



**BOARD OF COMMISSIONERS MEETING**  
**Electronic Meeting**  
**August 17, 2021 at 11:00 AM**

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**AGENDA**

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION**

**PUBLIC COMMENT**

*Public comments will be accepted through the following Join Zoom Meeting <https://us02web.zoom.us/j/3125521102> Meeting ID: 312 552 1102 One tap mobile +16699006833,,3125521102# US (San Jose)*

*There will be a three minute time limit for each person wishing to comment. If you exceed that three minute time limit the meeting controller will mute your line.*

**CONSENT AGENDA** (Routine Matters) Mack McDonald, San Juan County Administrator

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

1. Approval of August 3, 2021 Commission Meeting Minutes.
2. Approval of the Check Registers for July 30, 2021 to August 12, 2021
3. Approval of Small Purchase Orders for CARES Act Cots and Sheltering Equipment for \$5,348.73.
4. Consideration and Approval of an Amendment to the existing contract "San Juan County Health Department Tobacco Contract FY21-FY25 Amendment 1" between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer

- [5.](#) Consideration and Approval of an Amendment to the existing contract “*San Juan County - Immunizations - 2019 Amendment 1*” between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer
- [6.](#) Ratification and Approval of the Emergency Solutions Grant (ESG) Amendment 1 with the State of Utah Department of Workforce Services, Housing and Community Development for Rental Assistance and Homeless Prevention. Mack McDonald, Chief Administrative Officer
- [7.](#) Consideration and Approval of the Purchase of Three Electronic Message Boards Using Care Act funds for \$49,248 on State Contract.
- [8.](#) Consideration and Approval of the Trail of the Ancients Marketing and Design for \$1,500 to the National Travel Center Small Purchase

## **RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

### **PUBLIC HEARING FOR MID-YEAR 2021 BUDGET ADJUSTMENTS**

- [9.](#) Consideration and Approval of Resolution 2021-\_\_ Mid-year Budget Adjustments for both Revenue and Expenses Including Salary Increases for County Employees, James Francom, Interim Clerk/Auditor

### **BUSINESS/ACTION**

- [10.](#) Consideration and Approval of the *Public Health Emergency and Healthcare Preparedness Programs – San Juan FY22* contract between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer
- [11.](#) Consideration and Approval of the *San Juan County Health Department - COVID-19 Health Disparities and Advancing Health Equity* contract between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer
- [12.](#) Consideration and Approval of the *San Juan County - Minimum Performance Standards SFY22* contract between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer
- [13.](#) Consideration and Approval of the Sub-Contract Agreement for Meals on Wheels Vehicle. Tammy Gallegos, Aging and Adult Services Director
- [14.](#) Renewal of La Sal Library Lease Agreement, Nicole Perkins, Library Director
- [15.](#) Consideration and Approval of the Purchase of Synthetic 5W40 CK-4 Oil for restock, TJ Adair, Road Superintendent
- [16.](#) Consideration and Approval of the Contract with William Cooper and San Juan County for 2021 Redistricting Services
- [17.](#) Consideration and Review of a Potential Contract with William Cooper for Redistricting

- [18.](#) CONSIDERATION AND ADOPTION OF AN ORDINANCE ESTABLISHING AND CREATING THE FORMATION OF THE SAN JUAN COUNTY REDISTRICTING COMMISSION. Mack McDonald, Chief Administrative Officer
- [19.](#) Consideration and Approval of a Purchase Order for \$23,400 using Cares Act Funds for the San Juan County AED Program, Mack McDonald
- [20.](#) Consideration and Approval of the Contract with Frontier Precision, Inc for GIS Services for the Recorders Office for \$23,200 Using Cares Act Funds
- [21.](#) Consideration and Adoption of an Ordinance Amending the San Juan County Personnel Policy –Section 12 Work Hours, Presented by Ann Marie Burgess, HR Generalist
- [22.](#) Consideration and Adoption of an Ordinance Amending the San Juan County Personnel Policy –Section 16 Miscellaneous, Presented by Ann Marie Burgess, HR Generalist
- [23.](#) Consideration and Adoption of an Ordinance Establishing the San Juan County Credit Card Use Policy, Presented by Ann Marie Burgess, HR Generalist
- [24.](#) Consideration and Approval of an Overnight Accommodations Overlay Application, Curtis Wells, Byrd Company Real Estate, Scott Burton, San Juan County Planning and Zoning

## **COMMISSION REPORTS**

### **ADJOURNMENT**

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*



**BOARD OF COMMISSIONERS MEETING**  
**Electronic Meeting**  
**August 03, 2021 at 11:00 AM**

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**MINUTES**

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**Audio Link can be found at:** <https://www.utah.gov/pmn/files/745865.MP3>

**Video Link can be found at:** <https://www.youtube.com/watch?v=P-KqeObbCZw>

**CALL TO ORDER**

**Time Stamp 5:50 (audio) 5:48 (video)**

Call to Order 11:08a.m.

**ROLL CALL**

PRESENT

Commission Chairman Willie Grayeyes  
Commission Vice-Chair Kenneth Maryboy  
Commissioner Bruce Adams

**INVOCATION**

**APPROVAL OF AGENDA**

**Time Stamp 8:45 (audio) 8:43 (video)**

Mack reviewed the proposed agenda items for approval.

Motion made by Commission Vice-Chair Maryboy, Seconded by Commissioner Adams.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

## PUBLIC COMMENT

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### **Time Stamp 16:17 (audio) 16:15 (video)**

Chester Johnson - Aneth Area. He is requesting that San Juan County Sheriff come down to the Aneth area to help with the rising crime in the area. He would like some type of agreement with the Navajo Nation to be in place with the County to help with these issues he sees.

Doug Allen - Monticello Area. Stated he appreciated that Commissioner Greyeyes and Commissioner Adams for being here in person to attend this meeting.

Amy Dominguez - Salt Lake County. Believes that item #14 on the agenda should be opposed and should support Tracy Stone Manning.

Janet Ross - Eastland Area. Said that she agrees with the previous public comment and should oppose #14 on today's agenda.

Davina Smith - San Juan County. Touched base on item #14, and thinks that it should be opposed. But, believes that we should touch base on County issues instead of federal issues. She is more concerned about the Community and local issues and feels that's where the county's focus should be.

Mark Maryboy - San Juan county. Not approve agenda item #14 believes she would be a good candidate for that position. He thinks there are more important things for the Commission to be spending their time on instead of agenda item #14

Mary Benally - San Juan County. Would like the commission to oppose item #14 on today's agenda. Thinks it is a waste of time transfer station in Bluff is a more important item they think should be addressed. Would like the Department of Motor vehicles to be moved further down on the reservation.

Woody Lee - Sweetwater Arizona. Would like to discuss item #14 on the agenda would like to oppose this agenda item. Would like to support Ms. Manning.

Kim Henderson - Monticello Utah. Recognize that San Juan County can't support the Navajo Nation financially all of the time. San Juan County doesn't have the authority all of the time, there is an appropriate process to request help for the reservation. She also mentioned that things posted on personal property shouldn't be a county issue.

### **CONSENT AGENDA (Routine Matters) Mack McDonald, San Juan County Administrator**

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**Time Stamp 36:47 (audio) 36:45 (video)**

Commissioner Greyeyes reviewed the Consent Agenda items.

Motion made by Commissioner Adams, Seconded by Commission Vice-Chair Maryboy.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

1. Approval of Commission Meeting Minutes for July 20, 2021, Commission Meeting
2. Approval of the Check Registers for July 15, 2021 to July 29, 2021
3. Ratification of Approved Small Purchase Orders for EMS Supplies of \$7,624; \$4,441.99 for Road Department Grant Tables; \$2,272.22 for Road Department Vehicle Parts.
4. Approval of the U96-NMG-3-49-0055-020-2021-American Rescue Grant Agreement for Cal Black Airport with the Federal Aviation Administration for \$22,000.

**RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

5. Consideration and Approval of the Final CARES ACT Funding Allocations. Mack McDonald, Chief Administrative Officer

**Time Stamp 39:40 (audio) 39:38 (video)**

Mack presented and stated that we received a letter stating to have our Cares Act money spent or request an extension. Mack has figured up the different expenses he plans to utilize the remainder of the Cares Act funding on to finish up whatever fund are left.

Motion made by Commissioner Adams, Seconded by Commission Vice-Chair Maryboy.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

6. Pack Creek Fire/Flooding Update. Tammy Gallegos, Director of Emergency Management

Tammy Gallegos updated on the Pack Creek Fire. There have been a couple of different floods that have been occurring throughout the last two weeks that have been quite substantial. It has created quite a bit of debris flow and flooding over the bridges in the area. Tammy stated that she is looking at declaring a State of Emergency, given the damage and issues the flooding is creating.

Commissioner Adams stated he appreciates the efforts that have been put forth towards the cleanup from the flooding aftermath that has shown to become quite a large issue.

Tammy touched base on some of the questions and concerns Commissioner Adams had.

Mack stated that they have reached out for a discount to Grand County on disposal fees. Grand County stated that they will not discount the costs for property owners to dispose of their

homes destroyed in the fire, and stated that San Juan County can't really contribute to helping with the disposal either with lack of funds.

Commissioner Greyeyes asked if we had any funds to match the different types of grants Tammy mentioned in exploring.

Tammy stated it can be an in-kind match or man-hours match of 25% to any of the grants she has been looking into. There are some she's still waiting on some approval on to match with in-kind work.

Motion made by Commissioner Adams, Seconded by Commission Vice-Chair Maryboy.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy,  
Commissioner Adams

## BUSINESS/ACTION

7. Consideration and Approval County Clerk/Auditor Appointee, Kim Henderson, Republican Party Chair

**Time Stamp 1:10:00 (audio) 1:09:58 (video)**

Kim Henderson presented the new Clerk Auditor appointee. Kim presented Lyman Duncan to fill this and presented a letter and the resume for Lyman Duncan.

Motion made by Commissioner Adams, Seconded by Commission Vice-Chair Maryboy.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy,  
Commissioner Adams

8. Consideration and Approval of the San Juan County Health Department COVID-19 Testing Activities in K-12 Schools contract between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer

**Time Stamp 1:14:30 (audio) 1:14:28 (video)**

Mike Moulton presented on the COVID-19 contract where the State Health Department agrees to reimburse the County up to \$280,000.00, for testing children in the schools for the COVID-19 virus.

Commissioner Adams asked how many employees they are wanting to hire to help with this Mike discussed possibly hiring one more part-time employee that would only be a term-limited position.

Motion made by Commission Vice-Chair Maryboy, Seconded by Commissioner Adams.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy,  
Commissioner Adams

9. Consideration and Approval of the San Juan County - EpiTrax 2021 Memorandum of Agreement between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer

**Time Stamp 1:18:13 (audio) 1:18:11 (video)**

Mike Moulton presented on an EpiTrax agreement which is a web-based program to help track any diseases that may become an issue in San Juan County. Mike stated that there was no cost that was expressed to him that the County would have to assume.

There was a brief discussion on what all the EpiTrax agreement entails.

Motion made by Commissioner Adams, Seconded by Commission Vice-Chair Maryboy.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy,  
Commissioner Adams

10. Consideration and Approval of the Contract Between San Juan County and Three-B Communication for Communication Services throughout San Juan County. Mack McDonald, Chief Administrative Officer

**Time Stamp 1:26:40 (audio) 1:26:38 (video)**

Mack presented on the Three-B Repair for Communication repairs. Mack stated he had reached out to multiple different sources to take over the VHF system since we haven't had a position filled in the Communication's department, all vendors he reached out to no one was willing to take over the VHF system except for one.

Mack presented to hire an outsourced vendor Three-B Repair, to provide Communication Services for the County. Bruce Bushore owns Three-B Repair and now that he has been retired for over a year it could work for him to provide these services to us now on an annual basis.

Motion made by Commissioner Adams, Seconded by Commission Vice-Chair Maryboy.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy,  
Commissioner Adams

11. Consideration and Recommendation on the Naming of Moki Arch

**Time Stamp 1:41:10 (audio) 1:41:08 (video)**

Mack presented the Consideration and Recommendation of the name Moki Arch for a partial arch that was found in the southern portion of San Juan County.

Motion made by Commissioner Adams, Seconded by Commission Vice-Chair Maryboy.  
Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy,  
Commissioner Adams



12. Consideration and Approval of a Single Event Permit for Alcohol Sales to American Alpine Club for an Event Located at Behind The Rocks in Northern San Juan County on October 29-31, 2021. Mack McDonald, Chief Administrative Officer.

**Time Stamp 1:47:35 (audio) 1:47:33 (video)**

Mack presented on a single event alcohol permit in the Behind the Rocks area, it is a private event so they will be in charge of their own security and making sure everyone is of age to be drinking.

Commissioner Maryboy made a comment that he doesn't support this and does not approve.

Motion made by Commissioner Adams, Seconded by Commission Chairman Grayeyes.

Voting Yea: Commission Chairman Grayeyes, Commissioner Adams

Voting Nay: Commission Vice-Chair Maryboy

13. Consideration and Approval of a Letter of Support for the Utah State University Blanding SPARC Mobile Outreach Initiative. Mack McDonald, Chief Administrative Officer.

**Time Stamp 1:52:55 (audio) 1:52:53 (video)**

Mack presented a letter of support on a grant that Utah State University applied for on a SPARC Mobile Outreach Initiative, Mack state that this grant would help out with the Economic Development in San Juan County and believes it is something that should be supported.

Motion made by Commission Vice-Chair Maryboy, Seconded by Commissioner Adams.

Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy,

Commissioner Adams

14. A RESOLUTION OPPOSING PRESIDENT JOE BIDEN'S NOMINATION OF TRACY STONE-MANNING AS NATIONAL DIRECTOR OF THE UNITED STATES BUREAU OF LAND MANAGEMENT AND URGING THE U.S. SENATE ENERGY AND NATURAL RESOURCES COMMITTEE AND FULL SENATE BODY TO REJECT THE NOMINATION

**Time Stamp 1:55:09 (audio) 1:55:07 (video)**

Mack presented Tracy Stone-Manning Resolution to oppose Tracy Stone-Manning being nominated as the National Director of the United States Bureau of Land Management.

Commissioner Adams spoke on the matter.

Commissioner Maryboy also spoke on the matter.

Motion made by Commissioner Adams.

Motion fails due to the lack of a second to the motion.

**COMMISSION REPORTS**

**Time Stamp 2:09:35 (audio) 2:09:33 (video)**

Commissioner Adams - CIB meeting this week, spoke about the County Fair and the events associated with it.

Commissioner Maryboy - Reported that there is no cell service where he is located that he is having issues with and expressed he is wanting to figure out how to get better service done there. He stated it also rained and it created some washouts but it has been good moisture. He stated he would like to see some information come from the transfer station. He is also eagerly waiting to hear a about a re-districting report.

Commissioner Greyeyes - Stated he is trying to not being involved in Public Gatherings with the increase in the Covid-19 spread in other areas. Will probably go up to a meeting in Price to attend a Seven County infrastructure meeting. Also working on some supporting documents for two chapter houses he works with.

**ADJOURNMENT**

**Time Stamp 2:17:00 (audio) 2:16:58 (video)**

Motion made by Commissioner Adams, Seconded by Commission Vice-Chair Maryboy.

Voting Yea: Commission Chairman Grayeyes, Commission Vice-Chair Maryboy, Commissioner Adams

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APPROVED: \_\_\_\_\_  
San Juan County Board of County Commissioners

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
San Juan County Clerk/Auditor

DATE: \_\_\_\_\_

**San Juan County  
Check Register  
General Fund Checking - Zions 566101143 - 07/30/2021 to 08/12/2021**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
Abbott Laboratories	118786	613986543	07/30/2021	08/02/2021	427.53	SJC Aging	104679610 - Miscellaneous Supplie
Abbott Laboratories	118786	613986543	07/30/2021	08/02/2021	676.97	SJC Aging	104680610 - Miscellaneous Supplie
					\$1,104.50		
Abbott Laboratories	118908	614104780	08/09/2021	08/11/2021	427.53	SJC Aging	104679610 - Miscellaneous Supplie
Abbott Laboratories	118908	614104780	08/09/2021	08/11/2021	555.35	SJC Aging	104680610 - Miscellaneous Supplie
					\$982.88		
					<b>\$2,087.38</b>		
Action Air Inc	118787	3136	07/30/2021	08/02/2021	625.00	SJC Public Safety	104166260 - Buildings and Grounds
Action Air Inc	118787	3140	07/30/2021	08/02/2021	405.00	SJC Library	724167260 - Buildings and Grounds
					\$1,030.00		
					<b>\$1,030.00</b>		
Acumen Fiscal Agent LLC	118788	24562	07/30/2021	08/02/2021	357.21	SJC Aging	104685615 - Contracts
					<b>\$357.21</b>		
Addept Media, LLC	118909	65880	08/11/2021	08/11/2021	55.00	SJC Library	724581610 - Miscellaneous Supplie
					<b>\$55.00</b>		
Allstate Insurance	118789	C047802300	07/30/2021	08/02/2021	3,348.85	Employee benefits	102237000 - Allstate
					<b>\$3,348.85</b>		
Amazon Capital Services	118790	14LM-N3LD-D7L	08/01/2021	08/02/2021	246.42	Public Health	255193.610 - Home Visiting - PAT M
Amazon Capital Services	118790	19PJ-9NMN-6P7	07/29/2021	08/02/2021	10.99	SJC Road Dept	214412250 - Equipment Operation
Amazon Capital Services	118790	1C4F-JCWL-GY	07/29/2021	08/02/2021	329.89	SJC Road Dept	214414260 - Buildings and Grounds
Amazon Capital Services	118790	1CCW-VYF4-39	07/29/2021	08/02/2021	16.99	SJC Road Dept	214412250 - Equipment Operation
Amazon Capital Services	118790	1M4R-6FN6-7P7	07/29/2021	08/02/2021	-10.99	SJC Road Dept	214412250 - Equipment Operation
Amazon Capital Services	118790	1MGH-9CLG-XX	07/29/2021	08/02/2021	10.99	SJC Road Dept	214412250 - Equipment Operation
					\$604.29		
					<b>\$604.29</b>		
Amerigas Propane LP	118791	3124515142	07/30/2021	08/02/2021	166.00	200752247	104225270 - Utilities
Amerigas Propane LP	118791	3124515144	07/30/2021	08/02/2021	162.99	200752247	104225270 - Utilities
Amerigas Propane LP	118791	3124551349	07/30/2021	08/02/2021	69.99	200752247	104225270 - Utilities
					\$398.98		
					<b>\$398.98</b>		
Begay, Jay	118792	TFF2021073009	07/30/2021	08/02/2021	3,698.96	Purchase Reimbursement	104211610 - Miscellaneous Supplies
Begay, Jay	118792	TFF2021073009	07/30/2021	08/02/2021	180.00	Per Diem Reimbursement	104211230 - Travel Expense
					\$3,878.96		
					<b>\$3,878.96</b>		
Benally, Rebecca M	118910	RB8221	08/02/2021	08/11/2021	869.29	Travel Reimbursement	255009.230 - Indirect Health Edu Tr
					<b>\$869.29</b>		
Blanding City	118793	BC20210729164	07/30/2021	08/02/2021	648.94	SJC EMS	104672270 - Utilities

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<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
Blanding City	118793	BC72521	07/25/2021	08/02/2021	696.89	553343140 - San Juan Public Health	255007.270 - Indirect Admin Utilities
					\$1,345.83		
Blanding City	118911	BC20210804170	08/09/2021	08/11/2021	73.04	551751001 - 1091 S Main	214414270 - Utilities
Blanding City	118911	BC20210804171	08/09/2021	08/11/2021	709.97	551750001 - 1091 S MAIN ST	214414270 - Utilities
Blanding City	118911	BC20210809090	08/09/2021	08/11/2021	576.70	501640001 Blanding Library	724168270 - Utilities
Blanding City	118911	BC20210809090	08/09/2021	08/11/2021	134.07	501820007	104163270 - Utilities
					\$1,493.78		
					<b>\$2,839.61</b>		
Blue Mountain Foods	118794	114270	07/30/2021	08/02/2021	37.95	SJC Sheriff Dept	104230480 - Kitchen Food
Blue Mountain Foods	118794	114275	07/30/2021	08/02/2021	5.16	SJC Sheriff Dept	104230480 - Kitchen Food
Blue Mountain Foods	118794	114278	07/30/2021	08/02/2021	9.98	SJC Sheriff Dept	104230480 - Kitchen Food
Blue Mountain Foods	118794	114287	07/30/2021	08/02/2021	6.99	SJC Sheriff Dept.	104230480 - Kitchen Food
Blue Mountain Foods	118794	114318	07/30/2021	08/02/2021	164.02	SJC Sheriff Dept.	104230480 - Kitchen Food
					\$224.10		
Blue Mountain Foods	118912	113921	08/09/2021	08/11/2021	50.94	Monticello Senior Center	104677323 - Meals - Monticello
Blue Mountain Foods	118912	113930	08/09/2021	08/11/2021	34.96	SJC Aging	104677328 - Meals - La Sal
Blue Mountain Foods	118912	113932	08/09/2021	08/11/2021	36.89	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	113943	08/09/2021	08/11/2021	23.90	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	113954	08/09/2021	08/11/2021	20.22	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	113972	08/09/2021	08/11/2021	57.72	SJC Aging	104677329 - Meals - Bluff
Blue Mountain Foods	118912	113980	08/09/2021	08/11/2021	64.92	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	113986	08/09/2021	08/11/2021	119.05	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	113987	08/09/2021	08/11/2021	13.94	SJC Aging	104678328 - Meals - La Sal
Blue Mountain Foods	118912	114009	08/09/2021	08/11/2021	6.95	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114025	08/09/2021	08/11/2021	199.86	SJC Aging	104678329 - Meals - Bluff
Blue Mountain Foods	118912	114032	08/09/2021	08/11/2021	10.85	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114042	08/09/2021	08/11/2021	19.47	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114044	08/09/2021	08/11/2021	14.90	SJC Aging	104677328 - Meals - La Sal
Blue Mountain Foods	118912	114069	08/09/2021	08/11/2021	3.96	SJC Aging	104678328 - Meals - La Sal
Blue Mountain Foods	118912	114070	08/09/2021	08/11/2021	32.02	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114092	08/09/2021	08/11/2021	17.04	SJC Aging	104677329 - Meals - Bluff
Blue Mountain Foods	118912	114097	08/09/2021	08/11/2021	27.53	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114114	08/09/2021	08/11/2021	48.41	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114118	08/09/2021	08/11/2021	8.97	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114124	08/09/2021	08/11/2021	7.98	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114147	08/09/2021	08/11/2021	112.24	SJC Aging	104677329 - Meals - Bluff
Blue Mountain Foods	118912	114151	08/09/2021	08/11/2021	39.55	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114158	08/09/2021	08/11/2021	36.29	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114179	08/09/2021	08/11/2021	6.46	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114181	08/09/2021	08/11/2021	55.91	SJC Aging	104678329 - Meals - Bluff
Blue Mountain Foods	118912	114195	08/09/2021	08/11/2021	12.85	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114203	08/09/2021	08/11/2021	15.92	SJC Aging	104677328 - Meals - La Sal
Blue Mountain Foods	118912	114204	08/09/2021	08/11/2021	8.87	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114235	08/09/2021	08/11/2021	65.68	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114238	08/09/2021	08/11/2021	140.12	SJC Aging	104677329 - Meals - Bluff

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Blue Mountain Foods	118912	114255	08/09/2021	08/11/2021	9.61	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114263	08/09/2021	08/11/2021	46.34	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114276	08/09/2021	08/11/2021	33.13	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114298	08/09/2021	08/11/2021	120.75	SJC Aging	104678329 - Meals - Bluff
Blue Mountain Foods	118912	114312	08/09/2021	08/11/2021	57.33	SJC Aging	104678328 - Meals - La Sal
Blue Mountain Foods	118912	114316	08/09/2021	08/11/2021	71.87	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114317	08/09/2021	08/11/2021	30.23	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114350	08/09/2021	08/11/2021	18.98	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114355	08/09/2021	08/11/2021	115.34	SJC Aging	104678329 - Meals - Bluff
Blue Mountain Foods	118912	114361	08/09/2021	08/11/2021	8.97	SJC Sheriff Dept	104230480 - Kitchen Food
Blue Mountain Foods	118912	114362	08/09/2021	08/11/2021	5.95	SJC Fair	104620480 - Special Department Su
Blue Mountain Foods	118912	114369	08/09/2021	08/11/2021	24.50	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114374	08/09/2021	08/11/2021	231.28	SJC Aging	104620480 - Special Department Su
Blue Mountain Foods	118912	114375	08/09/2021	08/11/2021	55.86	SJC Sheriff Dept	104230480 - Kitchen Food
Blue Mountain Foods	118912	114379	08/09/2021	08/11/2021	60.18	SJC Aging	104677323 - Meals - Monticello
Blue Mountain Foods	118912	114391	08/09/2021	08/11/2021	8.85	SJC Aging	104678323 - Meals - Monticello
Blue Mountain Foods	118912	114407	08/09/2021	08/11/2021	27.62	SJC Public Safety	104166260 - Buildings and Grounds
					<u>\$2,241.16</u>		
					<b>\$2,465.26</b>		
Blueline Services	118795	53811	07/30/2021	08/02/2021	457.50	Drug Testing	104134310 - Professional and Tech
Blueline Services	118913	55107	08/09/2021	08/11/2021	72.00	Drug Testing	104134310 - Professional and Tech
					<u>\$529.50</u>		
Burgess, Ann Marie	118796	EV20210730094	07/30/2021	08/02/2021	42.78	Purchase Reimbursement	104111610 - Miscellaneous Supplies
					<u>\$42.78</u>		
Burton, Scott	118914	TF20210809091	08/09/2021	08/11/2021	50.01	Travel Reimbursement	104114330 - Employee Education
Burton, Scott	118914	TF20210809091	08/09/2021	08/11/2021	318.75	Travel Reimbursement	104114230 - Travel Expense
					<u>\$368.76</u>		
					<b>\$368.76</b>		
Carolina Software	118797	80056	07/29/2021	08/02/2021	600.00	SJC Landfill	574424210 - Subscriptions and Me
					<u>\$600.00</u>		
Cartegraph Systems Inc.	118798	BD0002607	07/30/2021	08/02/2021	2,522.30	SJC Surveyor	104147242 - Software Maintenance
					<u>\$2,522.30</u>		
Century Equipment Co.	118799	DP93674	07/30/2021	08/02/2021	185.24	SJC Road Dept	214412250 - Equipment Operation
					<u>\$185.24</u>		
Certified Laboratories	118800	7448004	07/30/2021	08/02/2021	2,025.10	SJC Road Dept.	214412250 - Equipment Operation
					<u>\$2,025.10</u>		
Chamberlain, Ramona	118801	EV20210730090	07/30/2021	08/02/2021	50.00	Library Board Meeting	724580620 - Miscellaneous Service
					<u>\$50.00</u>		

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Chatham, Karen	118802	EV20210802131	08/02/2021	08/02/2021	100.00	Fair Judge	104620240 - Office Expense
					<b>\$100.00</b>		
Child Support Services	118803	CSS2021073013	07/30/2021	08/02/2021	430.94	C001392403	102229000 - Other Deductions Paya
Child Support Services	118803	CSS2021073013	07/30/2021	08/02/2021	526.00	C000926263	102229000 - Other Deductions Paya
Child Support Services	118803	CSS2021080213	08/02/2021	08/02/2021	985.50	C001361546	102229000 - Other Deductions Paya
					\$1,942.44		
					<b>\$1,942.44</b>		
Cintas Corporation #108	118804	4090623019	07/30/2021	08/02/2021	39.40	SJC Road Dept	214414260 - Buildings and Grounds
Cintas Corporation #108	118804	4090623019	07/30/2021	08/02/2021	44.55	SJC Road Dept	102229000 - Other Deductions Paya
Cintas Corporation #108	118804	4091283551	07/30/2021	08/02/2021	39.40	SJC Road Dept	214414260 - Buildings and Grounds
Cintas Corporation #108	118804	4091283551	07/30/2021	08/02/2021	44.55	SJC Road Dept	102229000 - Other Deductions Paya
					\$167.90		
Cintas Corporation #108	118915	4091930572	08/09/2021	08/11/2021	39.40	SJC Road Dept	214414260 - Buildings and Grounds
Cintas Corporation #108	118915	4091930572	08/09/2021	08/11/2021	44.55	SJC Road Dept	102229000 - Other Deductions Paya
					\$83.95		
					<b>\$251.85</b>		
Clark, Sharmayne	118916	2021080615553	08/09/2021	08/11/2021	560.00	Alternatives	104679615 - Contracts
					<b>\$560.00</b>		
Cody, Lucille	118805	EV20210802085	08/02/2021	08/02/2021	50.00	Library Board Meeting	724580620 - Miscellaneous Service
					<b>\$50.00</b>		
Comfort at Home Care LLC	118917	270-	08/11/2021	08/11/2021	931.00	SJC Aging	104684615 - Contracts
					<b>\$931.00</b>		
Curtis Tools For Heros	118918	INV511425	08/09/2021	08/11/2021	1,627.20	SJC FIRE	104220615 - Contracts
					<b>\$1,627.20</b>		
Dailey, Carolyn	118806	EV20210802085	08/02/2021	08/02/2021	50.00	Library Board Meeting	724580620 - Miscellaneous Service
					<b>\$50.00</b>		
David Richard Hillam, MD	118807	MHC202107300	08/02/2021	08/02/2021	100.00	217400197	104125310 - Professional and Tech
					<b>\$100.00</b>		
Davis County Government	118808	114284	07/30/2021	08/02/2021	549.00	SJC Sheriff	104232280 - Telephone
					<b>\$549.00</b>		
Davis, Eric	118919	255R21	08/09/2021	08/11/2021	80.00	BOOT ALLOWANCE	214414480 - Special Department Su
					<b>\$80.00</b>		
Dell Marketing L.P.	118920	10506887773	08/09/2021	08/11/2021	6,293.28	SJC Road	214414240 - Office Expense
					<b>\$6,293.28</b>		

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Delta Rigging & Tools Inc.	118809	GRA_PSI000860	07/30/2021	08/02/2021	348.14	SJC Road	214412250 - Equipment Operation
					<b>\$348.14</b>		
Department of Health	118921	21H5001474	07/27/2021	08/11/2021	4,888.72	SJPH - TCM SFY 21 Qtr 4 reconciliation	255192.980 - TCM Intergovernment
					<b>\$4,888.72</b>		
DESSCO	118922	0201843	08/09/2021	08/11/2021	464.51	SJC Road	214412250 - Equipment Operation
					<b>\$464.51</b>		
Dominion Energy	118810	DE20210722161	07/30/2021	08/02/2021	17.02	7624767442 881 E Center	104225270 - Utilities
Dominion Energy	118810	DE20210722161	07/30/2021	08/02/2021	7.88	4922180000 835 E Central Office	104255270 - Utilities
Dominion Energy	118810	DE20210722161	07/30/2021	08/02/2021	20.72	6063860000 Central Rd	104255270 - Utilities
Dominion Energy	118810	DE20210730090	07/30/2021	08/02/2021	11.14	3153860000 264 S 100 E	104161270 - Utilities
Dominion Energy	118810	DE20210730090	07/30/2021	08/02/2021	23.25	8743860000 96 W 100 S	264350270 - Utilities
Dominion Energy	118810	DE20210730090	07/30/2021	08/02/2021	13.78	2922180000 835 E Central Book	104161270 - Utilities
Dominion Energy	118810	DE20210730090	07/30/2021	08/02/2021	7.16	0922180000 835 E Central Fair	104620270 - Utilities
Dominion Energy	118810	DE20210730090	07/30/2021	08/02/2021	7.16	7643860000 80 N Main St	724167270 - Utilities
					<b>\$108.11</b>		
					<b>\$108.11</b>		
Draper, Sheila	118923	SD20210809090	08/09/2021	08/11/2021	40.02	Brochures	104193310 - Professional and Tech
					<b>\$40.02</b>		
DTS - State of Utah	118924	2201R21600000	08/09/2021	08/11/2021	138.31	SJC Attorney	104145482 - Law Library Supplies
					<b>\$138.31</b>		
Earthgrains Baking Company	118811	85272223520	07/30/2021	08/02/2021	56.00	SJC Jail	104230480 - Kitchen Food
Earthgrains Baking Company	118925	85272223569	08/09/2021	08/11/2021	73.00	SJC Sheriff	104230480 - Kitchen Food
					<b>\$129.00</b>		
EFTPS - IRS	EFT	PR072521-575	07/30/2021	07/30/2021	4,743.22	Medicare Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR072521-575	07/30/2021	07/30/2021	10,155.60	Federal Income Tax	102222000 - Federal Tax W/H Paya
EFTPS - IRS	EFT	PR072521-575	07/30/2021	07/30/2021	20,281.36	Social Security Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR073121-575	07/30/2021	07/30/2021	5,982.96	Medicare Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR073121-575	07/30/2021	07/30/2021	14,220.43	Federal Income Tax	102222000 - Federal Tax W/H Paya
EFTPS - IRS	EFT	PR073121-575	07/30/2021	07/30/2021	25,582.38	Social Security Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR073121-575	08/03/2021	08/03/2021	105.62	Medicare Tax	102221000 - FICA Payable
EFTPS - IRS	EFT	PR073121-575	08/03/2021	08/03/2021	122.13	Federal Income Tax	102222000 - Federal Tax W/H Paya
EFTPS - IRS	EFT	PR073121-575	08/03/2021	08/03/2021	451.54	Social Security Tax	102221000 - FICA Payable
					<b>\$81,645.24</b>		
					<b>\$81,645.24</b>		
Emery Telcom	118812	ET20210730094	07/30/2021	08/02/2021	79.95	3324200 - SJC Admin Building	104672270 - Utilities
Emery Telcom	118812	ET20210730094	07/30/2021	08/02/2021	84.95	3324200 - SJC Admin Building	104255270 - Utilities
Emery Telcom	118812	ET20210730094	07/30/2021	08/02/2021	109.95	3324200 - SJC Admin Building	255007.280 - Indirect Admin Teleph
Emery Telcom	118812	ET20210730094	07/30/2021	08/02/2021	178.42	3324200 - SJC Admin Building	104230280 - Telephone
Emery Telcom	118812	ET20210730094	07/30/2021	08/02/2021	180.95	3324200 - SJC Admin Building	104151620 - Miscellaneous Service

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Emery Telcom	118812	ET20210730094	07/30/2021	08/02/2021	379.86	3324200 - SJC Admin Building	214414280 - Telephone
					\$1,014.08		
Emery Telcom	118926	ET20210806155	08/09/2021	08/11/2021	88.31	988500 - SJC Emergency Services	104255270 - Utilities
Emery Telcom	118926	ET20210806155	08/09/2021	08/11/2021	200.36	3514200 SJC Blanding Seniors	104672270 - Utilities
					\$288.67		
					<b>\$1,302.75</b>		
Empire Electric Assoc. Inc.	118813	1001767233	07/30/2021	08/02/2021	962.14	25395 - 885 E Center St	214414270 - Utilities
Empire Electric Assoc. Inc.	118813	1001797232	07/30/2021	08/02/2021	4,001.32	9579024 - 297 S Main	104166270 - Utilities
					\$4,963.46		
Empire Electric Assoc. Inc.	118927	1001775445	08/09/2021	08/11/2021	44.35	9579007 - Fire C	104225270 - Utilities
Empire Electric Assoc. Inc.	118927	1001775446	08/09/2021	08/11/2021	696.21	9579003 - 80 N Main St	724167270 - Utilities
Empire Electric Assoc. Inc.	118927	1001775447	08/09/2021	08/11/2021	1,649.95	9579004 - 117 S Main	104161270 - Utilities
Empire Electric Assoc. Inc.	118927	1001775449	08/09/2021	08/11/2021	1,701.13	9579028 Abajo Peak	104574270 - Utilities
Empire Electric Assoc. Inc.	118927	1001775450	08/09/2021	08/11/2021	198.79	9579029 - 264 S 100 E	104161270 - Utilities
Empire Electric Assoc. Inc.	118927	1001775452	08/09/2021	08/11/2021	100.31	9579020 - 917 E Center Fairgrounds	104620270 - Utilities
Empire Electric Assoc. Inc.	118927	1001775453	08/09/2021	08/11/2021	46.14	9579032 - 81 E Pinion St	104161270 - Utilities
Empire Electric Assoc. Inc.	118927	1001775456	08/09/2021	08/11/2021	34.78	9579010 - Fire DP - Cedar Point	451411000 - Due From Government
Empire Electric Assoc. Inc.	118927	1001775457	08/09/2021	08/11/2021	46.57	6135 - Airport Hangar Hwy 191	104213270 - Utilities
Empire Electric Assoc. Inc.	118927	1001775458	08/09/2021	08/11/2021	66.00	9579025 - 881 E Center St	214414270 - Utilities
					\$4,584.23		
					<b>\$9,547.69</b>		
Equitable Financial Equi-vest	118814	E202107300907	07/30/2021	08/02/2021	360.00	Payroll Deductions	102225000 - Equivest
					<b>\$360.00</b>		
Farmers Telecommunications Inc	118928	FT20210806155	08/09/2021	08/11/2021	54.99	6921 Cedar Point Volunteer Fire	104225280 - Telephone
					<b>\$54.99</b>		
Fastenal Company	118815	COBAY66237	07/30/2021	08/02/2021	90.55	SJC Road	214414260 - Buildings and Grounds
Fastenal Company	118815	COBAY66237	07/30/2021	08/02/2021	133.10	SJC Road	214412250 - Equipment Operation
Fastenal Company	118815	COBAY66239	07/30/2021	08/02/2021	52.77	SJC Road	214414410 - Road Supplies
					\$276.42		
Fastenal Company	118929	COBAY66238	08/09/2021	08/11/2021	207.75	SJC Road	214412250 - Equipment Operation
Fastenal Company	118929	COBAY66456	08/09/2021	08/11/2021	274.76	SJC Road	214412250 - Equipment Operation
Fastenal Company	118929	COBAY66457	08/09/2021	08/11/2021	623.34	SJC Road	214412250 - Equipment Operation
					\$1,105.85		
					<b>\$1,382.27</b>		
Ford, Genevieve	118816	EV20210802085	08/02/2021	08/02/2021	50.00	Library Board Meeting	724580620 - Miscellaneous Service
					<b>\$50.00</b>		
Four Corners Welding & Gas	118930	GR00159206	08/09/2021	08/11/2021	37.00	SJC Landfill	574424610 - Miscellaneous Supplie
Four Corners Welding & Gas	118930	GR00159207	08/09/2021	08/11/2021	157.00	SJC Road Dept	214412250 - Equipment Operation
					\$194.00		
					<b>\$194.00</b>		



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Four States Tire & Service	118931	350750	08/09/2021	08/11/2021	525.90	SJC Road	214412250 - Equipment Operation
Four States Tire & Service	118931	350789	08/09/2021	08/11/2021	698.38	SJC Road	214412250 - Equipment Operation
					\$1,224.28		
					<b>\$1,224.28</b>		
Francom, James	118932	TF20210811151	08/11/2021	08/11/2021	34.00	Travel Reimbursement	104173230 - Travel Expense
					<b>\$34.00</b>		
Fredericks, Anna	118817	EV20210730090	07/30/2021	08/02/2021	100.00	FAIR EXPENCES	104620240 - Office Expense
Fredericks, Anna	118817	EV20210730090	07/30/2021	08/02/2021	500.00	FAIR EXPENCES	104620480 - Special Department Su
Fredericks, Anna	118817	EV20210730090	07/30/2021	08/02/2021	1,000.00	FAIR EXPENCES	104620240 - Office Expense
Fredericks, Anna	118817	EV20210730090	07/30/2021	08/02/2021	2,000.00	FAIR EXPENCES	104620480 - Special Department Su
Fredericks, Anna	118817	EV20210730090	07/30/2021	08/02/2021	3,510.00	FAIR EXPENCES	104620240 - Office Expense
					\$7,110.00		
Fredericks, Anna	118933	EV20210809091	08/09/2021	08/11/2021	20.99	FAIR EXPENCES	104620240 - Office Expense
Fredericks, Anna	118933	EV20210809091	08/09/2021	08/11/2021	46.63	FAIR EXPENCES	104620480 - Special Department Su
Fredericks, Anna	118933	EV20210809091	08/09/2021	08/11/2021	108.84	FAIR EXPENCES	104620480 - Special Department Su
Fredericks, Anna	118933	EV20210809091	08/09/2021	08/11/2021	450.00	FAIR EXPENCES	104620240 - Office Expense
					\$626.46		
					<b>\$7,736.46</b>		
Freestone, Natalie	118934	TF20210806155	08/09/2021	08/11/2021	60.00	Travel Reimbursement	104255230 - Travel Expense
					<b>\$60.00</b>		
Frontier	118818	FC20210722161	07/30/2021	08/02/2021	226.57	435-672-2390-091394-8	104672280 - Telephone
Frontier	118818	FC20210722161	07/30/2021	08/02/2021	176.27	435-686-9990-051408-8	104672280 - Telephone
Frontier	118818	FC20210722161	07/30/2021	08/02/2021	166.37	435-587-2797-030304-8	104225280 - Telephone
Frontier	118818	FC20210722161	07/30/2021	08/02/2021	214.05	435-651-3351-082400-8	104225280 - Telephone
Frontier	118818	FC20210722161	07/30/2021	08/02/2021	174.19	435-684-3589-081007-8	105430280 - Telephone
Frontier	118818	FC20210722161	07/30/2021	08/02/2021	58.77	435-684-3576-051707-8	105430280 - Telephone
Frontier	118818	FC20210730094	07/30/2021	08/02/2021	589.74	435-587-2013-032108-8	104151280 - Telephone
Frontier	118818	FC20210730094	07/30/2021	08/02/2021	638.23	435-678-3949-111407-8	104151280 - Telephone
					\$2,244.19		
					<b>\$2,244.19</b>		
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	73.72	Assessor	104146251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	118.09	Aging	104255251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	122.02	IT	104151251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	126.91	Surveyor	104147251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	183.27	Library	724581251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	300.11	Building Inspector	104242251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	307.77	Public Health	255012.251 - Local General Health
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	379.12	Commission	104111251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	432.18	Landfill	574424251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	550.94	Buildings and Grounds	104166251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	652.08	Fire	104225251 - Gas, Oil and Grease

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Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	688.55	Counseling	214412251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	715.10	Fire	104220251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	1,193.27	Aging	104672251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	1,277.66	Ambulance	264350251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	1,425.01	Weed	104256251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	8,639.67	Sheriff's Office	104210251 - Gas, Oil and Grease
Fuel Network	118992	F2201E00951	08/11/2021	08/12/2021	23,977.02	Road	214412251 - Gas, Oil and Grease
					<u>\$41,162.49</u>		
					<b>\$41,162.49</b>		
Gallegos, David	118936	TF20210806155	08/09/2021	08/11/2021	74.00	Travel - Reimbursement	104255230 - Travel Expense
					<u>\$74.00</u>		
Gallegos, Megan	118937	TF202108111147	08/11/2021	08/11/2021	68.52	Travel Reimbursement	104173230 - Travel Expense
					<u>\$68.52</u>		
Gallegos, Tamara	118938	TF20210806155	08/09/2021	08/11/2021	74.00	Travel Reimb.	104255230 - Travel Expense
					<u>\$74.00</u>		
Gardner, Francie	118819	EV20210802131	08/02/2021	08/02/2021	100.00	FAIR JUDGE	104620240 - Office Expense
					<u>\$100.00</u>		
GBS Benefits Inc	118820	223005	07/30/2021	08/02/2021	3,000.00	Consulting	104965620 - Miscellaneous Service
					<u>\$3,000.00</u>		
Globalstar USA	118939	0000000181588	08/09/2021	08/11/2021	682.99	SJC Sheriff	104230280 - Telephone
					<u>\$682.99</u>		
Graham Fire Apparatus	118821	UT2021202	07/30/2021	08/02/2021	227.24	SJC Road	214412250 - Equipment Operation
					<u>\$227.24</u>		
Grainger	118822	9953753671	07/30/2021	08/02/2021	84.42	SJC Public Safety Dept- 809616402	104166260 - Buildings and Grounds
					<u>\$84.42</u>		
Grand Junction Peterbilt	118823	197316	07/29/2021	08/02/2021	287.92	SJC Road Dept	214412250 - Equipment Operation
Grand Junction Peterbilt	118823	197461	07/29/2021	08/02/2021	266.98	SJC Road Dept	214412250 - Equipment Operation
Grand Junction Peterbilt	118823	197543	07/29/2021	08/02/2021	84.68	SJC Road Dept	214412250 - Equipment Operation
Grand Junction Peterbilt	118823	197546	07/29/2021	08/02/2021	97.75	SJC Road Dept	214412250 - Equipment Operation
Grand Junction Peterbilt	118823	197669	07/29/2021	08/02/2021	64.76	SJC Road Dept	214412250 - Equipment Operation
Grand Junction Peterbilt	118823	197677	07/29/2021	08/02/2021	209.85	SJC Road Dept	214412250 - Equipment Operation
					<u>\$1,011.94</u>		
Grand Junction Peterbilt	118940	197746	08/09/2021	08/11/2021	18.20	SJC Road Dept	214412250 - Equipment Operation
					<u>\$1,030.14</u>		
Grayeyes, Willie	118941	TF202108111147	08/11/2021	08/11/2021	398.47	Travel Reimbursement	104111230 - Travel Expense
					<u>\$398.47</u>		

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Grayson Storage	118942	GS8421	08/04/2021	08/11/2021	120.00	San Juan Public Health	255310.260 - PHEP Preparedness
					<b>\$120.00</b>		
Homedew, Jeremy	118824	TFF2021073009	07/30/2021	08/02/2021	180.00	Per Diem Reimbursement	104211230 - Travel Expense
					<b>\$180.00</b>		
Honnen Equipment Co.	118825	128373	07/30/2021	08/02/2021	688.97	SJC Road Dept	214412250 - Equipment Operation
Honnen Equipment Co.	118825	1286366	07/30/2021	08/02/2021	60.17	SJC Road Dept	214412250 - Equipment Operation
					\$749.14		
					<b>\$749.14</b>		
Hudgins, Candice	118826	EV20212807014	07/30/2021	08/02/2021	100.00	FAIR JUDGE	104620240 - Office Expense
					<b>\$100.00</b>		
Hughes Network Systems LLC	118943	B1-379751541	08/09/2021	08/11/2021	128.88	SJC Landfill	574424270 - Utilities
					<b>\$128.88</b>		
ImageNet Consulting LLC	118827	CNIN138607FA	07/30/2021	08/02/2021	51.66	SJC Non Dept	104150270 - Utilities
ImageNet Consulting LLC	118944	CNIN139178FA	08/09/2021	08/11/2021	422.46	SJC Non Dept	104150240 - Office Expense
ImageNet Consulting LLC	118944	CNIN139250FA	08/09/2021	08/11/2021	88.00	SJC Sheriff	104230310 - Professional and Tech
ImageNet Consulting LLC	118944	CNIN139251FA	08/09/2021	08/11/2021	118.23	SJC Sheriff	104230310 - Professional and Tech
ImageNet Consulting LLC	118944	CNIN139375FA	08/09/2021	08/11/2021	35.24	SJC Non Dept	104150240 - Office Expense
ImageNet Consulting LLC	118944	CNIN139498FA	08/09/2021	08/11/2021	87.50	SJC Sheriff	104230310 - Professional and Tech
ImageNet Consulting LLC	118944	CNIN139765FA	08/09/2021	08/11/2021	41.82	SJC Road Dept	214414240 - Office Expense
					\$793.25		
					<b>\$844.91</b>		
Interwest Safety Supply LLC	118828	62147	07/29/2021	08/02/2021	929.20	SJC Road	214414410 - Road Supplies
					<b>\$929.20</b>		
J.M. Custom & Industrial	118945	4366	08/09/2021	08/11/2021	551.90	SJC Road Dept	214412250 - Equipment Operation
					<b>\$551.90</b>		
JCI Billing Services	118829	347	07/29/2021	08/02/2021	2,556.00	SJC Ambulance Services	264350310 - Professional and Tech
					<b>\$2,556.00</b>		
Johnson, Mike	118830	EV20210802131	08/02/2021	08/02/2021	100.00	FAIR JUDGE	104620240 - Office Expense
					<b>\$100.00</b>		
Jones & Demille Engineering	118946	0125453	08/09/2021	08/11/2021	4,341.41	1602.216.00	104850623 - UNRF Projects
					<b>\$4,341.41</b>		
JViation	118831	2019.U96.01 AIP	07/30/2021	08/02/2021	3,236.50	Cal Black Airport	105430620 - Miscellaneous Service
JViation	118993	2019.U96.01 AIP	04/22/2021	08/12/2021	17,543.25	Cal Black Airport	105430620 - Miscellaneous Service
JViation	118993	2020.U96.03-1	04/27/2021	08/12/2021	18,165.00	Cal Black Airport	105430620 - Miscellaneous Service
					\$35,708.25		
					<b>\$38,944.75</b>		

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Kenworth Sales Company	118832	PRIIN4622550	07/30/2021	08/02/2021	59.40	SJC Road	214412250 - Equipment Operation
Kenworth Sales Company	118832	PRIIN4666461	07/30/2021	08/02/2021	220.10	SJC Road	214412250 - Equipment Operation
Kenworth Sales Company	118832	PRIIN4693767	07/30/2021	08/02/2021	49.99	SJC Road	214412250 - Equipment Operation
					<u>\$329.49</u>		
Kenworth Sales Company	118907	KW20210804113	08/04/2021	08/04/2021	77,100.00	SJC Road	214414740 - Equipment Purchases
					<u>\$77,429.49</u>		
Kilgore Companies LLC	118833	913365	07/30/2021	08/02/2021	3,417.15	SJC ROAD	214414410 - Road Supplies
Kilgore Companies LLC	118833	918259	07/30/2021	08/02/2021	9,437.30	SJC ROAD	214414410 - Road Supplies
					<u>\$12,854.45</u>		
Kilgore Companies LLC	118947	919633	08/09/2021	08/11/2021	1,418.35	SJC ROAD	214414410 - Road Supplies
					<u>\$14,272.80</u>		
Kunz, Angela	118834	EV0005	07/21/2021	08/02/2021	55.64	Purchase Reimbursement	255193.620 - Home Visiting - PAT M
					<u>\$55.64</u>		
Larson & Company	118835	22454709	07/30/2021	08/02/2021	27,000.00	San Juan County Audit	104150310 - Professional and Tech
					<u>\$27,000.00</u>		
Life-Assist Inc.	118836	1117696	07/30/2021	08/02/2021	396.58	SJC Emergency Svc.	264350610 - Miscellaneous Supplie
					<u>\$396.58</u>		
Lincoln National Life Insurance Co	118837	4281010545	07/30/2021	08/02/2021	1,325.20	Life Insurance Benefits	102236000 - Lincoln Financial
Lincoln National Life Insurance Co	118837	4281010545	07/30/2021	08/02/2021	4,331.75	Life Insurance Benefits	104965135 - Life Insurance Premiu
					<u>\$5,656.95</u>		
					<u>\$5,656.95</u>		
Long, Roxy	118838	RL20210730090	07/30/2021	08/02/2021	945.00	Nursing Services	104230350 - State Prisoner Expens
					<u>\$945.00</u>		
Lopez, Troy J	118839	253R21	07/29/2021	08/02/2021	76.25	PURCHASE REIMBURSEMENT	214414140 - Other Employee Benefi
					<u>\$76.25</u>		
LUMEN	118840	L202107300938	07/30/2021	08/02/2021	2,948.91	5107XQC1S3	104232280 - Telephone
					<u>\$2,948.91</u>		
M-One Specialties Inc.	118948	8360	08/09/2021	08/11/2021	37.80	SJC Public Safety Building - 5060	104166260 - Buildings and Grounds
					<u>\$37.80</u>		
Main Street Drug and Boutique	118841	165657	07/30/2021	08/02/2021	4.00	SJC Sheriff Dept	104230312 - Medical Expenses
Main Street Drug and Boutique	118949	166006	08/09/2021	08/11/2021	4.00	San Juan County Jail	104230312 - Medical Expenses
					<u>\$8.00</u>		
McDonald, Trey	118842	TFF2021073009	07/30/2021	08/02/2021	180.00	Travel Reimbursement	104211230 - Travel Expense
					<u>\$180.00</u>		

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McNeely, Jerry	118843	RI0801211	08/01/2021	08/02/2021	1,200.00		104112310 - Professional and Techn
					<b>\$1,200.00</b>		
MetLife Group Benefits	118844	ML20210730092	07/30/2021	08/02/2021	9,004.14	Dental Customer # 5955986	104965134 - Health Insurance
					<b>\$9,004.14</b>		
Mexican Hat Special Serv Dist.	118845	RI0801212	08/01/2021	08/02/2021	500.00	Monthly USDA Loan Payment	104850915 - Transfers to Other Unit
					<b>\$500.00</b>		
Mid-American Research Chemical	118846	0736856-IN	07/30/2021	08/02/2021	278.85	SJC Library	724167260 - Buildings and Grounds
					<b>\$278.85</b>		
Monticello City	118847	COM202107291	07/30/2021	08/02/2021	2,834.78	195461 Hideout Billing	104672270 - Utilities
Monticello City	118847	MC20210730135	07/30/2021	08/02/2021	56.92	SJC All Accounts	104225270 - Utilities
Monticello City	118847	MC20210730135	07/30/2021	08/02/2021	60.00	SJC All Accounts	104225270 - Utilities
Monticello City	118847	MC20210730135	07/30/2021	08/02/2021	131.92	SJC All Accounts	104165270 - Utilities
Monticello City	118847	MC20210730135	07/30/2021	08/02/2021	144.42	SJC All Accounts	104620270 - Utilities
Monticello City	118847	MC20210730135	07/30/2021	08/02/2021	209.24	SJC All Accounts	104161270 - Utilities
Monticello City	118847	MC20210730135	07/30/2021	08/02/2021	238.08	SJC All Accounts	724167270 - Utilities
Monticello City	118847	MC20210730135	07/30/2021	08/02/2021	521.87	SJC All Accounts	214414270 - Utilities
Monticello City	118847	MC20210730135	07/30/2021	08/02/2021	4,423.72	SJC All Accounts	104166270 - Utilities
					<b>\$8,620.95</b>		
Monticello City	118950	MC20210806155	08/09/2021	08/11/2021	100.00	Hideout Utilities	104672270 - Utilities
					<b>\$8,720.95</b>		
Monticello High School	118951	EV20210809091	08/09/2021	08/11/2021	300.00	COWHAND FINANCIAL SUPPORT	104111210 - Subscriptions and Mem
					<b>\$300.00</b>		
Monticello Mercantile	118848	C216603	07/30/2021	08/02/2021	50.64	SJC Library	724167260 - Buildings and Grounds
Monticello Mercantile	118848	C217835	07/30/2021	08/02/2021	28.98	SJC Sheriff	104230610 - Miscellaneous Supplie
Monticello Mercantile	118848	C217848	07/30/2021	08/02/2021	160.00	SJC Sheriff	104230610 - Miscellaneous Supplie
Monticello Mercantile	118848	C218134	07/30/2021	08/02/2021	29.94	SJC Ambulance	264350610 - Miscellaneous Supplie
Monticello Mercantile	118848	C218286	07/30/2021	08/02/2021	13.49	SJC Sheriff	104161260 - Buildings and Grounds
Monticello Mercantile	118848	C218438	07/30/2021	08/02/2021	14.99	SJC Admin Building	104161260 - Buildings and Grounds
Monticello Mercantile	118848	C218851	07/30/2021	08/02/2021	40.72	SJC Fire	104225260 - Buildings and Grounds
Monticello Mercantile	118848	C219046	07/30/2021	08/02/2021	1.49	SJC Aging	104676610 - Miscellaneous Supplie
Monticello Mercantile	118848	C219142	07/30/2021	08/02/2021	17.10	SJC Fair	104620260 - Buildings and Grounds
Monticello Mercantile	118848	C219205	07/30/2021	08/02/2021	95.76	SJC Fair	104620260 - Buildings and Grounds
Monticello Mercantile	118848	C219276	07/30/2021	08/02/2021	2.98	SJC Public Safety	104166260 - Buildings and Grounds
Monticello Mercantile	118848	C219318	07/30/2021	08/02/2021	128.45	SJC Fair	104620260 - Buildings and Grounds
Monticello Mercantile	118848	E20602	07/30/2021	08/02/2021	33.48	SJC Sheriff	104230610 - Miscellaneous Supplie
					<b>\$618.02</b>		
Monticello Mercantile	118952	C218926	08/09/2021	08/11/2021	14.99	SJC Sheriff	104210610 - Miscellaneous Supplie
Monticello Mercantile	118952	C219262	08/09/2021	08/11/2021	3.99	SJC Road	214412250 - Equipment Operation
Monticello Mercantile	118952	C219820	08/09/2021	08/11/2021	45.67	SJC Fair	104620260 - Buildings and Grounds
Monticello Mercantile	118952	C219866	08/09/2021	08/11/2021	1.49	SJC Road	214412250 - Equipment Operation
					<b>\$66.14</b>		
					<b>\$684.16</b>		

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Morgan, Happy	118849	RI0801213	08/01/2021	08/02/2021	10,500.00		104126310 - Professional and Tech
					<b>\$10,500.00</b>		
Morris, Vance	118953	2021080615554	08/09/2021	08/11/2021	560.00	Alternatives	104679615 - Contracts
					<b>\$560.00</b>		
Motor Parts	118850	768457	07/29/2021	08/02/2021	38.90	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	781613	07/29/2021	08/02/2021	2.45	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	783213	07/29/2021	08/02/2021	11.33	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	787620	07/29/2021	08/02/2021	99.78	SJC Landfill	574424250 - Equipment Operation
Motor Parts	118850	789105	07/29/2021	08/02/2021	43.73	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789289	07/29/2021	08/02/2021	171.52	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789304	07/29/2021	08/02/2021	147.38	SJC Landfill	574424250 - Equipment Operation
Motor Parts	118850	789346	07/29/2021	08/02/2021	7.30	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789560	07/29/2021	08/02/2021	47.66	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789567	07/29/2021	08/02/2021	0.50	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789609	07/29/2021	08/02/2021	8.69	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789620	07/29/2021	08/02/2021	4.94	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789642	07/29/2021	08/02/2021	7.19	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789743	07/29/2021	08/02/2021	300.40	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789750	07/29/2021	08/02/2021	71.59	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789755	07/29/2021	08/02/2021	51.97	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789772	07/29/2021	08/02/2021	5.77	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789804	07/29/2021	08/02/2021	28.02	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789811	07/30/2021	08/02/2021	40.73	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789855	07/30/2021	08/02/2021	107.25	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789861	07/30/2021	08/02/2021	10.79	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789874	07/30/2021	08/02/2021	32.29	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789902	07/30/2021	08/02/2021	10.79	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789912	07/30/2021	08/02/2021	-32.29	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	789918	07/30/2021	08/02/2021	165.00	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	790165	07/30/2021	08/02/2021	-36.00	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	790185	07/30/2021	08/02/2021	-140.97	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	790205	07/30/2021	08/02/2021	16.95	SJC Landfill	574424250 - Equipment Operation
Motor Parts	118850	790219	07/30/2021	08/02/2021	-61.00	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118850	790705	07/30/2021	08/02/2021	-11.33	SJC Road Dept	214412250 - Equipment Operation
					<b>\$1,151.33</b>		
Motor Parts	118954	775021	08/09/2021	08/11/2021	91.92	SJC Landfill	574424251 - Gas, Oil and Grease
Motor Parts	118954	790287	08/09/2021	08/11/2021	22.12	SJC Landfill	574424250 - Equipment Operation
Motor Parts	118954	790452	08/09/2021	08/11/2021	370.61	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118954	790723	08/09/2021	08/11/2021	3.53	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118954	790725	08/09/2021	08/11/2021	86.22	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118954	790978	08/09/2021	08/11/2021	38.44	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118954	791298	08/09/2021	08/11/2021	37.82	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118954	791384	08/09/2021	08/11/2021	15.68	SJC Road Dept	214412250 - Equipment Operation
Motor Parts	118954	791406	08/09/2021	08/11/2021	55.26	SJC Road Dept	214412250 - Equipment Operation
					<b>\$721.60</b>		
					<b>\$1,872.93</b>		

**San Juan County  
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<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
Motor Parts of Monticello	118851	516399	07/29/2021	08/02/2021	-229.50	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	516662	07/29/2021	08/02/2021	94.23	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	516773	07/30/2021	08/02/2021	31.99	SJC Admin Building	104161260 - Buildings and Grounds
Motor Parts of Monticello	118851	516848	07/29/2021	08/02/2021	67.74	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	516855	07/29/2021	08/02/2021	59.62	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	517080	07/29/2021	08/02/2021	12.04	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	517268	07/29/2021	08/02/2021	7.38	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	517278	07/29/2021	08/02/2021	26.66	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	517286	07/29/2021	08/02/2021	3.28	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	517299	07/29/2021	08/02/2021	56.75	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	517457	07/29/2021	08/02/2021	85.84	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	517460	07/29/2021	08/02/2021	14.79	SJC Road	214412250 - Equipment Operation
Motor Parts of Monticello	118851	517530	07/29/2021	08/02/2021	107.72	SJC Road	214412250 - Equipment Operation
					<u>\$338.54</u>		
Motor Parts of Monticello	118955	515985	08/09/2021	08/11/2021	2.07	SJC Fire	104220615 - Contracts
Motor Parts of Monticello	118955	518316	08/09/2021	08/11/2021	53.72	SJC Fair	104620240 - Office Expense
Motor Parts of Monticello	118955	518455	08/09/2021	08/11/2021	8.99	SJC Admin Building	104620240 - Office Expense
					<u>\$64.78</u>		
					<b>\$403.32</b>		
Mountainland Supply Co	118852	S104218360.001	07/30/2021	08/02/2021	76.32	SJC Admin Building	104161260 - Buildings and Grounds
					<u>\$76.32</u>		
MSFS of Utah	118956	MSFS20210806	08/11/2021	08/11/2021	2,575.00	SJC Aging	104682615 - Contracts
					<u>\$2,575.00</u>		
Muhlestein Greenhouses	118957	1022	08/09/2021	08/11/2021	351.00	SJC Admin Building	104620240 - Office Expense
					<u>\$351.00</u>		
Musselman, Kedric	118853	252R21	07/29/2021	08/02/2021	80.00	BOOT ALLOWANCE	214414480 - Special Department Su
					<u>\$80.00</u>		
Navajo Nation Water Code Admini	118854	212-0324	07/29/2021	08/02/2021	1.56	SJC Fire	104225270 - Utilities
Navajo Nation Water Code Admini	118854	212-1029	07/29/2021	08/02/2021	4.03	SJC Fire	104225270 - Utilities
					<u>\$5.59</u>		
					<b>\$5.59</b>		
Navajo Tribal UtilityAuthority	118855	32001405005	07/30/2021	08/02/2021	155.25	60040657 MZC Fire Station East	104225270 - Utilities
Navajo Tribal UtilityAuthority	118855	38001002500	07/30/2021	08/02/2021	26.56	60378368 4000 W HWY 163	214414270 - Utilities
Navajo Tribal UtilityAuthority	118855	38001002502	07/30/2021	08/02/2021	22.89	60378371 Along Hwy 162	104850730 - Improvements Other T
Navajo Tribal UtilityAuthority	118855	38001002505	07/30/2021	08/02/2021	57.82	60378374 101 S 100 E	104225270 - Utilities
Navajo Tribal UtilityAuthority	118855	38001002506	07/30/2021	08/02/2021	5.95	60378375 Hwy 162 and Hwy 262	104850730 - Improvements Other T
Navajo Tribal UtilityAuthority	118855	38001002507	07/30/2021	08/02/2021	5.95	60378376 Front Fire Station	104850730 - Improvements Other T
Navajo Tribal UtilityAuthority	118855	39000909686	07/30/2021	08/02/2021	218.12	60378369	104574270 - Utilities
					<u>\$492.54</u>		
Navajo Tribal UtilityAuthority	118958	34001345246	08/09/2021	08/11/2021	288.98	60271007 - SJC Fire	104225270 - Utilities
					<u>\$781.52</u>		

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Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
New Technology Solutions	118959	4270	08/09/2021	08/11/2021	80.00	SJC Health Dept	254310310 - Professional and Tech
New Technology Solutions	118959	4271	08/09/2021	08/11/2021	107.50	SJC Fire	104225310 - Professional and Tech
New Technology Solutions	118959	4272	08/09/2021	08/11/2021	100.00	SJC Aging	104676310 - Professional and Tech
New Technology Solutions	118959	4273	08/09/2021	08/11/2021	40.00	SJC Ambulance	264350310 - Professional and Tech
New Technology Solutions	118959	4274	08/09/2021	08/11/2021	32.50	SJC Admin Building	104161310 - Professional and Tech
New Technology Solutions	118959	4274	08/09/2021	08/11/2021	32.50	SJC Admin Building	104163310 - Professional and Tech
New Technology Solutions	118959	4274	08/09/2021	08/11/2021	32.50	SJC Admin Building	104165310 - Professional and Tech
New Technology Solutions	118959	4274	08/09/2021	08/11/2021	32.50	SJC Admin Building	104166310 - Professional and Tech
New Technology Solutions	118959	4275	08/09/2021	08/11/2021	23.75	SJC Libraries	724167310 - Professional and Tech
New Technology Solutions	118959	4275	08/09/2021	08/11/2021	23.75	SJC Libraries	724168310 - Professional and Tech
New Technology Solutions	118959	4275	08/09/2021	08/11/2021	47.50	SJC Libraries	724169310 - Professional and Tech
					<u>\$552.50</u>		
					<b>\$552.50</b>		
Nicholas & Company	118856	7515050	07/30/2021	08/02/2021	468.19	SJC Aging	104677328 - Meals - La Sal
Nicholas & Company	118856	7515050	07/30/2021	08/02/2021	468.20	SJC Aging	104678328 - Meals - La Sal
Nicholas & Company	118856	7542706	07/30/2021	08/02/2021	870.86	SJC Aging	104677328 - Meals - La Sal
Nicholas & Company	118856	7542706	07/30/2021	08/02/2021	870.86	SJC Aging	104678328 - Meals - La Sal
Nicholas & Company	118856	7633735	07/30/2021	08/02/2021	2,146.61	SJC Sheriff	104230480 - Kitchen Food
Nicholas & Company	118856	7633741	07/30/2021	08/02/2021	884.93	SJC Aging	104677323 - Meals - Monticello
Nicholas & Company	118856	7633741	07/30/2021	08/02/2021	884.94	SJC Aging	104678323 - Meals - Monticello
Nicholas & Company	118856	7633743	07/30/2021	08/02/2021	1,041.45	SJC Aging	104677325 - Meals - Blanding
Nicholas & Company	118856	7633743	07/30/2021	08/02/2021	1,041.45	SJC Aging	104678325 - Meals - Blanding
Nicholas & Company	118856	7633744	07/30/2021	08/02/2021	172.50	SJC Aging	104677329 - Meals - Bluff
Nicholas & Company	118856	7633744	07/30/2021	08/02/2021	172.66	SJC Aging	104678329 - Meals - Bluff
Nicholas & Company	118856	7637857	07/30/2021	08/02/2021	578.46	SJC Aging	104677328 - Meals - La Sal
Nicholas & Company	118856	7637857	07/30/2021	08/02/2021	578.47	SJC Aging	104678328 - Meals - La Sal
Nicholas & Company	118856	7641211	07/30/2021	08/02/2021	499.97	SJC Aging	104677323 - Meals - Monticello
Nicholas & Company	118856	7641211	07/30/2021	08/02/2021	499.98	SJC Aging	104678323 - Meals - Monticello
Nicholas & Company	118856	7641213	07/30/2021	08/02/2021	222.00	SJC Aging	104677325 - Meals - Blanding
Nicholas & Company	118856	7641213	07/30/2021	08/02/2021	222.07	SJC Aging	104678325 - Meals - Blanding
Nicholas & Company	118856	7641214	07/30/2021	08/02/2021	134.17	SJC Aging	104677329 - Meals - Bluff
Nicholas & Company	118856	7641214	07/30/2021	08/02/2021	134.18	SJC Aging	104678329 - Meals - Bluff
					<u>\$11,891.95</u>		
Nicholas & Company	118960	7563141	08/09/2021	08/11/2021	649.86	SJC Aging	104677323 - Meals - Monticello
Nicholas & Company	118960	7563141	08/09/2021	08/11/2021	649.86	SJC Aging	104678323 - Meals - Monticello
Nicholas & Company	118960	7569830	08/09/2021	08/11/2021	601.25	SJC Aging	104677323 - Meals - Monticello
Nicholas & Company	118960	7569830	08/09/2021	08/11/2021	601.26	SJC Aging	104678323 - Meals - Monticello
Nicholas & Company	118960	7569832	08/09/2021	08/11/2021	450.94	SJC Aging	104677325 - Meals - Blanding
Nicholas & Company	118960	7569832	08/09/2021	08/11/2021	450.95	SJC Aging	104678325 - Meals - Blanding
Nicholas & Company	118960	7569833	08/09/2021	08/11/2021	219.71	SJC Aging	104677329 - Meals - Bluff
Nicholas & Company	118960	7569833	08/09/2021	08/11/2021	219.71	SJC Aging	104678329 - Meals - Bluff
Nicholas & Company	118960	7590665	08/09/2021	08/11/2021	92.45	SJC Aging	104677329 - Meals - Bluff
Nicholas & Company	118960	7590665	08/09/2021	08/11/2021	92.46	SJC Aging	104678329 - Meals - Bluff
Nicholas & Company	118960	7637861	08/09/2021	08/11/2021	689.51	SJC Sheriff	104230480 - Kitchen Food
Nicholas & Company	118960	7641206	08/09/2021	08/11/2021	2,210.23	SJC Sheriff	104230350 - State Prisoner Expens
Nicholas & Company	118960	7645187	08/09/2021	08/11/2021	518.76	SJC Sheriff	104230480 - Kitchen Food



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Nicholas & Company	118960	7648519	08/09/2021	08/11/2021	2,024.70	SJC Sheriff	104230480 - Kitchen Food
Nicholas & Company	118960	7648524	08/09/2021	08/11/2021	623.92	SJC Aging	104677323 - Meals - Monticello
Nicholas & Company	118960	7648524	08/09/2021	08/11/2021	623.93	SJC Aging	104678323 - Meals - Monticello
Nicholas & Company	118960	7648526	08/09/2021	08/11/2021	186.85	SJC Aging	104677325 - Meals - Blanding
Nicholas & Company	118960	7648526	08/09/2021	08/11/2021	186.86	SJC Aging	104678325 - Meals - Blanding
					\$11,093.21		
					<b>\$22,985.16</b>		
NIJO	118857	2021.02.0102	07/30/2021	08/02/2021	1,854.00	Dacota Subscription	104210210 - Subscriptions and Me
					<b>\$1,854.00</b>		
Office Depot	118858	173538537001	07/30/2021	08/02/2021	28.60	SJC Justice Court	104122240 - Office Expense
Office Depot	118858	173540398001	07/30/2021	08/02/2021	70.35	SJC Justice Court	104122240 - Office Expense
Office Depot	118858	178754692001	07/30/2021	08/02/2021	57.91	SJC Sheriff's Office	104230610 - Miscellaneous Supplie
Office Depot	118858	184556067001	07/30/2021	08/02/2021	3.80	SJC Road Dept	214414240 - Office Expense
Office Depot	118858	184643381001	07/30/2021	08/02/2021	6.68	SJC Road Dept	214414240 - Office Expense
Office Depot	118858	184643382001	07/30/2021	08/02/2021	6.48	SJC Road Dept	214414240 - Office Expense
Office Depot	118858	184930631001	07/22/2021	08/02/2021	58.80	SJC Public Health	255007.240 - Indirect Admin Office e
					\$232.62		
Office Depot	118961	180105641003	07/27/2021	08/11/2021	67.75	SJC Public Health	255193.610 - Home Visiting - PAT M
Office Depot	118961	184809495001	08/09/2021	08/11/2021	44.45	SJC Road Dept	214414240 - Office Expense
					\$112.20		
					<b>\$344.82</b>		
Oliver & Sitterud	118962	OS20210809090	08/09/2021	08/11/2021	3,300.00	Public Defender	104126615 - Contracts
					<b>\$3,300.00</b>		
Olsen, Avery	118859	TFF2021073009	07/30/2021	08/02/2021	180.00	Travel Reimbursement	104211230 - Travel Expense
					<b>\$180.00</b>		
Outsource Receivables Managem	118860	ORM202107301	07/30/2021	08/02/2021	586.86	GARNISHMENT	102229000 - Other Deductions Paya
					<b>\$586.86</b>		
Packard Wholesale Co.	118861	INV170006	07/30/2021	08/02/2021	215.88	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118861	INV170007	07/30/2021	08/02/2021	432.12	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118861	INV170017	07/30/2021	08/02/2021	171.64	SJC Aging	104677325 - Meals - Blanding
Packard Wholesale Co.	118861	INV170017	07/30/2021	08/02/2021	171.64	SJC Aging	104678325 - Meals - Blanding
Packard Wholesale Co.	118861	INV170025	07/30/2021	08/02/2021	514.20	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118861	INV170548	07/30/2021	08/02/2021	76.18	SJC Fair	104620480 - Special Department Su
Packard Wholesale Co.	118861	INV173439	07/30/2021	08/02/2021	283.66	SJC Aging	104677323 - Meals - Monticello
Packard Wholesale Co.	118861	INV173439	07/30/2021	08/02/2021	283.67	SJC Aging	104678323 - Meals - Monticello
Packard Wholesale Co.	118861	RET103531	07/30/2021	08/02/2021	-39.26	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118861	RET103556	07/30/2021	08/02/2021	-57.14	SJC Fair	104620480 - Special Department Su
					\$2,052.59		
Packard Wholesale Co.	118963	INV170359	08/09/2021	08/11/2021	290.76	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118963	INV170421	08/09/2021	08/11/2021	405.86	SJC Sheriff's Office	104230350 - State Prisoner Expens

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Packard Wholesale Co.	118963	INV170423	08/09/2021	08/11/2021	19.63	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118963	INV1704734	08/09/2021	08/11/2021	150.66	SJC Aging	104678325 - Meals - Blanding
Packard Wholesale Co.	118963	INV1704734	08/09/2021	08/11/2021	150.67	SJC Aging	104677325 - Meals - Blanding
Packard Wholesale Co.	118963	INV170832	08/09/2021	08/11/2021	198.75	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118963	INV170836	08/09/2021	08/11/2021	160.46	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118963	INV170837	08/09/2021	08/11/2021	246.00	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118963	RET103554	08/09/2021	08/11/2021	-19.63	SJC Sheriff's Office	104230350 - State Prisoner Expens
Packard Wholesale Co.	118963	RET103555	08/09/2021	08/11/2021	-19.63	SJC Sheriff's Office	104230350 - State Prisoner Expens
					<b>\$1,583.53</b>		
					<b>\$3,636.12</b>		
Peak JCB	118862	PSI-020387	07/30/2021	08/02/2021	466.12	SJC Road	214412250 - Equipment Operation
Peak JCB	118862	PSI-021254	07/30/2021	08/02/2021	2,088.04	SJC Road	214412250 - Equipment Operation
					<b>\$2,554.16</b>		
					<b>\$2,554.16</b>		
Pelorus Methods Inc	118964	210901	08/09/2021	08/11/2021	750.00	Software and Support	104143242 - Software Maintenance
Pelorus Methods Inc	118964	210901	08/09/2021	08/11/2021	750.00	Software and Support	255007.242 - Indirect Admin Softwar
Pelorus Methods Inc	118964	210901	08/09/2021	08/11/2021	800.00	Software and Support	104142242 - Software Maintenance
					<b>\$2,300.00</b>		
					<b>\$2,300.00</b>		
Perkins, Meiko Shaylee	118863	ROB202108020	08/02/2021	08/02/2021	1,520.00	REFUND OF BAIL	103511000 - Justice Court Fines
					<b>\$1,520.00</b>		
Phair, Stephen	118864	MHC202107300	08/02/2021	08/02/2021	150.00	MENTAL HEALTH EVALUATION	104125310 - Professional and Tech
					<b>\$150.00</b>		
Poole, Donna	118865	EV20210802131	08/02/2021	08/02/2021	100.00	FAIR JUDGE	104620240 - Office Expense
					<b>\$100.00</b>		
Premier Vehicle Installation	118866	36300	07/30/2021	08/02/2021	38.50	SJC Sheriff	104210250 - Equipment Operation
					<b>\$38.50</b>		
ProForce Law Enforcement	118867	455150	07/30/2021	08/02/2021	272.00	SJC SHERIFF	104210250 - Equipment Operation
					<b>\$272.00</b>		
Public Employees Heath Program	118868	PEHP20210730	07/30/2021	08/02/2021	69.16	Active Employee Premiun	104230310 - Professional and Tech
					<b>\$69.16</b>		
Pugh, Delton	118965	TF20210806155	08/09/2021	08/11/2021	45.00	Travel Reimbursement	104682230 - Travel Expense
					<b>\$45.00</b>		
Pure Country Water	118966	521845	08/09/2021	08/11/2021	489.69	SJC Aging	104676260 - Buildings and Grounds
					<b>\$489.69</b>		
Quadient Finance USA, Inc.	118869	Q202107300090	07/30/2021	08/02/2021	125.37	Postage Machine Lease	104150241 - Postage
					<b>\$125.37</b>		

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Quill Corporation	118870	17855164	07/30/2021	08/02/2021	201.93	SJC Aging	104671240 - Office Expense
Quill Corporation	118967	18147616	08/09/2021	08/11/2021	242.95	SJC Aging	104671240 - Office Expense
					<b>\$444.88</b>		
Rarick, Randy	118968	TF20210809091	08/09/2021	08/11/2021	24.64	SJC Landfill	574424230 - Travel Expense
Rarick, Randy	118968	TF20210809091	08/09/2021	08/11/2021	172.03	SJC Landfill	574424240 - Office Expense
					\$196.67		
					<b>\$196.67</b>		
Redd's Ace Hardware	118871	410749	07/30/2021	08/02/2021	269.99	SJC Information Systems	104151480 - Special Department Su
Redd's Ace Hardware	118871	412006	07/29/2021	08/02/2021	36.99	SJC Road	214412250 - Equipment Operation
Redd's Ace Hardware	118871	412011	07/29/2021	08/02/2021	73.98	SJC Road	214412250 - Equipment Operation
Redd's Ace Hardware	118871	412143	07/16/2021	08/02/2021	5.99	SJC Public Health	255008.260 - Indirect Nursing Buildi
Redd's Ace Hardware	118871	412143	07/16/2021	08/02/2021	6.99	SJC Public Health	255007.240 - Indirect Admin Office e
Redd's Ace Hardware	118871	412302	07/29/2021	08/02/2021	59.35	SJC Ambulance	264350610 - Miscellaneous Supplie
Redd's Ace Hardware	118871	412405	07/29/2021	08/02/2021	77.05	SJC Ambulance	264350610 - Miscellaneous Supplie
Redd's Ace Hardware	118871	412411	07/29/2021	08/02/2021	37.90	SJC Road	214414480 - Special Department Su
Redd's Ace Hardware	118871	412596	07/29/2021	08/02/2021	43.98	SJC Road	214414240 - Office Expense
					\$612.22		
Redd's Ace Hardware	118969	411969	08/09/2021	08/11/2021	32.20	SJC Landfill	574424240 - Office Expense
Redd's Ace Hardware	118969	413002	08/02/2021	08/11/2021	38.99	SJC Public Health	255740.610 - State LHD Eviron Misc
					\$71.19		
					<b>\$683.41</b>		
Reeve, Gordon	118872	EV20212807014	07/30/2021	08/02/2021	100.00	Fair Judge	104620240 - Office Expense
					<b>\$100.00</b>		
Reeve, Susan	118873	EV20210802131	08/02/2021	08/02/2021	100.00	FAIR JUDGE	104620240 - Office Expense
					<b>\$100.00</b>		
Regalado, Jacob	118874	TF20210729115	07/30/2021	08/02/2021	279.46	Travel Reimbursement	214414230 - Travel Expense
					<b>\$279.46</b>		
Regalia Manufacturing Co.	118970	368284	08/09/2021	08/11/2021	44.40	SJC Fair	104620240 - Office Expense
					<b>\$44.40</b>		
RelaDyne West LLC	118971	0749641-IN	08/09/2021	08/11/2021	7,500.10	SJC Landfill	574424251 - Gas, Oil and Grease
					<b>\$7,500.10</b>		
Rock, Christine	118972	2021080615555	08/09/2021	08/11/2021	560.00	Alternatives	104679615 - Contracts
					<b>\$560.00</b>		
Rocky Mountain Home Care	118973	RMHC20210806	08/09/2021	08/11/2021	406.00	SJC Aging	104672615 - Contracts
Rocky Mountain Home Care	118973	RMHC20210806	08/09/2021	08/11/2021	1,044.00	SJC Aging	104679615 - Contracts
					\$1,450.00		
					<b>\$1,450.00</b>		

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<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
Rocky Mountain Power	118974	RMP202108051	08/09/2021	08/11/2021	18.41	59405396-0029 SJC Road	214414270 - Utilities
Rocky Mountain Power	118974	RMP202108051	08/09/2021	08/11/2021	13.65	59271696-0048 SJC Road	104225270 - Utilities
Rocky Mountain Power	118974	RMP202108061	08/09/2021	08/11/2021	35.69	73241784-0020 Lasal Fire	104225270 - Utilities
Rocky Mountain Power	118974	RMP202108061	08/09/2021	08/11/2021	30.82	59271696-0022 Lasal Fire	104225270 - Utilities
Rocky Mountain Power	118974	RMP202108061	08/09/2021	08/11/2021	286.77	59271696-0055	104672270 - Utilities
					<b>\$385.34</b>		
					<b>\$385.34</b>		
Rough Stock Band	118875	EV20210802131	08/02/2021	08/02/2021	3,500.00	FAIR CONCERT	104620620 - Miscellaneous Service
					<b>\$3,500.00</b>		
Roughrock Aviation LLC	118876	RI0801214	08/01/2021	08/02/2021	6,500.00		105430615 - Contracts
					<b>\$6,500.00</b>		
Salt Lake Community College	118877	2021.11.5	07/30/2021	08/02/2021	198.21	SJC Jail	104210230 - Travel Expense
					<b>\$198.21</b>		
San Juan County Chamber of Com	118975	SJCCC2021080	08/11/2021	08/11/2021	5,200.00	101 WAYS 2021	104150920 - Cares Act Expenses
					<b>\$5,200.00</b>		
San Juan Health Services	118878	7212021	07/21/2021	08/02/2021	60.00	1/3 landscaping	255007.260 - Indirect Admin Buildin
San Juan Health Services	118976	8042021	08/04/2021	08/11/2021	255.00	SJC Public Health	255007.260 - Indirect Admin Buildin
					<b>\$315.00</b>		
San Juan Hospital	118879	7187951	07/30/2021	08/02/2021	93.00	REX LEWIS	104230312 - Medical Expenses
San Juan Hospital	118879	7193691	07/30/2021	08/02/2021	116.00	CORBIN PALMER	104230310 - Professional and Tech
					<b>\$209.00</b>		
					<b>\$209.00</b>		
San Juan Record	118880	159772	07/30/2021	08/02/2021	19.60	SJC Elections	104173220 - Public Notices
San Juan Record	118880	SJCHR0721	08/02/2021	08/02/2021	600.00	SJC Personnel	104134220 - Public Notices
San Juan Record	118880	SJCWEED0621	07/30/2021	08/02/2021	116.44	SJC Weed Dept	104256220 - Public Notices
					<b>\$736.04</b>		
San Juan Record	118977	159797	08/11/2021	08/11/2021	30.00	SJC Library	724581610 - Miscellaneous Supplie
					<b>\$766.04</b>		
Shulte, Tim	118881	EV20210802085	08/02/2021	08/02/2021	50.00	Library Board Meeting	724580620 - Miscellaneous Service
					<b>\$50.00</b>		
Simpleview LLC	118978	CI_14090	08/09/2021	08/11/2021	425.00	SJC Econ Dev and Visitor Services	104193210 - Subscriptions and Me
					<b>\$425.00</b>		
Skaggs Companies Inc.	118882	450_A_77680_1	07/30/2021	08/02/2021	115.77	SJC Sheriff Dept	104230610 - Miscellaneous Supplie
					<b>\$115.77</b>		
Sorenson Advertising, dba Relic A	118979	206518	08/09/2021	08/11/2021	3,417.00	SJC Economic Dev	104193615 - Contracts

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Sorenson Advertising, dba Relic A	118979	206519	08/09/2021	08/11/2021	3,417.00	SJC Economic Dev	104193615 - Contracts
Sorenson Advertising, dba Relic A	118979	206535	08/09/2021	08/11/2021	23,848.00	SJC Economic Dev	104193615 - Contracts
					\$30,682.00		
					<b>\$30,682.00</b>		
Southwest Colorado TV	118883	7-30-2021	07/30/2021	08/02/2021	2,086.02	Contract Services	104574615 - Contracts
					<b>\$2,086.02</b>		
State of Utah	118884	2112R18300000	07/30/2021	08/02/2021	123.86	SJC ATTORNEY	104145482 - Law Library Supplies
State of Utah	118885	2112R18300000	07/30/2021	08/02/2021	694.25	SJC Sheriff	104210620 - Miscellaneous Service
					<b>\$818.11</b>		
Sterling Codifiers/ American Legal	118886	9390	07/30/2021	08/02/2021	3,630.00	Codification Ordinances	104150920 - Cares Act Expenses
					<b>\$3,630.00</b>		
The Law Offices of Stephen J Stoc	118980	3200	08/09/2021	08/11/2021	300.00	SJC Attorney	104126615 - Contracts
The Law Offices of Stephen J Stoc	118980	3201	08/09/2021	08/11/2021	20.00	SJC Attorney	104126615 - Contracts
The Law Offices of Stephen J Stoc	118980	3206	08/09/2021	08/11/2021	130.00	SJC Attorney	104126615 - Contracts
					\$450.00		
					<b>\$450.00</b>		
Tri-Tech Forensics Inc	118887	488316	07/30/2021	08/02/2021	132.00	SJC Sheriff	104210610 - Miscellaneous Supplie
					<b>\$132.00</b>		
Tso, Pauline	118888	2021080208529	08/02/2021	08/02/2021	100.00	Interpreting	104126615 - Contracts
					<b>\$100.00</b>		
Tsosie, Terry	118981	2021080615560	08/09/2021	08/11/2021	560.00	Alternatives	104679615 - Contracts
					<b>\$560.00</b>		
Turk, Colby	118889	TFF2021073009	07/30/2021	08/02/2021	180.00	Perdiem reimbursement	104211230 - Travel Expense
					<b>\$180.00</b>		
TVS Pro	118982	SI-257736	08/11/2021	08/11/2021	758.91	SJC NON DEPT	104150920 - Cares Act Expenses
					<b>\$758.91</b>		
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	12.98	4246-0446-5400-2744 Carver Black	255007.240 - Indirect Admin Office e
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	13.34	4246-0446-5400-2744 Carver Black	255620.241 - DEQ Water Quality Po
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	13.34	4246-0446-5400-2744 Carver Black	255620.241 - DEQ Water Quality Po
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	13.34	4246-0446-5400-2744 Carver Black	255620.241 - DEQ Water Quality Po
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	13.40	4246-0446-5400-2744 Carver Black	255620.241 - DEQ Water Quality Po
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	13.49	4246-0446-5400-2744 Carver Black	255299.610 - COVID Vaccine Non-V
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	14.78	4246-0446-5400-2744 Carver Black	255295.280 - COVID-19 PPPHEA T
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	29.98	4246-0446-5400-2744 Carver Black	255008.240 - Indirect Nursing Office
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	32.01	4246-0446-5400-2744 Carver Black	255007.242 - Indirect Admin Softwar
U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	41.48	4246-0446-5400-2744 Carver Black	255012.620 - Local General Health

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U.S. Bank Corporate Payment	118983	CC20210721034	07/12/2021	08/11/2021	50.00	4246-0446-5400-2744 Carver Black	255007.241 - Indirect Admin Postag
U.S. Bank Corporate Payment	118983	CC20210721144	08/11/2021	08/11/2021	3,553.39	4246-0470-0080-1867 Monica Alvarado	214412250 - Equipment Operation
U.S. Bank Corporate Payment	118983	CC20210721144	08/11/2021	08/11/2021	130.00	4246-0446-5302-1950 Todd Adair	214414140 - Other Employee Benefi
U.S. Bank Corporate Payment	118983	CC20210722161	08/11/2021	08/11/2021	46.97	4246-0470-0106-9233 Tammy Gallegos	104255240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210722161	08/11/2021	08/11/2021	237.44	4246-0470-0106-9233 Tammy Gallegos	104220615 - Contracts
U.S. Bank Corporate Payment	118983	CC20210722161	08/11/2021	08/11/2021	293.00	4246-0470-0106-9233 Tammy Gallegos	104671240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210722161	08/11/2021	08/11/2021	371.49	4246-0470-0106-9233 Tammy Gallegos	104684610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	118983	CC20210722161	08/11/2021	08/11/2021	646.96	4246-0470-0106-9233 Tammy Gallegos	104678328 - Meals - La Sal
U.S. Bank Corporate Payment	118983	CC20210722161	08/11/2021	08/11/2021	1,057.15	4246-0441-0129-6816 David Gallegos	104220615 - Contracts
U.S. Bank Corporate Payment	118983	CC20210730090	08/11/2021	08/11/2021	-80.00	4246-0446-5323-3506 Cindi Holyoak	104144210 - Subscriptions and Me
U.S. Bank Corporate Payment	118983	CC20210730090	08/11/2021	08/11/2021	55.00	4246-0470-0125-7788 Nicole Perkins	724581241 - Postage
U.S. Bank Corporate Payment	118983	CC20210730090	08/11/2021	08/11/2021	69.86	4246-0470-0125-7788 Nicole Perkins	724581740 - Equipment Purchases
U.S. Bank Corporate Payment	118983	CC20210730090	08/11/2021	08/11/2021	294.79	4246-0470-0125-7788 Nicole Perkins	724581480 - Collection Developmen
U.S. Bank Corporate Payment	118983	CC20210730090	08/11/2021	08/11/2021	333.74	4246-0470-0125-7788 Nicole Perkins	724581620 - Special Programs
U.S. Bank Corporate Payment	118983	CC20210730090	08/11/2021	08/11/2021	338.56	4246-0470-0125-7788 Nicole Perkins	724581240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210730090	08/11/2021	08/11/2021	876.56	4246-0470-0125-7788 Nicole Perkins	724581250 - Computer Maintenanc
U.S. Bank Corporate Payment	118983	CC20210730090	08/11/2021	08/11/2021	6,806.81	4246-0470-0125-7788 Nicole Perkins	724581920 - Grant Expenses
U.S. Bank Corporate Payment	118983	CC20210730091	08/11/2021	08/11/2021	78.29	4246-0470-0113-7634 Mikaela Ramsay	724581240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210730091	08/11/2021	08/11/2021	82.92	4246-0470-0113-7634 Mikaela Ramsay	724581620 - Special Programs
U.S. Bank Corporate Payment	118983	CC20210730091	08/11/2021	08/11/2021	154.26	4246-0470-0113-7634 Mikaela Ramsay	724581250 - Computer Maintenanc
U.S. Bank Corporate Payment	118983	CC20210730091	08/11/2021	08/11/2021	242.28	4246-0470-0113-7634 Mikaela Ramsay	724581480 - Collection Developmen
U.S. Bank Corporate Payment	118983	CC20210730091	08/11/2021	08/11/2021	1,920.53	4246-0470-0113-7634 Mikaela Ramsay	724581920 - Grant Expenses
U.S. Bank Corporate Payment	118983	CC20210730091	08/11/2021	08/11/2021	76.00	4246-0470-0056-1370 Kent Cantrell	104147241 - Postage
U.S. Bank Corporate Payment	118983	CC20210730091	08/11/2021	08/11/2021	179.00	4246-0470-0056-1370 Kent Cantrell	104147240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210730091	08/11/2021	08/11/2021	390.00	4246-0470-0056-1370 Kent Cantrell	104147242 - Software Maintenance
U.S. Bank Corporate Payment	118983	CC20210730091	08/11/2021	08/11/2021	2,205.00	4246-0470-0056-1370 Kent Cantrell	104147240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210730092	08/11/2021	08/11/2021	917.80	4246-0470-0118-9890 - Jay Begay	104210250 - Equipment Operation
U.S. Bank Corporate Payment	118983	CC20210730092	08/11/2021	08/11/2021	4,578.64	4246-0470-0118-9890 - Jay Begay	104211610 - Miscellaneous Supplies
U.S. Bank Corporate Payment	118983	CC20210730092	08/11/2021	08/11/2021	18.05	4246-0446-5223-5494 Aspen Draper	104193240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210730092	08/11/2021	08/11/2021	49.77	4246-0446-5223-5494 Aspen Draper	104193241 - Postage
U.S. Bank Corporate Payment	118983	CC20210730093	08/11/2021	08/11/2021	38.97	4246-0470-0108-2897 Jason Torgerson	104210230 - Travel Expense
U.S. Bank Corporate Payment	118983	CC20210730093	08/11/2021	08/11/2021	8.53	4246-0400-1740-8495 Marsha Shumway	104210210 - Subscriptions and Me
U.S. Bank Corporate Payment	118983	CC20210730093	08/11/2021	08/11/2021	19.50	4246-0400-1740-8495 Marsha Shumway	104230480 - Kitchen Food
U.S. Bank Corporate Payment	118983	CC20210730093	08/11/2021	08/11/2021	29.98	4246-0400-1740-8495 Marsha Shumway	104230350 - State Prisoner Expens
U.S. Bank Corporate Payment	118983	CC20210730093	08/11/2021	08/11/2021	101.90	4246-0400-1740-8495 Marsha Shumway	104230610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	118983	CC20210730093	08/11/2021	08/11/2021	150.00	4246-0400-1740-8495 Marsha Shumway	104210330 - Employee Education
U.S. Bank Corporate Payment	118983	CC20210730093	08/11/2021	08/11/2021	48.98	4246-0446-5312-8805 Scott Burgess	264350330 - Employee Education
U.S. Bank Corporate Payment	118983	CC20210730093	08/11/2021	08/11/2021	111.95	4246-0446-5312-8805 Scott Burgess	264350610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	118983	CC20210730093	08/11/2021	08/11/2021	1,784.05	4246-0446-5312-8805 Scott Burgess	264350230 - Travel Expense
U.S. Bank Corporate Payment	118983	CC20210730094	08/11/2021	08/11/2021	92.99	4246-0470-0087-8873 Bruce Bushore	104255240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210730094	08/11/2021	08/11/2021	103.98	4246-0470-0087-8873 Bruce Bushore	104142240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210730094	08/11/2021	08/11/2021	105.81	4246-0470-0087-8873 Bruce Bushore	104151280 - Telephone
U.S. Bank Corporate Payment	118983	CC20210730094	08/11/2021	08/11/2021	159.95	4246-0470-0087-8873 Bruce Bushore	104151280 - Telephone
U.S. Bank Corporate Payment	118983	CC20210730094	08/11/2021	08/11/2021	423.23	4246-0470-0087-8873 Bruce Bushore	104220110 - Salaries and Wages
U.S. Bank Corporate Payment	118983	CC20210730094	08/11/2021	08/11/2021	2,288.72	4246-0470-0087-8873 Bruce Bushore	724581920 - Grant Expenses
U.S. Bank Corporate Payment	118983	CC20210730135	08/11/2021	08/11/2021	0.99	4246-0470-0071-7485 Alan Freestone	104210210 - Subscriptions and Me
U.S. Bank Corporate Payment	118983	CC20210730135	08/11/2021	08/11/2021	116.00	4246-0470-0071-7485 Alan Freestone	104210620 - Miscellaneous Service
U.S. Bank Corporate Payment	118983	CC20210730135	08/11/2021	08/11/2021	141.62	4246-0470-0071-7485 Alan Freestone	104215620 - Miscellaneous Service

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U.S. Bank Corporate Payment	118983	CC20210730135	08/11/2021	08/11/2021	48.04	4246-0446-5223-5502 Stuart Smith	104193210 - Subscriptions and Me
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	19.32	4246-0446-5118-0295 Mack McDonald	104113610 - Miscellaneous Supplies
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	23.41	4246-0446-5118-0295 Mack McDonald	104111230 - Travel Expense
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	28.16	4246-0446-5118-0295 Mack McDonald	104225610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	40.00	4246-0446-5118-0295 Mack McDonald	104192230 - Travel Expense
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	74.74	4246-0446-5118-0295 Mack McDonald	104142240 - Office Expense
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	76.92	4246-0446-5118-0295 Mack McDonald	104161260 - Buildings and Grounds
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	297.76	4246-0446-5118-0295 Mack McDonald	104111610 - Miscellaneous Supplies
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	856.00	4246-0446-5118-0295 Mack McDonald	104113210 - Subscriptions and Mem
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	891.09	4246-0446-5118-0295 Mack McDonald	104113230 - Travel Expense
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	1,229.00	4246-0446-5118-0295 Mack McDonald	104150920 - Cares Act Expenses
U.S. Bank Corporate Payment	118983	CC20210802084	08/11/2021	08/11/2021	1,836.33	4246-0446-5118-0295 Mack McDonald	104111230 - Travel Expense
U.S. Bank Corporate Payment	118983	CC20210802085	08/11/2021	08/11/2021	-183.27	4246-0400-1991-8350 John David Nielson	104142230 - Travel Expense
U.S. Bank Corporate Payment	118983	CC20210802085	08/11/2021	08/11/2021	10.10	4246-0400-1991-8350 John David Nielson	104142241 - Postage
U.S. Bank Corporate Payment	118983	CC20210802085	08/11/2021	08/11/2021	96.65	4246-0400-1991-8350 John David Nielson	104142240 - Office Expense
					<b>\$37,243.80</b>		
					<b>\$37,243.80</b>		
U.S. Bank Equipment Finance	118890	UEBF202107300	07/30/2021	08/02/2021	286.42	1080852	104150240 - Office Expense
					<b>\$286.42</b>		
Utah Department of Transportation	118891	254R21	07/29/2021	08/02/2021	133.43	SJC Road Dept.	214414310 - Professional and Tech
					<b>\$133.43</b>		
Utah LTAP Center	118892	3445	07/29/2021	08/02/2021	130.00	SJC ROAD	214414330 - Employee Education
					<b>\$130.00</b>		
Utah Navajo Health System	118893	251R21	07/29/2021	08/02/2021	140.00	SJC Road Dept	214414620 - Miscellaneous Service
					<b>\$140.00</b>		
Utah Navajo Trust Fund	118894	RI0801215	08/01/2021	08/02/2021	165.00		724581915 - Transfers to Other Unit
					<b>\$165.00</b>		
Utah Retirement Systems	118895	URS2021073009	07/30/2021	08/02/2021	436.48	MARK BRADFORD	102224000 - Retirement Payable
Utah Retirement Systems	EFT	20210731	07/31/2021	08/06/2021	-5,186.41	Retirement Credit	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR062721-3952	07/02/2021	08/06/2021	84.51	457 Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR062721-3952	07/02/2021	08/06/2021	115.00	Roth IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR062721-3952	07/02/2021	08/06/2021	252.47	Retirement Loan Repayment	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR062721-3952	07/02/2021	08/06/2021	2,555.14	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR062721-3952	07/02/2021	08/06/2021	30,684.27	State Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR071121-3952	07/15/2021	08/06/2021	25.41	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR071121-3952	07/15/2021	08/06/2021	458.81	State Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR071121-3952	07/16/2021	08/06/2021	84.51	457 Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR071121-3952	07/16/2021	08/06/2021	115.00	Roth IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR071121-3952	07/16/2021	08/06/2021	252.47	Retirement Loan Repayment	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR071121-3952	07/16/2021	08/06/2021	2,561.10	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR071121-3952	07/16/2021	08/06/2021	30,533.88	State Retirement	102224000 - Retirement Payable

**San Juan County  
Check Register  
General Fund Checking - Zions 566101143 - 07/30/2021 to 08/12/2021**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
Utah Retirement Systems	EFT	PR072521-3952	07/30/2021	08/06/2021	1,335.64	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR072521-3952	07/30/2021	08/06/2021	30,764.35	State Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR073121-3952	07/30/2021	08/06/2021	191.91	State Retirement - Post Retired	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR073121-3952	07/30/2021	08/06/2021	220.00	457 Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR073121-3952	07/30/2021	08/06/2021	674.63	401k Retirement - Post Retired	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR073121-3952	07/30/2021	08/06/2021	1,130.00	Roth IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR073121-3952	07/30/2021	08/06/2021	2,037.71	Retirement Loan Repayment	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR073121-3952	07/30/2021	08/06/2021	5,179.09	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR073121-3952	07/30/2021	08/06/2021	34,640.43	State Retirement	102224000 - Retirement Payable
					<b>\$138,709.92</b>		
					<b>\$139,146.40</b>		
Utah State Treasurer	118984	20210811155404	08/11/2021	08/11/2021	70.00	Surcharge,Fines,Wildlife Resou	103222000 - Marriage Licenses
Utah State Treasurer	118984	20210811155404	08/11/2021	08/11/2021	21,238.73	Surcharge,Fines,Wildlife Resou	103511000 - Justice Court Fines
					<b>\$21,308.73</b>		
					<b>\$21,308.73</b>		
Utah Telehealth Network	118896	36003	07/30/2021	08/02/2021	481.00	San Juan Public Health	255007.280 - Indirect Admin Teleph
					<b>\$481.00</b>		
Utah Tourism IndustryAssociation	118897	2597	07/30/2021	08/02/2021	1,839.00	SJC Economic Development	104193480 - Special Department Su
					<b>\$1,839.00</b>		
Verizon Wireless	118898	9881881884	07/30/2021	08/02/2021	133.31	365507784-00001	104574280 - Telephone
Verizon Wireless	118898	9883145685	07/01/2021	08/02/2021	25.21	742063425-00001 - Public Health	104146280 - Telephone
Verizon Wireless	118898	9883145685	07/01/2021	08/02/2021	43.10	742063425-00001 - Public Health	255220.280 - CSHCN Nursing Telep
Verizon Wireless	118898	9883145685	07/01/2021	08/02/2021	53.10	742063425-00001 - Public Health	255008.280 - Indirect Nursing Telep
Verizon Wireless	118898	9883145685	07/01/2021	08/02/2021	53.10	742063425-00001 - Public Health	255010.280 - Indirect Health Insp Te
Verizon Wireless	118898	9883145685	07/01/2021	08/02/2021	53.10	742063425-00001 - Public Health	255020.280 - Epi-Covid DREAM &
Verizon Wireless	118898	9883145685	07/01/2021	08/02/2021	58.10	742063425-00001 - Public Health	255310.280 - PHEP Preparedness T
Verizon Wireless	118898	9883145685	07/01/2021	08/02/2021	149.99	742063425-00001 - Public Health	255012.280 - Local General Health
Verizon Wireless	118898	9883145685	07/01/2021	08/02/2021	253.10	742063425-00001 - Public Health	255193.280 - Home Visiting - PAT T
Verizon Wireless	118898	9883539470	07/30/2021	08/02/2021	77.18	365552000-00001	104684280 - Telephone
Verizon Wireless	118898	9883539470	07/30/2021	08/02/2021	114.48	365552000-00001	104672280 - Telephone
Verizon Wireless	118898	9884029994	07/30/2021	08/02/2021	213.43	265507612-00001	264350280 - Telephone
Verizon Wireless	118898	9884029995	07/30/2021	08/02/2021	53.10	265507612-00002	264350280 - Telephone
Verizon Wireless	118898	9884030004	07/30/2021	08/02/2021	80.96	265508079-00001	104255280 - Telephone
Verizon Wireless	118898	9884030008	07/30/2021	08/02/2021	146.21	265508664-00001	214414280 - Telephone
Verizon Wireless	118898	9884039648	07/30/2021	08/02/2021	100.38	365506834-00001	104225280 - Telephone
Verizon Wireless	118898	9884049069	07/30/2021	08/02/2021	8.34	465505932-00001	104255280 - Telephone
Verizon Wireless	118898	9884058608	07/30/2021	08/02/2021	24.08	565508016-00001	105430280 - Telephone
Verizon Wireless	118898	9884058608	07/30/2021	08/02/2021	53.10	565508016-00001	104256280 - Telephone
Verizon Wireless	118898	9884068110	07/30/2021	08/02/2021	8.34	665505466-00001	104255280 - Telephone
Verizon Wireless	118898	9884068172	07/30/2021	08/02/2021	226.23	665507629-00004	104230280 - Telephone
Verizon Wireless	118898	9884068197	07/30/2021	08/02/2021	313.50	665509557-00003	104610280 - Telephone
Verizon Wireless	118898	9884077479	07/30/2021	08/02/2021	53.89	765507047-00001	104112280 - Telephone
Verizon Wireless	118898	9884077479	07/30/2021	08/02/2021	207.57	765507047-00001	104111280 - Telephone



**San Juan County  
Check Register  
General Fund Checking - Zions 566101143 - 07/30/2021 to 08/12/2021**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
Verizon Wireless	118898	9884077499	07/30/2021	08/02/2021	53.10	765508819-00001	104675280 - Telephone
Verizon Wireless	118898	9884077499	07/30/2021	08/02/2021	106.20	765508819-00001	104682280 - Telephone
					<u>\$2,662.20</u>		
					<b>\$2,662.20</b>		
Walmart	118985	1636724539	08/09/2021	08/11/2021	10.99	ACCOUNT#617762	214414260 - Buildings and Grounds
Walmart	118985	1636724539	08/09/2021	08/11/2021	17.88	ACCOUNT#617762	104225260 - Buildings and Grounds
					<u>\$28.87</u>		
					<b>\$28.87</b>		
Waltman, Michelle	118899	EV20210802131	08/02/2021	08/02/2021	100.00	FAIR JUDGE	104620240 - Office Expense
					<u>\$100.00</u>		
					<b>\$100.00</b>		
Wasatch Security Awareness	118900	5190	07/29/2021	08/02/2021	3,497.00	SHSP Grant	104255740 - Equipment Purchases
					<u>\$3,497.00</u>		
					<b>\$3,497.00</b>		
Washington National Insurance	118901	P2138069	07/30/2021	08/02/2021	2,011.04	Payroll Benefits	102229000 - Other Deductions Paya
Washington National Insurance	118986	WNI2021080909	08/09/2021	08/11/2021	3,762.94	Payroll Benefits	102229000 - Other Deductions Paya
					<u>\$5,773.98</u>		
					<b>\$5,773.98</b>		
Waste Management of Colorado	118902	0374426-4889-7	07/30/2021	08/02/2021	118.36	16-82922-73004 Blanding Library	104161270 - Utilities
Waste Management of Colorado	118902	0375606-4889-3	08/02/2021	08/02/2021	128.76	16-83942-53002 Blanding Library	724167270 - Utilities
Waste Management of Colorado	118902	0375749-4889-1	07/29/2021	08/02/2021	81.64	16-83977-53000 SJC Road Dept	214414270 - Utilities
Waste Management of Colorado	118902	0375866-4889-3	07/27/2021	08/02/2021	112.65	19-36095-03000 SJC Public Health	255007.270 - Indirect Admin Utilities
					<u>\$441.41</u>		
Waste Management of Colorado	118987	0375747-4889-5	08/09/2021	08/11/2021	137.84	16-83977-33005 SJC Senior Center	104672270 - Utilities
					<u>\$579.25</u>		
					<b>\$579.25</b>		
Weidner Fire	118903	59304	07/29/2021	08/02/2021	2,550.00	SJC FIRE	104225480 - Special Department Su
Weidner Fire	118903	59468	07/29/2021	08/02/2021	1,980.34	SJC FIRE	104220615 - Contracts
Weidner Fire	118903	59851	07/29/2021	08/02/2021	634.62	SJC FIRE	104225610 - Miscellaneous Supplie
					<u>\$5,164.96</u>		
					<b>\$5,164.96</b>		
Wheeler Machinery Company	118904	PS001173606	07/30/2021	08/02/2021	287.45	SJC Road Dept	214412250 - Equipment Operation
Wheeler Machinery Company	118904	PS001176592	07/30/2021	08/02/2021	162.13	SJC Road Dept	214412250 - Equipment Operation
					<u>\$449.58</u>		
Wheeler Machinery Company	118988	PS001179104	08/09/2021	08/11/2021	202.11	SJC Road Dept	214412250 - Equipment Operation
					<u>\$651.69</u>		
					<b>\$651.69</b>		
Wilbur-Ellis Company	118905	14373016	07/30/2021	08/02/2021	889.41	SJC Weed Dept	104256480 - Special Department Su
					<u>\$889.41</u>		
					<b>\$889.41</b>		
Workman, Corey	118906	TFF2021073009	07/30/2021	08/02/2021	180.00	PER DIEM	104211230 - Travel Expense
					<u>\$180.00</u>		
					<b>\$180.00</b>		

**San Juan County  
Check Register  
General Fund Checking - Zions 566101143 - 07/30/2021 to 08/12/2021**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
Yamamoto-Sparks, Allison	118989	TF20210809090	08/09/2021	08/11/2021	34.00	Travel Reimbursement	104193230 - Travel Expense
					<b>\$34.00</b>		
Zieman, Charles Eugene	118990	ev20210809090	08/09/2021	08/11/2021	130.00	Refund of Bail	103511000 - Justice Court Fines
					<b>\$130.00</b>		
Zion's Way Home Health & Hospic	118991	ZWHHH2021080	08/09/2021	08/11/2021	244.32	SJC Aging Services	104679615 - Contracts
Zion's Way Home Health & Hospic	118991	ZWHHH2021080	08/09/2021	08/11/2021	669.78	SJC Aging Services	104679615 - Contracts
Zion's Way Home Health & Hospic	118991	ZWHHH2021080	08/09/2021	08/11/2021	315.00	SJC Aging Services	104679615 - Contracts
					\$1,229.10		
					<b>\$1,229.10</b>		
					<b>\$743,413.52</b>		

# Procurement Request/Approval



SAN JUAN COUNTY

Department: Emergency Management Date: 7/21/21

Grant Program: COVID

Items: Cots for mass care/sheltering sites, blankets for cots, pillow and pillow cases, and 3 warming stations

State Contract  GSA Contract  Sole Source  Sealed Bid  
 Written Quote  Verbal Quote  Budgeted Item  Non Budgeted

Copies Attached: Other:  
Trade In: Replacement:

Procurement Approval Information:  
This will be to purchase 40 cots for mass care/sheltering locations. 40 thermal blankets, 40 pillows and pillow cases, 40 hygiene kits and 3 warming stations.

Additional Comments:  
This is grant funded.

Low Bid: Amazon Cost: 5,348.73  
**Department Approval**  
Requested: Amazon Amount of Request: \$5,348.73

Department Manager Signature:  
**County Commission Approval**

Administrator Approval:   
Date: 8-4-2021  Approved  Declined  
County Fixed  Purchase PO #: Equipment Added to  
Asset Number: Order Issued: Number: Insurance:



Item 3.

Departments Buy Again Add People COVID-19 Supplies

EN Hello, Tammy Account for San Juan Co...

Lists Business Prime

99-



Tammy, don't forget to check out with Pay by Invoice.

The purchasing line that lets you buy now and pay later.

Subtotal (134 items): \$5,348.73

This order contains a gift

Proceed to checkout

# Shopping Cart

Price

**\$18.56**

Business Price

Convenience Kits International Women's Premium 21-Piece Kit with Travel Size TSA

In Stock

This is a gift Learn more

Qty: 1 Delete Save for later



**\$10.41**

Business Price

Convenience Kits International Men's Premium 15 Piece Assembled Travel Kit

In Stock

This is a gift Learn more

Qty: 20 Delete Save for later



Compare with similar items

**\$173.29**

Quantity Price

Item 3.



Amazon Basics Outdoor Patio Heater with Wheels, Propane 46,000 BTU, Commercial &

In Stock

& FREE Returns

This is a gift Learn more

Color: Stainless Steel

Style: Stainless Steel

Pattern Name: Heater

Qty: 3

Delete

Save for later

Compare with similar items

COTTON CRAFT - Super Soft Premium Cotton Herringbone Twill Thermal Blanket -

In Stock

& FREE Returns

This is a gift Learn more

Size: Full

Color: White

40

Delete

Save for later

Compare with similar items

OSAGE RIVER Comfortable and Lightweight Standard Folding Camping Cot

In Stock

& FREE Returns

This is a gift Learn more

Color: Black and Green with Pocket

40

Delete

Save for later

Compare with similar items



https://www.amazon.com/gp/cart/view.html?ref\_=abn\_tools\_cart\_nif# Sponsored Products related to items in your cart

8



Hotel Size Toiletries...

46

\$107.99

See all buying options



Mellanni Queen Sheet...

237,937

\$32.64

See all buying options



Outdoor Patio Propane..

143

\$299.00

See all buying options



Eco Botanics Hotel Size..

114

\$67.99

See all buying options

\$36.87

Progressive Price

Item 3.



**BiOPEDIC Antimicrobial Bed Pillow with Built-in Ultra-Fresh Anti-Odor Technology, 4-Pack,**

In Stock

& FREE Returns

This is a gift Learn more

10

Delete

Save for later

Compare with similar items



**Amazon Basics Lightweight Super Soft Easy Care Microfiber Pillowcases - 2-Pack, Standard, Gray Crosshatch**

In Stock

& FREE Returns

This is a gift Learn more

Color: Gray Crosshatch

Size: Standard

20

Delete

Save for later

Compare with similar items

**\$7.71**

Quantity Price

**Subtotal (134 items): \$5,348.73**

Item 3. Your Items

Saved for later (1 item)

Buy it again



24 Kits - Large Bulk Case of Wholesale PREMIUM DELUXE Young Adult Airbnb Toiletries & Hygiene Kits for Women, Men, Travel, Charity...

\$157.99

Business Price

In Stock

Shipped from: Wholesale Backpack

Size: 24 Kits for Young Adults

Delete Move to cart Move to Wish List Compare with similar items

The price and availability of items at Amazon.com are subject to change. The Cart is a temporary place to store a list of your items and reflects each item's most recent price. Learn more Do you have a gift card or promotional code? We'll ask you to enter your claim code when it's time to pay.

Your recently viewed items

- 

Convenience Kits... 339

**\$10.59**

Add to Cart
- 

96 Kits - Bulk Case of... 69

**\$141.99**

Add to Cart
- 

96 Kits - Bulk Case of... 5

**\$183.99**

Add to Cart
- 

96 Kits - Bulk Case of... 46

**\$198.99**

Add to Cart
- 

96 Kits - 6 Piece Bulk... 1

**\$149.99**

Add to Cart
- 

Home

**\$14.99**

Add

Have an idea to help us improve? Send feedback >





## COMMISSION STAFF REPORT

**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of an Amendment to the existing contract “*San Juan County Health Department Tobacco Contract FY21-FY25 Amendment 1*” between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer

**RECOMMENDATION:** Make a motion approving the agreement.

### SUMMARY

**PURPOSE OF CONTRACT AMENDMENT:** update workplan activities and add funding (\$224,400.06) for the FY22 state fiscal year.

1. Attachment B Special Provisions FY21-FY25 Amendment 2, effective 7/1/21, is replacing the Special Provisions dated 3/1/2021. Funding amounts have been established and the activities listed in Section IV Services have been updated.
2. The original amount was \$224,400.06. The funding amount will be increased by \$224,400.06. New total funding is \$448,800.12. This total does not affect any previous year’s contract or amendment amount.

### HISTORY/PAST ACTION

### FISCAL IMPACT



# UTAH DEPARTMENT OF HEALTH CONTRACT AMENDMENT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2120905  
Department Log Number

212700217  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is San Juan County Health Department Tobacco Contract FY21-FY25 Amendment 2.
2. **CONTRACTING PARTIES:** This contract amendment is between the Utah Department of Health (DEPARTMENT) and San Juan County (CONTRACTOR).
3. **PURPOSE OF CONTRACT AMENDMENT:** update workplan activities and add funding (\$224,400.06) for the FY22 state fiscal year.
4. **CHANGES TO CONTRACT:**

1. Attachment B Special Provisions FY21-FY25 Amendment 2, effective 7/1/21, is replacing the Special Provisions dated 3/1/2021. Funding amounts have been established and the activities listed in Section IV Services have been updated.
2. The contract amount is being changed. The original amount was \$224,400.06. The funding amount will be increased by \$224,400.06. New total funding is \$448,800.12. This total does not affect any previous year's contract or amendment amount.

DUNS: 079815014

Indirect Cost Rate: 0%

Add

Federal Program Name:	CDC-RFA-DP20-2001: National State Based Tobacco Control Program	Award Number:	5 NU58DP006806-02-00
Name of Federal Awarding Agency:	Centers for Disease Control and Prevention (CDC)/ Agency for Toxic Substances and Disease Registry (ATSDR)	Federal Award Identification Number:	NU58DP006806
CFDA Title:	NATIONAL STATE TOBACCO CONTROL PROGRAM	Federal Award Date:	4/21/2021
CFDA Number:	93.387	Funding Amount:	\$15500.00

All other conditions and terms in the original contract and previous amendments remain the same.

5. EFFECTIVE DATE OF AMENDMENT: This amendment is effective 07/01/2021
  
6. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:
  - A. All other governmental laws, regulations, or actions applicable to services provided herein.
  - B. All Assurances and all responses to bids as provided by the CONTRACTOR.
  - C. Utah Department of Health General Provisions and Business Associate Agreement currently in effect until 6/30/2023.
  
7. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.

**Contract with Utah Department of Health and San Juan County, Log # 2120905**

IN WITNESS WHEREOF, the parties enter into this agreement.

**CONTRACTOR**

**STATE**

By: \_\_\_\_\_ Date  
Willie Grayeyes  
County Commission Chair

By: \_\_\_\_\_ Date  
Shari A. Watkins, C.P.A.  
Director, Office Fiscal Operations

## ATTACHMENT B

## FY21 – FY25 AMENDMENT 2

## SPECIAL PROVISIONS:

**I. PARTIES**

- A. This contract is between the Tobacco Prevention and Control Program acting by and through the Utah Department of Health, hereinafter referred to as "DEPARTMENT," and the San Juan County Health Department, hereinafter referred to as "SUB-RECIPIENT." Together the DEPARTMENT and the SUB-RECIPIENT shall be referred to as the "Parties".

**II. DEFINITIONS**

- A. Department means the Utah Department of Health.
- B. "SUB-RECIPIENT" means the San Juan County Health Department and the "Grantee" as defined and described in the agreement between the parties titled "Utah Department of Health General Provisions Business Associate Agreement" currently in effect until 6/30/2023.
- C. CDC means the Center for Disease Control and Prevention.
- D. MSA Grant Funding means funding allocated from the Master Settlement Agreement to the Tobacco Prevention and Control Program.
- E. CDC Funds mean funding that is awarded to the Tobacco Prevention and Control Program from the Center for Disease Control and Prevention.
- F. Tax Fund means funding that is allocated to the Tobacco Prevention and Control Program from the State Tobacco Tax.
- G. Catalyst means a web-based innovative technological solution that easily manages the collaborative linkages between evaluation, work plans, logic models, strategic/state plans, and other management documents. Catalyst is the reporting tool used by the Parties to determine progress in achieving the responsibilities of this contract.
- H. Compliance Checks mean routine checks of retailers conducted by the SUB-RECIPIENT where underage buyers attempt to purchase tobacco.
- I. TPCP means Tobacco Prevention and Control Program.

**III. PAYMENTS**

- A. The DEPARTMENT agrees to reimburse the SUB-RECIPIENT up to a maximum total of \$224,400.06 for expenditures in accordance to the funding categories listed below in Part B. The amount reimbursed is based on the number of services provided by the SUB-RECIPIENT as reported each month on the Monthly Expenditure Report submitted to the DEPARTMENT.
- B. The amounts listed below are the maximum amount the DEPARTMENT can reimburse the SUB-RECIPIENT. Funds can only be expended as follows:
1. \$15,500.00 is available from the Comprehensive Tobacco (CDC) Grant for the Period of Performance of July 1, 2021 – June 30, 2022 (4378).

- a. Budget Period: July 1, 2021 – April 28, 2022 is \$12,916.67  
Budget Period: April 29, 2022 – June 30, 2022 is \$2,583.33
- b. The source of funding is provided from the following program:
- |                                   |                                                                                                            |
|-----------------------------------|------------------------------------------------------------------------------------------------------------|
| Federal Award Project Title:      | CDC-RFA-DP20-2001: National and State Tobacco Control Program                                              |
| Federal Agency:                   | Centers for Disease Control and Prevention (CDC)/ Agency for Toxic Substances and Disease Registry (ATSDR) |
| Award Number:                     | 5 NU58DP006806-02-00                                                                                       |
| Assistance Listing Program Title: | National and State Tobacco Control Program                                                                 |
| Assistance Listing Number:        | 93.387                                                                                                     |
| Assistance Listing Amount:        | \$ 1,256,406.00                                                                                            |
| DUNS Number:                      | 1512406                                                                                                    |
| Federal Award Date:               | 4/21/2021                                                                                                  |
| Indirect Cost Rate:               | 0%                                                                                                         |
- c. Reimbursement shall be provided for expenditures directly related to activities set forth in Section IV excluding direct service activities. Direct service activities include, but are not limited to, objectives identified in Section IV as:
- i. Compliance Checks
  - ii. Tobacco Retail Permitting
  - iii. Combined Retail Inspection – Observational Survey & E-Cigarette Inspection Materials
  - iv. UICAA
- d. Closeout: SUB-RECIPIENT must submit to the pass-through entity, no later than 90 calendar days after the end date of the period of performance, all financial, performance and other reports as required by the terms and conditions of the Federal award.
2. \$72,807.00 is available from the state funded Tax Fund and MSA Grant for the period of July 1, 2021 - June 30, 2022 (4377 & 4379) and shall be allocated in accordance to the following:
- a. Up to \$3,667.00 shall be reimbursed for Compliance Checks. The DEPARTMENT agrees to reimburse the SUB-RECIPIENT \$ 96.50 per compliance check. The compliance checks will be completed consistent with the activity found in Section IV, objective identified as Compliance Checks.
  - b. The remaining \$69,140.00 funds shall not be used for Compliance Checks, but may be used for any of the remaining objectives described in Section IV.
3. \$54,437.22 is available from the state funded Electronic Cigarette Substance and Nicotine Product Tax Restricted Account for the period of July 1, 2021 - June 30, 2022 (4383) and shall use the money received in accordance with Utah Code 59-14-807 Subsection (3)(a) for enforcing:
- a. The regulation provisions described in Section 26-57-103;
  - b. The labeling requirement described in Section 26-57-104; and
  - c. The penalty provisions described in Section 26-62-305.

4. \$81,655.84 is available from the state funded Electronic Cigarette Substance and Nicotine Product Tax Restricted Account for the period of July 1, 2021 - June 30, 2022 (4383) and shall be allocated in accordance with Subsection (3)(d) to issue grants under the Electronic Cigarette, Marijuana, and Other Drug Prevention Grant Program created in Utah Code 26A-1-129.

#### IV. SERVICES

The SUB-RECIPIENT shall participate in all of the following activities in accordance with the funding provided as outlined in Section III.

<b>Activity Title</b>	<b>SMART Objective</b>
Continuing Education	By June 30, 2022 2 staff funded by tobacco will attend at least 1 TPCP training per quarter.
Pilot Project	By June 30, 2022 increase outreach to priority population(s) through partnerships with organizations that employ health educators, prevention specialists and/or community health workers (CHW).
Priority Populations	By June 30, 2022 a priority population will be identified and a plan to collaborate with those populations will be developed.
Tobacco Retail Permitting	By June 30, 2022 ensure that 100% of retailers are permitted.
Compliance Checks	By June 30, 2022 2 tobacco compliance checks will be completed in each tobacco retail outlet.
Retail Education	By June 30, 2022 ensure that 100% of retailers are provided education materials.
Combined Retail Inspection – Observational Survey & E-Cigarette Inspection Materials	By June 30, 2022 conduct combined survey and inspections in 19 retailers.
CBO Partnership	By June 30, 2022, establish 2 partnerships with community based organizations.
Youth Groups	By June 30, 2022 lead a local youth coalition in advocating for tobacco use prevention policies and programs.
Age 21 Law	By June 30, 2022 educate 3 municipalities and 100% retailers on both federal and state age 21 law. Educate the public where appropriate.
Quit Services	By June 30, 2022 increase Quit Line registered calls in local area from 1 in FY20 to 2 and E-Coach registered members from 2 in FY20 to 4.
Low Income Cessation Services	By June 30, 2022 work with 2 local services that are utilized by low income individuals to promote tobacco cessation programs.
Youth Cessation	By June 30, 2022 connect 1 community partners to youth quit services.
Low Income MUH Policy	By June 30, 2022 provide resources, training & technical assistance to 2 low income MUH properties to implement, improve and/or maintain comprehensive policies.
Worksite Policy	By June 30, 2022 work with 1 worksites to utilize the CDC Worksite Health ScoreCard to implement, improve or maintain environmental

	and employee policies.
UICAA	By June 30, 2022 respond to 100% of UICAA complaints and provide education, signage and materials as appropriate.

**V. REPORTS**

- A. The SUB-RECIPIENT shall report on the progress report measures for each of their work plan activities as listed in Section IV, in the Catalyst web-based application system. Progress reports shall be submitted quarterly by the 15<sup>th</sup> of October, January, April, and July.

**VI. UTAH DEPARTMENT OF HEALTH PROGRAM ROLE**

- A. The DEPARTMENT through its Tobacco Prevention and Control Program agrees to provide written confirmation of receipt of reports within 10 working days.
- B. The DEPARTMENT through its Tobacco Prevention and Control Program agrees to provide written feedback on results/progress within 20 working days of receipt of report.
- C. The DEPARTMENT through its Tobacco Prevention and Control Program agrees to provide training and technical assistance as requested/needed.
- D. The DEPARTMENT through its Tobacco Prevention and Control Program agrees to conduct one (1) site visit during the contract period as mutually agreed upon times with jointly developed agenda during contract period.

**VII. MEDIA**

- A. When SUB-RECIPIENT has a DEPARTMENT approved media campaign in their jurisdiction, SUB-RECIPIENT staff will conduct that campaign according to the Utah Department of Health "Way To Quit Brand Guidelines." Media campaigns include: Public Service Ad (PSAs) scripts, produced PSAs, websites specifically created and included in SUB-RECIPIENT proposal for designated programming (not to include general SUB-RECIPIENT websites), brochures, flyers, posters, advertisements, incentive items and other marketing materials as detailed in the approved plan. SUB-RECIPIENT proposals must include media campaign deadlines that are subject to approval by the appropriate program staff.

**VIII. ADMINISTRATIVE REQUIREMENTS**

- A. SUB-RECIPIENT staff shall participate in at least one (1) site visit with Utah Department of Health program staff.
- B. SUB-RECIPIENT staff will attend at least one (1) Tobacco Prevention & Control Program training per quarter.
- C. SUB-RECIPIENT will collaborate with and coordinate program evaluation with the external evaluator contracted by the Department.
- D. SUB-RECIPIENT will separately track and report expenses for Compliance Checks which includes Retailer Education as part of the annual enforcement budget. Enforcement budget will be submitted annually or as requested by TPCP.







## COMMISSION STAFF REPORT

**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of an Amendment to the existing contract “*San Juan County - Immunizations - 2019 Amendment 1*” between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer

**RECOMMENDATION:** Make a motion approving the agreement.

### SUMMARY

The purpose of this amendment is to increase the contract amount and replace Attachment "A" in exchange for continued services.

1. The original amount of \$45,138.00 will be increased by \$6,917.00 in *federal funds* and \$15,652.00 in *state funds*. New total funding is \$67,707.00.
2. Attachment “A”, effective July 1, 2021, is replacing Attachment “A”, which was effective July 2020. The document title is changed, Article "I" Definitions, Section E, is changed and Section F, is deleted, Article “II” Funding, Section A., is changed and A.3. is added, Article "VI" Responsibilities of Subrecipient, Section B.1, is changed, Article "VI" Reports, Sections A, and B, are changed and Article "VIII" Publicity, is deleted.

### HISTORY/PAST ACTION

### FISCAL IMPACT



# UTAH DEPARTMENT OF HEALTH CONTRACT AMENDMENT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

1915812  
Department Log Number

192701007  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is San Juan County - Immunizations - 2019 Amendment 2.
2. **CONTRACTING PARTIES:** This contract amendment is between the Utah Department of Health (DEPARTMENT) and San Juan County (CONTRACTOR).
3. **PURPOSE OF CONTRACT AMENDMENT:** The purpose of this amendment is to increase the contract amount and replace Attachment "A" in exchange for continued services.
4. **CHANGES TO CONTRACT:**
  1. The original amount is being changed. The original amount was \$45,138.00. The funding amount will be increased by \$6,917.00 in federal funds. The funding amount will be increased by \$15,652.00 in state funds. New total funding is \$67,707.00.
  2. Attachment "A", effective July 1, 2021, is replacing Attachment "A", which was effective July 2020. The document title is changed, Article "I" Definitions, Section E, is changed and Section F, is deleted, Article "II" Funding, Section A., is changed and A.3. is added, Article "VI" Responsibilities of Subrecipient, Section B.1, is changed, Article "VI" Reports, Sections A, and B, are changed and Article "VIII" Publicity, is deleted.

DUNS: 079815014

Indirect Cost Rate: 0%

Add

Federal Program Name:	Immunization and Vaccines for Children	Award Number:	5 NH23IP922580-03-00
Name of Federal Awarding Agency:	Department of Health and Human Services, Centers for Disease Control and Prevention	Federal Award Identification Number:	NH23IP922580
CFDA Title:	IMMUNIZATION COOPERATIVE AGREEMENTS	Federal Award Date:	7/1/2021
CFDA Number:	93.268	Funding Amount:	\$6917.00

All other conditions and terms in the original contract and previous amendments remain the same.

5. EFFECTIVE DATE OF AMENDMENT: This amendment is effective 07/01/2021
  
6. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:
  - A. All other governmental laws, regulations, or actions applicable to services provided herein.
  - B. All Assurances and all responses to bids as provided by the CONTRACTOR.
  - C. Utah Department of Health General Provisions and Business Associate Agreement currently in effect until 6/30/2023.
  
7. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.

**Contract with Utah Department of Health and San Juan County, Log # 1915812**

IN WITNESS WHEREOF, the parties enter into this agreement.

**CONTRACTOR**

**STATE**

By: \_\_\_\_\_  
Willie Grayeyes                      Date  
County Commission Chair

By: \_\_\_\_\_  
Shari A. Watkins, C.P.A.                      Date  
Director, Office Fiscal Operations

Attachment A: Special Provisions  
San Juan County - Immunizations - 2019 - Amendment 2  
Effective Date: July 1, 2021

- I. DEFINITIONS:
- A. "CDC" means The Centers for Disease Control and Prevention.
  - B. "Healthy People 2020" means federal health indicators and goals to increase immunization rates and reduce preventable infectious disease.
  - C. "PIO" means Public Information Officer.
  - D. "SMART" means specific, measurable, attainable, realistic and timely.
  - E. "EpiTrax" means State of Utah disease reporting system.
- II. FUNDING:
- A. New total funding is \$67,707.00.
    - 1. \$22,569.00 for the period July 1, 2019 to June 30, 2020.
      - a) \$5,642.00 for the period July 1, 2019 to September 30, 2019.
      - b) Up to \$11,285.00 for the period July 1, 2019 to December 31, 2019.
      - c) Up to \$16,927.00 for the period July 1, 2019 to March 30, 2020.
      - d) Up to \$22,568.00 for the period July 1, 2019 to June 30, 2020.
    - 2. \$22,569.00 for the period July 1, 2020 to June 30, 2021 with the following allowable amounts for each incremental period based on unused available funds.
      - a) \$5,642.00 for the period July 1, 2020 to September 30, 2020.
      - b) Up to \$11,285.00 for the period July 1, 2020 to December 31, 2020.
      - c) Up to \$16,927.00 for the period July 1, 2020 to March 30, 2021.
      - d) Up to \$22,569.00 for the period July 1, 2020 to June 30, 2021.
    - 3. \$22,569.00 for the period July 1, 2021 to June 30, 2022 with the following allowable amounts for each incremental period based on unused available funds.
      - a) \$5,642.00 for the period July 1, 2021 to September 30, 2022.
      - b) Up to \$11,285.00 for the period July 1, 2021 to December 31, 2022.
      - c) Up to \$16,927.00 for the period July 1, 2021 to March 30, 2022.
      - d) Up to \$22,569.00 for the period July 1, 2021 to June 30, 2022.
  - B. This is a Cost Reimbursement contract. The DEPARTMENT agrees to reimburse the SUBRECIPIENT up to the maximum amount of the contract for expenditures made by the SUBRECIPIENT directly related to the program.
  - C. The Federal funds provided under this agreement are from the Federal Program and award as recorded on Page 1 of the contract.
  - D. Pass-through Agency: Utah Department of Health.
  - E. Number assigned by the Pass-through Agency: State Contract Number, as recorded on Page 1 of the Contract.
- III. DEPARTMENT CONTACT:
- A. The day to day operations and dispute contact is Rich Lakin, rlakin@utah.gov, (801) 554-9827.
- IV. DISPUTE RESOLUTION:
- A. If any dispute arises between the parties during the activities described by this Contract, the parties agree to seek a resolution through open communication and dialogue.
  - B. Either party may request a conference to resolve a disputed issue (consistent with Utah Admin. Code R380-10-3, which supports dispute resolution at the lowest level possible).
  - C. If a resolution cannot be reached, DEPARTMENT may bring supervisory personnel into the process to facilitate resolving issues and achieving agreement.
  - D. The provisions in Section B. and C. are not mandatory.
  - E. If a dispute is not resolved within 30 days of DEPARTMENT decision, DEPARTMENT's decision is considered the "initial agency determination," as defined by Utah Admin. Code R380-10-2(3).

- F. These provisions do not preclude or affect the provisions, rights, limitations, or timelines for appealing DEPARTMENT actions that are provided or required by Utah Code §§ 26-23-2, 26-1-4.1 or 26-1-7.1, Utah Admin. Code R380-10, or the Utah Administrative Procedures Act (Utah Code § 63G-4).
- G. In the event of any conflict between the Dispute Resolution provisions in the Special Provisions of this Contract with applicable law or rules, the provisions of the applicable law or rules shall control.

V. RESPONSIBILITIES OF SUBRECIPIENT:

- A. For the Immunization Action Plan, the SUBRECIPIENT shall:
  - 1. Develop a one-year Immunization Action Plan with a minimum of three measurable objectives that identify the priority, achievable and affordable activities that the best available evidence indicates, improvise and sustains vaccination coverage level for all residents of the jurisdiction among: infants/children, adolescents, adults and special population.
    - a) Include the rationale for choosing the objectives and activities
    - b) Implement, conduct and monitor outcomes for each objective and activity.
    - c) Activities shall focus on low and lagging vaccination coverage levels for the population identified.
    - d) Develop objectives using the SMART format.
    - e) New objectives shall not be repeated from the previous five-year grant project period and from the past year.
    - f) New objectives shall correlate with the immunization's goals in the Utah Health Improvement Plan 2017 – 2020 (<https://ibis.health.utah.gov/pdf/opha/publication/UHIP.pdf>).
    - g) Designate and identify a staff member to act as the local Immunization Coordinator who is the primary contact with the DEPARTMENT.
- B. For Perinatal Hepatitis B, the SUBRECIPIENT shall:
  - 1. Designate and identify a staff member to act at the local Hepatitis B Coordinator who conducts case management, follow-up and data reporting/entry into EpiTrax.
  - 2. Comply with Utah Department of Health, Perinatal Hepatitis B Prevention Program Guidelines ([http://www.immunize-utah.org/pdf/Perinatal\\_HepatitisB\\_Program\\_Guidelines\\_2015.pdf](http://www.immunize-utah.org/pdf/Perinatal_HepatitisB_Program_Guidelines_2015.pdf)).
- C. For Media, the SUBRECIPIENT shall:
  - 1. Develop an immunization media plan in coordination with the local Nursing Director, Immunization Coordinator, and local immunization coalitions.
  - 2. Include the National public awareness immunization campaigns such as the National Infant/Toddler Immunization (April); Utah Adolescent Immunization Awareness (May); Back to School/College (July/August); and Utah Adult Immunization Awareness Month (October). The media plan for adult immunization awareness shall be comprehensive and shall not focus solely on influenza vaccine awareness.
  - 3. Target the following mixed audience demographic:
    - a. Parents of infants and young children (women 18-35) (National Infant Immunization Week and Back to School).
    - b. Parents of adolescents (adults 25-54) (Adolescent Week and Back to School).
    - c. Older adults 50+ (Utah Adult Immunization Month, October).
  - 4. The PIO shall secure media buys based on the media plan that may include TV, radio, web streaming, and/or print media.

- a. Allowable costs may include: production and air times, banners and flyers used to advertise specific events or clinics.
  - b. PIO coordinates media buys with PIOs in adjacent local health department jurisdictions that may share media outlets (example radio, newspaper) to maximize the use of media funds.
- D. For Intergenerational Poverty:
- 1. In an effort to support families who are experiencing intergenerational poverty and who desire to break the cycle for themselves and their children, the SUBRECIPIENT will reach out directly to families who self-identify or who have signed formal releases of consent to have their information shared with local health departments and other state agencies to be informed of resources and programs available that will promote positive health outcomes for themselves and their children.

VI. REPORTS:

The SUBRECIPIENT shall:

- A. Ensure all information for each mother and infant birth is fully complete in EpiTrax and follow all established CDC required protocols for case management contained in the Utah Perinatal Hepatitis B Prevention Guidelines (Healthy People 2020 Goal).
- B. Submit Perinatal Hepatitis B Case information to EpiTrax perinatal component within 30 days of a client’s identification of Hepatitis B.
- C. Submit each item no later than the due date:

<u>Report Title:</u>	<u>Due Date</u>
1. LHD Immunization Activity Implementation Plan Objective & Activities.	August 1
2. Budget.	
3. Final Report for Previous Year’s Immunization Activity Implementation Plan.	July 31
4. Immunization Media Campaign Report.	August 1
5. Coordinator Report.	August 1

- D. Include the following data elements in LHD Immunization Activity Implementation Plan Objective & Activity report:
  - 1. Subrecipient name.
  - 2. Reporting period, e.g. July 1, 2019 to June 30, 2020.
  - 3. Report completed by, phone number and email address.
  - 4. Nursing Director name, signature and date.
  - 5. Objective number 1, 2, and 3. E.g. Objective 1, Objective 2 and Objective 3.
  - 6. New or baseline data, select one.
  - 7. Activity name and description.
  - 8. Evaluation measures.
  - 9. Timeline.
- E. Include the following data elements in the Budget:
  - 1. Subrecipient name.
  - 2. Reporting period, e.g. July 1, 2019 to June 30, 2020.
  - 3. Report completed by, phone number and email address.
  - 4. Nursing Director name, signature and date.
  - 5. Funding and Revenue (title):
    - a. Subrecipient funding and amount.
    - b. Media and amount.



- c. Perinatal and amount.
- d. Total and amount.
- 6. Expenses (title):
  - a. Personnel – Immunization Coordinator name and amount.
  - b. Personnel – Hepatitis B Coordinator name and amount.
  - c. Fringe benefits, rate as a percent of salary and amount.
  - d. Travel – Instate, number of miles at \$0.38 each mile and amount.
  - e. Travel – Instate, lodging, meals, etc., and amount.
  - f. Travel - Out of state amount. Includes: travel, lodgings, meals, registration, etc.
  - g. Other Expenses – Infant Immunization Week and amount.
  - h. Other Expenses – Immunization Awareness Month and amount.
  - i. Other Expenses – Utah Adolescent and amount.
  - j. Other Expenses – Utah Adult Immunization and amount.
  - k. Other Expenses – Staff Training and amount.
  - l. Other Expenses – Client/Parent Education/training and amount.
  - m. Other Expenses – Perinatal Hepatitis B Case Management and amount.
  - n. Total Expense and amount.
- F. Include the following data elements in the Final Report for Previous Year's Immunization Activity Implementation Plan report:
  - 1. Subrecipient name.
  - 2. Reporting period, e.g. July 1, 2019 to June 30, 2020.
  - 3. Report completed by, phone number and email address.
  - 4. Nursing Director name, signature and date.
  - 5. Objective number and 1, 2, and 3. E.g. Objective 1, Objective 2 and Objective 3.
  - 6. New or baseline data, select one for each objective.
  - 7. Result for each objective to reach objectives.
  - 8. Evaluation Measures for each objective.
  - 9. Barriers and Challenges for each objective.
- G. Include the following data elements in the Immunization Media Campaign Report:
  - 1. Subrecipient name.
  - 2. Reporting period, e.g. July 1, 2019 to June 30, 2020.
  - 3. Report completed by, phone number and email address.
  - 4. Budget:
    - a. Direct mail and amount.
    - b. Internet and amount.
    - c. Social media and amount.
    - d. Outdoor advertising and amount.
    - e. Print and amount.
    - f. Radio and amount.
    - g. TV and amount.
    - h. Not categorized above and amount.
    - i. Total and amount.
  - 5. Marketing Strategy:
    - a. Population name and Marketing Strategy.
  - 6. Media Summary (for each media type):
    - a. Media type and media. E.g. TV, radio, print, etc.
    - b. Media outlet name and outlet name.
    - c. Summary of media and description of media. E.g. 30-second TV

- spot, size of print ad, number of impressions, bonus spots, etc.
- H. Include the following data elements in the Coordinator report:
1. Subrecipient name.
  2. Reporting period. E.g. July 1, 2019 to June 30, 2020.
  3. Report completed by, phone number and email address.
  4. Immunization Coordinator and name.
  5. Immunization Coordinator contact information and phone number and email address.
  6. Hepatitis B Coordinator and name.
  7. Hepatitis B Coordinator contact information and phone number and email address.

## VII. RESPONSIBILITIES OF THE DEPARTMENT

THE DEPARTMENT agrees to:

- A. Provide technical assistance and consultation to the SUBRECIPIENT on: vaccine preventable disease, vaccine issues, school rule, Vaccine for Children Program, preparedness planning/implementation related to vaccine and distribution, and coalition/partnership development.
- B. Provide technical assistance and consultation to the SUBRECIPIENT on perinatal Hepatitis B prevention.
- C. Provide support services to the SUBRECIPIENT related to perinatal Hepatitis B including: laboratory report forms, payment for testing of perinatal-related Hepatitis B blood specimens submitted to the Division of Disease Control and Prevention, Utah Public Health Laboratories and provide Hepatitis B Immune Globulin to designated birth facility for infant as funding allows.
- D. Provide immunization forms and literature to the SUBRECIPIENT as funding allows.
- E. Provide, support to the SUBRECIPIENT for immunization best practices as funding allows. Example: Travax and refrigerators.
- F. Provide a report to the SUBRECIPIENT with the amount of all Federal funding and non-cash assistance provided by January 31 of each year.



## COMMISSION STAFF REPORT

**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Ratification and Approval of the Emergency Solutions Grant (ESG) Amendment 1 with the State of Utah Department of Workforce Services, Housing and Community Development for Rental Assistance and Homeless Prevention. Mack McDonald, Chief Administrative Officer

**RECOMMENDATION:** Ratification of the Grant Agreement

### SUMMARY

In April of 2021, the Commission appointment members to the San Juan County Local Homeless Coordinating Committee to assist in the creation of homeless programs and to direct and oversee grant funding for rapid rehousing and homeless prevention services at a local level.

During the discussion, it was presented the award of the \$50,000 grant last year. Since that time, we have been working with the State of Utah to finalize the contract amendment.

### HISTORY/PAST ACTION

On August 11, the Local Homeless Coordinating Committee approved the Grant Agreement

### FISCAL IMPACT

+\$50,000 which also includes an award amount to cover administering the grant.

**CONTRACT AMENDMENT**



**DEPARTMENT OF WORKFORCE SERVICES (DWS)  
OFFICE OF HOMELESS SERVICES (OHS)  
140 East 300 South, Salt Lake City, UT 84111**

**AMENDMENT # 1      CONTRACT #: 21-2254      CONTRACT OWNER: Mary DeMasters  
CONTRACT TITLE: ESG – CARES Act**

TO BE ATTACHED TO AND MADE A PART OF the above numbered contract by and between the State of UTAH, DEPARTMENT OF WORKFORCE SERVICES, HOUSING AND COMMUNITY DEVELOPMENT DIVISION, referred to as STATE and **SAN JUAN COUNTY**, referred to as CONTRACTOR

**THE PARTIES AGREE TO AMEND THE CONTRACT AS FOLLOWS:**

**1. Contract Period:**

Original Start Date: 09/16/2020    Original End Date: 06/30/2021    New End Date: 06/30/2022

**2. Contract Amount:**

Current Contract Amount: \$50,000.00    New Contract Amount: \$50,000.00

**3. Scope of Work Change: Yes**    (See Attached Revised Scope of Work)

**4. Budget Change: Yes**    (See Attached Revised Line Item Amounts, Total Budget Amount is unchanged)

**5. Effective Date of Amendment:** 09/16/2020

**6. Special Notices:** Amendment #1 adds Project B – Homeless Prevention, revises Line Item Amounts in the Budget, revises the Scope of Work, and extends the contract end date to June 30, 2022. Total Budget Amount is unchanged.

**7. STATE FISCAL YEAR BILLING DEADLINE**

DWS must receive proper billing for expenditures incurred up to and including June 30 no later than **July 15** of the same year, due to the DWS fiscal year end. **Billings submitted after this date may be denied.**

**8. ANTI-BOYCOTT STATE OF ISRAEL:** Contractor certifies it is not currently engaged in a boycott of the State of Israel and shall not engage in a boycott of the State of Israel during the contract period. A boycott of the State of Israel means refusing to deal, terminating business activities, or limiting commercial relations targeting the State of Israel and companies or individuals doing business in or with the State of Israel or companies authorized by, licensed by, or organized under the laws of the State of Israel. This section does not apply to contracts with: a total value of less than \$100,000; or a company that has fewer than 10 full-time employees. (See the Utah Anti-Boycott Israel Act, Utah Code 63G-27-101 et seq.)

**All other conditions and terms in the original contract and previous amendments remain the same.**

IN WITNESS WHEREOF, the parties sign below and acknowledge that they understand and agree to all of the terms and responsibilities set forth herein and certify that they are authorized to legally bind their respective organizations.

**CONTRACTOR:**

BY: Mack McDonald

**SAN JUAN COUNTY**

**08/05/2021**

Date  
**Mack McDonald**

**Chief Administrative Officer**

**STATE:**

BY: Nathan McDonald  
Nathan McDonald (Aug 9, 2021 22:27 MDT)

**Casey Cameron, Executive Director  
Department of Workforce Services**

**08/09/2021**

Date

**DIVISION OF FINANCE:**

**RECEIVED AND PROCESSED  
BY DIVISION OF FINANCE**

**08/10/2021**



# ATTACHMENT C - BUDGET

## AMENDMENT #1

### Category I - Indirect Costs

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Indirect Administrative Expenses	Description	HPO Grant Funds Awarded
Indirect Costs	10% De Minimis Elected	\$1,005.50

### Category I - Justification

---

Itemized Details:

Project A RRH - \$1003  
Project B HP - \$2.50

**Subtotal Category I**                      **\$1,005.50**

### Category II - Direct Administrative Expenses

---

Expense Type	Description	HPO Grant Funds Awarded
	No Direct Administrative Expenses Awarded	\$0.00

### Category II - Justification

---

Itemized Details

**Subtotal Category II**                      **\$0.00**

### HMIS Project Title

---

HMIS Project Title  
A = Rapid Rehousing  
B = Homeless Prevention

**Category III - Project Activity**

Project	Project Type	Expense Type	Description	HPO Grant Funds Awarded
A	RRH	Salaries	1 FTE case management 18% FTE of 2080 hours annually \$20.00 per hour	\$8,630.00
A	RRH	Fringe Benefits	Payroll Taxes unemployment, SSI, group health/dental coverage approx. 11% of salary	\$860.00
A	RRH	Client Rent Payments	Projected cost per unit \$1000, 8 units of rent provided	\$8,000.00
A	RRH	Client Housing Assistance	Projected cost per household: 1000 for Deposits, 35 for App Fees, 2000 for arrears, appx 3 families	\$9,047.00
A	RRH	Communications	Approx. 23% of calculated annual cost \$2,160 - cell phone	\$500.00
A	RRH	Program Travel & Transportation	.20 of projected cost for mileage reimbursement to meet with clients	\$40.00
<b>Subtotal Project A</b>				<b>\$27,077.00</b>
B	HP	Client Rent Payments	Projected cost per unit \$1000.00 (based on FMV calculations for 2021) at 16 units of rent provided.	\$16,000.00
B	HP	Client Housing Assistance	Projected cost per household: 1000 for deposits, 35 for application fees, 2000 for arrears - appr 2	\$5,667.50
B	HP	Program Supplies	Cost of community engagement consumables and program operation supplies.	\$250.00
<b>Subtotal Project B</b>				<b>\$21,917.50</b>
<b>Subtotal Category III</b>				<b>\$48,994.50</b>

**Total Expenses**

<b>Administrative Expenses</b>		
Category I - Indirect Costs		\$1,005.50
Category II - Direct Administrative Expenses		\$0.00
<b>Program Expenses</b>		
Category III - Project Activity		\$48,994.50
<b>GRAND TOTAL EXPENSES - Category I or II and Category III</b>		<b>\$50,000.00</b>

**Category III - Justification**

**Itemized Details:**

See budget detail in attachments

**ATTACHMENT D – SCOPE OF WORK  
SAN JUAN COUNTY – # 21-2254 Amendment #1**

**BACKGROUND/PURPOSE:**

Project Title for Project A: SJC - State ESG-CV2 Rapid Rehousing

Population served: This project will assist in meeting clients' overall needs of the County impacted by COVID 19, to mitigate the impact that they are faced with of being out of work due to business closures in tourism-driven cities and towns along with closures of the local mine.

Project Title for Project B: SJC - State ESG-CV2 Prevention

Population served: This project will assist individuals and families in the San Juan County area that are at risk of homelessness with housing services, including case management.

**CONTRACTOR RESPONSIBILITIES:**

CONTRACTOR's funded project must comply with the requirements listed below. Failure to do so may result in immediate termination of the contract.

CONTRACTOR will follow the guidelines as outlined in the contract Attachment B. All programmatic activities must emphasize services and interventions that focus on making episodes of homelessness rare, brief, and nonrecurring. The three key system measurements of progress in alignment with The State of Utah Strategic Plan on Homelessness are to:

- Goal 1: Reduce the number of first-time individuals who experience homelessness
- Goal 2: Reduce days spent in emergency beds or shelters
- Goal 3: Reduce the number of individuals who return to homelessness, and increase the number of individuals who are placed in, or retain permanent housing

**PERFORMANCE MEASURES AND OUTCOMES:**

Performance will be evaluated based on data points and identified improvement projections related to the project type in alignment with the State Strategic Plan on Homelessness and will be included in the Scope of Work. Measures will be determined by FY20 baseline data for project performance. FY21 progress will be reviewed quarterly.

<b>Project A Rapid Rehousing Measures</b>	<b>FY21 Performance Expectation</b>
1. Number of clients served	3
2. Number of households served	3
3. Number of project leavers (participant project exits)	1
4. Average length of project participation in days for leavers	30
5. Average length of project participation in days for stayers	30
6. Number of participants who exited to a permanent destination	1
7. Average length of time in days between project start date and housing move-in date	30
8. Number of participants who were exited without move-in date	0
9. Number of participants who exited to Data Not Collected (no exit interview completed)	0



**ATTACHMENT D – SCOPE OF WORK  
SAN JUAN COUNTY – # 21-2254 Amendment #1**

<b>Project A Rapid Rehousing Measures</b>	<b>FY22 Performance Expectation</b>
1. Number of clients served	8
2. Number of households served	8
3. Number of project leavers (participant project exits)	8
4. Average length of project participation in days for leavers	90
5. Average length of project participation in days for stayers	0
6. Number of participants who exited to a permanent destination	6
7. Average length of time in days between project start date and housing move-in date	45
8. Number of participants who were exited without move-in date	2
9. Number of participants who exited to Data Not Collected (no exit interview completed)	0

<b>Project B Homeless Prevention Measures</b>	<b>FY21 Performance Expectation</b>
1. Number of clients served	5
2. Number of households served	1
3. Number of project leavers (participant project exits)	0
4. Average length of project participation in days for leavers	0
5. Average length of project participation in days for stayers	30
6. Number of participants who exited to a permanent destination	0
7. Number of participants who exited to an emergency shelter, including hotel or motel paid for with emergency shelter voucher	0
8. Number of participants who exited to a place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	0
9. Number of participants who exited to Data Not Collected (no exit interview completed)	0

**ATTACHMENT D – SCOPE OF WORK  
SAN JUAN COUNTY – # 21-2254 Amendment #1**

<b>Project B Homeless Prevention Measures</b>	<b>FY22 Performance Expectation</b>
1. Number of clients served	15
2. Number of households served	3
3. Number of project leavers (participant project exits)	15
4. Average length of project participation in days for leavers	90 days
5. Average length of project participation in days for stayers	0
6. Number of participants who exited to a permanent destination	15
7. Number of participants who exited to an emergency shelter, including hotel or motel paid for with emergency shelter voucher	0
8. Number of participants who exited to a place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	0
9. Number of participants who exited to Data Not Collected (no exit interview completed)	0

**REPORTING REQUIREMENTS:**

Participation in statewide data collection efforts by HCD is required. CONTRACTOR must provide accurate data entry into UHMIS or comparable database if a victim service provider within 5 days of client interactions, to support the System Performance Measures reflected in the application for this grant. HCD will provide report templates for any data not reported through UHMIS with sufficient notice of the information or data required.

Measures are Project-Type specific. The entirety of the funded project is considered in these measures, not just the portion supported by State Homelessness Funding.

Performance data will be evaluated at least quarterly on the following schedule:

- Fourth Quarter FY2021 and Full Year 2021: Due July 15 for the time period of September 16 – June 30. In addition, a narrative report will be required after completion of the grant year.
- First Quarter FY2022: Due Oct 15 for the time period of July 1 – September 30
- Second Quarter FY2022: Due Jan 15 for the time period of October 1 – December 31
- Third Quarter FY2022: Due April 15 for the time period of January 1 – March 31
- Fourth Quarter FY2022: Due July 15 for the time period of September 16 – June 30
- Full Year: Due July 15 for FY2022. In addition, a narrative report will be required after completion of the grant year.

**CASE MANAGEMENT STANDARDS FOR FUNDED PROJECTS:**

Case management, client interaction activities and services must be recorded in HMIS or documented in CONTRACTOR'S records by victim service providers. Refer to "Case Management for Homeless Service Providers" for standard practices, guidelines and required training as found on Utah Department of Human Services website.

HMIS entries should be reflected in units of minutes (rounded in 15 minute increments) spent with the client or on a client's case, along with general case note entry. Recording a service in HMIS within a client

**ATTACHMENT D – SCOPE OF WORK  
SAN JUAN COUNTY – # 21-2254 Amendment #1**

enrollment can be found on the HMIS website (utahhmis.org) and must align with the Department of Human Services "Adult Case Management Training Manual" and HPO Case Management Guidelines.

**MONITORING:**

The State will monitor CONTRACTOR'S financial and programmatic performance in providing services under this contract in accordance with the Department of Workforce Services Contract Monitoring Policy. The frequency and type of monitoring is determined by the Subrecipient and Pre-Award Risk Assessments (PARAs), which take into consideration factors including, but not limited to, the contract amount, funding source(s) and complexity of program requirements, and sensitivity and type of services to be provided.

Monitoring may include, but is not limited to:

- a) Review of supporting documentation submitted with periodic claims/requests for reimbursement;
- b) One or more site visits;
- c) Desk reviews of periodic performance reports; and
- d) Training and technical assistance provided by HPO staff or its designees.

HMIS and Project Monitoring will occur as defined in Attachment B Terms and Conditions.



### FEDERAL SUBAWARD FUNDING AND REPORTING REQUIREMENTS

SUBRECIPIENTS awarded \$25,000 or more in federal funds shall comply with The Federal Funding Accountability and Transparency Act (FFATA), P.L. 109-282 (and as amended by section 6202 (a) of P.L. 110-252).

**NOTE:** For State Government Entities and Component Units of the state, only the Federal Award Information and Subaward Information sections are required to be completed.

#### FEDERAL AWARD INFORMATION (Completed by DWS Fiscal Grant Manager)

CFDA# and Name: 14.231 Emergency Solutions Grant Program (ESG)  
Federal Award Identification Number (FAIN): E-20-DW-49-0001  
Federal Awarding Agency: Department of Housing and Urban Development  
Federal Award Issue Date: Pending Is Federal Award for R&D?  YES  NO

#### SUBAWARD INFORMATION (Completed by DWS Contract Owner/Contract Analyst/Fiscal Grant Manager)

Agreement number: 21-2254

Project name and description:

ESG - CARES Act. Funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19) among individuals and families who are homeless.

Start date of award: 07/01/2020 End date of award: 06/30/2022

Amount of federal funds obligated by this action: \$0.00

Total amount of federal funds obligated: \$50,000

Total amount of the federal award committed: \$50,000

Subrecipient has a: Federal NICRA:  Yes  No **-OR-** de Minimis:  Yes  No

Indirect Cost Rate: N/A

Indirect Cost Rate Base:  
N/A

#### SUBRECIPIENT INFORMATION (Completed at the time of the original award)

DUNS number: 070018296

Name of Subrecipient: San Juan County

Business Address: 117 South Main

City: Monticello State: UT Zip+4: 84535

Subrecipient principal place of performance (if different from above)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip+4: \_\_\_\_\_

#### Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by calling 801-526-9240. Individuals who are deaf, hard of hearing, or have speech impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.





## COMMISSION STAFF REPORT

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**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Purchase Electronic Message Boards, TJ Adair, Road Department Superintendent

**RECOMMENDATION:** Approve Purchase

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### SUMMARY

Message boards to inform the public of information about roads and public awareness.

### HISTORY/PAST ACTION

N/A

### FISCAL IMPACT

Care funds will be used to purchase message boards in the amount \$49,248.00.

**San Juan County**  
 117 So Main Street  
 Monticello, UT 84535  
 Ph: 435-587-3225



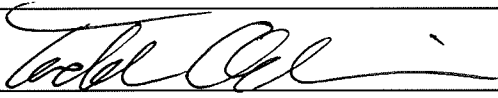
**Purchase From**  
 Safety Supply & Sign Co. Inc.  State Contracted  
 3200 Redwood Road  
 West Valley City, UT 84119  
 Phone: 9801)973-2266  
 Attention To : Tat Thompson

**Deliver To**  
 San Juan County Road Dept.  
 885 East Center  
 Monticello, UT 84535  
 Phone: (435)587-3230  
 Attention To :

**Purchase Order**  
 P. O. No#  
 Date 8/11/2021  
 Your Ref#  
 Our Ref#  
 Credit Terms Cash

Product ID	Description	Quantity	Unit Price	Amount
	Electronic Message Board	3	\$16,416.00	\$49,248.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
<b>Sub Total</b>				<b>\$49,248.00</b>
<b>Tax</b>				<b>Exempt</b>
<b>Freight</b>				
<b>Invoice Total</b>				<b>\$49,248.00</b>
<b>Amount Paid</b>				
<b>Balance Due</b>				<b>\$49,248.00</b>

Approved:

Department Head:	
County Admin:	

Terms and Conditions:

#1  
 NAME OF COMPANY Safety Supply + sign  
 Telephone # 801-973-2266  
 In Person      By EMail X  
 Time 8-9-21  
 Contact Person Tat  
 ALL QUOTATIONS TO BE  
 CONFIRMED IN WRITING  
 ITEMS QUOTED: WTMMB  
Message Board  
 PRICE: 16,416 Each

#2  
 NAME OF COMPANY Dana Safety supply  
 Telephone # 800-845-0405  
 In Person      By EMail X  
 Time 8-9-21  
 Contact Person David  
 ALL QUOTATIONS TO BE  
 CONFIRMED IN WRITING  
 ITEMS QUOTED: WTMMB  
Message Board  
 PRICE: 18,549 Each

#3  
 NAME OF COMPANY Trans Supply  
 Telephone # 866-719-4721  
 In Person      By Mail Internet  
 Time 8-9-21  
 Contact Person       
 ALL QUOTATIONS TO BE  
 CONFIRMED IN WRITING  
 ITEMS QUOTED: SMC 2000  
Message Board  
 PRICE: 18,650 Each

#4  
 NAME OF COMPANY       
 Telephone #       
 In Person      By Mail       
 Time       
 Contact Person       
 ALL QUOTATIONS TO BE  
 CONFIRMED IN WRITING  
 ITEMS QUOTED:       
 PRICE:     

BID CHOSEN AND REASON: Safety supply + sign. low overall Bid and State Contract.  
16,416 Each 3 at 49,248.00 Total

SIGNED:       
 DEPARTMENT: Road  
 P.O. NUMBER:       
 APPROXIMATE DATE OF DELIVERY:





# Sales Order 65463-B

Item 7.

Order Date 08/09/21

3200 Redwood Road  
West Valley City, UT 84119

Telephone: 801/973-2266  
Fax: 801-973-8044

**Bill To:**

San Juan County  
P. O. Box 188  
Monticello, UT 84535

**Ship To:**

SAN JUAN COUNTY SHOP  
881 E. CENTER ST.  
MONTICELLO, UT 84535

**THIS IS A REVISED SALES ORDER**

Customer	Ship Via	F.O.B.	Terms	Purchase Order Number	Salesperson	Reference No.	
UT1593			NET 30 DAYS		7		
Qty. Ordered	Qty. Shipped	Item Number	Unit of Measure	Required Date	Unit Price		Extended Price
	Back Ordered	Item Description			Discount %	Tax	
3	0	MESS.BD.WTMBSL UDOT CONT. TRAILER SOLAR VMB WTMMA(A)-11 TOUCH SCREEN CONTROL		08/09/21	16416.00	N	49248.00
<p><b>Filled By</b> _____</p>						<p>Non Taxable Subtotal 49248.00 Taxable Subtotal 0.00 Tax 0.00 Total Order 49248.00</p>	

# Sales Quote

**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

Telephone: 800-845-0405

<b>Sales Quote No.</b>	402795
<b>Customer No.</b>	MISC

**Bill To**

SAN JUAN CO ROAD DEPT  
 tadair@sanjuancounty.org

**Ship To**

DO NOT POST \$ TO THIS ACCOUNT

**Contact:**  
**Telephone:**  
**E-mail:**

**Contact:**  
**Telephone:**  
**E-mail:**

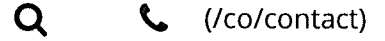
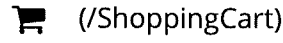
Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
08/09/21	GROUND SHIPMENT	FREE SHIPPING		Net 30	
	<b>Entered By</b> David Lyle	<b>Salesperson</b> David Lyle - Internet	<b>Ordered By</b> ELROY MONTGOMERY	<b>Project Name</b>	
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	WTMMBA WANCO Hydraulic- tower lift Warehouse: DROP Vin #:	18,119.0000	36,238.00
2	2	Y	218755-C1 HW Wanco Standard Battery Box HW Warehouse: DROP Vin #: Two - 12VDC AGM Batteries/MAINTENANCE - 400 Ah total capacity 45-amp Battery Charger	430.0000	860.00
<p><b>Approved By:</b> _____</p> <p><input type="checkbox"/> <b>Approve All Items &amp; Quantities</b></p> <p><b>Quote Good for 30 Days</b></p>					

<b>Print Date</b>	08/09/21
<b>Print Time</b>	04:05:21 PM
<b>Page No.</b>	1

<b>Subtotal</b>	37,098.00
<b>Freight</b>	0.00
<b>Order Total</b>	37,098.00

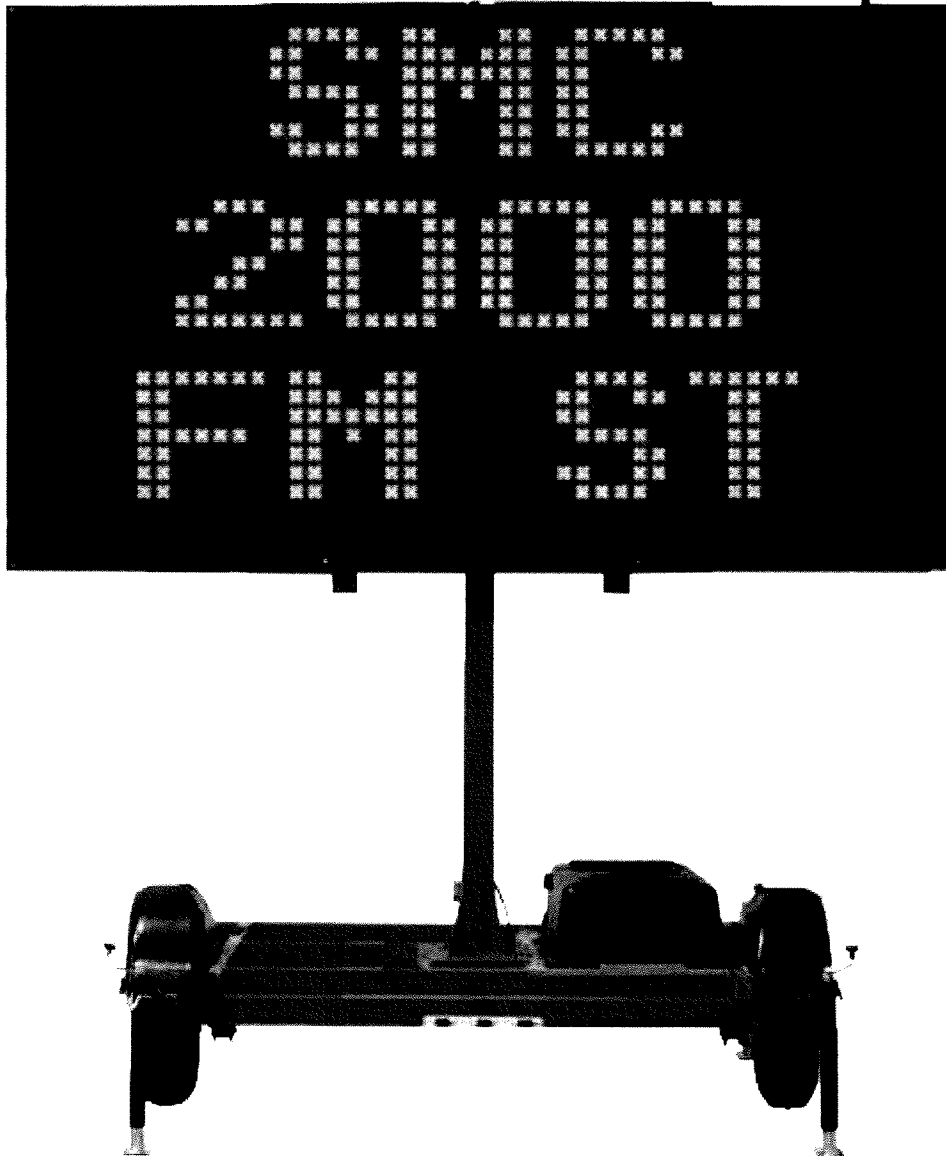
Printed By: David Lyle

Trans Supply's operations are continuing as normal during the COVID-19 pandemic, construction is considered an essential business at this time.



☎ 1-866-719-4721 (tel:1-866-719-4721)

## FULL MATRIX MESSAGE BOARD



**Additional Features**

Select Additional Features



**SKU:** SMC2000

Regular Price: \$19,650.00

**On Sale For: \$18,650.00**

QTY: 1

 **ADD TO CART**

  (mailto:?subject=Full Matrix Message Board&body=)

**DESCRIPTION**

# SMC 2000 Full Matrix Message Board

**Significant Savings on Shipping For a Full Truckload (5 units)**

Click Here To Download Spec Sheet (<https://www.trans-supply.com/SMC2000.pdf>)

Key Aspects When Shopping For a Traffic Message Board (<https://www.trans-supply.com/blog/index.php/key-aspects-when-shopping-for-a-traffic-message-board/>)

**Features:**

Industrial grade trailer will give many years of great service

May 6, 2021

## **PROPOSAL TO SAN JUAN COUNTY**

**RE: DEVELOPMENT OF A PRESENTATION ON THE COMPREHENSIVE WEBSITE FOR ALL BYWAYS AND A DETAILED ITINERARY FOR THE UTAH PORTION OF THE TRAIL OF THE ANCIENTS NATIONAL SCENIC BYWAY**

Thank you for the opportunity to present a proposal to San Juan County to develop a presentation for the Trail of the Ancients in Utah on the Comprehensive Website for all Byways, along with a detailed itinerary that follows the route.

Working under a five-year agreement with the National Scenic Byway Foundation, the National Travel Center is populating a comprehensive website to feature all 1,100 Byways in the United States. The site encompasses a unique page for each Byway, coupled with a story and detailed itinerary that will be promoted to deliver positive economic impact in areas where the Byway is located.

### **Byway Experience Development**

The following activities will be conducted for the Trail of the Ancients National Scenic Byway:

1. Detailed research regarding the route, attractions and activities, heritage, cultural and intrinsic qualities, and towns along the Byway, along with the potential visitor experience along the route.
2. An introductory story which describes the overall Byway experience.
3. Selection of the attractions, activities, accommodations and restaurants to be included.
4. A thematic story with original copy describing each location to be included in the experience.
5. A comprehensive selection of images to illustrate the Byway, the story and each attraction.

### The Byway Web Presentation

1. An icon for the Trail of the Ancients National Scenic Byway will be featured on a specific page created for Utah which links to the Byway page.
2. The Byway is featured with an original copy description and slide show on a dedicated Byway page, which links to a specific Byway story or stories page.
3. Each Byway story page incorporates a featured illustration, a description of touring the Byway and five attractions with images and original descriptions featured in order of importance.
4. Each story page is linked to a detailed itinerary.

### Detailed Visitor Ready Itineraries

1. Each detailed visitor-ready itinerary organized into specific days of travel, including:
  - An introductory story
  - Description of touring the Byway
  - Description of each town along the route
  - Descriptions and images for each attraction and town organized in geographic order with specific information that facilitates visiting including address, telephone number, hours of operation, cost, and time to allow to visit.
  - Accommodations suggestions for destination distinctive lodging with breakfast at the appropriate locations, using, if possible, Bed and Breakfasts and Inns
  - Restaurant suggestions for both lunch and dinner in appropriate locations
  - Other detailed information to make traveling easier for visitors
2. All copy created for both the presentation and the detailed itinerary is original.
3. Each itinerary is compiled in an attractive, four-color pdf for ease of use.

### Marketing the Byways

The comprehensive website featuring all Byways will be promoted to travel consumers on both sides of the Atlantic. National Travel Center will utilize America’s Byways (the nationally recognized Byway brand) social media platforms to aggressively promote the Byways to travel consumers throughout the US. In addition, NTC will move beyond the 5-6 traditional social media platforms to take advantage of platforms such as Reddit and others where Byways are being discussed, featured and recognized. In addition, the Byways will be promoted to overseas tour operators and domestic organizations promoting route-based travel. Marketing the Byway will begin as soon as the presentation is complete and continue for the five year period of the agreement between National Scenic Byway Foundation and National Travel Center.

### Time Frame and Fees

It is anticipated that the entire presentation of Trail of the Ancients National Scenic Byway, Utah can be completed within 30 days, for a fee of \$1,500.

### Byway Expertise

The seven-member National Travel Center team is comprehensively experienced with decades of expertise required for successful Byways experience development, destination marketing, website development and social media marketing.

We look forward to creating a unique presentation for Trail of the Ancients National Scenic Byway and promoting it robustly.

Respectfully submitted,

Maree Forbes, Ph.D.

Managing Director, Comprehensive Website for All 1,100 Byways Project

Accepted \_\_\_\_\_ Date \_\_\_\_\_



# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

National Travel Center  
433 North Charlotte Street  
Lancaster, PA  
717-617-2051  
[www.nationaltravelcenter.org](http://www.nationaltravelcenter.org)



# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114 Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

Imagine standing on a 40-million-year-old geological work of art surrounded on all sides by dwelling places of the "sacred ones." Listen to the silence in an enchanting landscape filled with mesas, buttes and flying pinnacles. Crouch down to crawl through a small opening that suddenly expands into hundreds of stone recesses where thousands of Ancient ones lived more than 500 years before Columbus set foot in the new world. Imagine these dwelling places amidst a stupendous array of geological wonders formed by millions of years wind and water.



Welcome to the Trail of the Ancients. More than 1600 years ago, the Ancestral Puebloans or Anasazi placed their landmark cliff dwellings on the landscape of Southwestern Colorado in a culture that lasted 600 A.D. to 1300 A.D. The newest structures, which date from about 1130 A.D. are sophisticated buildings. Today, in one of few places completely immersed in the ancient civilization of the Southwest, more than 700 years of history resides in sheltered alcoves and elaborate stone villages. A journey on the Trail of the Ancients Scenic and Historic Byway takes you into this fascinating world of the past. A multitude of locations illustrate the level of sophisticated building and engineering these cultures accomplished and the timeless structures that are still standing silent in the desert as they have stood for millenniums on end.

# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

### Driving the Byway

We recommend beginning your journey in Durango, where you can explore the historic town known for its western flair and hospitality. A visit to the Toh-Atin Gallery introduces you to Native American and Southwestern art. Just a few miles outside Durango, you can explore the Southern Ute Cultural Center, to begin learning about the Native Americans who lived in the area in ancient times. Historic accommodations place you at the heart of the historic district and dinner recommendations let you enjoy the finest farm to table dining in the area, or a more traditional chuck wagon supper.



# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

On Day Two, you'll be heading for Cortez, for a further introduction to the ancient cultures at the Cortez Cultural Center which has been home to ancient peoples since 900A.D. Crow Canyon Archeological Center is a hands-on place where you can watch archeologists as they work and even accompany them on an adventure. Cortez is also the gateway to World Heritage Site, Mesa Verde National Park, the largest ancestral pueblo in the world. Here you can explore the homes and lives of the ancients up close and personal. Grab a bite to eat in Cortez or have lunch in either of the cafes in Mesa Verde. Plan to spend the entire afternoon at the Cliff Dwellings, Mesa Verde Visitor Center, the Far View sites, Chapin Mesa Archaeological Museum and more. There are several tours available to enhance the experience.

Day Three will be spent driving a circle tour of the Colorado portion of the Trail of the Ancients. Leaving Mesa Verde National Park, you'll travel up to Dolores, location of the Anasazi Heritage Center which displays art and artifacts from the ancient cultures. From there, a visit to the Canyon of the Ancients National Monument will let you explore Lowry Pueblo, built about 1060 A.D. It's smaller than Mesa Verde, but no less impressive. Continuing around the loop, a stop at Hovenweep takes you to a location inhabited for more than 10,000 years.

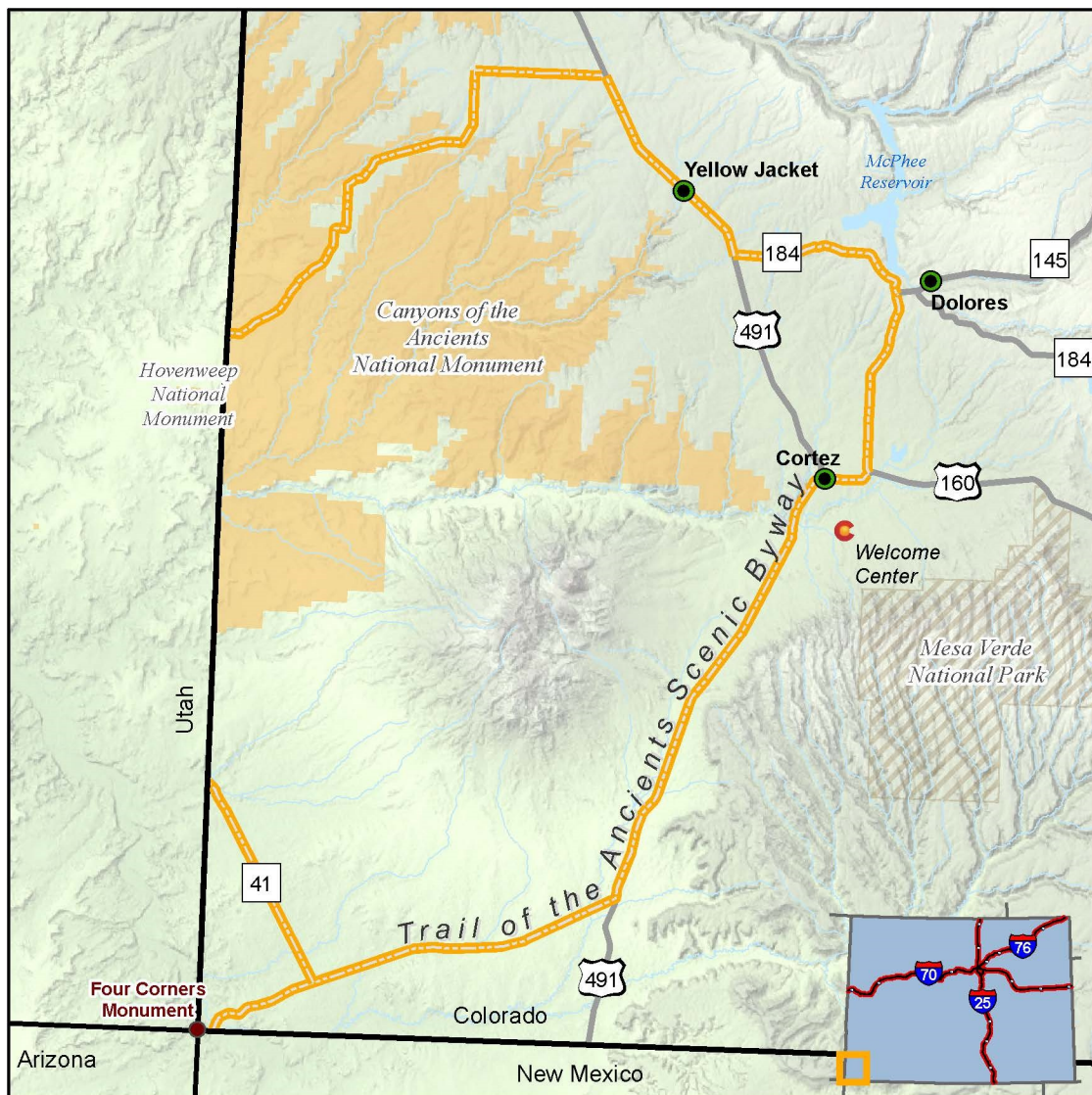


# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114Miles  
 4 Days/3 Nights  
 Gateway City: Durango  
 Colorado

After a stop at the Visitor Center to get your bearings, explore the Square Tower Group near the Visitor Center. From there, it's a short drive to the Holly, Hackberry and Horseshoe and Cutthroat Castle Group. The Cajon Group is the other direction from the Visitor Center. More extensive settlement began around 900 A.D. and the area ultimately became home to over 2,500 residents. At the end of the drive, you can continue on the Trail of the Ancients in Utah, return to Durango, or enjoy another of Colorado's Scenic and Historic Byway. Which ever you choose, we wish you a safe and pleasant journey home.



# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

### DAY ONE



### Durango

Even though Durango was founded in 1880, history in the region goes back to the early 1600s, when Spanish explorers named Rio de las Animas Perdidas – the River of Lost Souls – which now runs through town. Mountain men came next, followed by prospectors looking for gold. Today walking in the Victorian charm, you'll notice several different architectural styles which changed as Durango went through boom and bust. The railroad depot, the Wetter Building, several historic hotels, and the "Saloon District" have been carefully preserved. Even though the "jeans and cowboy hat dress code" will be immediately obvious, the town has more award-winning restaurants per capita than San Francisco. In fact, the high quality of life is the main reason that folks leave the city for the more casual mountain life.

# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

### Toh-Atin Gallery

The Toh-Atin Gallery is one of the most respected sources of Navajo rugs and weavings, Pueblo jewelry, pottery, Hopi Kachinas, Native American baskets and Indian and Southwestern arts in Colorado. 145 9<sup>th</sup> Street, Durango, CO 81301, 970-247-8277, M-Sat 9AM-6PM, Sun 10AM-5PM



### Southern Ute Cultural Center

A bit outside of Durango, in the opposite direction from the remainder of your trip, the exceptional symbolic architecture of the Southern Ute Cultural Center illustrates both cultural symbolism and a connection to the land. Inside, memories and history celebrate the Ute people. After your encounter with plants important to native subsistence, once inside, you'll be awed by Ponderosa pines rising 60 feet like a tipi, ending in a Circle of Life glass ceiling. The Permanent Gallery chronicles the story of the Ute people from prehistoric times to today. Photographic panels, audio-visual presentations, interactive electronics and life-size replicas enhance six themes of Ute life. 503 Ouray Drive, Ignacio CO, 970-563-9583, Daily, except for holidays, 45-minute tour, Free.

# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114 Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado



### Destination Distinctive Accommodation

**General Palmer Hotel**, 567 Main Avenue, Durango, CO 81301, 970-247-4747

The prestigious Victorian era General Palmer Hotel has operated continuously since it was built in 1898. Named after a Civil War general who resettled here, it is the only Historic Four Diamond Hotel in Southwest Colorado. Step back in time and experience the unique surroundings of the hotel while enjoying all the comforts of modern living.

### Destination Distinctive Dining

**Grassburgers**, 726 ½ Main Avenue, Durango, CO 81301, 970-247-1081

An award-winning farm to table restaurant featuring 100% grass fed burgers, with gluten free, vegan and allergy friendly options that are completely non-GMO.

**Eolus**, 919 Main Avenue, Durango, CO 81301, 970-259-2898

With exquisite food and excellent service, Eolus is considered the best restaurant in Durango.

**Bar D Old West Music Show and Chuckwagon Suppers**, 8080 County Road 250

Durango, CO 81301, 970-247-5753

Eat on frontier tin plates while enjoying a choice of entrees, served with potatoes, baked beans, homemade biscuits with honey, applesauce, home baked cake, and cowboy coffee or lemonade. Starting at \$29 per person, Dinner at 6:30PM

# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114 Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

### DAY TWO

#### Cortez

Located on the Old Spanish Trail that connected California, New Mexico, and southern Colorado, Cortez is steeped in the history of the ancient peoples who called this high desert area home. The actual town began in 1886 to house men who were building an elaborate network of tunnels, irrigation ditches and laterals that diverted water from the Dolores River into the Montezuma Valley.

#### Cortez Cultural Center – Hawkins Preserve

The Hawkins Preserve has been home to ancient cultures since 900 A.D. The entire 122 acres was put into protected status to protect the treasured archaeological resources from the Pueblo I and Pueblo II periods. Hawkins also hosts a gallery featuring local artists and nightly Native American dance performances are held throughout the summer. An ADA accessible concrete trail traverses the northern reaches of the Preserve, while single track dirt paths lead to archaeological ruins and the Dakota sandstone cliffs. 25



North Market Street, Cortez, CO 81321, 970-565-1151, Hawkins Preserve, Dawn to Dusk, Cultural Center Hours vary.



# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

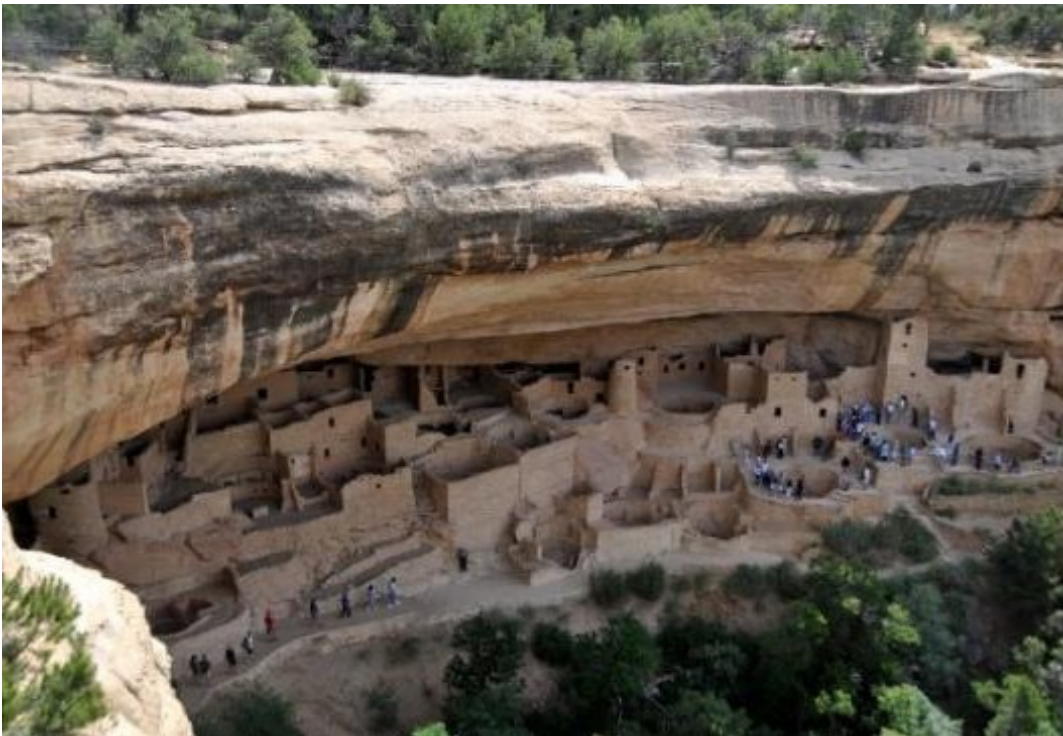
### Crow Canyon Archeological Center

Rather than serving as a museum, Crow Canyon is a research center focusing on the ancestral Pueblo occupation of southwestern Colorado. Archeologists here have continuously contributed some of the most important new work in Southwestern archaeology gathered from more than 30 sites. A half-mile walking tour takes you on a behind-the-scenes look at an archaeological research center, on which you will also visit the archaeology lab to see ancient artifacts up close. If your schedule permits, full day tours of archaeological locations filled with in depth information are offered. 23390 County Road K, Cortez, CO 81321, 970-565-9875

### Destination Distinctive Dining

**La Casita De Cortez**, 350 Main Street, Cortez, CO 81321, 970-565-0223

Locals consider that La Casita de Cortez the best and most authentic Mexican foot in the Southwest, with visitors voting it #1 on Trip Advisor and Yelp.



# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114 Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

### Mesa Verde National Park

As America's premier archaeological wonder, Mesa Verde is one of 50 must see places of a lifetime. The expansive dugout area was occupied for 700 years. Here you can tour the Cliff Palace, climb ladders into Balcony House, and walk into the Long House (these locations can only be toured with a guide) to hear the wind whispering through the shadowed rooms. You can take a self-guided tour of Spruce Tree House, Step House, Badger House and other sites on Mesa Top and the Far View Sites Complex. Prepare to be awestruck!

### Mesa Verde Visitor Center

Exhibits at the Mesa Verde Visitor Center offer glimpse of the richness of daily life in the Ancestral Pueblo. Along with information about modern descendants of the Ancestral Pueblo people, the center features sculpture and art that reflect the perspectives of today's artists on Mesa Verde, its people and landscape.



# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114Miles  
4 Days/3 Nights  
Gateway City: Durango  
Colorado

### Cliff Dwellings: Cliff Palace, Balcony House, Long House

Grab your sense of adventure as you go up and down ladders and through the tight spaces of Cliff Palace, the crown jewel of the Park and an architectural masterpiece. Built between 1190 and 1280 A.D, the cohesive community was constructed using sophisticated building techniques. The 150 rooms and 23 kivas (ceremonial rooms) held a population of about 100. Balcony House features with 40 rooms and passageways constructed over time. The tunnel, passageways, and modern 32-foot entrance ladder make this the most adventurous cliff dwelling tour in the park. Long House located on Wetherill Mesa, lets you see a different side Mesa Verde. The



structure feels both grand and intimate at the same time, with views of the changing landscapes and distant canyons. In the rest of the park, about three-fourths of the nearly 600 cliff dwellings are made up of 1-5 room apartment like enclosures.

The ranger-assisted tours of the above structures are timed-entry experiences that allow you to move through the cliff dwellings at your own pace. Rangers are stationed along the route to facilitate and provide additional interpretation.

Cliff Palace and Long House: Tours at 9AM, 11:30AM, 1PM and 3:30PM, Daily, June 16-Oct 23. Cliff Palace tours are 30 minutes. Long House tours are 60 minutes, Adults \$8 each. Tour tickets, available 14 days in advance, can be purchased in advance on recreation.gov, or by calling 877-444-6777, 8AM Mountain time. Tickets are in great demand, order then as soon as the date of your visit is firm.

# Trail of the Ancients

## Walking in the Footsteps of the Ancients

114 Miles  
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Colorado

### Far View Sites

The Far View neighborhood was the earliest settlement in the park, occupied nearly 200 years before the cliff dwellings began. It was home to hundreds of people in nearly 50 villages within a half square mile area, living in modest homes interspersed with small farm fields. Today, the Far View House, Pipe Shrine House, Coyote Village, Far View Reservoir, Megalithic House, and Far View Tower are open for touring and a woodland trail takes you to all six sites.



### Chapin Mesa Archeological Museum

The 1922 Chapin Mesa Archeological Museum is a historic landmark. To make suit the remainder of the Park, the museum was constructed using Cliff House Sandstone, the same type of rock used by the Ancestral Pueblo. A series of dioramas illustrate Ancestral Pueblo life and a chronology of Ancestral Pueblo culture enhanced with artifacts. The 25-minute film provides an excellent overview of the history of Mesa Verde.

# Trail of the Ancients

## Walking in the Footsteps of the Ancients

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Colorado

### Mesa Top Sites

The Badger House Community has four major sites: Modified Basketmaker Pithouse, Developmental Pueblo Village, Badger House, and Two Raven House. In addition, the Cedar Tree Tower, built between 1100-1300 A.D. was likely used for ceremonial purposes. The winding 12-mile drive begins at Wetherill Mesa Road and a round trip walk through the site takes you through 600 years of prehistory with interpretive signs guiding the way.

### Mesa Top Loop Road

Take the 6-mile Mesa Top Loop Road for an auto tour that takes you to 12 short easily-accessible paved trails to view surface sites and overlooks of cliff dwellings, including Square Tower House Overlook, and views of Cliff Palace from Sun Point View and Sun Temple. Download the audio tour found in the Park website, narrated by a descendent of the people who once lived here, and listen to it as you drive past the 10 stops on the route. The whole tour lasts about 40 minutes.



# Trail of the Ancients

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### **Destination Distinctive Accommodations**

#### **Far View Lodge, Mesa Verde National Park**

For the most spectacular views, choose a Kiva Deluxe View Room in Far View Lodge, sitting on a perch near mile marker 15 on the main park road. Accommodations here are simple here, no TVs and nothing fancy. The unobstructed panoramic vistas stretch for hundreds of miles into three states in this absolutely beautiful and peaceful place where people lived for seven centuries.

### **Destination Distinctive Dining**

#### **Far View Terrace Café or Spruce Tree Terrace Café**

Enjoy lunch in either of the cafes at Mesa Verde and dinner at Far View Lodge.

# Trail of the Ancients

## Walking in the Footsteps of the Ancients

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Colorado

### DAY THREE

#### Dolores

Dolores is a wonderful small town, with a unique mixture of shops, restaurants, taverns and a brew pub. The Dolores River runs on one side and rock cliffs bound the other. The San Juan National Forest and McPhee Reservoir are a mile away.

#### Canyon of the Ancients National Monument

Encompassing 164,000 acres of high desert, the Canyon of the Ancients National Monument is the densest of any archeological site in the United States. It is an exceptionally well preserved tribute to the native cultures who lived here for 10,000 years. There are more than 6,355 recorded sites that reflect life in the villages: plus field houses, check dams, reservoirs, shrines, springs, fields, petroglyphs and sweat lodges, plus an estimated 30,000 not yet studied. 9651 Road N, Cortez, CO 81321, 970-882-5600, Dawn to Dusk, Free.



#### Anasazi Heritage Center

The Anasazi Heritage Center features the culture of the Ancient ones who lived in the Canyon of the Ancients National Monument. Here, you can weave cloth, grind corn and use tools of the ancient dwellers. Plus, you can explore two 12<sup>th</sup> century pueblos named after the Spanish Franciscan friars who came to Colorado seeking a shortcut to California. The Escalante Pueblo illustrates three major periods of settlements that have taken place in the area. 27501 Highway 184, Dolores, CO 81323, 970-882-5600, Tues-Sun 9AM-6PM, Adults \$6

# Trail of the Ancients

## Walking in the Footsteps of the Ancients

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### Lowry Pueblo

Dating from 1060 AD, the 40 rooms of the Lowry Pueblo offers a more close-up experience of the Ancestral Puebloan. The Great Kiva ceremonial chamber is complemented with a smaller Painted Kiva dating from 1170 A.D. The expansive landscapes beyond the village deliver uninterrupted views of 1,500 square miles of high, dry, rolling plateaus scoured by deep canyons. Located in the Canyon of the Ancients National Monument. Daily 8AM-8PM,

### Hovenweep National Monument

Standing for centuries in the Southwestern desert, Hovenweep was once home to over 2,500 people. Six prehistoric Puebloan villages within 20 square miles encompass a variety of buildings, multistory towers, and other constructions balanced on boulders. The attention to detail in these ancient structures will have you marveling at the skill of the builders. County Road 10 through Canyon of the Ancients National Monument

### Hovenweep Visitor Center

Start here to begin learning about the human habitation at Hovenweep. The original nomads following seasonal weather patterns visited the Cajon Mesa to gather food and hunt game before they settled and planted crops around 900 A.D. Sunrise to Sunset, Free.





# Trail of the Ancients

## Walking in the Footsteps of the Ancients

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### Square Tower Group

The largest collection of ancestral Puebloan structures at Hovenweep includes the remains of nearly 30 kivas in Little Ruin Canyon and a variety of other structures on the canyon rim, under ledges and perched on boulders. Built on a boulder near a spring, the three-story Square Tower has a check dam above it to increase water storage. It is possible the structures on the slopes of Little Ruin Canyon, perched on the canyon rims, balanced on boulders, and tucked under ledges, ultimately housed 500 people. The location of the towers and kivas at the head of the canyon were related to the hydrology of the area and how the residents utilized and retained water in the desert landscape. A moderately strenuous trail follows the canyon rim and offers excellent views of every structure. The Square Tower Group is the only site within the monument that is accessible by a paved road.

### Holly, Horseshoe and Hackberry Groups

The Tilted Tower and Holly Tower are located at the head of Keeley Canyon. A portion of the Tilted Tower collapsed when the boulder it was built on shifted. The Holly Tower located right inside the canyon was constructed over a seep. Each floor was built from the inside, one floor at a time. The Horseshoe Group and Hackberry Group are next. A one mile round trip walk takes you to both structures, built about 800 years ago. Horseshoe Tower was placed to provide a clear view to all of Horseshoe Canyon. Further along the trail, four masonry structures form Horseshoe House, constructed of stones shaped prior to setting and a mortar of clay, sand and ash holding them together. A bit further on, the Hackberry Group likely had one of the largest populations in all of the area, with as many as 250-350 residents at any given time. This appears to be primarily because there was constant seepage of water. Numerous water collection devices were used to preserve all precipitation. In fact a 27 year drought was what caused the communities to abandon Hovenweep, with the population migrating further south.



# Trail of the Ancients

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### Cutthroat Castle Group

The Cutthroat Castle area was documented in 1929 but not added to Hovenweep until 1956. Intended to connect with the world below and the world above, the floor of each kiva is built below ground level to relate to the world below. The entrance to a kiva is typically through the roof to relate to the world above. Access to Cutthroat Castle Kiva is from below the boulder on which the kiva is built. Though it may appear isolated, the ancestral Puebloan population at Cutthroat Castle was quite large with a number of kivas important in the Puebloan religion located downstream.

### Cajon Group

About 80-100 people are believed to have lived at the Cajon site, built at the head of another canyon. The remains of a circular tower conforms to the shape of three boulders, speaks to the skill and craftsmanship of the ancestral Puebloans who lived at Hovenweep.



## 2021 Proposed Mid-Year Budget Adjustments Fund 10

Tuesday, August 17, 2021

### Revenue

Fund/Dept.	Account #	Account Name	Incr/(Decr)
<b>Fund 10</b>			
<b>General Fund</b>			
Taxes	3110000	Property Taxes	150,000.00
	3170000	Fee in Lieu of Tax	(105,000.00)
	3195000	Tax Refunds	95,150.00
<b>Total Taxes</b>			<b>140,150.00</b>
Licenses and Permits	3220000	Business Licenses	2,500.00
	3221000	Building Permits	30,000.00
	3222000	Marriage Licenses	1,300.00
	3223000	Other Licenses/Permits	1,500.00
<b>Total Licenses and permits</b>			<b>35,300.00</b>
Intergovernmental	3310000	Other Federal Grants	122,500.00
	3311000	America Recovery Act Funds	1,486,700.00
	3330000	Federal Payment in Lieu of Tax	277,388.00
	3334000	title 3C2 Home Delivered Meals	23,060.00
	3337000	Respite, RST	18,579.00
	3338000	Medicaid Waiver	(30,000.00)
	3341000	CDBG	66,600.00
	3346000	CSBG	3,876.00
	3359000	SRS - Secure Rural Schools	27,094.00
	3381000	Work of Cities	103,000.00
	3386000	State Fire Reimbursement	5,227.00
	3388000	Utah Navajo Revitalization Fund	15,061.00
<b>Total Intergovernmental revenue</b>			<b>632,385.00</b>
Charges for Services	3410000	Election Fees	25,000.00
	3412000	Recording of Legal Documents	28,000.00
	3414000	Recorder Document Access Fees	4,000.00
	3493000	Weed and Rodent Control Fees	15,000.00
	3495000	Copier	6,000.00
	3497000	Aging Contributions	2,857.00
<b>Total Charges for services</b>			<b>80,857.00</b>
Miscellaneous Revenue	3660000	Insurance Proceeds	3,058.00
	3693000	Fair Board Promotions	468.00
	3830000	Contribution Private	1,000.00
<b>Total General Fund Revenue:</b>			<b>2,379,918.00</b>

## 2021 Proposed Mid-Year Budget Adjustments Fund 10

Tuesday, August 17, 2021

### Expenses

Fund/Dept.	Account #	Account Name	Incr/(Decr)
<b>Fund 10                                          General Fund</b>			
Commision	4111230	Travel Expense	5,000.00
<b>Total Board of Commissioners</b>			<b>5,000.00</b>
Planning and Zoning	4114620	Miscellaneous Services	500.00
<b>Total Planning and Zoning Commission</b>			<b>500.00</b>
Personnel / Risk Management	4134220	Public Notices	4,000.00
	4134280	Telephone	(700.00)
<b>Total Personnel/Risk Management</b>			<b>3,300.00</b>
Clerk/Auditor	4142230	Travel Expense	700.00
	4142240	Office Expense	1,500.00
<b>Total Clerk/Auditor</b>			<b>2,200.00</b>
Recorder	4144210	Subscriptions and Memberships	200.00
	4144230	Travel Expense	1,000.00
	4144240	Office Expense	2,500.00
	4144250	Equipment Operation	(2,000.00)
	4144251	Gas, Oil and Grease	(800.00)
	4144254	Maintenance Contracts	(400.00)
	4144610	Miscellaneous Supplies	(600.00)
	4144620	Miscellaneous Services	(300.00)
<b>Total Recorder</b>			<b>(400.00)</b>
Assessor	4146220.00	Public Notices	400.00
	4146230.00	Travel Expense	1,000.00
	4146240.00	Office Expense	(800.00)
	4146241.00	Postage	(1,800.00)
	4146242.00	Software Maintenance	2,000.00
	4146250.00	Equipment Operation	2,500.00
	4146251.00	Gas, Oil and Grease	500.00
	4146280	Telephone	500.00
<b>Total Assessor</b>			<b>4,300.00</b>
Non-Departmental	4150920	Cares Act Expenses	503,615.00
	4150925	America Recovery Act Expenses	1,486,700.00
<b>Total Non-Departmental</b>			<b>1,990,315.00</b>
Sheriff's Annex	4165260	Buildings and Grounds	(1,500.00)
<b>Total Sheriff's Annex Building</b>			<b>(1,500.00)</b>
Public Safety Building	4166260	Buildings and Grounds	2,000.00
<b>Total Public Safety Building</b>			<b>2,000.00</b>

## 2021 Proposed Mid-Year Budget Adjustments Fund 10

Tuesday, August 17, 2021

### Expenses

Fund/Dept.	Account #	Account Name	Incr/(Decr)
<b>Fund 10</b>			
<b>General Fund</b>			
Elections	4173220	Public Notices	1,000.00
	4173230	Travel Expense	1,000.00
	4173240	Office Expense	500.00
	4173241	Postage	3,000.00
	4173280	Telephone	120.00
	4173310	Professional and Technical	20,000.00
<b>Total Elections</b>			<b>25,620.00</b>
Promotion / Marketing	4194620	Miscellaneous Services	2,000.00
<b>Total Promotion and Marketing</b>			<b>2,000.00</b>
<b>Total Sheriff Airplane</b>			<b>(19,300.00)</b>
Weed and Rodent Control	4256110	Salaries and Wages	26,000.00
<b>Total Weed and Rodent Control</b>			<b>26,000.00</b>
Historical Commission	4575310	Professional and Technical	15,000.00
<b>Total Historical Commission</b>			<b>15,000.00</b>
SJC Homeless Committee	4665310	Professional and Technical	50,000.00
<b>Total SJC Homeless Committee</b>			<b>50,000.00</b>
Senior Citizens Centers	4676740	Equipment Purchases	66,600.00
<b>Total Senior Citizens Centers</b>			<b>66,600.00</b>
Cal Black Airport	5430260	Buildings and Grounds	50,490.00
	5430620	Miscellaneous Services	(8,490.00)
<b>Total Cal Black Airport</b>			<b>42,000.00</b>
Undistributed Employee Benefit	4965137	Workmens Compensation	4,079.00
	4965140	Other Employee Benefits	1,500.00
<b>Total Undistributed Employee Benefit</b>			<b>5,579.00</b>
	4830910	Transfers to Other Funds	6,000.00
<b>Transfers to Other Funds</b>			<b>474,000.00</b>
<b>Total Expenditures:</b>			<b>2,525,214.00</b>
<b>Total General Fund Change In Net Position</b>			<b>83,347.00</b>

Transfer of American Recovery Act Funds of \$300,000 to funds 10, 21, 25, 26, 57 and 72 to make up for lost revenue in 2019 and 2020, \$40,000 to Visitor Services, \$87,000 for a maintenance supervisor, \$87,000 for a grant manager under administration, Total transfer of funds \$474,000

**2021 Proposed Mid-Year Budget Adjustments for Fund 25**

Tuesday, August 17, 2021

**Expenses**

Fund/Dept.	Account #	Account Name	Incr/(Decr)
Fund 25	<b>Health Fund</b>		
Public Health	4310210	Subscriptions and Memberships	1,230.00
	4310310	Professional and Technical	11,000.00
	4310620	Miscellaneous Services	1,000.00
	4310980	Intergovernment Charges	12,000.00
<b>Total Public Health</b>			<b>25,230.00</b>
<b>Total Change In Net Position</b>			<b>(25,230.00)</b>

**2021 Proposed Mid-Year Budget Adjustments Fund 63**

Tuesday, August 17, 2021

<b>Revenue</b>			
Fund/Dept.	Account #	Account Name	Incr/(Decr)
Fund 63	<b>Tort Liability Fund</b>		
	3820000	Contribution Other Funds	6,000.00
<b>Total Revenue:</b>			<b>6,000.00</b>
<b>Expenses</b>			
Fund/Dept.	Account #	Account Name	Incr/(Decr)
Fund 63	<b>Tort Liability Fund</b>		
	4910510	Insurance and Bonding	5,662.00
<b>Total Expenditures:</b>			<b>5,662.00</b>
<b>Total Change In Net Position</b>			<b>338.00</b>

## 2021 Proposed Mid-Year Budget Adjustments Fund 72

Tuesday, August 17, 2021

### Revenue

Fund/Dept.	Account #	Account Name	Incr/(Decr)
<b>Fund 72</b>	<b>Library</b>		<b>Difference</b>
Library Revenue	3310000	Other Federal Grants	36,000.00
	3340000	Other State Grants	(6,600.00)
	3350000	Other Misc Grants	36,000.00
	3413000	Library Fees	(10,500.00)
	3415000	Sale of Maps/Publications	3,000.00
	3495000	Copier	5,000.00
	3610000	Interest on Earnings	(3,000.00)
	3690000	Sundry Revenues	686.00
	3830000	Contributions Private	(850.00)
<b>Total Revenue:</b>			<b>59,736.00</b>

### Expenses

Fund/Dept.	Account #	Account Name	Incr/(Decr)
<b>Fund 72</b>	<b>Library</b>		<b>Difference</b>
Library Expenses	4581220	Public Notices	260.00
	4581230	Travel Expense	(750.00)
	4581240	Office Expense	750.00
	4581241	Postage	(2,600.00)
	4581242	Software Maintenance	(500.00)
	4581250	Computer Maintenance / Supplies	(500.00)
	4581251	Gas, Oil and Grease	(1,000.00)
	4581280	Telephone	(3,000.00)
	4581480	Collection Development	(6,000.00)
	4581620	Special Programs	(2,785.00)
	4581920	Grant Expenses	69,000.00
<b>Total Expenditures:</b>			<b>54,299.00</b>

**Total Change In Net Position**

**5,437.00**



SAN JUAN COUNTY UTAH  
RESOLUTION NO 2021 - \_\_\_\_\_

**2021 Proposed Mid-Year Budget Adjustments**

Tuesday, August 17, 2021

Resolution: Pursuant UCA 17-36-26 (2017), 17-36-24 (1975), and 17-36-23 (1975) as amended, Passed and approved this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.  
Those voting aye:  
Those voting nay:  
Thos absent or abstaining.

Board of San Juan County Commissioners

Attest:

\_\_\_\_\_  
Willie Grayeyes, Chair

\_\_\_\_\_  
Lyman W. Duncan, Clerk/Auditor



## COMMISSION STAFF REPORT

**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of the *Public Health Emergency and Healthcare Preparedness Programs – San Juan FY22* contract between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer

**RECOMMENDATION:** Make a motion approving the agreement.

### SUMMARY

The general purpose of this contract is to provide for the continuation of activities designed to develop, sustain, and demonstrate progress toward achieving fifteen public health and four healthcare preparedness capabilities as they pertain to the local public health department's purview.

The service period of this contract is 07/01/2021 through 06/30/2024, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.

The UDOH agrees to pay \$114,897.00, with federal funds, in accordance with the provisions of this contract.

### HISTORY/PAST ACTION

### FISCAL IMPACT

Budgeting requirement to match 10% of the grant amount. This amount will be \$11,489.70.



# UTAH DEPARTMENT OF HEALTH CONTRACT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2221617  
Department Log Number

222700181  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is Public Health Emergency and Healthcare Preparedness Programs - San Juan FY22
2. **CONTRACTING PARTIES:** This contract is between the Utah Department of Health (DEPARTMENT) and the following CONTRACTOR:

**PAYMENT ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**MAILING ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**Vendor ID:** 06866HL  
**Commodity Code:** 99999

3. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this contract is provide for the continuation of activities designed to develop, sustain, and demonstrate progress toward achieving fifteen public health and four healthcare preparedness capabilities as they pertain to the local public health department’s purview.
4. **CONTRACT PERIOD:** The service period of this contract is 07/01/2021 through 06/30/2024, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.
5. **CONTRACT AMOUNT:** The DEPARTMENT agrees to pay \$114,897.00 in accordance with the provisions of this contract. This contract is funded with 100% federal funds, 0% state funds, and 0% other funds.
6. **CONTRACT INQUIRIES:** Inquiries regarding this Contract shall be directed to the following individuals:

**CONTRACTOR**

Mike Moulton  
(435) 587-3838  
mmoulton@sanjuancounty.org

**DEPARTMENT**

Family Health and Preparedness  
Preparedness Grants  
Kevin McCulley  
(801) 273-6669  
kmcculley@utah.gov

7. SUB – RECIPIENT INFORMATION:

DUNS: 079815014

Indirect Cost Rate: 0%

Federal Program Name:	Public Health Emergency Preparedness (PHEP) Cooperative Agreement	Award Number:	5 NU90TP922027-03-00
Name of Federal Awarding Agency:	Centers for Disease Control and Prevention	Federal Award Identification Number:	NU90TP922027
CFDA Title:	Public Health Emergency Preparedness	Federal Award Date:	7/1/2021
CFDA Number:	93.069	Funding Amount:	\$114897

8. REFERENCE TO ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:

Attachment A: Special Provisions for Local Health Departments

Attachment B: PHEP Special Provisions

9. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:

- A. All other governmental laws, regulations, or actions applicable to services provided herein.
- B. All Assurances and all responses to bids as provided by the CONTRACTOR.
- C. Utah Department of Health General Provisions and Business Associates Agreement currently in effect until 6/30/2023.

10. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.

Intentionally Left Blank

**Contract with Utah Department of Health and San Juan County, Log # 2221617**

IN WITNESS WHEREOF, the parties enter into this agreement.

**CONTRACTOR**

**STATE**

By: \_\_\_\_\_  
Willie Grayeyes                                  Date  
County Commission Chair

By: \_\_\_\_\_  
Shari A. Watkins, C.P.A.                                  Date  
Director, Office Fiscal Operations

**ATTACHMENT A: SPECIAL PROVISIONS FOR LOCAL HEALTH DEPARTMENTS**  
**FY21-22 Public Health Emergency Preparedness (PHEP) and**  
**Hospital Preparedness Program (HPP) Cooperative Agreements**

**I. Definitions**

- A. "ASPR" means the federal Assistant Secretary for Preparedness and Response.
- B. "At-Risk Individuals" is defined at <https://www.phe.gov/Preparedness/planning/abc/Pages/afn-guidance.aspx>.
- C. "Budget Period" refers to the 12-month period beginning July 1 through June 30.
- D. "Budget Period 3" refers to the third budget period, July 1, 2021 through June 30, 2022 of the 2019-2024 Project Period.
- E. "Budget Period 4" refers to the third budget period, July 1, 2022 through June 30, 2023 of the 2019-2024 Project Period.
- F. "Budget Period 5" refers to the third budget period, July 1, 2023 through June 30, 2024 of the 2019-2024 Project Period.
- G. "CDC" means the federal Centers for Disease Control and Prevention.
- H. "Cooperative Agreement" means the federal Hospital Preparedness Program (U3REP190560) and Public Health Emergency Preparedness Program Cooperative Agreement (NU90TP922027).
- I. "CRI" means Cities Readiness Initiative, which is a CDC program designed to enhance preparedness in the nation's largest cities and metropolitan statistical areas (MSAs).
- J. "Department" means the Utah Department of Health, Bureau of Emergency Medical Services and Preparedness.
- K. "Entity" means all of the following, as defined in 2 CFR part 25: Governmental organization, which is a State, local government, or Indian tribe; a foreign public entity; a domestic or foreign nonprofit organization; a domestic or foreign for-profit organization; or a Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
- L. "ESAR-VHP" means the Emergency System for the Advanced Registration of Volunteer Health Professionals.
- M. "Executive" means officers, managing partners, or any other employees in management positions.
- N. "FOA" means Funding Opportunity Announcement.
- O. "HCC" means regional Health Care Coalition.
- P. "Healthcare Preparedness Capabilities" means the four capabilities specific to healthcare referenced in *National Guidance for Healthcare System Preparedness* found at <https://www.phe.gov/Preparedness/planning/hpp/reports/Documents/2017-2022-healthcare-pr-capabilities.pdf>.
- Q. "HPP" means Hospital Preparedness Program, as described in the Cooperative Agreement.
- R. "HSEEP" means the federal Homeland Security Exercise and Evaluation Program.
- S. "MCM" means the CDC Medical Countermeasures program.
- T. "MCMDD" means the CDC's Medical Countermeasure Distribution and Dispensing.
- U. "MRC" means Medical Reserve Corps.
- V. "ORR" means MCM Operational Readiness Review.

- W. "PAHPAIA" means the Pandemic and All-Hazards Preparedness and Advancing Innovation Act (PAHPAIA) signed June 2019 and found at <https://www.phe.gov/Preparedness/legal/pahpa/Pages/pahpaia.aspx>.
- X. "PHEP" means Public Health Emergency Preparedness.
- Y. "POD" means Points of Dispensing for MCMs.
- Z. "PPE" means personal protective equipment.
- AA. "Project Period" means the five year period of the 2019-2024 Cooperative Agreement, July 1, 2019 through June 30, 2024.
- BB. "Public Health Preparedness Capabilities" means the fifteen capabilities specific to public health as identified by the CDC and referenced in the Cooperative Agreement, titled *Public Health Preparedness Capabilities: National Standards for State and Local Planning*, found at <https://www.cdc.gov/cpr/readiness/capabilities.htm>
- CC. "SNS" means the federal Strategic National Stockpile program.
- DD. "Sub-recipient" as defined and described in the agreement between the parties titled "General Provisions and Business Associate Agreement" effective July 1, 2019 through June 30, 2024.
- EE. "Total Compensation" means the cash and noncash dollar value earned by the Executive during the Department's or Sub-recipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
  - 1. Salary and bonus;
  - 2. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments;
  - 3. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of Executives, and are available generally to all salaried employees;
  - 4. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans;
  - 5. Above-market earnings on deferred compensation which is not tax-qualified; and
  - 6. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.
- FF. "Utah Responds" means the Utah ESAR-VHP system.

**II. Prevailing Purpose**

- A. This contract provides for the continuation of activities designed to develop, sustain, and demonstrate progress toward achieving fifteen public health and four healthcare preparedness capabilities as they pertain to the local public health department's purview.

**III. Projects and Funding – San Juan County Health Department**

- A. Attachment B - Public Health Emergency Preparedness \$114,897

**IV. Employee Personnel Time**

- A. The Sub-recipient shall only charge employee time spent on Sub-recipient preparedness tasks and activities directly related to the program as described in this contract.

**V. Department Contact Information:**

The Department encourages inquiries concerning this grant and special provisions, which should be directed to the following Department contacts:

For programmatic technical assistance, contact:

Kevin McCulley, Preparedness Programs Manager  
 Bureau of Emergency Medical Services and Preparedness  
 (801) 273-6669  
 kmcculley@utah.gov

For financial or budget assistance, contact:

Jerry Edwards, Financial Manager  
 Office of Fiscal Operations, Utah Department of Health  
 (801) 538-6647  
 jedwards@utah.gov

**VI. Payments**

- A. The Sub-recipient shall submit a final Monthly Expenditure Report for funding transfer no later than July 5, 2022.
- B. The Department agrees to reimburse the Sub-recipient up to the maximum amount of the contract for expenditures made by the Sub-recipient directly related to the program, as defined in the LHD General Provisions.

**VII. Requests for No Cost Extension or Carry-Over of Unobligated Funds**

- A. In the event that federal guidance provides a No Cost Extension or Carry-Over of funds to the Department, the Sub-recipient may request a No Cost Extension or Carry-Over of unobligated funds from the current budget period to the next budget period.
- B. Requests are due by the Sub-recipient to the Department within 30-days as requested by the Department. This date fluctuates annually and is at the discretion of ASPR and the CDC.
- C. There is no guarantee new funds will be available to continue activities in succeeding budget period(s).
- D. Carry-over limits shall be in accordance with the annual limits set by the CDC and ASPR. For the term of this grant, the carry-over limit is set at 100%.
- E. Requests for carry-over by the Sub-recipient shall be made on a template provided by the Department.



## VIII. Redirections of Funding

- A. The Sub-recipient shall submit budget redirection requests to the Department no later than March 15, 2022.
- B. All redirection requests shall include:
  1. Revised budget;
  2. Revised work plan (if any activities are changed due to the funds adjustment); and
  3. Justification statement for the request, including an explanation of budget and workplan items that were changed in order to accommodate the adjustment.

## IX. Use of Funds for Response

- A. These funds are intended primarily to support preparedness activities that help ensure state and local public health departments are prepared to prevent, detect, respond to, mitigate, and recover from a variety of public health threats.
- B. PHEP Funds for Response
  1. PHEP funds may, on a limited, case-by-case basis, be used to support response activities to the extent they are used for their primary purposes: to strengthen public health preparedness and enhance the capabilities of state, local, and tribal governments to respond to public health threats.
  2. Some PHEP planning activities may have immediate benefit when conducted or performed simultaneously with an actual public health emergency. It is acceptable to spend PHEP funds on PHEP planning activities that benefit the response effort, as long as the activities demonstrably support progress toward achieving CDC's 15 public health preparedness and response capabilities and demonstrate related operational readiness.
  3. The Sub-recipient and the Department must receive approval from CDC to use PHEP funds during response for new activities not previously approved as part of their annual funding applications or subsequent budget change requests.
    - a) The approval process may include a budget redirection or a change in the scope of activities. Prior approval by the CDC grants management officer (GMO) is required for a change in scope under any award, regardless of whether or not there is an associated budget revision.
    - b) Any change in scope must also be consistent with the Cooperative Agreement's underlying statutory authority, Section 319C-1 of the PHS Act, applicable cost principles, the notice of funding opportunity, and Department and Sub-recipient applications, including the jurisdictional all-hazards plans.
- C. HPP Funds for Response
  1. The Pandemic All-Hazards Preparedness and Advancing Innovation Act (PAHPAIA) amended section 319C-2 of the PHS Act to allow HPP funds to be used for response activities. HPP funds may, on a limited, case-by-case basis and with prior approval, be used to support response activities to the extent they are used for HPP's primary purpose: prepare communities and hospitals for public health emergencies and to improve surge capacity. The two emergency situations when recipients may use HPP funds during a state or locally declared emergency, disaster, or public health emergency outlined in the FY 2019-2023 HPP FOA remain in effect.

- a) ASPR may issue guidance during specific events (such as the COVID 2019 response) that may provide additional flexibility beyond what is listed in the FY 2019-2023 HPP FOA.
- b) Using a Declared Emergency as a Training Exercise
  - (1) The request to use an actual response as a required exercise and to pay salaries with HPP funds for up to seven (7) days will be considered for approval under these conditions:
    - (a) A state or local declaration of an emergency, disaster, or public health emergency is in effect;
    - (b) No other funds are available for the cost; and
    - (c) The Sub-recipient agrees to submit within 120 days (of the conclusion of the disaster or public health emergency) an After Action Request (AAR), a corrective action plan, and other documentation that supports the actual dollar amount spent.
- c) Note: A change in the scope of work is required to use an actual event as an exercise whether or not funds are needed to support salaries. Also, regardless of the amount of money used in response to an event, the recipient is still required to meet all the requirements of the original award.

## **X. HPP Required Provisions**

- A. Any conflict between the requirements set by the terms and conditions of the HPP Notice of Award and dHHS statutes and regulations will be resolved using the following order of precedence:
  - 1. Public Health Service Act, Section 311 (42 U.S.C. 243).
  - 2. Terms and conditions of the award.
  - 3. 45 CFR Part 75; (4) HHS Grants Policy Statement.
- B. Subaward Equal Treatment. Department, as the award Recipient, must comply with 45 CFR 75, including the provision that no State or local government recipient nor any intermediate organization with the same duties as a governmental entity shall, in the selection of service providers, discriminate for or against an organization's religious character or affiliation.
- C. Public Policy Requirements
  - 1. All public policy requirements included in "Public Policy Requirements" in Part I and Part II (pages II-2 through II-24) of the HHS Grants Policy Statement (GPS) apply as appropriate. See FOA#: EP-U3R-19-001 under which this award was issued for more information.
  - 2. As required by the Federal Funding Accountability and Transparency Act of 2006, this new award is subject to the subaward and executive compensation reporting requirement of 2 CFR Part 170. Although the full text of this regulation is attached, you may access the language online at <https://www.fsrc.gov/>.
- D. Reporting Subawards and Executive Compensation
  - 1. Reporting of first-tier Sub-recipient. You must report each action that obligates \$25,000 or more in federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and

Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity, unless you meet the exemption described in 3., below.

2. Where and when to report Executive Compensation. You must report executive total compensation described in this award term to the Department if you meet the following criteria, unless you qualify for the exemption described in 3., below.
    - a) The Sub-recipient shall report the names and total compensation of each of the Sub-recipient's five most highly compensated executives for the preceding completed fiscal year, if::
      - (1) In the preceding fiscal year, you received 80 percent or more of its annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
      - (2) In the preceding fiscal year, you received \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts), and federal financial assistance subject to the Transparency Act (and subawards); and
      - (3) The public does not have access to information about the compensation of the executives through 3 periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C.78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
    - b) You must report Sub-recipient executive total compensation described in this award to Department by the end of the month following the month during which you make the subaward.
  3. Exemption. If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report Subawards, and the total compensation of the five most highly compensated executives of any subrecipient.
- E. Accounting Records and Disclosure. Sub-recipient must maintain records which adequately identify the source and application of funds provided for financially assisted activities. These records must contain information pertaining to grant or subgrant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures, and income. Sub-recipient should expect that Department, or its designee, may conduct a financial compliance audit and on-site program review of grants with significant amounts of federal funding.
- F. Sub-recipients that use federal preparedness funds to support emergency communications activities should comply with current SAFECOM Guidance, a program managed by the Cybersecurity and Infrastructure Security Agency (CISA). The SAFECOM Guidance on Emergency Communications Grants (SAFECOM

Guidance) is an essential resource for entities applying for federal funding. It provides general information on eligible activities and terms and conditions that are common to most federal emergency communications programs, including provisions on technical standards that ensure and enhance interoperable communications. The Cybersecurity and Infrastructure Security Agency updates the document every year in close coordination with federal, state, local, tribal, and territorial stakeholders and partners. The most recent version of the SAFECOM Guidance is available at: <https://www.cisa.gov/safecom/funding>. Specifically, SAFECOM Guidance includes guidance to applicants on the following:

1. Recommendations for planning, coordinating, and implementing projects.
  2. Emergency communications activities that can be funded through federal grants.
  3. Best practices, policies, and technical standards that help to improve interoperability
  4. Resources to help grant recipients comply with technical standards and grant requirements.
  5. Primary guidance on emergency communications grants by the Administration, Office of Management and Budget, and federal grant program offices. .
- G. Travel Cost: In accordance with HHS Grants Policy Statement, travel costs are only allowable where such travel will provide direct benefit to the project or program. To prevent disallowance of cost, the Sub-recipient is responsible for ensuring that only allowable travel reimbursements are applied in accordance with their organization's established travel policies and procedures. The recipients' established travel policies and procedures must meet the requirements of 45 CFR Part 75.474.
1. Travel for participants other than staff (including committee members, etc.) should be listed under the cost category "other". The lowest available commercial fares for coach or equivalent accommodations must be used and are expected to follow federal travel policies found at <http://www.gsa.gov>.
  2. Travel narrative justification: Explain the purpose for all travel and how costs were determined. List any required travel, funds for local travel that are needed to attend local meetings, project activities, and training events. Local travel rate should be based on the agency's personally owned vehicle (POV) reimbursement rate, which should correspond with the GSA rate found at <http://www.gsa.gov>.
- H. Reducing Text Messaging While Driving. In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, dated October 1, 2009, Sub-recipient is encouraged "to adopt and enforce policies that ban text messaging while driving company-owned or - rented vehicles or GOV, or while driving POV when on official Government business or when performing any work for or on behalf of the Government."

## **XI. Funding Restrictions**

- A. The Sub-recipient shall use funds only for reasonable program purposes, including personnel, travel, supplies, and services.

- B. Expenses incurred during the contract period must support activities conducted during the same period.
- C. The funding restrictions for projects funded by the CDC PHEP are as follows:
1. Recipients may not use funds for research.
  2. Recipients may not use funds for clinical care except as allowed by law.
  3. Recipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
  4. Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
  5. Reimbursement of pre-award costs generally is not allowed, unless the CDC provides written approval to the recipient.
  6. Other than for normal and recognized executive-legislative relationships, no funds may be used for:
    - a) Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body; or
    - b) The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body.
    - c) See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance  
<https://www.cdc.gov/grants/additional-requirements/ar-35.html>
  7. The direct and primary recipient in a cooperative agreement program must perform a substantial role in carrying out project outcomes and not merely serve as a conduit for an award to another party or provider who is ineligible.
  8. In accordance with the United States Protecting Life in Global Health Assistance policy, all non-governmental organization (NGO) applicants acknowledge that foreign NGOs that receive funds provided through this award, either as a prime recipient or Sub-recipient, are strictly prohibited, regardless of the source of funds, from performing abortions as a method of family planning or engaging in any activity that promotes abortion as a method of family planning, or to provide financial support to any other foreign non-governmental organization that conducts such activities. See Additional Requirement (AR) 35 for applicability:  
<https://www.cdc.gov/grants/additionalrequirements/ar-35.html>
  9. Recipients may supplement but not supplant existing state or federal funds for activities described in the budget.
  10. Payment or reimbursement of backfilling costs for staff is not allowed.
  11. None of the funds awarded to these programs may be used to pay the salary of an individual at a rate in excess of Executive Level II or \$192,300 per year.
  12. Funds may not be used to purchase or support (feed) animals for labs, including mice.
  13. Funds may not be used to purchase a house or other living quarters for those under quarantine. Rental may be allowed with approval from the CDC OGS.

14. Recipients may (with prior approval) use funds for overtime for individuals directly associated (listed in personnel costs) with the award with prior approval from CDC OGS.
15. Lobbying: Other than for normal and recognized executive-legislative relationships, PHEP funds may not be used for:
  - a) Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body;
  - b) The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body; or
  - c) See additional requirements (AR 12) for detailed guidance on the prohibition and additional guidance on lobbying for CDC recipients [https://www.cdc.gov/grants/documents/antilobbying\\_restrictions\\_for\\_dc\\_grantees\\_july\\_2012.pdf](https://www.cdc.gov/grants/documents/antilobbying_restrictions_for_dc_grantees_july_2012.pdf).
16. Construction and Major Renovations: Recipients may not use funds for construction or major renovations.
17. Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly justified in the budget.
18. Passenger Road Vehicles: Funds cannot be used to purchase over-the-road passenger vehicles.
  - a) Funds cannot be used to purchase vehicles to be used as means of transportation for carrying people or goods, such as passenger cars or trucks and electrical or gas driven motorized carts.
  - b) Sub-recipients can (with prior approval) use funds to lease vehicles to be used as means of transportation for carrying people or goods, e.g., passenger cars or trucks and electrical or gas-driven motorized carts during times of need.
  - c) Additionally, PHEP grant funds can (with prior approval) be used to make transportation agreements with commercial carriers for movement of materials, supplies and equipment. There should be a written process for initiating transportation agreements (e.g., contracts, memoranda of understanding, formal written agreements, and/or other letters of agreement). Transportation agreements should include, at a minimum:
    - (1) Type of vendor;
    - (2) Number and type of vehicles, including vehicle load capacity and configuration;
    - (3) Number and type of drivers, including certification of drivers o Number and type of support personnel;
    - (4) Vendor's response time; and
    - (5) Vendor's ability to maintain cold chain, if necessary, to the incident.
    - (6) This relationship may be demonstrated by a signed transportation agreement or documentation of transportation planning meetings with the designated vendor.
    - (7) All documentation should be available to the CDC project officer for review if requested.

19. Transportation of Medical Material: Funds can (with prior approval) be used to procure leased or rental vehicles for movement of materials, supplies and equipment.
- a) Recipients can (with prior approval) use funds to purchase material-handling equipment (MHE) such as industrial or warehouse-use trucks to move materials, such as forklifts, lift trucks, turret trucks, etc. Vehicles must be of a type not licensed to travel on public roads.
  - b) Recipients may purchase basic (non-motorized) trailers with prior approval from the CDC OGS.
20. Procurement of Food and Clothing: Funds may not be used to purchase clothing such as jeans, cargo pants, polo shirts, jumpsuits, sweatshirts, or T-shirts. Purchase of vests to be worn during exercises or responses may be allowed.
- a) Generally, funds may not be used to purchase food.
21. Vaccines: With prior CDC approval, use funds to purchase caches of antibiotics for use by public health responders and their households to ensure the health and safety of the public health workforce during an emergency response, or an exercise to test response plans. Funds may not be used to supplant other funding intended to achieve this objective.
- a) With prior CDC approval, use funds to purchase caches of vaccines for public health responders and their households to ensure the health and safety of the public health workforce.
  - b) With prior CDC approval, use funds to purchase caches of vaccines for select critical workforce groups to ensure their health and safety during an exercise testing response plans.
    - (1) Recipients must document in their submitted exercise plans the use of vaccines for select critical workforce personnel before CDC will approve the vaccine purchase.
  - c) Recipients may not use PHEP funds to supplant other funding intended to achieve these objectives.
  - d) Recipients of PHEP-funded vaccines (within the context of the exercise) may include:
    - (1) Persons who meet the criteria in the CDC-Advisory Committee on Immunization Practices (CDC/ACIP) recommendations [www.cdc.gov/vaccines/acip/index.html](http://www.cdc.gov/vaccines/acip/index.html) for who should receive vaccine; and
    - (2) Persons who are not eligible to receive the vaccine through other entitlement programs such as Medicare, Medicaid, or the Vaccines for Children (VFC) program.
      - (a) VFC-eligible children or Medicare beneficiaries may participate in the exercise; however, they should be vaccinated with vaccines purchased from the appropriate funding source.
  - e) Funds may not be used to purchase vaccines for seasonal influenza mass vaccination clinics or other routine vaccinations covered by ACIP schedules.
  - f) Funds may not be used to purchase influenza vaccines for the general public.
  - g) Recipients may not use funds for clinical care except as allowed by law. For the purposes of this NOFO, clinical care is defined as "directly managing the medical care and treatment of individual patients."

PHEP-funded staff may administer MCMs such as antibiotics or vaccines as a public health intervention in the context of an emergency response or an exercise to test response plans. CDC does not consider this clinical care since it is not specific to one.

22. Laboratory Supplies: Instruments, reagents and supplies for the following are not generally purchased with PHEP funding:

- a) Instruments, reagents and supplies for testing seasonal influenza;
- b) Instruments, reagents and supplies for testing rabies;
- c) Instruments, reagents and supplies for routine food testing (surveillance);
- d) Instruments, reagents and supplies for testing vaccine preventable diseases (e.g. measles, mumps, etc.);
- e) Instruments, reagents and supplies for routine testing of vector-borne illnesses (both clinical and vector surveillance);
- f) Routine drug screening of laboratory staff; and
- g) Influenza vaccines (for the general public).
- h) Because recipients receive substantial assistance from CDC through other programs, recipients' set line items are funded under the appropriate program.

D. The funding restrictions for projects funded by the ASPR HPP are as follows:

1. Executive Level II Salary Cap For FY 2021, the Consolidated Appropriations Act, 2020 (Public Law 116-94) signed into law on January 3, 2021, restricts the amount of direct salary to Executive Level II of the Federal Executive Pay scale. The Executive Level II salary is \$199,300 annually. Funds made available by this award shall not be used by the grantee or subrecipient to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of current Executive Level II compensation requirements.
2. Gun Control. None of the funds made available through this award may be used, in whole or in part, to advocate or promote gun control.
3. Pornography. None of the funds made available through this award may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography.
4. Lobby Restrictions. The Sub-recipient must comply with 45 CFR Part 93. None of the funds made available through this award shall be used to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, grant or cooperative agreement, the making of any federal loan, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Influencing or attempting to influence means making, with the intent to influence, any communication to or appearance before an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of congress in connection with any covered action.



5. Trafficking In Persons. Provisions applicable to Sub-recipient that is a private entity.
  - a) Department, as the recipient, our employees, sub-recipients under this award, and subrecipients' employees may not:
    - (1) Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
    - (2) Procure a commercial sex act during the period of time that the award is in effect; or
    - (3) Use forced labor in the performance of the award or subawards under the award.
  - b) ASPR, as the Federal awarding agency may unilaterally terminate this award, without penalty, if Department or Sub-recipient that is a private entity:
    - (1) Is determined to have violated a prohibition in this section; or
    - (2) ii. Has an employee who is determined by the ASPR agency official authorized to terminate the award to have violated a prohibition in this section through conduct that is either—
      - (a) Associated with performance under this award; or
      - (b) Imputed to Department or Sub-recipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Governmentwide Debarment And "Suspension (Nonprocurement)," as implemented by ASPR.

## **XII. Acknowledgment of Funding**

- A. CDC Copyright Interests Provisions and Public Access Policy requires that all final, peer-reviewed manuscripts developed under the PHEP award upon acceptance for publication follow policy as provided on page 67, section 16 entitled, "Copyright Interests Provisions" of the Public Health Emergency Preparedness (PHEP) Cooperative Agreement award CDC-RFA-TP19-1901.
- B. Publications. All Sub-recipient publications, including: research publications press releases other publications or documents about research that is funded by ASPR must include the following two statements:
  1. A specific acknowledgment of ASPR grant support, such as: "Research reported in this [publication/press release] was supported by the Hospital Preparedness Program administered by Utah Bureau of EMS and Preparedness, the Department of Health and Human Services Office of the Assistant Secretary for Preparedness and Response under award number 5U3REP190560. And
  2. A disclaimer that says: "The content is solely the responsibility of the authors and does not necessarily represent the official views of the Department of Health and Human Services Office of the Assistant Secretary for Preparedness and Response."

**XIII. Dispute Resolution**

- A. If any dispute arises between the parties during the activities described by this Contract, the parties agree to seek a resolution through open communication and dialogue.
- B. Either party may request a conference to resolve a disputed issue (consistent with Utah Admin. Code R380-10-3, which supports dispute resolution at the lowest level possible).
- C. If a resolution cannot be reached, Department may bring supervisory personnel into the process to facilitate resolving issues and achieving agreement.
- D. The provisions in B. and C. of this Dispute Resolution section are not mandatory.
- E. If a dispute is not resolved within 30 days of Department decision, the Department's decision is considered the "initial agency determination," as defined by Utah Admin. Code R380-10-2(3).
- F. These provisions do not preclude or affect the provisions, rights, limitations, or timelines for appealing Department actions that are provided or required by Utah Code §§ 26-23-2, 26-1-4.1, or 26-1-7.1, Utah Admin. Code R380-10, or the Utah Administrative Procedures Act (Utah Code § 63G-4).
- G. In the event of any conflict between the Dispute Resolution provisions in the Special Provisions of this Contract with applicable law or rules, the provisions of the applicable law or rules shall control.

## ATTACHMENT B: PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP) SPECIAL PROVISIONS

### I. Project Objective

- A. Sub-recipient shall use Public Health Emergency Preparedness (PHEP) funding to build and sustain the fifteen Public Health Preparedness Capabilities, and the six Domain Strategies, as described in the 2019-2024 PHEP Funding Opportunity Announcement (FOA) and continuation guidance, to advance public health preparedness, ensuring that federal preparedness funds are directed to priority areas within Sub-recipient jurisdiction as identified through Sub-recipient gap assessment and strategic planning efforts.
1. The five-year project period 2019-2024 PHEP Funding Opportunity Announcement (FOA), as well as continuation guidance for successive budget periods, is located at <https://www.cdc.gov/cpr/readiness/phep.htm>.

### II. Prioritization of Public Health Preparedness Capabilities

- A. Sub-recipient shall prioritize their work on and resulting investments in the 15 Public Health Preparedness Capabilities and 6 Domain Strategies based upon:
1. Their Jurisdictional Risk Assessment (JRA);
  2. An assessment of current capabilities and gaps using the Public Health Preparedness Capabilities and Sub-recipient's Capability self-assessment process; and
  3. The CDC's recommended tiered strategy for Public Health Preparedness Capabilities and Domain Strategies.
- B. Everyday Use
1. Sub-recipient shall demonstrate achievement of capabilities through different means such as exercises, planned events, and real incidents.
  2. Sub-recipient shall use routine work activities and real incidents to evaluate their public health capabilities.

### III. Sub-recipient Responsibilities

- A. Sub-recipient's PHEP work plan and budget shall meet all requirements defined in this section and shall be evaluated by Department against the following criteria:
1. Whether the work plan narrative adequately describes planned activities for the budget period;
  2. Whether the budget and work plan have a reasonable relationship, correlation, and continuity, where applicable, with data from past performance;
  3. Whether the work plan includes adequate planned activities to monitor and demonstrate Pandemic and All-Hazards Preparedness Reauthorization Act (PAHPRA) and CDC defined performance measures;

4. Whether the work plan includes adequate planned activities to prioritize, build and sustain public health capabilities;
  5. Whether the work plan includes adequate planned activities which reflect progress to coordinate public health preparedness program activities and leverage program funding;
  6. Whether the budget line-items contain sufficiently detailed justifications and cost calculations; and
  7. The completeness of the work plan and budget.
    - a) Department agrees to review the PHEP work plan and budget.
    - b) Following the initial review, Department staff may call or email the Sub-recipient to collect additional information if needed.
    - c) Any programmatic questions regarding the submission requirements should be directed to the contact listed in Attachment A .
- B. Sub-recipient shall submit a PHEP work plan to Department:
1. The work plan is due annually within 30 days of contract execution, using the template provided by Department.
  2. The work plan shall include the program requirements listed in Section VI. Program Requirements.
  3. Department agrees to provide the PHEP work plan template via email thirty (30) days before the due date.
  4. The work plan must describe planned activities for each budget period within the five-year project period, and include:
    - a) Continuing efforts to build and sustain the 15 Public Health Preparedness Capabilities and six Domain Strategies;
    - b) Specific capabilities from the 15 Public Health Preparedness Capabilities and six Domain Strategies to work on in any single budget period;
    - c) The goal of achieving all 15 Public Health Preparedness Capabilities and six Domain Strategies by the end of the current five-year project period based on their jurisdictional priorities and resources;
    - d) Building and maintaining each Capability and Domain to the scale that best meets their jurisdictional needs, so they are fully capable of responding to public health emergencies regardless of size or scenario; and
    - e) The status of each PHEP Capability in the Work Plan, including any self-selected priority Capabilities for each budget period.
- C. Sub-recipient shall submit progress reports to Department twice a year on activities performed.
1. The mid-year progress report is due annually for each budget period by January 15, and:
    - a) Include the performance period of July 1 through December 31 within the budget period;
    - b) Be fully completed by updating all mid-year progress report sections of the work plan;
    - c) Be completed either in writing or by a site visit to Sub-recipient by Department staff; and
    - d) Include a status update on PHEP work plan activities or changes and performance measurement activities.

2. The end-of-year progress report is due annually for each budget period by August 15, and:
  - a) Encompasses the performance period of July 1 through June 30 within the budget period;
  - b) Be fully completed by updating the end-of-year progress report sections of the work plan; and
  - c) Include a status update on PHEP work plan activities or changes and performance measurement activities.

#### **IV. Sub-Recipient Budget Requirements**

- A. Sub-recipient shall provide a detailed line-item budget and line-item justification of the funding amount to support program activities and reflect the 12-month budget period.
- B. Sub-recipient shall use Department provided budget template.
- C. Sub-recipient budget is due to Department by July 31 or within 30 days of contract execution, whichever is later.
- D. Department agrees to distribute the budget template via email no later than thirty (30) days before the due date.
- E. Sub-recipient shall perform a substantial role in carrying out the project objectives.
- F. Sub-recipient may use funds to:
  1. Participate in the National Association of County and City Health Officials (NACCHO) Project Public Health Ready certification program;
  2. Conduct Community Assessment for Public Health Response (CASPER) training and assessments;
  3. Support activities related to Environmental Public Health Tracking (EPHT);
  4. Enhance or sustain public health informatics;
  5. Maintain personnel needed to address chemical, biological, radiological, nuclear, and explosive threat response;
  6. Support hosting, supervising, organization, training, and deployment of Medical Reserve Corps unit for public health responses;
  7. Continue to develop, maintain, support, and strengthen surveillance and detection systems and epidemiological processes; and
  8. Enable other reasonable programmatic purposes within the scope of the PHEP.
- G. Matching of Federal Funds
  1. Sub-recipient shall provide non-federal contributions as a match, in the amount of 10% of the grant amount.
    - a) Sub-recipient shall include a the 10% match on the submitted budget.
    - b) Sub-recipient narrative on the 10% budget match must be in the PHEP budget.
  2. Sub-recipient's matching funds may be provided directly (through Sub-recipient staff time) or through donations from public or private entities, which may be cash or in kind, fairly evaluated, including plant, equipment, or services.
  3. Amounts provided by the federal government or services assisted or subsidized to any significant extent by the federal government may not be included in determining such non-federal contributions.

4. Sub-recipient shall refer to 45 CFR § 75.306 for match requirements, including descriptions of acceptable match resources. Sub-recipient's documentation of match shall follow procedures for generally accepted accounting practices and meet audit requirements.
5. Sub-recipient shall adhere to page 57 of CDC's Public Health Emergency Preparedness (PHEP) Funding Opportunity Announcement for additional guidance on matching funds (<https://www.grants.gov/web/grants/view-opportunity.html?oppld=310318>).

#### **V. Evidence-based Benchmark**

- A. Sub-recipient shall maintain and demonstrate the capability to receive, stage, store, distribute, and dispense or administer MCMs during a public health emergency.
- B. As part of Sub-recipient response to public health emergencies, Sub-recipient shall be able to complete the following activities:
  1. As evidence that the standard is met, Sub-recipient shall complete MCM Operational Readiness Review self-assessment and provide to Department status reports demonstrating annual progress mitigating program gaps; and
  2. The MCM Operational Readiness Review and program activity shall also include assessing the evidence-based benchmark of written plan updates, mass vaccination elements, and closures of program gaps concerning pandemic influenza.

#### **VI. Annual Requirements**

- A. Sub-recipient shall determine risks and threats to the health of the jurisdiction through:
  1. Utilizing the Jurisdictional Risk Assessment (JRA);
  2. Collaboration with ASPR HPP Regional Coalitions hazard assessments; and
  3. Collaboration with other local partners such as emergency management for ongoing threat assessments.
- B. Sub-recipient shall ensure all program activity, including plans, partnerships, and exercises, reflect inclusion of populations with access and functional needs and providers to these populations, to include:
  1. Populations at risk of being disproportionately impacted by incidents;
  2. Community-based organizations;
  3. Providers serving children;
  4. Long-term care facilities such as nursing homes;
  5. Mental/behavioral health providers; and
  6. Tribal nations and members in the jurisdiction, if applicable.
- C. Sub-recipient shall report on the status of written emergency preparedness and response plans, annexes, and protocols in the work plan, to include:
  1. All hazards preparedness and response plan;
  2. Infectious disease response plan;
  3. Pandemic influenza plan;
  4. Medical countermeasures (MCM) plan;
  5. Continuity of operations (COOP) plan;

6. Chemical, biological, radiological, nuclear, explosive response plan;
  7. Volunteer management plan;
  8. Communications plan;
  9. Non-pharmaceutical interventions plan; and
  10. Administrative preparedness plan.
- D. Sub-recipient shall develop an Integrated Preparedness Plan (IPP) for conducting exercises to test public health preparedness capabilities, including:
1. Participation in Department's annual integrated preparedness planning workshop (IPPW), as scheduled;
  2. Exercise and training activities shall be coordinated across Sub-recipient's jurisdiction to the maximum extent possible with the purpose of including the whole jurisdictional community; and
  3. Beginning in budget period 3 (July 1, 2021), CDC requires that IPPs include at least four years of progressive exercise planning.
- E. Sub-recipient shall conduct evaluation and improvement planning based on lessons learned from exercises and real events and report on improvement planning items in the work plan.
- F. Sub-recipient shall conduct Operational Readiness Review (ORR) planning, as it fits into Expanded ORR, and implementation of action plans on alternating budget periods, to include:
1. Submitting Operational Readiness Review document; and
  2. Submitting Operational Readiness Review action plan in Sub-recipient work plan.
  3. Sub-recipients that have successfully achieved Project Public Health Ready (PPHR) recognition status will qualify for exemption from the evaluation of plans of the ORR process. Successful and active PPHR recognition will fulfill the local ORR planning requirements for the duration of the five-year recognition period.
  4. Sub-recipient shall maintain jurisdictional readiness to vaccinate critical workforce personnel and the general public.
  5. Sub-recipient shall annually update Receipt, Stage, and Store (RSS) site survey or additional guidance is provided by CDC on ORR components.
- G. Sub-recipient shall participate as a core member of the designated ASPR HPP Regional Coalition and support Emergency Support Function 8 (ESF-8) cross-discipline coordination with emergency management and other stakeholders.
- H. Sub-recipient shall coordinate with cross-cutting public health preparedness partners.
1. PHEP program components shall complement and be coordinated with other public health, healthcare, and emergency management programs as applicable (city/county emergency management offices, emergency medical services providers, hazmat response agencies, law enforcement, fire agencies, mental health agencies, HCCs, and educational agencies).
  2. Sub-recipient shall collaborate with their immunization program and related partners on syndromic surveillance and other activities to assure preparedness for vaccine-preventable diseases, influenza pandemics, and other events requiring a response.

- I. Sub-recipient shall maintain the capability to activate and coordinate public health emergency operations, including activation of Sub-recipient incident command system (ICS) and MCM activation. Sub-recipient shall maintain a current critical contact sheet and incident command staff roster.
- J. Sub-recipient shall maintain a staff designated as Public Information Officer, trained in crisis and emergency risk communication principles.
- K. Sub-recipient shall have access to communication systems that maintain or improve reliable, resilient, interoperable, redundant information and communication systems and platforms.
- L. Sub-recipient shall provide resources necessary to protect public health first responders, critical workforce personnel, and critical infrastructure workforce from hazards during response and recovery operations.
- M. Sub-recipient shall participate in an annual MCM Inventory Data Exchange/Inventory Management and Tracking System drill conducted by Department or CDC.
- N. Sub-recipient shall participate in monthly redundant communications drills with Department.
- O. Sub-recipient shall train on skills necessary to protect public health first responders, critical workforce personnel, and critical infrastructure workforce from hazards during response and recovery operations.
- P. Sub-recipient shall meet National Incident Management System (NIMS) compliance requirements.
  - 1. Sub-recipient shall adhere to national guidance and policies outlined in publications, including the National Response Framework (NRF), Presidential Policy Directive 8: National Preparedness, the National Preparedness Goal, and the National Preparedness System.
  - 2. Sub-recipient shall conduct response operations following the ICS.
  - 3. Sub-recipient shall conduct training for incident command and support personnel and test staff assembly processes for notifying personnel to report physically or virtually to the public health emergency operations center or jurisdictional emergency operations center during a drill or real-time incidents once during the budget period.
- Q. Sub-recipient shall conduct at least one annual MCM response exercise or drill.
  - 1. The exercise or drill shall test preparedness and response capabilities and specifically address at-risk individuals' needs.
- R. Sub-recipient shall submit one after-action report and improvement plan (AAR/IP) for a response to a real incident or exercise conducted during each budget period within 120 days of exercise date.
- S. Sub-recipient shall partner with their immunization program to complete a pandemic influenza readiness assessment designed to identify operational gaps.
- T. Sub-recipient shall report on preparedness training conducted during each budget period and describe the training's impact on their jurisdiction as part of the end-of-year report.
- U. Sub-recipient shall continue to develop, implement, test, and strengthen administrative preparedness strategies.
  - 1. Sub-recipient shall work to strengthen administrative preparedness planning, to include:
    - a) Procurement;
    - b) Contracting;



- c) Recruitment;
  - d) Health Officer powers;
  - e) Emergency use authorizations; and
  - f) Coordination with healthcare systems, law enforcement, and other stakeholders.
2. Sub-recipient shall report on whether they have completed the following:
- a) Exercised expedited procedures as identified in their administrative preparedness plans for receiving emergency funds during a real incident or exercise and tested expedited processes identified in their administrative preparedness plans for reducing the cycle time for contracting, procurement, or both, during a real emergency or exercise;
  - b) Exercised emergency authorities and mechanisms as identified in their administrative preparedness plans to reduce the cycle time for hiring, reassignment of staff (workforce surge), or both; and
  - c) If tested, identify which procedures were tested and describe the average cycle times for recruitment, hiring of staff, or both in routine and emergency circumstances.
- V. Sub-recipient shall develop and maintain capability to ensure the health and safety of public health first responders, including:
- 1. Distribute and dispense medical and nonmedical countermeasures to public health first responders;
  - 2. Purchase personal protective equipment (PPE), support fit testing, and maintain respiratory protection programs for the public and health care sector workforce;
  - 3. Promote coordinated training and maintenance of competencies among public health first responders, health care providers including Emergency Medical Services (EMS), and others as appropriate, on the use of PPE and environmental decontamination; and
  - 4. Collaborate, develop, and implement strategies to ensure the availability of effective supplies of PPE by working with suppliers and health care coalitions to develop plans for purchasing, caching, or redistribution/sharing.
- W. Sub-recipient shall include volunteers in training, drills, and exercises to develop and maintain volunteer management competency.
- 1. If Sub-recipient does not use volunteers, Sub-recipient shall document how they will address volunteers in their response plan.
- X. Sub-recipient shall comply with SAFECOM requirements.
- 1. If this funding is used to support emergency communications activities, Sub-recipient shall comply with current SAFECOM guidance for emergency communications grants.
  - 2. SAFECOM guidance is available at <http://www.safecomprogram.gov>.
- Y. Sub-recipient shall submit progress reports, program, and financial data, including descriptions of:
- 1. Progress in meeting the evidence-based benchmark;
  - 2. Accomplishments that show the impact and value of the PHEP program in Sub-recipient's jurisdiction;
  - 3. Incidents requiring activation of the emergency operations center and Incident Command System;

4. Preparedness activities conducted with PHEP funds;
5. Activities on which PHEP funds were spent and the recipients of the funds;
6. The extent to which stated goals and objectives as outlined in the PHEP work plan have been met;
7. The extent to which funds were expended consistently with the funding applications; and
8. Situational awareness data during emergency response operations and other times as requested.

## **VII. Dispute Resolution**

- A. If any dispute arises between the parties during the activities described by this Contract, the parties agree to seek a resolution through open communication and dialogue.
- B. Either party may request a conference to resolve a disputed issue (consistent with Utah Admin. Code R380-10-3, which supports dispute resolution at the lowest level possible).
- C. If a resolution cannot be reached, Department may bring supervisory personnel into the process to facilitate resolving issues and achieving agreement.
- D. The provisions in B. and C. of this Dispute Resolution section are not mandatory.
- E. If a dispute is not resolved within 30 days of Department decision, the Department's decision is considered the "initial agency determination," as defined by Utah Admin. Code R380-10-2(3).
- F. These provisions do not preclude or affect the provisions, rights, limitations, or timelines for appealing Department actions that are provided or required by Utah Code §§ 26-23-2, 26-1-4.1, or 26-1-7.1, Utah Admin. Code R380-10, or the Utah Administrative Procedures Act (Utah Code § 63G-4).
- G. In the event of any conflict between the Dispute Resolution provisions in the Special Provisions of this Contract with applicable law or rules, the provisions of the applicable law or rules shall control.



## COMMISSION STAFF REPORT

**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of the *San Juan County Health Department - COVID-19 Health Disparities and Advancing Health Equity* contract between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer

**RECOMMENDATION:** Make a motion approving the agreement.

### SUMMARY

The general purpose of this contract is to address health disparities related to COVID-19 among populations at high-risk and underserved, including racial and ethnic minority populations and rural communities. Also, to build capacity at the local health department to advance health equity and build capacity to address future public health emergencies from a health equity perspective.

The service period of this contract is 08/02/2021 through 05/31/2023, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.

The UDOH agrees to pay \$299,405.00, with federal funds, in accordance with the provisions of this contract.

### HISTORY/PAST ACTION

### FISCAL IMPACT



# UTAH DEPARTMENT OF HEALTH CONTRACT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2221114  
Department Log Number

222700144  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is San Juan County Health Department - COVID-19 Health Disparities and Advancing Health Equity
2. **CONTRACTING PARTIES:** This contract is between the Utah Department of Health (DEPARTMENT) and the following CONTRACTOR:

**PAYMENT ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**MAILING ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**Vendor ID:** 06866HL  
**Commodity Code:** 99999

3. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this contract is to address health disparities related to COVID-19 among populations at high-risk and underserved, including racial and ethnic minority populations and rural communities. Also, to build capacity at the local health department to advance health equity and build capacity to address future public health emergencies from a health equity perspective.
4. **CONTRACT PERIOD:** The service period of this contract is 08/02/2021 through 05/31/2023, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.
5. **CONTRACT AMOUNT:** The DEPARTMENT agrees to pay \$299,405.00 in accordance with the provisions of this contract. This contract is funded with 100% federal funds, 0% state funds, and 0% other funds.
6. **CONTRACT INQUIRIES:** Inquiries regarding this Contract shall be directed to the following individuals:

**CONTRACTOR**

Mike Moulton  
(435) 587-3838  
mmoulton@sanjuancounty.org

**DEPARTMENT**

Executive Directors Office  
Executive Directors Office  
Dulce Diez  
(801) 703-0064  
ddiez@utah.gov

7. SUB – RECIPIENT INFORMATION:

DUNS: 079815014

Indirect Cost Rate: 0%

Federal Program Name:	Addressing COVID-19 Disparities and Advancing Health Equity in the State of Utah	Award Number:	1 NH75OT000059-01-00
Name of Federal Awarding Agency:	DHHS - CDC	Federal Award Identification Number:	NH75OT000059
CFDA Title:	Activities to Support State, Tribal, Local and Territorial (STLT) Health Department Response to Public Health or Healthcare Crises	Federal Award Date:	5/28/2021
CFDA Number:	93.391	Funding Amount:	\$299405

8. REFERENCE TO ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:

Attachment A: Special Provisions

9. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:

- A. All other governmental laws, regulations, or actions applicable to services provided herein.
- B. All Assurances and all responses to bids as provided by the CONTRACTOR.
- C. Utah Department of Health General Provisions and Business Associates Agreement currently in effect until 6/30/2023.

10. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.

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**Contract with Utah Department of Health and San Juan County, Log # 2221114**

IN WITNESS WHEREOF, the parties enter into this agreement.

**CONTRACTOR**

**STATE**

By: \_\_\_\_\_ Date  
Willie Grayeyes  
County Commission Chair

By: \_\_\_\_\_ Date  
Shari A. Watkins, C.P.A.  
Director, Office Fiscal Operations

**ATTACHMENT A: SPECIAL PROVISIONS**  
**San Juan County Health Department**  
**Addressing COVID-19 Health Disparities and Advancing Health Equity**

**I. DEFINITIONS**

- A. “CDC” means the Centers for Disease Control and Prevention.
- B. “Department” means the Utah Department of Health, Office of Health Disparities.
- C. “Health disparities” are differences in health outcomes that are closely linked to economic, socio-cultural, environmental, and geographic disadvantage.
- D. “Health equity” is the principle underlying the commitment to reduce and ultimately eliminate health disparities by addressing its determinants. Pursuing health equity means striving for the highest possible standard of health for all people and giving special attention to the needs of those communities at greatest risk for health disparities.
- E. “Project partners” means other agencies and/or organizations that are working on the project as sub-contractors of the Department.
- F. “Social Determinants of Health” means the conditions in which people are born, grow, work, live, and age, and the wider set of forces and systems shaping the conditions of daily life.
- G. “Subrecipient” means San Juan County Health Department.
- H. “UDOH” means Utah Department of Health.
- I. “Underserved and underrepresented community” means those with a low socio-economic status, racial and ethnic minorities, or both.

**II. GENERAL PURPOSE**

The purpose of this contract is for the Subrecipient to collaborate with the Department to:

- A. Address health disparities related to COVID-19 among populations at high-risk and underserved, including racial and ethnic minority populations and rural communities.

- B. To build capacity at the local health department to advance health equity and build capacity to address future public health emergencies from a health equity perspective.

### III. SUBRECIPIENT RESPONSIBILITIES

- A. By September 15, 2021, the Subrecipient shall:
  - 1. Identify and/or hire all personnel that will be working on this project.
  - 2. Subcontract all the potential local partners that will receive funding from this grant.
- B. Participate in all the meetings, trainings, conferences, and evaluation activities organized by the Department and its partners.
- C. Improve local data collection that includes COVID-19 testing reporting, contact tracing, etc. for populations a higher risk and that are underserved.
  - 1. Hire and maintain a FT employee to serve as a Health Equity Coordinator/Specialist to lead the strategic planning, activities, data collection, etc.
  - 2. Develop or coordinate a standardized processes for data collection and reporting for COVID-19 (testing, contact tracing, etc.).
- D. Build equity infrastructure to address COVID-19 and related health disparities for prevention and control among higher risk and underserved populations for COVID-19.
  - 1. Identify and collaborate with workgroups/community organizations to address prevention and control strategies toward health disparities and COVID-19.
- E. Build capacity to reach communities and provide tailored services for vulnerable groups in their jurisdiction who were disproportionately affected by COVID-19.
  - 1. Develop community approaches that include forming/maintaining natural partnerships with churches, schools, hospitals, clinics, and



community leaders to assist with community-based COVID-19 disparities programs.

2. Work to implement effective, culturally and linguistically, tailored programs and approaches for testing, contact tracing, and quarantine and isolation that include racial and ethnic minority populations throughout San Juan County.

F. Attend and participate in local health equity conferences aimed at bringing stakeholders together to build partnerships, problem-solve, and mobilize communities around COVID-19 and future public health emergencies.

#### IV. DEPARTMENT TASKS

A. The Department agrees to:

1. Collaborate with the Subrecipient to coordinate meetings at the local and state level with the partners involved in this project.
4. Provide ongoing information-sharing and technical support to the Subrecipient as needed to accomplish the activities required by this Contract.
5. Facilitate collaboration with project partner agencies.
6. Provide training and technical assistance, tools, and trainings as requested or needed.

#### V. REPORTS

A. The Subrecipient shall Submit quarterly contract monitoring reports include detail of activities as described in the contract within 15 days before the CDC reports due date. The Department will provide report template and dates.

#### VI. PAYMENTS

- A. The Subrecipient shall submit monthly expenses related to this grant in accordance with the general provisions of the contract.
1. The Subrecipient shall submit the June 2022 invoice no later than July 15, 2022.

2. The Subrecipient shall submit the May 2023 invoice no later than June 15, 2023.

B. The Department agrees to reimburse the Contractor up to the maximum amount of the contract for expenditures made by the Contractor directly related to the program, as outlined in the General Provisions.

C. The project period is from August 2, 2021, to May 31, 2023.

D. The maximum amount of funding for this project is \$299,405.00

E. This contract may be amended in writing signed by both parties to change funding, Subrecipient responsibilities, due dates, or other terms.

F. The extension of this contract will be subject to the availability of funding and the Subrecipient performance. If the contract is not amended, the contract terminates on May 31, 2023.

## VII. FUNDING RESTRICTIONS

A. Funding shall not be used for:

1. Health care services and/or clinical/medical materials, or
2. Stipends or incentives for vaccines or testing.

## VIII. DISPUTE RESOLUTION

A. If any dispute arises between the parties during the activities described by this Contract, the parties agree to seek a resolution through open communication and dialogue.

B. Either party may request a conference to resolve a disputed issue (consistent with Utah Admin. Code R380-10-3, which supports dispute resolution at the lowest level possible).

C. If a resolution cannot be reached, Department may bring supervisory personnel into the process to facilitate resolving issues and achieving agreement.

D. The provisions in Sections VIII.B. and VIII.C. are not mandatory.

E. If a dispute is not resolved within 30 days of Department decision, the Department's decision is considered the "initial agency determination," as defined by Utah Admin. Code R380-10-2(3).

F. These provisions do not preclude or affect the provisions, rights, limitations, or timelines for appealing Department actions that are provided or required by Utah Code §§ 26-23-2, 26-1-4.1, or 26-1-7.1, Utah Admin. Code R380-10, or the Utah Administrative Procedures Act (Utah Code § 63G-4).

G. In the event of any conflict between the Dispute Resolution, provisions in the Special Provisions of this Contract with applicable law or rules, the provisions of the applicable law or rules shall control.



## COMMISSION STAFF REPORT

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**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of the *San Juan County - Minimum Performance Standards SFY22* contract between the Utah Department of Health and San Juan County, Presented by Mike Moulton, Interim Health Officer

**RECOMMENDATION:** Make a motion approving the agreement.

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### SUMMARY

The general purpose of this contract is to provide public health services required by the Utah Administrative Code, R380-40, Local Health Department Minimum Performance Standards.

The service period of this contract is 07/01/2021 through 06/30/2026, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.

The UDOH agrees to pay \$58,180.00 in accordance with the provisions of this contract.

### HISTORY/PAST ACTION

### FISCAL IMPACT



# UTAH DEPARTMENT OF HEALTH CONTRACT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2118107  
Department Log Number

212702557  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is San Juan County - Minimum Performance Standards SFY22
2. **CONTRACTING PARTIES:** This contract is between the Utah Department of Health (DEPARTMENT) and the following CONTRACTOR:

**PAYMENT ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**MAILING ADDRESS**

San Juan County  
735 S 200 W, Ste 2  
Blanding UT, 84511

**Vendor ID:** 06866HL  
**Commodity Code:** 99999

3. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this contract is to provide public health services required by the Utah Administrative Code, R380-40, Local Health Department Minimum Performance Standards.
4. **CONTRACT PERIOD:** The service period of this contract is 07/01/2021 through 06/30/2026, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.
5. **CONTRACT AMOUNT:** The DEPARTMENT agrees to pay \$58,180.00 in accordance with the provisions of this contract.
6. **CONTRACT INQUIRIES:** Inquiries regarding this Contract shall be directed to the following individuals:

**CONTRACTOR**

Mike Moulton  
(435) 587-3838  
mmoulton@sanjuancounty.org

**DEPARTMENT**

Disease Control and Prevention  
Directors Office DCP  
Brandi Frandsen  
(801) 520-9674  
btfrands@utah.gov

7. REFERENCE TO ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:

Attachment A: Special Provisions

8. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:

A. All other governmental laws, regulations, or actions applicable to services provided herein.

B. All Assurances and all responses to bids as provided by the CONTRACTOR.

C. Utah Department of Health General Provisions and Business Associate Agreement currently in effect until 6/30/2023.

9. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.

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Intentionally Left Blank

**Contract with Utah Department of Health and San Juan County, Log # 2118107**

IN WITNESS WHEREOF, the parties enter into this agreement.

**CONTRACTOR**

**STATE**

By: \_\_\_\_\_  
Willie Grayeyes  
County Commission Chair

\_\_\_\_\_ Date

By: \_\_\_\_\_  
Shari A. Watkins, C.P.A.  
Director, Office Fiscal Operations

\_\_\_\_\_ Date

## Attachment A: Special Provisions

San Juan County - Minimum Performance Standards SFY22

Effective Date: July 1, 2022

1. FUNDING:
  - A. Total funding is \$58,180.00
    1. \$58,180.00 for the period July 1, 2021 to June 30, 2022.
  - B. The DEPARTMENT agrees to advance up to 25% of the annual award each quarter to the CONTRACTOR.
  - C. The DEPARTMENT agrees to adjust the fourth quarter payment to reflect actual expenditures submitted by the CONTRACTOR.
  
2. INVOICING:
  - A. In addition to the General Provisions of the Contract the CONTRACTOR must create a column in the Monthly Expenditure Report for the following category.
    1. MPS
  - B. In addition to the General Provisions of the Contract the CONTRACTOR must submit the June invoice no later than July 15.
  
3. RESPONSIBILITIES OF THE CONTRACTOR:

The CONTRACTOR must:

  - A. Use these funds to comply with Utah Administrative Code, Rule R380-40, Local Health Department Minimum Performance Standards.





## COMMISSION STAFF REPORT

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**MEETING DATE:** August 17, 2021

**SUBMITTED BY:** Tammy Gallegos, Aging Director

**TITLE:** Sub-Contract Agreement for Meals on Wheels Vehicle

**RECOMMENDATION:** Approval

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### **SUMMARY**

The SEUALG has partnered with San Juan County for the purchase of a new meals on wheels vehicle for the county using CDBG-CV funds. The allotted funding for the purchase of a new meals on wheels vehicle for San Juan County is: \$66,600.

### **HISTORY/PAST ACTION**

### **FISCAL IMPACT**

**\$66,600 will be grant funding provided for this vehicle. The county will have to purchase the van up front and then seek reimbursement after purchase. There will need to be a budget adjustment for this purchase.**

## SUBCONTRACTOR'S AGREEMENT

**THIS AGREEMENT** entered into this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between Southeastern Utah Association of Local Governments, a government body of the state of Utah, hereinafter referred to as "Contractor," and San Juan County, a government body of the state of Utah, hereinafter referred to as "Subcontractor."

### WITNESSETH:

WHEREAS, Contractor has entered into a Contract Agreement with the Utah Department of Workforce Services, Housing and Community Development Division, hereinafter referred to as the "Block Grant Agreement" and

WHEREAS, Contractor desires to subcontract with Subcontractor to provide said project as outlined in Attachment D, Scope of Work, Project #1 and

WHEREAS, the Subcontractor desires to perform the project for Contractor as outlined in the Scope of Work, upon the following terms and conditions,

NOW, THEREFORE, in consideration of the mutual covenants and promises contained hereafter, the parties hereto agree as follows:

1. Subcontractor agrees to abide by all of the terms and conditions and perform all of the responsibilities and obligations of the Block Grant Agreement. A copy of said Block Grant Agreement, which is incorporated herein and by this reference made a part hereof, shall be made available to Subcontractor upon written request.
2. Contractor hereby agrees to pay to Subcontractor such funds in the amount not exceeding \$66,600, and shall make available all rights, privileges and responsibilities Contractor may have under the Block Grant Agreement, subject to Subcontractor's full performance of the terms and conditions hereof.
3. Subcontractor shall provide the services set forth in the scope of work, and in doing so shall, in addition to the requirements of Paragraph 1 above, perform according to the provisions of the attached Standard Terms and Conditions, any additional terms and conditions; and other, performance requirements established by Contractor, if any. A copy of each attachment is attached hereto and by this reference made a part hereof.
4. Subcontractor acknowledges that Contractor, as a condition of receiving a block grant under the Block Grant Agreement, has agreed to hold the State of Utah harmless from such claims, damages, loss or injury as the state may suffer in the event Contractor fails to comply with the terms of the Block Grant Agreement. Recognizing that default by Subcontractor in performance of the terms and conditions of this Agreement may result in default by Contractor in its obligations to State of Utah under the Block Grant Agreement, Subcontractor hereby agrees to hold Contractor harmless from any and all such claims, damages, loss, or injury as Contractor may suffer as a result of Subcontractor's failure to comply with the terms and conditions of this Agreement.

5. Subcontractor will follow all written instructions provided by Contractor for the completion of the project. All questions/concerns and responses regarding the project should be in written form.

WHEREFORE, the parties have signed this Contract the day and year first above written.

**CONTRACTOR**

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

Printed Name \_\_\_\_\_

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

**WITNESS:**

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

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

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

**SUBCONTRACTOR**

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

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

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

**WITNESS:**

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

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

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

## LEASE AGREEMENT

This LEASE AGREEMENT (this "Lease" or "Lease Agreement") is made and entered into as of June 1, 2021 (the "Effective Date"), by and between the La Sal Recreation Special Service District, a Utah Special Service District (hereinafter referred to as "Lessor"), and San Juan County, a political subdivision of the State of Utah (hereinafter collectively referred to as "Lessee"). Lessor and Lessee may be referred to collectively as the "Parties" herein.

### WITNESSETH:

WHEREAS, Lessee operates the La Sal Community Center Library within the South Storage Room; and

WHEREAS, Lessor, is the owner of real property located within La Sal which is a mixed-use facility comprised of the Recreation Center, Community Center Kitchen and Library; and

WHEREAS, Lessor has been and desires to continue to lease a portion of real property (the "Leased Premises," as defined in Section 1 below) to the Lessee for the purpose of operating the San Juan County La Sal Library; and

WHEREAS, the La Sal Recreation Special Service District executed a previous lease on October 29, 2020 for the Leased Premises; and

WHEREAS, the previous lease expired requiring a new lease to be executed in the name of the Lessor;

NOW, THEREFORE, in consideration of the mutual covenants and promises contained hereafter, the Parties hereto agree as follows:

#### Section 1. Description and Use of the Leased Premises

Lessor hereby leases the South Storage Room comprising of the real property and premises: including parking areas located at 848 Hwy 46, La Sal, Utah. Access to the Kitchen as an employee break facility, two kitchen cupboards, and access to the public restrooms (collectively, the "Leased Premises").

#### Section 2. Term

The term of this Lease shall be for five (5) years from the Effective Date and shall continue thereafter on a month-to-month basis as needed, with an option to extend the lease for an additional (5) years upon the mutual agreement by both parties through an amendment to the original executed lease agreement. Notwithstanding anything to the contrary herein, the term of this Lease shall terminate 5 years after the Effective Date unless renewed for an additional period of time.

### Section 3. Rent

As of the effective Date, the rent that Lessee is obligated to pay Lessor under this Lease shall be \$100.00 (One Hundred Dollars and No/100) a month, payable in advance of each month on the first day of each month. Rent is based on a two-three day per week utilization rate.

### Section 4. Warranties of Title and Covenant of Quiet Possession and Enjoyment

Lessor Covenants and agrees with Lessee that Lessee shall and may peaceably and quietly have, hold, and enjoy the Leased Premises during the term hereof. Lessor warrants that the Special Service District's Board is responsible for the care, management and operations of the Leased Premises and has full right to make this Lease. Lessor Covenants and agrees with Lessee that Lessee shall and may peaceably and quietly have, hold, and enjoy the Leased Premises during the term hereof.

### Section 5. San Juan County Use Only

During the term of this Lease Agreement, Lessee shall use the Leased Premises as a public building and for the uses consistent with a San Juan County facility building comprised of a Library. Lessee shall not use the building for any other purposes without the express prior written consent of the Lessor.

### Section 6. Lessor's Personal Property and Fixtures

All personal property and fixtures placed in or upon the Leased Premises by Lessee shall not become part of the Leased Premises. Lessee shall be privileged to remove the same at the termination or expiration of the Lease Agreement.

### Section 7. Repair and Maintenance

Lessor's Responsibility: Lessor shall, at its sole cost and expense, perform all maintenance and make all repairs necessary to maintain the Leased Premises in a condition that is the same or better than the condition of the Leased Premises as of the Effective Date. Said items shall include, but are not limited to, roof, structure, building envelope, provide grounds and parking lot maintenance, including adequate parking lot lighting, plumbing, air conditioning, heating, ventilation, electrical systems, windows, floors, including carpeting, and all other items which constitute a part of the Leased Premises. Lessor shall also ensure that heating and air conditioning equipment is capable of maintaining adequate working temperatures. Lessor agrees to make timely repairs and have adequate and timely maintenance procedures. Lessor will keep the walks passable and walkable during operating hours.

**Lessee's Responsibility:** Lessee shall maintain and be responsible for all Library equipment and ancillary systems within the leased space. Lessee shall maintain interior paint and flooring. Lessee shall be responsible for the telecommunications lines, internet equipment or equipment installed by Lessee. Lessee shall repair or replace any damage to the Leased Premises to the extent caused by the negligence of Lessee, its agents, employees, invitees or customers. Lessee shall provide the janitorial services for the Leased Premises for the term of this Lease.

**Alterations of Leased Premises by Lessee:** Lessee has the right to make alterations to the interior of the Leased Premises to accommodate systems furniture, computer and communications systems, and other related personal property and fixtures. In making said alterations, Lessee shall ensure that any alterations shall comply with local building codes and life safety requirements. During the term of the Lease Agreement, if in the judgment of Lessee, it becomes necessary to provide additional services to accommodate San Juan County, Lessor grants Lessee the necessary right or license to install such services to the Leased Premises. Such services, if installed, shall be installed and paid for by the Lessee. Lessee shall make no other alterations in the Leased Premises, except as provided herein, without the prior written consent of Lessor, which consent shall not be unreasonably withheld.

**Alterations of Leased Premises by Lessor:** Lessor may make repairs, alterations, or improvements for the preservation, safety, or improvement of the Building or Leased Premises, provided that Lessor shall coordinate said work with Lessee so as not to disrupt Lessee's use of the Leased Premises and that such repairs or alterations do not increase the costs of operating and maintaining or lessen the ability of the Lessee to use the Leased Premises for County use.

#### Section 8. Taxes

Lessor shall pay all real property taxes, personal property taxes, and all other taxes assessed against the Leased Premises if applicable.

#### Section 9. Condemnation

If all the Building or Leased Premises is taken or condemned, the Lease Agreement shall terminate effective as of the date of taking. If a portion of the Building or Leased Premises is taken or condemned and the remainder is, in either party's opinion, not economically or functionally usable, then the determining party shall notify the other of the termination of the Lease effective as of the date of taking. Any prepaid rent shall be immediately refunded to the Lessee.

### Section 10. Right of Entry

The Parties acknowledge, understand, and agree that Lessor and any of its authorized agents may enter into and upon the Leased Premises with prior notice and approval by Lessee, for the purpose of inspecting the same, of posting notices of non-responsibility for alterations, additions or repairs, or for any other reasonable purpose, which approval shall not be unreasonably withheld.

### Section 11. Assignment and Subletting

Notwithstanding anything herein to the contrary, Lessee may not assign or sublet this Lease.

### Section 12. Notices

All notices, demands or other writings under this Lease shall be in writing and shall be deemed delivered on the date of personal delivery or three days after it is deposited in the United States mail with postage prepaid and addressed as follows:

To Lessor:  
 San Juan County  
 Attn: San Juan County Library Director  
 117 South Main Street, PO Box 9  
 Monticello, Utah 84535

To Lessee:  
 La Sal Recreation Special Service District  
 PO Box 102  
 La Sal, Utah 84530

### Section 13. Utilities

The Parties acknowledge, understand, and agree that Lessor shall be solely responsible for all utility costs associated with the Leased Premises Lessee shall pay all costs associated with internet and telephone services to the leased space.

### Section 14. No Liens

Lessee shall keep the Leased Premises and every part thereof and all other improvements at any time located thereon free and clear of any and all mechanics, materialmen, and other liens for or arising out of or in connection with the work or labor done, services performed or materials or equipment used or furnished on the Leased Premises.

### Section 15. Remedies Cumulative

All rights and/or remedies herein conferred on Lessor shall be deemed cumulative, and no one shall be exclusive of the other or of any other remedy inferred by law or equity.

#### Section 16. Default

In the event either party defaults in the terms or conditions of this Lease Agreement, the non-defaulting party must give written notice of the default to the defaulting party. Failure of the defaulting party to cure the default within fifteen (15) days from receipt of the written notice will allow the non-defaulting party to terminate this Lease Agreement.

#### Section 17. Insurance

Lessor agrees to keep the Leased Premises fully insured and to protect the same from damages or loss by all ordinarily insurable perils under an "all risk" insurance policy during the term of this Lease Agreement.

Lessee agrees to provide coverage for any personal property that it may place on and/or within the Leased Premises and for liabilities that may arise from Lessee's acts and/or the acts of Lessee's employees and agents arising out of or in connection with Lessee's use of the Leased Premises.

#### Section 18. Lessee's Option to Terminate

Lessee shall have the right, by written notice to Lessor given at least one month in advance, to terminate this Lease and surrender its lease hold interest to Lessor. Termination shall be effective on the date specified in Lessee's notice. On and as of the effective date of the termination, Lessee shall be relieved from all further liability for rental or otherwise hereunder and shall deliver possession of the Leased Premises to Lessor in accordance with the provisions of this Lease.

#### Section 19. Disposition of Improvements on Termination of Lease

On termination of this Lease for any cause, Lessor shall become the owner of any improvements remaining on the Leased Premises following the removal of those improvements required or permitted to be removed by Lessee pursuant to the terms of this Lease.

#### Section 20. Parties Bound

The covenants and conditions herein contained shall apply to and bind the heirs, successors, executors, administrators, and assigns of all of the parties hereto, and all the parties hereto shall be jointly and severally liable for performance of their respective duties and obligations as described in this Lease.

#### Section 21. Time of the Essence

Time is of the essence of this Lease and of each and every covenant, term, condition and provision of this Lease.



Section 22. Survival of Terms, Provision, Promises, or Otherwise of This Lease after Termination

Termination of this Lease shall not extinguish or prejudice either Party's right to enforce this Lease with respect to any uncured breach or default of or under this Lease.

Section 23. Waivers or Modification

No waiver or failure to enforce one or more parts or provisions of this Lease shall be construed as a continuing waiver of any part or provision of this Lease, which shall preclude the Parties from receiving the full bargained for benefit under the terms and provisions of this Lease. A waiver or modification of any of the provisions of this Lease or of any breach thereof shall not constitute a waiver or modification of any other provision or breach, whether or not similar, and any such waiver or modification shall not constitute a continuing waiver. The rights of and available to each of the Parties under this Lease cannot be waived or released verbally, and may be waived or released only by an instrument in writing, signed by the party whose rights will be diminished or adversely affected by the waiver.

Section 24. Binding Effect; Entire Lease; Amendment

This Lease is binding upon and shall inure to the benefit of the Parties and their respective heirs, successors, assigns, officers, directors, employees, agents, representatives, subrogees and to all persons or entities claiming by, through or under them. This Lease, including all attachments, if any, constitutes and/or represents the entire agreement and understanding between the Parties with respect to the subject matter herein. There are no other written or oral agreements, understandings, or promises between the Parties that are not set forth herein. Unless otherwise set forth herein, this Lease supersedes and cancels all prior agreements, negotiations, and understandings between the Parties, whether written or oral which are void, nullified and of no legal effect if they are not recited or addressed in this Lease. Neither this Lease nor any provisions hereof may be supplemented, amended, modified, changed, discharged, or terminated verbally. Rather, this Lease and all provisions hereof may only be supplemented, amended, modified, changed, discharged, or terminated by an instrument in writing, signed by the Parties.

Section 25. Severability

If any part or provision of this Lease is found to be prohibited or unenforceable in any jurisdiction, such part or provision of this Lease shall, as to such jurisdiction only, be inoperative, null and void to the extent of such prohibition or unenforceability without invalidating the remaining parts or provisions hereof, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render inoperative, null or void

such part or provision in any other jurisdiction. Those parts or provisions of this Lease, which are not prohibited or unenforceable, shall remain in full force and effect.

Section 26. Authorization

The persons executing this Lease Agreement on behalf of a Party hereby represent and warrant that they are duly authorized and empowered to execute the same, that they have carefully read this Lease Agreement, and that this Lease Agreement represents a binding and enforceable obligation of such Party.

Section 27. Authority; Counterparts; Electronic Signatures

The Parties signing this Lease represent that they have been duly authorized by their respective principals and by all necessary corporate and public action to enter into and execute this Lease. This Lease may be executed in any number of counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument. For purposes hereof, facsimile and/or e-mail signatures hereon shall be treated the same as, and accorded the same legal significance as original signatures hereon.

In Witness Whereof, the Parties have executed this Lease to be effective on the day and year first above written.

Each party is signing this contract on the date below the party's signature.

<p>LESSOR</p> <p>By: _____  Willie Grayeyes, Chair  San Juan County Board of County Commissioners</p> <p>Date: _____</p> <p>ATTEST:</p> <p>_____  John David Nielson  San Juan County Clerk/Auditor</p> <p>Date: _____</p>	<p>LESSEE</p> <p>By: <u>Maxine Deeter</u></p> <p>Print Name: <u>Maxine Deeter</u></p> <p>Title: <u>Rec Board Chair</u></p> <p>Date: <u>August 7, 2021</u></p>
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Exhibit "A"  
Leased Premises



## COMMISSION STAFF REPORT

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**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Renewal of La Sal Library Lease Agreement, Nicole Perkins, Library Director

**RECOMMENDATION:** Approve

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### SUMMARY

This is a renewal with an updated contract between the County and the La Sal Recreation Board for the La Sal Library to lease a space in the La Sal Community Center. This is a 5 year contract.

### HISTORY/PAST ACTION

It is the same space we have been using for the past 8+ years and this is just an updated, more concise document.

### FISCAL IMPACT

\$1200 (\$100 a month) is the amount in the agreement.



## COMMISSION STAFF REPORT

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**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Purchase of Synthetic Oil, TJ Adair, Road Department Superintendent

**RECOMMENDATION:** Approve Purchase

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### SUMMARY

Stock is low on the Synthetic 5W40 CK-4 oil and bids were obtained. Oil is typically purchased in bulk totes between 250 and 330 gallons each.

### HISTORY/PAST ACTION

Approval for re-stock.

### FISCAL IMPACT

\$6,006.00 for a 330 gallon tote (\$18.20/gallon) – Certified Labs – Lowest Bid overall – Budget has funds available for purchase.

SAN JUAN COUNTY  
PROCUREMENT POLICY AND BID-QUOTATION FORM

Item 15.

#1  
NAME OF COMPANY  
Certified Labs  
Telephone # 435-669-2714  
In Person      By Email ✓  
Time                       
Contact Person Seth Price  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: Synthetic  
Spectra Xtreme  
5W40 CK-4 330 Gal  
PRICE: 6006.00 330 Gal  
Price Per Gal 18.20

#2  
NAME OF COMPANY  
Brantley Distributing  
Telephone # 970-241-8678  
In Person      By Email X  
Time                       
Contact Person Jeff Brantley  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: Synthetic  
Shear Power HD  
15W40 270 Gal  
PRICE: 5169.00  
Price per Gal. 19.15

#3  
NAME OF COMPANY  
Reladyne  
Telephone # 435-459-3311  
In Person      By Email X  
Time                       
Contact Person Carl Hunt  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: Synthetic  
MAG 1 5W40 CK-4  
PRICE:                       
Price Per Gal 20.60

#4  
NAME OF COMPANY  
Grand Junction Peterbilt  
Telephone # 970-260-6634  
In Person      By Mail X  
Time                       
Contact Person Gary Fowler  
ALL QUOTATIONS TO BE  
CONFIRMED IN WRITING  
ITEMS QUOTED: Synthetic  
Shell T6 5W40  
250 Gal  
PRICE: 6180<sup>00</sup> + 300<sup>00</sup> Tote  
Price per Gal 24.22

BID CHOSEN AND REASON: Certified Labs premium oil at lowest price per Gallon and 7 to 10 day lead time

SIGNED: \_\_\_\_\_  
DEPARTMENT: \_\_\_\_\_  
P.O. NUMBER: \_\_\_\_\_  
APPROXIMATE DATE OF DELIVERY: \_\_\_\_\_



## COMMISSION STAFF REPORT

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**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of the Contract with William Cooper and San Juan County for 2021 Redistricting Services

**RECOMMENDATION:** Make a Motion to Approve the Contract

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### SUMMARY

On May 14, the Board of Commissioners adopted Resolution 2021-05 directing that William Cooper be hired to assess the 2020 Census data for San Juan County and if needed draw new election district maps for the Commission and the School Board based on that data.

### HISTORY/PAST ACTION

May 14, adopted 2021-05 providing direction for the County Attorney and County Administrator to begin the process.

### FISCAL IMPACT

Not to exceed \$5,000

**STANDARD SERVICE PROVIDER CONTRACT**

This standard service provider contract is between San Juan County, a political subdivision of the State of Utah, and the following person or entity (the “Service Provider”):

Service Provider:	William S. Cooper	Contact Phone Number:	(262) 669-8567
Contact Person:	William S. Cooper	Contact Email Address:	bcooper@msn.com
Address:	525 Garden Lane Bristol, VA 24201	Type of Service:	2021 San Juan County Redistricting Consultant Services

San Juan County desires to obtain the services of a professional and competent service provider to provide the contractual services under this contract.

It is currently anticipated that data from the 2020 Decennial Census will be made available to the County by September 2021.

San Juan County has a duty to assess the 2020 Census data to determine whether the election districts for the County Commission and the School Board must be redrawn in conformity Utah State Code 20A-5-303.

The Service Provider, who has represented to San Juan County that he is an experienced in handling redistricting matters, is willing and desires to provide the contractual services under this contract.

The parties therefore agree as follows:

**1. Scope of Services.** The Service Provider agrees as follows:

- A. Service Provider shall assist the San Juan County Redistricting Commission (the “Redistricting Commission”) in carrying out its responsibilities to:
  - (1) Review and analyze the results of the 2020 United States Census and make a determination whether redistricting of County Commission Districts and/or School Board Districts need to take place based on 2020 Census data, so as to conform with State and Federal law;
  - (2) In the event that any Districts need to be redrawn, prepare not more than three written redistricting plans, accompanied by maps, that comply with State and Federal law and constitutional requirements, including the same requirements and limitations imposed upon the County by the U.S. District Court for the District of Utah when it mandated redistricting of County Commission and School Board Districts in *Navajo Nation et al. v. San Juan County*, Civ. No. 2:12-CV-0039-RJS, as well as the redistricting principles set forth in the ordinance that created the Redistricting Commission for review and consideration by the San Juan County Commission (the “County Commission”);
  - (3) In the event that any Districts need to be redrawn, the Service Provider will do so based solely upon and from the official results of the 2020 United States Census as required by Federal laws, and no other source;
  - (4) Attend Redistricting Commission meetings and related County Commission meetings as requested by the Redistricting Commission or the County Commission upon request, in person or via an approved electronic conferencing platform, provided that the Service Provider is given not less than 18 hours advance notice of any meeting at which his attendance is required;
  - (5) Assist in presenting and explaining to the County Commission and the general public the proposed redistricting plans; and
  - (6) Such other assistance as the Redistricting Commission may require in fulfilling its responsibilities.
- B. Service Provider shall also assist San Juan County, the County Commission, and the Redistricting Commission in defending the redistricting plan or plans adopted in the event that such redistricting plans may be challenged in court or in any other proceeding.

**2. Compensation.**

- A. Upon the Service Provider’s completion of its duties under section 1 of this contract, San Juan County will pay the Service Provider Five-Thousand Dollars and No/100 (\$5,000.00).
- B. San Juan County shall mail its payment to the Service Provider within 30 days after the Service Provider completes its duties under section 1.A. of this contract, unless the parties agree, in writing, to alternative payment arrangements.
- C. Service Provider shall disclose its tax identification or Social Security number to San Juan County before a check or payment will be made by San Juan County to Service Provider.
- D. If this contract is terminated early, San Juan County will pay the Service Provider for the duties completed under section 1 of this contract through the date of early termination.



- E. The Service Provider is responsible for any taxes, contributions, assessments, or fees, which arise from payment by San Juan County to the Service Provider.
- F. The Service Provider is responsible for paying all subcontractors, material providers, jobbers, or any other person who or entity that provides materials, services, equipment, utilities or otherwise at the request of Service Provider and in connection with or relating to this contract.

**3. Effectiveness, Date, and Termination.** This contract will become effective when all parties have signed it. The date of this agreement will be the date this agreement is signed by the last party to sign it (as indicated by the date associated with that party's signature). This contract will terminate on December 31, 2021, at 11:59 p.m.

**4. Early Termination.**

- A. San Juan County may terminate this contract if annual appropriations, as part of San Juan County's annual public budgeting process, are not made or are insufficient to pay the Service Provider. This termination will be effective at the time that San Juan County's notice is effective under section 11.
- B. San Juan County may terminate this contract due to San Juan County's dissatisfaction with the Service Provider's services, which termination will be effective at midnight on the fifth day after San Juan County's notice is effective under section 11.
- C. San Juan County may terminate this contract for any reason, which termination will be effective at midnight on the 30<sup>th</sup> day after San Juan County's notice is effective under section 11.
- D. San Juan County may terminate this contract, which termination will be effective at the time San Juan County's notice is effective under section 11, if:
  - (1) The Service Provider engages in or permits any unlawful or disruptive conduct, or any activity not permitted by law, regulation, ordinance, this contract, and/or the policies of San Juan County; and
  - (2) The Service Provider fails to immediately cease such conduct or activity after notification by law enforcement, San Juan County, or otherwise.
- E. Either party may terminate this contract after a material breach of this contract by the other party, which termination will be effective after the notice is effective under section 11.

**5. Warranties.**

- A. The Service Provider warrants to San Juan County that:
  - (1) All materials and equipment furnished under this contract shall be:
    - (a) New;
    - (b) Under manufacturer's warranty;
    - (c) Of reasonable quality; and
    - (d) Free from faults and defects; and
  - (2) All services performed under this contract shall:
    - (a) Be of reasonable quality;
    - (b) Conform with reasonable professional standards; and
    - (c) Conform to codes, regulations, and laws.
    - (d) Materials, Plans, Artwork, Drawings, Brochures, Maps, and Documents produced under this contract will be owned by San Juan County upon completion. San Juan County may use these items in future projects or opportunities as the County needs arise without written consent or authorization from any other party.
- B. Service Provider shall correct or replace any materials or equipment that do not satisfy subsections 5.A.(1)(a)-(d) within 30 days after San Juan County's notice is effective under section 11.
- C. Service Provider shall correct any services performed that do not satisfy subsections 5.A.(2)(a)-(c) within 30 days after San Juan County's notice is effective under section 11.
- D. The parties acknowledge that the warranties set forth in Title 70A, Chapter 2, Part 3, Utah Code Annotated, apply to this contract.
- E. The Service Provider shall assign and deliver to San Juan County all manufacturers' warranties relating to the materials and equipment furnished under this contract as soon as reasonably possible, but in no event later than 10 days after this contract terminates.

**6. Insurance.** The Service Provider shall maintain for the duration of this contract and for six years after the termination of this contract, the following types of insurance:

- A. A valid occurrence form commercial general liability insurance policy, which covers contractual liability and contractual agreements, with minimum limits as follows:
  - (1) Each occurrence - \$1,000,000.00;
  - (2) Damage to Rented Premises - \$300,000.00;
  - (3) Medical Exp. (Any one person) - \$5,000.00;

- (4) Personal and Adv. Injury - \$2,000,000.00;
- (5) General aggregate - \$2,000,000.00; and
- (6) Products – Comp/Op aggregate - \$2,000,000.00;
- B. A valid automobile liability insurance policy that satisfies the minimum amounts required by Utah law; and
- C. A valid Workers Compensation and Employers’ Liability insurance policy with minimum limits as required by Utah law. If any proprietor, partner, executive, officer, member, or other person is excluded from the Workers Compensation and Employers’ Liability insurance policy, the Service Provider shall provide San Juan County with the applicable state issued waiver.
- D. Additional Insured. The Service Provider shall have the County added as an additional insured on all policies of insurance that he is required to provide in section 6.

For the duration of this contract and for six years after the termination of this contract, San Juan County may request the Service Provider to provide San Juan County with certificates or other records that demonstrate that the Service Provider is in compliance with the insurance requirements set forth in this section (the “Certificates/Records”). If the Service Provider fails to provide San Juan County with the requested Certificates/Records within three business days of San Juan County’s request, San Juan County may immediately terminate this contract. If the Service Provider fails to have the insurances required by this contract, San Juan County may immediately terminate this contract.

**7. Maintenance of Records.** The Service Provider agrees as follows:

- A. In the event that any Districts need to be redrawn, then the Service Provider shall preserve and maintain the following records and/or materials:
  - (1) The political data base used in the redistricting;
  - (2) The population data base used in the redistricting;
  - (3) The backup files from the Autobound, ESRI, Maptitude, or other mapping package used to do the redistricting; and
  - (4) All maps drawn as part of the redistricting process, including all changes thereto, regardless of whether they are adopted or approved by the County Commission.
- B. The Service Provider shall, upon the completion of his work, deliver the materials identified in subparagraph A herein as to the San Juan County Clerk who shall maintain them as part of the public record.

**8. County Data.** All data and information provided to the Service Provider by or on behalf of the Redistricting Commission, and all data and information derived therefrom during the course of the Service Providers work under this contact, is the exclusive property of the San Juan County (“County Data”); this definition is to be construed as broadly as possible. The Service Provider shall also keep a copy of the County Data. Use of the Service Provider’s copy of the County Data is restricted to use for backup purposes and to support requested additional data or work that may arise from any litigation and/or other requests. Upon request, the Service Provider must provide to San Juan County, or a third party designated by the San Juan County, all County Data within 10 calendar days of the request and in the format requested by the San Juan County. The Service Provide will assume all costs incurred in compiling and supplying County Data. Upon request, the Service provider will return to the County all County Data held by the Service Provider and delete any copies thereof that may be stored electronically. No County Data may be used for any marketing purposes.

**9. Conflicts and Ethics.** The Service Provider will uphold high ethical standards and is prohibited from: (a) holding or acquiring an interest that would conflict with this contract; (b) doing anything that creates an appearance of impropriety with respect to the award or performance of the contract; (c) attempting to influence or appearing to influence any County official or employee by the direct or indirect offer of anything of value; or (d) paying or agreeing to pay any person, other than employees and consultants working for the Service Provider, any consideration contingent upon the award of the contract. The Service Provider must immediately notify the Redistricting Commission of any violation or potential violation of these standards. This Section applies to the Service Provider, any parent, affiliate, or subsidiary organization of the Service Provider, and any subcontractor that performs services in connection with this contract. The following expectations related to professional conduct and organization:

- A. Professionalism and support. The Service Provider, his staff, and any subcontractors are expected to conduct themselves at all times in a professional, non-partisan and respectful manner when working with the Redistricting Commission and interacting with any member of the public in their capacity as a contractor to the County. Collaboration and respect are expected. It is the responsibility of the Service Provider to ensure sufficient staffing for this contract and support of the Redistricting Commission meeting his objectives and deadlines.
- B. No Acceptance of Other Consideration. The Service Provider understands that this contract was awarded without being subject to any bidding process because the compensation agreed to by the Service Provider is less than the County’s threshold for submitting the services contracted for under this contract to a bid process. Consistent with

understanding and to avoid any conflict of interest on the part of the Service Provider, neither the Service Provider, any parent, affiliate, or subsidiary organization of the Service Provider, any employee or subcontractor who provides services for Service Provider, shall receive from a third party or third parties, directly or indirectly, any remuneration in any form related to the Service Provider’s performance of the services under this contract.

**10. Indemnification.** With respect to any judicial, administrative, or arbitration action, suit, claim, investigation, or proceeding (“Proceeding”) against San Juan County, San Juan County’s officers, employees, agents, consultants, advisors, and other representatives, and each of their heirs, executors, successors, and assignees (“San Juan County Indemnitees”) that arises out of this contract or the acts or omissions of Service Provider (each, a “Claim”), Service Provider shall, for the duration of this contract and for a period of six years after the termination of this contract, indemnify those San Juan County Indemnitees against any amount awarded in, or paid in settlement of any Proceeding, including interest (“Loss”) and any out-of-pocket expense incurred in defending a Proceeding or in any related investigation or negotiation, including court filing fees, court costs, arbitration fees, witness fees, and attorneys’ and other professionals’ fees and disbursements (“Litigation Expense”) (Loss and Litigation Expense means “Indemnifiable Losses”) arising out of that Proceeding, except to the extent that San Juan County negligently or intentionally caused those Indemnifiable Losses.

**11. Notices.** All notices must be in writing and must be delivered personally, by a nationally recognized overnight courier, or by United States mail, postage prepaid and addressed to the parties at their respective addresses set forth below, and the same shall be effective upon receipt if delivered personally, on the next business day if sent by overnight courier, or three business days after deposit in the United States mail, if mailed. The initial addresses of the parties shall be:

<u>San Juan County</u>		<u>Service Provider</u>
San Juan County Attn: PO Box 9 Monticello, UT 84535	<u>With a copy to:</u> San Juan County Attn: Attorney’s Office PO Box 9 Monticello, UT 84535	William Cooper 525 Garden Lane Bristol, VA 24201

**12. Independent Contractor.** The Service Provider shall perform this contract as an independent contractor. The Service Provider acknowledges that he and his representatives are not employees of San Juan County, and, thus, have no right to and shall not be provided with any San Juan County benefits.

**13. Conflict of Terms.** In the event of any conflict between the terms of this contract and any documents referenced in this contract or incorporated into this contract by reference, including exhibits or attachments to this contract, this contract shall control.

**14. Assignment Restricted.** Except with the prior written consent of the other party, each party shall not transfer, including by merger (whether that party is the surviving or disappearing entity), consolidation, dissolution, or operation of law:

- A. Any discretion granted under this contract;
- B. Any right to satisfy a condition under this contract;
- C. Any remedy under this contract; or
- D. Any obligation imposed under this contract.

Any purported transfer in violation of this section will be void.

**15. Waiver.** No waiver of satisfaction of a condition or nonperformance of an obligation under this contract will be effective unless it is in writing and signed by the party granting the waiver.

**16. Entire Contract; Amendment.** This contract, including all attachments, if any, constitutes the entire understanding between the parties with respect to the subject matter in this contract. Unless otherwise set forth in this contract, this contract supersedes all other agreements, whether written or oral, between the parties with respect to the subject matter in this contract. No amendment to this contract will be effective unless it is in writing and signed by both parties.

**17. Governing Law; Exclusive Jurisdiction.** Utah law governs any Proceeding brought by one party against the other party arising out of this contract. If either party brings any Proceedings against the other party arising out of this contract, that party may bring that Proceeding only in a state court located in San Juan County, Utah (for claims that may only be resolved through the federal courts, only in a federal court located in Salt Lake City, Utah), and each party hereby submits to the exclusive jurisdiction of such courts for purposes of any such proceeding.

**18. Severability.** The parties acknowledge that if a dispute between the parties arises out of this contract or the subject matter of this contract, the parties desire the court to interpret this contract as follows:

- A. With respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision; and
- B. If an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of the contract will remain in effect as written.

**19. Counterparts, Digital Signatures, and Electronically Transmitted Signatures.** If the parties sign this contract in counterparts, each will be deemed an original, but all counterparts together will constitute one contract. If the parties digitally sign this contract or electronically transmit signatures by email, such signatures will have the same force and effect as original signatures.

Each party is signing this contract on the date below the party's signature.

<p>SAN JUAN COUNTY</p>  <p>By: _____</p> <p style="margin-left: 40px;">Willie Grayeyes, Chairman San Juan County Board of County Commissioners</p> <p>Date: _____</p> <p>ATTEST:</p>  <p>_____ Lyman Duncan San Juan County Clerk/Auditor Date: _____</p>	<p>WILLIAM COOPER</p>  <p>By: _____</p> <p style="margin-left: 40px;">William Cooper</p> <p>Date: _____</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------

**EXHIBIT A**

*William S. Cooper*  
*525 Garden Lane*  
*Bristol, VA 24201*  
*276-669-8567*  
*bcooper@msn.com*

### **Summary of Redistricting Work**

I have a B.A. in Economics from Davidson College in Davidson, North Carolina.

Since 1986, I have prepared proposed redistricting maps of approximately 700 jurisdictions for Section 2 litigation, Section 5 comment letters, and for use in other efforts to promote compliance with the Voting Rights Act of 1965. I have analyzed and prepared election plans in over 100 of these jurisdictions for two or more of the decennial censuses – either as part of concurrent legislative reapportionments or, retrospectively, in relation to litigation involving many of the cases listed below.

Since the release of the 2010 Census in February 2011, I have developed statewide legislative plans on behalf of clients in six states (Alabama, Florida, Georgia, Kentucky, South Carolina, and Virginia), as well as over 150 local redistricting plans in approximately 30 states – primarily for groups working to protect minority voting rights.

In March 2011, I was retained by the Sussex County, Virginia Board of Supervisors and the Bolivar County, Mississippi Board of Supervisors to draft new district plans based on the 2010 Census. In the summer of 2011, both counties received Section 5 preclearance from the Department of Justice.

Also in 2011, I was retained by way of a subcontract with Olmedillo X5 LLC to assist with redistricting for the Miami-Dade County, Florida Board of Commissioners and the Miami-Dade, Florida School Board. Final plans were adopted in late 2011 following public hearings.

In the fall of 2011, I was retained by the City of Grenada, Mississippi to provide redistricting services. The ward plan I developed received preclearance in March 2012.

In 2012 and 2013, I served as a redistricting consultant for the Tunica County, Mississippi Board of Supervisors and the Claiborne County, Mississippi Board of Supervisors.

In March 2014, I was retained by the City of Decatur, Ala. as a redistricting consultant in *Voketz v. City of Decatur*.

I am currently a consultant and expert for the plaintiffs in *Georgia State Conference NAACP et al. v. Fayette County*; *Alabama Legislative Black Caucus et al. v. Alabama*; *Montes v. City of Yakima, Washington*; *Pope v. County of Albany, New York*; *Navajo Nation v. San Juan County, Utah*; *Fairley et al. v. Hattiesburg, Mississippi*; *Terrebonne Parish Branch NAACP et al. v. Jindal et al.*; *Davidson v. City of Cranston, Rhode Island*; *Missouri State Conference NAACP et al. v. Ferguson-Florissant School District et al.*; *Partee v. Coahoma County, Mississippi*; *Figgs v. Quitman County, Mississippi*; and *Calvin et al. v. Jefferson County, Florida*.

In *Montes v. City of Yakima* (E.D. Wash. Feb. 17, 2015) the court adopted, as a remedy for the Section 2 violation, a seven single-member district plan that I developed for the plaintiffs.

Since 2011, I have served as a redistricting and demographic consultant to the Massachusetts-based Prison Policy Initiative and to Demos for a nationwide project to end prison-based gerrymandering. I have analyzed proposed and adopted election plans in about 25 states as part of my work with these two organizations.

During the 2000s, I analyzed census data and prepared draft election plans involving about 300 local-level jurisdictions in 25 states. I produced these plans at the request of local

citizens' groups, national organizations such as the NAACP and, in a few instances, by contract with local governments. Election plans I developed for two counties – Sussex County, Virginia and Webster County, Mississippi – were adopted and precleared in 2002 by the U.S. Department of Justice. A ward plan I prepared for the City of Grenada, Mississippi was precleared in August 2005. A county council plan I developed for Native American plaintiffs in a Section 2 lawsuit (*Blackmoon v. Charles Mix County*) was adopted by Charles Mix County, South Dakota in November 2005. A county supervisors' plan I produced for Bolivar County, Mississippi was precleared in January 2006. A plan I drafted for Latino plaintiffs in Bethlehem, Pennsylvania (*Pennsylvania Statewide Latino Coalition v. Bethlehem Area School District*) was adopted in March 2009. Plans I developed for minority plaintiffs in Columbus County, North Carolina and Cortez-Montezuma School District in Colorado were adopted in 2009.

In addition, during the post-2000 reapportionment process, I drafted proposed statewide legislative plans on behalf of clients in eight states – Florida, Montana, New Mexico, North Dakota, South Dakota, Tennessee, Virginia, and Wyoming. In August 2005, a federal court ordered the State of South Dakota to remedy a Section 2 voting rights violation and adopt a state legislative plan I developed (*Bone Shirt v. Hazeltine*).

Since 1986, I have prepared election plans for Section 2 litigation in Alabama, Connecticut, Florida, Georgia, Louisiana, Maryland, Mississippi, Missouri, Montana, Nebraska, New Jersey, New York, North Carolina, Ohio, Pennsylvania, South Carolina, South Dakota, Tennessee, Utah, Virginia, Washington, and Wyoming.

I have testified at trial as an expert witness on redistricting and demographics in federal courts in the following voting rights cases (approximate most recent testimony dates are in parentheses):

**Alabama**

*Alabama Legislative Black Caucus et al. v. Alabama et al. (2013)*

**Colorado**

*Cuthair v. Montezuma-Cortez School Board (1997)*

**Georgia**

*Cofield v. City of LaGrange (1996)*

*Love v. Deal (1995)*

*Askew v. City of Rome (1995)*

*Woodard v. Lumber City (1989)*

**Louisiana**

*Knight v. McKeithen (1994)*

*Reno v. Bossier Parish (1995)*

*Wilson v. Town of St. Francisville (1997)*

**Maryland**

*Cane v. Worcester County (1994)*

**Mississippi**

*Addy v Newton County (1995)*

*Boddie v. Cleveland (2003)*

*Boddie v. Cleveland School District (2010)*

*Ewing v. Monroe County(1995)*

*Fairley v. Hattiesburg (2014)*

*Fairley v. Hattiesburg (2008)*

*Jamison v. City of Tupelo (2006)*

*Gunn v. Chickasaw County (1995)*

*NAACP v. Fordice (1999)*

*Nichols v. Okolona (1995)*

*Smith v. Clark (1995)*

**Montana**

*Old Person v. Cooney (1998)*

*Old Person v. Brown (on remand) (2001)*

**Nebraska**

*Stabler v. Thurston County (1995)*

**New York**

*Arbor Hills Concerned Citizens v. Albany County (2003)*

*Pope v. County of Albany (2015)*

**South Carolina**

*Smith v. Beasley (1996)*



**South Dakota**

*Bone Shirt v. Hazeltine (2004)*  
*Cottier v. City of Martin (2004)*

**Tennessee**

*Cousins v. McWherter (1994)*  
*Rural West Tennessee African American Affairs Council v. McWherter (1993)*

**Virginia**

*Henderson v. Richmond County (1988)*  
*McDaniel v. Mehfoud (1988)*  
*White v. Daniel (1989)*  
*Smith v. Brunswick County (1991)*

**Wyoming**

*Large v. Fremont County (2007)*

In addition, I have filed declarations or been deposed in these voting rights cases:

**Alabama**

*Voketz v. City of Decatur (2014)*

**Florida**

*Burton v. City of Belle Glade (1997)*  
*Johnson v. DeSoto County (1999)*  
*Thompson v. Glades County (2001)*  
*Calvin v. Jefferson County (2015)*

**Georgia**

*Georgia State Conference NAACP, et al. v. Fayette County (2012)*  
*Jones v. Cook County (1993)*  
*Johnson v. Miller (1998)*  
*Knighton v. Dougherty County (2002)*

**Kentucky**

*Herbert v. Kentucky State Board of Elections (2013)*

**Louisiana**

*NAACP v. St. Landry Parish Council (2005)*  
*Rodney v. McKeithen (1993)*  
*Prejean v. Foster (1994)*  
*Terrebonne Parish NAACP v. Jindal, et al. (2015)*

**Maryland**

*Fletcher v. Lamone (2011)*

**Mississippi**

*Partee v. Coahoma County (2015)*  
*Figgs v. Quitman County (2015)*  
*Williams v. Bolivar County (2005)*  
*Clark v. Calhoun County (on remand)(1993)*  
*Houston v. Lafayette County (2002)*  
*Wilson v. Clarksdale (1992)*  
*Stanfield v. Lee County(1991)*  
*Teague v. Attala County (on remand)(1993)*

**Missouri**

*Missouri NAACP v. Ferguson-Florissant School District (2015)*

**Montana**

*Alden v. Rosebud County (2000)*

**North Carolina**

*Lewis v. Alamance County (1991)*  
*Gause v. Brunswick County (1992)*  
*Webster v. Person County (1992)*

**Rhode Island**

*Davidson v. City of Cranston (2015)*

**South Carolina**

*Vander Linden v. Campbell (1996)*

**South Dakota**

*Emery v. Hunt (1999)*  
*Kirkie v. Buffalo County (2004)*

**Tennessee**

*NAACP v. Frost, et al. (2003)*

**Utah**

*Navajo Nation v. San Juan County (2015)*

**Virginia**

*Moon v. Beyer (1990)*

**Washington**

*Montes v. City of Yakima (2014)*

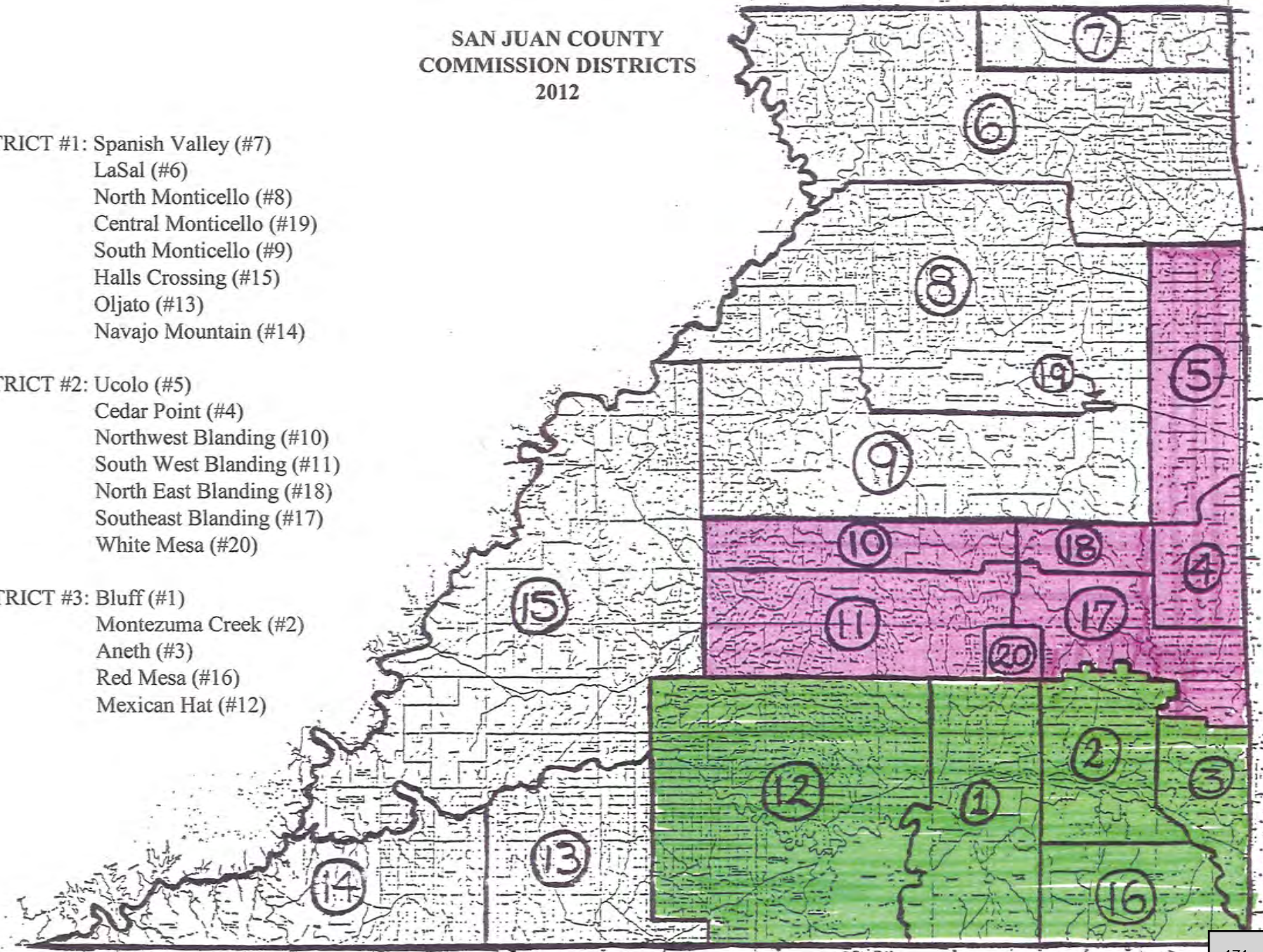
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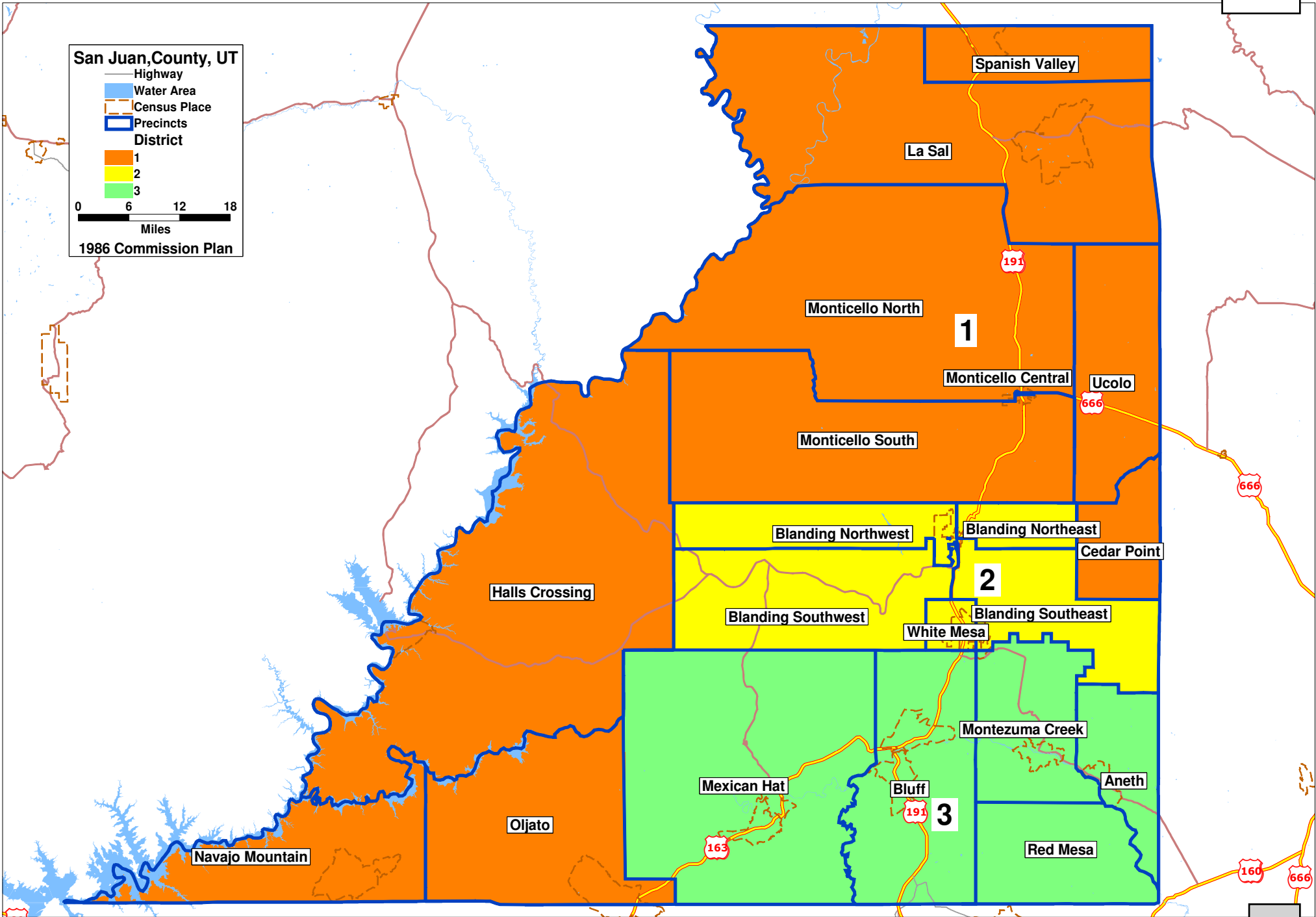
SAN JUAN COUNTY  
COMMISSION DISTRICTS  
2012

- DISTRICT #1: Spanish Valley (#7)  
 LaSal (#6)  
 North Monticello (#8)  
 Central Monticello (#19)  
 South Monticello (#9)  
 Halls Crossing (#15)  
 Oljato (#13)  
 Navajo Mountain (#14)

- DISTRICT #2: Ucolo (#5)  
 Cedar Point (#4)  
 Northwest Blanding (#10)  
 South West Blanding (#11)  
 North East Blanding (#18)  
 Southeast Blanding (#17)  
 White Mesa (#20)

- DISTRICT #3: Bluff (#1)  
 Montezuma Creek (#2)  
 Aneth (#3)  
 Red Mesa (#16)  
 Mexican Hat (#12)





SAN JUAN SCHOOL DISTRICT PRECINCT LINES  
2012 (based on county voting lines)

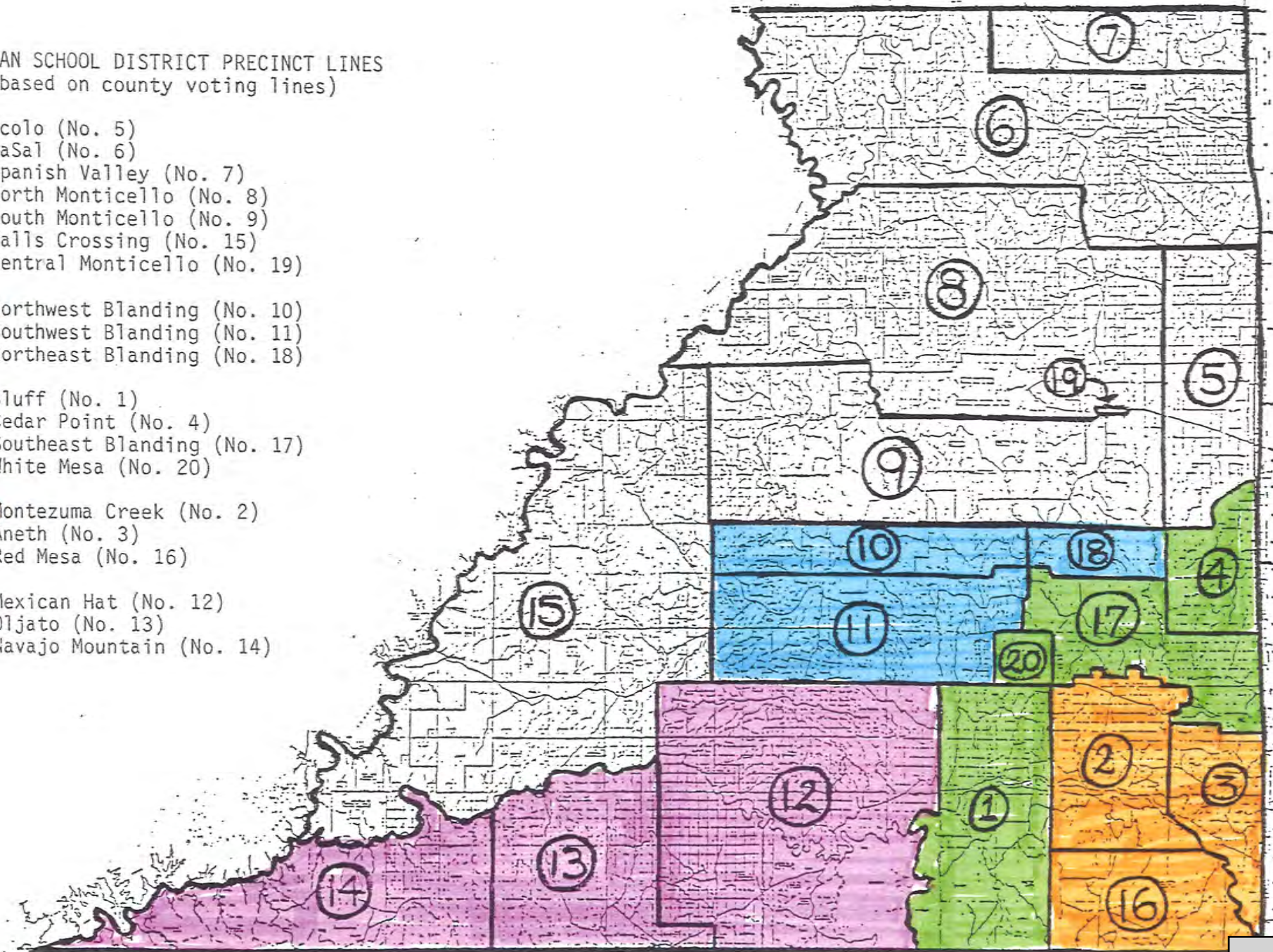
- #1 - Ucolo (No. 5)  
LaSal (No. 6)  
Spanish Valley (No. 7)  
North Monticello (No. 8)  
South Monticello (No. 9)  
Halls Crossing (No. 15)  
Central Monticello (No. 19)

- #2 - Northwest Blanding (No. 10)  
Southwest Blanding (No. 11)  
Northeast Blanding (No. 18)

- #3 - Bluff (No. 1)  
Cedar Point (No. 4)  
Southeast Blanding (No. 17)  
White Mesa (No. 20)

- #4 - Montezuma Creek (No. 2)  
Aneth (No. 3)  
Red Mesa (No. 16)

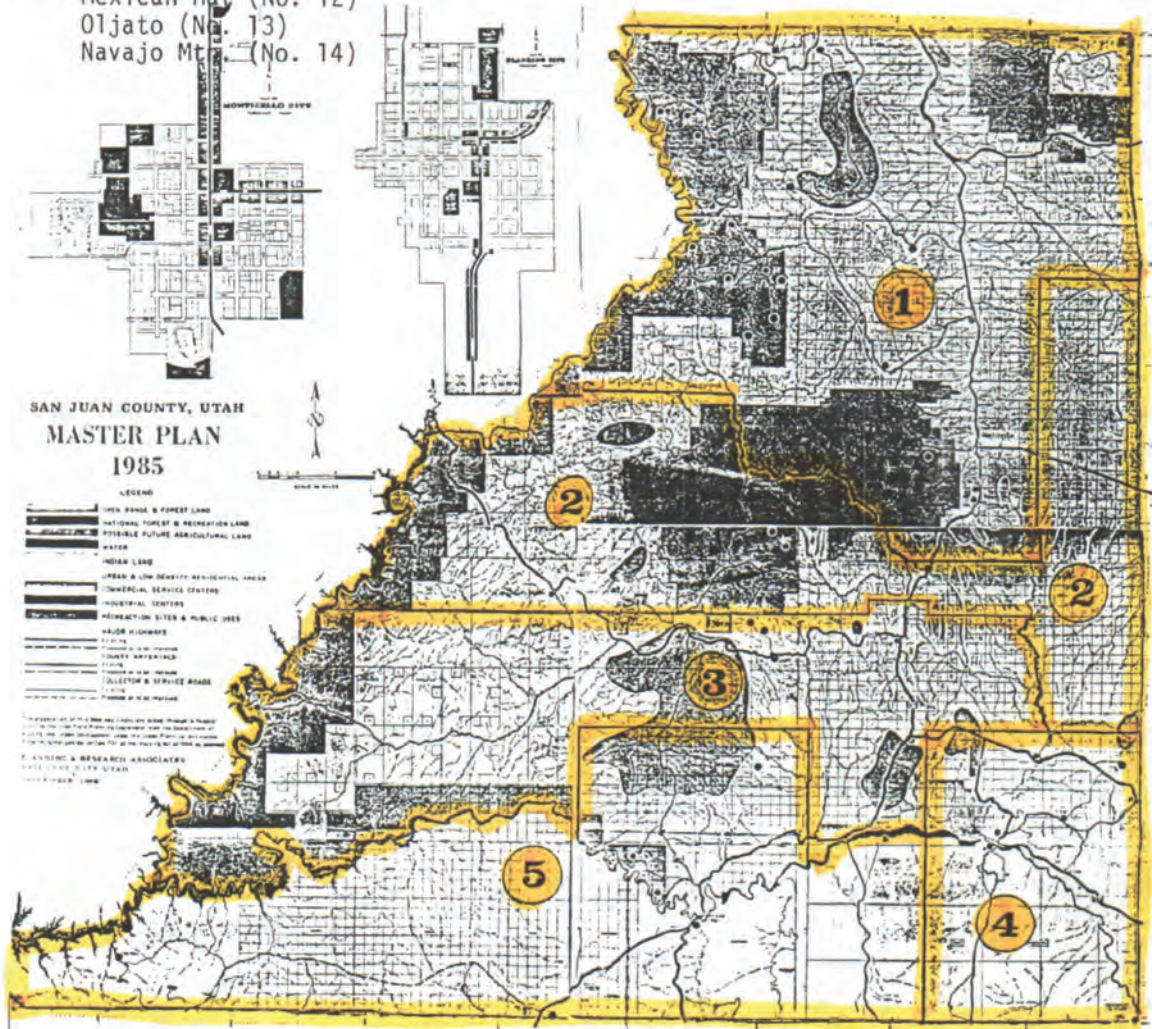
- #5 - Mexican Hat (No. 12)  
Oljato (No. 13)  
Navajo Mountain (No. 14)



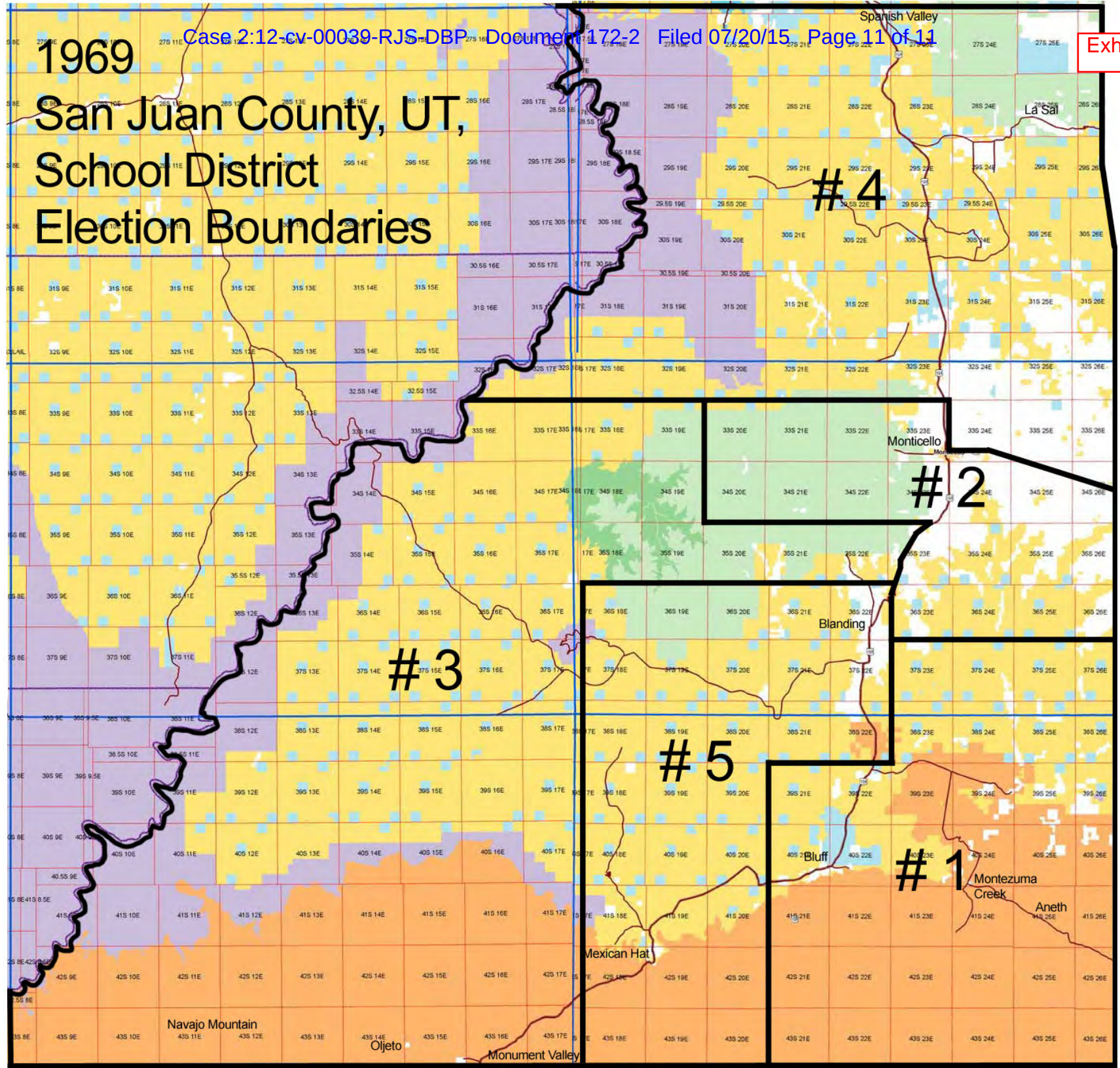
SAN JUAN SCHOOL DISTRICT PRECINCT LINES

*Prison to 1986*

- #1 - Spanish Valley (No. 7)  
LaSal (No. 6)  
North Monticello (No. 8)  
Central Monticello (No. 19)  
South Monticello (No. 9)
- #2 - Ucolo (No. 5)  
Cedar Point (No. 4)  
Northeast Blanding (No. 18)  
Northwest Blanding (No. 10)
- #3 - Southeast Blanding (No. 17)  
Southwest Blanding (No. 11)  
White Mesa (No. 20)  
Bluff (North of river - No. 1)  
Halls Crossing (No. 15)
- #4 - Aneth (No. 3)  
Montezuma Creek (No. 2)  
Red Mesa (No. 16)
- #5 - Bluff (South of river No. 1)  
Mexican Hat (No. 12)  
Oljato (No. 13)  
Navajo Mt. (No. 14)



# 1969 San Juan County, UT, School District Election Boundaries





## COMMISSION STAFF REPORT

**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Review of a Potential Contract with William Cooper for Redistricting

**RECOMMENDATION:** Possible Motions Include:  
 Table the Item  
 Pass a motion directing County Staff to make modifications so that this contract is a legally acceptable contract.  
 Make a Motion to not accept this contact

### SUMMARY

On May 14, the Board of Commissioners adopted Resolution 2021-05 directing that William Cooper be hired to assess the 2020 Census data for San Juan County and if needed draw new election district maps for the Commission and the School Board based on that data.

This contract was received and not created by the County Attorney's office.

### HISTORY/PAST ACTION

May 14, adopted 2021-05 providing direction for the County Attorney and County Administrator to begin the process.

### FISCAL IMPACT

Not to exceed \$5,000



## INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT is made and entered into this 17<sup>th</sup> day of August, 2021, by and between San Juan County, Utah, hereinafter referred to as the "Client", and William Cooper, whose address is 525 Garden Lane, Bristol, VA 24201, hereinafter referred to as the "Contractor".

WHEREAS, the Client desires to enter into this Agreement with the Contractor, providing, among other things, for Contractor's services to the Client; and

WHEREAS, the Contractor desires to enter into this Agreement with respect to his services to the Client, upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, the parties agree as follows:

1. The Client shall retain the Contractor and the Contractor shall assist the Client upon the terms and conditions hereinafter set forth.
2. **Term.** The term of this Agreement shall commence on August 17, 2021 and terminate when, in the judgment of the Client, a fair resolution of the matter which is the subject of this agreement has been achieved,
3. **Duties of Contractor.** During the period of this Agreement, the Contractor shall have the full and complete obligation and responsibility for the performance of the duties and/or work described in the attached Exhibit "A" for the Client and the Contractor shall be obligated to the Client for the performance of all such duties and/or work. During the period hereof, the Contractor shall assist the Client and shall perform any and all services required or requested in connection with the Client's business. Within the limitations herein provided, the Contractor will render such services of an advisory nature as may be requested from time to time by the Client.
4. **Time Requirements.** The Contractor shall devote, during the term of this Agreement, such of his time, energy, and skill as is necessary in the performance of his duties hereunder and shall periodically, or at any time, upon the request of the Client, submit data as to the time requirements of work performed and to be performed by him for the Client in connection with this Agreement.
5. **Fees to Contractor.** The Client shall pay the Contractor for services in connection with this Agreement, the exact amount to be agreed upon in writing by the Client and the Contractor, prior to any work being performed, or, in the alternative, per the attached Exhibit "A".
6. **Relation of the Parties.** The Contractor is retained by the Client only for the purposes and to the extent set forth in this Agreement and the Contractor's relationship to the Client shall, during the term of this Agreement, be that of an Independent Contractor. The Client shall not withhold, from sums becoming payable to the Contractor hereunder, any amounts for State or Federal Income Tax, or for FICA (Social Security) Taxes, during the term of this Agreement. The Contractor shall be free to dispose of such portions of his entire time, energy and skill as he is

not obligated to devote hereunder to the Client in such manner as she deems advisable. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements or distributions by the Client pertaining to or in connection with any pension, stock, bonus, profit sharing or other benefit extended to the Client's employees.

- 7. **Professional Responsibility.** Nothing in this Agreement shall be construed to interfere with or otherwise affect the rendering of services by the Contractor in accordance with his independent and professional judgment. The Contractor shall perform his services substantially in accordance with generally accepted practices and principles of his trade. This Agreement shall be subject to the rules and regulations of any and all organizations and associations to which the Contractor may from time to time belong and to the laws and regulations governing the practice of the Contractor's trade in this State.
- 8. **Termination.** This Agreement may be terminated at any time, with or without cause, by either party upon forty-eight (48) hours written notice or with payment of a prorate amount for two (2) days work in lieu of notice.
- 9. **Notice.** Any notice required to be given hereunder shall be deemed given on the third (3rd) business day following mailing of any such notice, postage paid, to the address set out herein above.
- 10. **Income Tax Designation.** In the event that the Internal Revenue Service should determine that the Contractor is, according to I.R.S. guidelines, an employee subject to withholding and social security contributions, the Contractor shall acknowledge, as the Contractor acknowledges herein, that all payments to the Contractor are gross payments, and the Contractor is responsible for all income taxes and social security payments thereon.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

Signed, sealed and delivered in the presence of:

"CLIENT" San Juan County, UT

\_\_\_\_\_

"CONTRACTOR"

\_\_\_\_\_

SS# or FEIN

**EXHIBIT “A”****Independent Contractor Responsibilities and Fee Arrangement:**

The Contractor agrees to provide the following services to the Client:

- Preparation of redistricting plans for San Juan County, Utah. The Client agrees to pay the Contractor \$125.00 per hour for services in connection with this Agreement.
- Participation in 2 to 4 Electoral Process Committee meetings at \$125.00 per hour.
- Total cost expected not to exceed \$5000.00.



**Kendall G Laws**  
San Juan County Attorney

klaws@sanjuancounty.org  
Fax: (435) 587-3119

P.O. Box 850  
Monticello, Utah 84535  
Phone: (435) 587-2128

August 13, 2021

**RE: Proposed Contracts for Services Between San Juan County and William Cooper**

Dear Commissioners:

On May 18, 2021 you approved Resolution No. 2021-05 that directed myself and the County Administrator to begin the process of contracting with William Cooper to assist the County Commission with analyzing the decennial census data to determine whether redistricting is necessary and, if redistricting is needed, to assist with creating the new districts in accordance with Federal and State law as well as in accordance with prevailing case law.

After a lot of work and negotiation, the proposed was reviewed by the Utah County Indemnity Pool (UCIP), and is before you for approval and signature. The final discussions on this contract took place on August 12, 2021. In addition to this proposed contract (Mack's Contract), a competing proposal has been presented by Commission Maryboy (New Proposal) which was drafted by another source. That contract is also on your agenda for your consideration. This letter is to provide you with my legal analysis and opinion on these two competing contracts.

It is my legal opinion that Mack's Contract is the only option before the Commission that I can give my approval to both the form and the legality as is required of me by law. It is legally sufficient and beneficial to the County. It has been drafted by attorneys for the county and meets all requirements of the law for such a contract. Additionally, it has been approved and vetted by UCIP. It is also reflective of Mack's work and communication with Mr. Cooper. UCIP's approval is important because they are our "insurance" provider. If they do not approve of a contract, any obligation they would have to cover litigation expenses that may arise from the

contract, or decisions made based on the recommendations of the service provider, would be compromised.

Further, the New Proposal has deficiencies that call into question whether it would even be legal for the Commission to approve. First, it does not contain any dispute resolution clauses about where or how disputes will be resolved. For example, Mr. Cooper is from Virginia and if a dispute were to arise, there is nothing which prohibits Mr. Cooper from filing a legal action against the County in Virginia. This would immediately and unnecessarily drive the cost of that litigation much higher due to the distance Virginia is from San Juan County, Utah. On the other hand, Mack's Contract contains an agreement that any disputes will be resolved in Utah courts.

Second, the New Proposal does not require retention of all records by Mr. Cooper. Utah's Government Records Access Management Act (GRAMA) requires all documents to be preserved and retained. Additionally, in the event that some future litigation arises out of the County's redistricting decisions, it will be critical to have the drafts, notes, communications, etc. of Mr. Cooper to defend the County in that litigation. The Mack Contract accounts for these record retention requirements and guarantees those records will be retained so they are available if litigation arises from the redistricting process as well as to appease the requirements of GRAMA.

Third, as previously stated, the New Proposal has not been reviewed or approved by UCIP and is not approved by the San Juan County Attorney due to its legal deficiencies and failure to adequately protect the County. As previously stated, UCIP coverage is critical to the County's ability to protect and defend itself against future litigation, from whatever source, that arises from the redistricting. Moreover, Utah Code Ann. 17-18a-504 requires that the County Attorney review all contracts, etc. and "approve as to form and legality". The New Proposal is *not* approved as to form, due to its deficiencies, and in my official opinion does not meet the requirements for being a legally sufficient contract.

It is important to note that adoption of any contract, against the legal recommendations of the County Attorney, not only complicates UCIP coverage, but could also raise the question as to

whether some legal immunities normally provided to government officials are lost. As you recall, there was discussion between the Commissioners and Mack back in May regarding the procurement code and circumventing the normal process. Utah Code provides an exception to the normal process but requires the terms be in the best interest of the County. The contract spearheaded by Mack appears to be in the best interest of the County, while the other does not.

As referred to above, it is important to understand the responsibilities that the County Commissioners and Mack have under the State Procurement Code. Utah Code Ann. 63G-6a *et seq.* creates the rules and regulations for the County when contracting for goods and services. The County Commission delegated their authority as procurement officer for this contract when it passed Resolution No. 2021-05 and gave that authority to the County Administrator. That was appropriately done in an open meeting. There has been no revocation of that authority or redelegation of that authority to the author of the New Proposal. Whoever drafted the other contract was not granted authority and was also probably acting in violation of Resolution 2019-20.

As the Procurement Officer, Mack was required to “[...] negotiate with the contractor to ensure that the terms of the contract, including price and delivery, are in the best interest of the [county]”. Utah Code Ann. 63G-6a-802(4). The Mack Contract meets those requirements and meets the other legal requirements of the Procurement Code. The New Proposal not only lacks the authority of being negotiated by the authorized procurement officer, it is also completely lacking many necessary terms that would be in the best interest of the county. Therefore, in addition to the previously stated legal deficiencies spelled out herein, the New Proposal would also be a violation of the Procurement Code and would therefore be vulnerable to even the most basic legal challenge.

Finally, it is important to remember that by entering this contract with Mr. Cooper, you are only contracting him to advise your ultimate decision on decennial redistricting. His role will only be to assist and advise the Commission but only the Commission has the final decision for redistricting based on the decennial census.

It is my official recommendation and legal opinion that you adopt the contract proposed by Mack. Mack has done a good job negotiating terms that are in the best interest of the County and has ensured that all stakeholders have approved his version prior to bringing it for your approval.

As always, if you have any questions or concerns, please reach out to me.

Respectfully

A handwritten signature in blue ink, appearing to read "Kendall G. Laws". The signature is fluid and cursive.

Kendall G. Laws  
San Juan County Attorney



## COMMISSION STAFF REPORT

**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** CONSIDERATION AND ADOPTION OF AN ORDINANCE ESTABLISHING AND CREATING THE FORMATION OF THE SAN JUAN COUNTY REDISTRICTING COMMISSION. Mack McDonald, Chief Administrative Officer

**RECOMMENDATION:** Make a Motion to Approve the Ordinance

### SUMMARY

On May 14, the Board of Commissioners adopted Resolution 2021-05 directing that William Cooper be hired to assess the 2020 Census data for San Juan County and if needed draw new election district maps for the Commission and the School Board based on that data.

In an effort to establish a fair and equitable process, we are recommending a Redistricting Commission be established of representation throughout the County. William Cooper will help guide the Redistricting Commission for the selection and presentation of district maps if required by the results of the 2020 Census data.

A Redistricting Commission will also provide transparency in the process and avoid any appearance or possibility of gerrymandering including the avoidance of any conflicts of interest.

### HISTORY/PAST ACTION

May 14, adopted 2021-05 providing direction for the County Attorney and County Administrator to begin the process.

### FISCAL IMPACT

N/A





McDonald, Mack <mmcdonald@sanjuancounty.org>

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## Resolution authorizing NNHRC to conduct Redistricting Activities on behalf of NNHRC

1 message

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**Lauren J. Bernally** <ljbernally@navajo-nsn.gov>

Fri, Jul 2, 2021 at 11:43 AM

To: "mmcdonald@sanjuancounty.org" <mmcdonald@sanjuancounty.org>

Cc: "Nielson, John David" <jdnielson@sanjuancounty.org>, "kmaryboy@sanjuancounty.org" <kmaryboy@sanjuancounty.org>, "williegrayeyes@sanjuancounty.org" <williegrayeyes@sanjuancounty.org>, "bbadams@sanjuancounty.org" <bbadams@sanjuancounty.org>

Good Morning Mr. McDonald,

I have attached the official resolution which designates the Navajo Nation Human Rights Commission as the official entity of the NN to conduct redistricting activities. If you have any questions, please call our office. Have a safe holiday weekend.

Lauren

Lauren Bernally, Policy Analyst

Navajo Nation Human Rights Commission

P.O. Box 129

St. Michaels, AZ 87511



**Resolution NABIJN-15-21.pdf**

245K

RESOLUTION OF THE  
NAABIK'ÍYÁTI' STANDING COMMITTEE  
24<sup>th</sup> NAVAJO NATION COUNCIL -- Third Year, 2021

AN ACTION RELATING TO NAABIK'ÍYÁTI' COMMITTEE; AUTHORIZING AND DESIGNATING THE OFFICE OF NAVAJO NATION HUMAN RIGHTS COMMISSION TO REPRESENT THE NAVAJO NATION IN THE 2021-2022 CONGRESSIONAL AND STATE REDISTRICTING ACTIVITIES AND RECOMMENDING REDISTRICTING PLANS

BE IT ENACTED:

SECTION ONE: AUTHORITY

The Naabik'íyáti' Committee is a standing committee of the Navajo Nation Council. 2 N.N.C. § 700. The Committee, among other duties and responsibilities, serves as the oversight authority over the Navajo Nation Human Rights Commission. 2 N.N.C. § 923.

SECTION TWO: FINDINGS

- A. The Navajo Nation occupies land in Arizona, New Mexico and Utah.
- B. Navajo voters have a right to vote and participate in all state elections, including those for federal positions.
- C. Navajos are citizens of the United States and citizens of the fifty states. It is crucial that Navajo people are fairly and adequately represented in all election districts including but not limited to legislative and Congressional redistricting plans.
- D. While the United States Census Bureau is not scheduled to release the 2020 census data until September 2021, the state of Arizona, New Mexico and Utah, among others, are currently addressing redistricting of Congressional and state legislative districts. Countries that extend onto the Navajo Nation are also redistricting plans, including those of their state school board.
- E. The Navajo Nation Human Rights Commission was established by the Navajo Nation Council for various purposes, including the protection of the basis rights of Navajo people. 2 N.N.C. § 920 et seq. The Commission is under the legislative branch of the Navajo Nation. *Id.*

- F. In the months of October, November and December 2020, the Office of the Navajo Human Rights Commission ("HRC Office") participated as a member in the New Mexico Task Force on Redistricting ("Task Force"). The Task Force issued a report with recommendations. One of the principal issues presented by the HRC Office is that both Navajo Nation and counties often do not have voting boundaries that are the same. It is important that voting precinct boundaries coincide with Navajo community chapter boundaries.
- G. On April 6, 2021, New Mexico Governor Michelle Lujan Grisham signed into law Senate Bill 304 which established for the first time a citizens' redistricting commission in New Mexico, directing that voting precinct boundaries coincide with chapter boundaries as much as possible. Senate Bill 304 will come into effect on July 1, 2021.
- H. The Navajo Nation Human Rights Commission was the principal mapper for the Navajo Nation during the 2011-2012 redistricting activities. The Navajo Nation prevailed in redistricting litigations involving New Mexico and Utah, and participated in an *amicus curiae* brief submitted in Arizona redistricting litigation. See, *Navajo Nation et al v. San Juan County et al.*, 2:12-CV-00039-RJS (Utah); *Navajo Nation et al v. Duran et al* - amended (comprehensive), D-101-CV-2011-02942 (Consolidated) (New Mexico).
- I. By resolution NNHRCJUN-09-21, the Navajo Nation Human Rights Commission recommends that the Office of Navajo Nation Human Rights Commission be designated to address redistricting activities in the states of Arizona, New Mexico, and Utah for 2021 and thereafter. See attached **Exhibit A**.

**SECTION THREE. AUTHORIZING AND DESIGNATING THE OFFICE OF NAVAJO NATION HUMAN RIGHTS COMMISSION TO REPRESENT THE NAVAJO NATION IN THE 2021-2022 CONGRESSIONAL AND STATE REDISTRICTING ACTIVITIES AND RECOMMENDING RESTRICTING PLANS**

- A. The Navajo Nation hereby authorizes and designates the Office of the Navajo Nation Human Rights Commission to assist with and represent the Navajo Nation on all state legislative and Congressional redistricting activities.
- B. The Office of the Navajo Nation Human Rights Commission shall ensure that all members of the Navajo Nation are fairly and adequately represented in all voting precincts and elective districts. Most particularly, the Office shall:

- 1). Improve/maintain the legislative districting in which the Navajo Nation is located and preserve a majority-minority standard;
- 2). Improve the Congressional districting in which the Navajo Nation is located;
- 3). Ensure that Navajo Nation communities remain intact in legislative districts and oppose cracking of such districts; and
- 4). Resist all efforts to dilute the strength of Navajo votes; ensure that Navajo voters are given a fair opportunity to elect candidates of their choice; and,
- 5). Oppose retrogression; ensure that Navajo voting rights are protected and preserved.

**SECTION FOUR. AUTHORIZING THE OFFICE OF THE SPEAKER TO ASSIGN NAVAJO NATION COUNCIL DELEGATES TO WORK WITH THE OFFICE OF THE NAVAJO NATION HUMAN RIGHTS COMMISSION**

The Speaker shall assign Navajo Nation Council Delegates to work with the Office of the Navajo Nation Human Rights Commission on state redistricting activities. The assigned Council Delegates, among other related responsibilities, shall:

- A. Guide the Office of the Navajo Nation Human Rights Commission in the development of maps, concepts, goals, and all other applicable standards for redistricting;
- B. Appear and provide testimony, on behalf of the Navajo Nation, before governmental entities considering redistricting affecting the Navajo people;
- C. Seek the assistance of the Office of the Navajo Nation President/Vice President, the Office of the Speaker of the Navajo Nation, the Navajo Nation Department of Justice, the Navajo Election Administration and the Navajo Board of Election Supervisors on the collection of necessary data; and,
- D. Provide monthly written reports on its activities to the Naabik'íyáti' Committee of the Navajo Nation Council.

**SECTION FIVE. DURATION OF ACTION**

The duration of this action of the Navajo Nation shall continue until proposed redistricting plans of the states of Arizona, New


Mexico and Utah currently being discussed for implementation are officially adopted and disputes, if any, are fully resolved.

#### SECTION SIX. SAVINGS CLAUSE

Should any portion of this legislation approved herein be determined invalid by the Navajo Nation Supreme Court, or the District Courts of the Navajo Nation, without appeal to the Navajo Nation Supreme Court, those portions not determined invalid shall remain the law of the Navajo Nation.

#### CERTIFICATION

I, hereby certify that the foregoing resolution was duly considered by the Naabik'iyáti' Committee of the 24<sup>th</sup> Navajo Nation Council at a duly called meeting in Window Rock, Navajo Nation (Arizona), at which a quorum was present and that the same was passed by a vote of 16 in Favor, and 00 Opposed, on this 24<sup>th</sup> day of June 2021.

  
Honorable Seth Damon, Chairman  
Naabik'iyáti' Committee  
June 30, 2021  
Date

Motion: Honorable Rickie Nez  
Second: Honorable Jimmy Yellowhair

Chairman Seth Damon not voting

NNHRCJUN-09-21

**RESOLUTION OF THE  
NAVAJO NATION HUMAN RIGHTS COMMISSION**

**Approving and Recommending to the Naabik'iyáti' Committee of the 24th Navajo Nation Council that the Office of Navajo Nation Human Rights Commission to be the Designee for the Navajo Nation on Redistricting Activities for the States of Arizona, New Mexico, and Utah**

**WHEREAS:**

1. Pursuant to 2 N.N.C. §920 and §921, the Navajo Nation Human Rights Commission ("Commission") is established within the Legislative Branch as an entity of the Navajo Nation government and to operate as a clearinghouse to address discriminatory actions against citizens of the Navajo Nation; and to interface with local, state, federal governments and with national and international human rights organizations in accordance with its plan of operation and applicable laws and regulations of the Navajo Nation; and
2. In 2011, the Office of Navajo Nation Human Rights Commission ("Office") was assigned to address redistricting activities for the States of Arizona, New Mexico, and Utah because protecting and advancing voting rights is a human right. Since then, the Office was successful in their efforts in redistricting activities, especially litigating in federal courts on the importance of language assistance, it is important the Office is assigned to continue addressing redistricting activities in order to protect and advance Navajo voting rights for the States of Arizona, New Mexico, and Utah for 2021 and thereafter; and
3. The Office was a member of the New Mexico Task Force ("Task Force") on Redistricting in which the Task Force issued a report to consider the need to establish a citizen redistricting commission, respect Navajo chapter boundaries, and utilize census blocks when designing election districts. The New Mexico legislature passed Senate Bill 304 which reformed the redistricting activities in New Mexico.

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The Navajo Nation Human Rights Commission hereby approves and recommends to the Naabik'iyáti' Committee of the 24th Navajo Nation Council that the Office of Navajo Nation Human Rights Commission be the Designee for the Navajo Nation on Addressing Redistricting Activities for the States of Arizona, New Mexico, and Utah.
2. The Navajo Nation Human Rights Commission further hereby directs the Office of Navajo Nation Human Rights Commission to transmit this resolution to the Naabik'iyáti' Committee of the 24th Navajo Nation Council and Office of the Speaker recommending the Office of Navajo Nation Human Rights Commission be the Designee for the Navajo Nation on Addressing Redistricting Activities for the States of Arizona, New Mexico, and Utah for 2021 and thereafter.

NNHRCJUN-09-21

**CERTIFICATION**

**I hereby certify that the foregoing resolution was duly considered by the Navajo Nation Human Rights Commission at a duly called meeting in Saint Michaels, Navajo Nation (Arizona), at which time a quorum was present and was passed by a vote of 2 in favor and 0 opposed, this 4th day of June 2021.**

DocuSigned by:

*Jennifer Denetdale*

17300B2780740F  
\_\_\_\_\_  
Jennifer Denetdale, Ph.D, Chairperson  
Navajo Nation Human Rights Commission

NAVAJO NATION

Item 18.

997

6/24/2021

Naa'bik'iyati' Committee Regular Meeting

11:25:49 AM

Amd# to Amd#	Legislation 0099-21: Authorizing	PASSED
MOT Nez, R	and Designating the Office of	
SEC Yellowhair	Navajo Human Rights Commission	
	to Represent the Navajo Nation..	

**Yeas : 16                  Nays : 0                  Excused : 4                  Not Voting : 3**

**Yea : 16**

Begay, P	Halona, P	Stewart, W	Walker, T
Crotty	Henio, J	Tso, D	Wauneka, E
Daniels	Nez, R	Tso, E	Yazzie
Freeland, M	Slater, C	Tso, O	Yellowhair

**Nay : 0**

**Excused : 4**

Begay, K	Brown	James, V	Tso, C
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**Not Voting : 3**

Smith	Begay, E	Charles-Newton
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**Presiding Speaker: Damon**



**SAN JUAN COUNTY UTAH  
ORDINANCE NO 2021- \_\_\_\_**

**AN ORDINANCE ESTABLISHING AN CREATING THE FORMATION OF THE SAN JUAN COUNTY REDISTRICTING COMMISSION.**

WHEREAS, pursuant to Utah Code Annotated §20A-5-303. Duties of the County and Municipal Legislative Bodies Section Establishing, dividing, abolishing, and changing voting precincts -- Common polling places -- Combined voting precincts.

WHEREAS, after receiving recommendations from the County Clerk, the San Juan County Board of Commissioners may establish, divide, abolish, and change voting precincts;

WHEREAS, within 30 days after the establishment, division, abolition, or change of a voting precinct, the San Juan County Board of Commissioners shall file with the Utah Geospatial Resource Center, created under Section 63A-16-505, a notice describing the action taken and specifying the resulting boundaries of each voting precinct affected by the action.

WHEREAS, based upon the results of the Decennial Census, in the event that any Districts need to be redrawn, a Restricting Commission shall be formed to assist in the creation of fair and equitable written redistricting plan, accompanied by maps, of which shall comply with State and Federal law meeting constitutional requirements, including the same requirements and limitations imposed upon the County by the U.S. District Court for the District of Utah when it mandated redistricting of County Commission and School Board Districts in the case of *Navajo Nation et al. v. San Juan County, Civ. No. 2:12-CV-0039-RJS*;

WHEREAS, the policy and its accompanied San Juan County Redistricting Commission Establishment, Responsibilities, Requirements, Terms, Duties and Criterion shall all comply with this Ordinance; and

WHEREAS, this ordinance shall become effective fifteen (15) days after its passage and upon at least one publication of the ordinance or a summary thereof in a newspaper published and having general circulation in San Juan County.

**NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE COUNTY LEGISLATIVE BODY OF SAN JUAN COUNTY, UTAH, THAT:** the Board of San Juan County Commissioners

**PASSED, ADOPTED, AND APPROVED** by the Board of San Juan County Commissioners this 17<sup>th</sup> day of August 2021, by the following vote:

- Those voting aye:
- Those voting nay:
- Those absent or abstaining:

**BOARD OF SAN JUAN COUNTY COMMISSIONERS**

\_\_\_\_\_  
Willie Grayeyes, Chair

**ATTEST:**

\_\_\_\_\_  
Lyman Duncan, Clerk/Auditor

####

## SAN JUAN COUNTY REDISTRICTING COMMISSION

### A) Redistricting Commission Established

There is hereby created a San Juan County Redistricting Commission to act in an advisory capacity to the Board of San Juan County Commissioners. The Redistricting Commission shall consist of seven members appointed as follows:

1. The County Clerk who shall serve ex-officio in a non-voting capacity and who shall also provide administrative support to the Commission. The County Clerk may cast a vote only in the event of a tie vote by the Commission.
2. Six members shall be appointed by the San Juan County Commission. One representative shall be from each of the Cities and Town (3). No more than two members shall be from the same Commission District as constituted at the time prior to the decennial census publication. A representative shall be appointed from the Northern portion of the County and a representative shall be appointed from the Southern portion of the County. The 6<sup>th</sup> representative shall be a representative from the San Juan School District Administration or Board.

### B) Requirements for Appointment

To be eligible for appointment to the Redistricting Commission, candidates shall submit Letters of Interest to the Board of San Juan County Commissioners which shall be maintained by the County Administrator for purposes of selection of Redistricting Commission members. Applicants shall meet the following criteria:

1. Must at the time of appointment be a registered voter in San Juan County and have maintained such registration on an uninterrupted basis for two or more years previous to appointment;
2. Must be committed to applying the constitutional and statutory requirements relating to redistricting in an honest, independent and impartial fashion and to upholding public confidence in the integrity of the redistricting process;
3. Must not be at the time of appointment nor, in the three years prior to appointment, have been a candidate for any partisan public office, appointed or elected to a public office, an officer of a political party, a lobbyist registered with the State of Utah, or served as an officer of any candidate's campaign committee. "Officer of a political party" shall not include delegates to County or State conventions or precinct officers; and

4. Each Chapter House and Municipality within the County is encouraged to submit a candidate that meets the above listed criteria to be considered for appointment to the Council.

### **C) Terms of Commission Members**

1. With the exception of the County Clerk, each Redistricting Commission member shall be appointed for a term commencing January 1st of the year prior in which the decennial census report is to be published and terminating December 31st two years prior to the year in which the decennial census report is to be published.
2. No Redistricting Commission member may be appointed for more than two complete consecutive terms.
3. Upon the resignation or ineligibility of any Redistricting Commission member, the Board of San Juan County Commissioners shall seek applications and appoint a replacement member for the balance of the unexpired term. Applicants shall meet the criteria set forth in Section B.

### **D) Duties**

1. The Redistricting Commission shall adopt rules providing for its governance and operation. Proposed rules shall be submitted to the Board of San Juan County Commissioners for approval. Such rules will be adopted as an amendment to this ordinance. The Redistricting Commission shall be subject to the Utah Open and Public Meetings Act and the Government Records Access and Management Act.
2. The Redistricting Commission shall assist the Board of San Juan County Commissioners by providing no more than three written redistricting plans for Commission and School districts to the Board of San Juan County Commissioners within three months after the publication of the decennial census report. If the Redistricting Commission submits more than one redistricting plan, the plans shall be rank ordered. The recommendations of the Redistricting Commission shall be accompanied by an accurate plat or map of the boundary changes. The Redistricting Commission shall also assist the Board of San Juan County Commissioners in performing the Board of San Juan County Commissioner's redistricting responsibilities for local School Board Member Districts by Utah Code Annotated Section 20A-14-201 for existing School Districts. Upon the occurrence of any of the circumstances requiring redistricting of a new or existing School District, the Commission shall refer the matter to the Board of San Juan County Commissioners for redistricting recommendations. School Board District redistricting recommendations shall be submitted to the San Juan Board of Commissioners within one hundred twenty days after the redistricting referral or at such time as the Redistricting Commission shall specify in the redistricting referral. In developing and presenting its recommendations to the San Juan Board of Commissioners, the

Redistricting Commission shall comply with Utah Code Annotated Section 20A-14-201(1)(b) and such other conditions as are imposed by law.

3. Recommendations of the Redistricting Commission shall be accompanied by an accurate map or plat of the boundary changes.

#### **E) San Juan County Board of Commissioners' District Redistricting Criteria**

In performing its duties in redistricting San Juan Board of Commissioner's Districts the Redistricting Commission and the San Juan Board of Commissioners shall comply with the requirements of Federal and State law. In addition to the maximum extent practicable, the redistricting plan proposed by the Redistricting Commission and adopted by the San Juan Board of Commissioners shall redistrict San Juan Board of Commissioner's Districts in accordance with the following general criteria:

1. Board of San Juan County Commissioner's Districts shall remain consistent and unchanged if doing so does not violate State or Federal law.
2. In making changes to existing Board of San Juan County Commissioner's Districts to bring them into compliance with State and Federal law, the commission and the council shall be guided by the following principles:
  3.
    - i. Boundary changes will be limited, to the maximum extent possible, so as to remain consistent with the District's original configuration;
    - ii. Boundary changes that remove existing Redistricting Commission members from the District to which they were elected will be avoided, where possible;
    - iii. Where consistent with the requirements of State and Federal, District boundaries will be aligned with the jurisdictional boundaries of municipalities and townships;
    - iv. No boundary will be gerrymandered for the purpose of political advantage.
4. In applying these principles the San Juan Board of Commissioners and the Redistricting Commission shall attempt to apply each principle if possible but, where required, harmonize them so as to satisfy requirements imposed by Federal and State law.



## COMMISSION STAFF REPORT

**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Approval of a Purchase Order for \$23,400 using Cares Act Funds for the San Juan County AED Program, Mack McDonald

**RECOMMENDATION:** Make a motion approving the purchase order for Utah Safety Council

### SUMMARY

On August 3<sup>rd</sup>, the Commission authorized the purchase of AED's for our County buildings. The Purchase order is to enter into the Utah Safety Council AED Program which will provide 15 AED's 15 Fast Response Kits, Basic AED Cabinets, In-Service Training, they will monitor our devices, update software and provide Protocols and Procedures establishing an AED program.

### HISTORY/PAST ACTION

Utah Safety Council is a membership of the County through UCIP allowing us to purchase supplies through bulk buying and discount rates.

### FISCAL IMPACT

\$23,400

# samaritan® PAD 450P

## Public Access Defibrillator with Integrated CPR Rate Advisor™

### The confidence and power to save a life.

While some cardiac events are treatable with effective Cardiopulmonary Resuscitation (CPR) alone, others require a combination of effective CPR and the use of an automated external defibrillator (AED) to deliver a lifesaving shock within the first few minutes of sudden cardiac arrest (SCA). In both cases, effective CPR contributes to an increase of survival rates of up to 75%.

More than a simple AED, HeartSine's samaritan PAD 450P with integrated CPR Rate Advisor™ provides real-time visible and audible feedback to the rescuer on the rate of CPR compressions during an SCA resuscitation.

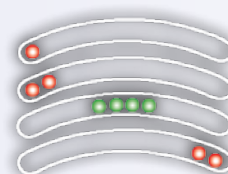


### Real-Time CPR Rate Feedback

**ICG-Based Feedback.** With its revolutionary technology, HeartSine's proprietary CPR Rate Advisor uses only the defibrillator electrodes to determine the rate of CPR being applied, without the addition of accelerometers (or pucks) commonly used in other AED solutions.

**Easy-to-Follow Visual and Verbal Guides.** Easy-to-understand visual and voice prompts guide a user through the entire CPR process, providing specific feedback on the rate of compressions.

**Improved CPR Fraction.** To ensure that CPR is consistently delivered, the SAM 450P continues to remind the rescuer to perform CPR when no CPR is detected.



No CPR being performed/“Begin CPR”

“Push Faster”

“Good Speed”

“Push Slower”

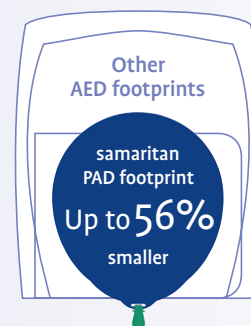
Visual indicators and audible feedback tell the rescuer if the rate of CPR is in line with the AHA guidelines.

### Ready to Shock

**Highest level of protection from dust and water.** With its IP56 rating, the SAM 450P defibrillator offers unmatched ruggedness for a variety of environments.

**Advanced technology.** The SAM 450P utilizes proprietary electrode technology and SCOPE™\* biphasic technology, an escalating and low-energy waveform that automatically adjusts for patient impedance differences, to assess rhythm and recommend defibrillation if necessary.

**Most compact design.** At 2.4 lbs and with a compact footprint, the SAM 450P is the most portable AED on the market.



\* Self-Compensating Output Pulse Envelope technology automatically optimizes the waveform pulse envelope (amplitude, slope, and duration) for each individual patient.

### Real Economy for the Real World

**Two parts, one expiration date.** Pad-Pak™ cartridge combines battery and electrode pads, with only one expiration date to monitor.

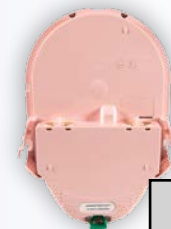
**Low cost of ownership.** With a shelf life of four years from date of manufacture, the Pad-Pak offers significant savings over other defibrillators that require separate battery and electrode replacements.



Pad-Pak and Pediatric-Pak with pre-attached electrodes.

The HeartSine PAD's built-in intelligence and unique pediatric Pad-Pak ensure the appropriate energy level is delivered for children.

CPR Rate Advisor is deactivated when the Pediatric-Pak is in use.



Physical	With Pad-Pak™ Inserted
<b>Size:</b>	8.0 in x 7.25 in x 1.9 in/20 cm x 18.4 cm x 4.8 cm
<b>Weight:</b>	2.4 lbs/1.1 kg including Pad-Pak Battery

Defibrillator	
<b>Waveform:</b>	Self-Compensating Output Pulse Envelope (SCOPE™) Biphasic waveform. Optimized biphasic escalating waveform compensates energy, slope and envelope for patient impedance

Patient Analysis System	
<b>Method:</b>	Evaluates patient's ECG, signal quality, electrode contact integrity and patient impedance to determine if defibrillation is required
<b>Sensitivity/Specificity:</b>	Meets ISO 60601-2-4 and AAMI DF80

Environmental	
<b>Operating/Standby Temperature:</b>	+32°F to +122°F/0°C to 50°C
<b>Temporary Transportation Temperature:</b>	14°F to 122°F/-10°C to 50°C for up to two days. Unit must be returned to standby/operating temperature for 24 hours before use.
<b>Relative Humidity:</b>	5% to 95% (non-condensing)
<b>Water Resistance:</b>	IEC 60529/EN 60529 IP56
<b>Altitude:</b>	0 to 15,000 feet/0 – 4,575 meters
<b>Shock:</b>	MIL STD 810F Method 516.5, Procedure I (40 G's)
<b>Vibration:</b>	MIL STD 810F Method 514.5+ Category 4 Truck Transportation – US Highways Category 7 Aircraft – Jet 737 & General Aviation
<b>EMC:</b>	EN 60601-1-2
<b>Radiated Emissions:</b>	EN55011
<b>Electrostatic Discharge RF Immunity:</b>	EN61000-4-3 80MHZ-2.5GHZ (10 V/m)
<b>Magnetic Field Immunity:</b>	EN61000-4-8 (3 A/m)
<b>Aircraft:</b>	RTCA/DO-160F, Section 21 (Category M)
<b>Falling Height:</b>	3.3 feet/1 meter

Energy Selection			
<b>Adult:</b>	Shock 1: 150J;	Shock 2: 150J;	Shock 3: 200J
<b>Pediatric:</b>	Shock 1: 50J;	Shock 2: 50J;	Shock 3: 50J

Charging Time	
<b>New Battery:</b>	Typically 150J in < 8 seconds, 200J in < 12 seconds
<b>After 6 Discharges:</b>	Typically 150J in < 8 seconds, 200J in < 12 seconds

Event Documentation	
<b>Type:</b>	Internal Memory
<b>Memory Capacity:</b>	90 minutes of ECG (full disclosure) and event/incident recording
<b>Playback Capabilities:</b>	Custom USB cable directly connected to PC and Saver EVO™ Windows-based data review software

Materials Used	
<b>Housing:</b>	ABS, Santoprene
<b>Electrodes:</b>	Hydrogel, Silver, Aluminium and Polyester

Pad-Pak – Electrode and Battery Cartridge	
Adult Pad-Pak (Pad-Pak-01) and Pediatric Pad-Pak (Pad-Pak-02) <i>*ETSO certified Pad-Pak also available</i>	
<b>Shelf Life:</b>	4 years from manufacture date
<b>Weight:</b>	0.44 lbs/0.2 kg
<b>Size:</b>	3.93 in x 5.24 in x .94 in/10 cm x 13.3 cm x 2.4 cm
<b>Battery Type:</b>	Lithium Manganese Dioxide (LiMnO2)
<b>Capacity:</b>	> 60 shocks at 200J 18V, 1.5 Amp Hrs
<b>Electrodes:</b>	HeartSine samaritan disposable defibrillation pads are supplied as standard with each device
<b>Placement:</b>	Anterior-lateral (Adult); Anterior-posterior (Pediatric)
<b>Active Gel Area:</b>	15.5 in <sup>2</sup> /100 cm <sup>2</sup>
<b>Cable Length:</b>	3.3 feet/1 meter

**EMEA/APAC**  
HeartSine Technologies, Ltd.  
203 Airport Road West  
Belfast, Northern Ireland  
BT3 9ED  
Tel: +44 28 9093 9400  
Fax: +44 28 9093 9401  
info@heartsine.com

**U.S./Americas**  
HeartSine Technologies, Inc.  
121 Friends Lane, Suite 400  
Newtown, PA 18940  
Toll Free: (866) 478 7463  
Tel: +1 215 860 8100  
Fax: +1 215 860 8192  
info@heartsine.com



UL Classified. See complete marking on product.

**CAUTION:** U.S. Federal law restricts this device to sale by or on the order of a licensed practitioner.

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H009-041-001-0

Lifesaving, Pure and Simple



www.heartsine.com







AED Supplies Quote

Item	Qty	Retail	Rate	Total
HeartSine 450p Defibrillator Includes: AED, Pads, Battery, and Standard Carrying Case	15	\$1,995.00	\$1,400.00	\$21,000
			<b>Total</b>	<b>\$21,000.00*</b>
<b>Optional AED Items</b>				
Fast Response Kit	15	\$46.00	FREE	FREE
Basic cabinet	15	\$253.00	\$2,400	\$2,400
			<b>Total with optional:</b>	<b>\$23,400</b>

\*Shipping charges not included in quote

The Utah Safety Council provides the following services **FREE** of charge with every purchase:

**Free Services with Purchase**

**In-Service Training-**The Utah Safety Council will conduct an evaluation of the site, recommend placement options and provide **free** training on the use of the AED to an unlimited number of people in your organization (local only). **(\$500 value)**

**Smart Track-**we monitor your device and will notify you when your pads and batteries need to be replaced-90, 60, and 30 days prior to expiration. **(\$1,000 value)**

**Event Review Express Software-**allows you to download event information after the device has been used on a patient.

**Protocols/Procedures-** The Utah Safety Council will help you customize your AED program using our protocols and procedures template. **(\$125.00 value)**

If you are interested in additional certifications in First Aid, CPR and AED training, The Utah Safety Council provides that service. However, there are additional costs associated with that particular course.

**Please contact Kenzee Logue with any questions at (801) 746-7233 ext. 307.**



**San Juan County**

117 So Main Street  
 Monticello, UT 84535  
 Ph: 435-587-3225



**Purchase From**  
 Utah Safety Council       State Contracted  
 1574 West 1700, Suite Contract #  
 Salt Lake City, Utah 84104  
 Phone:  
 Attention To :

**Deliver To**  
 Mack McDonald  
 117 South Main Street  
 Monticello, Utah 84535  
 435-587-3225  
 Attention To :

**Purchase Order**  
 P. O. No#  
 Date                      8/12/2021  
 Your Ref#  
 Our Ref#  
 Credit Terms              Invoice

Product ID	Description	Quantity	Unit Price	Amount
15 AED	HearSine	15	\$1,400.00	\$21,000.00
Base Cabinets	Base Cabinets	15	\$160.00	\$2,400.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Sub Total				\$23,400.00
Tax				Exempt
Freight				
Invoice Total				\$23,400.00
Amount Paid				
Balance Due				\$23,400.00

Approved:  
 Department Head: \_\_\_\_\_  
 County Admin: \_\_\_\_\_

Terms and Conditions:

**STANDARD SERVICE PROVIDER CONTRACT**

This standard service provider contract is between San Juan County, a political subdivision of the State of Utah, and the following person or entity (the "Service Provider"):

Service Provider:	Frontier Precision	Contact Phone Number:	(208) 324-8006
Contact Person:	Alison Walker	Contact Email Address:	alison@frontierprecision.com
Address:	2716 South Lincoln Ave. Suite G Jerome, Idaho 83338	Type of Service:	GIS/Esri Parcel Fabric Conversion

San Juan County desires to obtain the services of a professional and competent service provider to provide the contractual services under this contract.

The Service Provider, who has represented to San Juan County that it is a competent and experienced service provider, desires to provide the contractual services under this contract.

The parties therefore agree as follows:

**1. Scope of Services.** The Service Provider agrees as follows as proposed in Exhibit A:

- A. Service Provider shall provide full services required for the conversion of the County's parcel fabric from PDF or any other version to an Online Available GIS System.
- B. Service Provider shall ensure that the County has proper licensing in place and make recommendations for compatibility.
- C. Service Provider shall create the parcel Fabric, Migrate Existing Parcels and enter the record information from TIF and or PDF Files.
- D. Service Provider shall document all the steps and data cleanup and adjustments made that can be confirmed by County staff.
- E. Service Provider shall provide video recordings for training purposes including hands on training of the new system in addition to teaching staff on how to properly maintain and add to the system in the future.

**2. Compensation.**

- A. Upon the Service Provider's completion of its duties under section 1 of this contract, San Juan County will pay the Service Provider Twenty-Three Thousand and Two Hundred Dollars (\$23,200.00).
- B. San Juan County shall mail its payment to the Service Provider within 30 days after the Service Provider completes its duties under section 1 of this contract, unless the parties agree, in writing, to alternative payment arrangements.
- C. Service Provider shall disclose its tax identification or Social Security number to San Juan County before a check or payment will be made by San Juan County to Service Provider.
- D. If this contract is terminated early, San Juan County will pay the Service Provider for the duties completed under section 1 of this contract through the date of early termination.
- E. The Service Provider is responsible for any taxes, contributions, assessments, or fees, which arise from payments made by San Juan County to the Service Provider.
- F. The Service Provider is responsible for paying all subcontractors, material providers, jobbers, or any other person who or entity that provides materials, services, equipment, utilities or otherwise at the request of Service Provider and in connection with or relating to this contract.

**3. Effectiveness, Date, and Termination.** This contract will become effective when all parties have signed it. The date of this agreement will be the date this agreement is signed by the last party to sign it (as indicated by the date associated with that party's signature). This contract will terminate on April 29, 2022 at 11:59 p.m.

**4. Early Termination.**

- A. San Juan County may terminate this contract if annual appropriations, as part of San Juan County's annual public budgeting process, are not made or are insufficient to pay the Service Provider. This termination will be effective at the time that San Juan County's notice is effective under section 8.
- B. San Juan County may terminate this contract due to its dissatisfaction with the Service Provider's services, which termination will be effective at midnight on the fifth day after San Juan County's notice is effective under section 8.

- C. San Juan County may terminate this contract for any reason, which termination will be effective at midnight on the 30<sup>th</sup> day after San Juan County's notice is effective under section 8.
- D. San Juan County may terminate this contract, which termination will be effective at the time San Juan County's notice is effective under section 8, if:
  - (1) The Service Provider engages in or permits any unlawful or disruptive conduct or any activity not permitted by law, regulation, ordinance, this contract, and/or the policies of San Juan County; and
  - (2) The Service Provider fails to immediately cease such conduct or activity after notification by law enforcement, San Juan County, or otherwise.
- E. Either party may terminate this contract after a material breach of this contract by the other party, which termination will be effective after the notice is effective under section 8.

## 5. Warranties.

- A. The Service Provider warrants to San Juan County that:
  - (1) All materials and equipment furnished under this contract shall be:
    - (a) New;
    - (b) Under manufacturer's warranty;
    - (c) Of reasonable quality; and
    - (d) Free from faults and defects; and
  - (2) All services performed under this contract shall:
    - (a) Be of reasonable quality;
    - (b) Conform with reasonable professional standards; and
    - (c) Conform to codes, regulations, and laws.
    - (d) Materials, Plans, Artwork, Drawings, Brochures, Maps, and Documents produced under this contract will be owned by San Juan County upon completion. San Juan County may use these items in future projects or opportunities as the County needs arise without written consent or authorization from any other party.
- B. Service Provider shall correct or replace any materials or equipment that do not satisfy subsections 5.A.(1)(a)-(d) within 30 days after San Juan County's notice is effective under section 8.
- C. Service Provider shall correct any services performed that do not satisfy subsections 5.A.(2)(a)-(c) within 30 days after San Juan County's notice is effective under section 8.
- D. The parties acknowledge that the warranties set forth in Title 70A, Chapter 2, Part 3, Utah Code Annotated, apply to this contract.
- E. The Service Provider shall assign and deliver to San Juan County all manufacturers' warranties relating to the materials and equipment furnished under this contract as soon as reasonably possible, but in no event later than 10 days after this contract terminates.

## 6. Insurance. The Service Provider shall maintain for the duration of this contract and for six years after the termination of this contract, the following types of insurance:

- A. A valid occurrence form commercial general liability insurance policy, which covers contractual liability and contractual agreements, with minimum limits as follows:
  - (1) Each occurrence - \$1,000,000.00;
  - (2) Damage to Rented Premises - \$300,000.00;
  - (3) Medical Exp. (Any one person) - \$5,000.00;
  - (4) Personal and Adv. Injury - \$2,000,000.00;
  - (5) General aggregate - \$2,000,000.00; and
  - (6) Products – Comp/Op aggregate - \$2,000,000.00;
- B. A valid automobile liability insurance policy that satisfies the minimum amounts required by Utah law; and
- C. A valid Workers Compensation and Employers' Liability insurance policy with minimum limits as required by Utah law. If any proprietor, partner, executive, officer, member, or other person is excluded from the Workers Compensation and Employers' Liability insurance policy, the Service Provider shall provide San Juan County with the applicable state issued waiver.

For the duration of this contract and for six years after the termination of this contract, San Juan County may request the Service Provider to provide San Juan County with certificates or other records that demonstrate that the Service Provider is in compliance with the insurance requirements set forth in this section (the "Certificates/Records"). If the Service Provider fails to provide San Juan County with the requested Certificates/Records within three business days of San Juan County's request, San Juan County may immediately terminate this contract. If the Service Provider fails to have the insurances required by this contract, San Juan County may immediately terminate this contract.

- 7. Indemnification.** With respect to any judicial, administrative, or arbitration action, suit, claim, investigation, or proceeding (“Proceeding”) against San Juan County, San Juan County’s officers, employees, agents, consultants, advisors, and other representatives, and each of their heirs, executors, successors, and assignees (“San Juan County Indemnitees”) that arises out of this contract or the acts or omissions of Service Provider (each, a “Claim”), Service Provider shall, for the duration of this contract and for a period of six years after the termination of this contract, indemnify those San Juan County Indemnitees against any amount awarded in, or paid in settlement of any Proceeding, including interest (“Loss”) and any out-of-pocket expense incurred in defending a Proceeding or in any related investigation or negotiation, including court filing fees, court costs, arbitration fees, witness fees, and attorneys’ and other professionals’ fees and disbursements (“Litigation Expense”) (Loss and Litigation Expense means “Indemnifiable Losses”) arising out of that Proceeding, except to the extent that San Juan County negligently or intentionally caused those Indemnifiable Losses.
- 8. Notices.** All notices must be in writing and must be delivered personally, by a nationally recognized overnight courier, or by United States mail, postage prepaid and addressed to the parties at their respective addresses set forth below, and the same shall be effective upon receipt if delivered personally, on the next business day if sent by overnight courier, or three business days after deposit in the United States mail, if mailed. The initial addresses of the parties shall be:

<u>San Juan County</u>		<u>Service Provider</u>
San Juan County Attn: Mack McDonald PO Box 9 Monticello, UT 84535	<u>With a copy to:</u> San Juan County Attn: Attorney’s Office PO Box 9 Monticello, UT 84535	Frontier Precision 2716 South Lincoln Ave. Suite G Jerome, Idaho 83338

- 9. Independent Contractor.** The Service Provider shall perform this contract as an independent contractor. The Service Provider acknowledges that it and its representatives are not employees of San Juan County, and, thus, have no right to and shall not be provided with any San Juan County benefits.
- 10. Conflict of Terms.** In the event of any conflict between the terms of this contract and any documents referenced in this contract or incorporated into this contract by reference, including exhibits or attachments to this contract, this contract shall control.
- 11. Assignment Restricted.** Except with the prior written consent of the other party, each party shall not transfer, including by merger (whether that party is the surviving or disappearing entity), consolidation, dissolution, or operation of law:
- A. Any discretion granted under this contract;
  - B. Any right to satisfy a condition under this contract;
  - C. Any remedy under this contract; or
  - D. Any obligation imposed under this contract.
- Any purported transfer in violation of this section will be void.
- 12. Waiver.** No waiver of satisfaction of a condition or nonperformance of an obligation under this contract will be effective unless it is in writing and signed by the party granting the waiver.
- 13. Entire Contract; Amendment.** This contract, including all attachments, if any, constitutes the entire understanding between the parties with respect to the subject matter in this contract. Unless otherwise set forth in this contract, this contract supersedes all other agreements, whether written or oral, between the parties with respect to the subject matter in this contract. No amendment to this contract will be effective unless it is in writing and signed by both parties.
- 14. Governing Law; Exclusive Jurisdiction.** Utah law governs any Proceeding brought by one party against the other party arising out of this contract. If either party brings any Proceedings against the other party arising out of this contract, that party may bring that Proceeding only in a state court located in San Juan County, Utah (for claims that may only be resolved through the federal courts, only in a federal court located in Salt Lake City, Utah), and each party hereby submits to the exclusive jurisdiction of such courts for purposes of any such proceeding.
- 15. Severability.** The parties acknowledge that if a dispute between the parties arises out of this contract or the subject matter of this contract, the parties desire the court to interpret this contract as follows:
- A. With respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision; and

B. If an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of the contract will remain in effect as written.

**16. Counterparts, Digital Signatures, and Electronically Transmitted Signatures.** If the parties sign this contract in counterparts, each will be deemed an original but all counterparts together will constitute one contract. If the parties digitally sign this contract or electronically transmit signatures by email, such signatures will have the same force and effect as original signatures.

Each party is signing this contract on the date below the party's signature.

<p>SAN JUAN COUNTY</p> <p>By: _____</p> <p>San Juan County Board of County Commissioners</p> <p>Date: _____</p> <p>ATTEST:</p> <p>_____  John David Nielson  San Juan County Clerk/Auditor  Date: _____</p>	<p>FRONTIER PRECISION</p> <p>By: _____</p>
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Exhibit A

## San Juan County Utah

Parcel Fabric Implementation

Prepared By: Alison Walker

Frontier Precision GPS/GIS Technical Services Manager and Project Manager

August 2021

San Juan County Utah currently has parcel data in shapefiles and Google Earth files (.kmz). Record drawings that contain the legal boundaries of the parcels are stored in TIF files and PDF files.

The County is ready to implement [Esri's Parcel Fabric](#).

Frontier will complete the following steps for a successful implementation.

### Implementation of Parcel Fabric

**Ensure proper Esri licensing is in place:** Frontier will assist in determining current licensing levels and working with Esri to upgrade if required. The cost of Esri licensing is not included in this contract but will be paid separately directly to Esri. Two different deployments are outlined below.

Parcel fabric enterprise and single-user deployments require the following licensing:

Deployment	Required ArcGIS Pro license level	Includes	Web and mobile clients
Enterprise	Standard/Advanced	GIS Professional user type (Standard/Advanced) and the ArcGIS Parcel Fabric user type extension	ArcGIS Parcel Fabric add-on license is required
Single-user	Standard/Advanced	ArcGIS Pro license (Standard/Advanced)	Not supported

**Create the Parcel Fabric:** An empty parcel fabric will be created in the GIS system. After initial creation, parcel types, domains, field names, and related tables can be customized to fit the County's data and future needs. Initial fabric creation, consulting, and customization – up to 6 hours.

AN EMPLOYEE-OWNED COMPANY

📍 154 1st Avenue West | Jerome, ID 83338 📞 208.324.8006



**Migrate existing parcels:** Approximately 80 shapefiles containing just under 4000 parcels, along with a .kmz file containing an additional 5000 parcels will be imported to the parcel fabric. This involves multiple steps:

- Combine all shapefiles and .kmz
- Append merged data to parcel fabric feature class mapping ownership information and parcel numbers to the parcel fabric fields
- Import PLSS data including the Township and Section polygons along with the MasterPLSS points.
- Set parcel topology rules
- Cleanup parcel data:
  - o Remove duplicate and overlapping lines
  - o Tie parcel corners to PLSS control

With just under 10,000 existing parcels to migrate and clean, Frontier estimates approximately 32 hours of work to complete this step assuming the parcels are closely aligned with the PLSS control already. This would include creating subdivision parcels, and if needed, historical parcels. Time will increase if more manual cleanup is required and a change order may be required.

**Enter record information from TIF and PDF files:**

- Create and update parcel records based on record drawings to include the COGO (coordinate geometry) information to improve the overall accuracy and legal descriptions of parcel boundaries.
- Re-build parcels based on parcel records.

Frontier was provided record information for approximately 500 parcels. Much of the COGO data will be populated in the previous step. However, these records will be used to check the quality of the incoming data and ensure the records match the GIS. For records that do not match, new parcel records will be created and added to the fabric. Contract accounts for up to 90 hours of work depending on the quality of the original data and the ability of Frontier services staff to easily locate parcels in the GIS from the record drawings. If additional drawings are found and need to be included, a change order may be required.

**Documentation:** Frontier will document all steps and data cleanup as the project progresses, and documentation on customized parcel types, domains, fields, and related tables will be provided to the County prior to training. Frontier will also document any custom workflows that are created and will

provide directions to the County for ongoing maintenance in written or video form. Documentation of project and custom workflows – up to 24 hours.

**Training:** Frontier Precision’s goal is always to enable the end-user to continue to maintain and effectively use the updated GIS system. A successful implementation means that after the existing data is migrated and cleaned and the fabric is in place, the County would then be entirely self-sufficient in keeping the data up to date. This contract allows for 12 hours of remote training to be split up into 1-2 hour segments a few times a month. This gives users a chance to take in the training in manageable sections and then practice what has been learned prior to the next session. Frontier will continue to work with the County as needed until the close of the contract.

## Payment Breakdown

Frontier Precision will bill San Juan County after the completion of each milestone. Payment terms on GIS Services are Net 30 days from the invoice date.

Kickoff, License check, Parcel fabric creation, and Parcel migration	\$5700
Enter record information from .tif and .pdf	\$11,200
Documentation draft completed and Training scheduled	\$6,300
Training completed, Documentation finalized, ongoing support until contract closing	\$0
<b>Total</b>	<b>\$23,200</b>

## Work and Payment Timeline

The following schedule outlines the work timeline and when the work will be invoiced.

Task	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan – Apr 2022
Kickoff: Get licensing in place and outline plan for implementation						
Migrate existing parcels						
Enter record information						
Documentation draft completed and training scheduled						
Training completed, Documentation finalized, ongoing support until contract closing						
<b>Invoice</b>		<b>\$5700</b>		<b>\$11,200</b>	<b>\$6,300</b>	

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## Assumptions

Frontier Precision is making the above estimates based on the following assumptions:

- If the County is set up with Enterprise licensing, the software is set up, Portal is functional, and Frontier Precision would have full access. If needed Frontier can also provide services to assist with Enterprise configuration at an additional cost.
- All existing parcels and their associated data have been provided to Frontier for examination.
- Frontier Precision will be given access to the County's GIS through VPN or Remote Desktop. If needed, Frontier can provide its own licensing if software needs to be installed on the Remote Desktop.
- San Juan County staff will be available to answer questions about parcel records, participate in training, and provide IT assistance as needed with the remote access to the GIS.
- The county intends to use Frontier's GIS services for the full project. If reduced scope is requested, services rates are subject to change.

Thank you for considering Frontier's GIS Services for this project. We strive to improve everyone's access to GIS and enable users to manage and maintain their GIS systems moving forward. Please do not hesitate to request references or additional information if required.



## COMMISSION STAFF REPORT

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**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Adoption of an Ordinance Amending the San Juan County Personnel Policy –Section 12 Work Hours, Presented by Ann Marie Burgess, HR Generalist

**RECOMMENDATION:** Adopt the Ordinance

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### SUMMARY

In recent review of the San Juan County Personnel Policy it was discovered that there is some clarification needed. There has been excessive absenteeism and previously there was not a definition of what that consists of. It also sets the expectation of true and correct reporting of time worked.

### HISTORY/PAST ACTION

### FISCAL IMPACT

N/A

# San Juan County

## Ordinance # 2021-\_\_\_\_\_

AN ORDINANCE AMENDING THE SAN JUAN COUNTY PERSONNEL POLICY SECTION 12, WORK HOURS FOR ATTENDANCE, BREAK PERIOD AND TIMEKEEPING REQUIREMENTS. BY THE ENTITLED BOARD OF SAN JUAN COUNTY COMMISSIONERS.

The Board of San Juan County Commissioners ordains as follows:

Section I. The amendments made herein are designated by making the new/substituted words red. Words being deleted are designated by interlineation

Section II. Section 12 of the San Juan County Personnel Policy, Work Hours is amended to read as follows:

## SECTION TWELVE – ATTENDANCE, WORK HOURS AND TIMEKEEPING

This policy does not apply to absences covered by the Family and Medical Leave Act (FMLA) or leave provided as a reasonable accommodation under the Americans with Disabilities Act (ADA). These exceptions are described in separate policies.

### A. Attendance:

Punctual and regular attendance is an essential responsibility of each employee of San Juan County. Employees are expected to report to work as scheduled, on time and prepared to start working. Employees also are expected to remain at work for their entire work schedule. Late arrival, early departure or other absences from scheduled hours are disruptive and must be avoided.

#### 1. Normal Work Periods:

~~The county normally pays its employees monthly.~~ Most full-time employees are expected to work eight (8) hours a day, forty (40) hours per week. Each work-week begins at 12:00 a.m. on ~~Saturday~~ Monday and ends at 11:59 p.m. on ~~Friday~~ Sunday. Due to Road Department and Sheriff's Office shift schedules, variations in the hours worked per week may occur which shall be managed according to the overtime provisions of the Fair Labor Standards Act (FLSA).

- a. Hours of operation in the County Courthouse and Public Safety Building (not including Sheriff's Office operations) are Monday through Friday, 8:00 a.m. to 5:00 p.m. All offices are expected to maintain these core hours to maximize services to the public. Extended hours of operation during certain periods of time are the responsibility of the department head/elected officials.

- b. Hours of operation for the County Road Department are Monday – Thursday 7:00 a.m.– 5:30 p.m. Extended hours of operation may be necessary and are the responsibility of the department head.
- c. Hours of operation for the County Landfill are Monday – Friday 7:00 a.m. – 5:00 pm.
- d. Department Heads and Elected officials, do not have the authority to authorize changes to department hours even on a temporary basis. All changes to open hours of any department, must be pre-approved through the County Commission and be in accordance with UCA 17-16-9.

## 2. **Absence**

“Absence” is defined as the failure of an employee to report for work when he or she is scheduled to work. The two types of absences are defined below: Due to full-time hour requirements for benefit eligibility, Employees must take earned leave time for every absence.

- a. *Excused absence* occurs when all the following conditions are met:
  - 1. The employee provides to his or her supervisor sufficient notice at least 48 hours in advance of the absence.
  - 2. The absence request is approved in advance by the employee’s supervisor.
  - 3. The employee has sufficient accrued leave time to cover the absence.
  - 4. Employees are allowed three (3) excused absences, without notice in a year, provided they have sufficient accrued leave time to cover the absence. Employees must state it is one of their three (3) excused absences.
- b. *Unexcused absence* occurs when any of the above conditions are not met.
  - 1. If it is necessary for an employee to be absent from work because of an illness or an emergency, the employee must notify his or her supervisor no later than the employee’s scheduled starting time on that same day. If the employee is unable to call, he or she must have someone make the call.
  - 2. Any response to this notification does not excuse the absence only serves as acknowledgement of the notification
- c. **Extended Absences** -
  - 1. Employees with three or more consecutive days of absences *because of illness or injury* may be required provide San Juan County with proof of physician’s care.

## d. **Leave without pay**

1. Will only be authorized for reasons required by law, medical reasons or extenuating circumstances when acceptance of donated leave is not an option.
2. All Leave Without Pay must be pre-approved by the County Administrator.
3. Any full-time regular employee who falls below full-time hours will no longer be eligible for benefits.

### 3. Tardiness

Employees are expected to report to work and return from scheduled breaks on time.

- a. If employees cannot report to work as scheduled, they must notify their supervisor no later than their regular starting time.
- b. This notification does not excuse the tardiness but simply notifies the supervisor that a schedule change may be necessary.
- c. Any response to this notification does not excuse the tardiness only serves as acknowledgement of the notification

### 4. Excessive absenteeism:

1. (3) or more unexcused absences or tardies in a one (1) year period may result in disciplinary action.

### 5. Authorized Break Periods:

- a. Lunch Break: Non-paid lunch breaks are to be provided no longer than five (5) hours after the beginning of the work day and are not to be less than thirty (30) minutes or longer than one (1) hour in length.
  1. for those offices working from 8:00 a.m. to 5:00 p.m., a one (1) hour lunch break is authorized. It is intended that full time employees in these offices will work an eight (8) hour day.
  2. For County ~~Road Department~~ employees working from 7:00 A.M. to 5:30 p.m., a thirty (30) minute lunch break is authorized. It is intended that ~~the~~ **those** employees ~~in the Road Department~~ will work a ten (10) hour work day.
- b. Rest Periods:
  1. Two (2) daily, compensable fifteen (15) minute rest periods are granted by the county. One (1) rest period may be used in the middle of the ~~first four (4) hour block~~ **half** of the work day and one (1) may be used in the middle of the second ~~four (4) hour block~~ **half of the work day**. Unused rest periods may not be used to lengthen a lunch hour or shorten the work day.
- c. Break Time for Nursing Mothers.
  1. The county will comply with the requirements of the Patient Protection and Affordability Care Act ("PPACA") and the Fair Labor Standards Act ("FLSA") by providing break times

during the work day for nursing mothers to express breast milk for her nursing child. Break time and a designated location shall be available to employee nursing mothers for one (1) year following the child's birth. Employees shall not be compensated for breaks taken for the purpose of expressing breast milk, although nothing herein shall prevent employee mothers from expressing during their normal employee break times and being compensated in the same way that other employees are compensated for the same break times.

2. Consistent with the requirements of the PPACA and FLSA, the county will provide a designated location other than a bathroom, wherein employee mothers can express breast milk in a space that is sufficiently sized, shielded from view, and free from intrusion from co-workers and the public.

**B. Timekeeping:**

1. Requirements:

- a. Nonexempt employees must accurately record the time they begin and end their work as well as the beginning and ending time of each lunch break
- b. Employees must sign/approve their time record to certify the accuracy of time recorded.
- c. Department head must review and approve time prior to submitting to payroll
- d. Any errors on the time record must immediately be reported to department head.
  1. Any changes to time record must be pre-approved by department head.

2. Altering Falsifying, tampering with our time records or recording time on another employee's time record will result in disciplinary action. This is a form of fraud and could also result in criminal charges.

**C. Unforeseen Work Interruptions:**

It is the policy of the County that on those days when there is an interruption of work for causes outside the control of the County (i.e. snow day) employees shall be compensated for the entire day of the occurrence, regardless of the time released from work. This is to be determined by ~~elected officials/department heads~~ the County Administrator.

1. On the day immediately following the occurrence, employees shall be expected to report to work at his/her regularly scheduled start time, unless otherwise notified by the department head/elected official/supervisor.
2. Such notification shall be initiated no later than one (1) hour prior to the regular start time. Reasonable diligence to make contact is the



responsibility of both the department head/elected official/supervisor and employee.

**D. Job Abandonment:**

Any employee who fails to report for work or notify their supervisor prior to their scheduled start time for a period of three days or more will be considered to have abandoned the job and voluntarily terminated the employment relationship

- 1. Notification must be made prior to scheduled start time

**E. Overtime/After hours:**

The County understands that for some departments overtime is unavoidable; However, every effort should be made to keep the accumulation of overtime hour to a minimum.

- 1. For nonexempt employees all hours over 40 worked in one (1) week are considered overtime.
- 2. All overtime must be pre-approved by department head.
- 3. Reading and sending emails or text messages, responding to phone calls and related duties are compensable time and thus should be performed when the employee is at work on County time. **Convenience of technology is not an excuse to work outside of your regularly scheduled hours.**
- 4. Any correspondence that is greater than 10 minutes and cannot wait until regular scheduled work hours must be reported
- 5. Unapproved overtime could result in disciplinary action.

ATTEST:

BOARD OF SAN JUAN COUNTY COMMISSIONERS

\_\_\_\_\_  
Clerk/Auditor

\_\_\_\_\_  
Willie Grayeyes, Chair

APPROVED AS TO FORM:

\_\_\_\_\_  
Kendall Laws  
San Juan County Attorney

## San Juan County Ordinance # 2021-\_\_\_\_\_

**AN ORDINANCE AMENDING THE SAN JUAN COUNTY PERSONNEL POLICY SECTION 16, MISCELLANEOUS, TO INCLUDE THE PROVIDING OF GIFTS AND AWARDS. BY THE ENTITLED BOARD OF SAN JUAN COUNTY COMMISSIONERS.**

The Board of San Juan County Commissioners ordains as follows:

Section I the amendments made herein are designated by making the new/substituted words red. Words being deleted are designated by interlineation

Section II. Section 16 of the San Juan County Personnel Policy, Miscellaneous is amended to read as follows:

### SECTION SIXTEEN - MISCELLANEOUS

- A. **Supplies, Tools and Equipment**: All employees are charged with the responsibility of maintaining the county's property in the best condition possible and making the most economical use of supplies issued to them. Safe and courteous operation is mandatory.
- B. **County Vehicles**: It is the responsibility of each San Juan County employee to get to his or her designated work place. Once an employee has reported to their assigned work place, a county vehicle will be provided should it be necessary to travel on county business or travel allowance will be provided. The department head/elected official shall be responsible for scheduling county vehicles for departmental use. County vehicles will not be used for private use or convenience, except when the employee is assigned a vehicle in which he/she may use to commute from their residence. The value of commuting in a county vehicle is taxable to the employee.

Each employee must possess a valid Utah State driver's license before operating a county vehicle.

1. The class of license required will be identified in the employee's job description. Additionally, the employee's driving record must be such that the county's liability carrier will provide coverage. The employee shall notify his/her supervisor within three (3) working days of the loss or suspension of their driver's license.

2. Failure of an employee to obtain and keep current a Utah Driver's license may be cause for termination, especially in positions that require the employee to operate a motor vehicle.
3. Employees are responsible for any driving infractions or fines that result while they are driving county or personally owned vehicles.
4. Only San Juan County employees/elected officials, employee/elected official spouses, and authorized volunteers may drive county vehicles. The county carries liability and property damage insurance on all vehicles and such insurance covers all employees driving vehicles on official county business.

However, accidents which are found to have been avoidable or to be the fault of the employee may subject the employee to disciplinary action.

C. **County Volunteers**: All county volunteers must be approved annually by the county pursuant to Utah Code § 67-20-4 prior to service. A "volunteer", as defined by state law, is a person who donates service without pay or other compensation except expenses actually and reasonably incurred as approved by the supervising agency.

1. Volunteers may be reimbursed for actual expenses up to \$10.00 and up to \$600.00 with receipt.

D. **Telephone Use (personal)**: Personal long distance/toll calls will not be charged to the county at any time. Emergency personal toll calls will be placed collect to the receiving number or charged to the employee's private home number. Employees should keep personal telephone calls, either incoming or outgoing to a minimum. Failure to do so may result in disciplinary action.

E. **Use of County Property or Facilities**: County property or facilities cannot be used by any employee or by the general public for any purpose other than official county business. Contractors and developers will not be supported by the use of county equipment or property at any time or by work performed by employees. No purchase shall be made through the county for personal use by any

employee, except where otherwise provided for under special agreements or contracts.

- F. **Uniform & Equipment Allowance**: Offices desiring to utilize allowances for uniform purchase and maintenance or for non-issued equipment must do so through the budget process to assure availability of funds. Such allowances shall apply to entire job classifications.
- G. **Receiving Gifts, Gratuities or Other Remuneration**: No county employee or officer shall knowingly receive, accept, take, seek, or solicit, directly or indirectly for himself or another a gift of substantial value or a substantial economic benefit tantamount to a gift:
1. that would tend improperly to influence a reasonable person in the person's position to depart from the faithful and impartial discharge of the person's public duties;
  2. that the county employee or officer knows or that a reasonable person in that position should know under the circumstances is primarily for the purpose of rewarding the county employee or officer for official action taken; or
  3. if the county employee or officer recently has been, is now, or in the near future may be involved in any governmental action directly affecting the donor or lender, unless a disclosure of the gift or compensation and other relevant information has been made in the manner provided Utah Code Section 67-16-6 of UCA.
  4. the above sections do not apply:
    - a. an occasional non-pecuniary (not consisting of money) gift, having a value of not in excess of \$50; or
    - b. an award publicly presented in recognition of public services.

H. **Providing of Gifts and Awards**:

1. Gifts: The policy of San Juan County is to recognize the deaths, significant hospitalization, retirement from County service, acknowledgements of exceptional service of San Juan County Employees, and to outline the amount of County funds to be spent on such recognition.
  - a. **Condolences**:
    - i. Acknowledgement of relatives who have died will be made for Spouse and children of San Juan

County employees. The maximum that can be spent for condolences of relatives is \$50.00, gifts of cash are not allowed.

- ii. Acknowledgement of current San Juan County employees who have died will be made from the County and the amount of County funds to be spent for such condolences will be determined by the County Commission.

**b. Significant Hospitalizations:**

- i. Acknowledgement of a significant hospital stay will be for San Juan County employees only and the maximum amount of county funds that can be spent for this acknowledgement is \$50.00. Gifts of cash are not allowed.
- c. Retirement: San Juan County acknowledges the significance of retirement of its employees by providing a gift upon their retirement. The amount of County funds for retirement are established for employees with at a minimum of 5 years of service a maximum of \$10.00 per year of service.
  - i. The individual department can choose to do a gift either a gift or a check.
  - ii. Any reception will be at the discretion of the individual department.
  - iii. Reception and gift/check combined cannot exceed the approved amount based on years of service

- I. **Employee Parking:** Employees are to park their personal vehicles in locations that make public access easier to the county buildings. Employees who work at the County Administration Building are requested to park in the east lot or the north side of 100 South Street.

- J. **Use of County Property.** From time to time, employees will be given the use of county property to perform their jobs. County property includes, but is not limited to, all equipment, vehicles, electronics, cell phones, and computers given or issued to the employee for the performance of his or her job. All employees shall use county property for the use intended and at the direction of their supervisors. County property shall not be used for personal purposes. Theft or

willful destruction of County property is prohibited. **Additionally, the county maintains all ownership in any county property, may demand the return of the property, or may assign the property to another employee at its sole discretion. Employees have no right to exclude the county from entering, searching, or reviewing at any time anything in the county property, created with the assistance of the county property, or stored by, within, or in the county property. Employees have no expectation of privacy in the use of any county property.**



## COMMISSION STAFF REPORT

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**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Adoption of an Ordinance Amending the San Juan County Personnel Policy –Section 16 Miscellaneous, Presented by Ann Marie Burgess, HR Generalist

**RECOMMENDATION:** Adopt Ordinance

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### SUMMARY

Ordinance Amending the San Juan County Personnel Policy Section 16 to include the providing of gifts and awards.

### HISTORY/PAST ACTION

EnterTextHere

### FISCAL IMPACT

EnterTextHere



## COMMISSION STAFF REPORT

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**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Consideration and Adoption of an Ordinance Establishing the San Juan County Credit Card Use Policy, Presented by Ann Marie Burgess, HR Generalist

**RECOMMENDATION:** Adopt Ordinance

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### SUMMARY

Ordinance establishing the rules and regulations in regards to San Juan County Credit Card Use.

### HISTORY/PAST ACTION

EnterTextHere

### FISCAL IMPACT

EnterTextHere



ORDINANCE No. 2021-\_\_\_\_\_

AN ORDINANCE ESTABLISHING  
THE CREDIT CARD USE POLICY  
WITHIN SAN JUAN COUNTY

WHEREAS, the Board of San Juan County Commissioners has determined a need to adopt rules and regulations for use of County managed Credit Cards; and

WHEREAS, Utah Code Annotated § 17-33-3 formulates the process for Counties to establish a personnel system administered in a manner that will provide for the effective implementation of the following principles: (3) training of employees as needed to assure high quality performance; and

WHEREAS, adopting a Credit Card Use Policy will aid in compliance with adopted San Juan County purchasing and procurement rules as well as State Law.

NOW THEREFORE, THE COUNTY LEGISLATIVE BODY OF SAN JUAN COUNTY ORDAINS AS FOLLOWS:

Section 1: SEVERABILITY: If any provision or clause of this ordinance or the application thereof to any person or circumstances is held to be unconstitutional or otherwise invalid by any court of competent jurisdiction, such invalidity shall not affect other sections, provisions, clauses or applications hereof which can be implemented without the invalid provision, clause or application hereof. To this end the provision and sections of this ordinance are declared to be severable.

Section 2: EFFECTIVE DATE: This ordinance shall take effect, fifteen (15) days after the enactment, and after depositing a copy in the Clerk/Auditor’s Office and publication in a newspaper having general circulation in the County, as required by Utah Code Annotated § 17-53-208

PASSED AND APPROVED on this \_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Willie Grayeyes, Chair  
Board of San Juan County Commissioners

Attest:

\_\_\_\_\_  
San Juan County Clerk/Auditor

## San Juan County Credit Card Use Policy

All transactions charged to Credit Cards shall be made in compliance with adopted San Juan County policies and procedures. San Juan County Credit Cards shall not be used to avoid or bypass adopted purchasing or procurement rules. Employees should exercise good judgement and act responsibly when using a County-issued Credit Card. Credit cards are to be used only by authorized San Juan County Government employees.

Credit cards should be used as often as possible when making approved purchases. Employees are discouraged from using personal funds to pay for County expenses. The County will only reimburse employees who use personal funds to pay for legitimate County expenses. Department head must provide written approval of the purchase.

1. Requesting a Credit Card: Department must request the Credit Card for the employee. Before a card is issued an employee must sign the Credit Card usage agreement form.
  - a. Distribution of Credit Cards should be limited to those employees who have a compelling business need. Credit Cards should not be provided to employees and officers who have only an occasional or infrequent use. The sharing of Credit Cards is discouraged as it further weakens oversight.
2. Responsibility for Credit cards:
  - a. Department head is ultimately accountable for use of any County Credit Cards assigned to their Department.
3. Custody of Credit Card:
  - a. The Credit Card is the property of San Juan County and must be kept secure at all times.
  - b. If a Credit Card is lost or stolen, the employee shall immediately notify the County Administrator to cancel the Credit Card, then shall notify their Department head.
4. Sales tax: As a governmental agency San Juan County is exempt from paying sales tax on everything except hotel reservations.
  - a. When payment is made using a County Credit Card sales tax shall not be paid.
  - b. In those cases where sales tax is unavoidable, approval of the tax must be obtained from the County Clerk/Auditor.
5. Limits and Restrictions:
  - a. Each County Credit Card is assigned a monthly, daily and per-transaction limit as determined by San Juan County Administrator
  - b. A single purchase cannot be split into multiple transactions to bypass card limits.
  - c. If authorized limits become insufficient to meet Department needs, an increase may be requested by the Department head.
  - d. Temporary, per-transaction limit-increases for purchases may be approved on an approved purchase order.
  - e. County Credit Cards have been set up to block some transactions based on supplier's merchant category code.
    - i. If the Department head believes a transaction should not have been declined they can request that the category is added to the cardholder's profile.
6. Card Payments:

- a. Purchases made over \$1000 must have an approved purchase order prior to purchase being made
7. Credit Card Reconciliation:
- a. All Credit Card users will submit a Credit Card reconciliation monthly, no later than the 25<sup>th</sup> of the month, with an itemized receipt for each charge.
  - b. Receipt must include:
    - i. Vendor Name
    - ii. Quantity purchased
    - iii. Unit cost
    - iv. Description of product
      - 1. purchase of food
        - a. What was it purchased for (i.e. Staff meeting)
        - b. Who attended the meeting (names of all in attendance)
    - v. Transaction date
  - c. If no itemized receipt is submitted a missing receipt form must be completed signed by both card holder and Department head. Excessive use of the missing receipt form may result in loss of Credit Card privileges.
8. Unauthorized Uses:
- a. Any employee found using a County Credit Card for an unauthorized use may be subject to the employment disciplinary process, in accordance with the San Juan County Personnel Policy, the following as examples of unauthorized charges:
    - i. Personal, non-official expenses of any kind, for any reason
    - ii. Purchases considered an inappropriate use of public funds
    - iii. Using the County Credit Card to get a Cash, gift cards or other cash equivalents
    - iv. Professional services without a current County agreement.
  - b. Any unauthorized use may result in criminal charges
  - c. If a County Credit Card is used for personal expenditures by accident the employee can reimburse the County for expense at 150% of the expense charged (this is a requirement of State Law and cannot be waived or changed by the County)
9. Audits/Reviews:
- a. Credit cards are subject to audits and reviews by the office of the San Juan County Administrator or it's agent

SPANISH VALLEY BLOCK

STATE TRUST LANDS SPANISH VALLEY BLOCK

SAN JUAN COUNTY

KANE CREEK LLC

SHEETS KELLY

JACKSON JOHN

HASSEN RANDY D

TROUTT MICHAEL T

LANCE TERRY

LEGRAND JOHNSON CONSTR

BE CZ ARPAD

HUGHES PETER J

TANGREN RICHARD L

LEGRAND JOHNSON CONSTRUCTION G

IVAN'S PROPERTY HOLDINGS LLC

SAINT DANIEL



## STAFF REPORT

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**MEETING DATE:** August 17, 2021

**ITEM TITLE, PRESENTER:** Overnight Accommodations Overlay Application, Curtis Wells, Byrd Company Real Estate, Scott Burton, San Juan County Planning and Zoning

**RECOMMENDATION:** Approval for Overnight Accommodations Overlay to apply to this property

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### SUMMARY

We have received a request for the property outlined in the attached map to be subject to the Overnight Accommodations Overlay. The request includes five parcels each owned by different individuals. The parcels included are currently in the Spanish Valley Highway Commercial District.

The Planning Commission made a recommendation to the Board of County Commissioners at their August 12, 2021 Planning Commission Meeting, for this overlay to apply to these properties. This is the first step in the three step approval process for the Overnight Accommodations Overlay.

### HISTORY/PAST ACTION

The San Juan County Planning Commission voted unanimously at their August 12, 2021 meeting to recommend this application to the Board of County Commissioners for approval.