



REDMOND FIRE & RESCUE
341 NW DOGWOOD AVENUE
BOARD MEETING AGENDA
December 17, 2025 @ 9:30 a.m.

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. AGENDA CHANGES

5. PACKET DOCUMENTS FOR INFORMATION ONLY

- a. November 2025 Operations Report
- b. November 2025 Financial Report
- c. November 2025 Ambulance Billing Report
- d. November 2025 Fire & Life Safety Report
- e. Citizen Correspondence

6. CONSENT AGENDA

- a. Meeting Minutes – November 19, 2025

7. PUBLIC COMMENTS

8. PUBLIC PRESENTATION

9. REPORTS

10. ACTION ITEMS

- a. Annexations – Fire Marshal Mooney

Resolutions authorizing the amendment of the Redmond Fire & Rescue Fire District's boundaries to include land within Deschutes County and contiguous to the boundaries of Redmond Fire District at the written request of the property owner in accordance with ORS 198.857.

- Resolution No. 2025-23
- Resolution No. 2025-24
- Resolution No. 2025-25

- b. Terminating Public Procurement Authority – Chief Herrera

Resolution authorizing the termination of Redmond Fire & Rescue District's Public Procurement Authority Agreement in accordance with ORS 190.010.

- Resolution No. 2025-26

11. FIRE CHIEF REPORT

12. NEW BUSINESS

13. OLD BUSINESS

14. BOARD MEMBER COMMENTS

15. BOARD PRESIDENT COMMENTS

16. ADJOURN

Members of the public who wish to attend the meeting virtually may do so by joining from your computer, tablet or smartphone at <https://global.gotomeeting.com/join/797053381>. Or you can dial in using your phone to 1(408) 650-3123 at the designated time and enter the access code 797-053-381.

Anyone needing accommodation to participate in the meeting must notify Diane Cox at least 48 hours in advance of the meeting at 541-504-5020 or diane.cox@rdmfire.org. Redmond Fire & Rescue does not discriminate on the basis of disability status in the admission or access to treatment, employment or in its programs or activities.

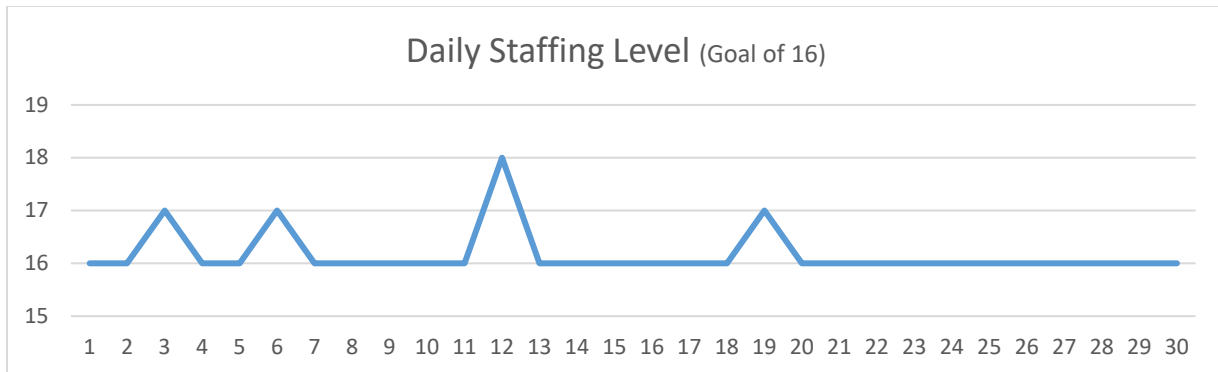


Redmond Fire & Rescue

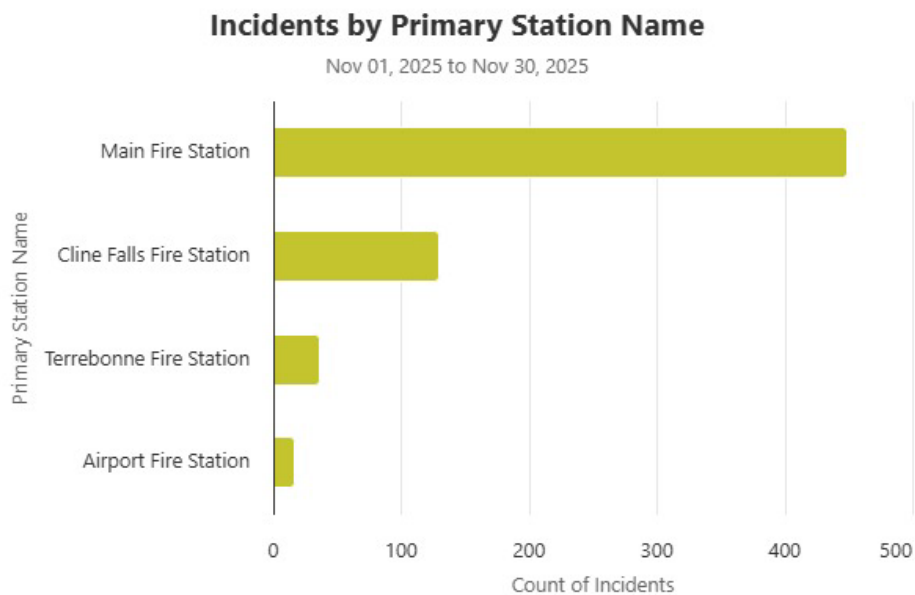
DECEMBER 2025 OPERATIONS REPORT

Total Calls for Service-641 (Average 21.36/Day) (+331 Calls over this time in 2024)

Station / Apparatus Closure: No Station Closures



****Staffing levels do not include those in training or covering special events.**





Redmond Fire & Rescue

DECEMBER 2025 OPERATIONS REPORT

Incidents by Day and Hour

Nov 01, 2025 to Nov 30, 2025

Day of Week	Hour of Day																							
	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200
Sunday	2	0	1	2	6	0	3	4	11	4	5	7	7	8	8	3	5	5	2	6	8	3	0	3
Monday	2	0	2	1	0	3	4	2	3	4	2	4	10	4	7	10	6	8	5	5	3	4	5	2
Tuesday	3	2	2	0	5	1	3	2	5	2	4	3	6	7	4	4	6	6	6	2	5	5	3	0
Wednesday	2	1	1	2	3	2	2	2	1	6	1	8	5	5	8	4	5	10	5	1	1	2	5	7
Thursday	6	2	2	1	3	2	1	2	6	5	2	5	4	6	4	5	2	4	3	2	2	6	2	2
Friday	1	2	4	1	0	3	2	3	2	6	3	2	3	7	4	4	5	6	4	6	4	4	1	2
Saturday	3	3	4	0	2	4	3	4	8	2	3	5	6	6	7	5	5	5	10	7	4	4	5	4

Mutual/Auto Aid:

- Given: 5
- Received: 0

Transfers: 91 (3.03/day)

Building Fires: 0



Redmond Fire & Rescue

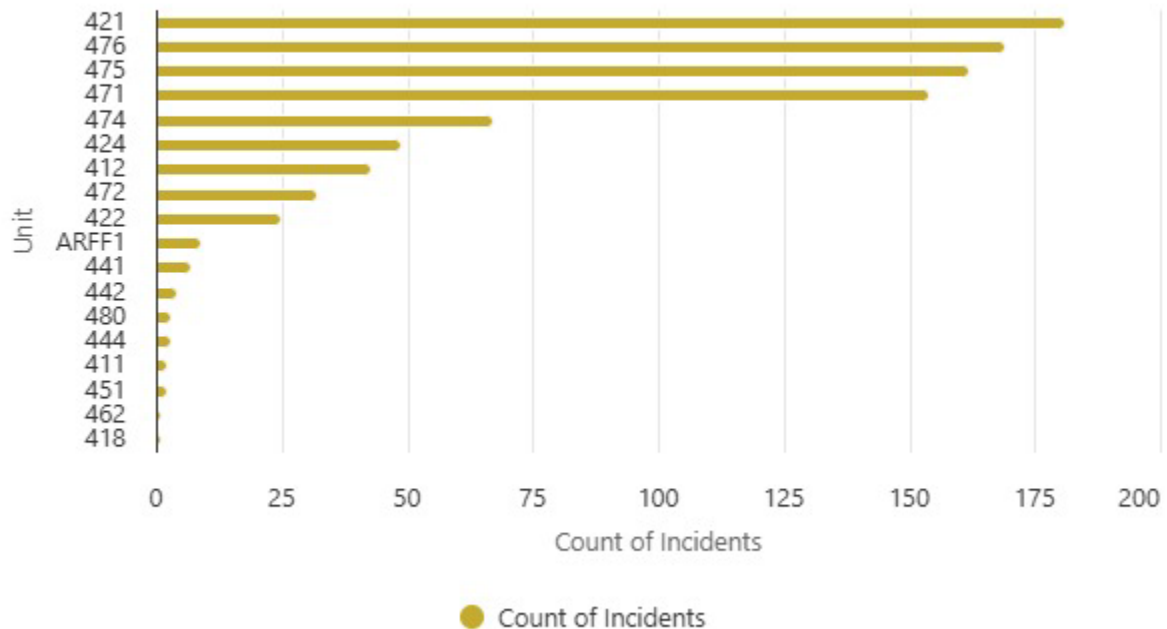
DECEMBER 2025 OPERATIONS REPORT

Responses to Undeveloped Areas: 9

- EMS Responses: 2
- Passenger Vehicle Fires: 0
- RV/Tent Fire: 3
- Brush Fires: 0
- Unauthorized Burning: 2
- Other: 2

Incidents by Apparatus Resource ID (Top 40)

Nov 01, 2025 to Nov 30, 2025



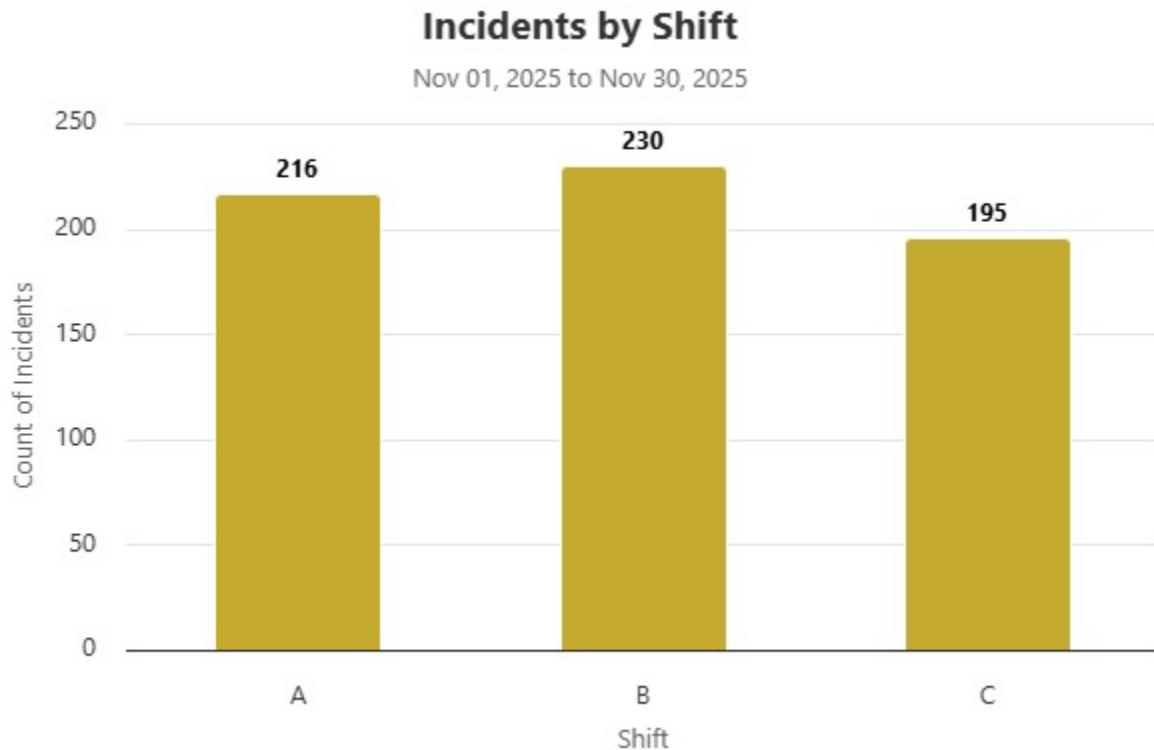


Redmond Fire & Rescue

DECEMBER 2025 OPERATIONS REPORT

Monthly Emergency Response Times (Average)

- Dispatched to Enroute: 1min 37 Seconds
- Dispatched to Scene: 8min 18 Seconds



Fire Apparatus—The engine approved for purchase in March 2025 has been ordered and will have a projected delivery of March 2028.

Ambulance—We have requested to start the build process for another ambulance with Braun Northwest. This process secures our place in the manufacturing process. Current build time is around 500 days. This ambulance would likely be delivered in June of 2027.



**REDMOND FIRE & RESCUE
FINANCIAL DASHBOARD
OCTOBER 31, 2025
42% OF TOTAL BUDGET**

42%	2025/26 Budget	2025/26 YTD	% of Budget	Prior Year Actual
General Fund				
Revenues				
Property Tax - Permanent Rate	9,718,000	8,891,061	91.5%	8,431,766
Property Tax - Levy	4,045,000	3,711,404	91.8%	3,531,708
Ambulance Revenue	3,447,400	1,428,293	41.4%	1,457,681
Fire Med Membership	20,000	15,190	76.0%	14,501
Contractual Services (Airport)	884,887	368,987	41.7%	344,200
Conflagration	25,000	157,124	628.5%	-
GEMT	525,000	-	0.0%	-
Grants	-	13,208	0.0%	-
Assessed Fees	20,500	17,340	84.6%	12,493
Interest	300,000	149,176	49.7%	143,706
Other	72,300	194,955	269.6%	163,282
Total YTD Revenue	19,058,087	14,946,737	78.4%	14,099,337
Expenditures				
Administration				
Personnel (includes OT)	1,137,396	425,828	37.4%	397,688
Materials & Services	447,396	146,518	32.7%	117,776
Total Administration	1,584,792	572,346	36.1%	515,464
Fire & Rescue Operations				
Personnel (includes OT)	12,499,141	4,915,746	39.3%	4,526,689
Overtime - Suppression	790,000	328,113	41.5%	431,169
Overtime - Conflagration	25,000	2,360	9.4%	-
Materials & Services	451,255	126,141	28.0%	137,272
Total Fire & Rescue Ops	12,950,396	5,041,888	38.9%	4,663,961
Fire & Rescue Training				
Personnel (includes OT)	241,085	104,250	43.2%	94,223
Materials & Services	149,115	41,237	27.7%	83,818
Total Fire & Rescue Training	390,200	145,487	37.3%	178,041
EMS Operations				
Personnel (includes OT)	1,154,562	463,578	40.2%	438,888
Overtime - EMS	246,523	67,559	27.4%	90,225
Materials & Services	542,550	97,578	18.0%	125,307
Total EMS	1,697,112	561,156	33.1%	564,195
Fire & Life Safety				
Personnel (includes OT)	408,541	172,242	42.2%	135,632
Materials & Services	31,900	12,661	39.7%	7,869
Total Fire & Life Safety	440,441	184,904	42.0%	143,501
Facilities, Vehicles & Equipment	1,114,888	386,613	34.7%	387,440
Debt Service	774,500	384,023	49.6%	201,832
Transfers Out - To Capital Projects	1,646,086	-	0.0%	-
Total YTD Expenditures	20,598,415	7,276,415	35.3%	6,654,434
Net Revenue Over Expenditures	(1,540,328)	7,670,322	-	7,444,903
Beginning Fund Balance	8,093,587	-	0.0%	7,170,052



REDMOND FIRE & RESCUE
FINANCIAL DASHBOARD
OCTOBER 31, 2025
42% OF TOTAL BUDGET

42%	2025/26 Budget	2025/26 YTD Actual	% of Budget	Prior Year Actual
Capital Projects Fund				
Revenues				
Bond/Note Sale	-	-	0.0%	-
Grants	1,500,000	-	0.0%	-
Sale of Property	-	-	0.0%	-
Other	-	-	0.0%	-
Transfers In - From General Fund	1,646,086	-	0.0%	-
Total YTD Revenue	3,146,086	-	0.0%	-
Expenditures				
Capital Outlay	2,875,000	513,589	17.9%	186,780
Total YTD Expenditures	2,875,000	513,589	17.9%	186,780
Net Revenue Over Expenditures	271,086	(513,589)	-	(186,780)
Beginning Fund Balance	1,728,914	-	0.0%	1,176,827

MERRC Fund				
Revenues				
MERRC Fee	30,000	-	0.0%	-
Total YTD Revenue	30,000	-	0.0%	-
Expenditures				
Capital Outlay	110,000	90,650	82.4%	-
Total YTD Expenditures	110,000	90,650	82.4%	-
Net Revenue Over Expenditures	(80,000)	(90,650)	-	-
Beginning Fund Balance	187,084	116,776	62.4%	75,512



REDMOND FIRE & RESCUE
FINANCIAL DASHBOARD
OCTOBER 31, 2025
42% OF TOTAL BUDGET

Personnel Costs - November

	Salary	OT	Medical	PERS
2025	\$ 596,730	\$ 90,343	\$ 125,688	\$ 239,024
2024	\$ 576,651	\$ 105,437	\$ 102,250	\$ 203,223

Cash Balances - November

	Total Cash		Fund	By Fund	
	2025	2024		2025	2024
LGIP (4.43%/5.00%)	16,346,032	15,263,841	General	14,732,055	14,191,699
FIB - General	259,969	202,806	Capital Projects	1,728,914	1,222,231
FIB - Donation	42,053	11,221	MERRC	187,084	63,938
Total	\$ 16,648,053	\$ 15,477,868		\$16,648,053	\$15,477,868

Board Required Signature Checks - November

Payee	Amount	Description
City of Redmond	29,836.17	Vehicle Maintenance
HRA VEBA Trust	22,208.12	VEBA Contributions
Lexipol LLC	34,960.80	Contract services for policy manual
Mastercard	11,273.04	Various operating materials and services
Our Personal Touch	12,231.38	Uniforms
PNC Equipment Finance	88,954.97	Debt payments Type 3 & Engine
Rugged Solutions America (Setcom)	11,003.99	Radios for new engines
SDIS	110,768.24	Medical insurance premiums



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

December 01, 2025

Jessica Jackson
Confidential Administrative Specialist
Redmond Fire & Rescue, Oregon

Dear Jessica:

A panel of independent reviewers have completed their examination of your Annual budget document for the period beginning July 2025. We are pleased to inform you that your budget document has been awarded the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

Your Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption.

Your electronic award package contains the following:

- **Scores and Comments.** Each entity submitting a budget to the program is provided with reviewers' scores for each of the categories on which the budget document was judged along with reviewers' confidential comments and suggestions for possible improvements to the budget document. We urge you to carefully consider these suggestions as you prepare your next budget.
- **Budget Award.** A camera-ready reproduction of the Award is included for inclusion in your next budget. If you reproduce the camera-ready image in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria. Please refer to the instructions for reproducing your Award in your next budget (also included in your award package).
- **Certificate of Recognition.** When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for its having achieved the award.
- **Sample press release.** Attaining this Award is a significant accomplishment. The sample press release may be used to give appropriate publicity to this notable achievement.

In addition, award recipients will receive via mail either a plaque (if the government is a first-time recipient or has received the Award fifteen times since it received its last plaque) or a brass medallion to affix to the plaque.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Awards Programs staff at (312) 977-9700.

Sincerely,

Michele Mark Levine
Director, Technical Services Center



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Redmond Fire & Rescue
Oregon**

For the Fiscal Year Beginning

July 01, 2025

Christopher P. Morrell

Executive Director



Redmond Fire & Rescue Ambulance Billing Report November 2025

HealthEMS RevNet

November Charges	(Net)	\$	234,392.96
November Payments		\$	204,661.92
November Write-Offs		\$	29,437.93
Collections	\$	5,402.62	(11 claims)
FireMed	\$	375.00	(2 claims)

YTD Accounts Receivable (11/30/2025) \$ 448,147.72
Billed through 11/24/2025 as of 11/30/2025

FireMed Statistics

	October	YTD
FireMed Member Payments	\$ 4,450.00	\$ 16,850.00
Donations	\$ 40.00	\$ 40.00
Patient Account Write-Offs	\$ (375.00)	\$ (9,614.00)
Life Flight Management Fee	\$ 1,112.50	\$ (4,212.50)
FireMed Revenue	\$ 5,227.50	\$ 3,063.50

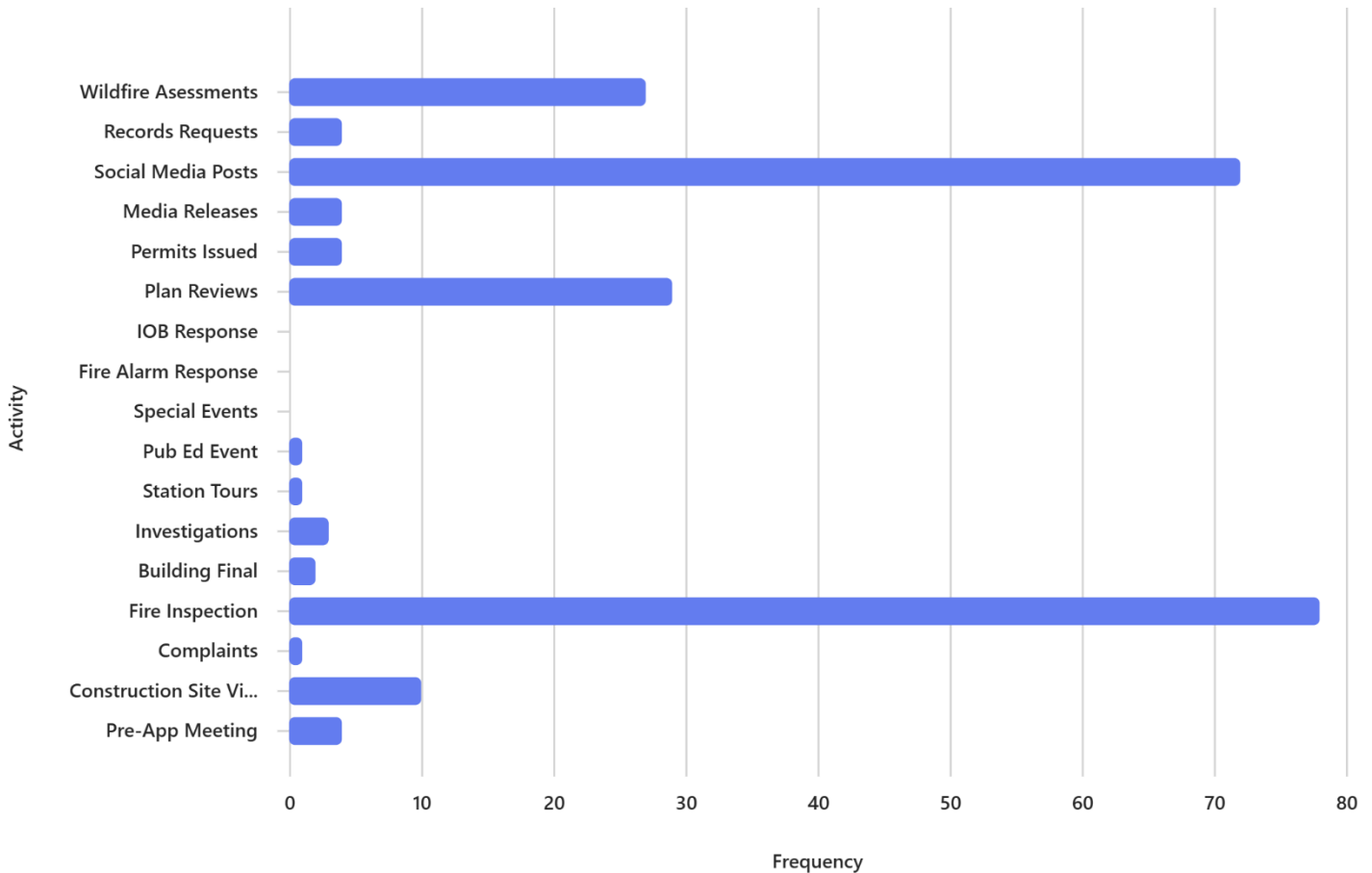
YTD is fiscal year July 1, 2025 - June 30, 2026



Redmond Fire & Rescue

Fire & Life Safety Division Report

November 2025



Plan Reviews-10

Fire Inspections-49

Permits Issued-2

Social Media Posts-43

Defensible Space Assessments-27

Notable Projects

- Dry Canyon South Phase 4-39 lots, NW Way and NW Quince
 - RDM Rental Car Quick Turnaround Facility- SW Airport Way & SW Wickiup Ave
 - Redmond East Gateway-E Antler & SE 17th
-
- **Total Fees Invoiced in November:**
\$1,550.00 Plan review, and permits

Dear Redmond Fire & Rescue,
Thank you so much for
helping my husband on 11/20/25.

He is currently in a Care Home
off of [REDACTED]

With Sincere
Thanks,
[REDACTED]

So sorry the payment
was late! It's been crazy!
[REDACTED]

Photographer: Elizabeth Williams

Dear,
Redmond fire
& Rescue,



11-28-25

WARMEST THOUGHTS
AND BEST WISHES FOR A
JOYOUS HOLIDAY SEASON.

Mr. & Mrs. [REDACTED]



**Email
Message:**

You're ambulance 476 called on our house on Dec. 1 at around midnight because my wife was in a very agitated state [REDACTED]. I would like to commend your two young attendants who were very professional in how they discussed the situation with her, and ultimately convinced her to go to the emergency room for a check up. They also pulled me aside to discuss different possibilities. I don't know their names, but congratulations on 2 great employees!

REDMOND FIRE & RESCUE
BOARD MEETING MINUTES
November 19, 2025

BOARD PRESENT: President Jessica Meyer, Vice President John Blanton, Secretary/Treasurer Earl Fisher, Member Gary Ollerenshaw, and Member Dick Knorr.

STAFF PRESENT: Fire Chief Ryan Herrera, Deputy Chief Dustin Miller, Human Resources Manager Diane Cox, Fire Marshal Tom Mooney, Chief Financial Officer Jodi Burch, Captain Sean Hagen, Engineer Eric Englegau, Firefighter Justin Troup, Confidential Administrative Specialist Jessica Jackson, and Administrative Assistant Katie Annen.

STAFF ABSENT: None

PUBLIC PRESENT: None

CALL TO ORDER: President Meyer called the meeting to order at 9:30 am.

ROLL CALL: All present.

AGENDA CHANGES: Addition of Resolution No. 2025-22 pending discussion during executive session.

PACKET DOCUMENTS FOR INFORMATION:

Chief Financial Officer, Jodi Burch, went over the financial report, noting the addition of a year-to-date projection column. All funds are expected to remain in line with the budget. Property tax figures have also been released, showing approximately 4.8% growth within the district.

Member Blanton asked about Net Revenue Over Expenditures and the source of those funds. Burch explained that this amount reflects retained earnings, and the -\$1.5M budget variance was intentional due to the \$1.6M transfer from the General Fund to the Capital Fund. This led to a broader discussion about cash-on-hand.

Member Ollerenshaw asked if we are still making payments on a 2015 Pierce. Burch explained that the loan terms were long back then, and we typically don't finance them for that long anymore, noting the unit is almost paid off.

Member Blanton asked Chief Miller whether an ambulance had been out of service for a few days when the staffing levels dropped to fifteen (15) last month. Chief Miller explained that when staffing falls short, an ambulance is temporarily closed, and out-station staffing is prioritized to ensure crews of three (3). Member Blanton also inquired about the ops report, and Chief Miller explained that over the thirty (30) day period, there were fourteen (14) calls on a Thursday at 10:00 am. Member Blanton then asked how many crews can be deployed at a time. Chief Miller responded that it depends on the nature of the call and required resources, but typically fire crews can be deployed from Terrebonne, Cline Falls, and Downtown, along with three (3) ambulances.

Member Fisher asked whether any distinct pattern had emerged in call activity. Chief Miller noted that October was our busiest month of the year and that we are on track to surpass last year's call volume. He added that call times are widely scattered, with no consistent day or time pattern.

CONSENT AGENDA:

1. Meeting Minutes – October 15, 2025

Board Member Fisher made a motion to approve the Consent Agenda as presented. The motion was seconded by Board Member Ollerenshaw and approved by unanimous vote.

PUBLIC COMMENTS: None

PUBLIC PRESENTATION: None

REPORTS: None

ACTION ITEMS: None

FIRE CHIEF COMMENTS:

Chief Herrera gave the Board a report on the following topics:

1. Tri-annual Drill

The drill was conducted on October 23rd, with Captain Crye serving as Incident Commander who performed well in the role. All participating agencies identified valuable lessons learned. Aside from having a few I.T. issues, the drill was successful.

2. Surplus

The engine and medic units have both been sold, paid for, and picked up.

3. Strategic Plan

The committee met on October 27th and spent time reviewing and clarifying the goals. Some timelines were adjusted to reflect that certain goals will remain ongoing through the end of the plan in 2027. The committee will continue to meet regularly to review progress and stay on track.

4. Station 404 Reimbursements of Funds

A monthly invoice will be submitted to Business Oregon, and as long as at least \$5K has been spent, we will receive reimbursement.

5. Hiring

The hiring processes for EMT and FFPM are nearly complete, with only the Chief's interviews for EMT candidates remaining. The Civil Service Commission recently met and certified the FFPM eligibility list, which includes fifteen (15) candidates. We

anticipate hiring up to six (6) firefighters, depending on the Training Captain position recruitment process.

Member Meyer asked for clarification on the hiring of FFPs and the Training Captain position. Chief Herrera explained that the current captain is nearing the end of their three (3) year commitment, and an internal process has begun to identify a replacement. If the position is filled internally, six (6) FFPs will be hired; if it must be filled externally, five (5) will be hired. A brief discussion followed regarding the logistics of the hiring process.

Several board members raised questions and concerns about the strategic plan. Chief Herrera will provide all members with a copy of the document and deliver quarterly updates at future board meetings. The board agreed to review the plan for discussion at next month's meeting, at which time they will determine whether a separate work session is needed.

Member Blanton asked about the start date for Station 4. Chief Herrera explained that he is still waiting for legal counsel to review the agreement. Once that review is complete, the design phase will begin, taking approximately 6-9 months before construction can start.

EXECUTIVE SESSION:

President Meyer recessed the regular session at 10:27 am and opened an executive session at 10:27 am per ORS192-660(2)(e) authorizing an executive session "to conduct deliberations with persons designated by the governing body to negotiate real property transactions."

Oregon law permits public bodies to meet in executive session to discuss specific matters which are not open to the public. Final actions or decisions on these matters will be made during regular session.

President Meyer closed the executive session at 10:46 am and resumed the regular session at 10:46 am.

Board Member Ollerenshaw made a motion to approve Resolution No. 2025-22 for the sale of District property located at 7170 SW Canal Blvd and to authorize the Fire Chief to sign all necessary real estate documents on behalf of the District. The motion was seconded by Board Member Fisher.

A vote was called and the motion passed unanimously.

NEW BUSINESS: None

OLD BUSINESS: None

BOARD MEMBER COMMENTS:

Member Ollerenshaw commented that when he heard that the 2003 firetruck had been sold, it made him remember that he was on the Budget Committee when it was purchased and that it was nice to see the comment that was posted by COCC when they purchased it.

Member Ollerenshaw also asked about the registration deadline for the SDAO conference. There will be no virtual options to attend this conference.

Member Blanton wished everyone a wonderful Thanksgiving and expressed his gratitude for the firefighters, staff, and chiefs. He also said he is thankful for the opportunity to represent the citizens and thanked everyone for all they do.

Member Fisher echoed Member Blanton's sentiments, expressed appreciation for the responsiveness of the staff, and wished everyone a happy Thanksgiving.

BOARD PRESIDENT COMMENTS: None.

ADJOURN: Being no further business, Board Member Fisher moved to adjourn. The motion was seconded by Board Member Ollerenshaw and was approved by unanimous vote. The meeting was adjourned at 10:52 am.

Approved:

	December 17, 2025
_____ Jessica Meyer, President	_____ Date

	December 17, 2025
_____ Earl Fisher, Secretary/Treasurer	_____ Date

Attest:

	December 17, 2025
_____ Katie Annen, Administrative Assistant	_____ Date

**REDMOND FIRE & RESCUE
RESOLUTION NO. 2025-23**

RESOLUTION AUTHORIZING THE AMENDMENT OF THE REDMOND FIRE & RESCUE FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN DESCHUTES COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE REDMOND FIRE DISTRICT AT THE WRITTEN REQUEST OF THE PROPERTY OWNER IN ACCORDANCE WITH ORS 198.857.

WHEREAS, Antonia Oliver requested, in writing, that the Board of Directors of Redmond Fire & Rescue amend the Redmond Fire & Rescue District boundaries to include property owned by the requesting person(s), which real property is more particularly described as set forth on the attached Exhibit A; and

WHEREAS, the subject property is located within Deschutes County and is contiguous to the boundaries of the Redmond Fire & Rescue District as shown on the map attached as Exhibit B; and

WHEREAS, the Redmond Fire & Rescue Board has determined that the inclusion of the subject property within the boundaries of the Redmond Fire & Rescue District will benefit the Redmond Fire & Rescue and the property owner.

NOW, THEREFORE, be it resolved that the Board of Directors of Redmond Fire & Rescue hereby orders that the boundaries of the Redmond Fire & Rescue District are hereby amended to include the subject property described as set forth on the attached Exhibit A; and

RESOLVED, FURTHER that the District's staff is authorized and directed to record a certified copy of this Resolution with the County Recorder of Deschutes County, Oregon, which will make final the boundary change to include the subject property.

The above resolution statements are **ADOPTED** by the District Board and **SIGNED** by the Board President this 17th day of December, 2025.

Jessica Meyer, Board President

ATTEST:

Diane Cox, District Recorder

PETITION TO ANNEX A SINGLE PROPERTY WITHOUT ELECTION INTO

FOR COUNTY USE ONLY

Redmond Fire District

(Name of District)

_____ Date Submitted

_____ Date Verified/
Filed

To: The Board of County Commissioners, Deschutes County, Oregon

The undersigned, in support of this Petition, states as follows:

1. This Petition for Annexation is submitted pursuant to ORS 198.857 and Petitioner(s) request the Board commence proceedings to annex the territory described herein into Redmond Fire District (name of district), Deschutes County, Oregon.
2. This Petition for Annexation affects only Deschutes County and is not in any incorporated city limits.
3. The Board of Redmond Fire District (name of district) approved the Petition pursuant to ORS 198.857 on _____ (insert date).
4. The principal act for Redmond Fire District (name of district) is ORS _____
(Proper statutory reference required, see ORS 198.010 for listing of appropriate principal act)
5. The territory subject to this Petition for Annexation is primarily Inhabited / uninhabited (circle one). This Petition is signed by all the land owners of the subject property proposed to be annexed as indicated opposite their respective signature, and all signatures were obtained on or after the _____ day of, 20__.
6. The property street address of land for annexation (if known) is 550 NW 74th Street and the total acreage is 10.0. A description of the boundaries of the territory to be annexed is attached hereto as **Exhibit "A"** and depicted on the map attached as **Exhibit "B"**.
7. The Oregon Department of Revenue has conducted a preliminary review of the planned annexation and determined it meets the requirements of ORS 308.225.

Signed this 2nd day of December, 2025 by Antonia M. Oliver, Chief Petitioner

Antonia M Oliver

Signature

550 NW 74th St

Address, City, State, ZIP

REDMOND OR 97756

DATED this _____ day of _____, 2025

Approved by the Board of

Name of District

District Signature

By: _____
(Print Name)

Title: _____

NAME OF DISTRICT: _____ ☐ Annexation

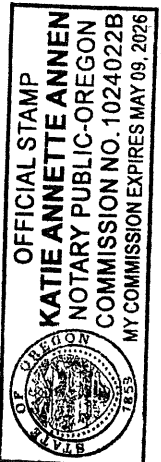
PRINT NAME		DATE SIGNED	PROPERTY ADDRESS/ RESIDENCE ADDRESS (If Different)	LANDOWNER IN THE PROPOSED TERRITORY/
1	<u>Antonia M. Oliver</u> Print Name <u>Antonia M. Oliver</u> Signature	<u>12-2-25</u> Date	<u>550 NW 74th Street</u> PROPERTY ADDRESS <u>REDMOND OR 97756</u> RESIDENCE ADDRESS (If Different)	Landowner Yes <u>X</u> No _____ Acreage <u>10</u>
2	_____ Print Name _____ Signature	_____ Date	_____ PROPERTY ADDRESS _____ RESIDENCE ADDRESS (If Different)	Landowner Yes _____ No _____ Acreage _____
3	_____ Print Name _____ Signature	_____ Date	_____ PROPERTY ADDRESS _____ RESIDENCE ADDRESS (If Different)	Landowner Yes _____ No _____ Acreage _____
4	_____ Print Name _____ Signature	_____ Date	_____ PROPERTY ADDRESS _____ RESIDENCE ADDRESS (If Different)	Landowner Yes _____ No _____ Acreage _____
5	_____ Print Name _____ Signature	_____ Date	_____ PROPERTY ADDRESS _____ RESIDENCE ADDRESS (If Different)	Landowner Yes _____ No _____ Acreage _____

I, Katie A. Annen, certify that I circulated this petition, and every person who signed this petition did so in my presence. Signature Katie A. Annen

County of Deschutes State of Oregon

SUBSCRIBED AND SWORN before me this 2nd day of December, 2025

Notary Public for Oregon Katie A. Annen My Commission Expires: May 9, 2026



ADJUSTED TAX ACCOUNT 151211D 701
LEGAL DESCRIPTION

EXHIBIT A-2

A parcel of land containing 10.00 acres, more or less, located in a portion of the North One-Half of the Southeast One-Quarter (N1/2 SE1/4) of Section 11, Township 15 South, Range 12 East, Willamette Meridian, Deschutes County, Oregon, being more particularly described as follows:

Parcel 2, Partition Plat No. 1999-53

Excepting therefrom: Beginning at the intersection of the northerly boundary of said Parcel 2 and the easterly right-of-way of said 74th Street; thence along said northerly boundary, South 89°21'34" East a distance of 841.75 feet to the northeast corner of said Parcel 2; thence along the easterly boundary of said Parcel 2 the following three (3) courses:

South 11°54'44" West a distance of 70.81 feet;
South 39°40'27" West a distance of 259.90 feet;
South 68°12'49" West a distance of 62.93 feet;

thence leaving said easterly boundary, North 89°22'14" West a distance of 343.47 feet; thence North 00°00'00" East a distance of 289.63 feet; thence North 90°00'00" West a distance of 255.78 feet to said easterly right-of-way of said 74th Street; thence along said easterly right-of-way, North 21°52'40" West a distance of 9.36 feet to the Point of Beginning.

Together with: A portion of Parcel 1, Partition Plat No. 1999-53 described as follows:

Beginning at the northwest corner of said Parcel 1; thence along the northerly boundary of said Parcel 1, South 89°21'34" East a distance of 402.12 feet to the westerly right-of-way of 74th Street; thence along said right-of-way, South 21°52'40" East a distance of 342.39 feet to the southerly boundary of said Parcel 1; thence along said southerly boundary, North 89°21'34" West a distance of 536.50 feet to the southwest corner of said Parcel 1; thence along the westerly boundary of said Parcel 1, North 01°13'42" East a distance of 316.31 feet to the Point of Beginning.

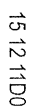
Subject to: All easements, restrictions and right-of-ways of record and those common and apparent on the land.

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 19, 1991
DAVID R. WILLIAMS
2588

RENEWAL DATE: 06/30/06

7/13/02



550 NE 74th
Jack Abbott

PHONE
SCOTT SMITH
541 408-7221

PARCEL # 2
10 ACRES
\$245,000

HWY. 126 1/4 MI.

EAGLE CREST 1 MI.

OREGON
JULY 19, 1994
DAVID R. WILLIAMS
2686

EXPIRES: 30 JUNE, 2004

13084

HWA & ASSOCIATES
SURVEYORS, ENGINEERS
& PLANNERS

HECKMAN, WILLIAMS & ASSOCIATES, INC.
805 SW INDUSTRIAL WAY, SUITE 10, BEND, OREGON 97702
PHONE (541) 388-8321 FAX (541) 388-5416

TAX ACCOUNTS 151211D 700 AND 151211D 701

PROJECT#
031113

FILE:
031113-APPL.dwg

DRAWN BY: JAM

DATE: 1/23/2004

SHEET

2

**REDMOND FIRE & RESCUE
RESOLUTION NO. 2025-24**

RESOLUTION AUTHORIZING THE AMENDMENT OF THE REDMOND FIRE & RESCUE FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN DESCHUTES COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE REDMOND FIRE DISTRICT AT THE WRITTEN REQUEST OF THE PROPERTY OWNER IN ACCORDANCE WITH ORS 198.857.

WHEREAS, Andrew Adamski & Angelina Swanson requested, in writing, that the Board of Directors of Redmond Fire & Rescue amend the Redmond Fire & Rescue District boundaries to include property owned by the requesting person(s), which real property is more particularly described as set forth on the attached Exhibit A; and

WHEREAS, the subject property is located within Deschutes County and is contiguous to the boundaries of the Redmond Fire & Rescue District as shown on the map attached as Exhibit B; and

WHEREAS, the Redmond Fire & Rescue Board has determined that the inclusion of the subject property within the boundaries of the Redmond Fire & Rescue District will benefit the Redmond Fire & Rescue and the property owner.

NOW, THEREFORE, be it resolved that the Board of Directors of Redmond Fire & Rescue hereby orders that the boundaries of the Redmond Fire & Rescue District are hereby amended to include the subject property described as set forth on the attached Exhibit A; and

RESOLVED, FURTHER that the District's staff is authorized and directed to record a certified copy of this Resolution with the County Recorder of Deschutes County, Oregon, which will make final the boundary change to include the subject property.

The above resolution statements are **ADOPTED** by the District Board and **SIGNED** by the Board President this 17th day of December, 2025.

Jessica Meyer, Board President

ATTEST:

Diane Cox, District Recorder

PETITION TO ANNEX A SINGLE PROPERTY WITHOUT ELECTION INTO

Redmond Fire & Rescue

(Name of District)

FOR COUNTY USE ONLY

_____ Date Submitted

_____ Date Verified/
Filed

To: The Board of County Commissioners, Deschutes County, Oregon

The undersigned, in support of this Petition, states as follows:

1. This Petition for Annexation is submitted pursuant to ORS 198.857 and Petitioner(s) request the Board commence proceedings to annex the territory described herein into Redmond Fire & Rescue (name of district), Deschutes County, Oregon.

2. This Petition for Annexation affects only Deschutes County and is not in any incorporated city limits.

3. The Board of Redmond Fire + Rescue (name of district) approved the Petition pursuant to ORS 198.857 on _____ (insert date).

4. The principal act for Redmond Fire + Rescue (name of district) is ORS _____

(Proper statutory reference required, see ORS 198.010 for listing of appropriate principal act)

5. The territory subject to this Petition for Annexation is primarily (inhabited) uninhabited (circle one). This Petition is signed by all the land owners of the subject property proposed to be annexed as indicated opposite their respective signature, and all signatures were obtained on or after the September 16 day of, 2025.

6. The property street address of land for annexation (if known) is 3648 NE Xenolith St. Terrebonne, OR 97760 and the total acreage is 4.69. A description of the boundaries of the territory to be annexed is attached hereto as **Exhibit "A"** and depicted on the map attached as **Exhibit "B"**.

7. The Oregon Department of Revenue has conducted a preliminary review of the planned annexation and determined it meets the requirements of ORS 308.225.

Signed this 16 day of September, 2025 by Andrew Adamski, Chief Petitioner

[Signature] 3648 NE Xenolith St., Terrebonne OR 97760
Signature Address, City, State, ZIP

DATED this 16 day of September, 2025

Approved by the Board of
Redmond Fire + Rescue
Name of District

District Signature

By: _____
(Print Name)

Title: _____

NAME OF DISTRICT: Redmond Fire + Rescue

☒ Annexation

1	PRINT NAME	DATE SIGNED	PROPERTY ADDRESS/ RESIDENCE ADDRESS (If Different)	LANDOWNER IN THE PROPOSED TERRITORY/
1	<u>Andrew Adamski + Angelina Swanson Trust</u> Print Name <u>AA</u> Signature	<u>9/16/25</u> Date	<u>3648 NE Xenolith St.</u> PROPERTY ADDRESS RESIDENCE ADDRESS (If Different)	Landowner Yes ☒ No ☐ Acreage <u>4.69</u>
2	<u>Angelina Swanson</u> Print Name <u>AS</u> Signature	<u>10/21/25</u> Date	<u>3648 NE Xenolith St.</u> PROPERTY ADDRESS RESIDENCE ADDRESS (If Different)	Landowner Yes ☐ No ☐ Acreage ☐
3	 Print Name Signature	 Date	 PROPERTY ADDRESS RESIDENCE ADDRESS (If Different)	Landowner Yes ☐ No ☐ Acreage ☐
4	 Print Name Signature	 Date	 PROPERTY ADDRESS RESIDENCE ADDRESS (If Different)	Landowner Yes ☐ No ☐ Acreage ☐
5	 Print Name Signature	 Date	 PROPERTY ADDRESS RESIDENCE ADDRESS (If Different)	Landowner Yes ☐ No ☐ Acreage ☐

I, Andrew Adamski, certify that I circulated this petition, and every person who signed this petition did so in my presence. Signature: AA

County of Deschutes State of Oregon day of October, 2025

Notary Public for Oregon, Donna Mae Andersen My Commission Expires: 3-24-2026

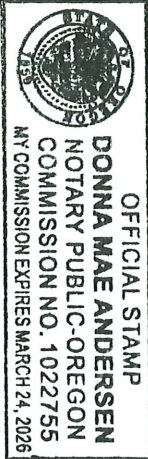
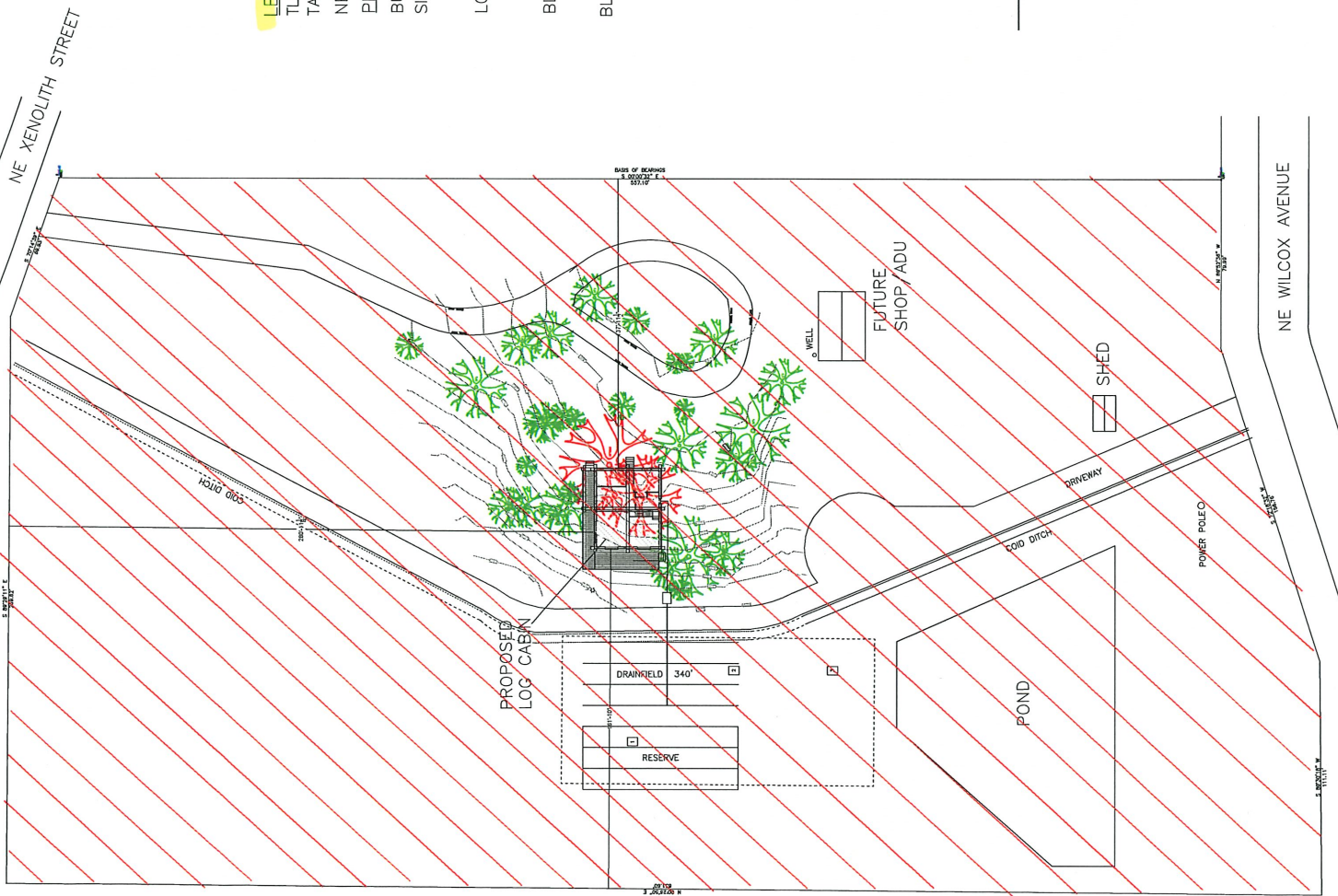


Exhibit "A"

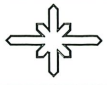


LEGAL DESCRIPTION
TL2400 NE XENOLITH AVENUE, Terrebonne, OREGON
TAX LOT #14135002000
NEW RESIDENCE: 1846 S/F
PROJECT DATA
BUILDING SITE ELEVATION: 2920'
SITE ADDRESS
3648 NE Xenolith Street
Terrebonne, Oregon 97760
LOT COVERAGE CALCULATION:
BUILDING COVERAGE= 1216 S/F
TOTAL AREA OF LOT= (4.69 AC) 204296 S/F
PERCENTAGE OF LOT COVERAGE= 0.60 %
BLD'G HEIGHT:
FINISH GRADE TO HIGHEST POINT ON ROOF = 24'3"
MAX. ALLOWABLE RIDGE: 30'-0"
BLD'G SQUARE FOOTAGE
Main Level: 1216 sf
Upper Level: 630 sf
Total Living: 1846 sf

Tax Lot Line

Area to be annexed

STARWOOD DESIGNS
Steven G. Banton, PE
17007 Golden Stone Drive, Silvera Oregon 97759
Phone: (541) 719-1281, starwooddesignsgroup@gmail.com



BANTON
ENGINEERING, INC.

ADAMSKI LOG CABIN
3648 NE Xenolith
Terrebonne, Oregon

SITE PLAN

FILE: RL2400S0200
SCALE: 1"=40'-0"
DATE: 3/23/23

A0

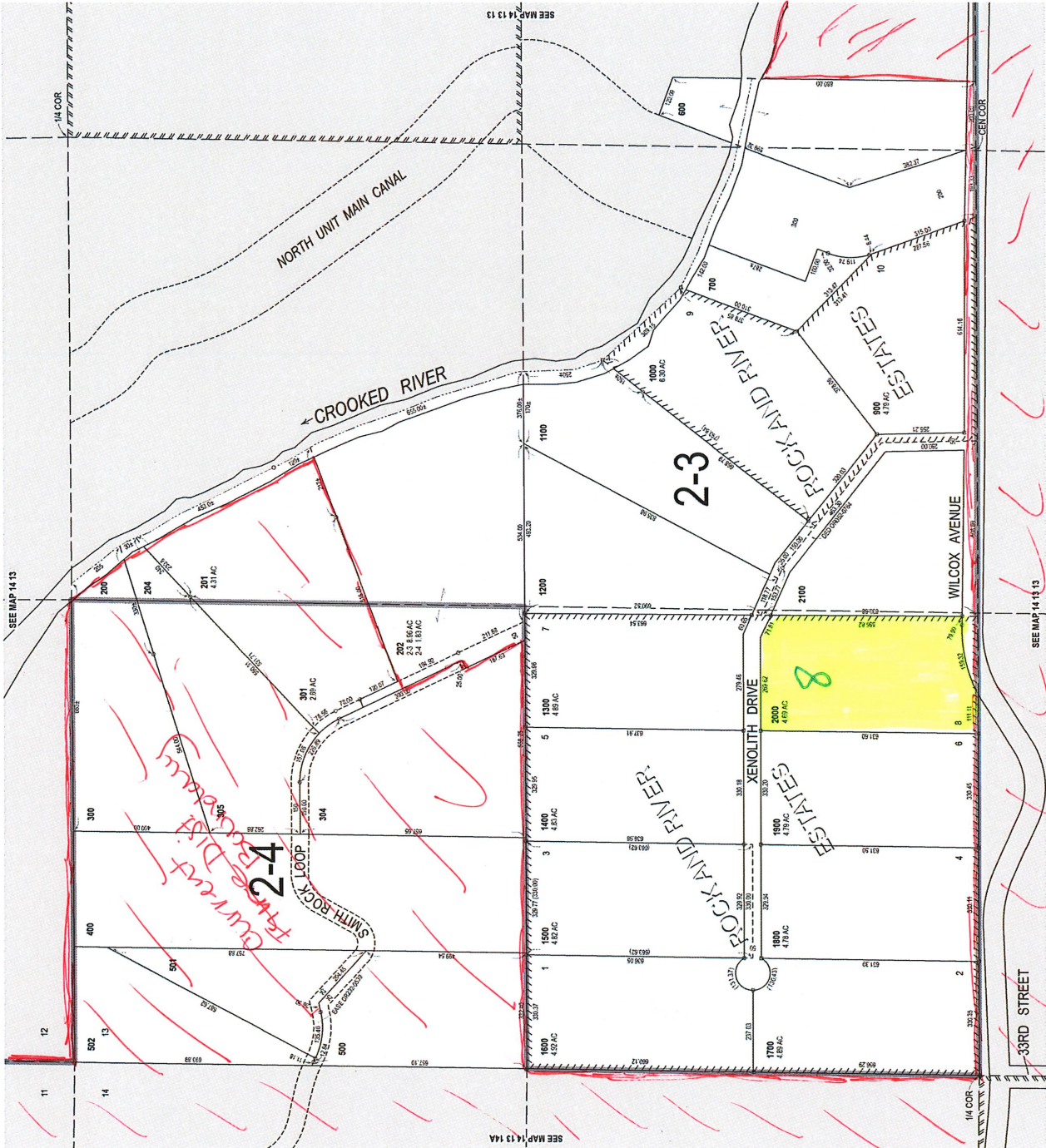
Exhibit "B"

14 13 13B0

N.W. 1/4 SEC. 13 T. 14S. R. 13E. W.M.
DESCHUTES COUNTY
1" = 200'

THIS MAP WAS PREPARED FOR
ASSESSMENT PURPOSE ONLY
4/12/2022

Cancelled Nos.
100
200
300
800



14 13 13B0

Area to be Annexed
Current Fire District Boundary

**REDMOND FIRE & RESCUE
RESOLUTION NO. 2025-25**

RESOLUTION AUTHORIZING THE AMENDMENT OF THE REDMOND FIRE & RESCUE FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN DESCHUTES COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE REDMOND FIRE DISTRICT AT THE WRITTEN REQUEST OF THE PROPERTY OWNER IN ACCORDANCE WITH ORS 198.857.

WHEREAS, Joseph & Annette Vardanega requested, in writing, that the Board of Directors of Redmond Fire & Rescue amend the Redmond Fire & Rescue District boundaries to include property owned by the requesting person(s), which real property is more particularly described as set forth on the attached Exhibit A; and

WHEREAS, the subject property is located within Deschutes County and is contiguous to the boundaries of the Redmond Fire & Rescue District as shown on the map attached as Exhibit B; and

WHEREAS, the Redmond Fire & Rescue Board has determined that the inclusion of the subject property within the boundaries of the Redmond Fire & Rescue District will benefit the Redmond Fire & Rescue and the property owner.

NOW, THEREFORE, be it resolved that the Board of Directors of Redmond Fire & Rescue hereby orders that the boundaries of the Redmond Fire & Rescue District are hereby amended to include the subject property described as set forth on the attached Exhibit A; and

RESOLVED, FURTHER that the District's staff is authorized and directed to record a certified copy of this Resolution with the County Recorder of Deschutes County, Oregon, which will make final the boundary change to include the subject property.

The above resolution statements are **ADOPTED** by the District Board and **SIGNED** by the Board President this 17th day of December, 2025.

Jessica Meyer, Board President

ATTEST:

Diane Cox, District Recorder

PETITION TO ANNEX A SINGLE PROPERTY WITHOUT ELECTION INTO

Redmond Fire District
(Name of District)

FOR COUNTY USE ONLY

____ Date Submitted
____ Date Verified/
____ Filed

To: The Board of County Commissioners, Deschutes County, Oregon

The undersigned, in support of this Petition, states as follows:

1. This Petition for Annexation is submitted pursuant to ORS 198.857 and Petitioner(s) request the Board commence proceedings to annex the territory described herein into Redmond Fire District (name of district), Deschutes County, Oregon.
2. This Petition for Annexation affects only Deschutes County and is not in any incorporated city limits.
3. The Board of Redmond Fire District (name of district) approved the Petition pursuant to ORS 198.857 on _____ (insert date).
4. The principal act for Redmond Fire District (name of district) is ORS _____
(Proper statutory reference required, see ORS 198.010 for listing of appropriate principal act)
5. The territory subject to this Petition for Annexation is primarily inhabited / uninhabited (circle one). This Petition is signed by all the land owners of the subject property proposed to be annexed as indicated opposite their respective signature, and all signatures were obtained on or after the 8-6 day of, 2025
6. The property street address of land for annexation (if known) is 3800 N.E. Xenolith ST. and the total acreage is 5.5 Acres. A description of the boundaries of the territory to be annexed is attached hereto as **Exhibit "A"** and depicted on the map attached as **Exhibit "B"**.
7. The Oregon Department of Revenue has conducted a preliminary review of the planned annexation and determined it meets the requirements of ORS 308.225.

Signed this 11th day of August, 2025 by Joseph F. Vardanega, Chief Petitioner

Joseph F. Vardanega
Signature

3800 N.E. Xenolith ST.
Address, City, State, ZIP

DATED this ____ day of _____, 20____

Approved by the Board of

Name of District

District Signature

By: _____
(Print Name)

Title: _____

NAME OF DISTRICT: Redmond Fire District

☒ Annexation

	PRINT NAME	DATE SIGNED	PROPERTY ADDRESS/ RESIDENCE ADDRESS (If Different)	LANDOWNER IN THE PROPOSED TERRITORY/
1	<u>Annette Vardanega</u> Print Name <u>Annette Vardanega</u> Signature	<u>8/14/25</u> Date	<u>3800 NE Xenolith St. Terdonne</u> PROPERTY ADDRESS <u>same</u> RESIDENCE ADDRESS (If Different)	Landowner Yes <u>X</u> No _____ Acreage _____
2	<u>Joseph Vardanega</u> Print Name <u>Joseph Vardanega</u> Signature	<u>8/14/25</u> Date	<u>3800 NE Xenolith St. Terdonne</u> PROPERTY ADDRESS <u>same</u> RESIDENCE ADDRESS (If Different)	Landowner Yes <u>X</u> No _____ Acreage _____
3	_____ Print Name _____ Signature	_____ Date	_____ PROPERTY ADDRESS _____ RESIDENCE ADDRESS (If Different)	Landowner Yes _____ No _____ Acreage _____
4	_____ Print Name _____ Signature	_____ Date	_____ PROPERTY ADDRESS _____ RESIDENCE ADDRESS (If Different)	Landowner Yes _____ No _____ Acreage _____
5	_____ Print Name _____ Signature	_____ Date	_____ PROPERTY ADDRESS _____ RESIDENCE ADDRESS (If Different)	Landowner Yes _____ No _____ Acreage _____

I, Tina Marie Jocelyn certify that I circulated this petition, and every person who signed this petition did so in my presence.

County of Deschutes State of Oregon

SUBSCRIBED AND SWORN before me this 14 day of August, 2025

Notary Public for Oregon Tina Marie Jocelyn My Commission Expires: 11/21/25

OFFICIAL STAMP
 TINA MARIE JOCELYN
 NOTARY PUBLIC - OREGON
 COMMISSION NO. 1019266
 MY COMMISSION EXPIRES NOVEMBER 21, 2025

THIS MAP WAS PREPARED FOR
ASSESSMENT PURPOSE ONLY

4/12/2022

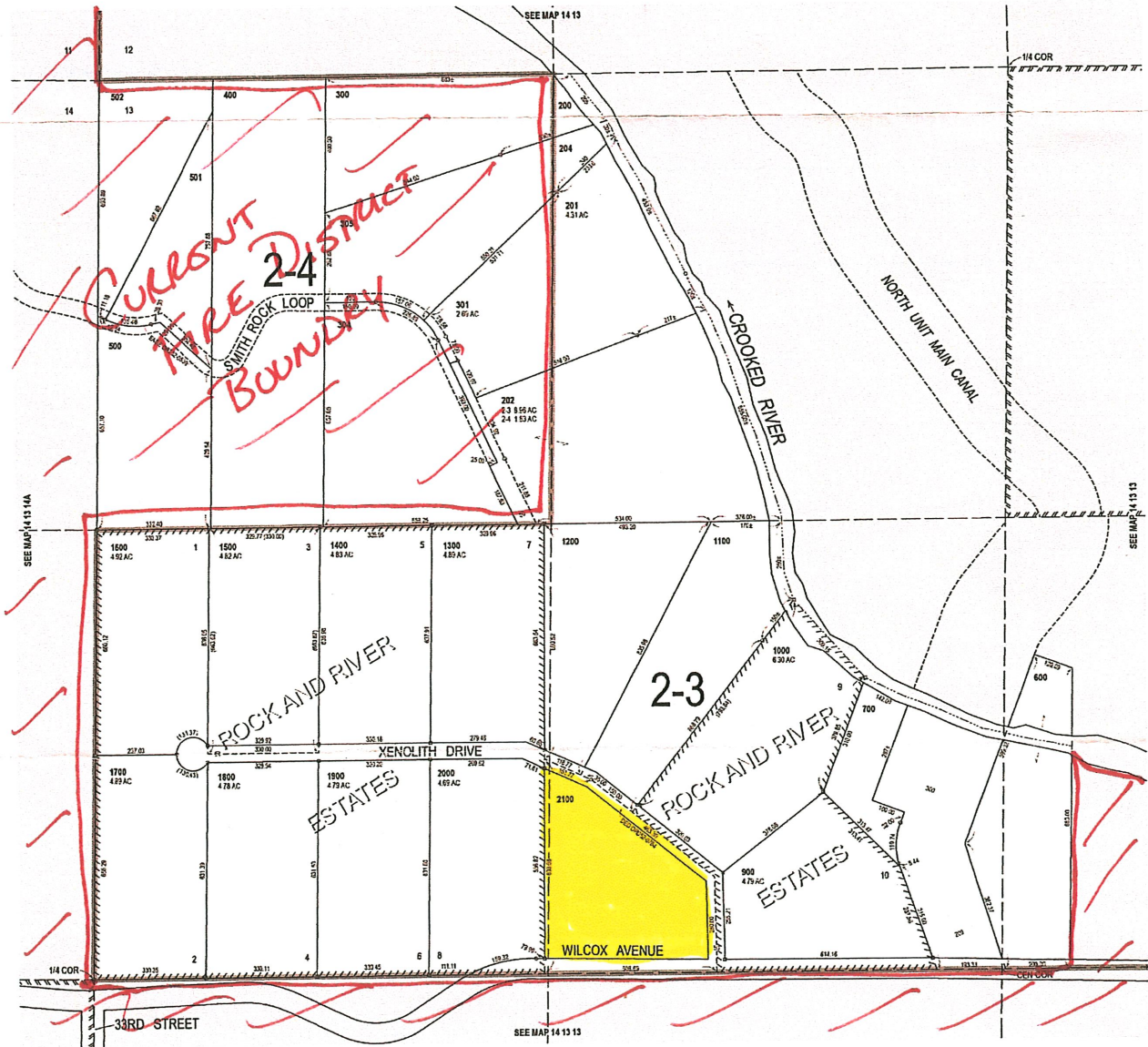
N.W.1/4 SEC.13 T.14S. R.13E. W.M.

DESCHUTES COUNTY

1" = 200'

14 13 13B0

Cancelled Nos.
100
203
302
303
800



14 13 13B0

Borrower/Cient Annette VardanegaProperty Address 3800 NE Xenolith StCity Terrebonne County Deschutes State OR Zip Code 97760Lender loanDepot.com, LLC

After Recording Return to:
Joseph F. Vardanega and Annette C. Vardanega
Joseph L. Vardanega and Bailey A. Vardanega
3800 N Xenolith St.
Terrebonne, OR 97760

Until a change is requested all tax statements
Shall be sent to the following address:
(same as above)

File No. DE6694

STATUTORY WARRANTY DEED**Sage Retirement Solutions, LLC, an Oregon Limited Liability Company**

herein called grantor, convey(s) and warrant(s) to

Annette C. Vardanega and Joseph F. Vardanega, husband and wife and Joseph L. Vardanega and Bailey A. Vardanega, husband and wife,

herein called grantee, all that real property situated in the County of Deschutes, State of Oregon,
described as:

A tract of land located in the South Half of the Northwest Quarter of Section 13, Township 14 South, Range 13 East of the Willamette Meridian, Deschutes County, Oregon, more particularly described as follows:

Beginning at a point from which the West Quarter corner of said Section 13 bears South 89°30'18" West, 1330.63 feet; thence North, 630.68 feet; thence South 66°34'52" East, 153.77 feet; thence South 52°00'37" East, 463.30 feet; thence South 00°29'42" East, 280.00 feet; thence South 89°30'18" West, 508.69 feet to the point of beginning.

EXCEPTING THEREFROM the Northeasterly 25 feet and the Easterly 25 feet which is reserved for roadway purposes and that portion lying within the right of way of Lambert Road.

(Tax ID: #124904, Map & Tax lot: #141313B002100)

and covenant(s) that grantor is the owner of the above described property free of all encumbrances except covenants, conditions, restrictions, reservations, rights, rights of way and easements of record, if any, and apparent upon the land, contracts and/or liens for irrigation and/or drainage; and except any real property taxes due but not yet payable; and will warrant and defend the same against all persons who may lawfully claim the same, except as shown above.

The true and actual consideration for this transfer is **\$530,000.00**.

Return To:
Deschutes County
Title Company

Deschutes County Official Records **2019-13697**
D-D **04/30/2019 01:19 PM**
Slt=25 JS
\$10 00 \$11 00 \$10 00 \$61 00 \$6 00 **\$98.00**
I, Nancy Blankenship, County Clerk for Deschutes County, Oregon,
certify that the instrument identified herein was recorded in the Clerk
records.
Nancy Blankenship - County Clerk

**REDMOND FIRE & RESCUE
RESOLUTION NO. 2025-26**

A RESOLUTION TERMINATING PUBLIC PROCUREMENT AUTHORITY

WHEREAS, the District entered into an Intergovernmental Agreement authorized by ORS 190.010, et seq., dated August 15, 2013, copy of which is attached, to create an intergovernmental entity known as the Public Procurement Authority ("PPA") for the purpose of performing procurement functions and activities under the applicable public procurement statutes and supporting regulations of the state of Oregon; and

WHEREAS, the purpose for which the PPA was formed is no longer beneficial, and the government entities creating the PPA desire to terminate the PPA; and

WHEREAS, the PPA has no debts, liabilities, or obligations for assumption by the participating entities, or assets for disposition, division, or distribution; and

WHEREAS, the PPA has three participating entities, and pursuant to the terms of the Intergovernmental Agreement, the PPA may be dissolved by a majority vote of the participating agencies;

NOW, THEREFORE, be it resolved that the Board of Directors of Redmond Fire & Rescue hereby votes to terminate the PPA effective December 17, 2025.

The above resolution statements are **ADOPTED** by the District Board and **SIGNED** by the Board President this 17th day of December 2025.

Jessica Meyer, Board President

ATTEST:

Diane Cox, District Recorder

AGENDA ITEM

SUBJECT: Resolution 2025-26
Public Procurement Authority

FOR AGENDA OF: December 17, 2025

APPROVED FOR AGENDA: Fire Chief

DEPT OF ORIGIN: Fire Chief's Office

PROCEEDING: Discussion and Approval

DATE SUBMITTED: December 5, 2025

EXHIBITS: Intergovernmental Agreement
Establishing a Public
Procurement Authority;
Resolution 2025-26

BUDGET IMPACT

EXPENDITURE REQUIRED: 0	AMOUNT BUDGETED: 0	APPROPRIATION REQUIRED: 0
----------------------------	-----------------------	------------------------------

BACKGROUND:

The District entered into an Intergovernmental Agreement authorized by ORS 190.010, et seq., dated August 15, 2013, to create an intergovernmental entity known as the Public Procurement Authority ("PPA") for the purpose of performing procurement functions and activities under the applicable public procurement statutes and supporting regulations of the state of Oregon.

The purpose for which the PPA was formed is no longer beneficial and the government entities creating the PPA desire to terminate the PPA. The PPA has no debts, liabilities, or obligations for assumption by the participating entities, or assets for disposition, division, or distribution. The PPA has three participating entities, of which the District is one of the three entities, and pursuant to the terms of the Intergovernmental Agreement, the PPA may be dissolved by a majority vote of the participating agencies.

RECOMMENDED ACTION:

Approve Resolution 2025-26 to terminate the Public Procurement Authority as proposed.

PROPOSED MOTION:

"I move to approve Resolution 2025-26 sanctioning the District's vote for the termination of the Public Procurement Authority."

**INTERGOVERNMENTAL AGREEMENT
ESTABLISHING A
PUBLIC PROCUREMENT AUTHORITY**

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is made and entered into this 15 day of Aug., 2013 by and between the undersigned public agencies agreeing to enter into same by ordinance or resolution, and referred to herein as the "Participating Public Agencies," with reference to the following:

WHEREAS, the participating public agencies are fire protection districts organized under ORS Chapter 478;

WHEREAS, the parties desire to conserve and leverage resources, and to improve the efficiency and economy of the procurement process while reducing solicitation and procurement costs and providing a mechanism for increased standardization of necessary tools and equipment;

WHEREAS, this Agreement is for intergovernmental cooperation by units of local government authorized by ORS 190.010, *et seq.*, in performing certain public procurement functions which all of the parties have authority to perform and provide;

WHEREAS, the goal of the parties in making this agreement is to create a governmental entity to perform certain procurement functions and activities herein and such governmental entity created herein shall be deemed a consolidated department to administer, on behalf of the Participating Public Agencies who are parties to this agreement, and to carry out the same by a combination of methods provided for in ORS 190.020 and by the applicable public procurement statutes and supporting regulations, including without limitation ORS 279A, 279B and 279C;

WHEREAS, the parties intend to appoint Western Fire Chiefs Association to act as Administrator and to perform certain tasks and responsibilities as assigned by the parties; and

WHEREAS, the parties acknowledge that the organization created by this agreement is intended to be a political subdivision of the State of Oregon, for better administration of certain public procurement functions as provided herein, and an agency or instrumentality for performing certain public procurement functions owned and controlled by the Participating Public Agencies.

NOW, THEREFORE, in the interest of furthering the economy of local government, it is agreed between the parties under the authority of ORS Chapter 190 as follows:

1. Incorporation of Recitals. The above recitals are incorporated herein by reference.

2. Purpose and Activities.

2.1 To form and continue an organization for the cooperative provision of local government public safety services and operations, to perform certain governmental

procurement functions under the name “Public Procurement Authority” (hereinafter referred to as “PPA”).

2.2 The PPA shall have the following purposes and functions:

2.2.1 To act as the “Administering Contract Agency” as that term is defined in ORS 279A.200-.225 and to act as a lead contracting agency for purposes of any cooperative and/or group purchasing organizations to which each of the Participating Public Agencies and/or the PPA belong; and

2.2.2 To provide an avenue for public safety officials to exchange ideas and experience and obtain expert advice on the procurement of police, fire and other public safety equipment and emerging technology.

2.2.3 To solicit and award bids pursuant to and in accordance with ORS 279B.050 for purposes of any cooperative and/or group purchasing organizations to which each of the Participating Public Agencies and/or the PPA belong;

2.2.4 To secure competitive pricing on equipment and technology to benefit the Participating Public Agencies by entering into Master Price Agreements on behalf of the PPA;

2.2.5 To enable the Participating Public Agencies and other public entities to benefit from standardized equipment, specialized technology, and collective cost savings secured through the public procurement process;

2.2.6 To allow other public agencies to benefit from the contracts secured by PPA and made available to those public entities who are members of the cooperative purchasing groups to which the Participating Public Agencies and/or the PPA belong.

2.2.7 To secure volume discounted pricing and/or uniform specifications on products and technology that will benefit the members of the PPA and public agencies nationwide.

3. Governance and Control.

3.1 The Board of Directors shall have general supervision of the affairs of the PPA, subject to the will of the organization expressed by any duly called meeting of the Participating Public Agencies. The Board of Directors shall possess all powers necessary to carry out the provisions of this agreement and the specific purposes and functions set forth in Section 2 above.

3.2 The Board of Directors shall consist of three board members, one delegate from each of the Participating Public Agencies, each of whom shall be the Fire Chief in the public agency that they represent. The Administrator’s designated representative shall also serve as an ex-officio, non-voting board member. The Board Members shall exercise the usual power and duties incident to their office and as provided herein.

3.3 The officers shall be a President and the Administrator.

3.4 The President shall be elected at the annual meeting of the PPA. The Administrator shall be appointed by the Board of Directors and shall hold office at the pleasure of the Board and pursuant to the terms of an Administration Agreement.

3.5 Meetings of the Board of Directors may be held at any time upon ten (10) days written notice from the President or any two Board Members. A majority of incumbent voting members shall constitute a quorum. The members of the board may vote either in person or by mail.

4. Meetings.

4.1 An annual meeting of the PPA shall be held each year at the time and place to be determined by the Board of Directors.

4.2 Regular quarterly meetings of the PPA shall be held at the time and place determined by the Board of Directors at the annual meeting.

4.3 Special meetings of the PPA may be called by the President or any two board members upon ten (10) days written notice. The notice shall state the purpose and location of the meeting.

5. Role of Administrator. There shall be an Administrator of the PPA appointed by the Board. The Administrator is responsible to the Board of Directors for such duties as may be assigned by it. The Administrator may employ such employees as necessary to carry out the purposes, activities, and functions of the PPA under this Agreement and as expressly authorized by the Board of Directors. This agreement does not contemplate the transfer of any personnel.ⁱ

Unless otherwise directed by a majority vote of the Board, the Administrator is responsible to:

- Facilitate the procurement of bids for goods and services as directed by PPA.
- Administer the public contracting bid process on behalf of and in the name of PPA, engaging in the formal competitive solicitation and selection process for goods and services, but not public improvements, in accordance with and as required by the Oregon Public Contracting Code, ORS 279A; 279B, and 279C.
- Enter into Master Price Agreements on behalf of the PPA with one or more vendors to provide goods and services, subject to the approval of PPA.
- Carry out other directives of the Board in accordance with the purpose of this Agreement and as permitted by law.

6. Provision of Funds.

6.1 The Participating Public Agencies shall contribute NO revenues for payment of costs or expenses incurred in the performance of the functions and activities of the PPA, and any and all costs or expenses incurred in connection with the PPA and Administrator's activities hereunder shall be borne solely by the Administrator.

6.2 The activities of the PPA are not intended as a revenue generating venture for the PPA or any Participating Public Agency. However, should there be any incidental income from any activity of the PPA it shall be devoted solely to the governmental purposes of the PPA and its participating agencies, and expended only upon a vote of the Board of Directors. No profit from any activity of the PPA shall inure to the benefit of any private person, firm, or entity.ⁱⁱ

6.3 All funds revenues and expenditures of the PPA, if any, shall be audited annually to the extent required by Oregon law.

7. Independence of Parties.

For purposes of this Agreement, the parties are independent contractors. There shall be no transfer of personnel or title to any real or personal property in connection with this Agreement.

8. Duration/Term. The term of this agreement shall be perpetual.ⁱⁱⁱ The entire agreement may be terminated at any time by a majority vote of the participating agencies.^{iv} The agreement may be amended at any time by agreement with each agency participating by ordinance or resolution in the same manner as originally entered into.

9. Indemnification. ORS 190.080(3) notwithstanding and to the extent permitted by Oregon law, each party shall defend, indemnify, and hold harmless the other and its officers, employees, and agents against any and all claims, actions, or suits which may arise out of an act of either occurring under the course and scope of this Agreement.

10. Execution and Amendments.

10.1 The persons signing this Agreement, by their signatures below, acknowledge having read this agreement, understand it, have authority to bind their respective party, and agree to be bound by its terms and conditions. As evidence of their intent to be bound by the terms herein, the parties' duly authorized representatives have signed this Agreement on the dates noted by their signature below.

10.2 This Agreement contains and expresses the full extent and scope of the agreements and obligations of the parties, and may be amended only in writing, upon ratification by the respective governing bodies of the parties and signature of their authorized representatives.

IN WITNESS WHEREOF, the parties by their signatures of their authorized representatives have executed this Agreement effective of the date indicated below and based upon prior approval by their respective governing bodies by resolution or ordinance which shall be placed on file with the original of this Agreement.

PARTICIPATING AGENCY #1:

By: 
Printed Name: Michael R. Dayck
Title: Fire Chief
Date: July 23, 2013

PARTICIPATING AGENCY #2:

By: 
Printed Name: Timothy C Moon
Title: Fire Chief
Date: 8/16/13

PARTICIPATING AGENCY #3:

By: 
Printed Name: DAN PETEREN
Title: FIRE CHIEF
Date: 8/16/13

-
- ⁱ ORS 190.020(1)(c).
 - ⁱⁱ ORS 190.020(1)(b).
 - ⁱⁱⁱ ORS 190.020(1)(e).
 - ^{iv} ORS 190.020(1)(f).