



CITY OF REDMOND

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CITY COUNCIL

June 8, 2021
Council Chambers • 411 SW 9th Street

COUNCIL MEMBERS

George Endicott
Mayor

Jay Patrick
Council President

Jon Bullock
Councilor

Krisanna
Clark-Endicott
Councilor

Clifford Evelyn
Councilor

Ed Fitch
Councilor

Shannon
Wedding
Councilor

JUNE 8, 2021

REGULAR MEETING AGENDA

6:00 PM

- I. CALL TO ORDER / ESTABLISH A QUORUM**
- II. BLESSING - Pastor Tom Benge, Redmond Community Church**
- III. PLEDGE OF ALLEGIANCE**
- IV. COMMENTS FROM CITIZENS AT THE MEETING**
- V. CONSENT AGENDA**
 - A. Minutes of September 22, 2020, Council Meeting
 - B. Minutes of September 29, 2020, Joint Workshop with the Urban Area Planning Commission
 - C. Minutes of November 10, 2020, Council Meeting
 - D. Minutes of December 1, 2020, Council Workshop
 - E. Minutes of December 8, 2020, Council Meeting
 - F. Res. #2021-13 - A resolution of the City of Redmond declaring certain City property to be surplus.
 - G. Amendment #2 to City Contract #2017-18 with Dickey & Tremper, LLP to exercise the option for one additional year in an amount to not exceed \$61,705 plus \$4,950 per major program.
 - H. Amendment #2 to the Paid Public Parking Management and Operation Services Agreement with SP Plus Corporation for Fiscal Year 2021/22: \$262,648.
 - I. Amendment #3 to City contract #2018-51 with RAMS Specialized Security Service, Inc. for Fiscal Year 2021/22: \$495,467.82
 - J. Authorize City Manager signing authority of service contract (Intergovernmental Agreement) with Deschutes County 9-1-1 Service District. Current cost for Fiscal Year 2020/21: \$59,747.54
 - K. Reimburse the Federal Aviation Administration for the future exclusive use of aircraft parking ramp space; Grant 3-41-0052-024-2005 in the amount of \$93,741.84.

VI. PRESENTATIONS

- A. Fiscal Year 2019/20 City & Urban Renewal Financial Audit Results-Dickey & Tremper, LLP and Resolution for Corrective Action on Deficiencies

VII. PUBLIC HEARINGS

- A. Public Hearing and Adoption of the City of Redmond Fiscal Year 2021/22 Budget.

VIII. ACTION ITEMS

- A. Resolution #2021-09 - A resolution setting fees and charges imposed by the City of Redmond. **Public comment will be taken per ORS 294.160.**
- B. Res. #2021-12 - A resolution of the City of Redmond to make Budget Adjustments in Fiscal Year 2020/21.
- C. Intergovernmental Agreement with Redmond Fire & Rescue for Aircraft Rescue and Firefighting Services and fees for services for Fiscal Year 2020/21 and 2021/22: \$1,270,535.
- D. Five Year Enterprise Zone Abatement - Nosler

IX. MAYOR'S COMMENTS

- A. Appointment of Emma Bryson to the Airport Committee, term expiring December 31, 2022.
- B. Appointment of Matthew Conner to the Bicycle and Pedestrian Advisory Committee, term expiring December 31, 2022.
- C. Appointment of Kurt Nelson to the Historic Landmarks Commission, term expiring December 31, 2021
- D. Appointment of Melissa Valadez to the Housing and Community Development Committee, term expiring December 31, 2024.
- E. Appointment of Brad Porterfield to the Parks Committee, term expiring December 31, 2021.

X. COUNCIL COMMENTS

XI. CITY MANAGER COMMENTS

XII. ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

XIII. ADJOURN

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

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

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

A REGULAR CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD SEPTEMBER 22, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: Jon Bullock – Krisanna Clark-Endicott – George Endicott – Camden King – Ginny McPherson – Jay Patrick

COUNCIL MEMBERS EXCUSED: Albert Calderon

MEDIA PRESENT: None

Mayor Endicott called the meeting to order at 6:00 p.m. A quorum was established.

BLESSING

There was no blessing given.

PLEDGE OF ALLEGIANCE

Councilor McPherson led the Pledge of Allegiance.

COMMENTS FROM CITIZENS AT THE MEETING

Mayor Endicott shared that he received letter from the USS Oregon Commissioning Committee requesting financial contributions. No action was taken.

Redmond resident Gloria Olson addressed the Council regarding the need for a Diversity, Equity, and Inclusion Task Force. She cannot determine whether any action is being or has been taken regarding a Task Force. Mayor Endicott stated that this subject is on the agenda and will be discussed later in the meeting.

Deschutes County Commission candidate Phil Chang addressed the Council regarding his support for the South US Highway 97 Urban Renewal District.

CONSENT AGENDA

- A. Minutes of September 24, 2019 Joint Meeting with Urban Area Planning Commission**
- B. Minutes of November 26, 2019 Council Meeting**
- C. Minutes of January 7, 2020, Council Workshop**
- D. Minutes of January 14, 2020, Council Meeting**
- E. Central Oregon Health Council Naloxone Grant Acceptances**
- F. Convention Visitors Bureau Tourism Annual Contract: \$303,624**
- G. Redmond Economic Development, Inc. Contract: \$128,000**

Councilor Patrick requested that the Convention Visitors Bureau Tourism Contract be removed from the Consent Agenda. The item will be discussed later in the meeting under Action Items.

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to accept the Consent Agenda as amended, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

PRESENTATIONS

A. Current Events

Deschutes County Clerk Nancy Blankenship presented the Council with information regarding the November 3, 2020, General Election, ballot security, displaced voter ballots, and voter fraud.

Redmond Fire & Rescue Fire Chief Ken Kehmna provided an update on the current status of wildfires in Oregon.

Redmond Police Captain Devin Lewis reported on the peaceful rallies that took place this past weekend in Centennial Park.

B. Employee Spotlight

Accounting and Financial Reporting Director Brooks Slyter provided an employee spotlight on the Finance Department which consists of Tom Ferrell, Wendy England, Linda Richardson, and Nadine Waters.

PROCLAMATIONS

A. Welcoming City

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to approve the proclamation, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

Mayor Endicott read the proclamation.

B. National Manufacturing Day

Redmond Economic Development, Inc. (REDI) Manager Jon Stark briefly shared details of the 2020 Made in Redmond Tour.

Councilor Patrick moved, seconded by Councilor Clark-Endicott, to approve the proclamation, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

Mayor Endicott read the proclamation.

ORDINANCES

A. Ord. #2020-14 – An ordinance granting a nonexclusive telecommunication franchise to United States Cellular Operating Company of Medford.

Ms. Slyter requested approval of Ord. #2020-14 which grants a 10-year nonexclusive franchise agreement with US Cellular for 5G technology.

Councilor Clark-Endicott moved, seconded by Councilor McPherson, to have a first and second reading of Ord. #2020-14 by title only, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

City Attorney Keith Leitz read the first and second reading of Ord. #2020-14 by title only.

Councilor Clark-Endicott moved, seconded by Councilor McPherson, to approve Ord. #2020-14, motion passed. (ROLL CALL: Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

ACTION ITEMS

A. Res. #2020-18 – A resolution amending certain policies for the Desert Rise Industrial Park.

Councilor Bullock declared a conflict of interest then recused himself from the discussion and vote.

Deputy City Manager John Roberts requested approval of Res. #2020-18 which will amend certain policies associated with the Desert Rise Industrial Park. He provided a brief background on the land and described the proposed amendments which include:

- Reduces the minimum 5-acre requirement to 2-acres;
- Modifies the "Enterprise Zone" reference and nomenclature from "qualifies" to "eligible to use";
- Clarifies the source to use in determining average waters; and
- Revises job densities per acre from 5 to 2 to account for automation occurring in heavy industry.

Mr. Stark spoke to the very limited availability of 1- and 2-acre lots and the change in job densities due to automation then answered questions from the Council.

Councilor King moved, seconded by Councilor Patrick, to adopt Res. #2020-18 amending policies associated with the City-owned Desert Rise Industrial Park, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

At this point in the meeting, the Convention Visitors Bureau Tourism Annual Contract was discussed.

Councilor Patrick asked the Council to reconsider the contract explaining that the 3 percent increase per year is inadequate given the Chamber is receiving 33 percent of Transient Room Tax (TRT) funds. He opined this is not a true partnership and hurts the City in terms of incentive. He proposed allocating 20 percent of TRT funds per year.

Chief Financial Officer Jason Neff explained the City's has a 9 percent TRT. One-third of the first 7.5 percent is required to be used for tourism promotion. This equates to 28 percent of total TRT revenue.

City Manager Keith Witcosky explained that the Chamber's contract last year was also \$303,000. The Budget Committee and Council agreed to not drop below this base amount despite a current TRT forecast of \$226,000 due to economic hits in the tourism industry caused by the COVID-19 pandemic. On January 8, 2020, (prior to the pandemic) the estimated revenue for TRT was \$1.1 million. Mr. Witcosky added that during the past couple of years, there have been discussions about how any excess TRT funds could be strategically spent rather than simply passing them automatically to the Chamber. This gives the Chamber the opportunity to present Council with a strategic plan on how they would invest the growth over \$303,000 and the Council the opportunity to consider all options. The REDI and CVB contracts state they will receive the same Cost of Living Adjustment (COLA) received by the City's Non-Represented Employees. Mr. Witcosky noted the City's Non-Represented employees are not getting a COLA for the 2020-2021 Fiscal Year, thus, the zero percent listed for COLA in the Chamber contract.

Councilor Bullock moved, seconded by Councilor Clark-Endicott, to approve the FY 2020/21 service contract between the City of Redmond and the Redmond Convention Visitors Bureau for statutorily allowable tourism related activities and expenditures in an amount not to exceed \$303,624.00, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-no)

MAYOR'S COMMENTS

A. Comments from Mayor Endicott

Mayor Endicott updated the Council on the meeting he and Mr. Witcosky had with the Redmond School District Superintendent and Board Present regarding the equity task force. Based on the outcome of that meeting, Mayor Endicott stated there would need to be a separate task force for the City. Questions that still need to be discussed include what the task force would do, and how it would intersect with the District's task force. Mayor Endicott said that training would be needed and if Council concurs, he and Mr. Witcosky will proceed by meeting with the District's Superintendent and Professor Erika McCalpine, head of the Diversity, Equity, and Inclusion (DEI) Lab at OSU-Cascades to make further plans. He and

Mr. Witcosky answered questions and proposed bringing a recommendation to the Council in October for consideration.

Mayor Endicott was invited by Deschutes County District Attorney John Hummel to join the Dignity Project whose purpose is to find ways to promote respect for differences among citizens.

The State of the City Address will take place on September 29 at the Deschutes County Fairgrounds.

The Oregon Mayor's Association sent two certificates for Redmond's local If I Were Mayor contest winners.

COUNCIL COMMENTS

Councilor King stated he is interested in learning more about the Dignity Project and glad the Mayor is participating. In addressing the Welcoming City proclamation, Councilor King said he believes actions speak louder than words and he hopes steps can be taken to actively engage others. Councilor King also stated that he is heartened by the potential formation of a DEI Task Force.

Councilor McPherson concurred with Councilor King adding that she is also interested in the Dignity Project.

Councilor Bullock recognized the pain and suffering occurring in the Central Oregon community because of the wildfires and voiced appreciation for those from Redmond who have stepped up to assist. Councilor Bullock thanked Ms. Olson and other citizens for their interest and involvement in the workings of City government. He noted appreciation for the formation of a DEI Task Force. Councilor Bullock spoke to the number of deaths across the country due to COVID-19 and the desire of parents to have their children back in school.

Councilor Clark-Endicott also expressed appreciation for the fire fighters and first responders from Redmond who have responded to the wildfires in Oregon, as well as all in Redmond who have embraced those fleeing the fires and destruction by providing clothing and food. She received a letter regarding dog feces and off leash dogs in the Dry Canyon and noted that the writer expressed concern for her and her dog's safety. Mr. Witcosky shared that planning is underway for campaigns and public service announcements to remind people about dog policies in the Dry Canyon. Councilor Clark-Endicott reported on Central Oregon Area Commission on Transportation, Economic Development for Central Oregon, and National League of Cities Transportation and Infrastructure Committee meetings she recently attended.

Councilor Patrick suggested as a show of appreciation, that Police department staff receive a one-time performance bonus in the event the City has a revenue surplus at the end of the fiscal year.

CITY MANAGER COMMENTS

City Manager Keith Witcosky shared information on the SCP Redmond Hotel which is currently reporting a 50-80 percent occupancy. They are in the process of obtaining new eateries in vacant spaces on the ground floor. Mr. Witcosky reported that the parking lot at the old City Hall site is under development and should be completed by November. He referred to a previous announcement about about a 7 percent rate increase with Republic Services for garbage collection. The increase was postponed and staggered with the first 4 percent increase being announced in November. The police department continues to work on improving policing, the use of body cams and the expanded use of the videos for training purposes, and the promotion of Officer Hix to sergeant and who will focus on training in the department.

ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

There were no additional comments from citizens at the meeting.

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There being no further business, the meeting was adjourned at 8:09 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder

**A JOINT WORKSHOP OF THE REDMOND CITY COUNCIL AND REDMOND URBAN AREA
PLANNING COMMISSION WAS HELD SEPTEMBER 29, 2020, VIA GOTOMEETING.**

COUNCIL MEMBERS PRESENT: Jon Bullock – Albert Calderon – Krisanna Clark-Endicott –
George Endicott – Camden King – Ginny McPherson –

COUNCIL MEMBERS EXCUSED: Jay Patrick

COMMISSIONERS PRESENT: Teri Jansen – Michael Kusinska– Cat Zwicker

COMMISSIONERS EXCUSED: David Allen – Heather DeWolf – William Guy – Nelson Rivers

MEDIA PRESENT: None

Mayor Endicott and Chair Jansen called the meeting to order at 6:00 p.m.

PRESENTATIONS

A. Comprehensive Plan 2040 Update

Deputy City Manager John Roberts stated this presentation of the Comprehensive Plan and Economic Opportunity Analysis (EOA) is the culmination of 1.5 years of work, slowed somewhat by the pandemic.

Consultant Anais Mathez explained that a vision and Comprehensive Plan are important tools to guide growth and development over a twenty-year period. A Comprehensive Plan establishes policy regarding citizen involvement, housing supply, economic development, recreation, etc. In addition, it is extremely important in coordinating public investment and seeing change and development in the future.

Ms. Mathez described the three phases and vision elements of the update process. Phase 1 consisted of background information (Where are we now?) and the 2040 vision (Where do we want to go?). Phase 2 included growth scenarios (What are our priorities?) and goals and policies (How do we get there?). Phase 3 consisted of the Comprehensive Plan document as well as the land use map. Ms. Mathez explained the community engagement component noting that numerous venues were used to engage a variety of citizens, including intentional engagement of teens at the local high schools. Citizens were asked the following questions:

- Where are Redmond's great attributes?
- What are the trends to consider?
- What are the concerns?
- What does Redmond look like in 2040?

Based on the facilitated conversations, six key Vision Elements were identified. These elements are:

1. An Effective and Collaborative Governance
2. Great Neighborhoods for Strong Communities
3. A Business-friendly Culture
4. A Connected Transportation System
5. A Network of Trails and Parks
6. A Commitment to the Natural Environment

Ms. Mathez went on to describe how the information gathered in Phase One and a review of the 2001 Comprehensive Plan were used in Phase Two to determine Growth Strategies (priorities) and new Goals and Policies that may be needed. She identified twelve statewide planning goals that are relevant to the City of Redmond, each of which will be a new chapter in the updated Comprehensive Plan then spoke specifically to the Urbanization and Livability chapters.

Consultant Scott Fregonese addressed the mapping of land use scenarios and identified the key changes to the Comprehensive Plan and Zoning Map below:

- Connecting existing area plans and their surrounding areas
- Opening gateways to the west and the north
- Allowing neighborhood hubs to emerge
- Making area around the Airport compatible with the new Airport Master Plan
- Allowing more diverse housing within existing neighborhoods
- Changing large scale commercial to walkable commercial development on smaller parcels

Planning Manager Deborah McMahon, Ms. Mathez, and Mr. Fregonese answered questions on previous Framework Plans/Area Plans/Master Plan/Neighborhood Plans, commercial nodes within neighborhoods, strategies to ensure commercial nodes are established, housing choices and trends, how the passage of House Bill 2001 affects housing density in the Comprehensive Plan, outreach efforts to underserved populations during the information gathering process, and next steps for adoption, and how to ensure that the Comprehensive Plan is successful.

B. Economic Opportunities Analysis Update

Ms. McMahon introduced ECONorthwest Senior Policy Advisor Beth Goodman who provided an update on the EOA which is an important component of the Comprehensive Plan. The EOA and policies are a product of collaboration between the Advisory Committee (Urban Area Planning Commission, Redmond Chamber of Commerce Executive Director Eric Sande, and Redmond Economic Development, Inc. Manager Jon Stark), City Staff, and 60 community members who attended a virtual open house and completed the survey.

Ms. Goodman opined that Redmond is the envy of many cities across Oregon because of its large supply of vacant, unconstrained land especially Large Lot Industrial (LLI), its location on US Highway 97, its business-friendly attitude and flexible policies, and collaborations and partnerships. In terms of vacant, unconstrained buildable land, Redmond has 235 acres zoned commercial, 1,298 acres zoned industrial (775 acres in the LLI), 22 acres zoned mixed-use, and approximately 1,300 acres zoned Urban Holding-10 (UH-10). Ms. Goodman explained that Redmond has more industrial land than is likely to develop by 2040, but we have a deficit of land designated for commercial and will need to rezone/redevelop UH-10.

Key policies from Redmond's first EOA are as follows:

- Monitor and replenish supply of industrial and commercial land
- Update the EOA every 2-5 years
- Identify areas for development of commercial centers, consistent with residential master planning
- Ensure there are small industrial sites available to develop such as industrial park

Questions focused on whether the commercial centers mentioned would replicate downtown, how the EOA fits in with the Comprehensive Plan, and the timing for bringing services into the industrial area.

There being no further business the workshop was adjourned at 7:17 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder

REGULAR CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD NOVEMBER 10, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: Jon Bullock – Krisanna Clark-Endicott – George Endicott – Camden King – Ginny McPherson – Jay Patrick

MEDIA PRESENT: None

Mayor Endicott called the meeting to order at 6:00 p.m. A quorum was established.

BLESSING

No blessing was given.

PLEDGE OF ALLEGIANCE

Councilor King led the Pledge of Allegiance.

COMMENTS FROM CITIZENS AT THE MEETING

Every Child Central Oregon Director Melissa Williams invited the Council to attend a ribbon cutting at noon on November 19, 2020, at their Redmond location at 706 SW 12th Street.

Redmond resident Sue Wack addressed the Council about speeding concerns on SW 35th Street near Pumice Avenue.

Redmond resident Debra Slade addressed the Council regarding the recent loss of her dog Tucker from an attack by an off-leash dog at American Legion Park. Mayor Endicott stated the City will begin strictly enforcing the leash law and will be providing additional signage.

CONSENT AGENDA

- A. Minutes of November 12, 2019**
- B. Minutes of November 19, 2019**
- C. Res. #2020-21 – A resolution of the City of Redmond declaring seven pieces of City owned equipment as surplus.**

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to approve the Consent Agenda, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

PRESENTATIONS

A. Current Events

Police Captain Devin Lewis updated the Council on the number of COVID-19 related calls, major crimes cases, the unsanctioned Veteran's day parade activities, off leash dog enforcement, department news and training.

Mayor Endicott provided an update on the results of the recent election. The Diversity, Equity, and Inclusion worksession will be postponed to early 2021.

BID AWARDS/BID REJECTIONS

- A. Szabo Landscape Architecture for Quartz Park Design and Construction Oversight Services (PK2001): \$143,619**

Parks Division Manager Annie McVay requested approval of a contract with Szabo Landscape Architecture for design and construction oversight services for the Quartz Park project. The City received two proposals in response to an informal bid. After evaluation from a review panel, Szabo Landscape

Architecture received the highest rating. Staff entered into discussions and negotiated a final price of \$143,619. Ms. McVay shared details of design and features of the park which is estimated to be completed in fall 2021.

Councilor Bullock moved, seconded by Councilor King, to authorize the City Manager to sign the contract with Szabo Landscape Architecture in the amount of \$143,619.00 for the Quartz Park design and construction oversight services, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

PUBLIC HEARING

A. Continued Ord. #2020-15 – An ordinance amending various sections of the Redmond City Code Chapter 8 (Development Code) and making technical changes for the purpose of clarity, improved process and administration.

Councilor Bullock declared a potential conflict of interest and indicated Redmond Proficiency Academy initiated a childcare service during the pandemic which continues to operate. While the proposed amendments could impact that service, he does not feel it will have any bearing on his ability to participate or vote.

Mayor Endicott continued the public hearing from October 27, 2020.

Deputy City Manager John Roberts explained the reason for the proposed code amendments. Planning Manager Deborah McMahon provided details on the amendments regarding the regulation of housing and daycare expenses. Mr. Roberts referred to item 8.0140 which addresses minimum density per gross acres, and Ms. McMahon pointed out several changes including that 8 units per acre would change to 11 units per acre. Questions from Council focused on the definition of 'staff' in terms of hearings, home occupations, parking, and the removal of Section 8.1620.

There being no testimony, Mayor Endicott closed the public hearing.

Councilor Patrick moved, seconded by Councilor King, to have a first and second reading of Ord. #2020-15 by title only, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

City Attorney Keith Leitz read the first and second reading of Ord. #2020-15 by title only.

Councilor Patrick moved, seconded by Councilor King, to approve Ord. #2020-15, motion passed. (ROLL CALL: Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

ACTION ITEMS

A. Change Order with Hard Rock Concrete for the 2019-20 Curb Ramp Replacement Project; (TR2003): \$12,607.68

City Engineer Mike Caccavano requested approval of a change order in the amount of \$12,607.68 with Hard Rock Concrete for the 2019-2020 Curb Ramp Replacement Project. The change order addresses issues associated with unforeseen shallow gas lines located under the alley driveways. Due to COVID-19, Cascade Natural Gas experienced scheduling issues which created unusual delays and unanticipated remobilization costs for Hard Rock Concrete.

Councilor Clark-Endicott moved, seconded by Councilor McPherson, to authorize the City Manager to sign Change Order #2 to the Curb Ramp Replacement Project FY 2019-2020 in the amount of \$12,607.68, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

B. Authorize a Five-Year Agreement for Financial Reporting & Transparency Software – OpenGov: \$202,145

Chief Financial Officer Jason Neff requested approval of a contract with OpenGov for financial reporting and transparency software. The cost of the five-year contract is \$202,145.00. Mr. Neff explained that using this software would enable staff to accomplish more and be more efficient. Advantages of this software include:

- Present complex information that all parties can understand
- Reduce reporting bottlenecks across the organization
- Position for transparency and enhanced budget communication

Mr. Neff opined the software will pay for itself. He answered a question about how a citizen might use this to examine budget items.

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to approve the OpenGov order form and authorize the City Manager to proceed with a five-year contract in a not to exceed amount of \$202,145.00 for the reporting and transparency platform, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

MAYOR'S COMMENTS

Mayor Endicott thanked everyone who participated in the election.

COUNCIL COMMENTS

Councilor Patrick raised the subject brought up at the last meeting by Andrew Fitch regarding landlords not being able to evict tenants during COVID and what will happen once those restrictions are lifted. Councilor Patrick would like the Council to look at this issue and perhaps come up with an ordinance in hopes of avoiding large-scale evictions once COVID restrictions are lifted. Regarding the \$1 million in excess revenue mentioned by Mr. Neff at a previous meeting, Councilor Patrick requested that the Council be allowed to have input on how this money is used. City Manager Keith Witcosky responded to both statements and indicated that Council will be involved in decision-making about budget funds and will have the opportunity to consider the landlord-tenant issue as well.

Councilor Bullock provided a brief history on the significance of Veterans Day and thanked all veterans, including Mayor Endicott, who have served our nation. Councilor Bullock addressed the topic of compassion, including the comments by Ms. Slade, local deaths due to COVID, dedication of first responders, and the reopening of schools. He urged all to take individual action to demonstrate compassion for other citizens.

Councilor McPherson echoed Councilor Bullock's comments about Veterans Day and voiced her appreciation to all who have served in the military.

Councilor King thanked Councilor Bullock for his comments and joined in urging compassion and empathy for fellow human beings. He stated he will miss the Veterans Day parade tomorrow, which is not being held due to COVID restrictions, and will drive through town to see the flags as he remembers those who have served in the military.

Councilor Clark-Endicott joined other Councilors to thanking veterans who have served our nation, including Mayor Endicott, city staff and citizens who are veterans.

CITY MANAGER COMMENTS

City Manager Keith Witcosky provided statistics from the recent Beacon Report:

- The median sales price of homes in Redmond was \$327,000 in October 2019 and was \$369,000 in October 2020

DRAFT

- In October 2019, 90 homes were sold; in October 2020, 119 homes were sold
- Total days on the market in October 2019 was 73; total days on the market in October 2020 was 6

Mr. Witcosky emphasized the desire of the City to be an affordable place to live.

ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

There were no additional comments from citizens at the meeting.

There being no further business, the meeting was adjourned at 7:37 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder

SPECIAL CITY COUNCIL WORKSHOP OF THE CITY OF REDMOND WAS HELD DECEMBER 1, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: Jon Bullock – Krisanna Clark-Endicott – George Endicott – Camden King – Ginny McPherson – Jay Patrick

MEDIA PRESENT: None

Mayor Endicott called the workshop to order at 6:00 p.m.

PRESENTATIONS

A. Current Events

There were no items to report.

B. South 97 Urban Renewal District Pre-Approval Informational Briefing

Urban Renewal Program Manager Chuck Arnold provided the Council with some context on the Urban Renewal Agency and its role in improving blighted properties. Mr. Arnold provided a historical background that has led to the proposed establishment of a South 97 Urban Renewal District.

Urban Renewal Program Analyst Meghan Gassner introduced Downtown Urban Renewal Advisory Committee (DURAC) Chair Kathryn Osbourne, Chief Financial Officer Jason Neff, City Engineer Mike Caccavano, and Redmond Fire & Rescue Fire Chief Ken Kehmna.

The 1,330 acre South 97 Urban Renewal District (District), which would have a maximum indebtedness of \$85 million, would extend from south from Veterans Way to the Yew Avenue interchange and west from the railroad tracks to Canal Boulevard and includes the recently annexed South Redmond Tract. The District is being proposed because of the following priorities:

Infrastructure

- Implement infrastructure that is either missing or inadequate for our needs Infrastructure.
- currently 1,000 acres of jobs/employment lands that have no existing infrastructure.
- Without the infrastructure and the Urban Renewal financial support, the land will remain unused.

Safety Needs

- Proposed improvements to US Highway 97
- Fire Station to service south Redmond

Funding

- Leverage state and federal funding that cannot be obtained through other funding avenues to implement the needed infrastructure and safety projects.

Rebuilding the South Highway 97 corridor is anticipated to cost \$50-70 million, but is critical for improving safety, accessibility, freight mobility, neighborhood connectivity, and economic vitality. In addition to the corridor project, primary investments will be utilities and infrastructure, a fire station, and business/property development programs.

Ms. Gassner explained the impact on the taxing jurisdictions. For the City, the impact equates to a frozen property tax base of \$653,000, foregone revenue over the life of the district (25 years) of \$17 million, and a projected annual property tax of \$3.9 million once the District sunsets. City Manager Keith Witcosky commented on Deschutes County's request for the City to delay activating the District for one year. He stated that Deschutes County's portion for that one year is \$21,000, which is a small amount compared to the ability to move forward with investment in the corridor.

The South Airport Urban Renewal District and the Downtown Urban Renewal District are both successful examples of the impacts of Urban Renewal. The South Airport Urban Renewal District has grown from a base of \$725,000 to \$63 million with a growth rate of 87 times the starting base. The Downtown Urban Renewal District with a current base of \$305 million has a growth rate of 4 times the starting base of \$72 million. Ms. Osbourne reiterated the success of the Downtown Urban Renewal District and on behalf of DURAC, voiced her support for the proposed South 97 Urban Renewal District.

Ms. Gassner discussed the efforts made to engage taxing district partners, community groups, and stakeholder groups. Groups in support of the District are High Desert ESD, Library District, Redmond Park and Recreation District (RAPRD), Deschutes County Rural Fire Protection District, Deschutes County, and the Redmond School District. Concerns raised by stakeholder groups are as follows:

- The financial impact which was addressed by describing the potential for economic vitality in this area and its benefit to Redmond and the entire region.
- Department of State Lands assisted in clarifying the role of the South Redmond tract land and how that fits in with the state's Large Lot Industrial Program.
- Deschutes County's request to delay the district revenue collection of their share for one year.

Ms. Gassner read an email received from citizen Cecelia Bryant and addressed these concerns by stating this Urban Renewal District will have no effect on taxpayers and it will not raise taxes. Rather the potential revenue dedicated to the overlapping taxing districts will be redirected to the District and allocated to the projects identified in the plan. In addition, the Transportation System Plan will build improvements around the Fairgrounds and the District will provide matching funds to create those projects. Improvements include a roundabout at SE19th Street and Airport Way in the next few years and an overpass at Quarry likely out ten years or more.

In response to comments from Mayor Endicott regarding the Urban Renewal line on the property tax statement, Mr. Witcosky explained that the money designated for Urban Renewal would otherwise go to other taxing districts (City of Redmond, Deschutes County, etc.). These taxing districts will receive less money in the short term but in the long term, they will receive more money than they otherwise would have, and the improvements benefit them as well.

Councilor Bullock asked Ms. Gassner to categorize the opposition received regarding the plan for this District. In response, she stated Deschutes County and the Deschutes County Sheriff's Office would have preferred the use of other funding mechanisms rather than Urban Renewal. Mr. Witcosky elaborated by saying that Commissioner DeBone disagreed with the use of Urban Renewal money for infrastructure development like the proposed new fire station and that he questioned whether this area would develop on its own without Urban Renewal. Mr. Witcosky addressed the RAPRD's request for some park space and that ultimately it was decided that a heavy industrial area might not be the best location for a park.

Councilor Bullock asked about the proposed fire station, the \$4.5 million designated in the City's budget for it, and what the fire district is doing to provide additional funding to get it built. Chief Kehmna responded by saying that there are several steps involved, the first of which is to determine the best location, which they believe to be within this District based on calls volume. Chief Kehmna added that the next key step is timing and that acquiring property for the fire station will likely involve a bond for the property purchase and preparation as well as the remainder of funds needed for construction of the building, staffing, and other start-up needs. Chief Kehmna said this is likely a couple of years out.

Councilor Bullock asked when the general public will be able to see the first signs of improvement in the proposed District. Ms. Gassner stated the Oregon Department of Transportation (ODOT) has a strict road repair schedule and that particular section of South Highway 97 is slated for repair in three to five

DRAFT

years. Staff are working with ODOT on timing, so improvements are completed prior to the road repair by ODOT.

OTHER BUSINESS

There being no further business, the workshop was adjourned at 6:43 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder

REGULAR CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD DECEMBER 8, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: Jon Bullock – Krisanna Clark-Endicott – George Endicott – Camden King – Ginny McPherson – Jay Patrick

MEDIA PRESENT: None

Mayor Endicott called the meeting to order at 6:00 p.m. A quorum was established.

BLESSING

Pastor Mike Ferry from Cornerstone Christian Fellowship led the blessing.

PLEDGE OF ALLEGIANCE

Councilor King led the Pledge of Allegiance.

Mayor Endicott presented Councilor McPherson and Councilor King with a Key to the City plaque for their dedicated service on City Council. Councilor McPherson thanked those she has worked with stating Redmond has the best employees and is the best organization around. Councilor King echoed Councilor McPherson's comments adding that a great deal has been accomplished over the years. Councilor Patrick expressed appreciation to both Councilor McPherson and Councilor King for their work noting he enjoyed working with them. Councilor Clark-Endicott thanked Councilors King and McPherson for their service. Councilor Bullock also thanked both councilors for their service and wished them the best in their next endeavors.

COMMENTS FROM CITIZENS AT THE MEETING

Resident Jill Hermesen addressed the Council regarding the noise created from Hillsboro Aero and requested that they fly over sagebrush areas rather than neighborhoods.

Resident Liz Goodrich spoke to the Council regarding support of the recently passed school bond measure. Ms. Goodrich shared that the Redmond School District is ending all Limited In-Person Instruction starting tomorrow and requested the Council use their platform to get COVID-19 under control so Redmond's kids can get back to school.

PRESENTATIONS

A. Current Events

Deschutes County Health Services Director Dr. George Conway provided an update on COVID-19 in Deschutes County, noting the number of cases is nearing 3,000. Dr. Conway reviewed various charts on weekly case counts, Redmond case counts, cases by age, school metrics, risk-based framework for counties, excess deaths in US due to COVID, weekly number of deaths. The Food and Drug Administration will consider the first vaccine on December 10. Dr. Conway answered questions from the Council.

Redmond Fire & Rescue Fire Chief Ken Kehmna provided an update on CARES funding. He also commented on the toll that adhering to COVID regulations within the fire station is having in his staff, but they know they need to set an example.

B. Redmond Committee for Art in Public Places – Redmond Tunnel Street Art Pilot Project

Community Development Department Programs Coordinator Jackie Abslag introduced Redmond Committee for Art in Public Places Chair Dan Mooney and Vice Chair Linda Gilmore Hill who presented details on the 2020 student artists summer projects at the Skate Park and Homestead Pump Track. Mr. Mooney explained that the previous tunnel project (under Highland Avenue), was heavily tagged which was devastating to the student artists. After doing research, graffiti art and street art are ways that may limit the amount of tagging that takes place. Mr. Mooney described the next steps

PROCLAMATIONS

A. Declaring Results of the November 3, 2020, General Election

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to accept the proclamation declaring the results of the November 3, 2020, General Election, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

Mayor Endicott read the proclamation.

BID AWARDS/BID REJECTIONS

A. Financial Advisor Services RFP - Piper Sandler: Fee for Service

Chief Financial Officer Jason Neff requested approval of a three-year contract with two optional 1-year extensions with Piper Sandler for Financial Advisor Services. The major aspect of the work provided by Piper Sandler would center around debt issuance. Three proposals were received and after interviews of the top two candidates, Piper Sandler was deemed the most qualified.

Councilor Clark-Endicott moved, seconded by Councilor Bullock, to award the Financial Advisor Services RFP to Piper Sandler and authorize the City Manager to sign a three-year contract with two optional one-year extensions, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

CONTRACT REVIEW BOARD

A. Audio-Visual Upgrade to Redmond City Hall Civic Rooms 207 & 208: \$64,139.38

Mayor Endicott convened the Contract Review Board at 7:15 p.m.

Communications Director Heather Cassaro requested approval of the findings for audio visual upgrades to City Hall's Civic Rooms. When City Hall was originally designed, these upgrades were value-engineered out to save costs; however, what was installed was done so with the capability to be expanded. Ms. Cassaro explained sole source is needed because the programming that is currently being utilized is proprietary to Delta AV. Ms. Cassaro stated that, as a result of this proprietary network, Delta AV has remote access and can use that access to trouble shoot issues that arise and provide additional programming. She said that it would be costly to have another company come in and re-do all of the services already in place.

Councilor King moved, seconded by Councilor McPherson, to adopt the Sole Source findings for Delta AV and approve the \$64,139.38 contract with Delta AV to provide engineering, design and construction services to upgrade the existing audio-visual system in Redmond City Hall Civic Rooms 207 and 208, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

Mayor Endicott reconvened the Council at 7:21 p.m.

PUBLIC HEARING

A. Ord. 2020-18 – An ordinance updating the Redmond Transportation System Plan, inclusive of the 2018 Airport Master Plan, making it the transportation element of the Redmond Comprehensive Plan.

Mayor Endicott opened the public hearing.

City Engineer Mike Caccavano requested approval of Ord. #2020-18 which updates the City's Transportation System Plan (TSP). The City has worked in conjunction with the Oregon Department of Transportation (ODOT), the consultant Kittleson, and Deschutes County for the past two years. Mr. Caccavano explained the purpose of a TSP, identified key aspects, the development process including input from stakeholders and residents, key street needs (does not include Phase 2 of the Reroute),

intersection needs, and transit corridors. The average annual revenue generated through System Development Charges (SDC) Improvement Sub-Fund, the SDC Reimbursement Sub-Fund, and the Capital Projects Sub-Fund is \$1.99 million per year; the 20-year revenue forecast is \$39.77 million. Total projected cost for all of the projects is \$442.1 million to \$484.9 million, depending upon the intersection control type selected. Mr. Caccavano noted the South Hwy 97 Corridor Plan is incorporated into the TSP.

In response to questions from Mayor Endicott, ODOT Region 4 Director Rick Williams stated funding would be dependent on the new federal administration and whether a transportation infrastructure bill is approved. Mr. Caccavano described other possible sources of funding such as Safe Routes to School grants (for sidewalks), developer contributions (required to provide infrastructure to and through their properties), SDCs, grants from the federal government, and ODOT Roadway Preservation Funds although they may not be funding for the full \$485 million of projects.

Due to the amount of content to read regarding this item, Councilor Patrick requested postponing this item to the December 15 meeting so he has ample time to finish read the information.

Resident Ed Fitch opined this TSP takes 20 years of policy and discards it such as Phase 2 of the reroute to accommodate future growth. Mr. Fitch stated there has been no public discussion with attention to how to address a reroute and how to identify and preserve a corridor for that purpose. He stated it is shortsighted to adopt this proposal without inclusion of some examination of Phase 2 for the reroute. Mr. Fitch addressed the grade separated crossings and stated that he believes that Veterans Way needs such a crossing. Mr. Fitch also commented on the Airport Master Plan expressing concern that all of the public investment is being spent "inside" the fence. He said that he would like to find a way to incentivize private investment to develop the property "outside" the fence.

Attorney Liz Dickson represents the owner of Dairy Queen and the adjacent Cascade Plaza. Ms. Dickson stated that this is the fourth time she has addressed Council regarding the proposed TSP and its potential negative impact for her client. She pointed out the location of Dairy Queen at the intersection of Hwy 97 South and Odem Medo on the TSP map as well as a proposed 30-foot alley running north from the Dairy Queen, behind the Cascade Plaza. This alley goes to McDonald's and is for the sole purpose of McDonalds. Ms. Dickson stated that this alley was added to the TSP because proposed medians will affect left turns into McDonald's by southbound vehicles. She referred to a U.S. Supreme Court ruling that states that condemning property is to be done for public benefit, not for the benefit of one individual or entity. Ms. Dickson stated that she believes the condemning of her client's property for this proposed alley is unconstitutional and inflicts damage upon him and his properties.

City Attorney Keith Leitz stated that he has reviewed the case to which Ms. Dickson referred and thought that the property could still be condemned at a later date even if it is removed at this time. He did recommend the removal of the alley from the proposed TSP and stated that an Amendment to the Motion would be the means to do so.

Mr. Williams spoke to the concerns raised by Ms. Dickson. He stated that this alley was proposed, not for the sole benefit of McDonald's but for several businesses including Madeline's Restaurant, and was based upon the number of turns off Hwy 97 into a business for safety purposes. He stated that this is only a TSP, not an actual project under consideration, and to remove this alley could mean they would have to re-open the Plan. He referred to improvements made on Evergreen Avenue that required changes to businesses as an example of how this has worked previously.

On this issue, Mr. Fitch stated he is familiar with a similar case in Oregon and that the ruling in that case was that a TSP itself does not trigger inverse condemnation. He stated he thinks it would be a mistake to make a change tonight without further investigation.

Mr. Leitz commented it could make a difference if two or more businesses benefit from the alley instead of just one. He noted that if the TSP is approved without the alley included, the alley could be added later, and vice versa. If the TSP is approved with the alley included, the alley may not actually be constructed.

Ron's Oil representative Eli LaFranchi expressed concerns regarding his business is on the opposite side of Highway 97, almost directly opposite McDonald's. Mr. LaFranchi stated that this is a family-owned business and that he previously attempted to communicate with Mr. Williams via letter. He said that he believes the proposed median will be detrimental to their business as semi-trucks will be unable to navigate turns.

Mr. Caccavano addressed these concerns, stating they have spoken with many business owners along the corridor, but perhaps had did not speak specifically with Ron's Oil. He said that discussions had centered around businesses rerouting their delivery trucks and that a proposed cross street and traffic signal is slated to be constructed just north of Ron's Oil. In response, Mr. LaFranchi stated it is not easy to navigate a semi-truck around a roundabout and is time consuming to have to reroute trucks who have specific time deadlines.

Mayor Endicott closed the public hearing.

Councilor Clark-Endicott asked Mr. Caccavano to report on public engagement and the fact that this is not the first time the TSP has been up for discussion. Mr. Caccavano stated that there had been multiple meetings held that were open to the public, various neighborhood gatherings, discussions with property owners and businesses. He reported that information about the TSP is available on the website and social media as well as information published in newspapers. Mr. Caccavano asked Ms. McMahon to elaborate further on efforts to engage the public about the proposed TSP.

Planning Manager Deborah McMahon explained there was a robust public outreach process. The Urban Area Planning Commission (UAPC) served as part of the Public Advisory group and at the initial meeting there were many agencies and citizens present. Ms. McMahon stated that during that meeting they covered all details of the development of the TSP. The consultants met numerous times with the UAPC to give updates and that the website was updated accordingly.

Mayor Endicott asked the Council for input regarding Councilor Patrick's request to delay taking action on the TSP. Councilor King asked if there is a meeting scheduled for next week and Mayor Endicott stated that there is none, but a special meeting can be scheduled.

Councilor Bullock was supportive of delaying action until December 15. He alluded to the issue of the alley and wondered if there might be other such issues in the TSP.

Councilors King, Clark-Endicott, and McPherson spoke in support of taking action now.

Councilor Patrick spoke to the goals section on page 44 and expressed concern that no goal addresses the issue of Highway 97, as mentioned by Mr. Fitch. Councilor Patrick gave several examples of street improvements that were not planned yet needed to be done and were costly. Mayor Endicott stated that goal 7 includes a provision for this to be a living document and address other needs as they arise.

Councilor King moved, seconded by Councilor Clark-Endicott, to have a first and second reading of Ord. #2020-18 by title only, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-no)

City Attorney Keith Leitz read the first and second reading of Ord. #2020-18 by title only.

Councilor King moved, seconded by Councilor Clark-Endicott, to approve Ord. #2020-18, motion failed. (ROLL CALL: Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-no)

Mayor Endicott instructed Mr. Witcosky to schedule a meeting for December 15 for a second vote on the above motion since it was not unanimous.

B. Ordinance #2020-20 – An ordinance adopting a new Redmond Comprehensive Plan 2040, including a Zone Map and Economic Opportunities Analysis.

Mayor Endicott opened the public hearing.

Deputy City Manager John Roberts provided a high-level overview of the 2040 Comprehensive Plan, the process timeline, public engagement, plan updates, mandated elements, features unique to Redmond's Comp Plan, the one map system, alignment with 33 supporting documents, major changes between the 2001 Comprehensive Plan and the 2020 Comprehensive Plan.

Ms. McMahon described the changes to the zone map which would connect existing area plans, open gateways to the west and north, allow neighborhood hubs to emerge, align with Airport Master Plan, allow more diverse housing within existing neighborhoods, and change to walkable commercial development on smaller parcels.

Consultant Anais Mathez commented the planning process was based on clear direction, there were multiple avenues for community engagement, the outcome was based upon the best available information including multiple other document updates, and the Comprehensive Plan is a reflection of the community at large.

Ms. McMahon described the Economic Opportunities Analysis requirement of the Comprehensive Plan.

There being no further testimony, Mayor Endicott closed the public hearing.

Councilor King voiced appreciation for the all the work put into this Plan.

Councilor Patrick expressed concern with reduced lot sizes and lack of housing that is actually affordable.

Councilor Bullock stated appreciation for Councilor Patrick's comments about the need for affordable housing and how land prices drive housing costs. He said that the median housing price is not an accurate reflection but rather there is a need to align housing costs with income. Councilor Bullock elaborated on income inequality, how to create housing that does not exceed 30 percent of income levels, and how this is a complex issue.

Councilor King moved, seconded by Councilor Bullock, to have a first and second reading of Ord. #2020-20 by title only, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

City Attorney Keith Leitz read the first and second reading of Ord. #2020-20 by title only.

Councilor King moved, seconded by Councilor Bullock, to approve Ord. #2020-20, motion passed. (ROLL CALL: Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes, Bullock-yes)

ORDINANCES

A. Ord #2020-19 – An ordinance of the City of Redmond approving the establishment of the South 97 Urban Renewal District and directing that Notice of Approval be published.

Urban Renewal Program Manager Chuck Arnold introduced Ord. #2020-19 which adopts the Urban Renewal Plan and establishes a South 97 Urban Renewal District (District) consisting of 1,330 acres. Steps involved include the establishment of the corridor plan, the Urban Renewal feasibility study, the setting of the South Highway 97 goal, the decision to proceed with the plan, and the plan review process. Urban Renewal Program Analyst Meghan Gassner thanked the various staff involved in the process and updated the Council on public comments received. Ms. Gassner reviewed the District's purpose and objectives and explained tax increment financing noting there is no additional cost to taxpayers. Priorities for the District include safety and first responder needs, implementation of infrastructure, and the leverage of state and federal funds. The immediate need is to rebuild the South Highway 97 corridor with a focus on safety, mobility, and economic vitality. Ms. Gassner stated that the cost of the primary investments for capital projects during the life of the District is \$71 million.

Councilor King moved, seconded by Councilor Bullock, to have a first and second reading of Ord. #2020-19 by title only, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

City Attorney Keith Leitz read the first and second reading of Ord. #2020-19 by title only.

Councilor King moved, seconded by Councilor Bullock, to approve Ord. #2020-19 adopting the South 97 Urban Renewal Plan and Report and establishing the South 97 Urban Renewal District, motion passed. (ROLL CALL: Endicott-yes, King-yes, McPherson-yes, Patrick-yes, Bullock-yes, Clark-Endicott-yes)

ACTION ITEMS

A. Res. #2020-22 – A resolution of the City of Redmond to make Budget Adjustments.

Mr. Neff requested approval of Res. #2020-22 which makes adjustments to the General Fund for Fiscal Year 2020/2021. He is projecting with high confidence that the General Operating Fund Balance will exceed the policy requirement of \$6.26 million and is estimated to be \$7.37 million. The recommendation is to use excess funds to pay off the 2010 bond which is allocated across various Public Works Funds. This would be an expenditure of \$2.13 million, saving the City \$502,600 in interest. Mr. Neff presented two other recommendations: the use of \$124,500 for IT costs due to COVID-19 and \$100,000 for Rental Assistance/Utility Arrears, both of which reflect use of Coronavirus Relief Funds.

Councilor King moved, seconded by Councilor McPherson, to adopt Res. #2020-22 adjusting the City's FY 2020/21 budget, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

B. Resolution #2020-23 – A resolution setting fees and charges imposed by the City of Redmond.

Mr. Roberts requested approval of Res. #2020-23 which increases fees to Public Works, Engineering, and Community Development fees. The intention was to bring these fees to Council in June; however due to COVID-19, it was postponed six months.

Public Works Director Bill Duerden explained that the approved budget included a 3 percent increase in wastewater rates, a 4 percent increase in the water rates, no increase in stormwater rates, changes in the Parks SDCs with the final phase-in amount slated for January 1, 2021, and increases in various wastewater fees to recover operating costs.

Councilor Patrick expressed concern about the rate increases in light of COVID-19 and businesses facing difficult situations as a result. He wondered if there is any way to delay increases until June 2021.

Mr. Caccavano presented the Engineering Fees and stated the last fee study was conducted in 2008. He showed a chart of proposed fees outlining additional fees, fee increases, and some fee decreases which were calculated to ensure that development pays for costs incurred.

Councilor Patrick asked for further clarification on the new submittal fees, noting that they are significant dollar amounts. Mr. Caccavano reviewed Building Permit Review, Inspection, and Miscellaneous items as well as Land Use Review fees. He provided an example of the cost impact for a recent 36-lot residential subdivision, and a comparison of Redmond's fees with Bend and several other Oregon cities. He concluded that the goal is to have development pay for development costs rather than public works subsidizing development.

There were no comments from the public.

Mayor Endicott moved, seconded by Councilor Clark-Endicott, to adopt Res. #2020-23, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

MAYOR'S COMMENTS

- A. Airport Committee - Reappointment of Kelly Coffelt as the Crook County Representative, term expiring December 31, 2024, and appointment of Evan Eby as the Youth Ex-Officio, term expiring December 31, 2021.**
- B. Bicycle & Pedestrian Advisory Committee - Reappointment of Ken Piarulli and appointment of Cathy Drzyzgula, Jennifer Gottfried, and Diane Hower, terms expiring December 31, 2024, and appointment of Alex Lunny as the Youth Ex-Officio, term expiring December 31, 2021.**
- C. Budget Committee - Appointment of Troy Baker, Phillip Meagher and Ron Osmundson, terms expiring December 31, 2024.**
- D. Downtown Urban Renewal Advisory Committee - Reappointment of Cheriee Perrine and appointment of Tobias Colvin and Monica Huey, terms expiring December 31, 2024, and appointment of Luke Smith as the Youth Ex-Officio, term expiring June 30, 2021.**
- E. Historic Landmarks Commission - Reappointment of Trish Pinkerton and appointment of Chrisie Lockwood, terms expiring December 31, 2024.**
- F. Housing & Community Development Committee - Reappointment of Heather DeWolf, Clair Sagiv, and Whitney Swander and appointment of Shannon Dills and Ron Osmundson, terms expiring December 31, 2024.**
- G. Juniper Golf Committee - Appointment of Wells Green and Jim McDonald, terms expiring December 31, 2024.**
- H. Nuisance Appeals Board - Appointment of Adam Duquette as the Full Member and Cameo Chambers as the Alternate Member, terms expiring December 31, 2022.**
- I. Parks Committee - Reappointment of Alan Ewert and appointment of Alysa Martinez, terms expiring December 31, 2024.**
- J. Redmond Committee for Art in Public Places - Appointment of Juniper Maurer as the Youth Ex-Officio, term expiring December 31, 2021.**
- K. Urban Area Planning Commission - Reappointment of Michael Kusinska and Cat Zwicker and appointment of Laura Garcia and Ron Osmundson, terms expiring December 31, 2024.**

Mayor Endicott recommended the reappointment of Kelly Coffelt as the Crook County Representative to the Airport Committee, term expiring December 31, 2024, and appointment of Evan Eby as the Youth Ex-Officio to the Airport Committee, term expiring December 31, 2021; the reappointment of Ken Piarulli and appointment of Cathy Drzyzgula, Jennifer Gottfried, and Diane Hower, to the Bicycle & Pedestrian Advisory Committee, terms expiring December 31, 2024, and appointment of Alex Lunny as the Youth Ex-Officio to the Bicycle & Pedestrian Advisory Committee, term expiring December 31, 2021; the appointment of Troy Baker, Phillip Meagher and Ron Osmundson to the Budget Committee, terms expiring December 31, 2024; eappointment of Cheriee Perrine and appointment of Tobias Colvin and Monica Huey to the Downtown Urban Renewal Advisory Committee, terms expiring December 31, 2024, and appointment of Luke Smith as the Youth Ex-Officio to the Downtown Urban Renewal Advisory Committee, term expiring June 30, 2021; reappointment of Trish Pinkerton and appointment of Chrisie Lockwood to the Historic Landmarks Commission, terms expiring December 31, 2024; reappointment of Heather DeWolf, Clair Sagiv, and Whitney Swander and appointment of Shannon Dills and Ron Osmundson to the Housing and Community Development Committee, terms expiring December 31, 2024; appointment of Wells Green and Jim McDonald to the Juniper Golf Committee, terms expiring December 31, 2024; appointment of Adam Duquette as the Full Member and Cameo Chambers as the Alternate Member to the Nuisance Appeals Board, terms expiring December 31, 2022; reappointment of Alan Ewert and appointment of Alysa Martinez to the Parks Committee, terms

expiring December 31, 2024; appointment of Juniper Maurer as the Youth Ex-Officio to the Redmond Committee for Art in Public Places, term expiring December 31, 2021; and the reappointment of Michael Kusinska and Cat Zwicker and appointment of Laura Garcia and Ron Osmundson to the Urban Area Planning Commission, terms expiring December 31, 2024. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

COUNCIL COMMENTS

Councilor Bullock encouraged citizens to follow the health and safety guidelines so that we can get children back in school and keep everyone safe.

Councilor King said that he has enjoyed the dozen years he has served.

Councilor McPherson thanked the citizens, staff and Council for allowing her to serve. She said that she is happy to have been able to do so.

CITY MANAGER COMMENTS

City Manager Keith Witcosky expressed appreciation to Councilors King and McPherson for the opportunity to work with them over the years.

ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

There were no additional comments from citizens at the meeting.

There being no further business, the meeting was adjourned at 10:24 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder



CITY OF REDMOND

CITY HALL
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STAFF REPORT

DATE: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Zachary Bass, Airport Director
SUBJECT: Res. #2021-13 - A resolution of the City of Redmond declaring certain City property to be surplus.

Addresses Council Goal:

5.A. Maintain safety and security as the number one priority for the airport.

Report in Brief:

This item requests City Council declare the following equipment as surplus and authorize the Redmond Municipal Airport (Airport) pursue the surplus process:

Item	City Asset #
1976 Ford Triage Vehicle	2670
1984 Oshkosh Sweeper	2669

Background:

Over the years, the Airport acquired the two pieces of equipment identified in this staff report to serve the needs of the facility. This equipment has reached obsolescence. Therefore, the Airport requests authorization to surplus. The equipment has already been replaced with more modern equipment.

Discussion:

The Triage Vehicle was used to store extra medical supplies for a large scale emergency incident. It has already been replaced with an enclosed cargo trailer.

The Oshkosh Sweeper was used to remove Foreign Object Debris and Snow from Runways and Taxiways. It has already been replaced with a new MB5 multi-task vehicle.

Fiscal Impact:

There will be no additional cost associated with the surplus of the equipment.

Alternative Courses of Action:

1. Adopt Res. #2021-13
2. Do not adopt Res. #2021-13
3. Request more information

Recommendation / Suggested Motion:

"I move to adopt Res. #2021-13"

**CITY OF REDMOND
RESOLUTION NO. 2021-13**

**A RESOLUTION OF THE CITY OF REDMOND DECLARING CERTAIN CITY
PROPERTY TO BE SURPLUS.**

WHEREAS, certain property of the City of Redmond is beyond its service life, and

WHEREAS, certain City of Redmond property needs to be disposed of accordingly.

THEREFORE, be it resolved that such City of Redmond Property listed below shall be declared surplus and disposed of in the most judicious manner.

- 1976 Ford Triage Vehicle, City Asset #2670
- 1984 Oshkosh Sweeper, City Asset #2669

SECTION ONE. The City Council finds that it is in the best interest of the City to enact this resolution immediately upon passage of this resolution; and therefore, this resolution shall be effective upon the date of passage.

ADOPTED by the City Council and **SIGNED** by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder



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: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
Jason Neff, Chief Financial Officer
FROM: Brooks Slyter, Accounting & Financial Reporting Director
SUBJECT: Amendment #2 to City Contract #2017-18 with Dickey & Tremper, LLP to exercise the option for one additional year in an amount to not exceed \$61,705 plus \$4,950 per major program.

Addresses Council Goal:

1. G. Sustain Operations: Manage financial affairs in a transparent, responsible and consistent manner.

Report in Brief:

This action requests City Council exercise the second of two one-year extensions to the Audit Services Contract with Dickey & Tremper, LLP. This extension covers services through the completion of audit of the fiscal year (FY) ending June 30, 2021.

Background:

In May 2017, the City entered into a three year Audit Services contract with Dickey & Tremper, LLP with an option to extend the contract for two one-year increments. The original contract was set to terminate with the completion of the Fiscal Year 2018/19 audit and was extended for the first of the two one-year options in June 2020 for the FY 2019/20 audit.

Specifically:

Year One: FY 2016/17
Year Two: FY 2017/18
Year Three: FY 2018/19
Option Year One: FY 2019/20
Option Year Two: FY 2020/21 (proposed)

Discussion:

The City would like to extend the audit services contract with Dickey & Tremper, LLP. Dickey & Tremper has completed each year's audit under the existing contract with professionalism and extensive knowledge of audit requirements. Dickey & Tremper's audit team have a good working relationship with City staff.

For a variety of reasons associated with the events of 2020, it will be beneficial to have the audit services performed for FY 2020/21 by auditors familiar with the City of Redmond and its operations.

This will be the final extension of the existing contract and in Spring 2022 the City will be seeking a formal request for proposals for a new 3-5 year contract.

Fiscal Impact:

The contract amendment includes a fee increase from the prior year of 12% for audit services for the City of Redmond, a 10% increase for the Redmond Urban Renewal Agency and a 20% increase for each major program fee for compliance with the Single Audit Act required due to the City's expenditure of certain federal funds.

These increases are due to increased complexity, activity and audit requirements as well as complexities due to the COVID-19 pandemic.

The City has been awarded and may be awarded additional federal funding due to COVID-19, so the number of major programs that will be audited for FY 2020/21 is unknown at this point. The table below estimates two major programs, but this amount may change based on the determination performed by the auditors. Each major program has a fee of \$4,950.

	FY 2019/20	FY 2020/21	Change
City of Redmond	\$50,295	\$56,455	\$6,160
Urban Renewal	\$4,775	\$5,250	\$475
Single Audit (est. 2 Programs)	\$8,240	\$9,900	\$1,660
Total	\$63,310	\$71,605	\$8,295

Alternative Courses of Action:

1. Approve Amendment #2 and authorize the City Manager to sign Amendment.
2. Request additional information.
3. Do not approve the amendment.

Recommendation / Suggested Motion:

Action #1: "I move to approve Amendment 2 to City Contract #2017-18 with Dickey & Tremper, LLP in an amount not to exceed \$61,705 plus \$4,950 per major program for audit services, and authorize the City Manager to sign the Amendment."



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STAFF REPORT

DATE: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Zachary Bass, Airport Director
SUBJECT: Amendment #2 to the Paid Public Parking Management and Operation Services Agreement with SP Plus Corporation for Fiscal Year 2021/22: \$262,648.

Addresses Council Goal:

5.C. Maximize the development potential of airport lands located outside the fence line.

Report in Brief:

Amendment #2 authorizes the City to renew its contract with SP Plus for the second year of its first of two (2) optional two-year contract renewals for the paid public parking management and operation services at Redmond Municipal Airport and approve SP Plus fees for services for FY 2021/22 and future optional contract years.

Background:

On June 13, 2017, the City awarded SP Plus with the paid public parking management and operation services contract. The contract was structured with a primary term of three (3) years plus two (2), optional two-year contract renewals that can be exercised at the sole discretion of the City.

The primary term began on July 1, 2017, at an initial cost of \$650,802 for the initial three (3) years.

Beyond FY 2021/22, the contract includes a provision to extend the contract for one (1) optional two-year increment.

Discussion:

SP Plus provides full parking lot management to include a 24-hour manned parking booth, daily license plate checks, updated website tracking of available parking spaces, and daily financial reconciliation of parking revenue.

These services have been provided to the satisfaction of the Airport.

Fiscal Impact:

The FY 2021/22 budget forecasts approximately \$2.6 million in parking revenue. The approved SP Plus Parking Management Fee and Operating Budget for the FY 2021/22 contract renewal is \$262,648. The FY 2021/22 budget includes \$265,000 for this service. In addition to FY 2021/22, budgeted fees for services for optional contract years FY 2022/23 through FY 2023/24 are depicted in the following table:

Contract Year (Optional Years 5-7)	
Year Number	Fees For Services
Five (5) (FY 2021-2022)	\$ 262,648.00
Six (6) (FY 2022-2023)	\$ 263,973.00
Seven (7) (FY 2023-2024)	\$ 268,735.00

This budget does not assume parking fee increases at the Airport.

Alternative Courses of Action:

1. Approve Amendment #2 and authorize the City Manager to sign
2. Do not approve the Amendment #2 to the Contract
3. Request for more information

Recommendation / Suggested Motion:

"I move to approve the Amendment #2 to the Paid Public Parking Management and Operation Services Agreement with SP Plus Corporation and authorize the City Manager to sign the amendment."



Roberts Field - Redmond Municipal Airport
2021 - 2022 Fiscal Year Operating Budget

Roberts Field	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Totals
Salaries & Wages	12,135	11,829	12,185	15,500	11,829	12,185	12,541	11,829	11,829	15,500	11,829	12,185	151,373
Payroll Taxes & Burden	1,529	1,490	1,535	1,953	1,490	1,535	1,580	1,490	1,490	1,953	1,490	1,535	19,073
Health, Welfare & Pension	749	749	749	749	749	749	808	808	808	808	808	808	9,342
Total Taxes & Benefits	\$ 14,413	\$ 14,068	\$ 14,469	\$ 18,202	\$ 14,068	\$ 14,469	\$ 14,929	\$ 14,127	\$ 14,127	\$ 18,262	\$ 14,127	\$ 14,528	\$ 179,788
Uniform & Badges	50	50	50	50	50	50	50	50	50	50	50	50	600
Office Supplies	175	175	175	175	175	175	175	175	175	175	175	175	2,100
Garage Supplies	50	50	50	50	50	50	50	50	50	50	50	50	600
Ticket Expense	250	250	250	250	250	250	250	250	250	250	250	250	3,000
Gas & Oil Expense	75	75	75	75	75	75	75	75	75	75	75	75	900
Repairs & Maintenance	75	75	75	75	75	75	75	75	75	75	75	75	900
Equipment Purchase	19,000												19,000
Other Insurance	40	40	40	40	40	40	40	40	40	40	40	40	480
Telephone & Computer	250	250	250	250	250	250	250	250	250	250	250	250	3,000
Fixed Management Fee	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	46,000
Other	75	75	75	75	75	75	75	75	75	75	75	75	900
Postage & Freight	10	10	10	10	10	10	10	10	10	10	10	10	120
External Audit		4,000											4,000
Recruiting Expense	30	30	30	30	30	30	30	30	30	30	30	30	360
Miscellaneous Expense	75	75	75	75	75	75	75	75	75	75	75	75	900
Total Operating Expenses	\$ 23,988	\$ 8,988	\$ 4,988	\$ 4,988	\$ 4,988	\$ 4,988	\$ 4,988	\$ 4,988	\$ 4,988	\$ 4,988	\$ 4,988	\$ 4,988	\$ 82,860
Reimbursable Expenses	\$ 38,401	\$ 23,056	\$ 19,457	\$ 23,190	\$ 19,056	\$ 19,457	\$ 19,917	\$ 19,116	\$ 19,116	\$ 23,250	\$ 19,116	\$ 19,516	\$ 262,648

Approved: _____

02 / 19 / 2021
Date: _____

**Roberts Field
2021-2022
Staffing Schedule**

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Hours
Facility Manager			0800 -1600	0800 -1400	0800 -1600	0800 -1400	Office	28
Lead	0800 -1600	0800 -1600	1600 - 0000				0800 -1600	32
Cashier 1	1600 - 0000	1600 - 0000		1400 - 0000	1400 - 0000			36
Cashier 2	0001 - 0800			0001 - 0800	0001 - 0800	0001 - 0800	0001 - 0800	40
Cashier 3		0001 - 0800	0001 - 0800					16
Cashier 4						1600 - 0000	1600 - 0000	<u>16</u>
							Total	168

TITLE	SP Plus Budget FY22
FILE NAME	SP Plus FY2021-22...Annual Budget.pdf
DOCUMENT ID	0f8c8d8179ff5fb45d795c7a5f19ac2d182c637c
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



SENT

02 / 17 / 2021

10:33:12 UTC-8

Sent for signature to Zach Bass (zachary.bass@flyrdm.com)
from felila.narotski@flyrdm.com
IP: 67.59.69.227



VIEWED

02 / 19 / 2021

11:12:09 UTC-8

Viewed by Zach Bass (zachary.bass@flyrdm.com)
IP: 67.59.69.227



SIGNED

02 / 19 / 2021

11:12:19 UTC-8

Signed by Zach Bass (zachary.bass@flyrdm.com)
IP: 67.59.69.227



COMPLETED

02 / 19 / 2021

11:12:19 UTC-8

The document has been completed.



CITY OF REDMOND

CITY HALL
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redmondoregon.gov

STAFF REPORT

DATE: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Zachary Bass, Airport Director
SUBJECT: Amendment #3 to City contract #2018-51 with RAMS Specialized Security Service, Inc. for Fiscal Year 2021/22: \$495,467.82

Addresses Council Goal:

5.A. Maintain safety and security as the number one priority for the airport.

Report in Brief:

Amendment #3 to City contract #2018-51 authorizes the Redmond Municipal Airport (Airport) to renew its contract with RAMS Specialized Security Service, Inc. (RAMS) for the first of four (4) optional one-year contract renewals and approve RAMS' fees for services for Fiscal Year (FY) 2021/22 and future optional contract years.

Background:

The Transportation Security Administration (TSA) requires all airports that serve commercial airlines to have Law Enforcement Officers (LEO), or armed security guards approved by TSA, to support passenger screening checkpoint operations. On June 12, 2018, the City Council awarded the armed security services contract for Redmond Municipal Airport (Airport) to RAMS.

Beyond FY 2021/22, the contract includes a provision to extend for three (3) optional one-year increments, subject to review and recommendation of city staff and satisfactory negotiation of terms.

Discussion:

RAMS has been providing the Airport with armed security services since it was awarded the contract on June 12, 2018.

RAMS currently provides the Airport with one armed officer 24/7, and a second unarmed officer for 15 hours per day, 7 days per week.

RAMS officers are the primary responders to active incidents and threats within the Airport commercial operations terminal building. RAMS responds to all door alarms, TSA assistance requests at the passenger screening checkpoint(s) and maintains the flow of traffic at the terminal curb. RAMS also performs many TSA-required inspections on behalf of the Airport, ensuring we are compliant with all federal regulations regarding the security of the Airport.

Fiscal Impact:

The cost of this service is primarily recovered by the Supplemental Security Fee charged to commercial airlines, which is set at \$0.46 per passenger in FY 2021/22. Budgeted fees for optional contract years FY 2021/22 through FY 2024/25 are depicted in the following table:

Contract Year (Optional Years 4-7)	
Number	Fees For Services
Four (4) (FY 2021-2022)	\$ 495,467.82
Five (5) (FY 2022-2023)	\$ 519,899.42
Six (6) (FY 2023-2024)	\$ 546,051.82
Seven (7) (FY 2024-2025)	\$ 572,435.44

Alternative Courses of Action:

1. Approve the Amendment #3 to the Contract #2018-51 and authorize the City Manager to sign the amendment.
2. Do not approve the Amendment #3 to the Contract #2018-51.
3. Request for more information.

Recommendation / Suggested Motion:

"I move to approve the Amendment #3 to the Contract #2018-51 and authorize the City Manager to sign the amendment."

RAMS Specialized Security Service, Inc.

Annual Post Hour Requirements

POST DAYS: RDM July 1, 2021 to June 30, 2022					Armed Hours	Unarmed Hours												
							rate	\$	30.64	\$	43.93	\$	25.60	\$	36.75	\$	40.69	
								Armed Reg \$		Armed Hol \$		Unarmed Reg \$		Unarmed Hol \$		Supervisor \$		Totals
	#WK DAYS	#WK ENDS	# HOL DAYS	TOTAL DAYS	Post 1 24/DAY	Post 2 15/DAY												
JUL '21	22	8	1	31	744	465	\$	22,060.80	\$	1,054.32	\$	11,520.00	\$	551.25	\$	7,161.44	\$	42,347.81
AUG '21	22	9	0	31	744	465	\$	22,796.16	\$	-	\$	11,904.00	\$	-	\$	7,161.44	\$	41,861.60
SEP '21	21	8	1	30	720	450	\$	21,325.44	\$	1,054.32	\$	11,136.00	\$	551.25	\$	6,835.92	\$	40,902.93
OCT '21	21	10	0	31	744	465	\$	22,796.16	\$	-	\$	11,904.00	\$	-	\$	6,835.92	\$	41,536.08
NOV '21	21	8	1	30	720	450	\$	21,325.44	\$	1,054.32	\$	11,136.00	\$	551.25	\$	6,835.92	\$	40,902.93
DEC '21	23	7	1	31	744	465	\$	22,060.80	\$	1,054.32	\$	11,520.00	\$	551.25	\$	7,486.96	\$	42,673.33
JAN '22	21	9	1	31	744	465	\$	22,060.80	\$	1,054.32	\$	11,520.00	\$	551.25	\$	6,835.92	\$	42,022.29
FEB '22	20	8	0	28	672	420	\$	20,590.08	\$	-	\$	10,752.00	\$	-	\$	6,510.40	\$	37,852.48
MAR '22	23	8	0	31	744	465	\$	22,796.16	\$	-	\$	11,904.00	\$	-	\$	7,486.96	\$	42,187.12
APR '22	21	9	0	30	720	450	\$	22,060.80	\$	-	\$	11,520.00	\$	-	\$	6,835.92	\$	40,416.72
MAY '22	21	9	1	31	744	465	\$	22,060.80	\$	1,054.32	\$	11,520.00	\$	551.25	\$	6,835.92	\$	42,022.29
JUN '22	22	8	0	30	720	480	\$	22,060.80	\$	-	\$	11,520.00	\$	-	\$	7,161.44	\$	40,742.24
TOTAL	258	101	6	365	8760	5505	\$	263,994.24	\$	6,325.92	\$	137,856.00	\$	3,307.50	\$	83,984.16	\$	495,467.82

Note: Supervisor rate billed for any hours worked by Supervisor, whether armed, unarmed, or Supervisor post

**CITY OF REDMOND CONSULTANT/PROFESSIONAL SERVICES CONTRACT
CONTRACT NUMBER 2018-51**

This Agreement is between The City of Redmond (City) and RAMS Specialized Security Service, Inc. (Consultant). The parties agree as follows:

Effective Date and Termination Date. The effective date of this Agreement shall be July 01, 2018 or the date on which each party has signed this Agreement, whichever is later. Unless earlier terminated or extended as provided in the Agreement Documents, the completion date shall be June 30, 2021.

Statement of Work. Consultant shall perform the Work described in Exhibit 1.

Payment for Work. City agrees to pay Consultant in accordance with Exhibit 1.

Agreement Documents. The Agreement Documents include this cover page, the Agreement and its Exhibits as listed in the chart below, the documents identified in Section 3.1 below and all other items referenced in the definition of "Agreement Documents" in Section 3.6 below.

Exhibit #	Description	# Pages	Included?
1	Statement of Work and Compensation	11 thru 15	*
2	Insurance (including certificate(s) of insurance & endorsements)	16 thru 19	*
2a	Worker's Compensation Certification	18	*
4	Independent Contractor Certification & Representations & Warranties	19	*

CONSULTANT DATA AND SIGNATURE

Consultant Mailing Address (remit payment and notices):

RAMS Specialized Security Service, Inc.

14831 SE 82nd Drive

Clackamas, OR 97015

Is Consultant a nonresident alien? ☐ Yes ☒ No

Federal Tax ID# or Social Security #: 93-0769062

A Federal tax ID number or Social Security number is required to be provided by the Consultant and shall be used for the administration of state, federal and local tax laws. Payment information shall be reported to the Internal Revenue Service under the name and Federal tax ID number or, if none, the Social Security number provided above.

Note: Consultant must sign all applicable Exhibits.

INSURANCE REVIEWED by Keith Leitz
JL

**CITY OF REDMOND CONSULTANT/PROFESSIONAL SERVICES
CONTRACT NUMBER 2018-51**

THIS AGREEMENT, made and entered into this 01 day of July, 2018, by and between the **CITY OF REDMOND**, a municipal corporation of the state of Oregon, hereinafter referred to as "CITY", and **RAMS Specialized Security Service, Inc.**, operating as an independent contractor providing Professional Services, hereinafter referred to as "CONSULTANT".

The signing of this Agreement by CITY and CONSULTANT authorizes Consultant to carry out and complete the services as described below in consideration of the mutual covenants set forth in this Agreement.

1. EFFECTIVE DATE AND DURATION.

This Agreement is effective July 01, 2018. Except as otherwise provided in section 1.1, this Agreement terminates June 30, 2021. Time is of the essence with respect to Consultant's performance under this Agreement.

1.1 Options for Extension (select one).

☐ n/a

☒ This Agreement also includes a provision to extend the Agreement in four optional one-year increments, subject to review and recommendation of City staff and satisfactory negotiation of terms. If either party does not wish to extend the Agreement for any of the optional increments, this fact shall be communicated to the other party no later than 30 days prior to the expiration of the Agreement.

2. PROJECT.

Consultant's work will be limited to the projects described below. Work on any additional projects will require written authorization from City. Consultant will be working on the following project(s):

- 2.1 Consultant will provide one (1) on-site armed security officer twenty-four (24) hours per day, seven (7) days per week and one (1) one-site armed and/or unarmed security officer up to fifteen (15) hours maximum per day, seven (7) days per week in-direct support of RDM's overall security.

Consultant's security officers will be responsible for a variety of duties and responsibilities that must be accomplished to the satisfaction of RDM. Those duties and responsibilities are included, but not limited to , the scope of work in exhibit 1. RDM reserves the right to add, delete, modify, cancel, or delay its needs for security officers during the contract. During any contract year, security officer additions or modifications, will be executed through an addendum. The three (3) year initial contract includes up to four (4) one-year contract extensions at the sole discretion of the City.

3. SCOPE OF SERVICES.

City and Consultant agree to the following scope of services:

- 3.1 **Consultant Duties.** Exhibit 1 summarizes a detailed list of duties, including time lines and document production.

3.2 City Duties (select one).

☒ n/a

☐ City shall provide Consultant, at City's expense, with material and services described as follows:

3.3 Project Representatives.

City and Consultant shall coordinate services, progress reports and all other aspects of this Agreement through the following authorized representative for each party:

City: Nicole Jurgensen, Airport Security Manager

Consultant: James (Jim) Rodgers, Contract Manager

3.4 Records. Consultant shall maintain all of its records relating to the Scope of Services on a generally recognized accounting basis and allow City the opportunity to inspect and copy such records at a convenient place during normal business hours. All records shall be maintained by Consultant for three years after City makes final payment and all other pending matters between City and Consultant are closed.

3.5 Compliance with Laws. Consultant shall comply with all federal, state and local laws and ordinances applicable to public contracts including but not limited to all applicable Oregon Statutes governing public contracts. Without limiting Consultant's duty described in this paragraph, ORS 279B.220, ORS 279B.230 and ORS 279B.235 are incorporated by reference into this Agreement.

3.6 Agreement Documents. In the event of a conflict between or among the terms of this Agreement and any proposal, bid document, standards and specifications and/or request for proposals, the following order of precedence shall prevail: (a) this Agreement; (b) the Attachments to this Agreement; (c) the request for proposal; (d) the proposal and/or bid documents. Nothing in this Agreement shall be considered as an acceptance of the terms of a proposal if the terms of the proposal conflict or are otherwise incompatible with the terms contained in this Agreement and its attachments or in the City's request for bids or proposals.

4. RESTRICTIONS.

4.1 Consultant shall make prompt payments as due to all persons supplying labor or materials to Consultant for the work provided under this Agreement. Consultant shall not permit any lien or claim to be filed or prosecuted against City on account of any labor or material furnished. If Consultant fails, neglects or refuses to make prompt payment of any claim for labor, services or material furnished to Consultant or a subcontractor in connection with this Agreement as such claim becomes due, City may in its sole discretion pay such claim to the person furnishing the labor or material and charge the amount of the payment against funds due or to become due to Consultant under this Agreement.

4.2 During the course of this Agreement Consultant may have access to confidential information of City and may participate in confidential discussions with City. Consultant shall not disclose confidential City information to any third party during the term of this Agreement or after its termination except as required by a court of competent jurisdiction or with the consent of City.

5. FEE FOR SERVICES.

5.1 City shall pay Consultant a maximum compensation of (select one):

☐ \$ _____, including expenses.

☒ See Exhibit 1.

5.2 Consultant shall invoice City for services performed and City will remit payment in accordance with City procedures. Consultant shall not submit invoices for, and City shall not pay for any amount in excess of the maximum compensation set forth above. If this maximum compensation amount is increased by amendment of this contract, the amendment shall be fully effective before Consultant performs work subject to the amendment.

5.3 In the event that a dispute arises regarding Consultant's billing, City shall pay any amounts it agrees it owes and shall withhold payment of disputed amounts pending resolution of those disputes. Consultant shall provide any necessary documentation to support its billing to City. In all such instances, Consultant will continue to diligently and timely perform its duties under this Agreement.

6. STANDARD OF PERFORMANCE/LIMITED WARRANTY.

Consultant warrants that its findings, recommendations, specifications or professional advice provided hereunder will be prepared and presented in accordance with the Professional, certification and licensing standards in effect at the time the Services are performed. Consultant makes no other warranty or representation, express or implied, and City accepts said limited warranty.

7. INDEPENDENT CONTRACTOR.

Consultant, for the purpose of this Agreement, shall be considered an independent contractor. As an independent contractor, Consultant agrees as follows:

7.1 Consultant will be solely responsible for payment of Federal or State taxes required as a result of this Agreement;

7.2 Consultant is not entitled to any benefits generally granted to City employees; Consultant is solely liable for any Workers Compensation coverage under this Agreement.

7.3 If Consultant has the assistance of other persons in the performance of this Agreement, Consultant shall qualify and remain qualified for the term of this Agreement as a direct responsibility employer under Oregon Workers' Compensation law.

8. CONSULTANT NOT AN AGENT OF CITY.

It is agreed by and between the parties that Consultant is not carrying out a function on behalf of City, and City does not have the right of direction or control of the manner in which Consultant delivers services under this Agreement or exercise any control over the activities of Consultant. Consultant is not an officer, employee or agent of City as those terms are used in ORS 30.265.

8.1 This Agreement does not entitle the Consultant nor any of its Agents to any benefits generally granted to City employees. Without limitation, the benefits which are not intended to be extended by this Agreement are vacation, holiday and sick leave, other leaves with pay, tenure, medical and dental coverage, life and disability insurance, overtime, Social Security, Workers' Compensation, unemployment compensation, or retirement. Consultant shall be responsible for all federal or state taxes applicable to compensation or payment paid to Consultant under this Agreement.

9. PARTNERSHIP.

City is not, by virtue of this Agreement, a partner or joint venturer with Consultant in connection with activities carried out under this Agreement, and shall have no obligation with respect to Consultant's debts or any other liabilities of each and every nature.

10. INSURANCE.

requirements are detailed in Exhibit 2.

11. FAILURE TO SECURE.

If Consultant at any time during the term hereof should fail to secure or maintain insurance required in Exhibit 2, City may obtain such insurance in the Consultant's name or as an agent of the Consultant and shall be compensated by the Consultant for the costs of the insurance premiums at the maximum rate permitted by law and computed from the date written notice is received that the premiums have not been paid. The City may withhold the amount of such premiums from any amount otherwise due Consultant under this Agreement or any other contract Consultant may have with City.

12. INDEMNIFICATION HOLD HARMLESS.

Consultant shall defend, save, hold harmless and indemnify the City and its officers, directors, agents, employees and volunteers from and against all claims, suits, actions, losses, damages, liabilities costs and expenses of any nature resulting from or arising out of, or relating to the activities of Consultant or its officers, employees, contractors, or agents under this Agreement. Neither party shall be liable to the other for any incidental or consequential damages arising out of or related to this Agreement. Neither party shall be liable for any damages of any sort arising solely from a lawful termination of this Agreement or any part hereof in accordance with its terms.

13. SUBROGATION WAIVER:

Consultant agrees that in the event of loss due to any of the perils for which it has agreed to provide commercial general and automotive liability insurance, Consultant shall look solely to its own insurance for recovery. Consultant hereby grants to City, on behalf of any insurer providing commercial general and automotive liability insurance to either Consultant or City with respect to the services of Consultant herein, a waiver of any right to subrogation which any such insurer of said Consultant may acquire against City by virtue of the payment of any loss under such insurance.

14. PERMITS AND LICENSES:

Consultant, at its sole expense, shall obtain and maintain during the term of this Agreement, all appropriate permits, certificates and professional licenses related to the scope of services provided, including a City Business License, which may be required in connection with the performance of services hereunder. Failure to maintain all Professional licenses, required permits or Professional certificates will void this agreement in its entirety.

15. PREFERENCE FOR RECYCLED MATERIALS (ORS 279A.125).

Consultant will use where applicable, recycled materials if (a) The recycled product is available; (b) The recycled product meets applicable standards; (c) The recycled product can be substituted for a comparable non-recycled product; and (d) The recycled product's costs do not exceed the costs of non-recycled products by more than five percent (5%).

16. DRUGS AND ALCOHOL.

Consultant shall maintain and enforce a policy prohibiting Consultant and its employees, agents and subconsultants, if any, from dealing, possessing, or using drugs or alcohol while performing work under this Agreement.

17. CRIMINAL BACKGROUND INVESTIGATIONS.

Consultant understands that Consultant is subject to periodic criminal background investigations by City and, if such investigations disclose criminal activity not disclosed by Consultant, such non-disclosure shall constitute a material breach of this Agreement and City may terminate this Agreement effective upon delivery of written notice to the Consultant, or at such later date as may be established by the City.

18. DELEGATION, SUBCONTRACTS AND ASSIGNMENT.

Consultant shall not delegate or subcontract any of the work required by this Agreement or assign or transfer any of its interest in this Agreement, without the City's prior written consent.

- 18.1 Any delegation, subcontract, assignment, or transfer without prior written consent of City shall constitute a material breach of this Agreement.
- 18.2 Any such assignment or transfer, if approved, is subject to such conditions and provisions as the City may deem necessary.
- 18.3 No approval by the City of any assignment or transfer of interest shall be deemed to create any obligation of the City to increase rates of payment or maximum Agreement consideration.
- 18.4 Prior written approval shall not be required for the purchase by the Consultant of articles, supplies and services which are incidental to the provision of services under this Agreement that are necessary for the performance of the work.
- 18.5 Any subcontracts that the City may authorize shall contain all requirements of this Agreement, and the Consultant shall be responsible for the performance of the subcontractor.

19. NON-DISCRIMINATION.

Consultant agrees that it shall not discriminate on the grounds of race, color, creed, national origin, sex, marital status, age, or disability in Consultant's performance of this Agreement. Consultant agrees to comply with Title VI of the Civil Rights Act of 1964, with Section V of the Rehabilitation Act of 1973, and with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations. Consultant also shall comply with the Americans with Disabilities Act of 1990 (Pub L No. 101-336), ORS 659.425, and all regulations and administrative rules established pursuant to those laws. Consultant agrees to comply with ADA in its employment and nondiscrimination practices, and that it shall perform its contractual obligations consistent with ADA federal requirements/regulations, state disability and accessibility law and requirements, and applicable regulations and administrative rules established pursuant to those laws.

20. TERMINATION.

This Agreement may be terminated as follows:

- 20.1 This Agreement may be terminated at any time by mutual consent of both parties.
- 20.2 City may, in its sole discretion, terminate this Agreement, in whole or in part, upon thirty (30) days' notice, in writing and delivered by certified mail or in person.
- 20.3 City may terminate this Agreement, effective upon delivery of written notice to the Consultant, or at such later date as may be established by the City under any of the following conditions:
 - 20.3.1 City funding is not obtained and continued at levels sufficient to pay for Consultant's Work. The Agreement may be modified to accommodate a reduction in funds.

- 20.3.2 If federal, state or City regulations or guidelines are modified, changed or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this Agreement or are no longer eligible for the funding proposed for payments authorized by this Agreement.
 - 20.3.3 If any license or certificate required by law or regulation to be held by the Consultant to provide the services required by this Agreement is for any reason denied, revoked, or not renewed.
 - 20.3.4 Any termination of this Agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.
 - 20.3.5 The City by written notice of default (including breach of contract) to the Consultant may terminate the whole or any part of this Agreement:
 - 20.3.6 f the Consultant fails to provide services called for by this Agreement within the time specified or any extension of the Agreement, or
 - 20.3.7 If the Consultant fails to perform any of the other provisions of this Agreement, or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from the City, fails to correct such failures within 10 days or such longer period as the City may authorize.
 - 20.3.8 If the consultant fails to maintain all Professional licenses, Professional certificates or required permits, the agreement will be voided in its entirety. Payments for valid Professional services will be assessed to determine if any payment under this agreement is required up to the date required Professional licenses, Professional certifications or permits lapse.
- 20.4 Consultant may terminate this Agreement upon 30 days' written notice to City if City fails to pay Consultant pursuant to the terms of this Agreement and City fails to cure within 30 business days after receipt of Consultant's notice, or such longer period of cure as Consultant may specify in the notice.
- 20.5 City expressly reserves any and all rights it has in law or equity if Consultant defaults under this Agreement and fails to cure such default in accordance with this Agreement's terms.

21. ACCESS TO RECORDS.

Consultant shall maintain fiscal records and all other records pertinent to this Agreement.

- 21.1 All fiscal records shall be maintained pursuant to generally accepted accounting standards, and other records shall be maintained to the extent necessary to clearly reflect actions taken. All records shall be retained and kept accessible for at least three years following the final payment made under this Agreement or all pending matters are closed, whichever is later. If an audit, litigation or other action involving this Agreement begins before the end of the three year period, the records shall be retained until all issues arising out of the action are resolved or until the end of the three year period, whichever is later.
- 21.2 City and its authorized representatives shall have the right to direct access to all of Consultant's books, documents, papers and records related to this Agreement for the purpose of conducting audits and examinations and making copies, excerpts and transcripts. These records also include any records in electronic form or other electronic storage devices. City shall reimburse Consultant for Consultant's cost of preparing copies. Upon advanced notice and request to enter Consultant's premises, Consultant will cooperate and allow, the City, the Secretary of State's Office of the State of Oregon, the Federal Government, and their duly authorized representatives, to

enter upon Consultant's premises to access and inspect the books, documents, papers, electronic files and any other records of the Consultant which are directly pertinent to this Agreement for the purpose of making audits, examinations, excerpts, copies and transcriptions.

22. OWNERSHIP OF WORK.

All work of Consultant that results from this Agreement (the "Work Product") is the exclusive property of City. City and Consultant intend that such Work Product be deemed "work made for hire" of which City shall be deemed author.) If for any reason the Work Product or any part of it would not be considered a work made for hire under applicable law, Consultant irrevocably sells, assigns, and transfers to City, its successors and assigns, the entire right, title and interest in and to the Work Product, any registrations, trademarks, patents or copyrights relating to it and any renewals and extensions of same, and in and to all works based upon, derived from, or incorporating the Work Product, and in and to all income, royalties, damages, claims and payments now or hereafter due or payable with respect to the Work Product, and in and to all causes of action, either in law or in equity for past, present, or future infringement based on such rights accruing to the Work Product. Consultant shall execute such further documents and instruments as City may reasonably request in order to fully vest such rights in City. Consultant forever waives any and all rights relating to Work Product, including without limitation, any and all rights arising under 17 USC § 106A or any other rights of identification of authorship or rights of approval, restriction or limitation on use or subsequent modification, provided that City will only use such Work Product for its intended purpose and not modify the Work Product which would be prejudicial to Consultant's honor or reputation. City shall have no rights in any pre-existing work product of Consultant provided to City by Consultant in the performance of this Agreement except to copy, use and re-use any such work product for City use only. If this Agreement is terminated prior to completion, and the City is not in default, City, in addition to any other rights provided by this Agreement, may require the Consultant to transfer and deliver all partially completed work products, reports or documentation that the Consultant has specifically developed or specifically acquired for the performance of this Agreement.

23. GOVERNING LAW.

This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit or proceeding (collectively, "Claim") between City and Consultant that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Deschutes County for the State of Oregon; provided, however, if a Claim shall be brought in federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. Any trial will be to the court without a jury. CONSULTANT, BY EXECUTION OF THIS AGREEMENT, CONSENTS TO THE PERSONAL JURISDICTION OF SAID COURTS.

24. FORCE MAJEURE.

Neither party to this Agreement shall be liable to the other party for delays in performing the Services or for the direct or indirect cost resulting from such delays that may result from strikes, riots, war, acts of governmental authorities, extraordinary weather conditions or other natural catastrophe, or any other cause beyond the reasonable control or contemplation of either party.

25. WAIVER.

City's delay in exercising, or failure to exercise any right, power, or privilege under this Agreement shall not operate as a waiver thereof, nor shall any single or partial exercise or any right, power, or privilege under this Agreement preclude any other or further exercise thereof or the exercise of any other such right, power, or privilege. The remedies provided herein are cumulative and not exclusive of any remedies provided by law.

26. ATTORNEY FEES.

If a suit or action is filed to enforce any term of this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to costs and disbursements provided by statute, any sum that a court, including any appellate court, may adjudge reasonable as attorney's fees.

27. SEVERABILITY.

If any term or provision of this Agreement is declared illegal or in conflict with any law by a court of competent jurisdiction, the validity of the remaining terms and provisions shall not be affected and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

28. NOTICE.

Any notices required under this Agreement shall be effective when received at the following addresses:

City: 411 SW 9th Street, Redmond Oregon 97756

Consultant: 14831 SE 82nd Drive, Clackamas Oregon 97015

It is incumbent on the party sending notice to confirm the other party's receipt of the notice in writing.

29. REPRESENTATION ON AUTHORITY OF PARTIES/SIGNATORIES.

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first above written.

RAMS SPECIALIZED SECURITY SERVICE, INC.

CITY OF REDMOND

Jo Ann Gish
Signature

Jo Ann Gish
Print

President
Title

6-29-2018
Date

Keith Witosky
Signature

Keith Witosky
Print

City Manager
Title

July 2, 2018
Date

ATTEST:

Kelly Wilson
By: Kelly Wilson, City Recorder

STATEMENT OF WORK. Consultant shall perform the following work including Incorporated Documents. The REQUEST FOR QUOTES, REQUEST FOR PROPOSALS, INVITATION TO BID, the INSTRUCTIONS TO BIDDERS, the signed copy of the PROPOSAL, the BID BOND, the fully executed PERFORMANCE BOND and PAYMENT BOND, the GENERAL CONDITIONS, the SUPPLEMENTARY CONDITIONS, any ADDENDA, the SPECIFICATIONS, and the PLANS, if applicable, are hereby referred to and by reference made a part of this Scope of Work, as fully and completely as if the same were fully set forth herein and are mutually cooperative there-with.

☐ Substitute Statement of Work (ex: request for proposal, signed proposal, quote, etc.) attached.

or

☒ Detailed list of duties, including time lines and document production, are as follows:

See next page for Scope of Work

EXHIBIT 1 – STATEMENT OF WORK AND COMPENSATION (CONSULTANT/PROFESSIONAL SERVICES CONTRACT)

Scope of Work:

Work performed is for Redmond Municipal Airport (RDM). Due to the complex and sensitive security nature of RDM's security environment, the Consultant must dedicate RDM approved security officers to RDM.

- A. Security officers must successfully obtain and maintain a Secured Area ID from RDM. This process involves the following:
- Completed Airport Secured Area ID application
 - Review of I-9 ID Documents (if born outside the USA, must provide legal right to work document)
 - Initial and the continuous ten (10) year Criminal History Records Check by submitting fingerprints for FBI records check
 - Must receive an approved status from a TSA Security Threat Assessment
 - Must complete two hours of RDM training on-site regarding rules and regulations
 - Must complete a minimum of two hours of RDM security officer training on-site
- B. Consultant will provide one (1), on-site, armed security officer twenty-four (24) hours per day, seven (7) days per week assigned to RDM
- C. Consultant will provide one (1), on-site, armed and/or unarmed security officer up to fifteen (15) hours maximum per day, seven (7) days per week assigned to RDM
- D. Consultant will provide additional RDM armed and/or unarmed security officer(s) as requested on an as needed basis
- E. Consultant's RDM approved Security Officers must:
- Portray a professional appearance, approved RDM uniform and in all communications
 - Exude and focus on friendly customer service in demeanor, language, tone and body language
 - Physically stand and walk on hard surfaces for long-periods of time, quickly ascend and descend stairs, briskly walk and run if necessary
 - Continuous walking is required and accounts for majority of officers time
 - Have good general health, hearing, sight and can read and write legibly in English
 - Have effective computer skills i.e. typing, emails, reports
 - Not have medical condition(s) that may interfere with RDM responsibilities while on-duty
 - Effective communication on radios and cell phones
 - Comply with RDM directives
 - Respond to and assist Transportation Security Administration (TSA) within a maximum of five (5) minutes
 - Respond to RDM's alarms within a maximum of five (5) minutes
 - Be willing and able to appropriately respond to disastrous events including, but not limited to, active threats
 - Enforce RDM rules, issue parking citations and exclusion notices
 - Handle stressful situations quietly with authority, yet not in an abusive, abrasive or threatening manner
 - Not use tactics, authority or apply training techniques that are not authorized by RDM
 - Prioritize and understand all aspects of duties and responsibilities
 - Must follow protocols established by RDM
 - Serve as a liaison with RDM, TSA, Law Enforcement Officers (LEOs) and airport tenants with the Airport Security Coordinator and/or Duty Managers
 - Handle, and temporarily control, lost and found items, collect and store illegal items, weapons, TSA prohibited items, and unattended items
 - Have a minimum of four (4) years verifiable unarmed or armed security officer experience; or five (5) years customer service experience for unarmed security officer
 - Maintain a highly visible, active presence as prescribed by RDM
 - Take direction from RDM's Security Manager
 - Remit reports and other forms/pictures as prescribed by RDM
 - Must meet deadlines and timelines prescribed by RDM
 - Work is primarily outdoors in the all elements, and by-self for unarmed office, or if only one officer is on shift
 - Conduct indoor and outdoor inspections for prohibited items as directed by RDM

EXHIBIT 1 – STATEMENT OF WORK AND COMPENSATION (CONSULTANT/PROFESSIONAL SERVICES CONTRACT)

Scope of Work:

- Armed security officer will carry loaded firearm and Taser and primarily works by-self, inside the Terminal, unless only one officer is on shift, then officer will work primarily outside in all elements at the curb
- Must have, or obtain, verifiable CPR and first-aid training
- Perform assigned responsibilities under both routine and stress conditions
- Be self motivated, team oriented and friendly in nature

F. Consultant responsibilities include, but are not limited to, the following:

1. Consultant ensures RDM approved security officers are current on all State and RDM required trainings, and/or certifications, and/or licenses at no additional cost to RDM
2. Consultant ensures armed security officer(s) are issued a firm firearm and Taser that are in good working condition with spare parts and appropriate bullets that are good-quality
3. Consultant must provide uniforms that are approved by RDM
4. Uniforms will not be provided by RDM
5. Consultant adheres to zero-tolerance drug and zero-tolerance harassment policies
6. Conducts annual random drug testing of 25% of the RDM security officer work force, at no additional cost to RDM
7. Consultant must ensure at least one (1) supervisor/lead, or RDM security officer, attends required RDM meetings at no additional cost to RDM (approximately 15 - 20 hours annually)
8. Consultant must provide a physical test(s) that is acceptable to RDM to ensure security officer's minimum response timea are met
9. Consultant must remit billings, reports, training records and other completed forms as prescribed by RDM.
10. Consultant must provide equivalent replacement security officer(s) as needed, required, or as directed by RDM, temporarily or permanently
11. Consultant must provide RDM with the names, DPSST License number, position, and schedule of its armed and unarmed security officers and a list of key support staff with their telephone numbers
12. Consultant shall have a current and active training program to keep its security officers fresh, motivated and practiced at skills. The training program shall identify the specific types of training provided by the firm, how training is conducted, frequency and if it is with a certified and/or licensed trainer on staff, or is out-sourced.
 - Training must not be an additional cost to RDM
13. Consultant must provide the following items:
 - General security services equipment and supplies
 - Uniforms
 - Two (2) smart cell phones with Verizon service (Verizon has reception in all areas of terminal) with at least one (1) extra battery and charging device at no additional cost to RDM
 - Bluetooth devices are encouraged
 - Two (2) Consultant issued, same make and model, loaded firearms, with a minimum six (6) loaded magazines with four (4) magazine holsters
 - Consultant firearms intended for use in this contract are Glock Model 17 9mm
 - Consultant must provide two (2) Level III retention firearm holsters
 - Two (2) Consultant issued Tasers and holsters, with extra parts as appropriate for 24 hour operation at no additional cost to RDM
 - If RDM authorizes uses of spray deterrent, the Consultant must provide approved and trained security officer(s) with RDM approved spray deterrent at no additional cost to RDM
 - Provide and secure a RDM accepted lock box for firearm storage of any firearm that is not in active use in a RDM approved location
 - Minimum office equipment to be provided by Consultant for use by its security officers includes:
 - Standard office supplies, i.e., paper, pens, pencils, stapler, staples, etc.
 - Printer
 - Copier
 - Computer with internet service
 - RDM's public wireless internet can be accessed
 - Desk phone, fax, if needed

EXHIBIT 1 – STATEMENT OF WORK AND COMPENSATION (CONSULTANT/PROFESSIONAL SERVICES CONTRACT)

Scope of Work:

- Armed security officers must have:
 - Properly fitted, worn under the shirt, bullet proof vest.
 - Consultant issued loaded firearm, two (2) loaded magazines holstered and Taser. All items must be properly maintained and functioning.
 - Firearm worn must be secured in a Level III retention holster
- Armed and unarmed security officers must wear uniform pieces papproved by RDM, for style, color, appearance and proper fit. Uniforms must be clean, pressed, and un-torn and fit properly. Consultant shall replace worn or torn uniforms and equipment at firm's expense. Uniforms include the following RDM approved items:
 - Polo short and/or long sleeved shirts with company name on front and "SECURITY" on the back that are highly visible – Safety Yellow on top half and black on bottom half and be reflective
 - Grey colored cargo or tactical style pants
 - Black belt
 - Black duty belt
 - Black or white socks
 - Black shoes
 - Light jacket with company logo on front and "SECURITY" on the back, with reflective material
 - Weatherproof jacket with company logo on front and "SECURITY" on the back, with reflective material
 - Highly visible safety vest with reflective material and company logo on front and "SECURITY" on the back
 - Ball cap with company logo
 - Knit hat with company logo
 - Name tag
 - Security badge for company
 - High lumen, weather resistant flashlight
 - Optional uniform pieces, at Consultant's or individual's expense, includes:
 - Unarmed security officers may wear properly fitted exterior bullet proof vest. Preferably in a highly visible color and reflective material with company logo on front and "SECURITY" on the back.

COMPENSATION. Consultant shall be compensated as follows.

- ☐ Substitute compensation document (ex: signed proposal, quote, rate sheet, etc.) attached.

or

- X** Maximum compensation under this contract and other relevant compensation and payment terms are as follows:

Security Service	Unit	Hourly Rate	Hourly Wage to Officer
Armed Security Officer	Hour	\$29.75	\$20.00
Holiday Armed Security Officer	Hour	\$42.65	\$30.00
Supervisor/Lead Armed Security Officer	Hour	\$33.00	\$22.00
Holiday Supervisor/Lead Armed Security Officer	Hour	\$46.13	\$33.00
Unarmed Security Officer	Hour	\$24.85	\$16.50
Holiday Unarmed Security Officer	Hour	\$35.68	\$24.75

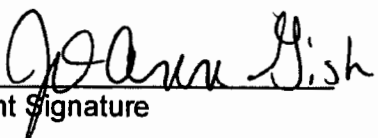
EXHIBIT 1 – STATEMENT OF WORK AND COMPENSATION (CONSULTANT/PROFESSIONAL SERVICES CONTRACT)

Compensation:

- A. Consultant must include up to four (4) all assigned RDM security officer staff meetings annually with RDM staff at no additional charge to RDM
- Meetings are capped at 2 (two) hours each
 - Meetings can be held in RDM Conference Room
- B. Holidays include six (6):
- New Year's Day
 - Memorial Day
 - Independence Day
 - Labor Day
 - Thanksgiving Day
 - Christmas Day
- C. Consultant maximum compensation must not exceed the following table and compensation is inclusive of all costs without consent and proper approval of the City and by contract addendum.

Contract Year

Number	Maximum Compensation
One	\$410,384.05
Two	\$423,868.48
Three	\$433,540.82
Projection for the following years:	
Four	\$446,599.58
Five	\$459,987.89
Six	\$474,981.53


Consultant Signature

June 29, 2018
Date

EXHIBIT 2 – INSURANCE (CONSULTANT/PROFESSIONAL SERVICES CONTRACT)

The Consultant shall at all times maintain, in force, at Consultant's expense, each insurance noted below. Insurance coverage must apply on a primary and non-contributory basis. All insurance policies, except Professional Liability, shall be written on an occurrence basis and be in effect for the term of this contract. Policies written on a "claims made" basis must be approved and authorized by the City of Redmond.

Consultant Name: RAMS Specialized Security Service, Inc.

Workers Compensation insurance in compliance with ORS 656.017, requiring Consultant and all subcontractors to provide workers' compensation coverage for all subject workers, or provide certification of exempt status. Employers' Liability Insurance with coverage limits of not less than \$500,000 must be included.

☒ Required by City (complete Exhibit 2A)

Professional Liability insurance with an occurrence combined single limit of not less than:

Per Occurrence limit	Annual Aggregate limit
<u> \$1,000,000 </u>	<u> \$1,000,000 </u>
☒ <u>\$2,000,000</u>	☒ <u>\$2,000,000</u>
<u> \$ </u>	<u> \$ </u>

Professional Liability insurance covers damages caused by error, omission, or negligent acts related to professional services provided under this Contract. The policy must provide extended reporting period coverage, sometimes referred to as "tail coverage" for claims made within two years after this contract is completed.

☒ Required by City (include Certificate of Insurance) ☐ Not required by City

Commercial General Liability insurance with a combined single limit of not less than:

Per Occurrence limit	Annual Aggregate limit
<u> \$1,000,000 </u>	<u> \$1,000,000 </u>
☒ <u>\$2,000,000</u>	☒ <u>\$2,000,000</u>
<u> \$4,000,000 </u>	<u> \$4,000,000 </u>
<u> \$ </u>	<u> \$ </u>

Commercial General Liability insurance includes coverage for personal injury, bodily injury, advertising injury, property damage, premises, operations, products, completed operations and contractual damages. **By separate endorsement**, the policy shall name **The City of Redmond, its agents, directors, officers, employees and volunteers as an additional insured**. The additional insured endorsement shall not include declarations that reduce any per occurrence or aggregate insurance limit. The Consultant shall provide additional coverage based on any outstanding claim(s) made against policy limits to ensure that minimum insurance limits required by the City are maintained. Construction contracts may include aggregate limits that apply on a "per location" or "per project" basis.

☒ Required by City (include Certificate of Insurance) ☐ Not required by City
☐ Per Location or Project required

Automobile Liability insurance with a combined single limit of not less than:

Per Occurrence limit
 \$500,000
 \$1,000,000
 \$2,000,000

Automobile Liability insurance includes coverage for bodily injury and property damage resulting from operation of a motor vehicle. Commercial Automobile Liability Insurance shall provide coverage for any motor vehicle (symbol 1 on some insurance certificates) driven by or on behalf of Consultant during the course of providing services under this contract. Commercial Automobile Liability is required for consultants that own business vehicles registered to the business. Examples include: plumbers, electricians or construction contractors. An Example of an acceptable personal automobile policy is a Consultant who is a sole proprietor that does not own vehicles registered to the business.

☐ Required by City (include Certificate of Insurance) ☒ Not required by City

Insurance Assigned by Keith Leitz *KL*

Additional Requirements: Consultant shall pay all deductibles and retentions. A cross-liability clause or separation of insured's condition must be included in all commercial general liability policies required by this Contract. Consultant's insurance coverage will be primary in the event of loss.

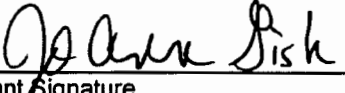
Certificate of Insurance (COI) Required: Consultant shall furnish a current Certificate of Insurance to the City with the signed Contract. The Contractor shall provide that there shall be no cancellation, termination, material change, or reduction of limits of the insurance coverage without at least 30 days written notice from the Consultant to the City.

No contract shall be effective until the required certificates have been received and approved by the City of Redmond. The certificate will specify and document all provisions within this contract. A renewal certificate will be sent to the City of Redmond 10 days prior to coverage expiration.

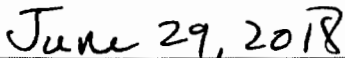
For commercial general liability coverage, the Certificate shall also provide, *by separate endorsement*, that ***The City of Redmond, its agents, directors, officers, employees and volunteers are additional insureds*** with respect to Consultant's services provided under this Contract. The endorsement must provide primary and non-contributory coverage. All endorsements must be in a format acceptable to The City of Redmond.

Insurance Carrier Acceptability: Insurance coverage provided to the City of Redmond by the Consultant will be in an acceptable form and underwritten by an insurance company deemed acceptable by the City of Redmond. The City of Redmond reserves the right to reject all or any insurance carrier(s) with an unacceptable financial rating. The City of Redmond has the sole authority and discretion to determine the acceptability of an insurance carrier's financial rating and the form of policies and endorsements.

If requested, complete copies of the Consultant's insurance policies shall be provided to the City.



Consultant Signature



Date

EXHIBIT 2A – WORKERS' COMPENSATION CERTIFICATION (CONSULTANT/PROFESSIONAL SERVICES CONTRACT)

I understand that in Oregon all workers (even employed family members) are subject to Workers' Compensation, EXCEPT nonsubject workers as defined in Oregon Revised Statutes (ORS) Chapter 656. Complete section A OR B.

Consultant Name: RAMS Specialized Security Service, Inc.

SECTION A – CERTIFICATION OF COVERAGE

Consultant provides Workers' Compensation coverage for employees performing under this contract as provided under ORS Chapter 656 with Employers' Liability Insurance with coverage limits of not less than \$500,000.

Insurer Name SAIF Corporation Policy No. 443704

OR

SECTION B – CERTIFICATION OF EXEMPTION

1) I meet the criteria for nonsubject worker as defined in the ORS 656.027 by subsection marked below.

SELECT ONE: For more information see: <http://www.cbs.state.or.us/wcd/communications/defin.html>.

☐ **SOLE PROPRIETOR** (section (7)(a))

- Consultant is a sole proprietor, and
- Consultant has no employees, and
- Consultant shall not hire employees to perform this contract.

☐ **PARTNERSHIP** (sections (8) and (23)(a))

- Consultant is a partnership, and
- Consultant has no employees, and
- All work shall be performed by the partners; Consultant shall not hire employees to perform this contract, and
- Consultant is not engaged in work performed in direct connection with the construction, alteration, repair, improvement, moving or demolition of an improvement to real property or appurtenances thereto. **

☐ **LIMITED LIABILITY COMPANY** (sections (9) and (25)(a))

- Consultant is a limited liability company, and
- Consultant has no employees, and
- All work shall be performed by the members; Consultant shall not hire employees to perform this contract, and
- If Consultant has more than one member, Consultant is not engaged in work performed in direct connection with the construction, alteration, repair, improvement, moving or demolition of an improvement to real property or appurtenances thereto. **

☐ **CORPORATION** (sections (10) and (24)(a))

- Consultant's business is incorporated, and
- All employees of the corporation are officers and directors and have a substantial ownership interest* in the corporation, and
- The officers and directors shall perform all work. Consultant shall not hire other employees to perform this contract.

☐ **OTHER** (please describe)

• _____
• _____

* NOTE: Under OAR436-50-050 a shareholder has a "substantial ownership" interest if the shareholder owns 10% of the corporation or, if less than 10% is owned, the shareholder has ownership that is at least equal to or greater than the average percentage of ownership of all shareholders.

** NOTE: Under certain circumstances partnerships and limited liability companies can claim an exemption even when performing construction work. The requirements for this exemption are complicated.

2) I meet the criteria for an independent contractor as evidenced by the completion of Exhibit 4 – Independent Contractor Certification.

JoAnn Gish
Consultant Signature

6-29-2014
Date

EXHIBIT 4 – INDEPENDENT CONTRACTOR CERTIFICATION, REPRESENTATIONS & WARRANTIES (SERVICES CONTRACT)

I certify that I am an independent contractor. Complete ALL sections.

Consultant Name: RAMS Specialized Security Service, Inc.

A. CONSULTANT'S BUSINESS STATUS

I certify under penalty of perjury that Consultant is authorized to do business in the State of Oregon as a:

- ☒ Corporation ☐ Limited Liability Company ☐ Partnership ☐ Sole Proprietor
☐ Other _____

B. CONSULTANT IS AN INDEPENDENT CONTRACTOR.

Consultant certifies under penalty of perjury that the following statements are true:

1. If Consultant performed labor or services as an independent Consultant last year, Consultant filed federal and state income tax returns last year in the name of the business (or filed a Schedule C in the name of the business as part of a personal income tax return), and
2. Consultant represents to the public that the labor or services Consultant provides are provided by an independently established business registered with the State of Oregon, and
3. All of the statements checked below are true.

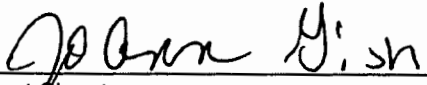
NOTE: Check all that apply. You shall check at least four (4) - to establish that you are an Independent Contractor.

- ☒ The labor or services I perform is primarily carried out at a location that is separate from my residence or is primarily carried out in a specific portion of my residence that is set aside as the location of the business.
- ☒ I purchase commercial advertising or I have business cards for my business, or I am a member of a trade association.
- ☒ My business telephone listing is separate from my personal residence telephone listing.
- ☐ I perform labor or services only under written contracts.
- ☒ Each year I perform labor or services for at least two different persons or entities.
- ☒ I assume financial responsibility for defective workmanship or for service not provided by purchasing performance bonds, errors and omission insurance or liability insurance, or providing warranties relating to the labor or services I provide.

C. REPRESENTATIONS AND WARRANTIES

Consultant certifies under penalty of perjury that the following statements are true to the best of Contractor's knowledge:

1. Consultant has the power and authority to enter into and perform this Contract;
2. This Agreement, when executed and delivered, shall be a valid and binding obligation of Contractor enforceable in accordance with its terms;
3. The services under this Consultant shall be performed in manner consistent with and in accordance with the professional standards of the industry and in a timely manner using the schedule, materials, plans and specifications approved by City; and
4. Consultant shall, at all times during the term of this Contract, be qualified, professionally competent, and duly licensed to perform the services.
5. To the best of Consultant's knowledge, Consultant is not in violation of any tax laws described in ORS 305.380(4).
6. Consultant understands that Contractor is responsible for any federal or state taxes applicable to any consideration and payments paid to Contractor under this Contract; and
7. Consultant has not discriminated against minority, women or small business enterprises in obtaining any required subcontracts, pursuant to ORS 279A.110.


Consultant Signature

6-29-2018
Date



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: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Dave Tarbet, Police Chief
SUBJECT: Authorize City Manager signing authority of service contract (Intergovernmental Agreement) with Deschutes County 9-1-1 Service District. Current cost for Fiscal Year 2020/21: \$59,747.54

Addresses Council Goal:

1. Sustain Operations
- A. Maintain critical and necessary services for the entire city.

Report in Brief:

This item requests City Council authorize the City Manager to approve costs associated with an existing Intergovernmental Agreement with the 9-1-1 Service District for services rendered. The authorization only includes cost increases of less than 5%. Cost increases of more than 5% would require additional Council authorization.

Background:

In September 2015, City Council entered into an ongoing service agreement (Intergovernmental Agreement) with the 9-1-1 Service District (9-1-1) for access and use of a records management system, computer-aided dispatch capability (CAD), and staffing to maintain the system.

Other law enforcement agencies across Deschutes County are also part of the agreement since they also rely on the services of 9-1-1 to manage calls and dispatch services.

The average cost over the past five years has been around \$59,000. This includes the current bill of \$59,747.54 for Fiscal Year 2020/21. This cost initially was over \$60,000 but in 2018 an additional agency was added to the IGA thereby reducing costs to all users.

The IGA itself was approved by City Council in 2015, however at that time, staff did not request delegation for the City Manager to annually approve the cost of services.

The contract cost increases up to 5% per year based on increases for the software maintenance contract agreed upon by the users and vendor (Tyler Technology/New World).

Discussion:

The scope of services provided to the City by the 9-1-1 Service District include:

1. Use of the Criminal Justice based Records Management System (RMS). The RMS is used to generate and store police reports, input involved parties, arrest information, traffic enforcement documentation, generate statistical reports, provide CAD capability to officers, and provide connectivity for patrol vehicles' mobile data terminals.
2. Deschutes County Information Technology department provides 1/2 FTE to perform system maintenance for all user agencies

Fiscal Impact:

Each Central Oregon Law Enforcement Agency (LEA) is assessed a share of the adopted fiscal-year RMS budget. On an annual basis, each LEA pays an equal amount which cumulatively represent 25% of the maintenance charges.

Fiscal Year 2015/16 \$61,611.00

Fiscal Year 2016/17	\$60,210.06	
Fiscal Year 2017/18	\$63,222.06	
Fiscal Year 2018/19	\$50,900.04	<i>New agencies added to the maintenance agreement decreasing costs for all users.</i>
Fiscal Year 2019/20	\$57,001.72	<i>Increase was for Net-Motion services that were not billed in 18-19. These services were billed for 18-19 and 19-20 on this billing cycle.</i>
Fiscal Year 2020/21	\$59,747.54	<i>(Current payment due)</i>

The annual cost for services rendered is paid at the end of each fiscal year.

Annual increases are not expected to exceed 5%. If they do, the contract for that particular year will come to City Council for approval.

Alternative Courses of Action:

1. Authorize the City Manager to sign for the annual service costs associated with the contract.
2. Do not delegate the authorization and require the decision to be made annually by the City Council
3. Take no action and request additional information

Recommendation / Suggested Motion:

Option 1:

"I move to authorize the City Manager to approve costs associated with an existing Intergovernmental Agreement with the 9-1-1 Service District for services rendered with an annual increase of no more than 5%."



CITY OF REDMOND

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STAFF REPORT

DATE: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Zachary Bass, Airport Director
SUBJECT: Reimburse the Federal Aviation Administration for the future exclusive use of aircraft parking ramp space; Grant 3-41-0052-024-2005 in the amount of \$93,741.84.

Addresses Council Goal:

5.B. iv. Pursue State, FAA, and other funding for development, expansion and preservation of the airport's physical facilities.

Report in Brief:

This action requests City Council authorize Redmond Municipal Airport (Airport) to reimburse the Federal Aviation Administration (FAA) for the cost of constructing an aircraft parking ramp, using Federal Airport Improvement Program funds in the amount of \$93,741.84.

Background:

Leading Edge Aviation is the current Fixed Base Operator (FBO) at the Airport. They lease buildings and property on the north side of the airfield for their fueling, maintenance, hangars, and aircraft parking business.

Their current facility is located adjacent to an aircraft parking ramp that was last reconstructed in 2005 using Federal resources.

The FBO will be constructing a new aircraft hangar and office. This five million dollar investment will expand out onto the adjacent aircraft parking ramp. The FAA considers this expansion as allowing "exclusive use" of an area improved using Federal dollars in the past, and requires compensation for the exclusive use by a single tenant.

The Airport, FBO, and FAA have worked together to determine the amount of compensation (\$93,741.84) by using the FAA criteria.

The cost will be paid for in its entirety by the FBO. However, the FAA requires the Airport to front the money, and be reimbursed by the FBO. The Airport has already received this reimbursement.

Discussion:

The purpose of this approval is to allow the Airport to directly pay for the reimbursement as required by the FAA.

Fiscal Impact:

There is no fiscal impact.

Alternative Courses of Action:

1. Approve the Airport's request
2. Do not approve the Airport's request
3. Request more information

Recommendation / Suggested Motion:

"I move to approve a reimbursement to the Federal Aviation Administration for the future exclusive use of aircraft parking ramp space in the amount \$93,741.84."



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STAFF REPORT

DATE: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
Jason Neff, Chief Financial Officer
FROM: Brooks Slyter, Accounting & Financial Reporting Director
SUBJECT: Fiscal Year 2019/20 City & Urban Renewal Financial Audit Results-Dickey & Tremper, LLP and Resolution for Corrective Action on Deficiencies

Addresses Council Goal:

1. SUSTAIN OPERATIONS: Provide or enhance current levels of operations in all facets of municipal service delivery.
G. Manage financial affairs in a transparent, responsible and consistent manner.

Report in Brief:

Dickey & Tremper, LLP will present results of the Fiscal Year (FY) 2019/20 financial audit and staff requests City Council adopt a resolution which sets forth corrective measures for two deficiencies identified in the report as required by Oregon Revised Statutes (ORS) 297.466.

Audited financial reports can be found at <https://www.redmondoregon.gov/government/departments/finance/annual-audited-financial-reports>.

Background:

On April 17, 2015, the Oregon Legislature passed House Bill 2174. This bill requires governing bodies adopt resolutions which set forth corrective measures for deficiencies identified in audit reports.

This requirement applies to all audit reports issued after April 17, 2015.

The City of Redmond's FY 2019/20 audit was conducted by Dickey and Tremper, LLP and submitted under an approved extension to the Oregon Secretary of State Audits Division on March 31, 2021.

The auditors identified two deficiencies in the audit report requiring corrective measures. The adopted resolution must be submitted to the Oregon Secretary of State Audits Division.

Discussion:

The two areas with deficiencies identified in the audit report and the City's proposed corrective measures are:

Deficiency 1: Non exchange revenues in governmental funds for reimbursement related grants should be recognized when all eligibility requirements are met and when they are available to fund current year expenditures (within 30 days of fiscal year end). An adjustment was needed to reclassify two transportation grants to deferred inflows instead of revenue in the amount of \$245,320.50, which was material to the fund.

This deficiency has already been corrected during the audit and management will continue to review all revenue streams with additional scrutiny on large changes and unusual items to ensure the correct recognition and timing of all revenue sources.

Deficiency 2: The City is required to submit quarterly SF425 Federal Financial Reports for the Community Development Block Grant Entitlement Program within 30 days from the end of each quarter. Through September 30, 2019, this was accomplished by filing the SF425 form and starting with the September 30, 2020, federal fiscal year grantees were required to complete the Cash on Hand Quarterly Report and submit it electronically through the HUD IDIS system. Reports for all four quarters were filed past the deadline and did not agree to the amounts reported for revenues and

expenditures in the City's records.

There were changes in staff administering the program during the year and in requirements at the HUD level. The City also had cash on hand from program income, which increases the complexity of the reporting. In addition, it takes two people to submit information into the IDIS system and the second staff did not receive access until October 2019. The new IDIS Cash on Hand Quarterly Reports do not allow submissions of negative amounts of cash on hand, so any unreimbursed expenses during a quarter will cause an exception to accurately submitting the reports.

The City has hired a new Housing Program Analyst to coordinate with Finance staff and to provide consistent and knowledgeable staffing to administer the CDBG program and file reports in a timely manner. The quarterly reports in 2021 are now being filed on time. The reports are still not able to be filed accurately due to the limitations of HUD's IDIS system not allowing negative amounts.

The CDBG program is a reimbursement basis grant so there are often negative amounts of cash on hand at the end of the quarter. Staff are working to shorten the length of time between eligible grant expenditures and reimbursement requests to lessen the impact to the quarterly reports. All reports are being submitted with comments explaining the amounts reported and tracking worksheets are saved to reconcile the differences from the actual activity of the quarter with what is reported within IDIS.

Fiscal Impact:

There is no fiscal impact if the resolution is adopted by the Council and accepted by the State. However, if the resolution is not adopted or if the State does not accept the City's plans to correct the deficiencies, the State reserves the right to withhold future funding from the City.

Alternative Courses of Action:

1. Approve the resolution and the suggested corrective measures.
2. Do not approve the resolution.
3. Request more information.

Recommendation / Suggested Motion:

"I move to adopt Res. #2021-10 setting forth corrective measures for deficiencies identified in City of Redmond Fiscal Year 2019/20 Audit Report."

March 31, 2021

To the Honorable Mayor and Members of the
City Council of the City of Redmond, Oregon

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Redmond, Oregon; hereafter referred to as the City, for the year ended June 30, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted audit standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated November 3, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note I to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during year 2020. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period, except for the unrecorded audit adjustments attached to this letter.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the City's financial statements were:

Management's estimate of capital assets and depreciation expense is based on the useful lives of acquired assets. We evaluated the key factors, and assumptions used to develop depreciation expense in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of Other Post Employment Benefits and the related deferred inflows and outflows is based on the actuarial valuation performed by Milliman and key assumptions agreed to by management. We evaluated the key factors and assumptions used to develop the liability for Other Post Employment Benefits and the related deferred inflows and outflows in determining that it is reasonable in relation to the financial statement taken as a whole. The actuarial valuation was based on the currently known facts and does not take into account changes subsequent to the measurement date.

Management determined that the liability for system development charge credits could not be reasonably estimated and the usage of any credits would result in the offset to future system development charges. An estimate of the possible commitment has been reported as note disclosure IV.D of the financial statements.

Management's estimate of the net pension asset and the related deferred inflows and outflows is based on the actuarial valuation performed by Milliman and key assumptions agreed to by management and Oregon PERS. We evaluated the key factors and assumptions used to develop the net pension asset and related deferred inflows and outflows in determining that it is reasonable in relation to the financial statements taken as a whole. The actuarial valuation was based on the currently known facts and does not take into account changes subsequent to the measurement date.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit, except there were additional procedures required due to working remotely and delays due to staffing and COVID-19.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The following material misstatements were corrected by management:

A material adjustment was recorded to reclassify the unavailable portion of two transportation grants received more than 30 days after year end to deferred inflows instead of revenue at the fund level.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 31, 2021

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

During our audit, we became aware of some areas other than significant deficiencies or material weaknesses, matters that are opportunities for strengthening internal controls and operating efficiency, and other observations. The comments below summarize our suggestions regarding those matters:

The City has various manuals and procedures related to the Community Development Block Grant program. The overall language appears to meet federal requirements, but there are various sections that may need to be updated for current guidance and operations.

Payroll liabilities reported negative balances for PERS and SAIF payable and a balance for broker adjustment, which is normally zero. We discussed the matter with management and found the SAIF and broker adjustments were posted backwards and the PERS rate adjustment from July 2019 wasn't properly charged through payroll. Adjustments were proposed by management and posted to correct the activity and reclassify balances between funds. We recommend that management monitor the rates and balances to ensure accurate reporting.

A required audit procedure is the review of minutes or other summaries of meetings held by the City Council up until the release date of the report. Most of the minutes for the 2021 fiscal year had not been completed as of the middle of March 2021 and additional procedures were required to obtain draft minutes and other summaries to complete the audit. We recommend that minutes be prepared and approved promptly after the meeting is held.

The City implemented a new utility billing system at the end of the 2019 fiscal year and is still working through some of the implementation issues. There were differences between the accounts receivable subsidiary listing and unapplied credits listing versus what is reported in the City's trial balance. After our discussions with management, it was estimated that the net balance may be overstated by approximately \$30,000, which was not adjusted during the audit. We recommend that the City continue to monitor and reconcile until the issues are worked out.

We also reported on the City's internal control in our report dated March 31, 2021, which is included in the City's financial statements. That report disclosed one item reported as a material weakness over financial reporting and one item as a significant deficiency.

Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis, schedules of the City's Proportionate Share of the Net Pension Liability (Asset), the City's Contribution to the Oregon Public Employees Retirement System, the City's Proportionate Share of the Net OPEB Liability (Asset), the City's Contribution to the OPERS Retirement Health Insurance Account, Schedule of Changes in the City's OPEB Liability and Related Ratios, and Notes to Requires Supplementary Information, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual nonmajor funds financials statements, budgetary comparison schedules, and other financial schedules, which accompanies the financial statements but is not RSI. With respect to the supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We are not engaged to report on the Statistical section and Transmittal letter, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and, accordingly, we do not express an opinion or provide any assurance on them.

Restriction on Use

This information is intended solely for the use of the Mayor, members of City Council and management of the City of Redmond and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully,

A handwritten signature in black ink that reads "Dickey and Tremper, LLP". The signature is written in a cursive, flowing style.

DICKEY AND TREMPER, LLP

City of Redmond
Unrecorded Audit Adjustments
6/30/2020

		DR	CR
1			
Accounts receivable	Golf Fund	28,000	
Golf course revenues	Golf Fund		28,000

Estimated passed adjustment to correct Groupon receivables recorded in golf course accounts receivable.
To reverse the effect of the prior year passed adjustment to correct Groupon receivables recorded in golf course accounts receivable, which was corrected in the current year.

2			
Utility revenues	Water Fund	30,000	
Customer overpayment	Water Fund		30,000

Estimated passed adjustment for unreconciled differences between the utility billing system and actual estimated balances due to the application of overpayments and client balances.

3			
Intergovernmental revenue	Police Fund/Combined General Fund	43,128	
Deferred inflows	Police Fund/Combined General Fund		43,128
Intergovernmental revenue	Transportation Fund	39,445	
Deferred inflows	Transportation Fund		39,445

Passed adjustment to reclassify receipts received outside of the 30 day measurable and available period to deferred inflows at year end, rather than revenues. The City is considering a change in the measurable and available period in the next fiscal year.

March 31, 2021

To the Board of Directors of the Redmond Urban Renewal Agency
411 SW 9th St.
Redmond, OR 97756

We have audited the financial statements of the governmental activities and each major fund of the Redmond Urban Renewal Agency for the year ended June 30, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated November 3, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Redmond Urban Renewal Agency are described in Note 1 to the financial statements. No new accounting policies were adopted, and application of existing policies was not changed during the year 2020. We noted no transactions entered into by the Agency during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of capital assets owned, and depreciation expense is based on the useful lives of acquired assets. We evaluated the key factors and assumptions used to report net capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of property taxes receivable is based on unpaid property taxes as of June 30, 2020. We evaluated the key factors and assumptions used to develop property taxes receivable in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the net realizable value of assets held for sale was based on appraisals and recent sales prices. We evaluated the key factors and assumptions used to develop the net realizable value in determining that it is reasonable in relation to the financial statements taken as whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material either individually or in the aggregate to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 31, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Agency's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Agency's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

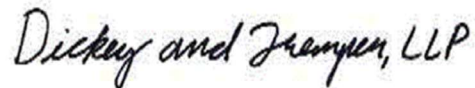
We applied certain limited procedures to Management's Discussion and Analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the budgetary comparison schedules which accompany the financial statements but are not RSI. With respect to this supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and the management of the Redmond Urban Renewal Agency and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully,

A handwritten signature in cursive script that reads "Dickey and Tremper, LLP".

DICKEY AND TREMPER, LLP



Dickey and Tremper, LLP
Certified Public Accountants and Business Advisors

110 SE First Street
P.O. Box 1533
Pendleton, OR 97801
Phone: (541) 276-6862
Toll Free: 1-800-332-6862
Fax: (541) 276-9040
Web: www.dickeyandtremper.com

To the Board and Management of the City of
Redmond Urban Renewal Agency:
411 SW 9th St.
Redmond, OR 97756

In planning and performing our audit of the financial statements of the governmental activities and each major fund of the Redmond Urban Renewal Agency as of and for the year ended June 30, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered the Redmond Urban Renewal Agency's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Redmond Urban Renewal Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, Board of Directors, and others within the Redmond Urban Renewal Agency, and is not intended to be, and should not be, used by anyone other than these specified parties.

Dickey and Tremper, LLP
Dickey and Tremper, LLP
Certified Public Accountants
Pendleton, Oregon

March 31, 2021

**CITY OF REDMOND
RESOLUTION NO. 2021-10**

A RESOLUTION TO COMPLY WITH HOUSE BILL 2174 (2015) AFTER RECEIPT OF THE FY 2019-20 AUDIT REPORT.

WHEREAS, under Oregon law, the City of Redmond is required to prepare and file an annual audit report with the Oregon Secretary of State; and

WHEREAS, the City of Redmond commissioned an independent audit by Dickey and Tremper, LLP ("the City Auditor") for fiscal year 2019-20; and

WHEREAS, the City of Redmond's Fiscal Year 2019-20 Audit Report was submitted to the Oregon Secretary of State Audits Division on March 31, 2021; and

WHEREAS, the Fiscal Year 2019-20 Audit Report contained two deficiencies requiring corrective action under House Bill 2174 (2015); and

WHEREAS, the City of Redmond desires to correct the deficiencies and ensure compliance in future fiscal years.

THEREFORE, BE IT RESOLVED THAT the City of Redmond will take the following corrective measures with respect to the items identified in the Fiscal Year 2019-20 Audit Report:

SECTION ONE: The City Auditor found two matters that should be addressed in this Resolution in conformance with House Bill 2174 (2015).

SECTION TWO: Non exchange revenues in governmental funds for reimbursement related grants should be recognized when all eligibility requirements are met and when they are available to fund current year expenditures (within 30 days of fiscal year end). An adjustment was needed to reclassify two transportation grants to deferred inflows instead of revenue in the amount of \$245,320.50, which was material to the fund. This deficiency has already been corrected during the audit and management will continue to review all revenue streams with additional scrutiny on large changes and unusual items to ensure the correct recognition and timing of all revenue sources.

SECTION THREE: The City is required to submit quarterly SF425 Federal Financial Reports for the Community Development Block Grant Entitlement Program within 30 days from the end of each quarter. Through September 30, 2019 this was accomplished by filing the SF425 form and starting with the September 30, 2020, federal fiscal year grantees were required to complete the Cash on Hand Quarterly Report and submit it electronically through the HUD IDIS system. Reports for all four quarters were filed past the deadline and did not agree to the amounts reported for revenues and expenditures in the City's records.

There were changes in staff administering the program during the year and in requirements at the HUD level. The City also had cash on hand from program income, which increases the complexity of the reporting. In addition, it takes two people to submit information into the IDIS system and the second staff did not receive access until October 2019. The new IDIS Cash on Hand Quarterly Reports do not allow submissions of negative amounts of cash on hand, so any unreimbursed expenses during a quarter will cause an exception to accurately submitting the reports.

The City has hired a new Housing Program Analyst to coordinate with Finance staff and to provide consistent and knowledgeable staffing to administer the CDBG program and file reports in a timely manner. The quarterly reports in 2021 are now being filed on time. The reports are still not able to be filed accurately due to the limitations of HUD's IDIS system not allowing negative amounts.

The CDBG program is a reimbursement basis grant so there are often negative amounts of cash on hand at the end of the quarter. Staff are working to shorten the length of time between eligible grant expenditures and reimbursement requests to lessen the impact to the quarterly reports. All reports are being submitted with comments explaining the amounts reported and tracking worksheets are saved to reconcile the differences from the actual activity of the quarter with what is reported within IDIS.

SECTION FOUR: The City Council finds that neither of these matters represent spending that was not approved and that adequate actions have been taken to comply with House Bill 2174 (2015).

ADOPTED by the City Council and **SIGNED** by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder



CITY OF REDMOND

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STAFF REPORT

DATE: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Jason Neff, Chief Financial Officer
SUBJECT: Public Hearing and Adoption of the City of Redmond Fiscal Year 2021/22 Budget.

Addresses Council Goal:

1. Sustain Operations

Report in Brief:

This City Council action formally adopts the City of Redmond FY 2021/22 Budget.

Background:

In April/May 2021, the City of Redmond Budget Committee (seven City Councilors and seven citizens) conducted three public meetings (virtually) to review, amend, receive public testimony and ultimately approve the FY 2021/22 City of Redmond Budget.

The approval occurred on May 6, 2021.

Deliberations took course over approximately seven hours of meetings.

The final step of the budget process is for City Council to hold a public hearing and formally adopt the budget. Two resolutions are needed to adopt and implement the City's Budget.

Each resolution is summarized below:

Resolution 1: City's Eligibility and Election to Receive State Revenues (Resolution #2021-07):

This resolution is required by state statute to certify the City's eligibility and election to receive state revenue sharing. The City must provide at least four municipal services as outlined in the resolution to be eligible to receive state revenue sharing.

The FY 2021/22 budget includes \$3,315,667 in state revenue sharing resources.

Resolution #2: Adoption Resolution (Resolution #2021-08):

This resolution adopts the budget, which includes appropriating expenditures into organizational units / object classifications and imposing / categorizing property taxes.

Discussion:

Staff recommends adopting the budget as approved by the Budget Committee on May 6, 2021 with the following exception:

The Budget Committee approved adding \$35,000 to the General Fund budget to update the interior corridor art in City Hall. This tentative approval was done knowing the initiative would need policy support of the City Council through a separate meeting. At the June 1, 2021 City Council Work Session the initiative did not receive support from the majority of the Council.

Therefore, it is recommended that \$35,000 be removed from the General Fund budget and reserved for future expenditure. The attached Resolution #2021-08 reflects this recommendation.

Fiscal Impact:

Authorizes expenditures totaling \$128,712,903 for FY 2021/22. Excluding transfers and contingencies the total budget is \$104,540,646.

Alternative Courses of Action:

1. Approve Resolution #2021-07 and #2021-08
2. Amend Resolution #2021-07 and #2021-08

Recommendation / Suggested Motion:Motion #1

"I move to adopt Resolution #2021-07."

AND

Motion #2

"I move to adopt Resolution #2021-08."

**REDMOND RESOLUTION
RESOLUTION NO. 2021-07**

**A RESOLUTION CERTIFYING THE CITY'S ELIGIBILITY TO RECEIVE STATE REVENUES AND
DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES.**

WHEREAS, pursuant to ORS 221.760, that requires that the officer responsible for disbursing funds to cities must be satisfied that the City provides four or more of the following municipal services:

- Police protection
- Fire protection
- Street construction, maintenance and lighting
- Sanitary sewers
- Storm sewers
- Planning, zoning and subdivision control
- One or more utility services; and

WHEREAS, City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760; and

WHEREAS, pursuant to ORS 221.770, the City is required to elect to receive distribution of State Revenue Sharing to cities; and

WHEREAS, the City has held a public hearing before the Budget Committee on April 28, 2021, giving citizens an opportunity to comment on the use of State Revenue Sharing.

WHEREAS, the City has held a public hearing before the City Council on June 8, 2021, giving citizens an opportunity to comment on the use of State Revenue Sharing.

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

SECTION ONE: The City Council certifies that the City is eligible to receive State Shared Revenue.

SECTION TWO: The City of Redmond does provide more than four of the listed services; and

SECTION THREE: The City elects to receive State Shared Revenues for fiscal year 2021/22.

ADOPTED BY the City Council and **SIGNED** by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder

**CITY OF REDMOND
RESOLUTION NO. 2021-08**

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED, that the City Council of the City of Redmond hereby adopts the budget for fiscal year 2021/22 in the amount of \$193,256,343. This figure includes \$64,543,440 of unappropriated reserves. This budget is now on file at 411 SW 9th Street (City Hall) in Redmond, Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED, that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2021, and for the following purposes (OU = Organizational Unit):

GENERAL FUND	
Central Services (OU)	\$ 4,111,818
Information Technology (OU)	\$ 1,744,330
Materials & Services	\$ 705,936
Debt Service	\$ 373,000
Transfers	\$ 16,751,984
Contingency	\$ 60,901
TOTAL	\$ 23,747,969

TRANSPORTATION FUND	
Transportation (OU)	\$ 12,797,695
Public Works Administration (OU)	\$ 804,757
Debt Service	\$ 89,400
Contingency	\$ 596,253
TOTAL	\$ 14,288,105

ENGINEERING FUND	
Engineering (OU)	\$ 2,090,355
Contingency	\$ 226,684
TOTAL	\$ 2,317,039

COMMUNITY DEVELOPMENT FUND	
Community Development (OU)	\$ 5,035,443
Contingency	\$ 714,546
TOTAL	\$ 5,749,989

POLICE FUND	
Police (OU)	\$ 11,787,595
Debt Service	\$ 2,590
Contingency	\$ 1,898,235
TOTAL	\$ 13,688,420

PARKS & FACILITIES FUND	
Parks & Facilities (OU)	\$ 8,824,778
Debt Service	\$ 196,460
Contingency	\$ 361,627
TOTAL	\$ 9,382,865

WATER FUND	
Water (OU)	\$ 13,694,713
Debt Service	\$ 1,178,310
Contingency	\$ 845,458
TOTAL	\$ 15,718,481

WASTEWATER FUND	
Wastewater (OU)	\$ 8,889,490
Debt Service	\$ 1,100,290
Contingency	\$ 856,731
TOTAL	\$ 10,846,511

STORMWATER FUND	
Stormwater (OU)	\$ 1,833,179
Contingency	\$ 200,249
TOTAL	\$ 2,033,428

AIRPORT FUND	
Airport (OU)	\$ 22,801,326
Debt Service	\$ 3,461,590
Contingency	\$ 1,495,615
TOTAL	\$ 27,758,531

GOLF FUND	
Golf (OU)	\$ 1,893,741
Debt Service	\$ 423,650
Contingency	\$ 163,974
TOTAL	\$ 2,481,365

LID DEBT SERVICE FUND	
Debt Service	\$ 54,000
TOTAL	\$ 54,000

CAPITAL PROJECTS FUND	
Capital Outlay	\$ 646,200
TOTAL	\$ 646,200

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED, that the following ad valorem property taxes, as included in the fiscal year 2021/22 budget, are hereby imposed upon the assessed value of all taxable property within the district:

- (1) At the rate of \$4.4101 per \$1,000 of assessed value from permanent tax rate

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED, that the taxes imposed are hereby categorized for purposes of Article XI, section 11b of the Oregon Constitution as:

Subject to the General Government Limitation

Permanent Tax Rate..... \$4.4101 / \$1,000

The above resolution statements are adopted by the City Council and SIGNED by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder



CITY OF REDMOND

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STAFF REPORT

DATE: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
John Roberts, Deputy City Manager
FROM: Mike Caccavano, City Engineer
Bill Duerden, Public Works Director
SUBJECT: Resolution #2021-09 - A resolution setting fees and charges imposed by the City of Redmond. **Public comment will be taken per ORS 294.160**

Addresses Council Goal:

1.C Explore opportunities to augment revenues to support existing operations and infrastructure maintenance.

Report in Brief:

The attached resolution makes changes to the current City of Redmond Fee Schedule. **Words redlined are added** and ~~words struck out are to be deleted~~. All areas containing a change have been highlighted in yellow for ease in locating on the fee schedule (Exhibit A). The updated schedule becomes effective July 1, 2021.

Background:

Community Development (Planning and Engineering Land-Use Fees)

The services the Planning Division provides include: current planning / land use permitting, long range planning / comprehensive planning, regulation and administration of Chapter 8 Development Code, and extensive interdepartmental and regional coordination. Calendar year 2020 the division in-took 304 permits, a 23% increase from 2019.

Since FY 2015/16, Current Planning functions have been 100% fee supported through 58 different fees charged. Long Range Planning functions have been about 70% covered by the General Fund over the past five years. The fees charged by the division do not accurately reflect the level of effort required. Current Planning fees were developed after a 2008 fee study that was completed in coordination with the Engineering Department. Thus, planning fees have remained at the same level for the last 13 years.

Over the past five years, Current Planning development revenue has averaged \$430,000 annually and \$345,000 is assumed in the Fiscal Year 2021/22 budget.

The reason for the updates to Planning Division fees is to ensure that development pays for costs incurred and is not subsidized as much by the General Fund. Moreover, increases are needed to support the additional staffing to maintain and enhance permit review and approval turnaround times. Development reviews are taking more time and becoming more complex. As in any growing community more neighbors are expressing concerns or apprehensions over density, design, parking, infill and infrastructure. The increase in feedback on land use applications is noticeable and to respond takes time. Fee changes would support the additional staffing needed to maintain and enhance permit review times. If adopted, the fees will better reflect the true costs of review and help Redmond maintain its reputation of great customer service thus solidifying it as the best place to build in Central Oregon.

Consumer Price Index

It is proposed to adjust planning fees on an annual basis using the Consumer Price Index West Region (CPI-W); a universally accepted standard that ensures prices and fees are matched to the rate of economic growth. The subject CPI for the last five years has ranged from 1.3% to 2.5% and in Calendar Year 2020 was 1.6%. This will enable better cost recovery such as personnel wages and benefits. Language is included in the Resolution to account for an annual update using the CPI from January of that year.

Planning Division fees are incorporated with Engineering Department fees. To update the fees, the Planning amount was

separated, and added back in. The combined Planning and Engineering fees are shown on the proposed fee schedule revision.

Building Fee Re-alignment: Existing Fee Reduction with New Fee

A new fee has been included in the Community Development - Building Division Fees titled Residential Design Review Fee. It will be collected at the time of building permit issuance, be 35% of the building permit fee, and not change the overall cost to the customer.

All residential permits are reviewed for compliance with the Development Code (Chapter 8). Specifically landscaping, setbacks, architectural, design, screening and solar standards contained in the Development Code are reviewed. The time a typical review varies and there is no fee to capture or account for the effort.

Realizing this would be an added cost to development review, a similar fee charged by the Building Division will be reduced. Specifically, the Residential Structural Plan Review Fee will be reduced from 100% of the building permit fee to 65% (a decrease of 35%). The overall cost to the customer remains unchanged.

Public Works Fees

Water: The FY 2021/22 budget includes a 3% increase to water rates in order to keep pace with inflation and the incremental cost of sustaining operations, as well as facilitate necessary infrastructure projects. Current residential water rates are \$15.81, plus \$1.27 per 100 cubic feet of water used. A 3% increase will adjust the charge to \$16.28, plus \$1.31 per 100 cubic feet of water used. For a resident who consumes 1,500 cubic feet of water per month, the rate increase will result in a \$1.07 increase per month. A 3% increase will also be applied to the fees for Fire Hydrant Use Permits, Non-Metered Residential Accounts, Fire Standby Charge, Standpipe Water Accounts, and Irrigation Rate.

Sewer, Water, Transportation and Parks SDC Fees: In June 2019, City Council approved Res. #2019-17 adopting new System Development Charge (SDC) rates and authorizing annual adjustment to the fees. Specifically, the charges established for sewer, water, transportation and parks shall be adjusted based on the Construction Cost Index (CCI) published by the Engineering News Record. The increase in the CCI for calendar year 2020 was 6.0%.

Garbage Fees

The garbage rates have been changed per the direction provided by Council at the May 19, 2020 meeting and as discussed with Republic Services to split the requested 7% rate increase to 4% that was effective November 1, 2020 and 3% to be effective July 1, 2021.

Discussion:

It is recognized the onset of COVID-19 in March 2020, created uncertainty regarding the economy. Due to the economic uncertainty, proposed fee changes were not brought to City Council in June 2020. That enabled more time to evaluate or assess the economic impacts on development activity in Redmond.

Overall, Redmond and Central Oregon's growth and development have been very strong. In Redmond, land use and building permit activity increased 24 percent in 2020 over 2019. No slowdown has been experienced in any facet of development in the community; whether residential, commercial or industrial.

In 2020 Business Licenses experienced a 7% dip. This has already been offset in 2021 by new licenses issued.

The proposed changes to the fee schedule are intended to represent only those that were either previously accepted and approved by City Council or are considered necessary to recover operating costs to maintain existing service levels.

Fiscal Impact:

The changes were not significant enough to influence budget forecasting for FY 2021/22, which assumed a 15% decline to development trends. Albeit limited in scope, the changes will help balance the City's budget, support long-term fiscal sustainability, and off-set costs associated with the provision of increasing demands on public services.

Alternative Courses of Action:

1. Adopt Resolution #2021-09.
2. Do not accept Resolution #2021-09.
3. Request more information.

Recommendation / Suggested Motion:

"I move to adopt Resolution #2021-09."

**CITY OF REDMOND
RESOLUTION NO. 2021-09**

A RESOLUTION SETTING FEES AND CHARGES IMPOSED BY THE CITY OF REDMOND.

WHEREAS, it is necessary to review fees and charges imposed the by City of Redmond to ensure that revenues are comparable with costs of services provided; and

WHEREAS, staff has identified the need to amend the City's fee schedule; and

WHEREAS, it should be understood that these charges are an important part of the resources for the operation of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDMOND, OREGON, AS FOLLOWS:

Section 1. The fees and charges on the attached Exhibit A are hereby established effective July 1, 2021. All other fees contained within the City's Fee Schedule which have not been modified as part of this resolution will remain in effect.

Section 2. Beginning July 1, 2022 the charges established herein for Community Development Department (Planning and Engineering Land-Use Fees) shall be adjusted annually based on the U.S. Bureau of Labor Statistics Consumer Price Index West Region (CPI-W) Percent Change for the Year Ending in January of each year.

Section 3. The fees are adopted until next review is presented to Council.

ADOPTED by the City Council and **SIGNED** by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
1	AIRPORT FEES			
1.01	Advertising			
1.01.1	Back-lit Dioramas	\$ 300.00	\$ 300.00	per month
1.01.2	Brochure Rack	\$ 50.00	\$ 50.00	per month
1.01.3	Parking Lot Light Poles	\$ 200.00	\$ 200.00	per month
1.01.4	Telephone Board	\$ 100.00	\$ 100.00	per month plus long distance charges
1.01.5	Wall and/or Free Standing Displays	\$ 600.00	\$ 600.00	per month
1.01.6	Digital Advertising			
1.01.6.1	Single 10-second Spot Rotating Spot - Still Images	\$ 300.00	\$ 300.00	per month
1.01.6.2	Package of 2 10-second each Spots Rotating Spots - Still Images	\$ 500.00	\$ 500.00	per month
1.01.6.3	Single Commercial 10-second Rotating Spot (video no audio)	\$ 300.00	\$ 300.00	per month
1.01.6.4	Package of 2 10-second each Rotating Commercial Spots (video no audio)	\$ 500.00	\$ 500.00	per month
1.01.6.5	Standing Banners (Max size 36" x 89")	\$ 200.00	\$ 200.00	per month
1.01.6.6	Customized Advertising, cost varies depending on size, location, medium and investment	\$ 200.00	\$ 200.00	per month minimum
1.01.6.6.1		\$ 1,000.00	\$ 1,000.00	per month maximum
1.02	Customer Facility Charge for Rental Car, each rental not exceeding seven (7) consecutive days	\$ 3.00	\$ 3.00	per day
1.03	Landing Fees	\$ 3.08	\$ 3.08	per 1000 lbs landed weight (Part 125, 135, and 137)
1.04	Leases-Airside			
1.04.1	Aircraft Fuel	\$ 0.07	\$ 0.07	per gallon
1.04.2	Aircraft Tiedown	\$ 50.00	\$ 50.00	per month
1.04.3	Single	\$ 5.00	\$ 5.00	per night
1.04.4	Twin	\$ 8.00	\$ 8.00	per night
1.04.5	Helicopter	\$ 10.00	\$ 10.00	per night
1.04.6	Jet	\$ 10.00	\$ 10.00	per night
1.04.7	Assignment of Lease	\$ 500.00	\$ 500.00	each
1.05	Leases - Terminal			
1.05.1	Passenger Facility Charge	\$ 4.50	\$ 4.50	per passenger
1.06	Leases - Other			

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective ~~January 1, 2021~~ July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
1.06.1	Antenna/Radio Lease Space	\$ 100.00	\$ 100.00	per month
1.07	Parking			
1.07.1.1	Parking/Vehicle	\$ 1.00	\$ 1.00	per first half hour
1.07.1.2		\$ 1.00	\$ 1.00	per second half hour
1.07.1.3		\$ 2.00	\$ 2.00	each additional hour
1.07.1.4		\$ 15.00	\$ 15.00	per day
1.07.2	Insufficient Funds Late Fee	\$ 50.00	\$ 50.00	plus legal fees if not paid within 10 calendar days
1.07.3	Airport Parking Violations-See Bail Fees (Police Department Fees)			
1.07.4.1	Transient Airline Employees	\$ 90.00	\$ 90.00	per quarter
1.07.4.2		\$ 300.00	\$ 300.00	per year
1.07.5	Transient Airline Employees Parking Card Replacement (Non-refundable)	\$ 25.00	\$ 25.00	each
1.08	Parking – Employee			
1.08.1	Employee Parking Card Replacement (Non-refundable)	\$ 25.00	\$ 25.00	each
1.09	Parking – Terminal Tenants			
1.09.1	Terminal Tenants Parking Card (Non-refundable)	\$ 10.00	\$ 10.00	each
1.09.2	Terminal Tenants Parking Card Replacement (Non-refundable)	\$ 25.00	\$ 25.00	each
1.10	Security			
1.10.1	Airport Operations Area (AOA) Badge (\$25 refundable)	\$ 50.00	\$ 50.00	each
1.10.2	SIDA/Sterile Fingerprinting for CHRC (Non-refundable)	\$ 50.00	\$ 50.00	each
1.10.3	Security Access Card (Non-refundable)	\$ 25.00	\$ 25.00	each
1.10.4	SIDA/Sterile Badge with fingerprinting (Non-refundable)	\$ 75.00	\$ 75.00	each
1.10.5	AOA/Sterile/SIDA Badge Replacement – Lost/Stolen (Non-refundable)	\$ 100.00	\$ 100.00	each
1.11	Ground Transportation			
1.11.1	Annual Application	\$ 100.00	\$ 100.00	per year
1.11.2	Gate Access	\$ 1.00	\$ 1.00	per gate access
1.11.3	Gate Access Badge	\$ 12.50	\$ 12.50	each
1.11.4	Gate Access Badge Replacement – Lost/Stolen	\$ 25.00	\$ 25.00	each
1.11.5	Gate Access Badge Reactivation	\$ 10.00	\$ 10.00	each
1.12	Other Fees/Charges			
1.12.1	Conference Rooms			
1.12.1.1	Large Room (three hour minimum)	\$ 100.00	\$ 100.00	per hour

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
1.12.1.1.1	Terminal Tenants	\$ 50.00	\$ 50.00	per hour
1.12.2	Terminal Greeting Space			
1.12.2.1	Greeting Space (two hour minimum)	\$ 25.00	\$ 25.00	per hour
1.12.2.2		\$ 75.00	\$ 75.00	per day
1.12.3	Television Commercials	\$ 1,000.00	\$ 1,000.00	each plus \$50.00 per hour staff time per employee
2	COMMUNITY DEVELOPMENT DEPARTMENT (CDD)			
2.1	Planning and Engineering Land-Use Fees			
2.1.01	Amendments:			
2.1.01.1	Combined Comp Plan Map / Zoning Map Amendments	\$ 11,973.03	\$ 12,151.84	each
2.1.01.2	Comp Plan Map Amendment	\$ 9,855.89	\$ 10,006.19	each
2.1.01.3	Comp Plan Text Amendment	\$ 14,814.42	\$ 14,993.23	each
2.1.01.4	Redmond Development Code Text Amendment	\$ 6,254.72	\$ 6,353.21	each
2.1.01.5	Zoning Map Amendment	\$ 7,159.06	\$ 7,260.84	each
2.1.01.6	Annexation (Includes City Recorder's Fee of \$350)	\$ 953.69	\$ 963.36	each
2.1.02	Appeals:			
2.1.02.1	First Appeal to a Hearings Body	\$ 500.00	\$ 250.00	each
2.1.02.2	Appeal of Hearings Body Decision	\$ 4,211.07	\$ 4,272.41	each
2.1.02.3	Subsequent Appeal to the State/LUBA	\$ 6,991.71	\$ 7,097.55	each
2.1.03	Area Plans:			
2.1.03.1	Conceptual Area Plan	\$ 10,393.60	\$ 10,544.90	each
2.1.03.2	Final Area Plan	\$ 38,862.52	\$ 39,413.64	each
2.1.03.3	Area Plan Map or Text Amendment	\$ 7,736.74	\$ 7,860.53	each
2.1.03.4	Consolidated (Conceptual/Final) Area Plan	\$ 43,387.66	\$ 44,011.18	each
2.1.03.5	Public Area Plan (minimum 75% of an area is used for public uses)	\$ 5,314.33	\$ 5,359.29	each
2.1.04	Conditional Use:			
2.1.04.1	Residential, Public, Semi-Public	\$ 5,085.61	\$ 5,165.39	each
2.1.04.2	Commercial, Industrial	\$ 6,117.18	\$ 6,213.45	each
2.1.04.3	Billboard Relocation	\$ 1,537.43	\$ 1,560.35	each
2.1.04.4	Communication Tower			

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
2.1.04.4.1	Residential/Public Zone (Includes a flat fee for conditional use review and hearings officer decision of \$7,677.89, and a deposit of \$11,433.14 for appeal fees, which will be calculated on actual costs of service.)	\$ 19,117.57	\$ 19,421.86	each
2.1.04.4.2	Commercial/Industrial Zone (Does not include Public Hearing Fees)	\$ 6,117.18	\$ 6,213.45	each
2.1.04.5	Declaratory Ruling	\$ 3,076.36	\$ 3,125.58	each
2.1.05	Developments:			
2.1.05.01	Planned Unit Development (P.U.D.) (Does not include Final Plat or Public Hearing Fees)	\$ 22,285.00	\$ 22,589.45	each
2.1.05.02	Cluster Development (C.L.D.) (Does not include Final Plat or Public Hearing Fees)	\$ 17,825.00	\$ 18,102.45	each
2.1.05.03	Cottage Development (C.O.D.) (Does not include Final Plat or Public Hearing Fees)	\$ 12,400.00	\$ 12,582.97	each
2.1.05.04	Expedited Land Divisions	\$ 11,723.17	\$ 11,894.53	each
2.1.05.05	Extension Request	\$ 925.00	\$ 940.13	each
2.1.05.06	Final Plan Review (required for filing final plats)	\$ 1,145.00	\$ 1,165.32	each
2.1.05.07	and per lot	\$ 80.34	\$ 81.63	per lot
2.1.05.08	Hearing (Specially Set); Non-Hearings Officer DEPOSIT ONLY (Fee May Be Higher Based on Actual Cost of Services)	\$ 3,409.63	\$ 3,682.32	each
2.1.05.09	Hearing (Specially Set); Hearings Officer DEPOSIT ONLY (Fee May Be Higher Based on Actual Cost of Services)	\$ 2,822.61	\$ 3,052.28	each
2.1.05.10	Improvement Agreements (Initial Agreement Included in Fee)	\$ 885.00	\$ 897.40	each
2.1.05.11	Lot Line Adjustment	\$ 1,380.00	\$ 1,401.27	each
2.1.05.12	Lot of Record Verification	\$ 550.00	\$ 560.83	each
2.1.05.13	Master Development Plan (Including Comp Plan Map Amendment and Zoning Map Amendment - Does not include Public Hearing Fees)	\$ 38,862.52	\$ 39,413.64	each
2.1.05.14	Partial Master Development Plan (Including Comp Plan Map Amendment and Zoning Map Amendment - Does not include Public Hearing Fees)	\$ 22,765.50	\$ 23,103.58	each
2.1.05.15	Measure 49	\$ 13,100.00	\$ 13,300.03	each
2.1.05.16	Modification of Approval	\$ 1,440.00	\$ 1,464.00	each
2.1.05.17	Modification or Alteration of a Non-Conforming Use or Structure	\$ 1,392.60	\$ 1,413.28	each

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
2.1.05.18	Re-Inspection Fee	\$ 75.00	\$ 75.00	each
2.1.05.19	Historical Landmarks Alteration	NO CHARGE	NO CHARGE	
2.1.05.20	Urban Growth Boundary or Urban Reserve Area Expansion	\$ 38,930.00	\$ 39,632.90	each
2.1.05.21	Temporary Residences for Medical Hardship	\$ 1,392.60	\$ 1,413.28	each
2.1.05.22	Pre-Development Services	NO CHARGE	NO CHARGE	
2.1.06	Sign Permits:			
2.1.06.1	Sign Permit-(\$50.00 until December 31, 2010) (Does not include Building Permit Fee if Required)	\$ 171.93	\$ 174.68	each
2.1.06.2	Sign Requiring a Building Permit (See Community Development Building Division Fees Below)			
2.1.06.3	Sign Permit - Temporary	NO CHARGE	NO CHARGE	
2.1.06.4	Sign Permit - Daily Display		\$174.68	each
2.1.07	Site Plan:			
2.1.07.1.1	Residential			
2.1.07.1.2	3 - 20 Units	\$ 6,166.47	\$ 6,243.73	each
2.1.07.1.3	21- 50 Units	\$ 9,100.00	\$ 9,249.84	each
2.1.07.1.4	51 + Units	\$ 12,233.21	\$ 12,394.17	each
2.1.07.2	Commercial/Industrial			
2.1.07.2.1	Up to 3,499 Square Feet	\$ 3,700.00	\$ 3,751.69	each
2.1.07.2.2	3,500-50,000 Square Feet	\$ 7,390.59	\$ 7,493.83	each
2.1.07.2.3	50,001-200,000 Square Feet	\$ 17,590.00	\$ 17,850.90	each
2.1.07.2.4	200,001 + Square Feet	\$ 22,860.00	\$ 23,200.68	each
2.1.07.3	Conversion of Existing Residential Structure and Site to Commercial	\$ 4,665.00	\$ 4,759.45	each
2.1.07.4	Minor Alteration to Site Plan	\$ 1,925.00	\$ 1,986.40	each
2.1.07.5	Partition (up to 3 lots)	\$ 4,435.00	\$ 4,538.57	each
2.1.08	Subdivision:			
2.1.08.1	4 - 20 Lots	\$ 12,430.00	\$ 12,632.46	each
2.1.08.2	21 - 50 Lots	\$ 14,780.03	\$ 14,986.51	each
2.1.08.3	51 > Lots	\$ 19,304.02	\$ 19,562.53	each
2.1.08.4	Replat	\$ 9,335.66	\$ 9,459.45	each
2.1.08.5	Transcript Preparation Fee	\$ 75.00	\$ 75.00	per hour
2.1.09	Variance:			
2.1.09.1	Minor	\$ 3,072.91	\$ 3,119.67	each
2.1.09.2	Major	\$ 5,703.41	\$ 5,783.19	each

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
2.1.10	Actual Cost of Service (for services not listed above)	\$ 75.00	\$ 75.00	per hour
2.2	CDD Building Division Fees (see Tables 3-A through 3-M)			
2.2.01	Addressing/Street Numbering	\$ 85.00	\$ 85.00	per building permit-new structures only
2.2.02	Code Compliance (Charged at Time of Building Permit Issuance)	0.07%	0.07%	of Building Valuation
2.2.03	Master Development Plan Program:			
2.2.03.1	Upon completion of Master Development Plan Approval, additional units charged as follows:	Half of the original plan review fee	Half of the original plan review fee	
2.2.04	Planning Division - Residential Design Review Fee (Charged at Time of Building Permit Issuance)		35%	of Building Permit Fee
2.2.05	Sign Requiring a Building Permit - Building Fee Based on Valuation Table (See Table 3-A) in addition to Planning Fee			
2.3	CDD Service Fees			
2.3.01	Revocable Permit Application Fee	\$ 250.00	\$ 250.00	each
2.3.02	Rebuild Letter Fee	\$ 50.00	\$ 50.00	each
2.3.03	Code Enforcement Hearing (Specially Set); Hearings Officer DEPOSIT ONLY [Section 5.351(2)(C)(2)] - Fee may be higher based on actual cost of services	\$ 850.00	\$ 850.00	each
2.3.04	Appeal Fee – Citation Hearing [Section 2.797]	\$ 250.00	\$ 250.00	each
2.3.05	Appeal Fee – Interpretation of City Code & Hearing [Section 5.359]	\$ 250.00	\$ 250.00	each
2.4	CDD Product Fees			
2.4.01	Comprehensive Plan Copy	\$ 10.00	\$ 10.00	each
2.4.02	Comprehensive Plan Addendum Copy	\$ 20.00	\$ 20.00	each
2.4.03	Development Code Copy	\$ 50.00	\$ 50.00	each
2.4.04	Sign Code Copy	\$ 5.00	\$ 5.00	each
2.4.05	Extra Small Map (8 ½ x 11)	\$ 5.00	\$ 5.00	each
2.4.06	Small Map (11 x 17)	\$ 7.00	\$ 7.00	each
2.4.07	Large Map (17 x 24)	\$ 10.00	\$ 10.00	each
2.4.08	Extra Large Map (32 x 38)	\$ 20.00	\$ 20.00	each
2.4.09	Custom Map (\$20.00 minimum)	\$ 50.00	\$ 50.00	per hour

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
2.5	Engineering Service Fees			
2.5.01	Plan Reviews - Public Improvement Plans:			
2.5.01.1	Submittal Fee	\$ 1,260.00	\$ 1,260.00	each
2.5.01.2	Storm Water and Grading / per sheet	\$ 410.00	\$ 410.00	per sheet
2.5.01.3	Sewer / per sheet	\$ 245.00	\$ 245.00	per sheet
2.5.01.4	Streets / per sheet	\$ 285.00	\$ 285.00	per sheet
2.5.01.5	Waterline / per sheet	\$ 285.00	\$ 285.00	per sheet
2.5.01.6	Additional Plan Reviews (over 3) / per sheet	\$ 122.00	\$ 122.00	per sheet
2.5.01.7	Change Order Submittal	\$ 180.00	\$ 180.00	each
2.5.01.8	Change Order / per sheet	\$ 163.00	\$ 163.00	per sheet
2.5.01.9	Revision	\$ 89.00	\$ 89.00	each
2.5.02	Plan Reviews - Commercial Site Plans:			
2.5.02.1	Submittal	\$ 605.00	\$ 605.00	each
2.5.02.2	Sewer and Water Connections / per sheet	\$ 82.00	\$ 82.00	per sheet
2.5.02.3	Grading Review / per sheet	\$ 163.00	\$ 163.00	per sheet
2.5.02.4	Storm Review / per sheet	\$ 163.00	\$ 163.00	per sheet
2.5.02.5	Fire Line Review / per sheet	\$ 163.00	\$ 163.00	per sheet
2.5.02.6	Revision	\$ 89.00	\$ 89.00	each
2.5.03	Plan Reviews - Building/Structural (STR) Permits:			
2.5.03.1	Commercial Tenant Improvement (TI)/Remodel	\$ 82.00	\$ 82.00	each
2.5.03.2	Commercial/Industrial Addition	\$ 82.00	\$ 82.00	each
2.5.03.3	New Commercial/Industrial	\$ 82.00	\$ 82.00	each
2.5.03.4	New Multi-Family	\$ 82.00	\$ 82.00	each
2.5.04	Plan Reviews - Residential Storm Drainage			
2.5.04.1	Single Family Residential Stormwater			
2.5.04.1.1	New Construction	\$ 82.00	\$ 82.00	each
2.5.04.1.2	Remodel/Alteration	\$ 82.00	\$ 82.00	each
2.5.04.1.3	Addition	\$ 82.00	\$ 82.00	each
2.5.04.2	Infrastructure Allocation Analysis	\$ 750.00	\$ 750.00	each
2.5.04.3	Stormwater Repair / Upgrade			
2.5.04.3.1	Plan Review	\$ 280.00	\$ 280.00	each
2.5.04.3.2	Inspection	\$ 115.00	\$ 115.00	each
2.5.05	Inspection:			

**CITY OF REDMOND
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FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
2.5.05.1	\$0-\$100,000 value	3.75%	3.75%	of Estimated Construction Cost
2.5.05.2	\$100,001-\$250,000 value	2.25%	2.25%	of Estimated Construction Cost
2.5.05.3	\$250,001-\$500,000 value	2.00%	2.00%	of Estimated Construction Cost
2.5.05.4	\$500,001-\$1,000,000 value	1.50%	1.50%	of Estimated Construction Cost
2.5.05.5	>\$1,000,000 value	1.00%	1.00%	of Estimated Construction Cost
2.5.06.1	Stormwater Inspection Fee Estimate	\$ 200.00	\$ 200.00	per drywell
2.5.06.2		\$ 115.00	\$ 115.00	per pond
2.5.07	Grading Fee Estimate	\$ 180.00	\$ 180.00	per 10,000 square feet
2.5.08	Inspection Time Billing Rate	\$ 73.16	\$ 73.16	per hour
2.5.09	Reimbursement District Application Fee	\$ 200.00	\$ 200.00	each
2.5.10	Street Vacation Application Fee	\$ 600.00	\$ 600.00	each
2.5.11	Small Wireless Facilities			
2.5.11.1	Up to five (5) small wireless facilities in the same application	\$ 500.00	\$ 500.00	each
2.5.11.2	Each small wireless facility beyond five (5) in the same application	\$ 100.00	\$ 100.00	each
2.5.11.3	Installation of non-recurring new pole to support small wireless facility in the right-of-way	\$ 1,000.00	\$ 1,000.00	each
2.5.12	Extension (1-year)	\$ 750.00	\$ 750.00	each
2.5.13	Expedited and/or Third-Party Professional Review (\$125.00 minimum)	Actual cost of service	Actual cost of service	
2.6	Engineering Product Fees			
2.6.01	Driveway Approach			
2.6.01.1	Commercial	\$ 146.00	\$ 146.00	each
2.6.01.2	Residential	\$ 146.00	\$ 146.00	each
2.6.01.3	Existing Driveway Approach Replacement	\$ 73.00	\$ 73.00	each
2.6.01.4	Reinspection Fee (each after 2 inspections)	\$ 73.00	\$ 73.00	each
2.6.01.5	Sidewalk Permit	\$ 146.00	\$ 146.00	each
2.6.01.6	Existing Sidewalk Replacement	\$ 73.00	\$ 73.00	each
2.6.01.7	Reinspection Fee (each after 2 inspections)	\$ 73.00	\$ 73.00	each
2.6.01.8	Advanced Grading Permit	\$ 70.00	\$ 70.00	each

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
2.6.02	System Development Charge (SDC) Credit Transfer/Authorization	\$ 40.00	\$ 40.00	each
2.6.03	City of Redmond Construction Specifications			
2.6.03.1	Picked Up At Public Works	\$ 45.00	\$ 45.00	per copy
2.6.03.2	Mailed	\$ 50.00	\$ 50.00	per copy
2.6.04	Sewer & Water Master Plans			
2.6.04.1	Picked up at Public Works	\$ 45.00	\$ 45.00	per copy
2.6.04.2	Mailed	\$ 50.00	\$ 50.00	per copy
2.6.05	Public Facilities Plan			
2.6.05.1	Picked up at Public Works	\$ 45.00	\$ 45.00	per copy
2.6.05.2	Mailed	\$ 55.00	\$ 55.00	per copy
2.6.06	Record Drawing Copies	\$ 5.00	\$ 5.00	per copy
2.7	GIS Service Fee			
2.7.1	GIS Staff Rate	\$ 50.00	\$ 50.00	per hour
2.7	GIS Product Fee			
2.8	Digital Photogrammetric Products			
2.8.01	1/4 Section Tiles			
2.8.01.1	1/4 Section Planmetric & Countour CAD File	\$ 250.00	\$ 250.00	per tile
2.8.01.2	1/4 Section Orthophography (Mr. Sid, TIFF)	\$ 100.00	\$ 100.00	per tile
2.8.02	Planimeter Packages			
2.8.02.1	Urban Reserve Area 1/4 Sections Package (37 tiles)	\$ 5,000.00	\$ 5,000.00	each
2.8.02.2	Urban Growth Boundary 1/4 Section Package (71 Tiles)	\$ 5,000.00	\$ 5,000.00	each
2.8.02.3	North Mapping Area 1/4 Section Package (32 Tiles)	\$ 2,500.00	\$ 2,500.00	each
2.8.02.4	Entire Redmond Area (140 Tiles)	\$ 10,000.00	\$ 10,000.00	each
2.8.03	Orthophotography Mosaics			
2.8.03.1	Redmond Mosaic (UGB & URA)	\$ 2,500.00	\$ 2,500.00	each
2.8.03.2	Wastewater Effluent Areas	\$ 1,000.00	\$ 1,000.00	each
2.8.04	Hard Copy Photogrammetric Plots			
2.8.04.1	1/4 Planimetric or Orthophoto Plot (1"=100')	\$ 10.00	\$ 10.00	each
2.8.05	City of Redmond Hard Copy Map Series			

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
2.8.05.1	18" x 24" GIS Color Map	\$ 10.00	\$ 10.00	each
2.8.05.2	30" x 36" GIS Color Map	\$ 15.00	\$ 15.00	each
2.8.05.3	26" x 48" GIS Color Map	\$ 20.00	\$ 20.00	each
2.8.06	Custom Hard Copy Map Series			
2.8.06.1	8.5" x 11" or 11" x 17" Color Map	\$ 5.00	\$ 5.00	each plus Technician Time at \$50.00 per hour
3	CEMETERY FEES			
3.01	Recording Fee	\$ 50.00	\$ 50.00	per lot
3.02	Adult Lot	\$ 850.00	\$ 850.00	per lot
3.03	Adult Lot Perpetual Maintenance	\$ 150.00	\$ 150.00	per lot
3.04	Infant Lot (includes Perpetual Maintenance)	\$ 75.00	\$ 75.00	per lot
3.05	Ash Lot	\$ 350.00	\$ 350.00	per lot
3.06	Ash Lot Perpetual Maintenance	\$ 150.00	\$ 150.00	per lot
3.07	Adult Open/Close *	\$ 700.00	\$ 700.00	each
3.08	Infant Open/Close *	\$ 85.00	\$ 85.00	each
3.09	Ash Placement *	\$ 200.00	\$ 200.00	each
3.10	Adult Liner	\$ 455.00	\$ 455.00	each
3.11	Infant Liner	\$ 110.00	\$ 110.00	each
3.12	Columbarium Niche	\$ 515.00	\$ 515.00	each
3.13	Columbarium Niche Perpetual Maintenance	\$ 100.00	\$ 100.00	each
3.14	Columbarium Name Plaque and One Name Bar	\$ 350.00	\$ 350.00	each
3.15	Columbarium Second Name Bar	\$ 200.00	\$ 200.00	each
3.16	Flower Vase for Columbarium Niche	\$ 120.00	\$ 120.00	each
3.17	Flower Vase	\$ 45.00	\$ 45.00	each
3.18	City Marker Placement	\$ 75.00	\$ 75.00	per stone foot
3.19	Marker Placement Permit (Contractor)	\$ 75.00	\$ 75.00	each
3.20	Weekday Overtime	\$ 50.00	\$ 50.00	per hour
	* On Saturdays, in addition to the above charges, a fee of \$450.00 will be charged. There shall be no services on Sundays or Holidays.			
4	CITY RECORDER FEES			

**CITY OF REDMOND
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		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
	Annexation	See CDD Planning Division Fees Above	See CDD Planning Division Fees Above	
4.1	Research Fee (City Staff)	\$ 36.23	\$ 36.23	per hour
4.2	Public Records Review Fee (City Attorney)	\$ 130.00	\$ 130.00	per hour
4.3	Audio Tapes	\$ 17.00	\$ 17.00	per tape
5	MISCELLANEOUS FINANCE DEPARTMENT FEES			
5.01	Licenses			
5.01.1	Business License			
5.01.1.1	Outside City	\$ 70.00	\$ 70.00	per year
5.01.1.2	Inside City	\$ 55.00	\$ 55.00	per year
5.01.1.3	Employees	\$ 1.50	\$ 1.50	per employee
5.01.2	Liquor License			
5.01.2.1	Initial original application	\$ 100.00	\$ 100.00	each
5.01.2.2	Change in ownership, change in location, or change in privilege application	\$ 75.00	\$ 75.00	each
5.01.2.2	Renewal or temporary application	\$ 35.00	\$ 35.00	per year
5.01.3	Social Gaming License [Section 7.298]	\$ 300.00	\$ 300.00	per year
5.01.3.1	Non-Refundable Investigation Fee [Section 7.284(1)]	\$ 70.00	\$ 70.00	per application
	Bingo License [Section 7.456]	\$ 40.00	\$ 40.00	per year
5.01.4	Circus/Tent Show License Fee [Section 7.344(1)]	\$ 275.00	\$ 275.00	per day
5.01.5	Theatrical Tent Show License Fee [Section 7.344(2)]	\$ 100.00	\$ 100.00	per day
5.01.6	Street Vendor License [Section 7.510(2)]	\$ 83.00	\$ 83.00	per cart
5.01.7	Merchant Police License [Section 7.614]	\$ 55.00	\$ 55.00	each
5.01.8	Vehicle For Hire License			
5.01.8.1	1-2 Drivers	\$ 75.00	\$ 75.00	per year
5.01.8.2	3-5 Drivers	\$ 125.00	\$ 125.00	per year
5.01.8.3	6-15 Drivers	\$ 250.00	\$ 250.00	per year
5.01.8.4	16-50 Drivers	\$ 500.00	\$ 500.00	per year
5.01.8.5	51+ Drivers	\$ 1,000.00	\$ 1,000.00	per year
	Ambulance Service License [Section 7.710]	\$ 55.00	\$ 55.00	
	Investigation	\$ 11.00	\$ 11.00	
	Driver/EMT License [Section 7.718(7)]	\$ 17.00	\$ 17.00	

**CITY OF REDMOND
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FEE SCHEDULE**

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		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
5.01.9	Pawn Broker License	\$ 165.00	\$ 165.00	per year
5.02	Permits			
5.02.1	Itinerant Merchant Permit	\$ 50.00	\$ 50.00	each
5.02.2	Temporary Business Permit	\$ 250.00	\$ 250.00	per 180 days
5.02.3	Amusement Machines [Section 7.042(1)]	\$ 60.00	\$ 60.00	per machine
5.02.4	Assembly Permit (100+ people)			
5.02.4.1	Application Fee when street closures are not being requested	\$ 75.00	\$ 75.00	per assembly
5.02.4.2	Application Fee when street closures are requested	\$ 150.00	\$ 150.00	per assembly
5.02.4.3	Application Fee when closing 5 th or 6 th Street is requested	\$ 200.00	\$ 200.00	per assembly
5.02.4.4	Public Works staff time set up/break down (barricade, review of traffic control plan, etc.)	\$ 30.00	\$ 30.00	per hour
5.02.4.5	Deposit for trash, restrooms clean up, etc. (Refundable)	\$ 250.00	\$ 250.00	per assembly
5.02.5	Drivers Permit	\$ 10.00	\$ 10.00	per year
5.02.6	Tow Driver Permit	\$ 25.00	\$ 25.00	per year
5.02.7	Ice Cream Truck Driver Permit	\$ 25.00	\$ 25.00	per year
5.03	Room Fees			
5.03.1	City Hall Civic Room 207			
5.03.1.1	Priority 1, 2 and 3	No Charge	No Charge	
5.03.1.2	Priority 4 - first 3 hours	\$ 50.00	\$ 50.00	each
5.03.1.3	Priority 4 - each additional hour	\$ 10.00	\$ 10.00	per hour
5.03.2	City Hall Civic Room 208			
5.03.2.1	Priority 1, 2 and 3	No Charge	No Charge	
5.03.2.2	Priority 4 - first 3 hours	\$ 50.00	\$ 50.00	each
5.03.2.3	Priority 4 - each additional hour	\$ 10.00	\$ 10.00	per hour
5.03.3	City Hall Civic Rooms 207 & 208			
5.03.3.1	Priority 1, 2 and 3	No Charge	No Charge	
5.03.3.2	Priority 4 - first 3 hours	\$ 75.00	\$ 75.00	each
5.03.3.3	Priority 4 - each additional hour	\$ 10.00	\$ 10.00	per hour
5.03.4	Public Works Training Room East			
5.03.4.1	Priority 1, 2 and 3	No Charge	No Charge	
5.03.4.2	Priority 4 - first 3 hours	\$ 50.00	\$ 50.00	each
5.03.4.3	Priority 4 - each additional hour	\$ 10.00	\$ 10.00	per hour
5.03.5	Public Works Training Room West			
5.03.5.1	Priority 1, 2 and 3	No Charge	No Charge	
5.03.5.2	Priority 4 - first 3 hours	\$ 50.00	\$ 50.00	each

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5.03.5.3	Priority 4 - each additional hour	\$ 10.00	\$ 10.00	per hour
5.03.6	Public Works Training Room East & West			
5.03.6.1	Priority 1, 2 and 3	No Charge	No Charge	
5.03.6.2	Priority 4 - first 3 hours	\$ 75.00	\$ 75.00	each
5.03.6.3	Priority 4 - each additional hour	\$ 10.00	\$ 10.00	per hour
5.03.7	Non-Refundable Cleaning Fee for Civic Rooms and Public Works Training Rooms			
5.03.7.1	Priority 1 and 2	No Charge	No Charge	
5.03.7.2	Priority 3 - for 50 or less attendees	\$ 25.00	\$ 25.00	each
5.03.7.3	Priority 3 - for more than 50 attendees	\$ 50.00	\$ 50.00	each
5.03.7.4	Priority 4 - for 50 or less attendees	\$ 25.00	\$ 25.00	each
5.03.7.5	Priority 4 - for more than 50 attendees	\$ 100.00	\$ 100.00	each
5.04	Other Fees			
5.04.01	Transient Room Tax / Additional Req. [Section 7.102] - 9% and rounded up to the next full cent for any portion of a cent equal to or greater than \$.005. Each transient lodging provider may retain 5% of their tax revenues collected as a collection reimbursement charge.	9%	9%	
5.04.02	Electronic Lien Check	\$ 25.00	\$ 25.00	
5.04.03	Hazardous Vegetation Abatement (\$100.00 minimum)	Full Cost Reimbursement	Full Cost Reimbursement	
5.04.04	Xerox Copies	\$ 0.25	\$ 0.25	per page
5.04.05	Fax Charges	\$ 1.00	\$ 1.00	per page
5.04.06	Returned Item/Non-sufficient Funds Charge	\$ 25.00	\$ 25.00	each
5.04.07	Check Re-issuance Fee	\$ 35.00	\$ 35.00	each
5.04.08	Delinquent Utility Charge	1.50%	1.50%	per month (18% APR)
5.04.09	Delinquent Fees / Lien Charge	10%	10%	per year
5.04.10	Reimbursement Agreements			
5.04.10.1	Application Fee (Due at time of application)	\$ 200.00	\$ 200.00	each
5.04.10.2	Reimbursements and Reconveyances (Due upon approval of application)	\$ 35.00	\$ 35.00	per property
5.04.10.3	Notification and Postage (Due upon approval of application)	\$ 5.00	\$ 5.00	per property
5.04.11	Collection Agency Referral Fee on Outstanding Debt - not to exceed the percentage retained by the private collection agency	35%	35%	
5.04.12	Utility Deposits for Tenant/Renters			

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Item #	Department / Item Description	Fee	Proposed Fee	Unit
5.04.12.1	Commercial	\$ 300.00	\$ 300.00	each or an amount equal to 2½ times the average monthly billing for a commercial account, whichever is greater per initiation of service.
6	GARBAGE RATES			
6.01	Residential Garbage Service			
6.01.1	35 Gallon Cart			
6.01.1.1	Curb	\$ 14.51	\$ 14.95	per month
6.01.1.2	Yard (Disabled)	\$ 15.88	\$ 16.36	per month
6.01.1.3	Curb (Low Income)	\$ 10.88	\$ 11.21	per month
6.01.1.4	Yard (Low Income / Disabled)	\$ 11.91	\$ 12.27	per month
6.01.1.5	Every Other Week	\$ 10.88	\$ 11.21	per month
6.01.1.6	Every Other Week (Disabled)	\$ 8.93	\$ 9.20	per month
6.01.1.7	Every Other Week (Low Income)	\$ 8.16	\$ 8.40	per month
6.01.2	65 Gallon Cart			
6.01.2.1	Curb	\$ 21.89	\$ 22.55	per month
6.01.2.2	Yard (Disabled)	\$ 23.29	\$ 23.99	per month
6.01.2.3	Curb (Low Income)	\$ 16.42	\$ 16.91	per month
6.01.2.4	Yard (Low Income / Disabled)	\$ 17.46	\$ 17.98	per month
6.01.2.5	Every Other Week	\$ 16.42	\$ 16.91	per month
6.01.2.6	Every Other Week (Disabled)	\$ 13.09	\$ 13.48	per month
6.01.2.7	Every Other Week (Low Income)	\$ 12.32	\$ 12.69	per month
6.01.3	95 Gallon Cart			
6.01.3.1	Curb	\$ 26.64	\$ 27.44	per month
6.01.3.2	Yard (Disabled)	\$ 28.06	\$ 28.90	per month
6.01.3.3	Curb (Low Income)	\$ 19.99	\$ 20.59	per month
6.01.3.4	Yard (Low Income / Disabled)	\$ 21.05	\$ 21.68	per month
6.01.3.5	Every Other Week	\$ 19.99	\$ 20.59	per month
6.01.3.6	Every Other Week (Disabled)	\$ 15.79	\$ 16.26	per month
6.01.3.7	Every Other Week (Low Income)	\$ 15.00	\$ 15.45	per month
6.01.4	Additional Weekly Garbage			

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective ~~January 1, 2021~~ July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
6.01.4.1	First Extra Can	\$ 4.88	\$ 5.03	each
6.01.4.2	Each Additional Can	\$ 3.20	\$ 3.30	each
6.01.4.3	Extra Large Bag	\$ 3.89	\$ 4.01	each
6.01.4.4	Extra Small Bag	\$ 3.05	\$ 3.14	each
6.01.5	95 Gallon Cart Every Other Week (EOW) Yard Debris Collection			
6.01.5.1	Curbside EOW	\$ 5.35	\$ 5.51	per month
6.02	Commercial Garbage Service			
6.02.1	35 Gallon Cart – Curb	\$ 15.25	\$ 15.71	per month
6.02.2	65 Gallon Cart – Curb	\$ 26.21	\$ 27.00	per month
6.02.3	95 Gallon Cart – Curb	\$ 37.18	\$ 38.30	per month
6.02.4	Containers:			
6.02.4.1	1 yard/once per week	\$ 74.05	\$ 76.27	per month
6.02.4.1.1	Additional weekly dumps	\$ 65.35	\$ 67.31	per month
6.02.4.2	1-1/2 yard/once per week	\$ 99.00	\$ 101.97	per month
6.02.4.2.1	Additional weekly dumps	\$ 89.79	\$ 92.48	per month
6.02.4.3	2 yards/once per week	\$ 132.52	\$ 136.50	per month
6.02.4.3.1	Additional weekly dumps	\$ 119.93	\$ 123.53	per month
6.02.4.4	3 yards/once per week	\$ 182.96	\$ 188.45	per month
6.02.4.4.1	Additional weekly dumps	\$ 168.49	\$ 173.54	per month
6.02.4.5	4 yards/once per week	\$ 228.13	\$ 234.97	per month
6.02.4.5.1	Additional weekly dumps	\$ 210.70	\$ 217.02	per month
6.02.4.6	5 yards/once per week	\$ 269.53	\$ 277.62	per month
6.02.4.6.1	Additional weekly dumps	\$ 248.23	\$ 255.68	per month
6.02.4.7	6 yards/once per week	\$ 305.68	\$ 314.85	per month
6.02.4.7.1	Additional weekly dumps	\$ 278.89	\$ 287.26	per month
6.03	Other Garbage Service			
6.03.1	Bulk Rate for the Collection of Bulk Refuse	\$ 13.95	\$ 14.37	each
6.03.2	Not at Curb / Heavy Can Extra Charge	\$ 3.34	\$ 3.44	each
6.03.3	Late Out / Go Back Charge	\$ 5.97	\$ 6.15	each
6.03.4	Yard Debris Recycling	\$ 5.35	\$ 5.51	each
	GENERAL FEES			

**CITY OF REDMOND
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FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
7	POLICE DEPARTMENT FEES			
7.01	Police Reports			
7.01.1	First ten (10) pages	\$ 20.00	\$ 20.00	each
7.01.2	Each additional page	\$ 0.25	\$ 0.25	per page
7.02	Large Report Requests / Research on Individuals			
7.02.1	First hour	No Charge	No Charge	No Charge
7.02.2	Each additional hour	\$ 30.00	\$ 30.00	per hour
7.03	Clearance Letter	\$ 30.00	\$ 30.00	each
7.04	Tapes			
7.04.1	Video	\$ 30.00	\$ 30.00	each
7.04.2	Audio	\$ 30.00	\$ 30.00	each
7.04.3	CD's	\$ 30.00	\$ 30.00	each
7.04.4	Floppy Disks	\$ 30.00	\$ 30.00	each
7.05	Finger Printing			
7.05.1	One Card	\$ 20.00	\$ 20.00	each
7.05.2	Additional Cards	\$ 5.00	\$ 5.00	each
7.06	Vehicle Storage Fee	\$ 30.00	\$ 30.00	per day
7.07	Research Fee / Records Check	\$ 25.00	\$ 25.00	each
7.08	Police Impound Tow Administrative Fee	\$ 125.00	\$ 125.00	each
7.09	Alarm Fees			
7.09.1	Unpermitted Alarm System (per calendar year)			
7.09.1.1	1 st Response (Fee waived if permit obtained within 30 days of alarm response)	\$ 250.00	\$ 250.00	each
7.09.1.2	2 nd Response	\$ 250.00	\$ 250.00	each
7.09.1.3	3 rd & more Responses	\$ 500.00	\$ 500.00	each
7.09.2	Permitted Alarm System (per calendar year)			
7.09.2.1	1 st False Alarm	Warning	Warning	
7.09.2.2	2 nd False Alarm	\$ 100.00	\$ 100.00	each
7.09.2.3	3 rd & more False Alarms	\$ 250.00	\$ 250.00	each
7.09.3	Alarm Other Permit Fees			
7.09.3.1	Initial Permit	\$ 40.00	\$ 40.00	per three years
7.09.3.2	Transfer	\$ 40.00	\$ 40.00	each
7.09.3.3	Permit Renewal	\$ 10.00	\$ 10.00	per three years

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		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
7.10	Bail Fees			
7.10.01	Parking Violations [Section 6.200]			
7.10.01.1	2-Hour Parking Violation (on street):			
7.10.01.1.1	First Overtime	\$ 15.00	\$ 15.00	each
7.10.01.1.2	Each Additional Overtime Unit	\$ 10.00	\$ 10.00	each
7.10.01.2	Violation for Employer/Employees	\$ 50.00	\$ 50.00	each
7.10.01.3	Airport Parking Violation	\$ 50.00	\$ 50.00	each
7.10.01.4	All Other Parking Violations	\$ 25.00	\$ 25.00	each
7.10.01.5	If Not Paid Within 5 Days of Ticket	\$ 10.00	\$ 10.00	each
7.10.01.6	Prohibited Parking Violation [Section 6.167]	\$ 40.00	\$ 40.00	each
7.10.02	Administrative Infractions: [Section 2.782(3)]			
7.10.02.1	Class 'C'	\$ 100.00	\$ 100.00	each
7.10.02.2	Class 'B'	\$ 250.00	\$ 250.00	each
7.10.02.3	Class 'A'	\$ 500.00	\$ 500.00	each
7.10.03	Court Cost [Section 2.706(1)]	\$ 10.00	\$ 10.00	each
7.10.04	Court Cost [Section 2.706(4)]	\$ 15.00	\$ 15.00	each
7.10.05	Civil Infractions: [Section 2.782(3)]			
7.10.05.1	Class 'C'	\$ 100.00	\$ 100.00	each
7.10.05.2	Class 'B'	\$ 250.00	\$ 250.00	each
7.10.05.3	Class 'A'	\$ 500.00	\$ 500.00	each
7.10.06	Duty to Send Children to School [Section 5.137]			
7.10.06.1	Superintendent Citation, up to	\$ 100.00	\$ 100.00	each
7.10.07	Fail to License Dog [Section 5.255]	\$ 250.00	\$ 250.00	each
7.10.08	Animals at Large [Section 5.265]	\$ 250.00	\$ 250.00	each
7.10.09	Animal Nuisances [Section 5.270]	\$250.00 or \$500.00	\$250.00 or \$500.00	each
7.10.10	Noise Violations [Section 5.335(14)(A) and ORS 467.100]	\$ 250.00	\$ 250.00	each
8	PUBLIC WORKS FEES			
8.01	Parks Division Fees			
8.01.1	Parks Amenity Reservations			
8.01.1.1	Resident	\$ 40.00	\$ 40.00	per reservation
8.01.1.2	Non-Resident	\$ 60.00	\$ 60.00	per reservation
8.01.2	Sports Court Reservations			
8.01.2.1	Resident	\$ 20.00	\$ 20.00	per court per day

**CITY OF REDMOND
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FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
8.01.2.2	Non-Resident	\$ 30.00	\$ 30.00	per court per day
8.01.3	Sports Field Reservations			
8.01.3.1	Local Nonprofits, Government and Education Organizations and Private Redmond Residents	\$ 40.00	\$ 40.00	per field per day
8.01.3.2	Local Nonprofit Youth Club Sports and Recreation League Season Rate	\$ 75.00	\$ 75.00	per field per month
8.01.3.3	Commercial Use	\$ 25.00	\$ 25.00	per game per field
8.01.3.4	All Other Uses	\$ 75.00	\$ 75.00	per field per day
8.01.4	Deposit (Refundable)	\$ 50.00	\$ 50.00	each
8.01.5	Additional Staff Support	\$ 51.07	\$ 51.07	per hour
8.02	Water/Sewer/Stormwater/Parks/Transportation			
8.02.1	System Development Charges (SDCs) (Reimbursement & Improvement):			
8.02.1.1	Sewer – Meter Size (Water):			
8.02.1.1.1	5/8"	\$ 4,124.00	\$ 4,371.00	each
8.02.1.1.2	1"	\$ 10,309.00	\$ 10,928.00	each
8.02.1.1.3	1-1/2"	\$ 20,618.00	\$ 21,855.00	each
8.02.1.1.4	2"	\$ 32,988.00	\$ 34,967.00	each
8.02.1.1.5	3"	\$ 65,976.00	\$ 69,935.00	each
8.02.1.1.6	4"	\$ 103,088.00	\$ 109,273.00	each
8.02.1.1.7	6"	\$ 206,176.00	\$ 218,547.00	each
8.02.1.2	Water – Meter Size:			
8.02.1.2.1	5/8"	\$ 2,643.00	\$ 2,802.00	each
8.02.1.2.2	1"	\$ 6,607.00	\$ 7,003.00	each
8.02.1.2.3	1-1/2"	\$ 13,214.00	\$ 14,007.00	each
8.02.1.2.4	2"	\$ 21,143.00	\$ 22,412.00	each
8.02.1.2.5	3"	\$ 42,284.00	\$ 44,821.00	each
8.02.1.2.6	4"	\$ 66,069.00	\$ 70,033.00	each
8.02.1.2.7	6"	\$ 132,139.00	\$ 140,067.00	each
8.02.1.3	Parks (Residential units only)			
8.02.1.3.1	Single Family	\$ 5,139.00	\$ 5,447.00	per dwelling unit
8.02.1.3.2	Multi-Family	\$ 3,985.00	\$ 4,224.00	per dwelling unit
8.02.1.4	Transportation	\$ 4,132.00	\$ 4,380.00	per PM peak hour trip
8.02.1.5	SDC Installment Payment Contract Application Fee	\$ 150.00	\$ 150.00	each

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		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
	Interest Rate for SDC Installment Payment Contract			
8.03	Miscellaneous Water, Wastewater, and Stormwater, and Transportation Fees:			
8.03.01	Meter Installation Fee			
8.03.01.1	5/8" x 3/4" Meter Installation Fee	\$ 333.92	\$ 333.92	each
8.03.01.2	1" Meter Installation Fee	\$ 432.05	\$ 432.05	each
8.03.01.3	1-1/2" Meter Installation Fee	\$ 892.00	\$ 892.00	each
8.03.01.4	2" Meter Installation Fee	\$ 870.00	\$ 870.00	each
8.03.01.5	3" and Larger Meters	Call for Current Quote	Call for Current Quote	
8.03.02	Automatic Meter Reading (AMR) Tampering Fee	\$ 200.00	\$ 200.00	each
8.03.03	Water Tap Fee	\$ 500.00	\$ 500.00	each
8.03.03.1	3/4"	\$ 275.00	\$ 275.00	each
8.03.03.2	1"	\$ 300.00	\$ 300.00	each
8.03.03.3	2"	\$ 800.00	\$ 800.00	each
8.03.03.4	3" and larger, Fire Hydrant, Fire Line installation (Material and tap provided by other)	\$ 230.00	\$ 230.00	per hour
8.03.04	Meter Test	Calculated on time and materials	Calculated on time and materials	
8.03.05	Hydrant Flow Test	\$ 150.00	\$ 150.00	per hydrant
8.03.06	Utility New Account Service Fee	\$ 20.00	\$ 20.00	each
8.03.07	Owner, Landlord and/or Property Management Utility Service Fee	\$ 10.00	\$ 10.00	each
8.03.08	Shut Off Notice Fee	\$ 5.00	\$ 5.00	each
8.03.09	Utility Deposits as Required by City Manager [Section 4.013]:			
8.03.09.1	Residential	\$ 100.00	\$ 100.00	each or an amount equal to two and one-half (2-1/2) times the average monthly billing, whichever is greater
8.03.09.2	Non-Residential	\$ 100.00	\$ 100.00	each or an amount equal to two and one-half (2-1/2) times the average monthly billing, whichever is greater

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		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
8.03.10	Water Re-Connection Service [Section 4.015(3)]			
8.03.10.1	Before services are restored, during regular business hours	\$ 45.00	\$ 45.00	each
8.03.10.2	Meter replacement, during regular business hours	\$ 60.00	\$ 60.00	each
8.03.10.3	Same day , after regular working hours, weekends, holidays	\$ 125.00	\$ 125.00	each
8.03.11	Sewer Reconnection Fee [Section 4.344(8)]	\$ 309.00	\$ 309.00	each
8.03.12	Service Call - same day reconnection or after business hours	\$ 129.00	\$ 129.00	each
8.03.13	Sewer Tap Fee			
8.03.13.1	4" service	\$ 505.00	\$ 505.00	each
8.03.13.2	6" service	\$ 541.00	\$ 541.00	each
8.03.14	Dye Testing			
8.03.14.1	Service Discharges into Manhole	\$ 103.00	\$ 103.00	each
8.03.14.2	Service Discharges into Sewer Main	\$ 361.00	\$ 361.00	each
8.03.15	Existing Sewer Line Inspection			
8.03.15.1	Minimum Charge	\$ 600.00	\$ 600.00	each
8.03.15.2	Additional Charge per lineal foot over 400 feet	\$ 1.50	\$ 1.50	per lineal foot
8.03.16	New Sewer Line Inspection			
8.03.16.1	Minimum Charge	\$ 1,200.00	\$ 1,200.00	each
8.03.16.2	Additional Charge per lineal foot over 400 feet	\$ 3.00	\$ 3.00	per lineal foot
8.03.17	Wastewater Monitoring (sampling and analysis)	\$ 300.00	\$ 300.00	per sample event
8.03.18	Significant Industrial User			
8.03.18.1	Wastewater Permit (Significant Industrial User) - per issuance and upon permit renewal date	\$ 900.00	\$ 900.00	per year
8.03.18.2	Wastewater Permit Annual Fee (Significant Industrial User)	\$ 200.00	\$ 200.00	per year
8.03.18.3	Wastewater Permit Modification Requested by User (Significant Industrial User)	\$ 200.00	\$ 200.00	each
8.03.19	Short Duration Discharge			
8.03.19.1	Wastewater Permit (short duration discharge)	\$ 106.00	\$ 106.00	each
8.03.19.2	Discharge Permit Issuance (short duration discharge) (fee may be adjusted based on strength of discharged wastewater)	\$ 0.32	\$ 0.32	per gallon
8.03.20	Source Detection Inspection	\$ 100.00	\$ 100.00	per hour
8.03.21	Maximum Wastewater Administrative and Civil Penalties	\$ 10,000.00	\$ 10,000.00	per violation per day
8.03.22	Wastewater Interceptor Maintenance and Fats, Oils, and Grease (FOG) Discharge Violations (amount due doubles if unpaid after 30 days)			
8.03.22.1	First Offense	\$ 125.00	\$ 125.00	per violation per day
8.03.22.2	Second Offense	\$ 2,500.00	\$ 2,500.00	per violation per day

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Item #	Department / Item Description	Fee	Proposed Fee	Unit
8.03.22.3	Third Offense	\$ 500.00	\$ 500.00	per violation per day
8.03.22.4	Fourth Offense	\$ 1,000.00	\$ 1,000.00	per violation per day
8.03.22.5	Fifth Offense	\$ 2,000.00	\$ 2,000.00	per violation per day
8.03.22.6	Sixth and Subsequent Offense	\$ 2,500.00	\$ 2,500.00	per violation per day
8.03.23	Wastewater Non-Permittee Reporting Violations	\$ 125.00	\$ 125.00	per violation
8.03.24	Wastewater Permittee Violations	See Table 1-A	See Table 1-A	
8.03.25	Wastewater Penalty Appeal Fee	\$ 60.00	\$ 60.00	per appeal
8.03.26	Flow Testing	\$ 419.00	\$ 419.00	per location
8.03.27	Recreational Vehicle (RV) Dump Station	\$ 6.00	\$ 6.00	per use
8.03.28	Residential Sewer Account RV Token (limit 10 per year)	\$ 4.00	\$ 4.00	per token
8.03.29	Street Cut			
8.03.29.1	Excavating Contractors not working for a franchise utility			
8.03.29.1.1	Street Cut Permit	\$ 300.00	\$ 300.00	each
8.03.29.1.2	Street Cut Deposit (Returned when all work is completed and accepted by the City)	\$ 10.00	\$ 10.00	per square foot of anticipated street and curb disturbance
8.03.29.2	Franchise Utilities			
8.03.29.2.1	Street Cut Deposit	\$ 2,500.00	\$ 2,500.00	per franchise
8.04	Public Works Equipment Reimbursement Rates:			
8.04.1	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.	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.	

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Item #	Department / Item Description	Fee	Proposed Fee	Unit
8.04.2	CCTV Sewer Inspection Truck	\$ 86.94	\$ 86.94	per hour
8.05	Public Works Material Reimbursement Rates:			
8.05.1	Asphalt	\$ 92.00	\$ 92.00	per ton
8.05.2	Sand	\$ 12.00	\$ 12.00	per ton
8.06	Public Works Personnel Reimbursement Rates:			
8.06.1	Temp Personnel	\$ 21.50	\$ 21.50	per hour
8.06.2	Utility I	\$ 46.00	\$ 46.00	per hour
8.06.3	Utility II/Wastewater Operator I	\$ 49.00	\$ 49.00	per hour
8.06.4	Utility III/Wastewater Operator II	\$ 53.00	\$ 53.00	per hour
8.06.5	Lead Worker/Wastewater Operator III	\$ 57.00	\$ 57.00	per hour
8.06.6	Vehicle Maintenance Shop	\$ 78.00	\$ 78.00	per hour
8.07	Emergency and Non-Scheduled Work Equipment and Personnel Hourly Rate Multiplier	1.5	1.5	
8.08	Monthly Sewer Rates:			
8.08.1	Residential (one dwelling unit per water meter)	\$ 32.58	\$ 32.58	per account
8.08.2	Multi-Family Residential (multiple dwelling units per water meter)	\$ 25.33	\$ 25.33	per dwelling unit
8.08.3	Commercial / Industrial:			
8.08.3.1	Strength Category:			
8.08.3.1.1	Low	\$ 32.58	\$ 32.58	per account
8.08.3.1.1.1	Low - per 100 cubic feet winter months average water usage above 700 cf.*	\$ 2.85	\$ 2.85	per 100 cubic feet
8.08.3.1.2	Medium	\$ 32.58	\$ 32.58	per account
8.08.3.1.2.1	Medium - per 100 cubic feet winter months average water usage above 700 cf.*	\$ 3.51	\$ 3.51	per 100 cubic feet
8.08.3.1.3	High	\$ 32.58	\$ 32.58	per account
8.08.3.1.3.1	High - per 100 cubic feet winter months average water usage above 700 cf.*	\$ 4.21	\$ 4.21	per 100 cubic feet
8.08.3.1.4	Very High	\$ 32.58	\$ 32.58	per account
8.08.3.1.4.1	Very High - per 100 cubic feet winter months average water usage above 700 cf.*	\$ 4.86	\$ 4.86	per 100 cubic feet

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Item #	Department / Item Description	Fee	Proposed Fee	Unit
	* Winter months average defined for all categories as the average of the water usage billed in the months November through February December through March.			
8.09	Monthly Stormwater Rates:**			
8.09.1	Residential	\$ 8.18	\$ 8.18	per account
8.09.2	Multi-Family Residential	\$ 7.74	\$ 7.74	per dwelling unit
8.09.3	Non-Residential	\$ 6.73	\$ 6.73	per account
8.09.4	Non-Residential - daily trip end (based on current Institute of Transportation Engineers Trip Generation Manual)	\$ 0.06	\$ 0.06	per daily trip end
	**Properties served by City water: Residential rate applies when a single dwelling unit is served by a water meter; Multi-Family Residential rate applies when multiple dwelling units are served by a common water meter. Properties not served by City water: Residential rate applies when one dwelling unit exists per tax lot; Multi-Family Residential rate applies when multiple dwelling units exist per tax lot.			
8.10	Monthly Water Rates:			
8.10.1	Fixed Rate Based on Meter Size (Plus Consumption Charge)			
8.10.1.1	5/8"	\$ 15.81	\$ 16.28	per meter per account
8.10.1.2	3/4"	\$ 20.35	\$ 20.96	per meter per account
8.10.1.3	1"	\$ 29.56	\$ 30.45	per meter per account
8.10.1.4	1-1/2"	\$ 52.43	\$ 54.00	per meter per account
8.10.1.5	2"	\$ 79.96	\$ 82.36	per meter per account
8.10.1.6	3"	\$ 153.20	\$ 157.80	per meter per account
8.10.1.7	4"	\$ 235.75	\$ 242.82	per meter per account
8.10.1.8	6"	\$ 464.68	\$ 478.62	per meter per account
8.10.1.9	Or larger	By Negotiation	By Negotiation	
8.10.1.10	Consumption per 100 cubic feet of water used	1.27	\$ 1.31	per 100 cubic feet
8.10.2	Standpipe Water Accounts			
8.10.2.1	Base Rate	\$ 21.28	\$ 21.92	per month
8.10.2.2	Consumption per 100 cubic feet of water used	\$ 1.27	\$ 1.31	per 100 cubic feet

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		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit
8.10.3	Fire Hydrant Use Permit			
8.10.3.1	Permit Fee	\$ 113.11	\$ 116.50	each
8.10.3.2	Relocation Fee	\$ 113.11	\$ 116.50	each
8.10.3.3	Base Rate	\$ 79.96	\$ 82.36	per month
8.10.4	Non-Metered Residential Accounts	\$ 38.55	\$ 39.71	per month
8.10.5	Fire Standby Charge	\$ 2.66	\$ 2.74	per inch per month
8.10.6	Irrigation Rate Per Ten (10) Square Feet (April 1 through October 30)	\$ 0.054	\$ 0.060	per 10 square feet
8.10.7	Backflow Assembly Testing Services	\$ 1.18	\$ 1.18	per month

**TABLE 1-A
INDUSTRIAL WASTEWATER PRETREATMENT PROGRAM PENALTIES**

All penalty amounts are doubled for large volume discharges (>5% of POTW hydraulic or organic load design capacity)		Level I Penalty	Level II Penalty		Level III Penalty	
Description of Violation		No Harm	No Harm	Criteria	SNC or Evidence of Harm	SNC Criteria
Unauthorized Discharges (No Permit)						
Unpermitted Discharge (per day)		\$125 (\$0 if 1st violation)	\$750	e	\$2,500	C,D,H
Discharge Violations						
Excess of limit	Limit exceedance (penalties per pollutant per day) includes debris, accumulations and/or violation of prohibited discharge standards outlined in current city code.	\$125	\$750	a,b,c,d	\$2,500	A,B,C,D,H
	Reported slug (per event)	\$125	\$750	c,e	\$2,500	A,B,C,D,H
Monitoring and Reporting Violations						
Reporting Violation	Improperly signed or certified (per event)	\$125	\$750	c,d,e	\$1,500	F
	Improperly signed or certified after notice (per day)	\$125	\$750	c,d,e	\$1,500	F
	Isolated, not significant error (late, incomplete, etc.)	\$125 (\$0 if 1st	\$750	c,d,e	\$1,500	F
	Significant error in report (per event)	\$125	\$750	c,d,e	\$1,500	F
	Failure to immediately report spill, slug, non-compliance or changed discharge (per event)	\$500	\$1,500	c,e	\$2,500	G,H
	Falsification of any kind (per event)	\$1,000	\$2,000	c,e	\$2,500	H
Failure to monitor all pollutants required by permit (per day)		\$125	\$750	c,e	\$2,500	H
Improper sampling (per event)		\$125	\$750	c,e	\$2,500	H

Incomplete files (per event)		\$125	\$750	c,e	\$1,500	H
Failure to report additional monitoring (per event)		\$500	\$750	c,e	\$1,500	H
Failure to install monitoring	< 30 days (per day)	\$125	\$750	c,d,e	\$2,500	E
	> 30 days (per day)	\$250	\$1,000	c,d,e	\$2,500	E
Compliance schedules	< 30 days, no impact on final (per compliance deadline)	\$125	\$750	c,d,e	\$1,500	E
	> 30 days OR will affect final (per compliance deadline)	\$250	\$1,000	c,d,e	\$2,000	E
Other Permit Violations						
Failure to renew or apply within time frame given (per event)		\$125	\$750	c,d,e	\$1,500	H
Failure to apply after given notice (per day)		\$250	\$1,000	c,d,e	\$2,000	H
Failure to mitigate or correct (per day)		\$1,000	\$1,500	c,d,e	\$2,500	C,D,H
Failure to operate and maintain pretreatment (per day)		\$500	\$1,500	c,d,e	\$2,500	C,D,H
Use of dilution instead of treatment (per event)		\$500	\$1,500	c,d,e	\$2,500	H
Site Visit Violations						
Entry denial	Entry denied or revoked (per event)	\$2,500	\$2,500	c,d,e	\$2,500	H
	Records denied (per event)	\$2,500	\$2,500	c,d,e	\$2,500	H

Level II Penalty Criteria Definitions:

a Repeated violations of wastewater discharge limits, defined here as those in which sixty-six percent (66%) or more of all of the measurements taken during a three-month period exceed (by any magnitude) the daily maximum limit or the average limit for the same pollutant parameter.

b Thirty-three percent (33%) or more of all of the measurements for each pollutant parameter taken during a three-month period equal or exceed the product of the daily maximum limit or the average limit multiplied by the applicable magnitude factor (1.4 for BOD, TSS, fats, oil, and grease, and 1.2 for all pollutants except pH).

c No change or an increase in the magnitude of non-compliance for a given pollutant, or no change or an increase in the number of violations or non-compliance events after a Level I enforcement action and implementation of compliance measures.

d Failure to meet, within 60 days after the schedule date, a reporting, correction or application due date, or a compliance schedule milestone contained in a local control mechanism or enforcement order for starting construction, completing construction, or attaining final compliance.

e Continued non-compliance with the intent to impede or delay the implementation of the IPP and permitting requirements, as determined by the Control Authority.

Level III Penalty & SNC Criteria Definitions (from 40 CFR 403.8(f)(2)(viii)):

A Chronic violations of wastewater discharge limits defined here as those in which sixty-six (66%) or more of all of the measurements taken during a six-month period exceed (by any magnitude) the daily maximum limit or the average limit for the same pollutant

B Technical Review Criteria (TRC) violations, defined here as those in which thirty-three percent (33%) or more of all of the measurements for each pollutant parameter taken during a six-month period equal or exceed the product of the daily maximum limit or the average limit multiplied by the applicable TRC (TRC=1.4 for BOD, TSS, fats, oil, and grease, and 1.2 for all other pollutants except pH)

C Any other violation of a pretreatment effluent limit (daily maximum or longer-term average) that the Control Authority determines has caused, alone or in combination with other discharges, interference or pass through (including endangering the health of POTW personnel or the general public).

D Any discharge of a pollutant that has caused imminent endangerment to human health, welfare or to the environment or has resulted in the POTW's exercise of its emergency authority under paragraph (f)(1)(vi)(B) of this section to halt or prevent such a discharge.

E Failure to meet, within 90 days after the schedule date, a compliance schedule milestone contained in a local control mechanism or enforcement order for starting construction, completing construction, or attaining final compliance.

F Failure to provide, within 30 days after the due date, required reports such as baseline monitoring reports, 90-day compliance reports, periodic self-monitoring reports, and reports on compliance with compliance schedules.

G Failure to accurately report non-compliance.

H Any other violation or group of violations which the Control Authority determines will adversely affect the operation or implementation of the local pretreatment program.

CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE

Effective ~~January 1, 2021~~ July 1, 2021

		Effective January 1, 2021	Effective July 1, 2021	
Item #	Department / Item Description	Fee	Proposed Fee	Unit

TABLE 3-A
BUILDING PERMIT FEES

Item #	ITEM DESCRIPTION	Effective January 1, 2021 Fee	Effective July 1, 2021 Proposed Fee	Unit
9	TOTAL VALUATION			
9.01	\$ 1.00 to \$ 10,000.00	\$ 90.00	\$ 90.00	each
9.02	\$ 10,000.01 to \$ 50,000.00	\$ 90.00 \$ 6.48	\$ 90.00 \$ 6.48	for the first \$10,000.00 plus for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
9.03	\$ 50,000.01 to \$100,000.00	\$ 349.20 \$ 4.08	\$ 349.20 \$ 4.08	for the first \$50,000.00 plus for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
9.04	\$100,000.01 to \$200,000.00	\$ 553.20 \$ 3.24	\$ 553.20 \$ 3.24	for the first \$100,000.00 plus for each additional \$1,000.00 or fraction thereof, to and including \$200,000.00
9.05	\$200,000.01 to \$500,000.00	\$ 877.20 \$ 3.00	\$ 877.20 \$ 3.00	for the first \$200,000.00 plus for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
9.06	\$500,000.01 and up	\$ 1,777.20 \$ 2.80	\$ 1,777.20 \$ 2.80	for the first \$500,000.00 plus for each additional \$1,000.00 or fraction thereof

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EXHIBIT A
FEE SCHEDULE**

Effective ~~January 1, 2021~~ July 1, 2021

Item #	Department / Item Description	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
9.07	Other Inspections and Fees:			
9.07.01	Residential Standalone Fire Suppression 13R	See Table 3-G	See Table 3-G	
9.07.02	Inspections outside of normal business hours, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
9.07.03	Re-Inspection fees (each)	\$ 90.00	\$ 90.00	per hour
9.07.04	Inspections for which no fee is specifically indicated, per hour (minimum charge – two hours)	\$ 50.00	\$ 50.00	per hour
9.07.05	Investigation Fee (work commenced without permit), per hour (minimum charge – one hour)	\$ 150.00	\$ 150.00	per hour
9.07.06	Additional plan review required by changes, additions or revisions to approve plans, per hour (minimum charge – one hour)	\$ 90.00	\$ 90.00	per hour
9.07.07 9.07.07.1	Phased Permit Fee	\$ 300.00 10%	\$ 300.00 10%	each of the total building project permit fee, for each phase of work. Not to exceed \$1,500.00 per phase.
9.07.08	Deferred Permit Fee (minimum \$100.00)	65%	65%	of the value of the building permit fee calculated using the valuation for the deferred portion
9.07.09	Structural Plan Review Fee (Residential)	100%	65%	of the building permit fee
9.07.10	Structural Plan Review Fee (Commercial/Industrial)	100%	100%	of the building permit fee
9.07.11	Fire Life and Safety Plan Review Charge	40%	40%	of the building permit fee
9.07.12	Temporary Certificate of Occupancy (TCO) – Commercial	Based on Permit Valuation	Based on Permit Valuation	
9.07.12.1	\$1.00 to \$100,000	\$ 250.00	\$ 250.00	each
9.07.12.2	\$100,001 to \$500,000	\$ 500.00	\$ 500.00	each
9.07.12.3	\$500,001 to \$750,000	\$ 750.00	\$ 750.00	each
9.07.12.4	\$750,001 and up	\$ 1,000.00	\$ 1,000.00	each
9.07.13	Temporary Certificate of Occupancy (TCO) – Residential	\$ 350.00	\$ 350.00	each

**CITY OF REDMOND
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FEE SCHEDULE**

Effective ~~January 1, 2021~~ July 1, 2021

**TABLE 3-B
SOLAR STRUCTURAL INSTALLATION PERMIT FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
10.1	Solar Photovoltaic (prescriptive) includes Plan Review and Permit Fee	\$ 175.00	\$ 175.00	each
10.2	Solar Photovoltaic (non-prescriptive) Additional Plan Review required by charges, additions or revisions to approve plans, per hour (minimum charge – one hour)	\$ 90.00	\$ 90.00	each
10.3	Solar Photovoltaic (non-prescriptive) Permit Fee	Based on valuation of the project (Refer to Table 3-A)	Based on valuation of the project (Refer to Table 3-A)	
10.4	Solar Photovoltaic (non-prescriptive) Plan Review Fee	100%	100%	of permit fee based on valuation of the particular portion or portions of the project

**CITY OF REDMOND
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FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

**TABLE 3-C
ELECTRICAL PERMIT FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
11.01	NEW Residential Single or Multi-Family Dwelling, Service Include:			
11.01.1	1,000 sq. ft. or less	\$ 193.20	\$ 193.20	each
11.01.2	Each additional 500 sq. ft. or portion thereof	\$ 42.00	\$ 42.00	per each additional 500 square feet or portion thereof
11.01.3	Multi-family (largest unit uses above sq. ft. and each additional unit 50%)			
11.01.4	Limited Energy (residential w/above sq. ft.)	\$ 42.00	\$ 42.00	each
11.01.5	Limited Energy (multi-family w/above sq. ft.) – per floor for each	\$ 42.00	\$ 42.00	each
11.01.6	Each Manufactured Home or Modular Dwelling Service	\$ 103.20	\$ 103.20	each
11.02	Limited Energy (without above sq. ft.)			
11.02.1	Residential	\$ 55.20	\$ 55.20	each
11.02.2	Commercial (each system)	\$ 55.20	\$ 55.20	each
11.03	Services or Feeders – Installations, Alterations, Relocation			
11.03.1	200 amp or less	\$ 103.20	\$ 103.20	each
11.03.2	201 amps to 400 amps	\$ 130.80	\$ 130.80	each
11.03.3	401 amps to 600 amps	\$ 206.40	\$ 206.40	each
11.03.4	601 amps to 1000 amps	\$ 276.00	\$ 276.00	each
11.03.5	Over 1000 amps or volts	\$ 607.20	\$ 607.20	each
11.03.6	Reconnect only	\$ 90.00	\$ 90.00	each
11.04	Temporary Services or Feeders – Installation, Alterations or Relocation			
11.04.1	200 amps or less	\$ 82.80	\$ 82.80	each
11.04.2	201 amps to 400 amps	\$ 96.00	\$ 96.00	each
11.04.3	401 amps to 600 amps	\$ 172.80	\$ 172.80	each
11.04.4	601 amps to 1000 amps	\$ 206.40	\$ 206.40	each
11.04.5	Over 1000 amps or volts	\$ 276.00	\$ 276.00	each
11.05	Branch Circuits with purchase of service of feeder			
	Each branch circuit	\$ 9.60	\$ 9.60	each
11.06	Branch Circuits without purchase of service or feeder fee			
11.06.1	First Branch Circuit	\$ 82.80	\$ 82.80	each
11.06.2	Each additional branch circuit	\$ 9.60	\$ 9.60	each
11.07	Miscellaneous (service or feeder not included)			

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11.07.1	Each pump or irrigation cycle	\$ 68.40	\$ 68.40	each
11.07.2	Each sign or outline lighting	\$ 68.40	\$ 68.40	each
11.07.3	Signal Circuit(s) or a limited energy pane, alteration, or extension	\$ 68.40	\$ 68.40	each
11.07.4		\$ 68.40	\$ 68.40	
11.07.5	Residential Plan Review	25%	25%	of permit fee charged (not to include surcharge)
11.07.6	Commercial Plan Review	25%	25%	of permit fee charged (not to include surcharge)
11.08	Other inspections and fees:			
11.08.1	Inspection outside of normal business hours, per hour (miniumm charge - two hours)	\$ 90.00	\$ 90.00	per hour
11.08.2	Re-inspection Fee (each)	\$ 90.00	\$ 90.00	each
11.08.3	Inspection for which no fee is specifically indicated, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
11.08.4	Investigation fee (work commenced without permit), per hour (minimum charge – one hour)	\$ 150.00	\$ 150.00	per hour
11.08.5	Additional plan review required by changes, additions or revisions to approved plans, per hour (minimum charge – one hour)	\$ 90.00	\$ 90.00	per hour
11.09	Master Permit Fee (one-time setup)	\$ 200.00	\$ 200.00	each
11.10	Master Permit Inspection Fee	\$ 90.00	\$ 90.00	each
11.11	Renewable Electrical Energy:			
11.11.1	5 KVA or less	\$ 115.00	\$ 115.00	each
11.11.2	5.01 to 15 KVA	\$ 150.00	\$ 150.00	each
11.11.3	15.01 to 25 KVA	\$ 190.00	\$ 190.00	each
11.11.4	Over 25 KVA	\$ 190.00	\$ 190.00	each
11.11.5	Solar Generation Systems	\$ 190.00	\$ 190.00	each
11.11.5.1	each additional KVA (Not to exceed \$940.00)	\$ 10.00	\$ 10.00	per additional KVA
11.11.6	Wind Generation Systems:			
11.11.6.1	25.01 to 50 KVA	\$ 240.00	\$ 240.00	each
11.11.6.2	50.01 to 100 KVA	\$ 480.00	\$ 480.00	each
11.11.6.3	Over 100 KVA	Calculated based on Service or Feeder sizes and Branch Circuits	Calculated based on Service or Feeder sizes and Branch Circuits	
11.12	Minimum Permit Fee	\$ 90.00	\$ 90.00	each

**CITY OF REDMOND
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Effective January 1, 2021 July 1, 2021

**TABLE 3-D
RESIDENTIAL MECHANICAL PERMIT FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
12.01	Furnaces			
12.01.1	For the installation or relocation of each forced-air or gravity-type furnace	\$ 16.80	\$ 16.80	each
12.01.2	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 k W)	\$ 21.60	\$ 21.60	each
12.01.3	For the installation or relocation of each floor furnace, including vent	\$ 16.80	\$ 16.80	each
12.01.4	For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$ 16.80	\$ 16.80	each
12.02	Appliance Vents			
12.02.1	For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$ 10.80	\$ 10.80	each
12.03	Repairs or Additions			
12.03.1	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system	\$ 15.60	\$ 15.60	each
12.04	Boilers, or Hydronic Heating Systems			
12.04.1	For the installation or relocation of each residential boiler or compressor (radiator or hydronic)	\$ 16.80	\$ 16.80	each
12.04.1	Hydronic hot water system	\$ 16.80	\$ 16.80	each
12.05	Evaporative Coolers`			
12.05.1	For each evaporative cooler other than portable type	\$ 14.40	\$ 14.40	each
12.06	Other Fuel Appliances			
12.06.1	Chimney liner/flue/vent	\$ 10.80	\$ 10.80	each
12.06.2	Flue vent for water heater or gas fireplace	\$ 10.80	\$ 10.80	each
12.06.3	Gas fireplace	\$ 16.80	\$ 16.80	each
12.06.4	Log lighter (gas)	\$ 16.80	\$ 16.80	each
12.06.5	Mini Split	\$ 16.80	\$ 16.80	each
12.06.6	Water heater	\$ 16.80	\$ 16.80	each
12.06.7	Wood/pellet stove	\$ 16.80	\$ 16.80	each
12.06.8	Wood fireplace/insert	\$ 16.80	\$ 16.80	each
12.06.9	Other	\$ 16.80	\$ 16.80	each
12.07	Ventilation and Exhaust			

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12.07.1	For each ventilation fan connected to a single duct	\$ 10.80	\$ 10.80	each
12.07.2	For each ventilation system which is not a portion of heating or air-conditioning system authorized by a permit	\$ 14.40	\$ 14.40	each
12.07.3	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$ 14.40	\$ 14.40	each
12.08	Miscellaneous			
12.08.1	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the code	\$ 14.40	\$ 14.40	each
12.09	Gas Piping			
12.09.1	For each gas-piping system of one to four outlets	\$ 6.60	\$ 6.60	each
12.09.2	For each gas-piping system, additional outlets over five, each	\$ 1.20	\$ 1.20	each
12.10	Other Inspections and Fees:			
12.10.1	Residential Plan Review Fee:	25%	25%	of permit fee charged (not to include Surcharge)
12.10.1.1	Inspection outside of normal business hours, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	each
12.10.1.2	Re-inspection fees (each)	\$ 90.00	\$ 90.00	each
12.10.1.3	Inspection for which no fee is specifically indicated (per hour)	\$ 90.00	\$ 90.00	each
12.10.1.4	Investigation Fee (work commenced without permit), perhour (minimum charge – one hour)	\$ 150.00	\$ 150.00	each
12.10.1.5	Additional plan review required by changes, additions, or revisions to approve plans, per hour (minimum charge – one hour)	\$ 90.00	\$ 90.00	each
12.11	Minimum Permit Fee	\$ 90.00	\$ 90.00	each

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**TABLE 3-E
COMMERCIAL MECHANICAL PERMIT FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
13	TOTAL VALUATION			
13.01	\$ 1.00 to \$ 5,000.00	\$ 90.00	\$ 90.00	each
13.02	\$ 5,000.01 to \$ 10,000.00	\$ 1.50	\$ 1.50	for the first \$5,000.00 plus for each additional \$100.00 or fraction thereof, to and including \$10,000.00
13.02.1		\$ 90.00	\$ 90.00	
13.03	\$ 10,000.01 to \$ 50,000.00	\$ 165.00	\$ 165.00	for the first \$10,000.00 plus for each additional \$100.00 or fraction thereof, to and including \$50,000.00
13.03.1		\$ 1.05	\$ 1.05	
13.04	\$ 50,000.01 to \$100,000.00	\$ 585.00	\$ 585.00	for the first \$50,000.00 plus for each additional \$100.00 or fraction thereof, to and including \$100,000.00
13.04.1		\$ 0.78	\$ 0.78	
13.05	\$100,000.01 and up	\$ 975.00	\$ 975.00	for the first \$100,000.00 plus for each additional \$100.00 or fraction thereof
13.05.1		\$ 0.60	\$ 0.60	
13.06	Commercial Plan Review	25%	25%	of permit fee charged (not to include surcharge)
13.07	Other Inspections and Fees:			
13.07.1	Inspections outside of normal business hours, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
13.07.2	Re-inspection fee (each)	\$ 90.00	\$ 90.00	per hour
13.07.3	Inspections for which no fee is specifically indicated, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
13.07.4	Investigation Fee (work commenced without permit) per hour (minimum charge – one hour)	\$ 150.00	\$ 150.00	per hour

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13.07.5	Additional Plan review required by changes, additions or revisions to approved plans, per hour (minimum charge – one hour)	\$ 90.00	\$ 90.00	per hour
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**TABLE 3-F
PLUMBING PERMIT FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
14	NEW One and Two Family "Includes first 100 feet of water and sewer lines, hose bibbs, icemakers, underfloor low point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter systems [storm]" – see Division 50 918-050-0100(1)(a)(A). There is no charge by fixture count.			
14.01	One and Two Family: 1 Bath & 1 Kitchen	\$ 135.60	\$ 135.60	each
14.02	One and Two Family: 2 Bath & 1 Kitchen	\$ 218.40	\$ 218.40	each
14.03	One and Two Family: 3 Bath & 1 Kitchen	\$ 256.80	\$ 256.80	each
14.04	Each Additional Bath or Kitchen	\$ 54.00	\$ 54.00	each
14.05	One and Two Family: Solar (when connected with potable water)	\$ 56.40	\$ 56.40	each
14.06	Fire Sprinklers (multi-purpose/continuous loop 13D systems)	See Table 3-G	See Table 3-G	
14.07	Fee Fixture			
14.07.01	Absorption valve	\$ 19.80	\$ 19.80	each
14.07.02	Backflow preventer	\$ 19.80	\$ 19.80	each
14.07.03	Backwater valve	\$ 19.80	\$ 19.80	each
14.07.04	Clothes washer	\$ 19.80	\$ 19.80	each
14.07.05	Dishwasher	\$ 19.80	\$ 19.80	each
14.07.06	Drinking fountain	\$ 19.80	\$ 19.80	each
14.07.07	Ejectors/sump	\$ 19.80	\$ 19.80	each
14.07.08	Expansion tank	\$ 19.80	\$ 19.80	each
14.07.09	Fixture/sewer cap	\$ 19.80	\$ 19.80	each
14.07.10	Floor drain/floor sink/hub	\$ 19.80	\$ 19.80	each
14.07.11	Garbage disposal	\$ 19.80	\$ 19.80	each
14.07.12	Hose bib	\$ 19.80	\$ 19.80	each
14.07.13	Ice maker	\$ 19.80	\$ 19.80	each
14.07.14	Interceptor/grease trap	\$ 19.80	\$ 19.80	each
14.07.15	Primer	\$ 19.80	\$ 19.80	each
14.07.16	Roof drain (commercial)	\$ 19.80	\$ 19.80	each
14.07.17	Sink/basin/lavatory	\$ 19.80	\$ 19.80	each
14.07.18	Tub/shower/shower pan	\$ 19.80	\$ 19.80	each
14.07.19	Urinal	\$ 19.80	\$ 19.80	each
14.07.20	Water closet	\$ 19.80	\$ 19.80	each

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14.07.21	Water heater	\$	19.80	\$	19.80	each
14.07.22	Other	\$	19.80	\$	19.80	each
14.08	Water Service/Sanitary/Storm Sewer:					
14.08.1	Water Service (first 100 feet or fraction thereof)	\$	57.12	\$	57.12	first 100 feet or fraction thereof
14.08.2	Water Service (each additional 100 feet or fraction thereof)	\$	31.50	\$	31.50	each additional 100 feet or fraction thereof
14.08.3	Building Sewer (first 100 feet or fraction thereof)	\$	57.12	\$	57.12	first 100 feet or fraction thereof
14.08.4	Building Sewer (each additional 100 feet or fraction thereof)	\$	31.50	\$	31.50	each additional 100 feet or fraction thereof
14.08.5	Storm Sewer or Rain Drain (first 100 feet or fraction thereof)	\$	57.12	\$	57.12	first 100 feet or fraction thereof
14.08.6	Storm Sewer or Rain Drain (each additional 100 feet or fraction thereof)	\$	31.50	\$	31.50	each additional 100 feet or fraction thereof
14.08.7	Alternate Potable Water Heating Systems (coil, extractor, heat pumps, etc.)	\$	57.12	\$	57.12	each
14.09	Manufactured Homes (M/H)					
14.09.1	M/H park sewer connection and Water Distribution System (per space)	\$	72.00	\$	72.00	each
14.09.2	M/H service connection (sewer, water and storm) not within a M/H park	\$	72.00	\$	72.00	each
14.10	Other Inspections and Fees:					
14.10.1	Prefabricated Structures site inspections (includes site development and connection of the prefabricated structure)	\$	72.00	\$	72.00	each
14.10.2	Residential Plan Review Fee		25%		25%	of permit fee charged (not to include surcharge)
14.10.3	Commercial Plan Review		25%		25%	of permit fee charged (not to include surcharge)
14.10.4	Re-Inspection Fee	\$	90.00	\$	90.00	each
14.10.5	Investigation Fee (work commenced without permit) per hour , (minimum charge – one hour)	\$	150.00	\$	150.00	per hour
14.10.6	Additional Plan review required by changes, additions or revision to approved plans, per hour (minimum charge –one hour)	\$	90.00	\$	90.00	per hour
14.11	Medical Gas		See Table 3-H		See Table 3-H	
14.12	Minimum Permit Fee	\$	90.00	\$	90.00	each

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective ~~January 1, 2021~~ July 1, 2021

**TABLE 3-G
STRUCTURAL – RESIDENTIAL FIRE SUPPRESSION SYSTEMS
STANDALONE 13R**

**PLUMBING – RESIDENTIAL FIRE SUPPRESSION SYSTEMS (MULTI-
PURPOSE/CONTINUOUS LOOP 13D SYSTEMS**

		Effective January 1, 2021	Effective July 1, 2021	
Item #	ITEM DESCRIPTION	Fee	Proposed Fee	Unit
15.1	Up to 2,000 square feet	\$ 163.50	\$ 163.50	each
15.2	2,001 to 3,600 square feet	\$ 220.50	\$ 220.50	each
15.3	3,601 to 7,200 square feet	\$ 277.50	\$ 277.50	each
15.4	7,201 square feet and greater	\$ 330.00	\$ 330.00	each

CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE

Effective ~~January 1, 2021~~ July 1, 2021

TABLE 3-H
PLUMBING – MEDICAL GAS SYSTEMS

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
16	VALUATION			
16.01	\$ 1.00 to \$ 5,000.00	\$ 292.50	\$ 292.50	each
16.02	\$ 5,001.00 to \$10,000.00	\$ 292.50	\$ 292.50	for the first \$5,000.00 plus for each additional \$100.00 or fraction thereof, to and including \$10,000.00
16.02.1		\$ 1.50	\$ 1.50	
16.03	\$10,001.00 to \$25,000.00	\$ 367.50	\$ 367.50	for the first \$10,000.00 plus for each additional \$100.00 or fraction thereof, to and including \$25,000.00
16.03.1		\$ 1.20	\$ 1.20	
16.04	\$25,001.00 to \$50,000.00	\$ 547.50	\$ 547.50	for the first \$25,000.00 plus for each additional \$100.00 or fraction thereof, to and including \$50,000.00
16.04.1		\$ 1.05	\$ 1.05	
16.05	\$50,001.00 and up	\$ 810.00	\$ 810.00	for the first \$50,000.00 plus for each additional \$100.00 or fraction thereof
16.05.1		\$ 0.90	\$ 0.90	

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective ~~January 1, 2021~~ July 1, 2021

**TABLE 3-I
GRADING PLAN REVIEW FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
17.01	50 cubic yards (38.2 m ³) or less	No fee	No fee	
17.02	51 to 100 cubic yards (40 to 76.5 m ³)	\$ 33.00	\$ 33.00	each
17.03	101 to 1,000 cubic yards (77.2 to 764.6 m ³)	\$ 49.50	\$ 49.50	each
17.04	1,001 to 10,000 cubic yards (765.3 to 7,645.5 m ³)	\$ 66.00	\$ 66.00	each
17.05	10,001 to 100,000 cubic yards (7,646.3 to 76,455 m ³)	\$ 66.00	\$ 66.00	for the first 10,000 cubic yards (7,645.5 m ³), plus for each additional 10,000 cubic yards (7,645.5 m ³) or fraction thereof
17.05.1		\$ 33.00	\$ 33.00	
17.06	100,001 to 200,000 cubic yards (76,456 to 152,911 m ³)	\$ 363.00	\$ 363.00	for the first 100,000 cubic yards (76,455 m ³), plus for each additional 10,000 cubic yards (7,645.5 m ³) or fraction thereof
17.06.1		\$ 19.50	\$ 19.50	
17.07	200,001 cubic yards (152,912 m ³) or more	\$ 558.00	\$ 558.00	for the first 200,000 cubic yards (152,911 m ³), plus for each additional 10,000 cubic yards (7,645.5 m ³) or fraction thereof
17.07.1		\$ 9.75	\$ 9.75	
17.08	Other Inspections and Fees:			
17.08.1	Inspections outside of normal business hours, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
17.08.2	Re-inspection fee (each)	\$ 90.00	\$ 90.00	per hour
17.08.3	Inspections for which no fee is specifically indicated, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
17.08.4	Investigation Fee (work commenced without permit), per hour (minimum charge – one hour)	\$ 150.00	\$ 150.00	per hour
17.08.5	Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed	\$ 90.00	\$ 90.00	each

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

**TABLE 3-J
GRADING PERMIT FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
18.01	50 cubic yards (38.2 m ³) or less	No fee	No fee	
18.02	51 to 100 cubic yards (40 to 76.5 m ³)	\$ 49.50	\$ 49.50	each
18.03	101 to 1,000 cubic yards (77.2 to 764.6 m ³)	\$ 49.50	\$ 49.50	for the first 100 cubic yards (76.5 m ³), plus
18.03.1		\$ 23.25	\$ 23.25	for each additional 100 cubic yards (76.5 m ³) or fraction thereof
18.04	1,001 to 10,000 cubic yards (765.3 to 7,645.5 m ³)	\$ 258.75	\$ 258.75	for the first 1,000 cubic yards (764.6 m ³), plus
18.04.1		\$ 19.50	\$ 19.50	for each additional 1,000 cubic yards (764.6 m ³) or fraction thereof
18.05	10,001 to 100,000 cubic yards (7,646.3 to 76,455 m ³)	\$ 434.25	\$ 434.25	for the first 10,000 cubic yards (7,645.5 m ³), plus
18.05.1		\$ 88.50	\$ 88.50	for each additional 10,000 cubic yards (7,645.5 m ³) or fraction thereof
18.06	100,001 to 200,000 cubic yards (76,456 m ³) or more	\$ 1,230.75	\$ 1,230.75	for the first 100,000 cubic yards (76 455 m ³), plus
18.06.1		\$ 48.75	\$ 48.75	for each additional 10,000 cubic yards (7645.5 m ³) or fraction thereof
18.07	Other Inspections and Fees:			
18.07.1	Inspection outside of normal business hours, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
18.07.2	Re-inspection fees assessed under provisions of Section 305.8, per inspection	\$ 90.00	\$ 90.00	each
18.07.3	Inspections for which no fee is specifically indicated, per hour (minimum charge – one hour)	\$ 90.00	\$ 90.00	per hour
18.07.4	Investigation Fee (work commenced without permit), per hour (minimum charge – one hour)	\$ 150.00	\$ 150.00	per hour

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

**TABLE 3-K
MANUFACTURED DWELLING
INSTALLATION FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
19.01	Manufactured Dwelling Installation Permit Fee – includes concrete slab, runners or foundation, skirting, electrical feeder and plumbing connections and all cross-over connections up to 30 lineal feet of all utility connections	\$ 192.00	\$ 192.00	each
19.02	Plumbing Fees:	Plumbing	Plumbing	
19.02.1	Water/Sewer Connection	\$ 57.12	\$ 57.12	for each additional 100 feet or fraction thereof over 30 feet
19.02.2	New Water Service	\$ 57.12	\$ 57.12	for each additional 100 feet or fraction thereof over 30 feet
19.02.3	New Sanitation/Storm Sewer	\$ 57.12	\$ 57.12	for each additional 100 feet or fraction thereof over 30 feet
19.02.4	Inspections outside of normal business hours, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
19.03	Other Inspections and Fees:			
19.03.1	Re-Inspection (per hour)	\$ 90.00	\$ 90.00	per hour
19.03.2	Inspections for which no fee is specifically indicated (minimum charge – one half hour)	\$ 90.00	\$ 90.00	per hour
19.03.3	Investigation Fee (work commenced without permit), per hour (minimum charge – one hour)	\$ 150.00	\$ 150.00	per hour
19.03.4	Additional Plan review required by changes, additions or revisions to approve plans, per hour (minimum charge – one hour)	\$ 90.00	\$ 90.00	per hour
19.03.5	Statewide Fee as Required by ORS 455.220(2) to be collected by the jurisdiction and remitted to the BCD	\$ 30.00	\$ 30.00	each

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective ~~January 1, 2021~~ July 1, 2021

**TABLE 3-L
MANUFACTURED DWELLING PARK PERMIT FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
20	TOTAL VALUATION			
20.01	\$1.00 to \$500.00	\$ 26.40	\$ 26.40	each
20.02	\$501.00 to \$2,000.00	\$ 26.40	\$ 26.40	for the first \$500.00 plus
20.02.1		\$ 3.30	\$ 3.30	for each additional \$100.00 or fraction thereof, to and including \$2,000.00
20.03	\$2,001.00 to \$25,000.00	\$ 75.90	\$ 75.90	for the first \$2,000.00 plus
20.03.1		\$ 15.00	\$ 15.00	for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
20.04	\$25,001.00 to \$50,000.00	\$ 420.90	\$ 420.90	for the first \$25,000.00 plus
20.04.1		\$ 10.80	\$ 10.80	for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
20.05	50,001.00 to \$100,000.00	\$ 690.90	\$ 690.90	for the first \$50,000.00 plus
20.05.1		\$ 7.50	\$ 7.50	for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
20.06	\$100,001.00 to \$500,000.00	\$ 1,065.90	\$ 1,065.90	for the first \$100,000.00 plus
20.06.1		\$ 6.00	\$ 6.00	for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
20.07	\$500,001.00 to \$1,000,000.00	\$ 3,465.90	\$ 3,465.90	for the first \$500,000.00 plus

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

20.07.1		\$ 5.10	\$ 5.10	for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
20.08	\$1,000,001.00 and up	\$ 6,015.90	\$ 6,015.90	for the first \$1,000,000.00 plus
20.08.1		\$ 3.30	\$ 3.30	for each additional \$1,000.00 or fraction thereof
20.09	Valuation of Mobile Home or Manufactured Home Park	Valuation	Valuation	
20.10	Other Inspections and Fees:			
20.10.1	Manufactured Home Park Plan review Fee	65%	65%	of permit fee charged (not to include surcharge)
20.10.2	Inspections outside of normal business hours, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
20.10.3	Re-Inspection fees assessed under provisions of Section 305.8	\$ 90.00	\$ 90.00	per hour
20.10.4	Inspections for which no fee is specifically indicated (minimum charge – one-half hour)	\$ 90.00	\$ 90.00	per hour
20.10.5	Additional plan review required by changes, additions or revisions to plans (minimum charge – one-half hour)	\$ 42.00	\$ 42.00	per hour

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

**TABLE 3-M
RECREATIONAL VEHICLE PARK PERMIT FEES**

Item #	ITEM DESCRIPTION	Effective January 1, 2021	Effective July 1, 2021	Unit
		Fee	Proposed Fee	
21	TOTAL VALUATION			
21.01	\$1.00 to \$500.00	\$ 26.40	\$ 26.40	each
21.02	\$500.01 to \$2,000.00	\$ 26.40	\$ 26.40	for the first \$500.00 plus
21.02.1		\$ 3.30	\$ 3.30	for each additional \$100.00 or fraction thereof, to and including \$2,000.00
21.03	\$2,000.01 to \$25,000.00	\$ 75.90	\$ 75.90	for the first \$2,000.00 plus
21.03.1		\$ 15.00	\$ 15.00	for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
21.04	\$25,000.01 to \$50,000.00	\$ 420.90	\$ 420.90	for the first \$25,000.00 plus
21.04.1		\$ 10.80	\$ 10.80	for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
21.05	\$50,000.01 to \$100,000.00	\$ 690.90	\$ 690.90	for the first \$50,000.00 plus
21.05.1		\$ 7.50	\$ 7.50	for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
21.06	\$100,000.01 to \$500,000.00	\$ 1,065.90	\$ 1,065.90	for the first \$100,000.00 plus
21.06.1		\$ 6.00	\$ 6.00	for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
21.07	\$500,000.01 to \$1,000,000.00	\$ 3,465.90	\$ 3,465.90	for the first \$500,000.00 plus

**CITY OF REDMOND
EXHIBIT A
FEE SCHEDULE**

Effective January 1, 2021 July 1, 2021

21.07.1		\$ 5.10	\$ 5.10	for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
21.08	\$1,000,000.01 and up	\$ 6,015.90	\$ 6,015.90	for the first \$1,000,000.00 plus
21.08.1		\$ 3.30	\$ 3.30	for each additional \$1,000.00 or fraction thereof
21.09	Valuation of Recreational Vehicle (RV) Park	Valuation of Park determined per OAR 918-600-0030 Table 2-RV	Valuation of Park determined per OAR 918-600-0030 Table 2-RV	
21.10	Other Inspections and Fees:			
21.10.1	Inspections outside of normal business hour, per hour (minimum charge – two hours)	\$ 90.00	\$ 90.00	per hour
21.10.2	Re-Inspection fees assessed under provisions of Section 305.8	\$ 90.00	\$ 90.00	each
21.10.3	Inspections for which no fee is specifically indicated, per hour (minimum charge – one-half hour)	\$ 90.00	\$ 90.00	per hour
21.10.4	Additional plan review required by changes, additions or revisions to plans, per hour (minimum charge – one-half hour)	\$ 90.00	\$ 90.00	per hour



CITY OF REDMOND

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STAFF REPORT

DATE: June 8, 2021
TO: Mayor and Council Members
FROM: Jason Neff, Chief Financial Officer
THROUGH: Keith Witcosky, City Manager
SUBJECT: Res. #2021-12 - Adopt FY 2020/21 Budget Adjustment #2 Resolution

Addresses Council Goal:

1. SUSTAIN OPERATION: Provide or enhance current levels of operations in all facets of municipal service delivery.

Report in Brief:

The action requests City Council authorize budget adjustments to two funds (four sub-funds) due to unplanned expenditures and revenues in the Fiscal Year (FY) 2020/21 budget.

Background:

Supplemental budgets are permitted under Oregon Revised Statutes (ORS) 294.471.

Items #1 Lodging Tax), #3 (Central Services Staff Costs), and #4 (Engineering Consulting Services) are supplemental budgets. Per the ORS, a notice of the meeting to discuss a supplemental budget was published greater than or equal to five days in advance of this City Council meeting.

ORS 294.338 provides for certain exceptions to Local Budget Law which do not require a supplemental budget and budget adjustments can be authorized by resolution of the governing body. This includes the expenditure of specific purpose grants such as Federal Coronavirus Relief Funds (CRF) which are included in item #2.

Discussion:

The resolution includes budget adjustments to the following funds:

#1 - Increased Lodging Tax and Tourism Promotion:

Lodging Tax is revenue received from the City's 9% overnight Lodging Tax. COVID-19 had severe impacts on travel/lodging at the end of FY 2019/20 and lingering impacts to travel were anticipated in FY 2020/21. However, throughout FY 2020/21, lodging tax revenue has been higher than anticipated. Total lodging tax revenue for FY 2020/21 is projected to be about 20% higher than budget. Approximately 29% of Lodging Tax must go towards Tourism promotion or tourism-related facilities. That said, the higher lodging taxes in FY 2020/21 would (1) meet the annual contractual limit for the Redmond Convention Visitor's Bureau (CVB) for tourism promotion (\$309,696), (2) result in excess above the CVB contract of approximately \$7,505 to be spent on tourism (pending actual collections after fiscal year end), and (3) yield an additional \$131,461 for General Operating purposes (which was mostly factored into the FY 2021/22 Beginning Fund Balance). The summarized budget adjustment below recognizes the higher projected amount of lodging taxes, increases tourism promotion to the CVB contractual limit, reserves the tourism funds which exceed the CVB limit (Lodging Tax & Tourism Sub-Fund) and reserves the additional amount for General Operating purposes in FY 2021/22 (General Sub-Fund).

General Fund (General & Lodging Tax & Tourism (LT&T) Sub-Funds)

Room/Lodging	\$ 182,589	Tourism Promotion	\$ 43,623
		Reserve (LT&T)	\$ 7,505
		Reserve (General)	\$ 131,461
Total Change to Resources	\$ 182,589	Total Change to Expenditures	\$ 182,589

#2 - Central Services Expenses Related to COVID-19:

The Central Services Department is expecting an additional \$22,300 of costs related to COVID-19 and technology and equipment related to re-opening of City Hall. These costs are reimbursable from Federal Coronavirus Relief Funds (CRF). Below is a breakout and description of the costs:

- \$14,700 - Glass dividers in individual workspaces
- \$7,600 - Laptops to increase teleworking capabilities

General Fund (Central Services Sub-Fund)

Federal Grants & Awards	\$ 22,300	Materials & Services	\$ 22,300
Total Change to Resources	\$ 22,300	Total Change to Expenditures	\$ 22,300

#3 - Central Services Costs for Related to Staff Workload:

Several adjustments are needed in Central Services to address staff workload:

- In FY 2020/21, increased temporary personnel support has been necessary to manage workload primarily because of: (1) Staff turnover (retirement of long-term employees), (2) Increased volume in billing and collection activities, (3) Increased utility collection efforts and outreach due to COVID-19, (4) Accounts Payable function "clean up" for past due balances with vendors, (5) Implementing the City's accounting software upgrade. Overall, temporary Personnel costs are expected to be about \$23,000 more than budget.
- The FY 2021/22 budget includes two new positions within Central Services. To properly onboard these positions the computer, electronics, and office equipment (about \$12,000) needs to be purchased in FY 2020/21.

These added costs can be covered by a higher than anticipated Beginning Fund Balance. The budget adjustment is summarized below:

General Fund (Central Services Sub-Fund)

Beginning Fund Balance	\$ 35,000	Materials & Services	\$ 35,000
Total Change to Resources	\$ 35,000	Total Change to Expenditures	\$ 35,000

#4 - Engineering Consultant - Materials Testing:

The Engineering Department retains a materials testing consultant to ensure compliance with City standards and specifications on items such as asphalt compaction, concrete strength, quality of base rock and compaction of trench backfill. With higher levels of construction activity, the use of the consultant increases. As such, the Other Contractual Services line item in the Engineering Inspection program needs to be increased by \$50,000 to accommodate the level of development activity in FY 2020/21. This additional expense is recovered in inspection fees (projected to be about \$108,000 higher than budget).

Engineering Fund (Inspection Program)

Inspection Fees	\$ 50,000	Materials & Services	\$ 50,000
Total Change to Resources	\$ 50,000	Total Change to Expenditures	\$ 50,000

Alternative Courses of Action:

1. Adopt Resolution #2021-12
2. Do not adopt Resolution #2021-12
3. Request more information.

Recommendation/Suggested Motion:

“I move to adopt Resolution #2021-12 adjusting the City’s FY 2020/21 budget.”

Jason Neff,
Chief Financial Officer

**CITY OF REDMOND
RESOLUTION NO. 2021-12**

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 FY 2020/21.

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

WHEREAS, Oregon Revised Statute 294.338 provides for certain exceptions to Local Budget Law which do not require a supplemental budget and budget adjustments can be authorized by resolution of the governing body. This includes the expenditure of specific purpose grants.

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 2020/21, in the following fund with the following changes, now on file at City Hall.

SECTION TWO: The amounts for the fiscal year beginning July 1, 2020, are hereby adjusted as follows:

GENERAL FUND	Resources	Expenditures
Room/Lodging	\$ 182,589	
Tourism Promotion		\$ 43,623
Reserve for Future Expend		\$ 138,966
Change to General Fund		\$ 182,589
Change to General Fund – Total Appropriations		\$ 43,623

Increased Lodging Tax and Tourism Promotion: Lodging Tax is revenue received from the City's 9% overnight Lodging Tax. COVID-19 had severe impacts on travel/lodging at the end of FY 2019/20 and lingering impacts to travel were anticipated in FY 2020/21. Throughout FY 2020/21, lodging tax revenue has been higher than anticipated. Total lodging tax revenue for FY 2020/21 is projected to be about 20% higher than budget. Approximately 29% of Lodging Tax must go towards Tourism promotion or tourism-related facilities. That said, the higher lodging taxes in FY 2020/21 would (1) meet the annual contractual limit for the Redmond Convention Visitor's Bureau (CVB) for tourism promotion (\$309,696), (2) leave about \$7,505 in additional tourism funding options (pending actual collections after fiscal year end), and (3) yield an additional \$131,461 for General Operating purposes (which was mostly factored into the FY 2021/22 Beginning Fund Balance). The budget adjustment recognizes the higher projection for lodging taxes, increases tourism promotion to the contractual limit, reserves the tourism funds which exceed the CVB limit (Lodging Tax & Tourism Sub-Fund) and reserves the additional amount for General Operating purposes in FY 2021/22 (General Sub-Fund).

GENERAL FUND	Resources	Expenditures
Federal Grants & Awards	\$ 22,300	
Central Services (OU)		\$ 22,300
Change to General Fund		\$ 22,300
Change to General Fund – Total Appropriations		\$ 22,300

Central Services Expenses Related to COVID-19: The Central Services Department is expecting an additional \$22,300 of costs related to COVID-19 and the reopening of City Hall. These costs are reimbursable from Federal Coronavirus Relief Funds (CRF). Below is a breakout and description of the costs:

- \$14,700 - Glass dividers in individual workspaces
- \$7,600 - Laptops to increase teleworking capabilities

GENERAL FUND	Resources	Expenditures
Beginning Fund Balance	\$ 35,000	
Central Services (OU)		\$ 35,000
Change to General Fund		\$ 35,000
Change to General Fund – Total Appropriations		\$ 35,000

Central Services Costs for Related to Staff Workload: Several adjustments are needed in Central Services to address staff workload. These added costs can be covered by a higher than anticipated Beginning Fund Balance.

- In FY 2020/21, increased temporary personnel support has been necessary to manage workload primarily because of: (1) staff turnover (retirement of long-term employees), (2) increased volume in billing and collection

activities, (3) increased utility collection efforts and outreach due to COVID-19, (4) Accounts Payable function "clean up" for past due balances with vendors (5) implementing the City's accounting software upgrade. Overall, temporary Personnel costs are expected to be about \$23,000 more than budget.

- The FY 2021/22 budget includes two new positions within Central Services. To proactively prepare for those positions the computer, electronics, and office equipment for those positions (about \$12,000) needs to be purchased in FY 2020/21.

ENGINEERING FUND	Resources	Expenditures
Inspection Fees	\$ 50,000	
Engineering (OU)		\$ 50,000
Change to Engineering Fund		\$ 50,000
Change to Engineering Fund – Total Appropriations		\$ 50,000

Engineering Consultant - Materials Testing: The Engineering Department retains a materials testing consultant to ensure compliance with City standards and specifications on items such as asphalt compaction, concrete strength, quality of base rock and compaction of trench backfill. With higher levels of construction activity, the use of the consultant increases. As such, the Other Contractual Services line item in the Engineering Inspection program needs to be increased by \$50,000 to accommodate the level of development activity in FY 2020/21. This additional expense is recovered in inspection fees (projected to be about \$108,000 higher than budget).

SECTION THREE: This resolution shall be effective this 8th day of June 2021

ADOPTED by the City Council and **SIGNED** by the Mayor this 8th day of June 2021.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder



CITY OF REDMOND

CITY HALL
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STAFF REPORT

DATE: June 8, 2021
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Zachary Bass, Airport Director
SUBJECT: Intergovernmental Agreement with Redmond Fire & Rescue for Aircraft Rescue and Firefighting Services and fees for services for Fiscal Year 2020/21 and 2021/22: \$1,270,535.

Addresses Council Goal:

5. Establish Redmond Municipal Airport as the best Airport of its size in the country.

5.A. Maintain safety and security as the number one priority for the Airport.

Report in Brief:

This action authorizes the Redmond Municipal Airport (the "City") to execute the Redmond Fire and Rescue (RF&R or the "District") Intergovernmental Agreement (IGA), and provides updated, comprehensive guidelines establishing a partnership to provide ARFF services between the City and the District.

Background:

The operational transfer of the City of Redmond Fire Department to a rural fire district was effective July 1, 2011.

The District was formed by combining the City of Redmond Fire Department and Deschutes County Rural Fire Protection #1. At that time, the City of Redmond (through the Redmond Municipal Airport) and the District entered into an IGA for fire protection services. The ARFF Agreement was identified as Appendix C of that IGA.

On May 6, 2014, the City and District entered into a new IGA for ARFF services ending on June 30, 2020.

Pursuant to 14 CFR Part 139, City must provide certain rescue and firefighting services at the Airport for the safety of Airport passengers and the general public. For approximately 10 years, the District has effectively provided ARFF services for and on behalf of the City, and staff wishes to continue this arrangement.

Over the course of the past year, the proposed IGA has been reviewed and negotiated. The effective date will remain July 1, 2020, since that is when the previous agreement expired.

The term of the RF&R IGA will remain in full force and effect as of the Effective Date until June 30, 2024, unless sooner terminated, and will automatically renew for one or more term(s) of two years each (not exceeding four renewal terms).

Discussion:

Staff recommends approving the RF&R IGA for the establishment and continuation of ongoing ARFF services at the Airport and RF&R's fees for services for FY 2021/22, FY 2022/23 and future contract renewal years provided future budgeted fees for ARFF services do not exceed a maximum amount of five (5%) percent on a year-over-year basis.

The parties have agreed to the RF&R IGA as the appropriate instrument to establish the agreement. The RF&R IGA addresses scopes of work, duties and operational responsibilities, staffing levels, training, vehicles, insurance levels, security, maintenance and equipment requirements, and facilities needs to support ARFF services at the Airport, as well as documentation required by various regulatory agencies. The RF&R IGA establishes the terms and conditions agreeable to both parties.

Fiscal Impact:

The cost for ARFF services is primarily recovered through Landing Fees which are set at \$3.08 per 1,000 pounds of landed weight in FY 2021/22. Historically, about 90% of landed weight is associated with commercial airlines with the Forest Service and cargo operations being the other substantial contributors.

Maximum RF&R fees for ARFF services for FY 2021/22 and FY 2022/23 and future contract renewal years through FY 2032/33 are depicted in the following table:

Year Number	Maximum RF&R Allocations - Fees For Services
One (1) (FY 2021-2022)	\$ 626,556.00
Two (2) (FY 2022-2023)	\$ 643,979.00
Three (3) (FY 2023-2024)	\$ 676,177.95
Four (4) (FY 2024-2025)	\$ 709,986.85
Five (5) (FY 2025-2026)	\$ 745,486.19
Six (6) (FY 2026-2027)	\$ 782,760.50
Seven (7) (FY 2027-2028)	\$ 821,898.52
Eight (8) (FY 2028-2029)	\$ 862,993.45
Nine (9) (FY 2029-2030)	\$ 906,143.12
Ten (10) (FY 2031-2032)	\$ 951,450.28
Eleven (11) (FY 2032-2033)	\$ 999,022.79

Alternative Courses of Action:

1. Approve the RF&R IGA and current and future budgeted fee allocations for ARFF services.
2. Do not approve the RF&R IGA.
3. Request for more information.

Recommendation / Suggested Motion:

"I move to approve the Intergovernmental Agreement with Redmond Fire & Rescue for Aircraft Rescue and Firefighting Services effective July 1, 2020, through June 30, 2022, with fees for services in the amount of \$1,270,535.00 and future fees for ARFF services not to exceed a maximum amount of five (5%) percent on a year-over-year basis and authorize the City Manager to sign the agreement."

INTERGOVERNMENTAL AGREEMENT FOR AIRPORT RESCUE FIREFIGHTING SERVICES

This Intergovernmental Agreement for Airport Rescue Firefighting Services (this “Agreement”) is entered into on June __, 2021, but made effective for all purposes as of July 1, 2020 (the “Effective Date”), between City of Redmond (“City”), an Oregon municipal corporation, whose address is 411 SW 9th Street, Redmond, Oregon 97756, and Redmond Fire & Rescue (“District”), an Oregon rural fire protection district formed under ORS Chapter 478, whose address is 341 NW Dogwood Avenue, Redmond, Oregon 97756.

RECITALS:

A. City is the owner, sponsor, and operator of the Redmond Municipal Airport (a/k/a “Roberts Field”), a public municipal airport located in Redmond, Oregon (the “Airport”). Pursuant to 14 CFR Part 139, City must provide certain rescue and firefighting services on and at the Airport for the safety of Airport passengers and the general public.

B. City desires to contract for the professional management and operation of the Airport’s aircraft rescue and firefighting facility, equipment, and services (collectively, the “ARFF Services”). For the past 40 years, District has provided the ARFF Services for and on behalf of City. City and District are entering into this Agreement to describe the terms and conditions under which District will continue to provide the ARFF Services for and on City’s behalf.

AGREEMENT:

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. DEFINITIONS; COORDINATION.

1.1 Definitions. Unless defined elsewhere in this Agreement, capitalized terms contained in this Agreement have the meanings assigned to them in the attached Appendix A.

1.2 Coordination. Airport Director will administer this Agreement on behalf of City. Fire Chief will administer this Agreement on behalf of District. Airport Director and Fire Chief are designated to act as coordinating agents on behalf of City and District, respectfully. Airport Director and Fire Chief will maintain adequate levels of communication to ensure maximum cooperation and coordination between City and District. Airport Director and Fire Chief will exercise reasonable efforts to meet no less than semi-annually concerning this Agreement and the Services.

1.3 Letter of Agreement – Airport Emergency Services. District will timely perform District’s obligations arising out of or under that certain Letter of Agreement dated effective August 15, 2020 between SERCO Inc., District, City, and Deschutes County 911 attached hereto as Exhibit B (the “Letter Agreement”), as amended. The Letter Agreement establishes the duties, responsibilities, and procedures for emergency services provided at the Airport.

2. FIRE STATION AND EQUIPMENT (GENERAL).

2.1 License; Ownership. Subject to the terms and conditions contained in this Agreement, City grants District a limited, non-transferable, revocable license (the “License”) to use the Fire Station and Equipment for the Permitted Use. Notwithstanding anything contained in this Agreement to the contrary, this Agreement (and the License) does not operate to transfer and/or convey any rights and/or interests in or to the Fire Station and/or Equipment to District, except as expressly provided in this Agreement. City will retain all title and

ownership in and to the Fire Station and Equipment. District acknowledges and agrees that City acquired certain Equipment with funding from the FAA Airport Improvement Program ("AIP"). Notwithstanding anything contained in this Agreement to the contrary, District will use the Fire Station and Equipment subject to and in compliance with the Laws, including all AIP rules, regulations, restrictions, and requirements.

2.2 Permitted Use. Subject to the terms and conditions contained in this Agreement, District will use, occupy, and operate the Fire Station and Equipment to respond to aviation and/or industrial related emergencies, fires, and medical emergencies occurring on and at the Airport and for no other purposes (the "Permitted Use"). District will not use the Fire Station and/or Equipment for any purpose other than the Permitted Use; provided, however, District may use the Equipment for an emergency located outside the Airport's boundaries if (a) District remains capable of timely and properly providing the Services, and (b) District provides City prior notification. Notwithstanding anything contained in this Agreement to the contrary, if City determines that District's use of the Fire Station and/or Equipment causes (or has caused) unnecessary wear and tear on the Fire Station and/or Equipment (and/or causes (or has caused) City to incur unnecessary or unreasonable costs and expenses), City may further restrict, prohibit, and/or limit the purposes for which District may use the Fire Station and/or Equipment by written notice to District.

2.3 No Representations or Warranties. District is bound in accordance with this Agreement from and after the Effective Date. District has entered into this Agreement based on its own examination and personal knowledge of the Fire Station, Equipment, Services, and Airport. District accepts the Fire Station, Equipment, and Airport in their "AS-IS" and "WITH ALL DEFECTS" condition as of the Effective Date. In connection with District's decision to enter into this Agreement with City, District has not relied on any representations or warranties made by City other than those expressly contained in this Agreement. City makes no representations or warranties of any kind, whether express or implied, with respect to all or any part of the Fire Station, Equipment, and/or Airport. City has made no promise or agreement to repair, alter, construct, and/or improve all or any part of Fire Station, Equipment, and/or Airport except as expressly provided under this Agreement.

2.4 Subordination. District's use of the Fire Station is secondary and subordinate to Airport operations and the Laws. City reserves for itself, and for the public, a right of flight for the passage of aircraft in the airspace above the Fire Station together with the right to cause noise, vibration, dust, fumes, smoke, vapor, and other effects inherent in the navigation or flight of aircraft and/or operation of the Airport. Any District activities that City determines interfere or impede with the operation, use, and/or maintenance of the Airport, Airport property, and/or aeronautical activities is specifically prohibited and will constitute a District default under this Agreement.

2.5 City Reservations. Notwithstanding anything contained in this Agreement to the contrary, City reserves the right to control and regulate all Airport property, facilities, and/or operations, including, without limitation, the Fire Station, taxiways, ramps, runways, hangars, aprons, and parking facilities. District acknowledges and agrees that City does not provide continuous security for the Fire Station and/or Airport. District is responsible for securing and safeguarding the Fire Station. City will not be liable for any loss and/or damage to District's property due to theft, vandalism, and/or any other causes.

2.6 Non-Discrimination; Unfair Practices. District covenants and agrees as follows: (a) if any facilities and/or improvements are constructed, maintained, and/or otherwise operated on the Fire Station for a purpose for which a DOT program or activity is extended or for another purpose involving the provision of similar services or benefits, District will maintain and operate such facilities and services in compliance with all requirements imposed under 49 CFR Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation, as amended; (b) no person will on the grounds of race, color, national origin, and/or other protected classification, be excluded from participation in, denied the benefits of, and/or otherwise subjected to discrimination in the use of any facilities located on or in the Fire Station; and (c) in the construction of any improvements on, over, and/or under the Fire Station and the furnishing of services thereon, no person will, on the grounds of race, color, national origin, and/or other protected classification, be excluded from participation in, denied the benefits of, and/or otherwise subjected to discrimination.

2.7 United States – Subordination. Notwithstanding anything contained in this Agreement to the contrary, (a) this Agreement is subordinate to the terms of any agreement between City and the United States concerning Airport operations and/or maintenance (the terms of such agreement will supersede the terms of this Agreement), and (b) during times of war or national emergency, City may lease or license the Fire Station and/or Airport's landing area (or any part thereof) to the United States for military or naval use (and, in connection therewith, the provisions of this Agreement will be suspended to the extent inconsistent with City's lease or license with the United States).

3. FIRE STATION.

3.1 Airport Facilities. Subject to the terms and conditions contained in this Agreement, during the term of this Agreement City grants District a limited, revocable, non-exclusive license to use the Airport's approach areas, runways, ramps, taxiways, and aprons if and to the extent necessary to provide and perform the ARFF Services. District's use of all Airport approach areas, runways, ramps, taxiways, and aprons (and all operations on and at the Airport) will be made subject to and in accordance with the Laws.

3.2 Conditions; Restrictions. In addition to all other conditions, limitations, and/or restrictions contained in this Agreement, District represents, warrants, and covenants to perform and comply with the following conditions, limitations, and restrictions concerning the Fire Station and Airport:

3.2.1 District will comply with the Laws in connection with District's use of the Fire Station. District will correct, at District's own expense, any failure of compliance created through District's fault, the Permitted Use, and/or by reason of District's use of the Fire Station and/or Airport. District personnel will safeguard the Fire Station, understanding the Fire Station provides direct access to the restricted Airport Operations Area ("AOA"). At no time will public area doors be open and not directly monitored by personnel with SIDA identification.

3.2.2 District personnel are responsible for Airport issued keys. If an Airport issued key FOB or key card becomes unaccounted for it will be reported immediately by phone to the ASC or Duty Manager. District personnel will contact the ASC or Duty Manager in advance for planned events at the Fire Station if an exception from or to a security rule is needed.

3.2.3 District will store all vehicles, equipment, tools, and/or supplies inside the Fire Station walls in a safe, neat, clean, and orderly manner; District will not permit any vehicles, equipment, tools, and/or supplies to remain unattended on non-AOA property outside the Fire Station. District will not store any vehicles, equipment, tools, and/or supplies within, on, and/or about the Fire Station other than the Equipment and supplies related to the ARFF Services without obtaining City's prior written consent.

3.2.4 District will not cause and/or permit any Hazardous Substances to be spilled, leaked, disposed of, and/or otherwise released on, under, and/or about the Fire Station and/or Airport. Without otherwise limiting the generality of the immediately preceding sentence, but subject to applicable Laws, District may use, store, and/or otherwise handle on or in the Fire Station and/or Airport only those Hazardous Substances typically used, stored, sold, and/or handled in the prudent and safe operation of the Permitted Use; provided, however, District will use, store, and/or otherwise handle on or in the Fire Station the Hazardous Substances in a safe, neat, clean, and orderly manner consistent with applicable Laws. Upon the earlier termination or expiration of this Agreement, District will properly remove and dispose of all Hazardous Substances from the Fire Station.

3.2.5 District will conform and comply with all rules and regulations concerning the Fire Station and/or Airport, which now exist or may hereafter become effective, including, without limitation, all Airport security, screening, and/or fire safety rules, regulations, and procedures (collectively, the "Rules and Regulations"). District will not perform any acts or carry on any practice prohibited by the Rules and Regulations. City is permitted to adopt new Rules and Regulations, or amend the Rules and Regulations, from time to time as City determines necessary or appropriate (and District will be subject to the amended Rules and Regulations).

3.2.6 Except as necessary to perform the ARFF Services, District will protect the Airport and Airport property for aeronautical and related uses, will not interfere or impede, and will conduct all activities in a manner that will not adversely affect or interfere with, City's operations and/or those of other tenants and authorized users of the Airport or general public.

3.3 City Fire Station Maintenance and Repairs. Subject to the terms and conditions contained in this Agreement, City will perform the following Fire Station repair and maintenance obligations, the costs and expenses of which will be paid by City:

3.3.1 Repair and maintain the Fire Station's roof, gutters, bearing walls, structural members, foundation, walls (exterior and interior), ceilings, doors, bay access doors, windows, and related hardware, light fixtures, switches, wiring, plumbing, water, sewage, gas, and electrical services. City's repair and maintenance obligations under this Section 3.3.1 includes, without limitation, repairing ice damage or build-up caused by any Fire Station design defects.

3.3.2 Repair and maintain the Fire Station's plumbing system, electrical system, HVAC system, and lighting facilities. Repair and maintain the Fire Station's boilers, fired or unfired pressure vessels, fire hose connections, fire sprinkler and/or standpipe and hose, or other automatic fire extinguishing system, including, without limitation, the Fire Station's fire alarm and/or smoke detection systems and equipment.

3.3.3 Repair and maintain the Fire Station's sidewalks, driveways, and landscaping (which includes mowing); provided, however, District is responsible for all necessary or appropriate snow removal as provided under Section 3.5.

Except as otherwise expressly provided under this Section 3.3, City has no obligation to make or perform any Fire Station repairs, maintenance, replacements, alterations, and/or improvements.

3.4 Coordination – City Maintenance and Repairs. District will provide City (c/o Airport maintenance staff) written notice of any Fire Station repairs and/or maintenance requiring completion which are City's obligation under this Agreement (the "Repair Notice"). The Repair Notice will contain a description of the required repairs and maintenance with reasonable particularity. Upon receipt of a Repair Notice, District will provide City a reasonable opportunity to inspect and determine the necessity for repairs and/or maintenance. If City determines that repairs and/or maintenance are necessary, and the identified repairs and/or maintenance are City's obligation under Section 3.3, City will perform the required repairs and/or maintenance within a reasonable period thereafter, at City's cost and expense. Notwithstanding anything contained in this Agreement to the contrary, (a) City will have no obligation to perform any repairs and/or maintenance which are not City's obligation under Section 3.3, and (b) City's obligation to perform any maintenance and/or repairs required under Section 3.3 will not mature until a reasonable period after City has received a Repair Notice and confirmed the need for the maintenance and/or repairs.

3.5 Fire Station Maintenance and Repairs. District will maintain, at District's cost and expense, the Fire Station (interior and exterior) in good condition, repair, working order, and appearance, and will preserve the Fire Station, normal wear and tear excepted, and will not damage, destroy, and/or commit or permit waste. Without otherwise limiting the generality of the immediately preceding sentence, District will perform, at District's cost and expense, the following Fire Station maintenance and repairs:

3.5.1 Fire Station sweeping, mopping, vacuuming, trash collection and removal, and washing required to keep the Fire Station clean and orderly, including, without limitation, snow removal for the Fire Station and immediately surrounding areas on the non-AOA (non-secured) side of the Fire Station; City will be responsible for snow removal on the AOA side of the Fire Station.

3.5.2 Ordinary Fire Station maintenance, including, without limitation, replacing light bulbs, air filters, and window cleaning.

3.5.3 All Fire Station repairs and maintenance necessitated by District's acts or omissions, including repairs and maintenance that would otherwise be City's responsibility under Section 3.3.

3.5.4 All Fire Station repairs, maintenance, and/or improvements required under District's obligation to comply with the Laws. If District fails or refuses to comply with this Section 3.5, City may make the repairs or perform the maintenance and charge the costs and expenses of repair and maintenance to District. District will reimburse such expenditures on City's demand, together with interest at the rate of twelve percent (12%) per annum from the date of expenditure until paid in full.

3.6 Fire Station Damage or Destruction. If, due to District's acts or omissions (and/or the acts or omissions of any District Representatives), the Fire Station is damaged or destroyed by fire and/or any other cause at any time during the term of this Agreement, whether or not covered by insurance, District will promptly repair the damage and restore the Fire Station. District will repair and restore the Fire Station to a condition at least equal to or better than the Fire Station's condition immediately before the damage or destruction. District will pay all repair and restoration costs and expenses. District will complete the repair and restoration as soon as practicable; provided, however, the repair and restoration will be completed no later than 150 days after the date of the fire or other cause of damage without City's prior written consent.

3.7 Alterations. District will make no additions, improvements, modifications, and/or alterations in or to the Fire Station of any kind or nature whatsoever, including, without limitation, the installation of any improvements, fixtures, and/or devices on or to the Fire Station (individually and collectively, "Alteration(s)"), without City's prior written consent. Any Alterations approved by City will be made in a good and workmanlike manner, in compliance with applicable Laws, at District's cost and expense, and consistent with the general appearance, quality, and décor of the Fire Station and surrounding property. Alterations performed in or to the Fire Station by either District or City will be the property of City. Construction of any exterior Alterations must be approved (i.e., must receive a "no objection" determination) by the FAA through the notice of proposed construction review process, submittal of FAA Form 7460-1, and will be subject to all applicable Laws. District will timely file FAA Form 7460-2 Supplemental Notice concerning the Alterations.

4. EQUIPMENT.

4.1 Equipment Operation. District will operate the Equipment with due care, in a safe and prudent manner, only for its intended uses and purposes, and subject to and in compliance with the Laws. District will protect the Equipment from damage, deterioration, and unreasonable wear and tear. District will ensure that only properly trained, licensed (if necessary), and supervised District personnel operate the Equipment. District will maintain an Equipment log reporting the Equipment's use. District will provide City access to the Equipment log immediately upon City's demand. District will not make any alterations, additions, repairs, maintenance, and/or modifications to the Equipment without City's prior written consent. Subject to the terms and conditions contained in this Agreement, City will pay for all reasonable and necessary costs and expenses related to the Equipment's use and operation, including, without limitation, fuel, oil, anti-freeze, and related operational costs and expenses.

4.2 City Equipment Maintenance and Repairs. District will keep and maintain the Equipment in good, clean, working order, repair, and condition. Subject to the terms and conditions contained in this Agreement, City will perform, or cause to be performed, at City's cost and expense, (a) all maintenance necessary to maintain the Equipment in good working order and condition, and (b) all Equipment repairs resulting from or arising out of the Equipment's ordinary and proper use and operation (i.e., ordinary wear and tear). City will furnish, or caused to be furnished, all parts, devices, materials, tools, equipment, and supplies necessary to perform the Equipment maintenance and repairs.

4.3 District Equipment Repairs. Notwithstanding anything contained in this Agreement to the contrary, District will perform, at District's cost and expense, all Equipment repairs resulting from or arising out of

District's (and/or District's Representatives) misuse and/or failure to properly operate the Equipment, which determination will be made in City's reasonable judgment. All District Equipment repairs will be performed by only qualified personnel first approved by City. If City elects, City may perform District's repair obligations under this Section 4.3 at District's cost and expense.

4.4 Equipment Damage and Destruction. Notwithstanding anything contained in this Agreement to the contrary, District will repair or replace, at District's cost and expense, any damage or destruction to the Equipment (including purchasing any required parts, materials, and supplies) resulting from or arising out of District's failure to properly operate the Equipment and/or District's damage and/or misuse of the Equipment (which determination will be made in City's reasonable judgment). All replaced Equipment will be equal in value, quality, and use; all Equipment repaired will be restored to the Equipment's condition immediately before the damage or destruction. If City elects, City may perform District's repair or replacement obligations under this Section 4.4 at District's cost and expense.

4.5 Equipment Storage. District will store the Equipment in a safe, neat, clean, and orderly manner within the Fire Station. District is responsible for securing and safeguarding the Equipment (City is not liable for any loss and/or damage to the Equipment and/or District's property due to theft, vandalism, and/or any other causes, including forces of nature).

5. ARFF SERVICES.

5.1 General. Subject to the terms and conditions contained in this Agreement, District will provide City the ARFF Services required under this Agreement and/or the Laws. In performing the ARFF Services, District will administer the provisions of the Airport and FAA rules, regulations, policies, and/or procedures applicable to aircraft firefighting and rescue. Structural firefighting, emergency medical services, and all other fire department services will follow applicable federal, state, and/or local laws, regulations, and ordinances. District is solely responsible for obtaining all licenses, approvals, and certificates necessary or appropriate to perform the Services.

5.2 Fire Services. Subject to the terms and conditions contained in this Agreement, District will provide the following fire services related to or concerning the Airport within Airport's boundaries:

5.2.1 District will provide firefighting response to all reported fires, suspected fires, and fire alarm activations on or about the Airport.

5.2.2 District will provide fire department response to all medical emergencies on or about the Airport.

5.2.3 District will provide fire department response to any report of a trapped person. These rescue services will be provided within the scope of training and qualifications of fire response personnel, District policies and guidelines, and available rescue equipment.

5.2.4 District will provide fire department response to any reported hazardous substance spill or release.

5.2.5 District will provide fire department response to all other emergency or non-emergency request for service as received and dispatched by Deschutes County 9-1-1 (PSAP), which response will be consistent with this Agreement and District's fire services provided within District's service area. Notwithstanding anything contained in this Agreement to the contrary, District will meet and/or exceed the required ARFF response times for all incidents governed by the FAA Part 139 requirements. For all other emergency responses, District's response time for emergency (Code 3) incidents within the Airport will be five minutes or less (from crew notification to first unit on the scene) no less than 90% of the time.

5.3 Inspections; Training.

5.3.1 Subject to the terms and conditions of a memorandum of understanding (“MOU”) between District and City, District may (a) perform monthly Airport fueling facility inspections, including inspection of fuel trucks, fuel tanks, and fueler records, for compliance with FAA Part 139 requirements, and (b) attend and assist with annual Airport T-hangar inspections performed by Airport operations staff. District will not have the inspection obligations identified under this Section 5.3.1 unless and until District and City enter into a MOU concerning the inspection obligations.

5.3.2 District will assist Airport personnel in the development and implementation of the annual table top and triennial emergency exercises, including an exercise related to a simulated Cascadia event. District will assist City with updates and modernization of the Airport Emergency Plan.

5.4 Public Outreach and Education. Consistent with District’s operational capacity and constraints, and the Airport fire services budget, District will assist with coordinating planning and development of fire prevention and safety education programs for Airport businesses, tenants, licenses, and users. Fire prevention and life safety programs will be tailored to educate the Airport business community’s preservation of life and property. District fees for providing the public outreach and education services identified in this Section 5.4 will be determined based on a mutually and reasonably agreed-upon scope of services described in a MOU between City and District.

5.5 Administration. District will provide the following administrative and support services necessary to maintain the ARFF Services within the Airport’s jurisdiction:

5.5.1 Fire Services program planning and administration consistent with the terms and conditions of this Agreement and other usual and customary conditions in use by City for its fire services.

5.5.2 Development and administration of the annual Airport fire services budget.

5.5.3 Delivery and documentation of all federal and state-mandated firefighter training and supplemental training as authorized and funded within the Airport fire services budget.

5.5.4 Operational integration and coordination of specialized Airport fire suppression services sufficient to meet or exceed the FAA Aircraft Rescue and Fire Fighting (“ARFF”) for Airport Operational Index under the Code of Federal Regulations (“CFR”) Part 139, as amended.

5.6 Records and Reporting. District will maintain sufficient, segregated records concerning the ARFF Services, including, without limitation, response time data for all incident responses. At a minimum, District will maintain records sufficient to meet all Laws concerning the provision of the ARFF Services, including annual audits, mutual aid, and reimbursement for disaster response, hazardous material response, and/or other incident responses. Records will be maintained at the Fire Station and will be provided to the Airport Director immediately upon the Airport Director’s request or earlier termination of this Agreement.

5.7 Personnel. In connection with District’s performance of its obligations under this Agreement, District will provide personnel under the following terms and conditions:

5.7.1 District will provide a qualified Chief Officer to be immediately available for response and management of emergency incidents. The Chief Officer will provide incident command and coordination functions within the Airport’s jurisdictional boundaries, including the authority to make emergency expenditures of City-Airport funds to mitigate an emergency incident; provided, however, emergency expenditures must be made subject to and in accordance with the Laws and in consultation with the Airport Director.

5.7.2 District will assign one ARFF firefighter (whose training and certifications meet minimum FAA and state-mandated training requirements for their respective classifications and responsibilities) to the Fire Station to provide ARFF Services under this Agreement twenty-four (24) hours per day, seven days per week.

District will pay the cost of all necessary ARFF training. Airport is currently designated by the FAA as ARFF Index "B". If FAA staffing requirements change or the FAA index changes in a manner that requires alterations to the Airport's fire staffing, City and District will renegotiate the fiscal obligations necessary to meet the then-applicable FAA requirements. District will meet the then-applicable FAA staffing requirements while negotiations are proceeding and any renegotiated agreement will be retroactive to the date the new staffing began.

5.7.3 Additional qualified fire personnel may be assigned to the Fire Station as determined by the Fire Chief to provide supplemental ARFF Services or staffing for special events, anticipated weather events, and/or other situations within the Airport fire services budget and operational capacity.

5.8 Security Badging.

5.8.1 District will ensure that all personnel assigned and/or reporting to the Fire Station have obtained prior appropriate Secured Identification Display Area ("SIDA") clearance levels to respond to all areas within Airport's geographic boundaries. District employees and subcontractors must submit to required background clearances and attend SIDA training to obtain an Airport I.D. badge. Prior to issuance of a security badge(s), designated District personnel who will be working at the Fire Station, and engage in the performance of ARFF Services under this Agreement, must pass Airport's screening requirement, which includes an FBI criminal history background investigation (fingerprinting) and Transportation Security Administration ("TSA") Security Threat Assessment. District must ensure personnel with SIDA IDs renew their SIDA IDs prior to their expiration date. SIDA ID training will be conducted minimally when personnel renew their SIDA ID.

5.8.2 District personnel within Airport's restricted areas must display, on his or her person, an Airport security badge (unless specifically exempted or under escort by a properly badged individual). Each District employee who has been issued a security badge is responsible for following all TSA and Airport security rules, including, without limitation, challenging any individual who is not properly displaying an Airport issued or approved and valid identification badge. Any person who is not properly displaying or who cannot produce a valid security badge must immediately be referred to City's Police Department and the Airport Security Coordinator ("ASC").

5.8.3 Security badges are City's property and must be returned immediately upon (a) City's demand, (b) termination of a District employee's employment, and/or (c) earlier termination or expiration of this Agreement. District will pay the then-applicable lost badge fee for any badge not timely returned. District will report loss of any badge immediately by telephone to the ASC or Duty Manager. District will pay the then-applicable badge replacement fee for all lost badges. Security badges are non-transferable. District will assign one or two personnel to become authorized signatories. Authorized signatories must complete annual training. District personnel will make phone contact as soon as possible during or after an emergency event if one or more of TSA and/or Airport security rules were disregarded.

6. EXPENSES; COORDINATION.

6.1 Budget and Expenses.

6.1.1 Subject to the terms and conditions contained in this Agreement, City will pay the following each fiscal year in consideration of District's timely and faithful performance of its obligations under this Agreement: (a) an amount equal to the then-applicable salary for three full-time airport firefighters; (b) twenty-five percent (25%) of the then-applicable Battalion Chief's salary; and (c) certain costs and expenses related to fire suppression materials, supplies, and administration which the parties' mutually and reasonably agree upon in writing each fiscal year.

6.1.2 City's total cost and expense (payment) for District's performance of the Services for the 2020-2021 fiscal year (i.e., July 1, 2020 – June 30, 2021) will not exceed the amounts identified in the RF&R Allocations to Airport FY 2020-2021 worksheet attached hereto as Schedule 6.1.2. City's total cost and expense

(payment) for District's performance of the Services for the 2021-2022 fiscal year (i.e., July 1, 2021 – June 30, 2022) will not exceed the amounts identified in the RF&R Allocations to Airport FY 2021-2022 worksheet attached hereto as Schedule 6.1.2.

6.1.3 Commencing on or about April 1, 2022, and continuing on or about the same day each year thereafter during the term of this Agreement, City and District will jointly and collaboratively review and evaluate the amounts payable by City under this Section 6.1 for the upcoming fiscal year to determine whether any adjustments to the dollar amounts are necessary or appropriate. Notwithstanding anything contained in this Agreement to the contrary, no dollar amount adjustments will be made under this Section 6.1 (including, without limitation, the salaries identified in the worksheets attached hereto as Schedule 6.1.2) without City's prior written consent. City will pay District the amounts payable under this Section 6.1 in twelve (12) equal monthly installments.

6.2 Employment. Notwithstanding anything contained in this Agreement to the contrary, all firefighters, Chief Officers, and all other District personnel providing the Services will be employed by (and serve as an employee of) District. Subject to Section 6.1, District will pay all compensation, benefits, taxes, costs, and expenses arising out of or resulting from District's employment of District personnel, including, without limitation, vacation, sick leave, holidays, social security, unemployment benefits, contributions to the Public Employees Retirement System, workers' compensation insurance, medical insurance, dental insurance, and life and disability insurance. District personnel are not entitled to any benefits which accrue to employees of City, including, without limitation, unemployment benefits, contributions to the Public Employees Retirement System, workers' compensation insurance, medical insurance, dental insurance, and life and disability insurance.

6.3 Taxes; Licenses; No Benefits. City will not withhold any taxes from any payments made to District. District will be solely responsible for paying all taxes arising out of or resulting from District's performance of the Services, including, without limitation, income, social security, workers' compensation, and employment insurance taxes. City will not provide any benefits to District personnel. District will be solely responsible for obtaining and providing benefits for District's personnel, including, without limitation, insurance, medical reimbursement, and retirement plans.

6.4 Personnel Matters. Subject to the terms and conditions contained in this Agreement, all personnel matters concerning District and its personnel, including, without limitation, compensation, benefits, standards of service, discipline, performance of duties, working hours, termination, and employment, are within District's discretion.

6.5 Relationship. District is an independent contractor of City. District is not an employee of City. Subject to the terms and conditions contained in this Agreement, District will be free from direction and control over the means and manner of performing its obligations under this Agreement. This Agreement does not create an agency relationship between City and District and does not establish a joint venture or partnership between City and District. District does not have the authority to bind City or represent to any person that District is an agent of City.

7. INSURANCE; INDEMNIFICATION.

7.1 District Insurance. During the term of this Agreement, District will obtain and maintain, in addition to any other insurance required under this Agreement, the following minimum levels of insurance at District's cost and expense: (a) general liability insurance for any losses or claims arising out of or related to District's performance of its obligations under this Agreement (including, without limitation, damages as a result of death or injury to any person or destruction or damage to any property) with limits of no less than \$10,000,000 per occurrence, \$20,000,000 in the aggregate; (b) comprehensive automobile liability insurance with limits of no less than \$1,000,000 per occurrence, \$2,000,000 in the aggregate; and (c) workers' compensation insurance in form and amount sufficient to satisfy the requirements of applicable Oregon law. Each liability insurance policy required under this Agreement will be in form and content satisfactory to City, will list City and City's Representatives as

additional insureds, and will contain a severability of interest clause. The insurance District is required to obtain under this Agreement may not be cancelled without thirty (30) days' prior written notice to City. District's insurance will be primary and any insurance carried by City will be excess and noncontributing. District will furnish City with appropriate documentation evidencing the insurance coverage (and endorsements) District is required to obtain under this Agreement upon District's execution of this Agreement and at any other time requested by City. Notwithstanding anything contained in this Agreement to the contrary, City may increase the minimum levels of insurance District is required to carry under this Agreement by providing District ninety (90) days' prior written notice.

7.2 District Indemnification. District will defend, indemnify, and hold City and City's Representatives harmless for, from, and against all claims, actions, proceedings, damages, liabilities, injuries, losses, and expenses of every kind, whether known or unknown, including, without limitation, attorney fees and costs, resulting from or arising out of the following: (a) damage, injury, and/or death to person or property caused by District's and/or District's Representatives acts and/or omissions, including, without limitation, damage or destruction to the Equipment and/or Fire Station; (b) District's performance of the Services; and/or (c) District's breach and/or failure to perform any District representation, warranty, covenant, and/or obligation contained in this Agreement. District's indemnification obligations provided in this Section 7.2 will survive the termination of this Agreement.

7.3 City Indemnification. City will defend, indemnify, and hold District and District's Representatives harmless for, from, and against all claims, actions, proceedings, damages, liabilities, injuries, losses, and expenses of every kind, whether known or unknown, including, without limitation, attorney fees and costs, resulting from or arising out of the following: (a) damage, injury, and/or death to person or property caused by City's and/or City's Representatives (excluding District) acts and/or omissions, including, without limitation, damage or destruction to the Equipment and/or Fire Station; and/or (b) City's breach and/or failure to perform any City representation, warranty, covenant, and/or obligation contained in this Agreement. City's indemnification obligations provided in this Section 7.3 will survive the termination of this Agreement.

8. TERM; TERMINATION.

8.1 Term of Agreement. Subject to the terms and conditions contained in this Agreement, the term of this Agreement commenced on the Effective Date and will remain in full force and effect until June 30, 2024, unless sooner terminated or extended as provided in this Agreement. This Agreement will automatically renew for one or more term(s) of two years each (not exceeding four renewal terms) unless sooner terminated in accordance with this Agreement. Commencing on or about July 1, 2022 and continuing on or about the same day of each year thereafter during the term of this Agreement, City and District will review this Agreement to determine whether any changes or modifications to this Agreement are necessary or appropriate. Any changes or modifications to this Agreement require the parties' mutual written agreement.

8.2 Termination. Notwithstanding anything contained in this Agreement to the contrary, this Agreement may be terminated (a) at any time by the mutual written agreement of City and District, (b) by either party for convenience and without cause by providing no less than three hundred sixty (360) days' prior written notice of such termination to the other party, and/or (c) immediately by either party by written notice to the other party if the other party breaches and/or otherwise fails to perform any of the other party's representations, warranties, covenants, and/or obligations contained in this Agreement; provided, however, neither party may terminate (unilaterally) this Agreement during the initial four-year term of this Agreement unless such termination is for cause under Section 8.2(c). Termination of this Agreement will not constitute a waiver or termination of any rights, claims, and/or causes of action the terminating party may have against the other party. If a party breaches or otherwise fails to perform any of its representations, warranties, covenants, and/or obligations under this Agreement, the non-defaulting party may, in addition to any other remedy provided to the non-defaulting party under this Agreement, pursue any and all remedies available to the non-defaulting party at law or in equity. All available remedies are cumulative and may be exercised singularly or concurrently.

8.3 Surrender. In addition to all other District obligations required under this Agreement, upon the earlier termination or expiration of this Agreement, District will, at District's cost and expense, pay and perform the following: (a) perform all Fire Station and/or Equipment maintenance, repairs, and replacements for which District is responsible under this Agreement; (b) remove from the Fire Station all District vehicles, furnishings, furniture, equipment, tools, trade fixtures, and personal property which remain its property, including all resulting waste and/or debris; and (c) surrender the Fire Station and Equipment to City in good condition, repair, working order (except ordinary wear and tear), and broom-swept appearance, free of waste and debris. If District fails to timely surrender the Fire Station in accordance with this Section 8.3, the following will apply: (x) by written notice given to District within ten (10) days after District's surrender obligations were required to be performed, City may elect to hold District to its surrender obligations under this Section 8.3; (y) City may cause District's surrender obligations to be performed in accordance with this Section 8.3, at District's cost and expense; and/or (z) City may pursue all other City rights and remedies under this Agreement, at law, and/or in equity. District is liable to City for all costs and expenses City incurs to cause the Fire Station and Equipment to be surrendered in accordance with this Section 8.3 with interest at twelve percent (12%) per annum from the date of expenditure by City until paid in full.

9. MISCELLANEOUS.

9.1 Severability; Waiver; Notices. If any provision contained in this Agreement is determined to be unenforceable in any respect, the enforceability of the provision in any other respect and of the remaining provisions of this Agreement will not be impaired. No provision of this Agreement may be modified, waived, or discharged unless such waiver, modification, or discharge is agreed to in writing by the parties. No waiver of either party at any time of the breach of, or lack of compliance with, any conditions or provisions of this Agreement will be deemed a waiver of other provisions or conditions hereof. All notices or other communications required or permitted by this Agreement must be in writing, must be delivered to the parties at the addresses first set forth above, or any other address that a party may designate by notice to the other party, and are considered delivered upon actual receipt if delivered personally, by fax, or by a nationally recognized overnight delivery service, or at the end of the third day after the date of deposit if deposited in the United States mail, postage pre-paid, certified, return receipt requested.

9.2 Entire Agreement; Assignment; Binding Effect. This Agreement contains the entire understanding of the parties regarding the subject matter of this Agreement and supersedes all prior and contemporaneous negotiations and agreements, whether written or oral, between the parties with respect to the subject matter of this Agreement. Neither party may assign or delegate any of the party's rights or obligations under this Agreement to any person without the prior written consent of the other party. Subject to the immediately preceding sentence, this Agreement will be binding on the parties and their respective heirs, executors, administrators, successors, and permitted assigns and will inure to their benefit.

9.3 Governing Law; Amendment; Further Assurances. This Agreement will be governed by and construed in accordance with the laws of the State of Oregon, and venue for any action concerning this Agreement will lie in Deschutes County, Oregon. This Agreement may be amended only by written agreement signed by the party against whom enforcement is sought. The parties will sign all other documents and take all other actions reasonably necessary to further effect and evidence this Agreement.

9.4 Attorney Fees; Expenses. With respect to any dispute relating to this Agreement, or if a suit, action, arbitration, or other proceeding of any nature whatsoever is instituted to interpret or enforce the provisions of this Agreement, including, without limitation, any proceeding under the U.S. Bankruptcy Code and involving issues peculiar to federal bankruptcy law or any action, suit, arbitration, or proceeding seeking a declaration of rights or rescission, the prevailing party will be entitled to recover from the losing party its reasonable attorney fees, paralegal fees, expert fees, and all other fees, costs, and expenses incurred in connection therewith, as determined by the judge or arbitrator at trial, arbitration, or other proceeding, or on any appeal or review, in addition to all other amounts provided by law. Except as otherwise provided in this Agreement, each party will bear the party's own fees, costs, and expenses incurred in connection with this Agreement.

9.5 Survival; Time of Essence; Counterparts; Additional Attachments. The termination of this Agreement, regardless of how it occurs, will not relieve a party of any obligations that have accrued before termination. All provisions of this Agreement that would reasonably be expected to survive the termination of this Agreement will do so. This Agreement may be signed in counterparts. A fax or email transmission of a signature page will be considered an original signature page. At the request of a party, the other party will confirm a fax or email transmitted signature page by delivering an original signature page to the requesting party. All exhibits, schedules, instruments, and other documents referenced in this Agreement are part of this Agreement.

9.6 Assignment; Person; Interpretation. District will not assign, sublease, transfer, convey, encumber, and/or otherwise transfer (whether directly, indirectly, voluntarily, involuntarily, and/or by operation of law) all or any part of District's rights and/or interests in or to the Fire Station, Equipment, ARFF Services, and/or this Agreement without City's prior written consent. For purposes of this Agreement, the term "person" means any natural person, corporation, limited liability company, partnership, joint venture, firm, association, trust, unincorporated organization, government or governmental agency or political subdivision, or any other entity. All pronouns contained herein and any variations thereof will be deemed to refer to the masculine, feminine, or neutral, singular or plural, as the identity of the parties may require. The singular includes the plural and the plural includes the singular. The word "or" is not exclusive. The words "include," "includes," and "including" are not limiting.

IN WITNESS WHEREOF, the parties have caused this Agreement to be binding and effective for all purposes as of the Effective Date.

CITY:
City of Redmond,
an Oregon municipal corporation

DISTRICT:
Redmond Fire & Rescue,
an Oregon rural fire protection district formed under ORS
Chapter 478

By: _____

By: _____

Appendix A
Definitions

“Agreement” has the meaning assigned to such term in the preamble.

“Alteration(s)” has the meaning assigned to such term in Section 3.7.

“AIP” has the meaning assigned to such term in Section 2.1.

“Airport” has the meaning assigned to such term in Recital A.

“Airport Director” means City’s then-appointed airport director.

“AOA” has the meaning assigned to such term in Section 3.2.1.

“ARFF” has the meaning assigned to such term in Section 5.5.4.

“ARFF Services” has the meaning assigned to such term under Recital B and as further described under Section 5.

“ASC” has the meaning assigned to such term in Section 5.8.2.

“Chief Officer” means the highest-ranking District officer then on duty.

“City” has the meaning assigned to such term in the preamble.

“CFR” has the meaning assigned to such term in Section 5.5.4.

“District” has the meaning assigned to such term in the preamble.

“DOT” means the United States Department of Transportation.

“Duty Manager” means the then-appointed person that is trained and authorized to serve as the Airport’s primary and immediate contact for security-related activities and communications with TSA.

“Effective Date” has the meaning assigned to such term in the preamble.

“Environmental Law(s)” means any federal, state, and/or local statute, regulation, and/or ordinance, or any judicial or other governmental order, pertaining to the protection of health, safety, and/or environment.

“Equipment” means those certain City-owned Fire Station and ARFF related vehicles, machinery, tools, appliances, and equipment identified on the attached Schedule 2.1.

“FAA” means the Federal Aviation Administration.

“Fire Chief” means District’s then-appointed fire chief.

“Fire Station” means that certain fire station located at 911 SE Salmon Avenue, Redmond, Oregon 97756 more particularly described on the attached Exhibit A.

“Hazardous Substance(s)” means any hazardous, toxic, infectious, and/or radioactive substance, waste, and/or material as defined or listed by any Environmental Law, including, without limitation, pesticides, aviation fuel, paint, petroleum oil, and their fractions.

“Law(s)” means all policies, rules, leases, covenants, conditions, restrictions, easements, declarations, laws, statutes, encumbrances, ordinances, orders, codes, and regulations directly or indirectly affecting the Airport, Fire Station, Equipment, ARFF Services, and/or Permitted Use, including, without limitation, fire and/or building codes, Airport master plan, the Americans with Disabilities Act of 1990 (and the rules and regulations promulgated thereunder), Environmental Laws (as defined below), all rules or regulations promulgated by the FAA and/or any other federal airport authority (including, without limitation, City’s Grant Assurances and requirements under 14 CFR Part 77), Chapter 10 of City’s municipal code, City’s policies governing agreements involving the lease, use, and/or disposition of Airport property, and the Rules and Regulations (as defined below), all as now in force and/or which may hereafter be amended, modified, enacted, and/or promulgated.

“Letter Agreement” has the meaning assigned to such term in Section 1.3.

“License” has the meaning assigned to such term in Section 2.1.

“MOU” has the meaning assigned to such term in Section 5.3.1.

“Permitted Use” has the meaning assigned to such term in Section 2.2.

“Repair Notice” has the meaning assigned to such term in Section 3.4.

“Representative(s)” means the officers, directors, employees, volunteers, agents, contractors, and representatives of the identified party.

“Rules and Regulations” has the meaning assigned to such term in Section 3.2.5.

“Services” means all District’s services provided under this Agreement, including, without limitation, the ARFF Services.

“SIDA” has the meaning assigned to such term in Section 5.8.1.

“Transfer” means any transfer, including, without limitation, any sale, exchange, gift, assignment, encumbrance, lease, and/or attachment, regardless of whether the transfer occurs voluntarily or involuntarily, by operation of law, or because of any act or occurrence.

“TSA” has the meaning assigned to such term in Section 5.8.1.

**Schedule 2.1
Equipment**

[attached]

Schedule 2.1 ARFF Equipment, Vehicle, Property List																			
Asset #	Description	Owned By	Date in Service	Cost	Vendor	Salvage Value	Accumulated Depreciation	Net Book Value	Depreciation Method	Life (in years)	Year	Make	Model	Serial Number/VIN Number	Type	Unit/Size #	Location	Insurance	Notes
ND10040	Power Fan	City of Redmond										Honda	GX160		General Equipment	425	403		
ND10089	Generator	City of Redmond										Honda	EM 5005		General Equipment	425	403		
	Power Drill	Redmond Fire & Rescue	5/1/2014								2014	Porter Cable	PCB666PP	06957C	General Equipment		403		
	Stationary Sit Bike	Redmond Fire & Rescue										Sports Art Fitness	C202R		Gym		403		
	Elliptical	Redmond Fire & Rescue										Lifefitness	ASX1		Gym		403		
	Home Gym	Redmond Fire & Rescue										Host Fitness System	Penday		Gym		403		
	Weight Rack	Redmond Fire & Rescue										Host Fitness System			Gym		403		
	Treadmill	Redmond Fire & Rescue										Lifefitness	9500HR		Gym		403		
	Stationary Bike	Redmond Fire & Rescue										Lifefitness	LF35000		Gym		403		Lithonia Bldg.
	Stretch Trainer	Redmond Fire & Rescue										Precor USA	10XMB18004 88	09T-52101	Gym		403		
	TV-living room	Redmond Fire & Rescue										Toshiba	46SL412V	82419182744 8/s	Household		403		
	TV-bedroom	Redmond Fire & Rescue										Samsung			Household		403		
	TV-bedroom	Redmond Fire & Rescue	6/30/2018	\$ 204.98	Fred Meyer							Samsung			Household		403		
	TV-bedroom	Redmond Fire & Rescue	6/30/2018	\$ 204.98	Fred Meyer							Samsung			Household		403		
	TV-bedroom	Redmond Fire & Rescue	6/30/2018	\$ 204.98	Fred Meyer							Samsung			Household		403		
3551	ARFF #1	City of Redmond	11/1/2011								2011	CGH/CGH		10TCH8813C 8730669	Vehicle	ARFF #1	403		
2067	ARFF #2	City of Redmond										CGH/CGH	T-1500	10TAL308111 055302	Vehicle	ARFF #2	403		
	Washer	City of Redmond													Household		403		
	Dryer	City of Redmond													Household		403		
	Refrigerator	City of Redmond													Household		403		
	Microwave	City of Redmond													Household		403		
	Oven	City of Redmond													Household		403		
	Dishwasher	City of Redmond													Household		403		
	Recliners	Redmond Fire & Rescue	6/30/2018	\$ 1,564.00	Great American Home Furnishings										Household		403		
	Grill	Redmond Fire & Rescue	4/5/2018	\$ 291.64	Lowes										Household		403		
	Portable Radios	Redmond Fire & Rescue																	
	Base Radio	Redmond Fire & Rescue																	
	Pagers	Redmond Fire & Rescue																	
	Computer	Redmond Fire & Rescue																	
	Printer	Redmond Fire & Rescue																	
	Scanner	Redmond Fire & Rescue																	
	Fax	Redmond Fire & Rescue																	

Schedule 6.1.2
Expenditure Worksheets

[attached]

DRAFT

RF&R Allocations to Airport

FY 2020/21

Last Name	First Name	Position	Hours	Allocation %	Personnel Services Budget - FTE	Allocation \$
Mitchell	Beth	Firefighter	730	25%	163,597	40,899
Lighthall	Cuyler	Firefighter	730	25%	170,755	42,689
Robison	Jim	Firefighter	730	25%	170,755	42,689
Broadsword	Kevin	Firefighter	730	25%	155,589	38,897
Bale	Wade	Firefighter	730	25%	161,251	40,313
Abrams	Gary	Firefighter	730	25%	147,970	36,992
Crawford	Matt	Firefighter	730	25%	156,090	39,022
Gibson	Wade	Firefighter	730	25%	161,251	40,313
Bowen	Devon	Firefighter	730	25%	170,306	42,576
Lyman	Nick	Firefighter	730	25%	159,178	39,794
Powell	Jon	Firefighter	730	25%	170,306	42,576
Thompson	Jake	Firefighter	730	25%	170,306	42,576
Wood	Jon	Battalion Chief		25%	198,918	49,729
			8,759	TOTAL Personnel		539,067

	Total Budget	Allocation %	Amount
Suppression Materials & Services:	320,781	8%	25,662
Administration:	1,091,326	2%	21,827
ARFF Specific Costs (M&S):	30,000	100%	30,000
ARFF Specific Costs (Training OT):	10,000	100%	10,000
			626,556

Notes:

Staffing: One full-time employee is required for a total of 8,760 hours per year (24hrs/day x 365days/yr). This equates to 3 FTEs plus the agreed upon 25% of a Battalion Chief costs.

Suppression Materials & Services: Total of 37 FTE in Suppression. ARFF staffing requires 3 FTE which equates to 8% of total FTE count. Therefore, will estimate that 8% of Suppression M&S budget is related to ARFF.

Administration: Electing to allocate 2% of administration budget to cover administration time, supplies, IT costs, etc. to schedule and operate the program. This does not include utilities as they are paid by the Airport and District utilities are expensed to a separate sub-fund. The 2% is calculated at 25% of the M&S FTE rate of 8% recognizing that the Airport manages the building, which reduces the proportionate administrative burden to the District. It also helps cover other costs such as general IT and radios.

ARFF Specific Costs: These are costs specific to ARFF operations that would not have otherwise been incurred. Such as required ARFF trainings, foam, OT for ARFF trainings, etc. Using \$40k split as \$30k in M&S and \$10k in training OT based on past history.

RF&R Allocations to Airport

FY 2021/22

Last Name	First Name	Position	Hours	Allocation %	Personnel Services Budget - FTE	Allocation \$
Cole	Will	Firefighter	730	25%	159,771	39,943
Lighthall	Cuyler	Firefighter	730	25%	176,014	44,004
Robison	Jim	Firefighter	730	25%	175,264	43,816
Broadsword	Kevin	Firefighter	730	25%	163,856	40,964
Broyles	Dan	Firefighter	730	25%	174,815	43,704
Abrams	Gary	Firefighter	730	25%	154,767	38,692
Kraft	Matt	Firefighter	730	25%	159,537	39,884
Engelgau	Erik	Firefighter	730	25%	151,792	37,948
Linker	Matt	Firefighter	730	25%	168,856	42,214
Lyman	Nick	Firefighter	730	25%	167,786	41,947
Powell	Jon	Firefighter	730	25%	174,815	43,704
Thompson	Jake	Firefighter	730	25%	174,815	43,704
Terry	Garrick	Battalion Chief		25%	193,653	48,413
			8,759	TOTAL Personnel		548,935

	Total Budget	Allocation %	Amount
Suppression Materials & Services:	279,000	7.5%	20,925
Suppression Training Materials & Services:	141,250	7.5%	10,594
Administration:	1,176,240	2%	23,525
ARFF Specific Costs (M&S):	30,000	100%	30,000
ARFF Specific Costs (Training OT):	10,000	100%	10,000
			643,979

Notes:

Staffing: One full-time employee is required for a total of 8,760 hours per year (24hrs/day x 365days/yr). This equates to 3 FTEs plus the agreed upon 25% of a Battalion Chief costs.

Suppression Materials & Services: Total of 40 FTE in Suppression. ARFF staffing requires 3 FTE which equates to 7.5% of total FTE count. Therefore, will estimate that 7.5% of Suppression M&S budget is related to ARFF.

Administration: Electing to allocate 2% of administration budget to cover administration time, supplies, IT costs, etc. to schedule and operate the program. This does not include utilities as they are paid by the Airport and District utilities are expensed to a separate sub-fund. The 2% is calculated at 25% of the M&S FTE rate of 7.5% recognizing that the Airport manages the building, which reduces the proportionate administrative burden to the District. It also helps cover other costs such as general IT and radios.

ARFF Specific Costs: These are costs specific to ARFF operations that would not have otherwise been incurred. Such as required ARFF trainings, foam, OT for ARFF trainings, etc. Using \$40k split as \$30k in M&S and \$10k in training OT based on past history.

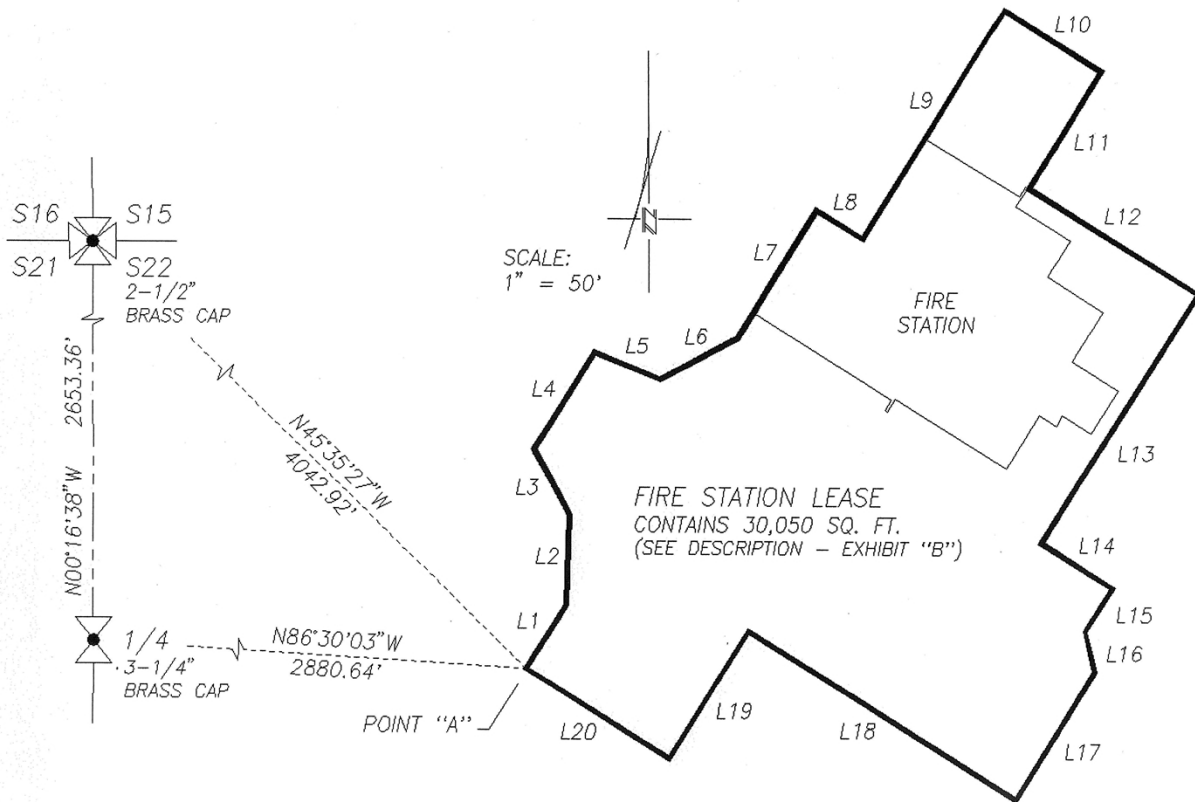
Exhibit A
Fire Station – Depiction and Description

[attached]

DRAFT

EXHIBIT "A" -

FIRE STATION LEASE,
LOCATED IN THE SE1/4 OF SECTION 22,
TOWNSHIP 15 SOUTH, RANGE 13 EAST, W.M.,
CITY OF REDMOND, DESCHUTES COUNTY, OREGON



REGISTERED
PROFESSIONAL
LAND SURVEYOR

William G. Bahrke

OREGON
JULY 15, 1983
WILLIAM G. BAHRKE
2039

Renewal Date: 12/31/21

PREPARED OCTOBER 3, 2020

POVEY AND ASSOC. LAND SURVEYORS
P.O. BOX 131, REDMOND, OR 97756
(541) 548-6778 20-136L.DWG

LINE DATA

NO.	DIRECTION	DISTANCE
L1	N31°52'00"E	25.00'
L2	N01°52'00"E	30.00'
L3	N28°08'00"W	25.00'
L4	N31°52'00"E	38.00'
L5	S68°08'00"E	23.48'
L6	N61°52'00"E	29.26'
L7	N31°52'00"E	50.00'
L8	S58°08'00"E	18.00'
L9	N31°52'00"E	90.00'
L10	S58°08'00"E	38.00'

NO.	DIRECTION	DISTANCE
L11	S31°52'00"W	46.00'
L12	S58°08'00"E	66.00'
L13	S31°52'00"W	98.00'
L14	S58°08'00"E	28.00'
L15	S31°52'00"W	17.00'
L16	S13°08'00"E	14.00'
L17	S31°52'00"W	50.00'
L18	N58°08'00"W	105.00'
L19	S31°52'00"W	50.00'
L20	N58°08'00"W	56.00'

EXHIBIT "B" —

FIRE STATION LEASE,
LOCATED IN THE SE1/4 OF SECTION 22,
TOWNSHIP 15 SOUTH, RANGE 13 EAST, W.M.,
CITY OF REDMOND, DESCHUTES COUNTY, OREGON

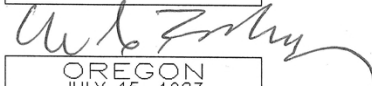
DESCRIPTION — FIRE STATION LEASE

COMMENCING AT POINT "A", FROM WHICH A 2-1/2" BRASS CAP
MONUMENTING THE NORTHWEST CORNER OF SECTION 22, TOWNSHIP
15 SOUTH, RANGE 13 EAST, WILLAMETTE MERIDIAN BEARS
N45°35'27"W, 4042.92 FEET, AND FROM WHICH A 3-1/4" BRASS
CAP MONUMENTING THE WEST 1/4 CORNER OF SAID SECTION 22
BEARS N86°30'03"W, 2880.64 FEET, SAID POINT "A" BEING THE
POINT OF BEGINNING; THENCE N31°52'00"E, 25.00 FEET; THENCE
N01°52'00"E, 30.00 FEET; THENCE N28°08'00"W, 25.00 FEET;
THENCE N31°52'00"E, 38.00 FEET; THENCE S68°08'00"E, 23.48
FEET; THENCE N61°52'00"E, 29.26 FEET; THENCE N31°52'00"E,
50.00 FEET; THENCE S58°08'00"E, 18.00 FEET; THENCE
N31°52'00"E, 90.00 FEET; THENCE S58°08'00"E, 38.00 FEET;
THENCE S31°52'00"W, 46.00 FEET; THENCE S58°08'00"E, 66.00
FEET; THENCE S31°52'00"W, 98.00 FEET; THENCE S58°08'00"E,
28.00 FEET; THENCE S31°52'00"W, 17.00 FEET; THENCE
S13°08'00"E, 14.00 FEET; THENCE S31°52'00"W, 50.00 FEET;
THENCE N58°08'00"W, 105.00 FEET; THENCE S31°52'00"W, 50.00
FEET; THENCE N58°08'00"W, 56.00 FEET TO THE POINT OF
BEGINNING.

THE SAME CONTAINING 30,050 SQUARE FEET.

A SKETCH OF THE AREA DESCRIBED ABOVE IS SHOWN ON THE
ATTACHED EXHIBIT "A", WHICH IS HEREBY INCORPORATED
BY REFERENCE.

REGISTERED
PROFESSIONAL
LAND SURVEYOR



OREGON
JULY 15, 1983
WILLIAM G. BAHRKE
2039

Renewal Date: 12/31/21

PREPARED OCTOBER 3, 2020

POVEY AND ASSOC. LAND SURVEYORS
P.O. BOX 131, REDMOND, OR 97756
(541) 548-6778 20-136L.DWG

Exhibit B
Letter Agreement

[attached]

DRAFT

Redmond FCT and Roberts Field-Redmond Municipal Airport

LETTER OF AGREEMENT

EFFECTIVE: August 15, 2020

SUBJECT: AIRPORT EMERGENCY SERVICE

1. **PURPOSE:** This LOA establishes the responsibilities and procedures for airport emergency service at Roberts Field - Redmond Municipal Airport, Redmond, Oregon.
2. **SCOPE:** The responsibilities and procedures contained herein are for use in handling aircraft emergencies. These procedures are reiterated in the Roberts Field-Redmond Municipal Airport Emergency Plan.
3. **CANCELLATION:** Letter of Agreement between Redmond Air Traffic Control Tower-Redmond Tower and City of Redmond on same subject dated June 30, 2003, is canceled.
4. **RESPONSIBILITIES:**

During Towered operations, duty Air Traffic Control personnel will initiate the emergency through fire radio frequency to Deschutes County 911. Deschutes County 911/Public Safety Answering Point will tone the emergency through fire and police radio frequencies and paging system in order to notify emergency services to include Redmond Fire and Rescue, Police, and Airport Personnel for response.

5. **PROCEDURES:**
 - A. Alerts/ARFF assist will be initiated or upgraded when a potential or actual emergency exists. Duty Air Traffic Control Personnel will state through fire radio frequency, the nature and location of the emergency and specify the category of Alert/ARFF assist applicable.
 - B. In addition, the following may initiate or upgrade Alerts/ARFF assist if Tower is closed or unable.
 - (1) The operator of the aircraft (or his representative).
 - (2) Airport Personnel.
 - (3) Fire and Rescue Personnel
 - (4) Police Personnel
 - (5) Deschutes County 911/Public Safety Answering Point

Original Date: March 28, 2005

FAA Approval:



Revision Date: August 15, 2020

Appendix 10 - Page 1 of 2



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: June 8, 2021
TO: Redmond City Council
THROUGH:
FROM: Keith Witcosky, City Manager
SUBJECT: Five Year Enterprise Zone Abatement - Nosler

Addresses Council Goal:

4. ECONOMIC DEVELOPMENT

Develop and maintain an environment that promotes and supports a strong, healthy and diverse economic base.

B. Maintain Redmond's reputation as "the place to do business in Central Oregon".

i. Provide incentive programs that are regionally and nationally competitive and targeted towards businesses that benefit the community through the creation of family-wage jobs.

Report in Brief:

This action requests City Council approve an Enterprise Zone Extended Abatement Agreement (for a total of five years) for Nosler, Inc. for qualifying property tax abatement based on capital investment, new job creation and wages.

Background:

All employment lands in the City of Redmond are part of a State enabled economic development designation known as the Enterprise Zone (E-Zone).

This program allows qualifying businesses and investments to receive a 100% abatement of property taxes associated with the assessed value of new qualifying capital improvements.

Companies in this program, pay taxes on the value of the land and any capital investments that are not eligible for the abatement.

There are three primary types of State Enterprise Zone Programs:

- Three Year Program (granted by right for eligible applicants);
- Four or Five Year Program (known as the Extended program) where years four and five are approved by the Zone Sponsor (City/County);
- Seven to 15-year Program (known as the Long-Term Rural program) and approved by Zone Sponsor.

The duration of the abatement is linked to the number of jobs created and wage level.

The three-year abatement does not have an average wage requirement. However, the Extended and Long-Term Rural programs require wages that are certified at or above 150% of Deschutes County average annual compensation (currently \$71,393). The three year program also does not require approval by the City/County where the company is located. They are approved administratively and do not require City Council action.

Compensation under the criteria includes salary, overtime, medical and retirement benefits. Not all jobs created need to exceed the 150 percent average annual compensation criteria, but rather an average of the overall compensation for all net new jobs needs to exceed the 150 percent average annual compensation criteria.

Extended abatements are done through agreements by the E-Zone sponsor(s) which extend the tax abatement for either one or two years beyond the standard three-year abatement.

Extended abatements need to be approved by the sponsor(s) of the E-Zone.

It is the prerogative of the sponsor agency whether or not the approval is made by the governing body or administratively. The Greater Redmond Area E-Zone has three co-sponsors: The City of Redmond; Deschutes County; and the City of Sisters. The City of Redmond's policy is that the Redmond City Council approves all extended E-Zone agreements.

Additionally, the City of Redmond waives or reduces, depending upon specific set criteria, land-use, building and permitting fees.

Discussion:

Since 2016, Nosler, Inc has been operating its casing manufacturing facility in Redmond. Nosler's holdings in Redmond include a 60-acre parcel which they purchased in 2015.

The bullet manufacturing business has been in Bend since 1958.

The company has experienced tremendous growth over the past few years and has outgrown its Bend facility. With product demand exceeding expectations they have determined a new state of the art 80,000 square foot facility is needed and they plan on relocating the entire company to Redmond.

Nosler is well known in the industry for producing ammunition and handloading components and specializing in high performance hollow point and soft point hunting bullets. The current company also includes subsidiaries Nosler Custom and Nosler Reloading. Nosler also produces products for military and law enforcement agencies.

In April 2021, Nosler submitted an application to the Zone Manager, requesting an extended abatement.

The investment will include construction of a new building and new equipment. Total project cost is estimated at \$13.5 million, which includes equipment eligible for exemption, if approved for 5 years.

Of the \$13.5 million, approximately \$12 million is capital construction and \$1.5 million is capital equipment. This does not include the nearly \$7 million in transferred property presently on the County tax roll and not eligible for the tax exemption.

The firm will relocate 103 jobs to Redmond and will create at least 14 additional jobs by the first year of the exemption (estimated to be 2023). The application and wage documentation have been certified above 150% by City Manager Keith Witcosky and Enterprise Zone Manager, Jon Stark.

This E-Zone agreement allows for two additional years, from the Standard Program (the Three Year program).

Fiscal Impact:

This action will extend the property tax abatement for the qualified project by two years, impacting the City of Redmond's property tax collections. The City of Redmond's apportionment of the abatement is estimated to be \$35,457/year.

Alternative Courses of Action:

1. Approve the Agreement for Oregon Enterprise Zone Extended Abatement for Nosler, Inc.
2. Do not approve the Agreement for Oregon Enterprise Zone Extended Abatement for Nosler, Inc. in which the firm would still be eligible for the "Standard" abatement of three (3) years.
3. Request more information.

Recommendation / Suggested Motion:

"I move to approve the Agreement for Oregon Enterprise Zone Extended Abatement for Nosler, Inc."

Greater Redmond Area Enterprise Zone Extended Abatement

WRITTEN AGREEMENT WITH THE GREATER REDMOND AREA ENTERPRISE ZONE SPONSORS TO EXTEND PROPERTY TAX EXEMPTION TO [FOUR/FIVE] CONSECUTIVE YEARS IN TOTAL FOR CAPITAL INVESTMENT BY Nosler, Inc.]

The sponsors of the Greater Redmond Area Enterprise Zone comprising the governing bodies of [the City of Redmond, Sisters and Deschutes County] (hereinafter the “Zone Sponsor”) and Nosler Inc. (hereinafter the “Firm”) do hereby enter into an agreement pursuant to ORS 285C.160 for extending the period of time in which the Firm will receive a property tax exemption on its [proposed] investment[s] in qualified property in the Greater Redmond Area Enterprise Zone contingent on certain special requirements.

The Zone Sponsor and the Firm jointly acknowledge: That subject to the Firm’s timely submission of an application for authorization, the satisfaction of applicable requirements under ORS 285C.050 to 285C.250 (the “Statute”), and the Zone Sponsor’s approval thereof, the Firm is eligible for three years of property tax exemption on its qualified property. So long as the Firm elects to continue to receive this property tax exemption and continues to qualify, then this agreement shall have no effect on this three-year exemption. Nothing in this agreement shall be construed as a waiver of the qualification requirements of the Statute. If the Firm loses its qualified status for any reason set forth in the Statute, then this agreement becomes null and void.

The Zone Sponsor extends The Firm's property tax exemption an additional two years on all property that initially qualifies in the Greater Redmond Area Enterprise after the initial assessment year beginning on January 1, 2023 and, thus, sets a total period of exemption of five consecutive years during which statutory requirements for the standard three-year enterprise zone exemption must also be continuously satisfied.

CONFIRMATION OF STATUTORY PROVISIONS

In order to receive the additional two years of enterprise zone exemption granted herein, the Firm agrees under 285C.160(3)(a)(A) that for each year of the entire exemption period, including the first three years and the additional one or two years, all of the Firm's new employees will receive an average rate of compensation equal to or greater than 150 percent of the county average annual wage, as determined at the time the enterprise zone tax exemption is authorized in accordance with the specific definitions and guidelines in Oregon Administrative Rules (OAR), Chapter 123, Division 674 (123-674-0600), the “Compensation standard” .

Only “Affected Employees” are counted. Affected Employees means persons, positions or jobs under ORS 285C.050(13) that satisfy the following criteria: (a) included as “employment of the firm” in accordance with OAR 123-674-0200; and (b) new jobs filled for the first time: (A) after

the date of Application under ORS 285C.140(1), even if an individual filling the job is already employed by the eligible business firm in another position that is refilled within the zone; and (B) on or before December 31 at the end of the initial exemption year, and located within the current boundaries of the Greater Redmond Area Enterprise Zone.

Only full-time, year-round and non-temporary employees engaged a majority of their time in the Firm's eligible operations consistent with ORS 285C.135 including but not limited to persons who perform eligible activities as described in OAR 123-674-1100 or 123-674-1200(3) or (4) and OAR 123-674-0200 are counted, regardless of whether such employees are leased, contracted for or otherwise obtained through an external agency or are employed directly by the Firm.

LOCAL ADDITIONAL REQUIREMENTS

The Zone Sponsor does not request any requirement of The Firm and relinquishes all rights to make the additional [one/two] years of property tax exemption granted herein contingent on additional requirements that might otherwise be reasonably requested under ORS 285C.160(a)(B).]

ACCEPTING FOR THE CO-SPONSORS OF THE GREATER REDMOND AREA ENTERPRISE ZONE:

Signature: _____ Date: _____
George Endicott, Mayor,
City of Redmond

Signature: _____ Date: _____
Tony DeBone, Board Chair,
Deschutes County

Signature: _____ Date: _____,
Chuck Ryan, Mayor,
City of Sisters

ACCEPTING FOR THE FIRM:

Signature: _____
Representative Signature

Date: _____

Printed Name / Title

Address

City, State, Zip

Phone / Fax

Email

**CITY OF REDMOND
AIRPORT COMMITTEE APPLICATION**

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, Emma Bryson, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the City of Redmond Airport Committee.

[Redacted]
(Address)

Redmond, OR 97756

[Redacted]
(Phone)

[Redacted]
(Email)

How long have you resided in the Redmond community? 4 years

What reasons do you have for wanting to be a member of this Committee? I have been involved in aviation for 9 years, and have been looking for a way to give back. Being a part of this committee would allow me to do that.

Brief outline of experience and occupations. I have been flying for 9 years, and am currently a first officer at Horizon Air.

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.

[Redacted]
(Signature)

(Date)

4/8/2021

CITY OF REDMOND AIRPORT COMMITTEE APPLICATION

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, _____, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the City of Redmond Airport Committee.

(Address)

(Phone)

(Email)

How long have you resided in the Redmond community? _____

What reasons do you have for wanting to be a member of this Committee? _____

Brief outline of experience and occupations. _____

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

(Signature)

(Date)

CITY OF REDMOND AIRPORT COMMITTEE APPLICATION

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, Andrew Danfelt, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the City of Redmond Airport Committee.

[REDACTED]
(Address)
Redmond, OR

[REDACTED] (Phone) [REDACTED] (Email)

How long have you resided in the Redmond community? New Redmond resident. Bend/Sunriver 10+ years

What reasons do you have for wanting to be a member of this Committee? _____

I want to get more involved in my local community. I've been a central Oregon resident for
most of my life and am passionate about contributing to the wonderful place I call home.

I also am a professional pilot with a vested interest in improving the Redmond airport and
lending my skills and perspective to the committee.

Brief outline of experience and occupations. Bachelor's degree from Oregon State University.

I was a professional graphic designer for ten years, working in Bend, Salem, and Portland.

Now I am a commercial pilot, flying for a medevac/air ambulance company and flying
charter missions around the country.

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.

[REDACTED]

3-24-21
(Date)

**CITY OF REDMOND
AIRPORT COMMITTEE APPLICATION**

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, Kent M. McLean, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the City of Redmond Airport Committee.

[Redacted]
(Address)

Redmond

[Redacted]
(Phone)

[Redacted]
(Email)

How long have you resided in the Redmond community? 2018

What reasons do you have for wanting to be a member of this Committee? I recognize the importance of Roberts Field to the Central Oregon economy and transportation system, and the challenges that future growth and demands will bring.

Brief outline of experience and occupations. I am a retired USAF pilot and airfield operations officer, and have traveled widely via civilian and military air travel systems. I was a CBP officer at Seatac International airport.

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.

[Redacted]
(Signature)

25 March 2021
(Date)

CITY OF REDMOND AIRPORT COMMITTEE APPLICATION

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, KURT NELSON, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the City of Redmond Airport Committee.

(Address)

Redmond, OR 97756

(Phone)

(Email)

How long have you resided in the Redmond community? 10 months

What reasons do you have for wanting to be a member of this Committee? AN interest
to serve the community I live in.
In addition, I have an interest in
aviation.

Brief outline of experience and occupations. 1980-1984: Multnomah County Sheriff; 1985-
2009 Portland Police Bureau (Reserve 1982-1984); Adjunct Instructor (1999-2010)
Clackamas Community College; 2009-2011 Park Ranger Supervisor,
Portland Parks; 2012 Director of Campus Safety, Clackamas Com. Coll;
2013-2018, Investigator Oregon Dept. of Justice; 1987-1998 Volunteer,
USPS/NOAA; and 1996-2005 Volunteer National Park Service

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.

(Signature)

(Date)

4/5/2021

CITY OF REDMOND AIRPORT COMMITTEE APPLICATION

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, GREG SCHWEIZER, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the City of Redmond Airport Committee.

[REDACTED]
(Address)

REDMOND

[REDACTED]
(Phone)

[REDACTED]
(Email)

How long have you resided in the Redmond community? 10 YEARS

What reasons do you have for wanting to be a member of this Committee? I AM
RECENTLY RETIRED. I WAS A COMPUTER SOFTWARE CONTRACTOR
/CONSULTANT. I HAVE EXPERIENCED A LOT OF AIRPORTS
IN THE LARGEST CITIES, MEDIUM SIZE CITIES, AND SMALL
TOWNS. THE REDMOND AIRPORT IS GOING TO GROW, AND I WOULD
LIKE TO HELP THAT GROWTH BE SMART AND FORWARD THINKING.
Brief outline of experience and occupations. _____

47 YEAR CAREER IN I.T., COMPUTER APPLICATION DESIGN
AND DEVELOPMENT, AND COMPUTER SYSTEMS SUPPORT. I OWNED
SCHWEIZER SOFTWARE SOLUTIONS, AN S-CORPORATION, FOR
INDEPENDANT CONTRACTING. I HAVE DONE A LOT OF AIR TRAVEL
FOR ME VARIOUS JOBS.

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.

[REDACTED]
(Signature)

4/6/2021
(Date)

CITY OF REDMOND AIRPORT COMMITTEE APPLICATION

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, KARIN STAUDER, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the City of Redmond Airport Committee.

[REDACTED]
(Address)

REDMOND, OR 97756

[REDACTED]
(Phone)

[REDACTED]
(Email)

How long have you resided in the Redmond community? 2 months

What reasons do you have for wanting to be a member of this Committee? _____

See reverse side

Brief outline of experience and occupations. _____

See reverse side

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.

[REDACTED]
(Signature)

3-21-21
(Date)

1. What reasons do you have for wanting to be a member of this Committee?

I recently moved to Redmond and I would like to learn more about and become involved with my new community. I believe serving on a city committee will provide me one such opportunity.

2. Brief outline of experience and occupations.

I most recently served as a city council member for the City of Lebanon. I served in that capacity for just over 2 years, until moving to Redmond two months ago. I served on the budget committee and the library advisory committee. In 2018, I retired as a police officer from the City of Corvallis. During my 25-year career, I served in a variety of positions; to include patrol officer, school resource officer, training officer and detective. I currently work part-time as an instructor for the Department of Public Safety Standards and Training.

**CITY OF REDMOND
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE
(BPAC)**

The purpose of the BPAC is to advise City Council on bicycle and pedestrian issues in the City of Redmond for quality of life initiatives, innovations in bike/pedestrian transit tools, and transportation cost-saving measures. The City is looking for volunteers who reside within the Redmond Urban Growth Boundary (a majority should live within city limits) and should be comprised of at least three (3) member who represent pedestrian interests and at least (3) three members who represent basic bicycle interests.

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your time and interest in making Redmond more bicycle and walking friendly.

I, Matthew Conner, respectfully request to be considered as an applicant for a
(Please print first and last name)
position on the City of Redmond's Bicycle and Pedestrian Advisory Committee.

[REDACTED]
(Address)

N/A [REDACTED]
(Home phone) (Cell phone)

[REDACTED]
(E-mail)

Please answer the following questions:

Do you live within the city limits of Redmond? Yes

If not, do you live within the City of Redmond Urban Growth Boundary? _____

Would you characterize your interest in the BPAC as more pedestrian or bicycle oriented? Bicycle Oriented

Please elaborate on your pedestrian or bike orientation and your reasons for wanting to be on BPAC: _____

Thank you for taking the time reviewing my application to be a member on the BPAC.

Redmond offers a great area to enjoy mountain biking, road riding and commuting by bike. The value of continuing to improve the user network and community events to educate are exponential as Redmond grows. I have been a part of the Redmond community since 2012 (part time) and full time since 2018. My wife and I commute by bicycle and have been avid cyclists for over 20 years.

Prior to moving to Redmond we lived in Eugene OR and commuted by bicycle as well. I have a great perspective to draw from due to my years working with engineers and construction planners rebuilding and creating new roads. I volunteered with Cycle Oregon promoting and working during the weekend and week long rides, I currently volunteer with COTA to help maintain and develop the mountain bike trails in the area.

I look forward to participating in the Redmond Community to make biking and pedestrian transportation safe and accessible. I am prepared to commit to the 3 year requirement.

Thank you for your time
Matthew Conner

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.

[REDACTED] 04-04-2021
(Signature) (Date)

**CITY OF REDMOND
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE
(BPAC)**

The purpose of the BPAC is to advise City Council on bicycle and pedestrian issues in the City of Redmond for quality of life initiatives, innovations in bike/pedestrian transit tools, and transportation cost-saving measures. The City is looking for volunteers who reside within the Redmond Urban Growth Boundary (a majority should live within city limits) and should be comprised of at least three (3) member who represent pedestrian interests and at least (3) three members who represent basic bicycle interests.

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your time and interest in making Redmond more bicycle and walking friendly.

I, David Kiefer, respectfully request to be considered as an applicant for a
(Please print first and last name)
position on the City of Redmond's Bicycle and Pedestrian Advisory Committee.

[REDACTED], Redmond, OR 97756
(Address)

[REDACTED] same
(Home phone) (Cell phone)

[REDACTED]
(E-mail)

Please answer the following questions:

Do you live within the city limits of Redmond? YES

If not, do you live within the City of Redmond Urban Growth Boundary? _____

Would you characterize your interest in the BPAC as more pedestrian or bicycle oriented? bicycle

Please elaborate on your pedestrian or bike orientation and your reasons for wanting to be on BPAC: _____

I am a life-long bike rider and enjoy the trails in Redmond very much, especially the Dry Canyon. I also walk my dogs on a daily basis. I would work toward greater trail connectivity throughout the city.

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.

[REDACTED] April 12, 2021
(Signature) (Date)

**CITY OF REDMOND
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE
(BPAC)**

The purpose of the BPAC is to advise City Council on bicycle and pedestrian issues in the City of Redmond for quality of life initiatives, innovations in bike/pedestrian transit tools, and transportation cost-saving measures. The City is looking for volunteers who reside within the Redmond Urban Growth Boundary (a majority should live within city limits) and should be comprised of at least three (3) member who represent pedestrian interests and at least (3) three members who represent basic bicycle interests.

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your time and interest in making Redmond more bicycle and walking friendly.

I, Kent M. McLean, respectfully request to be considered as an applicant for a position on the City of Redmond's Bicycle and Pedestrian Advisory Committee.
(Please print first and last name)

[Redacted Address], Redmond
(Address)

[Redacted Home Phone]
(Home phone)

[Redacted Cell Phone]
(Cell phone)

[Redacted E-mail]
(E-mail)

Please answer the following questions:

Do you live within the city limits of Redmond? yes

If not, do you live within the City of Redmond Urban Growth Boundary? _____

Would you characterize your interest in the BPAC as more pedestrian or bicycle oriented? both

Please elaborate on your pedestrian or bike orientation and your reasons for wanting to be on BPAC: I

have commuted by bicycle and as a pedestrian for years in many urban and suburban US locations. I have bicycled many times in the Redmond area. I have vast experience and many insights in this area.

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.

[Redacted Signature]
(Signature)

25 March 2021
(Date)

**CITY OF REDMOND
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE
(BPAC)**

The purpose of the BPAC is to advise City Council on bicycle and pedestrian issues in the City of Redmond for quality of life initiatives, innovations in bike/pedestrian transit tools, and transportation cost-saving measures. The City is looking for volunteers who reside within the Redmond Urban Growth Boundary (a majority should live within city limits) and should be comprised of at least three (3) member who represent pedestrian interests and at least (3) three members who represent basic bicycle interests.

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your time and interest in making Redmond more bicycle and walking friendly.

I, KURT Nelson, respectfully request to be considered as an applicant for a
(Please print first and last name)
position on the City of Redmond's Bicycle and Pedestrian Advisory Committee.

[Redacted] Redmond, OR 97756
(Address)

[Redacted]
(Home phone) [Redacted]
(Cell phone)

[Redacted]
(E-mail)

Please answer the following questions:

Do you live within the city limits of Redmond? Yes

If not, do you live within the City of Redmond Urban Growth Boundary? _____

Would you characterize your interest in the BPAC as more pedestrian or bicycle oriented? both but 51% bicycle

Please elaborate on your pedestrian or bike orientation and your reasons for wanting to be on BPAC: I ride a bike currently. As director of campus safety (Clackamas Com. Col.) I was responsible for both pedestrian + bicycle safety. As the Park Ranger Supervisor (Portland Parks), I covered urban pedestrian Trails, Natural area trails, and bike trails. As a police officer, I investigated both pedestrian and bicycle accidents

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.

[Redacted Signature]
(Signature)

4/5/2021
(Date)

**CITY OF REDMOND
HISTORIC LANDMARKS COMMISSION**

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at (541) 923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, Kurt Nelson, respectfully request to be considered as an applicant for a
(Please print first and last name)
position on the City of Redmond's HISTORIC LANDMARKS COMMISSION.

[Redacted] Redmond 97756
(Address)

[Redacted]
(Home phone) (Cell phone)

[Redacted]
(E-mail)

Redmond
(Occupation) (Place of Employment)

The REDMOND HISTORIC LANDMARKS COMMISSION shall be composed of five members with interest, knowledge, or competence in historic preservation and who reside within the Redmond School District 2J boundary.

The purpose of the REDMOND HISTORIC LANDMARKS COMMISSION is to preserve and promote Redmond's history and culture by identifying, evaluating, and designating historic and cultural resources in the City of Redmond as landmarks; inform and educate the public on the historic and architectural significance of the designated landmarks; inform and educate the public on the value of preserving Redmond's historic and cultural resource; and solicit grants and other resources to help promote, advocate and undertake preservation projects in the City of Redmond.

What reasons do you have for wanting to be a member of this Commission? TO SERVE the
city I live in and exercise my interest in history.

Local history/historic preservation activities (publications, committee work, etc): Published books
(Two) on Pacific Northwest history (including Deschutes
County) as well as magazine articles. A National
Park Service volunteer 1996 to 2020 (with breaks). Volunteer
with Oregon state parks.

Do you have any experience in architecture, history, architectural history, planning, prehistoric and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture, or related disciplines. Please provide a brief outline of relevant experience and occupations.

Baccalaureate degree (with honors) in History, NPS volunteer at seven (7) different historical parks, and published in Pacific Northwest history.

What other boards / committees do you serve on? NOAA/National Ocean Service advisory board for U.S. Power Squadrons - member 1991, vice chair 1992-1994, chair 1995-1997

What contributions do you feel you can make to the Commission? Bring my history background coupled with my Master of Public Administration degree to provide a professional outlook.

Education: Colleges/Universities attended with degrees, areas of study and dates completed. 1972-1977
Portland State U: BS (with Honors History + Political Science) 1973
George Washington U, 1977 Post-grad studies PSU, 1996-98
Lewis & Clark College: MPA And 2003 California State University -
Certificate in Crime + Intelligence Analysis

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(Signature)

(Date)

4/5/2021

CITY OF REDMOND

REDMOND HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your interest in the City of Redmond. Attach additional sheets if necessary.

I, Melissa Valadez, respectfully request to be considered as an applicant
(Please print first and last name)
for a position on the City of Redmond's Housing and Community Development Committee.

██████████	Redmond	OR	97756
Street Address	City	State	Zip

Mailing Address (if different)	City	State	Zip
--------------------------------	------	-------	-----

Home Phone	Cell Phone
------------	------------

E-mail Address

Behavior Consultant/Outreach Services Manager	Owner - Behavior & Mental Health Consultation of Oregon
Occupation	Place of Employment

The Redmond Housing and Community Development Committee shall be comprised of nine members and a majority of which should reside within the Redmond Urban Growth Boundary.

Address: _____

City Limits: _____ Urban Growth Boundary: _____ County: _____

How long have you been a resident? Years: 4 Months: 0

The purpose of the Redmond Housing and Community Development Committee is to review and recommend housing, neighborhood revitalization, and community development programs addressing the continuum of housing and human services needs for the purpose of enhancing community health and well-being.

Do you possess knowledge, qualifications, or experience in the following areas? Please check all that apply:

☐ Housing construction industry ☐ Housing development industry ☒ Human service industry (social services)

Have you been a recipient of housing assistance? ☒ Yes ☐ No

Have you been a recipient of human services (social services) programs? ☒ Yes ☐ No

What reasons do you have for wanting to be a member of this Committee? Aid in the transformation of growth

I would like to be a participating member of the Redmond Housing and Development Committee

to serve as a catalyst for bridging admissible information relevant to systemic structures that

impede housing stabilization for Redmond residents.

Please provide a brief outline of relevant experience and occupations. _____

I am an Independent Contractor through the State of Oregon as a Behavior Consultant.

Additionally, I work as an Outreach Services Manager and between 80-89% of what I do is

Housing related. I also help connect individuals and families to other resources in our community.

I have worked in Child-Welfare, Psychiatric Facilities, IDD services and Social Services.

What other city boards / committees do you serve on? _____

I am a Board Commissioner of Housing Works, and I am on Regional Health Improvement Plan

committee through Central Oregon Health Council

What other non-city boards / organizations do you serve on? _____

I am on the Coordinated Entry Service Provider Committee and Program Coordinated Committee

What contributions do you feel you can make to the Committee? _____

I will facilitate knowledge as having lived experience, and through the lens of a Social Worker.

Moreover, I will provide valuable information from an Outreach Service Manager perspective and

serve as a mediator between this committee and service users, families and our community.

How did you hear about this position? A community partner

Are you available to attend special meetings, in addition to the regularly scheduled meetings? _____

Yes, so long as they don't conflict with other meetings.

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Signature



04/09/2021

Date

121 MAR 28 AM 11:02:34

CITY OF REDMOND
REDMOND HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your interest in the City of Redmond. Attach additional sheets if necessary.

I, Kasey Daisher, respectfully request to be considered as an applicant
(Please print first and last name)
for a position on the City of Redmond's Housing and Community Development Committee.

[Redacted] Redmond OR 97756
Street Address City State Zip

Mailing Address (if different) City State Zip

[Redacted]
Home Phone Cell Phone

[Redacted]
E-mail Address

Professional mentor Friends of the Children
Occupation Place of Employment

The Redmond Housing and Community Development Committee shall be comprised of nine members and a majority of which should reside within the Redmond Urban Growth Boundary.

Address: _____

City Limits: _____ Urban Growth Boundary: _____ County: _____

How long have you been a resident? Years: 1 Months: 1

The purpose of the Redmond Housing and Community Development Committee is to review and recommend housing, neighborhood revitalization, and community development programs addressing the continuum of housing and human services needs for the purpose of enhancing community health and well-being.

Do you possess knowledge, qualifications, or experience in the following areas? Please check all that apply:

☐ Housing construction industry ☒ Housing development industry ☒ Human service industry (social services)

Have you been a recipient of housing assistance? ☐ Yes ☒ No

Have you been a recipient of human services (social services) programs? ☐ Yes ☒ No

What reasons do you have for wanting to be a member of this Committee? I grew up in

Rural PA where there were various forms
of Economic disparity that existed and
later sparked an interest in Community
development.

Please provide a brief outline of relevant experience and occupations.

Bachelor of Science
in Evolutionary Psychology from Penn State with
a focus on Biobehavioral health. I currently
work for a Non-profit that supports local
children facing generational poverty and other
various obstacles

What other city boards / committees do you serve on? _____

What other non-city boards / organizations do you serve on? _____

Friends of the Children
ambassador Board.

What contributions do you feel you can make to the Committee? _____

Over the years I've
developed an understanding and insight
to Economic, Social, and Community disparities
that exist within different social groups

How did you hear about this position? _____

City of Redmond Webpage

Are you available to attend special meetings, in addition to the regularly scheduled meetings? _____

Yes

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Signature



Date

3/23/21

CITY OF REDMOND
REDMOND HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your interest in the City of Redmond. Attach additional sheets if necessary.

I, Bandy Foltzberg, respectfully request to be considered as an applicant
(Please print first and last name)
for a position on the City of Redmond's Housing and Community Development Committee.

[Redacted] Redmond OR 97756
City State Zip

Mailing Address (if different) _____
City State Zip

Home Phone _____
Cell Phone [Redacted]

E-mail [Redacted]

Occupation Pastor Place of Employment Redmond Seventh-day Adventist Church

The Redmond Housing and Community Development Committee shall be comprised of nine members and a majority of which should reside within the Redmond Urban Growth Boundary.

Address: [Redacted] Redmond, OR 97756

City Limits: Yes Urban Growth Boundary: Yes County: Deschutes

How long have you been a resident? Years: 0 Months: 7.5

The purpose of the Redmond Housing and Community Development Committee is to review and recommend housing, neighborhood revitalization, and community development programs addressing the continuum of housing and human services needs for the purpose of enhancing community health and well-being.

Do you possess knowledge, qualifications, or experience in the following areas? Please check all that apply:

☐ Housing construction industry ☐ Housing development industry ☐ Human service industry (social services)

Have you been a recipient of housing assistance? ☐ Yes ☒ No

Have you been a recipient of human services (social services) programs? ☐ Yes ☒ No

What reasons do you have for wanting to be a member of this Committee? _____

- (1) Give back to the city where I reside
- (2) Understand and contribute to current and future community plans.
- (3) Contribute to meeting needs of those in need of affordable housing

Please provide a brief outline of relevant experience and occupations. _____

President of Associated Students of Walla Walla University (2015-2016)

Pastor of churches and involved in Community Service Centers

What other city boards / committees do you serve on? None

What other non-city boards / organizations do you serve on? _____

Redmond SDA Church Board- Chairman

Three Sisters Adventist Christian School Board - Member

What contributions do you feel you can make to the Committee? _____

① Perspective of a younger (27y/o) new Resident to the city.

② I work with many low-income people and am familiar w/ their stories.

③ Caring for "the least of these" is important to me and would be a focal point for me.

How did you hear about this position? Facebook

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Yes

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[Redacted Signature]

Date

04-13-2021

CITY OF REDMOND
REDMOND HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your interest in the City of Redmond. Attach additional sheets if necessary.

I, Sydney Forbes, respectfully request to be considered as an applicant
(Please print first and last name)
for a position on the City of Redmond's Housing and Community Development Committee.

[Redacted] Redmond OR 97756
Street Address City State Zip

[Redacted] [Redacted] [Redacted]
Mailing Address (if different) City State Zip

[Redacted] [Redacted]
Home Phone Cell Phone

[Redacted]
E-mail Address

Business/Entrepreneur Self-employed
Occupation Place of Employment

The Redmond Housing and Community Development Committee shall be comprised of nine members and a majority of which should reside within the Redmond Urban Growth Boundary.

Address: [Redacted] Redmond OR 97756

City Limits: ☒ Urban Growth Boundary: _____ County: _____

How long have you been a resident? Years: 0 Months: 5

The purpose of the Redmond Housing and Community Development Committee is to review and recommend housing, neighborhood revitalization, and community development programs addressing the continuum of housing and human services needs for the purpose of enhancing community health and well-being.

Do you possess knowledge, qualifications, or experience in the following areas? Please check all that apply:

☐ Housing construction industry ☐ Housing development industry ☐ Human service industry (social services)

Have you been a recipient of housing assistance? ☐ Yes ☒ No

Have you been a recipient of human services (social services) programs? ☐ Yes ☒ No

What reasons do you have for wanting to be a member of this Committee? I want to be a

voice for my community as we plan and prepare
for the growth in Central Oregon. I want to help
prevent the issue Bend is currently experiencing
by planning ahead and focusing on community.

Please provide a brief outline of relevant experience and occupations. _____

Occupations: Bioengineer (OSU) worked in Pharma and 3D printed medical devices in the Bay Area. Currently, I am a founder of a general wellness device startup. ^{OSU Accelerator} ^{UDub I Corps/BioMed Bootcamp}

What other city boards / committees do you serve on? None

What other non-city boards / organizations do you serve on? Oregon State University Alumni Association Representative for Central Oregon
Past: Abby's Closet Student Advisory Board

What contributions do you feel you can make to the Committee? As a young adult I can bring a perspective of planning for the future of Redmond's community by making sure to include affordable housing and community focused development.

How did you hear about this position? Community member recommended I apply

Are you available to attend special meetings, in addition to the regularly scheduled meetings? Yes, I run my own startup so I create my own schedule.

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05/08/2021
Date

CITY OF REDMOND PARKS COMMITTEE APPLICATION

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, Brad Porterfield, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the Redmond Parks Committee.

[Redacted Address]
(Address)

[Redacted Phone]
(Phone)

[Redacted Email]
(Email)

Qualified Committee applicant shall reside within the Redmond School District 2J.

How long have you been a resident, owned property or operated a business? Years: 14 Months: 3

What reasons do you have for wanting to be a member of this committee? I care about how Redmond develops and I believe parks are one of the most important/valuable assets a city can offer its residents. I can provide perspective and ideas sourced from the many communities I've lived in and local people I know.

Brief outline of experience and occupations. I earned a masters in community and regional planning from UofO and a BS in natural resource planning. I've lived in several U.S. communities, as well as Mexico, Uruguay and Thailand which all approach parks differently. I am currently executive director with Latino Community Association and a Health Council board member.

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 committee is subject to public records disclosure.

[Redacted Signature]
(Signature)

4/12/21
(Date)

**CITY OF REDMOND
PARKS COMMITTEE APPLICATION**

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, Jenny Klein, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the Redmond Parks Committee.

[REDACTED]
(Address)

Redmond, OR 97756

[REDACTED]
(Phone)

[REDACTED]
(Email)

Qualified Committee applicant shall reside within the Redmond School District 2J.

How long have you been a resident, owned property or operated a business? Years: _____ Months: 3

What reasons do you have for wanting to be a member of this committee? _____

Please see attached response.

Brief outline of experience and occupations. _____

Please see attached response.

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[REDACTED]
April 2, 2021
(Date)

What reasons do you have for wanting to be a member of this committee?

I recently moved back to Central Oregon and already feel so at home in Redmond! I grew up in Bend and admire how Redmond has managed to maintain an authentic community feel. I would love to help preserve this authenticity as Redmond continues to grow, and I believe a large part of that is due to the community events and thoughtful spaces planning. I am still getting to know the city, but from what I have seen, it is clear Redmond has put a lot of thought and creativity into the existing parks. The Climb Maple Bridge project is such a clever idea, and the Dry River Canyon trail has become a weekly favorite. I would love to be a part of the team that is tasked with maintaining, enhancing, and master planning for parks, community activities, and open spaces in such a beautiful area.

Brief outline of experience and occupations

I am a Development and Administration Manager for a project management and consulting firm called TransDevelopment Group. We primarily work with Port Authorities, railroads, and auto plants to develop logistics facilities for finished vehicles, but the heart of the work we do revolves around planning. I have experience in contract administration and bidding projects, as well as planning & permitting with local governments. For the past five years, I have served as the project manager for an ongoing development project in Kelso, WA, and have overseen various feasibility reports and partnered with the City of Kelso to draft a Subarea plan for the site.

**CITY OF REDMOND
PARKS COMMITTEE APPLICATION**

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, DIANE C. MCCOY, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the Redmond Parks Committee.

REDMOND, OR
97756

(Phone)

Qualified Committee applicant shall reside within the Redmond School District 2J.

How long have you been a resident, owned property or operated a business? 3 Years: 4 Months:

What reasons do you have for wanting to be a member of this committee? _____

PLEASE SEE ATTACHED.

Brief outline of experience and occupations. _____

PLEASE SEE ATTACHED.

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 committee is subject to public records disclosure.

April 11, 2021
(Date)

Dear City Recorder and the Redmond Community,

As a former Community Development Specialist, I addressed the community's risk and protective factors through various venues. I focused on Criminal Justice, Business and Environment. Along my journey the County Commissioners of Jefferson County WV invited me to sit on the Jefferson County Parks and Recreation Commission, which I gladly and thankfully accepted.

It did not take me long to discover there was a seven-acre county land just sitting there that was in a deplorable state. It has been used for a long time as a dumping ground for all appliances, other material waste and old construction site cement and many other items I cannot identify.

I got to work. My vision: Interpretive Parkland for nature lovers; bird gardens and nature trails.

Utilizing a community-based effort, I approached the Audubon Society, Sierra Club, the regional Department of the Interior, the Boy Scouts, Fire Department, the School District and the encouragement of the community. Everyone was overjoyed to collaborate.

The rest is history. I am enclosed copies of promotional materials I developed for this initiative.

Thank you for your valuable time in serious consideration of my application,

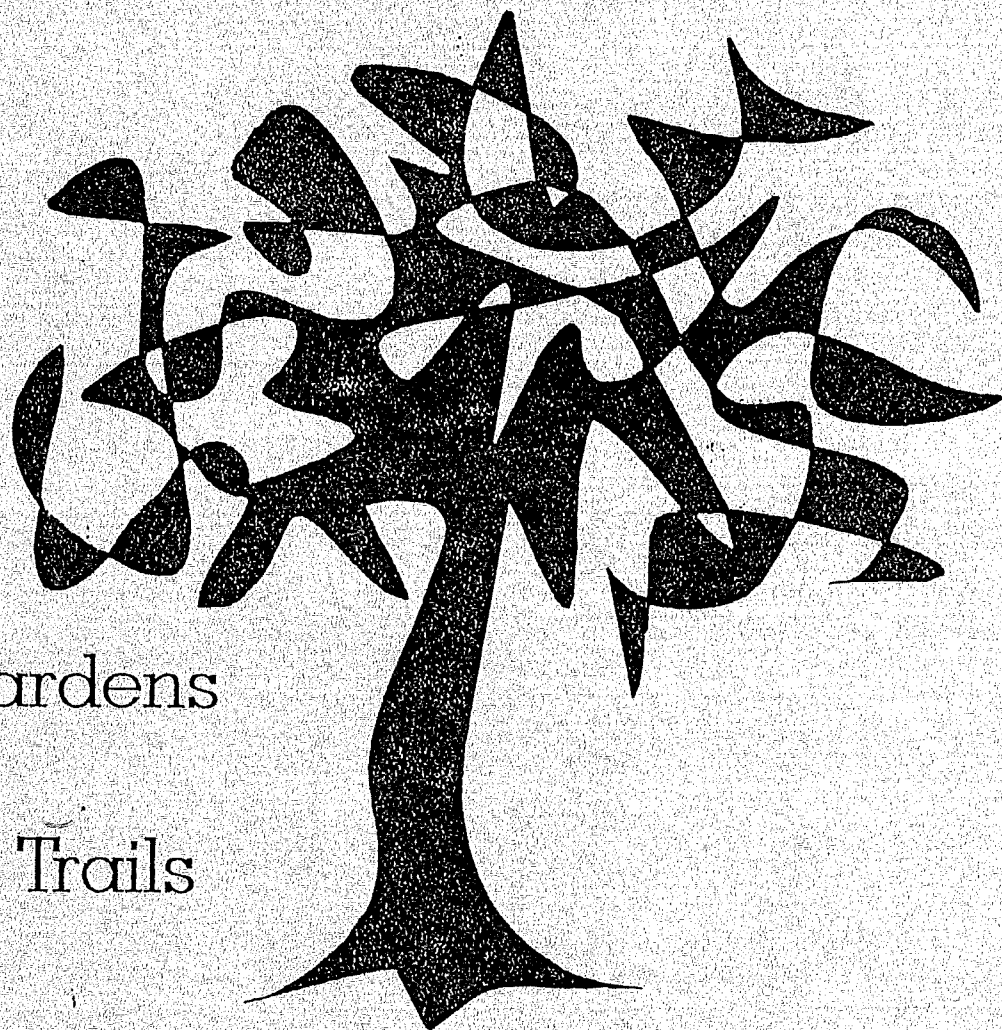
[REDACTED]

Diane C. McCoy

[REDACTED]

Resident of Redmond OR for three years and four months

BOLIVAR



Bird Gardens
&
Nature Trails

Celebrate the Holiday Spirit
with Nature Park Advocates

★

Bring Cookies  Beverage

7:30pm

Thursday, December 15

Bolivar Community Center

BOLIVAR NATURE PARK

The purpose of the Bolivar Nature Park is two-fold. It provides an educational opportunity to observe and learn about nature, ecology and bio-diversity. It also offers the experience of enjoying the tranquility of nature.

Ecology is defined as the relationship of living things to each other and to their environment. People are part of this ecological relationship. We can enhance our lives and our environment with an increased understanding and appreciation of nature, ecology and bio-diversity.

For your enjoyment Bolivar Nature Park on the interpretive trail, numbered posts are located along the trail and correspond to the numbered plant list. Emphasis has been given to plants with an identifiable relationship to other living things, such as birds and butterflies in order to illustrate ecological impact.

The trail is 1.5 of miles long and is well established with moderate up and down elevations. It is easily self-guided and has foot bridges and 3 parking areas dotted along the way for your convenience and enjoyment.

We are pleased to have you Bolivar Nature Park as an enriching outdoor experience.

SUCCESSION

The Bolivar Nature Park and surrounding region has experienced tremendous change, primarily due to the influence of human activity.

The park has changed gradually and systematically changing due to natural influences. Over time the forest composition has changed from a plantation of Mulberry, Locust, Ash and Maple to a climax forest of Oak and Hickory. The predominant tree species in the forest changes, so will the birds, insects, amphibians, reptiles and mammals.

The process of slow, constant change in plant and animal communities is defined as succession. Bolivar Nature Park is a kaleidoscope of ever-changing communities, interconnected and dependent on each other. Natural succession will be forever sculpting the character of Bolivar Nature Park.

HABITAT

Although Bolivar Nature Park is almost entirely wooded, several different habitats exist within its 7 acres. Each species of plant and animal requires a habitat, or living space, suited to its needs. Some

organisms adapt to a wide range of conditions; others have very specific needs. Bolivar Nature Park provides various habitats differing in soil, rock type, ground cover, amount of sunlight to reach leaves on the ground, moisture content, and types and density of vegetation.

An EDGE habitat exists along the park edges, for example by the parking and picnic areas. More sunlight is available for flowers and plants that require it, and for birds and butterflies which tend to frequent edges of forests, due to numerous wildflowers, brambles, poison ivy and weeds.

Beyond the trail head is a fence. A FENCE ROW or THICKET habitat affords support for vines and tends to remain uncut. It attracts certain life forms needing cover for protection, such as rabbit and quail.

A distinct GIANT OAK habitat is discernible beneath the giant red oak beyond the trail head. Only trees and plants able to adapt to the very heavy shade of such an environment can survive, such as dogwood and redbud, located beneath the boughs of this old tree.

A STREAM habitat exists within the park. Although the flow is seasonal, some areas are moist a good part of the year. Fallen leaves are channeled toward the stream bed. It also provides water to drink or a damp area for amphibians, crustacea, and insect larvae that live under the rocks nearby.

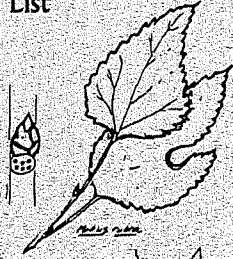
Examples of a MICRO habitat are dead trees, providing nourishment for fungi and insects and for the animals that eat them. Woodpeckers excavate nests and many birds perch on them. Rotting trees on the ground are another example. Their moisture protects salamanders, worms and slugs. Eventually they nourish the soil for plant growth.

ABOUT YOUR PARK AND RECREATION COMMISSION

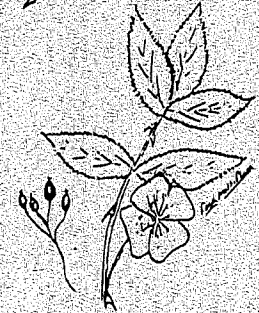
The Jefferson County Parks and Recreation Commission owns or controls seven parks, comprising over two hundred acres, located throughout the County. As of the time of this printing, the Commission also leases an eighth park from a private organization. The parks in the Jefferson County park system boast of varied facilities, including picnic areas, athletic fields and tennis courts, nature trails, and playgrounds. Plans are underway for development of additional facilities at several parks. The Commission also offers fun-filled activities and classes for all age groups.

For more information call (304)728-3207 or write the Jefferson County Parks and Recreation Commission, P.O. Box 596, Charles Town, West Virginia, 25414.

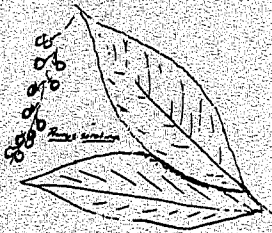
BOLIVAR NATURE PARK Plant List



1. **Red Mulberry** (*Morus rubra*): A native tree distinguished from the Asiatic white mulberry by its red-black fruit eaten by a variety of mammals and birds, particularly Orioles.



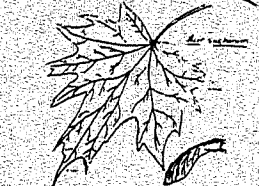
2. **Multi-flora Rose** (*Rosa multiflora*): Formerly planted for wildlife and erosion control, it is no longer recommended because it spreads rapidly and grows into dense thickets difficult to eradicate. Birds, including cardinals, eat the berries and seeds and enjoy the dense habitat for cover, as do rabbits and other wildlife.



3. **Black Cherry** (*Prunus serotina*): Useful to man for many construction purposes, birds and mammals enjoy the fruit. The leaves are a favorite for larva of the tiger swallowtail butterfly. Caterpillars of the tent moth make silver, silken webs in the branches of this and other fruit trees.



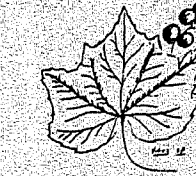
4. **Tree of Heaven** (*Ailanthus altissima*): An invasive Asian species, this tree spreads quickly in disturbed soil. It sometimes grows through a crack in the sidewalk and was the namesake of A Tree Grows in Brooklyn. Crushed leaves have a strong odor. Larva of the Cynthia moth feed on the leaves. Locally it is mistakenly called "Sumac" which is smaller, turns red in the Fall, has serrated leaves and lacks the strong odor.



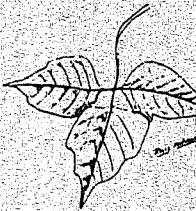
5. **Sugar Maple** (*Acer saccharum*): This maple is used for sugar and furniture and is common in Bolivar Nature Park.



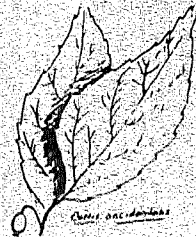
6. **Paw Paw** (*Asimina triloba*): This tree has kidney shaped, edible fruit and may provide medicine for cancer. The fruit is eaten by several mammals and its leaves by larva of the zebra swallowtail butterfly.



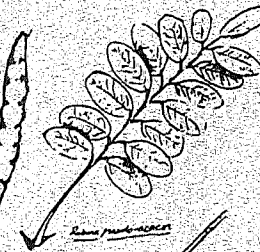
7. **Grape Vine** (*Vitis sp.*): The small, wild grapes are eaten by over 100 species of birds and other wildlife. Old grape vines may reach 6 inches in diameter and climb high into a tree, often to its detriment.



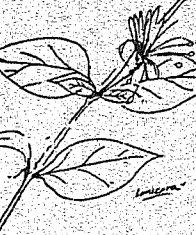
8. **Poison Ivy** (*Toxicodendron radicans*): It has three leaflets which are sometimes reddish or shiny. Roots which ascend tree trunks have many fine hairs. It usually grows as a vine. Numerous birds eat and disperse the white berries. The leaves and roots secrete an oil which cause rash and blisters on many people.



9. **Hackberry** (*Celtis occidentalis*): A native hardwood deciduous tree, the berries are a favorite of the cedar waxwing and other birds in late winter. The hackberry butterfly lays its eggs on this tree and their caterpillars eat only hackberry leaves.



10. **Black Locust** (*Robinia pseudoacacia*): The wood makes durable fenceposts. Seeds and flower buds are eaten by wildlife, but twigs and bark may poison livestock. As a member of the pea family, its roots fix nitrogen in the soil. Wood is hard but brittle, and breaks off in storms.



11. **Japanese Honeysuckle Vine** (*Lonicera japonica*): This non-native plant can take over an area. The foliage is eaten by deer in winter and hummingbirds utilize flower nectar. Other birds eat the black berries.

Commission Approves Appointees; Development Resolution Is Okehed

The Jefferson County commission, after studying at length potential candidates, actually elected appointees to its boards and commissions during last Thursday's weekly session.

Commissioners filled seven positions on the Jefferson County Parks and Recreation, four full terms and three unexpired terms.

Because of the large number of people seeking positions on this group, Commission President Henry W. Morrow, suggested that his fellow commissioners nominate their candidates for each position. From those nominees, commissioners voted by a show of hands those they wished to elect.

For the unexpired terms on Parks and Recreation, Lucia Wicker was elected by a 4-1 vote to fill a two-year vacancy. Elected to the other two unexpired terms of three years each were Diane McCoy-Raum, 5-0 vote,

and Donna Piper, 4-1 vote.

Unanimously elected to full terms were Kenneth Anders and Jim Pier-son, while Douglas Perks and Brande Larrimore were added to full terms on 3-2 votes.

Other positions filled included the reappointment of George Magin to the Board of Health, the reappointment of Dixie Kilham to the Harpers Ferry/Bolivar Public Service District, the appointment of Bob Fodor to the Jefferson County Solid Waste Authority, and the reappointment of Don Ranalli to the Summit Point Library Board of Directors.

In other action by the Commission, a resolution was adopted, upon the recommendation of development director Jane Peters, to seek approval of the county as a Certified Development Community in West Virginia. This program is sponsored by the State Chamber of Commerce, the West Virginia Development Office and the State Development Council. Mercer County is currently the only one of West Virginia's 55 counties with such certification.

Peters told commissioners that the local Development Authority has already met most of the requirements to be named a Certified Development Community. She said such an affiliation would provide signs at the entrances to the county signifying the title and would be excellent public relations with potential business prospects.

The executive director of the Development Authority said 18 months is given to meet the qualifications for certification, but it would not nearly take that much time to qualify Jefferson County.

She further told the commission that the authority is proposing a major marketing campaign for the local industrial park and that several good possibilities were in the offing, including one the Development Authority expected to close within days.

Peters indicated that as a Certified

Development Community in the Mountain State, prospects making inquiry to appropriate clearinghouses would be referred to Jefferson County on a priority basis.

The commission approved the request for resolution unanimously.

The county government was informed that auditors checking out the records and bookkeeping in Jefferson for the 1990-91 year had no adverse findings.

In other action, the commission received a notice from Regional Medical Services, Inc., that it intended to terminate its lease for offices at the Bardane Center, received a letter of appreciation from the Shepherdstown Public Library for the county's continued financial support, accepted a check in the amount of \$3,239.75 from the West Virginia Racing Commission for the period June 16-28, and received a letter from Katherine Lowman expressing her support for a recycling program.

Rotary Router



S H E P H E R D S T O W N

W E S T V I R G I N I A

VOL VIII

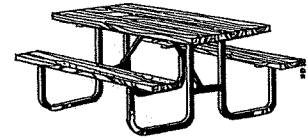
TUESDAY, AUGUST 16, 1994

NO. 7



A Parking Structure

D i a n e M c C o y



TODAY

Diane McCoy brings to the Jefferson County Parks and Recreation Commission many years of experience in organizational management, volunteerism and public relations.

Since beginning her volunteer tenure on the Commission, Diane has served on the Executive Committee, one year as Secretary and presently serving her second term as Vice-president. As well, Diane is active with the Public Information Committee who authored their first (and new) brochure. She is also the Liaison for the development of the Bolivar Nature Park, a community-based effort, turning what was once a trash heap into a seven-acre interpretive parkland for nature lovers.

Diane lives in Tuscowilla Hills, is Community Development Specialist for the FOCUS Coalition, and is the proud mom of two teenagers.

LAST WEEK

Mr. Jud Romine, Superintendent of Jefferson County Schools, spoke to us last week about his hopes and plans for the school system as he begins his first term.

Jefferson County School facilities are the best in the state. There are now nine elementary schools, including a new one at Bardane, and a Media Center has just been completed at Shepherdstown Junior High. The County has spent \$22 million in the last five years, \$18 million of local money and \$2-3 million of state money.

Many changes must be made to accommodate the burgeoning population of the County. Currently Jefferson County has an application to the School Building Authority in Charleston to go to a "middle school concept." This would group 6th, 7th and 8th grade and would add 9th grade to high school, alleviating pressure at the elementary level. The 9th grade at Jefferson High School would be housed in a new building. The whole proposal would cost \$15 million. In two years, the County will be required to provide all-day kindergarten, creating additional problems.

Mr. Romine's goals for the schools are to provide alternative schools for the citizens of the county; to improve the drop-out rate with a new re-entry program; to provide more counselors at the elementary level; and to operate the system within its budget limits.

CLUB NEWS

Emmanuelle Maquart, our Rotary Exchange Student from Privac, France, will be arriving next week. She will be staying with Hank and Dale Walter and will be attending Jefferson High School.

Our nominee for a Rotary Ambassadorial Scholarship, Megan Woodard from Shepherd College was selected as an alternate for the district.

VISITORS

Wade Banks and Nancy Van Tol Rempe continued their contest for the award "Most Consecutive Visits."

Rotary Exchange Student Greg Porter, our nominee, also shared the

meal. Though he was headed for Indonesia on August 10th, he didn't seem at all *timorous*.

50-50

There's a magazine that bears his name
And even a gin that hails by the same.
His house is decked and his belle is Holly
With cash for golf, he'll surely stay jolly!

SPECIAL DAYS

It might as well be June. Two anniversaries will be celebrated today, **Howard** and Jean Carper, and **Flick** and Ruth Hoxton; one tomorrow, **Carl** and **Judy** Moore; and one on the 22nd, **Greg** and Janice Pleasant.

It might as well be spring. **Phil** Weiner celebrates his birthday on August 17, and **Teresa** Cangemi's birthday is the 20th.

Lengthy and happy regards for lengthy lives of happiness!

NEARBY MAKE-UP CLUBS

Berkeley Springs, WV	TH	1200	Appalachian Inn
Boonsboro, MD	TH	0730	Red Byrd Restaurant
Charles Town, WV	TU	1215	JMH Board Room
Frederick, MD	W	1215	FSK Mall Holiday Inn
Hagerstown, MD	W	1215	Venice Motel
Hagerstown, MD	M	1815	Nick's Airport Inn
(Long Meadows)			
Hagerstown, MD (am)	F	0730	Holiday Inn
Hancock, MD	TU	1830	Weaver's Restaurant
Leesburg, VA	TH	1830	Laurel Brigade Inn
Martinsburg, WV	TH	1215	Sheraton Inn
Martinsburg, WV (am)	TU	0715	Sheraton Inn
Williamsport, MD	W	0715	Homewood Center
Winchester, VA	TH	1230	Travelodge

For other locations, check with the Club Secretary

Published at Walloon Lake, Mi., The Router's Summer HQ

One of two Experience and Occupation narratives

BRIEF OUTLINE OF EXPERIENCE AND OCCUPATIONS

Of
Diane C. McCoy

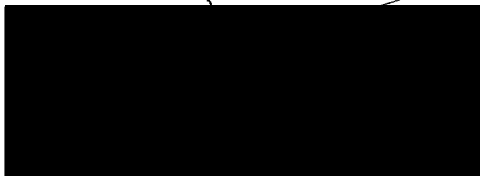
I began my community-based outreach at the Oregon Health Sciences University originally as an administrative staff member in the Department of Ophthalmology, Elks Children's Eye Clinic, funded by the Oregon State Elks Association (Elks). I quickly realized there was a need/gap for increased and newly developed communication, accommodation, and Elks' volunteer and donation involvement.

I spent lunches and overtime developing a plan to make this collaboration materialize. Soon my superior set me aside one day to officially confer me to undertake this initiative; first just one, then two, then finally three days a week. It was then official: I was titled "*Liaison Officer*" to the Oregon State Elks Association. It also enabled me to stay home part-time with my young children.

Garnering the funding for the "Casey Eye Institute" was part of my work. I was sent to the Grantsmanship Center in Los Angeles CA, and later at an Executive Development course to shore up my fundraising skills sets.

I was honored to find the gentleman who gave about \$6,000,000 to this initiative as the "Leadership Gift." (Mr. Casey and brother founded UPS way back in the day.)

How very rewarding it was!



BRIEF OUTLINE OF EXPERIENCE AND OCCUPATIONS

Of
Diane C. McCoy

My late husband was really sick so we decided to move back east so he could be by his family. We settled near the WV and MD border, close to Harpers Ferry WV where the underground railroad was located nearby. (I visited the tree on which they hung John Brown.)

It was not long after that I secured a position as a "Community Development Specialist" through a U.S. Department of Health and Human Services (DHHS) 5-year research grant awarded to the United Way with the stipulation of creating its own entity which was then formed. It was titled "Free Our Citizens of Unhealthy Substances" (FOCUS).

DHHS was frustrated that, historically, all efforts to significantly curb alcohol and other drug abuse in youth and community fell far short. So they turned to us, the select communities across the nation, in using a community-based approach. I was tasked with recruiting and facilitating two of the four Task Forces, primarily Criminal Justice, and Business.

Using the Community Wheel model, everyone I approached was thrilled with this potential. Lawyers, law enforcement, county commissioners, schools, fire and rescue, the regional US Department of the Interior, Alcohol and Beverage Commission, private citizens and youth all came forward, plus many more.

At this time, I will only speak to two specific initiatives, as follows:

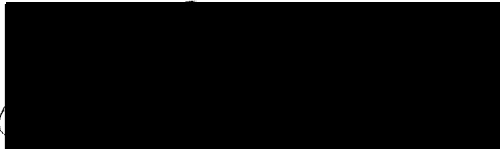
- 1) I set my sights on the most marginalized and drug infested community in the county named "Fox Glen." There were no street lights, no road/street signs. The children were going to school with dirty and smelly underwear, residents were forced to get their water from their "pool" which was empty when I began. Trash heaps everywhere etc.

We were able to close down 6 out of the 8 drug houses. We procured a "Drug Free School Zone," founded a Community Center, tool library, Sunday Family Bicycle Day; barbed wire fences were torn down, and houses painted to name a few. Those responsible for this decline were forced to participate in time and money.

This initiative earned the National Award in Community Development by DHHS and was replicated around the country.

- 2) This award from DHHS caught the attention of the U.S. Department of Justice (DOJ). I was invited to serve on President Bill Clinton's 88 member national "Task Force on Community Policing." Crime was rampant and the President sought input from community leaders regarding the potential of the "Community Policing" model due to the success enjoyed by the United Kingdom. I was also asked to read and critique the national proposal as well as other related matters.

My "Life's Work" continued with other communities and initiatives.



CITY OF REDMOND PARKS COMMITTEE APPLICATION

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, KURT NELSON, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the Redmond Parks Committee.

[Redacted Address]
(Address)

Redmond, OR 97756

[Redacted Phone]
(Phone)

[Redacted Email]
(Email)

Qualified Committee applicant shall reside within the Redmond School District 2J.

How long have you been a resident, owned property or operated a business? Years: 0 Months: 10

What reasons do you have for wanting to be a member of this committee? TO SERVE
THE COMMUNITY I LIVE IN, AND TO USE MY
EXPERIENCE WITH PARKS TO AID THE CITY. I HAVE
A MASTER OF PUBLIC ADMINISTRATION DEGREE.

Brief outline of experience and occupations. 1980-84 Multnomah Co. Sheriff; 1982-2009
Portland Police (1982-84 Reserve Officer); 1999-2010 Adjunct Instructor Clackamas
Community College; 2009-2011 Park Ranger Supervisor Portland Parks; Director
of Campus Safety Clackamas Community College; 2013-2018 Investigator Dept. of
Justice; USFS/NOAA Volunteer 1987-1998, and 1996-2020 National Park Service Volunteer
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 committee is subject to public records disclosure.

[Redacted Signature]
(Signature)

4/5/2021
(Date)

CITY OF REDMOND PARKS COMMITTEE APPLICATION

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I, Paul M Povey, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the Redmond Parks Committee.

(Address)

(Phone)

(Email)

Qualified Committee applicant shall reside within the Redmond School District 2J.

How long have you been a resident, owned property or operated a business? Years: 40 Months:

What reasons do you have for wanting to be a member of this committee? I'm a father of 3
boys that all play sports and play at local parks. I also own a surveying company that has been
in business in Redmond since 1922. I think I have some good ideas for where Redmond
should be going and parks are a big part of that.

Brief outline of experience and occupations. I'm a surveyor and have a lot of experince with
design and planning. I think that would be a big help with the parks committee.

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 committee is subject to public records disclosure.

(Signature)

4/7/21

(Date)

**CITY OF REDMOND
PARKS COMMITTEE APPLICATION**

Please type or print answers to the following questions and submit to the City Recorder at City Hall, 411 SW 9th St, Redmond, OR 97756. If you have any questions, please feel free to contact the City Recorder at 541-923-7751. Thank you for your time and interest in the City of Redmond. Attach additional sheets if necessary.

I, Julie Wilson, respectfully request to be considered
(Please print first and last name)
as an applicant for a position on the Redmond Parks Committee.

[Redacted]
(Address)

Redmond OR 97756

[Redacted]
(Phone)

[Redacted]
(Email)

Qualified Committee applicant shall reside within the Redmond School District 2J.

How long have you been a resident, owned property or operated a business? Years: / Months: /

What reasons do you have for wanting to be a member of this committee? I am an active outdoors person, am a parent and a member of an adult sports league so I have a vested interest in the Parks committee.

Brief outline of experience and occupations. I have been a naturalist guide and tour leader, worked for Bend Parks and Rec and several YMCAs. I am an educator and parent.

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 committee is subject to public records disclosure.

[Redacted]
(Date)

3/30/2021