


**Beery, Elsner & Hammond, LLP**  
 1804 NE 45th Ave  
 Portland, OR 97213-1416  
 (503) 226-7191  
 Tax ID #93-1234801

April 1, 2023

City of Burns  
 242 S Broadway Ave  
 Burns OR 97720-2205  
 Nancy Gardner, City Manager  
 ngardner@cityofburnsor.gov

V 2025 

Our File: BURNS.INTERGOV  
 Invoice # 30787-1

\$764.50

RE: Intergovernmental

109100-540210Z

Statement of Account for Services Rendered Through March 31, 2023

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Statement for Services			
<div style="text-align: center;"> <b>PAID</b>            NOV 06 2023  <b>CHECK # 18952</b> </div>			
Wednesday, March 1, 2023			
CAJ	T/c w/ N. Green re process for moving forward w/ R3 IGA w/o John Day; review current documents re same; follow-up email to J. Green re same	0.30	85.50
Thursday, March 2, 2023			
CAJ	Email w/ J. Green re R3 IGA issues	0.10	28.50
Monday, March 13, 2023			
CAJ	Emails w/ J. Green and N. Green re R3 IGA and ordinance and approval process re same; briefly review draft documents re same	0.40	114.00
Thursday, March 16, 2023			
CAJ	Emails w/ M. Parry, N. Gardner and N. Green re R3 IGA issues	0.10	28.50
Monday, March 20, 2023			
CAJ	Email w/ J. Green and N. Gardner re R3 IGA issues	0.10	28.50
Wednesday, March 22, 2023			
CAJ	Remotely meet w/ N. Gardner, M. Parry and N. Green re R3 IGA; update draft IGA to exclude John Day; follow-up emails re same	1.40	399.00

Page two  
April 1, 2023  
City of Burns  
Intergovernmental  
Our File: BURNS.INTERGOV  
Invoice # 30787

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<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Friday, March 24, 2023			
CAJ	Review email and attached ordinance from N. Gardner re R3 IGA	0.10	28.50
Wednesday, March 29, 2023			
CAJ	Review and reply to email from N. Gardner re referendum petition on R3 IGA ordinance	0.20	57.00
<u>Summary of Services</u>			
CAJ	Chad Jacobs	2.70 hrs @ 285.00	\$ 769.50
Total Professional Services			\$ 769.50
TOTAL NEW CHARGES			\$ 769.50
Previous Balance Due			\$ 0.00
<b>SUMMARY OF ACCOUNT</b>			
Balance Forward			\$ 0.00
Total New Charges			769.50
Payments and Credits			<u>0.00</u>
TOTAL BALANCE DUE *** PLEASE PAY THIS AMOUNT **			\$ 769.50

PAID

OCT 19 2023

CHECK # 74 18919

Beery, Elsner & Hammond, LLP

1804 NE 45th Ave  
Portland, OR 97213-1416  
(503) 226-7191  
Tax ID #93-1234801

May 1, 2023

City of Burns  
242 S Broadway Ave  
Burns OR 97720-2205  
Nancy Gardner, City Manager  
ngardner@cityofburnsor.gov

Our File: BURNS.INTERGOV  
Invoice # 31025

RE: Intergovernmental

Statement of Account for Services Rendered Through April 30, 2023 \$713.80

Statement for Services

109100 - 540102

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Monday, April 3, 2023			
CAJ	Emails w/ N. Gardner, J. Green and N. Green re R3 ordinance referendum petition and next steps; brief review of state law re same; t/c w/ N. Gardner; draft and send rejection notice and advice re same to N. Gardner	1.10	313.50
Tuesday, April 4, 2023			
CAJ	Follow-up emails re R3 ordinance referendum issues	0.20	57.00
Wednesday, April 5, 2023			
CAJ	Emails re R3 ordinance adoption and amendments to IGA proposed by John Day	0.10	28.50
Thursday, April 6, 2023			
CAJ	Emails re R3 IGA amendments; work on issues re filing original IGA w/ secretary of state	0.40	114.00
CAJ	Review email and attached letter re referendum petition rejection from D. Crafts; reply to D. Crafts	0.20	57.00
Friday, April 7, 2023			
KKB	Assist CAJ w/ determining how to file documents related to R3 with the Secretary of State; t/c and email to Secretary of State	0.20	35.00

Page two  
 May 1, 2023  
 City of Burns  
 Intergovernmental  
 Our File: BURNS.INTERGOV  
 Invoice # 31025

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Tuesday, April 11, 2023			
KKB	Finalize R3 Consortium letter to Secretary of State and send by certified mail along with ordinances and IGA; email the same to Secretary of State	0.10	17.50
Thursday, April 20, 2023			
CAJ	T/c w/ J. Green and N. Green re proposed edits to R3 IGA and next steps re same	0.30	85.50
<u>Summary of Services</u>			
CAJ	Chad Jacobs	2.30 hrs @ 285.00	\$ 655.50
KKB	Kristen Ketchel-Bain	0.30 hrs @ 175.00	\$ 52.50
Total Professional Services			<u>\$ 708.00</u>

Costs and Disbursements

<u>Date</u>	<u>Description</u>	<u>Amount</u>
04/11/23	Postage for certified mailing of R3 Consortium letter with IGA and ordinances	4.70
04/30/23	21.00 photocopies	<u>1.10</u>
Total Costs and Disbursements		\$ 5.80

TOTAL NEW CHARGES \$ 713.80

Previous Balance Due \$ 769.50

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May 1, 2023  
City of Burns  
Intergovernmental  
Our File: BURNS.INTERGOV  
Invoice # 31025

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SUMMARY OF ACCOUNT

Balance Forward	\$ 769.50
Total New Charges	713.80
Payments and Credits	<u>0.00</u>

TOTAL BALANCE DUE \*\*\* PLEASE PAY THIS AMOUNT \*\* ~~1,483.30~~ \$ 1,483.30

PAID

OCT 19 2023

**Beery, Elsner & Hammond, LLP**

1804 NE 45th Ave  
Portland, OR 97213-1416  
(503) 226-7191  
Tax ID #93-1234801

CHECK # 7 of 18919

June 1, 2023

V2035  
*[Signature]*

City of Burns  
242 S Broadway Ave  
Burns OR 97720-2205  
Nancy Gardner, City Manager  
ngardner@cityofburnsor.gov

Our File: BURNS.INTERGOV  
Invoice # 31218

RE: Intergovernmental

Statement of Account for Services Rendered Through May 31, 2023

Statement for Services

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Thursday, May 4, 2023			
CAJ	T/c and emails from N. Green re R3 meeting; prep for and remotely attend same	0.90	256.50
Thursday, May 11, 2023			
CAJ	T/c w/ J. Green re R3 IGA issues	0.10	28.50
Thursday, May 18, 2023			
CAJ	Prep for and attend remote meeting w/ J. Green and N. Green re R3 decision matrix and next steps w/ IGA amendment; brief follow up re same	0.40	114.00
Thursday, May 25, 2023			
CAJ	Prep for and remotely attend R3 board meeting	0.20	57.00

Summary of Services

CAJ Chad Jacobs 1.60 hrs @ 285.00 \$ 456.00

Total Professional Services \$ 456.00

TOTAL NEW CHARGES \$ 456.00

109100-540202

Page two  
June 1, 2023  
City of Burns  
Intergovernmental  
Our File: BURNS.INTERGOV  
Invoice # 31218

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Previous Balance Due \$ 1,483.30

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SUMMARY OF ACCOUNT

Balance Forward	\$ 1,483.30
Total New Charges	456.00
Payments and Credits	<u>0.00</u>

TOTAL BALANCE DUE \*\*\* PLEASE PAY THIS AMOUNT \*\* \$ 1,939.30

**Beery, Elsner & Hammond, LLP**

1804 NE 45th Ave  
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(503) 226-7191  
Tax ID #93-1234801

V 2035  
J

August 1, 2023

Regional rural Revitalization Strategies  
Judy Erwin, Board Chair

Our File: R3.GENERAL  
Invoice # 31778

RE: General

Statement of Account for Services Rendered Through July 31, 2023

\$2795.00

Statement for Services

PAID

109100-540110Z

NOV 08 2023

CHECK # P of 18975

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Monday, July 17, 2023			
CAJ	T/c w/ N. Green re organizational issues; email w/ J. Erwin re same; draft IGA for preliminary staff services between Burns and R3; email same to J. Erwin	1.70	484.50
Tuesday, July 18, 2023			
CAJ	Finalize Burns IGA for preliminary services; draft and send email to R3 Board re same	0.50	142.50
Monday, July 24, 2023			
CAJ	Review email re executive director recruitment issues; confer w/ HRM re same	0.30	85.50
Tuesday, July 25, 2023			
HRM	Email KKB and YKH re RFP examples; review examples and respond to YKH, email DFD re response to R3	0.30	85.50
YKH	Review files for RFP examples; respond to HRM re same; prepare draft solicitation and email to DFD	0.50	87.50
Wednesday, July 26, 2023			
DFD	Confer w/ CAJ and HRM re executive director issues; review YKH draft solicitation and begin editing same; research re rural development services	1.70	484.50



Page two  
 August 1, 2023  
 Regional rural Revitalization Strategies  
 General  
 Our File: R3.GENERAL  
 Invoice # 31778

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<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Thursday, July 27, 2023			
DFD	Continue drafting solicitation for executive director services; research re prior examples of same; email communication w/ CAJ re same	1.60	456.00
Friday, July 28, 2023			
DFD	Complete initial draft of RFP for executive director; email communication w/ CAJ re same	1.20	342.00
CAJ	Review and update draft executive director solicitation from DFD; email same to H. Smith and J. Erwin	1.30	370.50
Monday, July 31, 2023			
DFD	Confer w/ CAJ re draft solicitation and applicability of contracting code	0.10	28.50
CAJ	T/c w/ N. Green re upcoming agenda issues; review and update draft agenda; email same to T. Leffler and J. Erwin	0.80	228.00

Summary of Services

CAJ	Chad Jacobs	4.60 hrs @ 285.00	\$ 1,311.00
HRM	Heather Martin	0.30 hrs @ 285.00	\$ 85.50
YKH	Yen Huynh	0.50 hrs @ 175.00	\$ 87.50
DFD	David Doughman	4.60 hrs @ 285.00	\$ 1,311.00

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Total Professional Services	\$ 2,795.00
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TOTAL NEW CHARGES	\$ 2,795.00
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Previous Balance Due	\$ 0.00
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August 1, 2023  
Regional rural Revitalization Strategies  
General  
Our File: R3.GENERAL  
Invoice # 31778

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SUMMARY OF ACCOUNT

Balance Forward	\$ 0.00
Total New Charges	2,795.00
Payments and Credits	<u>0.00</u>

TOTAL BALANCE DUE \*\*\* PLEASE PAY THIS AMOUNT \*\* \$ 2,795.00

**Beery, Elsner & Hammond, LLP**

1804 NE 45th Ave  
Portland, OR 97213-1416  
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Tax ID #93-1234801

September 1, 2023

VZDSS  


Regional rural Revitalization Strategies  
Judy Erwin, Board Chair

Our File: R3.GOVERN  
Invoice # 32015

RE: Governance

Statement of Account for Services Rendered Through August 31, 2023

Statement for Services

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Thursday, August 3, 2023			
CAJ	Prep for and remotely attend board meeting	2.10	598.50

Summary of Services

CAJ Chad Jacobs 2.10 hrs @ 285.00 \$ 598.50

Total Professional Services \$ 598.50

TOTAL NEW CHARGES \$ 598.50

109100-540120Z

Previous Balance Due \$ 0.00

SUMMARY OF ACCOUNT

Balance Forward	\$ 0.00
Total New Charges	598.50
Payments and Credits	<u>0.00</u>

TOTAL BALANCE DUE \*\*\* PLEASE PAY THIS AMOUNT \*\*\* \$ 598.50

PAID


OCT 19 2023

CHECK # 7 of 18919

**Beery, Elsner & Hammond, LLP**

1804 NE 45th Ave  
Portland, OR 97213-1416  
(503) 226-7191  
Tax ID #93-1234801

September 1, 2023

VZCDS  


Regional rural Revitalization Strategies  
Judy Erwin, Board Chair

Our File: R3.GENERAL  
Invoice # 32014

RE: General

Statement of Account for Services Rendered Through August 31, 2023 \$ 3,221.00

109100 - 840110Z

Statement for Services

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Tuesday, August 1, 2023			
CAJ	T/c w/ N. Green re board meeting issues; follow-up email from T. Leffler re same	0.30	85.50
Monday, August 7, 2023			
AKD	Begin drafting and reviewing public contracting rules	1.70	450.50
AKD	Format rules from pdf in order to edit NO CHARGE	0.70	No Charge
CAJ	Follow-up tasks from board mtg; emails w/ AKD and DFD re same; emails w/ N. Green re same; review state law re public contracting issues for same	1.20	342.00
Tuesday, August 8, 2023			
AKD	Finish drafting public contracting rules; email DFD re same	2.30	609.50
Wednesday, August 9, 2023			
AKD	Review R3 personal services agreement template; email edits to CAJ	1.90	503.50
AKD	Edit draft public contracting rules	0.40	106.00
DFD	Begin reviewing AKD's draft procurement rules; confer w/ AKD re same	1.00	285.00
Thursday, August 10, 2023			
AKD	Confer w/ DFD re approach to draft contracting rules NO CHARGE	0.10	No Charge

Page two  
 September 1, 2023  
 Regional rural Revitalization Strategies  
 General  
 Our File: R3.GENERAL  
 Invoice # 32014

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Friday, August 11, 2023			
DFD	Complete review of draft procurement rules; revise same; confer w/ AKD re same	1.50	427.50
AKD	Review DFD edits to public contracting rules; email DFD re same	0.50	132.50
Monday, August 14, 2023			
AKD	Final review of public contracting rules; email CDC re same	0.30	79.50
Wednesday, August 30, 2023			
CAJ	Emails w/ N. Green re management proposal; review draft public contracting rules and personal services agreement template from AKD	0.70	199.50

Summary of Services

AKD	Ashleigh Dougill	7.10 hrs @ 265.00	\$ 1,881.50
AKD	Ashleigh Dougill	0.80 hrs @ 0.00	No Charge
CAJ	Chad Jacobs	2.20 hrs @ 285.00	\$ 627.00
DFD	David Doughman	2.50 hrs @ 285.00	\$ 712.50

Total Professional Services

\$ 3,221.00

TOTAL NEW CHARGES

\$ 3,221.00

Previous Balance Due

\$ 2,795.00

SUMMARY OF ACCOUNT

Balance Forward	\$ 2,795.00
Total New Charges	3,221.00
Payments and Credits	<u>0.00</u>

TOTAL BALANCE DUE \*\*\* PLEASE PAY THIS AMOUNT \*\*

\$ 6,016.00

**Beery, Elsner & Hammond, LLP**

1804 NE 45th Ave  
Portland, OR 97213-1416  
(503) 226-7191  
Tax ID #93-1234801

October 1, 2023

VZ035  
Q

Regional rural Revitalization Strategies  
Judy Erwin, Board Chair

Our File: R3.GENERAL  
Invoice # 32236

RE: General

Statement of Account for Services Rendered Through September 30, 2023

Statement for Services

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Wednesday, September 13, 2023			
CAJ	Review contract template and update same for draft Catalyst contract to present to board; email same to Catalyst for their review	1.20	342.00
Thursday, September 14, 2023			
CAJ	Review draft agenda packet; draft staff memos for same; update public contracting rules for same; t/c w/ Catalyst re draft contract and proposal; complete draft contract; email proposal to board; email w/ T. Leffler re agenda items	2.30	655.50

Summary of Services

CAJ Chad Jacobs 3.50 hrs @ 285.00 \$ 997.50

Total Professional Services \$ 997.50

TOTAL NEW CHARGES

109100 - 5401102

\$ 997.50

Previous Balance Due

\$ 6,016.00

PAYMENTS AND CREDITS

10/27/23 Payment Received - Thank You

3,221.00CR

Total Payments and Credits

\$ 3,221.00CR

PAID

NOV 08 2023

CHECK # 18975

Page two  
October 1, 2023  
Regional rural Revitalization Strategies  
General  
Our File: R3.GENERAL  
Invoice # 32236

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SUMMARY OF ACCOUNT

Balance Forward	\$ 6,016.00
Total New Charges	997.50
Payments and Credits	<u>3,221.00CR</u>

**TOTAL BALANCE DUE \*\*\* PLEASE PAY THIS AMOUNT \*\*** \$ 3,792.50

**Beery, Elsner & Hammond, LLP**

1804 NE 45th Ave  
Portland, OR 97213-1416  
(503) 226-7191  
Tax ID #93-1234801

VZ.035  
*[Signature]*

October 1, 2023

Regional rural Revitalization Strategies  
Judy Erwin, Board Chair

Our File: R3.GOVERN  
Invoice # 32237

RE: Governance

Statement of Account for Services Rendered Through September 30, 2023

Statement for Services

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Monday, September 18, 2023			
CAJ	Prep for and remotely attend R3 board meeting	1.70	484.50

Summary of Services

CAJ Chad Jacobs 1.70 hrs @ 285.00 \$ 484.50

Total Professional Services \$ 484.50

TOTAL NEW CHARGES \$ 484.50

109100-340110Z

Previous Balance Due \$ 598.50

PAYMENTS AND CREDITS

10/27/23 Payment Received - Thank You 598.50CR

Total Payments and Credits \$ 598.50CR

PAID

NOV 08 2023

CHECK # P of 18975

SUMMARY OF ACCOUNT

Balance Forward	\$ 598.50
Total New Charges	484.50
Payments and Credits	<u>598.50CR</u>



Page two  
October 1, 2023  
Regional rural Revitalization Strategies  
Governance  
Our File: R3.GOVERN  
Invoice # 32237

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TOTAL BALANCE DUE \*\*\* PLEASE PAY THIS AMOUNT \*\* \$ 484.50

**Beery, Elsner & Hammond, LLP**

1804 NE 45th Ave  
Portland, OR 97213-1416  
(503) 226-7191  
Tax ID #93-1234801

November 1, 2023

Rcvd 11/27/23

Regional rural Revitalization Strategies  
Judy Erwin, Board Chair

V 20353  
[Signature]

Our File: R3.GENERAL  
Invoice # 32464

RE: General

Statement of Account for Services Rendered Through October 31, 2023

Statement for Services

PAID

NOV 30 2023

CHECK # 19040

<u>Emp</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
Thursday, October 5, 2023			
CAJ	T/c from J. Farment re R3 governance issues; review Baker City court ruling and analyze effect of same on R3 governance issues; email to N. Green re same	0.60	171.00
Thursday, October 12, 2023			
CAJ	Email w/ N. Green and J. Erwin re board mtg issues	0.10	28.50
Monday, October 16, 2023			
CAJ	Multiple emails re IGA approval process; review state law re same; prep for and remotely attend board meeting	2.60	741.00
Tuesday, October 17, 2023			
CAJ	Follow-up emails from board meeting; review email from N. Green re proposed "cash for clunkers" program; analyze same and reply to N. Green	0.40	114.00

Summary of Services

CAJ	Chad Jacobs	3.70 hrs @ 285.00	\$ 1,054.50
Total Professional Services			\$ 1,054.50
TOTAL NEW CHARGES			\$ 1,054.50

109100-540110Z

Page two  
November 1, 2023  
Regional rural Revitalization Strategies  
General  
Our File: R3.GENERAL  
Invoice # 32464

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Previous Balance Due \$ 3,792.50

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PAYMENTS AND CREDITS

11/14/23	Payment Received - Thank You	<u>3,792.50CR</u>
	Total Payments and Credits	\$ 3,792.50CR

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SUMMARY OF ACCOUNT

Balance Forward	\$ 3,792.50
Total New Charges	1,054.50
Payments and Credits	<u>3,792.50CR</u>

TOTAL BALANCE DUE \*\*\* PLEASE PAY THIS AMOUNT \*\* \$ 1,054.50