



AGENDA: REGULAR SESSION

WEDNESDAY, JULY 7, 2021

WASCO COUNTY BOARD OF COMMISSIONERS

<https://wascocounty-org.zoom.us/j/3957734524> OR Dial [1-253-215-8782](tel:1-253-215-8782) Meeting ID: 3957734524#

PUBLIC COMMENT: Individuals wishing to address the Commission on items not already listed on the Agenda may do so during the first half-hour and at other times throughout the meeting; please wait for the current speaker to conclude and raise your hand to be recognized by the Chair for direction. Speakers are required to give their name and address. Please limit comments from three to five minutes, unless extended by the Chair.

DEPARTMENTS: Are encouraged to have their issue added to the Agenda in advance. When that is not possible the Commission will attempt to make time to fit you in during the first half-hour or between listed Agenda items.

NOTE: With the exception of Public Hearings, the Agenda is subject to last minute changes; times are approximate – please arrive early. Meetings are ADA accessible. For special accommodations please contact the Commission Office in advance, (541) 506-2520. TDD 1-800-735-2900. If you require and interpreter, please contact the Commission Office at least 7 days in advance.

Las reuniones son ADA accesibles. Por tipo de alojamiento especiales, por favor póngase en contacto con la Oficina de la Comisión de antemano, (541) 506-2520. TDD 1-800-735-2900. Si necesita un intérprete por favor, póngase en contacto con la Oficina de la Comisión por lo menos siete días de antelación.

In light of the current COVID-19 crisis, the Board will be meeting electronically. You can join the meeting at <https://wascocounty-org.zoom.us/j/3957734524> or call in to [1-253-215-8782](tel:1-253-215-8782) Meeting ID: 3957734524#

We appreciate your patience as we continue to try to serve the public during this time. Please use the chat function to submit real-time questions or comments. You can also submit comments/questions to the Board anytime on our webpage: [Your County, Your Voice](#)

9:00 a.m.	CALL TO ORDER Items without a designated appointment may be rearranged to make the best use of time. Other matters may be discussed as deemed appropriate by the Board. Corrections or Additions to the Agenda <u>Discussion Items</u> : <u>Land Auction Results</u> ; <u>APHIS Agreement</u> ; <u>Finance Report</u> ; <u>Health Council Appointment</u> (Items of general Commission discussion, not otherwise listed on the Agenda) <u>Consent Agenda</u> : <u>6.16.2021 Regular Session Minutes</u> ; <u>MCHA Reappointment</u> (Items of a routine nature: minutes, documents, items previously discussed.)
9:30 a.m.	<u>Wasco County Salary Matrix</u> – Mike Middleton/Nichole Biechler
9:50 a.m.	<u>Youth Think Agreements</u> – Debby Jones
10:05 a.m.	<u>FOPPO Agreement</u> – Lane Magill
10:15 a.m.	<u>MCEDD Agreements</u> – Jessica Metta/Carrie Pipinich
	COMMISSION CALL
	NEW/OLD BUSINESS
	ADJOURN

If necessary, an Executive Session may be held in accordance with: ORS 192.660(2)(a) – Employment of Public Officers, Employees & Agents, ORS 192.660(2)(b) – Discipline of Public Officers & Employees, ORS 192.660(2)(d) – Labor Negotiator Consultations, ORS 192.660(2)(e) – Real Property Transactions, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection, ORS 192.660(2)(g) – Trade Negotiations, ORS 192.660(2)(h) - Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(i) – Performance Evaluations of Public Officers & Employees, ORS 192.660(2)(j) – Public Investments, ORS 192.660(2)(m) – Security Programs, ORS 192.660(2)(n) – Labor Negotiations



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION

JULY 7, 2021

This meeting was held in Room 302 of the Wasco County Courthouse & on Zoom

<https://wascocounty-org.zoom.us/j/3957734524>

or call in to [1-253-215-8782](tel:1-253-215-8782) Meeting ID: 3957734524#

PRESENT: Scott Hege, Chair
Kathy Schwartz, Vice-Chair
Steve Kramer, County Commissioner

STAFF: Kathy Clark, Executive Assistant
Tyler Stone, Administrative Officer

Chair Hege opened the session at 9:00 a.m. Ms. Clark asked that the FOPPO Agreement be moved to the Discussion List due to a scheduling conflict.

Agenda Item – FOPPO Agreement

Sheriff Lane Magill explained that they entered into negotiations with the Federation of Parole and Probation Officers in anticipation of the end of the current 3-year agreement. The document presented in the Board Packet has been ratified by FOPPO. He stated that they were good to work with; there is an increase in wages with minimal changes outside of that.

Mr. Stone stated that with our new budgeting process, he has taken a back seat on these negotiations as it sits entirely within the Sheriff's budget. He said that he thinks the agreement is fine. Since the Sheriff is responsible for making ends meet, it is appropriate that he be driving this process.

Vice-Chair Schwartz asked about changes during the 3 year term of the agreement. For example, if the County were to adopt Juneteenth as a paid holiday, how would that be incorporated into the agreement. Mr. Stone said that it would probably be recognized in a side letter of agreement.

Vice-Chair Schwartz asked about the pay for Spanish speaking staff. Sheriff Magill stated that it was added as an incentive for staff to learn the language. He said we already have one Spanish speaker who will benefit from that.

Commissioner Kramer asked how long we have been using this document. Sheriff Magill replied that although it has been updated over the years, the original document predates his time as Sheriff. Commissioner Kramer pointed out a number of inconsistencies in the language of the document such as references to the Board of Commissioners as the County Court and a reference to a definition of “sickness” with no definition included in the document. He suggested that those need to be resolved to have a sound document from which to work in the future.

Mr. Stone recommended approval of the substantive terms of the contract and a request that these non-substantive changes be reviewed for incorporation. Commissioner Kramer agreed, saying that he has no issues with the body of the agreement but wants to make sure the document gets cleaned up.

Human Resources Director Nichole Biechler said that some of the language is intentionally vague - for instance, “sickness” probably does not need to be defined. She said the agreement needs to be approved so that we do not face any pay equity issues. We can send the agreement back to Labor Counsel to make the other changes.

{{{Commissioner Kramer moved to approve the 2021-2024 Agreement between Wasco County and the Federation of Parole and Probation Officers with technical corrections. Vice-Chair Schwartz seconded the motion which passed unanimously.}}}

Discussion Item – Land Auction Results

County Assessor Jill Amery reviewed the memo included in the Board Packet, saying that all four properties offered at the auction were sold – most at higher than the minimum bid for a total of \$60,775. After cost for maintenance is deducted, the funds will be distributed to the taxing districts.

Vice-Chair Schwartz asked if this is an annual event. Ms. Amery responded affirmatively, saying that they take the properties in September and try to turn them around for sale the following spring. Vice-Chair Schwartz asked that Ms. Amery send her a detail of the expenses associated with the properties.

Discussion Item – APHIS Agreement

Commissioner Kramer stated that he is fine moving forward with this agreement.

{{{Commissioner Kramer move to approve the USDA APHIS Wildlife Services

Work and Financial Plan for 2021- 2022. Vice-Chair Schwartz seconded the motion which passed unanimously.}}

Discussion Item – Finance Report

Finance Director Mike Middleton reviewed the report included in the Board Packet.

Vice-Chair Schwartz asked if we are expecting more Public Works funding from the Federal Government. Public Works Director Arthur Smith said that our Representatives and Senators are working on it but we have not heard anything yet; his Association has advised to not expect anything. He said we are very conservative in budgeting.

Vice-Chair Schwartz said that she will follow up with Senator Wyden as she remembers hearing something from his office about additional funding.

Discussion Item – Health Council Appointment

Chair Hege said that at the last Council meeting they did some planning; he shared some of his concerns and had support.

{{{Commissioner Kramer moved to approve Order 21-038 appointing Kathleen Schwartz to the Columbia Gorge Health Council. Chair Hege seconded the motion which passed unanimously.}}}

Agenda Item – Salary Matrix

Mr. Middleton reviewed the memo and recommendation included in the Board Packet. He stated that we are having staffing issues; departments are finding it challenging to retain staff. Using the 50th percentile as our top step is handicapping our ability to attract and retain staff. Increasing wages is costly but so is not increasing wages when you consider the cost of recruiting, training and supporting new staff. High turnover also reduces customer satisfaction.

Mr. Middleton reported that he reviewed the proposals with the Management Team which supported the 2nd and 3rd option while rejecting the 1st option as not equitable to current staff. The 2nd option would provide for a 5% increase for all non-represented staff; the 3rd option is a consensus item to work through a review of the compensation program and evaluate what an increase would be if we moved the percentile to more than 55%.

Some discussion ensued regarding the structure of the matrix following the 5% increase. Essentially, 2 steps will be removed from the bottom of the scale and 2 steps will be added to the top of the scale with the steps renumbered to begin with step 1. Whatever step an employee is currently at will be the step they remain at but it will be paid at a rate 5% higher than they were paid prior to the shift.

County Clerk Lisa Gambée stated that she believes the vote of the Management Team was unanimous for Options 2 and 3. Ms. Biechler added that this was also the recommendation of HR Answers. This possibility was being discussed prior to the pandemic; the circumstance of COVID has magnified the issue. We need to re-evaluate our Compensation Policy as we move forward. We want to also incentivize employees who are staying with the County.

Ms. Amery added that we really need to commit the review of our policy as a priority. Chair Hege noted that we have talked about this for a couple of years and it has become more of an issue.

{{{Vice-Chair Schwartz move to approve Resolution 21-005 adjusting the Compensation Matrix for Wasco County Employees not covered by collective bargaining agreements. Commissioner Kramer seconded the motion which passed unanimously.}}}

*****The Board was in consensus to support a staff review of the cost of labor for comparisons at levels higher than 55% of market.*****

Consent Agenda – 6.16.2021 Minutes & MCHA Reappointment

Ms. Clark explained that Mr. Smith brought to her attention that there are only 105 miles of public access roads in Wasco County rather than the 270 stated in the minutes. She asked that the minutes be approved with that correction.

{{{Commissioner Kramer moved to approve the Consent Agenda with the correction to the minutes of 105 miles of public access roads. Vice-Chair Schwartz seconded the motion which passed unanimously.}}}

Commission Call

Vice-Chair Schwartz reported that plans for the houseless shelter are moving forward with the help of our representatives. She thanked CAP and St. Vincent's for setting up a cooling shelter so quickly in response to the recent heat wave. She also extended her thanks to the firefighters who responded to recent wildfires in

our county.

Vice-Chair Schwartz went on to say that she is grateful for the support of her colleagues in the restrictions and vaccination programs during the pandemic . . . it was the right thing for citizens. We are at 63% vaccinated for those aged 16 and up; that is not the herd immunity we need and we will continue to work toward that.

Chair Hege commented that fire season has already been a challenge and it is only July 7th – there is a long way to go. He encouraged citizens to be vigilant and create defensible spaces. All the fires we have had thus far have been human caused.

Chair Hege asked if there are still efforts to incentivize vaccinations. Mr. Stone replied that the trailer is still at St. Mary's and they are giving out gift cards. Vice-Chair Schwartz added that once the trailer is gone, NCPHD will be looking at other options.

Agenda Item – Youth Think Agreements

OHA AGREEMENT

Prevention Coordinator Debby Jones stated that this is a standard SAMHSA (Substance Abuse and Mental Health Services Administration) block grant; a minimum of 20% must go to primary prevention. This contract is for the next biennium. There is a potential for the state to receive an additional \$8 million through the CARES Act; Prevention Coordinators are advocating that a significant portion comes to the Counties as there were losses during the pandemic.

Vice-Chair Schwartz asked if her budget suffered over the last year. Ms. Jones replied that they lost \$10,000 of City of The Dalles funding; the City has increased their budget this year to try to balance that. Youth Think also worked to cover that loss through other grant opportunities.

{{{Commissioner Kramer moved to approve Amendment #1 to OHA Agreement #162432. Vice-Chair Schwartz seconded the motion which passed unanimously.}}}

OHSU AGREEMENT

Ms. Jones said that the OHSU agreement falls in line with our Partnership for Success federal grant. We want to make sure we have a sound evaluation process. This will serve that function and provide hard data points for reporting.

{{{Vice-Chair Schwartz moved to approve Oregon Health & Science University Core Service Agreement in support of the Wasco County What's Strong with You Program. Commissioner Kramer seconded the motion which passed unanimously.}}}

Ms. Jones commented that she lives in a fire risk area and appreciated the fireworks ban; however, she felt that the numerous alerts that went out were a bit of overkill and could result in people ignoring future alerts. Once you acknowledge receipt of an alert, there is not a need to resend it.

Commissioner Kramer said that this is not the first time he has heard this comment. It will definitely be taken into account in the after-action evaluation. This was our first time and we erred on the side of caution. He said he is happy to report that we had no fires over the holiday and very few illegal fireworks. Chair Hege pointed out that the fireworks ban is still on through July 14th.

Agenda Item – MCEDD Agreements

Mid-Columbia Economic Development District Executive Director Jessica Metta explained that the packet contains three transportation agreements and one Economic Development Commission Agreement. The transportation agreements are to provide public transportation services through three grant programs; the EDC Agreement is the standard annual agreement to support economic development work done on behalf of Wasco County. She also introduced Kate Drennan, MCEDD's Deputy Director of Transportation. Ms. Drennan said that putting together the RFP response for transportation services was a great way for her to become familiar with the services and the process for public transportation in Wasco County.

{{{Commissioner Kramer moved to approve as a slate the following agreements between Wasco County and Mid-Columbia Economic Development District: The IGA for Public Transportation Under the Federal Transportation Administration 5310 Grant; the IGA for Special Transportation Fund Activities Under ODOT Agreement 34979; and the IGA for Statewide

Transportation Improvement Fund Operating Funds according to the Wasco County Statewide Transportation Improvement Fund Formula Plan. Vice-Chair Schwartz seconded the motion which passed unanimously.}}

MCEDD Deputy Director of Economic Development Carrie Pipinich said that the EDC agreement is similar to previous years; there is some language around special projects and that will come back to the Board in the future with more detail.

Mr. Stone explained that the base funding has been \$50,000; three years ago there was a request for additional funding to do extra work. We have continued that model but have not as yet determined what that extra work will be for this year. Ms. Pipinich noted that depending on what the project is there may need to be a separate agreement. She stated that the additional funds have been very helpful to work on projects such as the Fair Board's strategic plan and the repairs to the boat ramps at the Pine Hollow Reservoir.

{{Vice-Chair Schwartz move to approve the 2021-2022 IGA between Wasco County and Mid-Columbia Economic Development District. Commissioner Kramer seconded the motion which passed unanimously.}}

The Board thanked Ms. Metta and her team for all the work and great partnerships they provided throughout the pandemic. Mr. Stone added that we could not have gotten through without their help.

Discussion - Juneteenth

Ms. Biechler said that Juneteenth has been on the radar since the State of Oregon and the Federal Government have both recognized it as an official holiday. It is coming up in union negotiations. Like anything, we want to make sure to be consistent with what we are offering to both represented and non-represented staff. She added that they would like to get the holidays in place before the start of the new calendar year.

Vice-Chair Schwartz asked if all of our holidays are paid. Ms. Clark stated that the only Federal Holiday not recognized by Wasco County was Columbus Day; we observe all the others as paid holidays.

Chair Hege asked if other entities are recognizing Juneteenth as a holiday. Ms. Biechler replied that Clackamas County recognized it this year and there are a

couple of other counties bringing it to their boards. She said that she would be coming forward with a resolution; today she is seeking consensus to move forward toward recognition.

Vice-Chair Schwartz asked for a little background on Juneteenth. Commissioner Kramer suggested that the background could be added to the packet with the resolution at a future session.

Commission Call Continued

Commissioner Kramer noted that 40 agencies helped us with the recent wildfires in Wasco County and suggested that the Board send a letter of thanks.

*****The Board was in consensus to send a letter of thanks to all the agencies that supported the firefighting efforts in the recent Wasco County wildfires.*****

Chair Hege adjourned the session at 10:25 a.m.

Summary of Actions

MOTIONS

- **To approve the 2021-2024 Agreement between Wasco County and the Federation of Parole and Probation Officers with technical corrections.**
- **To approve the USDA APHIS Wildlife Services Work and Financial Plan for 2021- 2022.**
- **To approve Order 21-038 appointing Kathleen Schwartz to the Columbia Gorge Health Council.**
- **To approve Resolution 21-005 adjusting the Compensation Matrix for Wasco County Employees not covered by collective bargaining agreements.**
- **To approve the Consent Agenda with the correction to the minutes of 105 miles of public access roads.**
- **To approve Amendment #1 to OHA Agreement #162432.**
- **To approve Oregon Health & Science University Core Service Agreement in support of the Wasco County What's Strong with You Program.**
- **to approve as a slate the following agreements between Wasco County and Mid-Columbia Economic Development District: The IGA for Public Transportation Under the Federal Transportation**

Administration 5310 Grant; the IGA for Special Transportation Fund Activities Under ODOT Agreement 34979; and the IGA for Statewide Transportation Improvement Fund Operating Funds according to the Wasco County Statewide Transportation Improvement Fund Formula Plan.

- **to approve the 2021-2022 IGA between Wasco County and Mid-Columbia Economic Development District**

CONSENSUS

- **To support a staff review of the cost of labor for comparisons at levels higher than 55% of market.**
- **To send a letter of thanks to all the agencies that supported the firefighting efforts in the recent Wasco County wildfires.**

Wasco County
Board of Commissioners



Scott C. Hege, Commission Chair



Kathleen B. Schwartz, Vice-Chair



Steven D. Kramer, County Commissioner



DISCUSSION LIST

[LAND AUCTION RESULTS](#)

[APHIS WILDLIFE SERVICES AGREEMENT](#)

[FINANCE REPORT](#)

[HEALTH COUNCIL APPOINTMENT](#)



DISCUSSION ITEM

Auction Results

[STAFF MEMO](#)

[DEEDS](#)



MEMORANDUM

SUBJECT: Wasco County Owned Land Auction Results

TO: BOARD OF COUNTY COMMISSIONERS

FROM: JILL AMERY

DATE: 6/24/2021

BACKGROUND INFORMATION:

On June 17, 2021 the Department of Assessment & Tax held a live auction. We are bringing the final results back before the board today. All four properties presented in the auction sold. The sum total of the minimum bid was \$34,275, the total proceeds of the sale was \$60,775, \$26,500 over the minimum bid.

Property ID & Map Tax Lot Number	Location & Description	Minimum Bid
<u>#2796</u> 1N 13E 2CB 300	1704 E 2nd Street, The Dalles, OR 0.10 acre bare lot	2020 Market Value: \$1,900 Minimum Bid: \$1,425 SOLD \$2, 825
<u>#2447</u> 2N 13E 30BD 1300	NKA Margaret Street W, The Dalles, OR 0.22 acre bare lot	2020 Market Value: \$12,600 Minimum Bid: \$9,450 SOLD \$ 20,200
<u>#9939</u> 1S 13E 34A 900	NKA Dufur Valley Road, Dufur, OR 0.13 acre bare land	2020 Market Value: \$14,200 Minimum Bid: \$10,650 SOLD \$ 25,000
<u>#16836</u> 8S 17E 5BA 301	45365 College Street, Antelope, OR 0.34 acre lot & manufactured structure	2020 Market Value: \$32,110 Minimum Bid: \$12,750 SOLD \$12,750



I, Lisa Gambee, County Clerk for Wasco County, Oregon, certify that the instrument identified herein was recorded in the Clerk records.



Grantor's Name: **Wasco County**
After recording return and send all tax statements to:

Gary Wart
813 E 10th St
The Dalles, OR 97058

QUITCLAIM DEED

KNOW ALL PERSONS BY THESE PRESENTS, that **WASCO COUNTY**, a **Political Subdivision of the State of Oregon**, hereinafter called grantor, for the consideration hereinafter stated, does hereby remise, release and quitclaim unto, **Gary Wart**, hereinafter called grantee and unto grantee's heirs, successors and assigns all of the grantor's right, title, and interest in that certain real property with the tenements, hereditaments and appurtenances there unto belonging or in any way appertaining, situated in the **County of Wasco**, State of Oregon, as described:

Beginning at a point at the Northeast corner of Lot 12, MOUNTAIN VIEW HOMES ADDITION to Wasco County, Oregon; Thence Easterly 50 feet and across Jones street to the beginning point; Thence easterly 50 feet along the South boundary line of the Dufur Market Road; Thence at right angles and South a distance of 112 feet; thence Westerly a distance of 50 feet along a line parallel to the South boundary of the Dufur Market Road; thence along the Easterly boundary of Jones street to the beginning point.

EXCEPT: Rights of the public in and to that portion of herein described property lying within public roads and highways

To Have and to Hold the same unto the grantee and grantee's heirs, successors and assigns forever. The true and actual consideration paid for this transfer, stated in terms of dollars, is **\$25000.00**. In construing this deed, where the context so requires, the singular includes the plural and all grammatical changes shall be made so that this deed shall apply equally to corporations and to individuals.

In Witness Whereof, the grantor has executed this instrument this 23 day of June 2021; if a corporate grantor, it has caused its name to be signed and its seal, if any, affixed by an officer or other person duly authorized thereto by order of its board of directors.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT

TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

THE PROPERTY DESCRIBED IN THIS INSTRUMENT MAY CONTAIN ENVIRONMENTAL HAZARDS, CONTAMINATION, AND/OR WETLANDS. SELLER ASSUMES NO RESPONSIBILITY AND IS IN NO WAY LIABLE FOR ANY CLEANUP, ABATEMENT, MITIGATION, REMEDIATION OR OTHER ACTIONS IN CONNECTION WITH THESE POSSIBLE CONDITIONS.

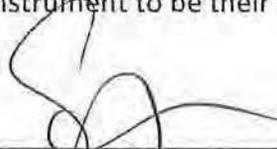
WASCO COUNTY BOARD OF COMMISSIONERS



Scott C. Hege, County Commissioner Chair

STATE OF OREGON)
) §
COUNTY OF WASCO)

Personally appeared before me this June 23, 2021, the above-named Scott C. Hege, Wasco County Commissioner acknowledged the foregoing instrument to be their voluntary act and deed.



Notary Public for Oregon





I, Lisa Gambee, County Clerk for Wasco County, Oregon, certify that the instrument identified herein was recorded in the Clerk records.



Grantor's Name: **Wasco County**
After recording return and send all tax statements to:

Christopher Shaun Sexton
4109 Chenoweth RD Unit D14
The Dalles, OR 97058

QUITCLAIM DEED

KNOW ALL PERSONS BY THESE PRESENTS, that **WASCO COUNTY, a Political Subdivision of the State of Oregon**, hereinafter called grantor, for the consideration hereinafter stated, does hereby remise, release and quitclaim unto, **Christopher Shaun Sexton**, hereinafter called grantee and unto grantee's heirs, successors and assigns all of the grantor's right, title, and interest in that certain real property with the tenements, hereditaments and appurtenances there unto belonging or in any way appertaining, situated in the **County of Wasco**, State of Oregon, as described:

WEST HI-LAND ADDN
LOT 7, BLOCK B

EXCEPT: Rights of the public in and to that portion of herein described property lying within public roads and highways

To Have and to Hold the same unto the grantee and grantee's heirs, successors and assigns forever. The true and actual consideration paid for this transfer, stated in terms of dollars, is **\$20200.00**. In construing this deed, where the context so requires, the singular includes the plural and all grammatical changes shall be made so that this deed shall apply equally to corporations and to individuals.

In Witness Whereof, the grantor has executed this instrument this 23 day of June 2021; if a corporate grantor, it has caused its name to be signed and its seal, if any, affixed by an officer or other person duly authorized thereto by order of its board of directors.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST

PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

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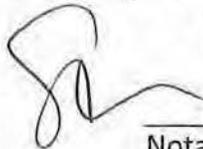
WASCO COUNTY BOARD OF COMMISSIONERS



Scott C. Hege, County Commissioner Chair

STATE OF OREGON)
) §
COUNTY OF WASCO)

Personally appeared before me this June 23, 2021, the above-named Scott C. Hege, Wasco County Commissioner acknowledged the foregoing instrument to be their voluntary act and deed.



Notary Public for Oregon



I, Lisa Gambee, County Clerk for Wasco County, Oregon, certify that the instrument identified herein was recorded in the Clerk records.



Grantor's Name: **Wasco County**
After recording return and send all tax statements to:

Douglas W Halstead
PO BOX 1140
Estacada, OR 97023

QUITCLAIM DEED

KNOW ALL PERSONS BY THESE PRESENTS, that **WASCO COUNTY, a Political Subdivision of the State of Oregon**, hereinafter called grantor, for the consideration hereinafter stated, does hereby remise, release and quitclaim unto, **Douglas W Halstead**, hereinafter called grantee and unto grantee's heirs, successors and assigns all of the grantor's right, title, and interest in that certain real property with the tenements, hereditaments and appurtenances there unto belonging or in any way appertaining, situated in the **County of Wasco**, State of Oregon, as described:

**LAUGHLIN'S THIRD ADDN TO
TOWN OF ANTELOPE
LOTS 7, 8 & 9 BLOCK 7**

EXCEPT: Rights of the public in and to that portion of herein described property lying within public roads and highways

To Have and to Hold the same unto the grantee and grantee's heirs, successors and assigns forever. The true and actual consideration paid for this transfer, stated in terms of dollars, is **\$12750.00**. In construing this deed, where the context so requires, the singular includes the plural and all grammatical changes shall be made so that this deed shall apply equally to corporations and to individuals.

In Witness Whereof, the grantor has executed this instrument this 23 day of June 2021; if a corporate grantor, it has caused its name to be signed and its seal, if any, affixed by an officer or other person duly authorized thereto by order of its board of directors.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT

OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

THE PROPERTY DESCRIBED IN THIS INSTRUMENT MAY CONTAIN ENVIRONMENTAL HAZARDS, CONTAMINATION, AND/OR WETLANDS. SELLER ASSUMES NO RESPONSIBILITY AND IS IN NO WAY LIABLE FOR ANY CLEANUP, ABATEMENT, MITIGATION, REMEDIATION OR OTHER ACTIONS IN CONNECTION WITH THESE POSSIBLE CONDITIONS.

WASCO COUNTY BOARD OF COMMISSIONERS



Scott C. Hege, County Commissioner Chair

STATE OF OREGON)
) §
COUNTY OF WASCO)

Personally appeared before me this June 23, 2021, the above-named Scott C. Hege, Wasco County Commissioner acknowledged the foregoing instrument to be their voluntary act and deed.



Notary Public for Oregon





I, Lisa Gambee, County Clerk for Wasco County, Oregon, certify that the instrument identified herein was recorded in the Clerk records.



Grantor's Name: **Wasco County**
After recording return and send all tax statements to:

Dylan P DesRochers
820 Cascade ST
The Dalles, OR 97058

QUITCLAIM DEED

KNOW ALL PERSONS BY THESE PRESENTS, that **WASCO COUNTY**, a **Political Subdivision of the State of Oregon**, hereinafter called grantor, for the consideration hereinafter stated, does hereby remise, release and quitclaim unto, **Dylan P DesRochers**, hereinafter called grantee and unto grantee's heirs, successors and assigns all of the grantor's right, title, and interest in that certain real property with the tenements, hereditaments and appurtenances there unto belonging or in any way appertaining, situated in the **County of Wasco**, State of Oregon, as described:

Beginning at the Northwest corner of Lot 1 of Cliffs Extension #2; Thence E 50ft; Thence North to Southerly Right of way line of Columbia River Highway; Thence Westerly along said Right of Way to a point North of Point of beginning; Thence South to Point of beginning.

EXCEPT: Rights of the public in and to that portion of herein described property lying within public roads and highways

To Have and to Hold the same unto the grantee and grantee's heirs, successors and assigns forever. The true and actual consideration paid for this transfer, stated in terms of dollars, is **\$2825**. In construing this deed, where the context so requires, the singular includes the plural and all grammatical changes shall be made so that this deed shall apply equally to corporations and to individuals.

In Witness Whereof, the grantor has executed this instrument this 23 day of June 2021; if a corporate grantor, it has caused its name to be signed and its seal, if any, affixed by an officer or other person duly authorized thereto by order of its board of directors.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT

TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

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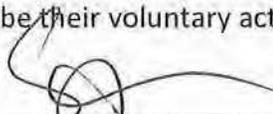
WASCO COUNTY BOARD OF COMMISSIONERS



Scott C. Hege, County Commissioner Chair

STATE OF OREGON)
) §
COUNTY OF WASCO)

Personally appeared before me this June 23, 2021, the above-named Scott C. Hege, Wasco County and acknowledged the foregoing instrument to be their voluntary act and deed.



Notary Public for Oregon





DISCUSSION ITEM

APHIS

[APHIS WILDLIFE SERVICES AGREEMENT](#)

[MOTION LANGUAGE](#)

USDA APHIS WILDLIFE SERVICES WORK AND FINANCIAL PLAN

COOPERATOR: WASCO COUNTY
COOPERATIVE AGREEMENT NO.: 21-7341-5129-RA
ACCOUNT WBS: AP.RA.RX41.73.0144
AGREEMENT DATES: July 1, 2021 – June 30, 2022
AGREEMENT AMOUNT: \$5,000.00

Pursuant to Cooperative Service Agreement No. 18-7341-5129-RA between Wasco County and the United States Department of Agriculture, Animal and Plant Health Inspection Service, Wildlife Services (APHIS-WS), this Work and Financial Plan defines the objectives, plan of action, resources and budget for cooperative wildlife services program.

OBJECTIVES/GOALS

APHIS-WS objective is to provide professional wildlife management assistance to reduce or manage damage caused by ravens, coyotes, predatory animals, and other nuisance wildlife to protect property and human health and safety.

Specific goals are:

1. To provide direct assistance for Wasco County from wildlife conflicts or damage.
2. To provide assistance in the form of educational information.

PLAN OF ACTION

The objectives of the wildlife damage management program will be accomplished in the following manner:

1. APHIS-WS will provide technical assistance and or direct management at times and locations for where it is determined there is a need to resolve problems caused by wildlife. Lethal management efforts will be directed towards specific offending individuals or local populations. Method selection will be based on an evaluation of selectivity, humaneness, human safety, effectiveness, legality, and practicality.

Technical Assistance: APHIS-WS personnel may provide verbal or written advice, recommendations, information, demonstrations or training to use in managing wildlife damage problems. Generally, implementation of technical assistance recommendations is the responsibility of the resource/property owner.

Direct Management: Direct management is usually provided when the resource/property owner's efforts have proven ineffective and or technical assistance alone is inadequate. Direct management methods/techniques may include trap equipment, shooting, and other methods as mutually agreed upon.

2. APHIS-WS District Supervisor Shane Koyle in LaGrande, Oregon will supervise this project (541) 963-7947. This project will be monitored by the Acting State Director, in Portland, Oregon (503) 326-2346.
3. APHIS-WS will invoice Wasco County monthly for actual costs incurred in providing service, not to exceed \$5,000.00, provided there are billable expenses posted at the time of billing for the month of service. In some cases, the work is done during the period of performance but expenses post outside of the agreement end date, resulting in a final invoice one month after the period of performance has ended.
4. In accordance with the Debt Collection Improvement Act (DCIA) of 1996, bills issued by APHIS-WS are due and payable within 30 days of the invoice date. The DCIA requires that all debts older than 120 days be forwarded to debt collection centers or commercial collection agencies for more aggressive action. Debtors have the option to verify, challenge and compromise claims, and have access to administrative appeals procedures which are both reasonable and protect the interests of the United States.

PROCUREMENT

Wasco County understands that additional supplies and equipment may need to be purchased under this agreement to replace consumed, damaged or lost supplies/equipment. Any items remaining at the end of the agreement will remain in the possession of APHIS-WS.

STIPULATIONS AND RESTRICTIONS:

1. All operations shall have the joint concurrence of APHIS-WS and Wasco County and shall be under the direct supervision of APHIS-WS. APHIS-WS will conduct the program in accordance with its established operating policies and all applicable state and federal laws and regulations.
2. APHIS-WS will cooperate with the Oregon Department of Fish and Wildlife, the U.S. Fish and Wildlife Service, Oregon Department of Transportation, Oregon Fire marshal's Office, county and local city governments, and other entities to ensure compliance with Federal, State, and local laws and regulations.
3. Wildlife Damage Management: A Work Initiation Document for Wildlife Damage Management (WS Form 12A), a Work Initiation Document for Wildlife Damage Management – Multiple Resource Owners (WS Form 12B) or a Work Initiation Document for Management of Wildlife Damage on Urban Properties (WS Form 12C) will be executed between APHIS-WS and the landowner, lessee, administrator before any APHIS-WS work is conducted.

COST ESTIMATE FOR SERVICES:

Salary including possible overtime, benefits, vehicle, supplies and material costs charged at actual cost. The distribution of the budget for this work plan may vary as necessary to accomplish the purpose of this Agreement.

AUTHORIZATION:

Wasco County
511 Washington St., Ste 302
The Dalles, OR 97058

Representative, Wasco County
TIN# 93-6002315

Date

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES

Acting State Director, Oregon

Date

Keith Wehner, Director, Western Region

Date

FINANCIAL PLAN

For the disbursement of funds from

Wasco - County

to

USDA APHIS Wildlife Services

for

Predator Management: ravens, coyote, bear,
cougar etc.

from

7/1/2021

to

6/30/2022

Cost Element	Cost to Cooperator	Cost Share (Paid by Federal and State)	Full Cost
Personnel Compensation	\$ 1,620.94	\$ 2,700.00	\$ 4,320.94
Travel	\$ -	\$ -	\$ -
Vehicles	\$ 34.12	\$ 300.00	\$ 334.13
Other Services	\$ 1,877.25	\$ -	\$ 1,877.25
Supplies and Materials	\$ 400.05	\$ -	\$ 400.05
Equipment	\$ -	\$ -	\$ -

Subtotal (Direct Charges)	\$ 3,932.36	\$ 3,000.00	\$ 6,932.36
---------------------------	-------------	-------------	-------------

Pooled Job Costs	11.00%	\$ 432.56	\$ 432.56
Indirect Costs	16.15%	\$ 635.08	\$ 635.08
Aviation Flat Rate Collection		\$ -	\$ -
Agreement Total		\$ 5,000.00	\$ 8,000.00

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: \$5,000.00. The Cost Share amount is \$3,000.00. This is an estimate based on available State and Federal funding and may be adjusted accordingly.



MOTION

SUBJECT: APHIS Agreement

I move to approve the USDA APHIS Wildlife Services Work and Financial Plan for 2021-2022.



DISCUSSION ITEM

Finance Report

[DIRECTOR'S REPORT](#)

[MAY FINANCIALS](#)

[MAY RECONCILIATION](#)

Wasco County Financial Report – May 2021

This report is for the 11th month of the fiscal year – FY21. The statements are not audited and for Management's use. As this is the 11th month of the new fiscal period, the straight-line assumption of budget use is 91.7%.

Discussion of Revenues

General Fund

- Property tax revenues are \$10,071,963 and are \$281,832 more than last fiscal year at this point for a 2.9% increase. The total execution is 97.5% as opposed to the 98.2% from last fiscal year.
 - Does not appear COVID is having a significant impact on property tax collections at this point in time
 - Current Year Property Taxes are up \$412,746. This is a 4.3% increase of year over year.
 - With June generating \$67,631 in revenue last fiscal year, Current Property Taxes are on track to exceed the budget by over \$49K
 - Last FY generated \$228,777 in June; a similar result would put the receipts at \$10,300,740 – just slightly below the budgeted property tax.
- Licenses, fees & permits are up \$129,224. This is an execution rate of 101.6% versus last fiscal year of 105.1%.
 - The execution is already ahead of the budgeted amount.
- Intergovernmental revenue – non-single audit is \$80,431 more than last fiscal year primarily due to the increase in the Railroad Car Tax, Video Poker and Liquor Tax Distributions being up (\$11K, \$60K and \$13K respectfully).
 - The Marijuana tax increase is \$4K ahead of last fiscal year at \$89,234 in the current fiscal year to date.
 - Video Poker has already exceed the budgeted amount by 11.2% or \$28,724
- Intergovernmental revenue – single audit is up \$1,869,682 and executing at 58,474%. Seems rather dramatic but this is where the unbudgeted COVID funding is recorded as noted since the September report.
- Investment earnings are severely down - \$181,640 compared to last FY. This is due to extremely low interest rates for the LGIP and the low potential yield rates for securities investments.
 - Investments are down to only one security while the remainder is invested with the LGIP.
- Assessment & Taxation as a department is down \$1K primarily due to lower redemption fees.
- The County Clerk is executing at 132.3% primarily due to License, fees & permits executing at 126.3% and Elections receiving \$15,265 not included in the budget for reimbursements
 - Recording fees continues to be the driving force driven by low rates and deed conveyances (\$48,145 more than last fiscal year).
- Sheriff's Office is executing at 76.7% versus 55.4% last fiscal year for a gain of \$81,291.
 - The majority of the increase is due to Marine Services - \$56,442 of the increase

- Administrative Services is at 172.8% overall primarily due to Employee & Administrative Services receiving Miscellaneous Fees for \$172,536 when only \$100 was budgeted. The funds received are for reimbursement from NCPHD for isolation housing related directly to COVID.
 - This is in addition to Information Services executing at 145.2% due to Recording Fees at 168.4% of budget (\$94,323 total) and charges for services are fully paid for several outside government entities
- The DA's office is executing at 66.9% versus 115.3% last year at this time. This is a \$46,709 decrease in revenue compared to last fiscal year.
 - The gap is closing – this is primarily due to staffing and the grant position becoming vacant. The new staff member has been coming up to speed and this is closing the gap.
- Planning is executing at 98.5%, is \$4,272 more than last fiscal year.
- Youth Services and Youth Think (Prevention Division) are executing at a combined 115.5%. This is more than the 90.7% last fiscal year and is a combined increase of \$55,370 year over year.
 - Youth Think is up \$65,351 while Youth Services is down \$10,161

Public Works

- Interest is down significantly 46.2% – just to restate interest rates have significantly decreased as discussed under the General Fund
 - Decrease for Public Works of \$43,379 year over year
- Motor vehicle funds are up \$19,018 from last year
 - This is a swing from being under by \$8,357 last month
- Charges for services is down \$52,594
 - Petroleum products sold – this was \$20K of the difference
 - Contract work for other governments is down \$32K – whether this is timing or not will show in future periods but should still be watched – same since November.

Building Codes – General

- Permits are down \$80K compared to last FY with an execution of 37.8%
 - Structural permits are down by \$64K – this is the most concerning statistic although it is slowing improving from prior months.
- The Construction Excise Tax had a year over year decrease of \$64K – this is a flow through so will be offset by a decreased expense

Building Codes – Electrical

- Permits are down \$2,972 compared to last FY with an execution rate of 61.8%
- The investment earnings actually put the fund at an increase of \$5,030 in the year to year comparison.
 - There was no fund balance in the prior fiscal year, now there is and the interest – though very low – has been helpful
 - This has fixed the timing on grant receipts from last month

All Other Funds

- All funds are making progress compared to last fiscal year, the Fair, Park and Museum will continue to fall behind due to COVID and other emergency situations in the County.
 - The Museum has started opening but has not fully opened yet – limited days and hours
 - The Dalles has contributed \$12,500 that Wasco County will match in FY22
 - Camping has started back up at the Park & Fairgrounds – not to the prior levels yet but it is growing

Discussion of Expenses

General Fund

- All Departments are within the straight-line budget expectations.
- Transfers are executing as planned

Public Works

- Personnel is under the budget expectations – executing at 82.3%
- M&S execution is 78.7% compared to last year at 89.7%
- Overall execution is 84.7% compared to 90.6% from last FY
 - The year to year comparison is \$758K less as of the end of May.
 - Last Fiscal year included a transfer of \$1M to the Road Reserve, there is no comparable transfer in FY21
 - With the transfer removed from consideration – the real increase is \$242K although the execution against the budget is less.
 - The capital outlay of \$543K is included in the increase

Building Codes – General

- Total expense is \$555K – which is a \$190K decrease over last FY
 - Total revenue was \$563K, this means the fund balance is increasing at this point by \$8K
 - This is inflated due to the Building Official leaving as of the end of August

Building Codes – Electrical

- Total expense is \$181K – a decrease of \$25K from last FY
 - Total revenue was \$89K making total loss \$93K to date
 - The loss would have been more, but the Building Official left as of the end of August

All other Funds

- Nothing is out of the budget expectations or that has not been discussed in prior reports

Summary

- Personnel Costs are executing at 85.4%
 - This includes the budgeted funding of an additional PERS Side Account
- Materials & Services overall are executing at 53.6% versus 50.8% last fiscal year at this time
 - Sheriff's Office has M&S executing at 126.6% due to a large unplanned payout in contracted services; this is being made up for in savings in other categories
 - County Clerk - Elections has M&S executing at 162.2% due to purchases in Noncapital Equipment & Supplies; this is being made up on other categories as the overall execution for the Clerk's Office is 144.9%
 - No other points not already noted stand out
- Capital only has \$960K in spending or 7.6% budget execution
 - Public Works has spent \$543K on a road equipment
 - \$238K was spend on vehicles for departments
- Investments are executing at 55.4% - the overall interest is down \$451K year over year.
 - As discussed earlier, interest rates are down. LGIP is at 0.6%

Reconciliations

Reconciliations for May are complete and the PERS reconciliation from April is also included as it was not finish in time for the prior report.



Wasco County Monthly Report

General Fund Revenue - May 2021

Filters	
Fd	101
Cat	(Multiple Items)

Data								
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year	
Revenue								
GENERAL FUND								
NON-DEPARTMENTAL RESOURCES-R								
GENERAL FUND RESOURCES-R								
PROPERTY TAXES-R								
CURRENT TAXES	10,001,863	9,983,722	9,570,975	99.8%	99.0%	4.3%	412,746.44	
PRIOR YEARS TAXES	280,000	88,241	216,570	31.5%	77.3%	-59.3%	(128,329.15)	
PILT	50,000	-	2,585	0.0%	8.6%	-100.0%	(2,585.00)	
PROPERTY TAXES-R Total	10,331,863	10,071,963	9,790,130	97.5%	98.2%	2.9%	281,832.29	
LICENSES FEES & PERMITS-R	1,449,565	1,472,292	1,343,068	101.6%	105.1%	9.6%	129,223.62	
INTERGOV'T REV - NON SINGLE AUDIT-R	906,715	842,809	762,378	93.0%	93.4%	10.5%	80,430.86	
INTERGOV'T REV - SINGLE AUDIT-R	3,200	1,871,192	1,511	58474.8%	47.2%	123765.1%	1,869,681.75	
INVESTMENT EARNINGS-R	225,200	75,942	257,582	33.7%	130.1%	-70.5%	(181,640.00)	
RENTS-R	11,922	11,236	11,189	94.2%	94.5%	0.4%	47.44	
MISCELLANEOUS-R	257,834	235,088	258,923	91.2%	174.9%	-9.2%	(23,835.30)	
TRANSFERS IN-R	562,426	400,000	757,659	71.1%	62.3%	-47.2%	(357,659.15)	
GENERAL FUND RESOURCES-R Total	13,748,725	14,980,522	13,182,440	109.0%	96.6%	13.6%	1,798,081.51	
NON-DEPARTMENTAL RESOURCES-R Total	13,748,725	14,980,522	13,182,440	109.0%	96.6%	13.6%	1,798,081.51	
ASSESSMENT & TAXATION-R								
ASSESSMENT & TAXATION-R	30,550	41,238	42,305	135.0%	148.4%	-2.5%	(1,067.03)	
ASSESSMENT & TAXATION-R Total	30,550	41,238	42,305	135.0%	148.4%	-2.5%	(1,067.03)	
COUNTY CLERK-R								
COUNTY CLERK-R	168,220	212,465	150,714	126.3%	110.7%	41.0%	61,751.60	
ELECTIONS-R	30,170	50,044	3,406	165.9%	18.6%	1369.3%	46,638.16	
COUNTY CLERK-R Total	198,390	262,510	154,120	132.3%	99.8%	70.3%	108,389.76	
SHERIFF-R								



Wasco County Monthly Report General Fund Revenue - May 2021

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
EMERGENCY MANAGEMENT-R	60,656	49,043	50,141	80.9%	85.0%	-2.2%	(1,097.72)
MARINE PATROL-R	56,142	62,046	5,604	110.5%	10.7%	1007.2%	56,442.44
LAW ENFORCEMENT-R	223,632	149,974	124,028	67.1%	58.2%	20.9%	25,945.81
SHERIFF-R Total	340,430	261,063	179,773	76.7%	55.4%	45.2%	81,290.53
ADMINISTRATIVE SERVICES-R							
INFORMATION TECHNOLOGY-R	99,250	144,075	112,367	145.2%	113.2%	28.2%	31,708.00
EMPLOYEE & ADMINISTRATIVE SERVICES-R	1,150	172,673	8,595	15015.1%	747.4%	1909.0%	164,078.01
FACILITIES-R	209,201	218,170	225,415	104.3%	101.3%	-3.2%	(7,245.53)
ADMINISTRATIVE SERVICES-R Total	309,601	534,918	346,377	172.8%	107.3%	54.4%	188,540.48
ADMINISTRATION-R	973,110	721,914	663,879	74.2%	68.2%	8.7%	58,034.52
DISTRICT ATTORNEY-R	311,728	208,640	255,349	66.9%	115.3%	-18.3%	(46,709.23)
PLANNING-R	168,100	165,587	161,316	98.5%	96.8%	2.6%	4,271.50
PUBLIC WORKS-R							
SURVEYOR-R	18,675	22,940	21,365	122.8%	131.9%	7.4%	1,575.00
WATERMASTER-R	1,865	1,865	1,865	100.0%	100.0%	0.0%	-
PUBLIC WORKS-R Total	20,540	24,805	23,230	120.8%	128.6%	6.8%	1,575.00
PREVENTION DIVISION-R							
YOUTH SERVICES-R	58,225	45,702	55,863	78.5%	64.2%	-18.2%	(10,161.31)
YOUTHTHINK SERVICES-R	159,000	205,133	139,602	129.0%	108.6%	46.9%	65,531.07
PREVENTION DIVISION-R Total	217,225	250,834	195,464	115.5%	90.7%	28.3%	55,369.76
GENERAL FUND Total	16,318,399	17,452,030	15,204,253	106.9%	94.6%	14.8%	2,247,776.80
Revenue Total	16,318,399	17,452,030	15,204,253	106.9%	94.6%	14.8%	2,247,776.80



Wasco County Monthly Report General Fund Expense - May 2021

Filters	
Fd	101
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Executed Budget	Prior Year Executed Budget	Year to Year % Change	Current Year - Prior Year
Expense							
GENERAL FUND							
ASSESSMENT & TAXATION-E	875,646	642,683	737,676	73.4%	82.4%	-12.9%	(94,992.07)
COUNTY CLERK-E							
COUNTY CLERK-E	247,845	216,109	222,788	87.2%	87.3%	-3.0%	(6,679.09)
ELECTIONS-E	115,016	131,738	75,201	114.5%	67.3%	75.2%	56,537.06
COUNTY CLERK-E Total	362,861	347,847	297,989	95.9%	81.2%	16.7%	49,857.97
SHERIFF-E							
EMERGENCY MANAGEMENT-E	98,311	90,503	85,056	92.1%	83.3%	6.4%	5,446.97
MARINE PATROL-E	65,462	45,521	22,435	69.5%	42.7%	102.9%	23,086.50
LAW ENFORCEMENT-E	2,389,588	1,948,140	1,874,128	81.5%	80.4%	3.9%	74,011.97
SHERIFF-E Total	2,553,361	2,084,164	1,981,619	81.6%	79.7%	5.2%	102,545.44
ADMINISTRATIVE SERVICES-E							
INFORMATION TECHNOLOGY-E	1,040,351	622,702	807,661	59.9%	78.8%	-22.9%	(184,958.79)
COUNTY COMMISSION-E	239,128	214,699	212,396	89.8%	90.9%	1.1%	2,303.63
EMPLOYEE & ADMINISTRATIVE SERVICES-E	1,048,499	939,196	908,551	89.6%	89.2%	3.4%	30,645.07
FACILITIES-E	1,452,606	647,434	601,455	44.6%	28.2%	7.6%	45,979.04
ADMINISTRATIVE SERVICES-E Total	3,780,584	2,424,031	2,530,062	64.1%	57.4%	-4.2%	(106,031.05)
ADMINISTRATION-E	3,966,259	3,453,114	3,160,861	87.1%	83.7%	9.2%	292,253.20
DISTRICT ATTORNEY-E	744,169	567,852	647,059	76.3%	91.5%	-12.2%	(79,207.50)
PLANNING-E	864,432	691,645	720,076	80.0%	80.1%	-3.9%	(28,430.40)
PUBLIC WORKS-E							
SURVEYOR-E	54,617	41,610	51,376	76.2%	98.3%	-19.0%	(9,766.04)
WATERMASTER-E	3,730	2,960	276	79.4%	7.4%	972.0%	2,683.67
PUBLIC WORKS-E Total	58,347	44,570	51,652	76.4%	92.2%	-13.7%	(7,082.37)
PREVENTION DIVISION-E							



Wasco County Monthly Report General Fund Expense - May 2021

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
YOUTH SERVICES-E	694,628	533,295	603,552	76.8%	88.2%	-11.6%	(70,256.87)
YOUTHTHINK SERVICES-E	222,780	219,781	172,537	98.7%	71.3%	27.4%	47,243.83
PREVENTION DIVISION-E Total	917,408	753,076	776,089	82.1%	83.8%	-3.0%	(23,013.04)
NON-DEPARTMENTAL EXPENDITURES-E							
GENERAL FUND EXPENDITURES-E							
TRANSFERS OUT-E							
TRANSFER TO 911 COMMUNICATIONS FUND	193,145	177,050	232,034	91.7%	91.7%	-23.7%	(54,984.38)
TRANSFER TO CAP ACQUISITION FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
TRANSFER TO COUNTY FAIR FUND	29,000	29,000	29,000	100.0%	100.0%	0.0%	-
TRANSFER TO FACILITIES CAPITAL REPLACEME	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
TRANSFER TO OPERATING RESERVE	2,400,000	2,200,000	3,124,533	91.7%	94.0%	-29.6%	(924,533.00)
TRANSFERS TO MUSEUM FUND	17,500	17,500	17,500	100.0%	100.0%	0.0%	-
TRANSFERS OUT-E Total	2,639,645	2,423,550	3,403,067	91.8%	93.9%	-28.8%	(979,517.38)
GENERAL FUND EXPENDITURES-E Total	2,639,645	2,423,550	3,403,067	91.8%	93.9%	-28.8%	(979,517.38)
NON-DEPARTMENTAL EXPENDITURES-E Total	2,639,645	2,423,550	3,403,067	91.8%	93.9%	-28.8%	(979,517.38)
GENERAL FUND Total	16,762,712	13,432,532	14,306,149	80.1%	78.8%	-6.1%	(873,617.20)
Expense Total	16,762,712	13,432,532	14,306,149	80.1%	78.8%	-6.1%	(873,617.20)



Wasco County Monthly Report Public Works Fund - May 2021

Filters	
Fd	202
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue							
PUBLIC WORKS FUND							
NON-DEPARTMENTAL RESOURCES-R							
PUBLIC WORKS RESOURCES-R							
INVESTMENT EARNINGS-R							
INTEREST EARNED	45,000	20,800	64,179	46.2%	160.4%	-67.6%	(43,379.05)
LID INTEREST	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
MARK TO MARKET - UNREALIZED GAIN/LOSS	-	-	5,428	#DIV/0!	#DIV/0!	-100.0%	(5,427.86)
INVESTMENT EARNINGS-R Total	45,000	20,800	69,607	46.2%	174.0%	-70.1%	(48,806.91)
TRANSFERS IN-R	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
INTERNAL SERVICES-R	-	2,915	-	#DIV/0!	0.0%	#DIV/0!	2,915.00
PUBLIC WORKS RESOURCES-R Total	45,000	23,715	69,607	52.7%	161.2%	-65.9%	(45,891.91)
NON-DEPARTMENTAL RESOURCES-R Total	45,000	23,715	69,607	52.7%	161.2%	-65.9%	(45,891.91)
PUBLIC WORKS-R							
PUBLIC WORKS-R							
LICENSES FEES & PERMITS-R	12,000	13,842	16,616	115.4%	138.5%	-16.7%	(2,773.75)
INTERGOV'T REV - NON SINGLE AUDIT-R							
MOTOR VEHICLE FUNDS	2,750,000	2,064,710	2,045,692	75.1%	81.6%	0.9%	19,017.81
STATE GRANT/REIMBURSEMENT	80,000	70,248	23,115	87.8%	30.8%	203.9%	47,133.00
STP FUND EXCHANGE	280,848	306,585	284,938	109.2%	100.6%	7.6%	21,647.40
STATE PERMITS	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
INTERGOV'T REV - NON SINGLE AUDIT-R Total	3,110,848	2,441,542	2,353,744	78.5%	82.2%	3.7%	87,798.21
INTERGOV'T REV - SINGLE AUDIT-R	482,937	503,945	515,682	104.4%	339.9%	-2.3%	(11,736.78)
MISCELLANEOUS-R	2,500	1,341	10,289	53.6%	411.6%	-87.0%	(8,948.09)



Wasco County Monthly Report Public Works Fund - May 2021

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
SALE OF FIXED ASSETS-R	40,000	-	-	0.0%	0.0%	#DIV/0!	-
CHARGES FOR SERVICES-R							
CONT WORK-OTHER GOVT	75,000	47,664	79,411	63.6%	105.9%	-40.0%	(31,746.73)
PETROLEUM PRODUCTS - 21 CENTS	12,000	11,209	11,396	93.4%	95.0%	-1.6%	(186.92)
PETROLEUM PRODUCTS SOLD	140,000	98,994	119,654	70.7%	92.0%	-17.3%	(20,660.30)
CHARGES FOR SERVICES-R Total	227,000	157,867	210,461	69.5%	97.0%	-25.0%	(52,593.95)
PUBLIC WORKS-R Total	3,875,285	3,118,538	3,106,792	80.5%	95.4%	0.4%	11,745.64
WEED & PEST-R	227,000	137,458	206,951	60.6%	89.2%	-33.6%	(69,492.84)
PUBLIC WORKS-R Total	4,102,285	3,255,996	3,313,743	79.4%	94.9%	-1.7%	(57,747.20)
PUBLIC WORKS FUND Total	4,147,285	3,279,711	3,383,351	79.1%	95.8%	-3.1%	(103,639.11)
Revenue Total	4,147,285	3,279,711	3,383,351	79.1%	95.8%	-3.1%	(103,639.11)
Expense							
PUBLIC WORKS FUND							
PUBLIC WORKS-E							
PUBLIC WORKS-E							
PERSONAL SERVICES-E	1,955,094	1,608,742	1,638,453	82.3%	86.7%	-1.8%	(29,710.76)
MATERIALS & SERVICES-E	1,350,300	1,063,122	1,308,739	78.7%	89.7%	-18.8%	(245,617.02)
CAPITAL OUTLAY-E	495,000	542,561	-	109.6%	0.0%	#DIV/0!	542,560.78
PUBLIC WORKS-E Total	3,800,394	3,214,425	2,947,192	84.6%	87.5%	9.1%	267,233.00
WEED & PEST-E							
PERSONAL SERVICES-E	100,426	94,341	97,217	93.9%	93.8%	-3.0%	(2,876.28)
MATERIALS & SERVICES-E	135,800	108,610	130,758	80.0%	96.3%	-16.9%	(22,148.61)
CAPITAL OUTLAY-E	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
WEED & PEST-E Total	236,226	202,951	227,976	85.9%	95.2%	-11.0%	(25,024.89)
PUBLIC WORKS-E Total	4,036,620	3,417,376	3,175,168	84.7%	88.0%	7.6%	242,208.11
NON-DEPARTMENTAL EXPENDITURES-E							
PUBLIC WORKS EXPENDITURES-E	-	-	1,000,000	#DIV/0!	100.0%	-100.0%	(1,000,000.00)
NON-DEPARTMENTAL EXPENDITURES-E Total	-	-	1,000,000	#DIV/0!	100.0%	-100.0%	(1,000,000.00)
PUBLIC WORKS FUND Total	4,036,620	3,417,376	4,175,168	84.7%	90.6%	-18.1%	(757,791.89)
Expense Total	4,036,620	3,417,376	4,175,168	84.7%	90.6%	-18.1%	(757,791.89)



Wasco County Monthly Report Building Codes - May 2021

Filters	
Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
BUILDING CODES - GENERAL							
Revenue							
NON-DEPARTMENTAL RESOURCES-R							
INVESTMENT EARNINGS-R	38,154	22,368	30,298	58.6%	121.2%	-26.2%	(7,930.58)
TRANSFERS IN-R	200,000	-	-	0.0%	0.0%	#DIV/0!	-
NON-DEPARTMENTAL RESOURCES-R Total	238,154	22,368	30,298	9.4%	13.5%	-26.2%	(7,930.58)
BUILDING CODES-R							
LICENSES FEES & PERMITS-R							
STATE 12% SURCHARGE COLLECTION	100,000	29,653	36,010	29.7%	36.0%	-17.7%	(6,356.42)
STRUCTURAL PERMIT	589,892	265,216	328,790	45.0%	55.7%	-19.3%	(63,573.97)
MECHANICAL PERMIT	70,000	47,639	45,308	68.1%	7.7%	5.1%	2,331.02
MANUFACTURED DWELLING PLACEMENT	196,631	4,740	4,440	2.4%	2.3%	6.8%	300.04
PLUMBING PERMIT	95,000	50,315	63,215	53.0%	10.7%	-20.4%	(12,899.62)
LICENSES FEES & PERMITS-R Total	1,051,523	397,564	477,763	37.8%	23.1%	-16.8%	(80,198.95)
MISCELLANEOUS-R	300,000	142,932	207,428	47.6%	69.1%	-31.1%	(64,496.63)
BUILDING CODES-R Total	1,351,523	540,495	685,191	40.0%	29.0%	-21.1%	(144,695.58)
Revenue Total	1,589,677	562,863	715,489	35.4%	27.6%	-21.3%	(152,626.16)
Expense							
NON-DEPARTMENTAL EXPENDITURES-E							
TRANSFERS OUT-E							
TRANSFER TO GENERAL FUND	-	-	132,398	#DIV/0!	53.0%	-100.0%	(132,397.77)
TRANSFER OUT TO BUILD CODES-ELECTRICAL	200,000	-	-	0.0%	0.0%	#DIV/0!	-
TRANSFERS OUT-E Total	200,000	-	132,398	0.0%	29.4%	-100.0%	(132,397.77)
NON-DEPARTMENTAL EXPENDITURES-E Total	200,000	-	132,398	0.0%	29.4%	-100.0%	(132,397.77)



Wasco County Monthly Report Building Codes - May 2021

BUILDING CODES-E							
PERSONAL SERVICES-E	472,828	362,169	430,961	76.6%	69.7%	-16.0%	(68,792.36)
MATERIALS & SERVICES-E							
ADMINISTRATIVE COST	29,329	26,885	18,886	91.7%	97.7%	42.4%	7,998.74
CONTRACTED SERVICES	12,000	22,420	78,360	186.8%	653.0%	-71.4%	(55,940.75)
DUES & SUBSCRIPTIONS	2,500	1,381	2,062	55.2%	171.8%	-33.0%	(681.24)
EQUIPMENT - REPAIR & MAINTENANCE	2,000	-	1,013	0.0%	8.4%	-100.0%	(1,013.40)
GAS & OIL	10,800	1,687	2,015	15.6%	18.7%	-16.3%	(327.80)
LEGAL NOTICES & PUBLISHING	900	-	-	0.0%	0.0%	#DIV/0!	-
MEALS LODGING & REGISTRATION	18,750	4,314	14,431	23.0%	200.4%	-70.1%	(10,116.91)
POSTAGE	300	176	18	58.7%	5.9%	902.8%	158.45
RENT	14,076	12,903	11,220	91.7%	91.7%	15.0%	1,683.00
SUPPLIES - OFFICE	4,000	2,702	8,026	67.6%	3344.0%	-66.3%	(5,323.48)
TELEPHONE	3,880	1,908	2,131	49.2%	710.4%	-10.5%	(223.47)
TRAVEL & MILEAGE	275	-	261	0.0%	108.6%	-100.0%	(260.52)
VEHICLE - REPAIR & MAINTENANCE	3,000	1,122	3,271	37.4%	92.1%	-65.7%	(2,148.76)
CONSTRUCTION EXCISE TAX (CET) PAYOUT	300,000	93,583	130,149	31.2%	43.4%	-28.1%	(36,566.42)
STATE 12% SURCHARGE REMIT	100,000	23,332	42,535	23.3%	42.5%	-45.1%	(19,202.93)
MATERIALS & SERVICES-E Total	501,810	192,412	314,378	38.3%	65.5%	-38.8%	(121,965.49)
CAPITAL OUTLAY-E	600,000	-	-	0.0%	0.0%	#DIV/0!	-
BUILDING CODES-E Total	1,574,638	554,581	745,339	35.2%	43.9%	-25.6%	(190,757.85)
Expense Total	1,774,638	554,581	877,737	31.3%	40.8%	-36.8%	(323,155.62)
BUILDING CODES - GENERAL Total	3,364,315	1,117,444	1,593,226	33.2%	33.6%	-29.9%	(475,781.78)
BUILDING CODES - ELECTRICAL							
Revenue							
NON-DEPARTMENTAL RESOURCES-R							
INVESTMENT EARNINGS-R	1,000	5,030	8	503.0%	0.0%	60943.0%	5,021.70
TRANSFERS IN-R	200,000	-	-	0.0%	0.0%	#DIV/0!	-
NON-DEPARTMENTAL RESOURCES-R Total	201,000	5,030	8	2.5%	0.0%	60943.0%	5,021.70
BUILDING CODES-R							
LICENSES FEES & PERMITS-R							
STATE 12% SURCHARGE COLLECTION	12,000	8,235	8,609	68.6%	71.7%	-4.3%	(373.82)
ELECTRICAL PERMIT	120,000	72,803	75,271	60.7%	30.4%	-3.3%	(2,467.53)
RENEWABLE ELECTRICAL ENERGY	1,000	1,150	1,281	115.0%	#DIV/0!	-10.2%	(131.00)
LICENSES FEES & PERMITS-R Total	133,000	82,188	85,161	61.8%	32.9%	-3.5%	(2,972.35)
MISCELLANEOUS-R	-	1,680	2,213	#DIV/0!	#DIV/0!	-24.1%	(532.77)
BUILDING CODES-R Total	133,000	83,868	87,374	63.1%	33.7%	-4.0%	(3,505.12)
Revenue Total	334,000	88,898	87,382	26.6%	18.2%	1.7%	1,516.58



Wasco County Monthly Report Building Codes - May 2021

Expense							
NON-DEPARTMENTAL EXPENDITURES-E							
TRANSFERS OUT-E							
TRANSFER TO GENERAL FUND	-	-	37,679	#DIV/0!	15.1%	-100.0%	(37,679.26)
TRANSFER OUT TO BUILDING CODES	200,000	-	-	0.0%	0.0%	#DIV/0!	-
TRANSFERS OUT-E Total	200,000	-	37,679	0.0%	8.4%	-100.0%	(37,679.26)
NON-DEPARTMENTAL EXPENDITURES-E Total	200,000	-	37,679	0.0%	8.4%	-100.0%	(37,679.26)
BUILDING CODES-E							
PERSONAL SERVICES-E	198,497	145,768	142,731	73.4%	61.5%	2.1%	3,036.67
MATERIALS & SERVICES-E							
ADMINISTRATIVE COST	14,273	13,084	8,500	91.7%	91.7%	53.9%	4,583.37
CONTRACTED SERVICES	1,000	-	-	0.0%	0.0%	#DIV/0!	-
DUES & SUBSCRIPTIONS	800	262	-	32.7%	0.0%	#DIV/0!	261.97
EQUIPMENT - REPAIR & MAINTENANCE	1,000	-	-	0.0%	0.0%	#DIV/0!	-
GAS & OIL	7,475	990	1,320	13.2%	18.3%	-25.0%	(330.49)
LEGAL NOTICES & PUBLISHING	600	-	-	0.0%	0.0%	#DIV/0!	-
MEALS LODGING & REGISTRATION	2,000	3,049	-	152.4%	0.0%	#DIV/0!	3,048.77
POSTAGE	175	-	-	0.0%	0.0%	#DIV/0!	-
RENT	9,384	8,008	7,480	85.3%	91.7%	7.1%	528.00
SUPPLIES - OFFICE	560	35	732	6.3%	457.6%	-95.2%	(696.65)
TELEPHONE	1,250	621	670	49.7%	335.1%	-7.4%	(49.54)
TRAVEL & MILEAGE	196	-	-	0.0%	0.0%	#DIV/0!	-
VEHICLE - REPAIR & MAINTENANCE	500	2,746	1,113	549.2%	47.0%	146.8%	1,633.53
STATE 12% SURCHARGE REMIT	12,000	6,651	5,631	55.4%	46.9%	18.1%	1,020.35
MATERIALS & SERVICES-E Total	51,213	35,445	25,446	69.2%	41.1%	39.3%	9,999.31
BUILDING CODES-E Total	249,710	181,213	168,177	72.6%	57.2%	7.8%	13,035.98
Expense Total	449,710	181,213	205,856	40.3%	27.7%	-12.0%	(24,643.28)
BUILDING CODES - ELECTRICAL Total	783,710	270,111	293,238	34.5%	24.0%	-7.9%	(23,126.70)



Wasco County Monthly Report

All Funds Revenue Expense

May 2021

Filters	
Fd	(Multiple Items)
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
Revenue							
911 COMMUNICATIONS FUND	1,275,197	956,831	1,054,768	75.0%	86.7%	-9.3%	(97,937.82)
911 EQUIPMENT RESERVE	31,184	28,057	28,720	90.0%	93.3%	-2.3%	(662.77)
CDBG GRANT FUND	-	-	475,623	#DIV/0!	84.9%	-100.0%	(475,623.43)
CLERK RECORDS FUND	9,350	9,640	8,004	103.1%	88.9%	20.4%	1,635.42
COMMUNITY CORRECTIONS FUND	1,900,438	1,953,653	1,897,617	102.8%	106.9%	3.0%	56,035.18
COUNTY FAIR FUND	226,607	147,773	193,531	65.2%	88.7%	-23.6%	(45,757.66)
COUNTY SCHOOL FUND	424,240	249,619	249,028	58.8%	58.7%	0.2%	591.17
COURT FACILITIES SECURITY FUND	32,000	29,018	39,945	90.7%	137.7%	-27.4%	(10,926.56)
DISTRICT ATTORNEY	3,100	525	3,088	16.9%	74.2%	-83.0%	(2,562.94)
FACILITY CAPITAL RESERVE	717,409	627,925	159,611	87.5%	319.2%	293.4%	468,313.90
FOREST HEALTH PROGRAM FUND	42,967	42,476	47,449	98.9%	110.4%	-10.5%	(4,972.79)
GENERAL FUND	16,318,399	17,452,030	15,204,253	106.9%	94.6%	14.8%	2,247,776.80
GENERAL OPERATING RESERVE	2,500,970	5,007,207	3,193,423	200.2%	94.1%	56.8%	1,813,783.86
HOUSEHOLD HAZARDOUS WASTE FUND	449,800	373,428	387,875	83.0%	87.1%	-3.7%	(14,447.28)
KRAMER FIELD FUND	450	247	728	54.8%	242.7%	-66.1%	(481.60)
LAND CORNER PRESERVATION FUND	30,900	50,498	35,511	163.4%	122.9%	42.2%	14,986.40
LAW LIBRARY FUND	31,570	19,714	28,113	62.4%	89.5%	-29.9%	(8,398.92)
MUSEUM	79,692	67,631	90,152	84.9%	80.0%	-25.0%	(22,521.71)
PARKS FUND	99,300	54,198	71,878	54.6%	76.7%	-24.6%	(17,680.92)
PUBLIC WORKS FUND	4,147,285	3,279,711	3,383,351	79.1%	95.8%	-3.1%	(103,639.11)
ROAD RESERVE FUND	58,060	34,833	1,096,842	60.0%	105.3%	-96.8%	(1,062,008.70)
SPECIAL ECON DEV PAYMENTS FUND	3,363,363	2,294,913	3,268,708	68.2%	152.5%	-29.8%	(973,795.33)
YOUTH THINK FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-



Wasco County Monthly Report All Funds Revenue Expense

May 2021

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
CAPITAL ACQUISITIONS FUND	43,213	27,116	80,115	62.7%	276.3%	-66.2%	(52,998.81)
BUILDING CODES - GENERAL	1,589,677	562,863	715,489	35.4%	27.6%	-21.3%	(152,626.16)
BUILDING CODES - ELECTRICAL	334,000	88,898	87,382	26.6%	18.2%	1.7%	1,516.58
Revenue Total	33,709,171	33,358,803	31,801,206	99.0%	92.6%	4.9%	1,557,596.80
Expense							
911 COMMUNICATIONS FUND	1,347,548	995,121	1,043,789	73.8%	86.3%	-4.7%	(48,668.32)
911 EQUIPMENT RESERVE	60,000	-	-	0.0%	0.0%	#DIV/0!	-
CDBG GRANT FUND	602,000	-	418,351	0.0%	74.7%	-100.0%	(418,351.08)
CLERK RECORDS FUND	12,800	-	4,363	0.0%	37.8%	-100.0%	(4,363.00)
COMMUNITY CORRECTIONS FUND	1,925,571	1,644,018	1,850,150	85.4%	81.0%	-11.1%	(206,132.26)
COUNTY FAIR FUND	200,946	81,307	162,150	40.5%	83.0%	-49.9%	(80,843.03)
COUNTY SCHOOL FUND	424,440	-	248,767	0.0%	58.6%	-100.0%	(248,766.78)
COURT FACILITIES SECURITY FUND	51,000	-	(19)	0.0%	0.0%	-100.0%	18.50
DISTRICT ATTORNEY	12,100	7,625	1,912	63.0%	12.5%	298.8%	5,712.93
FACILITY CAPITAL RESERVE	3,027,294	-	-	0.0%	0.0%	#DIV/0!	-
FOREST HEALTH PROGRAM FUND	212,426	-	-	0.0%	0.0%	#DIV/0!	-
GENERAL FUND	16,762,712	13,432,532	14,306,149	80.1%	78.8%	-6.1%	(873,617.20)
GENERAL OPERATING RESERVE	7,661,853	4,242,442	3,124,927	55.4%	37.9%	35.8%	1,117,514.86
HOUSEHOLD HAZARDOUS WASTE FUND	562,283	259,987	281,442	46.2%	53.4%	-7.6%	(21,455.36)
KRAMER FIELD FUND	35,750	-	-	0.0%	0.0%	#DIV/0!	-
LAND CORNER PRESERVATION FUND	24,298	20,282	20,669	83.5%	84.3%	-1.9%	(386.33)
LAW LIBRARY FUND	49,829	24,978	21,964	50.1%	47.5%	13.7%	3,014.22
MUSEUM	100,024	91,149	72,326	91.1%	67.4%	26.0%	18,822.72
PARKS FUND	149,758	62,402	75,481	41.7%	52.2%	-17.3%	(13,079.14)
PUBLIC WORKS FUND	4,036,620	3,417,376	4,175,168	84.7%	90.6%	-18.1%	(757,791.89)
ROAD RESERVE FUND	5,336,217	801,000	801,000	15.0%	13.4%	0.0%	-
SPECIAL ECON DEV PAYMENTS FUND	4,022,754	2,384,249	1,727,635	59.3%	72.0%	38.0%	656,613.87
YOUTH THINK FUND	-	-	111,770	#DIV/0!	93.1%	-100.0%	(111,770.12)
CAPITAL ACQUISITIONS FUND	3,971,646	95,240	45,701	2.4%	1.2%	108.4%	49,539.00
BUILDING CODES - GENERAL	1,774,638	554,581	877,737	31.3%	40.8%	-36.8%	(323,155.62)
BUILDING CODES - ELECTRICAL	449,710	181,213	205,856	40.3%	27.7%	-12.0%	(24,643.28)
Expense Total	52,814,217	28,295,500	29,577,287	53.6%	52.2%	-4.3%	(1,281,787.31)



Wasco County Monthly Report Personnel All Funds - May 2021

Filters	
Fd	(Multiple Items)
Cat	51000

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
Expense							
GENERAL FUND							
ASSESSMENT & TAXATION-E	758,049	582,424	647,257	76.8%	82.6%	-10.0%	(64,833.40)
COUNTY CLERK-E	301,261	258,614	265,450	85.8%	86.1%	-2.6%	(6,835.60)
SHERIFF-E	2,305,097	1,769,972	1,743,876	76.8%	79.4%	1.5%	26,096.44
ADMINISTRATIVE SERVICES-E	1,977,977	1,719,768	1,740,706	86.9%	88.1%	-1.2%	(20,937.55)
ADMINISTRATION-E	132,028	124,211	118,393	94.1%	87.0%	4.9%	5,817.63
DISTRICT ATTORNEY-E	647,625	501,404	567,456	77.4%	93.3%	-11.6%	(66,052.27)
PLANNING-E	776,459	661,192	657,103	85.2%	81.0%	0.6%	4,088.85
PUBLIC WORKS-E	40,617	36,446	36,798	89.7%	86.4%	-1.0%	(352.87)
PREVENTION DIVISION-E	748,445	591,622	647,838	79.0%	87.6%	-8.7%	(56,216.34)
GENERAL FUND Total	7,687,558	6,245,652	6,424,878	81.2%	84.5%	-2.8%	(179,225.11)
PUBLIC WORKS FUND	2,055,520	1,703,083	1,735,670	82.9%	87.0%	-1.9%	(32,587.04)
911 COMMUNICATIONS FUND	1,024,997	836,554	837,445	81.6%	94.1%	-0.1%	(891.40)
COMMUNITY CORRECTIONS FUND	875,122	715,195	720,137	81.7%	83.7%	-0.7%	(4,941.98)
COUNTY FAIR FUND	18,766	16,644	16,678	88.7%	87.0%	-0.2%	(33.49)
GENERAL OPERATING RESERVE	3,000,000	3,000,000	3,124,533	100.0%	100.0%	-4.0%	(124,533.00)
HOUSEHOLD HAZARDOUS WASTE FUND	152,362	82,412	82,941	54.1%	49.8%	-0.6%	(528.58)
LAND CORNER PRESERVATION FUND	18,298	16,422	16,507	89.7%	86.8%	-0.5%	(84.70)
MUSEUM	42,392	36,870	34,297	87.0%	80.2%	7.5%	2,573.49
PARKS FUND	43,788	38,836	39,020	88.7%	87.2%	-0.5%	(183.62)
ROAD RESERVE FUND	801,000	801,000	801,000	100.0%	100.0%	0.0%	-
WEED & PEST CONTROL FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
YOUTH THINK FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-



Wasco County Monthly Report Personnel All Funds - May 2021

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
BUILDING CODES - GENERAL	472,828	362,169	430,961	76.6%	69.7%	-16.0%	(68,792.36)
BUILDING CODES - ELECTRICAL	198,497	145,768	142,731	73.4%	61.5%	2.1%	3,036.67
Expense Total	16,391,128	14,000,606	14,406,797	85.4%	87.8%	-2.8%	(406,191.12)



Wasco County Monthly Report Materials Service All Funds - May 2021

Filters

Fd	(Multiple Items)
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Expense							
GENERAL FUND							
ASSESSMENT & TAXATION-E	117,597	60,260	90,418	51.2%	81.1%	-33.4%	(30,158.67)
COUNTY CLERK-E							
COUNTY CLERK-E	9,150	4,172	6,443	45.6%	86.7%	-35.3%	(2,271.07)
ELECTIONS-E	52,450	85,061	26,097	162.2%	51.0%	225.9%	58,964.64
SHERIFF-E							
EMERGENCY MANAGEMENT-E	21,400	13,995	16,216	65.4%	118.4%	-13.7%	(2,221.48)
MARINE PATROL-E	5,674	2,754	6,078	48.5%	11.6%	-54.7%	(3,324.13)
LAW ENFORCEMENT-E	221,190	297,444	215,449	134.5%	96.3%	38.1%	81,994.61
ADMINISTRATIVE SERVICES-E							
INFORMATION TECHNOLOGY-E	474,884	256,090	372,884	53.9%	89.5%	-31.3%	(116,794.17)
EMPLOYEE & ADMINISTRATIVE SERVICES-E	112,818	93,933	76,844	83.3%	77.0%	22.2%	17,089.05
FACILITIES-E	362,905	302,223	300,563	83.3%	74.9%	0.6%	1,659.76
ADMINISTRATION-E	3,573,231	3,084,126	2,918,981	86.3%	86.3%	5.7%	165,144.52
DISTRICT ATTORNEY-E	93,702	66,448	79,603	70.9%	80.3%	-16.5%	(13,155.23)
PLANNING-E	87,973	30,453	62,973	34.6%	71.4%	-51.6%	(32,519.25)
PUBLIC WORKS-E	17,730	8,124	14,854	45.8%	110.6%	-45.3%	(6,729.50)
PREVENTION DIVISION-E	168,963	161,454	128,250	95.6%	68.6%	25.9%	33,203.30
GENERAL FUND Total	5,319,667	4,466,536	4,315,653	84.0%	83.8%	3.5%	150,882.38
PUBLIC WORKS FUND	1,486,100	1,171,732	1,439,498	78.8%	90.2%	-18.6%	(267,765.63)
911 COMMUNICATIONS FUND	249,218	131,067	178,844	52.6%	72.6%	-26.7%	(47,776.92)
CLERK RECORDS FUND	8,000	-	4,363	0.0%	64.6%	-100.0%	(4,363.00)
COMMUNITY CORRECTIONS FUND	1,050,449	928,823	1,130,013	88.4%	79.4%	-17.8%	(201,190.28)



Wasco County Monthly Report Materials Service All Funds - May 2021

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
COUNTY FAIR FUND	182,180	64,663	145,472	35.5%	82.6%	-55.5%	(80,809.54)
COUNTY SCHOOL FUND	424,440	-	248,767	0.0%	58.6%	-100.0%	(248,766.78)
COURT FACILITIES SECURITY FUND	51,000	-	(19)	0.0%	0.0%	-100.0%	18.50
DISTRICT ATTORNEY	12,100	7,625	1,912	63.0%	12.5%	298.8%	5,712.93
FOREST HEALTH PROGRAM FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
GENERAL OPERATING RESERVE	4,661,853	1,217,413	394	26.1%	0.0%	308888.0%	1,217,018.91
HOUSEHOLD HAZARDOUS WASTE FUND	359,921	177,574	165,670	49.3%	51.7%	7.2%	11,904.17
KRAMER FIELD FUND	35,750	-	-	0.0%	0.0%	#DIV/0!	-
LAND CORNER PRESERVATION FUND	6,000	3,860	4,162	64.3%	75.7%	-7.2%	(301.63)
LAW LIBRARY FUND	49,829	24,978	21,964	50.1%	47.5%	13.7%	3,014.22
MUSEUM	57,632	54,278	37,934	94.2%	65.3%	43.1%	16,344.23
PARKS FUND	75,970	23,566	36,461	31.0%	52.1%	-35.4%	(12,895.52)
ROAD RESERVE FUND	1,336,217	-	-	0.0%	0.0%	#DIV/0!	-
SPECIAL ECON DEV PAYMENTS FUND	3,617,754	1,979,249	1,246,823	54.7%	65.0%	58.7%	732,425.87
WEED & PEST CONTROL FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
YOUTH THINK FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
BUILDING CODES - GENERAL	501,810	192,412	314,378	38.3%	65.5%	-38.8%	(121,965.49)
BUILDING CODES - ELECTRICAL	51,213	35,445	25,446	69.2%	41.1%	39.3%	9,999.31
Expense Total	19,537,103	10,479,220	9,317,735	53.6%	50.8%	12.5%	1,161,485.73



Wasco County Monthly Report Capital All Funds - May 2021

Filters	
Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Expense							
GENERAL FUND	1,115,842	296,794	162,551	26.6%	9.2%	82.6%	134,242.91
PUBLIC WORKS FUND	495,000	542,561	-	109.6%	0.0%	#DIV/0!	542,560.78
COUNTY FAIR FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
LAND CORNER PRESERVATION FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
FOREST HEALTH PROGRAM FUND	50,000	-	-	0.0%	0.0%	#DIV/0!	-
HOUSEHOLD HAZARDOUS WASTE FUND	50,000	-	32,831	0.0%	82.1%	-100.0%	(32,830.95)
MUSEUM	-	-	95	#DIV/0!	1.5%	-100.0%	(95.00)
911 COMMUNICATIONS FUND	867	-	-	0.0%	0.0%	#DIV/0!	-
PARKS FUND	30,000	-	-	0.0%	0.0%	#DIV/0!	-
COMMUNITY CORRECTIONS FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
CLERK RECORDS FUND	4,800	-	-	0.0%	0.0%	#DIV/0!	-
ROAD RESERVE FUND	3,199,000	-	-	0.0%	0.0%	#DIV/0!	-
CAPITAL ACQUISITIONS FUND	3,971,646	95,240	45,701	2.4%	1.2%	108.4%	49,539.00
911 EQUIPMENT RESERVE	60,000	-	-	0.0%	0.0%	#DIV/0!	-
FACILITY CAPITAL RESERVE	3,027,294	-	-	0.0%	0.0%	#DIV/0!	-
GENERAL OPERATING RESERVE	-	25,029	-	#DIV/0!	#DIV/0!	#DIV/0!	25,028.95
CDBG GRANT FUND	-	-	418,351	#DIV/0!	74.7%	-100.0%	(418,351.08)
BUILDING CODES - GENERAL	600,000	-	-	0.0%	0.0%	#DIV/0!	-
Expense Total	12,604,449	959,624	659,529	7.6%	4.2%	45.5%	300,094.61

Wasco County Monthly Report Transfers - May 2021

Filters

Fd	(Multiple Items)
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Transfer In							
911 COMMUNICATIONS FUND	193,145.00	177,049.62	232,034	91.7%	91.7%	-23.7%	(54,984.38)
911 EQUIPMENT RESERVE	30,000.00	27,500.00	27,500	91.7%	91.7%	0.0%	-
COUNTY FAIR FUND	29,000.00	29,000.00	29,000	100.0%	100.0%	0.0%	-
FACILITY CAPITAL RESERVE	602,000.00	-	-	0.0%	#DIV/0!	#DIV/0!	-
GENERAL FUND	562,426.00	400,000.00	757,659	71.1%	62.3%	-47.2%	(357,659.15)
GENERAL OPERATING RESERVE	2,443,333.00	2,200,000.00	3,124,533	90.0%	92.8%	-29.6%	(924,533.00)
MUSEUM	22,500.00	22,500.00	22,500	100.0%	100.0%	0.0%	-
PUBLIC WORKS FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
ROAD RESERVE FUND	-	-	1,000,000	#DIV/0!	100.0%	-100.0%	(1,000,000.00)
CAPITAL ACQUISITIONS FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
BUILDING CODES - GENERAL	200,000.00	-	-	0.0%	0.0%	#DIV/0!	-
BUILDING CODES - ELECTRICAL	200,000.00	-	-	0.0%	0.0%	#DIV/0!	-
Transfer In Total	4,282,404.00	2,856,049.62	5,193,226	66.7%	82.2%	-45.0%	(2,337,176.53)
Transfer Out							
911 COMMUNICATIONS FUND	73,333.00	27,500.00	27,500	37.5%	37.5%	0.0%	-
911 EQUIPMENT RESERVE	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
CDBG GRANT FUND							
NON-DEPARTMENTAL EXPENDITURES-E	602,000.00	-	-	0.0%	#DIV/0!	#DIV/0!	-
CDBG GRANT FUND Total	602,000.00	-	-	0.0%	#DIV/0!	#DIV/0!	-
COMMUNITY CORRECTIONS FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
DISTRICT ATTORNEY	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
FACILITY CAPITAL RESERVE	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
FOREST HEALTH PROGRAM FUND	162,426.00	-	-	0.0%	0.0%	#DIV/0!	-

Wasco County Monthly Report Transfers - May 2021

GENERAL FUND	2,639,645.00	2,423,549.62	3,403,067	91.8%	93.9%	-28.8%	(979,517.38)
LAND CORNER PRESERVATION FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
LAW LIBRARY FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
PUBLIC WORKS FUND	-	-	1,000,000	#DIV/0!	100.0%	-100.0%	(1,000,000.00)
SPECIAL ECON DEV PAYMENTS FUND	405,000.00	405,000.00	480,812	100.0%	100.0%	-15.8%	(75,812.00)
WEED & PEST CONTROL FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
YOUTH THINK FUND	-	-	111,770	#DIV/0!	93.1%	-100.0%	(111,770.12)
BUILDING CODES - GENERAL	200,000.00	-	132,398	0.0%	29.4%	-100.0%	(132,397.77)
BUILDING CODES - ELECTRICAL	200,000.00	-	37,679	0.0%	8.4%	-100.0%	(37,679.26)
Transfer Out Total	4,282,404.00	2,856,049.62	5,193,226	66.7%	82.2%	-45.0%	(2,337,176.53)



Wasco County Monthly Report Reserve Funds - May 2021

Filters	
Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue							
911 EQUIPMENT RESERVE	31,184	28,057	28,720	90.0%	93.3%	-2.3%	(662.77)
FACILITY CAPITAL RESERVE	717,409	627,925	159,611	87.5%	319.2%	293.4%	468,313.90
GENERAL OPERATING RESERVE	2,500,970	5,007,207	3,193,423	200.2%	94.1%	56.8%	1,813,783.86
ROAD RESERVE FUND	58,060	34,833	1,096,842	60.0%	105.3%	-96.8%	(1,062,008.70)
CAPITAL ACQUISITIONS FUND	43,213	27,116	80,115	62.7%	276.3%	-66.2%	(52,998.81)
Revenue Total	3,350,836	5,725,137	4,558,710	170.9%	100.3%	25.6%	1,166,427.48
Expense							
911 EQUIPMENT RESERVE	60,000	-	-	0.0%	0.0%	#DIV/0!	-
FACILITY CAPITAL RESERVE	3,027,294	-	-	0.0%	0.0%	#DIV/0!	-
GENERAL OPERATING RESERVE	7,661,853	4,242,442	3,124,927	55.4%	37.9%	35.8%	1,117,514.86
ROAD RESERVE FUND	5,336,217	801,000	801,000	15.0%	13.4%	0.0%	-
CAPITAL ACQUISITIONS FUND	3,971,646	95,240	45,701	2.4%	1.2%	108.4%	49,539.00
Expense Total	20,057,010	5,138,682	3,971,628	25.6%	17.5%	29.4%	1,167,053.86



Wasco County Monthly Report Investment - May 2021

Filters

Fd	(Multiple Items)
Cat	417

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
Revenue							
INTEREST EARNED							
911 COMMUNICATIONS FUND	3,000	1,919	3,900	64.0%	433.4%	-50.8%	(1,981.29)
911 EQUIPMENT RESERVE	1,184	557	1,143	47.0%	144.7%	-51.3%	(586.24)
CDBG GRANT FUND	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
CLERK RECORDS FUND	600	312	747	52.0%	#DIV/0!	-58.2%	(435.16)
COMMUNITY CORRECTIONS FUND	20,000	6,734	19,987	33.7%	199.9%	-66.3%	(13,253.27)
COUNTY FAIR FUND	1,500	1,435	3,059	95.7%	339.8%	-53.1%	(1,623.65)
COUNTY SCHOOL FUND	200	509	1,270	254.6%	635.0%	-59.9%	(760.64)
COURT FACILITIES SECURITY FUND	2,000	1,484	3,356	74.2%	167.8%	-55.8%	(1,871.51)
DISTRICT ATTORNEY	100	62	187	61.8%	117.0%	-67.0%	(125.32)
FACILITY CAPITAL RESERVE	115,409	97,767	118,397	84.7%	236.8%	-17.4%	(20,630.62)
FOREST HEALTH PROGRAM FUND	2,700	2,642	6,379	97.8%	236.2%	-58.6%	(3,736.95)
GENERAL FUND	225,000	79,516	241,241	35.3%	121.9%	-67.0%	(161,725.65)
GENERAL OPERATING RESERVE	57,637	35,073	62,103	60.9%	248.4%	-43.5%	(27,029.51)
HOUSEHOLD HAZARDOUS WASTE FUND	9,000	4,717	9,667	52.4%	193.3%	-51.2%	(4,950.25)
KRAMER FIELD FUND	450	247	665	54.8%	221.8%	-63.0%	(418.93)
LAND CORNER PRESERVATION FUND	900	744	1,578	82.7%	175.3%	-52.8%	(833.26)
LAW LIBRARY FUND	1,570	1,008	2,864	64.2%	204.5%	-64.8%	(1,855.64)
MUSEUM	4,992	1,715	4,979	34.4%	138.3%	-65.6%	(3,264.12)
PARKS FUND	4,800	2,093	5,600	43.6%	280.0%	-62.6%	(3,506.98)
PUBLIC WORKS FUND	45,000	20,800	64,179	46.2%	160.4%	-67.6%	(43,379.05)
ROAD RESERVE FUND	58,060	34,833	88,827	60.0%	211.5%	-60.8%	(53,993.68)
SPECIAL ECON DEV PAYMENTS FUND	6,000	11,169	9,462	186.1%	236.6%	18.0%	1,706.80



Wasco County Monthly Report Investment - May 2021

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
WEED & PEST CONTROL FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
YOUTH THINK FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
CAPITAL ACQUISITIONS FUND	43,213	27,116	74,240	62.7%	256.0%	-63.5%	(47,124.37)
BUILDING CODES - GENERAL	38,154	22,368	27,781	58.6%	111.1%	-19.5%	(5,412.90)
BUILDING CODES - ELECTRICAL	1,000	5,030	8	503.0%	0.0%	60943.0%	5,021.70
INTEREST EARNED Total	642,469	359,848	751,619	56.0%	162.0%	-52.1%	(391,770.49)
LID INTEREST	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
UNSEG TAX INTEREST EARNED	200	40	61	20.0%	30.3%	-34.1%	(20.66)
MARK TO MARKET - UNREALIZED GAIN/LOSS	-	(3,614)	55,823	#DIV/0!	#DIV/0!	-106.5%	(59,436.91)
Revenue Total	642,669	356,274	807,502	55.4%	174.0%	-55.9%	(451,228.06)

Reconciliation Report May 2021 Reconciliations

Wasco County

1. Main Checking
 - a. On banking reconciliation sheet
 - b. All balance
2. Unseg Checking
 - a. On banking reconciliation sheet
 - b. All balance
3. Charter Appeal
 - a. On banking reconciliation sheet
 - b. All balance
4. LGIP – County
 - a. On banking reconciliation sheet
 - b. All balance
 - c. Only the balance for Wasco County
5. LGIP – Building Codes
 - a. On banking reconciliation sheet
 - b. All balance
 - c. Only the balance for the Building Codes
 - d. Sherman County has not requested the balance which is due to Sherman. This has been discussed and Sherman County is considering leaving Wasco County holding the funds for them due to Building Codes potentially being processed through Wasco County.
6. AP GL to Subledger
 - a. Balances – No variances
 - b. Includes the Qlife AP reconciliation
7. AR GL to Subledger
 - a. Balances – No variances
 - b. Includes the Qlife AR reconciliation
8. Tax Receivable Eden to Ascend
 - a. Balances – No variances
9. Tax Receipts Eden to Ascend
 - a. Balances – No variances
10. Transfers in – Transfers out
 - a. Balances; transfers-in = transfers-out
 - b. Part of the monthly reporting
11. PERS Recap Payroll Register to PERS Invoice
 - a. April & May reconciliations
 - b. Timing issue on PERS processing does not match between the state & Wasco County causing the \$4,639.06 adjustment
12. Investing

- a. Reconciled and balances
- b. In compliance with Investment Policy
- c. Not investing more currently due to very low rates of return – LGIP is better
 - i. LGIP April 0.60%; available securities yielded <0.40%

Qlife

- 1. Checking – Bank of the West
 - a. Balances – no variances
- 2. LGIP
 - a. Balances – no variances
- 3. AP GL to Subledger
 - a. Balances – No Variances
 - b. Included on the County's reconciliation
- 4. AR GL to Subledger
 - a. Balances – No Variances
 - b. Included on the County's reconciliation

Reviewed _____ Date _____

Reviewed _____ Date _____

**Bank Reconciliation
May 2021**

	Bank							Eden					
	LGIP	LGIP - Business Codes	Unseg	Charter Appeal	Main	Total		LGIP - 11401	LGIP - Business Codes 790.11404	Unseg - 11302	Charter Appeal - 786-11304	Main - 11101	Total
Beginning Balance per Bank	43,209,922.45	413,669.89	2,057,419.39	271,998.85	1,210,015.29	47,163,025.87	Beginning Balance per Eden	43,209,922.45	413,669.89	1,980,757.99	271,998.85	927,370.95	46,803,720.13
Deposits			740,672.58		653,452.78	1,394,125.36	Debits	3,196,142.24	210.80	852,747.86	1.15	4,664,031.60	8,713,133.65
Other Deposits	3,173,750.77		88,569.99		3,941,857.22	7,204,177.98							
Interest	22,343.47	210.80	8.44	1.15		22,563.86							
Withdrawals	(819,364.99)		(473,597.78)		(3,084,086.81)	(4,377,049.58)	Credits	(819,413.69)		(516,090.44)		(3,905,786.18)	(5,241,290.31)
Fees	(0.70)					(0.70)			(18,849.25)			(1,633.25)	(20,482.50)
Summary Post (Cleared Checks)			(150,859.71)		(738,010.64)	(888,870.35)							
Other Checks (not in Summary)													
Ending Balance per Bank	45,586,651.00	413,880.69	2,262,212.91	272,000.00	1,983,227.84	50,517,972.44	Ending Balance per Cash by Fund	45,586,651.00	413,880.69	2,298,566.16	272,000.00	1,683,983.12	50,255,080.97
Outstanding Withdrawals							Need to post						
Outstanding Checks			(3,532.23)		(279,884.70)	(283,416.93)							
Outstanding Payroll Checks					(19,360.02)	(19,360.02)							
Deposits in Transit			39,885.48			39,885.48							
Other													
Adjusted Balance	45,586,651.00	413,880.69	2,298,566.16	272,000.00	1,683,983.12	50,255,080.97	Adjusted Balance	45,586,651.00	413,880.69	2,298,566.16	272,000.00	1,683,983.12	50,255,080.97
							Variance	-	-	0.00	-	-	-
							Recon Mike M	Recon Mike M	Recon Mike M	Recon Mike M	Recon Mike M	Recon Mike M	Recon Mike M
							6/16/21	6/16/21	6/17/21	6/16/21	6/17/21	6/17/21	6/17/21

AP subledger to GL Recon
 Recon Mike M 6/28/2021

May 2021

Open AP invoice Report

Fund	Fund Name	21101		21160	GL Total	Difference	% Variance
		AP Report	GL	GL Pcard			
101	General	103,574.89	61,616.89	41,958.00	103,574.89	-	0.0%
150	Building Codes - General	4,085.84	3,050.57	1,035.27	4,085.84	-	0.0%
160	Building Codes - Electrical	2,192.12	1,037.55	1,154.57	2,192.12	-	0.0%
202	Public Works	157,364.50	141,230.64	16,133.86	157,364.50	-	0.0%
203	County Fair	4,790.97	1,240.75	3,550.22	4,790.97	-	0.0%
204	County School Fund	-	-	-	-	-	0.0%
205	Land Corner Preservation	148.06	148.06	-	148.06	-	0.0%
207	Household Hazardous Waste	1,377.20	682.26	694.94	1,377.20	-	0.0%
208	Special Economic Development	-	-	-	-	-	0.0%
209	Law Library	-	-	-	-	-	0.0%
210	District Attorney	-	-	-	-	-	0.0%
211	Museum	1,962.14	299.90	1,662.24	1,962.14	-	0.0%
220	911 Communications	7,891.88	6,310.95	1,580.93	7,891.88	-	0.0%
223	Parks	7,006.78	4,767.89	2,238.89	7,006.78	-	0.0%
227	Community Corrections	9,530.58	7,968.54	1,562.04	9,530.58	-	0.0%
229	Court Facilities Security	-	-	-	-	-	0.0%
322	Capital Acquisitions	-	-	-	-	-	0.0%
327	General Operating Reserve	8,000.67	-	8,000.67	8,000.67	-	0.0%
600	Qlife	12,757.23	12,757.23	-	12,757.23	-	0.0%
601	Qlife Capital	3,631.26	2,388.80	1,242.46	3,631.26	-	0.0%
602	Qlife Maupin	-	-	-	-	-	0.0%
704	Mint	-	-	-	-	-	0.0%
706	Library District	-	-	-	-	-	0.0%
707	OSU Extention District	-	-	-	-	-	0.0%
780	Treasurers Pass-Thru trust	-	-	-	-	-	0.0%
786	Property Tax Collection Trust	-	-	-	-	-	0.0%
		324,314.12	243,500.03	80,814.09	324,314.12	-	

May 2021 AR General Ledger to AR Subledger Reconciliation
Reconciled by Mike M 6/28/2021

Fund	AR Aging by			Not in Subledger	AR Adjusted	GL - AR Adjusted	
	GL 13201	GL Adj	GL Fund Report				
101	29,118.63	-	29,118.63	29,118.63	-	29,118.63	-
150	-	-	-	-	-	-	-
160	1,147.50	-	1,147.50	1,147.50	-	1,147.50	-
202	15,770.35	-	15,770.35	15,770.35	-	15,770.35	-
203	3,600.00	-	3,600.00	3,600.00	-	3,600.00	-
205	-	-	-	-	-	-	-
207	-	-	-	-	-	-	-
208	-	-	-	-	-	-	-
210	-	-	-	-	-	-	-
211	-	-	-	-	-	-	-
220	12,250.00	-	12,250.00	12,250.00	-	12,250.00	-
223	-	-	-	-	-	-	-
227	-	-	-	-	-	-	-
229	-	-	-	-	-	-	-
232	-	-	-	-	-	-	-
237	-	-	-	-	-	-	-
326	-	-	-	-	-	-	-
330	-	-	-	-	-	-	-
600	20,350.00	-	20,350.00	20,350.00	-	20,350.00	-
601	-	-	-	-	-	-	-
602	-	-	-	-	-	-	-
704	-	-	-	-	-	-	-
705	-	-	-	-	-	-	-
706	-	-	-	-	-	-	-
707	-	-	-	-	-	-	-
	82,236.48	-	82,236.48	82,236.48	-	82,236.48	-

May 2021 Ascend to Eden Taxes Receivable Reconciliation

Recon - Mike M 6/8/2021

Eden GL & Name	tax_year	Sum of beg_bal	Sum of certs	Sum of receipts	Sum of end_bal	Eden GL	Ascend - Eden
101.13101 - Property Taxes Principal Receivable		547,812.64	10,238,577.17	10,259,360.42	527,029.39	527,029.39	-
101.13102 - Property Taxes Interest Receivable		6,678.47	64,210.78	65,913.91	4,975.34	4,975.34	-
101.13103 - Miscellenous Receivable		25,102.12	9,211.83	12,651.10	21,662.85	21,662.85	-
706.13101 - Property Taxes Principal Receivable		83,997.12	1,573,170.62	1,576,395.08	80,772.66	80,772.66	-
706.13102 - Property Taxes Interest Receivable		667.51	6,557.58	6,688.99	536.10	536.10	-
707.13101 - Property Taxes Principal Receivable		31,824.24	596,900.33	598,096.83	30,627.74	30,627.74	-
707.13102 - Property Taxes Interest Receivable		252.32	2,483.24	2,532.96	202.60	202.60	-
801.13101 - Property Taxes Principal Receivable		447.42	8,288.72	8,305.75	430.39	430.39	-
801.13102 - Property Taxes Interest Receivable		5.56	52.55	53.89	4.22	4.22	-
802.13101 - Property Taxes Principal Receivable		77,978.75	1,403,548.23	1,408,188.96	73,338.02	73,338.02	-
802.13102 - Property Taxes Interest Receivable		986.66	9,178.86	9,443.70	721.82	721.82	-
803.13101 - Property Taxes Principal Receivable		348.07	6,646.00	6,652.17	341.90	341.90	-
803.13102 - Property Taxes Interest Receivable		3.75	41.05	41.68	3.12	3.12	-
804.13101 - Property Taxes Principal Receivable		59,123.71	1,106,600.15	1,108,888.37	56,835.49	56,835.49	-
804.13102 - Property Taxes Interest Receivable		723.79	6,950.52	7,135.21	539.10	539.10	-
806.13101 - Property Taxes Principal Receivable		328.60	6,135.57	6,145.84	318.33	318.33	-
806.13102 - Property Taxes Interest Receivable		4.04	37.87	38.96	2.95	2.95	-
807.13101 - Property Taxes Principal Receivable		103,215.05	(25,896.28)	31,180.40	46,138.37	46,138.37	-
807.13102 - Property Taxes Interest Receivable		1,385.20	11,344.52	11,745.94	983.78	983.78	-
808.13101 - Property Taxes Principal Receivable		486,329.11	9,179,188.65	9,195,922.27	469,595.49	469,595.49	-
808.13102 - Property Taxes Interest Receivable		5,972.86	57,132.56	58,673.92	4,431.50	4,431.50	-
809.13101 - Property Taxes Principal Receivable		484.63	8,989.70	9,007.60	466.73	466.73	-
809.13102 - Property Taxes Interest Receivable		5.69	56.87	58.03	4.53	4.53	-
810.13101 - Property Taxes Principal Receivable		71,687.08	1,152,941.17	1,161,911.71	62,716.54	62,716.54	-
810.13102 - Property Taxes Interest Receivable		1,199.93	9,241.03	9,631.61	809.35	809.35	-
812.13101 - Property Taxes Principal Receivable		9,808.90	189,620.92	189,832.54	9,597.28	9,597.28	-
812.13102 - Property Taxes Interest Receivable		121.96	1,148.61	1,182.03	88.54	88.54	-
814.13101 - Property Taxes Principal Receivable		213.26	4,263.06	4,259.70	216.62	216.62	-
814.13102 - Property Taxes Interest Receivable		2.22	25.40	25.61	2.01	2.01	-
817.13101 - Property Taxes Principal Receivable		15.65	-	11.84	3.81	3.81	-
817.13102 - Property Taxes Interest Receivable		0.03	18.21	18.21	0.03	0.03	-
818.13101 - Property Taxes Principal Receivable		89,745.34	1,655,984.15	1,660,086.77	85,642.72	85,642.72	-
818.13102 - Property Taxes Interest Receivable		1,084.83	10,552.06	10,819.58	817.31	817.31	-
830.13101 - Property Taxes Principal Receivable		267.78	5,321.14	5,317.54	271.38	271.38	-
830.13102 - Property Taxes Interest Receivable		1.98	18.52	19.31	1.19	1.19	-
831.13101 - Property Taxes Principal Receivable		4,271.18	78,648.48	78,855.90	4,063.76	4,063.76	-
831.13102 - Property Taxes Interest Receivable		41.73	330.64	343.95	28.42	28.42	-
832.13101 - Property Taxes Principal Receivable		16,693.25	309,738.11	310,453.14	15,978.22	15,978.22	-
832.13102 - Property Taxes Interest Receivable		126.13	1,307.20	1,327.72	105.61	105.61	-
833.13101 - Property Taxes Principal Receivable		4,252.93	83,818.69	83,858.94	4,212.68	4,212.68	-
833.13102 - Property Taxes Interest Receivable		31.65	327.07	332.87	25.85	25.85	-
835.13101 - Property Taxes Principal Receivable		330.38	6,615.62	6,612.86	333.14	333.14	-
835.13102 - Property Taxes Interest Receivable		0.54	25.78	24.66	1.66	1.66	-
836.13101 - Property Taxes Principal Receivable		184,793.71	3,524,185.44	3,529,533.93	179,445.22	179,445.22	-
836.13102 - Property Taxes Interest Receivable		1,459.13	14,433.13	14,720.70	1,171.56	1,171.56	-
850.13101 - Property Taxes Principal Receivable		2,830.41	29,145.42	29,928.88	2,046.95	2,046.95	-
850.13102 - Property Taxes Interest Receivable		27.36	267.30	270.97	23.69	23.69	-
851.13101 - Property Taxes Principal Receivable		6,841.59	120,263.06	120,748.07	6,356.58	6,356.58	-
851.13102 - Property Taxes Interest Receivable		57.55	539.28	552.08	44.75	44.75	-
852.13101 - Property Taxes Principal Receivable		612.43	11,504.60	11,524.06	592.97	592.97	-
852.13102 - Property Taxes Interest Receivable		4.96	47.48	48.52	3.92	3.92	-
853.13101 - Property Taxes Principal Receivable		4,854.02	88,531.09	88,779.65	4,605.46	4,605.46	-
853.13102 - Property Taxes Interest Receivable		39.18	379.90	387.67	31.41	31.41	-
854.13101 - Property Taxes Principal Receivable		179,319.76	3,350,502.01	3,357,957.47	171,864.30	171,864.30	-
854.13102 - Property Taxes Interest Receivable		1,505.73	14,219.26	14,541.17	1,183.82	1,183.82	-
856.13101 - Property Taxes Principal Receivable		7.72	(4.25)	0.79	2.68	2.68	-
856.13102 - Property Taxes Interest Receivable		0.03	0.78	0.78	0.03	0.03	-
857.13101 - Property Taxes Principal Receivable		69,176.73	1,318,953.06	1,320,982.51	67,147.28	67,147.28	-
857.13102 - Property Taxes Interest Receivable		554.00	5,378.16	5,496.03	436.13	436.13	-
858.13101 - Property Taxes Principal Receivable		1,626.76	(192.58)	848.50	585.68	585.68	-
858.13102 - Property Taxes Interest Receivable		199.08	50.43	210.02	39.49	39.49	-

May 2021 Ascend to Eden Taxes Receivable Reconciliation

Recon - Mike M 6/8/2021

Eden GL & Name	tax_year	Sum of beg_bal	Sum of certs	Sum of receipts	Sum of end_bal	Eden GL	Ascend - Eden
860.13101 - Property Taxes Principal Receivable		19,369.11	364,116.28	364,826.01	18,659.38	18,659.38	-
860.13102 - Property Taxes Interest Receivable		153.77	1,517.71	1,548.04	123.44	123.44	-
861.13101 - Property Taxes Principal Receivable		11,549.14	259,627.20	259,098.75	12,077.59	12,077.59	-
861.13102 - Property Taxes Interest Receivable		109.24	932.46	962.29	79.41	79.41	-
862.13101 - Property Taxes Principal Receivable		31,568.98	600,027.16	600,970.12	30,626.02	30,626.02	-
862.13102 - Property Taxes Interest Receivable		228.37	2,467.89	2,497.85	198.41	198.41	-
864.13101 - Property Taxes Principal Receivable		12,522.70	236,164.05	236,590.79	12,095.96	12,095.96	-
864.13102 - Property Taxes Interest Receivable		100.35	973.73	994.40	79.68	79.68	-
878.13101 - Property Taxes Principal Receivable		448.92	8,040.12	8,064.83	424.21	424.21	-
878.13102 - Property Taxes Interest Receivable		3.04	35.88	35.92	3.00	3.00	-
879.13101 - Property Taxes Principal Receivable		5,811.82	101,311.74	101,752.74	5,370.82	5,370.82	-
879.13102 - Property Taxes Interest Receivable		52.41	460.32	473.35	39.38	39.38	-
880.13101 - Property Taxes Principal Receivable		13,558.31	228,345.21	229,606.59	12,296.93	12,296.93	-
880.13102 - Property Taxes Interest Receivable		121.58	1,079.44	1,106.38	94.64	94.64	-
881.13101 - Property Taxes Principal Receivable		91,654.66	1,506,186.53	1,515,365.60	82,475.59	82,475.59	-
881.13102 - Property Taxes Interest Receivable		741.70	7,110.58	7,263.92	588.36	588.36	-
882.13101 - Property Taxes Principal Receivable		0.79	(0.54)	-	0.25	0.25	-
882.13102 - Property Taxes Interest Receivable		0.02	-	-	0.02	0.02	-
883.13101 - Property Taxes Principal Receivable		11,562.95	283,193.39	281,277.75	13,478.59	13,478.59	-
883.13102 - Property Taxes Interest Receivable		1.01	567.52	548.82	19.71	19.71	-
884.13101 - Property Taxes Principal Receivable		11,702.43	482,322.22	475,320.21	18,704.44	18,704.44	-
884.13102 - Property Taxes Interest Receivable		-	778.51	765.71	12.80	12.80	-
		<u>2,298,745.51</u>	<u>40,342,813.92</u>	<u>40,493,650.34</u>	<u>2,147,909.09</u>	<u>2,147,909.09</u>	<u>-</u>

May 2021 Ascend to Eden Revenue Recon

Recon - Mike M 6/8/2021

Eden GL#	fmt_tax_year	Sum of period	Eden	Adj	Eden Total	Ascend - Eden
101.00.1101.410.102		187,830.53	187,830.53	-	187,830.53	-
101.00.1101.410.103		19,219.43	19,219.43	-	19,219.43	-
101.18.5117.52999		(33.47)	(33.47)	-	(33.47)	-
706.97.3706.422.114		2,695.99	2,695.99	-	2,695.99	-
706.97.3706.422.115		28,860.50	28,860.50	-	28,860.50	-
707.97.3707.422.114		1,021.26	1,021.26	-	1,021.26	-
707.97.3707.422.115		10,950.14	10,950.14	-	10,950.14	-
783.97.3783.422.127		8,735.55	8,735.55	-	8,735.55	-
783.97.3783.422.128		2,449.02	2,449.02	-	2,449.02	-
801.98.2801.422.114		15.75	15.75	-	15.75	-
801.98.2801.422.115		152.01	152.01	-	152.01	-
802.98.2802.422.114		2,716.01	2,716.01	-	2,716.01	-
802.98.2802.422.115		25,765.17	25,765.17	-	25,765.17	-
803.98.2803.422.114		12.42	12.42	-	12.42	-
803.98.2803.422.115		121.80	121.80	-	121.80	-
804.98.2804.422.114		2,081.10	2,081.10	-	2,081.10	-
804.98.2804.422.115		20,301.17	20,301.17	-	20,301.17	-
806.98.2806.422.114		11.34	11.34	-	11.34	-
806.98.2806.422.115		112.53	112.53	-	112.53	-
807.98.2807.422.114		3,413.40	3,413.40	-	3,413.40	-
808.98.2808.422.114		17,104.87	17,104.87	-	17,104.87	-
808.98.2808.422.115		168,376.31	168,376.31	-	168,376.31	-
809.98.2809.422.114		16.98	16.98	-	16.98	-
809.98.2809.422.115		164.83	164.83	-	164.83	-
810.98.2810.422.114		2,572.87	2,572.87	-	2,572.87	-
810.98.2810.422.115		21,199.94	21,199.94	-	21,199.94	-
812.98.2812.422.114		345.10	345.10	-	345.10	-
812.98.2812.422.115		3,477.13	3,477.13	-	3,477.13	-
814.98.2814.422.114		7.76	7.76	-	7.76	-
814.98.2814.422.115		78.09	78.09	-	78.09	-
818.98.2818.422.114		3,162.00	3,162.00	-	3,162.00	-
818.98.2818.422.115		30,386.02	30,386.02	-	30,386.02	-
830.98.2830.422.114		8.79	8.79	-	8.79	-
830.98.2830.422.115		97.53	97.53	-	97.53	-
831.98.2831.422.114		134.49	134.49	-	134.49	-
831.98.2831.422.115		1,442.81	1,442.81	-	1,442.81	-
832.98.2832.422.114		535.91	535.91	-	535.91	-
832.98.2832.422.115		5,682.87	5,682.87	-	5,682.87	-
833.98.2833.422.114		136.11	136.11	-	136.11	-
833.98.2833.422.115		1,536.59	1,536.59	-	1,536.59	-
835.98.2835.422.114		10.88	10.88	-	10.88	-
835.98.2835.422.115		121.23	121.23	-	121.23	-

May 2021 Ascend to Eden Revenue Recon

Recon - Mike M 6/8/2021

Eden GL#	fmt_tax_year	Sum of period	Eden	Adj	Eden Total	Ascend - Eden
836.98.2836.422.114		5,918.89	5,918.89	-	5,918.89	-
836.98.2836.422.115		64,635.54	64,635.54	-	64,635.54	-
850.98.2850.422.114		99.82	99.82	-	99.82	-
850.98.2850.422.115		542.03	542.03	-	542.03	-
851.98.2851.422.114		219.31	219.31	-	219.31	-
851.98.2851.422.115		2,208.16	2,208.16	-	2,208.16	-
852.98.2852.422.114		19.44	19.44	-	19.44	-
852.98.2852.422.115		210.99	210.99	-	210.99	-
853.98.2853.422.114		155.17	155.17	-	155.17	-
853.98.2853.422.115		1,624.63	1,624.63	-	1,624.63	-
854.98.2854.422.114		5,745.90	5,745.90	-	5,745.90	-
854.98.2854.422.115		61,466.33	61,466.33	-	61,466.33	-
857.98.2857.422.114		2,217.56	2,217.56	-	2,217.56	-
857.98.2857.422.115		24,188.53	24,188.53	-	24,188.53	-
858.98.2858.422.114		4.76	4.76	-	4.76	-
860.98.2860.422.114		621.33	621.33	-	621.33	-
860.98.2860.422.115		6,679.50	6,679.50	-	6,679.50	-
861.98.2861.422.114		364.85	364.85	-	364.85	-
861.98.2861.422.115		4,749.71	4,749.71	-	4,749.71	-
862.98.2862.422.114		1,014.38	1,014.38	-	1,014.38	-
862.98.2862.422.115		11,005.49	11,005.49	-	11,005.49	-
864.98.2864.422.114		401.70	401.70	-	401.70	-
864.98.2864.422.115		4,331.77	4,331.77	-	4,331.77	-
878.98.2878.422.114		14.42	14.42	-	14.42	-
878.98.2878.422.115		147.54	147.54	-	147.54	-
879.98.2879.422.114		185.44	185.44	-	185.44	-
879.98.2879.422.115		1,860.36	1,860.36	-	1,860.36	-
880.98.2880.422.114		430.04	430.04	-	430.04	-
880.98.2880.422.115		4,194.59	4,194.59	-	4,194.59	-
881.98.2881.422.114		2,919.73	2,919.73	-	2,919.73	-
881.98.2881.422.115		27,682.62	27,682.62	-	27,682.62	-
883.98.2883.422.114		334.32	334.32	-	334.32	-
883.98.2883.422.115		5,176.53	5,176.53	-	5,176.53	-
884.98.2884.422.114		338.03	338.03	-	338.03	-
884.98.2884.422.115		8,773.11	8,773.11	-	8,773.11	-
		823,513.28	823,513.28	-	823,513.28	-

Wasco County Monthly Report Transfers - May 2021

Filters	
Fd	(Multiple Items)
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Transfer In							
911 COMMUNICATIONS FUND	193,145.00	177,049.62	232,034	91.7%	91.7%	-23.7%	(54,984.38)
911 EQUIPMENT RESERVE	30,000.00	27,500.00	27,500	91.7%	91.7%	0.0%	-
COUNTY FAIR FUND	29,000.00	29,000.00	29,000	100.0%	100.0%	0.0%	-
FACILITY CAPITAL RESERVE	602,000.00	-	-	0.0%	#DIV/0!	#DIV/0!	-
GENERAL FUND	562,426.00	400,000.00	757,659	71.1%	62.3%	-47.2%	(357,659.15)
GENERAL OPERATING RESERVE	2,443,333.00	2,200,000.00	3,124,533	90.0%	92.8%	-29.6%	(924,533.00)
MUSEUM	22,500.00	22,500.00	22,500	100.0%	100.0%	0.0%	-
PUBLIC WORKS FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
ROAD RESERVE FUND	-	-	1,000,000	#DIV/0!	100.0%	-100.0%	(1,000,000.00)
CAPITAL ACQUISITIONS FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
BUILDING CODES - GENERAL	200,000.00	-	-	0.0%	0.0%	#DIV/0!	-
BUILDING CODES - ELECTRICAL	200,000.00	-	-	0.0%	0.0%	#DIV/0!	-
Transfer In Total	4,282,404.00	2,856,049.62	5,193,226	66.7%	82.2%	-45.0%	(2,337,176.53)
Transfer Out							
911 COMMUNICATIONS FUND	73,333.00	27,500.00	27,500	37.5%	37.5%	0.0%	-
911 EQUIPMENT RESERVE	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
CDBG GRANT FUND							
NON-DEPARTMENTAL EXPENDITURES-E	602,000.00	-	-	0.0%	#DIV/0!	#DIV/0!	-
CDBG GRANT FUND Total	602,000.00	-	-	0.0%	#DIV/0!	#DIV/0!	-
COMMUNITY CORRECTIONS FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
DISTRICT ATTORNEY	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
FACILITY CAPITAL RESERVE	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
FOREST HEALTH PROGRAM FUND	162,426.00	-	-	0.0%	0.0%	#DIV/0!	-

**Wasco County Monthly Report
Transfers - May 2021**

GENERAL FUND	2,639,645.00	2,423,549.62	3,403,067	91.8%	93.9%	-28.8%	(979,517.38)
LAND CORNER PRESERVATION FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
LAW LIBRARY FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
PUBLIC WORKS FUND	-	-	1,000,000	#DIV/0!	100.0%	-100.0%	(1,000,000.00)
SPECIAL ECON DEV PAYMENTS FUND	405,000.00	405,000.00	480,812	100.0%	100.0%	-15.8%	(75,812.00)
WEED & PEST CONTROL FUND	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
YOUTH THINK FUND	-	-	111,770	#DIV/0!	93.1%	-100.0%	(111,770.12)
BUILDING CODES - GENERAL	200,000.00	-	132,398	0.0%	29.4%	-100.0%	(132,397.77)
BUILDING CODES - ELECTRICAL	200,000.00	-	37,679	0.0%	8.4%	-100.0%	(37,679.26)
Transfer Out Total	4,282,404.00	2,856,049.62	5,193,226	66.7%	82.2%	-45.0%	(2,337,176.53)

PERS Recap
 For the Year Ended 6/30/2021
 Create using PERS Monthly Invoice
 Wasco County

6%

	PERS WAGES	EMPLOYEE PERS SHARE	EMPLOYERS SHARE	PERS Units	Social Security	Rounding	Adjustments	Total Remittance	PERS Invoice	variance
JULY	600,575.34	36,034.53	92,244.21	2.32	-	(0.36)	(3,355.24)	124,925.46	124,925.46	-
AUGUST	599,256.77	35,955.46	91,598.17	2.32	-	0.10	(3,260.35)	124,295.70	124,295.70	-
SEPTEMBER	592,513.99	35,550.93	90,857.98	2.32	-	(0.11)	(3,197.18)	123,213.94	123,213.94	-
OCTOBER	622,971.50	37,378.37	96,134.52	2.32	-	(0.17)	(2,500.37)	131,014.67	131,014.67	-
NOVEMBER	585,708.33	34,068.59	87,803.49	2.32	-	(0.16)	(430.85)	121,443.39	121,443.39	-
DECEMBER	601,433.77	34,675.08	88,638.45	2.32	-	(0.16)	32,165.46	155,481.15	155,481.15	-
JANUARY	600,044.28	36,089.22	79,971.40	2.32	-	(0.11)	(11,730.46)	104,332.37	104,332.37	-
FEBRUARY	610,400.86	35,513.10	68,545.61	2.32	-	(0.11)	(130.55)	103,930.37	103,930.37	-
MARCH	557,038.80	32,814.19	61,698.81	2.32	-	(0.20)	(34.59)	94,480.53	94,480.53	-
APRIL	590,730.12	35,102.53	64,987.01	2.32	-	(0.04)	(486.73)	99,605.09	99,605.09	-
MAY	-	-	(2.32)	2.32	-	-	-	-	-	-
JUNE	-	-	(2.32)	2.32	-	-	-	-	-	-
Total	5,960,673.76	353,182.00	822,475.01	27.84	-	(1.32)	7,039.14	1,182,722.67	1,182,722.67	-

PERS Units
 Emp# 4096 2.32 per month
 2.32

Adjustments	April
Woodside	(205.95) started too soon
Wallis	18.82 Redirect
Nelson	(299.60) Adjustment
	(486.73)

PERS Recap
 For the Year Ended 6/30/2021
 Create using PERS Monthly Invoice
 Wasco County

6%

	PERS WAGES	EMPLOYEE PERS SHARE	EMPLOYERS SHARE	PERS Units	Social Security	Rounding	Adjustments	Total Remittance	PERS Invoice	variance
JULY	600,575.34	36,034.53	92,244.21	2.32	-	(0.36)	(3,355.24)	124,925.46	124,925.46	-
AUGUST	599,256.77	35,955.46	91,598.17	2.32	-	0.10	(3,260.35)	124,295.70	124,295.70	-
SEPTEMBER	592,513.99	35,550.93	90,857.98	2.32	-	(0.11)	(3,197.18)	123,213.94	123,213.94	-
OCTOBER	622,971.50	37,378.37	96,134.52	2.32	-	(0.17)	(2,500.37)	131,014.67	131,014.67	-
NOVEMBER	585,708.33	34,068.59	87,803.49	2.32	-	(0.16)	(430.85)	121,443.39	121,443.39	-
DECEMBER	601,433.77	34,675.08	88,638.45	2.32	-	(0.16)	32,165.46	155,481.15	155,481.15	-
JANUARY	600,044.28	36,089.22	79,971.40	2.32	-	(0.11)	(11,730.46)	104,332.37	104,332.37	-
FEBRUARY	610,400.86	35,513.10	68,545.61	2.32	-	(0.11)	(130.55)	103,930.37	103,930.37	-
MARCH	557,038.80	32,814.19	61,698.81	2.32	-	(0.20)	(34.59)	94,480.53	94,480.53	-
APRIL	590,730.12	35,102.53	64,987.01	2.32	-	(0.04)	(486.73)	99,605.09	99,605.09	-
MAY	578,012.07	33,680.57	63,174.50	2.32	-	(0.32)	(3,516.64)	93,340.43	93,340.43	-
JUNE	-	-	(2.32)	2.32	-	-	-	-	-	-
Total	6,538,685.83	386,862.57	885,651.83	27.84	-	(1.64)	3,522.50	1,276,063.10	1,276,063.10	-

PERS Units
 Emp# 4096 2.32 per month

 2.32

Adjustments	May	
Rogers 4/23	237.16	Timing
Rogers 5/10	395.26	Timing
Rogers 5/25	395.26	Timing
Retiree overbilling refund	(4,639.06)	PERS process
Shortt 4/23	127.36	Timing
Ramos Redirect timing	(11.71)	Redirect
Wallis Redirect timing	(20.91)	Redirect
	(3,516.64)	

CUSIP/Sec-ID	Type	Face Rate	Purchase Date	Maturity	Weight	Yield to Maturity	Yield to Worst	Days to maturity	
					0.00%				
					0.00%				
					0.00%				
478160CD4	Corporate Bond	Johnson & Johnson	2.250%	10/4/2018	3/3/2022	100.00%	2.96%	2.96%	276
		5 years							
		total				100.00%	2.96%	2.96%	
		Time to average maturity				Average	Weighted Ave		
		*.12101				0.76 Years	0.76 Years		

General Ledger

Investment by Agency

	% Portfolio	Max	Comply
Federal Home Loan Bank	0.000%	33%	YES
Federal Home Loan Mortgage Corp	0.000%	33%	YES
Federal Natl Mortgage Assn	0.000%	33%	YES
Federal Farm Credit Bank	0.000%	33%	YES
RFCSP Strip Principal	0.000%	33%	YES
Total US Agencies	0.000%	100%	YES
Corporate Bond Johnson & Johnson	1.183%	100%	YES
LGIP	98.817%	49,000,000	YES

LGIP Yield	
January	0.60%
Investments at Less than LGIP	
Count	0
Value	
%	0.0%

Total Invested

Limits	Max %	Portfolio	Comply	Maturity Limits	Min	Actual \$
US Treasury	100.0%	0.0%	YES	Under 60 Days	25%	42,635,093.69
US Agency Securities	100.0%	0.0%	YES	Under 1 year	50%	43,145,694.69
Per US Agency	33.0%	0.0%	YES	Under 3 years	75%	43,145,694.69
Oregon Short Term Fund	50,400,000	42,635,094	YES	Under 5 years	100%	43,145,694.69
Bankers' Acceptance	25.0%	0.0%	YES			
Time Deposits/Savings	50.0%	0.0%	YES			
Certificates of Deposit per Institution	25.0%	0.0%	YES			
Repurchase Agreements	5.0%	0.0%	YES			
Corporate Debt (Total)	15.0%	0.0%	YES			
Corporate Commercial Paper	15.0%	0.0%	YES			
Corp Commercial Paper Per Issuer	2.5%	0.0%	YES			

Corporate Bonds	10.0%	1.2%	YES
Corp Bonds Per Issuer	2.5%	1.2%	YES
Municipal Debt (Total)	10.0%	0.0%	YES
Municipal Commercial Paper	10.0%	0.0%	YES
Municipal Bonds	10.0%	0.0%	YES

May 2021 Bank Reconciliation

	Main Checking Bank	Eden 600	Eden 601	Eden 602	Eden Total		LGIP Account Bank	*.11403	Eden 600	Eden 601	Eden 602	Eden
Beginning Balance	934,152.73	472,797.17	242,266.16	155,444.09	870,507.42		Beginning Balance	1,515,098.98	40,194.93	1,471,851.53	3,052.52	1,515,098.98
Credits							Deposits					-
Deposits	76,894.73	59,398.00	99,140.00	17,514.73	176,052.73	Debit	Dividends/Interest	772.06	161.36	560.52	50.18	772.06
Withdrawals							Withdrawals					-
Checks	116,332.55	108,647.43	3,755.00	50,055.00	162,457.43	Credit	Other Decreases					
Ending Balance	894,714.91	423,547.74	337,651.16	122,903.82	884,102.72		Ending Balance	1,515,871.04	40,356.29	1,472,412.05	3,102.70	1,515,871.04
Deposits in Transit	-						Ending GL	1,515,871.04				
Outstanding Checks	\$10,612.19						LGIP Variance	-	20.9%	72.6%	6.5%	Interest Allocation Rate
Adjusted Balance	884,102.72	423,547.74	337,651.16	122,903.82	884,102.72							
Checking Variance	-											
Campbell Phillips	5445		\$1,450.00									
Hire Electric	5471		\$648.94									
Campbell Phillips	5507		\$940.00									
Columbia Gorge News	5508		\$192.00									
Commstructure	5509		\$7,326.25									
Gorge Networks	5510		\$55.00									
			\$10,612.19									



DISCUSSION ITEM

Health Council Appointment

[ORDER 21-038 APPOINTING KATHLEEN SCHWARTZ TO HEALTH COUNCIL](#)

[MOTION LANGUAGE](#)



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF THE APPOINTMENT OF KATHLEEN SCHWARTZ TO THE COLUMBIA GORGE HEALTH COUNCIL

ORDER #21-038

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

IT APPEARING TO THE BOARD: That the Columbia Gorge Health Council has been established as an entity, consisting of regional partners, for the sole purpose of collaborating with the regional Coordinated Care Organization; and

IT FURTHER APPEARING TO THE BOARD: That Wasco County is entitled to a seat on said Council and that representative shall be appointed by the Wasco County Board of Commissioners; and

IT FURTHER APPEARING TO THE BOARD: That Scott Hege has served in that capacity since 2019 and is stepping down from that position; and

IT FURTHER APPEARING TO THE BOARD: That Kathleen Schwartz is willing and is qualified to be appointed as Wasco County's representative on the Council.

NOW, THEREFORE, IT IS HEREBY ORDERED: That Kathleen Schwartz be and is hereby appointed as Wasco County's representative on the Columbia Gorge Health Council to serve at the pleasure of the Board.

DATED this 7th day of July, 2021.

APPROVED AS TO FORM:

WASCO COUNTY BOARD OF COMMISSIONERS:

Kristen Campbell, County Counsel

Scott C. Hege, Commission Chair

Kathleen B. Schwartz, Vice-Chair

Steven D. Kramer, County Commissioner



MOTION

SUBJECT: CCO Appointment

I move to approve Order 21-038 appointing Kathleen Schwartz to the Columbia Gorge Health Council.



CONSENT AGENDA

[MINUTES: 6.16.2021 REGULAR SESSION](#)

[MCHS BOARD REAPPOINTMENT](#)



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION

JUNE 16, 2021

This meeting was held on Zoom

<https://wascocounty-org.zoom.us/j/3957734524>

or call in to [1-253-215-8782](tel:1-253-215-8782) Meeting ID: 3957734524#

PRESENT: Scott Hege, Chair
Kathy Schwartz, Vice-Chair
Steve Kramer, County Commissioner

STAFF: Kathy Clark, Executive Assistant
Tyler Stone, Administrative Officer

Chair Hege opened the session at 9:00 a.m.

Public Comment

North Wasco Parks and Recreation District Executive Director Scott Baker said that the District would like to be involved in some of the discussions around how to use federal funding through the American Rescue Plan. He explained that they received some direct funding through the COVID-19 Relief Fund for items related to pandemic response but are only eligible for ARP funds as a pass-through recipient.

Chair Hege asked how much they would need. Mr. Baker responded that looking at reimbursements it would be \$60,000; however, there is a need at Sirosis Park that would be \$1 million. He said he would like to get \$400,000 from the City of the Dalles, \$400,000 from the County and the remainder from NWPRD reserves. He said that his suggestion would be to set aside a percentage of the ARP funds for districts in general and disburse from there.

Chair Hege asked if NWPRD has had this discussion with the City of The Dalles. Mr. Baker replied that he has talked with staff and will be bringing it to City Council at an upcoming meeting.

Discussion Item – COVID Updates

Vice- Chair Schwartz reported that we have had two deaths since the last Board Session. The FEMA Mobile Vaccination Unit (MVU) is at St. Mary's and we have seen a spike in vaccination rates since they have been in operation. The trailer is supplied and staffed by the federal/state government. There are only 3 MVUs in the state; we are very lucky to have one here. They are trying to encourage people to use the MVU so that North Central Public Health District can focus on outreach. Large scale vaccination events at the Readiness

Center are no longer occurring.

Chair Hege asked about the strength of the spike and if it is county residents only. Vice-Chair Schwartz replied that she doesn't know the specific amount of the spike but our vaccination rate was going down and we saw a good spike after the MVU was in operation. The State is at 68%; once they reach 70% the state restrictions will be lifted. The hope is that we will reach that before July 4th.

Vice-Chair Schwartz went on to say that they are very excited about the immediate result of the MVU. She stated that she does not believe that the seasonal workers are included in our numbers related to the spike – it is residents only in that calculation.

Sheila Dooley asked if any vaccinated people have been hospitalized. Vice-Chair Schwartz answered that she does not have that information but can say that 98% of the people getting COVID now are unvaccinated.

Chair Hege asked if we know what our hospital capacity is. Vice-Chair Schwartz replied that she does not know but statewide we are trending down.

Discussion Item – Subdivision Plats

County Surveyor Brad Cross stated that there are two plats ready for Board review. County Assessor Jill Amery announced that both plats are in the Assessor's Office for the Board to stop by and sign. The first is the next phase of the Lone Pine development. Included in this phase are 4 riverfront lots which is exceedingly rare. There remaining 12 lots are smaller and will likely have manufactured home placements. There will be a final phase which will complete the subdivision. This has been in process for a long time.

Mr. Cross said that the second plat is the final one to complete the Park Place subdivision located west of Sirosis Park off of Scenic Drive. This will create 20 additional residential lots.

Vice-Chair Schwartz asked how many lots were in the 1st phase. Mr. Cross responded that there are 13 existing lots; he believes that there may be 2 that are not built out.

Sheila Dooley asked if accessory dwelling units can increase the number of homes. Mr. Cross said that it is possible but she would have to check with City of The Dalles Planning Department.

Vice-Chair Schwartz commented that it is great to get more housing but it will not be affordable housing for low-income families.

Discussion Item – Newspaper Designation

Ms. Clark explained that this annual order designating a newspaper of general circulation for the publication of foreclosure notices is required by statute.

{{{Vice-Chair Schwartz moved to approve Order 21-036 designating a newspaper for the publication of the annual foreclosure list. Commissioner Kramer seconded the motion which passed unanimously.}}}

Discussion Item – USFS Agreement Modification #5

Sheriff Lane Magill explained that this is a modification recognizing a \$10,000 increase in funding through an agreement with USFS for patrols in the Mt. Hood National Forest.

{{{Commissioner Kramer moved to approve Modification #5 to the US Forest Service Cooperative Law Enforcement Agreement 18-LE-1160600-005. Vice-Chair Schwartz seconded the motion which passed unanimously.}}}

Consent Agenda – 6.2.2021 Minutes & Reappointment Orders

Commissioner Kramer noted that the reappointments include his reappointment to the Urban Renewal Advisory Committee; he asked if either of the other Commissioners would be interested in assuming that role. Vice-Chair Schwartz stated that she had served on that committee previously and would be willing to take that on.

{{{Commissioner Kramer moved to approve the Consent Agenda with the following change: Order 21-030 be changed to appoint Vice-Chair Schwartz to the Urban Renewal Advisory Committee. Vice-Chair Schwartz seconded the motion which passed unanimously.}}}

Chair Hege thanked all those who step up to serve their community.

Chair Hege asked if there will be any change to the Board Session approach going forward. Ms. Clark replied that she has met with Information Services Director Andrew Burke twice this week to test the new system being installed in the Board Room at the Courthouse. She reported that the equipment installation should be complete prior to the first Board Session in July. She explained that there will be two small monitors located on the Board Room table for the commissioners to view. A camera has been installed for Zoom participation. There may be a second camera installed to allow for in-person presenters to be seen on the Zoom screen. The meeting will also be visible on the large screen in the Board room. She commented that there will be a learning curve in operating the equipment and she expects some glitches for the first few meetings.

Agenda Item – FEMA Grant Support Letter

Long-Range Planner Dr. Kelly Howsley-Glover stated that the work they will do through this grant will support a number of County projects including the Community Wildfire Plan and Natural Hazards Mitigation. County Staff is working with a number of community partners such as a core group of Fire Chiefs and the Oregon Department of Forestry. This grant will support the identification of publicly accessed roads for ingress and egress in fire response and hazard mitigation. This inventory will be shared with various partner agencies to identify gaps and challenges. Today, she is requesting a letter of support for the submission

of an intention letter. She reported that they already of a number of support letters for county departments and partners.

Commissioner Kramer said that he fully supports this application.

Vice-Chair Schwartz asked what they will actually do to gather data. Dr. Howsley-Glover replied that they will use the drone capacity we already have and/or a mounted camera.

Vice-Chair Schwartz asked what is a public access road. Dr. Howsley-Glover stated that there are State and County roads, private access roads and public access roads. The County Public Works Director Arthur Smith estimates that there are 270 miles of public access roads. We already know that there are some access challenges in Juniper Flats and Mosier; this project will document those and identify others. The inventory created through this grant will support other grant applications to address the challenges revealed by the inventory.

Vice-Chair Schwartz asked for a definition of ingress and egress. Dr. Howsley-Glover replied that it is a fancy way of saying going in and going out.

Dr. Howsley-Glover went on to say that the letter of intent will go in by July 1st. If they are deemed eligible, they will follow up with a formal application.

*****The Board was in consensus to provide a letter of support for the hazard mitigation application letter of intent.*****

Agenda Item – GIS IGAs

GIS Coordinator Tycho Granville explained that it is time to renew our GIS agreements with partner agencies. The agreements are unchanged with the exception of a built in accelerator that will allow us to more accurately recover our costs.

Commissioner Kramer said that it is his understanding that the legislature is considering making this free to the public which could affect our program. Mr. Granville responded that we have a draft fee waiver policy that should address that issue. We may lose some on retail sales but there is language that allows us to push that work off to the State.

{{Vice-Chair Schwartz moved to approve Intergovernmental Agreements between Wasco County and Mid-Columbia Fire & Rescue, City of The Dalles, North Wasco Public Utility District and Sherman County for the provision of GIS Services. Commissioner Kramer seconded the motion which passed unanimously.}}

Agenda Item – Sherman County Community Corrections IGA

Sheriff Lane Magill explained that a lot of the Sherman County Community Corrections clients receive services in Wasco County; Sherman County has expressed an interest in contracting with Wasco County for their Community Corrections needs. This discussion has come before the Board previously. Staff has worked to develop an agreement in

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collaboration with Sherman County and both County Counsels. The agreement has been approved by the State and reviewed by Wasco County Finance Director Mike Middleton and Wasco County Administrator Tyler Stone. He is here requesting approval so that we can move forward with the transition process.

Commissioner Kramer noted that Item 6, Section C calls out the allowance for unfunded misdemeanor cases. He asked what that means – will we be negotiating that with the Sherman County DA. Sheriff Magill replied that there are a few misdemeanor cases that rise to the level of needing supervision – there will be a very small number from Sherman County. It is something we already do in Wasco County and there is legislation proposed that may fund some of that.

Commissioner Kramer said that Item 7, Section B discusses alignment between the two counties' fee schedules. He asked if Sherman County has updated their fee schedule to meet ours. Sheriff Magill replied that once we have completed the merger; they will adjust their fees to match ours.

Chair Hege said that he got a call from a Sherman County Commissioner wanting to know about the stipend outlined in Item 8 – how will that be paid. Sheriff Magill replied that as he understands it, the stipend will be paid by Sherman County. He said he would clarify that with them.

Commissioner Kramer said that he heard that the state Community Corrections Budget was approved at a higher level than had been requested.

{{Commissioner Kramer moved to approve the 2021 IGA between Wasco and Sherman Counties for the Administration of Community Corrections Programs and Services. Vice-Chair Schwartz seconded the motion which passed unanimously.}}

Agenda Item – Youth Think Grant Opportunity

Prevention Coordinator Debby Jones explained that she wants to apply for a Youth Promise Grant serving youth ages 6-24 in a 2-year program which would be an expansion of our “What’s Strong with You” program into the elementary school level. The funding is a minimum of \$100,000 and a maximum of \$200,000. Chenoweth Elementary has agreed to be the pilot for that expansion with the hope of extending it to other area elementary schools in the second year.

Vice-Chair Schwartz asked how success has been defined with the program at The Dalles Middle School. Ms. Jones said that this year has been more difficult for gathering data due to COVID restrictions. Success is not based on academic performance but through school engagement. Outcomes do have to be reported and they will be doing so. In the meantime, the Principal, Vice-Principal and school Counselors have all reported that the program has made a huge difference for the kids they are trying to regulate and/or discipline. The facilitator did more virtual home visiting; one of the fathers got his son involved in the program and has reported that there has been a significant positive change in behavior.

There are 22 kids currently active in the program. These are kids that have been identified by the school, DHS or the Juvenile Department as candidates for early intervention to avoid more significant problems in the future.

Ms. Jones went on to explain that the expansion will require additional staff support. We will be looking at contracting for that work rather than adding permanent staff.

*****The Board was in consensus for Youth Think to move forward with an application for the Youth Promise Grant.*****

Agenda Item – Transportation Grant Agreements

Mr. Stone explained that these are the same grant agreements we approve every year. In years past they have gone directly to MCEDD but there have been some new rules at the state level requiring us to go out to bid for some of the agreements.

Ms. Clark explained that there will be 3 agreements; only one was available for the packet – a second agreement has come in since packet publication. We expect the 3rd agreement soon; all are due back to the state by July 1st. That time pressure is why the motion is written to allow the Administrative Officer to sign the agreements once they are reviewed by MCEDD and County Counsel.

{{Commissioner Kramer moved to authorize Wasco County's Administrative Officer to sign the STF, 5310 and STIF Transportation Grant Agreements pending review by Mid-Columbia Economic Development District and County Counsel. Vice-Chair Schwartz seconded the motion which passed unanimously}}

Agenda Item – FEMA Grant Letter of Intent

Emergency Manager Sheridan McClellan stated that this is a letter of intent for the Lost and Boulder Ditch Improvement District. There was not an opportunity to submit this earlier and the deadline is July 1st. This will allow for an application to FEMA if we get a positive response to the Letter of Intent.

Lost and Boulder Ditch Improvement District President Andrew Tagliafico explained that a large portion of the ditch runs through the area damaged in last year's White River Fire and has been significantly impacted by that event. He hopes to do the work in a phased approach through multiple grants.

Chair Hege commented that this must be one of the largest projects the District has faced, Mr. Tagliafico replied that it is and there is more. A lot of the canal starts in the burned area and they are also trying to mitigate water lost through open ditches, adding fish screening and looking at power generation to create a supporting revenue source.

Chair Hege asked if the entire district is located in Wasco County. Mr. Tagliafico responded affirmatively saying that it serves 12 customers between Gate Creek and White River.

Mr. McClellan commented that this is just a letter of intent which serves as a foot in the door for grant funding. This will give them time to evaluate how it will work and to identify a source for match funding. He said he believes this is an eligible project.

Mr. Tagliafico added that they are working with Nate Stice at Regional Solutions to solicit some of the COVID money to assist with the match. The plan is to ask for the entire amount but they are also interested in a phased approach. They can save about 25% more water by reducing the amount of open ditch in the system.

*****The Board was in consensus to support the Lost and Boulder Ditch Improvement District's Letter of Intent to apply for FEMA grant funding.*****

Public Comment

Sheriff Magill said that his office is working with the State Police and Intertribal Police to have some education presence along with public safety presence at the Wasco County Fair in August. He said he is working out the logistics with Fair Manager Kay Tenold as they expect an especially large crowd this year.

Commission Call

Commissioner Kramer reported that Senate Bill 582A made it to the Joint Committee Subcommittee on Natural Resources with a 21st amendment. The Subcommittee passed it on to the full Committee with a recommendation to pass. He hopes to hear the result of that this week.

Chair Hege noted that the next AOC meeting is in September in Tillamook County starting on August 18th which is a Commission day. He asked that the Board have a very short agenda that day to allow travel time.

Mr. Stone announced that we have had some significant turnover in the Planning Department and wanted the public to be aware that we are working very hard but there will likely be some reduced office hours posted so that the remaining staff can focus on processing permits to meet statutory requirements.

Chair Hege commented that he attended a Planning staff meeting yesterday and was encouraged by their enthusiasm to face the challenges.

Commissioner Kramer asked that the media spread the word that citizens should call ahead and make appointments to see Planning staff. Chair Hege added that staff also has two LUDO updates they are working on.

Chair Hege called a recess at 10:31 a.m.

Agenda Item – Work Session held at Wasco County Fairgrounds

GIS WAIVER POLICY

Mr. Stone explained that a policy is being drafted to set parameters around granting fee waivers and avoid having to bring every request through the Board of Commissioners.

NSA RESPONSE

Mr. Stone reviewed a letter drafted by Planning Director Angie Brewer with revisions made by him, County Counsel and Counsel for the Port of The Dalles, Elaine Albricht. Discussion ensued about the tone of the letter. Vice-Chair Schwartz expressed her opinion that the language in the letter works against relationship building with the Gorge Commission. Commissioner Kramer stated that he believes the language in the letter could be even stronger. Chair Hege commented that he supports the letter but would be open to suggested revisions. Chair Hege and Commissioner Kramer concurred that we already work well with Gorge Commission staff; the difficulties we have experienced have been related to the Gorge Commission Board. It was determined that Vice-Chair Schwartz would prepare an alternate response letter for consideration.

GOLF COURSE IMPROVEMENTS

Mr. Stone noted that he has previously brought this item to the Board in a regular session and had their support to continue to work on bringing municipal water to the golf course. He reported that the work has reached the point where they will need to engage a firm to do the engineering that will support the RFP process. He wanted to let the Board know where he is in the project and that those funds for engineering will be spent soon.

Brief discussion ensued regarding the benefits of the project, one of which is public access to the golf course.

JUNETEENTH

Brief discussion ensued regarding the proposed June 19th holiday which has been approved at the federal level and seems likely to be approved at the state level. There is not a mandate to observe the holiday. The Board concluded that since the first observation would not be until June of 2022, they would revisit the matter next spring.

COVID-19 EMERGENCY DECLARATION EXTENSION

Ms. Clark stated that the current extension will expire on July 21st and asked if there is a desire to consider a further extension. After a brief discussion, the Board concluded that a further extension will be unnecessary; they will allow the current extension to expire.

Ms. Clark asked if the Board wants to continue to hold extended Discussion List time to include regular NCPHD COVID updates. After brief discussion, the Board concluded that

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NCPHD could be invited on an as-needed basis. Discussion List time can return to 30 minutes.

VACCINATION INCENTIVES FUTURE PLANS

Vice-Chair Schwartz explained that NCPHD is working on an equity plan for the use of Vaccination Incentive funds going forward. They would like the County to help with the administration of that plan to provide consistency and accountability. Some discussion ensued around having vaccination opportunities at the County Fair and using some of the funding at that event.

AMERICAN RESCUE PLAN FUNDING

Mr. Stone reviewed a memo outlining the results of his individual meetings with Commissioners to assess their positions on the use of the funds coming into the County through the American Rescue Plan. He suggested a list of priorities to apply to decision-making.

Discussion ensued regarding the approach to decision-making. The Board agreed that opening the process up to everyone would be overwhelming for the County and disappointing for many potential "applicants." Discussion continued around single use opportunities, rather than parsing the funds out on smaller projects for which other funding might be available and more appropriate. Rural broadband was a large project that received initial support from the Board although Chair Hege wanted to make sure we explore other funding sources as well. Administrative Services Director Matthew Klebes and Mr. Stone commented that the project is large enough to use all of the ARP funds and whatever other funding they might acquire through grant opportunities.

Commissioner Kramer cautioned that there could be unfunded mandates coming out of the current Legislative Session; we should not make any final decisions until we have that information.

Mr. Stone suggested that if there is one project that all three Commissioners support, we should move forward with that. He noted that at least 40 governors have declared broadband as their state's single biggest issue.

It was determined that a discussion of priorities in a regular session would be appropriate. The Board asked that Mr. Stone provide more detail in his memo and perhaps drop the bottom three priority categories and expand the #1 priority category and bring that to an upcoming Board session.

HOUSING

Commissioner Kramer explained that his position is that housing is not a County

responsibility. There are agencies that focus on that issue – it is not the County’s job to provide housing for everyone. He said that we can support those efforts but should not be primary in those activities.

Vice Chair Schwartz stated that she agrees that it is not the County’s responsibility but it is not uncommon for counties and municipalities to do a variety of things to support those efforts. She said that she hopes the land policy will be helpful in navigating this issue.

OUTBOUND COMMUNICATIONS FOR BOCC

Vice-Chair Schwartz said that we have a Facebook page that was spun up and used to disseminate information regarding the COVID-19 pandemic. The page has 2,200 followers and she believes we should take advantage of that built-in audience and shift the focus of the page to communications from the Board of Commissioners. She suggested that it might just be the agendas, board packets, meeting recordings and minutes.

Discussion ensued regarding the perceived usefulness of the page since all of those items are already available on the County website. Additional discussion was around how much interest there would be, how burdensome the management of the page would be and what the target audience would be. In addition, there was discussion about the various pages already employed by county departments and the wisdom of eventually converging them into one consolidated County page. The final determination was that Vice-Chair Schwartz would work with Ms. Clark on what the page would look like, what content it would contain and how that content is uploaded.

Chair Hege adjourned the session at 3:20 p.m.

Summary of Actions

MOTIONS

- **To approve Order 21-036 designating a newspaper for the publication of the annual foreclosure list.**
- **To approve Modification #5 to the US Forest Service Cooperative Law Enforcement Agreement 18-LE-1160600-005.**
- **To approve the Consent Agenda (6.2.2021 Regular Session Minutes & Reappointments) with the following change: Order 21-030 be changed to appoint Vice-Chair Schwartz to the Urban Renewal Advisory Committee.**
- **To approve Intergovernmental Agreements between Wasco County and Mid-Columbia Fire & Rescue, City of The Dalles, North Wasco Public Utility District and Sherman County for the provision of GIS Services.**
- **To approve the 2021 IGA between Wasco and Sherman Counties for the Administration of Community Corrections Programs and Services.**
- **To authorize Wasco County’s Administrative Officer to sign the STF, 5310 and STIF Transportation Grant Agreements pending review by Mid-Columbia**

Economic Development District and County Counsel.

CONSENSUS

- **To provide a letter of support for the hazard mitigation application letter of intent.**
- **For Youth Think to move forward with an application for the Youth Promise Grant.**
- **To support the Lost and Boulder Ditch Improvement District's Letter of Intent to apply for FEMA grant funding.**

Wasco County
Board of Commissioners

Scott C. Hege, Commission Chair

Kathleen B. Schwartz, Vice-Chair

Steven D. Kramer, County Commissioner



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF THE RE-APPOINTMENT OF THERESA DIRKS TO THE MID-COLUMBIA HOUSING AUTHORITY BOARD

ORDER #21-037

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

IT APPEARING TO THE BOARD: That the governing body of Wasco County, Oregon, is required by ORS 456.095 to appoint individuals to represent specific areas on the Mid-Columbia Housing Authority Board; and

IT APPEARING TO THE BOARD: That Theresa Dirks' term on the Mid-Columbia Housing Authority Board expired on June 30, 2021; and

IT FURTHER APPEARING TO THE BOARD: That Theresa Dirks is willing and is qualified to be reappointed to the Mid-Columbia Housing Authority Board.

NOW, THEREFORE, IT IS HEREBY ORDERED: That Theresa Dirks be and is hereby reappointed to the Mid-Columbia Housing Authority Board; said term to expire on December 31, 2024.

DATED this 7TH day of JULY, 2021.

APPROVED AS TO FORM

Wasco County Board of Commissioners

Kristen Campbell, County Counsel

Scott C. Hege, Chair

Kathleen B. Schwartz, Vice-Chair

Steven D. Kramer, County Commissioner



AGENDA ITEM

Salary Matrix

[STAFF MEMO](#)

[COMPENSATION PROPOSAL ANALYSIS](#)

[RESOLUTION 21-005 ADJUSTING THE COMPENSATION MATRIX](#)

[MOTION LANGUAGE](#)



Date: 6/25/2021

To: Board of County Commissioners

CC: Tyler Stone, County Administrator

From: Mike Middleton, Finance Director
Nichole Biechler, HR Director

Re: Proposed Compensation changes and cost analysis.

Commissioners,

There are 3 proposals included. We request a resolution to move forward with Proposal #2 and consensus to proceed on Proposal # 3. (Proposal #1 is not supported as a stand-alone step by the Management team.) The proposals have been reviewed by the County Administrator and the Management Team and Proposals #2 & 3 are supported by both.

The staffing difficulties due to COVID have exacerbated salary issues to the point it is a red flag issue. The wages expected by current and potential employees has increased significantly and is making it difficult to retain and hire staff.

Part of this is tied to the compensation philosophy of aiming for the “50th percentile” as Wasco’s top step. The reevaluation of the market positions for the cost of labor every 3rd year will result in a review during FY22 with an increase in FY23. This is too long to wait and will lead to additional staffing issues while negatively impacting employee morale.

This problem is known to Directors and has contributed to the severe staffing issues facing Planning with Assessing & Taxation also with critical positions to fill and very few applicants. The compensation issue was commented on by most of the Management Team and several have expressed frustration with the compensation for staff and the very real concern other governments will poach our staff.

While increasing compensation has a cost, so does not increasing compensation. The current compensation model leads to higher turnover. Hiring is not cost free, there are direct costs of advertising, moving allowance, followed by the indirect costs of interviewing (always expensive with hiring teams as cost = fully loaded

hour rate per interviewer * number of hours), training time (a new employee is not fully productive nor is the trainer able to only focus on task), potential bad fit for County culture. The non-financial costs are resident dissatisfaction as “there is no one there”, as well as employees feeling unvalued are not typically the most productive individuals.

The salary matrix needs to move. I am proposing a movement as of July 1st, 2021 that can be contained in the current budgets. (Detailed analysis attached) This should be followed up with moving the targeted cost of labor market percentile.

1. Proposal #1 – Renumber the steps to eliminate the current steps 1&2 and add two more above the current top step
 - a. Moving all current step 1&2 to step 3 will cost \$102,673 across all funds – see attached detail analysis
 - b. This will move the targeted market rate to be 2 steps back from the top step.
 - c. The Management Team believes this proposal is problematic as it only moves the employees at steps #1 & 2. This will cause compression of wages, and do nothing to provide for long term staff and possibly increase negative perceptions from staff.
2. Proposal #2 – Same as Scenario #1 but all positions will move 2 steps.
 - a. Moving all positions 2 steps will costs \$419,785 across all funds – see attached detail analysis
 - b. This is \$317,113 more than just eliminating steps 1&2.
 - c. The Management Team supports this proposal.
3. Proposal #3 – With cost of labor review in the FY22 year, the cost of moving the targeted market point from the 50th percentile should be examined at the 60th, 70th and 75th percentile.
 - a. With this data, then an informed decision could be made to move the targeted market point.
 - b. The Management Team supports this proposal and are very supportive of an examination of the compensation philosophy.

How can this be covered? The 3rd PERS Side Account to be set up in the next fiscal year should result in a 1.8% rate credit which should result in about \$158,500 across all funds in FY22. This reduced the overall net cost to \$261,285 across all funds. The 1st and 2nd PERS Side Accounts will be amortized again and as the stock market has seemed to exceed the projected returns, this has the possibility of further reducing the net cost by increasing the rate credit. (At each reevaluation point, the side account is amortized again over the remaining period of the 20 year window. If earnings have exceeded the expected return, the rate credit will be increased.)

How does this impact the future projections and when will expenses exceed revenues? Proposal #1 will not change the projections. Proposal #2 will have impacts that are detailed in the attached analysis. However the impacts are

sustainable. Proposal #3 does not have costs at this point as the whole point is to determine the potential costs.

Setting July 1st, 2021 as the targeted date is aggressive, but necessary and achievable. An approval by the 1st BOCC meeting in July will allow this to happen. The resources exist. The pressure on staff levels is growing stronger every day. The long term projections are sustainable.

Proceeding on Proposal #2 will require a resolution. Proceeding on Proposal #3 will not, but consensus from the BOCC on exploring these options is requested for transparency.

We respectfully request the BOCC consider and pass the attached resolution for Proposal #2 and consensus to proceed on Proposal #3.

Detailed Compensation Proposal Analysis

Proposals

Proposal #1 – Effective July 1st, 2021 eliminate the current steps 1 & 2 for all wages scales for all County employees not included in collective bargaining agreements (ie non-represented and elected only). Two additional steps would be added onto the top of the scale for future use. This effectively moves the current targeted market point back 2 steps from the last step. Then the steps would be renumbered to reflect the new ranking. All covered employees currently at step 1 or 2 would be moved to step 3. The current compensations step models are either 7, 8 or 10 steps. This change is illustrated in the figure below:

Steps	*									
Current	1	2	3	4	5	6	7			
Proposed (renumbered)			3 (1)	4 (2)	5 (3)	6 (4)	7 (5)	8 (6)	9 (7)	

Steps	*									
Current	1	2	3	4	5	6	7	8		
Proposed (renumbered)			3 (1)	4 (2)	5 (3)	6 (4)	7 (5)	8 (6)	9 (7)	10 (8)

Steps	*											
Current	1	2	3	4	5	6	7	8	9	10		
Proposed (renumbered)			3 (1)	4 (2)	5 (3)	6 (4)	7 (5)	8 (6)	9 (7)	10 (8)	11 (9)	12 (10)

* Targeted Market Point - 50th percentile per compensation philosophy

Total cost across all funds - \$102,673

Proposal #2 – Effective July 1st, 2021 utilizing the renumbering methodology from proposal #1 adjust the wage scales for all County employees not included in collective bargaining agreements (ie non-represented and elected only) by two steps. This in effect gives all non-collective bargaining staff a 5% wage increase while not changing the employees’ relative positions on the matrix. This change is illustrated in the figure below:

Steps	*								+
Current	1	2	3	4	5	6	7		
Proposed			1	2	3	4	5	6	7

Steps	*									
Current	1	2	3	4	5	6	7	8		
Proposed			1	2	3	4	5	6	7	8

Steps	*											
Current	1	2	3	4	5	6	7	8	9	10		
Proposed			1	2	3	4	5	6	7	8	9	10

* Targeted Market Point - 50th percentile per compensation philosophy

Total cost across all funds - \$419,785 which is \$317,113 more than proposal #1.

Compensation Proposals Cost Detail Analysis

Proposal #3 – FY22 is the year the cost of labor is reviewed for a potential increase in the FY23 budget year. When the positions are reviewed, instead of reviewing at the 50th percentile, wages should be compared at the 50th, 60th, 70th and 75th percentile. Then, with this information, an informed choice can be made as to the appropriate, sustainable compensation position to adopt. Assuming the adoption of either proposal #1 or #2, the targeted market point is now two steps back from the top step. At a minimum this should continue, ideally, this would also be an optimal time to move the targeted market point to the middle of the ranges.

Cost Analysis

Proposal #1 – The differing funds will have different costs due to the number of included employees. Taken as a whole, this proposal would cost \$102,673 across all funds. To cover this cost, it is important to remember the additional PERS Side Account to be set up in FY22. The increase costs more than just the wage increase, as FICA and PERS are paid on the total wage. Basically, 1% wage increase will cost 1.21%. This is expected to generate a 1.8% rate credit for a total savings potential of \$158,540. This will cover all the cost in total although the overall impact is different in the funds and departments. It does not change the long term projections. See the table below:

Fund	Dept	P1 Cost	FY22 New Rate Credit	P1 Net Cost
General Fund	Assessing & Taxation	7,617	6,427	1,190
	Clerk	2,193	2,143	50
	Sheriff	6,238	26,928	(20,690)
	Administrative Services	10,078	17,050	(6,972)
	Administration	-	1,180	(1,180)
	District Attorney	17,835	5,401	12,434
	Planning	5,704	5,942	(238)
	Public Works	-	295	(295)
	Youth Services	7,901	7,549	352
	Building Codes - General	Building Codes	6,438	30,687
Building Codes - Electrical	Building Codes	1,033	13,051	(12,018)
Public Works	Public Works	28,674	18,361	10,313
Fair	Fair	-	110	(110)
Land Corner	Land Corner	-	134	(134)
Household Hazardous Waste	HHW	2,487	1,079	1,408
Museum	Museum	-	285	(285)
911 Communications	Sheriff	2,165	12,063	(9,898)
Park	Park	-	256	(256)
Community Corrections	Sheriff	4,309	9,598	(5,289)
Grand Total		102,673	158,539	(55,866)

General Fund – In total the cost is \$57,566 while the additional PERS Side Account should result in \$72,915 in savings. When this is examined on the department level, it shows some departments do better than others. This is due to the current level of employees in the cost matrix, the collective bargained employees generating PERS savings due the rate credit but not a shift in wages (Sheriff).

Building Codes Funds – The expected savings on the PERS rate credit will offset the cost of proposal #1.

Public Works – The cost of implementing proposal #1 is greater than the PERS rate credit due to the number of staff on either step 1 or 2. The net cost of \$10,313 can be absorbed by the fund.

Compensation Proposals Cost Detail Analysis

Fair – No cost as the employee is past step 2.

Land Corner – No cost as the employee is past step 2.

Household Hazardous Waste – The costs is due to an unfilled position assumed at step 1. Even with the PERS rate credit, it will still cost the fund a net \$1,408 which can readily be absorbed. This fund is also guided by the Tri-County Hazardous Waste & Recycling which has expressed frustration with the compensation philosophy of Wasco County as they push for increased compensation for staff. I assume the committee would be supportive.

Museum – No cost as the employee is past step 2.

911 Communications – Only 1 staff member is not covered by a collective bargaining agreement. The savings generated by the PERS rate credit on all staff in the fund will more than cover the cost of proposal #1. (Cost \$2,165 – PERS rate credit \$12,063 = net cost \$(9,898).)

Park – No cost as the employee is past step 2.

Community Corrections – This fund primarily has employees covered by a collective bargaining agreement (FOPPO). When the PERS rate credit is calculated, these employees are included in the savings. The cost of proposal #1 is \$4,309 which is only for two position – one of which is vacant and not currently planned to be filled in FY22 (Treatment Counselor). This means the real, probable cost for FY22 would only be \$873 for one position.

Proposal #2 – This proposal will impact all employees not covered by a collective bargaining agreement with the equivalent of a two step increase. With FICA and PERS costs added, this proposal will cost \$419,758 across all funds. This is \$317,113 more than proposal #1. The cost when netted to the new PERS rate credit will be \$261,246 net cost across all funds. This is summarized in the table below:

Fund	Dept	P2 Cost	P1 - P2 Differential	FY22 New Rate Credit	P2 Net Cost
General Fund	Assessing & Taxation	30,480	22,862	6,427	24,053
	Clerk	12,628	10,435	2,143	10,485
	Sheriff	37,704	31,466	26,928	10,776
	Administrative Services	84,585	74,507	17,050	67,535
	Administration	7,065	7,065	1,180	5,885
	District Attorney	29,215	11,380	5,401	23,814
	Planning	34,831	29,126	5,942	28,889
	Public Works	1,764	1,764	295	1,469
	Youth Services	31,249	23,348	7,549	23,700
Buiding Codes - General	Building Codes	19,123	12,685	30,687	(11,564)
Buiding Codes - Electrical	Building Codes	8,219	7,186	13,051	(4,832)
Public Works	Public Works	92,701	64,028	18,361	74,340
Fair	Fair	656	656	110	546
Land Corner	Land Corner	809	809	134	675
Household Hazardous Waste	HHW	6,188	3,702	1,079	5,109
Museum	Museum	1,681	1,681	285	1,396
911 Communications	Sheriff	4,384	2,219	12,063	(7,679)
Park	Park	1,531	1,531	256	1,275
Community Corrections	Sheriff	14,972	10,663	9,598	5,374
Grand Total		419,785	317,113	158,539	261,246

Compensation Proposals Cost Detail Analysis

General Fund – The cost to the fund is \$269,520 with an offset from the PERS rate credit of \$72,915 for a net cost of \$196,605. While this will impact the long term projections, it does not make expenditures exceed the revenues. The projections used to build the FY22 budget have revenues exceeding expenditures out past FY35. In FY28, the gap is the closest – but doesn't cross – at a difference of \$228,639. The net cost of this increase to the General Fund in FY28 is \$228,001 meaning the revenues and expenditures come within \$668 but doesn't cross. This is the closest point between revenues and expenditures, the next closest is in FY33 at a difference of \$21,236. This proposal does not cause expenditures to exceed revenues in the General Fund so still complies with our directives for sustainability and resiliency.

- Assessing & Taxation – Net cost is \$24,053 with PERS side account considered. The department has put \$64,703 in the Department Flex Account using the new budgeting methodology which more than covers the difference.
- Clerk – Net cost is \$10,485 with PERS side account considered. The department has put \$189,761 in the Department Flex Account using the new budgeting methodology which more than covers the difference.
- Sheriff – Net cost is \$10,776 with PERS side account considered. The department has put \$239,685 in the Department Flex Account using the new budgeting methodology which more than covers the difference.
- Administrative services (EAS, Facilities, IT & Commissioners) – Net cost is \$67,535 with PERS side account considered. The departments have put \$186,917 in the Department Flex Accounts using the new budgeting methodology which more than covers the difference.
- Administration (Veterans Office) – Net cost is \$5,885 with PERS side account considered. The department does not utilize a Department Flex Account so will need to cover the increase by finding budgetary savings. There is room based on FY22 budgeted expenses and historical trends. (FY21 projected actuals is \$10K less than FY21 budget. Similar performance can be expected for FY22.)
- District Attorney – Net cost is \$23,814 with PERS side account considered. The department has put \$132,569 in the Department Flex Account using the new budgeting methodology which more than covers the difference.
- Planning – Net cost is \$28,889 with PERS side account considered. The department has put \$105,373 in the Department Flex Account using the new budgeting methodology which more than covers the difference.
- Public Works (Surveyor) – Net cost is \$1,469 with PERS side account considered. The department has put \$2,173 in the Department Flex Account using the new budgeting methodology which more than covers the difference.
- Youth Services – Net cost is \$23,700 with PERS side account considered. The department has put \$184,036 in the Department Flex Account using the new budgeting methodology which more than covers the difference.

Building Code Funds – The calculated allocation of the PERS rate credit exceeds the cost of the increase. This will not negatively impact either fund.

Public Works – The net cost to the fund is \$74,340 after the PERS rate credit. The fund has a contingency of \$2,104,874 for FY22 allowing the cost to be absorbed. In the long term prospects, the fund will need to examine expenses as the projections currently look like “twisted wire” as the revenue & expense are very close. Over the 15 year projection, this change could decrease the fund balance by \$627,178. This does not seem insurmountable as the fund has fund balance as well as a dedicated reserve fund with over \$5 million in it.

Fair – The net cost to the fund is \$546 after the PERS rate credit. The fund has \$92,127 in contingency and this amount is easily absorbed by the current appropriation and does not cause a change in the long term projections.

Compensation Proposals Cost Detail Analysis

Land Corner – The net cost to the fund is \$675 after the PERS rate credit. The fund has \$79,902 in contingency and this amount is easily absorbed by the current appropriation and does not cause a change in the long term projections.

Household Hazardous Waste – The net cost to the fund is \$5,109 after the PERS rate credit. The fund has \$86,012 in contingency and this amount is easily absorbed by the current appropriation and does not cause a change in the long term projections. Of note is the Tri-County steering board has been strongly advocating for increased compensation for staff.

Museum – The net cost to the fund is \$1,396 after the PERS rate credit. The fund has \$163,066 in contingency and this amount is easily absorbed by the current appropriation and does not cause a change in the long term projections.

911 Communications – The net cost to the fund is an overall reduction of \$7,679 after the PERS rate credit. The fund has a decrease due to only having one (1) employee not a member of the collective bargaining agreement. So the overall PERS savings is greater than the cost. This does not hurt the long term projections.

Park – The net cost to the fund is \$1,275 after the PERS rate credit. The fund has \$59,033 in contingency and this amount is easily absorbed by the current appropriation and does not cause a change in the long term projections.

Community Corrections – The net cost to the fund is \$5,374 after the PERS rate credit. Most of the staff in the department/fund are covered under the collective bargaining agreement leaving 4 positions, one of which is not planned to be filled in FY22 which would decrease the cost by \$4,350 for at true net cost of \$1,024. The fund has \$169,529 in contingency and this amount can be absorbed by the current appropriation and does not cause a change in the long term projections.

Proposal #3 – This proposal cannot be valued at this time as the request is actually to determine the potential costs during the FY22 cost of labor review. Any changes would be part of the FY23 budget process and thoroughly vetted at that time. The request is to review a spread of differences to determine the what choice would be sustainable and resilient.



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF ADJUSTING THE COMPENSATION MATRIX FOR EMPLOYEES NOT COVERED BY COLLECTIVE BARGAINING AGREEMENTS

RESOLUTION #21-005

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

IT APPEARING TO THE BOARD: That compensation for staff not covered by collective bargaining agreements is behind the market; and

IT FURTHER APPEARING TO THE BOARD: That hiring and retention of staff has become increasing difficult due to the current compensation rates; and

IT FURTHER APPEARING TO THE BOARD: That the County does have the resources to adjust the compensation for staff not covered by collective bargaining agreements without adversely impacting future fiscal years.

NOW, THEREFORE, IT IS HEREBY RESOLVED: That all pay grades for employees not covered by collective bargaining agreements be adjusted by 5% - the equivalent of two steps:

DATED this 7th day of July, 2021.

APPROVED AS TO FORM:

Wasco County Board of Commissioners

Kristen Campbell, County Counsel

Scott C. Hege, Commission Chair

Kathleen B. Schwartz, Vice Chair

Steven D. Kramer, County Commissioner



MOTION

SUBJECT: Compensation Matrix Adjustment

I move to approve Resolution 21-005 adjusting the Compensation Matrix for Wasco County Employees not covered by collective bargaining agreements.



AGENDA ITEM

Youth Think Agreements

[LOCAL & TRIBAL PREVENTION PLAN](#)

[OHA PREVENTION AGREEMENT AMENDMENT](#)

[MOTION LANGUAGE](#)

[OHSU CORE SERVICES AGREEMENT](#)

[MOTION LANGUAGE](#)

**Alcohol and Other Drug Prevention Education Program (ADPEP)
Local and Tribal Prevention Plan July 1, 2021- June 30, 2023**

Please provide the information requested below for program contact information.

Program Contact Information	
Agency Name	YouthThink – Wasco County
Prevention Coordinator Name (Main point of contact)	Debby Jones
Phone	541-506-2673
E-mail	<u>debbyj@co.wasco.or.us</u>
Address	200 E. 4th St. The Dalles, Or. 97058
Other Funded Program Staff (add additional if necessary)	
Name	
Phone	
E-mail	
Supervisor Name	Molly Rogers
Phone	541-506-2667
E-mail	mollyr@co.wasco.or.us

Alcohol and Other Drug Prevention Education Program (ADPEP) Local and Tribal Prevention Plan July 1, 2021- June 30, 2023

Please use “Attachment 4 Plan Instructions” for detail on how to complete plan.

General Guidelines:

- County and Tribal ADPEP programs will develop a 2021-2023 budget and biennial ADPEP program plan using this template and budget templated provided.
- HPCDP is available to provide technical assistance in the development of the biennial ADPEP program plan.
- The biennial ADPEP program plan will be submitted to HPCDP by May 19th, 2021.
- HPCDP will review biennial ADPEP program plans and budgets upon receipt.
- HPCDP will notify ADPEP programs of any areas needing additional information.
- A template for goals, objectives, and activities is provided below. There is not a maximum number of goals, objectives, or activities to be completed. You may add additional rows and copy and paste the table as many times as necessary.
- One goal must address alcohol or reducing excessive alcohol consumption specifically, which also includes underage drinking.

History and Background:

Provide a succinct background of your community or tribe’s ADPEP work and history. Include history and context, experience in using evidenced-based interventions and frameworks, how the organization has improved community and/or health outcomes, prioritization of work and coordination or collaboration among partners.

Prevention efforts in Wasco County have been ongoing since the late 1990’s and were under the direction of the Commission on Children and Families. In 2010 the prevention coalition moved under the Wasco County Youth Services Department and became YouthThink. The YouthThink Coalition Director is also the counties Prevention Specialist and the Youth Development Coordinator for Wasco County. YouthThink has a volunteer 7-member Advisory Board as well as the “Do Something” Teen Leadership Group. These groups meet at a minimum of every other month to establish strategies, assist in overseeing the YouthThink budget and provide leadership and direction. YouthThink has a strong social media presence and uses this technology to keep the community at large informed and involved in efforts. YouthThink contracts with both a Social Media and Evaluation Consultant. In 2015 YouthThink took on a large assessment effort to analysis the results of its efforts and determined that a new course of direction was needed. Emphasis needed to be placed on more upstream prevention strategies. YouthThink continued to do work within the schools and with the adolescent population but began a more robust move towards parenting programs. This effort has helped YouthThink to become a more relevant partner in the community and we are increasing the awareness surrounding the importance of early learning, emotional literacy and the impact of Positive and Adverse childhood experiences (PACE’s) and how we can be more proactive in reducing the number of ACE’s experienced by our children and youth. YouthThink has been fortunate to successfully complete two full terms of the Drug Free Communities funding. In 2020 YouthThink was awarded SAMHSA’s

**Alcohol and Other Drug Prevention Education Program (ADPEP)
Local and Tribal Prevention Plan July 1, 2021- June 30, 2023**

Partnership For Success grant which has allowed us to hire additional program staff and expand our education and awareness campaigns. The majority of the Prevention Specialist's salary and benefits pay is paid for through ADPEP funding. We also collaborated with the North Central Public Health District to obtain an Opioid Overdose Prevention grant and manage the day to day operations of that grant. This opportunity has allowed us to increase partnerships with our medical, treatment and first responders as we all work together in the effort to decrease opioid abuse and addiction.

Health Disparities and Health Equity:

Describe how your plan will address health disparities and advance health equity. What steps do you plan to take during the 2021-2023 grant period to strengthen your commitment and capacity to advance diversity, equity, and inclusion?

In 2019 YouthThink did a deep dive into gaps and needs of our community. We realized that we have not been as diligent in serving our Spanish speaking population. We offer classes and provide bilingual signage but we have not been robust in meeting the unique needs of this population. We have increased our Hispanic representation on our advisory board and are working on having our electronic newsletter, website and social media platforms easily translatable in Spanish. We will also be establishing Spanish speaking specific focus groups for adults and youth to make sure we are meeting the needs and not making those decisions without input from those we most want to help. Our organization will also complete the Diversity & Inclusion Self-Assessment tool. This tool is adapted with permission from the National Alliance of Mental Health (NAMI) Leadership Institute. Through this assessment tool, we will develop a Diversity and Inclusion: Planning and Progress Strategy Scoreboard, to track our progress as a coalition/organization. We will collaborate with our Partnership for Success grant and be able to obtain a much deeper and defined data analysis to potentially identify and change some of the unintentional bias that may be unknown to our coalition/organization.

**Alcohol and Other Drug Prevention Education Program (ADPEP)
Local and Tribal Prevention Plan July 1, 2021- June 30, 2023**

Goal 1: Increase the number and dosage of protective factors that promote healthy decision making while at the same time decreasing specific risk factors that have been identified as key contributors to youth substance use and other risky behaviors.			
Why?: For decades, youth substance use has been considered a “rite of passage” or rationalized with “everyone is doing it”. Our coalition is determined to get to the roots of youth substance use and we know they use does not magically start in middle school. We know through research and practice that addiction is a pediatric disease and that we must address it as such. We have noticed a data trend in that as our youth self-identified mental and emotional health issues have increased so have our youth use rates for alcohol, marijuana and tobacco/nicotine. We do not believe this is a coincidence but that the two issues are linked. In order to decrease youth substance use and other risky behaviors, we must look at the entire environment that our youth live in and increase the protective factors that can positively negate the adverse childhood experiences and unhealthy environmental factors that directly impact our youth. We have conducted youth focus groups as well as utilization of juvenile crime data and the state youth surveys through our assessment work. Our approach is focused on early upstream prevention and building a brain and body that is more resilient, prepared and supported to meet the unique challenges of adolescence.			
Objective #1.1: Reduce by 5% the 30-day use rate of alcohol, marijuana and tobacco/nicotine for Wasco County youth in grades 6 th , 8 th and 11 th as compared to 2019.			
Who? (optional): North Wasco School District, Dufur School District, South Wasco County School District, Wasco County Youth Services, City of The Dalles Police, Wasco County Sheriff’s Department, Comprehensive Family Services			
IOM Category: <input checked="" type="checkbox"/> Universal Direct <input type="checkbox"/> Universal Indirect <input type="checkbox"/> Selective <input type="checkbox"/> Indicated <i>Check the box to indicate which population this objective is serving.</i>			
Activities/Strategies	Who is Responsible?	Target Completion Date	CSAP Strategies:
1. Most of Us Don’t Camp Social Media Campaign (Teen led social media campaign that utilizes Facebook, Instagram, YouTube and tiktok as well as school posters, banners and radio ads	Prevention Coordinator (PC), YouthThink Board (YTB), Do Something Teen Leaders (DSTL)	6/22 and 6/23	PE, CB

**Alcohol and Other Drug Prevention Education Program (ADPEP)
Local and Tribal Prevention Plan July 1, 2021- June 30, 2023**

demonstrating that the majority of youth in Wasco County do not use alcohol, tobacco and other drugs			
2. Life of an Athlete (a research-based program that teaches students, coaches and parents the scientific research of substance use and the negative link to athletic performance. The program will work directly with secondary schools within Wasco County as well as the various youth sports representatives and local booster clubs)	PC, Social Media Specialist, School Athletic Director's and Coaches	9/21 – 6/23	ID, PE, AA, CB
Objective #1.2: Equip parents and those who work with youth the necessary skills to increase adult to youth effective communication, emotional literacy and secure attachments within their home and or school environment			
Who? Prevention Coordinator, Wasco County Planning Department, City of The Dalles Planning Department, YouthThink Board			
IOM Category: <input checked="" type="checkbox"/> Universal Direct <input type="checkbox"/> Universal Indirect <input type="checkbox"/> Selective <input type="checkbox"/> Indicated			
Activities/Strategies (Add additional rows as needed.)	Who is Responsible?	Target Completion Date (MM/YY)	CSAP Strategies: <ul style="list-style-type: none"> ▪ Information Dissemination ▪ Prevention Education ▪ Alternative Activities ▪ Community Based Processes ▪ Environmental/Policy Approaches ▪ Problem Identification

**Alcohol and Other Drug Prevention Education Program (ADPEP)
Local and Tribal Prevention Plan July 1, 2021- June 30, 2023**

			and Referral
1. T2T Parent/Provider Boost Camps (complete a total of 64 Boost Camps in both English and Spanish)	PC and T2T Coaching staff	6/23	ID, PE, and CB
2. The More You Know Media Campaign (Produce weekly social media posts and a monthly electronic newsletter with up to data trends and data regarding promotion of protective factors and reduction in risk factors.	PC, YouthThink Board (YTB) and Social Media Specialist (SMS)	Monthly beginning 7/21 through 6/23	ID, PE, and CB
3. "Hiding in Plain Sight" Event (In person or virtual event where adults and youth learn together the ways big tobacco, marijuana and alcohol are assisting youth in normalizing substance use and helping them hide it from their parents and other caring adults). Both an English and Spanish version will be held annually in the fall.	PC, SMS, Spanish Interpreter	10/21 and 10/22	ID, PE, CB

Goal 2: Promote a community environment that enables youth to thrive and does not over promote harmful behaviors such as youth substance use (alcohol, tobacco/nicotine, marijuana and other drugs)
Why? Over the past several years, alcohol based establishments, smoke shops and retail marijuana shops have exploded in our communities. However, youth oriented venues such as bowling alleys have closed. Youth are inundated with substance use messages and the normalcy of drinking and smoking is increasing. The priority of adult advertising far outweighs the importance of healthy messaging to our younger generation.
Objective #2.1 Decrease the overall square footage of alcohol, tobacco/nicotine and marijuana advertising on store fronts

**Alcohol and Other Drug Prevention Education Program (ADPEP)
Local and Tribal Prevention Plan July 1, 2021- June 30, 2023**

Who? (optional) YouthThink Board, Prevention Coordinator, Business Community			
IOM Category: <input checked="" type="checkbox"/> Universal Direct <input type="checkbox"/> Universal Indirect <input type="checkbox"/> Selective <input type="checkbox"/> Indicated			
Activities/Strategies (Add additional rows as needed.)	Who is Responsible?	Target Completion Date (MM/YY)	CSAP Strategies: <ul style="list-style-type: none"> ▪ Information Dissemination ▪ Prevention Education ▪ Alternative Activities ▪ Community Based Processes ▪ Environmental/Policy Approaches ▪ Problem Identification and Referral
1. Complete Environmental Scan of local businesses	PC, Do Something Teen Leaders (DSTL), YouthThink Board members	3/22	PE, AA, CB and E
2. Research alternatives to “Time, Place and Manner” signage ordinances	PC, (DSTL), City and County Compliance Officers	9/22	PE, AA, CB and E
3. Recruit area businesses to participate in reduction of alcohol, tobacco/nicotine and marijuana signage	PC, DSTL	1/23	AA, CB, PE, and E
4. Introduce new “Time, Place and Manner” signage ordinance for city and county adoption	PC, DSTL, YTB, City and County officials	6/23	CB and E
Objective #2.2: Promote responsible messaging regarding the harmful health impacts of youth substance use.			
Who? (optional) YouthThink Board, Do Something Teen Leaders, Chamber of Commerce, School Districts			

**Alcohol and Other Drug Prevention Education Program (ADPEP)
Local and Tribal Prevention Plan July 1, 2021- June 30, 2023**

IOM Category: (check the box) <input checked="" type="checkbox"/> Universal Direct <input type="checkbox"/> Universal Indirect <input type="checkbox"/> Selective <input type="checkbox"/> Indicated			
Activities/Strategies (Add additional rows as needed.)	Who is Responsible?	Target Completion Date (MM/YY)	CSAP Strategies: <ul style="list-style-type: none"> ▪ Information Dissemination ▪ Prevention Education ▪ Alternative Activities ▪ Community Based Processes ▪ Environmental/Policy Approaches ▪ Problem Identification and Referral
1. Establish an alternative pro youth messaging sub-committee	PC, Chamber Director, YouthThink Board	11/21	PE, CBP and E
2. Utilize final environmental scan report to develop a strategic pro youth messaging plan	PC, Chamber Director, Alternative Messaging Committee, Do Something Teen Leaders	4/22	CBP, EPA
3. Establish specific media campaign and meet one-on-on with business owners to implement new pro youth messaging campaign	PC, Chamber, Alternative Message Committee, Do Something Teen Leaders, YouthThink Board	6/22	ID, PE, AA, CBP, EPA
4. Parents Who Host Lose the Most Campaign: Includes participation by restaurants, businesses and yard sign campaign as well as street banners and radio ads.	PC, Business community, Do Something Teen Leaders	9/22	CBP



Grant Agreement Number 162432

**AMENDMENT TO
STATE OF OREGON
INTERGOVERNMENTAL GRANT AGREEMENT**

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

This is amendment number **01** to Grant Agreement Number **162432** between the State of Oregon, acting by and through its Oregon Health Authority, hereinafter referred to as “OHA” and

Wasco County
dba Wasco County Youth Services
202 East Fifth Street
The Dalles, Oregon 97058
Attn: Scott C. Hege, Chair-Wasco County Board of Commissioners
Telephone: 541-506-2673
Facsimile: 541-506-2661
E-mail address: kathyc@co.wasco.or.us debbyj@co.wasco.or.us
mollyr@co.wasco.or.us

hereinafter referred to as “Recipient”.

1. Upon approval of this amendment by the parties, and when required, the Department of Justice, this amendment shall become effective on July 1, 2021 regardless the date this amendment has been fully executed by every party.
2. The Agreement is hereby amended as follows:
 - a. The OHA contact information on Page 1 is deleted and replaced with the following:

Public Health Division
Health Promotion & Chronic Disease Prevention Section
800 NE Oregon Street, Suite 730
Portland, OR 97232
Agreement Administrator: Leah Festa or delegate
Telephone: 865-803-2919
Facsimile: 971-673-0994

E-mail address: leahfesta2@state.or.us

- b. Section 1. “Effective Date and Duration” only to change the current expiration date of the Agreement from June 30, 2021 to June 30, 2023
 - c. Section 3. “Grant Disbursement” is hereby amended to increase the maximum not-to-exceed amount payable to Recipient under this Amendment from \$123,501.00 to \$247,002.00.
 - d. As of July 1, 2021, Exhibit A, Part 1 – Program Description is amended as set forth in Attachment #1 to this Amendment, and incorporated herein by this reference; language to be replaced is ~~struck through~~; new language is **underlined and bold**.
 - e. As of July 1, 2021, Exhibit A, Part 2 – Payment and Financial Reporting is amended Attachment #2 to this Amendment, and incorporated herein by this reference; language to be deleted or replaced is ~~struck through~~; new language is **underlined and bold**.
 - f. **Exhibit E, “Information Required by 2 CFR 200.331(a)(1)”** is hereby superseded and restated in its entirety, as set forth in **Exhibit E, “Information Required by 2 CFR 200.331(a)(1)”**, attached hereto as Attachment #3 and incorporated herein by this reference as follows: language to be deleted or replaced is ~~struck through~~; new language is **underlined and bold**.
3. Except as expressly amended above, all other terms and conditions of the original Agreement and any previous amendments are still in full force and effect.

4. Recipient Data and Certification.

a. Recipient shall provide the information set forth below.

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION

Recipient Name (exactly as filed with the IRS): Wasco County

Street address: 511 Washington Street, Suite 101

City, state, zip code: The Dalles, OR 97058

Email address: debbyj@co.wasco.or.us

Telephone: (541) 506.2673 **Facsimile:** (541) 506.2551

Recipient Proof of Insurance. Recipient shall provide the following information upon submission of the signed Agreement Amendment. All insurance listed herein and required by Exhibit C of the original Agreement, must be in effect prior to Agreement execution.

Workers' Compensation Insurance Company: SAIF

Policy #: 482892 Expiration Date: 6.30.2022

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

5. Signatures.

Wasco County

By:

_____	Scott C. Hege
Authorized Signature	Printed Name
Commission Chair	July 7, 2021
_____	_____
Title	Date

State of Oregon acting by and through its Oregon Health Authority

By:

_____	_____
Authorized Signature	Printed Name
_____	_____
Title	Date

Approved for Legal Sufficiency:

Via email by Nate Carter, Senior Assistant Attorney General	June 17, 2021
Department of Justice	Date

EXHIBIT A
Part 1
Program Description

1. Alcohol and Drug Prevention and Education Program (ADPEP)

Alcohol and Drug Prevention and Education Program (ADPEP) funds are used to prevent alcohol, tobacco and drugs use and associated effects, across the lifespan. The **ADPEP** objective is to help plan, implement and evaluate strategies that prevent substance abuse, by reducing of risk factors and increasing protective factors associated with alcohol, tobacco and other drugs. (See <https://www.samhsa.gov/grants/block-grants/sabg>)

ADPEP programs, defined by the National Academies of Science Continuum of Care prevention categories, include promotion, universal direct, universal indirect, selective, and indicated prevention:

- Promotion and universal prevention address the entire population with messages and programs aimed at prevention or delaying the use of alcohol, tobacco and other drugs.
- Selective prevention targets are subsets of the total population that are deemed to be at risk for substance abuse by virtue of membership in a particular population segment.
- Indicated prevention is designed to prevent the onset of substance abuse in individuals who do not meet criteria for addiction but who are showing elevated levels of risk and early danger signs.

ADPEP programs support implementation of the Center for Substance Abuse Prevention’s (CSAP) six strategies:

- 1) Information Dissemination;
- 2) Prevention Education;
- 3) Alcohol, Tobacco & Other Drug (ATOD) Free Alternatives;
- 4) Community Based Processes;
- 5) Environmental/Social Policy; and
- 6) Problem Identification and Referral.

2. Required Recipient Activities (each an “Activity”)

- 2.1** Recipient shall submit to Oregon Health Authority (OHA) for approval, a Biennial Alcohol and Drug Prevention and Education Program (ADPEP) Plan (“Biennial ADPEP Plan”), for 2021-23 which details the strategies to be implemented, as outlined in this Program Description and as described in annual guidance documents provided by OHA and the goals, objectives and outcomes to be achieved by implementing those strategies.

(Completion Due: the 2021-23 Biennial ADPEP Plan is due June 1, 2021 and the 2023-25 Biennial ADPEP Plan is due June 1, 2023),

2.2 Recipient shall implement the Recipient's OHA-approved ~~2019-21~~ 2021-2023 Biennial ADPEP Plan, including but not limited to, the following types of activities:

- Information Dissemination – local implementation of media campaigns; Public Service Announcements (PSA);
- Prevention Education – assuring school policy supports evidence-based school curricula and parenting education and skill building; peer leadership; classroom education;
- Alcohol, Tobacco & Other Drug (ATOD) Free Alternatives - youth leadership and community service projects that support policy strategies and goals; mentoring programs;
- Community Based Processes - community engagement and mobilization; Building and effectively managing prevention coalitions;
- Environmental/Social Policy - school policies and community or organizational rules and laws regulating alcohol, tobacco and other drugs; and
- Problem Identification and Referral – sustainable referral systems to evidence-based health care systems, services and providers.

(Completion Due: on an ongoing basis throughout the term of this Agreement).

~~2.3 Recipient shall coordinate efforts among diverse stakeholders and related programs (e.g. other alcohol and drug efforts such as prescription drug overdose, tobacco prevention, mental health and suicide prevention) in local communities. Such coordination offers a shared benefit of coordinated mobilization and leveraged resources to achieve local policy and environmental change goals and measurable improvement in health status. Recipients must determine how best to coordinate with local Tobacco Prevention and Education Program (TPEP) to include in the biennial plan detail of coordinated strategies. Per the ADPEP Program Guidance for the 2019-2021 Biennium for program requirements, recipient shall share finalized biennial program plan with TPEP Coordinators within a shared service area to aid in greater coordination and collaboration.~~

(Completion Due: on an ongoing basis throughout the term of this Agreement).

2.3.2-4 Recipient shall participate in site visits, state trainings, meetings and evaluation activities as requested or required by OHA.

(**Completion Due:** on an ongoing basis throughout the term of this Agreement).

3. Reporting Requirements

- 3.1** Recipient shall report to OHA semi-annually to describe progress made in completing activities and achieving the goals and objectives set forth in the Recipient's OHA-approved Biennial ADPEP Plan. If Recipient completes fewer than 75% of the planned activities in its OHA-approved Biennial Local Alcohol and Other Drug Prevention Program Plan for two consecutive calendar quarters in one state fiscal year recipient will not be eligible to receive funding under this Grant Agreement during the next state fiscal year.

(**Semi-Annual Progress Reports Due:** on an ongoing basis throughout the term of this Agreement each six months beginning with the first report in January ~~2020~~2022 and as otherwise requested by OHA).

- 3.2** Recipient shall submit written annual Progress reports to OHA using forms and procedures provided by OHA to describe results in achieving the goals and objectives through implementing the evidence-based strategies set forth in the Recipient's OHA-approved Biennial ADPEP Plan as well as any obstacles encountered, successes and lessons learned. (**Annual Progress Reports Due:** ~~July 30, 2019 (for the period of July 1, 2018 – June 30, 2019) and July 30, 2020 (for the period of July 1, 2019 – June 30, 2020)~~ **July 30, 2021 (for the period of July 1, 2020 – June 30, 2021) and July 30, 2022 (for the period of July 1, 2021 – June 30, 2022).**)

Note: if this Agreement is extended for ~~2021-23~~ **2023-2025** by an amendment, OHA will include an Annual Progress Report requirement for the period of ~~July 1, 2020 – June 30, 2021~~ **July 1, 2022 – June 30, 2023** in the extension amendment.

EXHIBIT A

Part 2 Payment and Financial Reporting

1. Expenditure of Grant Funds.

- a. OHA will reimburse Recipient for allowable expenses incurred in performing Program activities as described in **Exhibit A, Part 1, Program Description** consistent with the OHA approved Budget* for the subject period.

***Note re: Budget Adjustments:**

Budget adjustments of up to 10% of the cumulative grant award amount are allowable between or within Budget categories and line items. No OHA approval is required for such adjustments, but Recipient shall notify the OHA Agreement Administrator of all such changes.

Budget adjustments exceeding 10% of the cumulative grant award amount between or within Budget categories and line items require the prior written approval of the OHA Agreement Administrator.

- b. Recipient shall prepare and submit written Expenditure Reports and Reimbursement Requests at least quarterly and no more than monthly and within 30 days of the subject period end.
- c. Recipient's Expenditure Reports and Reimbursement Requests shall include:
- Recipient's name
 - Agreement number;
 - Agreement not-to-exceed (NTE) amount;
 - Budget NTE amount per Activity;
 - An itemized list of Program expenses to be reimbursed for the subject period such as personnel, fringe, travel, supplies, indirect, other); and
 - Amounts billed by Recipient for current Reimbursement Request period by Activity; and
 - The Cumulative amounts billed by Recipient to date per Activity
- d. Recipient's Expenditure Reports shall include a detailed accounting report of the itemized expenses. Supporting documentation of Program expenses must be maintained by Recipient and made available to OHA upon request. Recipient shall revise and resubmit Expenditure Reports to OHA's satisfaction.
- e. Recipient shall send all Expenditure Reports and Reimbursement Request, to OHA's Contract Administrator (~~Amanda Cue~~ **Leah Festa**) at following email addresses, or to any other address as OHA may indicate in writing to Recipient:

~~amanda.e.cue@state.or.us~~ leah.festa2@state.or.us

2. Travel and Other Expenses.

OHA will reimburse Recipient for travel and other expenses included in the OHA-approved budget.

EXHIBIT E

Information Required by 2 CFR 200.331(a)(1)*

Federal Award Identification:

1. Subrecipient name (which must match registered name in DUNS): Wasco County
2. Subrecipient's DUNS number: **084415959**
3. Federal Award Identification Number (FAIN): B08TI010043-19, 2B08TI010043-20 **and B08TI083068-01**
4. Federal Award Date: 10/01/2018-9/30/2021
5. Sub-award Period of Performance Start and End Date: From **07/01/2021 to 06/30/2023**.
6. Total Amount of Federal Funds Obligated by this Agreement: **\$107,631.12**
7. Total Amount of Federal Funds Obligated to the Subrecipient by the pass-through entity including this Agreement**: **\$215,262.00**
8. Total Amount of Federal Award committed to the Subrecipient by the pass-through entity: **\$215,262.00**
9. Federal award project description: **Provides block grant resources for treatment services (OHA Health Services) and foundational substance abuse prevention (PHD) to address alcohol, tobacco and other drugs.**
10. Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the pass-through entity:
 - (a) Name of Federal awarding agency: Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment
 - (b) Name of pass-through entity: Oregon Health Authority
 - (c) Contact information for awarding official of the pass-through entity: Luci Longoria, Manager, State Policy, Systems and Environmental Change ; 971-673-1064; luci.longoria@state.or.us
11. CFDA Number and Name: **93.959 (Substance Abuse Prevention and Treatment Block Grant)**
Amount: **\$20,975,823.00**
12. Is Award Research and Development? Yes No
13. Indirect cost rate for the Federal award: **5%**

*For the purposes of this Exhibit, the term “Subrecipient” refers to Wasco County and the term “pass-through entity” refers to Oregon Health Authority.

**The Total Amount of Federal Funds Obligated to the Subrecipient by the pass-through entity is the Total Amount of Federal Funds Obligated to the Subrecipient by the pass-through entity during the current fiscal year.



MOTION

SUBJECT: Amendment 1 – Oregon Health Authority Agreement

I move to approve Amendment #1 to OHA Agreement #162432.

**OREGON HEALTH & SCIENCE UNIVERSITY
CORE SERVICE AGREEMENT**

This Service Agreement (“Agreement”) is between Oregon Health & Science University, an Oregon statutory public corporation (“OHSU”) and Wasco County, a County government located in Oregon (“Customer”).

WHEREAS, Customer has requested that OHSU Community Research Hub (“Community Hub”) conduct certain analyses or other services and Community Hub is willing to provide such services pursuant to the terms of this Agreement;

Now, therefore, the parties agree as follows:

1. Scope of Work. Community Hub agrees to perform the services set forth in Attachment A to this Agreement (the “Services”).

2. Consideration. Customer agrees to compensate Community Hub for the Services in accordance with the rates specified in Attachment A. Customer shall pay OHSU within thirty (30) days of receipt of an invoice from OHSU. Customer shall make payments payable to “OHSU” tax identification number: **93-1176109**.

3. Materials. If applicable, Customer will ship tangible research material(s) (“Research Material”) to Community Hub to:

3181 SW Sam Jackson Park Rd.
Portland, OR 97239

Customer shall be solely responsible for selecting the method of shipment and for the condition of any such Research Material upon its arrival at OHSU.

4. Intellectual Property. The parties acknowledge that certain existing inventions and technologies may be the separate property of one party or the other, and that no existing intellectual property right of either party shall be affected by this Agreement. Except as expressly set forth herein, nothing in this agreement shall be construed as granting or implying any rights to either party pertaining to background intellectual property rights of the other party under any patents or intellectual property rights associated therewith.

5. Confidentiality. OHSU agrees that it will keep confidential all information labeled “confidential information” or “proprietary information” of Customer unless the information is: (a) or becomes publicly available through no fault of OHSU; (b) developed or possessed by OHSU prior to, or independent of, disclosure from Customer; (c) lawfully disclosed to OHSU on a non-confidential basis by a person or entity that is not bound by a duty of confidentiality known to OHSU; (d) approved for release by written authorization of Customer; (e) required to be disclosed by law, including Oregon Public Records Law (ORS 192), or regulation, or pursuant to a valid court order, subpoena, or document issued by an agency with authority to compel such disclosure.

5. Disclaimer of Warranties. **SERVICES, DATA AND MATERIALS ARE PROVIDED ON AN “AS IS” AND “AS AVAILABLE” BASIS AND ARE WITHOUT WARRANTY OF ANY KIND, STATUTORY, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER WARRANTY, INCLUDING ACCURACY, OR REGARDING RESULTS**

OBTAINED (INCLUDING, WITHOUT LIMITATION, ANY CLAIM OF INACCURATE, INVALID OR INCOMPLETE RESULTS), WHETHER ARISING FROM A STATUTE OR OTHERWISE, IN LAW OR FROM A COURSE OF PERFORMANCE, DEALING OR USAGE OF TRADE.

THE ENTIRE LIABILITY OF OHSU, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS FOR ANY BREACH OF THE AGREEMENT, OR ANY CAUSE OF ACTION OF ANY NATURE (INCLUDING WITHOUT LIMITATION, TORT OR PRODUCTS LIABILITY) AND THE EXCLUSIVE REMEDY AGAINST OHSU, ITS OFFICERS, DIRECTORS, EMPLOYEES OR AGENTS SHALL BE LIMITED TO AN AMOUNT WHICH IS EQUAL TO THE AMOUNT ACTUALLY PAID BY CUSTOMER UNDER THIS AGREEMENT. IN NO EVENT SHALL OHSU OR ITS OFFICERS, DIRECTORS, EMPLOYEES OR AGENTS BE LIABLE FOR ANY PUNITIVE DAMAGES OR LOSSES.

6. Standards. Customer acknowledges that the Services are not performed under Good Laboratory Practices as that term is defined by federal regulations.

7. Customer Use of OHSU Equipment/Facilities. If Customer, its employees, agents or subcontractors obtains access to OHSU facilities, Customer agrees as follows:

(a) Customer accepts complete liability for the acts, omissions and negligence of Customer and its employees and agents while present on any OHSU facilities.

(b) Customer agrees that all Customer staff having access to any OHSU facility shall comply with all applicable OHSU policies. Customer and its employees or agents shall have the right to use only those facilities of OHSU that are necessary to perform the Services and shall have no right of access to any other facility of OHSU. OHSU shall have no responsibility for the loss, theft, disappearance of, or damage to, equipment, tools, materials, supplies, and other personal property of Customer or its employees, subcontractors or agents that may be stored, or located on OHSU premises. Customer shall be responsible for obtaining export licenses prior to the use of OHSU export-controlled data, equipment or software by foreign persons.

8. Compliance with Laws. Customer shall comply with all applicable laws, rules and regulations applicable to the work to be performed under this Agreement, including all export control laws and shall do nothing to cause OHSU to violate any such laws, rules and/or regulations.

9. Termination. This Contract may be terminated at any time by mutual consent of both parties or by either Party, at its discretion, upon thirty (30) days written notice. In addition, OHSU may terminate this Contract effective upon delivery of written notice to Customer if: (a) Federal or state regulations or guidelines are modified or changed in such a way that the services are no longer allowable; (b) Customer becomes insolvent, makes an assignment for the benefit of creditors, or ceases doing business on a regular basis; or (c) Customer is in breach of its obligations under this Agreement. The rights and remedies provided in this section are not exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

10. Governing Law/Venue. This Agreement shall be governed, construed and enforced in accordance with the laws of the State of Oregon, without regard to conflicts of laws rules. All disputes shall be resolved by a court of competent jurisdiction in the Multnomah County, Oregon.

11. Merger. This Agreement, including all attachments referenced herein, which are fully incorporated by reference, constitute the entire agreement among the parties to the exclusion of any other documents and may not be modified except by a document signed by all of the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives:

OREGON HEALTH & SCIENCE UNIVERSITY an Oregon public corporation	[CUSTOMER NAME]
By: _____	By: _____ Scott C. Hege
Its: _____	Its: Commission Chair

ATTACHMENT A SCOPE OF SERVICES

Scope of Work: YouthThink “What’s Strong with You!”

Project Overview

The mission of **YouthThink** is to inform and help create a unified community force that promotes the importance of emotional literacy and secure attachment as a way to build resiliency and ultimately prevent youth substance abuse as well as other risky behaviors and unhealthy choices. YouthThink has developed a research based program called **What’s Strong with You! (WSWY)** which helps strategically identify and address risk and protective factors in middle school aged youth. Often risk factors are demonstrated as behavioral problems. Evidence suggests that the greatest protective factors for youth develop out of positive engagement with peers, families, schools, and communities. Youth who are disengaged are in danger of developing high-risk behaviors. WSWY was created to mitigate the number of youth demonstrating behavior problems. This program builds on existing skills youth demonstrate (i.e. “what’s strong with you) and supports them in identifying and developing internal qualities, such as resiliency, to empower and avert potential problems in the future.

The **Oregon Health & Science University (OHSU) Community Research Hub** is a centralized office, located in Bend Oregon, through which researchers and community members and organizations can be connected and supported in order to facilitate, grow and strengthen Community Engaged Research. The Community Research Hub's unifying model for efforts around Community Engaged Research address three key supports:

1. **Building Capacity** – support necessary infrastructure to connect academic researchers and interested communities as well as to foster communities' ability to implement and disseminate research
2. **Ensuring Relevance** – promote development of research questions and approaches that address issues relevant to the community and the region
3. **Enhancing Receptivity** – encourage trust between the community and the academic partner, expand the understanding of research and what it means to participate and collaborate in research activities.

These organizations have partnered to conduct a multi-year evaluation of the WSWY model to determine impact and effectiveness of the WSWY program on middle school aged youth in Wasco County. Each year, the OHSU Community Research Hub will assess recommendations from YouthThink and WSWY stakeholders to determine how the following years’ evaluation will be adapted and implemented. Ultimately, data will help inform the project and will build on the model to serve more youth and expand to other communities in the state.

To achieve this, the OHSU Community Research Hub is being contracted for the scope of work outlined in this document.

Deliverables

Deliverable #1: Project management

OHSU will oversee and manage the project plan outlined in this Scope of Work to produce the deliverables and meet outcomes described below. This will consist of:

- Maintaining regular contact with YouthThink, the WSWY team, and all evaluation stakeholders
- Developing timeline for completing each deliverable
- Monitoring timelines and deliverable completion
- Scheduling and facilitating ongoing evaluation meetings
- Providing ongoing support and technical assistance

Deliverable #2: Compliance with human subjects protection guidelines

OHSU will submit a Request for Determination to the OHSU Institutional Review Board (IRB) in order to understand from the IRB whether OHSU is engaged in the research and whether additional regulatory protections need to be put in place. Additional regulatory protections will most likely not be needed. If this is not the case OHSU will lead the human subject protections process and additional costs will be discussed. All data viewed and/or analyzed by OHSU will be de-identified. This will consist of:

- Submitting a Request for Determination to the OHSU IRB
- Maintaining appropriate oversight of the evaluation components we are responsible for

Deliverable #3: Project plan (including evaluation plan)

OHSU will work with YouthThink and the WSWY team to develop a project and evaluation plan that will outline key structure, implementation strategy, project timeline, and criteria for success. This will include:

- A literature review on relevant research and evidence-based approaches
- Refining the logic model, theory of change, and project timeline that outlines key program structure, objectives, and criteria for success
- Evaluation metrics, data collection tool(s) and protocol, and data analysis plan

Deliverable #4: Data collection and analysis plan

OHSU will work with YouthThink and the WSWY team to develop a data analysis plan to measure progress toward the objectives outlined in the project/evaluation plan. The analysis plan will include specific data elements to be collected and how they will be used. The process will consist of:

- Facilitated discussions with the WSWY team to assess priorities, capacity, and feasibility
- One draft data analysis plan with opportunities for edits based on needs of the WSWY team
- Final data analysis plan

Deliverable #5: Data collection tool development

OHSU will work with YouthThink and the WSWY team to develop a tool for data collection that is in line with the established data collection plan. This will consist of:

- A literature review on validated tools

- Reviewing current project materials and facilitated discussions with key stakeholders
- Building the data collection tool
- Multiple rounds of testing by the intended users and changes to improve user experience

Deliverable #6: Data management, monitoring, and cleaning

In order to ensure timely response to annual reporting requirements, OHSU will require data at least 2 months in advance of reporting deadline. OHSU will conduct analyses on collected data using rigorous and reproducible methods. This will consist of:

- Monitoring data collection to ensure complete, accurate, and robust data
- Cleaning data entered by the YouthThink team
- Executing the data analysis plan

Deliverable #7: Data analysis

In order to ensure timely response to annual reporting requirements, OHSU will require data at least 2 months in advance of reporting deadline. OHSU will conduct analyses on collected data using rigorous and reproducible methods. This will consist of:

- Conducting a thematic analysis of key informant interview and/or focus group data
- Analyzing surveys using descriptive statistics (for categorical responses)
- Performing analysis in response to project's specific aims
- Coding qualitative data from surveys, interviews, and focus groups using a collaboratively developed list of themes and sub-codes
- As resources allow, more than one evaluator will code qualitative data and inter-rater reliability will be established
- Tabulating and summarizing results of the survey
- Conducting participatory analysis sessions with the YouthThink, WSWY team, and evaluation stakeholders

Deliverable #8: Reporting and dissemination

Based off of project design and data collection OHSU will prepare annual reports and a final report at the end of the 4th year. This will consist of:

- Developing annual reports and a final report that include information about data collected and input received during participatory analysis sessions
- Final report will include recommendations for scaling and sustaining program
- Providing up to 2 presentations for YouthThink, WSWY team, evaluation stakeholders and the general community

Timeline

All deliverables listed about will be implemented each year. Year 1 will be tailored towards planning, while years 2-4 will be tailored towards adapted, refining and repeating the evaluation process.

Budget

With input from YouthThink, OHSU will develop an annual budget prior to any deliverables being completed. The budget is not to exceed \$10,000 per year.

Year 1 Budget: Planning

Deliverable	Due Date	Responsibility	Hours	Cost
Deliverable #1: Project management	N/A	OHSU Community Research Hub	36 hours	\$3,024
Deliverable #2: Compliance with human subjects protection guidelines	TBD	OHSU Community Research Hub	2 hours	\$168
Deliverable #3: Project plan (including evaluation plan)	TBD	OHSU Community Research Hub	30 hours	\$2,520
Deliverable #4: Data collection and analysis plan	TBD	OHSU Community Research Hub	10 hours	\$840
Deliverable #5: Data collection tool development	TBD	OHSU Community Research Hub	6 hours	\$504
Deliverable #6: Data management, monitoring, and cleaning	TBD	OHSU Community Research Hub	10 hours	\$840
Deliverable #7: Data analysis	TBD	OHSU Community Research Hub	15 hours	\$1,260
Deliverable #8: Reporting and dissemination	TBD	OHSU Community Research Hub	12 hours	\$1,008
			Total	121 hours
				\$9,996

Years 2-4 Budget: Adapted, refining and repeating the evaluation process

Deliverable	Due Date	Responsibility	Hours	Cost
Deliverable #1: Project management	N/A	OHSU Community Research Hub	36 hours	\$3,024
Deliverable #2: Compliance with human subjects protection guidelines	TBD	OHSU Community Research Hub	2 hours	\$168
Deliverable #3: Project plan adaptation and refinement	TBD	OHSU Community Research Hub	25 hours	\$2,100
Deliverable #4: Data collection and analysis plan adaptation and refinement	TBD	OHSU Community Research Hub	10 hours	\$840
Deliverable #5: Data collection tool development	TBD	OHSU Community Research Hub	6 hours	\$504
Deliverable #6: Data management, monitoring, and cleaning	TBD	OHSU Community Research Hub	5 hours	\$420
Deliverable #7: Data analysis	TBD	OHSU Community Research Hub	20 hours	\$1,680
Deliverable #8: Reporting and dissemination	TBD	OHSU Community Research Hub	17 hours	\$1,428
Total			121 hours	\$9,996

Contact Information

OHSU Primary Contact: Chelsea Ruder, Community Research Liaison

Primary Contact for YouthThink: Debby Jones, Certified Prevention Specialist



MOTION

SUBJECT: OSHU Core Service Agreement

I move to approve Oregon Health & Science University Core Service Agreement in support of the Wasco County What's Strong with You Program.



AGENDA ITEM

Federation of Parole and Probation Officers Agreement

[2021-2024 FOPPO COLLECTIVE BARGAINING AGREEMENT](#)

[MOTION LANGUAGE](#)

2021 – 2024

A G R E E M E N T

B e t w e e n

WASCO COUNTY

and

FEDERATION OF

PAROLE AND PROBATION OFFICERS

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ARTICLE 1 - SCOPE OF AGREEMENT AND RECOGNITION

Section 1.1

This Agreement is made and entered into by and between Wasco County (hereinafter the “County”), and the Federation of Parole and Probation Officers (hereinafter the “Federation”). This document represents the full agreement between the County and the Federation. The purpose of this Agreement is to set forth matters pertaining to the rates of pay, hours of work, fringe benefits, and other matters pertaining to employment and to promote the general efficiency of the employees covered in providing services to the citizens of the County.

Section 1.2

The County recognizes the Federation as the sole and exclusive bargaining agent for all Adult Parole and Probation Officers as defined in ORS 243.736, excluding supervisory and confidential employees.

ARTICLE 2 - MANAGEMENT RIGHTS

Section 2.1

Except as otherwise specifically limited by the terms of this Agreement, the County retains all the customary, usual and exclusive rights, decision-making prerogatives, functions and authority connected with or in any way incident to its responsibility to manage the affairs of the County or any part of it.

Except as required by ORS 243.650, *et seq.*, the County shall have no obligation to bargain with the Federation with respect to any subjects or the exercise of its discretion and decision-making on any subjects not covered by the terms of this Agreement. Without limitation, but by way of illustration, the exclusive prerogatives, functions and rights of the County shall include the following, subject to the terms of this Agreement and the Federation’s rights to bargain over changes in mandatory subjects in ORS 243.650, *et seq.*:

- (a) To determine the services to be rendered to the citizens of the County.
- (b) To determine and to follow the County’s financial, budgetary and accounting procedures.
- (c) To direct and supervise all operations, functions and policies of the County and its departments, and requirements of facilities and other operations in which the employees in the bargaining unit are employed, and such other operations, functions and policies in the remainder of the County as they may affect employees in the bargaining unit.
- (d) To close or liquidate any office, branch, operations or facility or combination of facilities, or to relocate, reorganize or combine the work of divisions, offices, branches, operations or facilities for budgetary or other reasons.
- (e) To manage and direct the work force, including, but not limited to, the right to determine the methods, process and manner of performing work; the right to hire,

promote and retain employees, and to transfer them within the same pay range; the right to lay off; the right to abolish positions or reorganize the departments; the right to determine schedules of work; the right to purchase, dispose of and assign equipment or supplies.

- (f) To determine the need for a reduction or an increase in the work force and the implementation of any decision with regard thereto.
- (g) To establish, revise and implement standards for hiring, classification, promotion, quality of work, safety, materials, equipment and appearance.
- (h) To implement new, and to revise or discard, wholly or in part, old methods, procedures, materials, equipment, facilities and standards.
- (i) To contract or subcontract work as may be determined by the County, provided that as to work which has been previously and regularly provided by employees in the bargaining unit, the County agrees to afford an opportunity for the Federation to negotiate with it as to the effect of such action on employees in the unit prior to finalizing or implementing new decisions concerning such contracting or subcontracting.
- (j) To assign shifts, workdays, hours of work and work locations.
- (k) To designate and to assign all work duties.
- (l) To introduce new duties within the unit.
- (m) To determine the need for the qualifications of new employees, transfers and promotions.
- (n) To discipline, suspend, demote or discharge an employee so long as such action is not arbitrary, in bad faith or without cause.
- (o) To determine the need for additional educational courses, training programs, on-the-job training and cross-training, and to assign employees to such duties for periods to be determined by the County.

Section 2.2-Future Rules

The parties jointly recognize that the elected officials of the County are directly responsible to the citizens of the County and to the public for the performance of the functions and services performed by the County. It is jointly recognized that the County must and does retain broad authority to fulfill and implement its responsibilities and may do so by adoption of written work rules. It is agreed that no existing work rule or new work rule will be promulgated or implemented which is inconsistent with a specific provision of this Agreement, provided that the requirements of Oregon law will always be paramount. All work rules which have been or shall hereafter be reduced to writing shall be posted within the department for a period of ten days and shall be furnished to a Federation officer at the time the rule is posted. In the event the Federation considers a work rule to be inconsistent with a specific provision of this Agreement or to be a bargainable subject, the Federation shall so notify the County in writing within the ten-day posting period. In such event, the rule shall be negotiated between the County Court and/or its designee and the Federation. A copy of an updated Policy and Procedure Manual shall be accessible to each employee and furnished to the Federation upon request.

Section 2.3

Nothing in this Agreement, or in this Article, will be construed to prevent the County from initiating any program or change which is not contrary to an express provision of this Agreement. In the event the County desires to amend, modify or change any of its policies affecting existing conditions involving a mandatory subject of bargaining over which the Federation has not otherwise waived its right to bargain, the County will provide the Federation with written and oral notice of the proposed change. The Federation shall have ten days to object in writing and orally to the person proposing the change or their designee. The failure of the Federation to object in writing to the proposed change within ten days of the notice provided for above shall serve as a waiver of the Federation's right to bargain. The Federation's written objection shall specify the nature of the objection and identify whether the Federation believes the proposed change involves a mandatory bargainable subject or a mandatory bargainable impact of a permissive subject.

If the County agrees that the proposed change or its impact is mandatory, the parties shall bargain in good faith over said changes for a period not to exceed 20 days. If, after the passage of 20 days, the parties have not reached agreement, either party may declare an impasse and initiate interest arbitration pursuant to ORS 243.746 by requesting a list of 13 arbitrators from the Employment Relations Board ("ERB"). Within seven days of receipt of the list from ERB, the parties, by lot, will alternately strike names from the list until only one arbitrator remains on the list, who shall serve as the arbitrator. The arbitrator shall make a binding decision on the parties as to whether the County's proposal or the Federation's proposal shall be adopted pursuant to the interest arbitration criteria established by law.

ARTICLE 3 - ASSOCIATION RIGHTS

Section 3.1 – Federation Membership:

- A. Membership: Membership or non-membership in the Federation shall be the individual choice of an employee, and employees must affirmatively consent to join the Federation in order to become a member.
- B. Dues Deduction: The County agrees to deduct Federation membership dues (but not fines or fees) once each month from employee paychecks for those employees who have authorized such deductions for payment of dues. The amounts deducted shall be transmitted monthly to the Federation on behalf of the members. Member authorization for payment of dues to the Federation shall be made on a form provided by the Federation. The County will deduct the appropriate dues from a member's paycheck not later than thirty (30) calendar days after the County receives the appropriate dues deduction form signed by the member. Should any employee inform the County of their decision to revoke the authorization to deduct payment of dues by providing the County with a signed Federation supplied opt-out form, provided the Federation provides the County with the form, the County shall inform the Federation and stop deduction until otherwise directed by the employee or a court order. The County will provide a listing of

all members and the amount deducted to the Federation upon request but not more than semi-annually.

- C. Hold Harmless: The Federation agrees to indemnify and hold the County harmless from and against any and all claims, suits, orders or judgments brought against the County as a result of the County's compliance with the provisions of this Article and to reimburse any fees, costs or expenses incurred by the County in connection with same. In the event that any part of this Article should be declared invalid or the monthly dues or fees collected by the County be ordered to be reimbursed to an employee, the Federation shall be solely responsible for such reimbursement, provided the County has acted in good faith in the collection and cessation of dues payments. Should an administrative agency or court with jurisdiction over this Agreement hold that this provision is unenforceable or unlawful, the parties will immediately negotiate a substitute, if possible, and the County will immediately cease deducting dues.

Section 3.2-Labor Relations Training

Subject to the operating requirements of the Department, members of the Federation Executive Board shall be allowed an unpaid leave of absence or shall be allowed to use accrued vacation or compensatory time for the purpose of attending labor relations training and conferences.

Section 3.3-Bulletin Boards

The County agrees to provide a designated bulletin board or designated bulletin board space for use by the Federation.

Section 3.4-Visits by Federation Representatives

Accredited representatives of the Federation will be granted reasonable access to County facilities and employees for the purposes of investigation of grievances and official Federation business, provided such visitation does not unduly interrupt the employees' work.

ARTICLE 4 - NO STRIKE CLAUSE

No employee covered by this Agreement shall engage in any work stoppage, slowdown, picketing or strike at any location in the County during the duration of this Agreement. If any such work stoppage, slowdown, picketing or strike shall take place, the Federation will take all reasonable steps to immediately notify such employees so engaging in such activities to cease and desist. Employees in the bargaining unit, while acting in the course of their employment, shall not refuse to cross any picket line established in the County by a labor organization when called upon to cross such picket line in the line of duty. Any employee engaging in any activity in violation of this Article shall be subject to disciplinary action, including discharge by the County. The County will not lock out employees in this unit as a consequence of any dispute arising under the terms of this Agreement.

ARTICLE 5 - GRIEVANCE AND ARBITRATION

Section 5.1-Grievance Procedure

A grievance is a claim by an employee that the County has violated a provision of this Agreement. The purpose of this procedure is to secure, at the lowest possible level, mutually-acceptable solutions to grievances which may arise from time to time affecting bargaining unit employees.

Step 1:

The aggrieved employee, with or without an employee representative, may take up the grievance or dispute with the Department Head within ten working days of its occurrence.

Step 2:

- (a) If the matter is not settled within five working days of reference to the supervisor, the matter shall be reduced to writing by the grievant, including, but not limited to, the facts on which the grievance is based, the section or sections of the Agreement alleged to have been violated, and the relief sought. Such written grievance shall be presented to the Department Head in charge of the department within ten working days of reference of the matter to the supervisor. Before proceeding to the next step, the aggrieved employee, the Department Head, and the Director of Human Resources shall meet to attempt to resolve the grievance.
- (b) Such meeting shall be held within ten working days of the date the grievance is submitted to the Department Head. The purpose of the meeting is to assure that the grievance has been properly and thoroughly investigated.
- (c) The Department Head shall submit a reply to the Federation stating the disposition of the grievance and the reasons for the decision within five working days after the Step 2 meeting.

Step 3:

Should the Federation wish to pursue the grievance further, it shall have the right to submit the grievance in writing to the County Board of Commissioners, provided that such submission shall be within ten days from the date of the written response from the Department Head at Step 2. After submission of the grievance to the County Board of Commissioners, the County Board of Commissioners shall provide a written response within ten days to the Federation representative.

Section 5.2-Arbitration

Should the Federation wish to submit a case to arbitration following Step 3, it shall do so by providing written notice of such submission to the County Board of Commissioners within ten working days from the issuance of the County Board of Commissioners' decision at Step 3.

- (a) Within one week of the submission of a dispute to arbitration, the Federation shall request from the State Conciliation Service a list of names of seven arbitrators. The parties shall alternately strike names from such list, with the Federation striking the first name. The last name remaining on the list shall be that of the arbitrator selected.
- (b) The arbitrator selected shall hold a hearing on the grievance and thereafter issue his/her decision on it. The arbitrator's decision shall be final and binding on both parties, but s/he shall have no power to alter in any way the terms of this Agreement. The arbitrator's decision shall be within the scope and terms of this Agreement, and s/he shall be requested to issue a decision within 30 days after the conclusion of the proceedings, including filing briefs, if any.
- (c) Expenses for the arbitrator's services shall be borne by the losing party as determined by the arbitrator. However, each party shall be responsible for its own representatives and witnesses and for any other expenses incurred by them.

Section 5.3

The time periods specified in this Article shall be binding on all parties, unless extended or modified, or modified by written mutual consent. If either party fails to follow such time limits, the following shall result:

- (a) If the grievant or the Federation fails to present the grievance at the next step in a timely fashion, the grievance shall be deemed waived.
- (b) If the County fails to respond to the grievance in a timely fashion at any step, the grievance shall be considered denied and may be pursued to the next step.

Section 5.4-Grievance Meetings

Meetings between the Department Head and/or the County Court or their designee(s) and representatives of the Federation shall be arranged at mutually- convenient times. The purpose of meetings with the Federation will be to adjust pending grievances and to discuss procedures for avoiding future grievances. In addition, the Federation may discuss with the County other issues which would improve relationships between the parties. Prior written notice of topics for discussion at such meetings shall be furnished by each party to the other. If the parties agree to meet for the purpose of processing a grievance during the regularly-scheduled work hours of some or all of the employees involved in processing such grievance, those employees shall suffer no loss of pay for the time involved.

ARTICLE 6 - PROBATIONARY PERIOD

Section 6.1-Probationary Period

The probationary period is an integral part of the employee selection process and provides the County with the opportunity to upgrade and improve the quality of its services to the citizens of the County by observing a new employee's work, training new employees, and assisting new employees in adjusting to their positions, and by providing an opportunity to reject any employee

whose work performance fails to meet required work standards. Probationary employees are covered by this Agreement.

Section 6.2-Length of Probationary Period

Whenever a new employee is hired, promoted or transferred into a bargaining unit position, he/she shall serve a probationary period of eighteen (18) full months of employment or until certification by DPSST, whichever occurs later. If the employee is already certified by DPSST at the time of hire, he/she shall serve a probationary period of twelve (12) full months of employment. Every new employee who successfully completes his/her initial probationary period shall become a regular employee. It is understood that, regardless of any other provision of this Agreement, an employee who does not obtain his/her Oregon DPSST certification within the time allowed may be discharged from employment for that reason.

ARTICLE 7 - DISCIPLINE AND DISCHARGE

Section 7.1

An employee who has completed the probationary period as defined in Article 6 of this Agreement shall not be disciplined or discharged without just cause. When appropriate, discipline shall be progressive in nature.

Section 7.2

Any disciplinary action other than an oral reprimand shall be in written form. A copy of the written statement of discipline shall be presented to the employee and the Federation and a copy shall be placed in the employee's personnel file. If an employee is suspended, demoted or discharged, he/she shall receive written notice specifying the reason or reasons for that action. If the County has reasons to discipline an employee, it shall attempt to do so in a manner that will not unduly embarrass the employee before other employees or the public.

Section 7.3-Disciplinary Investigations

- A. When any bargaining unit member is under investigation and subjected to an interview which could reasonably lead to suspension or discharge, the interview shall be conducted under the following conditions:
1. The interview shall be conducted at a reasonable hour, preferably at a time when the member is on duty, or during the normal working hours for the member, unless the seriousness of the investigation requires otherwise. If such interview does occur during off-duty time of the member being interviewed, the member shall be compensated for such off-duty time in accordance with regular department procedures and the provisions of this Agreement.
 2. The interview shall take place at a location designated by the investigating officer, preferably at the Wasco County Sheriff's Office.

3. The member under investigation shall be informed, in writing, prior to such interview that he/she has a right to have Federation representation during the interview, the names of the interviewer and all other persons to be present during the interview.
4. Unless release of information would otherwise compromise the investigation, the member under investigation shall be informed, in writing, of the nature of the investigation, the specific facts which form the basis of the allegation(s) against the member, the specific rules, regulations, policies, procedures and/or laws the member is alleged to have violated, the name and address of the persons making the complaint unless the complainant requests the information not be disclosed, and statement and/or reports which state the facts upon which the allegation(s) are based, prior to any interview. If an anonymous complaint against a member is received, the County may determine if there are other known persons or evidence to substantiate it. If there are, then the County may pursue the complaint. If not, no record of the anonymous complaint may be retained. The member may be informed of the receipt of the anonymous complaint, but the member shall not be interviewed unless other known persons or evidence substantiate the complaint.
5. The interview session shall be for a reasonable period taking into consideration the gravity and complexity of the issue being investigated. The member being interviewed shall be allowed to attend to his/her own personal physical necessities.
6. The member being interviewed shall not be subjected to offensive language or threatened with disciplinary action, except that a member refusing to respond to questions or submit to interview shall be informed that failure to answer questions directly related to the investigation or interview may result in disciplinary action. No promise of reward shall be made as an inducement to answering any question. The member's home address, telephone number, or photograph shall not be given to the press or news media without his/her express consent, unless otherwise required by law.
7. The complete interview of the member may be recorded. If a tape recording is made of the interview, the member shall be provided a complete copy of the tape if further proceedings are contemplated or prior to any further interview at a subsequent time. Upon request, the member shall be provided a transcribed copy of any notes made by a stenographer or to any reports or complaints made by investigators or other persons, except those which are confidential. The member being interviewed shall have the right to bring a recording device and record any and all aspects of the interview.
8. If prior to or during the interview of the member it is deemed that he/she may be charged with a criminal offense, he/she shall be immediately informed of his/her constitutional rights.
9. Upon the filing of a formal written statement of charges, or whenever an interview focuses on matters which are likely to result in disciplinary action against the member, that member, at his/her request, shall have the right to be represented by a

Federation representative of his/her choice who may be present at all times during such interview. However, if the Federation representative is subject to the same investigation, the employee will be required to select an alternate representative. This section does not apply to any communications with a member in the normal course of duty, including administrative inquiries (matters which experience and common sense indicate are subject to resolution at the supervisory/command level and which are unlikely to lead to discipline of an economic nature), counseling, instruction, or informal admonishment, or other routine or unplanned contact with a supervisor or any other member, nor shall this section apply to an investigation concerned solely and directly with alleged criminal activities.

- B. No member shall be subjected to disciplinary action, or denied promotion, or be threatened with any such treatment, because of the lawful exercise of rights granted herein, or the exercise of any rights under any existing administrative grievance procedure. Nothing in this section shall preclude the County from ordering a member to cooperate with other agencies involved in criminal investigations. If any member fails to comply with such order, the County may officially charge such member with insubordination, consistent with the member's constitutional rights
- C. No member shall be compelled to submit to a polygraph examination against his/her will. No disciplinary action or other recrimination shall be taken against a member refusing to submit to a polygraph examination, nor shall any comment be entered anywhere in the investigator's notes or anywhere else that the member refused to take a polygraph examination, nor shall any testimony or evidence be admissible at a subsequent hearing, trial, or proceeding, judicial or administrative, to the effect that the member refused to take a polygraph examination. Nothing contained herein shall preclude or prohibit any member from pursuing civil litigation for false or malicious complaints.

ARTICLE 8 - PERSONNEL FILES

- A. No material reflecting critically upon an employee shall be placed in his/her personnel file that does not bear either the signature or the initials of the employee indicating that he/she has been shown the material or a notation that the employee has been provided a copy of the material and refused to sign. A copy of any such material shall be furnished to the employee when it is placed in the personnel file.
- B. An employee, or his/her Federation representative with written authorization of the employee, may inspect the contents of his/her personnel file upon either the employee's or the Federation representative's written request to do so to Human Resources. If the employee believes that material which is in or is to be placed in his/her personnel file is incorrect or derogatory, he/she shall be entitled to prepare in writing his/her explanation or opinion regarding the particular materials, and this shall be included as a permanent part of the file, provided such written explanation or opinion is presented to Human Resources within 30 calendar days of the date the material in question is presented to the employee for signature. Any derogatory material placed in an employee's personnel file which is

subsequently determined by Human Resources to be unfounded or without basis shall be removed.

- C. All written records of disciplinary action taken against an employee will be placed in the employee's personnel file within 14 calendar days of the issuance of the discipline. Any other material placed in an employee's personnel file will be entered within 30 calendar days of the occurrence giving rise to the entry or 30 calendar days after the occurrence comes to the attention of the County, whichever occurs later.
- D. If any material reflecting critically or adversely on an employee is proven to be materially incorrect, it shall be removed from the personnel file. Any reports, correspondence or documents of an adverse nature, three years after the date they were written, may not be used against the employee for disciplinary purposes, provided no incident of a similar nature occurred in the intervening time. The County, however, may retain these dated disciplinary records in the file.

ARTICLE 9 - HOURS OF WORK

Section 9.1-Regular Hours

The regular hours of work each day shall be consecutive except for interruptions for rest and meal periods. The normal workday shall consist of eight hours exclusive of meal periods. The normal work schedule shall consist of 40 hours in a seven-day workweek with at least two consecutive days off. However, an employee may work a regular alternative schedule of 40 hours per week with the approval of the Department Head. Employees may also “flex” their schedule with the approval of the Department Head. Agreed-upon flex schedules will not result in overtime expense to the County unless the employee works more than 40 hours in the workweek involved.

Section 9.2

Except where continuous operations are involved, and insofar as consistent with the normal operations of the Community Corrections Department, all employees shall be scheduled to work a regular shift and each shift shall have a regular starting and ending time. Changes in regular work schedules may be made, provided that the employees are given at least 72 hours’ advanced notice of such schedule change. Such advanced notice will not be required in an emergency where the County reasonably believes that immediate action on its part is necessary to limit or avoid serious injury or damage.

Section 9.3

Employees shall receive a paid lunch break of a least 30 minutes and two paid breaks of 15 minutes during each work shift. Breaks shall be scheduled by the County.

Section 9.4 – Call-Back

Employees may be subject to call-back during their off-duty periods in response to job emergencies. Employees shall maintain their current telephone number with the County. An employee who is called back into work outside of his/her regular shift shall receive a minimum of two hours’ pay at his/her overtime rate. This provision will not apply when the call back results from employee oversight, i.e., taking home necessary keys, equipment necessary at the County, etc. The provision does not prevent the County from calling employees for information not requiring call-back. The employee would not be required to remain home or available unless on standby. The County agrees that when employees are contacted at home by phone to conduct work, as authorized by a supervisor, they shall be compensated a minimum of one-half hour and compensated in one-half-hour increments for all time after the initial one-half hour. Phone calls on off-duty time that require a detainer be faxed will be compensated at least one-half hour.

Section 9.5 – Overtime

All time for which an employee is compensated at the regular, straight-time rate of pay, except on-call time but including holiday time off, compensatory time off, and other paid leave, shall be

counted as time worked. An employee who works beyond 40 hours shall be compensated at the time-and-one-half rate. Employees shall receive permission from their supervisor before working overtime. Employees are encouraged to work with their supervisor to flex their schedules to avoid overtime liability. It is the employee's responsibility to report overtime hours worked to his/her supervisor. Working on an employee's regular scheduled day off will be compensated at the overtime rate, unless mutually agreed to be flexed. Overtime shall be paid at the time-and-one-half rate, unless the County and the employee mutually agree to have the employee accrue compensatory time off in lieu of overtime. If compensatory time is used, it shall be credited at the appropriate overtime rate. Any compensatory time accrued in excess of 80 hours will be paid off in the pay period in which it was earned. All compensatory time accrued before June 1 will be used or paid prior to June 30 of each year.

No application of this Article shall be construed or interpreted to provide for compensation for overtime at a rate exceeding time and one-half, or to effect a "pyramiding" of overtime, i.e., time and one-half.

Overtime shall be voluntary except during periods of emergency or unless management is unable to fill a work assignment by voluntary means.

The parties agree that an employee's compensatory time is payment for work already accomplished. Compensatory time may be used by the employee in lieu of vacation or sick leave.

ARTICLE 10 - HOLIDAYS

Section 10.1-Recognized Holidays

The following shall be recognized as holidays:

New Year's Day	Labor Day
Martin Luther King Day	Veterans Day
President's Day	Thanksgiving Day
Memorial Day	Christmas Day
Independence Day	

Section 10.2-Eligible Employees

Each regular full-time employee who works or is on paid leave on his/her last regularly-scheduled day before and his/her regularly-scheduled day after any of the above holidays shall be eligible for holiday pay.

Employees who are on layoff or unpaid leave of absence are not eligible for holiday pay for holidays occurring during the layoff or leave.

Section 10.3-Holiday Pay

An eligible, full-time employee shall receive eight hours' pay for each of the holidays listed above which falls on a regularly-scheduled workday and on which they will perform no work.

A regular part-time employee who is regularly scheduled for not less than one-half the regular scheduled hours per month for the department in which he/she works and who satisfies all other conditions for holiday pay eligibility as stated in Section 10.2 above, shall receive each paid holiday which occurs on his/her regularly-assigned duty hours or days, on a pro rata basis.

Employees on an alternative work schedule may accrue holiday hours up to a maximum of 80 hours. The use of the accrued hours will be scheduled by mutual agreement between the employee and his/her supervisor.

Section 10.4-Weekend Holidays

Whenever a holiday shall fall on Sunday, the succeeding Monday shall be observed as the holiday. Whenever a holiday shall fall on a Saturday, the preceding Friday shall be observed as the holiday. However, where continuous operations are involved, should a day of holiday observance fall on an employee's regularly-scheduled workday, in lieu of observance of the holiday on that date, another day off may be scheduled as the employee's holiday.

Section 10.5-Holiday During Leave

Should an employee be on authorized leave when a holiday occurs, each holiday shall not be charged against such leave.

Section 10.6-Holiday Work

Subject to the exception provided for continuous operations in Section 10.4 above, if an employee works on any of the holidays listed in Section 10.1 he/she shall, if eligible, receive 8 hours' pay, and one and one-half times his/her hourly rate for each hour he/she actually works on the holiday.

ARTICLE 11 – FAMILY AND MEDICAL LEAVE

Leaves of absence to which an employee is entitled under state and federal law governing family and medical leave and pregnancy disability will be provided to employees in accordance with applicable law. Pursuant to the Family Medical Leave Act (FMLA) and the Oregon Family Leave Act (OFLA), employees may be eligible for family or medical leave for certain qualifying reasons. Eligibility is based upon length of employment and/or hours worked. When the reason for leave is eligible under more than one law, the leave is applied concurrently. FMLA and OFLA provide for unpaid time off. However, an employee's accrued paid leave will be applied at the same time. After the exhaustion of paid leave, the remaining leave period will be unpaid. The employee's health insurance coverage continues while on FMLA as if the employee had continued to work. In all other situations, the employee's health insurance coverage continues in compliance with the applicable federal or state law during a family and medical leave of absence.

ARTICLE 12 - SICK LEAVE

Section 12.1-Accumulation

After an employee has completed six full months of employment, he/she shall be credited with 48 hours of accrued sick leave. Thereafter, the employee shall continue to accrue sick leave at the rate of 8 hours per month for each calendar month of active employment. Sick leave is provided by the County to cover “sickness” and is not to be used as a supplement for vacation. Sick leave may be taken only for the purposes specified in Section 12.2 hereof.

Section 12.2-Utilization of Sick Leave

Employees may utilize their allowance for sick leave when unable to perform their work duties by reason of:

- (a) Illness;
- (b) Injury;
- (c) Necessary medical or dental care;
- (d) Quarantine – Exposure to contagious disease which will endanger the health of the employee if he/she continues to work or the health of those who associate with him/her;
- (e) Serious illness in the employee’s immediate family, which shall be defined to include the employee’s mother, father, spouse, same-gender domestic partner, brother, children and grandparents, or any relative residing in the employee’s immediate household.

In addition, employees may utilize their allowance for sick leave for any of the reasons set forth in OAR 839-007-0020 after three months of employment (i.e., credited with 24 hours of sick leave) to the extent that the County is legally required to comply with the Oregon Sick Time law and its related regulations.

Section 12.3

Accumulated sick leave shall be payable at the employee’s regular straight-time rate commencing with his/her first scheduled workday absent because of illness or injury and continue for the duration of the illness or injury or until the employee’s sick leave bank is exhausted.

Section 12.4

- (a) The County may require a physician’s certification of the nature and duration of an employee’s disability from work (including the current status and condition of a disabled employee), of an employee’s ability to return to work, or an employee’s ability to physically or mentally perform his/her job. If the County specifies the physician to be visited by the employee, the County will pay any costs of the exam not covered by insurance.

- (b) Should the County have reasonable cause to believe an employee is misusing sick leave, certification by an attending physician or practitioner showing sufficient disability to require the employee's absence from his/her duties may be required of an employee as a precondition to receipt of compensable sick leave. If the certification does not show such disability, sick leave shall not be paid and the employee will be subject to disciplinary action.
- (c) Employees shall be expected to schedule medical and dental appointments at times that will minimize the interference with the employee's work time.

Section 12.5

In the event an employee suffers from "sickness" and is unable to perform his/her duties, he/she shall notify his/her supervisor of this expected absence and the nature and expected length thereof prior to the start of the employee's regular work shift.

Section 12.6-Workers' Compensation

When an injury occurs in the course of employment, the injured employee's accrued sick leave shall be utilized to pay the employee the difference between payments received under Workers' Compensation and his/her regular salary until his/her sick leave is exhausted. In such instances, prorated charges will be made against the employee's accrued sick leave. Regular salary for the purposes of this section shall be defined as the employee's gross salary less the state and federal tax deductions and FICA.

Section 12.7

Sick leave is provided by the County solely in the nature of insurance against loss of income, due to "sickness" as defined above. Except as provided in Section 12.9 below, no compensation for accrued sick leave shall be provided for any employee upon his/her death or termination of employment, for whatever reason. Sick leave shall not accrue during any period of layoff or leave of absence, except for a leave of absence required by the County for job-related education or training purposes.

Section 12.8

A regular part-time employee who is regularly scheduled for not less than one-half the regular scheduled hours per month for the department in which he/she works shall accrue sick leave on a pro rata basis.

Section 12.9

Upon the service or disability retirement of an employee, the full amount of the employee's accumulated sick leave shall be reported to the Public Employees Retirement System ("PERS"), and, pursuant to procedures of PERS, taken into account in determining the employee's retirement benefits.

ARTICLE 13 - VACATION LEAVE

Section 13.1-Amount of Vacation and Eligibility Requirements

A. Regular full-time employees who have at least one year of continuous employment with the County shall be entitled to annual paid vacation in accordance with the following schedule:

LENGTH OF EMPLOYMENT	AMOUNT OF VACATION
1 to 4 years	10 workdays
4 years	11 workdays
5 years	12 workdays
6 years	13 workdays
7 years	14 workdays
8 years	15 workdays
9 years	16 workdays
10 years	17 workdays
12 years	18 workdays
14 years	19 workdays
15 years	20 workdays

B. For the purposes of this Article, a workday shall be considered as eight straight-time hours.

Section 13.2-Continuous Employment

Continuous employment for the purpose of accumulating vacation leave credit shall be service unbroken by separation from employment with the County. Periods of excused absence of less than one month shall be included as continuous employment.

Layoffs of one month or more, or leave of absences of one month or more, including absences due to sick leave, will not be counted as part of continuous employment for accrual purposes, but employees returning from any such leave and from layoff status within one year of the layoff shall be entitled to credit for service prior to the leave or layoff.

Section 13.3-Scheduling

Employees shall be permitted to request either a split or single vacation. Whenever possible, consistent with the judgment of the Department Head as to the needs and requirements for vacation relief, employees may schedule their vacation times. Subject to such requirements, vacation time shall be scheduled as between employees on the basis of seniority; provided, however, each employee will be permitted to exercise seniority only once a year. The County shall have the final determination of vacation times based on operations and the availability of vacation relief.

Section 13.4-Vacation Leave Accumulation

Employees may accumulate vacation leave up to 25 working days (200 straight-time hours). An employee who is about to lose vacation credit because of accrual limitations and who, because of County insistence, has been unable to schedule and take sufficient amounts of vacation in the current year in order to avoid exceeding such maximum accrual, may, by notifying his/her supervisor at least 30 days in advance, absent him/herself to prevent loss of this vacation time. In such instances, such action taken by the employee shall not constitute a basis for disciplinary action of loss of pay.

Section 13.5-Part-Time Employees

A regular part-time employee who is regularly scheduled for not less than one-half the regular scheduled hours per month for the department in which he/she works shall accrue vacation on a pro rata basis.

Section 13.6-Termination or Death

Upon termination or death of a regular full-time employee who has completed at least one year of continuous employment, compensation for all accumulated vacation shall be paid to the employee or his/her heirs.

ARTICLE 14 - OTHER LEAVES OF ABSENCE

Section 14.1-Leave of Absence

- (a) Leaves of absence without pay for a limited period not to exceed 30 calendar days may be granted for job-related educational or training purposes or for other reasons satisfactory to the County where in the judgment of the Department Head the work of the department would not be seriously handicapped by the temporary absence of the employee requesting such leave. Any such leave must be requested in writing and must be approved by the Department Head and the County Court. At the discretion of the County, upon further written request by the affected employee, such leave may be renewed or extended for any reasonable period.
- (b) Leaves of absence shall not be approved for the purpose of accepting employment outside of the service of the County, and notice that the employee has accepted employment or entered into a full-time business or occupation may be accepted by the County as resignation. Any employee who is granted a leave of absence without pay under this section and who for any reason fails to return immediately upon the expiration or termination of said leave shall be considered as having resigned his/her position with the County.
- (c) Employees on leave without pay, for any reason, shall not accrue any benefits and must utilize any paid leave which is available to cover the absence before they may take unpaid leave.

Section 14.2-Jury Duty

Regular full-time employees shall be granted leave with full pay any time they are required to report for jury duty or jury service. Any eligible employee shall endorse any jury fee (excluding mileage and meal allowances) to the County as a condition to the receipt of jury pay. If an employee is excused or dismissed from jury duty or service prior to noon, he/she shall promptly report for work.

Section 14.3-Funeral Leave

Regular full-time employees shall be allowed up to three days' leave with pay (24 hours' pay) for scheduled work time lost when necessary to arrange for and/or attend the funeral of a member of the employee's immediate family. Immediate family for the purpose of this section shall mean the employee's spouse, parent, child, brother, sister, grandparent, father-in-law, mother-in-law, grandchild, and any relative residing in the employee's immediate household. Time off for funeral leave shall run concurrent with time off under the Oregon Family Leave Act (OFLA).

Section 14.4-Military Leave

An employee who has received official orders from any Reserve component of the armed forces of the United States shall be given such military leave without pay as may be provided by law.

Section 14.5

Each eligible employee, as defined by Section 10.2, shall receive three paid personal leave days each year on his/her anniversary date. The days shall be scheduled by mutual agreement between the employee and his/her supervisor. If a personal day is not used prior to his/her next anniversary date, it will be lost.

ARTICLE 15 - HARDSHIP LEAVE POLICY

Wasco County, in coordination with the Family Medical Leave Act ("FMLA") and Oregon Family Leave Act ("OFLA"), shall allow a permanent County employee, who has an eligible family member or who him/herself is suffering from a serious health condition, as defined by FMLA/OFLA, and has exhausted all other paid leave, to receive additional sick leave through a voluntary transfer of vacation leave from a donating County employee under the following circumstances:

(a) Donating Employees:

1. A permanent Wasco County employee, working half time or greater, who chooses to donate leave must donate accrued vacation leave in full 8-hour blocks.

2. Donating employees must maintain a minimum vacation accrual balance of five working days (40 hours) after the number of donated days has been subtracted from their vacation balance.
3. Donating employees shall complete and sign a form approved by the County authorizing the donated hours to be credited to the recipient employee.

(b) Recipient Employees:

1. Employees eligible for leave under FMLA/OFLA may receive donated vacation days from donating employees. Donated vacation days shall be credited to the recipient employee's sick leave accrual balance on a day-for-day basis.
2. To receive donated leave, an employee must apply for, and receive, approval for leave under FMLA/OFLA. An employee may only request leave for a serious health condition for his/herself, spouse, parent, parent-in-law, child, or stepchild.
3. The period in which an employee may received donated leave is the period of FMLA/OFLA-qualified leave which would otherwise be unpaid because all leave balances have been reduced to zero. Employees may not be receiving non-duty disability or workers' compensation benefits while receiving donated leave.

(c) Procedure and Limitations:

1. FMLA/OFLA eligibility must be established prior to implementing procedures for hardship leave. To apply for FMLA/OFLA, an employee needs to obtain a request form from the Employee & Administrative Services Office.
2. Employees must arrange for the donation of days on the appropriate forms, available at the Employee & Administrative Services Office, seven days in advance of the need of the recipient employee. Donating employees will have 14 days to make their donations after the posting of the request for donations. The Director of Employees & Administrative Services may extend the time limits at his/her discretion.
3. All donated days are subject to all sick leave rules and policies. In the event donated days are not used by the recipient employee, they will remain as accrued sick leave available to the recipient employee, subject to all sick leave rules and policies. In the event the recipient employee dies or leaves the County employment, the sick leave will be forfeited.
4. Donation and receipt of donated days may be between employees without regard to bargaining unit membership. Any employee federation or association

representing Wasco County employees must agree to participate in this program for leave to be donated to other Wasco County employees. If a federation or association opts out of participation for the employees they represent, all other eligible Wasco County employees may still participate in this program.

5. The County shall not assume any tax liabilities that would otherwise accrue to the employee.
6. The County shall keep the source of all donated leave confidential.

ARTICLE 16 - COMPENSATION

Section 16.1

Effective July 1, 2021, Step 6 and Step 7 will be added to the wage schedule as set forth below in this Section. All employees with six (6) years or more of service as of June 30, 2021 shall move to Step 6 on July 1, 2021. Thereafter, movement on the wage schedule for all other steps shall continue in accordance with Section 16.3.

Employees on the payroll as of the date of ratification of the contract shall be compensated at the following rates of pay, based on a 40-hour workweek, for the following periods:

Effective July 1, 2021, employees shall receive a wage increase of 3.0%, and the wage scale shall be as follows:

Step	1	2	3	4	5	6	7
Monthly Pay	\$4168.22	\$4376.70	\$4595.35	\$4825.11	\$5066.97	\$5320.31	5586.32

Effective July 1, 2022, employees shall receive a wage increase of 1.5%, and the wage scale shall be as follows:

Step	1	2	3	4	5	6	7
Monthly Pay	\$4230.74	\$4442.35	\$4664.28	\$4897.48	\$5142.97	\$5400.11	\$5670.11

Effective July 1, 2023, employees shall receive a wage increase of 1.5%, and the wage scale shall be as follows:

Step	1	2	3	4	5	6	7
Monthly Pay	\$4294.20	\$4508.98	\$4734.24	\$4970.94	\$5220.11	\$5481.11	\$5755.16

Section 16.3-Movement on the Schedule

- (a) An employee shall be eligible for a step increase as provided in 16.1, provided his/her performance has been satisfactory. If denial of a step increase is contemplated, the employee shall be notified of his/her unsatisfactory

performance prior to his/her anniversary date. Such notification will include specific objective areas of deficiency. Within 30 days of such notification, the employee and his/her supervisor will meet to establish a work plan which will set specific goals for the employee to meet in order to correct his/her deficient performance. The work plan will set forth regular review times. The employee will be granted the step increase upon successful completion of the work plan.

Section 16.4-Paychecks

Payroll checks will be issued on, or the nearest business day prior to, the 25th and the 10th of the month. Emergency pay draws will only be allowed with the consent of the Director of Human Resources, or the Department Director, and the Board of Commissioners.

Section 16.5-Longevity Pay

Employees covered by this Agreement shall be paid per month \$25 at five years of service with the County, \$50 at ten years of service with the County, \$75 at 15 years of service with the County and \$100 at 20 years of service with the County as longevity pay. The longevity amount is pro-rated for part-time employees who work over 21.75 hours per week. Employees who work less than 21.75 hours per week are ineligible for longevity pay.

Section 16.6-Certificates

- (a) Any employee who has been employed by the Wasco County Community Corrections Department for at least six months and who possesses an Intermediate Certificate from DPSST in the field in which he/she is then working shall receive a premium of 2.5 percent per month in addition to his/her regular salary.
- (b) Any employee who has been employed by the Wasco County Community Corrections Department for at least six months and who possesses an Advanced Certificate from DPSST in the field in which he/she is then working shall receive a premium of 5 percent per month in addition to his/her regular salary.

Section 16.7-Premiums

While assigned to perform duties of a lead officer, the employee shall receive a ten (10) percent differential.

Section 16.8-FTO Pay

An employee assigned to train an employee shall receive an additional \$50.00 per month for each month or part thereof the employee is so assigned.

Section 16.9-Bilingual Pay

An employee demonstrating oral proficiency in Spanish shall receive a two-and-one-half percent (2.5%) base pay hourly incentive. Proficiency will be established by a Human Resources

approved testing process. Employees shall not be eligible for the language incentive pay until successful completion of the testing. Recertification for employees eligible to receive the language proficiency will occur every two (2) years. The Sheriff has the authority to limit the number of individuals in each classification who may be eligible for this premium.

ARTICLE 17 - LAYOFF AND RECALL

In the event of a layoff of employees in a department, selection of employees retained will be in accordance with the seniority of the employees in that department. Seniority shall be defined as length of employment as a Parole and Probation Officer for the County. Seniority shall be lost if an employee quits, is discharged or has a break-in-service of over one (1) year.

Except in unusual circumstances, employees shall normally be given at least two (2) weeks' notice of layoff. Employees shall be recalled from layoff in the reverse order of the layoff.

ARTICLE 18 - INSURANCE AND RETIREMENT

Section 18.1-Health and Welfare

- A. The County will make available the health insurance plan in place as of the execution of this Agreement or reasonably comparable medical, vision and prescription insurance to bargaining unit employees and their eligible dependents through the remaining term of this Agreement. The County will provide this coverage to all employees who have had paid hours for that month.
- B. Effective July 1, 2014, and effective on July 1 of each subsequent year of this Agreement, the County will adjust its contribution in an amount equal to 100 percent for employees and 75 percent for the employees plus one and/or employee plus family of the total premium cost in effect on those dates.
- C. In the event that any of the insurance coverage provided shall have a net premium in an amount per covered employee greater than the applicable basic County contribution, then the individual employee shall be responsible for paying any such difference and the County is hereby authorized to advance such sums for the express purpose of premium payment and then to make automatic payroll deductions from the earnings of any and all covered employees for reimbursement to the County of any such amount advanced. Where the condition of the insurance contract calls for premium payment before the covered month has ended, should an employee not remain on the payroll for the entire calendar month, the employee is automatically liable to the County for any such amounts advanced and the County is hereby authorized to deduct such amounts from the earnings of the employee.
- D. Bargaining unit employees will be allowed to participate in a Section 125 Plan offered by the County to pay any insurance premium amounts for which they are responsible, as well as for other eligible medical and/or dependent care expenses.

Section 18.2-Dental Insurance

The County agrees to make available through the term of this Agreement for all regular employees who are covered by this Agreement and who qualify under the terms of the program, the dental insurance plan in place as of the execution of this Agreement or reasonably comparable dental insurance plan. The County will contribute 100 percent of the employee-only rate per month towards the premium cost of such dental insurance through the remaining term of this agreement.

Section 18.3-Long-Term Disability Insurance

The County shall continue to provide a long-term disability insurance program for all employees who are covered by this Agreement and who qualify under the terms of such program. It is understood and agreed that the premium for such insurance, and the County's obligation under this section, shall not exceed ten dollars (\$10.00) per month for each eligible employee.

Section 18.4-Liability Insurance

The County agrees to adequately insure all employees in the bargaining unit against claims by third persons for personal injury or property damage resulting from the performance of an employee, including the use or operation of vehicles or equipment of the County, while engaged in the regular course of assigned duties.

Section 18.5-Retirement

- A. The County agrees to continue participation in the Public Employees Retirement System (PERS), and/or the Oregon Public Service Retirement Plan (OPSRP), whichever is applicable, subject to the terms and conditions thereof. The County agrees to pay the employee contribution in the amount of 6 percent of the employee's gross salary.
- B. The "pick-up" or contribution payment of employee member monthly contributions to the PERS/OPSRP system shall continue for the life of this Agreement.
- C. The full amount of required employee contributions "picked up" or paid by the County on behalf of employees pursuant to this Agreement shall be considered as "salary" (within the meaning of ORS 238.005) for the purposes of computing an employee member's "final average salary" within the meaning of ORS 238.005, but shall not be considered as "salary" for the purposes of determining the amount of employee contributions required to be contributed under the PERS/OPSRP plans. Such "picked up" or paid employee contributions shall be credited to employee accounts and shall be considered to be employee contributions for the purposes of ORS Chapter 238 and ORS Chapter 238A.

Section 18.6-Life Insurance: The County shall pay the premium for life insurance coverage at the same level as the Sheriff's Deputies throughout the term of this Agreement.

ARTICLE 19 - MISCELLANEOUS

Section 19.1-Nondiscrimination

The County and the Federation agree that each will fully comply with applicable laws and regulations regarding discrimination.

Any claimed violation of this section may be processed under the provisions of Article 5 of this Agreement or the County's ADA/Section 504 grievance procedure. However, if an employee files a complaint with any external public agency or with a state or federal court, the discrimination complaint procedure or the grievance shall automatically terminate. The grievance will proceed to binding arbitration under the provision of Article 5 (grievance procedure) only if the employee signs a waiver of her/his right to file a complaint with a state or federal agency or court and agrees to accept the arbitrator's decision as final and binding.

Section 19.2-Safety Committee

The Federation may select an employee representative to be included as a member of the County Safety Committee. The Federation may also bring safety issues to the attention of the County, and will work with the County to address these issues and otherwise promote health and safety in the workplace.

Section 19.3-Off-Duty Activities

Off-duty activities of employees will not subject them to disciplinary action by the County unless such activities are illegal or a conflict of interest with the employees' duties or the mission of the County.

ARTICLE 20 - SAVINGS CLAUSE AND FUNDING

Section 20.1-Savings Clause

Should any article, section, or portion thereof of this Agreement be held unlawful and unenforceable by any court of competent jurisdiction or any administrative agency having jurisdiction over the subject matter, such decision shall apply only to the specific article, section, or portion thereof, directly specified in the decision; upon the issuance of any such decision, the parties agree immediately to negotiate a substitute, if possible, for the invalidated article, section, or portion thereof. All other portions of this Agreement, and the Agreement as a whole, shall continue without interruption for the term hereof.

Section 20.2-Funding

The parties recognize that revenue needed to fund the wages and benefits provided by the Agreement must be approved annually by established budget procedures. All such wages and benefits are therefore contingent upon sources of revenue and annual budget approval. The County has no intention of cutting the wages and benefits specified in this Agreement because of budgetary limitations, but cannot and does not guarantee any level of employment in the

bargaining unit covered by this Agreement. The County agrees to include in its annual budget request amounts sufficient to fund the wages and benefits provided by this Agreement, but makes no guarantee as to passage of such budget requests pursuant to established budget procedures.

ARTICLE 21 - TERM OF AGREEMENT

This Agreement shall be in full force and effect from the date of signing of this Agreement, unless otherwise indicated in this Agreement, through June 30, 2024. It shall be automatically renewed from year to year thereafter unless either party notifies the other in writing not later than March 1, 2024 or subsequent to March 1 that it wishes to modify this Agreement for any reason. In the event such notice is given, negotiations shall begin no later than 30 calendar days after said notice. The Federation’s negotiating team, to be composed of no more than two on-duty employees, shall be permitted to attend negotiation meetings with the County relative to securing a successor agreement without loss of pay, unless such absences hamper the normal operations of the Community Corrections Department. The Agreement shall remain in full force and effect during the period of negotiations.

WASCO COUNTY FOPPO

WASCO COUNTY COMMISSIONERS

_____ Date _____
Chris Carey, President

_____ Date _____
Scott Hege, County Commissioner

_____ Date _____
Steve Kramer, County Commissioner

_____ Date _____
Kathy Schwartz, County Commissioner



MOTION

SUBJECT: Federation of Parole and Probation Officers Agreement

I move to approve the 2-21-24 Agreement Between Wasco County and the Federation of Parole and Probation Officers.



AGENDA ITEM

MCEDD Agreements

[TRANSPORTATION AGREEMENTS](#)

[EDC IGA](#)



AGENDA ITEM

MCEDD Transportation Agreements

[MCEDD MEMO](#)

[MCEDD/WASCO COUNTY IGA FOR 5310 GRANT MANAGEMENT](#)

[EXHIBIT A - ODOT 5310 GRANT AGREEMENT – FULLY EXECUTED](#)

[MCEDD/WASCO COUNTY IGA FOR STF GRANT MANAGEMENT](#)

[EXHIBIT A - ODOT AGREEMENT 34970 – FULLY EXECUTED](#)

[MCEDD/WASCO COUNTY IGA FOR STIF OPERATING FUNDS](#)

[EXHIBIT A - WASCO COUNTY STIF PLAN](#)

[MOTION LANGUAGE](#)



Mid-Columbia Economic Development District

MEMORANDUM

Date: June 29, 2021

To: Wasco County Board of County Commissioners

From: Jessica Metta, MCEDD Executive Director

Re: Transportation Grant Contract Approvals

Request

Approve signing of contracts with MCEDD for administration of public transit grants in Wasco County.

Background

With assistance from Mid-Columbia Economic Development District (MCEDD) Wasco County approved three transportation-related grants/ funding sources this spring: a Special Transportation Fund grant, a Federal Transit Administration (FTA) Section 5310 grant, and Wasco County's Statewide Transportation Improvement Fund Formula Fund Plan. Wasco County is the eligible applicant for these three funding sources which support The Link for public transportation in Wasco County.

In prior meetings, the Board approved the applications, selected MCEDD from an RFP process for award of the 5310 grant contract, approved signing the contracts with Oregon Department of Transportation. This is the final step: approving contracting with MCEDD to administer the projects.

INTERGOVERNMENTAL AGREEMENT

BETWEEN

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

AND

Wasco County

FOR Special Transportation Fund Activities

THIS AGREEMENT, made this **1st** day of **July, 2021**, by and between the Mid-Columbia Economic Development District (hereinafter the “District”), an Economic Development District formed under ORS190 and RCW 39.34, and Wasco County (hereinafter the “County”).

RECITALS:

WHEREAS, ORS Chapter 190 authorizes governmental entities such as counties and economic development districts to enter into written agreements for the performance of any or all functions and activities that either entity has the authority to perform on its own.

WHEREAS, the County has requested, and the District has agreed, to provide certain services, personnel, and materials to support the administration of the **Special Transportation Fund**.

AGREEMENT:

NOW, THEREFORE, in consideration of the mutual covenants of the District and County, each to the other giving, the District and County do hereby agree as follows:

1. Services to be Provided:

A. The District will provide the services, personnel and materials to complete the work activities described in the Scope of Work (Section 2) below.

B. The County will provide such assistance and guidance as may be required to support the objectives set forth in the Scope of Work and will provide compensation for services as set forth in Section 3 below.

2. Scope of Work:

The District will provide the following services to support the implementation and administration of the Special Transportation Fund as defined in **ODOT Agreement 34979 as Exhibit A**. All clauses in the Agreement 34979 are incorporated by reference.

The Special Transportation Fund grant provides financial support for special transportation services benefitting seniors and individuals with disabilities.

Funding may be used for project types that benefit transportation for seniors and people experiencing disabilities including, but not limited to:

- maintenance and expansion of existing transportation programs;
- creation of new programs and services;
- planning and development for improved access to transportation; capital purchases;
- and as matching funds for state and federal programs also providing transportation and services to seniors and individuals with disabilities.

The District shall include any equipment purchase valued at \$50,000 or more, any transit vehicle acquired, and any transit facility constructed subject to this Agreement in Recipient's Agency Periodic Report and Transit Asset Management reporting to State.

In coordination with the County, The District shall submit quarterly progress reports to State no later than 40 days after the close of each quarterly reporting period. Reporting periods are July through September, October through December, January through March, and April through June. Reports must be in a format acceptable to State and must be entered into the Oregon Public Transit Information System (OPTIS), which may be accessed at <https://www.oregon.gov/odot/RPTD/Pages/index.aspx>.

3. Consideration:

The total project cost is estimated at **\$135,400**. In accordance with the terms and conditions of this Agreement, State shall provide the County, who will pass through to the District, an amount not to exceed **\$135,400**.

4. Term:

This Agreement shall become effective on the later of **July 1, 2021** or the date when this Agreement is fully executed and approved as required by applicable law. Unless otherwise terminated or extended, Grant Funds under this Agreement shall be available for Project Costs incurred on or before **June 30, 2023** (the "Expiration Date").

5. Notices:

All notices, requests, demands and other communications to or upon the parties hereto shall be in writing and shall be deemed to have been duly given or made when deposited in the mails, addressed to the party to which such notice, request, demand or other communication is requested or permitted to be given or made hereunder at the addresses set forth below or at such other address of which such party shall have notified in writing the other party hereto. Those notices, requests, demands or other communications relating to termination or amendment shall be in writing and mailed certified and postage prepaid.

If to County: County Administrator
Wasco County
511 Washington Street
The Dalles, OR 97058

If to District: Executive Director
Mid-Columbia Economic Development District
802 Chenoweth Loop Road
The Dalles, OR 97058

6. Severability:

If any portion of this Agreement is invalid or unenforceable with respect to any party, the remainder of this Agreement, or the application of such provision to persons other than those as to whom it is held invalid or unenforceable, shall not be affected, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

7. Amendment:

The District and the County may, from time to time, request changes to this Agreement or its provisions. Any such changes that are mutually agreed to by the District and the County shall be incorporated herein by written amendment to this Agreement. It is agreed and understood that no material or substantive alteration or variation in the terms of this Agreement shall be valid unless made in writing and signed by all parties to this agreement. Any oral understanding or agreements shall not be binding unless made in writing and signed by all parties to this agreement.

8. Termination:

This IGA may be terminated by mutual consent of both parties. The County may terminate this Agreement without cause by providing thirty (30) days written notice of such intent to the District, or at such later date as may be established by the County and submitted in writing to District. District may terminate this Agreement without cause by providing thirty (30) days written notice of such intent to the County.

9. No Implied Waiver:

No failure on the part of the parties hereto to insist upon the strict performance of any provision of this Agreement or to exercise any right called for herein shall constitute a waiver of any provision of this Agreement or the rights of the parties hereto.

10. Governing Law:

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

11. No Agency:

This Agreement does not in any way constitute or nominate either of the parties as the agent or legal representative of the other party for any purpose whatsoever. Neither party is granted any right or authority to assume or to create any obligation or responsibility, express or implied, on behalf of, or in the name of, the other party to this Agreement.

12. Indemnity:

To the extent permitted by Article XI, Section 10, of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300 (the "Act"), to the extent the Act is applicable, the District and the County shall release, defend, indemnify, and hold harmless one another and one another's officers, board members, commissioners, employees, and agents from and against all damages, claims, injuries, costs, or judgments which may in any manner arise as a result from either parties' actions pursuant to this Agreement.

13. Entire Agreement:

This Agreement constitutes the entire agreement and understanding between the parties as to the subject matter herein and supersedes all prior agreements, commitments, representations, writings, and discussions between them regarding the subject matter of this Agreement.

IN WITNESS WHEREOF, the County and the District have executed this Agreement pursuant to due authority, as evidenced by the signature of the duly appointed representative of each entity below.

Wasco County

**Mid-Columbia Economic Development
District**

By: _____
Scott C. Hege, Commission Chair

By: _____
Jessica Metta, Executive Director

Date: July 7, 2021 _____

Date: _____

EXHIBIT A

PUBLIC TRANSPORTATION DIVISION OREGON DEPARTMENT OF TRANSPORTATION

This Agreement is made and entered into by and between the **State of Oregon**, acting by and through its Department of Transportation, Public Transportation Division, hereinafter referred to as "State," and **Wasco County**, hereinafter referred to as "Recipient," and collectively referred to as the "Parties." Recipient is an "STF Agency" as that term is defined in OAR 732-005-0010.

AGREEMENT

1. **Effective Date.** This Agreement shall become effective on the later of **July 1, 2021** or the date when this Agreement is fully executed and approved as required by applicable law. Unless otherwise terminated or extended, grant funds under this Agreement shall be available for eligible project costs incurred on or before **June 30, 2023** (the "Expiration Date"). No grant funds are available for expenditures incurred after the Expiration Date. State's obligation to disburse funds under this Agreement shall end as provided in Section 6.a. of this Agreement.
2. **Agreement Documents.** This Agreement consists of this document and the following documents, all of which are attached hereto and incorporated herein by reference:

Exhibit A: Project Description and Budget

Exhibit B: Financial Information

Exhibit C: Subagreement Insurance Requirements and Recipient Insurance Requirements

In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The precedence of each of the documents comprising this Agreement is as follows, listed from highest precedence to lowest precedence: this Agreement without Exhibits; Exhibit A; Exhibit B; Exhibit C.

3. **Project Cost; Grant Funds.** State shall provide Recipient grant funds in an amount not to exceed **\$135,400.00** (the "Grant Funds"). Recipient acknowledges and agrees that State may change the amount of funds available under this Agreement, based on availability of funds and other factors as determined by State, upon notification to Recipient in accordance with Section 11.g of this Agreement. State and Recipient agree that in no event shall the amount State provides to Recipient be less than the Minimum Allocation determined as provided in OAR 732-010-0010. Recipient will be responsible for all Project costs not covered by the Grant Funds.
4. **Project.** The Grant Funds shall be used solely for the project described in Exhibit A (the "Project") and shall not be used for any other purpose. No Grant Funds will be disbursed for any changes to the Project unless such changes are approved by State by amendment pursuant to Section 11.d hereof.
5. **Progress Reports.** Recipient shall submit quarterly progress reports to State no later than 45 days after the close of each quarterly reporting period. Reporting periods are July through September, October through December, January through March, and April through June. Reports must be in a format acceptable to State and must be entered into the Oregon Public Transit Information System (OPTIS), which may be accessed at <https://www.oregon.gov/odot/RPTD/Pages/index.aspx>. If Recipient is unable to access OPTIS, reports must be sent to ODOTPTDReporting@odot.state.or.us. Reports shall include a statement of revenues and expenditures for each quarter, including documentation of local match contributions and expenditures. State reserves the right to request such additional information as may be necessary to comply with federal or state reporting requirements.
6. **Disbursement and Recovery of Funds.**
 - a. **Disbursement Generally.** State shall make quarterly installment payments to Recipient within 30 days of the beginning of each calendar quarter described in Section 5. State shall determine the amount of each quarterly payment based on the funds stated in Section 3 divided by the number of calendar quarters for which payments are scheduled

to be made, with any adjustments as may be determined by State if funds are adjusted as provided in Section 3.

b. **Conditions Precedent to Disbursement.** State's obligation to disburse funds to Recipient is subject to satisfaction, with respect to each disbursement, of each of the following conditions precedent:

- i. State has received funding, appropriations, limitations, allotments or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to make the disbursement.
- ii. Recipient is in compliance with the terms of this Agreement.
- iii. Recipient's representations and warranties set forth in Section 7 hereof are true and correct on the date of disbursement with the same effect as though made on the date of disbursement.
- iv. Recipient has provided to State a request for reimbursement using a format that is acceptable to and approved by State. Recipient must submit its final request for reimbursement following completion of the Project and no later than 60 days after the Expiration Date. Failure to submit the final request for reimbursement within 60 days after the Expiration Date could result in non-payment.
- v. Any audit findings relating to Recipient's use of funds under this Agreement or any other agreement with State have been resolved.

c. **Recovery of Funds**

- i. Recovery of Misexpended Funds or Nonexpended Funds. Any funds disbursed to Recipient under this Agreement that are either (i) disbursed but unexpended as of the Expiration Date ("Unexpended Funds") or (ii) expended in violation or contravention of one or more of the provisions of this Agreement ("Misexpended Funds") must be returned to State. Recipient shall return all Misexpended Funds to State no later than 15 days after State's written demand. Recipient shall return all Unexpended Funds to State within 15 days after the earlier of expiration or termination of this Agreement.
- ii. Recovery of Funds upon Termination. If this Agreement is terminated under either Section 10(a)(i) or Section 10(a)(v) below, Recipient shall return to State all funds disbursed to Recipient within 15 days after State's written demand for the same.

7. **Representations and Warranties of Recipient.** Recipient represents and warrants to State as follows:

- a. **Organization and Authority.** Recipient is duly organized and validly existing under the laws of the State of Oregon and is eligible to receive the funds. Recipient has full power, authority, and legal right to make this Agreement and to incur and perform its obligations hereunder, and the making and performance by Recipient of this Agreement (1) have been duly authorized by all necessary action of Recipient and (2) do not and will not violate any provision of any applicable law, rule, regulation, or order of any court, regulatory commission, board, or other administrative agency or any provision of Recipient's Articles of Incorporation or Bylaws, if applicable, (3) do not and will not result in the breach of, or constitute a default or require any consent under any other agreement or instrument to which Recipient is a party or by which Recipient or any of its properties may be bound or affected. No authorization, consent, license, approval of, filing or registration with or notification to any governmental body or regulatory or supervisory authority is required for the execution, delivery or performance by Recipient of this Agreement.
- b. **Binding Obligation.** This Agreement has been duly executed and delivered by Recipient and constitutes a legal, valid and binding obligation of Recipient, enforceable in accordance with its terms subject to the laws of bankruptcy, insolvency, or other similar laws affecting the enforcement of creditors' rights generally.
- c. **No Solicitation.** Recipient's officers, employees, and agents shall neither solicit nor accept gratuities, favors, or any item of monetary value from contractors, potential

contractors, or parties to subagreements, except as permitted by applicable law. No member or delegate to the Congress of the United States or State of Oregon employee shall be admitted to any share or part of this Agreement or any benefit arising therefrom.

- d. **No Debarment.** Neither Recipient nor its principals is presently debarred, suspended, or voluntarily excluded from any federally-assisted transaction, or proposed for debarment, declared ineligible or voluntarily excluded from participating in this Agreement by any state or federal agency. Recipient agrees to notify State immediately if it is debarred, suspended or otherwise excluded by any state or federal agency or if circumstances change that may affect this status, including without limitation upon any relevant indictments or convictions of crimes.

The warranties set in this section are in addition to, and not in lieu of, any other warranties set forth in this Agreement or implied by law.

8. **Records Maintenance and Access; Audit.**

- a. **Records, Access to Records and Facilities.** Recipient shall make and retain proper and complete books of record and account and maintain all fiscal records related to this Agreement and the Project in accordance with all applicable generally accepted accounting principles, generally accepted governmental auditing standards and state minimum standards for audits of municipal corporations. Recipient shall require that each of its subrecipients and subcontractors complies with these requirements. State, the Secretary of State of the State of Oregon (Secretary), the United States Department of Transportation (USDOT), the Federal Transit Administration (FTA) and their duly authorized representatives shall have access to the books, documents, papers and records of Recipient that are directly related to this Agreement, the funds provided hereunder, or the Project for the purpose of making audits and examinations. In addition, State, the Secretary, USDOT, FTA and their duly authorized representatives may make and retain excerpts, copies, and transcriptions of the foregoing books, documents, papers, and records. Recipient shall permit authorized representatives of State, the Secretary, USDOT and FTA to perform site reviews of the Project, and to inspect all vehicles, real property, facilities and equipment purchased by Recipient as part of the Project, and any transportation services rendered by Recipient.
- b. **Retention of Records.** Recipient shall retain and keep accessible all books, documents, papers, and records that are directly related to this Agreement, including, without limitation, records relating to capital assets funded by this Agreement, the funds or the Project for a minimum of six (6) years, or such longer period as may be required by other provisions of this Agreement or applicable law, following the Expiration Date. If there are unresolved audit questions at the end of the six-year period, Recipient shall retain the records until the questions are resolved.
- c. **Expenditure Records.** Recipient shall document the expenditure of all funds disbursed by State under this Agreement. Recipient shall create and maintain all expenditure records in accordance with generally accepted accounting principles and in sufficient detail to permit State to verify how the funds were expended.
- d. **Audit Requirements.**
 - i. Recipient shall, at Recipient's own expense, submit to State, Public Transportation Division, 555 13th Street NE, Suite 3, Salem, Oregon, 97301-4179 or to ODOTPTDreporting@odot.state.or.us, a copy of, or electronic link to, any annual audit covering the funds expended under this Agreement by Recipient or a party to any subagreement with Recipient, as well as the annual audit of any subrecipient(s), contractor(s), or subcontractor(s) of Recipient responsible for the financial management of funds received under this Agreement.
 - ii. Recipient shall save, protect and hold harmless State from the cost of any audits or special investigations performed by the Secretary with respect to the funds expended under this Agreement. Recipient acknowledges and agrees that any audit costs incurred by Recipient as a result of allegations of fraud, waste or abuse are ineligible for reimbursement under this or any other agreement between Recipient and State.

This section 8 shall survive any expiration or termination of this Agreement.

9. Recipient Subagreements and Procurements

- a. **Subagreements.** Recipient may enter into agreements with sub-recipients, contractors or subcontractors (collectively, "subagreements") for performance of the Project.
 - i. All subagreements must be in writing executed by Recipient and must incorporate and pass through all of the applicable requirements of this Agreement to the other party or parties to the subagreement(s). Use of a subagreement does not relieve Recipient of its responsibilities under this Agreement.
 - ii. Recipient shall require all of its contractors performing work under this Agreement to name State as a third-party beneficiary of Recipient's subagreement with the contractor and to name State as an additional or "dual" obligee on contractors' payment and performance bonds.
 - iii. Recipient shall provide State with a copy of any signed subagreement, as well as any other purchasing or contracting documentation, upon request by State. This Paragraph 9.a.iii. shall survive expiration or termination of this Agreement.
 - iv. Recipient must report to State any material breach of a term or condition of a subagreement within ten (10) days of Recipient discovering the breach.
- b. **Subagreement Indemnity; Insurance.**
 - i. **Recipient's subagreement(s) shall require the other party to such subagreements(s) that is not a unit of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless State and its officers, employees and agents from and against any and all claims, actions, liabilities, damages, losses, or expenses, including attorneys' fees, arising from a tort, as now or hereafter defined in ORS 30.260, caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of the other party to Recipient's subagreement or any of such party's officers, agents, employees or subcontractors ("Claims"). It is the specific intention of the Parties that the State shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the State, be indemnified by the other party to Recipient's subagreement(s) from and against any and all Claims.**
 - ii. Any such indemnification shall also provide that neither Recipient's subrecipient(s), contractor(s) nor subcontractor(s) (collectively "Subrecipients"), nor any attorney engaged by Recipient's Subrecipient(s), shall defend any claim in the name of the State or any agency of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without the prior written consent of the Oregon Attorney General. The State may, at any time at its election, assume its own defense and settlement in the event that it determines that Recipient's Subrecipient is prohibited from defending State or that Recipient's Subrecipient is not adequately defending State's interests, or that an important governmental principle is at issue or that it is in the best interests of State to do so. State reserves all rights to pursue claims it may have against Recipient's Subrecipient if State elects to assume its own defense.
 - iii. Recipient shall require the other party, or parties, to each of its subagreements that are not units of local government as defined in ORS 190.003 to obtain and maintain insurance of the types and in the amounts provided in Exhibit C to this Agreement. Recipient may specify insurance requirements of its contractor(s) above the minimum insurance requirements specified in Exhibit C. Recipient shall verify its contractor(s) meet the insurance requirements in Exhibit C.
- c. **Procurements.** Recipient shall make purchases of any equipment, materials, or services for the Project under procedures that comply with Oregon law, as applicable, including all applicable provisions of the Oregon Public Contracting Code and rules.
 - i. All applicable clauses required by federal statute, executive orders and their implementing regulations are included in each competitive procurement;

- ii. All procurement transactions are conducted in a manner providing full and open competition.
- d. **Conflicts of Interest.** Recipient's public officials shall comply with Oregon's government ethics laws, ORS 244.010 et seq., as those laws may be subsequently amended.

10. Termination

- a. **Termination by State.** State may terminate this Agreement effective upon delivery of written notice of termination to Recipient, or at such later date as may be established by State in such written notice, if:
 - i. Recipient fails to perform the Project within the time specified herein or any extension thereof or commencement, continuation or timely completion of the Project by Recipient is, for any reason, rendered improbable, impossible, or illegal; or
 - ii. State fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement; or
 - iii. Federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that the Project is no longer allowable or no longer eligible for funding under this Agreement; or
 - iv. The Project would not produce results commensurate with the further expenditure of funds; or
 - v. Recipient takes any action pertaining to this Agreement without the approval of State and which under the provisions of this Agreement would have required the approval of State.
- b. **Termination by Recipient.** Recipient may terminate this Agreement effective upon delivery of written notice of termination to State, or at such later date as may be established by Recipient in such written notice:
 - i. Upon notification to State of its desire to withdraw from eligibility to receive the funds and providing to State a reason acceptable to State for the withdrawal; or
 - ii. If federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that the Project is no longer allowable or no longer eligible for funding under this Agreement.
- c. **Termination by Either Party.** Either Party may terminate this Agreement upon at least ten days' notice to the other Party and failure of the other Party to cure within the period provided in the notice, if the other Party fails to comply with any of the terms of this Agreement.

11. General Provisions

- a. **Contribution.** If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Recipient with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third Party Claim.

With respect to a Third Party Claim for which State is jointly liable with Recipient (or would be if joined in the Third Party Claim), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Recipient in such proportion as is appropriate to reflect the relative fault of the State on the one hand and of the Recipient on the other hand in connection with the events which resulted in such expenses, judgments, fines or

settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Recipient on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.

With respect to a Third Party Claim for which Recipient is jointly liable with State (or would be if joined in the Third Party Claim), Recipient shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Recipient on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Recipient on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Recipient's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.

b. Liability of Recipient; Indemnification.

- i. Recipient shall defend, save, hold harmless, and indemnify the State, the Oregon Transportation Commission, ODOT, and its officers, employees and agents from and against all claims, suits, actions, proceedings, losses, damages, liabilities, awards and costs of every kind and description (collectively, "Claim") which may be brought or made against State by a third party arising out of or related to any personal injury, death or property damage caused by any alleged act, omission, error, fault, mistake or negligence of Recipient or its officers, employees or agents arising out of or related to this Agreement. Recipient's obligation under this Section shall not extend to any claim primarily caused by the negligent or willful misconduct of State.**
- ii. Any such indemnification shall also provide that neither Recipient, nor any attorney engaged by Recipient, shall defend any claim in the name of the State or any agency of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without the prior written consent of the Oregon Attorney General. The State may, at any time at its election, assume its own defense and settlement in the event that it determines that Recipient is prohibited from defending State or that Recipient is not adequately defending State's interests, or that an important governmental principle is at issue or that it is in the best interests of State to do so. State reserves all rights to pursue claims it may have against Recipient if State elects to assume its own defense.**
- iii. Sections 11.b.i. and 11.b.ii shall survive termination of this Agreement.
- c. Insurance.** Recipient shall meet the insurance requirements within Exhibit C.
- d. Amendments.** This Agreement may be amended or extended only by a written instrument signed by both Parties and approved as required by applicable law.
- e. Duplicate Payment.** Recipient is not entitled to compensation or any other form of duplicate, overlapping or multiple payments for the same work performed under this Agreement from any agency of the State of Oregon or the United States of America or any other party, organization or individual.
- f. No Third-Party Beneficiaries.** State and Recipient are the only Parties to this Agreement and are the only Parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit

or right, whether directly or indirectly, to a third person unless such a third person is individually identified by name herein and expressly described as an intended beneficiary of the terms of this Agreement.

Recipient acknowledges and agrees that the Federal Government, absent express written consent by the Federal Government, is not a party to this Agreement and shall not be subject to any obligations or liabilities to the Recipient, contractor or any other party (whether or not a party to the Agreement) pertaining to any matter resulting from this Agreement.

- g. **Notices.** Except as otherwise expressly provided in this Agreement, any communications between the Parties hereto or notices to be given hereunder shall be given in writing by personal delivery, facsimile, email, or mailing the same, postage prepaid, to Recipient Contact or State Contact at the address or number set forth on the signature page of this Agreement, or to such other addresses or numbers as either Party may hereafter indicate pursuant to this Section 11.g. Any communication or notice personally delivered shall be deemed to be given when actually delivered. Any communication or notice delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine, and to be effective against State, such facsimile transmission must be confirmed by telephone notice to State Contact. Any communication by email shall be deemed to be given when the recipient of the email acknowledges receipt of the email. Any communication or notice mailed shall be deemed to be given when received.
- h. **Governing Law, Consent to Jurisdiction.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between State (or any other agency or department of the State of Oregon) and Recipient that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Marion County in the State of Oregon. In no event shall this section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, from any Claim or from the jurisdiction of any court. EACH PARTY HEREBY CONSENTS TO THE EXCLUSIVE JURISDICTION OF SUCH COURT, WAIVES ANY OBJECTION TO VENUE, AND WAIVES ANY CLAIM THAT SUCH FORUM IS AN INCONVENIENT FORUM.
- i. **Compliance with Law.** Recipient shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Agreement or to the implementation of the Project, as applicable to Recipient. Without limiting the generality of the foregoing, Recipient expressly agrees to comply with (i) Title VI of Civil Rights Act of 1964; (ii) Title V and Section 504 of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 659A.142; (iv) all regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.
- j. **Dispute Resolution.** The Parties shall attempt in good faith to resolve any dispute arising out of this Agreement. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.
- k. **Independent Contractor.** Recipient shall perform the Project as an independent contractor and not as an agent or employee of State. Recipient has no right or authority to incur or create any obligation for or legally bind State in any way. State cannot and will not control the means or manner by which Recipient performs the Project, except as specifically set forth in this Agreement. Recipient is responsible for determining the appropriate means and manner of performing the Project. Recipient acknowledges and agrees that Recipient is not an "officer", "employee", or "agent" of State, as those terms are used in ORS 30.265, and shall not make representations to third parties to the contrary.
- l. **Severability.** If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties

shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.

- m. **Counterparts.** This Agreement may be executed in two or more counterparts (by facsimile or otherwise), each of which is an original and all of which together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.
- n. **Integration and Waiver.** This Agreement, including all Exhibits, constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. The delay or failure of either Party to enforce any provision of this Agreement shall not constitute a waiver by that Party of that or any other provision. Recipient, by the signature below of its authorized representative, hereby acknowledges that it has read this Agreement, understands it, and agrees to be bound by its terms and conditions.
- o. **Survival.** The following provisions survive termination of this Agreement: Sections 6.c., 8 and 11.

The Parties, by execution of this Agreement, hereby acknowledge that each Party has read this Agreement, understands it, and agrees to be bound by its terms and conditions.

The Oregon Transportation Commission on October 20, 2010, approved Delegation Order Number OTC-01, which authorizes the Director of the Oregon Department of Transportation to administer programs related to public transit.

On March 1, 2012, the Director approved Delegation Order Number DIR-04, which delegates the authority to approve this Agreement to the Public Transportation Division Administrator.

SIGNATURE PAGE TO FOLLOW

Wasco County, by and through its

By _____
(Legally designated  _____)

Name Tyler Stone, Administrative Officer
(printed)

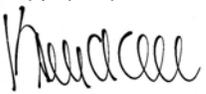
Date June 14, 2021

By _____

Name _____
(printed)

Date _____

APPROVED AS TO LEGAL SUFFICIENCY

(If required)
By  _____
Recipient's Legal Counsel

Date June 14, 2021

Recipient Contact:

Tawnya Williams
511 Washington Street, STE 101
The Dalles, OR 97058
1 (541) 506-2777
tawnyaw@co.wasco.or.us

State Contact:

Theresa Conley
555 13th Street NE
Salem, OR 97301-4179
1 (541) 388-6250
theresa.l.conley@odot.state.or.us

Signed Agreement Return Address: ODOTPTDReporting@odot.state.or.us

State of Oregon, by and through its
Department of Transportation

By _____
Karyn Criswell
Public Transportation Division Administrator

Date _____

APPROVAL RECOMMENDED

By Theresa Conley

Date 06/10/2021

APPROVED AS TO LEGAL SUFFICIENCY

(For funding over \$150,000)

N/A

EXHIBIT A

Project Description and Budget

Project Description/Statement of Work

Project Title: STF Wasco County 34970				
<i>Operating</i>				
Item #1: Operating				
	Total	Grant Amount	Local Match	Match Type(s)
	\$135,400.00	\$135,400.00	\$0.00	
Sub Total	\$135,400.00	\$135,400.00	\$0.00	
Grand Total	\$135,400.00	\$135,400.00	\$0.00	

1. PROJECT DESCRIPTION

This Agreement provides financial support for special transportation services benefitting seniors and individuals with disabilities.

2. PROJECT DELIVERABLES

Funding may be used for project types that benefit transportation for seniors and people experiencing disabilities including, but not limited to: maintenance and expansion of existing transportation programs; creation of new programs and services; planning and development for improved access to transportation; capital purchases; and as matching funds for state and federal programs also providing transportation and services to seniors and individuals with disabilities.

Recipient may distribute Special Transportation Fund (STF) funds to eligible subrecipients and projects. Additional projects or subrecipients require an amended application approved by State.

Recipient shall include any equipment purchase valued at \$50,000 or more, any transit vehicle acquired, and any transit facility constructed subject to this Agreement in Recipient's Agency Periodic Report and Transit Asset Management reporting to State.

3. PROJECT ACCOUNTING

Recipient retains authority over costs and allocations of STF dollars within the guidelines established by Oregon Revised Statutes (ORS) 391.800 through 391.830 and Oregon Administrative Rules (OAR) Chapter 732.

Recipient will receive and disburse STF funds from a separate governmental account. Any interest accrued from the account must be added to the funds and reported to State.

Generally accepted accounting principles and Recipient's accounting system determine those costs that are to be accounted for as gross operating expenses. Recipient may not count the same costs twice if they have multiple agreements for which these costs may be eligible. Matching grant funds do not constitute claiming the same cost twice. The service provider may use capital equipment funded under USDOT- or State-source agreements when performing services rendered through a contract or sub-agreement funded by this Agreement. Depreciation of capital equipment funded from USDOT- or State-source grants is not an eligible expense.

EXHIBIT B
FINANCIAL INFORMATION

This Agreement is financed by the funding source indicated below:

State Program STF: ORS 391.800 through ORS 391.830 and OAR Chapter 732, Divisions 5, 10, and 30 And/Or STIF: ORS 184.758 through ORS 184.766 and OAR Chapter 732, Divisions 040, 042, and 044.	State Funding Agency Oregon Department of Transportation 355 Capitol St. N.E. Salem, OR 97301-3871		Total State Funding \$135,400.00
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Administered By Public Transportation Division 555 13th Street NE Salem, OR 97301-4179
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EXHIBIT C

Insurance Requirements

Subagreement Insurance Requirements

GENERAL.

Recipient shall require in its first tier subagreements with entities that are not units of local government as defined in ORS 190.003, if any, to: i) obtain insurance specified under TYPES AND AMOUNTS and meeting the requirements under ADDITIONAL INSURED, "TAIL" COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before performance under the subagreement commences, and ii) maintain the insurance in full force throughout the duration of the subagreement. The insurance must be provided by insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to State. Recipient shall not authorize work to begin under subagreements until the insurance is in full force. Thereafter, Recipient shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. Recipient shall incorporate appropriate provisions in the subagreement permitting it to enforce compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. In no event shall Recipient permit work under a subagreement when Recipient is aware that the contractor is not in compliance with the insurance requirements. As used in this section, "first tier" means a subagreement in which the Recipient is a Party.

TYPES AND AMOUNTS.

WORKERS COMPENSATION.

All employers, including Contractor, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide **Workers' Compensation Insurance** coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). The coverage shall include Employer's Liability Insurance with limits not less than \$500,000 each accident. **Contractor shall require compliance with these requirements in each of its subcontractor contracts.**

COMMERCIAL GENERAL LIABILITY.

Commercial General Liability Insurance shall be issued on an occurrence basis covering bodily injury and property damage and shall include personal and advertising injury liability, products and completed operations, and contractual liability coverage. When work to be performed includes operations or activity within 50 feet of any railroad property, bridge, trestle, track, roadbed, tunnel, underpass or crossing, the Contractor shall provide the Contractual Liability - Railroads CG 24 17 endorsement, or equivalent, on the Commercial General Liability policy. Amounts below are a minimum requirement as determined by State:

Coverage shall be written on an occurrence basis in an amount of not less than **\$1,000,000** per occurrence. Annual aggregate limit shall not be less than **\$2,000,000**.

AUTOMOBILE LIABILITY.

Automobile Liability Insurance covering Contractor's business-related automobile use covering all owned, non-owned, or hired vehicles for bodily injury and property. Amount below is a minimum requirement as determined by State:

Coverage shall be written with a combined single limit of not less than **\$1,000,000**.

This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability).

EXCESS/UMBRELLA LIABILITY.

A combination of primary and Excess/Umbrella Liability Insurance may be used to meet the required

limits of insurance.

ADDITIONAL INSURED.

The liability insurance coverages, except Professional Liability or Workers' Compensation/Employer's Liability, if included, must include the **"State of Oregon, the Oregon Transportation Commission and the Department of Transportation, and their respective officers, members, agents and employees"** as an **endorsed** Additional Insured but only with respect to the contractor's activities to be performed under the Subagreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Additional Insured Endorsements on the Commercial General Liability shall be written on ISO Form CG 20 10 07 04, or equivalent, with respect to liability arising out of ongoing operations and ISO Form CG 20 37 07 04, or equivalent, with respect to liability arising out of completed operations. Additional Insured Endorsements shall be submitted with the Certificate(s) of Insurance and must be acceptable to the Recipient.

"TAIL" COVERAGE.

If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance or pollution liability insurance, the contractor shall maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of the Subagreement, for a minimum of twenty-four (24) months following the later of : (i) the contractor's completion and Recipient's acceptance of all Services required under the Subagreement or, (ii) the expiration of all warranty periods provided under the Subagreement. Notwithstanding the foregoing twenty-four (24) month requirement, if the contractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the twenty-four (24) month period described above, then the contractor may request and State may grant approval of the maximum "tail " coverage period reasonably available in the marketplace. If State approval is granted, the contractor shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.

NOTICE OF CANCELLATION OR CHANGE.

The contractor or its insurer must provide thirty (30) days' written notice to Recipient before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s). **Recipient shall immediately notify State of any change in insurance coverage.**

CERTIFICATE(S) OF INSURANCE.

Recipient shall obtain from the contractor a certificate(s) of insurance for all required insurance before the contractor performs under the Subcontract. The certificate(s) or an attached endorsement must specify: i) all entities and individuals who are endorsed on the policy as Additional Insured and ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.

Recipient Insurance Requirements

GENERAL.

Recipient shall: i) obtain at the Recipient's expense the insurance specified under TYPES AND AMOUNTS and meeting the requirements under ADDITIONAL INSURED, "TAIL" COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before performance under this Agreement commences, and ii) maintain the insurance in full force and at its own expense throughout the duration of this Agreement. Recipient shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to State. Coverage shall be primary and non-contributory with any other insurance and self-insurance with the exception of Professional Liability and Workers' Compensation. Recipient shall pay for all deductibles, self-insurance retention and self-insurance, if any.

INSURANCE REQUIREMENT REVIEW.

Recipient agrees to periodic review of insurance requirements by State under this Agreement and to provide updated requirements as mutually agreed upon by Recipient and State.

TYPES AND AMOUNTS.

WORKERS COMPENSATION.

All employers, including Recipient, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide **Workers' Compensation Insurance** coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). The coverage shall include Employers liability insurance with coverage limits of not less than \$500,000 must be included.

COMMERCIAL GENERAL LIABILITY.

Commercial General Liability Insurance shall be issued on an occurrence basis covering bodily injury, death, and property damage and shall include personal and advertising injury liability, products and completed operations and contractual liability coverage. When work to be performed includes operations or activity within 50 feet of any railroad property, bridge, trestle, track, roadbed, tunnel, underpass or crossing, the Contractor shall provide the Contractual Liability - Railroads CG 24 17 endorsement, or equivalent, on the Commercial General Liability policy. Commercial General Liability Insurance shall not be less than the following amounts as determined by State:

Coverage shall be written on an occurrence basis in an amount of not less than **\$1,000,000** per occurrence. Annual aggregate limit shall not be less than **\$2,000,000**.

AUTOMOBILE LIABILITY.

Automobile Liability Insurance covering business-related automobile use on all owned, non-owned or hired vehicles for bodily injury and property. Automobile Liability Insurance shall not be less than the following amount as determined by State:

Coverage shall be written with a combined single limit of not less than **\$1,000,000**.

This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability).

EXCESS/UMBRELLA LIABILITY.

A combination of primary and Excess/Umbrella Liability Insurance may be used to meet the required limits of insurance.

ADDITIONAL INSURED.

The liability insurance coverages, except Professional Liability or Workers' Compensation/Employer's Liability, if included, must include the **"State of Oregon, the Oregon Transportation Commission and the Department of Transportation, and their respective officers, members, agents and employees"** as an **endorsed** Additional Insured but only with respect to the Recipient's activities to be performed under this Agreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Additional Insured Endorsements on the Commercial General Liability shall be written on ISO Form CG 20 10 07 04, or equivalent, with respect to liability arising out of ongoing operations and ISO Form CG 20 37 07 04, or equivalent, with respect to liability arising out of completed operations. Additional Insured Endorsements shall be submitted with the Certificate(s) of Insurance and must be acceptable to the Recipient.

"TAIL" COVERAGE.

If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance, Recipient shall maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of this Agreement, for a minimum of 24 months following the later of: (i) Recipient's completion and State's acceptance of all Services required under this Agreement or, (ii) the expiration of all warranty periods provided under this Agreement. Notwithstanding the foregoing 24-month requirement, if Recipient elects to maintain "tail" coverage and if the maximum

time period "tail" coverage reasonably available in the marketplace is less than the 24-month period described above, then Recipient may request and State may grant approval of the maximum "tail" coverage period reasonably available in the marketplace. If State approval is granted, Recipient shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.

NOTICE OF CANCELLATION OR CHANGE.

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

CERTIFICATE(S) OF INSURANCE.

State shall obtain from Recipient a certificate(s) of insurance for all required insurance before the effective date of this Agreement . The certificate(s) or an attached endorsement must specify: i) all entities and individuals who are endorsed on the policy as Additional Insured and ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.

STATE ACCEPTANCE.

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

INTERGOVERNMENTAL AGREEMENT

BETWEEN

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

AND

Wasco County

FOR *Public Transportation under FTA 5310*

THIS AGREEMENT, made this **1st** day of **July, 2021**, by and between the Mid-Columbia Economic Development District (hereinafter the “District”), an Economic Development District formed under ORS190 and RCW 39.34, and Wasco County (hereinafter the “County”).

RECITALS:

WHEREAS, ORS Chapter 190 authorizes governmental entities such as counties and economic development districts to enter into written agreements for the performance of any or all functions and activities that either entity has the authority to perform on its own.

WHEREAS, the County has requested, and the District has agreed, to provide certain services, personnel, and materials to support the administration of the **FTA 5310 Grant**.

AGREEMENT:

NOW, THEREFORE, in consideration of the mutual covenants of the District and County, each to the other giving, the District and County do hereby agree as follows:

1. Services to be Provided:

A. The District will provide the services, personnel and materials to complete the work activities described in the Scope of Work (Section 2) below.

B. The County will provide such assistance and guidance as may be required to support the objectives set forth in the Scope of Work and will provide compensation for services as set forth in Section 3 below.

2. Scope of Work:

The District will provide the following services to support the implementation and administration of the FTA 5310 grant as defined in **ODOT Agreement 35175 as Exhibit A**. All clauses in the Agreement 35175 are incorporated by reference.

The FTA 5310 grant provides funding to purchase accessible public transportation services for seniors, individuals with disabilities, and the general public in Wasco County, Oregon, including the City of The Dalles. Services may include demand response, deviated fixed route, or other

service types determined to meet the scope of this grant and the needs of the community. The services provided should be consistent with the adopted Coordinated Public Transit Human Services Transportation Plan and other applicable transportation plans. This project also supports the administrative costs required to manage the service contract.

The District shall include any equipment purchase valued at \$50,000 or more, any transit vehicle acquired, and any transit facility constructed subject to this Agreement in Recipient's Agency Periodic Report and Transit Asset Management reporting to State.

In coordination with the County, The District shall submit quarterly progress reports to State no later than 40 days after the close of each quarterly reporting period. Reporting periods are July through September, October through December, January through March, and April through June. Reports must be in a format acceptable to State and must be entered into the Oregon Public Transit Information System (OPTIS), which may be accessed at <https://www.oregon.gov/odot/RPTD/Pages/index.aspx>.

3. Consideration:

The total project cost is estimated at **\$205,089**. In accordance with the terms and conditions of this Agreement, State shall provide the County, who will pass through to the District, an amount not to exceed **\$184,026**. The District will provide **\$21,063** in matching funds for the project. The District will be responsible for all Project Costs not covered by the Grant Funds.

4. Term:

This Agreement shall become effective on the later of **July 1, 2021** or the date when this Agreement is fully executed and approved as required by applicable law. Unless otherwise terminated or extended, Grant Funds under this Agreement shall be available for Project Costs incurred on or before **June 30, 2023** (the "Expiration Date").

5. Notices:

All notices, requests, demands and other communications to or upon the parties hereto shall be in writing and shall be deemed to have been duly given or made when deposited in the mails, addressed to the party to which such notice, request, demand or other communication is requested or permitted to be given or made hereunder at the addresses set forth below or at such other address of which such party shall have notified in writing the other party hereto. Those notices, requests, demands or other communications relating to termination or amendment shall be in writing and mailed certified and postage prepaid.

If to County: County Administrator
Wasco County
511 Washington Street
The Dalles, OR 97058

If to District: Executive Director

Mid-Columbia Economic Development District
802 Chenoweth Loop Road
The Dalles, OR 97058

6. Severability:

If any portion of this Agreement is invalid or unenforceable with respect to any party, the remainder of this Agreement, or the application of such provision to persons other than those as to whom it is held invalid or unenforceable, shall not be affected, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

7. Amendment:

The District and the County may, from time to time, request changes to this Agreement or its provisions. Any such changes that are mutually agreed to by the District and the County shall be incorporated herein by written amendment to this Agreement. It is agreed and understood that no material or substantive alteration or variation in the terms of this Agreement shall be valid unless made in writing and signed by all parties to this agreement. Any oral understanding or agreements shall not be binding unless made in writing and signed by all parties to this agreement.

8. Termination:

This IGA may be terminated by mutual consent of both parties. The County may terminate this Agreement without cause by providing thirty (30) days written notice of such intent to the District, or at such later date as may be established by the County and submitted in writing to District. District may terminate this Agreement without cause by providing thirty (30) days written notice of such intent to the County.

9. No Implied Waiver:

No failure on the part of the parties hereto to insist upon the strict performance of any provision of this Agreement or to exercise any right called for herein shall constitute a waiver of any provision of this Agreement or the rights of the parties hereto.

10. Governing Law:

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

11. No Agency:

This Agreement does not in any way constitute or nominate either of the parties as the agent or legal representative of the other party for any purpose whatsoever. Neither party is granted any right or authority to assume or to create any obligation or responsibility, express or implied, on behalf of, or in the name of, the other party to this Agreement.

12. Indemnity:

To the extent permitted by Article XI, Section 10, of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300 (the "Act"), to the extent the Act is applicable, the District and the County shall release, defend, indemnify, and hold harmless one another and one another's officers, board members, commissioners, employees, and agents from and against all damages, claims, injuries, costs, or judgments which may in any manner arise as a result from either parties' actions pursuant to this Agreement.

13. Entire Agreement:

This Agreement constitutes the entire agreement and understanding between the parties as to the subject matter herein and supersedes all prior agreements, commitments, representations, writings, and discussions between them regarding the subject matter of this Agreement.

IN WITNESS WHEREOF, the County and the District have executed this Agreement pursuant to due authority, as evidenced by the signature of the duly appointed representative of each entity below.

Wasco County

**Mid-Columbia Economic Development
District**

By: _____
Scott C. Hege, Commission Chair

By: _____
Jessica Metta, Executive Director

Date: July 7, 2021 _____

Date: _____

EXHIBIT A

PUBLIC TRANSPORTATION DIVISION OREGON DEPARTMENT OF TRANSPORTATION

This Agreement is made and entered into by and between the **State of Oregon**, acting by and through its Department of Transportation, Public Transportation Division, hereinafter referred to as "State," and **Wasco County**, hereinafter referred to as "Recipient," and collectively referred to as the "Parties."

AGREEMENT

1. **Effective Date.** This Agreement shall become effective on the later of **July 1, 2021** or the date when this Agreement is fully executed and approved as required by applicable law. Unless otherwise terminated or extended, Grant Funds under this Agreement shall be available for Project Costs incurred on or before **June 30, 2023** (the "Expiration Date"). No Grant Funds are available for any expenditures after the Expiration Date. State's obligation to disburse Grant Funds under this Agreement shall end as provided in Section 10 of this Agreement.
2. **Agreement Documents.** This Agreement consists of this document and the following documents, all of which are attached hereto and incorporated herein by reference:

Exhibit A: Project Description and Budget

Exhibit B: Financial Information

Exhibit C: Subagreement Insurance Requirements and Recipient Insurance Requirements

Exhibit D: Summary of Federal Requirements, incorporating by reference Annual List of Certifications and Assurances for Federal Transit Administration Grants and Cooperative Agreements ("Certifications and Assurances") and Federal Transit Administration Master Agreement

Exhibit E: Information required by 2 CFR 200.331(a), may be accessed at <https://www.oregon.gov/odot/RPTD/Pages/index.aspx>, Oregon Public Transit Information System (OPTIS), as the information becomes available

In the event of a conflict between two or more of the documents comprising this Agreement, the language in the document with the highest precedence shall control. The precedence of each of the documents comprising this Agreement is as follows, listed from highest precedence to lowest precedence: Exhibit D; Exhibit E; this Agreement without Exhibits; Exhibit A; Exhibit B; Exhibit C.

3. **Project Cost; Grant Funds; Match.** The total project cost is estimated at **\$205,089.00**. In accordance with the terms and conditions of this Agreement, State shall provide Recipient an amount not to exceed **\$184,026.00** (the "Grant Funds") for eligible costs described in Section 6.a. hereof. Recipient shall provide matching funds for all Project Costs as described in Exhibit A. Recipient will be responsible for all Project Costs not covered by the Grant Funds.
4. **Project.** The Grant Funds shall be used solely for the project described in Exhibit A (the "Project") and shall not be used for any other purpose. No Grant Funds will be disbursed for any changes to the Project unless such changes are approved by State by amendment pursuant to Section 11.a hereof.
5. **Progress Reports.** Recipient shall submit quarterly progress reports to State no later than 45 days after the close of each quarterly reporting period. Reporting periods are July through September, October through December, January through March, and April through June. Reports must be in a format acceptable to State and must be entered into the Oregon Public Transit Information System (OPTIS), which may be accessed at <https://www.oregon.gov/odot/RPTD/Pages/index.aspx>. If Recipient is unable to access OPTIS, reports must be sent to ODOTPTDReporting@odot.state.or.us. Reports shall include a statement of revenues and expenditures for each quarter, including documentation of local match contributions and expenditures. State reserves the right to request such additional information as may be

necessary to comply with federal or state reporting requirements.

6. Disbursement and Recovery of Grant Funds.

- a. **Disbursement Generally.** State shall reimburse eligible costs incurred in carrying out the Project, up to the Grant Funds amount provided in Section 3. Reimbursements shall be made by State within 30 days of State's approval of a request for reimbursement from Recipient using a format that is acceptable to State. Requests for reimbursement must be entered into OPTIS or sent to ODOTPTDReporting@odot.state.or.us. Eligible costs are the reasonable and necessary costs incurred by Recipient, or under a subagreement described in Section 9 of this Agreement, in performance of the Project and that are not excluded from reimbursement by State, either by this Agreement or by exclusion as a result of financial review or audit.
- b. **Conditions Precedent to Disbursement.** State's obligation to disburse Grant Funds to Recipient is subject to satisfaction, with respect to each disbursement, of each of the following conditions precedent:
 - i. State has received funding, appropriations, limitations, allotments or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to make the disbursement.
 - ii. Recipient is in compliance with the terms of this Agreement including, without limitation, Exhibit D and the requirements incorporated by reference in Exhibit D.
 - iii. Recipient's representations and warranties set forth in Section 7 hereof are true and correct on the date of disbursement with the same effect as though made on the date of disbursement.
 - iv. Recipient has provided to State a request for reimbursement using a format that is acceptable to and approved by State. Recipient must submit its final request for reimbursement following completion of the Project and no later than 60 days after the Expiration Date. Failure to submit the final request for reimbursement within 60 days after the Expiration Date could result in non-payment.
- c. **Recovery of Grant Funds.**
 - i. **Recovery of Misexpended Funds or Nonexpended Funds.** Any Grant Funds disbursed to Recipient under this Agreement that are either (i) disbursed but unexpended as of the Expiration Date ("Unexpended Funds") or (ii) expended in violation or contravention of one or more of the provisions of this Agreement ("Misexpended Funds") must be returned to State. Recipient shall return all Misexpended Funds to State no later than 15 days after State's written demand. Recipient shall return all Unexpended Funds to State within 15 days after the earlier of expiration or termination of this Agreement.
 - ii. **Recovery of Funds upon Termination.** If this Agreement is terminated under either Section 10(a)(i) or Section 10(a)(v) below, Recipient shall return to State all funds disbursed to Recipient within 15 days after State's written demand for the same.

7. Representations and Warranties of Recipient. Recipient represents and warrants to State as follows:

- a. **Organization and Authority.** Recipient is duly organized and validly existing under the laws of the State of Oregon and is eligible to receive the Grant Funds. Recipient has full power, authority, and legal right to make this Agreement and to incur and perform its obligations hereunder, and the making and performance by Recipient of this Agreement (1) have been duly authorized by all necessary action of Recipient and (2) do not and will not violate any provision of any applicable law, rule, regulation, or order of any court, regulatory commission, board, or other administrative agency or any provision of Recipient's Articles of Incorporation or Bylaws, if applicable, (3) do not and will not result in the breach of, or constitute a default or require any consent under any other agreement or instrument to which Recipient is a party or by which Recipient or any of its properties may be bound or affected. No authorization, consent, license, approval of, filing or registration with or notification to any governmental body or regulatory or supervisory authority is required for the execution, delivery or performance by Recipient

of this Agreement.

- b. **Binding Obligation.** This Agreement has been duly executed and delivered by Recipient and constitutes a legal, valid and binding obligation of Recipient, enforceable in accordance with its terms subject to the laws of bankruptcy, insolvency, or other similar laws affecting the enforcement of creditors' rights generally.
- c. **No Solicitation.** Recipient's officers, employees, and agents shall neither solicit nor accept gratuities, favors, or any item of monetary value from contractors, potential contractors, or parties to subagreements, except as permitted by applicable law. No member or delegate to the Congress of the United States or State of Oregon employee shall be admitted to any share or part of this Agreement or any benefit arising therefrom.
- d. **No Debarment.** Neither Recipient nor its principals is presently debarred, suspended, or voluntarily excluded from this federally-assisted transaction, or proposed for debarment, declared ineligible or voluntarily excluded from participating in this Agreement by any state or federal agency. Recipient agrees to notify State immediately if it is debarred, suspended or otherwise excluded from this federally-assisted transaction for any reason or if circumstances change that may affect this status, including without limitation upon any relevant indictments or convictions of crimes.

The warranties set in this section are in addition to, and not in lieu of, any other warranties set forth in this Agreement or implied by law.

8. Records Maintenance and Access; Audit.

- a. **Records, Access to Records and Facilities.** Recipient shall make and retain proper and complete books of record and account and maintain all fiscal records related to this Agreement and the Project in accordance with all applicable generally accepted accounting principles, generally accepted governmental auditing standards and state minimum standards for audits of municipal corporations. Recipient shall require that each of its subrecipients and subcontractors complies with these requirements. State, the Secretary of State of the State of Oregon (Secretary), the United States Department of Transportation (USDOT), the Federal Transit Administration (FTA) and their duly authorized representatives shall have access to the books, documents, papers and records of Recipient that are directly related to this Agreement, the funds provided hereunder, or the Project for the purpose of making audits and examinations. In addition, State, the Secretary, USDOT, FTA and their duly authorized representatives may make and retain excerpts, copies, and transcriptions of the foregoing books, documents, papers, and records. Recipient shall permit authorized representatives of State, the Secretary, USDOT and FTA to perform site reviews of the Project, and to inspect all vehicles, real property, facilities and equipment purchased by Recipient as part of the Project, and any transportation services rendered by Recipient.
- b. **Retention of Records.** Recipient shall retain and keep accessible all books, documents, papers, and records that are directly related to this Agreement, including, without limitation, records relating to capital assets funded by this Agreement, the Grant Funds or the Project for a minimum of six (6) years, or such longer period as may be required by other provisions of this Agreement or applicable law, following the Expiration Date. If there are unresolved audit questions at the end of the six-year period, Recipient shall retain the records until the questions are resolved.
- c. **Expenditure Records.** Recipient shall document the expenditure of all Grant Funds disbursed by State under this Agreement. Recipient shall create and maintain all expenditure records in accordance with generally accepted accounting principles and in sufficient detail to permit State to verify how the Grant Funds were expended.
- d. **Audit Requirements.**
 - i. Recipients receiving federal funds in excess of \$750,000 are subject to audit conducted in accordance with the provisions of 2 CFR part 200, subpart F. Recipient, if subject to this requirement, shall at Recipient's own expense submit to State, Public Transportation Division, 555 13th Street NE, Suite 3, Salem, Oregon, 97301-4179 or to ODOTPTDReporting@odot.state.or.us, a copy of, or electronic link to, its annual audit subject to this requirement covering the funds expended under this Agreement and shall submit or cause to be submitted, the annual audit

of any subrecipient(s), contractor(s), or subcontractor(s) of Recipient responsible for the financial management of funds received under this Agreement.

- ii. Recipient shall indemnify, save, protect and hold harmless State from the cost of any audits or special investigations performed by the Secretary with respect to the funds expended under this Agreement. Recipient acknowledges and agrees that any audit costs incurred by Recipient as a result of allegations of fraud, waste or abuse are ineligible for reimbursement under this or any other agreement between Recipient and State.

This Section 8 shall survive any expiration or termination of this Agreement.

9. Recipient Subagreements and Procurements

- a. **Subagreements.** Recipient may enter into agreements with sub-recipients, contractors or subcontractors (collectively, "subagreements") for performance of the Project.
 - i. All subagreements must be in writing executed by Recipient and must incorporate and pass through all of the applicable requirements of this Agreement to the other party or parties to the subagreement(s). Use of a subagreement does not relieve Recipient of its responsibilities under this Agreement.
 - ii. Recipient shall require all of its contractors performing work under this Agreement to name State as a third-party beneficiary of Recipient's subagreement with the contractor and to name State as an additional or "dual" obligee on contractors' payment and performance bonds.
 - iii. Recipient shall provide State with a copy of any signed subagreement, as well as any other purchasing or contracting documentation, upon request by State. This paragraph 9.a.iii. shall survive expiration or termination of this Agreement.
 - iv. Recipient must report to State any material breach of a term or condition of a subagreement within ten (10) days of Recipient discovering the breach.
- b. Recipient shall review the *Best Practices Procurement Manual*, a technical assistance manual prepared by the FTA, available on the FTA website: www.fta.dot.gov/grants/13054_6037.html
- c. **Subagreement indemnity; insurance**
 - i. ***Recipient's subagreement(s) shall require the other party to such subagreements(s) that is not a unit of local government as defined in ORS 190.003, if any, to indemnify, defend, save and hold harmless State and its officers, employees and agents from and against any and all claims, actions, liabilities, damages, losses, or expenses, including attorneys' fees, arising from a tort, as now or hereafter defined in ORS 30.260, caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of the other party to Recipient's subagreement or any of such party's officers, agents, employees or subcontractors ("Claims"). It is the specific intention of the Parties that the State shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the State, be indemnified by the other party to Recipient's subagreement(s) from and against any and all Claims.***
 - ii. **Any such indemnification shall also provide that neither Recipient's subrecipient(s), contractor(s) nor subcontractor(s) (collectively "Subrecipients"), nor any attorney engaged by Recipient's Subrecipient(s), shall defend any claim in the name of the State or any agency of the State of Oregon, nor purport to act as legal representative of the State of Oregon or any of its agencies, without the prior written consent of the Oregon Attorney General. The State may, at any time at its election, assume its own defense and settlement in the event that it determines that Recipient's Subrecipient is prohibited from defending State or that Recipient's Subrecipient is not adequately defending State's interests, or that an important governmental principle is at issue or that it is in the best interests of State to do so. State reserves all rights to**

pursue claims it may have against Recipient's Subrecipient if State elects to assume its own defense.

- iii. Recipient shall require the other party, or parties, to each of its subagreements that are not units of local government as defined in ORS 190.003 to obtain and maintain insurance requirements provided in Exhibit C to this Agreement. Recipient may specify insurance requirements of its contractor(s) above the minimum insurance requirements specified in Exhibit C. Recipient shall verify its contractor(s) meet the insurance requirements in Exhibit C.
- d. **Procurements.** Recipient shall make purchases of any equipment, materials, or services for the Project under procedures that comply with Oregon law, as applicable, including all applicable provisions of the Oregon Public Contracting Code and rules, and in conformance to FTA Circular 4220.1F, Third Party Contracting Requirements including:
 - i. All applicable clauses required by federal statute, executive orders and their implementing regulations are included in each competitive procurement;
 - ii. All procurement transactions are conducted in a manner providing full and open competition;
 - iii. Procurements exclude the use of statutorily or administratively imposed in-state or geographic preference in the evaluation of bids or proposals (with exception of locally controlled licensing requirements);
 - iv. Construction, architectural and engineering procurements are based on Brooks Act procedures unless the procurement is subject to ORS 279C.100 to 279C.125.
- e. **Additional requirements**
 - i. Recipient shall comply with 49 CFR sections 37.77(c) and 37.105 regarding "Certification of Equivalent Service" when purchasing vehicles under this Agreement. If non-accessible vehicles, as defined by the Americans with Disabilities Act, are being purchased for use by a public entity in demand responsive service for the general public, Recipient will certify to State at the time of applying for a project that, when viewed in its entirety, the demand responsive service offered to persons with disabilities, including persons who use wheelchairs, meets the standard of equivalent service.
 - ii. Recipient shall comply with 49 CFR 663 regarding pre-award and post-delivery reviews. Every Recipient purchasing rolling stock or facilities under this Agreement must certify to State that a pre-award and post-delivery review has been conducted in accordance with ODOT requirements. This review ensures compliance to bid specifications including, but not limited to, FTA requirements, State requirements, and Federal Motor Carrier Safety Standards, as applicable to the type of project. Each Recipient's certification must include assurance that required documents have been received from manufacturers or vendors of products, or from both, and that Recipient possesses such documents. Acceptable certification forms are available from State. Recipient must provide certification forms to State when reimbursement is requested for vehicles. For facilities projects, Recipient must provide pre-award certifications to State at time of first payment, and post-delivery certifications upon completion of the post-delivery review, and in no event later than with Recipient's request for final payment.
 - iii. Recipient shall comply with 49 CFR 604 in the provision of any charter service provided with vehicles, facilities, or equipment acquired with FTA assistance under this Agreement.
 - iv. Recipient shall submit an annual vehicle inspection report to State for any vehicle purchased under this Agreement. Vehicle inspections shall be conducted by a vehicle maintenance technician certified by a nationally recognized organization in the field of vehicle service and maintenance. Reports covering required areas of inspection shall be submitted on forms provided by State.
 - v. All drivers of vehicles purchased with FTA funds under this Agreement must complete a standard defensive driving course before operating an FTA-funded vehicle, and are advised to complete a standard defensive driving course before

operating a State-funded vehicle.

- vi. Recipient shall maintain all vehicles, equipment, and facilities purchased under this Agreement in good condition per manufacturer's recommendations. Recipients are required to develop preventive maintenance plans for all rolling stock and facilities and to provide the plans to State upon request.
 - vii. Recipient shall be the owner of the property for facility construction projects and of vehicles purchased under this Agreement. Such ownership shall be recorded on real property deeds for facility construction projects and on vehicle titles. If Recipient contracts the operation of vehicles to a third party, then the third party may be shown as the owner or lessee with Recipient listed as the second security interest holder or lessor. In all cases, Oregon Department of Transportation, Public Transportation Division shall be shown as the first security interest holder on vehicle titles. If Recipient fails to show Oregon Department of Transportation, Public Transportation Division as the first security interest holder, Recipient shall pay any expenses to re-submit the necessary documents to Oregon Department of Transportation, Driver and Motor Vehicle Services (DMV). If a vehicle is damaged or destroyed at any time when Recipient fails to show Oregon Department of Transportation, Public Transportation Division, as the first security interest holder, Recipient shall be liable to State for any damage in an amount in the same manner as if Oregon Department of Transportation, Public Transportation Division, were shown as the first security interest holder.
 - viii. Recipient shall bear the cost of insuring assets purchased under this Agreement.
 - ix. Recipient shall file a restrictive covenant with the property deed for all construction projects and purchases of real estate, with the exception of passenger shelters, amenities, and right-of-way infrastructure improvements. The restrictive covenant will limit the use of the building and property to the stated purpose specified in the statement of work associated with this Agreement.
 - x. Recipient shall complete all purchases, including installation, and all construction of capital assets funded under this Agreement prior to the Expiration Date of this Agreement. If local circumstances prevent purchase, installation, or construction by the specified date, Recipient will notify State in writing of the circumstances regarding the delay. Such notification must be received at least forty-five (45) days prior to the expiration of the Agreement. Agreement amendment for time will be considered in extenuating circumstances.
- f. **Conflict of Interest.** Recipient's public officials shall comply with Oregon's government ethics laws, ORS 244.010 et seq., as those laws may be subsequently amended.

10. Termination

- a. **Termination by State.** State may terminate this Agreement effective upon delivery of written notice of termination to Recipient, or at such later date as may be established by State in such written notice, if:
 - i. Recipient fails to perform the Project within the time specified herein or any extension thereof or commencement, continuation or timely completion of the Project by Recipient is, for any reason, rendered improbable, impossible, or illegal; or
 - ii. State fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement; or
 - iii. Federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that the Project is no longer allowable or no longer eligible for funding under this Agreement; or
 - iv. The Project would not produce results commensurate with the further expenditure of funds; or
 - v. Recipient takes any action pertaining to this Agreement without the approval of State and which under the provisions of this Agreement would have required the

approval of State.

- b. **Termination by Recipient.** Recipient may terminate this Agreement effective upon delivery of written notice of termination to State, or at such later date as may be established by Recipient in such written notice, if:
 - i. The requisite local funding to continue the Project becomes unavailable to Recipient; or
 - ii. Federal or state laws, rules, regulations or guidelines are modified or interpreted in such a way that the Project is no longer allowable or no longer eligible for funding under this Agreement.
- c. **Termination by Either Party.** Either Party may terminate this Agreement upon at least ten days' notice to the other Party and failure of the other Party to cure within the period provided in the notice, if the other Party fails to comply with any of the terms of this Agreement.

11. General Provisions

- a. **Amendments.** This Agreement may be amended or extended only by a written instrument signed by both Parties and approved as required by applicable law.
- b. **Contribution.**
 - i. If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Recipient with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third Party Claim, and to defend a Third Party Claim with counsel of its own choosing. Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third Party Claim.
 - ii. Except as otherwise provided in Paragraph 11.c below, with respect to a Third Party Claim for which State is jointly liable with Recipient (or would be if joined in the Third Party Claim), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Recipient in such proportion as is appropriate to reflect the relative fault of the State on the one hand and of the Recipient on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Recipient on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.
 - iii. Except as otherwise provided in Paragraph 11.c below, with respect to a Third Party Claim for which Recipient is jointly liable with State (or would be if joined in the Third Party Claim), Recipient shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Recipient on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Recipient on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines

or settlement amounts. Recipient's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.

c. Indemnification.

- i. Subject to any limitations imposed by State law and the Oregon Constitution, Recipient agrees to the following contract-related indemnification for all projects authorized under this Agreement:
- ii. Where Recipient contracts for services or performs project management for a project, Recipient shall accept all responsibility, defend lawsuits, indemnify, and hold State harmless, for all contract-related claims and suits. This includes but is not limited to all contract claims or suits brought by any contractor, whether arising out of the contractor's work, Recipient's supervision of any individual project or contract, or Recipient's failure to comply with the terms of this Agreement.

Sections 11.b and 11.c shall survive termination of this Agreement.

- d. **Insurance.** Recipient shall meet the insurance requirements within Exhibit C.
- e. **Dispute Resolution.** The Parties shall attempt in good faith to resolve any dispute arising out of this Agreement. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.
- f. **Responsibility for Grant Funds.** Any recipient of Grant Funds, pursuant to this Agreement with State, shall assume sole liability for that recipient's breach of the conditions of this Agreement, and shall, upon recipient's breach of conditions that requires State to return funds to the FTA, hold harmless and indemnify State for an amount equal to the funds received under this Agreement; or if legal limitations apply to the indemnification ability of the recipient of Grant Funds, the indemnification amount shall be the maximum amount of funds available for expenditure, including any available contingency funds or other available non-appropriated funds, up to the amount received under this Agreement.
- g. **Duplicate Payment.** Recipient is not entitled to compensation or any other form of duplicate, overlapping or multiple payments for the same work performed under this Agreement from any agency of the State of Oregon or the United States of America or any other party, organization or individual.
- h. **No Third Party Beneficiaries.** State and Recipient are the only Parties to this Agreement and are the only Parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly or indirectly, to a third person unless such a third person is individually identified by name herein and expressly described as an intended beneficiary of the terms of this Agreement.

Recipient acknowledges and agrees that the Federal Government, absent express written consent by the Federal Government, is not a party to this Agreement and shall not be subject to any obligations or liabilities to the Recipient, contractor or any other party (whether or not a party to the Agreement) pertaining to any matter resulting from the this Agreement.

- i. **Notices.** Except as otherwise expressly provided in this Agreement, any communications between the Parties hereto or notices to be given hereunder shall be given in writing by personal delivery, facsimile, email, or mailing the same, postage prepaid, to Recipient Contact or State Contact at the address or number set forth on the signature page of this Agreement, or to such other addresses or numbers as either Party may hereafter indicate pursuant to this subsection. Any communication or notice personally delivered shall be deemed to be given when actually delivered. Any communication or notice delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine, and to be effective against State, such facsimile transmission must be confirmed by telephone notice to State Contact. Any communication by email shall be deemed to be given when the

recipient of the email acknowledges receipt of the email. Any communication or notice mailed shall be deemed to be given when received.

- j. **Governing Law, Consent to Jurisdiction.** This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between State (or any other agency or department of the State of Oregon) and Recipient that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Marion County in the State of Oregon. In no event shall this section be construed as a waiver by the State of Oregon of any form of defense or immunity, whether sovereign immunity, governmental immunity, immunity based on the eleventh amendment to the Constitution of the United States or otherwise, from any Claim or from the jurisdiction of any court. EACH PARTY HEREBY CONSENTS TO THE EXCLUSIVE JURISDICTION OF SUCH COURT, WAIVES ANY OBJECTION TO VENUE, AND WAIVES ANY CLAIM THAT SUCH FORUM IS AN INCONVENIENT FORUM.
- k. **Compliance with Law.** Recipient shall comply with all federal, state and local laws, regulations, executive orders and ordinances applicable to the Agreement or to the implementation of the Project, as applicable to Recipient, including without limitation as described in Exhibit D. Without limiting the generality of the foregoing, Recipient expressly agrees to comply with (i) Title VI of Civil Rights Act of 1964; (ii) Title V and Section 504 of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 659A.142; (iv) all regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.
- l. **Independent Contractor.** Recipient shall perform the Project as an independent contractor and not as an agent or employee of State. Recipient has no right or authority to incur or create any obligation for or legally bind State in any way. State cannot and will not control the means or manner by which Recipient performs the Project, except as specifically set forth in this Agreement. Recipient is responsible for determining the appropriate means and manner of performing the Project. Recipient acknowledges and agrees that Recipient is not an "officer", "employee", or "agent" of State, as those terms are used in ORS 30.265, and shall not make representations to third parties to the contrary.
- m. **Severability.** If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.
- n. **Counterparts.** This Agreement may be executed in two or more counterparts (by facsimile or otherwise), each of which is an original and all of which together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.
- o. **Integration and Waiver.** This Agreement, including all Exhibits, constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. The delay or failure of either Party to enforce any provision of this Agreement shall not constitute a waiver by that Party of that or any other provision. Recipient, by the signature below of its authorized representative, hereby acknowledges that it has read this Agreement, understands it, and agrees to be bound by its terms and conditions.
- p. **Survival.** The following provisions survive termination of this Agreement: Sections 6.c., 8 and 11.

The Parties, by execution of this Agreement, hereby acknowledge that each Party has read this Agreement, understands it, and agrees to be bound by its terms and conditions.

The Oregon Transportation Commission on October 20, 2010, approved Delegation Order Number OTC-01, which authorizes the Director of the Oregon Department of Transportation to administer programs related to public transit.

On March 1, 2012, the Director approved Delegation Order Number DIR-04, which delegates the authority to approve this Agreement to the Public Transportation Division Administrator.

SIGNATURE PAGE TO FOLLOW

Wasco County, by and through its

By Tyler Stone
Digitally signed by Tyler Stone
DN: cn=Tyler Stone, o=Wasco County,
ou=Administration, email=tylers@co.wasco.or.us,
c=US
Date: 2021.06.18 10:02:59 -0700
(Legally designated representative)

Name Tyler Stone, Administrative Officer
(printed)

Date June 16, 2021

By _____

Name _____
(printed)

Date _____

APPROVED AS TO LEGAL SUFFICIENCY

(If required in local process)

By _____ [Signature]
Recipient's Legal Cou _____

Date June 16, 2021

Recipient Contact:

Tyler Stone
511 Washington Street, STE 101
The Dalles, OR 97058
1 (541) 506-2552
tylers@co.wasco.or.us

State Contact:

Theresa Conley
555 13TH ST NE
Salem, OR 97301
1 (541) 388-6250
theresa.l.conley@odot.state.or.us

Signed Agreement Return Address: ODOTPTDReporting@odot.state.or.us

State of Oregon, by and through its
Department of Transportation

By [Signature]
Karyn Criswell
Public Transportation Division Administrator

Date 6/22/21

APPROVAL RECOMMENDED

By Theresa Conley

Date 06/09/2021

APPROVED AS TO LEGAL SUFFICIENCY

(For funding over \$150,000)

By _____
Assistant Attorney General

Name Sam Zeigler by email
(printed)

Date 05/21/2021

EXHIBIT A
Project Description and Budget

Project Description/Statement of Work

Project Title: 5310 Wasco County 35175				
<i>Purchased Service</i>				
Item #1: Contracted Service (5310 only)				
	Total	Grant Amount	Local Match	Match Type(s)
	\$205,089.00	\$184,026.00	\$21,063.00	State Funds
Sub Total	\$205,089.00	\$184,026.00	\$21,063.00	
Grand Total	\$205,089.00	\$184,026.00	\$21,063.00	

1. PROJECT DESCRIPTION

The project provides funding to purchase accessible public transportation services for seniors, individuals with disabilities, and the general public in Wasco County, Oregon, including the City of The Dalles. Services may include demand response, deviated fixed route, or other service types determined to meet the scope of this grant and the needs of the community. The services provided should be consistent with the adopted Coordinated Public Transit Human Services Transportation Plan and other applicable transportation plans.

This project also supports the administrative costs required to manage the service contract.

2. PROJECT DELIVERABLES, TASKS and PERFORMANCE MEASURES

The contracted service will be provided by a contractor(s) or pass-through subrecipient(s) selected by Recipient, and will be designed to benefit seniors and individuals with disabilities, and may also be made available to the general public.

The service, schedule, days, hours, and service type route will be designed to meet the needs of seniors and individuals with disabilities as determined by Recipient in consultation with the operator of service, the affected community members, and stakeholders identified by Recipient.

Services will be provided in accordance with the locally adopted Coordinated Public Transit Human Services Transportation Plan (Coordinated Plan). Recipient and contractor or pass-through subrecipient will coordinate the delivery of transportation services with other public and private transportation providers to enhance regional services and to avoid duplication of services. Coordinated service may be made available to a variety of potential users, including the general public.

Recipient may amend the service design at any time in accordance with local demand, funding issues, changes in the Coordinated Plan, or other situations that require service to be changed. Recipient will inform State if there is a change in the service funded by this Agreement.

Recipient will market the services.

Recipient will oversee and monitor the services and performance of the contractor or pass-through subrecipient. The following performance measure will be used to evaluate the effectiveness of the projects over the grant period.

*Rides: 35,000
 Unduplicated Riders: 350*

Ridership is defined as the actual or estimated one-way passenger trips provided to seniors and individuals with disabilities. A passenger trip is a unit of service counted each time a passenger enters a vehicle, is transported, then exits the vehicle. Each unique destination constitutes a passenger trip.

For purposes of this Agreement, Unduplicated Passenger or Client Count (UPC) is defined as the actual or estimated number of individuals served who are a) all passengers or other project clients; and b) seniors and individuals with disabilities, who are provided mobility services developed by this project. Individuals served can include transit passengers and/or persons served through mobility training. Recipient will track and report the UPC. Methodology for identifying the UPC is at the discretion of the Recipient, and shall be documented in writing and provided with the quarterly progress report

3. PROJECT ACCOUNTING, MATCHING FUNDING and SPENDING PLAN

This Agreement covers contracted public transportation provision, as defined under the 49 USC Section 5310 program, as described in Circular 9070.1G, Section III-14-e.

Generally accepted accounting principles and the Recipient's accounting system determine those costs that are to be accounted for as gross operating expenses. Recipient may not count the same costs twice if they have multiple agreements for which these costs may be eligible. The service provider may use capital equipment funded under USDOT- or State-source agreements when performing services rendered through a contract or subagreement funded by this Agreement. Depreciation of capital equipment funded from USDOT- or State-source grants is not an eligible expense.

Sources of funding that may be used as Recipient's matching funds for this Agreement include local funds; Statewide Transportation Improvement Formula Funds; Special Transportation Formula Funds; service contract revenue, advertisement and other earned income; cash donations; and verifiable in-kind contributions integral to the project budget. In-kind contributions claimed as matching funding must be reported to State. Recipient may not use passenger fares as matching funding.

Recipient will subtract revenue from fares, tickets and passes whether pre-paid or post-paid, from the gross operating expense of the service. Administrative expenses incurred by the contractor or pass-through subrecipient are reimbursable as operating expenses. State's obligation to reimburse Project costs is contingent upon Recipient first paying or otherwise contributing its minimum match amount set forth in this Exhibit A.

Recipient may not use assets acquired under this Agreement to compete unfairly with the private sector.

4. REPORTING AND INVOICING REQUIREMENTS

Recipient will request reimbursement for covered expenses incurred during each period as prescribed by State. Copies of invoices must be submitted for all vendor charges. In-house charges must be documented showing time specifically associated with the project.

Recipient will provide evidence of purchased or contracted service through standard invoicing including an itemization of expenses. Recipient shall submit invoices or comparable documentation when requesting reimbursement for services purchased from a second party.

Invoices must:

- i. Be legible*
- ii. Match the amount requested for reimbursement*
- iii. Include a description of the service (hours, rate, and quantity)*
- iv. Include date(s) of the service*
- v. Include the agency providing the service*

If the service provider also performs preventive maintenance, dispatching, and/or other services, these costs should be itemized separately on the same invoice unless these activities are included in the same hourly or other rate established by the contract between the service provider and vendor. Recipient shall report quarterly performance achievements using the narrative section of the Agency Periodic Report, and include anticipated performance achievements for the upcoming quarter.

Photographs of public transit, and related operations, are encouraged to memorialize the

achievement of project deliverables.

EXHIBIT B
FINANCIAL INFORMATION

The information below will assist auditors to prepare a report in compliance with the requirements of 2 CFR part 200, subpart F.

This Agreement is financed by the funding source indicated below:

Federal Program 49 U.S.C. 5310	Federal Funding Agency U.S. Department of Transportation Federal Transit Administration 915 Second Avenue, Suite 3142 Seattle, WA 98174	CFDA Number 20.513 (5310)	Total Federal Funding \$184,026.00
--	--	--	---

Administered By Public Transportation Division 555 13TH ST NE Salem, OR 97301

EXHIBIT C

Insurance Requirements

Subagreement Insurance Requirements

GENERAL.

Recipient shall require in its first tier subagreements with entities that are not units of local government as defined in ORS 190.003, if any, to: i) obtain insurance specified under TYPES AND AMOUNTS and meeting the requirements under ADDITIONAL INSURED, "TAIL" COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before performance under the subagreement commences, and ii) maintain the insurance in full force throughout the duration of the subagreement. The insurance must be provided by insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to State. Recipient shall not authorize work to begin under subagreements until the insurance is in full force. Thereafter, Recipient shall monitor continued compliance with the insurance requirements on an annual or more frequent basis. Recipient shall incorporate appropriate provisions in the subagreement permitting it to enforce compliance with the insurance requirements and shall take all reasonable steps to enforce such compliance. In no event shall Recipient permit work under a subagreement when Recipient is aware that the contractor is not in compliance with the insurance requirements. As used in this section, "first tier" means a subagreement in which the Recipient is a Party.

TYPES AND AMOUNTS.

WORKERS COMPENSATION.

All employers, including Contractor, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide **Workers' Compensation Insurance** coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). The coverage shall include Employer's Liability Insurance with limits not less than \$500,000 each accident. **Contractor shall require compliance with these requirements in each of its subcontractor contracts.**

COMMERCIAL GENERAL LIABILITY.

Commercial General Liability Insurance shall be issued on an occurrence basis covering bodily injury and property damage and shall include personal and advertising injury liability, products and completed operations, and contractual liability coverage. When work to be performed includes operations or activity within 50 feet of any railroad property, bridge, trestle, track, roadbed, tunnel, underpass or crossing, the Contractor shall provide the Contractual Liability - Railroads CG 24 17 endorsement, or equivalent, on the Commercial General Liability policy. Amounts below are a minimum requirement as determined by State:

Coverage shall be written on an occurrence basis in an amount of not less than **\$1,000,000** per occurrence.

Annual aggregate limit shall not be less than **\$2,000,000**.

AUTOMOBILE LIABILITY.

Automobile Liability Insurance covering Contractor's business-related automobile use covering all owned, non-owned, or hired vehicles for bodily injury and property. Amount below is a minimum requirement as determined by State:

Coverage shall be written with a combined single limit of not less than **\$1,000,000**.

This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability).

EXCESS/UMBRELLA LIABILITY.

A combination of primary and Excess/Umbrella Liability Insurance may be used to meet the required limits of insurance.

ADDITIONAL INSURED.

The liability insurance coverages, except Professional Liability or Workers' Compensation/Employer's Liability, if included, must include the **"State of Oregon, the Oregon Transportation Commission and the Department of Transportation, and their respective officers, members, agents and employees"** as an **endorsed** Additional Insured but only with respect to the contractor's activities to be performed under the Subagreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Additional Insured Endorsements on the Commercial General Liability shall be written on ISO Form CG 20 10 07 04, or equivalent, with respect to liability arising out of ongoing operations and ISO Form CG 20 37 07 04, or equivalent, with respect to liability arising out of completed operations. Additional Insured Endorsements shall be submitted with the Certificate(s) of Insurance and must be acceptable to the Recipient.

"TAIL" COVERAGE.

If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance or pollution liability insurance, the contractor shall maintain either "tail" coverage or continuous "claims made" liability coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of the Subagreement, for a minimum of twenty-four (24) months following the later of : (i) the contractor's completion and Recipient's acceptance of all Services required under the Subagreement or, (ii) the expiration of all warranty periods provided under the Subagreement. Notwithstanding the foregoing twenty-four (24) month requirement, if the contractor elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the twenty-four (24) month period described above, then the contractor may request and State may grant approval of the maximum "tail " coverage period reasonably available in the marketplace. If State approval is granted, the contractor shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.

NOTICE OF CANCELLATION OR CHANGE.

The contractor or its insurer must provide thirty (30) days' written notice to Recipient before cancellation of, material change to, potential exhaustion of aggregate limits of, or non-renewal of the required insurance coverage(s). **The Recipient shall immediately notify State of any change in insurance coverage.**

CERTIFICATE(S) OF INSURANCE.

Recipient shall obtain from the contractor a certificate(s) of insurance for all required insurance before the contractor performs under the Subcontract. The certificate(s) or an attached endorsement must specify: i) all entities and individuals who are endorsed on the policy as Additional Insured and ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.

Recipient Insurance Requirements

GENERAL.

Recipient shall: i) obtain at the Recipient's expense the insurance specified under TYPES AND AMOUNTS and meeting the requirements under ADDITIONAL INSURED, "TAIL" COVERAGE, NOTICE OF CANCELLATION OR CHANGE, and CERTIFICATES OF INSURANCE before performance under this Agreement commences, and ii) maintain the insurance in full force and at its own expense throughout the duration of this Agreement. Recipient shall obtain the following insurance from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and that are acceptable to State. Coverage shall be primary and non-contributory with any other insurance and self-insurance with the exception of Professional Liability and Workers' Compensation. Recipient shall pay for all deductibles, self-insurance retention and self-insurance, if any.

INSURANCE REQUIREMENT REVIEW.

Recipient agrees to periodic review of insurance requirements by State under this Agreement and to provide updated requirements as mutually agreed upon by Recipient and State.

TYPES AND AMOUNTS.

WORKERS COMPENSATION.

All employers, including Recipient, that employ subject workers, as defined in ORS 656.027, shall comply with ORS 656.017 and shall provide **Workers' Compensation Insurance** coverage for those workers, unless they meet the requirement for an exemption under ORS 656.126(2). The coverage shall include Employers liability insurance with coverage limits of not less than \$500,000 must be included.

COMMERCIAL GENERAL LIABILITY.

Commercial General Liability Insurance shall be issued on an occurrence basis covering bodily injury, death, and property damage and shall include personal and advertising injury liability, products and completed operations and contractual liability coverage. When work to be performed includes operations or activity within 50 feet of any railroad property, bridge, trestle, track, roadbed, tunnel, underpass or crossing, the Contractor shall provide the Contractual Liability - Railroads CG 24 17 endorsement, or equivalent, on the Commercial General Liability policy. Commercial General Liability Insurance shall not be less than the following amounts as determined by State:

Coverage shall be written on an occurrence basis in an amount of not less than **\$1,000,000** per occurrence.

Annual aggregate limit shall not be less than **\$2,000,000**.

AUTOMOBILE LIABILITY.

Automobile Liability Insurance covering business-related automobile use on all owned, non-owned or hired vehicles for bodily injury and property. Automobile Liability Insurance shall not be less than the following amount as determined by State:

Coverage shall be written with a combined single limit of not less than **\$1,000,000**.

This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits for Commercial General Liability and Automobile Liability).

EXCESS/UMBRELLA LIABILITY.

A combination of primary and Excess/Umbrella Liability Insurance may be used to meet the required limits of insurance.

ADDITIONAL INSURED.

The liability insurance coverages, except Professional Liability or Workers' Compensation/Employer's Liability, if included, must include the **"State of Oregon, the Oregon Transportation Commission and the Department of Transportation, and their respective officers, members, agents and employees"** as an **endorsed** Additional Insured but only with respect to the Recipient's activities to be performed under this Agreement. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Additional Insured Endorsements on the Commercial General Liability shall be written on ISO Form CG 20 10 07 04, or equivalent, with respect to liability arising out of ongoing operations and ISO Form CG 20 37 07 04, or equivalent, with respect to liability arising out of completed operations. Additional Insured Endorsements shall be submitted with the Certificate(s) of Insurance and must be acceptable to the Recipient.

"TAIL" COVERAGE.

If any of the required insurance policies is on a "claims made" basis, such as professional liability insurance, Recipient shall maintain either "tail" coverage or continuous "claims made" liability

coverage, provided the effective date of the continuous "claims made" coverage is on or before the effective date of this Agreement, for a minimum of 24 months following the later of: (i) Recipient's completion and State's acceptance of all Services required under this Agreement or, (ii) the expiration of all warranty periods provided under this Agreement. Notwithstanding the foregoing 24-month requirement, if Recipient elects to maintain "tail" coverage and if the maximum time period "tail" coverage reasonably available in the marketplace is less than the 24-month period described above, then Recipient may request and State may grant approval of the maximum "tail" coverage period reasonably available in the marketplace. If State approval is granted, Recipient shall maintain "tail" coverage for the maximum time period that "tail" coverage is reasonably available in the marketplace.

NOTICE OF CANCELLATION OR CHANGE.

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

CERTIFICATE(S) OF INSURANCE.

State shall obtain from Recipient a certificate(s) of insurance for all required insurance before the effective date of this Agreement. The certificate(s) or an attached endorsement must specify: i) all entities and individuals who are endorsed on the policy as Additional Insured and ii) for insurance on a "claims made" basis, the extended reporting period applicable to "tail" or continuous "claims made" coverage.

STATE ACCEPTANCE.

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

EXHIBIT D

Summary of Federal Requirements and Incorporating by Reference Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements ("Certifications and Assurances") and Federal Transit Administration Master Agreement ("Master Agreement")

Recipient and Recipient's subrecipient(s), contractor(s), or subcontractor(s), at any tier, if any, must comply with all applicable federal requirements contained in the Certifications and Assurances available at www.transit.dot.gov. The Certifications and Assurances, including as they may be changed during the term of this Agreement, are by this reference incorporated herein.

Recipient further agrees to comply with all applicable requirements included in the Master Agreement that is signed and attested to by State. This Master Agreement is incorporated by reference and made part of this Agreement. Said Master Agreement is available upon request from State by calling (503) 986-3300, or at www.transit.dot.gov. Without limiting the foregoing, the following is a summary of some requirements applicable to transactions covered by this Agreement and the funds described in Exhibit A:

1. Recipient shall comply with Title VI of the Civil Rights Act of 1964 (78 State 252, 42 U.S.C. § 2000d) and the regulations of the United States Department of Transportation (49 CFR 21, Subtitle A). Recipient shall exclude no person on the grounds of race, religion, color, sex, age, national origin, or disability from the benefits of aid received under this Agreement. Recipient will report to State on at least an annual basis the following information: any active lawsuits or complaints, including dates, summary of allegation, status of lawsuit or complaint including whether the Parties entered into a consent decree.
2. Recipient shall comply with FTA regulations in Title 49 CFR 27 Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance which implements the Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act of 1990, 49 CFR 37, and 49 CFR 38.
3. Recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. Recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts. Recipient's DBE program, if applicable, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to State of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
4. Recipient must include the following language in each subagreement Recipient signs with a subcontractor or subrecipient:

The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. The contractor, subrecipient, or subcontractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of USDOT-assisted contracts. Failure by the contractor, subrecipient, or subcontractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as Recipient deems appropriate.

5. Recipient and contractors receiving in excess of \$100,000 in federal funds, other than Indian tribes, must certify to State that they have not and will not use federal funds to pay for influencing or attempting to influence an officer or employee of any federal department or Agency, a member of Congress, or an employee of a member of Congress in connection with obtaining any federal grant, cooperative agreement or any other federal award. If non-federal

funds have been used to support lobbying activities in connection with the Project, Recipient shall complete Standard Form LLL, Disclosure Form to Report Lobbying and submit the form to State at the end of each calendar quarter in which there occurs an event that requires disclosure. Restrictions on lobbying do not apply to influencing policy decisions. Examples of prohibited activities include seeking support for a particular application or bid and seeking a congressional earmark.

INTERGOVERNMENTAL AGREEMENT

BETWEEN

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

AND

Wasco County

FOR Statewide Transportation Improvement Fund Formula Operating Funds

THIS AGREEMENT, made this **1st** day of **July, 2021**, by and between the Mid-Columbia Economic Development District (hereinafter the “District”), an Economic Development District formed under ORS190 and RCW 39.34, and Wasco County (hereinafter the “County”).

RECITALS:

WHEREAS, ORS Chapter 190 authorizes governmental entities such as counties and economic development districts to enter into written agreements for the performance of any or all functions and activities that either entity has the authority to perform on its own.

WHEREAS, the County has requested, and the District has agreed, to provide certain services, personnel, and materials to support the administration of the **FY21-23 Wasco County Statewide Transportation Improvement Fund Formula Plan**.

AGREEMENT:

NOW, THEREFORE, in consideration of the mutual covenants of the District and County, each to the other giving, the District and County do hereby agree as follows:

1. Services to be Provided:

A. The District will provide the services, personnel and materials to complete the work activities described in the Scope of Work (Section 2) below.

B. The County will provide such assistance and guidance as may be required to support the objectives set forth in the Scope of Work and will provide compensation for services as set forth in Section 3 below.

2. Scope of Work:

The District will provide the following services to support the implementation and administration of the **FY21-23 Wasco County Statewide Transportation Improvement Fund Formula Plan, attached as Exhibit A**.

The District shall include any equipment purchase valued at \$50,000 or more, any transit vehicle acquired, and any transit facility constructed subject to this Agreement in Recipient's Agency Periodic Report and Transit Asset Management reporting to State.

In coordination with the County, The District shall submit quarterly progress reports to State no later than 40 days after the close of each quarterly reporting period. Reporting periods are July through September, October through December, January through March, and April through June. Reports must be in a format acceptable to State and must be entered into the Oregon Public Transit Information System (OPTIS), which may be accessed at <https://www.oregon.gov/odot/RPTD/Pages/index.aspx>.

3. Consideration:

The total project cost is estimated at **\$1,108,518**. In accordance with the terms and conditions of this Agreement, State shall provide the County, who will pass through to the District, an amount not to exceed **\$1,108,518** (the "Grant Funds") for eligible costs described Exhibit A. The District shall provide matching funds for all Project Costs as described in Exhibit A. The District will be responsible for all Project Costs not covered by the Grant Funds.

4. Term:

This Agreement shall become effective on the later of **July 1, 2021** or the date when this Agreement is fully executed and approved as required by applicable law. Unless otherwise terminated or extended, Grant Funds under this Agreement shall be available for Project Costs incurred on or before **June 30, 2023** (the "Expiration Date").

5. Notices:

All notices, requests, demands and other communications to or upon the parties hereto shall be in writing and shall be deemed to have been duly given or made when deposited in the mails, addressed to the party to which such notice, request, demand or other communication is requested or permitted to be given or made hereunder at the addresses set forth below or at such other address of which such party shall have notified in writing the other party hereto. Those notices, requests, demands or other communications relating to termination or amendment shall be in writing and mailed certified and postage prepaid.

If to County: County Administrator
Wasco County
511 Washington Street
The Dalles, OR 97058

If to District: Executive Director
Mid-Columbia Economic Development District
802 Chenoweth Loop Road
The Dalles, OR 97058

6. Severability:

If any portion of this Agreement is invalid or unenforceable with respect to any party, the remainder of this Agreement, or the application of such provision to persons other than those as to whom it is held invalid or unenforceable, shall not be affected, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

7. Amendment:

The District and the County may, from time to time, request changes to this Agreement or its provisions. Any such changes that are mutually agreed to by the District and the County shall be incorporated herein by written amendment to this Agreement. It is agreed and understood that no material or substantive alteration or variation in the terms of this Agreement shall be valid unless made in writing and signed by all parties to this agreement. Any oral understanding or agreements shall not be binding unless made in writing and signed by all parties to this agreement.

8. Termination:

This IGA may be terminated by mutual consent of both parties. The County may terminate this Agreement without cause by providing thirty (30) days written notice of such intent to the District, or at such later date as may be established by the County and submitted in writing to District. District may terminate this Agreement without cause by providing thirty (30) days written notice of such intent to the County.

9. No Implied Waiver:

No failure on the part of the parties hereto to insist upon the strict performance of any provision of this Agreement or to exercise any right called for herein shall constitute a waiver of any provision of this Agreement or the rights of the parties hereto.

10. Governing Law:

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

11. No Agency:

This Agreement does not in any way constitute or nominate either of the parties as the agent or legal representative of the other party for any purpose whatsoever. Neither party is granted any right or authority to assume or to create any obligation or responsibility, express or implied, on behalf of, or in the name of, the other party to this Agreement.

12. Indemnity:

To the extent permitted by Article XI, Section 10, of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 through 30.300 (the "Act"), to the extent the Act is applicable, the District and the County shall release, defend, indemnify, and hold harmless one another

and one another's officers, board members, commissioners, employees, and agents from and against all damages, claims, injuries, costs, or judgments which may in any manner arise as a result from either parties' actions pursuant to this Agreement.

13. Entire Agreement:

This Agreement constitutes the entire agreement and understanding between the parties as to the subject matter herein and supersedes all prior agreements, commitments, representations, writings, and discussions between them regarding the subject matter of this Agreement.

IN WITNESS WHEREOF, the County and the District have executed this Agreement pursuant to due authority, as evidenced by the signature of the duly appointed representative of each entity below.

Wasco County

**Mid-Columbia Economic Development
District**

By: _____
Scott C. Hege, Commission Chair

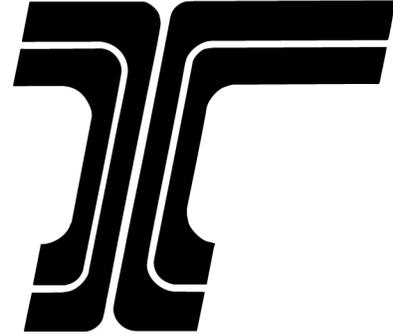
By: _____
Jessica Metta, Executive Director

Date: July 7, 2021

Date: _____

EXHIBIT A

Oregon Department of Transportation



STIF Plan

FY 2021-23

1. Qualified Entity

Qualified Entity Name

Wasco County

Qualified Entity Address

511 Washington Street

Address Line 1

The Dalles Oregon 97058

City

State

Zip Code

STIF Plan Contact Name

Tyler Stone

STIF Plan Contact Title

Administrative Officer

STIF Plan Contact Email

tylers@co.wasco.or.us

STIF Plan Contact Phone Number

(541) 506-2552

Employer Identification Number (EIN)

93-6002315

Will any of the projects in this STIF Plan use funds jointly managed with one or more other Qualified Entities?

No

1.2 Public Transportation Service Providers in this STIF Plan

Provider 1

The Qualified Entity is the only Public Transportation Service Provider in this STIF Plan.

No

Service Provider Name

Mid-Columbia Economic Development District

Service Provider Contact Name

Jessica Metta

Service Provider Contact Title

Executive Director

Service Provider Phone Number

(541) 296-2266

Service Provider Email

jessica@mcedd.org

Service Provider Type

Intergovernmental Entity

Employer Identification Number (EIN)

93-0586118

Service Provider Website

www.mcedd.org

2. Advisory Committees

2.1 Advisory Committee Website

By checking this box I agree all Advisory Committee requirements of OARs 732-040-0030, 732-040-0035 and 732-042-0020 have been met, including but not limited to, required constituencies, bylaws that include method for determining high percentage of Low-Income Households, public meetings, review and prioritization of STIF Plan Projects.

Advisory Committee Web Address

<https://www.mcedd.org/link/wasco-county-ptac/>

3. Local Plan Compliance

3.1 Existing Local Plans from which project(s) are derived.

Local Plan 1**Local Plan Name**

Wasco County Coordinated
Transportation Plan

**Governing Body that adopted
Local Plan**

Wasco County Board of
Commissioners

Plan Adoption Date

12/16/2020

Local Plan Web Address

https://www.mcedd.org/wp-content/uploads/2020/12/2020-2024_WCCoordinatedPlan_SIGNED.pdf

3.2 Local Plan requirements

I agree that all Local Plans are consistent with the STIF requirements specified in OAR 732-040-0005(18)

Yes

No, one or more Local Plans are not yet consistent with STIF rule requirements.

4. Accountability

You may insert a web address in place of a description or document upload, as long as the information is sufficient enough to warrant approval of the STIF Plan and comply with STIF Rule.

4.1 Accountability methods

By checking this box I affirm that all of the necessary policies and procedures are in place to ensure compliance with OAR 732, Divisions 40 and 42, and to achieve the goals and outcomes specified in this STIF Plan, including, but not limited to program and financial management, operations management, procurement, use and maintenance of equipment, records retention, compliance with state and federal laws, civil rights and compliance with ADA.

By checking this box I affirm that all of the necessary policies and procedures are in place to ensure compliance of all Sub-Recipients with OAR 732, Divisions 40 and 42, and to achieve the goals and outcomes specified in this STIF Plan, address deficiencies in Sub-Recipient performance, and to ensure the Qualified Entity can accomplish the applicable requirements of these rules, including but not limited to, audit and compliance requirements, accounting requirements, capital asset requirements and reporting requirements.

4.2 Sub-Allocation method

Describe the Qualified Entity's method for sub-allocating STIF Formula Fund moneys and the collaborative process used to work with Public Transportation Service Providers and other potential Sub-Recipients, as relevant, to develop the sub-allocation method.

There is only one Public Transportation Service Provider within Wasco County (LINK Public Transportation operated by Mid-Columbia Economic Development District). The Wasco County Public Transportation Advisory Committee (PTAC) noted this condition and determined there is no reason to sub-allocate Wasco County STIF Formula Funds. This PTAC recommendation was approved by Wasco County Board of County Commissioners.

Limit 1000 Characters

4.3 High Percentage of Low-Income Households

Explain how the STIF Plan defines and identifies communities with a high percentage of Low-Income Households.

The Wasco County STIF Plan defines all of Wasco County as an area with a high percentage of low-income households:

- 1) "Low Income Household" is a household the total income of which does not exceed 200% of the poverty guidelines.
- 2) "High Percentage of Low-Income Households" is defined as higher than the Oregon state average.

Data from the 2018 American Community Survey was used to calculate the percentage of low income households in Wasco County at 35.3% (3723 households) by using the dataset for individuals and converting it to households using the average household size of 2.41 for Wasco County. The Advisory Committee reviewed but rejected census tract-level data, feeling that the low-income Latino population of the County was underrepresented at that geography. As Oregon's state average is 32.5% of low income households and Wasco County is 35.3%, all of Wasco County is designated as an area with a high percentage of low-income households in this STIF Plan.

Limit 1000 Characters

5. STIF Plan Period and Adoption

5.1 Period Covered By STIF Plan

Provide start and end dates for projects proposed for funding in this STIF Plan. The earliest possible start date for the initial solicitation cycle is July 1, 2021.

Start Date:

7/1/2021

End Date

6/30/2023

5.2 STIF Plan Adoption

STIF Plan Advisory Committee recommendation date

12/17/2020

STIF Plan Governing Body adoption date

1/6/2021

Website where Governing Body adoption document is located

<https://cms5.revize.com/revize/wascocounty/BOCC%20Archives/2021/1-6-2021%20BOCC%20Regular%20Session%20Minutes.pdf>

Did the Governing Body modify the Advisory Committee's recommended STIF Plan?

No

6. Projects

6.1 Project Detail Entry

Project 1

Public Transportation Service Provider or Qualified Entity Name

Mid-Columbia Economic Development District

Project Name

Routes and Connections

Limit 50 characters

Project Description

Support for bus routes and bus services to communities with a high percentage of Low-Income Households, to include ongoing support of the deviated fixed routes in The Dalles, service to smaller communities in Wasco County, and maintaining dial-a-ride hours on weekends, early mornings and evenings.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

Yes

No

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

20%

Maintain Service

80%

If project is maintaining an existing service, describe rationale.

The last STIF plan enabled service to be expanded with the deviated fixed routes in The Dalles, service to South Wasco County, Saturday operations and expanded hours of service. These are important additions which Wasco County has come to rely on and need to be maintained.

Limit 500 Characters

Local Plan from which this project is derived:

Wasco County Coordinated Transportation Plan

Local Plan page number

80, 81, 84, 85

Multi-Phase Project

Is your project part of a larger, multi-phase project?

No

6.1.1 Project Scope

Task 1

Task Description

Maintain deviated fixed route service in The Dalles.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00

- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route Demand Response

Operations Task Category

Task Category Amount

\$360,194.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$88,313.00	\$271,881.00			\$360,194.00
Federal	\$193,270.00	\$0.00			\$193,270.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$104,957.00	\$0.00			\$104,957.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00			\$0.00
	\$386,540.00	\$271,881.00	\$0.00	\$0.00	\$658,421.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
<input type="text" value="23,400"/>	<input type="text" value="5,500.00"/>	<input type="text" value="8,000"/>

Number of people with access to transit (within ½ mile of transit stop for fixed route)

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

Is this project supporting student transportation?

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Task 2

Task Description

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)

- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$117,500.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$43,681.00	\$47,320.00			\$91,001.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$13,250.00	\$13,249.00			\$26,499.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00

FY19-21
Program
Reserve

\$0.00

\$0.00

\$0.00

\$56,931.00

\$60,569.00

\$0.00

\$0.00

\$117,500.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles

15,000

Revenue Hours

335.00

Rides

315

Number of people with access to transit (within ½ mile of transit stop for fixed route)

700

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

105

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

2

Is this project supporting student transportation?

No

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Task 3

Task Description

Maintain dial-a-ride hours that were expanded in the 2019-21 STIF Plan, including weekend service, and weekday service that supports employment transportation early in the morning and in the evenings.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$192,000.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$71,377.00	\$77,323.00			\$148,700.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$21,650.00	\$21,650.00			\$43,300.00

FY19-21 STIF
Interest
Accrued

\$0.00

\$0.00

\$0.00

FY19-21
Program
Reserve

\$0.00

\$0.00

\$0.00

\$93,027.00

\$98,973.00

\$0.00

\$0.00

\$192,000.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles

90,000

Revenue Hours

7,000.00

Rides

18,000

Number of people with access to transit (within ½ mile of transit stop for fixed route)

16,000

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

2,400

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

2

Is this project supporting student transportation?

No

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

6.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a

high percentage of Low-Income Households.

4. Procurement of low or no emission buses for use in areas with 200,000 or more.

5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity’s service area.

6. Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of transportation services.

7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$343,228.00

FY 2023 STIF Total
\$431,423.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not add or remove additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	50.0%	50.0%		
Criterion 2	30.0%	30.0%		
Criterion 3	0.0%	0.0%		
Criterion 4	0.0%	0.0%		
Criterion 5	20.0%	20.0%		
Criterion 6	0.0%	0.0%		
Criterion 7	0.0%	0.0%		
	100.00%	100.00%	0.00%	0.00%

6.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality

- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

6.4 Project Summary

Project Name

Routes and Connections

STIF Project Grand Total

\$774,651.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Project

Total

\$343,228.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Project

Total

\$431,423.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Funds From Previous Cycle

\$139,857.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Funds From Previous Cycle

\$34,899.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

Project 2

Public Transportation Service Provider or Qualified Entity Name

Mid-Columbia Economic Development District

Project Name

Fleet

Limit 50 characters

Project Description

This project uses STIF funds to match a grant to replace buses at the end of their lifecycle, and supports vehicle spill protection at the Transit Center.

Limit 1000 Characters

Do you plan to expend funding in a future STIF

Plan period?

Yes

No

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

20%

Maintain Service

80%

If project is maintaining an existing service, describe rationale.

Until we need to dispose of the older buses fully, we will have more vehicles which will expand service opportunities. Ultimately, the new vehicles are necessary replacements to maintain service.

Limit 500 Characters

Local Plan from which this project is derived:

Wasco County Coordinated Transportation Plan

Local Plan page number

81

Multi-Phase Project

Is your project part of a larger, multi-phase project?

No

6.1.1 Project Scope

Task 1

Task Description

Purchase four new buses to maintain service to communities with a high percentage of low-income households, and/or individuals with disabilities.

Purchase vehicle spill equipment to improve environmental protection at Transit Center.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

Vehicle Purchase 111-00

Equipment Purchase

Facility Purchase

- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

By checking this box, I affirm that all projects requesting funds for capital expenses are in compliance with the Capital Asset Requirements outlined in OAR 732-042-0040.

What type of capital vehicle purchases are included in this task?

- Replacement
- Expansion
- Lease
- Rebuild
- Vehicle Overhaul

Vehicle Replacement 11.12

Replacement Vehicle Information

1. Vehicles to be Replaced

Year	Make/Model	Category	VIN	Total Seats / ADA Seats	Current Miles
2,010	Eldorado Aerotech	D (11.XX.04)	1FD FE4FS7ADA0129 2	12/2 Ex. 24/2	151,257
2,011	Ford E450	D (11.XX.04)	1FD FE4FS7BDA5605 2	16/2 Ex. 24/2	174,154
2,007	Ford E450	D (11.XX.04)	1FD XE45S87DA27060	12/2 Ex. 24/2	138,221

2,012	Toyota Sienna	E (11.XX.15)	5TDKA3DC6CS01494 9	0 Ex. 24/2	132,388
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2. Condition of Vehicles

VIN	Condition	Vehicle Maintenance History (Issues, Repairs, etc.)
1FDFE4FS7ADA01292	Poor	Blew head gasket and has been sold for parts.
1FDFE4FS7BDA56052	Adequate	High mileage, routine maintenance becoming more frequent with wear and tear
1FDXE45S87DA27060	Marginal	Older vehicle, uses oil frequently, A/C works only marginally.
5TDKA3DC6CS014949	Adequate	High mileage, routine maintenance becoming more frequent with wear and tear. We also have limited utility for this non-ADA accessible minivan and wish to replace it with an accessible bus.

11.12 Vehicle Information

Vehicle ALI	Make/Model	Quantity	Cost Each	Total	Length	# of seats / # ADA stations	# of seats with ADA deployed	Fuel System
11.12.04 Bus < 30 FT	TBD	4	\$88,810.00	\$355,240.00	24	12/2 eg 20/2	14	Gas
				\$355,240.00				

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$45,019.00	\$0.00			\$45,019.00

Federal	\$301,954.00	\$0.00	\$301,954.00
Other State	\$0.00	\$0.00	\$0.00
Local	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
FY19-21 Unspent STIF Funds	\$13,267.00	\$0.00	\$13,267.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00	\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00	\$0.00
	\$360,240.00	\$0.00	\$360,240.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Outcome Measure 1

All Project Types

Other Measure

Capital Improvements Completed

Number of Units:

4 Vehicles

6.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income

Households.

3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.

4. Procurement of low or no emission buses for use in areas with 200,000 or more.

5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity’s service area.

6. Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of transportation services.

7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total

\$58,286.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not add or remove additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	33.0%	0.0%		
Criterion 2	33.0%	0.0%		
Criterion 3	0.0%	0.0%		
Criterion 4	0.0%	0.0%		
Criterion 5	34.0%	0.0%		
Criterion 6	0.0%	0.0%		
Criterion 7	0.0%	0.0%		
	100.00%	0.03%	0.00%	0.00%

6.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

Goal 1 Mobility: Public Transportation User Experience

- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

6.4 Project Summary

Project Name
Fleet

STIF Project Grand Total
\$58,286.00
*Includes FY 19-21 Unspent
Funds, Interest Accrued, Program
Reserve*

**FY 2022 STIF Project
Total**
\$58,286.00
*Includes FY 19-21
Unspent Funds, Interest
Accrued, Program
Reserve*

**FY 2022 STIF Funds
From Previous Cycle**
\$13,267.00
*Includes FY 19-21
Unspent Funds, Interest
Accrued, Program
Reserve*

Project 3

Public Transportation Service Provider or Qualified Entity Name

Mid-Columbia Economic Development District

Project Name

Facilities and Bus Shelters

Limit 50 characters

Project Description

Increase bus shelters available for service on The Link.

Limit 1000 Characters

Do you plan to expend funding in a future STIF

Plan period?

Yes

No

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

100%

Local Plan from which this project is derived:

Wasco County Coordinated Transportation Plan

Local Plan page number

83

Multi-Phase Project

Is your project part of a larger, multi-phase project?

No

6.1.1 Project Scope

Task 1

Task Description

Purchase and install two bus shelters.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

Vehicle Purchase 111-00

Equipment Purchase

Facility Purchase

Signs/Shelters Purchase

Operations 30.09.01 (Operating Assistance)

Planning 44.20.00

Preventive Maintenance 11.7A.00

Project Administration 11.79.00

- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

By checking this box, I affirm that all projects requesting funds for capital expenses are in compliance with the Capital Asset Requirements outlined in OAR 732-042-0040.

Signs/Shelters Purchase

Signs/Shelters Information

Description	Quantity	Unit Cost	Total Cost
Bus Shelter and Installation	2	\$10,000.00	\$20,000.00
			\$20,000.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$7,436.00	\$8,054.00			\$15,490.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$2,255.00	\$2,255.00			\$4,510.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00

FY19-21
Program
Reserve

\$0.00

\$0.00

\$0.00

\$9,691.00

\$10,309.00

\$0.00

\$0.00

\$20,000.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Outcome Measure 1

All Project Types

Other Measure

Capital Improvements Completed

Number of Units:

2 Shelters

6.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$9,691.00

FY 2023 STIF Total
\$10,309.00

Fund Allocation (Must not exceed 100% per criterion per fiscal

year)

If some criteria don't apply, fill in with zeros. Do not add or remove additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	0.0%	0.0%		
Criterion 2	100.0%	100.0%		
Criterion 3	0.0%	0.0%		
Criterion 4	0.0%	0.0%		
Criterion 5	0.0%	0.0%		
Criterion 6	0.0%	0.0%		
Criterion 7	0.0%	0.0%		
	100.00%	100.00%	0.00%	0.00%

6.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

6.4 Project Summary

Project Name

Facilities and Bus Shelters

STIF Project Grand Total

\$20,000.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Project

Total

\$9,691.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Project

Total

\$10,309.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Funds From Previous Cycle

\$2,255.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Funds From Previous Cycle

\$2,255.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

Project 4

Public Transportation Service Provider or Qualified Entity Name

Mid-Columbia Economic Development District

Project Name

Administrative Support

Limit 50 characters

Project Description

Administrative support for MCEDD-LINK operations to successfully administer the complex STIF Plan. This includes financial tracking and reporting, outcome measure tracking and reporting, development and implementation of STIF projects. This also supports indirect and overhead costs.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

Yes

No

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

50%

Maintain Service

50%

If project is maintaining an existing service, describe rationale.

Considering that the overall STIF plan is roughly 50% supporting maintenance of existing, essential services, it is assumed that administrative support would be categorized that way.

Limit 500 Characters

Local Plan from which this project is derived:

Wasco County Coordinated Transportation Plan

Local Plan page number

80-89

Multi-Phase Project

Is your project part of a larger, multi-phase project?

No

6.1.1 Project Scope

Task 1

Task Description

This task provides Administrative Support resources to accomodate the successful administration of the STIF Plan.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$31,839.00	\$34,492.00			\$66,331.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$9,625.00	\$9,625.00			\$19,250.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00			\$0.00
	\$41,464.00	\$44,117.00	\$0.00	\$0.00	\$85,581.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Outcome Measure 1

All Project Types

Other Measure

Plans Adopted

Number of Units:

1 Plan administered

6.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity’s service area.
6. Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of transportation services.
7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$41,464.00

FY 2023 STIF Total
\$44,117.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not add or remove additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	25.0%	25.0%		
Criterion 2	25.0%	25.0%		
Criterion 3	0.0%	0.0%		
Criterion 4	0.0%	0.0%		
Criterion 5	25.0%	25.0%		
Criterion 6	25.0%	25.0%		
Criterion 7	0.0%	0.0%		
	100.00%	100.00%	0.00%	0.00%

6.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

6.4 Project Summary

Project Name

Administrative Support

STIF Project Grand Total

\$85,581.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Project Total

\$41,464.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Project Total

\$44,117.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Funds From Previous Cycle

\$9,625.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Funds From Previous Cycle

\$9,625.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

Project 5

Public Transportation Service Provider or Qualified Entity Name

Mid-Columbia Economic Development District

Project Name

Marketing

Limit 50 characters

Project Description

Actions to boost ridership on The Link, including marketing, fare subsidies, and Spanish-language outreach.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

Yes

No

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

100%

Local Plan from which this project is derived:

Wasco County Coordinated Transportation Plan

Local Plan page number

82, 87, 88

Multi-Phase Project

Is your project part of a larger, multi-phase project?

No

6.1.1 Project Scope

Task 1

Task Description

This task provides resources for additional marketing to expand community outreach, to facilitate community awareness and increase ridership. Marketing materials will highlight The Link services and the GORge Pass, a multi-provider transit pass.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

Vehicle Purchase 111-00

- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Communications Task Category

Task Category Amount

\$35,000.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

*Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.***

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$13,013.00	\$14,095.00			\$27,108.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$3,946.00	\$3,946.00			\$7,892.00

FY19-21 STIF Interest Accrued	\$0.00	\$0.00	\$0.00
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FY19-21 Program Reserve	\$0.00	\$0.00	\$0.00
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\$16,959.00	\$18,041.00	\$0.00	\$0.00	\$35,000.00
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By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Outcome Measure 1

Communications

Number of impressions (# of times a person receives the information, tracked by advertisers) or other measures that indicate how many people receive information about transit service.

10,000

Number of new users due to communications (could be determined by asking a question about how the rider learned about this service as part of a regular onboard survey)

100

All Project Types

Other Measure

Marketing Materials Created

Number of Units:

2

Task 2

Task Description

Develop and implement fare subsidy programs for low-income populations, and for youth traveling to The Dalles Aquatic Center in the summer.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand

associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route
- Demand Response

Operations Task Category

Task Category Amount

\$63,000.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not select more than eight fund sources.

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$23,422.00	\$25,371.00			\$48,793.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00

FY19-21 Unspent STIF Funds	\$7,104.00	\$7,103.00		\$14,207.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00		\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00		\$0.00
	\$30,526.00	\$32,474.00	\$0.00	\$0.00
				\$63,000.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles	Revenue Hours	Rides
23,400	5,500.00	8,000

Number of people with access to transit (within 1/2 mile of transit stop for fixed route)

Number of Low-Income Households with access to transit (within 1/2 mile of transit stop for fixed route)

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

Is this project supporting student transportation?

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Task 3

Task Description

Increase outreach to Spanish speaking populations in Wasco County, including staff outreach, targeted marketing, and cultural training for staff.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Mobility Management Task Category

Task Category Amount

\$10,000.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. Do not select more than eight fund sources.

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$3,718.00	\$4,027.00			\$7,745.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00

Other Funds	\$0.00	\$0.00	\$0.00
FY19-21 Unspent STIF Funds	\$1,127.00	\$1,128.00	\$2,255.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00	\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00	\$0.00
	\$4,845.00	\$5,155.00	\$10,000.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Task 4

Task Description

Develop and implement a program to support free high-school student transport on The Link.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase
- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00

- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Specify the mode that this task will support.

- Fixed Route Demand Response

Operations Task Category

Task Category Amount

\$9,294.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$4,400.00	\$4,894.00			\$9,294.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$1,300.00	\$1,406.00			\$2,706.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00
FY19-21 Program Reserve	\$0.00	\$0.00			\$0.00
	\$5,700.00	\$6,300.00	\$0.00	\$0.00	\$12,000.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Minimum required measures for operations tasks

Revenue Miles

23,400

Revenue Hours

5,500.00

Rides

8,000

Number of people with access to transit (within ½ mile of transit stop for fixed route)

16,000

Number of Low-Income Households with access to transit (within ½ mile of transit stop for fixed route)

2,400

Number of new shared stops with other transit providers (reducing fragmentation in transit services)

2

Is this project supporting student transportation?

Yes

Choose at least one

Operations

- Number of students in grades 9-12 with free or reduced fare transit pass
- Number of students in grades 9-12 attending a school served by transit
- Number of rides provided to students in grades 9-12
- Other

Number of students in grades 9-12 with free or reduced fare transit pass

300

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

6.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a

high percentage of Low-Income Households.

4. Procurement of low or no emission buses for use in areas with 200,000 or more.

5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity’s service area.

6. Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of transportation services.

7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$58,030.00

FY 2023 STIF Total
\$61,970.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not add or remove additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	0.0%	0.0%		
Criterion 2	0.0%	0.0%		
Criterion 3	70.0%	70.0%		
Criterion 4	0.0%	0.0%		
Criterion 5	10.0%	10.0%		
Criterion 6	10.0%	10.0%		
Criterion 7	10.0%	10.0%		
	100.00%	100.00%	0.00%	0.00%

6.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality

- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

6.4 Project Summary

Project Name

Marketing

STIF Project Grand Total

\$120,000.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Project

Total

\$58,030.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Project

Total

\$61,970.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 percent of STIF Funds supporting student transportation

10%

FY 2023 percent of STIF Funds supporting student transportation

10%

FY 2022 STIF Funds From Previous Cycle

\$13,477.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Funds From Previous Cycle

\$13,583.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

Project 6

Public Transportation Service Provider or Qualified Entity Name

Mid-Columbia Economic Development District

Project Name

Planning and Mobility Management

Limit 50 characters

Project Description

Increased outreach in Wasco County to encourage familiarity and ridership on transit, especially to low-income populations and minority communities. Outreach will include development of online travel training materials to improve community knowledge of public transit connections and build confidence in using transit.

Limit 1000 Characters

Do you plan to expend funding in a future STIF Plan period?

- Yes
- No

Project budget share to improve, expand or maintain public transportation service

Improve or Expand Service

100%

Local Plan from which this project is derived:

Wasco County Coordinated Transportation Plan

Local Plan page number

82, 83, 87, 88, 89

Multi-Phase Project

Is your project part of a larger, multi-phase project?

No

6.1.1 Project Scope

Task 1

Task Description

Staff outreach in Wasco County to encourage familiarity and ridership on transit. Also, development of online travel training materials to improve community knowledge of public transit connections and build confidence in using transit.

Examples:

- Purchase and installation of up to 12 branded bus stop signs.
- This task provides resources for additional peak service to accommodate increased demand associated with implementation of the Youth Fare program.

Limit 250 Characters

Category

- Vehicle Purchase 111-00
- Equipment Purchase
- Facility Purchase

- Signs/Shelters Purchase
- Operations 30.09.01 (Operating Assistance)
- Planning 44.20.00
- Preventive Maintenance 11.7A.00
- Project Administration 11.79.00
- Mobility Management 11.7L.00
- Communications 44.26.14
- Program Reserve 11.73.00
- Capital 117-00 Other Capital Items (Bus)

Mobility Management Task Category

Task Category Amount

\$55,000.00

6.1.2 Expenditure Estimates

Expenditures by Fund Source and Fiscal Year

Enter estimates of all expenditures for activities in this task denoting both fund source and fiscal year of expenditure. **Do not select more than eight fund sources.**

Fund Type	FY 2022	FY 2023	FY 2024	FY 2025	Total
STIF	\$18,588.00	\$20,136.00			\$38,724.00
Federal	\$0.00	\$0.00			\$0.00
Other State	\$0.00	\$0.00			\$0.00
Local	\$0.00	\$0.00			\$0.00
Other Funds	\$0.00	\$0.00			\$0.00
FY19-21 Unspent STIF Funds	\$5,638.00	\$5,638.00			\$11,276.00
FY19-21 STIF Interest Accrued	\$0.00	\$0.00			\$0.00

FY19-21
Program
Reserve

\$0.00

\$0.00

\$0.00

\$24,226.00

\$25,774.00

\$0.00

\$0.00

\$50,000.00

By checking this box, I confirm that this project task is only funded by STIF.

6.1.3 Outcome Measures

Optional Outcome Measures

Please select at least one optional outcome measure that best reflects the benefit of this task.

Outcome Measure 1

Mobility Management

Number of individuals that received transit training

300

All Project Types

Other Measure

Marketing Materials Created

Number of Units:

3 travel training support materials

6.2 Allocation of STIF funds by project

STIF Criteria

1. Increased frequency of bus service to areas with a high percentage of Low-Income Households.
2. Expansion of bus routes and bus services to serve areas with a high percentage of Low-Income Households.
3. Fund the implementation of programs to reduce fares for public transportation in communities with a high percentage of Low-Income Households.
4. Procurement of low or no emission buses for use in areas with 200,000 or more.
5. The improvement in the frequency and reliability of service between communities inside and outside of the Qualified Entity's service area.
6. Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of transportation services.

7. Implementation of programs to provide student transit service for students in grades 9-12.

FY 2022 STIF Total
\$24,226.00

FY 2023 STIF Total
\$25,774.00

Fund Allocation (Must not exceed 100% per criterion per fiscal year)

If some criteria don't apply, fill in with zeros. Do not add or remove additional criterion.

Criterion	FY 2022	FY 2023	FY 2024	FY 2025
Criterion 1	25.0%	25.0%		
Criterion 2	25.0%	25.0%		
Criterion 3	0.0%	0.0%		
Criterion 4	0.0%	0.0%		
Criterion 5	25.0%	25.0%		
Criterion 6	25.0%	25.0%		
Criterion 7	0.0%	0.0%		
	100.00%	100.00%	0.00%	0.00%

6.3 Oregon Public Transportation Plan Goals

Select at least one goal.

For more information about these goals, please refer to page eight of the [Oregon Public Transportation Plan](#).

Select the OPTP goals that apply to your STIF Plan Projects.

- Goal 1 Mobility: Public Transportation User Experience
- Goal 2: Accessibility and Connectivity
- Goal 3: Community Livability and Economic Vitality
- Goal 4: Equity
- Goal 5: Health
- Goal 6: Safety and Security
- Goal 7: Environmental Sustainability
- Goal 8: Land Use
- Goal 9: Funding and Strategic Investment
- Goal 10: Communication, Collaboration, and Coordination

6.4 Project Summary

Project Name

Planning and Mobility Management

STIF Project Grand Total

\$50,000.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Project Total

\$24,226.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Project Total

\$25,774.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2022 STIF Funds From Previous Cycle

\$5,638.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 STIF Funds From Previous Cycle

\$5,638.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

7. STIF Plan Summary

STIF Plan Total

\$1,108,518.00

FY 2022 Total STIF Funds

\$534,925.00

FY 2023 Total STIF Funds

\$573,593.00

FY 2022 Student STIF Funds

\$5,803.00

FY 2023 Student STIF Funds

\$6,197.00

FY 2022 Percent of STIF Funds supporting student transportation

1.08%

FY 2023 Percent of STIF Funds supporting student transportation

1.08%

FY 2022 Total STIF Funds From Previous Cycle

\$184,119.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

FY 2023 Total STIF From Previous Cycle

\$66,000.00

Includes FY 19-21 Unspent Funds, Interest Accrued, Program Reserve

Effective Date

This STIF Plan shall become effective as of the date it is approved by the Oregon Transportation Commission and it shall terminate as of the end date specified in Section 5 of the approved STIF Plan.

Signature

This STIF Plan serves as a legally binding agreement between the Qualified Entity and the State of Oregon, acting by and through its Department of Transportation.

Download the signature page here [STIF Plan signature page](#).

Upload signature page here.
STIF Plan Certification - County Signed.pdf

Limit 100 MB



MOTION

SUBJECT: MCEDD Transportation Services Agreements

I move to approve the following agreements between Wasco County and Mid-Columbia Economic Development District:

- The IGA for Public Transportation Under the Federal Transportation Administration 5310 Grant
- The IGA for Special Transportation Fund Activities Under ODOT Agreement 34979; and
- The IGA for Statewide Transportation Improvement Fund Operating Funds according to the Wasco County Statewide Transportation Improvement Fund Formula Plan.



AGENDA ITEM

MCEDD Annual IGA

[MCEDD ANNUAL IGA - FINAL](#)

[MOTION LANGUAGE](#)



Intergovernmental Agreement between Wasco County and Mid-Columbia Economic Development District

This Intergovernmental Agreement is made and entered into this 7th day of July, 2021, by and between Wasco County and Mid-Columbia Economic Development District (hereinafter referred to as MCEDD).

PURPOSE

MCEDD, working under the direction of the Wasco County Board of Commissioners and the Wasco County Economic Development Commission, will provide leadership and staff support for economic development activities in Wasco County, as outlined in MCEDD's Scope of Work listed below,

MCEDD, as directed by the Wasco County Board of Commissioners, will be responsible to the Wasco County Economic Development Commission (WCEDC) for the following areas:

1. MCEDD will work closely with the Chair of the WCEDC to prepare an annual calendar of meetings as well as the agendas for each meeting, take minutes at the meetings, and make the arrangements for all scheduled meetings of the WCEDC; and
2. MCEDD will communicate with WCEDC members, County Commissioners and other entities in Wasco County; and
3. MCEDD will work with employees of Wasco County to maintain a website that shows the calendar of events as it pertains to the WCEDC; and
4. MCEDD will assign staff to support the WCEDC; and
5. MCEDD will work closely with the WCEDC to complete an update of the Wasco County Economic Development Strategic Action Plan to ensure the accuracy of information presented in the plan and that it identifies key economic development opportunities and challenges; and
6. MCEDD will work closely with the members of the WCEDC to determine a long-term scope of work for the MCEDD staff assigned to work with the WCEDC, and for the WCEDC; and
7. MCEDD will work closely with the WCEDC to gather, review and prioritize Wasco County economic development projects; and
8. MCEDD staff will be available to provide economic development assistance in Wasco County by providing assistance in grant writing, project development, and the acquisition of resources from supporting organizations; and
9. MCEDD will work closely with the members of the WCEDC to develop and implement WCEDC committee work plans focused on moving priority projects forward and building community capacity for economic development and project implementation;

- 10. MCEDD will serve as point of contact for Wasco County for all economic development information requests and make referrals as needed to community partners; and
- 11. The Executive Director, or a designee at MCEDD, will be available to report quarterly to the Wasco County Board of Commissioners on the activities of the Wasco County Economic Development Commission or as requested by the Wasco County Board of Commissioners; and

PERSONNEL:

Jessica Metta shall be designated as MCEDD’s Primary Contact Person for the purposes of this Agreement. This Project Administrator shall be responsible for management of MCEDD’s day to day administrative activities under this Agreement, and for apprising and updating the Wasco County Board of Commissioners and the Wasco County Economic Development Commission.

WASCO COUNTY’S RESPONSIBILITES:

Wasco County will be responsible for being the Fiscal Agent for all grants received by Wasco County. In consideration for services rendered under this agreement, Wasco County will provide MCEDD Fifty Thousand Dollars (\$50,000) during Fiscal Year 2022 payable on September 30, 2021. An additional Twenty Five Thousand Dollars (\$25,000) will be provided to MCEDD for special projects to be agreed upon by written agreement between Wasco County and MCEDD. These additional funds are due and payable as set forth in the above mentioned written agreement outlining the special project(s). This Agreement may be terminated within thirty (30) days in writing if funding is no longer available. This Agreement shall remain in effect until June 30, 2022.

APPROVED this 7th Day of July, 2021.

**MID-COLUMBIA ECONOMIC
DEVELOPMENT DISTRICT**

WASCO COUNTY BOARD OF COMMISSIONERS

Jessica Metta, Executive Director

Scott C. Hege, Commission Chair

APPROVED AS TO FORM:

Kathleen B. Schwartz, Vice-Chair

Kristen Campbell, County Counsel

Steven D. Kramer, County Commissioner



MOTION

SUBJECT: Annual MCEDD IGA

I move to approve the 2021-2022 IGA between Wasco County and Mid-Columbia Economic Development District.