



CITY OF REDMOND

CITY HALL
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REDMOND, OR 97756
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redmondoregon.gov

REVISED **CITY COUNCIL**

January 27, 2026
Council Chambers • 411 SW 9th Street

COUNCIL MEMBERS

Ed Fitch
Mayor

Shannon Wedding
Council President

Clifford Evelyn
Councilor

John Nielsen
Councilor

Kathryn Osborne
Councilor

Jay Patrick
Councilor

Cat Zwicker
Councilor

JANUARY 27, 2026

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

- A. Airport Committee — Appointment of Katy Brooks as the City of Bend Representative, term ending December 31, 2028.

V. CONSENT AGENDA

- A. Minutes of December 9, 2025, Council Meeting
- B. Minutes of December 15, 2025, Council Workshop
- C. Oregon Department of Transportation Intergovernmental Flexible Service Maintenance Agreement, Five-Years, not to exceed \$125,000.
- D. Northpoint Vista Phase 1 Infrastructure Project Change Order #2 with Taylor Northwest, LLC: \$57,522.70
- E. February Recognitions

VI. BID AWARDS / BID REJECTIONS

- A. Award a Five-Year Agreement with T2 Systems to upgrade the Parking Access Control System at the Redmond Municipal Airport (RDM): \$336,473.
- B. Juniper Golf Course - Project JC2601 - Range Improvement Project Amount of \$282,187.15 and Contract Award of \$121,725 to Cover the Tee's.
- C. Enterprise Asset Management Software and Implementation Contracts with Timmons Group and Trimble Unity: \$606,013.75

VII. ACTION ITEMS

- A. Resolution #2026-01 - A resolution of the City of Redmond to make Budget Adjustments. (Fiscal Year 2025/2026 to General and Capital Projects Funds)

VIII. 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.

A. Written Comments from Dean Lanouette

B. Written Comments from Leslie Miller

IX. CITY MANAGER COMMENTS

X. COUNCIL COMMENTS

XI. MAYOR'S COMMENTS

XII. 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



City of Redmond Application for Boards, Advisory Committees and Commissions

Name: Katy Brooks
Street Address: [REDACTED]
Bend, OR 97701

Mailing Address: Same

Preferred Phone Number [REDACTED]

Alternate Number: _____

Email Address: [REDACTED]

Do you reside within the City Limits? ☐ Yes ☒ No

If yes, how long? _____ If no, do you reside in the Urban Growth Boundary _____

Have you previously served on any of the City's Boards/Committees/Commissions? ☐ Yes ☒ No

If yes, please indicate which one(s) and when? _____

Are you applying for a Youth Ex-Officio Position (terms are only one year)? ☐ Yes ☒ No

If yes, what school do you attend and what grade are you in? _____

Board/Committee/Commission applying for (you may apply for more than one):

- | | | | |
|---|--|---|---|
| ☒ Airport Committee | ☐ Downtown Urban
Renewal Advisory
Committee | ☐ Juniper Golf Committee | ☐ Redmond Commission
for Art in Public Places |
| ☐ Bicycle & Pedestrian
Advisory Committee
Interest: Bike ☐ Ped ☐ | ☐ Historic Landmarks
Commission | ☐ Nuisance Appeal Board | ☐ Tourism and Lodging
Committee |
| ☐ Budget Committee | ☐ Housing & Community
Development Committee | ☐ Parks Committee | ☐ Urban Area Planning
Commission |

Employment/Occupation: City of Bend Economic Development Officer

Please indicate why you are volunteering and what makes you a good candidate to serve. Please include any special training, experience, education, and/or qualifications you may have that are unique or specific to the board/committee/commission for which you are applying (you can include an extra sheet of paper).

I am the new economic development officer at the City of Bend. I serve on the EDCO board and participate in other regional initiatives. I spent nearly 12 years working for the Port of Portland and its associated airports prior to coming to Bend. I am the former CEO of the Bend Chamber.

My signature affirms that the information in this application is true to the best of my knowledge. I understand that misrepresentations of facts are cause for removal from any advisory committee, board, or commission I may be appointed to. I also understand that City policy requires disclosure of actual or potential conflicts of interest by persons appointed by the Mayor and Council. All information and documentation related to service on this commission is subject to public records disclosure.

12-29-25

Date

PLEASE RETURN YOUR COMPLETED APPLICATION TO: **Kayla Duddy, Deputy City Recorder** at 411 SW 9th Street, Redmond, OR 97756 or by email at kayla.duddy@redmondoregon.gov

**Redmond City Council
Regular Meeting Minutes**

December 9, 2025

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

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

Excused: None

Staff Present: City Manager Keith Witcosky; Deputy City Manager Steve Ashworth; City Recorder Kelly Morse; Airport Director Zachary Bass; City Attorney Keith Leitz; Deputy City Manager/Chief Financial Officer Jason Neff; Public Works Director/City Engineer Jessica MacClanahan; Communications Director Heather Cassaro; Economic Development/Urban Renewal Program Project Manager Chuck Arnold; Urban Renewal Program Analyst Meghan Gassner; Finance Director James Wood; Network Administrator Christian Armatas; Police Chief Devin Lewis; Planning Manager Kyle Roberts; Wastewater Division Manager Jeremy Stachowski; Human Resources Director Jason Bavuso; Airport Finance and Analytics Manager Steve Juba; Airport Security Manager Jayde Hawkins; Budget Analyst Herlinda Corn; Procurement & Payables Manager Scott Brang; Paralegal Joyce Mumia-Stubbs

Media Present: None

EXECUTIVE SESSION

- A. Labor Negotiations – ORS 192.660(2)(d) authorizes executive sessions "to conduct deliberations with persons designated by the governing body to carry on labor negotiations."**
- B. Litigation – ORS 192.660(2)(h) authorizes executive sessions "to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed."**

Mayor Fitch convened the Council into Executive Session at 5:30 pm and adjourned Executive Session at 5:56 pm.

CALL TO ORDER / ESTABLISH A QUORUM

Mayor Fitch called the meeting to order at 6:02 pm.

BLESSING

Pastor Emily Nelson, Mountain View Fellowship, led the blessing.

PLEDGE OF ALLEGIANCE

Councilor Nielsen led the Pledge of Allegiance.

CITY ANNOUNCEMENTS

A. Employee Spotlight: Joyce Mumia-Stubbs

City Manager Keith Witcosky and City Attorney Keith Leitz provided the history of the Employee Spotlight and highlighted Paralegal Joyce Mumia-Stubbs' professional accomplishments and excellent work for the City. Ms. Mumia-Stubbs confirmed working for the City is going well and that she likes the culture in Redmond.

CONSENT AGENDA

- A. Minutes of November 3, 2025, Joint Workshop with Deschutes County**
- B. Minutes of November 3, 2025 Council Meeting**
- C. Recognitions**

Councilor Zwicker moved, seconded by Councilor Wedding, to approve the Consent Agenda as presented, the motion passed. (Evelyn-yes, Fitch-yes, Nielsen-yes, Osborne-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

PRESENTATIONS

A. Redmond Public Safety Facility Construction Manager General Contractor Evaluation

Police Chief Devin Lewis and Cumming Group Owner's Representative Wayne Powderly presented an overview of the project, highlighting its completion on time and approximately \$3.4 million under budget and offering the final report for the Construction Manager/General Contractor (CM/GC) alternative delivery method. It was noted the CM/GC worked well, and the City should consider it for the future.

Mayor Fitch noted the Council had allocated some of the cost savings to improving the police radio system and for a vehicle evidence storage facility.

B. Redmond Municipal Airport Triennial Drill After-Action Review

Airport Security Manager Jayde Hawkins presented a review of the Airport's Triennial Drill, highlighting its purpose, improvements made, the 2025 drill scenario, photos of the drill, drill facts, participants, and attendees.

Questions from the Council were addressed with input from Deputy Fire Chief Dustin Miller.

BID AWARDS / BID REJECTIONS

A. Contract Award to Government Portfolio Advisors for Investment Advisory Services: \$300,000

Finance Director James Wood requested approval of a three-year contract, with two optional one-year extensions, with Government Portfolio Advisors (GPA) for investment advisory services. Five responses were received in response to the Request for Proposal (RFP), with GPA receiving the highest overall score from the review panel.

Councilor Osborne moved, seconded by Councilor Nielsen, to award the investment advisory services request for proposal to Government Portfolio Advisors and authorize the City Manager to sign a three-year contract with two optional one-year extensions, the motion passed. (Evelyn-yes, Fitch-yes, Nielsen-yes, Osborne-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

PUBLIC HEARINGS

A. Ordinance No. 2025-22: An Ordinance Amending Various Sections of the Redmond City Code, Chapter 8 (Development Code)

Mayor Fitch stated the public hearing will be moved to February 10, 2026, as the City is in discussions with some interested parties regarding the minor Code amendments.

Mayor Fitch opened the public hearing.

Councilor Wedding moved, seconded by Councilor Nielsen, to continue the public hearing for Ordinance No. 2025-22 to February 10, 2026, the motion passed. (Evelyn-yes, Fitch-yes, Nielsen-yes, Osborne-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

ACTION ITEMS

A. Resolution #2025-22: A resolution setting fees and charges imposed by the City of Redmond

Mayor Fitch opened the floor for public comment.

Budget Analyst Herlinda Corn requested approval of Resolution #2025-22 which amends the City's Fee Schedule, effective January 1, 2026. Notable items included addition of the marijuana retail items tax, Public Works updates, sewer (wastewater) updates, and new Juniper Golf Course fees.

Councilor Patrick noted reluctance to raise fees and cautioned the City to stay aware of the need to raise them versus the desire to do so.

Mayor Fitch confirmed there was no public comment and closed the public comment period.

Councilor Evelyn moved, seconded by Councilor Zwicker, to adopt Resolution #2025-22, the motion passed. (Evelyn-yes, Fitch-yes, Nielsen-yes, Osborne-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

COMMENTS FROM CITIZENS AT THE MEETING

- Redmond resident Marti Hicks shared observations and commended the Council and Staff on the implementation of traffic camera enforcement to curb dangerous driving, the district mapping meeting held in Redmond in November, and efforts to address the accident-prone intersection at Canal/Greens Boulevard and Zenith Avenue.
- Enjoy Downtown Redmond (EDR) Executive Director Shannon Hawkins, provided an update on EDR's three focus areas of community, events, and marketing. She will return with another report in the winter.
- Redmond resident Trevor Johnson spoke about heavy federal immigration enforcement and urged the City to declare Redmond a sanctuary city and to develop policies to provide protection, support services, and legal safeguards for immigrant residents. As part of his 2026 campaign for City Council, he will advocate for sanctuary city policies.

CITY MANAGER COMMENTS

City Manager Keith Witcosky thanked Housing Program Analyst Cline for organizing a City Hall food drive for the food bank and commended the teamwork of the Public Safety Facility project team.

COUNCIL COMMENTS

Councilor Patrick encouraged those with the means to help to do so, noting as Christmas approaches, several area churches are providing food assistance.

Councilor Zwicker noted many people in the community are isolated and encouraged reaching out and offering them a moment of kindness.

Councilor Evelyn reported attending the ribbon-cutting for the Dry Canyon Art Association's Community Art Center and encouraged everyone to visit.

Councilor Wedding noted strong attendance for both the ribbon-cutting and the Starlight Parade.

Councilor Osborne noted excitement for the many current community events and the high level of participation.

Councilor Nielsen reported on attending the Starlight Parade and First Friday. He encouraged everyone to shop local and visit the stores downtown.

MAYOR'S COMMENTS

Mayor Fitch reported writing to the City's Congressional delegation, noting his top priority is a Constitutional amendment for a balanced budget, and encouraged everyone to advocate for a responsible federal budget.

DRAFT

ADJOURNMENT

The meeting adjourned at 7:09 pm.

Prepared by ABC Transcription Services, Inc.
Reviewed by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 27th day of January 2026.

Ed Fitch, Mayor

ATTEST:

Kelly Morse, City Recorder

Redmond City Council

December 15, 2025

Special Workshop Minutes

Executive Conference Room & Remote Video Conferencing

<https://www.redmondoregon.gov/city-council>

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

Excused: None

Staff Present: City Manager Keith Witcosky; Deputy City Manager Steve Ashworth; City Recorder Kelly Morse; Airport Director Zachary Bass; City Attorney Keith Leitz; Deputy City Manager/Chief Financial Officer Jason Neff; Public Works Director/City Engineer Jessica MacClanahan; Police Chief Devin Lewis; Planning Manager Kyle Roberts; Human Resources Director Jason Bavuso; Budget Analyst Herlinda Corn; Special Projects and Natural Resource Program Manager Maria Ramirez; Public Works Operations Manager Joshua Wedding; Public Works Business & Strategic Initiatives Manager Lorelei Williams; Long-Range Planner Cory Murray

Media Present: None

CALL TO ORDER

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

PRESENTATIONS

A. Water Conservation Models

Public Works Director/City Engineer Jessica MacClanahan and Galardi Rothstein Group Principal Deb Galardi presented tools to achieve the City's water conservation goals. Key highlights included Redmond's indoor and outdoor water usage stats and users; the three focus areas related to City-led projects and initiatives; the City's rebate program; and utility rates. The Residential Peaking Program would involve \$200,000 in budget allotments for rebates. A four-tier rate structure for residential customers was reviewed and recommended to be implemented in phases. Reduction in water use would also defer capital infrastructure construction. Next steps were outlined, and staff will return with data on comparison cities' outdoor water usage.

Following discussion, the Council consented to earmarking \$200,000 annually for rebates and taking part in a practice run to see what their water bills would be with a tiered rate system, and reviewing the results in a future workshop before taking action.

B. 2025–2027 Council Goals Check-In

City Manager Keith Witcosky reviewed the following 2025 to 2027 Council goals: developing the 1,200 acres in Northeast Redmond, 27th Street improvements, water policy legislation for 2027, 35th Street and Highland Avenue safety measures, Municipal Court financial analysis, continued work on large projects, and short-term rental policy.

Councilors noted the 1,200 acres will be a County project if it happens. Additional topics were as follows:

- Discussion of advancing the 27th Street connection regarded annexation of island properties, potential use of a local improvement district (LID), obtaining right-of-way, the importance of north-south connectivity, and that Council goals would reflect a feasibility and impact report with focus on annexation for 2026.
- An internal meeting will be held next week to consider options on 2027 water policy legislation.

- Discussion of the Municipal Court financial analysis regarding the photo radar revenue stream, which is currently split 50-50 with the County. While under a City-run Municipal Court, the City would keep 100 percent of the revenue but assume all costs, meaning revenues would need to be self-supporting.
- For short-term rental policy, many models are available for the City to glean additional regulations about maintenance, maximum number of people, etc.

C. Redmond Airport Paid Parking Software System

Airport Director Bass presented an overview of the Airport's parking revenue, capacity, and management, noting the current ticket system hardware is 16 years old, operating on a month-to-month contract, and facing significant maintenance and international support challenges. The system is expected to need replacing soon. As the industry shifts toward ticketless License Plate Recognition (LPR) systems, staff is vetting providers regarding capital costs, IT, security, and maintenance requirements. Future customer education during the transition will be needed. A video was shared about the Metropolis Smart System at the Dayton International Airport. Multiple options will be presented to the Council at a future date.

ADJOURNMENT

The meeting adjourned at 4:12 pm.

Prepared by ABC Transcription Services, Inc.
Reviewed by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 27th day of January 2026.

Ed Fitch, Mayor

ATTEST:

Kelly Morse, City Recorder



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STAFF REPORT

DATE: January 27, 2026
TO: City Council
THROUGH: Keith Witcosky, City Manager
FROM: Lorelei Williams, PW Business & Strategic Initiatives Manager
Anthony Ortgies, Street Operations Supervisor
SUBJECT: Oregon Department of Transportation Intergovernmental Flexible Service Maintenance Agreement, Five-Years, not to exceed \$125,000.

Report in Brief:

This item requests the City Council authorize the renewal of a cooperative agreement with the Oregon Department of Transportation (ODOT) for the sharing of road and highway maintenance services. The new agreement revises outdated equipment and labor reimbursement rates.

Background:

The City maintains approximately 183 centerline miles of roadway. Approximately 11 centerline miles of roadway within City limits are part of the state highway system that is owned and maintained by ODOT. The City and ODOT have historically cooperated in the performance of road and highway maintenance services. Examples include patching, sweeping, vegetation control, signing and winter maintenance.

This agreement sets out a not to exceed investment of \$125,000 for both parties - for a total of \$250,000. Most of the services are performed by the City for ODOT on a cost reimbursement basis. Annual expenditures vary based on needs. On average, it is approximately \$25,000 per year of net revenue to the City.

The agreement has a five-year term with provisions for amendment or early termination as needed.

Discussion:

Agreement #73000000-53569 has a not to exceed amount of \$250,000 and neither organization may exceed \$125,000 in total payments over the term of the agreement.

Fiscal Impact:

The Fiscal Year 2025/2026 budget includes funding for this maintenance activity within the Transportation – Infrastructure Maintenance sub-fund (see attached).

Alternative Courses of Action:

1. Renew the agreement with ODOT for road and highway maintenance services.
2. Do not renew the agreement.
3. Request additional information.

Recommendation / Suggested Motion:

"I move to approve the renewal of Agreement #73000000-53569 with the Oregon Department of Transportation for the sharing of road and highway maintenance services and authorize the City Manager to sign the agreement."

BUDGET DETAIL

Transportation Fund		FY 2022/23 Actual	FY 2023/24 Actual	FY 2024/25 Budget	FY 2025/26 Proposed Budget	FY 2025/26 Approved Budget	FY 2025/26 Adopted Budget
Sub-fund: Transportation - Operations							
Resources							
22100-02-000-04-20-75	Permit Fees	13,500	-	-	-	-	-
22100-02-000-04-25-00	Intergovernmental Revenue	34,528	21,846	25,000	25,000	25,000	25,000
22100-02-000-04-65-20	Federal Grants & Awards	230,278	257,593	267,574	267,574	267,574	267,574
22100-02-000-04-30-45	Hwy Fund Apportionment	2,897,500	2,971,951	3,028,882	3,102,268	3,102,268	3,102,268
22100-02-000-04-45-75	Restitution	2,136	12,241	8,000	15,000	15,000	15,000
22100-02-000-04-40-94	Miscellaneous Fees	2,888	2,552	-	-	-	-
22100-02-000-04-40-98	Refunds/Reimbursements	439	36,235	40,000	15,000	15,000	15,000
22100-02-000-04-60-90	Miscellaneous	1,280	2,906	1,000	1,000	1,000	1,000
22100-02-000-04-80-10	Interest - Investment	63,103	46,871	35,300	37,500	37,500	37,500
22100-02-000-04-40-90	Bad Debt	121	4,973	-	-	-	-
22100-02-000-04-85-01	Chgs for Srvc-Other Fund	151,386	150,200	250,000	281,546	281,546	281,546
22100-02-000-04-85-50	Interfund Transfers	2,350,794	2,012,689	2,609,637	2,497,053	2,497,053	2,497,053
22100-02-000-04-95-10	Private Source	-	66,192	-	-	-	-
22100-02-000-04-95-50	Sale of Property	32,952	17,510	-	-	-	-
22100-02-000-04-99-00	Beginning Fund Balance	1,713,521	1,993,666	1,021,123	1,287,616	1,287,616	1,287,616
TOTAL RESOURCES		7,494,426	7,597,424	7,286,516	7,529,557	7,529,557	7,529,557
Personnel Services							
22100-02-000-05-00-01	Regular Pay	905,525	926,136	1,007,856	1,136,275	1,136,275	1,136,275
22100-02-000-05-00-03	Overtime	11,568	29,750	13,000	20,000	20,000	20,000
22100-02-000-05-00-07	Stand-By Time	14,352	15,958	22,000	20,000	20,000	20,000
22100-02-000-05-00-12	Vac/Comp/Holiday Buy Back	-	3,210	-	-	-	-
22100-02-000-05-20-11	Employer Social Security	56,512	59,316	65,587	70,449	70,449	70,449
22100-02-000-05-20-12	Employer Medicare	13,217	13,872	15,339	16,476	16,476	16,476
22100-02-000-05-20-13	Employer PLO	-	3,484	4,231	-	-	-
22100-02-000-05-20-30	Employer PERS	219,429	237,812	259,889	331,565	331,565	331,565
22100-02-000-05-20-41	Medical Insurance	311,597	295,760	343,780	388,649	388,649	388,649
22100-02-000-05-20-42	VEBA Contribution	31,663	25,028	27,302	48,807	48,807	48,807
22100-02-000-05-20-43	HRA Contribution	10,377	25,858	20,536	23,103	23,103	23,103
22100-02-000-05-20-50	Life Insurance	533	1,262	833	833	833	833
22100-02-000-05-20-51	Accidental D & D	398	404	510	510	510	510
22100-02-000-05-20-52	SAIF	19,682	20,947	27,138	29,106	29,106	29,106
22100-02-000-05-20-53	Long-Term Disability	2,321	2,799	3,366	3,366	3,366	3,366
22100-02-000-05-20-62	FSA	389	376	1,189	1,189	1,189	1,189
TOTAL PERSONNEL SERVICES		1,597,563	1,661,972	1,812,556	2,090,328	2,090,328	2,090,328
Materials & Services							
22100-02-000-06-00-02	Office Supplies	14	344	-	-	-	-
22100-02-000-06-00-03	Housekeeping	144	-	-	-	-	-
22100-02-000-06-00-05	Electronic Equip & Supplies	1,704	10,359	3,000	5,180	5,180	5,180
22100-02-000-06-00-06	Small Tools & Minor Equip	13,816	39,148	25,000	45,000	45,000	45,000
22100-02-000-06-00-07	Safety Supplies	-	1,825	-	-	-	-
22100-02-000-06-00-10	Furnishings & Fixtures	-	14,765	2,000	2,000	2,000	2,000
22100-02-000-06-00-12	Facility Repair & Maintenance	8,723	2,099	5,500	2,500	2,500	2,500
22100-02-000-06-00-19	Noticing	1,510	2,120	700	2,000	2,000	2,000
22100-02-000-06-00-20	Water/Sewer/Storm	2,943	3,905	3,500	5,600	5,600	5,600
22100-02-000-06-00-22	Utility Electric	286,233	323,925	240,000	302,000	302,000	302,000
22100-02-000-06-00-23	Utility Gas	19,646	20,561	14,000	18,000	18,000	18,000
22100-02-000-06-00-24	Phone & Internet	9,381	9,600	13,625	13,625	13,625	13,625
22100-02-000-06-00-26	Postage	-	-	200	200	200	200
22100-02-000-06-00-29	Radio Maintenance	12,600	11,628	5,880	12,880	12,880	12,880
22100-02-000-06-00-41	Forms & Correspondence	-	618	500	500	500	500
22100-02-000-06-00-43	Recording/Reconveyance	1,101	210	-	-	-	-
22100-02-000-06-00-46	Processing Fees	-	9	-	-	-	-
22100-02-000-06-00-47	Unemployment Benefit Pmts	-	80	-	-	-	-
22100-02-000-06-00-48	Rentals/Leases	16,344	13,693	15,156	12,156	12,156	12,156
22100-02-000-06-00-56	Workers Comp Claim Deduct	-	1,845	-	-	-	-
22100-02-000-06-00-60	Dues Subs Memberships	-	5,078	-	-	-	-
22100-02-000-06-00-61	Travel & Training	31,519	18,861	67,856	42,000	42,000	42,000
22100-02-000-06-00-62	Meetings	-	78	-	-	-	-
22100-02-000-06-00-63	Books Maps Periodicals	212	-	300	300	300	300
22100-02-000-06-00-67	Garbage Collection	9,316	11,780	11,850	11,850	11,850	11,850
22100-02-000-06-00-68	Recruitment	50	85	-	-	-	-
22100-02-000-06-00-74	External Repairs & Maint	10,054	11,785	-	-	-	-
22100-02-000-06-00-75	Parts & Inventory	31,311	-	-	-	-	-
22100-02-000-06-00-77	Fuel	76,063	64,402	90,000	74,000	74,000	74,000
22100-02-000-06-00-84	Infrastructure Maintenance	19,662	15,296	30,000	20,000	20,000	20,000
22100-02-000-06-00-86	Licenses & Permits	1,786	1,877	-	-	-	-
22100-02-000-06-00-87	Employee Physicals & Screening	4,747	3,021	1,505	3,500	3,500	3,500
22100-02-000-06-00-88	Employee/Volunteer Recogn	941	478	850	850	850	850
22100-02-000-06-00-89	Snow Control	-	6,625	20,000	15,000	15,000	15,000
22100-02-000-06-00-90	Software Licenses	-	851	2,500	1,000	1,000	1,000
22100-02-000-06-00-92	Software Maint & Subscriptions	16,239	12,682	41,205	22,375	22,375	22,375
22100-02-000-06-00-94	Temporary Personnel Services	19,251	21,367	50,000	50,000	50,000	50,000
22100-02-000-06-00-97	Chgs Srvc From Other Fund	351,151	381,623	235,155	268,453	268,453	268,453
22100-02-000-06-00-98	Other Contractual Services	228,212	852,623	295,774	285,774	285,774	285,774
22100-02-000-06-01-90	Penalty & Fees & Refunds	23	28	-	-	-	-
22100-02-000-06-85-05	ISF Central Services	173,377	246,297	216,715	252,267	252,267	252,267
22100-02-000-06-85-10	ISF IT	112,864	101,902	127,886	129,234	129,234	129,234
22100-02-000-06-85-15	ISF Risk Management	68,611	71,763	78,266	90,719	90,719	90,719

FLEXIBLE SERVICE MAINTENANCE AGREEMENT
Project Name Redmond

THIS AGREEMENT is made and entered into by and between the STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State;" and the CITY OF REDMOND, acting by and through its elected officials, hereinafter referred to as "Agency," both herein referred to individually or collectively as "Party" or "Parties."

RECITALS

1. By the authority granted in Oregon Revised Statute (ORS) [190.110](#), [366.572](#), [366.574](#) and [366.576](#), State may enter into cooperative agreements with the counties, cities and units of local governments for the performance of work on certain types of maintenance or improvement projects with the allocation of costs on terms and conditions mutually agreeable to the contracting parties.
2. State and Agency have determined that it is both to their mutual benefit and to the general public's benefit if they jointly utilize State and Agency highway maintenance resources, including equipment and operators.

NOW THEREFORE, the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

TERMS OF AGREEMENT

1. Under such authority, State and Agency desire to enter into this Agreement to share road and highway maintenance services including patching, shouldering, ditching, sweeping, vegetation control, brushing, signing, landscaping, striping, bridge repair, guardrail repair, winter maintenance activities, hazardous material spills, and drainage.
2. The tasks associated with the highway maintenance responsibilities referred to above are as defined in the current editions of the Oregon Department of Transportation's Maintenance Guide and the Routine Road Maintenance Water Quality and Habitat Guide Best Management Practices Manual, which are herein incorporated by reference and located at the following address:

<http://www.oregon.gov/ODOT/HWY/OOM/Pages/publications.aspx>

- a. The Oregon Department of Transportation Maintenance Guide includes the Activity numbers. Other maintenance services may be included as defined on the Work Order Authorization.

3. The term of this Agreement shall begin on the date all required signatures are obtained and shall terminate upon completion of the Project and final payment or five (5) calendar years following the date all required signatures are obtained, whichever is sooner. This Agreement may be modified by mutual consent of both Parties and upon execution of amendments to this Agreement stating said modifications.
4. The combined total financial obligation for both Parties will not exceed \$250,000 (individual obligation not to exceed \$125,000) during the term of this Agreement, unless mutually agreed upon through executed amendment(s).
5. If the total cost of this Agreement or individual Work Order Authorization exceeds \$250,000, the Department of Justice must review and approve any amendments and/or Work Order Authorizations prior to performance of any work.

SCOPE OF WORK

1. State's District 10 Manager may request maintenance services from Agency on an as-needed basis for work performed on State-owned and maintained highways and highway right of way. Maintenance service requests shall be a written request in the form of a Work Order Authorization, attached hereto as Exhibit A and made a part of this Agreement. The Work Order Authorization may be signed by State's Work Order Coordinator, Assistant District Manager or assigned designee. Each Work Order Authorization that is issued pursuant to this Agreement shall become a part of this Agreement. Both Parties shall sign the Work Order Authorization before commencement of work. A signed Work Order Authorization shall be completed and returned to the originating Party within ten (10) business days.
2. Agency may request maintenance services from State on an as-needed basis for work performed on Agency-owned and maintained city streets and right of way. Maintenance service requests shall be a written request in the form of a Work Order Authorization, as shown on Exhibit A. The Work Order Authorization may be signed by the Transportation Operations Manager. Each Work Order Authorization that is issued pursuant to this Agreement shall become a part of this Agreement. Both Parties shall sign the Work Order Authorization before commencement of work. A signed Work Order Authorization shall be completed and returned to the originating Party within ten (10) business days.
3. State shall provide instructions to Agency employees concerning work to be performed under the Work Order Authorization, and Agency shall direct and supervise its employees who are assigned to assist State.
4. Agency shall provide instructions to State's employees concerning work to be performed under the Work Order Authorization, and State shall direct and supervise its employees who are assigned to assist Agency.

REIMBURSEMENT TO STATE

1. On a monthly basis, State shall submit invoices to Agency for actual costs incurred for work performed under this Agreement. Agency shall reimburse State for equipment and services based on the State's rates used for its internal financial management of personnel and equipment adopted and in existence at the time of work being performed. Payment shall be made within forty-five (45) calendar days from receipt of the invoice. Invoices shall be submitted to Anthony Ortgies – Streets Operations Manager, 243 E. Antler Way, Redmond, OR 97756, (541) 504-3263, anthony.ortgies@redmondoregon.gov.
1. Under no condition shall Agency's individual total obligation for payments exceed \$125,000 of the \$250,000 limit during the term of this Agreement.

REIMBURSEMENT TO AGENCY

2. On a monthly basis, Agency shall submit invoices to State for actual costs incurred for work performed under this Agreement. State shall reimburse Agency for equipment and services based on the Agency's rates used for its internal financial management of personnel and equipment adopted and in existence at the time of work being performed. Payment shall be made within forty-five (45) calendar days from receipt of the invoice. Invoices shall be submitted to: Department of Transportation, Ben DeGrande – Transportation Operation Maintenance Manager, 63055 N. Highway 97, Bldg. B, OR 97703, (541) 408-1793 ben.DeGrande@odot.oregon.gov.
3. Under no condition shall State's individual total obligation for payments exceed \$125,000 of the \$250,000 limit during the term of this Agreement.

EXPENDITURE AUTHORIZATION

1. State certifies, at the time this Agreement is executed, that sufficient funds are available and authorized for expenditure to finance costs of this Agreement within State's current appropriation or limitation of the current biennial budget. State shall not be indebted or liable for any obligation created by this Agreement in excess of the debt limitation of Article XI, Section 7, of the Oregon Constitution. State shall not assume any debts of Agency in violation of Article XI, Section 8, of the Oregon Constitution.
2. Agency certifies, at the time this Agreement is executed, that sufficient funds are available and authorized for expenditure to finance costs of this Agreement within Agency's current appropriation or limitation of the current biennial budget. Agency shall not be indebted or liable for any obligation created by this Agreement in excess of the debt limitation of Article XI, Section 10, of the Oregon Constitution.

3. Neither State nor Agency shall be liable for any expenditure under this Agreement without proper appropriation pursuant to ORS Chapter 291 and ORS Chapter 294 respectively.
4. The Work Order Authorization form for State may be signed by State Work Order Coordinator by Ben DeGrande – Transportation Operations Maintenance Manager, 63055 N. Highway 97, Bldg. B, Bend, OR 97703, (541) 408-1793 ben.DeGrande@odot.oregon.gov, or assigned designee upon individuals' absence.
5. The Work Order Authorization form for Agency may be signed by Agency Work Order Coordinator Anthony Ortgies – Street Operations Manager, 243 E. Antler Ave, Redmond, OR 97756, (541) 504-2034, anthony.ortgies@redmondoregon.gov or assigned designee upon individuals' absence.

EQUIPMENT AND SERVICES

1. Each Party shall make available to the other Party vehicles, equipment, machinery, employees, related items and services in the manner and on the terms and conditions provided herein.
2. Services and equipment shall be provided upon reasonable request at mutually convenient times and locations. Each Party retains the right to refuse to honor a request if the services or equipment are needed for other purposes, if providing the equipment would be unduly inconvenient or if for any other reason the Party determines in good faith that it is not in its best interest to provide a particular item or service at the requested time. It is up to the discretion of the Party providing the equipment ("owner") whether an operator is provided with the equipment.
3. The Party receiving the equipment ("user") shall take proper precaution in its operation, storage, and maintenance. Equipment shall be used only for its intended purpose. User shall permit the equipment to be used only by properly trained and supervised operators and shall be responsible for equipment repairs necessitated by misuse or negligent operation. User shall perform and document required written maintenance checks prior to and after use and shall provide routine daily maintenance of equipment during the period in which the equipment is in user's possession. User shall not, however, be responsible for scheduled maintenance or repairs other than repairs necessitated by misuse or negligent operation.
4. If equipment requires repair while in use, a State mechanic and Agency mechanic shall assess the problem and, in consultation with each other, determine which Party is responsible for repair. In the event an agreement cannot be reached, State's District Manager or designee and Agency shall determine the responsible Party.
5. The entity providing the equipment ("provider") shall endeavor to provide equipment in good working order and to inform user of any information reasonably necessary for the proper operation of the equipment. The equipment, however, is provided "as is",

with no representations or warranties as to its fitness for a particular purpose. User shall be solely responsible for selecting the proper equipment for its needs and inspecting equipment prior to use. It is acknowledged by the Parties that the provider is not in the business of selling, leasing, renting, or otherwise providing equipment to others and that the Parties are acting only for their mutual convenience and efficiency.

6. The Parties shall provide equipment storage space to each other, at no charge, upon rental request when mutually convenient. It is recognized that such storage is for the benefit of the Party requesting it. The Party storing the equipment shall be responsible only for providing a reasonably safe and secure area.
7. The user is responsible for any damage to rented equipment considered to be beyond normal wear and tear.
8. Service and usage times, established for the purpose of record keeping and rental charges, will begin at the time the equipment and operator leave the owner's shop or maintenance yard, and end when the equipment and operator return to the owner's shop or maintenance yard.
9. Both Parties shall use their individual internal rental rates for labor and equipment. These rates may be adjusted only once per State fiscal year.
10. Both Parties shall maintain accurate and up-to-date records of all rentals of equipment and operators. Said records will be kept available for inspection by representatives of each Party for a period of six (6) years following termination of the Agreement.
11. Both Parties shall furnish fuel, maintenance, and insurance for their equipment; however, fuel for vehicles and equipment shall be provided by the user during the period in which the equipment or vehicle is in the user's possession.

GENERAL PROVISIONS

1. Both Parties hereby grant the other Party authority to enter onto each other's right of way for the purpose of performing the maintenance services as stated on the Work Order Authorization.
2. Both Parties will only assign personnel to work on each other's right of way that have similar experience on State and Agency right of way.
3. Both Parties acknowledge and agree that each Party, the Oregon Secretary of State's office and the federal government and their duly authorized representatives shall have access to such fiscal records and other books, documents, papers, plans and writings of each Party that are pertinent to this Agreement to perform examinations and audits and make excerpts and transcripts. Both Parties shall retain and keep all

files and records for a minimum of six (6) years following termination of the Agreement.

4. Agency shall comply with all federal, state, and local laws, regulations, executive orders and ordinances applicable to the work under this Agreement, including, without limitation, the provisions of ORS 279B.220, 279B.225, 279B.230, 279B.235 and 279B.270 incorporated herein by reference and made a part hereof. Without limiting the generality of the foregoing, Agency expressly agrees to comply with (i) Title VI of Civil Rights Act of 1964; (ii) Title V and Section 504 of the Rehabilitation Act of 1973; (iii) the Americans with Disabilities Act of 1990 and ORS 659A.142; (iv) all regulations and administrative rules established pursuant to the foregoing laws; and (v) all other applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations.
5. Agency represents that this Agreement is signed by personnel who have been authorized to do so by Agency.
6. State personnel assigned to assist Agency shall not be considered employees of Agency. Agency personnel assigned to assist State shall not be considered employees of State. Agency and State shall each be responsible for the following items in regard to their own employees:
 - a. Payment of all wages and benefits that its employees are entitled to receive through their employment including, but not limited to, vacation, holiday and sick leave; other leaves with pay; medical, dental, life, and accident insurance; other insurance coverage; overtime; Social Security; Workers' Compensation; unemployment compensation, and retirement benefits.
 - b. Withholding Social Security, federal and state taxes, and other regular deductions from wages paid to employees.
 - c. Administration of applicable civil service statutes and rules, classification and compensation plans, collective bargaining agreements, and other laws and agreements governing personnel relations with employees.
7. The Parties to this Agreement are of equal authority. Each Party acts independently in the performance of its obligations and functions under this Agreement, and neither Party is to be considered the agent of the other.
8. If any third party makes any claim or brings any action, suit or proceeding alleging a tort as now or hereafter defined in ORS 30.260 ("Third Party Claim") against State or Agency with respect to which the other Party may have liability, the notified Party must promptly notify the other Party in writing of the Third Party Claim and deliver to the other Party a copy of the claim, process, and all legal pleadings with respect to the Third Party Claim. Each Party is entitled to participate in the defense of a Third-Party Claim, and to defend a Third-Party Claim with counsel of its own choosing.

Receipt by a Party of the notice and copies required in this paragraph and meaningful opportunity for the Party to participate in the investigation, defense and settlement of the Third-Party Claim with counsel of its own choosing are conditions precedent to that Party's liability with respect to the Third-Party Claim.

9. With respect to a Third Party Claim for which State is jointly liable with Agency (or would be if joined in the Third Party Claim), State shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by Agency in such proportion as is appropriate to reflect the relative fault of State on the one hand and of Agency on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of State on the one hand and of Agency on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. State's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if State had sole liability in the proceeding.
10. With respect to a Third Party Claim for which Agency is jointly liable with State (or would be if joined in the Third Party Claim), Agency shall contribute to the amount of expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred and paid or payable by State in such proportion as is appropriate to reflect the relative fault of Agency on the one hand and of State on the other hand in connection with the events which resulted in such expenses, judgments, fines or settlement amounts, as well as any other relevant equitable considerations. The relative fault of Agency on the one hand and of State on the other hand shall be determined by reference to, among other things, the Parties' relative intent, knowledge, access to information and opportunity to correct or prevent the circumstances resulting in such expenses, judgments, fines or settlement amounts. Agency's contribution amount in any instance is capped to the same extent it would have been capped under Oregon law, including the Oregon Tort Claims Act, ORS 30.260 to 30.300, if it had sole liability in the proceeding.
11. The Parties shall attempt in good faith to resolve any dispute arising out of this Agreement. In addition, the Parties may agree to utilize a jointly selected mediator or arbitrator (for non-binding arbitration) to resolve the dispute short of litigation.
12. All employers, including both Parties, that employ subject workers who work under this Agreement in the State of Oregon shall comply with ORS 656.017 and provide the required Workers' Compensation coverage unless such employers are exempt under ORS 656.126. Employers Liability insurance with coverage limits of not less than \$500,000 must be included. Both Parties shall ensure that each of their subcontractors complies with these requirements.

13. This Agreement may be terminated by mutual written consent of both Parties, or by either Party, upon thirty (30) calendar days' written notice. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.
14. Neither Party shall enter into any subcontracts for any of the work scheduled under this Agreement without obtaining prior written approval from the other Party.
15. This Agreement may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.
16. This Agreement and attached exhibit constitute the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any provision of this Agreement shall not constitute a waiver by State of that or any other provision.

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

CITY OF REDMOND, by and through its
elected officials

By _____

Title _____

Date _____

By _____

Title _____

Date _____

APPROVED AS TO FORM

By _____

Agency Counsel

Date _____

Agency Contact:

Anthony Ortgies - Streets Operations
Manager
243 E. Antler Ave
Redmond, Oregon, 97756
(541) 504-3263
Anthony.ortgies@redmondoregon.gov

STATE OF OREGON, by and through its
Department of Transportation

By _____

Region 4 Manager

Date _____

APPROVAL RECOMMENDED

By _____

District 10 Manager

Date _____

**APPROVED AS TO LEGAL
SUFFICIENCY**

By _____

Assistant Attorney General

Date _____

State Contact:

Ben DeGrande – Transportation
Operations and Maintenance Manager
63055 N. Highway 97, Bldg. B
Bend, Oregon, 97703
(541) 388-6220
ben.DeGrande@odot.oregon.gov

EXHIBIT A

WORK ORDER AUTHORIZATION

☐ State Requesting City of Redmond to Perform Work

☐ City of Redmond Requesting State to Perform Work

Agreement No. 73000-00053569 Work Order No.

Under the terms of Agreement No. 73000-00053569 between the Oregon Department of Transportation (State) and City of Redmond, which is hereby incorporated by reference, the following Project work is authorized:

Project Name: ☐ Flexible Maintenance Services

State Work Order Coordinator: Ben DeGrande – Transportation Maintenance Manager

Agency Work Order Coordinator: Anthony Ortgies – Street Operations Manager

Total Authorized Amt. this Work Order \$ Expenditure Acct. No.:

Work Order Start Date: Work Order End Date:

Effective Date: No Work shall occur until signed by all Parties.	State Totals
Expenditure Account No.	No.
A. Amount authorized for this Work Order	\$
B. Amount authorized on prior Work Orders	\$
C. Total Amount authorized for all Work Orders (A+B=C)	\$
D. Agreement Not-to-Exceed amount	\$ 250,000
E. Amount remaining on Agreement (D-C=E)	\$

SCOPE OF WORK (tasks, hours per task, estimated cost per task, and staff assigned to do the work and their hourly rate. Specify the Party responsible for providing materials and the Party responsible for material costs associated with the Project or services). Work necessary to complete Project or services as described in original Agreement scope of work: (Indicate which services are to be used by checking appropriate box(es)).

Maintenance Services and Equipment Rental: *(List work shown below)*

☐ Patching (100-102, 107-108) ☐ Shouldering (111-112, 119) ☐ Ditching (120) ☐ Sweeping (116-117)
☐ Vegetation Control (131) ☐ Striping (140-141, 147) ☐ Winter Maintenance (170-171, 179-181, 192)
☐ Brushing (132-133) ☐ Signing (142-143) ☐ Landscaping (136) ☐ Drainage (121) ☐ Guardrail Repair (151)
☐ Bridge Repair (163, 169) ☐ Hazardous Material Spills (149) ☐ Water quality facilities ☐ Equipment Rental
(specify equipment)

General Description of Project: _____

This Work Order Authorization may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all parties, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Work Order Authorization so executed shall constitute an original.

ACCEPTANCE OF TERMS AND ACTION APPROVED BY STATE: I acknowledge and certify that the work in this Work order authorization is within the scope of work of the original Agreement.

State's _____ (approp. title) Date:

ACCEPTANCE OF TERMS BY LOCAL AGENCY

Name / Title Date:

APPROVED AS TO LEGAL SUFFICIENCY: If work exceeds \$250,000, signature required

Asst. Attorney General Date:

cc: District # 10 Manager or Transportation Maint. Mgr.
State's Work Order Coordinator
ODOT Procurement Office, Agreements

EXHIBIT A

Work Order – Local Agency

Rev. 04-08-2008

EXHIBIT B (part 1)
ODOT Labor and Equipment Costs
(updated annually per ODOT Fleet rate schedule)

LABOR COST:				RATE
ODOT EMPLOYEES:	TMS-2	RG		\$ 78.70
		OT		\$ 65.56
	Coordinator	RG		\$ 86.52
EQUIPMENT COST:		OT		\$ 72.08
				RATE
Pickup				\$ 9.75
Skid Steer				\$ 32.18
1TON				\$ 22.59
10YD TRK				\$ 54.03
TILT TRAILER				\$ 19.59
LOADER				\$ 28.95
GRADER				\$ 80.51
Tack Skid + 10yrd				\$ 114.91
Side Cast Sweeper				\$ 54.60
Hotbox				\$ 60.88
Layton				\$ 83.57
BELLY DUMP + Truck				\$ 73.62
Roller				\$ 37.95
Cone Truck				\$ 19.93
Five Yarder				\$ 30.81
Excavator				\$ 28.95
Dump Trailer				\$ 7.77
Pickup Broom				\$ 69.72
PCMS Trailer				\$ 1.44
Light Plant				\$ 21.22
Pickup Broom				\$ 92.51
Crack Sealer				\$ 60.88
Trailer Attenuator	No Truck			\$ 21.34
Truck +Mounted Attenuator				\$ 75.37
AFAD Cost Per Trailer				\$ 17.77

Updated 2/4/25

EXHIBIT B (part 2)
CITY OF REDMOND FEE SCHEDULE
(Effective January 01, 2026)

8.4 Public Works Equipment Reimbursement Rates:

8.4.01 Use of Vehicles and Equipment Unless otherwise specified, use of vehicles and equipment will be charged at current Federal Emergency Management Agency (FEMA) rate, per the [FEMA Schedule of Equipment Rates](#).

8.6 [Public Works Personnel Reimbursement Rates](#):

8.6.01 Personnel (Billed at the nearest ¼ hour. Billed per person at an average budgeted total cost per position classification)

* Actual Cost of Service Billed in the nearest quarter (1/4) hour



CITY OF REDMOND

CITY HALL
411 SW 9th STREET
REDMOND, OR 97756
541.923.7710
FAX: 541.548.0706
info@redmondoregon.gov
redmondoregon.gov

STAFF REPORT

DATE: January 27, 2026
TO: City Council
THROUGH: Keith Witcosky, City Manager
Steve Ashworth, Deputy City Manager
Scott Brang, Procurement & Payables Manager
FROM: Linda Cline, Housing Program Analyst
SUBJECT: Northpoint Vista Phase 1 Infrastructure Project Change Order #2 with Taylor Northwest, LLC: \$57,522.70

Report in Brief:

This item requests the City Council authorize a change order with Taylor Northwest, LLC in the amount of \$57,522.70.

Background:

On May 6, 2025, the City Council awarded a contract (2025-49) to Taylor Northwest, LLC in the amount of \$4,262,715.46 for Phase 1 infrastructure development at Northpoint Vista. The improvements include, but are not limited to, local and collector roadway improvements, sidewalks, driveways, multi-use paths, a raised concrete pedestrian crossing, 8-inch diameter water line and services, 8-inch and 12-inch diameter sewer main and services, 3-inch diameter pressure sewer, storm facilities, and all associated improvements. An alternate scope of work is included for new infrastructure improvements along proposed NE 17th Street, south of the proposed NE Larch Street to NE Kingwood Avenue.

Construction began in May 2025, with a completion date of June 30, 2026.

Change Order #1 was for \$82,895.45 (this was within the City Manager's signing authority of \$100,000). The purpose of this change is to accommodate connectivity based on Central Electric's and Cascade Natural Gas' updated service plans, and revisions to city service connections for housing sites and the forthcoming pump station site.

Change Order #2 is for the amount of \$57,522.70 (with a cumulative change order total greater than the City Manager's signing authority). This change order supports updates to the single-family lot layouts as well as standardization at the direction of the City's water utility inspector.

Discussion:

Per City policy, change orders that exceed \$100,000 (City Manager signing limit) or are greater than 10% of the original contract require City Council approval. The second Change Order of \$57,522.70 is more than \$100,000 cumulatively, but does not exceed 10% of the original construction contract.

These combined changes increased the total contract price from \$4,262,715.46 to \$4,403,133.61 (3.3% increase).

Fiscal Impact:

This phase 1 infrastructure project is part of the Northpoint Vista Affordable Housing pilot project. These modifications to contract 2025-49 will be covered by State infrastructure grants, and will not have an effect on the General Fund.

The new contract amount remains below (about 17%) the original engineer's estimate of \$5,325,000 for this phase of infrastructure development.

Alternative Courses of Action:

1. Authorize the City Manager to sign Change Order #2.
2. Reject Change Order #2.
3. Request additional information.

Recommendation / Suggested Motion:

"I move to approve Change Order # to Contract #2025-49 with Taylor Northwest, LLC, in the amount of \$57,522.70 and authorize the City Manager to sign the change order."

RECOGNITIONS

The City Council recognizes the following events in our community:

- **Susan B. Anthony Day** – February 15, 2026
- **American Legion Month** – February 2026
- **Black History Month** – February 2026



CITY OF REDMOND

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redmondoregon.gov

STAFF REPORT

DATE: January 27, 2026
TO: City Council
THROUGH: Keith Witcosky, City Manager
Jason Neff, Deputy City Manager/Chief Financial Officer
FROM: Zachary Bass, Airport Director
SUBJECT: Award a Five-Year Agreement with T2 Systems to upgrade the Parking Access Control System at the Redmond Municipal Airport (RDM): \$336,473.

Report in Brief:

This item requests the City Council authorize a contract with T2 Systems, in the amount of \$336,473, for the replacement of the end-of-life parking access control system at the Redmond Municipal Airport (RDM), as well as an associated five-year service and maintenance agreement.

Background:

The original parking control system from Scheidt and Bachmann (S&B) was installed in 2008.

At this time, RDM needs to replace that system with one that has additional features and benefits — such as redundancy for lost or damaged tickets, mobile or alternative pay options. As well as a system that has more localized service and maintenance.

In October 2025, the contract with S&B expired and RDM opted to move to a month-to-month agreement while also initiating research into a replacement system.

Four parking access control vendors were examined: T2, S&B, Metropolis, and IronSite.

At this time, staff is recommending entering into a contract with T2.

Discussion:

T2 was procured 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.

By replacing the current ingest ticketing system with credit card tap, QR coded tickets, and license plate recognition redundancy, the technology provided by T2 is estimated to eliminate over 90% of the maintenance and ticketing issues created by the current system. This elimination also reduces the amount of time staff has had to spend on these kinds of problems.

Fiscal Impact:

For the upgraded hardware and system service and maintenance contract, the fiscal impact of this agreement is \$232,000 for the capital replacement, with the five-year software and service agreement estimated at \$104,473 (about \$21,000 annually), funded entirely through local Airport funds. As a comparison, continuing with the current S&B system would cost approximately \$190,000 over the next five years (about \$38,000 annually). In summary, the upfront capital costs are expected to be recouped over the useful life of the equipment via the annual savings (\$21,000 vs. \$38,000).

The T2 Systems contract will take advantage of Sourcewell contract #080321, which is sourced in accordance with ORS 279A.215 permissive cooperative procurements.

Alternative Courses of Action:

1. Authorize the City to award the contract to T2 Systems.
2. Do not authorize the contract.
3. Take no action and request more information.

Recommendation / Suggested Motion:

"I move to award the parking access control software and services agreement to T2 Systems in the amount of \$336,473 and authorize the City Manager to sign the contract."



PARKING ACCESS CONTROL CONTRACT FIVE-YEAR CONTRACT WITH T2 SYSTEMS: \$336,473

REDMOND CITY COUNCIL
JANUARY 27, 2026



CURRENT SYSTEM:

SCHEIDT & BACHMAN

- PARKING HARDWARE IS 16 YRS OLD; ON A MONTH-TO-MONTH SERVICE CONTRACT
- MOST REPLACEMENT PARTS REQUIRE INTERNATIONAL SHIPPING; LIMITED ON-SITE SUPPORT
- INGEST TICKET PROCESSING & PAYMENT (90% OF MAINTENANCE ISSUES)
- REQUIRES MANUAL DAILY LICENSE PLATE AUDIT
- NO MOBILE OR PAY-ON-FOOT OPTION
- NO LOST/DAMAGED TICKET REDUNDANCY

CONSIDERATIONS OF SYSTEMS RESEARCHED

- OVERALL CUSTOMER EXPERIENCE
- MOST AIRPORTS MOVING TO SECONDARY REDUNDANCY
- AVAILABILITY OF REPLACEMENT PARTS AND ON-SITE SERVICE
- OVERALL SYSTEM FUNCTION AND AVAILABLE OPTIONS
- COST OF EQUIPMENT/SOFTWARE





WHY T2 WAS SELECTED

SLIDE / 4

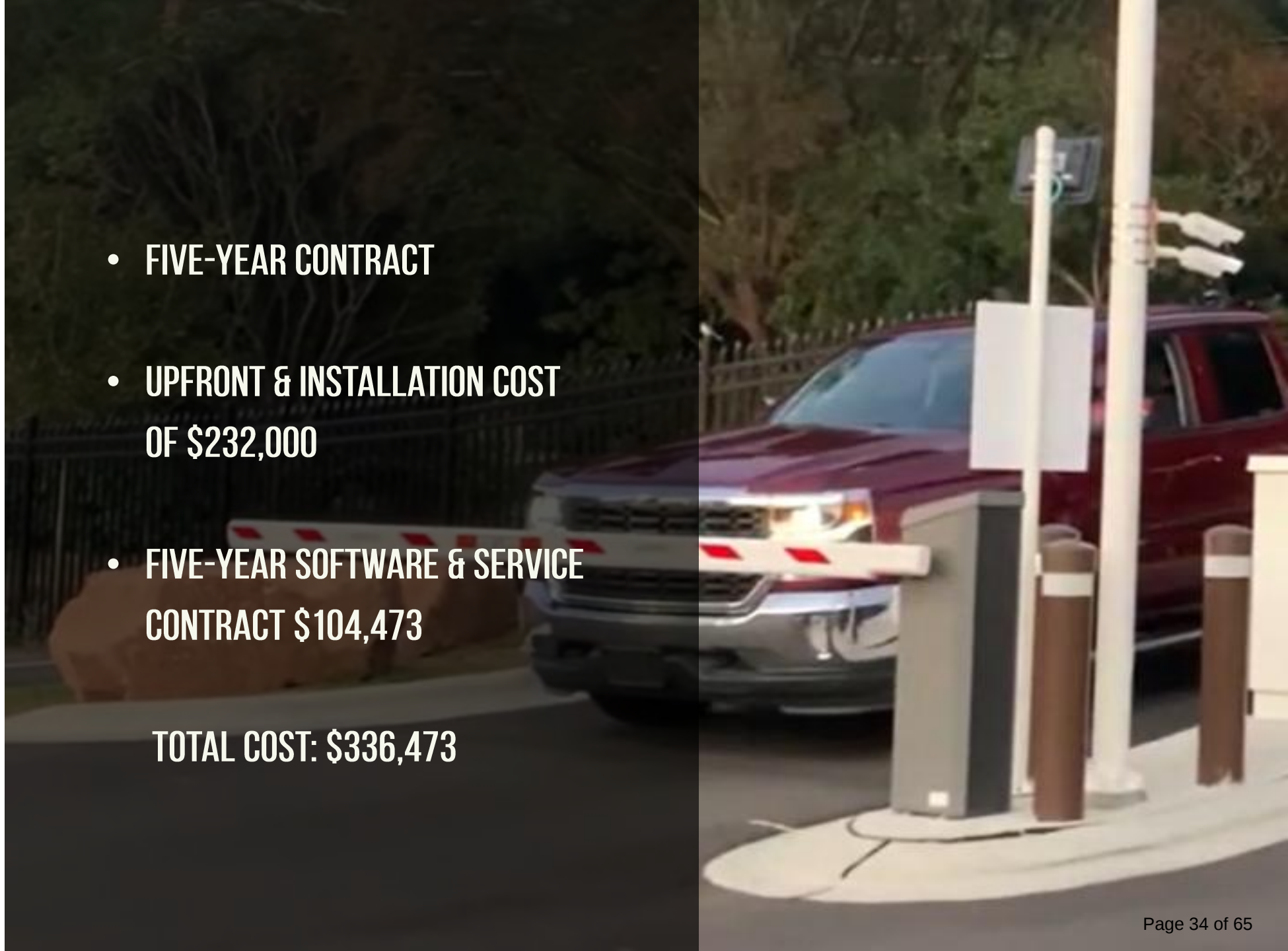
- NO CUSTOMER TRANSACTION FEES
- MULTIPLE OPTIONS FOR CUSTOMER EXPERIENCE
- CUSTOMER-LEAD LPR REDUNDANCY PROCESS FOR LOST/DAMAGED TICKETS
- FULL ON-SITE EQUIPMENT MAINTENANCE TRAINING OPTIONS; REGIONAL ON-SITE TECH SUPPORT AVAILABLE WITHIN 24 HOURS
- EASE OF HARDWARE MAINTENANCE AND REPAIR
- REPLACEMENT PARTS LOCATED IN NORTH AMERICA
- PCI 6 COMPLIANCE THROUGH 2032
- FINANCIAL IMPACT TO RDM
- SOURCEWELL CONTRACT; GUARANTEED LOWEST PRICE



FINANCIAL IMPACT

- FIVE-YEAR CONTRACT
- UPFRONT & INSTALLATION COST OF \$232,000
- FIVE-YEAR SOFTWARE & SERVICE CONTRACT \$104,473

TOTAL COST: \$336,473





QUESTIONS?



CITY OF REDMOND

CITY HALL
411 SW 9th STREET
REDMOND, OR 97756
541.923.7710
FAX: 541.548.0706
info@redmondoregon.gov
redmondoregon.gov

STAFF REPORT

DATE: January 27, 2026
TO: City Council
THROUGH: Jason Neff, Deputy City Manager/Chief Financial Officer
Keith Witcosky, City Manager
FROM: Maria Ramirez, Special Projects and Natural Resource Program Manager
SUBJECT: Juniper Golf Course - Project JC2601 - Range Improvement Project Amount of \$282,187.15 and Contract Award of \$121,725 to Cover the Tee's.

Report in Brief:

This item requests City Council award a \$282,187.15 contract to Cover the Tee's for the Juniper Golf Course Driving Range Enhancement Project.

Background:

The City of Redmond owns Juniper Golf Course, which has been under a management contract with CourseCo, Inc. since 2012. On May 27, 2025, Council approved renewing the management agreement for an additional 5.5 year contract (through December 31, 2030).

As part of the renewal, other key contract terms included:

- Enhance the incentive fee threshold on golf revenue above \$1,710,219, with an annual 2% increase
- **Leverage the \$150,000 investment from CourseCo toward revenue-enhancing programs**
- Provide a more consistent and measured customer experience
- Establish routine contract compliance requirements

On September 23, 2025, Council approved staff findings in support of an alternative contracting method, exempting the Range Enhancement Project, as detailed in the golf fund five-year Capital Improvement Plan, from a competitive bid process. The project scope has been discussed and supported through several public engagement opportunities, including the 2024 November Juniper Member Forum, Golf Committee meetings, Budget Committee, and the Council Meeting for management contract award to CourseCo. The work included the installation of an industry-standard aluminum driving range tee cover, a new concrete pad, the installation of electrical services to each bay, and design & engineering services required to complete the work. All contracted work performed will be paid prevailing wage per ORS 279C.800.

As part of the procurement plan, CourseCo and Staff completed the activities below:

Procurement Plan:

Scope	Solicitation Method
Aluminum Range Structure	Best value selected from a minimum of 3 quotes
Site Civil (concrete, trenching)	Best value selected from a minimum of 3 quotes
Install New Electric Meter and Connection; Electrical—Power for Each Bay	Direct appointment contract with franchise utility; the best value selected from a minimum of 3 quotes

In addition, it was discussed at the November 27, 2025, Juniper Golf Committee meeting to ensure the new facility had heating units available for use during the winter months. An additional utility hook-up to include gas was included in the final design. CourseCo solicited three additional quotes from private gas utilities and one additional quote for heating units.

Discussion:

Following completion of the facility design, CourseCo procured proposals for civil work including excavation, trenching, grade, concrete, and asphalt work. In addition, they received quotes for a covered structure, electrical improvements, and heating units. Details of the procurement methods are below. The total collected quotes outline a budget of \$256,533.77. Staff has proposed a 10% contingency for the project, making the total budget for the project \$282,187.15.

Selected Contractors:

STRUCTURE: Cover the Tees	\$ 121,725.00
CIVIL: Bar Seven A	\$ 69,899.00
ELECTRICAL: Kronsberg Electric	\$ 29,928.77
HEATING UNITS: Roberts Gordon LLC	\$ 26,053.00
SOLE SOURCE: Pacific Power: New Service	\$ 7,208.00
GAS HEAT: Ed Staub & Sons	\$ 1,720.00
10% Contingency	\$ 25,653.38
TOTAL	\$ 282,187.15

Procurements:

Aluminum Structure Scope**Budget****Cover the Tees****\$ 121,725.00**

Baxter Builders

No response.

Sun West

No response.

Site Civil Work**Budget**

American Pavement Management

\$ 102,748.00

Bar Seven A**69,899.00**

3 C's

No response.

Mountain Peak Concrete

No response.

Parker Northwest

No response.

Premier Concrete Bend

No response.

Electrical Connection and Service**Budget**

Central Oregon Electric

\$ 42,975.00

Chets Electric

No response.

Gowdy Bros

No response.

Kronsberg Electric**\$ 29,928.77**

Tomco Electric

No response.

Pacific Power: New Service**\$ 7,208.00****Gas Heat Service Provider and Unit Purchase****Budget**

Service Provider:

Bend Propane

\$ 9,971.00

CoEnergy Propane

No response.

Ed Staub & Sons**\$ 1,720.00**

Heating Units:

Roberts Gordon LLC**\$ 26,053.00**

Fiscal Impact:

CourseCo has committed \$150,000 toward the project. Based on the current estimate, the City would need to contribute the remaining \$132,187.15, which would be funded from the Golf Fund Capital Project Sub-Fund reserve (total reserve is \$127,383 which was accumulated through the audited excess amount from the Lodging Tax as of the end of Fiscal Year (FY) 2023/2024). Upon completion, the planned enhancements from this project are projected to generate an additional \$100,000 in annual revenue.

Other future Juniper Golf Course infrastructure projects (such as \$400,000 for bunker renovations) can be funded through positive operating cash flow and/or annual excess amounts from Lodging Taxes. Examples: 1) the audited excess amount from the Lodging Tax as of the end of FY 2024/2025 is \$116,794, which will be considered by the Budget Committee in May 2026. 2) the estimated excess amount from the Lodging Tax as of the end of FY 2025/2026 is \$243,000 which will be considered by the Budget Committee in May 2027.

Alternative Courses of Action:

1. Approve the guaranteed maximum price of \$282,187.15 and award the contract #2026-02 to Cover the Tees for \$121,725.00 and authorize the City Manager to sign it.
2. Do not approve the guaranteed maximum price and do not award the contract.
3. Request more information.

Recommendation / Suggested Motion:

"I move to award the Juniper Golf Course Structure Contract to Cover the Tee's for \$121,725.00 and authorize the City Manager to sign the contract and support a maximum budget of \$282,187.15 to the JC2601 Juniper Golf Course Range Enhancements."



**1713 Kennedy Pt. Suite 1001
Oviedo, FL
32765**

Proposal

Job:	Juniper Golf Course - 10 Bays
Address:	1938 SW Elkhorn Ave, Redmond, OR 97756
Date:	12/8/25
Attn:	Adam Pohl
Phone:	559.200.0912
Email:	APohl@courseco.com
Job ID:	JGC071625

Mr. Pohl,

As promised, attached is a quote for your review. Please review and let us know if you have any questions. Otherwise, we will follow up shortly to schedule a meeting to review in more detail and answer any questions you may have.

We appreciate the opportunity to bid on your project.

Sincerely,
Stephen Arnold
843-816-8047
sarnold@coverthetees.com

Scope Details

Aluminum Driving Range Cover

We will provide a pre-engineered hitting bay cover system per engineered drawings.

- 3" standing seam panels - White
- Uprights Columns minimum of 6x6 aluminum - Front Column set 8ft back from the front of structure - White
- Top Beams - White
- Rolled gutter for rear if necessary
- Our cold weather system has walls in the rear and on the side to block the wind, each bay will have acrylic sliding windows for the rear of bays (Not chosen on this project)
- If egress openings are needed, the egress openings will be provided and locations will be dictated by local building code. (Not necessary for this project)
- Product will meet all necessary building codes throughout the country with a maximum wind rating of 150 mph and 25 PSF snow load

Bid Pricing and Options:

Golf Hitting Bay Cover System

10 BAYS (Depth of 15')

CTT-OA	100 X 15	Aluminum Standard Open Air Hitting Bay Cover	1500 SF
Total Price for Bay Cover			\$127,500.00
**MCO structural discount - CourseCo			-\$5,775.00
Total Price for Standard "Open Air Only" Bay Cover w/ multi course discount applied			\$121,725.00
*includes prevailing wage			

Additional Options:

Hitting Bay Dividers (4ft)

11 Dividers @ \$375.00 \$4,125.00

EXLED Range Flood Lighting

5 Fixtures @ \$1,950.00 \$9,750.00

(To be mounted and wired by others)

LED lights in each bay - 2 per bay - mounted

(wired by others) 20 LEDs @ \$195.00 \$3,900.00

Monitor post - set behind first column

10 Post @ \$325.00 \$3,250.00

Recommended for larger monitors

Price is for our "Open Air Cover System"

** Door and or wind protection material is not included

*** CTT Anchoring system is included in the pricing. CTT anchoring system will reduce concrete costs of project.

Services & Fees Included with Price

Canopy & Enclosure Installation	Included
Delivery of the product	Included
System Engineering (signed and sealed drawings by licensed engineer)	Included
Logistics (Travel Costs etc..)	Included
Any necessary Core drilling needed for anchors during installation	Included
Door openings where instructed by customer	NA
*Permitting (See notes below)	Not Included
Site Prep and Soil Testing	Not Included
3rd party inspections fees	Not Included
Concrete Slab By Others (no less than 6" under columns. Varies by location)	Not Included
Electrical	Not Included
Municipality Permit Fees	Not Included
Foundational/Seismic Engineering	Not Included

*****Permitting: Responsibilities to be taken care of by owner or contractor hired by owner. Cover the Tees will not be the General Contractor on the project. We will provide signed and sealed structural drawings by a licensed engineer with your state seal ready for permitting. Cover the Tees is not able to use any existing slabs unless they meet the specs detailed on the signed and sealed plans that will be provided. In most cases a new slab will be needed to meet engineers requirements.***

- The above scope is for aluminum golf hitting bay cover at Juniper Golf Course - 10 Bays
- We will furnish material and labor for the proposed Aluminum Golf Hitting Bay Cover complete in accordance with specifications and engineered drawing provided and in accordance with local building codes. Additional options listed above.
- This price includes all services detailed in the scope above in the "services included with price" This product can be ready for shipment within 21 business days of receiving material.
- Once proposal is accepted and deposit has been sent, we will provide signed and sealed engineered drawings ready for permitting. **By signing the proposal, you agree not to share any of our proprietary foundation information or disclose design details.**
- This proposal is good for 90 days.
- Pricing is subject to increase as this proposal is based on current market prices. However, pricing can be locked in with a 50% deposit allowing us to order your materials.*
- Pay Schedule
 - 50% - Deposit upon acceptance of the proposal
 - 50% - Balance due upon completion

Payment due upon receipt of invoice. Payments not received within 15 days of invoice date will incur a 3% finance charge. A 3% finance charge will be incurred each month past the due date.

ACCEPTANCE OF PROPOSAL

When you are ready to move forward, please let us know and we will provide an agreement document via DocuSign for acceptance.

Financing Available - Ask for Details



ATTN: Maria Ramirez
COMPANY: City of Redmond

ADDRESS:
PHONE: 541-233-9220
EMAIL: maria.ramirez@redmondoregon.gov

PROJECT: **Juniper Golf Driving Range Enhancement**
BID DATE: **Budget Bid Only - Awaiting Concrete Prices**

Date: **1/21/2026**

BID CONTACT: **Jesse Shindle**
PHONE: 503-548-7346
EMAIL: jesses@barsevena.com

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	SUBTOTAL	TOTAL PRICE
	Temporary Features					
1	Mobilization	1	LS	\$4,000.00	\$4,000.00	
2	Demolition and Haul Off	1	LS	\$3,981.00	\$3,981.00	
3	Sawcut Existing Pavement	1	LS	\$747.00	\$747.00	
4	Onsite Incidental Dust Control	1	LS	\$2,655.00	\$2,655.00	
5	Grading and Embankment	20	CY	\$340.20	\$6,804.00	
6	Trenching within Public Right-of-way(COR Std Dwg 1-1)	10	FT	\$59.00	\$590.00	
7	Trenching with Native Backfill (Outside Public ROW)	212	FT	\$59.00	\$12,508.00	
8	HMAC Pavement (3" HMAC/4" Commercial Base Agg.- incl. joint seal)	155	SF	\$16.00	\$2,480.00	
9	Structural Pad Subgrade Preparation	173	SY	\$13.00	\$2,249.00	
10	Reinforced Concrete Slab w/ Thickened Footings (Per Building Plans)	1	EA	\$16,500.00	\$16,500.00	
11	Base Agg Under Slab (Assumed 6" 3/4"minus Compacted to 95%)	170	SY	\$47.00	\$7,990.00	
29	Tranformer Vault (PW Pacific Power Requirements - 644 VAULT AIC: SI#7992977	1	LS	\$9,395.00	\$9,395.00	\$69,899.00
TOTAL BASE BID:						\$69,899.00

Alternates:

1						
2						
3						
4						
5						
TOTAL ALTERNATES:						\$0.00

TOTAL BID: \$69,899.00

Inclusions/Exclusions:

1	No construction staking or compaction testing included
2	No temporary sanitary facilities or temporary site fencing included
3	Conduit to be supplied and installed by others
4	644 vault supply, excavation and backfill included
5	

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	SUBTOTAL	TOTAL PRICE
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Terms & Conditions:

* This proposal is made this day of December 21st, 2026 by Bar Seven A Companies, to **City of Redmond**, herein called the Owner or General Contractor. Bar Seven A Companies agrees to furnish all materials and labor complete in accordance with the project plans and specifications. All material is guaranteed to be as specified, and all work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from project specifications involving extra costs will be executed only upon written orders and will become an extra charge over & above estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

* All applicable permits & fees are to be acquired and paid by the Owner or General Contractor prior to Bar Seven A Companies mobilizing to project site.

* All asbestos investigation and abatement shall be completed before Bar Seven A Companies mobilizes to project site for demolition work.

* All known site hazards (underground storage tanks, storage barrels, etc.) shall be disclosed by the Owner or General Contractor prior to Bar Seven A Companies mobilizing to project site.

* Bar Seven A Companies requires access inside of all site structures to be demolished before mobilizing to site.

* Bar Seven A Companies is not responsible for any hazardous materials encountered onsite including containers with liquids (tanks, barrels, vehicles, etc.). Mitigation of these hazardous materials will be the responsibility of the Owner or General Contractor.

* Bar Seven A Companies will not mobilize or perform any work covered under this proposal without this proposal form being signed and returned or a contract provided by the Owner or General Contractor signed and executed with this proposal attached.

* Owner or General Contractor agrees to pay Bar Seven A Companies for the materials, labor and equipment to be performed under this contract, plus any additional materials, labor and equipment covered under a written change order by the 10th of the month following the date of Invoice.

* Notice is hereby given that a lien on the project property may be filed for labor and materials furnished by this company. Any and all costs associated with collecting monies due to Bar Seven A Companies under this contract and/or change order will be the responsibility of the Owner or General Contractor as allowed by state law.

* Our workers are fully covered by workers compensation insurance.

* Any outstanding balances over 30 days are subject to 18% finance charge.

* Due to the volatility of the pipe market prices and availability, prices for pipe & fittings can change weekly. Escalation of these materials is not covered in this proposal and Bar Seven A Companies retains the right to re-visit material costs at the time of order if prices have changed considerably since the date of this proposal. Bar Seven A Companies will not pre-order and retain all pipe materials for project to lock in prices without payment from Owner or General Contractor for said materials up front.

ACCEPTANCE OF PROPOSAL & ACKNOWLEDGEMENT OF TERMS:

Maria Ramirez - City of Redmond

Dawson Skidgel - Bar Seven A Companies, Inc.

OWNER or GENERAL CONTRACTOR

SUBCONTRACTOR



P. O. Box 1416
 Redmond, OR 97756
Phone: 541-923-4664
Fax: 541-504-4644
CCB# 121874

Bid Proposal

Bid Date
12/31/2025

Bill To: City of Redmond
 243 E Antler Avenue
 Suite 100
 Redmond, OR 97756

Re: Juniper Golf Range

Bid No	Customer Job No	Customer PO	Payment Terms	Bid Due Date
25139			Due Upon Receipt	12/31/2025

Scope of Work

Includes:

- 1- Bidder design electrical.
- 2- Electrical permit.

Excludes:

- 1- All excavation, backfill, compaction.
- 2- Heater controls.
- 3- Prevailing Wages.

Description	Quantity	U/M	Unit Price	Extended Price
3" Power Conduit	174.0000	LF	12.410000	2,159.34
2" Data Conduit	177.0000	LF	8.850000	1,566.45
2" PVC Sweep	6.0000	EA	125.830000	754.98
3" PVC Sweep	3.0000	EA	162.000000	486.00
Power Pedestal	1.0000	EA	3,436.000000	3,436.00
CAT6 F	1.0000	LS	6,775.000000	6,775.00
120V Electrical	1.0000	LS	3,088.000000	3,088.00
Electrical Panel	1.0000	LS	1,600.000000	1,600.00
Data Cabinet	1.0000	LS	1,528.000000	1,528.00
Gas Heaters 120V	1.0000	LS	3,565.000000	3,565.00

644 Vault

1.0000

EA

4,970.000000

4,970.00

Subtotal

\$

29,928.77

Tax Authority: OREGO

Tax Rate: .0000

Use Tax (if applicable)

\$

.00

This proposal is based upon both parties reaching a mutually agreeable contract.

This proposal is valid for 10 days unless otherwise stated.

Total Bid

\$

29,928.77

SERVICE ORDER

SOR **017230**

PO Box 1244 • 1819 S 1st Street
Redmond, OR 97756 • 541-504-8265

TERMS: Invoices made in one month are due and payable on or before the 10th day of the following month. Accounts 30 days past due will be charged 1 1/2% per month, which is an Annual Rate of 18%.

ACCOUNT NO. 257731	☐ CASH ☐ CHG ☐ CREDIT CARD	CODE	QTY	DESCRIPTION	PRICE EACH	AMOUNT
NAME Redmond Golf Corp			1	2nd Stage Regulator		82
ADDRESS 1938 SW Elkhorn Ave			50 ft	3/4" IPS Gas Line		100
CITY/STATE/ZIP Redmond OR 97756			2	3/4" Flex Riser		240
PHONE _____	DATE _____		4	8x16 Tank Blocks		20
SERVICE REQUESTED Price Estimate For Tank Install			4	16x16 Tank Blocks		48
				Misc Pipe Fittings		80
			2	Hydro Couple		40
			1	3/4" Ball Valve		40
			1	Hogtail	ESS _____	
			1	1st stage Regulator	ESS _____	
DATE PROMISED _____		TIME IN _____		OUT _____		
SERVICE PERFORMED Set 1000 gal. propane tank on blocks. Run 45-50 ft of 3/4" IPS gas line. Install hogtail to first stage regulator. Hook-up gas line to first and second stage regs. Hook second stage reg to stubout. Leak test system. Fire up appliances for regulator & appliance operation. Redmond Golf Corp. will be responsible for all gas line inspections and permitting. CCB# 69058						
		GAS CHECK				
		PROPANE TANK RENT		1	1000 Gal Propane Tank per year	120
		FIRE MARSHAL FEE		1		50
SUBTOTAL						

*** Price estimate does not include propane.**

SYSTEM LEAK CHECK						REGULATOR OPERATION			
TWIN STAGE		Pressure (INCHES W.C.)	Start	End	Min	OK	TWIN STAGE		LOCK UP PRESSURE
		(PSIG)							IN WC
TWO STAGE		1st					TWO STAGE		PSIG
		2nd							IN WC

DATE _____

STAB TANK YES ☐ NO ☐

TANK NUMBER _____

CUSTOMER SIGNATURE **X**

DATE	HOURS	SERVICEMAN	@ \$	
		Approx Labor		900

For Chemical Emergency
During Transportation Only
CALL INFOTRACK
1-800-535-5053
24 hours per day - 7 days per week

DUTY TO WARN ☐ YES ☐ N/A
GAS CHECK ☐ YES ☐ N/A
TANK LEASE ☐ YES ☐ N/A

TOTAL **1720⁺**
DUE \$

CUSTOMER SAFETY INFORMATION

AS A VALUED CUSTOMER, WE WANT YOU TO KNOW HOW TO PROPERLY USE PROPANE...

- Propane is a flammable gas and, if not handled properly, leaking propane may cause fire or explosion if ignited.
- Propane is heavier than air and will collect initially at floor level; therefore, to check for propane, carefully smell all over a room, especially in low spots.

KNOW THE ODOR OF PROPANE...

- A disagreeable odor has been added to propane so you can detect leaks.
- Each family member should know the smell.
- If your sense of smell is impaired, you should consider the use of one or more propane gas detectors.

For a variety of reasons, the odor added to propane does not provide an effective warning of the presence of propane 100% of the time. Under rare circumstances, referred to as ODOR FADE, the chemical odorant that gives propane its gassy smell sometimes can fade or diminish in intensity so that you may not be able to smell the presence of gas. Sometimes the gassy smell may be masked by other odors, or exposure to the odor of gas for even a few minutes may make you accustomed to it. Colds, allergies or the use of tobacco, alcohol, or other drugs may interfere with your ability to smell the gas; in addition, the odor of gas may not wake a sleeping person.

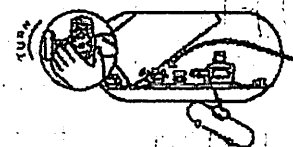
FOR THESE REASONS...

- You may wish to consider the use of one or more propane gas detectors.
- We strongly recommend that you call your propane supplier or a qualified technician to relight pilots or if you smell gas or suspect a leak.
- Failure to follow these precautions could result in serious injury or death.

WHAT TO DO IF YOU SMELL GAS OR SUSPECT A LEAK

- Get everyone outside and away from the gas equipment.
- Immediately put out all smoking materials.
- Do not turn on or off any appliances, switches or thermostats.
- Shut off the gas supply using the shut-off valve located outside at the storage tank or cylinder.
- Call your propane supplier or fire department from another location - use your neighbor's phone if gas smell is in your house.
- Stay outside and leave the gas off until the leak has been found and fixed.
- Failure to follow these precautions could result in serious injury or death.

How To
Close Gas
Supply
Valves



Shut Off Valve Here

IF YOU ELECT TO LIGHT OR RELIGHT YOUR PILOTS, FOLLOW THESE RULES:

- NEVER ATTEMPT TO REMOVE OR BLEED AIR FROM GAS SYSTEM BY DISCONNECTING GAS LINES OR REMOVING DRIP LEG CAPS.
- Follow the manufacturer's instructions for pilot lighting; if such instructions are not available, do not attempt to light the pilot - call your propane supplier or a qualified technician.
- Failure to follow these precautions could result in serious injury or death.

YOUR PROPANE SYSTEM AND APPLIANCES HAVE BUILT-IN SAFETY FEATURES, SO TO HELP KEEP THEM WORKING...

- Do not allow unqualified personnel to service your propane system or appliances.
- Do not tamper with gas controls on appliances.
- Do not let your system run out of propane.
- Do not light pilot light in areas where there are strong odors - on rare occasions propane odor can fade or be covered up by other strong odors. Call your propane supplier or a qualified technician for help.
- Repeated pilot outages could indicate a hazardous condition - do not attempt to relight the pilot - call your propane supplier or a qualified technician.
- Do have your appliances and gas system periodically checked by a qualified technician for proper operation and safety.
- Do have wet or flooded appliances and controls serviced immediately.
- Do keep your appliances in good repair - improperly vented appliances can cause carbon monoxide poisoning as indicated by eye irritation, headaches, dizziness, sleepiness or excessive moisture buildup on the inside of windows - ventilate immediately and call a qualified gas appliance repair technician.
- Do install carbon monoxide detectors to warn of the presence of carbon monoxide leaks inside your home.
- Refer to Ed Staub & Sons Petroleum, Inc. company brochures or other safety information on the safe handling and use of propane.

**NO SMOKING OR OPEN FLAME WITHIN 25 FEET
OF ANY PROPANE TANK AT ANY TIME**

ROBERTS GORDON® INFRARED HEATING

Roberts-Gordon LLC

1250 William Street • P.O. Box 44 • Buffalo, NY 14240-0044 USA

Telephone: +1.716.852.4400 • Fax: +1.716.852.0854

Toll Free: 800.828.7450

www.robertsgordon.com

Quote # 20251213 -Juniper Golf Center – (Cover the Tee's)
Redmond, OR.

12/13/2025

Prepared for: Adam Pohll

Project: 10 Bay Driving Range

We are pleased to quote the following specified equipment for the subject project.

PRICE FOR GORDON GLO ELITE - TWO STAGE HEATERS FOR LOUNGE AREA

ROBERTS GORDON® GORDON GLO ELITE™ GGE

- Ten (10) ROBERTS GORDON® GORDON GLO ELITE™ GGE- Hi Intensity -Two Stage Infrared Heaters with Ceramic heat exchanger, Lower Clearance Shields and Wall / Ceiling Telescopic Mounting Brackets (Extendable-15-30" Range). (10-50 mbh) . 3- Position Switches (Hi-Off-Low), As shown on preliminary plan. (Weather Resistant, 3 Mil Black Hi Temp Silicone Power Coated Paint, Hi Efficiency Tinted Ceramic Glass, Potted Weather resistant Direct Spark Ignition Module.& Gas Flex with Shut-off Valve Included.

For all of the above ROBERTS GORDON® Infrared Heating Equipment as specified for this project:

Total Cost: \$ 23,053.00 Net, Freight Not Included.

Delivery: 4-6 Weeks ARO

****NOTE: PRICING FOR ALL THE ABOVE IS VALID FOR 90 DAYS, AFTER WHICH IS SUBJECT TO CURRENT PRICING AT TIME OF SHIPMENT.**

Estimated freight \$ 3,000.00

Total weight of the equipment quoted is approximately 1220 lbs. The charge is subject to escalation at the time of shipment. Shipment and packaging method shall be at Roberts-Gordon's discretion and any deviation or special requests may increase freight costs. Applicable sales tax is not included in the total cost and will be added unless a tax exemption certificate is provided at the time of order. On-site infrared heating system start-up assistance to installation contractor included for two on site visits. Additional visits will be charged at \$800 per diem. Pricing is based upon preliminary plans attached to this quote.

Page 1 of 2

Juniper Golf Course. 12-12-2025

Exclusions:

This proposal excludes all vent pipe, hanging chain, gas piping, wiring, installation labor, and warranty labor

Terms of Sale:

F.O.B: Buffalo, NY

Payment Terms:

Net 30 days.

A 2% surcharge per month will apply on payments made after net 45 days from invoice issued by Roberts-Gordon.

Delivery: 4-6 Weeks A.R.O.

Important Notes:

Prices are in U.S. dollars, F.O.B. Roberts-Gordon's plant. All sales are subject to Roberts-Gordon Terms and Conditions of Sale and Roberts-Gordon's current pricing terms. Copies are available on request. Roberts-Gordon reserves the right to vary equipment specifications and change prices without notice. Except to the extent Roberts-Gordon provides a signed quotation that states that it is a firm quote for a fixed period of time, all prices provided by Roberts-Gordon, whether in its catalog, pricing software or otherwise, are subject to change and revision by Roberts-Gordon at any time. All orders are deemed made at the Roberts-Gordon prices current at the time of order acceptance and may be accepted by Roberts-Gordon on those terms. No order is binding until accepted by Roberts-Gordon in writing. All returns are subject to prior Roberts-Gordon authorization and conditions. Roberts-Gordon reserves the right to refuse all non-warranty returns, and approved non-warranty returns will be subject to a 25% restocking charge. Customer pays all freight on returns. All ROBERTS GORDON® infrared heating equipment shall have a 3-year warranty (see Warranty). No installation labor or warranty labor of any kind is included. Installation contractor to provide all hangers, fasteners, water, gas, vent and combustion air piping, wiring, pipe insulation and the like. Inadvertent deductions from our invoices or back charges for unauthorized work or materials will not be accepted. In all other respects this quotation will be subject to the Roberts-Gordon Provisions of Sale. Application for Credit (copy available upon request). Terms shall be full payment of all invoices as quoted with approved credit. Please contact us to determine availability. The prices quoted shall be firm for a period of thirty (30) days from the date of this quotation. We appreciate your consideration of this proposal and would be pleased to discuss it in detail at your convenience.

Sincerely,

National Account Manager
Midwest Environmental Sales

Gus Andros



CITY OF REDMOND

CITY HALL
411 SW 9th STREET
REDMOND, OR 97756
541.923.7710
FAX: 541.548.0706
info@redmondoregon.gov
redmondoregon.gov

STAFF REPORT

DATE: January 27, 2026
TO: City Council
THROUGH: Keith Witcosky, City Manager
Jason Neff, Deputy City Manager/Chief Financial Officer
Jessica MacClanahan, Public Works Director/City Engineer
FROM: Levi Roberts, Public Works Data Manager
SUBJECT: Enterprise Asset Management Software and Implementation Contracts with Timmons Group and Trimble Unity: \$606,013.75

Report in Brief:

This item requests the City Council authorize two contracts related to the Public Works Asset Management Program for a total amount of \$606,013.75. The first is a Professional Services contract with Timmons Group in the amount of \$456,013.75 for implementing Trimble's Unity Maintain software. The second is a 3-year Software License Agreement with Trimble in the amount of \$150,000 for Trimble Unity Maintain software.

Background:

The City of Redmond Public Works Department (the Department) is committed to delivering cost-effective, high-quality services and facilities for water, sewer, storm drainage, streets, and parks. As one of the largest departments in the City, the Department employs approximately 100 full-time staff in five operational divisions, an administrative division, and the City's Engineering Department. Collectively, the Department manages assets worth over \$1 billion, including equipment, streets, alleys, sidewalks, multi-use trails, street trees, parks, streetlights, traffic control infrastructure, city-owned buildings, and all water, wastewater, and stormwater infrastructure.

Current asset challenges include:

- Aging infrastructure
- Increased regulatory requirements
- Inventorying new infrastructure
- Funding prioritization

As the City's assets continue to age over time and new assets are added to the system, the Department recognizes the need for a comprehensive Asset Management Program.

Implementing a unified Asset Management Program across all divisions will help address challenges by:

- Providing a systematic approach to asset management
- Maximizing the return on investment on assets
- Reducing the cost of asset ownership without compromising the level of service quality
- Enhancing the Department's ability to factor life cycle costs

Discussion:

The City issued a formal Request for Proposals for an Enterprise Asset Management Software and Implementor on September 8, 2025. Fourteen proposals were received and evaluated by the scoring committee. Following the initial evaluation, four firms were selected for demonstrations and interviews. Scores for the four finalist proposals are shown below, with Timmons Group and Trimble Unity receiving the highest score.

<u>Company</u>	<u>Score</u>
Timmons Group	119
Atkins Realis	108
EAM Solutions	101
Atom AI	89

Staff recommends moving forward with the highest scoring proposer by entering into two contract agreements:

1. Professional Services Contract with Timmons Group in the amount of \$456,013.75 to implement the software and configure it to the City's needs.
2. Software License Agreement with Trimble Unity in the amount of \$150,000 for 3-years. Future ongoing software costs are estimated at \$60,000/year with adjustments made for inflation, tied to the Consumer Price Index. These costs will replace existing software and simplify IT infrastructure maintenance across the City.

Staff anticipates the software implementation will take approximately 16-24 months.

Fiscal Impact:

Asset Management implementation efforts and software costs are included in the Fiscal Year 2025/2026 budget within the Internal Services Data & Asset Management Sub Fund in the amount of \$400,000. Financial Planning in future fiscal years also accommodates spending for ongoing efforts in the Program.

Currently, the City spends about \$51,000 on other asset tracking software that will no longer be needed as a result of implementing Trimble. The annual software cost for Trimble will be: Year 1: \$40,000, Year 2: \$50,000, Year 3: \$60,000, Future Years: Increased by CPI annually.

Alternative Courses of Action:

1. Award the two contracts to Timmons Group and Trimble Unity for the implementation of Trimble Unity Maintain software.
2. Do not award the contracts.
3. Request additional information.

Recommendation / Suggested Motion:

Two motions are associated with the separate but related contract:

Motion #1: "I move to award a contract to Timmons Group in the amount of \$456,013.75, and authorize the City Manager to sign the contract."

Motion #2: "I move to enter into a Software License Agreement with Trimble Unity in the amount of \$150,000, and authorize the City Manager to sign the contract."



PUBLIC WORKS ASSET MANAGEMENT

CONTRACT AWARD: TIMMONS GROUP \$450,000

SOFTWARE LICENSE AGREEMENT: TRIMBLE UNITY \$150,000

REDMOND CITY COUNCIL

JANUARY 27, 2026



PATH TO ASSET MANAGEMENT PROGRAM

STRATEGIC PLANNING

2023

PREPARATION

2024

IMPLEMENTATION

2025

REALIZE

2026

ON-GOING

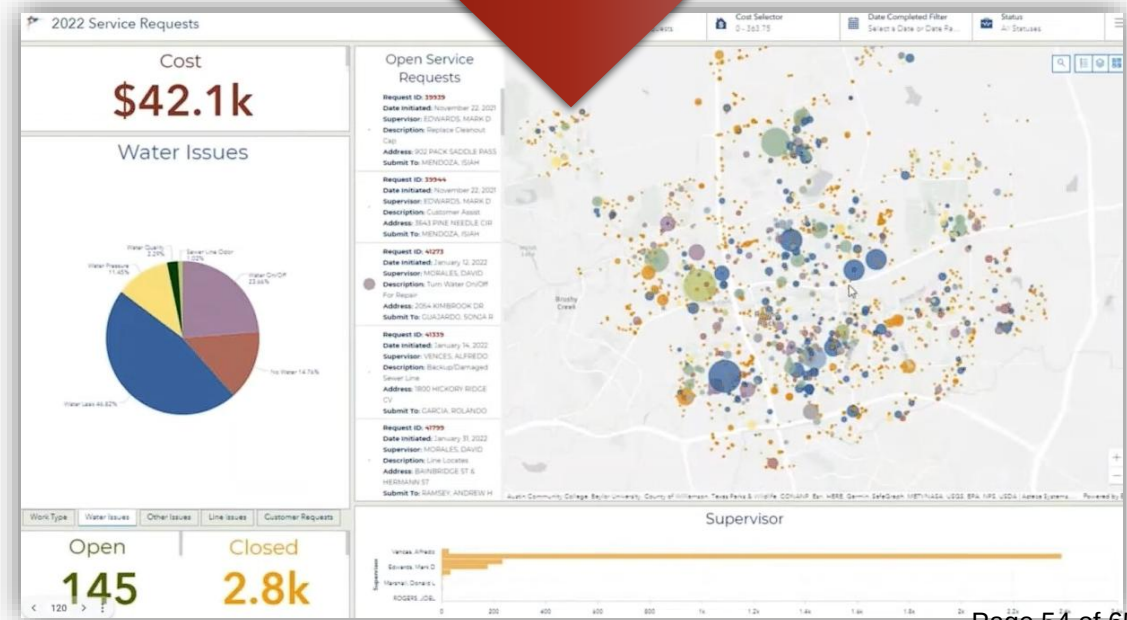


MODERNIZE
BUSINESS
PRACTICES

MORE INFORMED
DECISION MAKING

ENTERPRISE
ASSET
MANAGEMENT

CENTRALIZED
DATA





EAM IMPLEMENTOR SELECTION PROCESS

SLIDE / 4

DEMOS & INTERVIEWS

Company	Score
Timmons Group	119
Atkins Realis	108
EAM Solutions	101
Atom AI	89



COUNCIL ACTIONS

Contract	Amount
Timmons Group – Implementation Consultant	\$450,000
Trimble Unity – Software License Agreement (3-years)	\$150,000
TOTAL	\$600,000

**Internal Services Fund – Public Works Administration*



QUESTIONS



CITY OF REDMOND

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STAFF REPORT

DATE: January 27, 2026
TO: City Council
THROUGH: Keith Witcosky, City Manager
FROM: Jason Neff, Deputy City Manager/Chief Financial Officer
SUBJECT: Resolution #2026-01 - A resolution of the City of Redmond to make Budget Adjustments. (Fiscal Year 2025/2026 to General and Capital Projects Funds)

Report in Brief:

The action requests the City Council authorize budget adjustments totaling \$600,000 to two funds due to unplanned resources and expenditures in the Fiscal Year (FY) 2025/2026 Budget.

Background:

Supplemental budgets are permitted under Oregon Revised Statutes 294.471 (ORS). Per the ORS, a notice of a supplemental budget hearing was published greater than or equal to five days in advance of this City Council meeting.

Discussion:

The resolution includes budget adjustments for the following:

Funding for Power and Natural Gas Utility Infrastructure for Northpoint Vista Project:

On January 13, 2026, the Council authorized a not-to-exceed \$600,000 to pay Central Electric Cooperative (CEC) for the extension of electrical infrastructure and Cascade Natural Gas (CNG) for the extension of natural gas infrastructure to enable the development and occupancy of housing units at Northpoint Vista. As a follow-up to this authorization, the budget needs to be adjusted.

The extension of electrical and natural gas backbone infrastructure is essential to enable the development and occupancy of housing units at Northpoint Vista. This cost is usually paid for by the developer. However, because the City is the property owner, and no development or disposition agreements have been executed, this cost falls on the City at this time.

CEC, a not-for-profit member-owned utility, is the designated electrical service provider for the area. A deposit of \$376,359 was authorized in June 2025 to order components for the backbone infrastructure to be installed in the public right-of-way. An additional payment not-to-exceed \$400,000 is needed to undertake installation.

CNG is the designated natural gas provider for the area. A payment of \$200,000 is needed for the installation of natural gas backbone infrastructure in the public right-of-way to serve the development of Northpoint Vista.

This item will require up-front financing not-to-exceed \$600,000 from General Fund Reserves made possible via funds saved from the Public Safety Facility (PSF) project in FY 2025/2026 (approximately \$4.45 million). Below is a summary of the use of these reserves thus far:

General Fund Reserves from PSF Project - Beginning	\$ 4,450,000
Police Evidence Storage Building (Approved December 2025)	\$ 500,000
Police Radio Replacements (Approved December 2025)	\$ 580,000
Northpoint CEC Deposit (Approved June 2025)	\$ 376,359
Northpoint Utilities (Approved January 2026)	\$ 600,000
General Fund Reserves from PSF Project - Remaining	\$ 2,393,641
General Fund Reserves from PSF Project - Remaining w/ Northpoint Utilities Repaid	\$ 3,370,000

A portion of the CNG costs will be credited back to the City after gas tie-in and services are activated. The remainder for both CNG and CEC is expected to be proportionally recovered during the disposition of parcels over the next one to five years. In other words, although not certain, Northpoint Utility investments of \$976,359 are anticipated to come back to the General Fund within the next five years.

Below is the necessary budget adjustment at this time:

General Fund (General Sub-Fund)

	Resources	Expenditures
Transfers	\$	600,000
Reserve for Future Expenditure	(\$	600,000)
Total Change	\$	0

Capital Projects Fund (Other Projects Sub-Fund)

	Resources	Expenditures
Interfund Transfers	\$ 600,000	
Capital Outlay		\$ 600,000
Total Change	\$ 600,000	\$ 600,000

Fiscal Impact:

Detailed above.

Alternative Courses of Action:

1. Adopt Resolution #2026-01.
2. Do not adopt Resolution #2026-01.
3. Request more information.

Recommendation / Suggested Motion:

"I move to adopt Resolution #2026-01 adjusting the City's Fiscal Year 2025/2026 Budget."

**CITY OF REDMOND
RESOLUTION NO. 2026-01**

A RESOLUTION OF THE CITY OF REDMOND TO MAKE BUDGET ADJUSTMENTS.

WHEREAS, the City of Redmond will have unexpected and unbudgeted resources and expenditures for Fiscal Year (FY) 2025/2026.

WHEREAS, Supplemental budgets are permitted under Oregon Revised Statutes 294.471.

NOW, THEREFORE, be it resolved by the City Council for the City of Redmond as follows:

SECTION ONE: The City of Redmond City Council hereby adopts the following Budget Adjustments for FY 2025/2026, in the following funds with the following changes, now on file at City Hall.

SECTION TWO: The amounts for the fiscal year beginning July 1, 2025, are hereby adjusted as follows:

GENERAL FUND	Resources	Expenditures
Transfers		\$
600,000		
Reserve for Future Expenditure		(\$
600,000)		
Change to General Fund		\$
0		
Change to General Fund – Total Appropriations		\$
600,000		
 CAPITAL PROJECTS FUND	 Resources	 Expenditures
Interfund Transfers	\$ 600,000	
Capital Outlay		\$
600,000		
Change to Capital Projects Fund		\$
600,000		
Change to Capital Projects Fund – Total Appropriations		\$
600,000		

Notes: Power and Natural Gas Utility Infrastructure for Northpoint Vista Project

SECTION THREE: This resolution shall be effective on this 27th day of January 2026.

ADOPTED by the City Council and **SIGNED** by the Mayor this 27th day of January 2026.

Ed Fitch, Mayor

ATTEST:

Kelly Morse, City Recorder

Greeting Mr. Mayor, and Council members

A few years back, I served on the Planning Commission and during that time, one of the issues that was discussed was walking access, through parks and around the city. Sidewalks were an absolute requirement for new construction.

During my career in the construction industry, mostly in the oil and gas industry, the number one priority was SAFETY. Here are three pictures of sidewalk issues on my block, NW Nickernut Ave between 19th and 22nd Streets. These are safety hazards. There are a least an additional 10 such hazards that can make walking perilous. Several of these hazards are most likely related to utility work.

Thank you for your time,

Dean Lanouette









Kayla Duddy

From: Leslie Miller [REDACTED]
Sent: Thursday, January 22, 2026 7:37 PM
To: Public Testimony
Subject: Wheelchair access for the disabled

[EXTERNAL]: This email originated from outside of the City. Do not click links or open attachments unless you

I've been resident here for at least 5 years I've seen all kinds of stuff get improved all around me the one thing that I don't see and it has been a problem since I've lived here is there's no safe sidewalk access along the 97 highway going north and south through town and there's a lot of businesses that a lot of these neighborhoods rely on The sidewalk cuts out in between businesses and It forces me and anybody else's disabled To risk their lives and run along the shoulder of the highway or a ride along it if you're disabled like me in a power wheelchair but it's a severe hazard and a danger and it should be addressed I don't know what kind of problem that you all have with the local businesses that are running Up and down Highway 97 But that is not the public's problem it's Your guys problem You need to fix it otherwise I will invoke the federal disability clause The disabled has a right to have access to anywhere to any store and that's a federal clause So please fix it thank You if not it will become a way Major problem then anybody wants to deal with Because for the last several months I've been Videotaping and recording every break in the sidewalk considered as a blockage all the way up 97 on the east side and West Side of the street So please fix it otherwise you'll have a Disabled veteran On a mission To make it right On that note for now I'll give you parlay until there's a response