



CITY OF REDMOND

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CITY COUNCIL

January 28, 2025
Council Chambers • 411 SW 9th Street

COUNCIL MEMBERS

Mayor

Shannon Wedding
Council President

Clifford Evelyn
Councilor

John Nielsen
Councilor

Kathryn Osborne
Councilor

Jay Patrick
Councilor

Cat Zwicker
Councilor

JANUARY 28, 2025

REGULAR MEETING AGENDA

6:00 PM

I. CALL TO ORDER / ESTABLISH A QUORUM

II. BLESSING - Pastor Jason Reeves, Redmond Heights Pentecostals

III. PLEDGE OF ALLEGIANCE

IV. CITY ANNOUNCEMENTS

V. CONSENT AGENDA

- A. Minutes of November 18, 2024, Council Workshop
- B. Minutes of November 26, 2024, Council Meeting
- C. Minutes of December 5, 2024, Council Workshop

VI. PRESENTATIONS

- A. Cascades East Transit Presentation on Emerging Initiatives
- B. Redmond Proficiency Academy Civic Project with the City of Redmond

VII. ORDINANCES

In accordance with the City of Redmond Charter, an ordinance takes effect 30 days after its enactment except when a later effective date is specified in the ordinance; when the ordinance contains an emergency clause, it takes effective immediately.

- A. Ordinance #2024-16: An Ordinance amending the Redmond City Code Chapter 5, updating the Safe Parking Program section as a continued means to help address homelessness and declaring an emergency.

VIII. ACTION ITEMS

- A. Public Safety Facility Office Furniture and Equipment Contract with PacificWRO, Project# PD2201: \$561,286

IX. COMMENTS FROM CITIZENS AT THE MEETING

Citizen comments are limited to three (3) minutes per person and will be accepted for a period of 30 minutes. Comments should be focused on City of Redmond business. Attendees are asked to refrain from interrupting, calling-out, or cheering during citizen comments.

X. CITY MANAGER COMMENTS

XI. COUNCIL COMMENTS

XII. MAYOR'S COMMENTS

XIII. ADJOURN

Regular Council meetings are broadcast live on COTV11 – BendBroadband Channel 11 beginning at 6:00 p.m. on the 2nd and 4th Tuesdays of each month. Rebroadcasts are scheduled for the non-meeting Tuesdays at 6:00 p.m.

The City of Redmond encourages all citizens to participate in its programs and activities. This meeting location is accessible to people with disabilities. Requests for accommodation may include sign language interpreter service, assistive listening devices, materials in an alternate format or any other accommodation. If any accommodations are needed, please contact the ADA Coordinator at 541-504-3036 or access@redmondoregon.gov. Requests should be made as soon as possible, but at least 3 business days prior to the scheduled meeting.

The City of Redmond does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities

Redmond City Council

November 18, 2024

Workshop Minutes

Executive Conference Room & Remote Video Conferencing

www.redmondoregon.gov/government/city-council

Present: Tobias Colvin, Ed Fitch, John Nielsen, Kathryn Osborne, Shannon Wedding, Cat Zwicker

Excused: Clifford Evelyn

Staff Present: City Manager Keith Witcosky, City Attorney Keith Leitz, Deputy City Manager/Chief Financial Officer Jason Neff, City Recorder Kelly Morse, Public Works Director/City Engineer Jessica MacClanahan, Communications Director Heather Cassaro, Finance Director James Wood, Planning Manager Kyle Roberts, Police Chief Devin Lewis, Economic Development/Urban Renewal Program Project Manager Chuck Arnold, Urban Renewal Program Analyst Meghan Gassner

Media Present: None

CALL TO ORDER

Mayor Fitch called the meeting to order at 3:00 pm.

PRESENTATIONS

A. General Fund Surplus Discussion

Deputy City Manager/Chief Financial Officer Jason Neff sought Council's direction on \$780,000 of unallocated reserve and outlined the following options: the managed camp set-up; the 35th Street and Highway 126 traffic signal; the ice rink; Oregon Department of Transportation (ODOT) surplus land between the new Public Safety facility and Highway 97; Northpoint; Cinder Hollow; capital needs at Juniper Golf Course; and internal needs within the General Fund, like administrative vehicles in the Police Department and street preservation.

Council and Staff discussed the options for the unallocated reserve.

Mayor Fitch recommended allocating \$250,000 of the \$780,000 surplus to the managed camp to match/supplement the County's \$800,000. He suggested the rest should be kept in reserve for the ice rink or affordable housing infrastructure. Over the next few weeks, the Council will talk with ODOT about the traffic signal, thus getting more definition on the reimbursement of the \$460,000.

Councilor Nielsen shared that he is working on private funding sources for flags for Flag City USA, and Staff noted the City provides some in-kind work.

The Council concurred to use \$250,000 of the \$780,000 for the managed camp and keeping the rest in reserves. The traffic signal at 35th Street and getting the surplus land are the next priorities.

B. Ice Rink Update

Economic Development/Urban Renewal Program Project Manager Chuck Arnold and Urban Renewal Program Analyst Meghan Gassner presented an overview of two options for a downtown ice rink project, an ice ribbon "Cadillac" project and a medium-sized ice rink, highlighting associated operating and capital costs and known resources. An Urban Renewal investment of \$7 million would limit the Agency's flexibility for partnering with private developers. Annual operations and maintenance of a ribbon or rink would come from the General Fund, as it is not an Urban Renewal qualifying expense. Potential locations include the Centennial parking lot or current police station facility.

Downtown Urban Renewal Advisory Committee (DURAC) Chair Monica Huey, reported DURAC is enthusiastic about the ice rink idea and noted a year-round family fun activity is a high priority and what

the community wants. A more nuanced conversation is needed about Urban Renewal's investment in an ice rink limiting the Agency's resources.

The Council discussed the possibilities for an ice rink project, addressing amenities, a revenue component to offset operations and maintenance, both tangible and intangible return on investment possibly funding the operation from marijuana revenues, alternate uses in off-seasons, alternate family fun activities, public input, and parking concerns if the rink is sited at Centennial parking lot.

The Council directed Staff to pursue an ice rink that would not use all Urban Renewal resources for the foreseeable future and look at something scaled more in the \$5 million and under area. The police station site was preferred for the project, as eliminating the Centennial parking lot would be a disservice.

Mayor Fitch stated that after the public testimony at the November 12, 2024, Council meeting, enforcement against illegal fireworks should be considered instead of banning legal fireworks. Making illegal fireworks a nuisance, the owner of the property would be liable. Fines could increase for multiple events.

The Council's discussion included allowing fireworks only from July 3-5 and possibly a window for New Year; how Code Enforcement would work regarding fireworks; disincentivizing bad behavior, current fines and the citation process; the importance of educating the community on proper disposal of legal fireworks; and continuing the ban in the Dry Canyon and possibly banning fireworks on school property. Councilors Wedding, Colvin, and Osborne supported a focus on enforcement against illegal fireworks. Mayor Fitch asked staff to develop a system to enforce the fireworks ordinance for the Council to review at the December meeting.

Communications Director Heather Cassaro suggested that the City could do a much more robust communication plan in conjunction with the Fire Department, in the spring, about proper disposal and what is legal versus illegal. Staff could get more information for the Council on the reporting system and if any areas are having repeated complaints. She reminded Council of the emergency ban option based on fire risk.

City Recorder Kelly Morse noted that since the November 12, 2024, Council meeting, 76 additional public comments have been received with 51 opposing the ban and 27 in favor of banning fireworks, basically making the total public comments received so far weighted evenly.

Mayor Fitch reported he and Councilors Zwicker and Evelyn met with the Chamber of Commerce Executive Board last week. The Board pleaded for the City to help the Chamber with Christmas this year. The Board send additional details; however, it was not easy to understand. The Council's options are to say no or sponsor a parade for \$2,000. Councilors Nielsen and Wedding expressed concerns whether the money would be spent as agreed upon based on past activities and audits. Council declined to sponsor the Chamber's Christmas parade. Mayor Fitch agreed to inform the Chamber of the decision.

Mayor Fitch did not support Rick Russell's request to fund Michelle Cross' trip to look at different places for transitional housing. Council declined Rick Russell's request.

Mayor Fitch reported the hospital's license for the Cancer Center was being denied by the State, adding more information is to come.

City Manager Keith Witcosky reviewed future discussion items of Council goals, annexations, and marijuana dispensaries.

Councilor Wedding reported that the Parks Committee was pushing back on components in the Parks Master Plan regarding the old mechanical wastewater treatment plant, Pershall Park, and e-bikes in the Dry Canyon. She understood that the Committee would request a continuance of the Urban Area Planning Commission hearing.

Council discussed enforcing e-bike laws when kids ride them on sidewalks and that it would be helpful to get data from the motion sensor camera in Dry Canyon about e-bike usage. It would also be helpful to have Special Projects and Natural Resource Program Manager Maria Ramirez present to Council on the public comment from the Parks Committee meeting.

Public Works Director/City Engineer Jessica MacClanahan reported that Staff is excited to receive the first Guaranteed Maximum Price for the phase of the Eastside Arterial Project extending through the old golf course. It is anticipated to come to Council in early February with the price anticipated to be in the \$10 million range. The 4th Street ADA and Reservoir Drive projects are on track and near completion.

Councilor Nielsen reported that after reconfiguring, the number of residences in Northpoint rose from 435 to 460.

ADJOURNMENT

The meeting adjourned at 4:20 pm.

Prepared by ABC Transcription Services, Inc.
Reviewed by Kayla Duddy, Deputy City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 28th day of January 2025.

Ed Fitch, Mayor

ATTEST:

Kayla Duddy, Deputy City Recorder

**Redmond City Council
Regular Meeting Minutes**

November 26, 2024

Council Chambers & Remote Video Conferencing
<https://www.redmondoregon.gov/government/city-council>

Present: Clifford Evelyn, Ed Fitch, John Nielsen, Kathryn Osborne, Shannon Wedding, Cat Zwicker

Excused: Tobias Colvin

Staff Present: City Manager Keith Witcosky, Deputy City Recorder Kayla Duddy, City Attorney Keith Leitz, Communications Director Heather Cassaro, Police Captain Aaron Wells, Finance Director James Wood, Network Administrator Dan Schroedl, Planning Manager Kyle Roberts, Public Works Operations Manager Joshua Wedding, Special Projects and Natural Resource Program Manager Maria Ramirez, Parks & Facilities Division Manager Dusty Hood, Housing Program Analyst Linda Cline

Media Present: News Channel 21

CALL TO ORDER / ESTABLISH A QUORUM

Mayor Fitch called the meeting to order at 6:00 pm.

BLESSING

Pastor Karl Hess with Emmaus Lutheran Church led the blessing.

PLEDGE OF ALLEGIANCE

Councilor Evelyn led the Pledge of Allegiance.

CITY ANNOUNCEMENTS

Mayor Fitch reported that the Council has received more comments on a potential fireworks ban. The Council is working on possibilities for better enforcement tools and will address the matter at the December 10, 2024, meeting.

CONSENT AGENDA

A. Minutes of September 24, 2024, Council Meeting

B. Minutes of October 8, 2024, Council Meeting

Councilor Wedding moved to approve the Consent Agenda as presented. Councilor Nielsen seconded the motion, which passed unanimously.

PRESENTATIONS

A. Brief Status Report on Parks Master Plan

Special Projects and Natural Resource Program Manager Maria Ramirez presented an overview of the Parks Master Plan (Plan) update. Key highlights included the 2024 project timeline, a summary of comments received, and next steps in 2024.

The Parks Committee recommends adoption of the Plan. The Urban Area Planning Commission's public hearing on the Plan was continued with a public comment deadline of December 2, 2024, to allow time for comments to be reviewed and appropriate responses provided.

The Council agreed to review the Plan in a work session.

ORDINANCES

A. Ordinance #2024-15: An Ordinance amending the Redmond City Code Chapter 5, updating the Safe Parking Program section as a continued means to help address homelessness and declaring an emergency.

Housing Program Analyst Linda Cline provided an overview of the Safe Parking Program and the requested revisions to the Ordinance. Mountain View Community Development requested an increase to the allowable number of spaces at a site from six to eight units, allow limited use of temporary structures that have hard or semi-hard shells, and include provisions for a designated cooking area using only propane grills. Staff requested clarification on the use of open flames, an update on the property line clearance, and public participation as part of the process for sites on public property.

The Council expressed concerns on snow load capacity for small structures and erecting structures in locations meant for safe parking. Mayor Fitch recommended moving the item to the December 10, 2024, Council meeting and inviting public comment.

Councilor Nielsen moved to amend the Ordinance to have a six to eight parking space allowance in Section 7 of Chapter 5 and to defer the remaining requests to the next meeting. Councilor Evelyn seconded the motion, which passed unanimously.

Councilor Zwicker moved to have a first and second reading by title only of amended Ordinance #2024-15. Councilor Nielsen seconded the motion, which passed unanimously.

City Attorney Keith Leitz provided the First and Second Reading of Ordinance #2024-15 by title only.

Councilor Osborne moved to approve amended Ordinance #2024-15. Councilor Evelyn seconded the motion.

Ayes: Evelyn, Fitch, Nielsen, Osborne, Wedding, Zwicker

Nays: None

Motion Carried: 6 to 0

COMMENTS FROM CITIZENS AT THE MEETING

- Redmond resident Eve Ponder urged Council to consider the draft Parks Master Plan.
- Redmond resident Sally Griffin commented on how the City is addressing homelessness.

CITY MANAGER COMMENTS

The City Manager had no comments.

COUNCIL COMMENTS

Councilor Zwicker reported on helping at local food banks, the Regional Housing Council and the Coordinated Houseless Response Office.

Councilor Evelyn echoed Councilor Zwicker's comments.

Councilor Osborne reported on the Starlight Parade.

MAYOR'S COMMENTS

Mayor Fitch reported on the Dry Canyon Art Association.

ADJOURNMENT

The meeting adjourned at 6:51 pm.

Prepared by ABC Transcription Services, Inc.
Reviewed by Kayla Duddy, Deputy City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 28th day of January 2025.

Ed Fitch, Mayor

DRAFT

ATTEST:

Kayla Duddy, Deputy City Recorder

**Redmond City Council
Workshop Minutes**

December 5, 2024

Executive Conference Room & Remote Video Conferencing
www.redmondoregon.gov/government/city-council

Present: Clifford Evelyn, Ed Fitch, John Nielsen, Kathryn Osborne, Councilor-Elect Jay Patrick, Shannon Wedding, Cat Zwicker

Excused: Tobias Colvin

Staff Present: City Manager Keith Witcosky, Chief Financial Officer/Deputy City Manager Jason Neff, Deputy City Recorder Kayla Duddy, Public Works Director/City Engineer Jessica MacClanahan, Communications Director Heather Cassaro, Finance Director James Wood, Planning Director Kyle Roberts, Police Chief Devin Lewis, Budget Analyst Herlinda Corn, Housing Program Analyst Linda Cline, Airport Director Zachary Bass, Economic Development/Urban Renewal Program Project Manager Chuck Arnold

Media Present: None

CALL TO ORDER

Mayor Fitch called the workshop to order at 2:00 pm.

PRESENTATIONS

A. Preliminary Discussion of the 2025-2027 City Council Goals.

The Council reviewed the 2025-2027 City Council Goals, highlighting water conservation, homelessness, public outreach, performing audits on outside groups receiving City funding, infrastructure funding, the Safe Parking Program, Northpoint, and transportation planning.

Staff reported on the Redmond Wetlands Project public comment period, the cost estimate for the Redmond Municipal Airport Terminal Expansion Project, the Public Safety Facility, and misinformation regarding the Chamber of Commerce requesting financial assistance from the City.

Mayor Fitch stated he will work with staff to prepare a statement regarding the Chamber of Commerce which he will present during City Announcements at the December 10, 2024, Council meeting. He also commented on Local Improvement Districts.

Council and staff discussed fireworks with Mayor Fitch noting that fireworks would be discussed on December 10, 2024, with the goal of taking action in January 2025.

ADJOURNMENT

The meeting adjourned at 3:30 pm.

Prepared by ABC Transcription Services, Inc.
Reviewed by Kayla Duddy, Deputy City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 28th day of January 2025.

Ed Fitch, Mayor

ATTEST:

Kayla Duddy, Deputy City Recorder

Cascades East Transit

Central Oregon Intergovernmental Council



State of CET

January 2025

State of CET

- Project / Status Updates
- Grants – Funding Awards
- 2025 Initiatives
- Questions



Project / Status Updates

- Hawthorne – Completion February 2025
- Mobility Hubs
 - Troy Field – 2025 Construction
 - Bend North Corridor – Acquisition 2025
- Bus Stop Improvement Project
- Internal CET Updates



Grants / Funding Awards

- STIF Discretionary 25-27
 - Community Connector Vehicle Replacement - \$960k
 - Category C Vehicle Replacement - \$480k
 - Vanpool \$480k
 - Rural Veterans Healthcare – 150k
 - CO Breeze - \$300k
 - Pacific Crest - \$256k
- FLAP \$1,650,000 – 6 buses
- Section 5339 \$510,000 -2 Buses



2025 CET Initiatives

1. Utilizing Transit Usage Data for System Optimization
 2. Service Hour Expansion (Bend Fixed Route)
 3. Customer Transit Passes/Cards
 4. Service Area Expansion
 5. A New Approach to Outreach & Engagement
 6. Updating / Implementing / Re-implementing Fares
- Updated Mission Statement
 - CET Marketing/Branding

Transit Usage Data

Route: 1 South 3rd Street
Unique Stops: 23
OB Distance (mi): 4.32
IB Distance (mi): 3.80
Total Distance (mi): 8.12

Ridership:

2022: (incomplete)

Jan	no data
Feb	no data
Mar	no data
Apr	no data
May	no data
Jun	no data
Jul	no data
Aug	no data
Sep	no data
Oct	no data
Nov	154.00
Dec	999.00

Total Riders: 1,153.00

2023:

Jan	1,213.00
Feb	1,098.00
Mar	1,274.00
Apr	1,320.00
May	1,335.00
Jun	1,288.00
Jul	1,131.00
Aug	1,071.00
Sep	1,232.00
Oct	1,832.00
Nov	1,621.00
Dec	1,154.00

Total Riders: 15,570.00

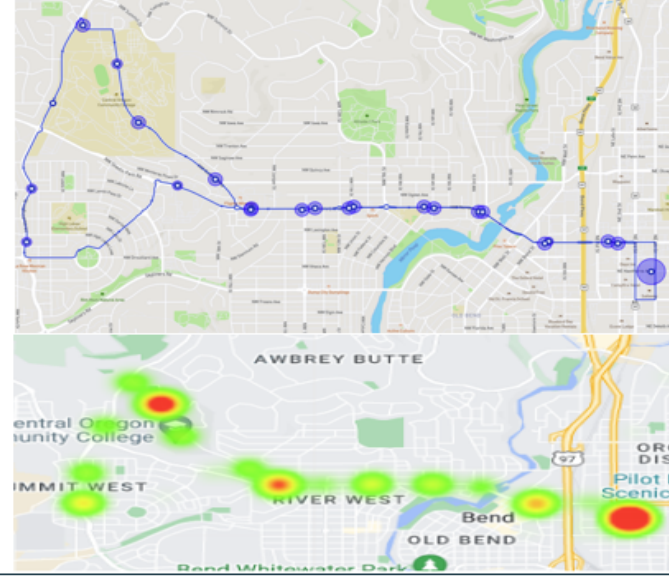
2024: (incomplete)

Jan	1,407.00
Feb	1,352.00
Mar	1,133.00
Apr	1,762.00
May	1,566.00
Jun	1,262.00
Jul	1,455.00
Aug	1,388.00
Sep	1,635.00
Oct	1,832.00
Nov (incomplete)	92.00
Dec	no data

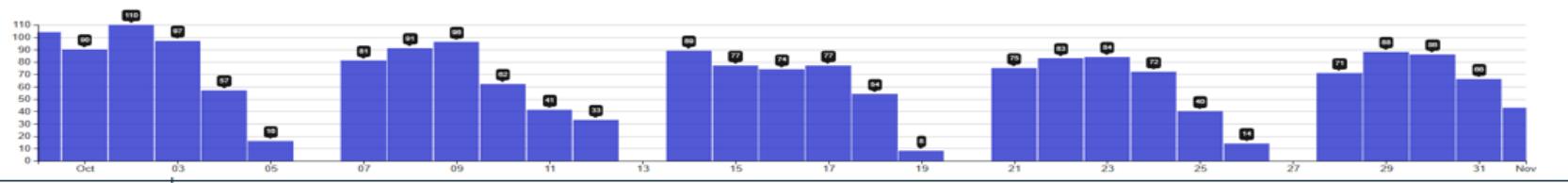
Total Riders: 14,344.00

Newport		7:30 AM	8:15 AM	9:00 AM	9:45 AM	10:30 AM	11:15 AM	12:00 PM	12:45 PM	1:30 PM	2:15 PM	3:00 PM	3:45 PM	4:30 PM	5:15 PM
Hawthorne Station		7:31 AM	8:16 AM	9:01 AM	9:46 AM	10:31 AM	11:16 AM	12:01 PM	12:46 PM	1:31 PM	2:16 PM	3:01 PM	3:46 PM	4:31 PM	5:16 PM
Greenwood Avenue @ 2nd Street (N)		7:32 AM	8:17 AM	9:02 AM	9:47 AM	10:32 AM	11:17 AM	12:02 PM	12:47 PM	1:32 PM	2:17 PM	3:02 PM	3:47 PM	4:32 PM	5:17 PM
Greenwood Avenue @ Harriman Street		7:33 AM	8:18 AM	9:03 AM	9:48 AM	10:33 AM	11:18 AM	12:03 PM	12:48 PM	1:33 PM	2:18 PM	3:03 PM	3:48 PM	4:33 PM	5:18 PM
Newport Avenue @ Awbrey Road (N)		7:34 AM	8:19 AM	9:04 AM	9:49 AM	10:34 AM	11:19 AM	12:04 PM	12:49 PM	1:34 PM	2:19 PM	3:04 PM	3:49 PM	4:34 PM	5:19 PM
Newport Avenue @ Harmon Boulevard		7:35 AM	8:20 AM	9:05 AM	9:50 AM	10:35 AM	11:20 AM	12:05 PM	12:50 PM	1:35 PM	2:20 PM	3:05 PM	3:50 PM	4:35 PM	5:20 PM
Newport Avenue @ 11th Street (N)		7:36 AM	8:21 AM	9:06 AM	9:51 AM	10:36 AM	11:21 AM	12:06 PM	12:51 PM	1:36 PM	2:21 PM	3:06 PM	3:51 PM	4:36 PM	5:21 PM
Newport Avenue @ 14th Street (N)		7:37 AM	8:22 AM	9:07 AM	9:52 AM	10:37 AM	11:22 AM	12:07 PM	12:52 PM	1:37 PM	2:22 PM	3:07 PM	3:52 PM	4:37 PM	5:22 PM
Shewlin Park Road @ Torrey Pines Drive		7:37 AM	8:22 AM	9:07 AM	9:52 AM	10:37 AM	11:22 AM	12:07 PM	12:52 PM	1:37 PM	2:22 PM	3:07 PM	3:52 PM	4:37 PM	5:22 PM
Mount Washington Drive @ Ordway (E)		7:42 AM	8:27 AM	9:12 AM	9:57 AM	10:42 AM	11:27 AM	12:12 PM	12:57 PM	1:42 PM	2:27 PM	3:12 PM	3:57 PM	4:42 PM	5:27 PM
Mount Washington Drive @ Lemhi Pass		7:42 AM	8:27 AM	9:12 AM	9:57 AM	10:42 AM	11:27 AM	12:12 PM	12:57 PM	1:42 PM	2:27 PM	3:12 PM	3:57 PM	4:42 PM	5:27 PM
Mount Washington Drive @ Campus Vll		7:43 AM	8:28 AM	9:13 AM	9:58 AM	10:43 AM	11:28 AM	12:13 PM	12:58 PM	1:43 PM	2:28 PM	3:13 PM	3:58 PM	4:43 PM	5:28 PM
Regency Street @ Mount Washington D		7:44 AM	8:29 AM	9:14 AM	9:59 AM	10:44 AM	11:29 AM	12:14 PM	12:59 PM	1:44 PM	2:29 PM	3:14 PM	3:59 PM	4:44 PM	5:29 PM
College Way @ COCC Library (W)		7:45 AM	8:31 AM	9:16 AM	10:01 AM	10:46 AM	11:31 AM	12:16 PM	1:01 PM	1:46 PM	2:31 PM	3:16 PM	4:01 PM	4:46 PM	5:31 PM
College Way @ COCC Boyle Center (W)		7:47 AM	8:32 AM	9:17 AM	10:02 AM	10:47 AM	11:32 AM	12:17 PM	1:02 PM	1:47 PM	2:32 PM	3:17 PM	4:02 PM	4:47 PM	5:32 PM
College Way @ Portland Avenue (W)		7:48 AM	8:33 AM	9:18 AM	10:03 AM	10:48 AM	11:33 AM	12:18 PM	1:03 PM	1:48 PM	2:33 PM	3:18 PM	4:03 PM	4:48 PM	5:33 PM
Newport Avenue @ College Way (S)		7:49 AM	8:34 AM	9:19 AM	10:04 AM	10:49 AM	11:34 AM	12:19 PM	1:04 PM	1:49 PM	2:34 PM	3:19 PM	4:04 PM	4:49 PM	5:34 PM
Newport Avenue @ 14th Street (S)		7:50 AM	8:35 AM	9:20 AM	10:05 AM	10:50 AM	11:35 AM	12:20 PM	1:05 PM	1:50 PM	2:35 PM	3:20 PM	4:05 PM	4:50 PM	5:35 PM
Newport Avenue @ 11th Street (S)		7:51 AM	8:36 AM	9:21 AM	10:06 AM	10:51 AM	11:36 AM	12:21 PM	1:06 PM	1:51 PM	2:36 PM	3:21 PM	4:06 PM	4:51 PM	5:36 PM
Newport Avenue @ 6th Street (S)		7:52 AM	8:37 AM	9:22 AM	10:07 AM	10:52 AM	11:37 AM	12:22 PM	1:07 PM	1:52 PM	2:37 PM	3:22 PM	4:07 PM	4:52 PM	5:37 PM
Newport Avenue @ Awbrey Road (S)		7:53 AM	8:38 AM	9:23 AM	10:08 AM	10:53 AM	11:38 AM	12:23 PM	1:08 PM	1:53 PM	2:38 PM	3:23 PM	4:08 PM	4:53 PM	5:38 PM
Greenwood Avenue @ Harriman Street		7:54 AM	8:39 AM	9:24 AM	10:09 AM	10:54 AM	11:39 AM	12:24 PM	1:09 PM	1:54 PM	2:39 PM	3:24 PM	4:09 PM	4:54 PM	5:39 PM
Greenwood Avenue @ 2nd Street (S)		7:55 AM	8:40 AM	9:25 AM	10:10 AM	10:55 AM	11:40 AM	12:25 PM	1:10 PM	1:55 PM	2:40 PM	3:25 PM	4:10 PM	4:55 PM	5:40 PM

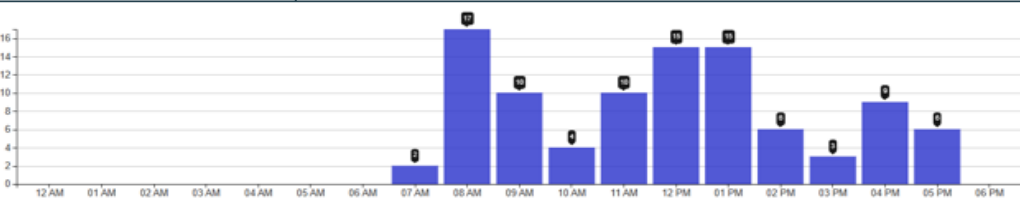
Unlinked trips	Traveled distance	PMT	Pax per mile
1,832	2,739.42 mi	5,298.55	0.6688



October 2024 Daily Ridership



October 3rd 2024 Breakdown:

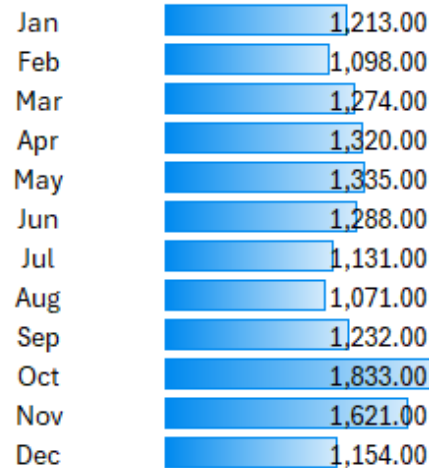


Year	month	Segment stop	Count
24-Oct		Hawthorne Station	572
24-Oct		Greenwood Avenue @ 2nd Street (N)	12
24-Oct		Greenwood Avenue @ Harriman Street	51
24-Oct		Newport Avenue @ Awbrey Road (N)	16
24-Oct		Newport Avenue @ Harmon Boulevard	35
24-Oct		Newport Avenue @ 11th Street (N)	23
24-Oct		Newport Avenue @ College Way (N)	81
24-Oct		Shewlin Park Road @ Torrey Pines Drive	7
24-Oct		Mount Washington Drive @ Ordway (E)	83
24-Oct		Mount Washington Drive @ Lemhi Pass	75
24-Oct		Mount Washington Drive @ Campus V	83
24-Oct		Regency Street @ Mount Washington	25
24-Oct		College Way @ COCC Library (W)	217
24-Oct		College Way @ COCC Boyle Center (W)	31
24-Oct		College Way @ Portland Avenue (W)	27
24-Oct		Newport Avenue @ College Way (S)	68
24-Oct		Newport Avenue @ 14th Street (S)	7
24-Oct		Newport Avenue @ 11th Street (S)	22
24-Oct		Newport Avenue @ 6th Street (S)	15
24-Oct		Newport Avenue @ Awbrey Road (S)	3
24-Oct		Greenwood Avenue @ Harriman Street	64
24-Oct		Greenwood Avenue @ 2nd Street (S)	1

Date	Segment stop	Count
10/3/2024	Hawthorne Station	35
10/3/2024	Greenwood Avenue @ Harriman Street	1
10/3/2024	Newport Avenue @ Awbrey Road (N)	3
10/3/2024	Newport Avenue @ Harmon Boulevard	5
10/3/2024	Newport Avenue @ 11th Street (N)	3
10/3/2024	Newport Avenue @ College Way (N)	6
10/3/2024	Mount Washington Drive @ Ordway (E)	2
10/3/2024	Mount Washington Drive @ Lemhi Pass	4
10/3/2024	Mount Washington Drive @ Campus V	11
10/3/2024	College Way @ COCC Library (W)	11
10/3/2024	Newport Avenue @ College Way (S)	3
10/3/2024	Newport Avenue @ 11th Street (S)	1
10/3/2024	Newport Avenue @ 6th Street (S)	5
10/3/2024	Greenwood Avenue @ Harriman Street	5

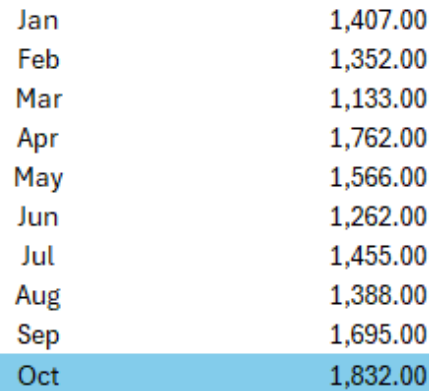
Transit Usage Data

2023:



Total Riders 15,570.00

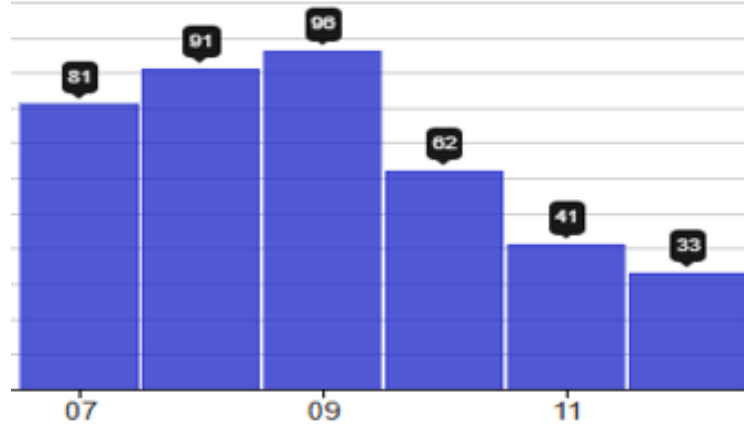
2024: (incomplete)



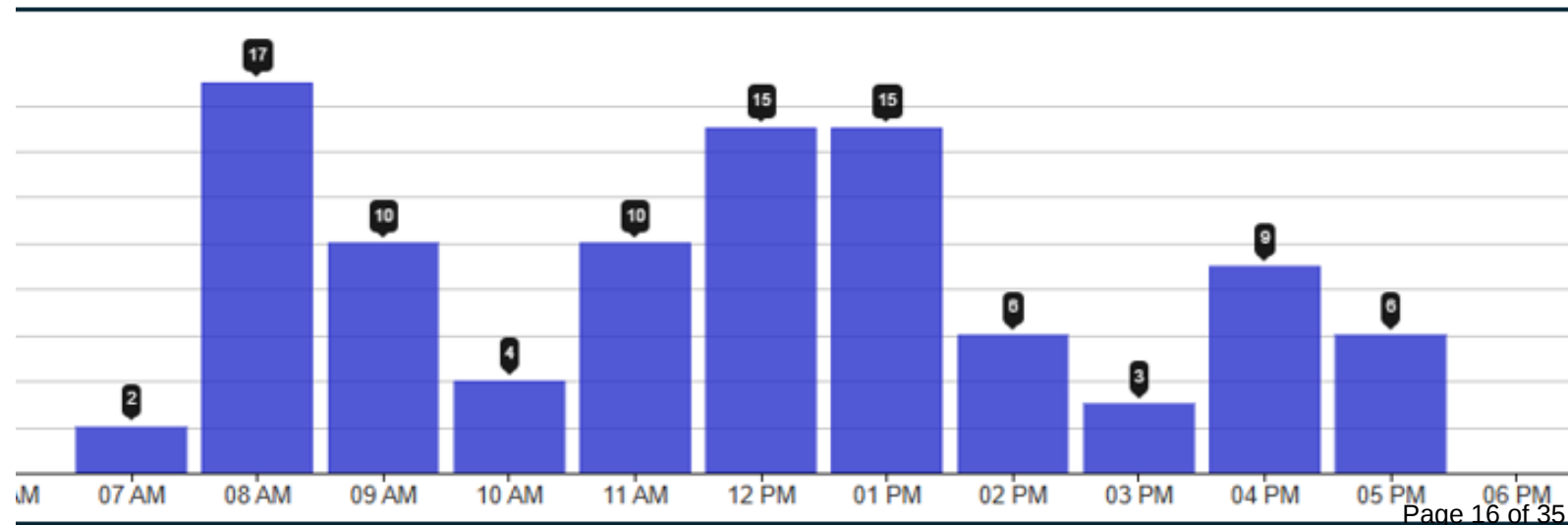
Nov (incomplete) 92.00

Dec no data

Total Riders 14,944.00



Date	Segment stop	Count
10/3/2024	Hawthorne Station	35
10/3/2024	Greenwood Avenue @ Harriman Street (N)	1
10/3/2024	Newport Avenue @ Awbrey Road (N)	3
10/3/2024	Newport Avenue @ Harmon Boulevard (N)	5
10/3/2024	Newport Avenue @ 11th Street (N)	3
10/3/2024	Newport Avenue @ College Way (N)	6
10/3/2024	Mount Washington Drive @ Ordway (E)	2
10/3/2024	Mount Washington Drive @ Lemhi Pass (E)	4
10/3/2024	Mount Washington Drive @ Campus Village	11
10/3/2024	Mount Washington Drive @ Campus Village	1
10/3/2024	College Way @ COCC Library (W)	11
10/3/2024	Newport Avenue @ College Way (S)	3
10/3/2024	Newport Avenue @ 11th Street (S)	1
10/3/2024	Newport Avenue @ 6th Street (S)	5
10/3/2024	Greenwood Avenue @ Harriman Street (S)	5



Service Hour Expansion (Bend Fixed Route)

MON - FRI		A	B	C	D	E	C	B	A		
	HAWTHORNE STATION	N 3RD AT WAGNER MALL	BEND RIVER PROMENADE	N 3RD AT NELS ANDERSON	CASCADE VILLAGE MALL	SHERIFF'S OFFICE	BURGER KING	N 3RD AT OB RILEY	N 3RD AT SEWARD AVE	HAWTHORNE STATION	
	7:30	7:35	7:38	7:40	7:44	7:49	7:55	7:58	8:03	8:07	
	8:15	8:20	8:23	8:25	8:29	8:34	8:40	8:43	8:48	8:52	
	9:00	9:05	9:08	9:10	9:14	9:19	9:25	9:28	9:33	9:37	
	9:45	9:50	9:53	9:55	9:59	10:04	10:10	10:13	10:18	10:22	
	10:30	10:35	10:38	10:40	10:44	10:49	10:55	10:58	11:03	11:07	
	AM ↑	11:15	11:20	11:23	11:25	11:29	11:34	11:40	11:43	11:48	11:52
	PM ↓	12:00	12:05	12:08	12:10	12:14	12:19	12:25	12:28	12:33	12:37
	12:45	12:50	12:53	12:55	12:59	1:04	1:10	1:13	1:18	1:22	
	1:30	1:35	1:38	1:40	1:44	1:49	1:55	1:58	2:03	2:07	
	2:15	2:20	2:23	2:25	2:29	2:34	2:40	2:43	2:48	2:52	
	3:00	3:05	3:08	3:10	3:14	3:19	3:25	3:28	3:33	3:37	
	3:45	3:50	3:53	3:55	3:59	4:04	4:10	4:13	4:18	4:22	
	4:30	4:35	4:38	4:40	4:44	4:49	4:55	4:58	5:03	5:07	
	5:15	5:20	5:23	5:25	5:29	5:34	5:40	5:43	5:48	5:52	

Customer Transit Passes/Cards

- Enhanced Security
- Improves Convenience
- Reduces Cash Handling
- Real Time Tracking
- Improves Accessibility
- Environmentally Friendly
- Interchangeable with Phone App



Service Area Expansion

- 100% Fare Recovery (Bachelor, Ride the River, Lava Butte)
 - Redmond Airport Shuttle??
- Redmond Flex Routes
- Bend Fixed Routes
- Warm Springs, Redmond, Crook County (Juniper Canyon)
- Grant Applications – Warm Springs Expansion

New Approach to Outreach & Engagement

- Travel Training
- Specific Outreach by Route
- Ride the Bus Week
- Engagement based on needs/motivations
 - Convenience
 - Congestion
 - Environmental Benefits of a Transit System



Fares

 CET Fare Policy		Adult & Youth (Ages 6-18)				Senior (Ages 60+)/Disabled			
		Single Ride	Day Pass	Monthly Pass Adult/Youth	Ticket Book/ Punchcard	Single Ride	Day Pass	Monthly Pass	Ticket Book/ Punchcard
Bend Transportation Services	Bend Fixed-Route	\$1.50	\$2.50	\$30.00/ \$20.00	\$12.00 (6-day passes)	\$0.75	\$1.25	\$15.00	\$6.00
	Bend Dial-A-Ride*	\$2.50				\$2.50			\$25.00 (10-trips)
	Bend Dial-A-Ride* Low-Income Discount	\$1.25				\$1.25			\$12.50 (10-trips)
Rural Community Transportation Services	Community Connector Bend, La Pine, Madras, Prineville, Redmond, Sisters	\$3.75	\$6.25	\$100.00	\$30.00 (6-day passes)	\$3.00	\$5.00	\$100.00	\$30.00 (6-day passes)
	Rural Dial-A-Ride La Pine, Madras, Prineville, Redmond, Sisters	\$1.50			\$15.00 (10-trips)	\$1.25			\$12.50 (10-trips)
	Deviated Flex Route Warm Springs, Madras	\$1.00			\$10.00 (10-trips)	\$0.50			\$5.00 (10-trips)
Recreation Services	Mountain Single Ride	\$5.00				\$5.00			
	Mountain 2-Ride Punchcard				\$9.00 (2-trips)				\$9.00 (2-trips)
	Mountain 10-Ride Punchcard				\$40.00 (10-trips)				\$40.00 (10-trips)
	Ride the River		\$3.00				\$3.00		
	Lava Butte	\$2.00				\$2.00			

Mission / Values

- Current Mission Statement

“Always exceed expectations of riders with courteous and friendly customer service representatives, transit operators, and staff.”

- Example of Proposed Mission Statement

“Provide people across Central Oregon with access to a safe, reliable, convenient, and accessible transit service that connects people to services, employment, healthcare, and a variety of transportation mobility options....”

Marketing / Branding





Bob Townsend

Cascade East Transit Director

rtownsend@coic.org

Cell 541-980-8952

QUESTIONS?



CITY OF REDMOND

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STAFF REPORT

DATE: January 28, 2025
TO: City Council
THROUGH: Keith Witcosky, City Manager
FROM: Jessica MacClanahan, Public Works Director/City Engineer
SUBJECT: Redmond Proficiency Academy Civic Project with the City of Redmond

Report in Brief:

This is a presentation where students from Redmond Proficiency Academy will share some of the recent work they did on projects in collaboration with the City of Redmond Public Works Department.

Background:

Below is the media release sent out on December 19, 2024, which describes the program:

RPA 6th Graders Champion Water Conservation After Semester-Long Water Study

REDMOND, OR - Sixth-grade students from Redmond Proficiency Academy (RPA) presented their water conservation social media campaign to City of Redmond representatives last week, the culmination of a comprehensive semester-long study of Central Oregon's water systems that transformed students into knowledgeable water advocates.

The journey began in September when science teacher Andrea Adams launched an ambitious Project Based Learning unit connecting students with local water experts and facilities. Students first visited Redmond's largest water tank to understand municipal water storage, followed by field studies at the Crooked River Canyon where they observed springs and geological formations that shape local water systems. Their hands-on education continued with tours of the Wastewater Treatment Facility and meetings with representatives from the City of Redmond and Central Oregon Geoscience Society.

"It was great having Ms. Adams' 6th grade class visit the City of Redmond's Water Pollution Control Facility," said Corissa Holmes, City of Redmond Environmental Programs Supervisor. "Even with the gross smells of the treatment process, several presentations explained how this tour was their favorite! I was encouraged to see young minds interested in the field of wastewater, as we currently have a sector wide staffing shortage nationwide. It was inspiring to see how excited the students were on the topics of water conservation, the treatment of pollutants found in the waste stream, and how it's all One Water."

"By immersing students in every aspect of Redmond's water system, from natural springs to modern infrastructure, they've developed a deep understanding of water's journey through our community," noted Adams. "This knowledge gave them the confidence to create meaningful conservation messages."

Working with RPA's Communications Coordinator, Laurel Eberhart, students translated their scientific insights into engaging social media content. "I was very impressed with the research done and presentation skills on display," said Eberhart. "These students demonstrated a remarkable ability to translate complex environmental concepts into clear, engaging messages for our community."

"Andrea is awesome in taking this on for those students!" said Maria Ramirez, City of Redmond Special Projects and Natural Resource Program. "The students' different ideas to encourage others to post and participate in the conservation campaign challenge were great! MJ came up with a campaign and three TikTok videos that also were well thought out."

Their final presentations combined practical conservation tips, like saving 25 gallons of water by reducing shower time by one minute, with information about the city's free AquaHawk system for monitoring household water usage and detecting leaks.

"What a great opportunity to see the awesomeness of RPA, the Students, and the Staff that make it great," said Brett Hudson, Facilities Manager at Redmond Proficiency Academy. "It was just a treat to join the professionals from the City of Redmond representing different aspects of our local government, engineers, managers, and facility operators to listen to what our students learned through the live presentation. The students prepared thoughtful presentations that showed poise, organization, leadership, and ingenuity with their social media campaigns. Hats (or faucets) off to Mrs. Adams' class. I left excited and ready to save some water."

This project represents just the beginning for these young scientists. As they continue through Adams' science program into seventh and eighth grade, they will build upon these foundational skills in research, presentation, and community engagement. Future projects will include collaborations with organizations like the International Dark Sky Association and the Bureau of Land Management, where students will tackle increasingly complex environmental challenges while further developing their scientific communication abilities.

"These sixth graders have already shown they can be effective voices for environmental awareness in our community," Adams said. "I'm excited to see how they'll grow as scientists and communicators over the next two years as they take on even more ambitious projects."

Redmond Proficiency Academy is a public charter school in Redmond, OR serving students grades 6 - 12 from all over Central Oregon. To learn more, visit www.Rpacademy.org.

Discussion:

NA

Fiscal Impact:

NA

Alternative Courses of Action:

NA

Recommendation / Suggested Motion:

NA



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STAFF REPORT

DATE: January 28, 2025
TO: City Council
THROUGH: Keith Witcosky, City Manager
Steve Ashworth, Deputy City Manager
FROM: Linda Cline, Housing Program Analyst
SUBJECT: Ordinance #2024-16: An Ordinance amending the Redmond City Code Chapter 5, updating the Safe Parking Program section as a continued means to help address homelessness and declaring an emergency.

Report in Brief:

This item provides information on requested changes to City Code Chapter 5 related to Safe Parking. These include allowing a limited number of microshelters for a trial period; designating cooking areas; clarifying the use of open flames; updating clearance distances; and codifying public outreach requirements.

Background:

On November 26, 2024, an ordinance was presented to make a number of suggested changes to the Safe Parking Code. The Council adopted Ordinance #2024-15 to increase the allowable number of spaces at each Safe Parking site from six to eight. The Council asked that additional items be given further consideration. Follow-up discussions were held at Council work sessions on January 6, 2025, and January 9, 2025.

Safe Parking originated in September 2021, through Ordinance #2019-09. Adoption of the Ordinance allowed overnight camping and transitional overnight parking as a service to assist people with transitioning out of homelessness.

The program provides emergency or transitional shelter for households who lack permanent or safe shelter and who cannot obtain other low-income housing. Another valuable component of the Safe Parking program is to provide participants with case management and other services that help participants lift themselves out of homelessness and into a more stable living situation.

On October 26, 2021, Mountain View Fellowship Church became the first Safe Parking location approved by the City. It was operated by the nonprofit REACH. By May 2022, Mountain View Community Development (MVCD), a 501(c)(3) nonprofit, replaced REACH as the operator of the Safe Parking program in Redmond. MVCD has successfully grown the program to seven locations with 29 designated Safe Parking spaces. These sites are hosted on property owned by private businesses, churches, Deschutes County, and the City.

In September 2022, through Resolution #2022-27, the City Council affirmed that any City-owned property being considered for the Safe Parking program must first undergo a thorough public participation and outreach effort with neighbors. City Commissions or Committees who play an advisory role to City Council should also be utilized to approve any Safe Parking site on City-owned property.

Discussion:

During the 2.5 years that MVCD has been operating Redmond's Safe Parking program, they have gained experience in what additional measures can be put in place to assure continued success for the program. In addition, State funding from Executive Order 23-02 may be available for a limited time to help fund the construction and siting of microshelters to address a declared state emergency due to homelessness.

Exhibit A includes the following updates:

- Definition of microshelters.
- Stated trial period for the use of microshelters on Safe Parking sites.
- Maximum allowable number of microshelters, and maximum number of microshelters and vehicles combined.
- Provisions to ensure the safe construction and siting of microshelters.
- Allowance for designated cooking areas where propane grills may be used.
- Clarification related to the use of open flames when integral to the operation of a built-in RV appliance (as is the case with a propane cooktop).
- Clearance distances of Safe Parking facilities from permanent structures and property lines.
- Public participation and communication requirements when considering a site for Safe Parking.

As required by City Charter, on January 21, 2025, notices regarding this Ordinance were posted in three places. Copies of the ordinance were available for review at City Hall.

Given the critical nature of homelessness in the community, and the winter weather conditions, this item is being requested as an emergency in order to allow these changes to take effect immediately.

Fiscal Impact:

The proposed changes will not have any fiscal impact on the City's budget.

Alternative Courses of Action:

1. Approve Ordinance #2024-16.
2. Approve Ordinance #2024-16, with modification(s).
3. Do not approve Ordinance #2024-16.
4. Take no action and request more information.

Recommendation / Suggested Motion:

"I move to have a first and second reading of Ordinance #2024-16 by title only." (Voice vote)

(City Attorney will read the ordinance by title only, twice.)

"I move to approve Ordinance #2024-16" (Roll call vote)

**CITY OF REDMOND
ORDINANCE NO. 2024-16**

AN ORDINANCE AMENDING THE REDMOND CITY CODE CHAPTER 5, UPDATING THE SAFE PARKING PROGRAM SECTION AS A CONTINUED MEANS TO HELP ADDRESS HOMELESSNESS.

WHEREAS, the City of Redmond continues to experience an increase in homelessness in and around the city; and

WHEREAS, the Safe Parking program is a tool for reducing the effects of homelessness and the use of public streets for vehicles associated with the homeless population; and

WHEREAS, the Safe Parking program provides additional shelter options for individuals and families without access to permanent, safe shelter, and who are not able to obtain other low-income housing; and

WHEREAS, the Safe Parking program enables property owners to allow limited overnight parking for people experiencing homelessness; and

WHEREAS, the Safe Parking program builds connections between guests, the community, homeless service providers and available services; and

WHEREAS, the Safe Parking program continues to grow and proves to be a valuable service for those community members without homes; and

WHEREAS, the City Council finds that the attached safe parking program code is necessary to further the above interests, and to protect the health, safety and welfare of City residents.

NOW, THEREFORE, THE CITY OF REDMOND ORDAINS AS FOLLOWS:

SECTION ONE: The City of Redmond hereby amends the Redmond City Code Chapter Chapters 5 (Public Protection). A copy of the code amendments is attached hereto as "Exhibit A."

SECTION TWO: SEVERABILITY: The provisions of this Ordinance are severable. The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given without such invalid part or parts.

SECTION THREE: The City Council finds that it is in the best interest of the City of Redmond to have this Ordinance take effect immediately upon adoption and signature.

Therefore, the City Council hereby declares an emergency.

PASSED by the City Council and **APPROVED** by the Mayor this 28th day of January 2025.

Ed Fitch, Mayor

ATTEST:

Kelly Morse, City Recorder

Sec. 5.720. Safe Parking ~~and Vehicle-Camping~~Program Guidelines.

Safe parking, provided through overnight camping and transitional overnight parking accommodations as described in this section, is intended to be used on a limited basis for emergency or transitional shelter purposes by individuals, families, or households who lack permanent or safe shelter. Vehicle-~~and microshelter~~-camping is hereby authorized, subject to the standards and requirements set forth below:

1. For the purposes of this chapter, the term "vehicle" means a car, camper, trailer, or recreational vehicle, and "microshelter" means a hard- or semi-hard shelled temporary structure that does not exceed 200 square feet.
42. Vehicle-~~and microshelter~~-camping is limited to properties operated by a religious institution or place of worship, non-profit, public, or commercial entity, and not currently used for a residential use. Vehicle-~~and microshelter~~-camping is not allowed within the Downtown Overlay District (DOD) or on Limited Service Commercial (C-4) zoned properties without City Council approval.
23. Notwithstanding any other provision of the Redmond City Code, persons may sleep overnight in a vehicle or microshelter on a premises ~~by an entity that owns or leases real property on which a structure and an associated parking lot are located~~, provided:
 - A. That said persons have obtained the permission of the Person in Charge.
 - B. The property owner has applied for and received approval for operation and registers the location with the City's Community Development Department.
 - C. The property owner agrees to abide by all conditions, including acceptance of liability and demonstration of insurance coverage in amounts acceptable to the City.
34. A ~~person in charge~~property owner or their designee who allows a person or persons to sleep overnight in a vehicle or microshelter on the premises pursuant to this section shall:
 - A. Not grant permission for more than four microshelters on a site, and no more than a combined total of eight microshelters and vehicles used for sleeping~~used for sleeping to utilize the location on site~~ at any one time.
 - B. Not allow more than the maximum number and type of shelters stated in the site approval.
 - BC. Provide or make available on the premises sanitary facilities including, but not limited to, toilet, handwashing, and trash disposal facilities at all hours people are authorized to be present for overnight parking.
 - DE. Require all vehicles used for camping be licensed, and operable.
 - ED. Not require payment of any fee, rent, or other monetary charge for overnight sleeping in a vehicle or microshelter as authorized by this section.
 - FE. Not allow open flames at the premises, or within vehicles unless:
 1. Open flames are integral to the operation of a built-in appliance contained in a Recreational Vehicle (RV) currently titled and registered with the State of Oregon Department of Motor Vehicles.
 2. The approved site plan includes a designated area that may be used for propane-fired grills for cooking purposes only, situated at least ten feet from any structure, vegetation or debris, and supplied with a Class B rated fire extinguisher. The ignition of charcoal, wood, or other matter is strictly prohibited.
 - GF. Develop reasonable policies that set out:

1. How individuals who may stay on the premises will be selected.
 2. How many continuous days someone may stay at the premise.
 3. What supervision will be provided.
 4. What structures or other items may be placed on the premises.
 5. Any other safety or aesthetic requirements for staying on the premises.
45. Microshelter construction must adequately address safety related to snow, wind, and the use of anchors.
- A. Prefabricated structures must bear the insignia showing adherence to the State of Oregon Prefabrications Structures Program, or;
 - B. Prior to construction, plans must be submitted to the City's Building Division for a courtesy plan review, and be subject to at least one inspection during unit construction.
 - C. All microshelters must be inspected on site for foundation, anchorage, and peripheral connections to utilities.
 - D. Depending on structure construction and amenities included, building permits may be required.
6. A person in charge who permits overnight sleeping in a vehicle or microshelter pursuant to this section may revoke that permission at any time and for any reason. Any person who receives permission to sleep on a premises as provided in this section shall leave the premises immediately after permission has been revoked. The owner-operator has the right to refuse entry or discontinue use for any individual.
57. Parking spaces used for vehicle- and/or microshelter-camping, and storage and sanitary facilities are located at a minimum:
- A. No less than ten feet from property lines of the premises/subject site.
 - B. Storage, cooking, and sanitary facilities are no less than 20-ten feet from any permanent structures and property lines, and twenty feet from any permanent structure on adjacent property.
 - C. Clear of pedestrian walkways, fire lanes, or other emergency access areas, or areas needed for corner vision or sight distance.
 - D. Applicable siting standards are subject to specific site constraints.
68. No property will be considered for Safe Parking without notification to owners of record of adjacent property in advance of application submission.
9. City-owned property will not be considered for Safe Parking without conducting public participation and communication with owners of record within 100 feet of the property in advance of application submission. City Commissions or Committees who play an advisory role to City Council may be utilized prior to City Council approving any Safe Parking sites on any City-owned property.
- A. City Council will provide an opportunity for public comment at a City Council meeting prior to any approval of a City-owned site.
 - B. Any increase in the maximum number or type of shelter allowed on a City-owned Safe Parking site will require City Council approval.
10. For the purpose of determining property notification, intervening public and private ways and water courses shall not be considered.
11. Camping is prohibited within 500 feet of a Safe Parking-~~and Vehicle Program~~ site permitted by the City.

(Ord. No. 2023-02, 3-14-2023)

Sec. 5.721. Microshelter Trial Period

1. Microshelters are allowed for a trial period ending May 31, 2026, unless affirmative action is taken by City Council to extend this trial period or permanently apply Safe Parking guidelines to the use of microshelters.

Sec. 5.725. Enforcement (Safe Parking ~~and Vehicle Camping~~).

1. This section shall not be construed to abrogate or limit the jurisdiction or authority of the Redmond Police Department or any other law enforcement agency.
2. Notwithstanding any other provision of this section, the City Manager or designee may:
 - A. Revoke authorization for ~~Ssafe P~~arking programs ~~and vehicle camping~~ for violations of the requirements of this section.
 - B. ~~Prohibit safe parking programs and vehicle camping on a property~~ Revoke authorization for a Safe Parking site if the City finds that any activity related to safe parking ~~or vehicle camping~~ on that property constitutes a nuisance or other threat to the public welfare.
 - C. If authorization for a Safe Parking site is revoked, the City Manager or designee may allow up to 60 days for effected Safe Parking clients to be relocated.
3. Nothing in this section of this Code creates any duty on the part of the City or its agents to ensure the protection of persons or property with regard to permitted safe parking programs ~~and vehicle camping~~ accommodations.

(Ord. No. 2021-09, 10-5-2021; Ord. No. 2023-02, 3-14-2023)



CITY OF REDMOND

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STAFF REPORT

DATE: January 28, 2025
TO: City Council
THROUGH: Keith Witcosky, City Manager
Jason Neff, Deputy City Manager/Chief Financial Officer
FROM: Devin Lewis, Police Chief
SUBJECT: Public Safety Facility Office Furniture and Equipment Contract with PacificWRO, Project# PD2201:
\$561,286

Report in Brief:

This item requests City Council authorize a \$561,286 contract with PacificWRO for the purchase and installation of furniture and equipment for the new Public Safety Facility.

Background:

Construction of the Public Safety Facility (PSF) is underway with \$26.8 million spent on the project thus far.

The project is on track (both budget and schedule) with completion anticipated in summer 2025.

This contract will authorize PacificWRO to begin procuring the materials necessary to supply and install a range of office furniture and equipment within the new building as it nears completion. The equipment covered in this contract includes:

- **Stacking Chairs and Flip-Top Tables:** These units will provide ample and flexible seating for the large Emergency Operating Center/Training Room/Community room.
- **Cubicle Style Workspaces:** Specialized work areas that are flexible and will provide desks and work areas for police staff.
- **Various Couches, Chairs and Tables:** These items will provide comfortable and safe seating areas for members of the public and others visiting the new police department.
- **Integrated Workstations with Stand-Up Desks:** Designed to keep workstations organized, with power and data, ability to raise the elevation of the desk for ergonomically correct posture, enhancing efficiency and productivity.

Discussion:

PacificWRO was selected through a cooperative contract with Sourcewell. Sourcewell's contracts are competitively solicited nationally and fulfill all City and State of Oregon procurement requirements, including advertising, and fair competition. Additionally, the City's owner's representative compared PacificWRO to competitors and found it is in the City's best interest to select PacificWRO for office furniture and equipment based on price, availability, and customer service.

Recently, PacificWRO was utilized for the City Hall project and several other Public Works projects. The City's experience with PacificWRO has been positive.

Any unneeded furniture from the existing Police Station will first be offered for use by other City Departments and then likely made available to any local nonprofits and surplus through standard City procedures.

Fiscal Impact:

The contract for office furniture and equipment is \$561,286 compared to a \$600,000 budget for this procurement. Construction of the PSF is estimated to be below the \$49 million project cap.

Alternative Courses of Action:

1. Award the contract for Office Furniture and Equipment for the Public Safety Facility to PacificWRO.
2. Do not award the contract.
3. Request additional information.

Recommendation / Suggested Motion:

"I move to award a contract to PacificWRO for the supply and installation of office furniture and equipment for the new Public Safety Facility in the amount of \$561,286 and authorize the City Manager to sign the contract."