Exhibit C

November 10, 2023

To Terrebonne Sanitary District

From: Insurance Agent of Record Committee

Re: Insurance Agent of Record Recommendation

At the October 19, 2023 Terrebonne Sanitary District (TSD) Board Meeting, a committee was formed to review and recommend an Insurance Agent of Record from the proposals that were solicited. The members included Guy Vernon, Mariah Patel and Nancy Blankenship. TSD, at this point, has two insurance needs: Directors and Officers Insurance and Fidelity Bond Coverage. Additional types of insurance would be required in the future with the addition of assets and employees.

Special Districts Association of Oregon (SDAO) offers insurance to special district members through an insurance agent of record. TSD will incur no additional agent fees as the fee is included in the premium paid to SDAO. There are large districts, having a variety of insurance coverage needs that contract directly with Agents where an agent fee would be part of the proposal process.

SDAO provided the names of four agencies, three responded with proposals. They include Bancorp Insurance, Century Insurance Group and AIC Insurance Agency. All Central Oregon agencies have been in business from 18 to 35 years. The agencies were asked to provide at least three comparable references. The evaluation criteria included meeting minimum qualifications, providing the three comparable references, and their expertise and capabilities.

The Committee recommends the Terrebonne Sanitary District Board award the Insurance Agent of Record to AIC Insurance Agency LLC.