete the requirements and goals set forth in Schedule 1.1 Scope of Work by January 10, 2024. After January 10, 2024 and until June 30, 2024, COIC shall reimburse Subrecipient for Authorized Expenses incurred during such time period and relating to sustaining and maintaining the completed goals specified in Schedule 1.1 Scope of Work.**

2. Section 2.5.1 “Expenditure Period” of the original Agreement is amended to read as follows:

2.5.1 Expenditure Period. The period of performance – the time during which expenditures may be incurred – is January 10th, 2023 through ~~January 10th, 2024~~ **June 30, 2024** unless otherwise extended at COIC’s discretion.

3. Section 2.6 “Expenditure Considerations”, of the original Agreement is amended to read as follows:

2.6 Expenditure Considerations. On full execution of the Agreement, the amount of \$1,085,536.00 will be made available based on Schedule 2.1 Section B for expenditures having occurred between the period of January 10, 2023 and June 30, 2023. After July 1, 2023, and following expenditure of initial funding, the remaining Grant Funds will be available for Authorized Expenses incurred from July 1, 2023, to ~~January 10, 2023~~ **June 30, 2024** based on Schedule 2.1. The total Grant Funds amount will equal the initial funding amount available prior to June 30, 2023, plus the funding amount available for expenditures following July 1, 2023.

4. Except as explicitly amended herein, all other provisions of the original Agreement remain in effect.

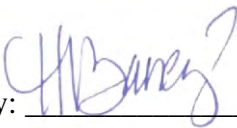
Signatory’s Warranty:

Each party warrants to each other party that they are fully authorized and competent to enter into this **Amendment to the EO23-02 005 Agreement between Central Oregon Intergovernmental Council and City of Madras** in the capacity indicated by their signature and agrees to be bound by this amended Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment the day and year below written.

Central Oregon Intergovernmental Council

City of Madras

By:  _____

By: _____

Tammy Baney
Executive Director

Mike Lepin
Mayor

Date: 1/4/24

Date:

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Rose Vanderschaegen, Interim Finance Director

Through: Will Ibershof, City Administrator

Subject: **CITY VOUCHERS OCTOBER - DECEMBER 2023**

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

That Council approve the October - December 2023 City vouchers as submitted.

OVERVIEW:

These are the vouchers posted for the City in the month of October - December 2023.

STAFF ANALYSIS:

These vouchers have been reviewed and approved by Directors and Finance staff.

FISCAL INFORMATION:

See vouchers.

SUPPORTING DOCUMENTATION:

October - December 2023 City vouchers.

STRATEGIC GOAL:

N/A

DISBURSEMENTS LIST - December 2023
For Council Review and Approval

101	General Fund	684,879.15
204	Transportation Operations Fund	172,674.01
205	Community Clean-up Fund	8,945.37
207	Tourism/Economic Development	2,992.62
208	Desert Peaks Golf Course Fund	19,237.70
502	Water Operations Fund	17,217.78
503	Wastewater Operations Fund	195,058.26
509	Airport Operations Fund	54,663.63
704	MURA Project Fund	8,328.75
801	Internal Services Fund-Information Technology	13,522.66
803	Internal Services Fund-Public Works Staff	37,034.48
999	Treasurer's Cash-Customer Refunds	417.19

GRAND TOTAL **1,214,971.60**

** Council Review and approval of payments made in the previous month**

Report Criteria:

Report type: GL detail

Bank.Account description = "General Ckg - FIB"

Check Issue Date	Payee	Description	Check Amount
12/07/2023	2KG Contractors, Inc.	Homeless shelter	523,170.29
12/14/2023	Madras Investors LLC	Per Improvement Agreement SP-20-6	150,000.00
12/14/2023	ORR INC	Construction Services WWTP Headworks Odor Control	116,625.00
12/21/2023	Bohn Biofilter Corp.	PO# 11329 Biofilter flooring system 90% completion	32,700.00
12/05/2023	Ascent Aviation Group Inc	8671g Jet A Fuel	31,272.83 M
12/14/2023	PACIFIC POWER	Electric bill - November 2023	18,072.02
12/07/2023	CIS TRUST	December 2023 Insurance Report, Life & Salary Continuation	17,282.86 M
12/14/2023	DESCHUTES VALLEY WATER DISTRICT	November 2023 water bill	15,771.40
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	14,430.00
12/07/2023	Compass Project Solutions Inc	Project Consultant - Warming Shelter	13,825.00
12/07/2023	CIS TRUST	December 2023 Insurance Report, Life & Salary Continuation	13,182.68 M
12/21/2023	JEFFERSON COUNTY SHERIFF	Dispatch Fees - December 2023	12,589.50
12/21/2023	CENTURY WEST ENGINEERING CORPO	Task Order #4 Apron/Fencing	10,879.19
12/07/2023	Compass Project Solutions Inc	Project Consultant - Warming Shelter	9,600.00
12/08/2023	US Bank	RV-Christmas Lights Factory - Mini Lights	8,328.75 M
12/07/2023	BRENNTAG PACIFIC INC	Sodium Hypochlorite: 2037.0001 Gal & Surcharge	8,327.59
12/21/2023	NEIGHBOR IMPACT	CDBG Grant Svc. Homeless Service Center	7,495.00
12/07/2023	CIS TRUST	December 2023 Insurance Report, Life & Salary Continuation	7,414.18 M
12/14/2023	PACIFIC POWER	Electric bill - November 2023	7,390.51
12/14/2023	GMP Consultants LLC	Finance Director Recruitment	6,969.80
12/08/2023	US Bank	RV-iWorQ - CDD Package	6,440.00 M
12/21/2023	NORTH UNIT IRRIGATION DST	PO# 11754 Water Charges for Golf Course	6,061.39
12/14/2023	SAJ Architecture LLC	Madras Warming Shelter	6,020.00
12/14/2023	Prothman Company	PO #12653City Administrator 3 of 3 payments	5,833.33
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	5,390.00
12/14/2023	GMP Consultants LLC	Human Resources Manager Recruitment	4,750.00
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	4,665.00
12/14/2023	Pro Collision Repair LLC	'14 Explorer Repairs	4,556.42
12/09/2023	MID OREGON PERSONNEL SERVICES, INC.	PD Temp Week ended 11/24/23	4,284.76 M
12/08/2023	US Bank	RV-iWorQ - Permit Management	4,060.00 M
12/21/2023	H.D. FOWLER COMPANY	Release Agreement Coria Landscaping	3,643.90
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	3,561.25
12/07/2023	DESCHUTES COUNTY TREASURER	PO# 11753 Lane Striping 2023	2,912.42
12/21/2023	Nicole R Green	Finance Assistant	2,843.00
12/14/2023	PACIFIC POWER	Electric bill - November 2023	2,484.07
12/21/2023	Covenant Technology Solutions, Inc.	Homeless camp- WAP install Down pmt	2,352.03
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	2,337.00
12/14/2023	JEFFERSON COUNTY PUBLIC WORKS	November 2023 fuel usage - 613.40g UL 114.90g Diesel	2,288.74
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	2,265.00
12/07/2023	CIS TRUST	December 2023 Insurance Report, Life & Salary Continuation	2,243.49 M
12/08/2023	US Bank	CH-Central Electric October 2023	2,145.33 M
12/14/2023	Madras Kiwanis	FY24 Community Grant - Operation Rudolph	2,000.00
12/21/2023	CIS TRUST	Add Sewer Vac Truck to Insurance	1,926.19
12/07/2023	JEFFERSON COUNTY SHERIFF	Reimburse Case #23-1129	1,882.79
12/14/2023	PACIFIC POWER	Electric bill - November 2023	1,811.43
12/14/2023	PACIFIC POWER	Electric bill - November 2023	1,811.42
12/14/2023	911 SUPPLY	uniforms	1,792.15
12/14/2023	Black Bear Diner of Madras LLC	Employee Christmas Dinner	1,760.00
12/14/2023	PACIFIC POWER	Electric bill - November 2023	1,731.70
12/07/2023	Covenant Technology Solutions, Inc.	Contract - December 2023	1,699.27
12/14/2023	CARLSON TESTING INC.	Testing Expense	1,664.00
12/04/2023	DLL Finance, LLC	Golf Cart Lease - November 2023	1,641.40 M

M = Manual Check, V = Void Check

Check Issue Date	Payee	Description	Check Amount
12/22/2023	DLL Finance, LLC	Golf Cart Lease - December 2023	1,641.40 M
12/14/2023	BRYANT LOVLIEN AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	1,637.50
12/08/2023	US Bank	RV-Caselle - Contract Support/Maintenance - October 2023	1,509.00 M
12/08/2023	US Bank	RV-Caselle - Contract Support/Maintenance -November 2023	1,509.00 M
12/08/2023	US Bank	CF-Nflow - Side by side engine rebuild	1,500.00 M
12/08/2023	US Bank	RC-Marks Auto Repair- VEH#1301 Repairs	1,464.00 M
12/21/2023	Covenant Technology Solutions, Inc.	PD Cloud Services December 2023	1,461.20
12/07/2023	TAURUS POWER AND CONTROLS INC.	Effluent Pump Fail	1,459.60
12/14/2023	DESCHUTES VALLEY WATER DISTRICT	November 2023 water bill	1,458.82
12/14/2023	Mazama GIS Laboratories	GIS Services - November2023	1,440.00
12/14/2023	ECONorthwest	UGB Alternatives Analysis & Findings	1,430.00
12/08/2023	US Bank	CH-Cove Electric #5071	1,416.68 M
12/08/2023	US Bank	RC-Verizon Wireless- Monthly PD Cell Phones/MDT Services	1,413.87 M
12/07/2023	IRA'S SALES & SERVICE	tow/impound fee	1,400.00
12/07/2023	Covenant Technology Solutions, Inc.	Contract - December 2023	1,399.40
12/04/2023	DLL Finance, LLC	Golf Cart Lease Annual Property Tax	1,366.09 M
12/07/2023	Conсор North America Inc	Task Order #9 SWWTP headworks odor control	1,300.00
12/08/2023	US Bank	MQ-Amazon - Business Prime membership	1,299.00 M
12/07/2023	CIS TRUST	December 2023 Insurance Report, Life & Salary Continuation	1,274.86 M
12/21/2023	Covenant Technology Solutions, Inc.	New Work Station	1,266.99
12/21/2023	CENTURY WEST ENGINEERING CORPO	JeffCo. Transport. Equity Project	1,254.00
12/14/2023	JEFFERSON COUNTY PUBLIC WORKS	November 2023 fuel usage - 405.70 g UL	1,253.01
12/21/2023	Covenant Technology Solutions, Inc.	Non-PD Host December 2023	1,216.12
12/08/2023	US Bank	SB-Wilbur Ellis-Fertilizer-Grass Runway/Airport	1,137.14 M
12/08/2023	US Bank	TP-Les Schwab - snow tires for 1702	1,103.80 M
12/07/2023	Covenant Technology Solutions, Inc.	Contract - December 2023	1,099.53
12/08/2023	US Bank	MQ-Vari - standing desk and accessories PW Director	1,099.00 M
12/08/2023	US Bank	AE-Institute of Police Techs - training	1,095.00 M
12/07/2023	Bend Mailing Services, LLC	November 2023 billing and December Prebilling - sewer accts	1,094.26
12/08/2023	US Bank	RC-Les Schwabs- Winter Tire Changeover VEH#1501	1,052.20 M
12/08/2023	US Bank	CH-Cove electric #5071	1,048.75 M
12/08/2023	US Bank	CH-Cascade East Veterinary Clinic	1,017.81 M
12/14/2023	Western Title	Title report for city land adjacent to Hwy 26	1,000.00
12/21/2023	Monte Vista Homes, LLC	Landscape Refund - 1321 NW Willow Parkway Rd	1,000.00
12/21/2023	Monte Vista Homes, LLC	Landscape Refund - 1315 NW Willow Parkway Rd	1,000.00
12/21/2023	Monte Vista Homes, LLC	Landscape Refund - 1296 NW Willow Parkway Rd	1,000.00
12/21/2023	Monte Vista Homes, LLC	Landscape Refund - 347 NW Par Ave.	1,000.00
12/21/2023	Monte Vista Homes, LLC	Landscape Refund - 343 NW Par Ave.	1,000.00
12/21/2023	Monte Vista Homes, LLC	Landscape Refund - 339 NW Par Ave.	1,000.00
12/14/2023	Veterans of Foreign Wars	FY24 Community Grant Funding	992.62
12/21/2023	Covenant Technology Solutions, Inc.	WinCan Server December 2023	984.46
12/21/2023	Covenant Technology Solutions, Inc.	Non-PD Host December 2023	955.52
12/21/2023	Covenant Technology Solutions, Inc.	WinCan Server November 2023	949.85
12/08/2023	US Bank	CH-State of Oregon Administrative Services-ORCPP	900.00 M
12/07/2023	Dustin Cowles	Clean-up and Cart Returns	881.25
12/08/2023	US Bank	CH-Mail Copies and more/ office express No Trespassing sig	863.50 M
12/08/2023	US Bank	CH-HD Fowler #16545063	834.06 M
12/29/2023	CASCADE NATURAL GAS	2020 Cherry Lane - November 2023	809.42 M
12/08/2023	US Bank	CH-Madras Sanitary October 2023	785.43 M
12/08/2023	US Bank	CH-Cove electric #5115	782.63 M
12/08/2023	US Bank	DB-Les Schwab - brake repairs #1402	745.76 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Security	714.00
12/08/2023	US Bank	CH-Pamplin Media-Ad #300610	700.00 M
12/08/2023	US Bank	IA-TS & S Ford - Engine Diagnostics	689.02 M
12/08/2023	US Bank	CH-Madras Sanitary October 2023	666.31 M
12/08/2023	US Bank	RV-Konrad - Holiday Party	664.30 M

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Check Issue Date	Payee	Description	Check Amount
12/08/2023	US Bank	RV-Konrad - Holiday Party	662.40 M
12/14/2023	Mary Hoisington, LMFT LLC	Pre-employment screening	640.00
12/07/2023	CIS TRUST	December 2023 Insurance Report, Life & Salary Continuation	637.43 M
12/08/2023	US Bank	RV-Blue Mountain Networks - November 2023	610.99 M
12/14/2023	PACIFIC POWER	Electric bill - November 2023	591.22
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Security	588.00
12/14/2023	911 SUPPLY	uniforms	577.96
12/14/2023	CORIAN LLC	Door Hangers	552.39
12/08/2023	US Bank	CF-Baxters - vehicle filters for stock	544.95 M
12/08/2023	US Bank	RV-Verizon - Oct 2023	542.60 M
12/08/2023	US Bank	RV-Konrad - Holiday Party	514.30 M
12/08/2023	US Bank	SO-VAG USA - Repair Parts for Effluent Room Valve	509.78 M
12/08/2023	US Bank	CF-Point S - Tire for patch truck	501.47 M
12/07/2023	Bend Mailing Services, LLC	November 2023 billing & December Prebilling - water accts	500.00
12/08/2023	US Bank	RC-Amazon - Equipment/ Supplies	498.00 M
12/08/2023	US Bank	CC-Baxter auto parts batteries for sander	492.69 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Security	462.00
12/21/2023	911 SUPPLY	uniforms	457.14
12/14/2023	CARSON OIL COMPANY	120.70g biodiesel	453.47
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Sentinel	453.33
12/21/2023	Covenant Technology Solutions, Inc.	November 2023 - Hosting	442.34
12/08/2023	US Bank	CH-Bleu Bite Catering- police event 9/14/2023	440.00 M
12/12/2023	Fintech	Bigfoot Beverages	427.10 M
12/21/2023	DAY WIRELESS SYSTEMS	V#2002 No Transmit or Receive	425.00
12/08/2023	US Bank	CM-Personnel Concepts - workplace posters	418.04 M
12/08/2023	US Bank	RV-Blue Mountain Networks - November 2023	401.99 M
12/14/2023	DESCHUTES VALLEY WATER DISTRICT	November 2023 water bill	396.00
12/08/2023	US Bank	CF-Spirit Mountain - Lodging for Conference	392.70 M
12/14/2023	PACIFIC POWER	Electric bill - November 2023	391.46
12/08/2023	US Bank	PH-SpiritMountain- Hotel while attending classes for CEU's	390.50 M
12/08/2023	US Bank	SB-Carl's Golf Land-Gloves and Golf Balls	389.44 M
12/03/2023	Fintech	Columbia Distributing	386.12 M
12/29/2023	CASCADE NATURAL GAS	226 NW B Street - November 2023	382.98 M
12/02/2023	Kelley Connect	PW Copier - December 2023	382.39 M
12/02/2023	Kelley Connect	PW Copier - December 2023	382.39 M
12/14/2023	DESCHUTES VALLEY WATER DISTRICT	November 2023 water bill	377.08
12/08/2023	US Bank	RV-Verizon - Oct 2023	376.08 M
12/08/2023	US Bank	WI-Bunkhouse - lodging for airport manager interviewees	374.74 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Sentinel	373.33
12/08/2023	US Bank	FT-Amazon-officesupplies/Monitor & Cable & Mount for Nick's	372.63 M
12/08/2023	US Bank	WI-Bunkhouse - lodging for airport manager interviewees	368.74 M
12/21/2023	Covenant Technology Solutions, Inc.	November 2023 - Hosting	364.28
12/08/2023	US Bank	PH-BaxterAutoParts- Batteries for515Loader	361.00 M
12/14/2023	OWEN EQUIPMENT	Flex Plate and Kit	341.48
12/14/2023	Global Grant Services	Grant management support-Nov 2023	340.00
12/09/2023	MID OREGON PERSONNEL SERVICES, INC.	DPGC temp week ended 11/12/23 *Rate difference	337.41 M
12/14/2023	Global Grant Services	Grant management support-Nov 2023	330.00
12/14/2023	Global Grant Services	Grant management support-Nov 2023	330.00
12/08/2023	US Bank	KP-FLAG.COM New Chamber Flags	315.90 M
12/08/2023	US Bank	CH-Madras Sanitary October 2023	310.86 M
12/02/2023	Kelley Connect	PD Copier - December 2023	310.70 M
12/08/2023	US Bank	CF-Ranch - Outhouse Service	310.00 M
12/08/2023	US Bank	ZQ-(Midstate Power Sports) Parts for Polaris Ranger	308.28 M
12/21/2023	OREGON ASSOCIATION CHIEFS/POLI	Oregon Association Chief - 1 Year Membership	300.00
12/07/2023	Covenant Technology Solutions, Inc.	Contract - December 2023	299.87
12/08/2023	US Bank	CH-Cove electric #5100	297.51 M

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Check Issue Date	Payee	Description	Check Amount
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Sentinel	293.33
12/07/2023	911 SUPPLY	uniforms	292.18
12/07/2023	911 SUPPLY	uniforms	292.18
12/08/2023	US Bank	NB-Amazon-Ink Cartridges	290.97 M
12/14/2023	911 SUPPLY	uniforms	290.69
12/21/2023	Covenant Technology Solutions, Inc.	November 2023 - Hosting	286.22
12/02/2023	Kelley Connect	PW Copier - December 2023	277.95 M
12/14/2023	911 SUPPLY	uniforms	277.57
12/08/2023	US Bank	RC-ID Zone - Caps (12) for Winter Gear	267.36 M
12/08/2023	US Bank	CH-Central Electric October 2023	259.59 M
12/29/2023	CASCADE NATURAL GAS	216 NW B Street - November 2023	258.15 M
12/08/2023	US Bank	CH-Pamplin Media-Ad #303411	256.00 M
12/14/2023	PACIFIC POWER	Electric bill - November 2023	252.14
12/07/2023	Covenant Technology Solutions, Inc.	Contract - December 2023	249.89
12/08/2023	US Bank	CH-Madras Sanitary October 2023	249.61 M
12/08/2023	US Bank	CH-Pamplin Media-Ad #305388	249.28 M
12/08/2023	US Bank	CH-Pamplin Media-Ad #305391	249.28 M
12/14/2023	GREEN THUMB INDUSTRIES LLC	November 2023 Landscaping	248.93
12/08/2023	US Bank	CM-Society for HR Mgmt - membership fee	244.00 M
12/08/2023	US Bank	MQ-DJC - advertisement for FBO	242.00 M
12/08/2023	US Bank	BG-Amazon - Work Boots	233.11 M
12/08/2023	US Bank	CC-Ace hardware light bar for sweeper	229.98 M
12/14/2023	PACIFIC POWER	Electric bill - November 2023	229.18
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	225.00
12/08/2023	US Bank	CH-Amazon-Office Supplies	224.89 M
12/08/2023	US Bank	RC-Les Schwab - New Battery #1301	220.28 M
12/08/2023	US Bank	CH-Madras Sanitary October 2023	220.25 M
12/08/2023	US Bank	SB-COCC-Training/Pesticides-Kyle Whitaker	219.00 M
12/08/2023	US Bank	SB-COCC-Training/Pesticides	219.00 M
12/21/2023	Edge Analytical, Inc.	Wastewater lab chem testing	218.00
12/08/2023	US Bank	CH-Madras Sanitary October 2023	215.94 M
12/08/2023	US Bank	CH-Madras Sanitary October 2023	209.60 M
12/08/2023	US Bank	RC-Amazon- Chair for Evidence Tech Maria	209.50 M
12/08/2023	US Bank	KP-SUBWAY Airport Manager Meet & Greet Food	208.96 M
12/07/2023	Leathers Oil Company	Overpayment Leathers Oil Company	208.07
12/08/2023	US Bank	AE-Sirchie - evidence lab supplies	205.16 M
12/07/2023	BIO-MED TESTING SERVICE INC.	DOT drug testing	205.00
12/08/2023	US Bank	ZQ-(Home Depot) Tools for Shop	204.86 M
12/08/2023	US Bank	SB-Wilbur Ellis-Herbicide	204.29 M
12/21/2023	Edge Analytical, Inc.	Drinking water lab chem testing	204.00
12/08/2023	US Bank	RV-Blue Mountain Networks - November 2023	202.99 M
12/08/2023	US Bank	RV-Blue Mountain Networks - November 2023	202.99 M
12/08/2023	US Bank	CF-Certified Training - Pesticide Training	201.60 M
12/07/2023	OHA Cashier	2024 PWS ID#4100500	200.00
12/08/2023	US Bank	RC-TLO Sept-Oct Subscription Major Case	200.00 M
12/08/2023	US Bank	CM-Linkedin - monthly fee - Nov 2023	199.99 M
12/07/2023	Covenant Technology Solutions, Inc.	Contract - December 2023	199.91
12/07/2023	Covenant Technology Solutions, Inc.	Contract - December 2023	199.91
12/08/2023	US Bank	SB-Hiland Cigars-Cigars	199.80 M
12/06/2023	CENTURYLINK	DPGC - internet/phones - November 2023	197.28 M
12/08/2023	US Bank	RB-Refill coffee and first aid supplies	197.00 M
12/08/2023	US Bank	RC-Bend Broadband- November 2023 PD Internet	195.00 M
12/08/2023	US Bank	ZQ-(Baxter Auto Parts) New battery for Backhoe	189.95 M
12/08/2023	US Bank	ZQ-(Baxter Auto Parts) Parts for repair on Truck 111	183.72 M
12/08/2023	US Bank	RV-Blue Mountain Networks - November 2023	176.50 M
12/21/2023	Covenant Technology Solutions, Inc.	Non-PD Host December 2023	173.73

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Check Issue Date	Payee	Description	Check Amount
12/08/2023	US Bank	RV-Sunriver Resort - OGFOA Conference	171.02 M
12/08/2023	US Bank	RV-ADT Security - 216 St bldg B Nov'23- Jan '24	170.07 M
12/08/2023	US Bank	FT-Amazon - office supplies/table for Nick's office	169.00 M
12/08/2023	US Bank	RC-Storage 2 U- November 2023 Storage Container for Evide	165.00 M
12/08/2023	US Bank	CC-Amazon office chair	159.77 M
12/08/2023	US Bank	TG-Amazon New office chair	158.99 M
12/08/2023	US Bank	CF-Ranch - Outhouse Service	155.00 M
12/08/2023	US Bank	RC-PASP- Custom ID Cards for PD	153.26 M
12/08/2023	US Bank	CH-American Association of Airport Executives-Airport Manag	150.00 M
12/14/2023	PNT, INC.	WO# 26487 Ext 215 setup for Maria Enriquez	150.00
12/08/2023	US Bank	RB-White City Truck- fuel for saddle tank	148.00 M
12/08/2023	US Bank	RV-Verizon - Oct 2023	147.13 M
12/08/2023	US Bank	RC-Amazon-Police Traffic Vests PD	143.12 M
12/02/2023	Kelley Connect	SWWTP Copier - December 2023	140.90 M
12/08/2023	US Bank	ZQ-(Ace Hardware) Tank sprayer for diesel for patching	139.99 M
12/08/2023	US Bank	SB-Redmond North Liquor Store-Liquor	139.50 M
12/08/2023	US Bank	MQ-DEQ - UIC permit	139.36 M
12/08/2023	US Bank	RV-Direct TV November 2023	134.98 M
12/08/2023	US Bank	AE-Valvoline - oil change	134.97 M
12/08/2023	US Bank	CC-Ace hardware tools for 108	132.95 M
12/29/2023	CASCADE NATURAL GAS	2028 Berg Way - November 2023	132.20 M
12/08/2023	US Bank	CF-Ranch - Outhouse Service	130.00 M
12/08/2023	US Bank	SB-Oregon Beef-Deli	129.70 M
12/08/2023	US Bank	CH-LS Net Works November 2023	126.76 M
12/08/2023	US Bank	CH-LS Net Works October 2023	126.76 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Security	126.00
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	125.00
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	125.00
12/08/2023	US Bank	CH-Pamplin Media-Ad #300327	123.50 M
12/09/2023	MID OREGON PERSONNEL SERVICES, INC.	Admin temp week ended 11/24/23	122.95 M
12/08/2023	US Bank	DB-Valvoline - oil change	120.97 M
12/07/2023	OREGON DEPARTMENT OF REVENUE	Hazardous substance annual fees - Propane	120.00
12/08/2023	US Bank	CH-Pamplin Media-Ad #301090	120.00 M
12/08/2023	US Bank	RV-Oregon Gov. Finance Officers Assoc. - Dues - RV	120.00 M
12/08/2023	US Bank	TP-Cruz-in Car Wash - service PD vehicles	120.00 M
12/08/2023	US Bank	CM-Zoom - online meeting platform	120.00 M
12/14/2023	OREGON CHAPTER OF AMRCN PLANN ASSOC	2023 Legal issues workshop	120.00
12/08/2023	US Bank	CH-Abby's Pizza- Food for Council Meeting	116.48 M
12/08/2023	US Bank	SB-O'Reilly Auto Parts-Parts	114.94 M
12/08/2023	US Bank	SB-Western Turf Star-Parts/Airator	114.48 M
12/08/2023	US Bank	ZQ-(Amazon) Coffee for Public Works office	113.50 M
12/02/2023	Kelley Connect	CH Copier - December 2023	110.35 M
12/02/2023	Kelley Connect	CH Copier - December 2023	110.35 M
12/08/2023	US Bank	JL-Bend Urgent care cdl physical	110.00 M
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	110.00
12/14/2023	Edge Analytical, Inc.	testing @ WW	109.00
12/21/2023	Edge Analytical, Inc.	Wastewater lab chem testing	109.00
12/27/2023	Fintech	Point Blank Distributing	108.19 M
12/08/2023	US Bank	RK-Fairfield Inn & Suites Lodging at training	107.00 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Security	105.00
12/08/2023	US Bank	RC-Mountain View RV - November Rent	105.00 M
12/08/2023	US Bank	CH-LS Net Works November 2023	104.39 M
12/08/2023	US Bank	CH-LS Net Works October 2023	104.39 M
12/08/2023	US Bank	SO-Amazon- Garbage Bags for Headworks and Steering Wh	101.93 M
12/08/2023	US Bank	CH-TDS 10/25/2023-11/24/2023	101.50 M
12/08/2023	US Bank	CH-Cove electric #5113	100.00 M

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Check Issue Date	Payee	Description	Check Amount
12/08/2023	US Bank	CH-Cove Electric #5096	100.00 M
12/08/2023	US Bank	CH-Cove electric #5127	100.00 M
12/08/2023	US Bank	CF-Ranch - Outhouse Service	100.00 M
12/08/2023	US Bank	CF-Ranch - Outhouse Service	100.00 M
12/07/2023	Covenant Technology Solutions, Inc.	Contract - December 2023	99.96
12/08/2023	US Bank	GL-Phil's Ace Hardware - Zip ties & Wire	98.94 M
12/08/2023	US Bank	ZQ-(Baxter Auto Parts) Headlight switch for Truck 149	98.29 M
12/08/2023	US Bank	CH-Bimart- Office supplies	96.89 M
12/07/2023	DataQuest, LLC	Background Checks PW	96.19
12/08/2023	US Bank	SB-Napa-Repairs and Maintenance	95.88 M
12/02/2023	Kelley Connect	Plotter Lease - November 2023	92.50 M
12/02/2023	Kelley Connect	Plotter Lease - November 2023	92.50 M
12/08/2023	US Bank	CH-Treasure Valley Coffee- Coffee supplies	92.10 M
12/08/2023	US Bank	RK-Les Schwab - Winter Tire Swap #2001	91.96 M
12/08/2023	US Bank	TP-Les Schwab - winter tire changeover	91.96 M
12/08/2023	US Bank	IA-Les Schwab - Winter Tire Swap #2002	91.96 M
12/08/2023	US Bank	RC-Les Schwab - Winter Tire Swap #1401	91.96 M
12/08/2023	US Bank	RC-Les Schwab - Winter Tire Swap #1301	91.96 M
12/08/2023	US Bank	CH-Opal Spring H20 to go -8 cases	91.20 M
12/08/2023	US Bank	CH-Opal Spring H20 to go -8 cases	91.20 M
12/08/2023	US Bank	RV-Mission Linen -DPGC	91.07 M
12/07/2023	DataQuest, LLC	Background Checks - DPGC	89.49
12/14/2023	911 SUPPLY	uniforms	88.49
12/08/2023	US Bank	GL-Baxter tire gauges	88.41 M
12/08/2023	US Bank	RV-Blue Mountain Networks - November 2023	88.25 M
12/08/2023	US Bank	RV-Blue Mountain Networks - November 2023	88.24 M
12/14/2023	DESCHUTES VALLEY WATER DISTRICT	November 2023 water bill	88.00
12/08/2023	US Bank	FT-Black Bear/ Lunch for Campsite Coord. Mtg. on 11/7/2023	87.40 M
12/21/2023	Covenant Technology Solutions, Inc.	Non-PD Host December 2023	86.87
12/21/2023	Covenant Technology Solutions, Inc.	Non-PD Host December 2023	86.18
12/02/2023	Kelley Connect	CH Copier - December 2023	85.95 M
12/07/2023	CORIAN LLC	Business Cards S. Keever	85.00
12/06/2023	CENTURYLINK	Self Service Air - November 2023	84.71 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Security	84.00
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Security	84.00
12/08/2023	US Bank	CH-LS Net Works November 2023	82.02 M
12/08/2023	US Bank	CH-LS Net Works October 2023	82.02 M
12/08/2023	US Bank	CH-Madras Sanitary October 2023	81.70 M
12/08/2023	US Bank	CH-Madras Sanitary October 2023	81.70 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Sentinel	80.00
12/07/2023	CORIAN LLC	Business Cards -K Polock	80.00
12/21/2023	BADGER METER INC	Orion cellular lte serv unit	79.98
12/08/2023	US Bank	IA-Safeway - Candy for Halloween	79.04 M
12/29/2023	CASCADE NATURAL GAS	125 SW E Street - CH 50% - November 2023	78.27 M
12/29/2023	CASCADE NATURAL GAS	125 SW E Street - PD 50% -November 2023	78.26 M
12/21/2023	Covenant Technology Solutions, Inc.	November 2023 - Hosting	78.06
12/08/2023	US Bank	CF-La Posada - Meal for Parade set up crew	77.60 M
12/08/2023	US Bank	CF-Shell - Fuel for Conference	77.36 M
12/07/2023	Net Assets Corp.	5 Lien Searches - November 2023	77.00
12/14/2023	911 SUPPLY	uniforms	76.44
12/08/2023	US Bank	SB-Oregon Beef-Deli	75.80 M
12/14/2023	911 SUPPLY	uniforms	75.44
12/08/2023	US Bank	CH-Mail Copies and more/ office express Door hangers code	75.00 M
12/08/2023	US Bank	ZQ-(Ace Hardware) Extension cords for shop and plugging in	75.00 M
12/08/2023	US Bank	MQ-Amazon - phone case, anti fatigue mat	74.94 M
12/08/2023	US Bank	RC-Madras Mini Storage-November 2023 PD Storage	74.00 M

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Check Issue Date	Payee	Description	Check Amount
12/08/2023	US Bank	TP-Safeway - Candy for Halloween	73.96 M
12/08/2023	US Bank	TP-Teal Rose Coffee - Multi Agency Search Warrant	72.00 M
12/21/2023	Covenant Technology Solutions, Inc.	Non-PD Host December 2023	71.82
12/08/2023	US Bank	ID-Bi-Mart - Ammunition and supplies	71.54 M
12/08/2023	US Bank	ZQ-(Ace Hardware) Building maintenance items for PD	70.12 M
12/07/2023	Teresa Van Allstine	Overpayment- T. Allstine	69.75
12/08/2023	US Bank	CH-Central Electric October 2023	69.03 M
12/08/2023	US Bank	JL-Bi-Mart Jeans	68.96 M
12/07/2023	Jessica Timmerman	Sewer Deposit - Timmerman	68.55
12/08/2023	US Bank	BG-ACE HARDWARE- Hand lotion, crowfoot wrench set, sho	67.97 M
12/07/2023	Yolanda Santacruz	Overpayment- Y. Santacruz	67.90
12/07/2023	DataQuest, LLC	Background Checks Airport	67.50
12/06/2023	CENTURYLINK	SWWTP - November 2023	67.33 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Sentinel	66.67
12/08/2023	US Bank	CH-Treasure Valley Coffee- Coffee supplies	66.60 M
12/08/2023	US Bank	RC-Great Earth- Meal Staff Meeting	66.41 M
12/21/2023	Covenant Technology Solutions, Inc.	November 2023 - Hosting	65.05
12/08/2023	US Bank	CC-Ace hardware hand tools	64.96 M
12/08/2023	US Bank	ZQ-(Ace Hardware) Parts for hanging pictures in city hall	64.92 M
12/08/2023	US Bank	ZQ-(N&S Tractor) Parts for street sweepers	64.20 M
12/08/2023	US Bank	RC-SpeakWrite- Major Case Transcription S3	63.09 M
12/08/2023	US Bank	KP-THRIFTWAY- food for all staff meeting	62.63 M
12/08/2023	US Bank	CH-Amazon- office supplies	62.36 M
12/08/2023	US Bank	CH-Madras Sanitary October 2023	61.78 M
12/08/2023	US Bank	RC-Black Bear Diner- Meal interviews	61.00 M
12/08/2023	US Bank	CC-booster cables for 108	60.99 M
12/08/2023	US Bank	SB-Ace Hardware- Repair and Maintenance	59.99 M
12/21/2023	Covenant Technology Solutions, Inc.	Power Cord - PD	59.99
12/08/2023	US Bank	TP-Autozone - wiper blades for unit 1702	59.98 M
12/08/2023	US Bank	CF-Simplisafe - Alarm Monitoring	59.98 M
12/14/2023	DESCHUTES VALLEY WATER DISTRICT	November 2023 water bill	59.73
12/08/2023	US Bank	WI-Rio Restaurant - Lunch with Finance Director candidate	59.45 M
12/08/2023	US Bank	ZQ-(Amazon) Heavy Duty cleaning wipes for mechanic shop	59.26 M
12/08/2023	US Bank	WI-The Drake - lunch with city of Bend city administrator	59.00 M
12/08/2023	US Bank	BG-ACE Hardware - Hand soap , Hose spray nozzles	58.95 M
12/21/2023	Covenant Technology Solutions, Inc.	Non-PD Host December 2023	57.46
12/07/2023	CIS TRUST	December 2023 Insurance Report, Life & Salary Continuation	57.11 M
12/07/2023	Don Boyle	Overpayment- D. Boyle	56.88
12/08/2023	US Bank	SB-Amazon-Merchandise/Hot Hands-Hand Warmers	55.33 M
12/07/2023	BIO-MED TESTING SERVICE INC.	DOT drug testing	55.00
12/07/2023	BIO-MED TESTING SERVICE INC.	Pre-employment & DOT testing	55.00
12/07/2023	BIO-MED TESTING SERVICE INC.	DOT drug testing	55.00
12/08/2023	US Bank	DH-Timbers-lunch for James, Zack and Dan during pesticide	55.00 M
12/08/2023	US Bank	NS-AceHardware, Flashlight	54.98 M
12/08/2023	US Bank	CM-Safeway - gift card for PD interview panelist	54.95 M
12/08/2023	US Bank	RC-Amazon- Desk Organizers PD	54.82 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Sentinel	53.33
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Sentinel	53.33
12/08/2023	US Bank	RC-Adobe Services	52.99 M
12/08/2023	US Bank	RV-Verizon - Oct 2023	52.13 M
12/21/2023	Covenant Technology Solutions, Inc.	November 2023 - Hosting	52.04
12/21/2023	Covenant Technology Solutions, Inc.	November 2023 - Hosting	52.04
12/08/2023	US Bank	CH-Norco #39083983	51.77 M
12/08/2023	US Bank	SB-Amazon-Snacks	50.97 M
12/08/2023	US Bank	TP-Vistaprint - Office supplies	50.78 M
12/08/2023	US Bank	DH-ODA-pesticide class for required CEU's	50.00 M

M = Manual Check, V = Void Check

Check Issue Date	Payee	Description	Check Amount
12/14/2023	City of Bend - Finance Dept.	First Responders Job Fair - 1 Vehicle	50.00
12/14/2023	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal -November 2023	50.00
12/08/2023	US Bank	RV-Mission Linen -DPGC	49.85 M
12/08/2023	US Bank	BG-ACE Hardware - Scrapper, 1"x1/4" nipple , 1"x1/4" cap	48.97 M
12/08/2023	US Bank	RC-Treasure Valley Coffee- PD Coffee Supplies	48.85 M
12/08/2023	US Bank	CH-Black Bear Diner-Airport Manager Interviews	48.72 M
12/11/2023	Fintech	Monthly service fee - November 2023	48.67 M
12/08/2023	US Bank	CF-Verizon - Vehicle Monitoring	47.85 M
12/08/2023	US Bank	RV-Verizon - Oct 2023	47.66 M
12/08/2023	US Bank	MQ-Amazon - germ X, Kleenex for council chambers	47.38 M
12/08/2023	US Bank	RC-Amazon- Desk Calendars PD	46.25 M
12/08/2023	US Bank	NS-Bi-Mart, Laptop power charger	45.98 M
12/21/2023	BIO-MED TESTING SERVICE INC.	Non- DOT drug testing - WHITAKER	45.00
12/08/2023	US Bank	NS-AceHardware, Drill Bits	44.99 M
12/08/2023	US Bank	SB-Amazon-Snacks	44.00 M
12/21/2023	GENERAL PACIFIC, INC.	Dan-M25, M35 & M55 Parts Order	44.00
12/08/2023	US Bank	SB-Amazon-Snacks	43.72 M
12/08/2023	US Bank	RV-Verizon - Oct 2023	42.56 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Security	42.00
12/08/2023	US Bank	NS-Mazatl?n - Rotary lunch CA & CDD	41.11 M
12/08/2023	US Bank	SW-Fred Meyer - Fuel - Major investigations	41.00 M
12/08/2023	US Bank	RK-76 - Fuel for training trip	40.72 M
12/08/2023	US Bank	WI-Great Earth meeting with Finance Director	40.54 M
12/08/2023	US Bank	MQ-Amazon - Seat organizer code enforcement	39.79 M
12/08/2023	US Bank	FT-Amazon - office supplies/3-Tier Rolling Storage Organizer	38.79 M
12/08/2023	US Bank	AE-Sirchie - evidence lab supplies	38.25 M
12/08/2023	US Bank	CH-Madras Sanitary October 2023	37.55 M
12/08/2023	US Bank	TG-Amazon Coffee for the office	37.00 M
12/08/2023	US Bank	CH-Central Electric October 2023	34.27 M
12/08/2023	US Bank	SW-Amazon - Equipment	34.20 M
12/21/2023	TAHA, FATIMA	Mileage	34.10
12/08/2023	US Bank	SB-Amazon-snacks	33.98 M
12/08/2023	US Bank	RV-Mission Linen -PW	33.66 M
12/08/2023	US Bank	RC-Amazon- Misc Stamp Collection PD Admin	31.80 M
12/08/2023	US Bank	SB-Safeway-Deli	31.58 M
12/08/2023	US Bank	RV-Office Express - Name Plates	31.30 M
12/14/2023	911 SUPPLY	uniforms	31.27
12/08/2023	US Bank	FT-Safeway/ October Birthday Event	31.00 M
12/08/2023	US Bank	JL-Ace Hardware framing stakes	29.98 M
12/08/2023	US Bank	BG-ACE Hardware - 3/4" x 10' PVC (3 count) for Demers	29.97 M
12/08/2023	US Bank	CF-Spirit Mountain - Dinner for Conference	29.50 M
12/08/2023	US Bank	SB-Amazon-Snacks	29.49 M
12/08/2023	US Bank	CM-Phil's Ace Hardware - tree for PD	28.99 M
12/08/2023	US Bank	RC-Strive - Stapler	28.71 M
12/08/2023	US Bank	ID-Jimmy Johns - Lunch at training	28.50 M
12/08/2023	US Bank	DH-amazon-coffee for SWWTP	27.99 M
12/08/2023	US Bank	RK-Jimmy Johns - Lunch at training	27.75 M
12/08/2023	US Bank	ZQ-(Ace Hardware) Parts for sign install	26.95 M
12/08/2023	US Bank	RV-Mission Linen - City Hall	26.81 M
12/08/2023	US Bank	RV-Mission Linen -City Hall	26.81 M
12/08/2023	US Bank	RV-Mission Linen - PD	26.81 M
12/08/2023	US Bank	RV-Mission Linen -PD	26.81 M
12/07/2023	Covenant Technology Solutions, Inc.	December 2023 - Sentinel	26.69
12/08/2023	US Bank	WI-Amazon - Office Supplies	26.68 M
12/08/2023	US Bank	RC-Amazon - label Maker Supplies	26.58 M
12/08/2023	US Bank	CH-Safeway- Food For City Council Meeting	26.35 M

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Check Issue Date	Payee	Description	Check Amount
12/21/2023	Covenant Technology Solutions, Inc.	November 2023 - Hosting	26.02
12/08/2023	US Bank	SB-Amazon-Snacks	24.66 M
12/08/2023	US Bank	CC-Ace hardware pliers for parks	23.99 M
12/08/2023	US Bank	CH-Amazon-Office Supplies	23.98 M
12/08/2023	US Bank	JL-Ace Hardware paper towels	23.98 M
12/08/2023	US Bank	AE-Doordash - meal during training	23.83 M
12/08/2023	US Bank	SB-Napa-Repairs and Maintenance	23.76 M
12/08/2023	US Bank	SB-Safeway-Deli	23.23 M
12/08/2023	US Bank	SB-Ace Hardware- Repair and Maintenance	22.99 M
12/08/2023	US Bank	CH-Opal Spring H20 to go -2 cases	22.80 M
12/08/2023	US Bank	CH-Opal Spring H20 to go -2 cases	22.80 M
12/08/2023	US Bank	RK-Rodeos Pizza - Lunch at training	22.00 M
12/08/2023	US Bank	KP-SAFEWAY Airport Manager Meet & Greet Food	21.99 M
12/08/2023	US Bank	ZQ-(Ace Hardware) Parts for diesel sprayer for pothole patchi	21.98 M
12/08/2023	US Bank	CF-Ace - Scrapers	21.98 M
12/08/2023	US Bank	PH-Grand Ronde- Meal while going to school for CEU's	21.00 M
12/08/2023	US Bank	BG-ACE Hardware - Dielectric grease , 3/4" bushing , 1/4" pl	20.97 M
12/08/2023	US Bank	RC-Amazon - Water dispenser	20.38 M
12/08/2023	US Bank	CM-LOC - job ad for Finance Director	20.00 M
12/08/2023	US Bank	RC-Amazon - Office Supplies	19.98 M
12/08/2023	US Bank	ZQ-(Amazon) Toilet parts for buildings	19.92 M
12/08/2023	US Bank	SB-Safeway-Deli	19.63 M
12/08/2023	US Bank	FT-Black Bear/ Lunch for Keever Campsite Coord. Mtg. on 11/	18.53 M
12/08/2023	US Bank	GL-BI-Mart - Antifreeze	18.00 M
12/08/2023	US Bank	JL-Ace Hardware bungee cords	17.99 M
12/08/2023	US Bank	PH-Ace- Pipe to clean sensorSWWTP	17.98 M
12/08/2023	US Bank	RC-PASP- Custom ID Cards for PD	17.60 M
12/08/2023	US Bank	RC-PASP- Custom ID Cards for PD	17.60 M
12/08/2023	US Bank	RC-Return Shipping for 911 Supply	17.52 M
12/08/2023	US Bank	ZQ-(Ace Hardware) Parts to fix flags at the South Y	16.97 M
12/08/2023	US Bank	RV-Mission Linen -Airport	16.64 M
12/08/2023	US Bank	KP-ZOOM Pro account fee	15.99 M
12/08/2023	US Bank	TG-Ace Hardware Spray bottle for water testing	15.98 M
12/08/2023	US Bank	SB-Amazon-Cell phone protection case/work phone/Kyle Whit	15.83 M
12/08/2023	US Bank	RV-Mission Linen -WW	15.80 M
12/08/2023	US Bank	CF-Beach Club - Dinner for Conference	15.50 M
12/08/2023	US Bank	CF-Spirit Mountain - Breakfast for Conference	15.00 M
12/08/2023	US Bank	RC-Amazon- Prime Membership	14.99 M
12/08/2023	US Bank	CH-LS Net Works November 2023	14.91 M
12/08/2023	US Bank	CH-LS Net Works October 2023	14.91 M
12/08/2023	US Bank	RC-Amazon- Folders PD	14.76 M
12/07/2023	Theresa Siers	Overpayment- T. Siers	14.59
12/08/2023	US Bank	SB-Amazon-Snacks	13.49 M
12/08/2023	US Bank	IA-Chevron - Car Wash #2002	12.99 M
12/08/2023	US Bank	RC-Chevron- Car Wash VEH# 2202	12.99 M
12/08/2023	US Bank	CM-Phil's Ace Hardware - tree for PD	12.99 M
12/08/2023	US Bank	JL-Ace Hardware cutting fluid	12.99 M
12/08/2023	US Bank	RK-Pilot- Lunch @ Training	12.88 M
12/08/2023	US Bank	SB-Safeway-Deli	12.55 M
12/08/2023	US Bank	SB-Amazon-snacks	12.49 M
12/08/2023	US Bank	TG-Ericksons Donuts and bananas for the monthly safety me	12.20 M
12/08/2023	US Bank	CM-Hewlett Packard - ink for printer	11.99 M
12/08/2023	US Bank	NB-Amazon- Sign Here Sticky Notes	11.96 M
12/08/2023	US Bank	SB-Amazon-Snacks	11.56 M
12/08/2023	US Bank	BG-ACE Hardware - Bolts for frost plate on 1" meter	11.20 M
12/08/2023	US Bank	TG-Ace Hardware Nuts and Bolts	11.20 M

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Check Issue Date	Payee	Description	Check Amount
12/08/2023	US Bank	DH-Amazon-hand lotion for SWWTP	10.49 M
12/08/2023	US Bank	CH-TDS 11/1/2023-11/30/2023	10.26 M
12/02/2023	Kelley Connect	PW Copier - December 2023	10.21 M
12/08/2023	US Bank	RC-Safeway- Meal for meeting	10.00 M
12/08/2023	US Bank	CF-Spirit Mountain - Breakfast for Conference	10.00 M
12/08/2023	US Bank	RC-Thriftway- Meal for Meeting	9.99 M
12/08/2023	US Bank	CH-Amazon-Office Supplies	9.77 M
12/08/2023	US Bank	FT-Amazon - office supplies/Adapter for Steve Keever	8.96 M
12/08/2023	US Bank	FT-Amazon - office supplies/DisplayPort to HDMI Display Cab	7.81 M
12/08/2023	US Bank	RK-Pilot- Lunch @ Training	7.48 M
12/08/2023	US Bank	TG-Ace Hardware brush wheel	6.99 M
12/08/2023	US Bank	FT-Busy Bee/ Gloves for Steve Keever	5.99 M
12/02/2023	Kelley Connect	CH Copier - December 2023	4.05 M
12/08/2023	US Bank	MQ-DEQ - convivence fee	3.21 M
12/08/2023	US Bank	BG-ACE Hardware - Eye bolt (needed to remove piston valve	1.69 M
12/08/2023	US Bank	SB-Amazon-Snacks-REFUND	14.42- M
12/08/2023	US Bank	ZQ-(Baxter Auto Parts) Credit from battery purchase for back	34.45- M
12/08/2023	US Bank	PH-BaxtersAutoParts- Credit for batterycorereturn	50.00- M
12/07/2023	CIS TRUST	December 2023 Insurance Report, Life & Salary Continuation	3,293.37- M
12/07/2023	2KG Contractors, Inc.	Homeless shelter	26,158.51-
Grand Totals:			<u>1,214,971.60</u>

Report Criteria:

Report type: GL detail

Bank.Account description = "General Ckg - FIB"

US Bank Purchase Cards

November 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/7/2023	CASCADE EAST VETERINARY CLINIC	Cascade East Veterinary Clinic	\$1,017.81
11/4/2023	CERTIFIED TRAINING INSTITUTE	Certified Training - Pesticide Training	\$201.60
11/17/2023	BESTMED	Bend Urgent care cdl physical	\$110.00
10/27/2023	INSTITUTE OF POLICE TECHNOLOGY	Institute of Police Techs - training	\$1,095.00
11/17/2023	KONRAD KREATIONS	Konrad - Holiday Party	\$664.30
11/17/2023	KONRAD KREATIONS	Konrad - Holiday Party	\$662.40
11/17/2023	KONRAD KREATIONS	Konrad - Holiday Party	\$514.30
10/25/2023	NFLOW	Nflow - Side by side engine rebuild	\$1,500.00
10/26/2023	UNITED STATES FLAG.COM	FLAG.COM New Chamber Flags	\$315.90
11/21/2023	GA INDUSTRIES INC	VAG USA - Repair Parts for Effluent Room Valve	\$509.78
11/14/2023	ABBY'S LEGENDARY PIZZA	Abby's Pizza- Food for Council Meeting	\$116.48
10/30/2023	ADOBE	Adobe Services	\$52.99
10/25/2023	ADT SECURITY SERVICES INC.	ADT Security - 216 St bldg B Nov'23- Jan '24	\$170.07
11/2/2023	AMAZON MKTPLACE PMTS	Amazon-Snacks-REFUND	(\$14.42)
10/28/2023	AMAZON MKTPLACE PMTS	Amazon - office supplies/DisplayPort to HDMI Display Cable	\$7.81
11/18/2023	AMAZON MKTPLACE PMTS	Amazon-Office Supplies	\$23.98
11/12/2023	AMAZON MKTPLACE PMTS	Amazon- office supplies	\$62.36
10/29/2023	AMAZON MKTPLACE PMTS	Amazon - germ X, Kleenex for council chambers	\$47.38
11/17/2023	AMAZON MKTPLACE PMTS	Amazon-Ink Cartridges	\$290.97
11/3/2023	AMAZON MKTPLACE PMTS	Amazon-Snacks	\$13.49
10/31/2023	AMAZON MKTPLACE PMTS	Amazon- Sign Here Sticky Notes	\$11.96
11/13/2023	AMAZON MKTPLACE PMTS	Amazon-Snacks	\$24.66
11/6/2023	AMAZON MKTPLACE PMTS	Amazon- Desk Calendars PD	\$46.25
11/16/2023	AMAZON MKTPLACE PMTS	Amazon Coffee for the office	\$37.00
10/26/2023	AMAZON MKTPLACE PMTS	Amazon - Water dispenser	\$20.38
10/31/2023	AMAZON MKTPLACE PMTS	Amazon-hand lotion for SWWTP	\$10.49
10/25/2023	AMAZON MKTPLACE PMTS	Amazon New office chair	\$158.99
11/16/2023	AMAZON MKTPLACE PMTS	Amazon-Snacks	\$50.97
10/29/2023	AMAZON MKTPLACE PMTS	Amazon - Equipment/ Supplies	\$498.00
11/8/2023	AMAZON MKTPLACE PMTS	Amazon- Folders PD	\$14.76
10/25/2023	AMAZON MKTPLACE PMTS	Amazon-Snacks	\$11.56
11/13/2023	AMAZON MKTPLACE PMTS	Amazon-Snacks	\$43.72
11/16/2023	AMAZON MKTPLACE PMTS	Amazon - Equipment	\$34.20
10/26/2023	AMAZON MKTPLACE PMTS	Amazon-snacks	\$12.49
11/2/2023	AMAZON MKTPLACE PMTS	(Amazon) Coffee for Public Works office	\$113.50
11/1/2023	AMAZON MKTPLACE PMTS	Amazon-snacks	\$33.98
11/24/2023	AMAZON MKTPLACE PMTS	(Amazon) Heavy Duty cleaning wipes for mechanic shop	\$59.26
11/24/2023	AMAZON MKTPLACE PMTS	Amazon-Police Traffic Vests PD	\$143.12
10/26/2023	AMAZON MKTPLACE PMTS	Amazon - Office Suipplies	\$19.98
11/21/2023	AMAZON MKTPLACE PMTS	Amazon-Office Supplies	\$9.77
10/29/2023	AMAZON MKTPLACE PMTS	Amazon - phone case, anti fatigue mat	\$74.94
11/9/2023	AMAZON MKTPLACE PMTS	Amazon-Merchandise/Hot Hands-Hand Warmers	\$55.33
11/2/2023	AMAZON MKTPLACE PMTS	Amazon - Work Boots	\$233.11
10/28/2023	AMAZON MKTPLACE PMTS	Amazon - office supplies/3-Tier Rolling Storage Organizer	\$38.79
11/22/2023	AMAZON MKTPLACE PMTS	(Amazon) Toilet parts for buildings	\$19.92
11/12/2023	AMAZON MKTPLACE PMTS	Amazon-Cell phone protection case/work phone/Kyle Whitaker	\$15.83
11/14/2023	AMAZON MKTPLACE PMTS	Amazon - Office Supplies	\$26.68

US Bank Purchase Cards

November 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
10/25/2023	AMAZON MKTPLACE PMTS	Amazon - Seat organizer code enforcement	\$39.79
11/14/2023	AMAZON MKTPLACE PMTS	Amazon-Snacks	\$44.00
11/9/2023	AMAZON MKTPLACE PMTS	Amazon- Misc Stamp Collection PD Admin	\$31.80
11/3/2023	AMAZON MKTPLACE PMTS	Amazon - office supplies/table for Nick's office	\$169.00
11/24/2023	AMAZON MKTPLACE PMTS	amazon-coffee for SWWTP	\$27.99
11/21/2023	AMAZON MKTPLACE PMTS	Amazon-Office Supplies	\$224.89
11/8/2023	AMAZON MKTPLACE PMTS	Amazon - office supplies/Adapter for Steve Keever	\$8.96
11/17/2023	AMAZON MKTPLACE PMTS	Amazon- Garbage Bags for Headworks and Steering Wheel Cover	\$101.93
11/6/2023	AMAZON MKTPLACE PMTS	Amazon-officesupplies/Monitor & Cable & Mount for Nick's Office	\$372.63
11/1/2023	AMAZON MKTPLACE PMTS	Amazon- Chair for Evidence Tech Maria	\$209.50
10/31/2023	AMAZON MKTPLACE PMTS	Amazon-Snacks	\$29.49
10/28/2023	AMAZON MKTPLACE PMTS	Amazon - label Maker Sipplies	\$26.58
11/3/2023	AMAZON MKTPLACE PMTS	Amazon office chair	\$159.77
11/4/2023	AMAZON MKTPLACE PMTS	Amazon- Desk Organizers PD	\$54.82
11/22/2023	AMAZON MKTPLACE PMTS	Amazon - Business Prime membership	\$1,299.00
10/29/2023	AMAZON MKTPLACE PMTS	Amazon- Prime Membership	\$14.99
11/14/2023	American Assn of Airport Execs	American Association of Airport Executives-Airport Manager job ad	\$150.00
11/4/2023	AUTOZONE	Autozone - wiper blades for unit 1702	\$59.98
11/11/2023	BAXTER AUTO PARTS	booster cables for 108	\$60.99
11/8/2023	BAXTER AUTO PARTS	BaxterAutoParts- Batteries for515Loader	\$361.00
11/9/2023	BAXTER AUTO PARTS	BaxtersAutoParts- Credit for batterycorereturn	(\$50.00)
11/8/2023	BAXTER AUTO PARTS	(Baxter Auto Parts) Parts for repair on Truck 111	\$183.72
11/13/2023	BAXTER AUTO PARTS	(Baxter Auto Parts) Credit from battery purchase for backhoe	(\$34.45)
11/13/2023	BAXTER AUTO PARTS	(Baxter Auto Parts) New battery for Backhoe	\$189.95
11/22/2023	BAXTER AUTO PARTS	(Baxter Auto Parts) Headlight switch for Truck 149	\$98.29
10/30/2023	BAXTER AUTO PARTS	Baxter auto parts batteries for sander	\$492.69
11/17/2023	BAXTER AUTO PARTS	Baxters - vehicle filters for stock	\$544.95
11/16/2023	BAXTER AUTO PARTS	Baxter tire gauges	\$88.41
10/31/2023	RESTAURANTS-TRAVEL	Beach Club - Dinner for Conference	\$15.50
11/23/2023	BI MART CORPORATION	Bimart- Office supplies	\$96.89
11/21/2023	BI MART CORPORATION	Bi-Mart, Laptop power charger	\$45.98
11/22/2023	BI MART CORPORATION	Bi-Mart - Antifreeze	\$18.00
11/14/2023	BI MART CORPORATION	Bi-Mart - Ammunition and supplies	\$71.54
10/26/2023	BI MART CORPORATION	Bi-Mart Jeans	\$68.96
11/7/2023	Black Bear Diner of Madras LLC	Black Bear/ Lunch for Campsite Coord. Mtg. on 11/7/2023 11:30-1pm. Attendees: Taha,	\$87.40
11/7/2023	Black Bear Diner of Madras LLC	Black Bear/ Lunch for Keever Campsite Coord. Mtg. on 11/7/2023. Attendees: Taha, Ke	\$18.53
11/1/2023	Black Bear Diner of Madras LLC	Black Bear Diner- Meal interviews	\$61.00
11/8/2023	Black Bear Diner of Madras LLC	Black Bear Diner-Airport Manager Interviews	\$48.72
11/1/2023	BRIDGETOWER ADS	DJC - advertisement for FBO	\$242.00
11/16/2023	BUNKHOUSE AT CROSS KEYS LLC	Bunkhouse - lodging for airport manager interviewees	\$368.74
11/16/2023	BUNKHOUSE AT CROSS KEYS LLC	Bunkhouse - lodging for airport manager interviewees	\$374.74
11/7/2023	BUSY BEE ENTERPRISES	Busy Bee/ Gloves for Steve Keever	\$5.99
11/16/2023	CARL'S GOLFLAND INC	Carl's Golf Land-Gloves and Golf Balls	\$389.44
11/17/2023	76 - VALLEY VIEW 76	76 - Fuel for training trip	\$40.72
11/2/2023	CENTRAL ELECTRIC CO-OP	Central Electric October 2023	\$69.03
11/2/2023	CENTRAL ELECTRIC CO-OP	Central Electric October 2023	\$259.59
11/2/2023	CENTRAL ELECTRIC CO-OP	Central Electric October 2023	\$2,145.33

US Bank Purchase Cards

November 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/2/2023	CENTRAL ELECTRIC CO-OP	Central Electric October 2023	\$34.27
11/23/2023	CHEVRON	Chevron - Car Wash #2002	\$12.99
10/31/2023	CHEVRON	Chevron- Car Wash VEH# 2202	\$12.99
11/9/2023	CENTRAL OREGON COMM COLLEGE	COCC-Training/Pesticides-Kyle Whitaker	\$219.00
11/9/2023	CENTRAL OREGON COMM COLLEGE	COCC-Training/Pesticides	\$219.00
11/6/2023	Pamplin Media Group	Pamplin Media-Ad #300327	\$123.50
11/6/2023	Pamplin Media Group	Pamplin Media-Ad #300610	\$700.00
11/6/2023	Pamplin Media Group	Pamplin Media-Ad #301090	\$120.00
11/6/2023	Pamplin Media Group	Pamplin Media-Ad #303411	\$256.00
11/6/2023	Pamplin Media Group	Pamplin Media-Ad #305388	\$249.28
11/6/2023	Pamplin Media Group	Pamplin Media-Ad #305391	\$249.28
11/6/2023	COVE ELECTRIC INC.	Cove Electric #5071	\$1,416.68
11/22/2023	COVE ELECTRIC INC.	Cove electric #5071	\$1,048.75
11/22/2023	COVE ELECTRIC INC.	Cove electric #5113	\$100.00
11/6/2023	COVE ELECTRIC INC.	Cove Electric #5096	\$100.00
11/22/2023	COVE ELECTRIC INC.	Cove electric #5100	\$297.51
11/22/2023	COVE ELECTRIC INC.	Cove electric #5127	\$100.00
11/22/2023	COVE ELECTRIC INC.	Cove electric #5115	\$782.63
11/23/2023	DAS ORCPP MEMBERSHIP	State of Oregon Administrative Services-ORCPP	\$900.00
10/29/2023	RESTAURANTS-TRAVEL	Doordash - meal during training	\$23.83
11/3/2023	OREGON DEQ	DEQ - UIC permit	\$139.36
11/3/2023	OREGON DEQ	DEQ - convivence fee	\$3.21
11/12/2023	DTV*DIRECTV SERVICE	Direct TV November 2023	\$134.98
10/26/2023	ERICKSON'S THRIFTWAY	THRIFTWAY- food for all staff meeting	\$62.63
11/1/2023	ERICKSON'S THRIFTWAY	Thriftway- Meal for Meeting	\$9.99
11/1/2023	ERICKSON'S THRIFTWAY	Ericksons Donuts and bananas for the monthly safety meeting	\$12.20
11/15/2023	subway	SUBWAY Airport Manager Meet & Greet Food	\$208.96
11/16/2023	LODGING-TRAVEL	Fairfield Inn & Suites Lodging at training	\$107.00
11/15/2023	FRED MEYER	Fred Meyer - Fuel - Major investigations	\$41.00
10/27/2023	GREAT EARTH CAFE&MARKET	Great Earth meeting with Finance Director	\$40.54
10/30/2023	GREAT EARTH CAFE&MARKET	Great Earth- Meal Staff Meeting	\$66.41
11/14/2023	OPAL SPRINGS WATER	Opal Spring H2O to go -2 cases	\$22.80
11/22/2023	OPAL SPRINGS WATER	Opal Spring H2O to go -2 cases	\$22.80
11/14/2023	OPAL SPRINGS WATER	Opal Spring H2O to go -8 cases	\$91.20
11/22/2023	OPAL SPRINGS WATER	Opal Spring H2O to go -8 cases	\$91.20
10/31/2023	HAPPY DRAGON CHINESE REST	Grand Ronde- Meal while going to school for CEU's	\$21.00
11/6/2023	H.D. FOWLER COMPANY	HD Fowler #16545063	\$834.06
11/1/2023	HILAND CIGARS	Hiland Cigars-Cigars	\$199.80
11/22/2023	HOME DEPOT-REDMOND	(Home Depot) Tools for Shop	\$204.86
11/1/2023	Hewlett Packard	Hewlett Packard - ink for printer	\$11.99
10/24/2023	THE ID ZONE	ID Zone - Caps (12) for Winter Gear	\$267.36
11/1/2023	POLICE AND SHERIFFS PRESS	PASP- Custom ID Cards for PD	\$153.26
11/3/2023	POLICE AND SHERIFFS PRESS	PASP- Custom ID Cards for PD	\$17.60
11/22/2023	POLICE AND SHERIFFS PRESS	PASP- Custom ID Cards for PD	\$17.60
11/3/2023	RANCH COUNTRY OUTHOUSES	Ranch - Outhouse Service	\$155.00
11/3/2023	RANCH COUNTRY OUTHOUSES	Ranch - Outhouse Service	\$130.00
11/3/2023	RANCH COUNTRY OUTHOUSES	Ranch - Outhouse Service	\$310.00

US Bank Purchase Cards

November 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/3/2023	RANCH COUNTRY OUTHOUSES	Ranch - Outhouse Service	\$100.00
11/3/2023	RANCH COUNTRY OUTHOUSES	Ranch - Outhouse Service	\$100.00
11/6/2023	TREASURE VALLEY COFFEE OF CENTRAL OF	Treasure Valley Coffee- Coffee supplies	\$66.60
11/11/2023	TREASURE VALLEY COFFEE OF CENTRAL OF	Treasure Valley Coffee- PD Coffee Supplies	\$48.85
11/7/2023	TREASURE VALLEY COFFEE OF CENTRAL OF	Treasure Valley Coffee- Coffee supplies	\$92.10
11/1/2023	TREASURE VALLEY COFFEE OF CENTRAL OF	Refill coffee and first aid supplies	\$197.00
11/15/2023	IWorQ Systems Inc	iWorQ - CDD Package	\$6,440.00
11/15/2023	IWorQ Systems Inc	iWorQ - Permit Management	\$4,060.00
11/7/2023	JIMMY JOHNS - 3115	Jimmy Johns - Lunch at training	\$28.50
11/7/2023	JIMMY JOHNS - 3115	Jimmy Johns - Lunch at training	\$27.75
11/11/2023	LA POSADA MEXICAN GRILL	La Posada - Meal for Parade set up crew	\$77.60
10/27/2023	LES SCHWAB EQUIPMENT	Les Schwab - New Battery #1301	\$220.28
11/13/2023	LES SCHWAB EQUIPMENT	Les Schwab - Winter Tire Swap #2001	\$91.96
10/25/2023	LES SCHWAB EQUIPMENT	Les Schwab - winter tire changeover	\$91.96
10/25/2023	LES SCHWAB EQUIPMENT	Les Schwab - snow tires for 1702	\$1,103.80
11/24/2023	LES SCHWAB EQUIPMENT	Les Schwab - brake repairs #1402	\$745.76
10/27/2023	LES SCHWAB EQUIPMENT	Les Schwab - Winter Tire Swap #2002	\$91.96
10/26/2023	LES SCHWAB EQUIPMENT	Les Schwab - Winter Tire Swap #1401	\$91.96
10/27/2023	LES SCHWAB EQUIPMENT	Les Schwab - Credit - Winter Tire Swap #1501	(\$91.96)
10/27/2023	LES SCHWAB EQUIPMENT	Les Schwab - Winter Tire Swap #1301	\$91.96
10/27/2023	LES SCHWAB EQUIPMENT	Les Schwab - Winter Tire Swap #1501	\$91.96
10/27/2023	LES SCHWAB EQUIPMENT	Les Schwabs- Winter Tire Changeover VEH#1501	\$1,052.20
10/29/2023	LINKEDIN	Linkedin - monthly fee - Nov 2023	\$199.99
11/11/2023	LEAGUE OF OREGON CITIES	LOC - job ad for Finance Director	\$20.00
11/14/2023	LS NETWORKS	LS Net Works November 2023	\$82.02
11/14/2023	LS NETWORKS	LS Net Works November 2023	\$14.91
11/14/2023	LS NETWORKS	LS Net Works November 2023	\$104.39
11/14/2023	LS NETWORKS	LS Net Works November 2023	\$126.76
11/14/2023	LS NETWORKS	LS Net Works October 2023	\$82.02
11/14/2023	LS NETWORKS	LS Net Works October 2023	\$14.91
11/14/2023	LS NETWORKS	LS Net Works October 2023	\$104.39
11/14/2023	LS NETWORKS	LS Net Works October 2023	\$126.76
11/7/2023	MADRAS TIRE FACTORY	Point S - Tire for patch truck	\$501.47
10/25/2023	MAIL COPIES AND MORE	Return Shipping for 911 Supply	\$17.52
11/17/2023	MAIL COPIES AND MORE	Office Express - Name Plates	\$31.30
11/7/2023	MAIL COPIES AND MORE	Mail Copies and more/ office express Door hangers code enforcement	\$75.00
11/22/2023	MAIL COPIES AND MORE	Mail Copies and more/ office express No Trespassing signs code enforcement	\$863.50
11/3/2023	MARK'S AUTO REPAIR	Marks Auto Repair- VEH#1301 Repairs	\$1,464.00
10/24/2023	MAZATLAN MEXICAN RESTAURANT	Mazatlán - Rotary lunch CA & CDD	\$41.11
11/22/2023	MIDSTATE POWER SPORTS	(Midstate Power Sports) Parts for Polaris Ranger	\$308.28
11/9/2023	MISSION LINEN SUPPLY	Mission Linen - City Hall	\$26.81
11/20/2023	MISSION LINEN SUPPLY	Mission Linen -City Hall	\$26.81
11/9/2023	MISSION LINEN SUPPLY	Mission Linen - PD	\$26.81
11/20/2023	MISSION LINEN SUPPLY	Mission Linen -PD	\$26.81
11/9/2023	MISSION LINEN SUPPLY	Mission Linen -PW	\$33.66
11/9/2023	MISSION LINEN SUPPLY	Mission Linen -DPGC	\$91.07
11/20/2023	MISSION LINEN SUPPLY	Mission Linen -DPGC	\$49.85

US Bank Purchase Cards

November 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/9/2023	MISSION LINEN SUPPLY	Mission Linen -WW	\$15.80
11/9/2023	MISSION LINEN SUPPLY	Mission Linen -Airport	\$16.64
11/20/2023	N&S TRACTOR	(N&S Tractor) Parts for street sweepers	\$64.20
11/9/2023	NAPA AUTO	Napa-Repairs and Maintenece	\$95.88
11/13/2023	NAPA AUTO	Napa-Repairs and Maintenece	\$23.76
11/14/2023	NORCO	Norco #39083983	\$51.77
11/22/2023	OREGON DEPARTMENT OF AGRICULTU	ODA-pesticide class for required CEU's	\$50.00
11/2/2023	REDMOND LIQUOR	Redmond North Liquor Store-Liquor	\$139.50
10/30/2023	OREGON BEEF COMPANY	Oregon Beef-Deli	\$75.80
11/16/2023	OREGON BEEF COMPANY	Oregon Beef-Deli	\$129.70
11/21/2023	Government Finance Officers Assoc.	Oregon Gov. Finance Officers Assoc. - Dues - RV	\$120.00
11/9/2023	O'REILLY AUTO PARTS	O'Reilly Auto Parts-Parts	\$114.94
11/3/2023	PERSONNEL CONCEPTS	Personnel Concepts - workplace posters	\$418.04
11/2/2023	PHIL'S ACE HARDWARE-MADRAS	(Ace Hardware) Parts for hanging pictures in city hall	\$64.92
11/17/2023	PHIL'S ACE HARDWARE-MADRAS	AceHardware, Drill Bits	\$44.99
11/3/2023	PHIL'S ACE HARDWARE-MADRAS	(Ace Hardware) Parts to fix flags at the South Y	\$16.97
10/27/2023	PHIL'S ACE HARDWARE-MADRAS	Ace hardware pliers for parks	\$23.99
11/9/2023	PHIL'S ACE HARDWARE-MADRAS	Phil's Ace Hardware - Zip ties & Wire	\$98.94
11/2/2023	PHIL'S ACE HARDWARE-MADRAS	(Ace Hardware) Building maintenance items for PD	\$70.12
11/18/2023	PHIL'S ACE HARDWARE-MADRAS	Phil's Ace Hardware - tree for PD	\$28.99
11/18/2023	PHIL'S ACE HARDWARE-MADRAS	Phil's Ace Hardware - tree for PD	\$12.99
11/8/2023	PHIL'S ACE HARDWARE-MADRAS	(Ace Hardware) Tank sprayer for diesel for patching	\$139.99
11/9/2023	PHIL'S ACE HARDWARE-MADRAS	(Ace Hardware) Parts for diesel sprayer for pothole patching	\$21.98
11/16/2023	PHIL'S ACE HARDWARE-MADRAS	(Ace Hardware) Parts for sign install	\$26.95
11/8/2023	PHIL'S ACE HARDWARE-MADRAS	Ace - Scrapers	\$21.98
11/9/2023	PHIL'S ACE HARDWARE-MADRAS	AceHardware, Flashlight	\$54.98
11/9/2023	PHIL'S ACE HARDWARE-MADRAS	Ace Hardware- Repair and Maintenance	\$59.99
11/13/2023	PHIL'S ACE HARDWARE-MADRAS	Ace Hardware- Repair and Maintenance	\$22.99
11/13/2023	PHIL'S ACE HARDWARE-MADRAS	Ace Hardware Spray bottle for water testing	\$15.98
10/27/2023	PHIL'S ACE HARDWARE-MADRAS	ACE Hardware - Bolts for frost plate on 1" meter	\$11.20
11/2/2023	PHIL'S ACE HARDWARE-MADRAS	ACE Hardware - Hand soap , Hose spray nozzles	\$58.95
11/6/2023	PHIL'S ACE HARDWARE-MADRAS	Ace- Pipe to clean sensorSWWTP	\$17.98
10/27/2023	PHIL'S ACE HARDWARE-MADRAS	Ace Hardware Nuts and Bolts	\$11.20
10/31/2023	PHIL'S ACE HARDWARE-MADRAS	Ace Hardware brush wheel	\$6.99
10/24/2023	PHIL'S ACE HARDWARE-MADRAS	Ace Hardware bungee cords	\$17.99
10/25/2023	PHIL'S ACE HARDWARE-MADRAS	Ace Hardware cutting fluid	\$12.99
11/20/2023	PHIL'S ACE HARDWARE-MADRAS	Ace Hardware framing stakes	\$29.98
11/24/2023	PHIL'S ACE HARDWARE-MADRAS	Ace Hardware paper towels	\$23.98
10/30/2023	PHIL'S ACE HARDWARE-MADRAS	ACE HARDWARE- Hand lotion, crowfoot wrench set, shop towels	\$67.97
10/30/2023	PHIL'S ACE HARDWARE-MADRAS	ACE Hardware - Eye bolt (needed to remove piston valve in Effluent room)	\$1.69
11/1/2023	PHIL'S ACE HARDWARE-MADRAS	ACE Hardware - Dielectric grease , 3/4" bushing , 1/4" plug for Effluent room SWWTP	\$20.97
11/6/2023	PHIL'S ACE HARDWARE-MADRAS	ACE Hardware - 3/4" x 10' PVC (3 count) for Demers	\$29.97
11/14/2023	PHIL'S ACE HARDWARE-MADRAS	ACE Hardware - Scrapper, 1"x1/4" nipple , 1"x1/4" cap	\$48.97
10/31/2023	PHIL'S ACE HARDWARE-MADRAS	Ace hardware tools for 108	\$132.95
11/1/2023	PHIL'S ACE HARDWARE-MADRAS	Ace hardware hand tools	\$64.96
11/22/2023	PHIL'S ACE HARDWARE-MADRAS	Ace hardware light bar for sweeper	\$229.98
10/31/2023	PHIL'S ACE HARDWARE-MADRAS	(Ace Hardware) Extension cords for shop and plugging in equipment in winter	\$75.00

US Bank Purchase Cards

November 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/16/2023	PILOT	Pilot- Lunch @ Training	\$7.48
11/17/2023	PILOT	Pilot- Lunch @ Training	\$12.88
11/10/2023	PLATEAU TRAVEL PLAZA	White City Truck- fuel for saddle tank	\$148.00
10/30/2023	MADRAS MINI STORAGE	Madras Mini Storage-November 2023 PD Storage	\$74.00
10/27/2023	MOUNTAIN VIEW RV & MINI STORAGE	Mountain View RV - November Rent	\$105.00
11/10/2023	RIO RESTAURANT	Rio Restaurant - Lunch with Finance Director candidate	\$59.45
11/16/2023	RODEOS PIZZA & SALADE	Rodeos Pizza - Lunch at training	\$22.00
11/14/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway- Food For City Council Meeting	\$26.35
10/31/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway/ October Birthday Event	\$31.00
11/15/2023	SAFEWAY INC. - PORTLAND DIVISI	SAFEWAY Airport Manager Meet & Greet Food	\$21.99
10/29/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway - Candy for Halloween	\$73.96
10/29/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway - Candy for Halloween	\$79.04
11/15/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway - gift card for PD interview panelist	\$54.95
11/22/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway- Meal for meeting	\$10.00
10/24/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway-Deli	\$23.23
11/2/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway-Deli	\$12.55
11/8/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway-Deli	\$19.63
11/16/2023	SAFEWAY INC. - PORTLAND DIVISI	Safeway-Deli	\$31.58
11/11/2023	Cruz-In Car Wash	Cruz-in Car Wash - service PD vehicles	\$120.00
11/2/2023	SHELL OIL	Shell - Fuel for Conference	\$77.36
11/4/2023	SIMPLISAFE	Simplisafe - Alarm Monitoring	\$59.98
10/30/2023	SIRCHIE FINGER PRINT LABS	Sirchie - evidence lab supplies	\$38.25
11/5/2023	SIRCHIE FINGER PRINT LABS	Sirchie - evidence lab supplies	\$205.16
11/20/2023	SOCIETY FOR HUMAN RESOURCE MGMNT	Society for HR Mgnt - membership fee	\$244.00
11/11/2023	SPEAKWRITE LLC	SpeakWrite- Major Case Transcription S3	\$63.09
11/3/2023	SPIRIT MOUNTAIN LODGE	SpiritMountain- Hotel while attending classes for CEU's	\$390.50
11/2/2023	SPIRIT MOUNTAIN LODGE	Spirit Mountain - Lodging for Conference	\$392.70
10/31/2023	SPIRIT MOUNTAIN LODGE	Spirit Mountain - Dinner for Conference	\$29.50
10/31/2023	SPIRIT MOUNTAIN LODGE	Spirit Mountain - Breakfast for Conference	\$10.00
11/1/2023	SPIRIT MOUNTAIN LODGE	Spirit Mountain - Breakfast for Conference	\$15.00
10/30/2023	STORAGE2U	Storage 2 U- November 2023 Storage Container for Evidence Room	\$165.00
10/26/2023	Strive Workplace Solutions	Strive - Stapler	\$28.71
11/21/2023	SUNRIVER RESORT LODGE	Sunriver Resort - OGFOA Conference	\$171.02
10/28/2023	BLUE MOUNTAIN NETWORKS LLC	Blue Mountain Networks - November 2023	\$88.24
10/28/2023	BLUE MOUNTAIN NETWORKS LLC	Blue Mountain Networks - November 2023	\$176.50
10/28/2023	BLUE MOUNTAIN NETWORKS LLC	Blue Mountain Networks - November 2023	\$88.25
10/28/2023	BLUE MOUNTAIN NETWORKS LLC	Blue Mountain Networks - November 2023	\$401.99
10/28/2023	BLUE MOUNTAIN NETWORKS LLC	Blue Mountain Networks - November 2023	\$202.99
10/28/2023	BLUE MOUNTAIN NETWORKS LLC	Blue Mountain Networks - November 2023	\$610.99
10/28/2023	BLUE MOUNTAIN NETWORKS LLC	Blue Mountain Networks - November 2023	\$202.99
11/6/2023	TDS Broadband, LLC	TDS 10/25/2023-11/24/2023	\$101.50
11/6/2023	TDS Broadband, LLC	TDS 11/1/2023-11/30/2023	\$10.26

US Bank Purchase Cards

November 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/14/2023	TDS Broadband, LLC	Bend Broadband- November 2023 PD Internet	\$195.00
11/14/2023	TEAL ROSE COFFEE	Teal Rose Coffee - Multi Agency Search Warrant	\$72.00
10/27/2023	TIMBERS BAR AND GRILL	Timbers-lunch for James, Zack and Dan during pesticide course	\$55.00
11/20/2023	TLO TRANSUNION	TLO Sept-Oct Subscription Major Case	\$200.00
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$81.70
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$666.31
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$81.70
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$310.86
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$249.61
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$785.43
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$37.55
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$220.25
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$215.94
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$61.78
11/6/2023	MADRAS SANITARY SERVICE	Madras Sanitary October 2023	\$209.60
11/21/2023	TS&S FORD	TS & S Ford - Engine Diagnostics	\$689.02
11/7/2023	THE DRAKE	The Drake - lunch with city of Bend city administrator	\$59.00
10/24/2023	TURF STAR INC	Western Turf Star-Parts/Airator	\$114.48
10/25/2023	VARIDESK	Vari - standing desk and accessories PW Director	\$1,099.00
11/1/2023	VERIZON WIRELESS	Verizon - Vehicle Monitoring	\$47.85
11/24/2023	VALVOLINE	Valvoline - oil change	\$120.97
10/26/2023	VALVOLINE	Valvoline - oil change	\$134.97
11/2/2023	VALVOLINE	Vistaprint - Office supplies	\$50.78
11/23/2023	VERIZON WIRELESS	Verizon - Oct 2023	\$147.13
11/15/2023	VERIZON WIRELESS	Verizon Wireless- Monthly PD Cell Phones/MDT Services	\$1,413.87
11/23/2023	VERIZON WIRELESS	Verizon - Oct 2023	\$47.66
11/23/2023	VERIZON WIRELESS	Verizon - Oct 2023	\$52.13
11/23/2023	VERIZON WIRELESS	Verizon - Oct 2023	\$376.08
11/23/2023	VERIZON WIRELESS	Verizon - Oct 2023	\$42.56
11/23/2023	VERIZON WIRELESS	Verizon - Oct 2023	\$542.60
10/24/2023	WILBUR-ELLIS	Wilbur Ellis-Herbicide	\$204.29
11/17/2023	WILBUR-ELLIS	Wilbur Ellis-Fertilizer-Grass Runway/Airport	\$1,137.14
10/27/2023	BLEU BITE CATERING	Bleu Bite Catering- police event 9/14/2023	\$440.00
10/25/2023	CASELLE INC.	Caselle - Contract Support/Maintenance - October 2023	\$1,509.00
11/25/2023	CASELLE INC.	Caselle - Contract Support/Maintenance -November 2023	\$1,509.00
11/17/2023	ZOOM.US	Zoom - online meeting platform	\$120.00
10/31/2023	ZOOM.US	ZOOM Pro account fee	\$15.99
CITY TOTAL \$			69,123.34

DISBURSEMENTS LIST - November 2023
For Council Review and Approval

101	General Fund	845,466.02
204	Transportation Operations Fund	98,452.07
205	Community Clean-up Fund	5,144.92
207	Tourism/Economic Development	5,295.92
208	Desert Peaks Golf Course Fund	19,627.75
502	Water Operations Fund	22,543.64
503	Wastewater Operations Fund	127,871.85
509	Airport Operations Fund	82,445.57
801	Internal Services Fund-Information Technology	21,031.29
803	Internal Services Fund-Public Works Staff	44,516.94
999	Treasurer's Cash-Customer Refunds	158.17

GRAND TOTAL **1,272,554.14**

** Council Review and approval of payments made in the previous month**

Report Criteria:

Report type: Summary
 Bank.Bank number = 10

GL Period	Check Issue Date	Check Number	Payee	Description	Check Amount	
11/23	11/30/2023	110123	Fintech	Point Blank Distributing	281.02	M
11/23	11/30/2023	110523	CIS TRUST	November 2023 Insurance Report, Life & Salary Continuation	43,527.99	M
11/23	11/30/2023	110623	Kelley Connect	PW Copier - November 2023	1,040.36	M
11/23	11/07/2023	110723	US Bank	NS-Zoom - annual subscription	80,506.19	M
11/23	11/30/2023	110823	CENTURYLINK	DPGC - internet/phones - October 2023	348.68	M
11/23	11/30/2023	110923	Fintech	Monthly service fee - October 2023	48.67	M
11/23	11/30/2023	111023	MID OREGON PERSONNEL SERVICES, INC.	Utility temp week ended 10/24/23	19,538.69	M
11/23	11/30/2023	111123	CASCADE NATURAL GAS	2020 Cherry Lane - September 2023	217.80	M
11/23	11/30/2023	111323	PITNEY BOWES CREDIT CORPORATIO	Admin postage meter usage	1,005.00	M
11/23	11/30/2023	112423	MID OREGON PERSONNEL SERVICES, INC.	PD Temp Week ended 11/09/23	20,422.63	M
11/23	11/30/2023	112823	Ascent Aviation Group Inc	8329g Jet A Fuel	29,406.70	M
11/23	11/30/2023	112923	CASCADE NATURAL GAS	2028 NW Berg Way -October 2023	777.32	M
11/23	11/08/2023	411150	Bend Mailing Services, LLC	October 2023 billing and November 2023 prebilling - sewer ac	1,607.26	
11/23	11/08/2023	411151	BERG AIR LLC	Berg Air commissions due-September 2023	4,434.02	
11/23	11/08/2023	411152	CARSON OIL COMPANY	85 g biodiesel	465.46	
11/23	11/08/2023	411153	CENTURY WEST ENGINEERING CORPO	Apron/Fencing Task Order #4	12,373.19	
11/23	11/08/2023	411154	Compass Project Solutions Inc	Project Consultant - Warming Shelter	16,800.00	
11/23	11/08/2023	411155	CORIAN LLC	Business Cards -W.Ibershof	168.00	
11/23	11/08/2023	411156	Covenant Technology Solutions, Inc.	Hosting October 2023	17,970.93	
11/23	11/08/2023	411157	Chanele Moe	Sewer Deposit-C.Moe	55.24	
11/23	11/08/2023	411158	Jolyn Kerr	Sewer Deposit-J.Kerr	77.95	
11/23	11/08/2023	411159	Jose and Nora Adame	Sewer Deposit-J.Adame	37.85	
11/23	11/08/2023	411160	Deschutes Roofing Company LLC	PO#11704 - Roof Repairs	3,458.46	
11/23	11/08/2023	411161	Dustin Cowles	Clean-up and Cart Returns	165.00	
11/23	11/08/2023	411162	Edge Analytical, Inc.	Wastewater lab chem testing	828.00	
11/23	11/08/2023	411163	FIREPRO, LLC	Annual service - fire extinguishers	125.00	
11/23	11/08/2023	411164	GENERAL PACIFIC, INC.	Dan-M25, M35 & M55 Parts Order	47.00	
11/23	11/08/2023	411165	Global Grant Services	Grant management support-July 2023	1,250.00	
11/23	11/08/2023	411166	Greh Fabrication LLC	Built New Valve Openers	365.00	
11/23	11/08/2023	411167	Ibershof, William	Travel and lunch meeting reimbursement	94.05	
11/23	11/08/2023	411168	IMS Infrastructure Management Solutions	Pavement management	23,724.00	
11/23	11/08/2023	411169	JEFFERSON COUNTY PUBLIC WORKS	Chip Seal Project	16,586.93	
11/23	11/08/2023	411170	JEFFERSON COUNTY SCHOOL DISTRI	School Resource Officer	30,993.68	
11/23	11/08/2023	411171	JEFFERSON COUNTY SHERIFF	Dispatch Fees - November 2023	12,589.50	
11/23	11/08/2023	411172	Kelley Connect	Copier Supplies	119.88	
11/23	11/08/2023	411173	Mazama GIS Laboratories	GIS Map for Lead and Copper	1,845.00	
11/23	11/08/2023	411174	MESHER SUPPLY REDMOND LLC	Sloan- regal/inside	32.62	
11/23	11/08/2023	411175	Metereaders, LLC.	Water meter reads - October 2023	895.84	
11/23	11/08/2023	411176	Miller, Charo R.	Mileage reimbursement	538.51	
11/23	11/08/2023	411177	Minutes Solutions Inc.	Commission minutes recording 10.04.23	270.00	
11/23	11/08/2023	411178	Net Assets Corp.	13 Lien Searches - October 2023	198.00	
11/23	11/08/2023	411179	Oregon Health Authority	2023 Drinking Water Services Operator Cert-Lange	195.00	
11/23	11/08/2023	411180	Lawrence Sullivan	Overpayment- I.Sullivan	89.08	
11/23	11/08/2023	411181	Plummer, Timothy	Reimbursement for training expenses	481.00	
11/23	11/08/2023	411182	Prothman Company	PO# 12653 Reimburseable expenses for City Administrator	2,179.21	
11/23	11/08/2023	411183	THE WALLACE GROUP, INC.	Environmental analysis - Fairgrounds Road Sewer Extension	341.50	
11/23	11/08/2023	411184	ULINE SHIP SUPPLIES	Trash liners 40-45 Gallon, Blue	95.56	
11/23	11/08/2023	411185	Will Ward Janitorial	Janitorial Service - October 2023	2,125.00	
11/23	11/08/2023	411186	ZUMAR INDUSTRIES INC	Street signs- Keep Right	273.97	
11/23	11/14/2023	411188	BADGER METER INC	Orion cellular lte serv unit	79.05	
11/23	11/14/2023	411189	BC Mechanical LLC	Airport boiler repair/maint	494.18	
11/23	11/14/2023	411190	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal - October 2023	25,502.37	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Description	Check Amount
11/23	11/14/2023	411191	BUSINESS OREGON	CWSRF X20002-Principal	30,637.94
11/23	11/14/2023	411192	Covenant Technology Solutions, Inc.	Desktop set up for Code Enforcement	7,083.44
11/23	11/14/2023	411193	DATA DELETE OF OREGON	record destruction PD	86.00
11/23	11/14/2023	411194	DESCHUTES VALLEY WATER DISTRICT	October 2023 water bill	20,874.44
11/23	11/14/2023	411195	Design Sound NW	City Council AV Replacemet of bulbs	3,150.00
11/23	11/14/2023	411196	GENERAL EQUIPMENT COMPANY	Jared - Seal Kit Rear Door Cylinder	120.95
11/23	11/14/2023	411197	GREEN THUMB INDUSTRIES LLC	October 2023 Landscaping	612.16
11/23	11/14/2023	411198	Landscapes Rodriguez LLC	Landscaping Oct 2023	4,575.00
11/23	11/14/2023	411199	LUTHERAN CHURCH OF THE GOOD SHEPHERD &	FY23-24 Community Grant Funding	145.92
11/23	11/14/2023	411200	MADRAS PAINT & GLASS, INC.	paint, brushes	310.33
11/23	11/14/2023	411201	NEIGHBOR IMPACT	CDBG Grant Svc. Homeless Service Center	6,357.00
11/23	11/14/2023	411202	ORR INC	Construction Services WWTP Headworks Odor Control	46,625.00
11/23	11/14/2023	411203	SealMaster Portland	Sign and Stencil	2,015.23
11/23	11/14/2023	411204	Soliz, Gabriel	Mileage COIC Board Meeting- November 2023	35.63
11/23	11/14/2023	411205	St. Charles Madras	T.Plummer Medical Bill	124.00
11/23	11/14/2023	411206	THE WALLACE GROUP, INC.	Homeless shelter - geotechnical services	592.25
11/23	11/21/2023	411207	2KG Contractors, Inc.	Homeless shelter	618,586.99
11/23	11/21/2023	411208	911 SUPPLY	Pants	443.50
11/23	11/21/2023	411209	BIO-MED TESTING SERVICE INC.	Pre-employment testing	45.00
11/23	11/21/2023	411210	Central Oregon Pave and Seal	PO# 11550 Tack and patch 9th Street and Allen Street	3,220.00
11/23	11/21/2023	411211	CENTURY WEST ENGINEERING CORPO	Apron/Fencing improvements	7,433.12
11/23	11/21/2023	411212	Charles David Morris	Reimbursement for City Admin Interview-airfare	652.76
11/23	11/21/2023	411213	DAY WIRELESS SYSTEMS	JCSO water tank repair	1,095.47
11/23	11/21/2023	411214	Andrew Forler	Sewer Deposit-A. Forler	60.71
11/23	11/21/2023	411215	Douglas Oja	Water Deposit-D. Oja	106.83
11/23	11/21/2023	411216	Crispin R Dolores	Sewer Deposit-C. Dolores	61.26
11/23	11/21/2023	411217	DOOLEY ENTERPRISES INC.	Ammunition	1,214.88
11/23	11/21/2023	411218	Edge Analytical, Inc.	Drinking water lab chem testing	313.00
11/23	11/21/2023	411219	Eric Kytola CPA	Finance Consultant	2,590.50
11/23	11/21/2023	411220	Ibershof, William	Mileage reimbursement - to Bend	120.52
11/23	11/21/2023	411221	JEFFERSON COUNTY PUBLIC WORKS	635g UL; 78.3g diesel	2,438.73
11/23	11/21/2023	411222	K3 Construction	3/4 minus gravel	2,400.00
11/23	11/21/2023	411223	Miller, Charo R.	Mileage reimbursement to/from special districts assn	201.74
11/23	11/21/2023	411224	OREGON DEQ	P. Hanenkrat - DEQ WW Certification renewal	166.40
11/23	11/21/2023	411225	Willow Canyon Properties	Refund Overpayment - 170 SE 9th	69.09
11/23	11/21/2023	411226	Prothman Company	PO# 12653 Reimburseable expenses for City Administrator	2,476.02
11/23	11/21/2023	411227	SealMaster Portland	42" x 42" sign	348.98
11/23	11/21/2023	411228	ZUMAR INDUSTRIES INC	Signage	117.03
11/23	11/30/2023	411230	911 SUPPLY	uniforms BENSHOFF	730.05
11/23	11/30/2023	411231	Anderson Perry Assoc.	PROJECT 952-09 Industrial Pretreatment Program - Madras	551.25
11/23	11/30/2023	411232	BERG AIR LLC	Monthly Airport Management-December 2023	6,820.00
11/23	11/30/2023	411233	CARSON OIL COMPANY	47.7 BIODIESEL 85.70 NON ETH	1,356.17
11/23	11/30/2023	411234	CENTRAL OREGON INTERGOVERNMENT	CET Services - Local Match July-Sept 23	24,434.04
11/23	11/30/2023	411235	Covenant Technology Solutions, Inc.	November 2023 - Sentinel	5,442.44
11/23	11/30/2023	411236	High Level Construction	Landscape Refund - 1049 SE Balsamroot	3,000.00
11/23	11/30/2023	411237	Chris & Tiffany Kingsley	Sewer Deposit- Kingsley	51.83
11/23	11/30/2023	411238	Holt Ag Solutions	Sewer Deposit-Holt Ag Solutions	134.00
11/23	11/30/2023	411239	Daryl Storey	Landscape Refund - 708 A Street	1,000.00
11/23	11/30/2023	411240	Dasiey Hernandez	Landscape Refund - 833 SW Sunnyside	1,000.00
11/23	11/30/2023	411241	Madras Busniess Park LLC	Landscape Refund - 2133 NE Andrews Dr	1,000.00
11/23	11/30/2023	411242	Alterra Development	Landscape Refund - 397 NE Orchid Ct.	1,000.00
11/23	11/30/2023	411243	Rich Priday	Landscape Refund - 706 NW Bunkhouse Rd	1,000.00
11/23	11/30/2023	411244	Dirk Van DerVelde	Landscape Refund - 635 SE Glen	2,000.00
11/23	11/30/2023	411245	Edge Analytical, Inc.	Drinking water lab	272.00
11/23	11/30/2023	411246	GENERAL PACIFIC, INC.	Dan-M25, M35 & M55 Parts Order	128.00
11/23	11/30/2023	411247	GREEN THUMB INDUSTRIES LLC	Sprinkler Blow out	1,477.00

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GL Period	Check Issue Date	Check Number	Payee	Description	Check Amount
11/23	11/30/2023	411248	Guidry, Scott	Reimburse of expenses	1,856.56
11/23	11/30/2023	411249	Hunting, Raymond	Reimburse of expenses	1,025.82
11/23	11/30/2023	411250	JEFFERSON COUNTY FAIRGROUNDS	FY23-24 Community Grant	5,000.00
11/23	11/30/2023	411251	JEFFERSON COUNTY PUBLIC WORKS	October 2023 fuel usage - 337.90 g UL	1,128.77
11/23	11/30/2023	411252	JUNIPER PAPER & SUPPLY	Janitorial supplies	527.88
11/23	11/30/2023	411253	Karin Stauder	Mileage 52 miles- November 2023	34.06
11/23	11/30/2023	411254	KITTELSON & ASSOCIATES INC.	Juniper crossing TIA review	446.93
11/23	11/30/2023	411255	Metereaders, LLC.	Water meter reads - November 2023	1,400.00
11/23	11/30/2023	411256	Nicole R Green	Finance Assistant	4,044.00
11/23	11/30/2023	411257	ODOT - Outdoor Advertising Sign PRG	2023-24 Outdoor Ad Sign Bus Lic Renewal	182.00
11/23	11/30/2023	411258	OREGON CHAPTER OF AMRCN PLANN ASSOC	2023 Legal issues workshop	120.00
11/23	11/30/2023	411259	OREGON DEPARTMENT OF REVENUE	Hazardaous substance annual fee- Birch Lane - Kemira Pax-	1,088.00
11/23	11/30/2023	411260	PACIFIC POWER	Electric bill - October 2023	29,974.80
11/23	11/30/2023	411261	SAJ Architecture LLC	Madras Warming Shelter	9,277.00
11/23	11/30/2023	411262	SNEAD, NICK	COCC Classes -emotional intelligence, coaching and feedbac	111.09
11/23	11/30/2023	411263	State of Oregon	FY23-24 annual ethics commission billing	1,323.95
11/23	11/30/2023	411264	TRAFFIC SAFETY SUPPLY CO INC	Custom Barricade Panels	368.10
11/23	11/30/2023	411265	Voyager Indemnity Insurance Company	216 NW B Street (storage building)	16,522.24
11/23	11/30/2023	411266	Will Ward Janitorial	Janitorial Service - November 2023	2,125.00
Grand Totals:					<u>1,272,554.14</u>

Report Criteria:

Report type: Summary
 Bank.Bank number = 10

US Bank Purchase Cards

October 2023

Date	Payee	Description	Amount
9/29/2023	JEFFERSON CNTY FIRE & EMS	JCEMS - annual enrollment - PD	\$ 420.00
9/29/2023	JEFFERSON CNTY FIRE & EMS	JCEMS - annual enrollment - Admin	\$ 60.00
9/29/2023	JEFFERSON CNTY FIRE & EMS	JCEMS - annual enrollment	\$ 120.00
10/5/2023	GMR MEMBERSHIP	Airmed - annual enrollment - PD	\$ 1,050.00
10/5/2023	GMR MEMBERSHIP	Airmed - annual enrollment - PD	\$ 875.00
10/5/2023	GMR MEMBERSHIP	Airmed - annual enrollment - Admin	\$ 185.00
10/5/2023	GMR MEMBERSHIP	Airmed - annual enrollment - Finance	\$ 300.00
10/5/2023	GMR MEMBERSHIP	Airmed - annual enrollment - CDD	\$ 670.00
10/24/2023	JEFFERSON CNTY FIRE & EMS	JCEMS - annual enrollment - CDD	\$ 60.00
10/24/2023	LIFE FLIGHT FDN	Life Flight - annual enrollment - PD	\$ 520.00
10/24/2023	LIFE FLIGHT FDN	Life Flight - annual enrollment - Admin	\$ 65.00
10/24/2023	LIFE FLIGHT FDN	Life Flight - annual enrollment - Finance	\$ 65.00
10/24/2023	LIFE FLIGHT FDN	Life Flight - annual enrollment - CDD	\$ 130.00
10/5/2023	GMR MEMBERSHIP	Airmed - annual enrollment - temp	\$ 300.00
10/24/2023	LIFE FLIGHT FDN	Life Flight - annual enrollment - temp employees	\$ 65.00
10/2/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) Plumbing parts to fix fridge in city hall breakroom	\$ 10.97
9/25/2023	MESHER SUPPLY REDMOND	Mesher - Bathroom Flush valves	\$ 304.06
9/26/2023	MESHER SUPPLY REDMOND	Mesher - Credit for flush valves double billed	\$ (304.06)
9/27/2023	WWP*TERMINIX	Terminix #232110	\$ 72.00
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 63.31
10/13/2023	SQ *R&C DEVLOPMENTS, LLC	Aire Master City hall deodorizers October 2023	\$ 40.12
9/28/2023	MISSION LINEN	Mission Linen - mat service @ CH	\$ 26.81
10/3/2023	MISSION LINEN	Mission Linen - mat service @ CH	\$ 26.81
10/24/2023	MISSION LINEN	Mission Linen - mat service @ CH	\$ 26.81
9/28/2023	SURELINE BROADBAND	Blue Mountain Networks - October 2023	\$ 87.50
10/23/2023	VZWLSS*APOCC VISB	Verizon - Admin cell phones Sept 2023	\$ 69.97
10/5/2023	SAFEWAY #1960	Safeway gift for Christy Wurster farewell	\$ 59.94
10/10/2023	MADRAS JEFFERSON COUNT	JEFFERSON COUNTY CHAMBER - x2 council tickets	\$ 100.00
10/24/2023	COAR	COAR Dinner x2 Councilors	\$ 90.00
10/10/2023	ABBYS LEGENDARY PIZZA - 5	Abby's Pizza- Food for Council Meeting	\$ 106.30
10/10/2023	SAFEWAY #1960	Safeway- Food For City Council Meeting	\$ 46.36
10/25/2023	EZCATERSUBWAY	Subway sandwiches for council meeting	\$ 155.04
10/6/2023	ERICKSONS THRIFTWAY	THRIFTWAY- food for Christy last day	\$ 43.54
10/6/2023	SQ *MIDTOWN COFFEE COMPAN	MIDTOWN COFFEE - GF breakfast item for Christy Wurster	\$ 10.00
10/12/2023	MADRAS CINEMA 5	MADRAS CINEMA gift card for coffee cuppers event	\$ 40.00
10/12/2023	SQ *PENELOPE'S SOAPS & SU	PENELOPES SOAP - coffee cuppers giveaway bag	\$ 46.00
10/12/2023	SQ *MIDTOWN COFFEE COMPAN	MIDTOWN COFFEE - gift bag for coffee cuppers giveaway	\$ 36.00
10/12/2023	SAFEWAY #1960	SAFEWAY Coffee Cuppers food	\$ 40.00
10/24/2023	COAR	COAR Dinner - 1 Staff	\$ 45.00
10/12/2023	AMZN MKTP US*TE0MN4MK1	Amazon - paper plates, forks, napkins	\$ 123.62
9/26/2023	FSP*DAEDRA BUNTIN OREGON	Prima Oregon - annual membership - C. Miller	\$ 110.00
9/29/2023	LINKEDIN RECRUITER 875820	Linkedin - monthly fee - Oct 2023	\$ 199.99
10/16/2023	BLACK BEAR DINER MADRAS	Black Bear Diner - Lunch for Miller and Vanderschaegen - working lunch	\$ 27.32
10/17/2023	ZOOM.US 888-799-9666	Zoom - online meeting platform	\$ 120.00
10/17/2023	SAFEWAY #1960	Safeway - refreshments for Open Enrollment meeting	\$ 62.67
10/12/2023	AMZN MKTP US*TE0MN4MK1	Amazon - phone case for City Recorder and City Administrator	\$ 23.48
9/27/2023	H20TOGO OPAL SPRINGS WATE	Opal Spring H20 to go -2 cases	\$ 22.80

US Bank Purchase Cards

October 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
10/4/2023	IN *TREASURE VALLEY COFFE	Treasure Valley Coffee- Coffee supplies	\$ 30.60
10/1/2023	HP *INSTANT INK	Hewlett Packard - ink for printer	\$ 11.99
10/15/2023	AMZN MKTP US*TP8PL8XZ2	Amazon-50% Decaf coffee for break room	\$ 19.79
9/26/2023	PITNEY BOWES PI	Pitney Bowes - postage rental Jul - Sept 2023	\$ 55.04
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 61.78
9/28/2023	MISSION LINEN	Mission Linen - mat service @ airport	\$ 16.64
10/24/2023	MISSION LINEN	Mission Linen - mat service @ airport	\$ 43.64
10/24/2023	BENDTEL	Bend Tel October 2023	\$ 249.75
10/23/2023	VZWRLLSS*APOCC VISB	Verizon - Airport cell phones Sept 2023	\$ 42.56
10/9/2023	CC* AAAE CAREER CENTER	AAAE - airport manager recruitment	\$ 430.00
9/28/2023	GREENHECK FAN CORP	Greenheck - Erickson Hanger Exhaust Fan	\$ 302.83
10/2/2023	N & S TRACTOR MADRAS	(N&S Tractor) Parts for gate at Heli-Pad	\$ 43.48
10/3/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) Parts for gate at Heli-Pad	\$ 62.96
10/11/2023	MID CITY	MidCity - propane for forklift	\$ 25.58
10/6/2023	N & S TRACTOR MADRAS	(N&S Tractor) fencing material for north gate	\$ 177.63
9/25/2023	SQ *CENTRAL OREGON HIGH D	Central OR High Desert 99's -Calendar	\$ 50.00
10/4/2023	IN *TREASURE VALLEY COFFE	Treasure Valley Coffee - Refill coffee and first aid supplies	\$ 283.95
10/4/2023	CENTRAL ELECTRIC COO INC	Central Electric September 2023	\$ 34.38
10/9/2023	ZOOM.US 888-799-9666	Zoon, annual subscription	\$ 299.80
10/20/2023	AMAZON.COM*IU3EW0AE3	Amazon, computer monitor	\$ 1,291.70
9/26/2023	AMZN MKTP US*T19NB7HG0	Amazon - office supplies/map organizer for Nick	\$ 34.79
10/12/2023	SQ *MIDTOWN COFFEE COMPAN	MidTownCoffee/Nick	\$ 42.26
10/23/2023	AMZN MKTP US*WU5GJ57Z3	Amazon, Office supplies	\$ 20.48
9/26/2023	PITNEY BOWES PI	Pitney Bowes - postage rental Jul - Sept 2023	\$ 47.86
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 820.54
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 310.86
10/24/2023	AMZN MKTP US*X53ZB2AE3	Amazon - USB hub and clip board for code enforcement	\$ 31.48
9/28/2023	SIMPLISAFE	Simplisafe - Alarm monitoring	\$ 29.99
9/27/2023	WWP*TERMINIX	Terminix #232872	\$ 89.00
9/28/2023	MISSION LINEN	Mission Linen - mat service @ DPGC	\$ 101.17
10/3/2023	MISSION LINEN	Mission Linen - mat service @ DPGC	\$ 41.22
10/24/2023	MISSION LINEN	Mission Linen - mat service @ DPGC	\$ 140.92
9/28/2023	SURELINE BROADBAND	Blue Mountain Networks - October 2023	\$ 398.99
10/3/2023	SIMPLISAFE	Simplisafe - Golf Alarm Monitoring	\$ 59.98
10/4/2023	IN *RANCH COUNTRY PORTABL	Ranch - Golf Outhouse	\$ 100.00
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 220.25
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 37.55
10/12/2023	DTV*DIRECTV SERVICE	Direct TV - 10/10/23 - 11/9/23	\$ 134.98
9/28/2023	CARL'S GOLFLAND INC	Carl's Golf Land-Gloves and Golf Balls	\$ 415.44
9/26/2023	AMAZON.COM*T90FM9FW2	Amazon-snacks	\$ 39.14
9/26/2023	AMAZON.COM*T139P7HV0	Amazon-Snacks	\$ 35.08
9/28/2023	AMAZON.COM*T14C64U30	Amazon-Snacks	\$ 33.98
9/28/2023	SAFEWAY #1960	Safeway-Beer	\$ 54.78
10/3/2023	OR LIQUOR STORE 1271	Terrobonne Liquor Store-Liquor	\$ 41.85
10/3/2023	OR LIQUOR STORE 246	Redmond North Liquor Store-Liquor	\$ 97.65
10/19/2023	AMAZON.COM*TP4244291	Amazon-Snacks	\$ 67.96
10/19/2023	AMAZON.COM*TD4VQ4L82	Amazon-Snacks	\$ 32.82

US Bank Purchase Cards

October 2023

Date	Payee	Description	Amount
10/19/2023	AMZN MKTP US*TP4VF2DF1	Amazon-Snacks	\$ 58.90
10/19/2023	AMZN MKTP US*NI32M9HE3	Amazon-Snacks	\$ 25.05
10/21/2023	AMAZON.COM*TP1073Y91	Amazon-Snacks	\$ 14.42
10/25/2023	AMZN MKTP US*1M0OA6LL3	Amazon-Snacks	\$ 43.99
10/25/2023	AMAZON.COM*7W4H292R3	Amazon-Snacks	\$ 12.53
9/27/2023	OREGON BEEF COMPANY	Oregon Beef-Deli	\$ 75.80
9/28/2023	AMZN MKTP US*T945Y4172	Amazon-Deli-Gloves	\$ 17.80
9/28/2023	SAFEWAY #1960	Safeway-Deli	\$ 41.20
10/10/2023	OREGON BEEF COMPANY	Oregon Beef-Deli	\$ 75.80
10/10/2023	SAFEWAY #1960	Safeway-Deli	\$ 21.67
10/18/2023	SAFEWAY #1960	Safeway-Deli	\$ 21.78
10/4/2023	IN *TREASURE VALLEY COFFE	Treasure Valley Coffee- Coffee supplies	\$ 113.50
9/27/2023	WILBUR ELLIS MADRAS	Wilbur Ellis-Seed	\$ 1,329.38
10/4/2023	BAXTER AUTO PARTS #52	Baxter Auto Parts-Antifreeze	\$ 45.98
10/5/2023	WILBUR ELLIS MADRAS	Wilbur Ellis-Fertilizer	\$ 735.06
10/11/2023	WILBUR ELLIS MADRAS	Wilbur Ellis-Herbicide	\$ 152.70
10/23/2023	BUSY BEE ENTERPRISES INC	Busy Bee-Work Gloves	\$ 8.99
10/24/2023	LES SCHWAB #0013	Les Schwab-Tire Repair	\$ 140.39
10/4/2023	BAXTER AUTO PARTS #52	Baxters - Golf Mower Battery	\$ 199.99
9/27/2023	SQ *COVE ELECTRIC, INC.	Cove Electric #5010-irrigation pump	\$ 137.50
9/27/2023	TURF STAR INC	Turf Star #7293349-00	\$ 964.87
9/25/2023	WPY*CASELLE	Caselle - Contract Support/Maintenance - September 2023	\$ 1,584.00
9/28/2023	SURELINE BROADBAND	Blue Mountain Networks - October 2023	\$ 87.50
10/11/2023	ESMARTPAYROLL PAYCHECKMA	esmartpayroll - Q3 941 filing fee	\$ 7.45
10/4/2023	PITNEY BOWES PI	Pitney Bowes - mail machine annual equip agreement	\$ 480.81
10/15/2023	AMZN MKTP US*TP8PL8XZ2	Amazon-Deposit Bags for daily cash deposits	\$ 19.99
10/15/2023	AMZN MKTP US*TP8PL8XZ2	Amazon- 50% Decaf coffee for break room	\$ 19.79
9/26/2023	PITNEY BOWES PI	Pitney Bowes - postage rental Jul - Sept 2023	\$ 55.04
10/5/2023	VERIZON*CONNECT	Verison-Fleet Monitoring	\$ 35.49
9/27/2023	NAPA AUTO 0023005	(napa auto parts) grease coupler for sweeper	\$ 49.59
10/5/2023	BAXTER AUTO PARTS #52	(Baxter auto parts) ignition coil for 111	\$ 42.07
10/5/2023	MADRAS TIRE FACTORY	(point S tires) tire repair on sweeper	\$ 73.50
10/10/2023	PHILS ACE HARDWARE - MADR	(Ace hardware) totes to send sxs motor in to get rebuilt	\$ 25.98
10/10/2023	BAXTER AUTO PARTS #52	(Baxter auto parts) DEF sweeper	\$ 37.98
10/11/2023	PHILS ACE HARDWARE - MADR	(Ace hardware) pipe fittings for sweeper	\$ 33.98
10/17/2023	THOMPSON PUMP AND IRRIGAT	Thompson - Starter Switch for Air compressor	\$ 23.10
10/18/2023	BAXTER AUTO PARTS #52	Baxters - Starter for Air Compressor	\$ 258.63
10/18/2023	NAPA AUTO 0023005	Napa - Switch for Air compressor	\$ 19.04
10/1/2023	AMZN MKTP US*T94XV56T2	Amazon - Hub removal tool	\$ 16.99
10/9/2023	BAXTER AUTO PARTS #52	Baxters - Truck 111 part	\$ 97.64
10/9/2023	BAXTER AUTO PARTS #52	Baxters - Shop Supplies	\$ 32.56
10/12/2023	AMZN MKTP US*TP7I01ZK2	Amazon - Back up alarms	\$ 44.42
10/18/2023	N & S TRACTOR MADRAS	(N&S Tractor) Welding wire for welder in shop	\$ 60.26
10/24/2023	BENDTEL	Bend Tel October 2023	\$ 798.37
10/24/2023	BENDTEL	Bend Tel October 2023	\$ 175.25
10/24/2023	BENDTEL	Bend Tel October 2023	\$ 798.37
10/24/2023	BENDTEL	Bend Tel October 2023	\$ 175.26

US Bank Purchase Cards

October 2023

Date	Payee	Description	Amount
10/5/2023	PACIFIC POWER	Pacific Power-PO #11338 Excavation and material to install a sidewalk and guy wire	\$ 2,007.99
10/5/2023	PACIFIC POWER	Pacific Power-PO #11338 Excavation and material to install a sidewalk and guy wire	\$ 277.99
10/4/2023	IN *RANCH COUNTRY PORTABL	Ranch - Madras Trails outhouse	\$ 155.00
10/4/2023	CENTRAL ELECTRIC COO INC	Central Electric September 2023	\$ 68.97
9/29/2023	PHILS ACE HARDWARE - MADR	Phil's Ace Hardware - Trimer head, trimer line & Manure fork	\$ 189.96
10/9/2023	PHILS ACE HARDWARE - MADR	Phil's Ace Hardware - Bolt eye with nuts	\$ 16.76
10/10/2023	PHILS ACE HARDWARE - MADR	Phil's Ace Hardware - Ball Valve, pvc bushings, pvc pipe & cement rain etc.	\$ 116.40
10/11/2023	PHILS ACE HARDWARE - MADR	Phil's Ace Hardware - Antifreeze, Street key & Camo frame	\$ 67.98
10/12/2023	PHILS ACE HARDWARE - MADR	Phil's Ace Hardware - Liquid nails, Caulk gun, caulk & spray paint	\$ 70.46
10/13/2023	THE HOME DEPOT 4032	Home Depot- Insulation rolls	\$ 402.84
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 666.31
10/5/2023	AMZN MKTP US*TE7OB23C2	Amazon - Tourniquet Tactical Arterial	\$ 37.98
9/28/2023	CHEVRON 0210224	Chevron - car wash	\$ 7.99
9/28/2023	VIOC 090158	Valvoline - oil change	\$ 66.29
10/8/2023	AUTOZONE 5961	Autozone - misc car supplies	\$ 4.89
9/29/2023	CENTRAL BILLING (NS)	Les Schwab - wiper blades 2013 Chevy Caprice #1401	\$ 59.98
9/29/2023	CENTRAL BILLING (NS)	Les Schwab - PD service	\$ 48.08
10/9/2023	VIOC 090158	Valvoline- Oil Change VEH# 1401	\$ 102.82
10/2/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) Door handle and Misc building maintenance items for PD	\$ 84.53
10/21/2023	AMZN MKTP US*TD2XC5C41	(Amazon) Wireless bell for PD front desk	\$ 28.99
9/27/2023	WWP*TERMINIX	Terminix #232110	\$ 72.00
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 63.31
10/13/2023	SQ *R&C DEVELOPMENTS, LLC	Aire Master Police Station -October 2023	\$ 40.12
9/28/2023	MISSION LINEN	Mission Linen - mat service @ CH	\$ 26.81
10/3/2023	MISSION LINEN	Mission Linen - mat service @ PD	\$ 26.81
10/24/2023	MISSION LINEN	Mission Linen - mat service @ PD	\$ 26.81
10/15/2023	VZWLSS*APOCC VISB	Verizon Wireless- Monthly PD Cell Phones/MDT Services	\$ 1,259.23
9/27/2023	TDS	TDS 9/25/2023-10/24/2023	\$ 10.26
9/27/2023	TDS	TDS 10/1/2023-10/31/2023	\$ 101.50
10/18/2023	BENDETEL	Bend Tel Emergency Phone Installed in Lobby	\$ 678.85
9/28/2023	SURELINE BROADBAND	Blue Mountain Networks - October 2023	\$ 174.00
9/26/2023	ADOBE *ACROPRO SUBS	Adode	\$ 239.88
9/26/2023	ADOBE *ACROPRO SUBS	Adobe Steve Bartol	\$ 239.88
10/15/2023	TDS	TDS- Monthly PD Internet	\$ 195.00
9/27/2023	H20TOGO OPAL SPRINGS WATE	Opal Spring H20 to go -8 cases	\$ 91.20
9/26/2023	GALLS	Galls - Equipment	\$ 187.39
10/2/2023	AMZN MKTP US*T962U7PF0	Amazon - Equipment	\$ 59.50
10/2/2023	AMZN MKTP US*T93JG7XZ0	Amazon - Carbon blade scissors	\$ 32.16
10/2/2023	DASH MEDICAL GLOVES	Dash Medical Gloves - Equipment	\$ 213.80
10/3/2023	HANDCUFF/BATON WHSE/BUCK	Handcuff/ Baton Warehouse - Equipment	\$ 304.64
10/1/2023	SIRCHIE ACQUISITION COMPA	Sirchie Acquisition Company - Equipment	\$ 158.74
10/5/2023	GALLS	Galls - Equipment	\$ 196.97
10/12/2023	AMAZON.COM*TP5N28ZX2	Amazon - Radio Equipment	\$ 129.93
10/17/2023	AMZN MKTP US*TP4IN3K42	Amazon - Uniform/Equipment	\$ 54.99
10/18/2023	A E NELSON LEATHER COMPAN	AE Nelson - Leather Equipment	\$ 90.10
10/20/2023	SIRCHIE ACQUISITION COMPA	Sirchie Acquisition Company - Equipment	\$ 37.08
9/26/2023	PITNEY BOWES PI	Pitney Bowes - postage rental Jul - Sept 2023	\$ 5.35

US Bank Purchase Cards

October 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/25/2023	MOUNTAIN VIEW RV &	MTN VIEW STORAGE- MONTHLY PD STORAGE	\$ 105.00
9/28/2023	PY *MADRAS MINI STORAGE	Madras Mini Storage- Monthly PD Storage	\$ 74.00
9/29/2023	ADOBE *CREATIVE CLOUD	Adobe Services	\$ 52.99
9/29/2023	AMAZON PRIME*T170F05N1	Amazon- Prime Membership	\$ 14.99
10/4/2023	IN *TREASURE VALLEY COFFE	Treasure Valley Coffee- PD Coffee Supplies	\$ 156.45
10/5/2023	IN *POLICE AND SHERIFFS P	PASP- Custom ID Cards for PD	\$ 17.60
10/17/2023	GROCERY OUTLET OF M	Grocery Outlet- Food for Homeless Project	\$ 31.74
10/17/2023	SAFEWAY #1960	Safeway- Food Homeless Project	\$ 104.70
10/19/2023	AMZN MKTP US*BX7Z51113	Amazon- Key Box	\$ 28.95
10/20/2023	STRIVE / MAIN ST.	Strive- Office Supplies	\$ 91.43
10/6/2023	CIRCLE K # 09630	Circle K - Fuel	\$ 42.80
9/26/2023	WILDHORSE RESORT HOTEL	Wildhorse - Training	\$ 163.45
9/26/2023	WILDHORSE RESORT HOTEL	Wildhorse - Training	\$ 185.25
9/26/2023	WILDHORSE RESORT HOTEL	Wildhorse - Training	\$ 185.25
10/2/2023	ALASKA AIR 0272348883799	Alaska Air - flight to CA for training (Chief)	\$ 684.10
10/13/2023	UBER TRIP	Uber - transportation at training	\$ 26.46
10/13/2023	HAMPTON INNS	Hampton Inns - lodging for San Diego Conference	\$ 258.08
10/18/2023	UBER TRIP	Uber - transportation at training	\$ 22.90
10/18/2023	RDM AIRPORT PARKING	REDMOND AIRPORT - Airport Parking - Chief	\$ 154.00
9/27/2023	WILDHORSE RESOT F & B	Training	\$ 74.00
9/27/2023	TST* ROOSTERS RESTAURANT	Meals - Training	\$ 72.94
9/27/2023	STARBUCKS STORE 10402	Meals- Training	\$ 32.15
10/5/2023	TST* HOPS N DROPS - SHERW	Training	\$ 49.20
10/5/2023	FIREHOUSE SUBS 1606 QSR	Training	\$ 36.76
10/6/2023	FIREHOUSE SUBS 1606 QSR	Training	\$ 38.55
10/6/2023	COMFORT INN & STES OR177	Comfort Inn - Training	\$ 238.62
10/6/2023	COMFORT INN & STES OR177	Comfort Inn - Training	\$ 238.62
10/6/2023	CKE*MIKEYS PIZZERIA MCMIN	Training	\$ 35.19
10/6/2023	WENDY'S -12028	Training	\$ 22.56
9/25/2023	GREAT EARTH CAFE&MARKET	Great Earth - coffee for meeting with media	\$ 8.50
9/28/2023	SAFEWAY #1960	Safeway- Meal for Training	\$ 53.97
10/12/2023	UOFL SPI	UOFL- L8 Training South Jordan Utah	\$ 1,375.00
10/12/2023	EXPEDIA 72676991935610	Expedia- Alaska airlines trip protection	\$ 36.03
10/12/2023	ALASKA AIR 0278022556802	Expedia- Alaska Airlines Plane Ticket for L8 Training South Jordan UTAH	\$ 457.80
10/12/2023	HILTON ADVPURCH8002367113	Hilton Hotels- Hotel for Training L8	\$ 2,202.96
10/23/2023	SAFEWAY #1960	Safeway- Food Mitch Swear in	\$ 73.12
10/1/2023	STORAGE 2U LLC	Storage 2 U- Storage Container for Evidence Room	\$ 165.00
10/4/2023	MAIL COPIES & MORE	Mail Copies and More- Shipping Evidence Major Investigations	\$ 17.52
10/17/2023	SPEAKWRITE LLC	Speak Write- Case Transcription Major Case	\$ 199.80
9/30/2023	SPEAKWRITE LLC	Speakwrite - Major Case Transcription	\$ 183.19
9/27/2023	911 SUPPLY INC	911 Supply- duty gear /uniforms-- 2023	\$ 5,616.62
10/4/2023	911 SUPPLY INC	911 Supply- duty gear /uniforms-- 2023	\$ 1,505.89
10/17/2023	911 SUPPLY INC	911 Supply- duty gear /uniforms-- 2023	\$ 573.18
10/9/2023	SNOWS CLEANERS AND LAUNDR	Snows Cleaners- Uniform Cleaning S2	\$ 18.00
10/13/2023	GLOBAL-E* VIVOBAREFOOT	VIVOBAREFOOT- Webb 2 year Boot allowance	\$ 280.00
10/17/2023	AMZN MKTP US*TP0DT1DI2	Amazon- Duty Suspenders L8	\$ 54.99
9/29/2023	JEFFERSON CNTY FIRE & EMS	JCEMS - annual enrollment	\$ 480.00

US Bank Purchase Cards

October 2023

Date	Payee	Description	Amount
10/5/2023	GMR MEMBERSHIP	Airmed - annual enrollment	\$ 1,935.00
10/24/2023	JEFFERSON CNTY FIRE & EMS	JCEMS - annual enrollment	\$ 60.00
10/24/2023	LIFE FLIGHT FDN	Life Flight - annual enrollment	\$ 650.00
9/27/2023	WWP*TERMINIX	Terminix #231881	\$ 113.00
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 209.60
10/3/2023	MISSION LINEN	Mission Linen - mat service @ PW	\$ 33.66
10/19/2023	ADT SECURITY*028305621	ADT Security - alarm service at PW Bldg A - Aug - Oct 2023	\$ 170.07
10/24/2023	BENDTEL	Bend Tel October 2023	\$ 423.89
10/23/2023	VZWRLSS*APOCC VISB	Verizon - PW cell phones Sept 2023	\$ 451.24
10/4/2023	COCC COMMUNITY LEARNING O	(COCC) Pesticide Applicator Recertifacation credit class	\$ 249.00
10/4/2023	COCC COMMUNITY LEARNING O	(COCC) Laws and safety training	\$ 219.00
10/20/2023	NSPE 888-285-6773	NSPE Annual Subscription	\$ 299.00
10/4/2023	COCC COMMUNITY LEARNING O	COCC- pesticide, Laws & Safety Preparation class	\$ 219.00
10/11/2023	AMAZON.COM*TE5NR7YD2	Amazon - Key storage box	\$ 44.45
10/2/2023	AMZN MKTP US*T18MU9WK1	Amazon - sign here tabs	\$ 9.98
10/2/2023	AMZN MKTP US*T14642WE1	Amazon - wireless mouse for PW Director	\$ 20.90
10/15/2023	AMZN MKTP US*TP5S24FQ1	Amazon - garbage bags for adopt a trail, file organizer, pens, stapler	\$ 132.65
9/26/2023	PITNEY BOWES PI	Pitney Bowes - postage rental Jul - Sept 2023	\$ 16.71
10/17/2023	IN *H.A. MCCOY ENGINEERIN	Ha McCoy-general surveying.	\$ 1,439.52
10/23/2023	VZWRLSS*APOCC VISB	Verizon - Parks cell phones Sept 2023	\$ 47.66
10/17/2023	IN *H.A. MCCOY ENGINEERIN	HA McCoy-10th Street Improv. J street to Buff Paving Project	\$ 1,215.00
10/12/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) Tools and parts for building new permanent barricade on Snook and 6th	\$ 320.58
10/6/2023	PHILS ACE HARDWARE - MADR	(Ace hardware) tools	\$ 43.98
10/12/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) tools for pick up	\$ 319.97
10/12/2023	SQ *COVE ELECTRIC, INC.	Cove Electric-I#4971	\$ 3,638.14
10/4/2023	CENTRAL ELECTRIC COO INC	Central Electric September 2023	\$ 259.59
10/10/2023	OREGON LIQUOR STORE 148	OLS-PersonalpurchaseonPcardbymistakeReimbursedcityhall	\$ 9.95
10/6/2023	PHILS ACE HARDWARE - MADR	Ace-office cleaning supplies	\$ 29.97
10/11/2023	PHILS ACE HARDWARE - MADR	Ace-eyewashstationinstall	\$ 12.94
10/12/2023	TRASHBILLING.COM CC	Madras Sanitary September 2023	\$ 166.66
9/28/2023	MISSION LINEN	Mission Linen - mat service @ SWWTP	\$ 15.80
10/3/2023	MISSION LINEN	Mission Linen - mat service @ SWWTP	\$ 15.80
10/24/2023	MISSION LINEN	Mission Linen - mat service @ SWWTP	\$ 15.80
10/23/2023	DEQ YDO SERVICE FEE	DEQ- convenience fee	\$ 3.83
10/23/2023	DEQ YDO FEES	DEQ Wastewater Certification renewal	\$ 166.40
10/24/2023	BENDTEL	Bend Tel October 2023	\$ 160.16
9/28/2023	SURELINE BROADBAND	Blue Mountain Networks - October 2023	\$ 199.00
10/23/2023	VZWRLSS*APOCC VISB	Verizon - SWWTP cell phones Sept 2023	\$ 376.08
10/4/2023	IN *RANCH COUNTRY PORTABL	Ranch - North Plant Outhouse	\$ 100.00
10/4/2023	CENTRAL ELECTRIC COO INC	Central Electric September 2023	\$ 5,054.62
10/23/2023	OR HEALTH AUTHORITY	OHA Certification renewal	\$ 140.00
10/24/2023	BMI	BMI Certification Review Cross Connection Backflow Tester	\$ 210.00

US Bank Purchase Cards

October 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/28/2023	SAFEWAY #1960	Safeways- Coffeesupplies	\$ 17.06
9/28/2023	AMZN MKTP US*T18ZE9XM1	Amazon-wax melts for SWWTP	\$ 24.95
9/28/2023	AMAZON.COM*T13W41XY1	amazon-coffee for SWWTP	\$ 28.99
10/13/2023	PHILS ACE HARDWARE - MADR	Ace-SWWTP-EffluentVlv	\$ 21.98
10/18/2023	PHILS ACE HARDWARE - MADR	Ace-PublicWorksmeter	\$ 4.80
10/20/2023	PHILS ACE HARDWARE - MADR	Ace-absorbent material for shop	\$ 4.99
10/3/2023	PHILS ACE HARDWARE - MADR	Ace Hardware Nuts and Bolts	\$ 5.76
10/6/2023	AMZN MKTP US*TE4OP2Z10	Amazon Battery for UPS	\$ 28.30
10/18/2023	PHILS ACE HARDWARE - MADR	Ace Hardware Garden Sprayer for Diesel	\$ 19.99
10/19/2023	PHILS ACE HARDWARE - MADR	Ace Hardware Ice Scraper for manholes	\$ 26.99
10/3/2023	PHILS ACE HARDWARE - MADR	Phils Ace Hardware galvanized fittings	\$ 33.92
10/5/2023	PHILS ACE HARDWARE - MADR	Phils Ace Hardware pvc fittings	\$ 4.68
10/12/2023	PHILS ACE HARDWARE - MADR	Phils Ace Hardware soap, gloves, hand sanitizer	\$ 62.59
10/17/2023	PHILS ACE HARDWARE - MADR	Phils Ace Hardware screws for push camera	\$ 1.20
10/12/2023	NORCO INC	Norco #38832755	\$ 50.10
10/17/2023	SQ *COVE ELECTRIC, INC.	Cove Electric-#5081	\$ 200.00
10/17/2023	SQ *COVE ELECTRIC, INC.	Cove Electric #4983 Wire up aerators @ NWWTP PO#11630	\$ 9,031.43
10/17/2023	CONSOLIDATED SUPPLY	Consolidated Supply #s011175177-Digester2 decant valve	\$ 2,242.26
9/28/2023	USABLUEBOOK	USA BLUE BOOK - tube assembly for polymer pump NWWTP	\$ 71.91
10/9/2023	PHILS ACE HARDWARE - MADR	ACE HARDWARE- Tubing for Pista Grit SWWTP	\$ 7.35
10/20/2023	PHILS ACE HARDWARE - MADR	ACE HARDWARE- 1/2" union for sample chamber NWWTP , gloves	\$ 28.98
10/25/2023	RJM EQUIPMENT SALES	RJM- Repair Parts Locator	\$ 130.00
10/9/2023	PHILS ACE HARDWARE - MADR	Ace Hardware-Clevis Pin for lifting chlorine tank	\$ 35.98
10/2/2023	DT *DULUTH TRADING CO	Duluth Uniform	\$ 100.00
9/26/2023	PHILS ACE HARDWARE - MADR	Ace- Water meter torch	\$ 121.97
10/10/2023	PHILS ACE HARDWARE - MADR	Ace-Watermeter parts	\$ 68.89
10/11/2023	PHILS ACE HARDWARE - MADR	Ace- Meterrepairparts	\$ 29.89
10/11/2023	PHILS ACE HARDWARE - MADR	Ace-waterparts	\$ 20.97
CITY TOTAL			\$ 80,506.19

DISBURSEMENTS LIST - October 2023
For Council Review and Approval

101	General Fund	608,830.22
204	Transportation Operations Fund	16,812.97
205	Community Clean-up Fund	2,047.88
207	Tourism/Economic Development	11,607.38
208	Desert Peaks Golf Course Fund	44,561.86
502	Water Operations Fund	30,463.84
503	Wastewater Operations Fund	39,470.19
509	Airport Operations Fund	82,324.09
704	MURA Project Fund	168.00
801	Internal Services Fund-Information Technology	8,201.11
803	Internal Services Fund-Public Works Staff	33,399.90
999	Treasurer's Cash-Customer Refunds	36.42

GRAND TOTAL **877,923.86**

** Council Review and approval of payments made in the previous month**

Report Criteria:

Report type: Summary
 Bank.Bank number = 10

GL Period	Check Issue Date	Check Number	Payee	Description	Check Amount	
10/23	10/02/2023	100223	CASCADE NATURAL GAS	2020 Cherry Lane - August 2023	123.68	M
10/23	10/04/2023	100423	CENTURYLINK	DPGC - internet/phones - September 2023	340.63	M
10/23	10/05/2023	100523	Oregon State Treasury	FY 2023-24 Unclaimed Property	367.50	M
10/23	10/06/2023	100623	CIS TRUST	October 2023 Insurance Report, Life & Salary Continuation-P	38,947.79	M
10/23	10/09/2023	100923	Fintech	Columbia Distributing	1,533.73	M
10/23	10/10/2023	101023	US Bank	CF-Pape - Parts for Sweeper	70,524.76	M
10/23	10/18/2023	101823	Kelley Connect	SWWTP Copier Lease - October 2023	1,410.36	M
10/23	10/19/2023	101923	Ascent Aviation Group Inc	9019 g Jet A Fuel	40,876.82	M
10/23	10/20/2023	102023	MID OREGON PERSONNEL SERVICES, INC.	Finance temp week of 09/09/23	18,303.04	M
10/23	10/27/2023	102723	DLL Finance, LLC	Golf Cart Lease - October 2023	1,641.40	M
10/23	10/29/2023	102923	MID OREGON PERSONNEL SERVICES, INC.	Parks temps week of 10/09/2023	31,235.40	M
10/23	10/04/2023	408238	MIDDLETON SEPTIC DO NOT USE-SEE #4957	Skate Park Monthly Toilet Rental	80.00-	V
10/23	10/04/2023	409172	Damien Richcreek	Sewer Refund- D. Richcreek	28.90-	V
10/23	10/04/2023	409173	Donovan Dahl	Sewer Refund - D. Dahl	6.94-	V
10/23	10/04/2023	409205	AZ Properties	Overpayment- 649 SW Deer Ridge Ct	61.36-	V
10/23	10/04/2023	409243	Martin Sonja	Sewer Refund- M. Sonja	78.18-	V
10/23	10/04/2023	409245	Paul Ferguson	Sewer Refund- P. Ferguson	50.89-	V
10/23	10/04/2023	409246	Timothy Abshere	Sewer Refund- T. Abshere	3.74-	V
10/23	10/04/2023	409261	Adrianna Moschetti	Sewer Refund- A. Moschetti	56.66-	V
10/23	10/04/2023	409281	Dalia Sarabia	Overpayment- D. Sarabia	.83-	V
10/23	10/06/2023	411071	Bend Mailing Services, LLC	September2023 billing and October 2023 prebilling - sewer ac	2,137.09	
10/23	10/06/2023	411072	BERG AIR LLC	Monthly Airport Management-October 2023	13,651.07	
10/23	10/06/2023	411073	C&K Petroleum Equipment	Annual ANSI hoist inspection - 2 lifts	655.00	
10/23	10/06/2023	411074	CARSON OIL COMPANY	49.5 g biodiesel	228.32	
10/23	10/06/2023	411075	Compass Project Solutions Inc	Project Consultant - Warming Shelter	12,600.00	
10/23	10/06/2023	411076	Covenant Technology Solutions, Inc.	Laptop for HR	2,450.00	
10/23	10/06/2023	411077	Design Sound NW	City Council AV upgrade	1,050.00	
10/23	10/06/2023	411078	ECONorthwest	UGB Alternatives Analysis & Findings	2,420.00	
10/23	10/06/2023	411079	Edge Analytical, Inc.	BOD/Suspended solids tests	109.00	
10/23	10/06/2023	411080	Eric Kytola CPA	Finance Consultant	9,409.50	
10/23	10/06/2023	411081	Gallegos, Amber	Remove tar from vehicle.	125.00	
10/23	10/06/2023	411082	GREEN THUMB INDUSTRIES LLC	Landscape Maint September 2023	875.60	
10/23	10/06/2023	411083	Andrew Hurley	Remove tar from vehicle	175.00	
10/23	10/06/2023	411084	Heart of Oregon Corps Thriftstore	Community Grant Funding FY 2023-24	2,000.00	
10/23	10/06/2023	411085	JEFFERSON COUNTY FAIRGROUNDS	Cowdeo Event Sponsorship Community Grant 2023-24	2,000.00	
10/23	10/06/2023	411086	JEFFERSON COUNTY FIRE DISTRICT	Seal Replacement on AARF Truck	6,653.54	
10/23	10/06/2023	411087	JEFFERSON COUNTY SHERIFF	Dispatch Fees - October 2023	25,326.30	
10/23	10/06/2023	411088	JUNIPER PAPER & SUPPLY	Dog waste removal bags	634.20	
10/23	10/06/2023	411089	Juan Garcia	Tree replacement at 809 SE Sun Drive	150.00	
10/23	10/06/2023	411090	Net Assets Corp.	18 Lien searches - September 2023	275.00	
10/23	10/06/2023	411091	ONE CALL CONCEPTS INC.	OR Utility Notification Center Tickets: September 23 (ytd limit	7.20	
10/23	10/06/2023	411092	PNT, INC.	change extensions J Hurd	75.00	
10/23	10/06/2023	411093	PORTLAND COMPRESSOR INC	Compressor repair	1,843.16	
10/23	10/06/2023	411094	ROSS RECREATION EQUIPMENT INC	Sahalee Park Slide Sections	2,358.08	
10/23	10/06/2023	411095	Rubbercycle LLC	Playsafer RubberbondElevate Blend PO#11518	57,200.00	
10/23	10/06/2023	411096	THE WALLACE GROUP, INC.	Homeless shelter - geotechnical services	89.75	
10/23	10/06/2023	411097	Veterans of Foreign Wars	Community Grant Funding FY23-24	1,507.38	
10/23	10/16/2023	411098	2KG Contractors, Inc.	Retainage	286,023.15	
10/23	10/16/2023	411099	BADGER METER INC	Cellular end point service	79.05	
10/23	10/16/2023	411100	BRENNTAG PACIFIC INC	Sodium Hypochlorite: 660 Gal & Surcharge	2,848.40	
10/23	10/16/2023	411101	BRYANT LOVLIE AND JARVIS PC	Bryant, Lovlien & Jarvis - Legal - September 2023	29,725.46	
10/23	10/16/2023	411102	CASCADE NATURAL GAS	PO#11339- Contribution in aid of construction for warming sh	7,770.63	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Description	Check Amount
10/23	10/16/2023	411103	DATA DELETE OF OREGON	records destruction - PD	540.00
10/23	10/16/2023	411104	DESCHUTES VALLEY WATER DISTRICT	Water bill - September 2023	31,862.42
10/23	10/16/2023	411105	Evangeline Young	Photo ID Badges -10	200.00
10/23	10/16/2023	411106	FAZIO BROS. SAND CO., INC.	31.69 tons top dressing sand	1,330.98
10/23	10/16/2023	411107	GENERAL PACIFIC, INC.	GT Splice Connectors-5	60.00
10/23	10/16/2023	411108	Ibershof, William	Mileage and Lodging reimbursement- interview for CA Position	616.55
10/23	10/16/2023	411109	JACOBSON BETTS & COMPANY	Job analysis planning PD Evidence,Golf	1,540.00
10/23	10/16/2023	411110	JEFFERSON COUNTY PUBLIC WORKS	September 2023 fuel usage - 397.7 0g UL	4,552.16
10/23	10/16/2023	411111	Kelley Connect	CH Copier - 10/23-12/23 Utility desk	782.10
10/23	10/16/2023	411112	Landscapes Rodriguez LLC	Landscaping Sept 2023	5,275.00
10/23	10/16/2023	411113	Madras High School All Night Grad	FY23-24 Community Grant - Grad Party	500.00
10/23	10/16/2023	411114	Mazama GIS Laboratories	GIS Services web services repair/buildout	3,037.50
10/23	10/16/2023	411115	NEIGHBOR IMPACT	CDBG Grant Svc. Homeless Service Center	6,317.00
10/23	10/16/2023	411116	Nor Pac Power Systems LLC	City Hall Generator Repair PO#11546	7,951.47
10/23	10/16/2023	411117	PACIFIC POWER	Electric bill - September 2023	30,411.03
10/23	10/16/2023	411118	PNT, INC.	change extensions- Ibershof	75.00
10/23	10/16/2023	411119	Ronald McDonald House Charities of	FY2023-24 community grant	5,500.00
10/23	10/16/2023	411120	SAJ Architecture LLC	Madras Warming Shelter	9,340.00
10/23	10/16/2023	411121	Soliz, Gabriel	Mileage COIC Board Meeting-September & October 2023	70.87
10/23	10/16/2023	411122	Spiffys Window Cleaning	City Hall/PD window cleaning	810.00
10/23	10/16/2023	411123	TAHA, FATIMA	Travel expenses reimbursement- Mileage, food	429.40
10/23	10/24/2023	411125	AMERICAN WATER WORKS ASSOCIATI	Membership renewal - 1/1/24 - 12/31/24	412.00
10/23	10/24/2023	411126	BERG AIR LLC	Monthly Airport Management-November 2023	6,820.00
10/23	10/24/2023	411127	BIO-MED TESTING SERVICE INC.	Pre-employment JH	55.00
10/23	10/24/2023	411128	CARSON OIL COMPANY	66 g biodiesel	1,156.11
10/23	10/24/2023	411129	CASCADE COLUMBIA DISTRIBUTION	Nalco 71306 Drum	1,842.24
10/23	10/24/2023	411130	Charles David Morris	Reimbursement for City Admin Interview-Quality Inn	746.11
10/23	10/24/2023	411131	CIS TRUST	2022-GASB 75 Valuation	1,692.00
10/23	10/24/2023	411132	CITY OF MADRAS	61 NW Oak St Warming Shelter-City Permits	49,325.76
10/23	10/24/2023	411133	Covenant Technology Solutions, Inc.	Hosting September 2023	7,605.52
10/23	10/24/2023	411134	Lizbeth Reynoso	Sewer Deposit-L.Reynoso	129.50
10/23	10/24/2023	411135	Rachel Raburn	Sewer Deposit-R.Raburn	156.82
10/23	10/24/2023	411136	Edge Analytical, Inc.	E coli testing	149.00
10/23	10/24/2023	411137	Ibershof, William	Monitors for Staff (3)	1,360.25
10/23	10/24/2023	411138	Kelley Connect	PW Copier - 10/1/2023-12/31/2023	99.00
10/23	10/24/2023	411139	KITTELSON & ASSOCIATES INC.	Yarrow TPR	3,649.53
10/23	10/24/2023	411140	Mendez Tree Farm	Holiday decorations-garland/wreaths	1,904.50
10/23	10/24/2023	411141	MIKE'S FENCE CENTER, INC.	auto gate repairs-Madras Drag Strip	150.00
10/23	10/24/2023	411142	National Testing Network, Inc.	Annual fee - recruitment testing	500.00
10/23	10/24/2023	411143	OREGON CITY/COUNTY MANAGEMENT	membership dues 1/1/2023-12/31/2023	169.99
10/23	10/24/2023	411144	Michael Mandel	Overpayment- M.Mandel	36.42
10/23	10/24/2023	411145	True North Emergency Equipment	Bolts	78.14
10/23	10/24/2023	411146	Waterworth	Waterworth subscription 12/23-11/24	9,995.00
10/23	10/24/2023	411147	Western Title	Subdivision- Wilbur Ellis Parcel ID#20495	1,300.00
Grand Totals:					877,923.86

Report Criteria:

Report type: Summary

Bank.Bank number = 10

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/19/2023	SPIRIT MTN VIEW SPORTS B	Spirit Mountain - overtipped	\$ 1.30
9/14/2023	COMMUNITY NEWSPAPERS - AD	Pamplin Media - Sageland Display	\$ 350.00
8/28/2023	SQ *MADRAS DOWNTOWN ASSOC	Madras Downtown Assn - Turkey Trot Sponsorship	\$ 300.00
8/30/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) Batteries for soap dispensers at City Hall/PD	\$ 29.99
9/7/2023	PLATT ELECTRIC 115	(Platt) Lights for PD/City Hall	\$ 64.63
9/12/2023	BAXTER AUTO PARTS #52	Carquest - Generator Battery	\$ 104.98
9/14/2023	PHILS ACE HARDWARE - MADR	Ace - Batteries	\$ 23.98
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary -August 2023	\$ 81.70
9/14/2023	CENTRAL OREGON HEATING	Central Oregon Heating #12344756	\$ 911.00
9/14/2023	CENTRAL OREGON HEATING	Central Oregon Heating #123596883	\$ 420.50
9/14/2023	WWP*TERMINIX	Terminix #224948	\$ 70.00
9/7/2023	MISSION LINEN	Mission Linen - mat service @ CH	\$ 26.81
8/28/2023	SURELINE BROADBAND	Blue Mountain Networks - September 2023	\$ 87.50
9/20/2023	MAIL COPIES & MORE	Mail Copies and More - Notecards City Administrator Recruitment	\$ 42.64
9/9/2023	TST* THE HUMAN BEAN - MAD	Human Bean - Council Coffee	\$ 61.50
9/8/2023	SAFEWAY #1960	SAFEWAY Council Food	\$ 34.02
9/13/2023	WAL-MART #2243	Walmart - Food for Meet & Greet event City Administrator Hiring	\$ 144.25
9/15/2023	TST* THE HUMAN BEAN - MAD	Human Bean - coffee for panel interviews City Administrator hiring	\$ 105.00
9/12/2023	ABBYS LEGENDARY PIZZA - 5	Abby's Pizza- Food for Council Meeting	\$ 219.05
9/13/2023	SAFEWAY #1960	Safeway- snacks for city administrator interview panel	\$ 83.71
9/14/2023	COMMUNITY NEWSPAPERS - AD	Pamplin Media-supplemental budget	\$ 192.00
9/19/2023	SPIRIT MTN VIEW SPORTS B	Spirit Mountain - Dinner at OAMR Conference	\$ 20.70
9/20/2023	HAPPY DRAGON CHINESE REST	Dinner at OAMR Conference	\$ 26.00
9/22/2023	SPIRIT MOUNTAIN LODGE	Spirit Mountain Lodge - OAMR Lodging	\$ 316.80
8/25/2023	JOB POSTING SUBSCRIP.	Neogov - job posting subscription	\$ 788.00
8/29/2023	LINKEDIN RECRUITER 936034	Linkedin - monthly fee - September 2023	\$ 199.99
8/28/2023	BARRAN LIEBMAN LLP	Barran Liebman - training for HR Director	\$ 100.00
9/14/2023	SOCIETYFORHUMANRESOURCE	Society for HR Mgnt - reference on demand for HR Director	\$ 198.75
9/17/2023	ZOOM.US 888-799-9666	Zoom - online meeting platform	\$ 120.00
9/21/2023	ABBYS LEGENDARY PIZZA - 5	Abby's - AirMed meeting	\$ 205.60
9/23/2023	TARGET 00007666	Target - treats for employee meeting	\$ 30.88
9/24/2023	AMAZON.COM*T18L87AC0	Amazon - Copy paper for City Hall	\$ 95.33
9/24/2023	AMAZON.COM*T10SP0BX2	Amazon - Copy paper for City Hall	\$ 152.00
9/7/2023	H20TOGO OPAL SPRINGS WATE	Opal Spring H20 to go -2 cases	\$ 16.30
9/7/2023	IN *TREASURE VALLEY COFFE	Treasure Valley Coffee- Coffee supplies	\$ 40.75
9/20/2023	MAIL COPIES & MORE	office Express- copy paper	\$ 59.49
9/8/2023	HP *INSTANT INK	Hewlett Packard - ink for printer	\$ 11.99
9/20/2023	AMZN MKTP US*TX19A6E01	Amazon- Coffee for break room	\$ 46.31
9/8/2023	BUSY BEE ENTERPRISES INC	Busy Bee - employee due city - accidental use of pcard for personal purchase	\$ 11.37
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary -August 2023	\$ 937.34
9/7/2023	MISSION LINEN	Mission Linen - mat service @ Airport	\$ 33.28
9/21/2023	BENDTEL	Bend Tel- September 2023	\$ 250.16
9/19/2023	REGIONALHELP 800-365-8630	Regional Help Wanted - recruit Airport Manager	\$ 275.00
8/29/2023	AMZN MKTP US*T37XW3620	(Amazon) Batteries for emergency lights at Erickson Air Hangar	\$ 49.49
8/29/2023	CENTRAL OREGON GARAGE DOO	Central OR Garage Door - T-Hangar and Barbless Hangar repair	\$ 928.00

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/6/2023	SQ *COVE ELECTRIC, INC.	Cove Electric-#4922 OSHA Correction Continuation	\$ 1,409.43
9/7/2023	IN *ELITE ELECTRIC. LLC	Elite Electric #19907	\$ 515.20
8/28/2023	PLATEAU C-STORE	Plateau Travel Plaza - Fuel for city truck	\$ 107.66
8/28/2023	PLATEAU C-STORE	Plateau Travel Plaza - Fuel for Van	\$ 55.34
9/7/2023	IN *ELITE ELECTRIC. LLC	Elite Electric #20015	\$ 1,096.19
9/5/2023	PHILS ACE HARDWARE - MADR	Phil's Ace Hardware - Keys	\$ 7.96
9/6/2023	SQ *D'S LOCK AND KEYS LLC	D's Lock and Key - Locks and keys for SRE	\$ 166.75
9/8/2023	USPS PO 4051360741	USPS - Certified Letter for Hangar Tenant	\$ 5.01
9/7/2023	IN *TREASURE VALLEY COFFE	Refill coffee and first aid supplies	\$ 269.90
9/8/2023	SAFETY KLEEN SYSTEMS	Thermo Fluids - 297 gallons used oil from generator	\$ 422.00
8/24/2023	PHILS ACE HARDWARE - MADR	Phil's Ace Hardware - Hose splitter	\$ 9.99
9/6/2023	CENTRAL ELECTRIC COO INC	Central Electric August 2023	\$ 34.27
9/14/2023	COMMUNITY NEWSPAPERS - AD	Pamplin Media-Housing Capacity	\$ 66.00
9/14/2023	COMMUNITY NEWSPAPERS - AD	Pamplin Media-Public hearing	\$ 371.20
9/14/2023	COMMUNITY NEWSPAPERS - AD	Pamplin Media-disadvantaged business	\$ 90.00
8/28/2023	EB THE RADICAL LEAP	Radical Leap - Training	\$ 395.00
9/15/2023	PAYPAL *OREGONCODEE	OCEA/Code Enforcement Conference	\$ 235.00
9/15/2023	PAYPAL *OREGONCODEE	OCEA/Annual Membership	\$ 90.00
9/22/2023	SALISHAN LODGE	Salishan Coastal Lodge/ OCEA Conference	\$ 705.06
9/1/2023	MAIL COPIES & MORE	Mail Copies and More- office supplies/ MURD banners	\$ 285.00
9/24/2023	AMAZON.COM*T18L87AC0	Amazon - Copy paper for City Hall	\$ 47.66
9/24/2023	AMAZON.COM*T10SP0BX2	Amazon - Copy paper for City Hall	\$ 76.00
9/7/2023	FS *CONVERTIO.CO	FS Convertio - Annual subscription (file conversion)	\$ 107.88
9/6/2023	GOTRANSCRIP	Go Transcript - MRC Minutes	\$ 117.85
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary August 2023	\$ 310.86
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary -August 2023	\$ 1,307.02
9/6/2023	MAIL COPIES & MORE	Mail Copies and More-Advertising	\$ 150.00
8/29/2023	RIP Q SIGNS AND GRAPHICS	RIP Q-Cart Barn name plate	\$ 17.00
9/20/2023	WWP*TERMINIX	Terminix #232871	\$ 92.00
9/7/2023	MISSION LINEN	Mission Linen - mat service @ DPGC	\$ 132.29
8/28/2023	SURELINE BROADBAND	Blue Mountain Networks - September 2023	\$ 398.99
9/12/2023	SIMPLISAFE	Simplisafe - Alarm Monitoring	\$ 29.99
9/18/2023	IN *RANCH COUNTRY PORTABL	Ranch - Outhouse service	\$ 100.00
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary -August 2023	\$ 64.60
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary -August 2023	\$ 220.25
9/12/2023	DTV*DIRECTV SERVICE	Direct TV - 9/10/23 - 10/9/23	\$ 134.98
9/6/2023	HILAND CIGARS	Hiland Cigars-Cigars	\$ 169.94
9/12/2023	CARL'S GOLFLAND INC	Carl's Golf Land-Gloves and Golf Balls	\$ 371.16
9/20/2023	AMZN MKTP US*TX1FC72Y0	Amazon-Tees	\$ 127.32
8/28/2023	AMAZON.COM*T31GN5DE2 AMZN	Amazon-Snacks	\$ 44.98
8/28/2023	AMAZON.COM*T32X27DY2 AMZN	Amazon-Snacks	\$ 33.98
8/29/2023	AMZN MKTP US*T384E2101	Amazon-Snacks	\$ 28.25
8/31/2023	AMAZON.COM*T35S13SZ1	Amazon-Snacks	\$ 57.48
9/1/2023	AMZN MKTP US*TL4XK8LP0	Amazon-Snacks	\$ 29.49
9/5/2023	AMAZON.COM*TL1BT4DC0 AMZN	Amazon-Snacks	\$ 21.96

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/5/2023	AMAZON.COM*TL6237121	Amazon-Snacks	\$ 21.29
9/6/2023	AMAZON.COM*TR1UG1CT2 AMZN	Amazon-Snacks	\$ 13.11
9/6/2023	AMAZON.COM*TL9QI0511	Amazon-Snacks	\$ 39.31
9/6/2023	AMAZON.COM*TL3CB9YF2	Amazon-Snacks	\$ 50.97
9/6/2023	OR LIQUOR STORE 004	South Redmond Liquor-Liquor	\$ 55.80
9/6/2023	OR LIQUOR STORE 246	Redmond North Liquor-Liquor	\$ 208.25
9/13/2023	AMAZON.COM*TR5SJ1R32	Amazon-Snacks	\$ 20.73
9/13/2023	AMAZON.COM*TR31N9RZ0	Amazon-Snacks	\$ 67.96
9/15/2023	AMAZON.COM*TX4G94JH2	Amazon-Snacks	\$ 12.08
9/19/2023	AMZN MKTP US*TX7NR2UC2	Amazon-Snacks	\$ 43.99
9/19/2023	AMZN MKTP US*TX2AS73P1	Amazon-Snacks	\$ 29.75
9/20/2023	AMAZON.COM*TX7Y791F1	Amazon-Snacks	\$ 19.52
9/24/2023	AMAZON.COM*T191M3T70	Amazon-Snacks	\$ 12.53
8/27/2023	SAFEWAY #1960	Safeway-Deli	\$ 14.06
8/29/2023	OREGON BEEF COMPANY	Oregon Beef-Deli	\$ 127.70
8/30/2023	SAFEWAY #1960	Safeway-Deli	\$ 47.98
9/1/2023	AMZN MKTP US*TL5G79NH0	Amazon-Deli	\$ 19.79
9/6/2023	AMZN MKTP US*TL8SD8WT2	Amazon-Deli	\$ 79.79
9/6/2023	AMZN MKTP US*TR69F7CO2	Amazon-Deli	\$ 23.90
9/6/2023	SAFEWAY #1960	Safeway-Deli	\$ 48.09
9/11/2023	OREGON BEEF COMPANY	Oregon Beef-Deli	\$ 75.80
9/12/2023	SAFEWAY #1960	Safeway-Deli	\$ 34.54
9/13/2023	AMAZON.COM*TR6980GW1	Amazon-Deli	\$ 23.92
9/14/2023	OREGON BEEF COMPANY	Oregon Beef-Deli	\$ 117.32
9/21/2023	SAFEWAY #1960	Safeway-Deli	\$ 27.59
9/12/2023	SAFEWAY #1960	Safeway-Cleaning Supplies	\$ 22.98
9/14/2023	MAIL COPIES & MORE	Mail Copies and More-Office Supplies	\$ 35.41
9/7/2023	IN *TREASURE VALLEY COFFE	Treasure Valley Coffee- Coffee supplies	\$ 23.80
9/14/2023	IN *TREASURE VALLEY COFFE	Treasure Valley Coffee- Coffee supplies	\$ 18.10
9/6/2023	TURF STAR INC	Turf Star-Repairs and Maintenance	\$ 1,431.87
9/15/2023	EASY PICKER GOLF PRODUCTS	Easy Picker Golf Products-Course Equipment	\$ 734.50
9/15/2023	EASY PICKER GOLF PRODUCTS	Easy Picker Golf Products-Course Equipment	\$ 152.20
9/18/2023	THOMPSON PUMP AND IRRIGAT	Thompson Pump and Irrigation-Repairs	\$ 150.00
9/19/2023	EASY PICKER GOLF PRODUCTS	Easy Picker Golf Products-Course Equipment	\$ 76.03
9/19/2023	TURF STAR INC	Turf Star-Repairs and Maintenance	\$ 2.12
9/19/2023	TURF STAR INC	Turf Star-Repairs and Maintenance	\$ 136.13
9/20/2023	WILBUR ELLIS MADRAS	Wilbur Ellis-Seed	\$ 114.87
9/21/2023	BAXTER AUTO PARTS #52	Baxter Auto Parts-Fuel Filters/Spark Plugs	\$ 38.93
9/14/2023	TURF STAR INC	Turf Star #7298077-00	\$ 711.01
8/25/2023	MT. BACHELOR CARTS AND	Mt. Bachelor Carts and Parts/Repair to cart #18	\$ 643.41
9/6/2023	PLATT ELECTRIC 115	Platt Electric-Light Bulbs/Pro Shop	\$ 58.82
9/21/2023	RIP Q SIGNS AND GRAPHICS	RIP Q-Cart Barn name plate	\$ 8.50
8/25/2023	WPY*CASELLE	Caselle - Contract Support/Maintenance - September 2023	\$ 1,584.00
8/28/2023	SURELINE BROADBAND	Blue Mountain Networks - September 2023	\$ 87.50
9/19/2023	GOVERNMENT FINANCE OFFIC	Government Finance Officers Assoc - job ad for Finance Director	\$ 150.00

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/19/2023	REGIONALHELP 800-365-8630	Regional Help Wanted - recruit Finance Director	\$ 275.00
9/19/2023	GOVERNMENT FINANCE OFFIC	GFOA - Finance Director job posting ad	\$ 150.00
8/30/2023	AMZN MKTP US*T37GB75R1	Amazon- 3 ring binders for Journal entries	\$ 115.96
9/20/2023	AMZN MKTP US*TX19A6E01	Amazon- Coffee for break room	\$ 46.31
9/20/2023	AMZN MKTP US*TX19A6E01	Amazon- Large erasable calendar for finance	\$ 28.66
9/21/2023	AMZN MKTP US*TX2RX9P41	Amazon-Trifold Desktop Display	\$ 53.50
8/25/2023	BAXTER AUTO PARTS #52	(Baxter Auto Parts) Battery and switch for a pickup	\$ 196.48
9/11/2023	BAXTER AUTO PARTS #52	Carquest - Truck #71 parts	\$ 625.38
9/13/2023	BAXTER AUTO PARTS #52	Carquest - Golf Pickup	\$ 1,095.88
9/14/2023	BAXTER AUTO PARTS #52	Carquest - Golf Pickup	\$ 181.94
9/19/2023	PAPE MACHINERY	Pape - Parts for Sweeper	\$ 84.87
9/19/2023	BAXTER AUTO PARTS #52	Carquest - parts for sweeper	\$ 101.77
9/21/2023	PAPE MACHINERY	Pape - Parts for Sweeper	\$ 23.52
9/6/2023	MADRAS TIRE FACTORY	Point S-New tire for street sweeper	\$ 410.23
9/7/2023	LS NETWORKS	LS Net Works September 2023	\$ 82.02
9/7/2023	LS NETWORKS	LS Net Works September 2023	\$ 14.91
9/7/2023	LS NETWORKS	LS Net Works September 2023	\$ 104.39
9/7/2023	LS NETWORKS	LS Net Works September 2023	\$ 126.76
9/21/2023	BENDTEL	Bend Tel- September 2023	\$ 511.74
9/21/2023	BENDTEL	Bend Tel- September 2023	\$ 112.33
9/21/2023	BENDTEL	Bend Tel- September 2023	\$ 511.74
9/21/2023	BENDTEL	Bend Tel- September 2023	\$ 112.34
9/18/2023	IN *RANCH COUNTRY PORTABL	Ranch - Outhouse Service	\$ 155.00
9/6/2023	CENTRAL ELECTRIC COO INC	Central Electric August 2023	\$ 69.03
9/5/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) Solvent to clean bean park play structure	\$ 59.95
9/5/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) Paint to repaint the sign at Bean Park	\$ 42.49
8/24/2023	PHILS ACE HARDWARE - MADR	Ace Hardware - Resin, Measure cup & Air filter	\$ 66.97
8/27/2023	THE HOME DEPOT #4032	Home Depot- Weed Trimer heads	\$ 117.38
9/1/2023	MADRAS MARINE	Madras Marine- Oil mix and Chains	\$ 645.45
9/7/2023	BI-MART 654	Bi-Mart- Anti Freeze & Safety Sweatshirt	\$ 104.99
9/13/2023	SUNBELT RENTALS #1782	Sun Belt Rentals- Safety bests	\$ 120.00
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary -August 2023	\$ 661.56
9/16/2023	LES SCHWAB #0013	Les Schwab - flat tire repair L1	\$ 59.99
8/25/2023	CHEVRON 0210224	CHEVRON - Car Wash - Chief's vehicle	\$ 12.99
9/23/2023	CHEVRON 0210224	Chevron - car wash Chief	\$ 12.99
9/14/2023	TS&S FORD	TS&S Ford-Repairs	\$ 95.17
9/14/2023	CHEVRON 0210224	Chevron - car wash vehicle #S2	\$ 12.99
9/1/2023	CENTRAL BILLING (NS)	Les Schwab - new battery 2008 Ford Taurus	\$ 201.38
9/9/2023	VIOC 090158	Valvoline - oil/filter change 2020 Ford	\$ 109.98
9/9/2023	CHEVRON 0210224	Chevron - car wash vehicle #2002	\$ 8.99
9/14/2023	VIOC 090158	Valvoline - refrigerant for V#1501	\$ 135.99
9/19/2023	GARY GRUNER CHEVROLET	Gary Gruner - V#1501 oil change/tire rotation	\$ 90.28
9/11/2023	BRAVO CONCEALMENT	Bravo Concealment - pancake loops	\$ 68.47
9/13/2023	PRIMARY ARMS	Primary Arms - 1000 lumen light (4)	\$ 566.75
8/30/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) Batteries for soap dispensers at City Hall/PD	\$ 29.98

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/7/2023	PLATT ELECTRIC 115	(Platt) Lights for PD/City Hall	\$ 64.64
9/12/2023	BAXTER AUTO PARTS #52	Carquest - Generator Battery	\$ 104.97
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary -August 2023	\$ 81.70
9/14/2023	CENTRAL OREGON HEATING	Central Oregon Heating #12344756	\$ 911.00
9/14/2023	CENTRAL OREGON HEATING	Central Oregon Heating #123596883	\$ 420.50
9/14/2023	WWP*TERMINIX	Terminix #224948	\$ 70.00
9/14/2023	FIREPRO	Fire Pro-#12465107	\$ 493.00
9/7/2023	MISSION LINEN	Mission Linen - mat service @ PD	\$ 26.81
9/6/2023	TDS	TDS 9/1/2023-9/30/2023	\$ 10.26
9/6/2023	TDS	TDS 8/25/2023-9/24/2023	\$ 101.50
8/28/2023	SURELINE BROADBAND	Blue Mountain Networks - September 2023	\$ 174.00
9/14/2023	TDS	Bend Broadband- Monthly PD Internet	\$ 195.00
9/15/2023	VZWRLLS*APOCC VISB	Verizon Wireless- Monthly PD Cell Phones/MDT Services	\$ 1,258.11
8/24/2023	RIP Q SIGNS AND GRAPHICS	Rip Q Signs - PD banner for community events	\$ 50.00
9/7/2023	BI-MART 654	Bi Mart - phone case	\$ 33.88
9/10/2023	BI-MART 654	Bi Mart - candy for parades	\$ 35.97
9/20/2023	MAIL COPIES & MORE	office Express- copy paper	\$ 15.96
9/6/2023	GALLS	Galls - ear phone connection - returned items	\$ (215.94)
9/6/2023	GALLS	Galls - ear phone connection - returned items	\$ (209.94)
8/25/2023	AMZN MKTP US*T39W13TN2	Amazon- Computer Supplies PD	\$ 280.72
8/25/2023	BUSY BEE ENTERPRISES INC	Busy Bee- Drinks PD Airshow	\$ 42.55
8/29/2023	AMZN MKTP US*T373I3QK0	Amazon- Office Supplies	\$ 38.47
8/28/2023	PY *MADRAS MINI STORAGE	Madras Mini Storage- Monthly PD Storage	\$ 74.00
8/29/2023	AMAZON PRIME*T31UP9D00	Amazon- Prime Membership	\$ 14.99
8/29/2023	AMZN MKTP US*T30DP8SE0	Amazon- Office Supplies	\$ 10.99
8/29/2023	AMZN MKTP US*T30AQ5SG0	Amazon-Computer Supplies	\$ 85.99
8/30/2023	ADOBE *CREATIVE CLOUD	Adobe Services	\$ 52.99
8/31/2023	STRIVE / MAIN ST.	Strive- CD's/DVD's for investigations	\$ 354.00
9/1/2023	MAIL COPIES & MORE	Mail Copies & More- Name Plate S2	\$ 15.65
9/4/2023	AMZN MKTP US*TL7YY25X0	Amazon- Office Supplies	\$ 73.45
9/3/2023	STORAGE 2U LLC	Storage 2 U- Storage Container for Evidence Room	\$ 165.00
9/7/2023	IN *TREASURE VALLEY COFFE	Treasure Valley Coffee- PD Coffee Supplies	\$ 252.80
9/9/2023	AMZN MKTP US*TR40U6JV0	Amazon- Office Supplies	\$ 6.99
9/10/2023	AMZN MKTP US*TR6LM0GB0	Amazon- Office Supplies	\$ 185.35
9/8/2023	STRIVE / MAIN ST.	Strive- Office Supplies	\$ 95.94
9/15/2023	MOUNTAIN VIEW RV &	Mountain View RV Storage- Monthly PD Storage	\$ 120.00
9/21/2023	PHILS ACE HARDWARE - MADR	Ace Hardware- Keys for Equipment Locker	\$ 5.97
9/23/2023	AMZN MKTP US*TX2T22S21	Amazon- Office Supplies	\$ 12.99
8/25/2023	COCC COMMUNITY LEARNING O	COCC - Leadership Courses	\$ 850.00
8/29/2023	OREGON ASSOCIATION CHIEF	Oregon Assn Chiefs Police - annual membership T. Plummer	\$ 300.00
9/8/2023	IACP	IACP - Conference Registration	\$ 500.00
9/8/2023	TRAVEL RESERVATION	Hampton Inns - lodging for IACP Conference	\$ 2,294.40
9/17/2023	ALASKA AIR 0272347468745	Alaska Air - flight to CA for training (Chief)	\$ 556.21
9/21/2023	GDP*LN TRAINING	Lexis Nexis - training for R. Kathrein	\$ 1,000.00
9/22/2023	NORTHWEST LEADERSHIP S	NW Leadership Seminar - A. Elder - 3/6/24 - 3/8/24	\$ 395.00

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/19/2023	REGIONALHELP 800-365-8630	Regional Help Wanted - recruit Evidence Tech	\$ 275.00
9/24/2023	CHAN'S OF BEND	Chan's - lunch during Job Fair	\$ 57.32
8/29/2023	MCDONALD'S F7439	McDonalds - meal during training	\$ 9.49
8/28/2023	TAQUERIA EL BURRITO	Taqueria el Burrito - meal during training	\$ 10.99
8/28/2023	MAMA'S TERIYAKI	Mama's Teriyaki - meal during training	\$ 17.45
8/27/2023	COMFORT INNS	Comfort Inns - lodging during training	\$ 585.96
8/31/2023	JEM 100 ICE CREAM	Jem 100 Ice Cream - meal during training	\$ 13.40
8/30/2023	TAQUERIA EL BURRITO	Taqueria el Burrito - meal during training	\$ 19.83
8/26/2023	SUBWAY 11687	Subway- Meal for Training	\$ 110.37
8/31/2023	SAFEWAY #1960	Safeway- Meal for Training	\$ 25.98
9/6/2023	SAFEWAY #1960	Safeway- Meal for Training	\$ 77.95
9/23/2023	NORTHWEST LEADERSHIP S	Northwest Leadership Seminar - training for SW	\$ 790.00
9/5/2023	MAIL COPIES & MORE	Mail Copies and More- Shipping Evidence Major Investigations	\$ 23.00
9/5/2023	OSU VET MED DIAGNOSTIC LA	OSU Veterinary Lab MPD Case# M23-0910	\$ 358.00
9/9/2023	SPEAKWRITE LLC	Speakwrite - Major Case Transcription	\$ 188.48
9/16/2023	SPEAKWRITE LLC	Speakwrite - Major Case Transcription	\$ 129.31
9/19/2023	TLO TRANSUNION	TLO Transunion - subscription fee July-Aug 2023	\$ 200.00
9/23/2023	SPEAKWRITE LLC	Speakwrite - Major Case Transcription	\$ 564.18
9/24/2023	AMAZON.COM*T18L87AC0	Amazon - Copy paper for City Hall	\$ 28.60
9/24/2023	AMAZON.COM*T10SP0BX2	Amazon - Copy paper for City Hall	\$ 45.60
9/7/2023	H20TOGO OPAL SPRINGS WATE	Opal Spring H20 to go -8 cases	\$ 65.20
9/14/2023	ERICKSONS THRIFTWAY	Ericksons Thriftway-Water for PD	\$ 29.56
9/21/2023	USPS PO 4051360741	USPS - certified letter to SAIF	\$ 10.45
9/14/2023	911 SUPPLY INC	911 Supply- duty gear /uniforms INV-1-36025	\$ 49.78
9/14/2023	COMMUNITY NEWSPAPERS - AD	Pamplin Media-Proposal for ground lease	\$ 120.00
9/8/2023	MESHER SUPPLY REDMOND	(Mesher Supply) Flush Valves for Buildings	\$ 1,213.65
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary -August 2023	\$ 209.60
9/14/2023	FIREPRO	Fire Pro-#12465104	\$ 1,893.00
9/21/2023	BENDEL	Bend Tel- September 2023	\$ 396.15
9/14/2023	SURELINE BROADBAND	Blue Mountain Networks - September 2023	\$ 199.00
9/23/2023	VZWLSS*APOCC VISB	Verizon - PW cell phones 8/4-9/3/23	\$ 1,077.53
9/21/2023	OREGON ASSOC OF WATER UTI	Oregon Association of water Utilities-Chris Funk Conference	\$ 325.00
9/10/2023	AMZN MKTP US*TR9XH9X12	(Amazon) Cases and chargers for work phones	\$ 46.97
9/13/2023	PHILS ACE HARDWARE - MADR	Ace - Floor Cleaner	\$ 13.98
9/22/2023	AMZN MKTP US*T16JP3A02	Amazon - Office Supplies	\$ 17.41
9/22/2023	AMZN MKTP US*T18TF5ER2	Amazon - Office Supplies	\$ 35.00
9/22/2023	AMZN MKTP US*T18O201N2	Amazon- Office Supplies	\$ 16.99
9/23/2023	AMZN MKTP US*T14FF7HL2	Amazon - Office supplies	\$ 119.22
9/24/2023	AMAZON.COM*T18L87AC0	Amazon - Copy paper for City Hall	\$ 66.73
9/24/2023	AMAZON.COM*T10SP0BX2	Amazon - Copy paper for City Hall	\$ 106.40
9/20/2023	IN *H.A. MCCOY ENGINEERIN	HA McCoy General survey/engineering.	\$ 2,121.92
9/6/2023	HIVIS & SUMMIT SAFETY	HiVis Sales - Safety Sweatshirt	\$ 71.93
9/20/2023	IN *H.A. MCCOY ENGINEERIN	10th st improvement J to Buff street paving project	\$ 390.00
8/30/2023	PHILS ACE HARDWARE - MADR	(Ace Hardware) Tiedowns for streets and other street supplies	\$ 52.46
9/6/2023	CENTRAL ELECTRIC COO INC	Central Electric August 2023	\$ 259.59

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
8/25/2023	PHILS ACE HARDWARE - MADR	Ace- Garden hose for shop	\$ 64.99
9/7/2023	CENTRAL OREGON HEATING	Central oregon heating and cooling #124649314	\$ 421.00
9/14/2023	TRASHBILLING.COM CC	Madras Sanitary -August 2023	\$ 203.44
9/7/2023	MISSION LINEN	Mission Linen - mat service @ SWWTP	\$ 33.66
9/7/2023	MISSION LINEN	Mission Linen - mat service @ SWWTP	\$ 31.60
9/21/2023	BENDTEL	Bend Tel- September 2023	\$ 160.16
8/28/2023	SURELINE BROADBAND	Blue Mountain Networks - September 2023	\$ 199.00
9/14/2023	COMMUNITY NEWSPAPERS - AD	Pamplin Media- Sodium Hypochloride Bid	\$ 126.00
9/14/2023	COMMUNITY NEWSPAPERS - AD	Pamplin Media-Kemira Bid	\$ 114.00
9/6/2023	USABLUEBOOK	USA BLUE BOOK - Endo Broth	\$ 163.09

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/14/2023	ERICKSONS THRIFTWAY	Thriftway - Distilled water	\$ 9.16
8/26/2023	NEOBITS INC	Neobits-credit for return on Endobroth for the laboratory	\$ (181.28)
9/18/2023	IN *RANCH COUNTRY PORTABL	Ranch - Outhouse service	\$ 100.00
9/6/2023	CENTRAL ELECTRIC COO INC	Central Electric August 2023	\$ 4,792.78
9/21/2023	FERRELL*GAS LP	Ferrell Gas August 2023	\$ 309.50
9/14/2023	OREGON ASSOC OF WATER UTI	OAWU- CEU Conference	\$ 325.00
9/19/2023	NOVA HEALTH	BestmedUrgentcare- CDL Physical	\$ 110.00
8/30/2023	COCC COMMUNITY LEARNING O	COCC Collage class for right of ways	\$ 279.00
9/6/2023	ERICKSONS THRIFTWAY	Thriftway - donuts and juice for Sept. safety meeting	\$ 21.13
8/24/2023	WHISTLE STOP BAR AND GRIL	Whistle Stop - Wastewater Conference Meal	\$ 25.40
8/30/2023	COCC COMMUNITY LEARNING O	COCC-Registration fee for Pesticide training	\$ 249.00
8/29/2023	PHILS ACE HARDWARE - MADR	Ace-Cat5 cable for laptop	\$ 8.99
9/5/2023	AMZN MKTP US*TL4ZV9UE2	Amazon Phone Case and Screen Protector for new phone	\$ 26.38
9/24/2023	AMAZON.COM*T115I5AL0	Amazon Coffee for the office	\$ 37.00
9/18/2023	PHILS ACE HARDWARE - MADR	Ace- Manhole covers for streets	\$ 23.97
9/18/2023	PHILS ACE HARDWARE - MADR	Ace- Manhole covers for streets	\$ 44.99
9/21/2023	BAXTER AUTO PARTS #52	Baxters-LubeoilforEffpumps	\$ 71.96
9/20/2023	PHILS ACE HARDWARE - MADR	Ace Hardware Duct Tape for chip seal covers	\$ 12.99
9/8/2023	PHILS ACE HARDWARE - MADR	Phils Ace Hardware half inch fitting for repairing a line	\$ 3.98
9/8/2023	N & S TRACTOR MADRAS	N and S hose for weed sprayer	\$ 28.12
9/11/2023	N & S TRACTOR MADRAS	N and S spray nozzles	\$ 6.84
9/11/2023	N & S TRACTOR MADRAS	N and S Tractor hose and spray nozzles for spraying weeds	\$ 24.35
9/11/2023	PHILS ACE HARDWARE - MADR	Phils Ace Hardware spray nozzle repair kit	\$ 15.99
9/12/2023	PC - AGRONOMY - MADRAS	Pratum Co-op chemical spray for weeds	\$ 382.05
9/13/2023	N & S TRACTOR MADRAS	N and S Tractor spray nozzles for spraying weeds	\$ 66.18
9/13/2023	PC - AGRONOMY - MADRAS	Pratum Co-op chemical spray for weeds	\$ 460.22
9/21/2023	PHILS ACE HARDWARE - MADR	Phils Ace Hardware nylon fitting for repair chemical line	\$ 1.99
9/22/2023	PHILS ACE HARDWARE - MADR	Phils Ace Hardware cap for pvc pipe	\$ 1.69
9/6/2023	SQ *COVE ELECTRIC, INC.	Cove Electric I#4955 Replace failed GFCI	\$ 127.29
9/6/2023	SQ *COVE ELECTRIC, INC.	Cove Electric I#4929 Wire in new motor and install new fuses	\$ 366.01
9/12/2023	PC - AGRONOMY - MADRAS	Pratum Co-op Fertilizer SWWTP	\$ 538.62
9/14/2023	CENTRAL OREGON HEATING	Central Oregon Heating #124682618	\$ 887.00
9/14/2023	NORCO INC	Norco Cylinder rent Oxygen & Carbon Dioxide	\$ 135.36
9/20/2023	PHILS ACE HARDWARE - MADR	ACE HARDWARE- nuts and bolts for 2" meter	\$ 17.60
8/31/2023	AMZN MKTP US*TL7HL5ZZ2	Amazon- Repair parts for CCTV Trailer	\$ 12.59
9/11/2023	CONS SUPPLY BEND	Consolidated Supply- Repair parts for Transient Water Hydrant	\$ 82.85
9/18/2023	PHILS ACE HARDWARE - MADR	Phils Ace- NWWTP Sludge Pump Automatic Oiler parts	\$ 22.01
9/18/2023	NAPA AUTO 0023005	NAPA - Oil for Sludge Pump Automatic Oiler	\$ 95.88
9/21/2023	PLATT ELECTRIC 115	Platt Electric - Light bulbs for Aerator Control Panels	\$ 28.92
8/25/2023	PHILS ACE HARDWARE - MADR	Ace Hardware-Cleaning supplies for service trucks	\$ 13.98
8/31/2023	AMZN MKTP US*T31LQ92G1	Amazon-magnetic hooks for Aqua-Tech	\$ 21.86
9/7/2023	SP CETRIX STORE	Cetrix- Rubber gloves	\$ 270.00
9/16/2023	AMAZON.COM*TX9WR1002	Amazon-Earplugs	\$ 53.90
9/19/2023	AMZN MKTP US*TX4WG2810	Amazon Safety Vest	\$ 26.73
9/19/2023	AMZN MKTP US*TX9K07KD2	Isopropyl Alcohol Amazon for disinfecting for routine water samples	\$ 28.66

US Bank Purchase Cards

September 2023

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
9/19/2023	PHILS ACE HARDWARE - MADR	Ace-waterrepairparts	\$ 77.82
9/14/2023	CONSOLIDATED SUPPLY	Consolidated Supply #S011491123.001	\$ 303.63
CITY TOTAL			<u>\$ 70,356.76</u>

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Rose Vanderschaegen, Interim Finance Director

Through: Will Ibershof, City Administrator

Subject: **CAPITAL EXPENDITURES DECEMBER 2023**
Review of Capital Expenditures for December 2023

TYPE OF ACTION REQUESTED:

Discuss

MOTION(S) FOR CONSIDERATION:

NA

OVERVIEW:

These are the Capital Expenditures for the City through the month of December 2023.

STAFF ANALYSIS:

The Capital Expenditures are provided to City Council for their review.

FISCAL INFORMATION:

See Capital Expenditures

SUPPORTING DOCUMENTATION:

December 2023 Capital Expenditures

STRATEGIC GOAL:

N/A

City of Madras
Capital Project List

As of 12/31/23		FY 2023-2024				
		Budget	Actual	Variance	% Complete	
General Fund - Police Department						
Equipment Purchases	101-106-540-1401	\$ -	\$ 5,356	\$ (5,356)	0%	
PD Radios	101-106-540-1402	\$ 12,737	\$ 12,737	\$ 0	100%	
PD Body Cameras	101-106-540-1403	\$ 40,000	\$ -	\$ 40,000	0%	
PD Total		\$ 52,737	\$ 18,093	\$ 34,644		
General Fund - Other						
Homeless Shelter	101-109-540-1702	\$ 2,965,804	\$ 2,084,628	\$ 881,176	70%	
Server at City Hall	101-109-540-1705	\$ 22,068	\$ 22,068	\$ 0	100%	
General Fund - Other Total		\$ 2,987,872	\$ 2,106,695	\$ 881,177		
TOF Fund						
J Street Bridge	204-040-540-1325	\$ 100,000	\$ 18,253	\$ 81,747	18%	
MTEP Culver Hwy/Hall Road/J Street	204-040-540-3003	\$ 1,250,000	\$ 1,254	\$ 1,248,746	0%	
Pave 10th Street - J to Buff Street	204-040-540-1331	\$ 400,000	\$ -	\$ 400,000	0%	
Cleveland, Birch & 3rd Street	204-040-540-1332	\$ 175,000	\$ -	\$ 175,000	0%	
Oak Street Improvements	204-040-540-1333	\$ 250,000	\$ -	\$ 250,000	0%	
TOF Fund Total		\$ 2,175,000	\$ 169,507	\$ 2,005,493		
Parks Fund						
Willowbrook Park Irrigation	101-105-540-1303	\$ 10,000	\$ -	\$ 10,000	0%	
Bean Park Equipment Rehab	101-105-540-1306	\$ 65,000	\$ 65,941	\$ (941)	101%	
Parks Fund Total		\$ 75,000	\$ 65,941	\$ 9,059		
Golf Course Fund						
Willowbrook Cart Path	208-208-540-1305	\$ 40,000	\$ -	\$ 40,000	0%	
Golf Course Fund Total		\$ 40,000	\$ -	\$ 40,000		
Improvement Fee Fund						
Improvement Projects	409-409-540-2901	\$ 320,000	\$ -	\$ 320,000	0%	
Improvement Fee Fund Total		\$ 320,000	\$ -	\$ 320,000		
Water Fund						
G Street Water Line Replacement	502-020-540-3203	\$ 42,337	\$ 42,337	\$ 0	0%	
Water Fund Total		\$ 42,337	\$ 42,337	\$ 0		
Wastewater Fund						
Equipment Purchases	503-030-540-1401	\$ 80,000	\$ -	\$ 80,000	0%	
Sewer Improvement Econ Development	503-030-540-2814	\$ 85,000	\$ -	\$ 85,000	0%	
Highway 97 Sewer Upgrade	503-030-540-2818	\$ 40,000	\$ -	\$ 40,000	0%	
Mountain View Estates	503-030-540-2819	\$ -	\$ -	\$ -	0%	
Culver Highway Sewer	503-030-540-2820	\$ 1,000,000	\$ 4,175	\$ 995,825	0%	
Odor Control	503-030-540-2821	\$ 300,000	\$ 199,167	\$ 100,834	66%	
Demers Pumpstation Upgrade	503-030-540-2823	\$ 1,250,000	\$ -	\$ 1,250,000	0%	
Sewer Effluent Irrigation Project	503-030-540-2824	\$ 1,000,000	\$ -	\$ 1,000,000	0%	
Hall Road Sewer Extension	503-030-540-2825	\$ 1,000,000	\$ -	\$ 1,000,000	0%	
RV Dump/Fairgrounds	503-030-540-2826	\$ 20,000	\$ -	\$ 20,000	0%	
Heliclean	503-030-540-2827	\$ 100,000	\$ -	\$ 100,000	0%	
SWWTP Blowers	503-030-540-2828	\$ 200,000	\$ -	\$ 200,000	0%	
Sludge Pump #1 & #2	503-030-540-2829	\$ 90,000	\$ -	\$ 90,000	0%	
Wastewater Fund Total		\$ 5,165,000	\$ 203,342	\$ 4,961,658		
Airport Fund						
Airport Improvements	509-090-540-1001	\$ 80,000	\$ -	\$ 80,000	0%	
Helipad	509-090-540-1009	\$ 189,000	\$ -	\$ 189,000	0%	
Aeroair Roof Repair	509-090-540-1014	\$ 50,000	\$ 6,917	\$ 43,083	14%	
Apron and Fencing Improvements	509-090-540-1015	\$ -	\$ 58,234	\$ (58,234)	0%	
Airport Fund Total		\$ 319,000	\$ 65,151	\$ 253,849		
Public Works - Fleet Fund						
Equipment Purchases	803-102-540-1401	\$ 75,000	\$ -	\$ 75,000	0%	
Equipment Lease	803-102-540-1404	\$ 97,000	\$ 97,553	\$ (553)		
Public Works - Fleet Fund		\$ 172,000	\$ 97,553	\$ 74,447		
Grand Totals		\$ 11,348,946	\$ 2,768,620	\$ 8,580,326		



Operating Financial Overview

Period: YTD
As of: 12/31/2023
Fiscal Year: 2023-2024

Key Financial Highlights:

Year to Date Property taxes are at 99% of budget as of December 31, 2023. All funds are tracking at approximately 50% or less than budget target for 6 months of expenditures, with the exception of the Administration Fund. This is due to timing of expenditures. Franchise Fee Revenues are on target and are at 48% of budget.

Major Revenue Comparison:

	YE Budget	YTD Actuals	% Collected
Property Tax Collections- General	\$ 1,785,857	\$ 1,766,471	98.91%
Franchise Fees	\$ 983,580	\$ 468,808	47.66%
Sewer Utility Fees	\$ 4,100,000	\$ 2,238,118	54.59%
Water Utility Fees	\$ 932,798	\$ 499,069	53.50%

Operating Budget to Actual Comparison by Program[^]

	YE Budget	YTD Actuals	% Spent*
General Fund			
Police Administration	\$ 2,817,644	\$ 1,308,383	46%
Administration	\$ 905,644	\$ 508,699	56%
Non-Departmental	\$ 3,042,872	\$ 2,106,695	69%
Finance	\$ 710,427	\$ 303,773	43%
Community Development	\$ 503,883	\$ 224,636	45%
Parks	\$ 654,578	\$ 260,037	40%
Water Fund			
Water Operations	\$ 1,029,563	\$ 380,868	37%
Sewer Fund			
Waste Water Operations	\$ 7,589,318	\$ 765,713	10%
Airport Fund			
Airport Operations	\$ 1,784,809	\$ 553,829	31%
Internal Service Funds			
Public Works	\$ 2,176,259	\$ 890,368	41%
Information Technology	\$ 207,330	\$ 100,129	48%
Other Governmental Funds			
Golf Course	\$ 826,192	\$ 299,440	36%
Transportation Operations	\$ 3,584,534	\$ 639,224	18%
Special Revenue Funds			
Improvement Fee	\$ 320,000	\$ -	0%
Tourism/Economic Development	\$ 191,000	\$ 84,501	44%
Community Cleanup	\$ 128,000	\$ 19,579	15%
Capital Projects to Date (all funds)	\$ 11,348,946	\$ 2,768,620	24%
Grant Revenue Requested	\$ 5,741,568	\$ 326,052	6%
Payroll Expenditures (all funds)	\$ 5,691,822	\$ 2,465,236	43%
PERS Expenditures (all funds)	\$ 979,962	\$ 402,277	41%
PERS Stabilization Fund	\$ 148,042	\$ 65,051	44%

[^] does not include debt service, transfers, special payments, or contingency

* Percents are reflected as YTD Actuals divided by YE Budget

over 50%	RED
under 50%	GREEN

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Tim Plummer, Police Chief

Through: Will Ibershof, City Administrator

Subject: **ECITATIONS PROGRAM**
CentralSquare Solutions Agreement
Day Wireless Agreement
Oregon Department of Transportation Grant Agreement

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

That Council approve a five-year agreement with CentralSquare Solutions for the Ecitations program and authorize the City Administrator and Police Chief to sign any required documents to implement the program and receive grant funding from the Oregon Department of Transportation to fund the first year.

OVERVIEW:

Currently, Madras Police Officers issue handwritten citations for traffic violations and/or criminal citations in lieu of custody. Each citation has at least 122 potential fields that officers must complete correctly. Incorrect information in these fields can result in an automatic "no-file" (rejection) by the courts. In addition, each citation has four (4) carbon copies that require distribution to various agencies involved in citation processing. Once an officer completes a citation, it is hand sorted by PD staff for distribution. All this manual work creates the potential for errors and delayed distribution that can result in a "no-file" by the court, re-issuance, being distributed to the wrong court, illegibility, etc. Handwritten citations also require officers to be at roadside longer, subjecting them to prolonged risk from several different sources. In addition, this causes them to be unavailable for other activities.

Several Oregon cities and counties have been using this software for years and have experienced efficiencies and better experience for their departments, the customer, and the agencies involved (courts, etc.).

STAFF ANALYSIS:

ECitations software is an electronic version of citation writing and is designed to integrate information provided to officers through dispatch directly into the software and subsequently into the citations. There are several other fields that are auto-populated including date and time of the contact/citation issuance, statue numbers, fines, court address and STOP contact information. Once the officer and staff have processed the citation, it is distributed electronically to the necessary agencies.

ECrash is another component of this program that allows officers to generate Department of Motor Vehicle crash reports directly from this software whenever they respond to motor vehicle accidents. In addition to the benefits above, ECrash autopopulates fields including vehicles, drivers, passengers, date, time, vehicle insurance information. The officers will be able to print the driver/operator a copy of the crash report at the scene. This feature saves time for both PD staff and the involved parties who need the information for reporting purposes.

In addition, by going electronic with citations, the department will have the ability perform data mining and analyzation on traffic citations.

The department applied for, and was approved for, a grant from the Oregon Department of Motor Vehicles (ODOT) Traffic Safety Division (TSD) that will cover the costs associated with the first year subscription of the software, software installation and training, and the purchase and installation of printers in vehicles. The grant requires an \$11,000 match **in staff time** (*not funds*). Costs for the remaining years' software subscriptions will be the responsibility of the department (see Fiscal Information). ODOT is currently reviewing options to provide future grant funding to agencies for subscription fees. In addition, the Finance Director has stated the subscription fees could be ARPA eligible.

Staff is seeking authorization to enter into a five-year agreement with CentralSquare Solutions and to utilize ODOT grant funding for the first year start up costs. If Council approves this request, the following is the timeline the department hopes to implement (dependent upon contractors, weather, etc.):

	Start Date	End Date	Activity
1.	2/1/2024	9/30/2024	Upon receipt of Notice to Proceed, MPD will work with contractor to purchase software and supplies.
2.	3/1/2024	3/01/2024	Train officers on the use of electronic crash and citation recording systems
3.	9/30/2024		Officers will begin use of electronic data collection and recordkeeping software to record and track traffic citations and crashes.
4.	9/30/2024		MPD will analyze and document savings and efficiencies achieved from the citation and crash recording software for evaluation and improvement purposes.
5.	9/30/2024		MPD will document any benefits, challenges, or problems encountered as a result of project and share data with ODOT as requested.

FISCAL INFORMATION:

First Year Expenses:

\$32,925.00 CentralSquare Solutions
 \$12,000.00 Day Wireless Printer Installation & Setup
 \$44,925.00 Total

First Year Funding:

\$44,925.00 Grant Funding from Oregon Department of Transportation (includes purchase and implementation, training, etc.)

Year Two Expense:

\$19,892.00 CentralSquare Subscription Fee (cost increases 5% per year)

SUPPORTING DOCUMENTATION:

Central Square Agreement
Day Wireless Quote(s)
ODOT Grant Budget and Cost Sharing Document
ODOT Grant Application/Agreement

STRATEGIC GOAL:

Goal #1 - Public Safety

CentralSquare Solutions Agreement

This CentralSquare Solutions Agreement (the "**Agreement**"), effective as of the last signature hereto (the "**Effective Date**"), is entered into between **CentralSquare Technologies, LLC** with its principal place of business in Lake Mary, FL ("**CentralSquare**") and **Madras Police Department, OR** ("**Customer**"), together with CentralSquare, the "**Parties**", and each, a "**Party**".

WHEREAS, CentralSquare licenses and gives access to certain software applications ("**Solutions**") to its customers and also provides maintenance, support, migration, installation and other professional services; and

WHEREAS, Customer desires to license and/or gain access to certain Solutions and receive professional services described herein, and CentralSquare desires to grant and provide Customer license and access to such offerings as well as to provide support and maintenance, subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, by the signatures of their duly authorized representative below, the Parties intending to be legally bound, agree to all of the following provisions and exhibits of this Agreement:

CentralSquare Technologies, LLC	Madras Police Department
1000 Business Center Drive Lake Mary, FL 32746	71 SE D St, Madras, OR , 97741
By:	By:
Print Name:	Print Name:
Print Title:	Print Title:
Date Signed:	Date Signed:

Solution: ReportBeam eCitations & Crash

Term.

Initial Term. The Initial Term of this Agreement commences as of the Effective Date and will continue in effect for five (5) year(s) from such date unless terminated earlier pursuant to any of the Agreement's express provisions (the "**Initial Term**").

Renewal Term. This Agreement will automatically renew for additional successive one (1) year terms unless earlier terminated pursuant to any of the Agreement's provisions (a "**Renewal Term**" and, collectively, with the Initial Term, the "**Term**").

Non-Renewal. Either Party may elect to end renewal of the Agreement by issuing a notice of non-renewal, in writing, to the other Party six (6) months prior to the expiration of the Agreement term.

Fees.

In consideration of the rights and services granted by CentralSquare to Customer under this Agreement, Customer shall make payments to CentralSquare pursuant to the amounts and payment terms outlined in Exhibit 1 (the Solution(s) and Services Fee Schedule).

All invoices shall be billed and paid in U.S. dollars (USD) and in accordance with the terms set forth in Exhibit 1. If Customer delays an invoice payment for any reason, Customer shall promptly notify CentralSquare in writing the reasons for such delay. Unless otherwise agreed by both Parties, CentralSquare may apply any payment received to any delinquent amount outstanding.

Standard Terms and Conditions

1. **Definitions.** Capitalized terms not otherwise defined in this Agreement have the meanings set forth below:
 - 1.1. **"Affiliate"** means any other Entity that directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with, such Entity.
 - 1.2. **"Authorized User"** means Customer's employees, consultants, contractors, and agents who are authorized by Customer to access and use the Solutions pursuant to this Agreement, and for whom access to the Solutions has been purchased.
 - 1.3. **"Baseline Solution"** means the version of a Solution updated from time to time pursuant to CentralSquare's warranty services and maintenance, but without any other modification.
 - 1.4. **"CentralSquare Systems"** means the information technology infrastructure used by or on behalf of CentralSquare to deliver the Solutions, including all computers, software, hardware, databases, electronic systems (including database management systems), and networks, whether operated directly by CentralSquare or through the use of third-party services.
 - 1.5. **"Customer Data"** means information, data, and content, in any form or medium, collected, downloaded, or otherwise received, directly or indirectly from Customer, an Authorized User or end-users by or through the Solutions, provided the data is not personally identifiable and not identifiable to Customer.
 - 1.6. **"Customer Systems"** means the Customer's information technology infrastructure, including computers, software, hardware, databases, electronic systems (including database management systems), and networks, whether operated by Customer or through the third-party services.
 - 1.7. **"Defect"** means a material deviation between the Baseline Solution and its Documentation, for which Customer has given CentralSquare sufficient information to enable CentralSquare to replicate the deviation on a computer configuration that is both comparable to the Customer Systems and that is under CentralSquare's control. Further, with regard to any custom modification, Defect means a material deviation between the custom modification and the CentralSquare generated specification and Documentation for such custom modification, and for which Defect Customer has given CentralSquare sufficient information to enable CentralSquare to replicate the deviation on a computer configuration that is both comparable to the Customer Systems and that is under CentralSquare's control.
 - 1.8. **"Delivery"** means:
 - 1.8.1. For on-premise Solutions, Delivery shall be when CentralSquare delivers to Customer the initial copies of the Solutions outlined in Exhibit 1 by whichever the following applies and occurs first (a) electronic delivery, by posting it on CentralSquare's network for downloading, or similar suitable electronic file transfer method, or (b) physical shipment, such as on a disc or other suitable media transfer method, or (c) installation, or (d) delivery of managed services server. Physical shipment is on FOB - CentralSquare's shipping point, and electronic delivery is at the time CentralSquare provides Customer with access to download the Solutions.
 - 1.8.2. For cloud-based Solutions Delivery shall be whichever the following applies and occurs first when Authorized Users have (a) received log-in access to the Solution or any module of the Solution or (b) received access to the Solution via a URL.
 - 1.9. **"Documentation"** means any manuals, instructions, or other documents or materials that CentralSquare provides or makes available to Customer in any form or medium and which describe the functionality, components, features, or requirements of the Solution(s), including any aspect of its installation, configuration, integration, operation, use, support, or maintenance.
 - 1.10. **"End User Training"** means the process of educating general users of the Software on the operation of the Software.
 - 1.11. **"Entity"** means an individual, corporation, partnership, joint venture, limited liability entity, governmental authority, unincorporated organization, trust, association, or other organization.
 - 1.12. **"Hardware"** means any equipment, computer systems, servers, storage devices, peripherals, and any other tangible assets purchased under this Agreement.
 - 1.13. **"Intellectual Property Rights"** means any and all registered and unregistered rights granted, applied for, or otherwise now or hereafter in existence under or related to any patent, copyright, trademark, trade secret, database protection, or other intellectual property rights laws, and all similar or equivalent rights or forms of protection, in any part of the world.
 - 1.14. **"Managed Services Hardware"** means any equipment, computer systems, servers, peripherals, and any other tangible asset purchased as a subscription under this Agreement.
 - 1.15. **"Maintenance"** means optimization, error correction, modifications, and Updates (defined herein) to CentralSquare Solutions to correct any known Defects and improve performance. Maintenance will be provided for each Solution, the hours and details of which are described in Exhibit 2 (Maintenance and Support)
 - 1.16. **"New or Major Releases"** means new versions of a Baseline Solution (e.g., version 4.0, 5.0 etc.) not provided as part of Maintenance.

- 1.17. **"Personal Information"** means any information that does or can identify a specific individual or by or from which a specific individual may be identified, contacted, or located. Personal Information includes all "nonpublic personal information" as defined under the Gramm-Leach-Bliley Act, "protected health information" as defined under the Health and Insurance Portability and Accountability Act of 1996, "Personal Data" as defined in the EU General Data Protection Regulation (GDPR 2018), "Personal Information" as defined under the Children's Online Privacy Protection Act of 1998, and all rules and regulations issued under any of the foregoing.
- 1.18. **"Professional Services"** means configuration, installation, implementation, development work, training or consulting services including custom modification programming, support relating to custom modifications, on-site support services, assistance with data transfers, system restarts and reinstallations provided by CentralSquare.
- 1.19. **"Project Kickoff"** is a meeting to occur shortly after contract execution between CentralSquare and Customer in which goals and objectives are set forth, all parties relevant team members are identified, and scope, timelines, and milestones are reviewed.
- 1.20. **"Reliability Period"** is the time period in which the Software is tested and confirmed reliable by successfully completed fifteen (15) continuous days in a live environment with no repeatable Priority 1 or Priority 2 issues as defined in Exhibit 2, unless otherwise agreed in a statement of work.
- 1.21. **"Software"** means the software program(s) (in object code format only) identified on Exhibit 1 (Solution(s) and Services Fee Schedule). The term "Software" excludes any Third-Party Software.
- 1.22. **"Software Version"** means the base or core version of the Solution Software that contains significant new features and significant fixes and is available to the Customer. The nomenclature used for updates and upgrades consists of major, minor, build, and fix and these correspond to the following digit locations of a release, a,b,c,d. An example of which would be 7.4.1.3, where the 7 refers to the major release, the 4 refers to the minor release, the 1 refers to the build, and the 3 refers to a fix.
- 1.23. **"Solutions"** means the software, Documentation, development work, CentralSquare Systems and any and all other information, data, documents, materials, works, and other content, devices, methods, processes, hardware, software, technologies and inventions, including any deliverables, technical or functional descriptions, requirements, plans, or reports, provided or used by CentralSquare or any Subcontractor in connection with Professional Services or Support Services rendered under this Agreement.
- 1.24. **"Support Services"** means Maintenance, Enhancements, implementation of New Releases, and general support efforts to respond to incidents reported by Customer in accordance with Exhibit 2 (Maintenance & Support) and Exhibit 8 (Managed Services Provisions), if applicable.
- 1.25. **"Third-Party Materials"** means materials and information, in any form or medium, including any software, documents, data, content, specifications, products, related services, equipment, or components of or relating to the Solutions that are not proprietary to CentralSquare.

2. **License, Access, and Title.**

- 2.1. **License Grant.** For any Solution designated as a "license" on Exhibit 1, Customer is granted a perpetual (unless terminated as provided herein), nontransferable, nonexclusive right and license to use the Software for Customer's own internal use for the applications described in the Statement of Work, in the applicable environment (e.g., production, test, training, or disaster recovery system) and in the quantity set forth in Exhibit 1. Additional software licenses purchased after the execution of this Agreement shall also be licensed in accordance with the provisions of this section. Customer shall not use, copy, rent, lease, sell, sublicense, modify, create derivative works from/of, or transfer any software, or permit others to do said acts, except as provided in this Agreement. Any such unauthorized use shall be void and may result in immediate and automatic termination of the applicable license. In such event, Customer shall not be entitled to a refund of any license fees paid. Notwithstanding, Customer shall be entitled to use software at the applicable designated location for the purpose of the application(s) described in the Statement of Work to provide services for itself and other Affiliate governmental agencies/entities, provided that the Software is installed and operated at only one physical location. The Software license granted in this Agreement or in connection with it are for object code only and do not include a license or any rights to source code whatsoever.
- 2.2. **Access Grant.** For any Solution designated as a "subscription" on Exhibit 1, so long as subscription fees are paid and current, (unless terminated as provided herein), Customer is granted a nontransferable, nonexclusive right to use the software for the Customer's own internal use for the applications described in the Statement of Work, in the applicable environment (e.g., production, test, training, or disaster recovery system) and in the quantity set forth in Exhibit 1. Additional CentralSquare software subscriptions purchased after the execution of this Agreement shall also be accessed in accordance with the provisions of this section. Customer shall not use, copy, rent, lease, sell, sublicense, modify, create derivative works from/of, or transfer any software, or permit others to do said acts, except as provided in this Agreement. Any such unauthorized use shall be void and may result in immediate and automatic termination of the applicable access. In such event, Customer shall not be entitled to a refund of any subscription fees paid. Notwithstanding, Customer shall be entitled to use software at the applicable designated location for the purpose of the application(s) described in the Statement of Work to provide services for itself and other Affiliate governmental agencies/entities. The subscription access granted in this Agreement or in connection with it are for object code only and do not include a license or any rights to source code whatsoever.

- 2.3. Documentation License. CentralSquare hereby grants to Customer a non-exclusive, non-sublicensable, non-transferable license to use the Documentation during the Term solely for Customer's internal business purposes in connection with its use of the Solutions.
 - 2.4. Hardware. Subject to the terms and conditions of this Agreement, CentralSquare agrees to deliver, through hardware vendors, the Hardware itemized on Exhibit 1. The risk of loss or damage will pass to Customer upon the date of delivery to the Customer specified facility. Upon delivery and full satisfaction of the Hardware payment obligations, Hardware shall be deemed accepted and Customer will acquire good and clear title to Hardware. All Hardware manufacturer warranties will be passed through to Customer. CentralSquare expressly disclaims, and Customer hereby expressly waives all other Hardware warranties, express or implied, without limitation, warranties of merchantability and fitness for a particular purpose.
 - 2.5. Managed Services Hardware. Subject to the terms and conditions of this Agreement, CentralSquare agrees to deliver the Managed Services Hardware itemized on Exhibit 1. So long as the applicable subscription fees are paid and current, Customer shall maintain a limited right in possessory interest in the Managed Services Hardware. No title in the Managed Services Hardware will pass to Customer at any time or for any reason. Customer agrees to maintain adequate insurance against fire, theft, or other loss for the Managed Services Hardware full insurable value. CentralSquare shall coordinate any defect or warranty claims in accordance with Exhibit 8.
 - 2.6. Reservation of Rights. Nothing in this Agreement grants any right, title, or interest in or to any Intellectual Property Rights in or relating to the Solutions, or Third-Party Materials, whether expressly, by implication, estoppel, or otherwise. All right, title, and interest in the Solutions, and the Third-Party Materials are and will remain with CentralSquare and the respective rights holders.
- 3. Use Restrictions**. Authorized Users shall not:
- 3.1. copy, modify, or create derivative works or improvements of the Solutions, or rent, lease, lend, sell, sublicense, assign, distribute, publish, transfer, or otherwise make available any Solutions to any Entity, including on or in connection with the internet or any time-sharing, service bureau, software as a service, cloud, or other technology or service;
 - 3.2. reverse engineer, disassemble, decompile, decode, adapt, or otherwise attempt to derive or gain access to the source code of the Solutions, in whole or in part;
 - 3.3. bypass or breach any security device or protection used by Solutions or access or use the Solutions other than by an Authorized User through the use of his or her own then valid access;
 - 3.4. input, upload, transmit, or otherwise provide to or through the CentralSquare Systems, any information or materials that are unlawful or injurious, or contain, transmit, or activate any harmful code (any software, hardware, device, or other technology, including any virus, worm, malware, or other malicious computer code, the purpose or effect of which is to (a) permit unauthorized access to, or to destroy, disrupt, disable, distort, or otherwise harm or impede any (i) computer, software firmware, hardware, system or network; or (ii) any application or function of any of the foregoing or the security, integrity, confidentiality, or use of any data processed thereby; or (b) prevent Customer or any Authorized User from accessing or using the Solutions as intended by this Agreement;
 - 3.5. damage, destroy, disrupt, disable, impair, interfere with, or otherwise impede or harm in any manner the CentralSquare Systems, or CentralSquare's provision of services to any third-party, in whole or in part;
 - 3.6. remove, delete, alter, or obscure any trademarks, specifications, Documentation, warranties, or disclaimers, or any copyright, trademark, patent, or other intellectual property or proprietary rights notices from any Documentation or Solutions, including any copy thereof;
 - 3.7. access or use the Solutions in any manner or for any purpose that infringes, misappropriates, or otherwise violates any Intellectual Property Right or other right of any third-party, or that violates any applicable law;
 - 3.8. access or use the Solutions for purposes of competitive analysis of the Solutions, the development, provision, or use of a competing software service or product or any other purpose that is to CentralSquare's detriment or commercial disadvantage or otherwise access or use the Solutions beyond the scope of the authorization granted in Section 2.
- 4. Audit**.
- 4.1. CentralSquare shall have the right to audit Customer's use of the Software to monitor compliance with this Agreement. Customer shall permit CentralSquare and its directors, officers, employees, and agents to have on-site access at Customer's premises (or remote access as the case may be) during normal business hours to such systems, books, and records for the purpose of verifying license counts, access counts, and overall compliance with this Agreement. Customer shall render reasonable cooperation to CentralSquare as requested. If as a result of any audit or inspection CentralSquare substantiates a deficiency or non-compliance, or if an audit reveals that Customer has exceeded the restrictions on use, Customer shall promptly reimburse CentralSquare for all its costs and expenses incurred to conduct such audit or inspection and be required to pay for any delinquencies in compliance and prompt payment of any underpayment of Fees.
- 5. Customer Obligations**.
- 5.1. Customer Systems and Cooperation. Customer shall at all times during the Term: (a) set up, maintain, and operate in good repair all Customer Systems on or through which the Solutions are accessed or used; (b) provide CentralSquare

Personnel with such access to Customer's premises and Customer Systems as is necessary for CentralSquare to perform the Support Services in accordance with the Support Standards and specifications and if required by CentralSquare, remote access in accordance with Exhibit 3 (CentralSquare Access Management Policy); and (c) provide all cooperation as CentralSquare may reasonably request to enable CentralSquare to exercise its rights and perform its obligations under this Agreement.

- 5.2. Effect of Customer Failure or Delay. CentralSquare is not responsible or liable for any delay or failure of performance caused in whole or in part by Customer's delay in performing, or failure to perform, any of its obligations under this Agreement.
- 5.3. Corrective Action and Notice. If Customer becomes aware of any actual or threatened activity prohibited by Section 6, Customer shall, and shall cause its Authorized Users to, immediately: (a) take all reasonable and lawful measures within their respective control that are necessary to stop the activity or threatened activity and to mitigate its effects (including, where applicable, by discontinuing and preventing any unauthorized access to the Solutions and permanently erasing from their systems and destroying any data to which any of them gained unauthorized access); and (b) notify CentralSquare of any such actual or threatened activity.
- 5.4. Maintaining Current Versions of CentralSquare Solutions. In accordance with Exhibit 2 (Maintenance & Support) and Exhibit 8 (Managed Services Provisions), if applicable. Customer shall install and/or use any New or Major Release within one year of being made available by CentralSquare to mitigate a performance problem, ineligibility for Support Services, or an infringement claim.

6. Professional Services.

- 6.1. Compliance with Customer Policies. While CentralSquare personnel are performing services at Customer's site, CentralSquare personnel will comply with Customer's reasonable procedures and site policies that are generally applicable to Customer's other suppliers providing similar services and that have been provided to CentralSquare in writing or in advance.
- 6.2. Contributed Material. In the process of CentralSquare's performing Professional Services, Customer may, from time to time, provide CentralSquare with designs, plans, or specifications, improvements, works or other material for inclusion in, or making modifications to, the Solutions, the Documentation or any other deliverables ("**Contributed Material**"). Customer grants to CentralSquare a nonexclusive, irrevocable, perpetual, transferable right, without the payment of any royalties or other compensation of any kind and without the right of attribution, for CentralSquare, CentralSquare's Affiliates and CentralSquare's licensees to make, use, sell and create derivative works of the Contributed Material.

7. Confidentiality.

- 7.1. Nondisclosure. The Parties agree, unless otherwise provided in this Agreement or required by law, not to use or make each other's Confidential Information available to any third party for any purpose other than as necessary to perform under this Agreement. "**Confidential Information**" means the Solution(s), Software, and customizations in any embodiment, and either Party's technical and business information relating to inventions or software, research and development, future product specifications, engineering processes, costs, profit or margin information, marketing and future business plans as well as any and all internal Customer and employee information, and any information exchanged by the Parties that is clearly marked with a confidential, private or proprietary legend or which, by its nature, is commonly understood to be confidential.
- 7.2. Exceptions. A Party's Confidential Information shall not include information that: (a) is or becomes publicly available through no act or omission of the recipient; (b) was in the recipient's lawful possession prior to the disclosure and was not obtained by the recipient either directly or indirectly from the disclosing Party; (c) is lawfully disclosed to the recipient by a third party without restriction on recipient's disclosure, and where recipient was not aware that the information was the confidential information of discloser; (d) is independently developed by the recipient without violation of this Agreement; or (e) is required to be disclosed by law.

8. Security.

- 8.1. CentralSquare will implement commercially reasonable administrative, technical and physical safeguards designed to ensure the security and confidentiality of Customer Data, protect against any anticipated threats or hazards to the security or integrity of Customer Data, and protect against unauthorized access or use of Customer Data. CentralSquare will review and test such safeguards on no less than an annual basis.
- 8.2. Customer shall maintain, in connection with the operation or use of the Solutions, adequate technical and procedural access controls and system security requirements and devices, necessary for data privacy, confidentiality, integrity, authorization, authentication, non-repudiation, virus detection and eradication.
- 8.3. To the extent that Authorized Users are permitted to have access to the Solutions, Customer shall maintain agreements with such Authorized Users that adequately protect the confidentiality and Intellectual Property Rights of CentralSquare in the Solutions and Documentation and disclaim any liability or responsibility of CentralSquare with respect to such Authorized Users.

9. Personal Data. If CentralSquare processes or otherwise has access to any personal data or Personal Information on Customer's behalf when performing CentralSquare's obligations under this Agreement, then:

- 9.1. Customer shall be the data controller (where “**data controller**” means an entity which alone or jointly with others determines purposes for which and the manner in which any personal data are, or are to be, processed) and CentralSquare shall be a data processor (where “**data processor**” means an entity which processes the data only on behalf of the data controller and not for any purposes of its own);
- 9.2. Customer shall ensure that it has obtained all necessary consents and it is entitled to transfer the relevant personal data or Personal Information to CentralSquare so that CentralSquare may lawfully use, process and transfer the personal data and Personal Information in accordance with this Agreement on Customer’s behalf, which may include CentralSquare processing and transferring the relevant personal data or Personal Information outside the country where Customer and the Authorized Users are located in order for CentralSquare to provide the Solutions and perform its other obligations under this Agreement; and
- 9.3. CentralSquare shall process personal data and information only in accordance with lawful and reasonable written instructions given by Customer and as set out in and in accordance with the terms of this Agreement; and
- 9.4. CentralSquare shall take reasonable steps to ensure that its employees, agents and contractors who may have access to Personal Information are persons who need to know / access the relevant Personal Information for valid business reasons; and
- 9.5. each Party shall take appropriate technical and organizational measures against unauthorized or unlawful processing of the personal data and Personal Information or its accidental loss, destruction or damage so that, having regard to the state of technological development and the cost of implementing any measures, the measures taken ensure a level of security appropriate to the harm that might result from such unauthorized or unlawful processing or accidental loss, destruction or damage in relation to the personal data and Personal Information and the nature of the personal data and Personal Information being protected. If necessary, the Parties will cooperate to document these measures taken.

10. Representations and Warranties.

- 10.1. **Intellectual Property Warranty.** CentralSquare represents and warrants that (a) it is the sole and exclusive owner of (or has the right to license) the software; (b) it has full and sufficient right, title and authority to grant the rights and/or licenses granted under this Agreement; (c) the software does not contain any materials developed by a third party used by CentralSquare except pursuant to a license agreement; and (d) the software does not infringe any patent, or copyright.
- 10.2. **Intellectual Property Remedy.** In the event that any third party asserts a claim of infringement against the Customer relating to the software contained in this Agreement, CentralSquare shall indemnify and defend the Customer pursuant to section 13.1 of this Agreement. In the case of any such claim of infringement, CentralSquare shall either, at its option, (1) procure for Customer the right to continue using the software; or (2) replace or modify the software so that that it becomes non-infringing, but equivalent in functionality and performance.
- 10.3. **Software Warranty.** CentralSquare warrants to Customer that: (i) for a period of one year from the Effective Date (the “Warranty Period”) the Software will substantially conform in all material respects to the specifications set forth in the Documentation, when installed, operated and used as recommended in the Documentation and in accordance with this Agreement; and (ii) at the time of delivery the Software does not contain any virus or other malicious code.
- 10.4. **Software Remedy.** If, during the Warranty Period a warranty defect is confirmed in the CentralSquare Software, CentralSquare shall, at its option, reinstall the Software or correct the Defects. Defects that occur in the Software after the Warranty Period will be corrected pursuant to Exhibit 2 (Maintenance & Support) and Exhibit 8 (Managed Services Provisions), if applicable.
- 10.5. **Services Warranty.** CentralSquare warrants that the Professional Services delivered will substantially conform to the deliverables specified in the applicable statement of work and that all Professional Services will be performed in a professional and workmanlike manner consistent with industry standards for similar work. If Professional Services do not substantially conform to the deliverables, Customer shall notify CentralSquare of such non-conformance in writing, within 10 days from completion of Professional Service, and CentralSquare shall promptly repair the non-conforming deliverables.
- 10.6. **Disclaimer of Warranty.** **EXCEPT FOR THE EXPRESS LIMITED WARRANTIES SET FORTH ABOVE, CENTRALSQUARE MAKES NO WARRANTIES WHATSOEVER, EXPRESSED OR IMPLIED, WITH REGARD TO THE INTELLECTUAL PROPERTY, SOFTWARE, PROFESSIONAL SERVICES, AND/OR ANY OTHER MATTER RELATING TO THIS AGREEMENT, AND THAT CENTRALSQUARE DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, INCLUDING ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE OR TRADE PRACTICE, AND SPECIFICALLY DISCLAIMS IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR TITLE. FURTHER, CENTRALSQUARE EXPRESSLY DOES NOT WARRANT THAT A SOLUTION, ANY CUSTOM MODIFICATION OR ANY IMPROVEMENTS WILL BE USABLE BY CUSTOMER IF THE SOLUTION OR CUSTOM MODIFICATION HAS BEEN MODIFIED BY ANYONE OTHER THAN CENTRALSQUARE PERSONNEL, OR WILL BE ERROR FREE, WILL OPERATE WITHOUT INTERRUPTION OR WILL BE COMPATIBLE WITH ANY HARDWARE OR SOFTWARE EXCEPT TO THE EXTENT EXPRESSLY SET FORTH IN THE DOCUMENTATION. ALL THIRD-PARTY MATERIALS ARE PROVIDED “AS-IS” AND ANY REPRESENTATION OR WARRANTY OF OR CONCERNING ANY OF THEM IS STRICTLY BETWEEN CUSTOMER AND THE THIRD-PARTY. THIS AGREEMENT DOES NOT AMEND, OR**

MODIFY CENTRALSQUARE'S WARRANTY UNDER ANY AGREEMENT OR ANY CONDITIONS, LIMITATIONS, OR RESTRICTIONS THEREOF.

11. **Notices.** All notices and other communications required or permitted under this Agreement must be in writing and will be deemed given when delivered personally, sent by United States registered or certified mail, return receipt requested; transmitted by facsimile or email confirmed by first class mail, or sent by overnight courier. Notices must be sent to a Party at its address shown below, or to such other place as the Party may subsequently designate for its receipt of notices in writing by the other Party.

If to CentralSquare **CentralSquare Technologies, LLC**
1000 Business Center Dr.
Lake Mary, FL 32746
Phone: 407-304-3235
Attention: Legal/Contracts

If to Customer: **Madras Police Department**
71 SE D St
Madras, OR 97741
Phone: 541-475-2424
Email: tplummer@madraspd.us
Attention: Tim Plummer

12. **Force Majeure.**

Neither Party shall be responsible for failure to fulfill its obligations hereunder, or be liable for damages resulting from delay in performance as a result of war, fire, strike, riot or insurrection, natural disaster, pandemic or epidemic, delay of carriers, governmental order or regulation, complete or partial shutdown of plant, unavailability of equipment, software, or services from suppliers, default of a subcontractor or vendor to the Party if such default arises out of causes beyond the reasonable control of such subcontractor or vendor, the acts or omissions of the other Party, or its officers, directors, employees, agents, contractors, or elected officials, and/or other occurrences beyond the Party's reasonable control ("Excusable Delay" hereunder). In the event of such Excusable Delay, performance shall be extended on a day for day basis or as otherwise reasonably necessary to compensate for such delay.

13. **Indemnification.**

13.1. **CentralSquare Indemnification.** CentralSquare shall indemnify, defend, and hold harmless Customer from any and all Claims or liability, including attorneys' fees and costs, brought by a third party, allegedly arising out of, in connection with, or incident to any loss, damage or injury to persons or property or arising solely from a wrongful or negligent act, error or omission of CentralSquare, its employees, agents, contractors, or any subcontractor as a result of CentralSquare's or any subcontractor's performance pursuant to this Agreement; however, CentralSquare shall not be required to indemnify Customer for any claims caused to the extent of the negligence or wrongful act of Customer, its employees, agents, or contractors. Notwithstanding anything to the contrary in the foregoing, if a Claim or liability results from or is contributed to by the actions or omissions of Customer, or its employees, agents or contractors, CentralSquare's obligations under this provision shall be reduced to the extent of such actions or omissions based upon the principle of comparative fault.

13.2. **Customer Indemnification.** To the extent allowable by law, Customer shall indemnify, defend, and hold harmless CentralSquare from any and all Claims or liability, including attorneys' fees and costs, allegedly arising out of, in connection with, or incident to any loss, damage or injury to persons or property or arising solely from a wrongful or negligent act, error or omission of Customer, its employees, agents, contractors, or any subcontractor as a result of Customer's or any subcontractor's performance pursuant to this Agreement; however, Customer shall not be required to indemnify CentralSquare for any Claims or actions caused to the extent of the negligence or wrongful act of CentralSquare, its employees, agents, or contractors. Notwithstanding anything to the contrary in the foregoing, if a Claim or liability results from or is contributed to by the actions or omissions of CentralSquare, or its employees, agents or contractors, Customer's obligations under this provision shall be reduced to the extent of such actions or omissions based upon the principle of comparative fault.

13.3. **"Claim"** in this Section 13 means any claim, cause of action, demand, lawsuit, dispute, inquiry, audit, notice of violation, proceeding, litigation, citation, summons, subpoena or investigation of any nature, civil, criminal, administrative, regulatory or other, whether at law, in equity, or otherwise.

14. **Termination.**

14.1. Either Party may terminate this Agreement for a material breach in accordance with this subsection. In such event, the disputing Party shall deliver written notice of its intent to terminate along with a description in reasonable detail of the problems for which the disputing Party is invoking its right to terminate and the specific requirement within this Agreement or any exhibit or schedule hereto that the disputing Party is relying upon. Following such notice, the Parties shall commence dispute resolution procedures in accordance with the dispute resolution procedure pursuant to Section 17.

- 14.2. CentralSquare shall have the right to terminate this Agreement based on Customer's failure to pay undisputed amounts due under this Agreement more than ninety (90) days after delivery of written notice of non-payment.
- 14.3. Customer shall have the right to terminate if the proper appropriation of funds for the continuation of this Agreement is not available for any fiscal year after the first fiscal year during the Term, then this Agreement may be terminated. To effect the termination of this Agreement, Customer shall, within forty-five (45) days following the beginning of the fiscal year for which the proper appropriation is not available, provide CentralSquare with written notice of the failure to obtain the proper appropriation of funds. Such notice shall be accompanied by the payment of all sums then owed CentralSquare under this Agreement, if any.
- 15. Effect of Termination or Expiration.** On the expiration or earlier termination of this Agreement:
- 15.1. All rights, licenses, and authorizations granted to Customer hereunder will immediately terminate and Customer shall immediately cease all use of CentralSquare's Confidential Information and the Solutions, and within thirty (30) days deliver to CentralSquare, or at CentralSquare's request destroy and erase CentralSquare's Confidential Information from all systems Customer directly or indirectly controls; and
- 15.2. All licenses, access or subscription fees, services rendered but unpaid, and any amounts due by Customer to CentralSquare of any kind shall become immediately payable and due no later than thirty (30) days after the effective date of the termination or expiration, including anything that accrues within those thirty (30) days.
- 15.3. The provisions set forth in the following sections, and any other right or obligation of the Parties in this Agreement that, by its nature (including but not limited to: Use Restrictions, Confidential Information, Warranty Disclaimers, Indemnifications, & Limitations of Liability), will survive any expiration or termination of this Agreement.
- 15.4. In the event that Customer terminates this Agreement or cancels any portions of a project (as may be set forth in a Statement of Work) prior to Go Live (which shall be defined as "first use of a Solution or module of a Solution in a production environment, unless otherwise agreed by the Parties in a statement of work"), Customer shall pay for all Professional Services actually performed by CentralSquare on a time and materials basis, regardless of the payment terms in Exhibit 1.
- 15.5. Return of Customer Data. If Customer requests in writing at least ten (10) days prior to the effective date of expiration or earlier termination of this Agreement, CentralSquare shall within sixty (60) days following such expiration or termination, deliver to Customer in CentralSquare's standard format the then most recent version of Customer Data maintained by CentralSquare, provided that Customer has at that time paid all Fees then outstanding and any amounts payable after or as a result of such expiration or termination.
- 15.6. Deconversion. In the event of (i) expiration or earlier termination of this Agreement, or (ii) Customer no longer purchasing certain Solutions (including those indicated to be Third-Party Materials), if Customer requests assistance in the transfer of Customer Data to a different vendor's applications ("Deconversion"), CentralSquare will provide reasonable assistance. CentralSquare and Customer will negotiate in good faith to establish the relative roles and responsibilities of CentralSquare and Customer in effecting Deconversion, as well as the appropriate date for completion. CentralSquare shall be entitled to receive compensation for any additional consultation, services, software, and documentation required for Deconversion on a time and materials basis at CentralSquare's then standard rates.
- 15.7. Termination of this Agreement shall not relieve either Party of any other obligation incurred one to the other prior to termination.
- 16. Assignment.** Neither this Agreement nor any rights or obligations hereunder shall be assigned or otherwise transferred by either Party without the prior written consent of the other Party, which consent will not be unreasonably withheld; provided however, that in the event of a merger or acquisition of all or substantially all of CentralSquare's assets, CentralSquare may assign this Agreement to an entity ready, willing and able to perform CentralSquare's executory obligations hereunder.
- 17. Dispute Resolution.** Any dispute, controversy or claim arising out of or relating to this Agreement (each, a "Dispute"), including the breach, termination, or validity thereof, shall be resolved as follows:
- 17.1. Good Faith Negotiations. The Parties agree to send written notice to the other Party of any Dispute ("Dispute Notice"). After the other Party receives the Dispute Notice, the Parties agree to undertake good faith negotiations to resolve the Dispute. Each Party shall be responsible for its associated travel and other related costs.
- 17.2. Escalation to Mediation. If the Parties cannot resolve any Dispute through good faith negotiations, the dispute will be escalated to non-binding mediation, with the Parties acting in good faith to select a mediator and establishing the mediation process. The Parties agree the mediator's fees and expenses, and the mediator's costs incidental to the mediation, will be shared equally between the Parties. The Parties shall bear their own fees, expenses, and costs.
- 17.3. Confidential Mediation. The Parties further agree all written or oral offers, promises, conduct, and statements made in the course of the mediation are confidential, privileged, and inadmissible for any purpose in any litigation, arbitration or other proceeding involving the Parties. However, evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation.
- 17.4. Litigation. If the Parties cannot resolve a Dispute through mediation, then once an impasse is declared by the mediator either Party may pursue litigation in a court of competent jurisdiction.
- 18. Waiver/Severability.** The failure of any Party to enforce any of the provisions hereof will not be construed to be a waiver of the right of such Party thereafter to enforce such provisions. If any provision of this Agreement is found to be unenforceable,

that provision will be enforced to the maximum extent possible, and the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired thereby.

19. **LIABILITY.** NOTWITHSTANDING ANY PROVISION WITHIN THIS AGREEMENT TO THE CONTRARY, AND REGARDLESS OF THE NUMBER OF LOSSES, WHETHER IN CONTRACT, EQUITY, STATUTE, TORT, NEGLIGENCE, OR OTHERWISE:
- 19.1. **NEITHER PARTY SHALL HAVE LIABILITY TO THE OTHER PARTY FOR ANY SPECIAL, INDIRECT, INCIDENTAL, PUNITIVE, EXEMPLARY, LIQUIDATED, OR CONSEQUENTIAL DAMAGES OF ANY KIND INCLUDING BUT NOT LIMITED TO, REPLACEMENT COSTS, AND NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR LOSSES OF PROFIT, REVENUE, INCOME, BUSINESS, ANTICIPATED SAVINGS, DATA, AND REPUTATION, AND MORE GENERALLY, ANY LOSSES OF AN ECONOMIC OR FINANCIAL NATURE, REGARDLESS OF WHETHER SUCH LOSSES MAY BE DEEMED AS CONSEQUENTIAL OR ARISING DIRECTLY AND NATURALLY FROM THE INCIDENT GIVING RISE TO THE CLAIM, AND REGARDLESS OF WHETHER SUCH LOSSES ARE FORESEEABLE OR WHETHER EITHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSSES; AND**
- 19.2. **CENTRAL SQUARE'S TOTAL LIABILITY ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT SHALL NOT EXCEED THE AMOUNT(S) ACTUALLY PAID BY CUSTOMER TO CENTRAL SQUARE HEREUNDER FOR THE LAST TWELVE (12) MONTHS PRIOR TO THE DATE THE CLAIM AROSE.**
20. **Insurance.** During the term of this Agreement, CentralSquare shall maintain insurance coverage covering its operations in accordance with Exhibit 4 (Certificate of Insurance (Evidence of Coverage)). Upon request by Customer, CentralSquare shall include Customer as an additional insured on applicable insurance policies provided under this Agreement. CentralSquare shall provide proof of current coverage during the term of this Agreement.
21. **Third-Party Materials.** CentralSquare may, from time to time, include third parties to perform services, provide software, or provide equipment. Customer acknowledges and agrees CentralSquare provides front-line support services for these Third-Party Materials, but these third parties assume all responsibility and liability in connection with the Third-Party Materials. CentralSquare is not authorized to make any representations or warranties that are binding upon the third-party or to engage in any other acts that are binding upon the third-party, except specifically that CentralSquare is authorized to represent third-party fees and to accept payment of such amounts from Customer on behalf of the third-party for as long as such third-party authorizes CentralSquare to do so. As a condition precedent to installing or accessing certain Third-Party Materials, Customer may be required to execute a click-through, shrink-wrap End User License Agreement ("EULA") or similar agreement provided by the Third-Party Materials provider. If mapping information is supplied with the CentralSquare Software, CentralSquare makes no representation or warranty as to the completeness or accuracy of the mapping data provided with the CentralSquare Software. The completeness or accuracy of such data is solely dependent on the information supplied by the Customer or the mapping database vendor to CentralSquare. All third-party materials are provided "as-is" and any representation or warranty concerning them is strictly between Customer and the third-party.
22. **Subcontractors.** CentralSquare may from time to time, in its discretion, engage third parties to perform services on its behalf including but not limited to Professional Services, Support Services, and/or provide software (each, a "Subcontractor"). CentralSquare shall be fully responsible for the acts of all subcontractors to the same extent it is responsible for the acts of its own employees.
23. **Entire Agreement.** This Agreement, and any Exhibits specifically incorporated therein by reference, constitute the entire agreement between the Parties with respect to the subject matter. These documents supersede and merge all previous and contemporaneous proposals of sale, communications, representations, understandings and agreements, whether oral or written, between the Parties with respect to the subject hereof.
24. **Amendment.** Either Party may, at any time during the term, request in writing changes to this agreement. The Parties shall evaluate and, if agreed, implement all such requested changes. No requested changes will be effective unless and until memorialized in either a CentralSquare issued add-on quote signed by Customer, or a written change order or amendment to this Agreement signed by both Parties.
25. **No Third-Party Beneficiaries.** This Agreement is for the sole benefit of the Parties and their respective successors and permitted assigns and nothing herein, express or implied, is intended to or shall confer on any other person any legal or equitable right, benefit, or remedy of any nature under or by reason of this Agreement.
26. **Counterparts.** This Agreement, and any amendments hereto, may be executed in several counterparts, each of which when so executed shall be deemed to be an original, and such counterparts shall constitute one and the same instrument. The Agreement (and any amendments) shall be considered properly executed by a Party if executed by that Party and transmitted by facsimile or other electronic means, such as DocuSign, Tagged Image Format Files (TIFF), or Portable Document Format (PDF).
27. **Material Adverse Change.** If any law, regulation, applicable standard, process, OEM requirement is changed or comes into force after the Effective Date, including but not limited to PCI standards or Americans with Disabilities Act compliance (collectively, a "Material Adverse Change"), which is not explicitly addressed within this Agreement and results in *significant extra* costs for either Party in relation to the performance of this Agreement, both Parties shall promptly meet, discuss in good faith, and agree upon reducing the technical, operational, and/or commercial impact of such Material Adverse Change.
28. **Cooperative Purchases.** This Agreement may be used by Customer Affiliates. CentralSquare agrees to offer similar services to other Affiliates under the same terms and conditions as stated herein except that the Fees may be negotiated between

CentralSquare and other Affiliates based on the specific revenue expectations, agency reimbursed costs, and other Affiliate requirements. The Customer will in no way whatsoever incur any liability in relation to specifications, delivery, payment, or any other aspect of purchases by such Affiliates. CentralSquare and the Affiliate will enter into any such arrangement with an amendment to this Agreement.

29. Order of Precedence.

29.1. In the event of any conflict or inconsistency between this Agreement, the Exhibits, or any purchase order, then the following priority shall prevail:

29.1.1. The main body of this Agreement and any associated amendments, statements of work (including Exhibit 5 (Statement of Work)), or change orders and then the attached Exhibits to this Agreement in the order in which they appear.

29.2. Customer's purchase terms and conditions or CentralSquare's sales terms and conditions are not applicable and shall have no force or effect, whether referenced in any document in relation to this Agreement.

29.3. Incorporated Exhibits to this Agreement:

Exhibit 1: Solution(s) and Services Fee Schedule

Exhibit 2: Maintenance & Support

Exhibit 3: CentralSquare Access Management Policy

Exhibit 4: Certificate of Insurance (Evidence of Coverage)

Exhibit 5: Statement of Work

Exhibit 6: Intentionally Omitted

Exhibit 7: Service Level Commitments

Exhibit 8: Intentionally Omitted

Exhibit 9: Intentionally Omitted

EXHIBIT 1
Solutions(s) and Services Fee Schedule

Quote #: Q-134518

SOFTWARE INCLUDED

	PRODUCT NAME	QUANTITY	UNIT PRICE	DISCOUNT	TOTAL
1.	Oregon Bundle-QuickTicket, QuickCrash Annual Subscription Fee	10	250.00	- 250.00	2,250.00
2.	Oregon Report Beam Engine Annual Subscription Fee	1	1,350.00	- 135.00	1,215.00
3.	Oregon SmartExport with Image Annual Subscription Fee	1	2,700.00	- 270.00	2,430.00
4.	Virtual Partner Engine Annual Subscription Fee	1	1,800.00	- 180.00	1,620.00
5.	Report Beam Cloud Annual Subscription Fee	1	12,700.00	- 1,270.00	11,430.00
Software Subtotal					\$21,050.00 USD
Discount					- 2,105.00 USD
Software Total					18,945.00 USD

SERVICES INCLUDED

	DESCRIPTION	TOTAL
1.	Public Safety Development Services - Fixed Fee	7,020.00
2.	Public Safety Project Management Services - Fixed Fee	1,755.00
Services Total		8,775.00 USD

QUOTE SUMMARY

Software Subtotal	\$21,050.00 USD
Services Subtotal	8,775.00 USD
Quote Subtotal	29,825.00 USD
Discount	- \$0.00 USD
Quote Total	27,720.00 USD

RECURRING FEES

TYPE	AMOUNT
FIRST YEAR MAINTENANCE TOTAL	0.00
FIRST YEAR SUBSCRIPTION TOTAL	\$18,945.00

The amount totals for Maintenance and/or Subscription on this quote include only the first year of software use and maintenance. Renewal invoices will include this total plus any applicable uplift amount as outlined in the relevant purchase agreement.

Payment Schedule:

	Implementation Services
30%	Due on Effective Date
20%	Due at Project Kickoff
15%	Due at completion of 1 st End User Training Session
30%	Due at Go Live
5%	Due at completion of Reliability Period

Payment Terms:

Subscriptions:

- Annual Subscription Fees are due on the Delivery date, and annually thereafter on the anniversary of the Delivery date.
- Annual Subscription Fees shall increase by 5% each year.

Services:

- If applicable, non-fixed fee professional services shall be due as incurred on a time and materials basis. Non-fixed fee professional services are not included in the percentages outlined in the above Payment Schedule.
- If applicable, non-fixed fee travel expenses shall be due as incurred, invoiced monthly for the travel expenses of the preceding month. Non-fixed fee travel expenses are not included in the percentages outlined in the above Payment Schedule.
- If applicable, Fixed Fee travel expenses are included in the percentages outlined in the above Payment Schedule.

Hardware:

- Not applicable

Licenses:

- Not applicable

Third Party:

- If applicable, Third-Party Software Fees are due on the Effective Date. Third-Party software subscriptions and/or support fees shall be due annually thereafter on the anniversary of the Effective Date. Third-Party Software fees are subject to increase each year.
- If applicable, Third-Party Services shall be due 50% at Effective Date, 25% at completion of 1st End User Training Session, and 25% at Go Live.

Invoice Terms:

CentralSquare shall provide an invoice for the items in the schedule above no less than thirty (30) days prior to the due date.

Billing Terms:

Fees due within thirty (30) days of invoicing.

ANCILLARY FEES

- Customer is responsible for paying all taxes relating to this Agreement. Applicable tax amounts (if any) are not included in the fees set forth in this Agreement. If Customer is exempt from the payment of any such taxes, Customer must provide CentralSquare valid proof of exemption; otherwise, CentralSquare will invoice Customer and Customer will pay to CentralSquare all such tax amounts.
- To the extent allowable by law, if Customer fails to make any payment when due, then CentralSquare may charge interest on the past due amount at the rate of 1.5% per month calculated daily and compounded monthly, or, if lower, the highest rate permitted under applicable law; and if such failure continues for 90 days following written notice thereof, CentralSquare may suspend performance or access until past due amounts have been paid.

EXHIBIT 2
Maintenance & Support

This Maintenance & Support Exhibit describes support and maintenance relating to technical support that CentralSquare will provide to Customer during the Term of the Agreement.

1. Product Updates and Releases

- 1.1. Software Version. "Software Version" means the base or core version of the Software that contains significant new features and significant fixes and is available to the Customer. Software Versions may occur as the Software architecture changes or as new technologies are developed. The nomenclature used for updates and upgrades consists of major, minor, build, and fix and these correspond to the following digit locations of a release, a,b,c,d. An example of which would be 7.4.1.3, where the 7 refers to the major release, the 4 refers to the minor release, the 1 refers to the build, and the 3 refers to a fix. All Software Versions are provided and included as part of this Agreement.
- 1.2. Updates. From time to time CentralSquare may develop permanent fixes or solutions to known problems or bugs in the Software and incorporate them in a formal "Update" to the Software. If Customer is receiving technical support from CentralSquare on the general release date for an Update, CentralSquare will provide the Customer with the Update and related Documentation at no extra charge. Updates for custom configurations will be agreed upon by the Parties and outlined in a Statement of Work or Change Order.
- 1.3. Releases. Customer shall agree to install and/or use any New or Major Release within one year of being made available by CentralSquare to avoid or mitigate a performance problem, ineligibility for Support and Maintenance Services or infringement claim. All modifications, revisions and updates to the Software shall be furnished by means of new Releases of the Software and shall be accompanied by updates to the Documentation whenever CentralSquare determines, in its sole discretion, that such updates are necessary.

2. Support

- 2.1. CentralSquare shall provide to Customer support via toll-free phone number 833-278-7877 or via the CentralSquare Support Portal. CentralSquare shall provide to Customer, commercially reasonable efforts in solving errors reported by the Customer as well as making available an online support portal. Customer shall provide to CentralSquare reasonably detailed documentation and explanation, together with underlying data, to substantiate errors and to assist CentralSquare in its efforts to diagnose, reproduce and correct the error. Should either Party not be able to locate the error root cause and Customer and CentralSquare agree that on-site services are necessary to diagnose or resolve the problem CentralSquare shall provide a travel estimate and estimated hours in order to diagnose the reported error.
- 2.2. If after traveling onsite to diagnose a reported error and such reported error did not, in fact, exist or was not attributable to a defect in the Software provided by CentralSquare or an act or omission of CentralSquare, then Customer shall pay for CentralSquare's investigation, travel, and related services in accordance with provided estimate. Customer must provide CentralSquare with such facilities, equipment and support as are reasonably necessary for CentralSquare to perform its obligations under this Exhibit, including remote access in accordance with the Remote Access Policy.

3. Online Support Portal

Online support is available via <https://support.centrsquare.com/s/contact-us>, offering Customer the ability to resolve its own problems with access to CentralSquare's most current information. Customer will need to enter its designated username and password to gain access to the technical support areas on CentralSquare's website. CentralSquare's technical support areas allow Customer to: (i) search an up-to-date knowledge base of technical support information, technical tips, and featured functions; and (ii) access answers to frequently asked questions (FAQ).

4. Exclusions from Technical Support Services

CentralSquare shall have no support obligations to provide Support or Maintenance for Solutions that are not kept current to one version prior to the then current version of the Solution. CentralSquare shall have no support obligations with respect to any third-party hardware or software product not licensed or sold to Customer by CentralSquare ("Nonqualified Product"). Customer shall be solely responsible for the compatibility and functioning of Nonqualified Products with the Software.

5. Customer Responsibilities

In connection with CentralSquare's provision of technical support as described herein, Customer acknowledges that Customer has the responsibility to do each of the following:

- 5.1 Provide hardware, operating system and browser software that meets technical specifications, as well as a fast, stable, high-speed connection and remote connectivity for accessing the Solution.
- 5.2 Maintain any applicable computer system and associated peripheral equipment in good working order in accordance with the manufacturers' specifications, and ensure that any problems reported to CentralSquare are not due to hardware malfunction;
- 5.3 For CentralSquare Solutions that are implemented on Customer Systems, maintain the designated operating system at the latest code revision level reasonably deemed necessary by CentralSquare for proper operation of the Software;
- 5.4 Supply CentralSquare with access to and use of all information and facilities reasonably determined to be necessary by CentralSquare to render the technical support described herein;

- 5.5 Perform any test or procedures reasonably recommended by CentralSquare for the purpose of identifying and/or resolving any problems;
- 5.6 At all times follow routine operator procedures as specified in the Documentation or any error correction guidelines of CentralSquare posted on the CentralSquare website;
- 5.7 Customer shall remain solely responsible at all times for the safeguarding of Customer's proprietary, confidential, and classified information contained within Customer Systems; and
- 5.8 Reasonably ensure that the Customer Systems are isolated and free from viruses and malicious code that could cause harm before requesting or receiving remote support assistance.

6. Priorities and Support Response Matrix

The following priority matrix relates to software errors covered by this Agreement. Causes secondary to non-covered causes - such as hardware, network, and third-party products - are not included in this priority matrix and are outside the scope of this Exhibit. CentralSquare will make commercially reasonable efforts to respond to Software incidents for live remote based production systems using the following guidelines:

Priority	Issue Definition	Response Time
Priority 1 – Urgent	The software is completely down and will not launch or function.	Priority 1 issues must be called in via 833-278-7877 and will be immediately answered and managed by the first available representative.
Priority 2 – Critical	A high-impact problem that disrupts the customer's operation but there is capacity to remain productive and maintain necessary operations.	Priority 2 issues must be called in via 833-278-7877 and will be immediately answered and managed by the first available representative.
Priority 3 – Non-Critical	A Software Error related to a user function which does not negatively impact the User from the use of the system. This includes system administrator functions or restriction of user workflow but does not significantly impact their job function.	Priority 3 issues called in via 833-278-7877 will be immediately answered and managed by the first available representative. Non-Critical Priority 3 issues may also be reported via Https://support.centalsquare.com/s/contact-us
Priority 4 – Minor	Cosmetic or documentation errors, including Customer technical questions or usability questions.	Priority 4 issues called in via 833-278-7877 will be immediately answered and managed by the first available representative. Minor Priority 4 issues may also be reported via Https://support.centalsquare.com/s/contact-us

7. Exceptions. CentralSquare shall not be responsible for failure to carry out its Support and Maintenance obligations under this Exhibit if the failure is caused by adverse impact due to:

- 7.1. defectiveness of the Customer's Systems (including but not limited to environment, hardware or ancillary systems), or due to Customer corrupt, incomplete, or inaccurate data reported to the Solution, or documented defect.
- 7.2. denial of reasonable access to Customer's System or premises preventing CentralSquare from addressing the issue.
- 7.3. material changes made to the usage of the Solution by Customer where CentralSquare has not agreed to such changes in advance and in writing or the modification or alteration, in any way, by Customer or its subcontractors, of communications links necessary to the proper performance of the Solution.
- 7.4. a Force Majeure event (as outlined in Section 12), or the negligence, intentional acts, or omissions of Customer or its agents.

8. Incident Resolution. Actual response times and resolutions may vary due to issue complexity and priority. For critical impact level and above, CentralSquare provides a continuous resolution effort until the issue is resolved. CentralSquare will make commercially reasonable efforts to resolve Software incidents for live remote based production systems using the following guidelines:

Priority	Resolution Process	Resolution Time
Priority 1 – Urgent	CentralSquare will provide a procedural or configuration workaround or a code correction that allows the Customer to resume live operations on the production System.	CentralSquare will work continuously to provide the Customer with a solution that allows the Customer to resume live operations on the production system. CentralSquare will either resolve the issue or provide a resolution plan as soon as possible and not later than twenty-four (24) hours after notification.
Priority 2 – Critical	CentralSquare will provide a procedural or configuration workaround or a code correction that allows the Customer to resume normal operations on the production System.	CentralSquare will work continuously to provide the Customer with a solution that allows the Customer to resume normal operations on the production System. CentralSquare will either resolve the issue or provide a resolution plan as soon as possible and not later than thirty-six (36) hours after notification.
Priority 3 – Non – Critical	CentralSquare will provide a procedural or configuration workaround that allows the Customer to resolve the problem.	CentralSquare will work to provide the Customer with a resolution which may include a workaround or code correction within a timeframe that takes into consideration the impact of the issue on the Customer and CentralSquare’s User base. Priority 3 issues have priority scheduling in a subsequent release.
Priority 4 – Minor	If CentralSquare determines that a reported Minor Priority error requires a code correction, such issues will be addressed in a subsequent release when applicable.	CentralSquare will work to provide the Customer with a resolution which may include a workaround or code correction in a future release of the software. Priority 4 issues have no defined resolution time.

- 9. Non-Production Environments.** CentralSquare will make commercially reasonable efforts to provide fixes to non-production environment(s). Non-production environments are not included under the response or resolution tables provided in this Exhibit.
- 9.1. Maintenance. All non-production environment resolution processes will follow the structure and schedules outlined above for production environments.
- 9.2. Incidents and service requests. Non-production environment incidents are considered priority 3 or 4, dictated by circumstances and will be prioritized and scheduled subordinate to production environment service requests.
- 10. Training.** Outside the scope of training services purchased, if any, Customer is responsible for the training and organization of its staff in the operation of the Software.
- 11. Development Work.** Software support and maintenance does not include development work either (i) on software not licensed from CentralSquare or (ii) development work for enhancements or features that are outside the documented functionality of the Software, except such work as may be specifically purchased and outlined in the Agreement. CentralSquare retains all intellectual property rights in development work performed and Customer may request consulting and development work from CentralSquare as a separate billable service.
- 12. Technology Life Expectancy.** Customer understands, acknowledges and agrees that the technology upon which the Hardware, Solution and Third-Party Software is based changes rapidly. Customer further acknowledges that CentralSquare will continue to improve the functionality and features of the Solution to improve legal compliance, accuracy, functionality and usability. As a result, CentralSquare does not represent or warrant that the Hardware, Solution and/or Third-Party Software provided to Customer under this Agreement or that the Customer Systems recommended by CentralSquare will function for an indefinite period of time. Rather, CentralSquare and Customer may, from time to time, analyze the functionality of the Hardware, Solution, Third-Party Software and Customer Systems in response to changes to determine whether Customer must upgrade the same. Customer upgrades may include without limitation, the installation of a new Release, additional disk storage and memory, and workstation and/or server upgrades. Customer upgrades may also include the installation and/or removal of Third-Party Software. Customer is solely responsible for all costs associated with future resources and upgrades.

EXHIBIT 3
CentralSquare Access Management Policy

In order to provide secure, federally compliant connections to agency systems CentralSquare Technologies (“CentralSquare”) requires BeyondTrust or SecureLink as the only approved methodology of connection. BeyondTrust and Securelink provide the necessary remote access in order to service and maintain CentralSquare products while adhering to the Federal Bureau of Investigations Criminal Justice Information Services requirements. Both solutions utilize two-factor authentication Federal Information Processing Standard Publication (“FIPS”) 140-2 validated cryptographic modules and AES encryption in 256-bit strengths.

BeyondTrust and Securelink are addressed in turn via this Access Management Policy; Customers may choose which remote privileged access management solution will be utilized by CentralSquare.

BeyondTrust

The BeyondTrust remote support solution may be utilized via escorted session or a jump Customer. As for an escorted session, when an agency needs assistance from CentralSquare, the agency employee requesting assistance will receive verbal or email communication with a session key necessary to enable remote access. If a verbal key is provided, the user enters the session key after visiting <https://secureremotesupport.centralsquare.com>.

Jump Customers are a Windows service that can be stopped/started to facilitate a support session. Connections made via jump Customer can be active or passive. An active jump Customer is always available. A passive connection is enabled for a specific purpose and then disabled when not used. Regardless of the option selected, CentralSquare's support team will arrange a BeyondTrust session to establish the jump Customer.

The jump Customer resides on the agency side on the installed device, where an agency administrator can manage. Instructions on how to enable/disable jump Customers can be provided upon request. A sample workflow of a passive jump Customer is provided below:

Should an agency require support from CentralSquare, a call would be placed and/or a support ticket opened in the portal on the CentralSquare customer support website. Before accessing the agency's system and/or environment, the CentralSquare representative would send a notice of connection from the CentralSquare support portal instance. This notice can be sent to the individual at the agency that the CentralSquare representative is working with or other designated contacts as necessary. Upon receipt of the notice of connection, the agency personnel would enable the BeyondTrust jump Customer. The CentralSquare representative would then be admitted to the agency's system and/or environment to perform the necessary task. Upon completion of the task, the CentralSquare representative sends a notice of disconnection from the CentralSquare support portal instance. Upon receipt of the notice of disconnection, the agency personnel would then disable the BeyondTrust jump Customer.

Securelink

Similar to BeyondTrust's escorted session, Securelink may be utilized via “quick connect”. To enable a quick connect session when an agency needs assistance from CentralSquare, the Agency employee requesting assistance will enter a key code in order to connect for screen sharing on a device.

Similar to the jump Customer methodology, SecureLink may also be utilized via “gatekeeper”. The sample workflow description for a jump Customer provided above is substantially similar to the workflow for gatekeeper.

Summation

BeyondTrust and Securelink allow customers the ability to monitor connectivity to the customer's network and maintain CJIS compliance while enabling CentralSquare to perform the necessary support functions.

EXHIBIT 4

Certificate of Insurance (Evidence of Coverage)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/01/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MARSH USA, LLC. TWO ALLIANCE CENTER 3560 LENOX ROAD, SUITE 2400 ATLANTA, GA 30326 CN130114897-EOIC-GAWU-23-24	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : The Charter Oak Fire Insurance Co.		25615
INSURER B : Phoenix Insurance Company		25623
INSURER C : Travelers Property Casualty Company Of America		25674
INSURER D : Travelers Casualty And Surety Company		19038
INSURER E : AIG Specialty Insurance Company		26883
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** ATL-005494481-01 **REVISION NUMBER:** 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		H-630-6S758660-COF-23	08/31/2023	08/31/2024	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
						MED EXP (Any one person)	\$ 10,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMPROP AGG	\$ 2,000,000
							\$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		BA-6S783534-23-13-G	08/31/2023	08/31/2024	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		CUP-6S801390-23-13	08/31/2023	08/31/2024	EACH OCCURRENCE	\$ 10,000,000
						AGGREGATE	\$ 10,000,000
							\$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below:	Y / N <input checked="" type="checkbox"/> N N/A	UB-6S783668-23-13-G	08/31/2023	08/31/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
						E.L. EACH ACCIDENT	\$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
E	E&O/Cyber		01-424-27-6E	08/31/2023	08/31/2024	Limit	\$ 5,000,000
						SIR	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Insurance

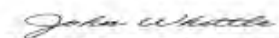
CERTIFICATE HOLDER CentralSquare Technologies LLC 1000 Business Center Drive Lake Mary, FL 32746	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE of Marsh USA LLC 
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EXHIBIT 5

Statement of Work

Project: Madras Police, OR – ReportBeam (Cloud Hosted Server)

The parties mutually agree and acknowledge this Summary of Services is a high-level overview of the project requested, not a detailed requirements or design of solution.

Project Scheduling

Parties agree a schedule will be provided for services within sixty (60) days from the execution of the above quote number.

Change Requests

The parties may request a change to this summary of services, to increase hours or deliverables, through a written request to the CentralSquare project manager or resource.

Professional Services

Throughout the course of the project, CentralSquare will use several types of services (defined herein) to complete the necessary steps for successful deployment of the contracted services. The overall services aligned to implementation include Project Management, Consulting Services, Technical Services, Data Conversion Services, Training Services, and in some cases, Installation Services.

Business Hours

All project services will be performed during normal business hours, defined as 8:00-5:00 PM Eastern Time. If Client desires to perform the services outside of these hours, additional fees will apply.

CentralSquare Connectivity to On-Premise Systems

The BeyondTrust/Bomgar and/or SecureLink remote support solutions shall be the method of remote access to on- premises customer systems and/or data. These solutions meet all requirements as contained in Section 5.5.6 of the FBI CJIS Security Policy (Remote Access). Use of either of these solutions enable customer agencies to remain CJIS compliant for purposes of FBI and/or state regulatory agency audits.

In addition to the above, the PSJ ProSuite application utilizes SSH connectivity to maintain a persistent connection to the appliance/s. The 911 application utilizes Kaseya for application and/or support needs. These solutions are only utilized for these specific applications in addition to Bomgar and/or SecureLink.

Services Scope of Project

The ReportBeam Server includes Crash Report submission and approval workflow. In addition, the Virtual Partner Interface, which facilitates a single standard data import interface allowing CAD data to be imported into ReportBeam as dataclips, includes:

- One (1) Custom Export (Municipal Courts)
- Two (2) Standard Exports
 - One (1) to the State System
 - One (1) to a CAD or RMS vendor

Summary of Services within the scope of this project are defined as follows:

- Default Setup of the ReportBeam Server, including default configurations
- Training and guidance to assist the agency with configuration of the QuickCrash solution for creating crash reports/diagrams.
 - NOTE: Agency must provide the following:
 - Location List
 - Officer List
 - Agency List
- Training and guidance to assist the agency with configuration of the QuickTicket solution for creating crash reports/diagrams.
 - NOTE: Agency must provide the following:
 - Violation List

- Street List
- Officer List
- Court List
- Agency List
- Provision a Virtual Partner (VPE) License configured to parse data from State/FBI inquiries
- One (1) session of ReportBeam Server and eTicket Application Training – (Train-the-Trainer) - Maximum six (6) participants
- Creation and deployment of the below data exports:
 - Standard export to the State
- Project Management throughout deployment

All Professional Services will be provided remotely, with Training Services delivered via Microsoft Teams with maximum number of participants listed above.

The following **are not included** within this Summary of Services:

- Changes to data obtained on the Citation or Crash form
 - No additional fields will be added to the form, nor any business rule modifications will be made to any existing fields
- Modifications or customizations to other CentralSquare products
- Installation of CentralSquare products on customer workstations
 - CentralSquare will provide implementation support for the installation of products on local workstations, but will not perform actual installations
- Customizations required by CAD/RMS beyond standard import/export functionality

Note: Additional costs may be incurred by the customer from the CAD/RMS vendor for creation of data import.

Should additional CentralSquare Professional Services be required during the implementation, scoping of required services will be completed, updated Summary of Services provided, and quoted accordingly for customer signature.

EXHIBIT 6
Intentionally Omitted

EXHIBIT 7
Service Level Commitments

The following applies to any non-OPS designated Software Subscriptions on Exhibit 1 as a cloud hosted Solution.

1. Service Level Commitments

- A. **Availability.** During any calendar month, the availability of the Solution shall be no less than 99.9%, excluding scheduled maintenance. CentralSquare shall provide Customer with prompt notification as soon as it becomes aware of any actual or potential unscheduled downtime of the Solution, as well as continual periodic updates during the unscheduled downtime regarding CentralSquare’s progress in remedying the unavailability and estimated time at which the Solution shall be available.
- B. **Measurement.** Service availability is measured as the total time that the solutions are available during each calendar month for access by Customer (“Service Availability”). Service Availability measurement shall be applied to the production environment only, and the points of measurement for all monitoring shall be the servers and the internet connections at CentralSquare’s hosted environment.
- C. **Calculation.** Service availability for a given month shall be calculated using the following calculation:
 - I. The total number of minutes which the service was not available in a given month shall be subtracted from the total number of minutes available in the given month. The resulting figure is divided by the total number of minutes available in the given month.
 - II. Service availability targets are subject to change due to the variance of the number of days in a month.
 - III. The total number of minutes which the service was not available in a given month shall exclude minutes associated with scheduled or emergency maintenance.
- D. **Remedy.** If the service period target measurement is not met, then the customer shall be entitled to a credit calculated as follows:

Service availability	Credit percentage
Less than 99.9% but greater than or equal to 99.0%	5%
Less than 99.0% but greater than or equal to 95.0%	10%
Less than 95%	20%

Service Availability in the relevant Service Period	Percentage Reduction in Monthly Fee for the Subsequent Service Period
Less than 99.9% but greater than or equal to 99.0%	5%
Less than 99.0% but greater than or equal to 95.0%	10%
Less than 95%	20%

- E. Credit must be requested by the customer within sixty (60) days of the failed target. Any credit awarded shall be applied to the next applicable invoice. Customer shall not be eligible for credits where customer is more than thirty (30) days past due on their account.
- 2. **Server Performance & Capacity.** The standard provisioning of storage for the cloud solutions is 1 terabyte. If Customer requests to add additional Software, increase storage or processing requirements, and/or request additional environments, these requests will be evaluated and if additional resources are required to support modifications, additional fees may apply at per unit (gigabyte, hour, license, etc).
 - 3. **Non-Production Environments.** Included in the subscription fee is access to the training environment during the hours of 8:00am – 4:00pm EST, Monday through Friday. Should the Customer require extended access for items such as internal training, CentralSquare can make exceptions provided that Customer provide reasonable advance written notice. CentralSquare will then work with the Customer to enable access in accordance with an agreed upon schedule.

EXHIBIT 8
Intentionally Omitted

EXHIBIT 9
Intentionally Omitted

Lysa Vattimo

From: Timothy Plummer
Sent: Wednesday, January 17, 2024 4:57 PM
To: Lysa Vattimo
Subject: FW: Crash Data for Madras

Timothy Plummer

Chief of Police - Madras Police Department
125 SW 'E' Street, Madras, OR 97741
P: 541-475-2424
tplummer@madraspd.us



From: Timothy Plummer
Sent: Monday, December 11, 2023 3:14 PM
To: MCALLISTER Walter J <Walter.J.MCALLISTER@odot.oregon.gov>
Subject: RE: Crash Data for Madras

Thanks for the info, Walt,

Here is what we would be looking for:

12 Printer bundles to include.

Zebra ZQ520 Thermal Printer	CDW# 3960127	\$627.58
Zebra Power Adapter	CDW# 3711069	\$33.34
Zebra Printer Cradle	CDW# 4387733	\$100.01
Zebra 6ft USB Cable	CDW# 3808144	\$16.28

Total estimate \$777.21 for each bundle

12X = \$9,326.52

If possible a buildt in 5% overrun for a grand estimate for the bundles of \$9,792.84.

Please let me know if this works. Hoping to get the estimate from Daywireless on install costs today.

Timothy Plummer



Day Wireless Systems
 63710 Paramount Drive
 Bend OR 97701
 United States

Quotation# QO48698

Date 12/11/2023
 Terms NET 30-GOV
 Expires 01/10/2024
 Representative Todd Cox
 Direct Phone (541) 797-3085
 E-Mail tcx@daywireless.com
 Shop Phone (541) 330-8807
 Customer Contact Timothy Plummer
 Contact Phone (541) 460-0135
 Project Name Madras PD Printer Installs

Bill To
 Madras, City of
 125 SW E St
 Madras OR 97741-1346
 United States

Ship To
 Madras, City of
 125 SW E St
 Madras OR 97741-1346
 United States

Quantity	Description	Rate	Amount
	Madras PD - Install (10) customer provided Zebra printers in patrol cars. Labor has been requested to be done on site. *mount above passenger side head rest to front partition.		
10	2112 UPFITTING LABOR	300.00	3,000.00
10	Misc Upfitting Supplies	10.00	100.00
		Total	\$3,100.00

 LEGAL NAME OF PURCHASER

 P.O. NUMBER

 AUTHORIZED SIGNATURE

 DATE

By approving this quotation, the customer is agreeing to purchase the items listed in the quote. The customer will be invoiced for the items as they arrive at a DWS facility and is expected to pay according to the terms of the quote or Net30. If the customer cancels any part of the order, the equipment must be picked up from the DWS facility. Normally stocked items may be returned for a 20% restocking fee, but non-stock items are not eligible for return and must be picked up and paid for in full at the DWS facility. Shipping and handling charges, as well as any applicable sales tax, may be included on the invoices. The terms of the order are subject to credit review. This quote is subject to review by management for completeness and accuracy, and prices are firm for 30 days unless otherwise stated. If paying by card the processing fee will be charged up to 3.5% of the transaction.

Customers should reference the quotation number on any correspondence or purchase orders.
 There may be a \$25 charge for insufficient funds and a 1.5% late fee may apply.

ODOT GRANT BUDGET AND COST SHARING

Project No.: B3T-24-54-00-00 003
 Project Name: Project 3
 Agency: TS-ODOT

Project Period: 02/01/24 - 09/30/24
 (From) (To)

(Office Use Only)

Grant Adjustment #: 0
 Grant Adjust. Effective Date: 1/9/2024
 Project Yr. (1-2-3, Ongoing): FIRST

This form should include all budget information. If additional information is required for clarity, please include on a separate page referencing appropriate budget item.

1. Personnel Costs*

A. Staff assigned and estimated hours:	Hours	Rate	Total Cost
Match labor	11,000.00 @ \$	1.00 /hr = \$	11,000.00
real and actual for training and system u:	0.00 @ \$	1.00 /hr = \$	-
	0.00 @ \$	- /hr = \$	-
	0.00 @ \$	- /hr = \$	-
	0.00 @ \$	- /hr = \$	-
	0.00 @ \$	- /hr = \$	-
Staff Subtotal			\$ 11,000.00

B. Overtime	Hours	Rate	Total Cost
	0.00 @ \$	- /hr = \$	-
	0.00 @ \$	- /hr = \$	-
Overtime Subtotal			\$ -

C. Volunteer Time	Hours	Rate	Total Cost
	0.00 @ \$	- /hr = \$	-
	0.00 @ \$	- /hr = \$	-
Volunteer Subtotal			\$ -

2. Personnel Benefits

A.	Unit Cost	# of Units	Total Cost
	\$ - @	0 =	\$ -
	\$ - @	0 =	\$ -
Benefits Subtotal			\$ -

3. Equipment

A. Printers and cables	Unit Cost	# of Units	Total Cost
	\$ 1,000.00 @	12 =	\$ 12,000.00
	\$ - @	0 =	\$ -
	\$ - @	0 =	\$ -
	\$ - @	0 =	\$ -
Equipment Subtotal			\$ 12,000.00

4. Materials/Printing

A.	Unit Cost	# of Units	Total Cost
	\$ - @	0 =	\$ -
	\$ - @	0 =	\$ -
	\$ - @	0 =	\$ -
Materials Subtotal			\$ -

5. Overhead/Indirect Costs

A.	Unit Cost	# of Units	Total Cost
	\$ - @	0 =	\$ -
	\$ - @	0 =	\$ -

TSD FUNDS	MATCH	TOTAL
\$0.00	\$11,000.00	\$11,000.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$12,000.00	\$0.00	\$12,000.00
\$0.00	\$0.00	\$0.00

ODOT GRANT BUDGET AND COST SHARING

Overhead Subtotal	\$ <u> -</u>	<u> \$0.00</u>	<u> \$0.00</u>	<u> \$0.00</u>
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ODOT GRANT BUDGET AND COST SHARING

Project Number: Project 3

	TSD FUNDS	MATCH	TOTAL
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$32,925.00	\$0.00	\$32,925.00
	\$0.00	\$0.00	\$0.00
	\$44,925.00	\$11,000.00	\$55,925.00

Budget Comments:

6. Other Project Costs

A. Travel In-State	Unit Cost	# of Units	Total Cost
	\$ - @	0 =	\$ -
<u>B. Travel Out-of-State (specify)***:</u>			
	\$ - @	0 =	\$ -
<u>C. Office Expenses (supplies, photocopy, telephone, postage)</u>			
	\$ - @	0 =	\$ -
<u>D. Other Costs (specify):</u>			
1.)	\$ - @	1 =	\$ -
2.)	\$ - @	0 =	\$ -
3.)	\$ - @	0 =	\$ -
4.)	\$ - @	0 =	\$ -
5.)	\$ - @	0 =	\$ -
	Other Project Costs Subtotal		\$

7. Consultation/Contractual Services **

A. Central Square-SAS	Unit Cost	# of Units	Total Cost
	\$ 29,825.00 @	1 =	\$ 29,825.00
B. Day Wireless-upfit contract	\$ 3,100.00 @	1 =	\$ 3,100.00
	Consultation/Contractual Services Total		\$ 32,925.00

8. Mini-Grants ***

	TSD	Match
A.	\$ -	\$ -
B.	\$ -	\$ -
C.	\$ -	\$ -
D.	\$ -	\$ -
E.	\$ -	\$ -
F.	\$ -	\$ -
G.	\$ -	\$ -
H.	\$ -	\$ -
	Mini-Grants Subtotals	
	\$	\$

TOTAL		
COST SHARING BREAKDOWN		
1. TSD Funds	\$ 44,925.00	80%
2. Match: State		
3. Match: Local	\$ 11,000.00	20%
4. Match: Other (specify)		
a.)		
b.)		
c.)		
5. TOTAL COSTS	\$ 55,925.00	100%

* Job descriptions for all positions assigned to grant for 500 hours or more must be included in Exhibit B.
 ** TSD approval required prior to expenditures.
 737-1003 (Rev.10/03)

ODOT GRANT BUDGET AND COST SHARING



OREGON DEPARTMENT OF TRANSPORTATION
Transportation Safety Division

GRANT PROJECT APPLICATION

Project No: B3T-24-54-00-00 003

Project Name: Madras Police

Answer each question in the boxes provided. Answer each question completely and according to the instructions in *Italics*. All fields are required.

I. Project Description

This project will reduce death and injury by reducing side of road time for officers and travelers, as well as by providing more accurate crash and citation reporting information. The project will provide Police with training and technology needed to implement improved e-citation/ecrash systems for Madras police department.

II. Problem Statement

- A. Describe the problem(s) this project will try to impact:
(Describe the problem(s) you intend to impact with this grant.)

Currently City of Madras has 7,683 residents. This grant will help them achieve the training, acquisition, and installation of needed software and hardware for their patrol vehicles to effect electronic citation and crash information data. This will help them increase crash reporting to the state, achieve efficiencies and reduce redundancies in citation processing at the officer/deputy level as well as the records division/unit and the courts, allowing the agency to fully automate their Citation and Crash events.

- B. Provide summary data about the problem(s):
(Give summary data regarding the problem as it exists in your jurisdiction.)

Currently the city of Madras has 7,683 residents. Madras has 10 regular and 2 reserve officers. The current records approach is obsolete for an agency of this size and no longer properly supports the agency, particularly office-based completion of reports. The agency also lacks some necessary small hardware in all patrol vehicles. The training of officers and acquisition of training, software, and any associated hardware needs will save both time and money on unnecessary data entry redundancies and allow them to automate citation and crash reporting. City of Madras had 97 motor vehicle crash events, with 8 serious injuries of all severity, and 2 crashes resulting in 2 fatalities in 2021.

- C. List current activities and associated agencies already involved in solving the problem(s):
(Include all related activities and agencies involved. If you have a current project, list the objectives of that project and progress in achieving them.)

Currently, there are several city, county and state agencies in Oregon with trained officers utilizing electronic citation and crash data software solutions. Many of these agencies share databases which helps in sharing electronic records and enhances traffic records data. Currently City of Madras does not have adequate electronic citation or electronic crash reporting technology.

III. Objectives

(Describe quantifiable products or outcomes that address those problems identified in Section II that should result from the proposed activities. Normally at least three very specific objectives should be given and each should include beginning and ending date.

The following are examples:

“To increase safety belt usage in (funded jurisdiction) from 85% to 90% by September 30, 2004, with the use rate determined by conducting observed use surveys.”

“To reduce nighttime fatal and injury crashes occurring in (funded jurisdiction) by 20% from 60, the average for the 1998-2001 period, to 48 during the 12-month period starting October 1, 2003, and ending September 30, 2004.”

“To provide intensive probation supervision to a minimum of 30 additional persons convicted of DUI in (funded jurisdiction) by making at least three face-to-face contacts with each person weekly from October 1, 2003, through September 30, 2004.”

“To complete an evaluation by July 1, 2004, to determine if using photo radar will lead to a significant reduction in fatal and injury traffic crashes in that location.”)

	Start Date	End Date	Objective
1.	2/01/2024	9/30/2024	To reduce or maintain travel death and injury at the 2021 level of 2 deaths and 8 serious injuries by 12/31/2024.
2.	2/01/2024	9/30/2024	To establish a baseline of time required for field citations and crash report preparation, and to then reduce the time required to capture citation and crash data by 5% or more, resulting in more timely records by 9/30/24
3.	2/01/2024	9/30/2024	To enable 10 or more individual systems to capture crash data and citation data, and to train 12 or more officers in the use of the technology by 9/30/24.

IV. Proposed Activities

A. Major Activities

*(List major activities to be carried out to achieve objectives stated in Section III above. List the start and end date for each activity, and include in your description **what** will be done, **who** will do it, and **who** will be affected.)*

	Start Date	End Date	Activity
1.	2/01/2024	9/30/2024	Upon receipt of Notice to Proceed from TSO, agency will work with contractor to purchase software and supplies.
2.	2/01/2024	3/01/2024	Train officers on the use of electronic crash and citation recording systems
3.	3/31/2024	9/30/2024	Officers begin use of electronic data collection and record keeping software to record and track traffic citations and crashes
4.	3/31/2024	9/30/2024	Analyze and document savings and efficiencies achieved from the citation and crash recording software for evaluation and improvement purposes.
5.	2/01/2024	9/30/2024	Document any benefits, challenges, or problems encountered as a result of project. Share data with ODOT as requested.

Plans for sharing the project activities with others:

Agency plans to share aggregate data with ODOT. Agency plans to share activities and certain aggregate data with city council/county commissioners near the completion of the project to generate support. Coordination with court, other agencies as applicable, provide a press release or press viewing to make the public aware of the new system abilities.

- B. Coordination
(List the groups and agencies with which you will be cooperating to complete the activities of the project. Explain how you will be working together. In those projects not requiring the involvement of other agencies, a statement justifying the ability of the applicant to carry out the project independently should be included.)

Is coordination with outside agencies or groups required? If **yes**, check here:

1) If you checked the box above, please fill in the following. Otherwise skip to item 2) below:

Name/role of groups and agencies involved:

Relevant court(s) and records management unit/agencies

2) Fill this if you did not check the box above:

Ability to complete the project independently:

- C. Continuation

Plans to continue the project activities after funding ceases:

Upon successful implementation of the project, the local agency plans to maintain relevant hardware and software licensing from local funds.

V. Evaluation Plan

- A. Evaluation Questions

(You will be reporting on your objectives in your Project Evaluation. At a minimum each objective should be rephrased as an evaluation question. For example, what

percentage of the public in (funded jurisdiction) wears a safety belt? What percentage increase is this? Add questions that demonstrate expected or potential impact of the project on the state or jurisdiction's traffic safety environment. Avoid yes/no evaluation questions.)

Evaluation Question	
1.	Was there a reduction in crash events and or on-scene time in City of Madras as a result of the project? Was information useful that was gained?
2.	Were officers trained? How many? Did the officers feel they were successful using the new information capture equipment and software? If not why not?
3.	What went well? What things went poorly? What would officers suggest to improve the process for other agencies?
4.	Did the system provide easy access to cost savings or other benefits?
5.	Was information given to City Council or the press about the system? Was providing a presentation or press release helpful? If not why not?
6.	Did the City Council and/or County Commissioners approve the receipt of this ODOT grant award, and accept the local benefit that it is providing to the City of Madras for its highway safety pursuits? Please provide minutes or Letter of Acknowledgement.

B. Data Requirements

1. Data to be collected: The Data Table presented as Exhibit A will be submitted with required quarterly reports.
2. Data System

Describe how the data will be collected, stored, and tabulated:

The new record keeping system will track project activity, citation activity, crash activity, and outcomes. A simple spreadsheet will document officer training and/or use hours to document match activity

C. Evaluation Design

Describe how the data will be analyzed:

Reports from the system will be used to compare to prior record keeping looking for improvements in quality and reporting activity. A local method to capture time savings will be considered.

- D. Project Evaluation Preparation
A Project Evaluation Report will be submitted to TSD following the requirements given in the Agreements and Assurances.

VI. Grant Project Budget Summary

- A. List of major budget items:

Labor, consultant time, materials (printer, paper, hardware cords)

- B. Budget Allotment

The agency named in this document hereby applies for 44,925.00 in Transportation Safety funds to be matched with \$11,000.00 in funds from source Local labor match, system services (Software as a Service) to carry out a traffic safety project described in this document.

VII. Budget and Cost Sharing

(Complete Form 737-1003 Budget and Cost Sharing. You may attach one page to explain specific requests. If you are applying for a multiple-year grant, you must include a separate budget for each year for which you are requesting funding.)

VIII. Exhibits

- A. Exhibit A: Data Table
(To be developed at a later date.)
- B. Exhibit B: Job Descriptions
(Provide copy of job descriptions of all positions assigned to the project 500 hours or more paid with grant funds.)
- C. Exhibit C: Contracts or Service Agreements
(Provide signed copies of any contracts or other service agreements that are entered into by the grantee as part of this project. These shall be reviewed by TSD to determine whether the work to be accomplished is consistent with the objectives of the project. All contracts awarded by the grantee shall include the provision that any subcontracts include all provisions stated in the Agreements and Assurances.)

IX. Agreements and Assurances

(READ, sign and attach to the grant project application.)

X. Approval Signatures

I have read and understand the Agreements and Assurances stipulating the conditions under which the funds for which are being applied will be available and can be utilized. **The agency named in this document is prepared to become a recipient of the funds should the grant funds be awarded.**

A. Agency Information

Agency Name*: Madras Police Department
Street Address: 125 SW "E" Street
City: Madras
State: OR
Zip: 97741-1346

B. Project Director

First Name: Timothy Last Name: Plummer
Title: Chief Email: tplummer@madraspd.us
Phone: 541-475-2424 Fax: 541-475-6371
Street Address: 125 SE E Street
City: Madras
State: OR
Zip: 97741

Signature: _____ Date: _____

C. Authorizing Official of Agency Completing Application

First Name: Will Last Name: Ibershof
Title: City Manager Email: wibershof@cityofmadras.us
Phone: 541-797-9577 Fax: 541-475-7061
Street Address: 125 SW E Street
City: Madras
State: OR
Zip: 97741

Signature: _____ Date: _____

*Non-profit agencies must submit proof of exempt status under Code Sec. 501(c)(3)

Mail signed copies to: Oregon Dept. of Transportation
Transportation Safety Division

4040 Fairview Industrial Drive SE - MS 3
Salem, OR 97302-1142
Email completed electronic copy to your TSD Program Manager.

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Nicholas Snead, Community Development Director

Through: Will Ibershof, City Administrator

Subject: **APPROVAL OF LETTER OF SUPPORT FOR JEFFERSON COUNTY BROADBAND TECHNICAL ASSISTANCE GRANT APPLICATION TO OREGON BROADBAND OFFICE**

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

I move that the City Council approve the letter of support for the Jefferson County Broadband Technical Assistance grant application to the Oregon Broadband Office.

OVERVIEW:

In 2023 Jefferson County established the Broadband Assessment and Strategic Plan. Jefferson County and the City of Madras staff are working to begin implementing this Plan. The State of Oregon has received significant funding for Broadband improvements across the State. COIC has been working with the Oregon Broadband Office to ensure the broadband needs of Central Oregon are understood and assistance is adequately being provided. This includes pursuing grant funding for planning and technical assistance. The Oregon Broadband Office has created a Broadband Technical Assistance Program (BTAP) for local government to apply for funding to implement broadband plans and provide technical assistance in preparation of broadband infrastructure improvements. COIC is preparing a BTAP grant application on behalf of Jefferson County and is requesting the full \$150,000 of assistance that is available to each county. Jefferson County and COIC have requested a letter of support from the City of Madras. At the January 23, 2024 Council meeting, staff will request the City Council consider approving a letter of support for the County's BTAP grant application.

<https://www.ci.madras.or.us/commdev/page/city-master-plans>

STAFF ANALYSIS:

N/A

FISCAL INFORMATION:

None

SUPPORTING DOCUMENTATION:

See attached.

STRATEGIC GOAL:

Goal #3, Community Development, Objective #2: Improve rural broadband.



125 SW "E" Street
Madras, OR 97741
541-475-2344
www.ci.madras.or.us

January 23, 2024

Oregon Broadband Office
775 Summer St., NE
Suite 200
Salem, Oregon 97301
503-910-8067

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

To whom it may concern,

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

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

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

Sincerely,

Mike Lepin, Mayor
541-475-2344
mlepin@cityofmadras.us

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Nicholas Snead, Community Development Director

Through: Will Ibershof, City Administrator

Subject: **MADRAS VALENTINE BANNER FUNDING REQUEST**

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

I move that the City Council approve \$_____ of funding from Unprogrammed Community Projects in the TED Fund in FY 23-24.

OVERVIEW:

The City of Madras has a Tourism/Economic Development (TED) Fund that, in part, funds Community Projects (programmed) that the Council finds to be consistent with Ordinance No. 694 which, in part, states, "*Economic growth means, but is not limited to promotion of the fair board, airport, Industrial Site, Chamber of Commerce, parks, libraries, schools and like entries* [emphasis added]." The TED Fund has both Programmed and Unprogrammed Community Projects in the Fund. The Programmed Community Projects for which historically the Budget Committee facilitates presentations and makes a recommendation to the City Council to approve. The City Council then formally approves projects to be funded when approving the City's annual budget. Part of the annual budget in the TED Fund is funding for Unprogrammed Community Projects. This funding is intended for projects and needs that come about after the annual budget is adopted that the City Council finds worthy of funding per Ordinance No. 694.

Dr. Patricia Spencer (business owner and City Councilor) emailed the Community Development Director requesting funding to purchase 25 streetlight banners signs and a banner at the North Y for the Madras Valentine event on February 7th at a cost of \$3,120.00. Dr. Spencer did not specify the amount of funding requested from the City. In FY 23-24 the TED Fund budget \$5,000.00 for Unprogrammed Community Projects and as of the date of this staff report, there is \$3,000.00 funding remaining in the line item in the Fund. Staff will request that the City Council determine if the Madras Valentine event banners are worthy of funding per Ordinance No. 694, and if so, how much of the remaining \$3,000.00 Unprogrammed Community Project funding is to be approved for this project.

STAFF ANALYSIS:

In 1983 a voter levy was passed that established a 6% transient occupancy tax for which Jefferson County collects. Later in 2021, the County adopted the State's Model ordinance, and the administration of these funds follows Jefferson County Code 3.08.150A that states, "*Taxes will be used to encourage economic growth, including, but not limited to, promotion of the county*"

fairgrounds, industrial sites, chambers of commerce, parks, libraries, schools and other such entities.” Additionally in August of 2021, the City Council adopted Ordinance No. 694 that initiated an additional three percent (3%) of transient occupancy room tax to be collected for a total 9% assessment. Section 20 of Ordinance No. 694 states, *“Funds collected pursuant this ordinance will be distributed to the General Fund of the City... Taxes will be used by the City of Madras to encourage economic growth, but is not limited to being spent within the city. Economic growth means, but is not limited to promotion of the fair board, airport, Industrial Site, Chamber of Commerce, parks, libraries, schools and like entries [emphasis added].”* The City Council’s approval of Community Projects in the TED Fund is to follow the provisions of Ordinance No. 694 and it is at the discretion of the Council to determine what projects are consistent with this Ordinance.

FISCAL INFORMATION:

FY 23-24: up to \$3,000.00.

SUPPORTING DOCUMENTATION:

See attached.

STRATEGIC GOAL:

N/A

From: patricia.spencer@cityofmadras.com
To: Bill David
Subject: Post banners for Madras Valentine Downtown
Date: January 9, 2024 at 1:23:16 PM
Attachments: [Madras Valentine 2.pdf](#)

Hi Nick,
How you are the Director this week I'm forwarding this email
Patricia

Sent from my iPhone

Begin forwarded message:

From: contact@spencer.com
Date: January 9, 2024 at 12:18:40 PST
To: reviledavid@gmail.com, bill.david@cityofmadras.com, Will.David@cityofmadras.com
Subject: banners for Madras Valentine Downtown

Hi David, Will and Bill,

This is the final draft for the banners.

There are a total of 25 lamp posts. I counted the ones that encompass where the cars stop due to the traffic lights which totaled 25. So Rip-Q quoted both options. And also he made a discount from \$112 down to \$108 for the lamp post banners.

Summary

32 lamp posts and 2 City banners \$3,876
25 lamp posts and 2 City banners \$3,120

They are reusable so can be used in the upcoming years.

I obtained permission already from the Chamber of Commerce to hang them.

My choice is for the 25 lamp posts. My request is how much each of your entities (Chamber of Commerce, City of Madras and Madras Downtown Association) can donate to purchase these.

I hope to hear back from each one you as soon as possible. The sooner we hang them, the more success will come.

Thanks so much

Dr. Patricia Spencer
(723) 542-7950
Patricia.spencer@spencer.com

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Rip-Q Signs and Graphics, LLC

43 NW Cherry Ln. Ste. 101
 Madras, OR 97741
 541-325-4506

Estimate

Date	Estimate #
12/20/2023	175

Name / Address
Madras Valentine Downtown

Project

Description	Qty	Rate	Total
4'x6' scrim banner for North and south "Y"	2	168.00	336.00
1'x6' date banners	2	42.00	84.00
4'x2' 2-sided banner - normally \$112.00	25	108.00	2,700.00
Total			\$3,120.00

Rip-Q Signs and Graphics, LLC

43 NW Cherry Ln. Ste. 101
 Madras, OR 97741
 541-325-4506

Estimate

Date	Estimate #
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Total			\$3,876.00

CITY OF MADRAS
Request for Council Action

Meeting Date: January 23, 2024

To: Mayor and City Council Members

From: Keli Pollock, City Recorder

Through: Will Ibershof, City Administrator

Subject: **COMMITTEE LIST 2024**

TYPE OF ACTION REQUESTED:

Approve

MOTION(S) FOR CONSIDERATION:

That Council approve the 2024 Committee list with the understanding that the list will evolve over the course of the year per Council request.

OVERVIEW:

At the January 8, 2024 Work Session, Council reviewed the 2023 Committee List and made Council assignments and approved external appointments.

STAFF ANALYSIS:

The 2024 Committee list has been updated to reflect Council and Staff assignments, external appointments and proposed committees requested by Council at their January 8, 2024 Work Session.

FISCAL INFORMATION:

N/A

SUPPORTING DOCUMENTATION:

2024 Committee List

STRATEGIC GOAL:

Goal 6 - Increase Opportunities for Community Engagement

2024 BOARDS, COMMISSIONS AND COMMITTEES

COUNCIL COMMITTEE ASSIGNMENTS

Council Committees P = Primary A = Alternate Purple = Proposed	Mike Lepin Mayor	Jennifer Townsend CC Pres	Mike Seibold	Gabriel Soliz	Patricia Spencer	Gary Walker	Lamar Yoder
Airport-Industrial Site Committee	X						X
Ambulance Service Area Committee of Jefferson County					X		
Budget Committee - City	X	X	X	X	X	X	X
Budget Committee - MURA	X	X	X	X	X	X	X
COCO - Central Oregon Cities Organization	P		A				
COIC - Central Oregon Intergovernmental Council			A	P			
COIC - Jefferson County Transit Advisory Board				X			
COIC - Regional Housing Council				P	A		
Central Oregon Regional Solutions Team	X						
Chamber of Commerce Board of Directors	X						
Childcare Task Force							
Dangerous Canine Commission		X				X	
Deschutes Basin Water Collaborative			X				
Downtown Parking Task Force		X					
EDCO Local Board		P			A		
Homeless Advisory Committee	X		X				
Joint City-County Meetings	X	X	X	X	X	X	X
Madras Redevelopment Commission (MRC)	X	VC	X	C	X	X	X
Madras Sister City - Tomi City Committee	X						
Public Safety Advisory Committee			X	X	X		
South Madras Concept Area Refinement Plan Advisory Committee				X		X	X
Transportation Task Force		X	X	X			
Urban Forestry Commission					X	X	

2024 BOARDS, COMMISSIONS AND COMMITTEES

STAFF COMMITTEE ASSIGNMENTS

Staff Committees P = Primary A = Alternate Purple = Proposed	City Admin.	Public Works Director	Comm. Dev. Director	Finance Director	HR	Police Chief	Other Staff
Airport-Industrial Site Committee	X	X					Airport Manager
Airshow of the Cascades Board							Airport Manager
Budget Committee - City	X			X			
Budget Committee - MURA	X			X			
Central Oregon Area Commission on Transportation (COACT)	P	A					
COCO - Central Oregon Cities Organization	A						
COIC - Regional Housing Council			X				
Deschutes Basin Water Collaborative	A						
Downtown Parking Task Force			X				
Homeless Advisory Committee		X	X			X	
Madras Downtown Association Board					X		
Madras Redevelopment Commission (MRC)			X				
Madras Sister City-Tomi City Committee							Michele Quinn
Planning Commission			X				
Public Risk Management Association (PRIMA)					X		
Public Safety Advisory Committee						X	
South Madras Concept Area Refinement Plan Advisory Committee			X				
Transportation Task Force	X	X		X			
Urban Forestry Commission		X					Chris Funk
Weed Abatement Committee							Michele Quinn

2024 BOARDS, COMMISSIONS AND COMMITTEES

CITY GOVERNED MEETINGS

Proposed Committees listed in Purple

COMMITTEE	COMMITTEE MANAGEMENT	SCHEDULED PER YEAR	2023 ACTUALS	2024 Actuals
Airport-Industrial	Public Works	11	10	
Budget-City	Finance	2-3	3	
Budget-MURA	Finance	1 biennially	1	
Childcare Task Force	TBD		0	
City Council	City Recorder	Min 24	46	
Dangerous Canine	Police	As-Needed	0	
Downtown Parking	Community Development	6	0	
Homeless Advisory Committee	Mayor/CDD Director	24	12	
Housing Advisory	Community Development	TBD 12	0	
Joint City-County	City Recorder	5	6	
Madras Redevelopment Commission (MRC)	City Recorder	12	13	
Planning Commission	Community Development	24	9	
Public Art Advisory	TBD	TBD (6)	0	
Public Safety Advisory	Police	TBD (12)	0	
South Madras Concept Area Refinement Plan Advisory Committee	CDD	4	0	
Transportation Advisory	TBD	TBD (12)	0	
Transportation Funding	TBD	TBD (6)	0	
Urban Forestry	Public Works	12	6	
	TOTALS:	---	106	

Committee Management (Notices, Agendas, Packets, Minutes)

Number of meetings managed:

	2022	2023	2024
City Recorder	49	65	
Community Development	14	21	
Finance	3	4	
Public Works	13	16	

2024 BOARDS, COMMISSIONS AND COMMITTEES

AIRPORT - INDUSTRIAL SITE COMMITTEE

- Organizer:** City of Madras Public Works Manager
- Date/Time:** 3rd Thursday of Every Month; 4:00 PM
- Location:** Madras Municipal Airport, General Aviation Building
- Terms:** Four (4) Years; Staggered
- Appointments:** Seven to Eleven Members Total
Voting Members:
 Minimum of one (1) Council Member
 Two (2) Current Pilots
 One (1) Industrial business representative
 All but two members must reside within the 97741 and 97734 zip codes; up to two (2) at-large members can reside within Jefferson County
- Non-Voting Members:**
 City Administrator
 Public Works Director
 Airport Manager
 Chamber Director
 County Commissioner
- Purpose:** To communicate, review and consider current and future improvements, activities, and commerce affecting the Madras Airport and Industrial Site.
- Notes:** Established 1959; Changed from Commission to Committee in 2010; See Resolution 1-2020.

Position	Name	Appointed	Reappointed	Expires
City Resident No. 2, Chair	Trevorr Beaver	6-25-2019		12-31-2023
Current Pilot No. 1, Vice-Chair	Chris Tatro	11-8-2016	12-31-2020	12-31-2024
Current Pilot No. 2	Darrell Smith	4-25-2023		12-31-2026
Council Member, Primary	Lamar Yoder	1-24-2023		12-31-2026
Council Member, Alternate	Mayor Lepin	1-24-2023		12-31-2026
City Resident No. 1	Tom Brown	2-14-2017	12-31-2020	12-31-2024
County Resident No. 1	Eddy A. Fuller	1-1-2017	12-31-2020	12-31-2024
Industrial Park Businessman	Bill Randolph	11-8-2016	12-31-2020	12-31-2024

2024 BOARDS, COMMISSIONS AND COMMITTEES

AIRSHOW OF THE CASCADES COMMITTEE

Organizer: Airshow Board Director
Date/Time: 1st Monday of Every Month; 5:30 PM
Location: Madras Municipal Airport, General Aviation Building
Terms: Continuous by Position
Appointments: Airport Manager
Purpose: Annual community airshow.

Position	Name	Appointed	Reappointed	Expires
Airport Manager		Per position		Per position

2024 BOARDS, COMMISSIONS AND COMMITTEES

AMBULANCE SERVICE AREA COMMITTEE OF JEFFERSON COUNTY

Organizer: Jefferson County Public Health

Date/Time: 3rd Tuesday; Quarterly (Feb, May, Aug, Nov) 9:00 AM

Location: Jefferson County Public Health Building

Terms: Two (2) Years

Appointments: One (1) Council Member

Purpose:

Position	Name	Appointed	Reappointed	Expires
Council Member	Patricia Spencer	1-24-2023		12-31-2024

2024 BOARDS, COMMISSIONS AND COMMITTEES

**BUDGET COMMITTEE
CITY**

Organizer: City of Madras Finance Director

Date/Time: Typically Two – Three Meetings Annually (April/May); 5:30 PM

Location: Madras City Hall Council Chambers

Terms: Three (3) years; Staggered

Appointments: All Council Members (7)
Seven (7) registered voters residing within City limits

Purpose: Reviews the annual draft budget prepared by staff, reviews Community Grant presentations and staff requests for budget support of their departments and community service offerings. Once the Budget Committee is satisfied with the draft budget, they make a recommendation to the City Council to approve the fiscal year budget.

Position	Name	Appointed	Reappointed	Expires
All Council Members	City Councilors			Per Individual Terms
Seat No. 1	Brad Johnston	1-24-2023		12-31-2025
Seat No. 2	Vacant			
Seat No. 3	Dawn Bright	4-12-2022		12-31-2024
Seat No. 4	Trevorr Beaver	2-12-2019	12-14-2021	12-31-2024
Seat No. 5	Jamasa Sattler	1-24-2023		12-31-2026
Seat No. 6	Vacant			
Seat No. 7	Richard Ladeby	1-24-2023		12-31-2025

2024 BOARDS, COMMISSIONS AND COMMITTEES

**BUDGET COMMITTEE
MADRAS URBAN RENEWAL AGENCY**

Organizer: City of Madras Finance Director

Date/Time: Typically Two Meetings in April or May Biennially per MRC Resolution No. 2020-04 beginning 2020

Location: City Hall

Terms: Four (4) Year Terms; Staggered

Appointments: All MRC Commissioners (includes Council)
Up to seven (7) Registered voters who reside within two miles of city limits (excluding Metolius).

Purpose: Established in 2002 to review the Madras Urban Renewal Agency budget.

Position	Name	Appointed	Reappointed	Expires
All Council Members				Per Individual Terms
All MRC Commissioners				Per Individual Terms
Seat No. 1	Dennis Miller	2-8-2022		12-31-2024
Seat No. 2	VACANT			
Seat No. 3	Dawn Bright	4-12-2022		12-31-2025
Seat No. 4	Brad Johnston	1-24-2023		12-31-2026
Seat No. 5	Jamasa Sattler	1-24-2023		12-31-2026
Seat No. 6	Richard Ladeby	1-24-2023		12-31-2024
Seat No. 7	VACANT			

COACT - CENTRAL OREGON AREA COMMISSION ON TRANSPORTATION

Organizer: Central Oregon Intergovernmental Council
 Tammy Baney 541-504-3306 tbaney@coic.org

Date/Time: 2nd Thursday of Alternating Months beginning in January; 3:00 PM

Location: City of Redmond, Public Works Department

Terms: Two (2) Years

Appointments: Two (2) Staff Members (typically City Administrator and Public Works Director)

Purpose: Established in 1998 to serve as a forum for the discussion, understanding, and coordination of transportation issues affecting the Central Oregon region. Reviews processes for determining transportation infrastructure needs, capital investments, and project priorities in the Central Oregon Region. Advocates for Central Oregon transportation issues to neighboring regions, area legislators and other interested organizations, and advises the Oregon Transportation Commission on state and regional policies affecting Central Oregon’s transportation system.

Position	Name	Appointed	Reappointed	Expires
Staff, Primary	City Administrator	1-22-2019	1-23-2024	12-31-2025
Staff, Alternate	Public Works Director		1-23-2024	12-31-2025

2024 BOARDS, COMMISSIONS AND COMMITTEES

COCO - CENTRAL OREGON CITIES ORGANIZATION

Organizer: Lisa Morgan, 541-447-5627

Date/Time: 3rd Monday of Every Month; 11:30 AM

Location: Redmond City Hall, 411 SW 9th St., Conference Room A

Terms: One (1) Year

Appointments: Mayor, Primary
One (1) Council Member, Alternate
One (1) Staff Member

Purpose: Established in 2002 to effectively and efficiently promote the common interests of the cities in Central Oregon related to water, transportation, economic development, school funding, and tax reform. Organizations include the cities of Bend, Culver, Madras, Redmond, La Pine, Maupin, Metolius, Prineville, and Sisters.

Position	Name	Appointed	Reappointed	Expires
Mayor, Primary	Mike Lepin	1-24-2023	1-23-2024	12-31-2024
Council Member, Alternate	Mike Seibold	1-24-2023	1-23-2024	12-31-2024
Staff	Will Ibershof		1-23-2024	12-31-2024

2024 BOARDS, COMMISSIONS AND COMMITTEES

COIC - CENTRAL OREGON INTERGOVERNMENTAL COUNCIL

- Organizer:** Central Oregon Intergovernmental Council
Scott Aycock 541-390-4653
- Date/Time:** First Thursday of Every Month; 5:30 PM
- Location:** City of Redmond Public Works Department Training Room
- Terms:** Two (2) Years
- Appointments:** One (1) Council Member, Primary
One (1) Council Member, Alternate
- Purpose:** Established in 1972 to jointly identify issues and needs that are regional in scope, to achieve agreement for cooperative actions, and to implement projects and services at a regional scale.

Position	Name	Appointed	Reappointed	Expires
Council Member, Primary	Gabriel Soliz	12-14-2021		12-31-2023
Council Member, Alternate	Mike Seibold	1-24-2023		12-31-2024

2024 BOARDS, COMMISSIONS AND COMMITTEES

COIC - JEFFERSON COUNTY TRANSIT ADVISORY COMMITTEE

Organizer: Central Oregon Intergovernmental Council
Derek Hofbauer, 541-548-9534

Date/Time: Two times/year; times may vary

Location: Virtual or Hybrid

Terms: Four (4) Years

Appointments: One (1) Council Member

Purpose: Prioritize public transportation programs and services for State of Oregon funding through the Statewide Transportation Improvement Fund (STIF).

Position	Name	Appointed	Reappointed	Expires
Council Member	Gabriel Soliz	10-25-2022		12-31-2025

2024 BOARDS, COMMISSIONS AND COMMITTEES

COIC - REGIONAL HOUSING COMMITTEE

Organizer: Central Oregon Intergovernmental Council
Scott Aycock 541-390-4653

Date/Time: TBD

Location: TBD

Terms: One (1) Year

Appointments: One (1) Council Member (Council chose an alternate also)
One (1) Staff Person

Purpose: A body of elected officials and ex-officio decision makers that identify and fill gaps in housing and homelessness programs, systems, and policies. Provides an opportunity to communicate regional priorities to the State and a space to communicate on local and regional housing issues and best practices.

Notes: Committee will be formed in 2023.

Position	Name	Appointed	Reappointed	Expires
Council Member, Primary	Gabriel Soliz	2-22-2022	1-23-2024	12-31-2024
Council Member, Alternate	Patricia Spencer	1-24-2023	1-23-2024	12-31-2024
Staff	Nicholas Snead	2-22-2022	1-23-2024	12-31-2024

**CENTRAL OREGON REGIONAL SOLUTIONS
TEAM ADVISORY BOARD**

Organizer: Governor’s Office (Position is vacant at this time; Board is not meeting)

Date/Time: Quarterly

Location: Redmond

Terms: One (1) Year

Appointments: One (1) Council Member (typically Mayor)

Purpose: Established in 2014 (Madras joined in 2019) to discuss State agency coordination and programs related to local government activities, to promote communications & problem solving between State and Local government, help Coordinators and teams identify high level priorities for community and economic development for the region, and help connect resources from the community to expand the collective capacity to solve problems and seize opportunities.

Position	Name	Appointed	Reappointed	Expires
Council Member	Mike Lepin	1-24-2023	1-23-2024	12-31-2024

**CHAMBER OF COMMERCE
BOARD OF DIRECTORS**

Organizer: Chamber of Commerce 541-475-2350

Date/Time: 3rd Tuesday of Every Month; 12:00 PM

Location: Chamber of Commerce Conference Room

Terms: Two (2) Years Typical; Appointed by the City

Appointments: Mayor

Purpose: The Chamber of Commerce is involved in the economic status of Jefferson County and incorporated jurisdictions through promotions for the area. They “sell” the Madras and Jefferson County communities and positive things about area recreational places and tourism. The Chamber serves as the Information Center of and for the Community.

Position	Name	Appointed	Reappointed	Expires
Mayor	Mike Lepin	1-24-2023		12-31-2025

CHILDCARE TASK FORCE
Proposed

Organizer: TBD (check with Jefferson County to see if they have one)

Date/Time:

Location:

Terms:

Appointments: One (1) Council Member
Others TBD

Purpose: Ensure Madras receives available resources and leaders are involved with COCC-OCDC project.

Position	Name	Appointed	Reappointed	Expires
Council Member	TBD			

2024 BOARDS, COMMISSIONS AND COMMITTEES

DANGEROUS CANINE COMMISSION

Organizer: City of Madras Police Department

Date/Time: As-needed

Location: Madras City Hall Council Chambers

Terms: Members Serve Until They Resign

Appointments: One (1) Council Member
One (1) Citizen
One (1) Veterinarian

Purpose: To hear evidence (via a formal public hearing) and consider and decide on the classification of a dog, based on the provisions outlined in the City's Dog Control Ordinance and how dangerous the dog is to the community, as well as to determine the steps that must be taken by the owner based on that classification and their desire to keep the dog.

Position	Name	Appointed	Reappointed	Expires
Council Member	Jennifer Townsend	12-14-2021		On-Going
Council Member/Citizen	Gary Walker	3-26-2013		On-Going
Veterinarian	Dr. Jerud Rhen	3-26-2013		On-Going

2024 BOARDS, COMMISSIONS AND COMMITTEES

DESCHUTES BASIN WATER COLLABORATIVE

Organizer: Central Oregon Intergovernmental Council
Scott Aycock 541-390-4653 or Sommers Taylor 541-419-1181

Date/Time: Monthly or Bi-Monthly

Location: Redmond or Bend

Terms: One (1) Year

Appointments: One (1) Council Member, Primary
One (1) Staff, Alternate

Purpose: Established in 2004 to establish ongoing regional water management planning and coordination to address key water issues in the Deschutes Basin, increase understanding of water issues in the region, and meet regional water management needs by developing an integrated regional water management plan.

Position	Name	Appointed	Reappointed	Expires
Council Member, Primary	Mike Seibold	1-24-2023		12-31-2024
Staff, Alternate	City Administrator	1-23-2024		12-31-2024

2024 BOARDS, COMMISSIONS AND COMMITTEES

DOWNTOWN PARKING TASK FORCE

Organizer: City of Madras Community Development Director

Date/Time: TBD

Location: TBD

Terms: TBD

Appointments: One (1) Council Member
One (1) City Community Development Director
Citizens, Business Owners, TBD

Purpose: Finalize Downtown parking plan.

Position	Name	Appointed	Reappointed	Expires
Council Member	Jennifer Townsend			
Community Development Director	Nicholas Snead			

**ECONOMIC DEVELOPMENT FOR CENTRAL OREGON - (EDCO)
LOCAL ADVISORY BOARD**

Organizer: EDCO, 541-388-3236

Date/Time: 2nd Thursday (Jan, Mar, May, July, Sept, Nov); 8:30 AM

Location: Redmond City Hall

Terms: Two (2) Years

Appointments: One (1) Council Member

Purpose: Established in 1981 to provide advice, guidance, support, and advocacy for the Jefferson County office of Economic Development, set goals and policies; establish objectives, identify opportunities, develop strategies and support their achievement, assess the job market and help stay in tune with trends in industry and the economy. This Board also serves as a liaison with business, industry, and government agencies, and in acquiring resources necessary to advance the mission by taking an active role in private fundraising efforts.

Position	Name	Appointed	Reappointed	Expires
Council Member	Jennifer Townsend	1-1-2018	1-23-2024	12-31-2025
Council Member, Alternate	Patricia Spencer	1-24-2023	1-23-2024	12-31-2025

2024 BOARDS, COMMISSIONS AND COMMITTEES

HOMELESS ADVISORY COMMITTEE

- Organizer:** City of Madras (Nick Snead, Secretary)
- Date/Time:** Once or twice per month; Time TBD
- Location:** City Council Work Room, 125 SW “E” Street
- Terms:** Until resignation.
- Appointments:** Thirteen members total appointed by Council
Nine Voting Members:
 One (1) Council Member
 One (1) Jefferson County Health Department Director
 One (1) Best Care Treatment Behavior Health Staff
 One (1) Faith Based Network Staff
 City Police Chief
 Jefferson County Sheriff
 One (1) Jefferson County Fire & EMS Staff
 One (1) Legal Advocate
 One (1) Community Partner
- Four Non-Voting Members:**
 City Administrator
 City PD Sergeant
 City Community Development Director, Secretary
 City Public Works Director
- Purpose:** Ensure all service agencies are working toward common goals on local homelessness issues including homeless camping.
- Notes:** First meeting 4-17-2023; Resolution No. 03-2023.

Position	Name	Appointed	Reappointed	Expires
Council Member	Mike Lepin, Chair	5-9-2023		
Jefferson County Public Health Director	Michael Baker, VC	5-9-2023		
Best Care Staff	Cindi Potter	5-9-2023		
Jefferson County Faith Based Network	Tony Mitchell	5-9-2023		
City Police Chief	Tim Plummer	5-9-2023		
Jefferson County Sheriff	Jason Pollock	5-9-2023		
Jefferson County Fire & EMS	Penny Codemo	5-9-2023		
Legal Advocate	Tim Gassner	5-9-2023		
Community Advocate	Trent Titus	12-12-2023		

2024 BOARDS, COMMISSIONS AND COMMITTEES

JOINT CITY-COUNTY MEETINGS

- Organizer:** Jefferson County Executive Administrative Assistant
- Date/Time:** 1st Wednesday of every month (except August) 8:00 AM
- Location:** Alternating locations:
Jefferson County Annex
City Hall
- Terms:** Per Individual Terms
- Appointments:** All Council Members
City Administrator
Other Directors per Topics
- Purpose:** For Council and County Commissioners to work on projects together.
- Notes:** **City Recorder prepares agendas and packets, notices.** County prepares minutes.

Position	Name	Appointed	Reappointed	Expires
All Council Members				Per Individual Terms
City Administrator				

2024 BOARDS, COMMISSIONS AND COMMITTEES

MADRAS DOWNTOWN ASSOCIATION BOARD

Organizer: Madras Downtown Association Board President

Date/Time: Last Monday of Every Month; 5:30 PM

Location: Varies

Terms: Three (3) years; staggered. No more than two consecutive terms without stepping down for a minimum of one year.

Appointments: One (1) Staff Member

Purpose: Established in 2017 to create a thriving Downtown that serves as the economic, social, and cultural heart of the community.

Position	Name	Appointed	Reappointed	Expires
Staff	Keli Pollock	1-23-2024		12-31-2026

2024 BOARDS, COMMISSIONS AND COMMITTEES

MADRAS REDEVELOPMENT COMMISSION

- Organizer:** Madras City Recorder
- Date/Time:** 4th Tuesdays; 5:30 PM
- Location:** Madras City Hall Council Chambers
- Terms:** Four (4) Years; Staggered for At-Large Members
Per Terms for Councilors
Chair & Vice-Chair are elected every year
- Appointments:** Minimum membership is nine (9); maximum is thirteen (13)
All Council Members (7)
Up to six (6) At Large Members residing within two miles of city limits
(excluding Metolius)
- Purpose:** Established in 2002 to discuss proposed sales or purchases of land, review project proposals that help remove blight in the downtown area, and oversee the Housing Urban Renewal District.
- Notes:** See Resolution MRC 2022-01 (bylaws). **January 2023 changed to one meeting per month (special meeting if additional meeting is needed).**

Position	Name	Appointed	Reappointed	Expires
Council Member, Chair	Gabriel Soliz	12-12-2023		12-31-2024
Seat No. 2, Vice Chair	Chandra Potter	12-12-2023		12-31-2024
All Council Members (7)	All Council			Per Individual Terms
Seat No. 1	Trevorr Beaver	1-1-2024		12-31-2026
Seat No. 2	Chandra Potter	1-1-2022		12-31-2024
Seat No. 3	Les Weidner	1-1-2024		12-31-2026
Seat No. 4	William O'Daniel	1-1-2024		12-31-2026

2024 BOARDS, COMMISSIONS AND COMMITTEES

MADRAS SISTER CITY (TOMI CITY) BOARD

- Organizer:** Board Secretary
- Date/Time:** Monthly or 5-6 times per year; 5:00 PM
- Location:** Council Work Room or TBD
- Terms:** Two years
- Appointments:** Mayor; Non-voting Ex-officio
- Purpose:** Established in 2000 to be a liaison with the Tomi City group and students and to promote the program.
- Notes:** 501c3 to provide high school students with an opportunity to go to Japan and experience the culture. Tomi City students visit Madras in exchange.

Position	Name	Appointed	Reappointed	Expires
Mayor	Mike Lepin	1-24-2023		Per Individual Term

2024 BOARDS, COMMISSIONS AND COMMITTEES

PLANNING COMMISSION

Organizer: City of Madras Community Development Director

Date/Time: 1st Wednesday of Every Month; 3rd Wednesday (If Needed); 6:00 PM

Location: City Hall, Council Chambers

Terms: Three (3) years; Staggered

Appointments: Five (5) Members Total
 One (1) Resident of the City of Madras
 Two (2) Residents Outside City Limits but within Urban Growth Boundary; and not more than two (2) members who reside outside the Madras city limits but within a three (3) mile radius of the Madras City limits

History: Established 1946; See Ordinance 866.

Purpose: To provide balance, leadership, fairness, and equity, regarding zoning ordinances and future city planning.

Position	Name	Appointed	Reappointed	Expires
City Resident	Joel Hessel	1-8-2019	12-14-2021	12-31-2024
3-Mile Resident	Ashlyn Etter, Vice-Chair	6-14-2022	1-1-2024	12-31-2027
City Resident	Mary Kendall	12-8-2020	1-1-2024	12-31-2027
City Resident	Michael Baker	12-10-2019	12-8-2020	12-31-2023
UGB Resident	Melissa Irvine, Chair	6-11-2019	12-8-2020	12-31-2023

2024 BOARDS, COMMISSIONS AND COMMITTEES

PUBLIC RISK MANAGEMENT ASSOCIATION (PRIMA)

- Organizer:** PRIMA
- Date/Time:** 2nd Friday of Every Month; 12:00 PM
- Location:** Varies; determined by the Board
- Terms:** Two years; staggered
- Appointments:** One (1) Staff Member (typically HR Director)
- Purpose:** Established in 2012 to increase the proficiency of management of risk, insurance and benefits in government and other public entities through education and networking. To support and strengthen the public sector by promoting risk management concepts and strategies.

Position	Name	Appointed	Reappointed	Expires
Staff	Will Ibershof	1-23-2024		12-31-2025

2024 BOARDS, COMMISSIONS AND COMMITTEES

PUBLIC SAFETY ADVISORY COMMITTEE
Proposed

Organizer: City of Madras Police Department

Date/Time: TBD

Location: TBD

Terms: TBD

Appointments: Three (3) Council Members
Police Chief
Others TBD (citizens, HOA's)

Purpose: Community safety, livability issues, collective problem-solving.

Position	Name	Appointed	Reappointed	Expires
Council Member No. 1	Mike Seibold	1-24-2023		
Council Member No. 2	Gabriel Soliz	1-24-2023		
Council Member No. 3	Patricia Spencer	1-24-2023		
Madras Police Chief	Tim Plummer			

SOLID WASTE COMMITTEE

Organizer: Jefferson County
Date/Time: Varies
Location: County Annex Building, 66 SE "D" Street
Terms: On-Going
Appointments: One (1) Staff Person

Purpose:

Position	Name	Appointed	Reappointed	Expires
Staff	Michele Quinn			On-Going

**SOUTH MADRAS CONCEPT AREA REFINEMENT PLAN
ADVISORY COMMITTEE**

- Organizer:** City of Madras Community Development Director
- Date/Time:** Per project schedule. Approximately one meeting every 3 months; Time TBD
- Location:** City Hall or otherwise determined by Committee
- Terms:** Two Years; Until Project Completion
- Appointments:** Five (5) Members Total
Three (3) Council Members
One (1) City Planning Commissioner
One (1) City Community Development Staff Person
- Purpose:** Develop South Madras Concept Area Refinement Plan proposal for City Planning Commission and City Council Consideration
- Notes:** Established 2023.

Position	Name	Appointed	Reappointed	Expires
Council Member	Gabriel Soliz	5-9-2023		Upon Completion of Project
Council Member	Gary Walker	5-9-2023		Upon Completion of Project
Council Member	Lamar Yoder	5-9-2023		Upon Completion of Project
Planning Commissioner	Ashlyn Etter	5-9-2023		Upon Completion of Project
Community Development	Nick Snead	5-9-2023		Upon Completion of Project

2024 BOARDS, COMMISSIONS AND COMMITTEES

TRANSPORTATION TASK FORCE

Organizer: TBD

Date/Time: TBD

Location: Council Work Room

Terms: Until project completed

Appointments: Three (3) Council Members
Public Works Director
City Administrator
City Communications Officer
Chamber Director
Citizens/Business Owners

History: Reconvened December 11, 2018; See Resolution 31-2018; On Hold due to COVID; To be reconvened in 2023

Purpose: To research and analyze potential funding revenues for the transportation infrastructure network within the City of Madras. FCS Group and staff facilitate the meetings and provide information at the request of the Task Force to aid them in preparing recommendation(s) to be presented to the Madras City Council for approval, after the study has been completed.

Position	Name	Appointed	Reappointed	Expires
Council Member No. 1	Mike Seibold	1-24-2023		Project End
Council Member No. 2	Gabriel Soliz			Project End
Council Member No. 3	Jennifer Townsend			Project End
Public Works Director	Jeff Hurd			Project End
City Administrator				Project End
<i>City Communications</i>				Project End
Chamber Director	Debbie Taylor			Project End
Citizen	<i>Mack Gardner – TBD</i>			Project End
Citizen	<i>Louise Muir – TBD</i>			Project End

2024 BOARDS, COMMISSIONS AND COMMITTEES

URBAN FORESTRY COMMISSION

- Organizer:** City of Madras Public Works Office Coordinator
- Date/Time:** 1st Tuesday of Every Month; 6:00 PM
- Location:** Madras City Hall Work Room
- Terms:** Three (3) Years; Staggered
- Appointments:** Nine (9) Members Total consisting of:
 Two (2) Council Members
 Three Members (3) can be UGB or Jefferson County Residents
 Four Members (4) Must be City Residents
- Non-Voting Members:**
 Chris Funk
- Purpose:** Established in 1993 to communicate, review, and consider tree placement, selection, and removal of damaged or diseased trees located on City property, maintain the City’s Tree City USA designation and schedule, participate in, and manage the Arbor Day celebration each year, assist in updating the City’s Transportation Master Plan, Water System Master Plan, Wastewater System Master Plan, Design Standards and Construction Specifications document, Parks System Master Plan, review street signage and safety issues, ordinances related to water, wastewater, parks.

Position	Name	Appointed	Reappointed	Expires
Council Member No. 1	Patricia Spencer	1-24-2023		12-31-2025
Council Member No. 2	Gary Walker	1-24-2017	1-24-2023	12-31-2025
County Resident No. 1	John Arena	12-31-2018	1-12-2021	12-31-2023 Pending
County Resident No. 2	Rebekah Burchell	1-1-2018	1-23-2024	12-31-2026
County Resident No. 3	Bill Donahu		2-14-2023	12-31-2025
City Resident No. 1	Cindy Stanfield	3-14-2023		12-31-2024
City Resident No. 2	Jordan Vasquez	3-14-2023		12-31-2024
City Resident No. 3	Louise Muir	10-23-2018	1-24-2023	12/31/2025
City Resident No. 4	Vacant			12-31-2025

WEED CONTROL ADVISORY COMMITTEE

- Organizer:** Jefferson County
- Date/Time:** Varies
- Location:** County Annex Building, 66 SE “D” Street
- Terms:** On-Going
- Appointments:** One (1) Staff Person
- Purpose:** Established in 2018 to serve the public interest in an ethical and responsible manner by:
1. Assisting the county in effective education, outreach, and treatment of noxious weeds.
 2. Advocating for effective weed control programs.
 3. Receiving information from county staff in order to make informed decisions.
 4. Cooperating with local interest groups and state and federal agencies thereby promoting partnerships.
 5. Assisting in accessing funding.
 6. Reporting and making recommendations to the Jefferson County Board of Commissioners.
 7. Assisting the county with the identification of appropriate additions to and deletions from the Jefferson County Noxious Weed List.
 8. The Weed Advisory Committee is subject to the laws applicable to public bodies.

Position	Name	Appointed	Reappointed	Expires
Staff	Michele Quinn	10-13-2020	12-14-2021	On-Going