

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): Sheriff's Office / Admin Services Division

PROGRAM: 15590-530030

SUBJECT: Annual Support Fee for Software Program

<p>Annual Support Fee for UCSO Civil Service software program. Program is used to track service of court documents such as criminal subpoenas, restraining orders, small claims, evictions and child support. Service of process is statutorily required under ORS 206.010.</p> <p>Annual service fee is \$9,429.49. Amount has been previously budgeted within the FY2026 budget.</p>	<p><u>ACTION REQUESTED:</u></p> <p>Approve payment for Annual Support of Civil Serve Software Program.</p> <p>Total cost is \$9,429.49</p>
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ATTACHMENTS: Invoice 130-158883 Tyler Technologies, Inc

Date: (03/23/2026) Submitted By: (Cpt. Sterrin Ward)

*****For Internal Use Only*****

Checkoffs:

- () Exec. Asst.
- () Dept. Head (copy)
- () Human Resources (copy)
- () Budget (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List:

To be notified of Meeting: Sheriff, Undersheriff, Sterrin Ward

Needed at Meeting: Sterrin Ward

PLEASE RETURN THIS FORM AND ATTACHMENTS TO Executive Assistant

Scheduled for meeting on: April 1, 2026

Action taken:

Follow-up:



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

<i>Invoice No</i>	<i>Date</i>	<i>Page</i>
130-158883	09/01/2025	1 of 1

Questions:
 Tyler Technologies -
 Phone: 1-800-772-2260 Press 2, then 5
 Email: ar@tylertech.com

Bill To: CIVIL DIVISION
 UMATILLA COUNTY SHERIFFS OFFICE
 4700 NW PIONEER PL
 PENDLETON, OR 97801-9038

Ship To: CIVIL DIVISION
 UMATILLA COUNTY SHERIFFS OFFICE
 4700 NW PIONEER PL
 PENDLETON, OR 97801-9038

<i>Customer No.</i>	<i>Ord No</i>	<i>PO Number</i>	<i>Currency</i>	<i>Terms</i>	<i>Due Date</i>
5324	39377		USD	NET30	10/01/2025

<i>Date</i>	<i>Description</i>	<i>Units</i>	<i>Rate</i>	<i>Extended Price</i>
	CivilServe Annual Support Cycle Start: 05/Sep/2025, End: 04/Sep/2026	1	8,020.94	8,020.94
	CivilMobile Annual Support Cycle Start: 05/Sep/2025, End: 04/Sep/2026	1	1,408.55	1,408.55

****ATTENTION****

Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	9,429.49
Sales Tax	0.00
Invoice Total	9,429.49