May 6, 2019

This Participant Disclosure Notice is being provided to you [as required by federal law] because you are or will be eligible to participate or have a balance in The Reports and Requirements 401(k) Profit Sharing Plan (“the Plan”) and have the right to direct investments.

Inside, you will find:

* Information about managing your Plan account
* Certain Plan information including an explanation of the right to direct investments, any Plan restrictions, and a description of the types of fees and expenses associated with a Plan account
* Various details about the Plan’s investment options, including short-term trading fee information.

Please review these materials carefully. Please keep this information in mind when managing or monitoring any account you may have in the Plan.

After blackout ends you can go online at [www.netbenefits.com](http://www.netbenefits.com/) or call 1-800-835-5097 to obtain additional information or to sign up for any of these new products and services available in your plan. Please refer back to this Important Plan Information on NetBenefits® when managing or monitoring your account.

**Note:** The first time you log on to [www.netbenefits.com,](http://www.netbenefits.com/) you will need to register and set up a username and password to access your account. If you already have a username and password for a Fidelity site (including NetBenefits® from a previous employer), you do not need to register again.

Sincerely,

Kathy Rondon

# PARTICIPANT DISCLOSURE NOTICE

**IMPORTANT PLAN AND INVESTMENT-RELATED INFORMATION**

This Participant Disclosure Notice (the “Notice”) provides certain information about your Plan. Your rights under the Plan are subject to the terms of the Plan, This Notice describes only your Fidelity account within the Plan.

# Right to Direct Investments

You have the right to direct your account balance and any future contributions among the Plan's investment options, subject to restrictions summarized below. To access your Plan account with Fidelity, make any changes to your investment options, direct any future contributions, or seek additional information, log on to [www.netbenefits.com.or](http://www.netbenefits.com.or/) call Fidelity at 1-800-835-5097.

# Investment Options

The Plan offers a choice of investment options to allow you to create a diversified portfolio to help you meet your individual needs. Below is a listing of the investment options available under the Plan. Additional information (including risk and performance information) is available on [www.netbenefits.com.](http://www.netbenefits.com/)

|  |  |  |  |
| --- | --- | --- | --- |
| **Fund Number** | **Ticker Symbol** | **Fund Name** | **Short-term Redemption Fee\*** |
| OFDZ | DODIX | Dodge & Cox Income Fund | N/A |
| OF8C | PFORX | PIMCO International Bond Fund (U.S. Dollar-Hedged) Institutional Class | N/A |
| OMSV | VVIAX | Vanguard Value Index Fund Admiral Shares | N/A |
| OMSW | VIGAX | Vanguard Growth Index Fund Admiral Shares | N/A |
| OMZZ | VFIAX | Vanguard 500 Index Fund Admiral Shares | N/A |
| OQAZ | VBTLX | Vanguard Total Bond Market Index Fund Admiral Shares | N/A |
| OQFO | VWILX | Vanguard International Growth Fund Admiral Shares | N/A |
| OQFP | VSMAX | Vanguard Small-Cap Index Fund Admiral Shares | N/A |
| OQJC | VTSAX | Vanguard Total Stock Market Index Fund Admiral Shares | N/A |
| OQNE | VIMAX | Vanguard Mid-Cap Index Fund Admiral Shares | N/A |
| OQNJ | VGSLX | Vanguard Real Estate Index Fund Admiral Shares | N/A |
| OKTM | SBLYX | ClearBridge Large Cap Growth Fund Class I | N/A |
| OKTS | ARTKX | Artisan International Value Fund Investor Class | N/A |
| OUFP | RNWGX | American Funds New World Fund® Class R-6 | N/A |
| 2216 | FIKFX | Fidelity Freedom® Index Income Fund - Investor Class | N/A |
| 2223 | FJIFX | Fidelity Freedom® Index 2005 Fund - Investor Class | N/A |
| 2226 | FKIFX | Fidelity Freedom® Index 2010 Fund - Investor Class | N/A |
| 2228 | FPIFX | Fidelity Freedom® Index 2020 Fund - Investor Class | N/A |
| 2232 | FQIFX | Fidelity Freedom® Index 2025 Fund - Investor Class | N/A |
| 2235 | FXIFX | Fidelity Freedom® Index 2030 Fund - Investor Class | N/A |
| 2238 | FIHFX | Fidelity Freedom® Index 2035 Fund - Investor Class | N/A |
| 2239 | FBIFX | Fidelity Freedom® Index 2040 Fund - Investor Class | N/A |
| 2240 | FIOFX | Fidelity Freedom® Index 2045 Fund - Investor Class | N/A |
| 2241 | FIPFX | Fidelity Freedom® Index 2050 Fund - Investor Class | N/A |
| 2242 | FLIFX | Fidelity Freedom® Index 2015 Fund - Investor Class | N/A |
| 2338 | FDEWX | Fidelity Freedom® Index 2055 Fund - Investor Class | N/A |
| OYPC | PCBIX | Principal MidCap Fund Institutional Class | N/A |
| 2363 | FSPSX | Fidelity® International Index Fund | N/A |
| OYVD | FIHBX | Federated Institutional High Yield Bond Fund Institutional Shares | 2.00% / 90 Days |
| OYXG | PIREX | Principal Real Estate Securities Fund Institutional Class | N/A |
| OYXO | OIERX | JPMorgan Equity Income Fund Class R5 | N/A |
| OY9B | BSIIX | BlackRock Strategic Income Opportunities Portfolio Institutional Shares | N/A |
| OS4W | VEMAX | Vanguard Emerging Markets Stock Index Fund Admiral Shares | N/A |
| OVJY | WFPRX | Wells Fargo Special Mid Cap Value Fund - Class R6 | N/A |
| 2714 | FDKLX | Fidelity Freedom® Index 2060 Fund - Investor Class | N/A |
| OVP0 | ESPRX | Wells Fargo Special Small Cap Value Fund - Class R6 | N/A |
| OIRM | NWKCX | Nationwide Geneva Small Cap Growth Fund Class R6 | N/A |
| OIVQ | GICUX | Goldman Sachs International Small Cap Insights Fund Class R6 | N/A |
| OI81 | RILFX | American Funds Inflation Linked Bond Fund Class R-6 | N/A |
| ON7U | N/A | Goldman Sachs Stable Value Collective Investment Trust Investor Series Class 1 | N/A |

\* There is a short-term redemption fee for fee eligible shares held less than the number of days listed.

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# Investment Managers

### Model Portfolio Recordkeeping Service

The Model Portfolio Recordkeeping Service (MPRS) is an investment management service offered under your Plan. The asset allocation of each model portfolio is constructed and managed at the discretion of your Plan's named fiduciary.

Model portfolios are composed of some or all of the Plan’s investment options and are a method of allocating your account among the Plan’s investment options. If you are invested in a model portfolio, your eligible account balance and any future contributions will be invested according to the asset allocation strategy of the model portfolio. Your account may be periodically rebalanced in accordance with your Plan’s service. Fidelity Investments is not responsible for the construction or management of the model portfolios and is not affiliated with the Plan's named fiduciary.

Please keep in mind that utilizing this investment manager(s) or service(s) may restrict your ability to direct the investment of all or a portion of your Plan account balance. To enroll, unenroll, or request additional information, please contact Fidelity.

# Exercising Voting, Tender and Similar Rights

You have the right to exercise voting, tender and similar rights related to the following investments you may have in your Plan account. You will receive information regarding such rights and how to exercise them at the time of a vote, tender, or other event.

* Mutual Funds

# Fees and Expenses

If you have an account in the Plan, it may be subject to the following types of fees and expenses:

* Asset-based fees
* Plan administrative fees and expenses
* Individual fees and expenses

### Asset-Based Fees

Asset-based fees reflect an investment option's total annual operating expenses and include management and other fees. They are often the largest component of retirement plan costs and are paid by all shareholders of the investment option. Typically, asset-based fees are reflected as a percentage of assets invested in the option and often are referred to as an “expense ratio.” You may multiply the expense ratio by your balance in the investment option to estimate the annual expenses associated with your holdings.

Asset-based fees are deducted from an investment option’s assets, thereby reducing its investment return. Fee levels can vary widely among investment options, depending in part on the type of investment option, its management (including whether it is active or passive), and the risks and complexities of the option’s strategy. In some instances, a Plan's administrative services may be paid for through offsets and/or payments associated with a Plan's investment options.

**Plan Administrative Fees and Expenses**

Plan administrative fees may include recordkeeping, legal, accounting, trustee, recordkeeping, and other administrative fees and expenses associated with maintaining the Plan. Some Plans may deduct these fees and expenses from individual accounts in the Plan.

Based on the information and direction Fidelity had at the time this Notice was prepared, the following Plan administrative fees listed below may be deducted from accounts in the Plan. The Plan’s administrative services may also be paid for through offsets and/or payments associated with one or more of the Plan’s investment options*.* As you review this information, please keep in mind that fees are subject to change and that certain Plan administrative fees may not be deducted from accounts in certain circumstances.

|  |  |
| --- | --- |
| **Type of Plan Administrative Fee** | **Amount** |
| Recordkeeping Fee | The annual Plan level fee is 0.21% of the Plan’s assets. This amount will be deducted from participant accounts proportionally based upon account balance. For example, if your account balance is $10,000.00 you will have an estimated fee between $16.00 and $26.00 per year deducted quarterly. |

**If any Plan administrative fees are deducted directly from your account, they will be reflected on your Plan account statement.**

## Individual Fees and Expenses

Individual fees and expenses include those associated with a service or transaction you may select, or an investment option you hold in your account. In some instances, they may be deducted from the accounts of those individuals who utilize the service or engage in the transaction.

If you have an account in the Plan and you select or execute the following service(s) or transaction(s), the fee(s) outlined below may be deducted from your account based on the information and direction Fidelity had on file at the time this Notice was prepared. As you review this information, please keep in mind that fees are subject to change and that certain individual fees may not be deducted in certain circumstances.

|  |  |
| --- | --- |
| **Type of Individual Fee** | **Amount** |
| Loan Setup Fee | $ 75 per loan |
| Loan Maintenance Fee | $ 25 per year per loan |
| In-Service Withdrawal Fee | $ 25 per transaction |
| Minimum Required Distribution Fee | $ 25 per transaction |
| Overnight Mailing Fee | $ 25 per transaction |
| Full Distribution Fee | $ 25 per transaction |

Also, please note you may incur short-term redemption fees (or shareholder fees), commissions, and similar expenses in connection with transactions associated with your Plan's investment options.

### If any individual fees are deducted directly from your account, they will be reflected on your Plan account statement.

Fidelity Investments Institutional Operations Company, Inc., 245 Summer Street, Boston, MA 02210

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