

() Discussion only

(X) Action

FROM (DEPT/ DIVISION): County Counsel

SUBJECT: Landscaping Payable

<p>Background:</p> <p>Attached is a payable for landscaping services at several county locations.</p>	<p>Requested Action:</p> <p>Approve payment to Muniz Landscaping LLC in the amount of \$6,200.00</p>
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ATTACHMENTS : Payable/Supporting Documentation

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

Checkoffs:

() Dept. Head (copy)

To be notified of Meeting:

Dan Lonai

Martie McQuain

() Human Resources (copy)

() Budget (copy)

(X) Legal (copy)

Needed at Meeting:

Dan Lonai

() (Other - List:)

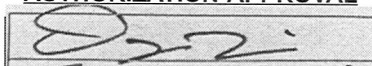
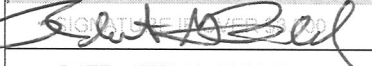
Scheduled for meeting on: December 10, 2025

Action taken:

Follow-up:

UMATILLA COUNTY PAYMENT REQUEST

P E I D - A C	77786	
NAME	MUNIZ LANDSCAPING, LLC.	
ADDRESS		
ADDRESS	69025 IRIS LANE 611 SW 19th St	
CITY, STATE, ZIP	PILOT ROCK, OR 97868 Pendleton, OR 97801	

	AUTHORIZATION-APPROVAL	
DEPARTMENT		DATE PAID
CFO		
BOARD	DATE - ATTACH APPROVAL	CHECK NUMBER
SUBMITTED	12/2/2025	RETURN - HOLD

AMOUNT	ACCOUNT #	DESCRIPTION	INVOICE NUMBER	INVOICE TOTAL	INVOICE DATE	FINANCE CODES	
\$1,400.00	60010-520009	Landscaping Service - Courthouse	1763	\$3,650.00	10/05/25		
\$500.00	60060-520009	Landscaping Service - Juvenile					
\$350.00	60180-520009	Landscaping Service - Guardian Care					
\$1,400.00	60030-520009	Landscaping Service - Jail					
		October 2025					
\$1,800.00	60010-520009	Trimming and Leaves - Courthouse	1784	\$1,800.00	10/21/25		
\$750.00	60010-520009	Trimming and Leaves - Courthouse	1793	\$750.00	12/02/25		

\$6,200.00 PAGE TOTAL

\$6,200.00 GRAND TOTAL

Office Use: Pretravel Auth rec: _____ Contract Reviewed: _____ Routine: _____

Office Use: Tax ID Reviewed: _____ Quotes: _____ Bids: _____

Date:
November
5,2025

Invoice No. 1763

To

Pendleton Court
House

Ship To

Muniz Landscaping
LLC.
69025 Iris Ln Pilot
Rock Oregon 97868

Venmo
@Muniz2022

Cash app
@TancoMuniz



Quantity	Description	Price	Total
3 service	October landscaping services for Court- mowing trimming blow the lot and cleanup	\$300	\$1,200
1 service	Additional fall leaf cleanup for Court house	\$200	\$200
5 services	Juvenile	\$100	\$500
5 services	Guardian Care	\$70	\$350
4 services	County Jail	\$350	\$1400
Subtotal			\$3,650
Total Due			\$3,650

Date:
November
21, 2025

Invoice No. 1784

To

Pendleton Court
House

Ship To

Muniz Landscaping
LLC.
69025 Iris Ln Pilot
Rock Oregon 97868

Venmo
@Muniz2022

Cash app
@TancoMuniz



Quantity	Description	Price	Total
1 service	Court House-Trim on Nov 19 th	\$1,500	\$1,500
1 service	Court House- Clean up leaves Nov19th	\$300	\$300
Subtotal			\$1,800
Total Due			\$1,800

Date:
December
2,2025

Invoice No. 1793

To

Umatilla county
public health

Ship To

Muniz Landscaping
LLC.

611 SW 19th street
Pendleton, Or 97801

Venmo
@Muniz2022

Cash app
@TanchoMuniz



Quantity	Description	Price	Total
1 service	Pick up leaves	\$300	\$300
1 service	Trim	\$450	\$450
Subtotal			\$750
Total Due			\$750

Date:
November
5,2025

Invoice No. 1763

To

Pendleton Court
House

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