



City Council Meeting  
**September 2, 2025, 7:00 pm**  
City Hall Council Chambers  
201 NW Douglas Blvd.  
541.679.6739 info.

## **Agenda**

- I. Call to Order—Christie Knutson, Mayor**
  - A. Pledge of Allegiance
  - B. Roll Call
  - C. Adjustments to the Agenda
- II. Consent Agenda**
  - A. Approval of Council Minutes
    - 1. August 18, 2025, Workshop
    - 2. August 18, 2025, Regular Meeting
- III. Comments from the Audience—***anyone wishing to discuss items not covered on this agenda is welcome to address the City Council as a whole. Please state your name and address for the record. Each speaker will be given a maximum of 3 minutes. Speakers may not defame, intimidate, or use profanity or personal affronts. The Council reserves the right to delay action until they have full information on the issue.*
- IV. Reports: Boards, Commissions, Committees and Schools**
  - A. Friends of the Winston Library Quarterly Financial Report—*Paula Fetzner, Director*
- V. Department Reports**
  - A. Planning—*Landon Stevens, City Planner*
  - B. Public Works—*Andy Howell, Superintendent*
  - C. Administration—*Thomas McIntosh, City Manager*
- VI. Old Business**
- VII. New Business**
  - A. New Business Licenses
    - 1. Ferrellgas—*Teddy Burns, Agent*
  - B. Set Council Workshop Dates
    - 1. Understanding Property Taxes, October 6<sup>th</sup> at 6pm
  - C. Request for Fee Waiver of Riverbend Park Pavilion—*Raeann Rutledge*
  - D. Resolution No. 25-1198 Tractor Purchase
    - 1. Read by Title Only—*Cindy Sarti, City Recorder*
    - 2. Staff Report—*Andy Howell*
    - 3. Comments from the Audience (3 minutes each speaker)
    - 4. Council Action
  - E. Resolution No. 25-1199 Parkway Pump Station Improvements
    - 1. Read by Title Only—*Cindy Sarti,*

2. Staff Report—*Andy Howell*
3. Comments from the Audience (3 minutes each speaker)
4. Council Action

F. Select Voting Delegate for LOC Annual Business Meeting

**VIII. Upcoming Agenda Items**

**IX. Non-Agenda Items from Council**

**X. Good of the Order**

- A. Check Copies
- B. Claims in Excess of \$500

**XI. Announcements**

- Park Board Meeting September 9<sup>th</sup> at 4; City Hall
- Friends of the Winston Library September 10<sup>th</sup> at 11; Winston Library
- Economic Development Committee September 10<sup>th</sup> at noon; City Hall
- Winston Planning Commission September 10<sup>th</sup> at 7pm; City Hall
- Winston City Council September 15<sup>th</sup> at 7pm; City Hall

**XII. Executive Session—***Pursuant to ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Expected time: 20 minutes.*

**XIII. Adjournment**

**AMERICANS WITH DISABILITIES NOTICE**

*As part of public policy, the City of Winston will attempt to provide public accessibility to services, programs, and activities. If accommodation is needed to participate in this meeting, please contact Winston City Hall at 541-679-6739, at least 48 hours prior to the scheduled meeting time.*



City Council Workshop  
**August 18, 2025, 6:00 pm**  
Winston Community Center  
440 SE Grape Ave.  
541.679.6739 Info.

### **Minutes**

The workshop began at 6:00 with Mayor Christie Knutson leading in the Pledge of Allegiance. Councilors Dorie White, Allen Hobson, and Nick Wiggins were in attendance with staff members Thomas McIntosh and Cindy Sarti. Due to being called out of state, Councilor Dave Cunningham did not attend the workshop. Website task-force members Midge Peach and Teri Fink were also present in the audience.

### **Discussion**

#### Website Upgrade

Out with the old, in with the new. McIntosh showed comparisons between the current website and the new one, pointing out deficiencies in the current website and a providing a guided tour of the new one. The new one is ready to launch with its current content. It will be fine-tuned along the way and additional content will be added. Easier navigation increases user friendliness on the website and in efficiency in overall day-to-day operations.

There being no further discussion, the workshop was adjourned. 6:37. Respectfully submitted by Cindy Sarti, city recorder.

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*Christie Knutson, Mayor*

*Attest:*

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*Cindy M. Sarti, City Recorder*



City Council Meeting  
**August 18, 2025, 7:00 pm**  
Winston Community Center  
440 SE Grape Ave.  
541.679.6739 info.

### **Minutes**

The meeting was called to order at 7 o'clock by Mayor Knutson. Councilors Dorie White, Allen Hobson, and Nick Wiggins were in attendance. Due to being called out of state on a personal matter, Councilor Dave Cunningham participated virtually via Zoom. Also present were city staff members Thomas McIntosh, Cindy Sarti, Landon Stevens, Chris Sherlock, and Brandon Sarti, and IT tech, Matt Carter. There were no adjustments to the agenda.

#### **Approval of Council Minutes**

1. August 4<sup>th</sup> Workshop
2. August 4<sup>th</sup> Regular Meeting
3. August 12<sup>th</sup> Special Meeting

Motion to approve as presented by Hobson; second by White. Unanimous.

### **Comments from the Audience**

Emily McCurry, 671 NW T Street and real estate property manager, wanted to know more about creating addresses for individual spaces within an RV park.

Doris Boyd, 511 NE Main Street and manager for Umpqua Safari RV park, provided recommendations for consideration when creating sewer rates for individual spaces within an RV park.

Debbie Sweeney, 250 Winston Section Road and manager for South Fork RV Resort, had remarks similar to those of McCurry and Boyd.

McIntosh will meet with the park managers in the near future to address their concerns regarding the reformation of short-term to long-term stays in the city's three RV parks that are situated in the 100-year floodplain or floodway, and the addressing of individual spaces.

### **Reports: Boards, Commissions, Committees, and Schools**

Economic Development August 13<sup>th</sup>—*Dave Cunningham, Council Liaison*  
Written minutes were provided.

Park Board August 12<sup>th</sup>—*Dorie White, Liaison*

The board recommends a waiver of fees for a celebration of life gathering that was recently held in the pavilion at Riverbend Park.

Friends of the Winston Library August 13<sup>th</sup>—*Allen Hobson, Liaison*



The summer reading program has been a success with more than 50 children participating; volunteers are needed as 2 long-term individuals have had to step away; also seeking board members.

### **NEW BUSINESS**

#### New Business Licenses

1. Sebastian Books—*Sebastian Ledwon*
2. Barber Black Sheep—*Andrea Kay*
3. Dobson Roofing—*Stella Dobson*

Motion to approve all business licenses listed by Cunningham; second by Hobson. Unanimous.

A city council workshop on property tax structure was scheduled for September 2<sup>nd</sup>.

#### Resolution 25-1196 Property Surplus 1992 Ford F150 Pickup

Resolution 25-1196 was read by title, and McIntosh presented the staff report. There were no comments from the audience. Motion to approve by Hobson; second by White. Unanimous.

#### Resolution 25-1197 Pasture Lease with Joe Hammack

Resolution 25-1197 was read by title, and Sherlock delivered the staff report. There were no comments from the audience. Motion to approve by White; second by Cunningham. Unanimous.

#### Ordinance 25-722 RV Parks Code

Ordinance 25-722 was read by title for a second time. Due to an overwhelming public response, it was recommended the ordinance be tabled for good. Motion to table Ordinance 25-722 by Wiggins; second by Hobson. Unanimous.

#### Ordinance 25-724 Winston Municipal Code Legislative Amendments

Ordinance 25-724 was updated to make marijuana dispensaries a permitted use in the general commercial zone, axing the conditional use requirements. Stevens presented a brief staff report, and one public comment was made by Red Barn Dispensary president and co-founder, Todd Theiss. Motion to adopt with amendment by Wiggins; second by Hobson. Motion carried 4 – 1 with Cunningham voting nay.

### **Announcements**

- September 1<sup>st</sup>—Labor Day. City offices will be closed.
- Tuesday, September 2<sup>nd</sup>, City Council meeting; 7pm, City Hall

Break for executive session. 7:30.

**Executive Session**—*Pursuant to ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Expected time, 10 – 20 minutes.*

Reconvene after executive session. 7:48.

There being no further business, the meeting was adjourned. 7:49. Respectfully submitted by Cindy Sarti, city recorder.

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*Christie Knutson, Mayor*

*Attest:*

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*Cindy M. Sarti, City Recorder*

### Stats for the 1<sup>st</sup> Quarter

2588 – Active accounts in system up 54

954 – total items have been checked out

88 – new material has been added

70 – new accounts have been added

### 2<sup>nd</sup> Qtr Stats

2667 – Active accounts in system, up 79

1503 – Total items have been checked out

83 – new material has been added

### 3<sup>rd</sup> Qtr Stats

2695 – Active accounts in system, up 161

1871 – total items have been checked out

142 – items of new material have been added

### 4<sup>th</sup> Qtr Stats

2719 – Active accounts in system, up 26

1876 – total items have been checked out

71 – New Items have been added to the catalog

**WINSTON LIBRARY BUDGET 2025-2026**

	TRANSACTION	CODE	AMOUNT	TOTALS
<b>EXPECTED INCOME</b>	Donations	Don	3,000.00	
	Book/DVD sales	Sales	1,300.00	
	Fund Raisers	FR	5,000.00	
	Grants	Grnt	8,500.00	
	Print/Copy/Fines	Prtfin	1,001.00	
	Miscellaneous	Misc	1,000.00	
	City of Winston	Labor+	12,000.00	
	City of Winston	Operating	12,500.00	
<b>TOTAL INCOME</b>				<b>44,301.00</b>
<b>EXPECTED EXPENSES</b>				
<b>City Library Fee</b>	Operations		12,500.00	12,500.00
<b>Insurance</b>	Worker's Comp		200.00	
	Liability Insurance		1,491.00	1,691.00
<b>Supplies</b>	Supplies		1,565.00	1,565.00
<b>Annual renewals</b>	Post Office		210.00	
	Biblionix		1,540.00	
	Library Assoc		108.00	
	Registration fee Bus Lic		50.00	
	CT 12		40.00	
	DNH Domain		312.00	
	Linux		95.00	2,355.00
<b>Bi-annual renewals</b>	Titan		780.00	
	City of Winston- DFN		600.00	1,380.00
<b>Director</b>	Wages	Salary	10,500.00	
	State Emp payment	Emp Tax	700.00	
	Fed Emp Payment	Emp Tax	1,700.00	
	OSTTax	Transit Tax	10.00	12,910.00
<b>Programs</b>	Summer Reading	Prog	2,000.00	
	Dolly Parton	Prog	1,100.00	
	Story Time	Prog	200.00	
	K-2 Ready Readers	Prog	500.00	3,800.00
<b>Books</b>			5,000.00	5,000.00
<b>Equipment</b>			1,000.00	1,000.00
<b>Bookkeeping</b>	Michelle Waggoner		1,000.00	1,000.00
<b>Miscellaneous</b>			100.00	100.00
<b>Contingency</b>			1,000.00	1,000.00
<b>TOTAL EXPENSES</b>				<b>44,301.00</b>



## Application for Business License

### Tell us about you:

Applicant: Teddy Burns  
Date of Birth: N/A Driver's License/ID#: N/A State: —  
Mailing Address: 2300 NE Stephens St  
City: Roseburg State: OR Zip: 97470  
Phone: 541 523 6649 Email: Teddy Burns @ Fossilgas.com

### Scope of Business (select one):

- ☐ Permanent (Business addressed and/or located within city limits – **Complete Section A**)
- ☒ Contractor/Mobile Vendor (Business established outside city limits but conducting work within city limits – **Complete Section B**)

### Section A:

Business Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ PO Box: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Business Type: \_\_\_\_\_ Secondhand Property Dealer? \_\_\_\_\_  
Description of business to include hours of operation and expected number of employees: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Refer to the Winston Municipal Code, Title XI; Chapter 110; Sections 110.01 – 110.99, and Chapter 112; Sections 112.01 – 112.99. View it 24/7 at the City Website under the Government tab, or in person at City Hall weekdays, 201 NW Douglas Blvd. (541) 679-6739 for info.

Application # 23-25



Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner (if other than applicant): \_\_\_\_\_

Sq. Ft. of Building for Business: \_\_\_\_\_ No. of Parking Spaces: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(If different from applicant)

## Section B:

Business Name: Ferrellgas

Business Type: Liquid Petroleum gas Supplier & Service

Owner/Agent: Teddy Burns (Propane)

Street Address: 2300 NE Stephens St

Mailing Address: 2300 NE Stephens St PO Box: \_\_\_\_\_

City: Roseburg State: OR Zip: 97470

Email: TeddyBurns@Ferrellgas.com Phone: 541 525 6649

Complete the following where applicable, and sign below:

CCB#: 101244 DC Health Dept: \_\_\_\_\_ Other: \_\_\_\_\_

Current/Upcoming Projects (Input N/A if none): N/A

Applicant Signature: Teddy Burns Date: 8/18/23

## Development Notice:

The issuance of a Winston Business License does not authorize construction outright. Specific projects including, but not limited to, property development, signage, building projects, home construction, solar projects, and fencing require case specific reviews conducted by the City of Winston.

Refer to the Winston Municipal Code, Title XI; Chapter 110; Sections 110.01 – 110.99, and Chapter 112; Sections 112.01 – 112.99. View it 24/7 at the City Website under the Government tab, or in person at City Hall weekdays, 201 NW Douglas Blvd. (541) 679-6739 for info.

Application # 73-25

\*\*\* STAFF USE ONLY \*\*\*

LICENSE # 23-25

Business Location Various Zoning —

Change of Occupancy ☒ N Sign Permit Required ☒ N 2<sup>nd</sup> Hand Property Dealer ☒ N

Planning Official Kawela Stevens Date 8/19/25

Comments:

Prepare Permit

Police Chief

[Signature]

Date 08-25-25

Recommendation:

☒ Grant

☐ Deny

Comments:

City Manager

Thomas McIntosh

Date 8-27-25

Billing Clerk

N/A

Date

City Recorder

[Signature]

Date

8/26/25

Fee \$50 Receipt #

91959

cc

9/2/25

Letter/Label ☐ Entered/Mailed ☐

Additional Remarks:

Refer to the Winston Municipal Code, Title XI; Chapter 110; Sections 110.01 – 110.99, and Chapter 112; Sections 112.01 – 112.99. View it 24/7 at the City Website under the Government tab, or in person at City Hall weekdays,

201 NW Douglas Blvd. (541) 679-6739 for info.

Application # 23-25



## **RESOLUTION NO. 25-1198**

**A RESOLUTION OF THE CITY OF WINSTON OREGON CITY COUNCIL, AUTHORIZING THE CITY MANAGER TO PURCHASE A 2025 KUBOTA FRONT LOAD FOR THE PURPOSES OF REPAIRING AND MAINTAINING PUBLIC SPACES FOR AN AMOUNT NOT TO EXCEED \$28,282.07.**

**WHEREAS** the City of Winston Public Works department is tasked with carrying out duties that allow for the maintenance of all public infrastructure, public facilities and parks; and,

**WHEREAS** the city must evaluate how these duties can be achieved with the best measure of efficiency; and,

**WHEREAS** the purchasing of a 2025 Kubota front loader will allow staff time and projects to be completed with a higher level of efficiency while also producing a more professional product.

**NOW, THEREFORE BE IT RESOLVED THAT, THE CITY OF WINSTON OREGON CITY COUNCIL:**

**SECTION 1.** The City Manager is hereby authorized to purchase the 2025 Kubota front loader outlined in Public Works Staff Report No. 25-011, attached hereto and incorporated by reference.

**SECTION 2.** This resolution shall be in effect upon the date of its adoption.

**ADOPTED BY THE CITY OF WINSTON OREGON CITY COUNCIL ON THIS 2<sup>ND</sup> DAY OF SEPTEMBER 2025.**

**APPROVED BY THE MAYOR ON THIS 2<sup>ND</sup> DAY OF SEPTEMBER 2025.**

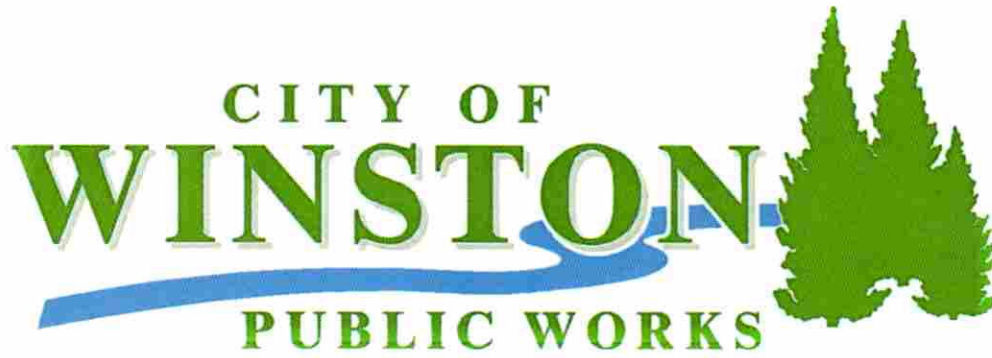
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*Christie Knutson, Mayor*

*Attest:*

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*Cindy M. Sarti, City Recorder*



# *Staff Report*

*Public Works 25-11*

<b>Subject:</b>	Public Works Tractor purchase
<b>Date:</b>	September 2, 2025
<b>Prepared by:</b>	Megan Hamilton
<b>Title:</b>	Purchase Kubota L3302HST front loader tractor
<b>Background:</b>	Public Works currently has a 2001 Kubota L3010F tractor that is used primarily for mowing parks and right of ways due to only having rear end attachment capabilities (Brush Hog / Mowing Deck) this tractor has outlived its useful life and is in need of replacement
<b>Analysis:</b>	Replace with 2025 Kubota L3302HST 3-cylinder diesel 3 speed 4-wheel drive, front loader with grill guard, 66" quick attach bucket, bolt on cutting edge. Configured price \$32,696.00 State of Oregon discount price \$28,282.07.
<b>Recommendation:</b>	Staff recommend Council approve the purchase of a Kubota L3302HST front end loader tractor to better fit the needs of the department.
<b>Financial Impact:</b>	This was an approved 2025-2026 budgeted item, total price \$28,282.07.



## **RESOLUTION NO. 25-1199**

**A RESOLUTION OF THE CITY OF WINSTON OREGON CITY COUNCIL, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH MIDEA DEVELOPMENT LLC (SEAN MORAN) TO OVERSEE IMPROVEMENTS TO THE PARKWAY WASTEWATER PUMP STATION FOR AN AMOUNT NOT TO EXCEED \$191,400.00 AND DECLARING AN EMERGENCY.**

**WHEREAS** the City of Winston owns and operates a sewer utility; and,

**WHEREAS** the Parkway wastewater pump station has been properly evaluated by a registered licensed engineer in the state of Oregon and recommendations were submitted to the city; and,

**WHEREAS** as a matter of urgency for the perpetual sustainability and stability of the Parkway station, the underlying improvements are imperative for the general welfare of the public.

**NOW, THEREFORE BE IT RESOLVED THAT, THE CITY OF WINSTON OREGON CITY COUNCIL:**

**SECTION 1.** The City Manager is hereby authorized to enter into an agreement with Midea Development LLC for the improvements and enhancements of Parkway pump station as outlined in the agreement and Staff Report No. 25-012, attached hereto and incorporated by reference.

**SECTION 2.** This resolution shall be in effect upon the date of its adoption.

**ADOPTED BY THE CITY OF WINSTON OREGON CITY COUNCIL ON THIS 2<sup>ND</sup> DAY OF SEPTEMBER 2025.**

**APPROVED BY THE MAYOR ON THIS 2<sup>ND</sup> DAY OF SEPTEMBER 2025.**

\_\_\_\_\_  
*Christie Knutson, Mayor*

*Attest:*

\_\_\_\_\_  
*Cindy M. Sarti, City Recorder*



**CLIENT:** City of Winston  
**PROJECT NAME:** Parkway Pump Station Improvements  
**PROJECT NUMBER:** WN 25-02 Bateson

**REVISION HISTORY:**

Rev.	Date	Change Summary
1.0	12 AUG 2025	

**PROJECT GOAL**

Bateson Enterprises shall perform improvements detailed in this Statement of Work. The project will result in a newly installed 85HP Flygt submersible pump matching the design and configuration of the previously installed matching pump. The work will include the installation and startup of new VFD pump drives that will replace discontinued pump drives for all pumps. Bypass pumping operations will be required to perform the work, which will be installed, monitored and managed by Bateson Enterprises.

**BACKGROUND**

Parkway Pump Station is a major pump station in Winston's wastewater conveyance system and is the final pump station conveying wastewater to the regional wastewater treatment plant (WWTP). The pump station is in good operational condition; however, a new 85HP Flygt pump and drives for all pumps must be replaced to reduce the risks associated with aging infrastructure and discontinued pump drives.

Winston Staff assembled a project team to support the evaluation of the pump station and needed improvements. The project team included Bateson Enterprises, McDiarmid Controls, Midea Engineering, and Xylem. The project team met several times, including with Xylem to develop a bypass pumping plan, and supporting equipment, to perform reliable and redundant bypass pumping operations during construction. Previous work was reviewed and a strategy for implementation of the improvements was developed.

**PREVIOUSLY REFERENCED WORK**

- Preliminary WWCSMP (Civil West, 2025)
- Previous design for installation of 85HP Flygt submersible pump (SHN, 2012).

**SCOPE OF WORK – 100HP Pump & VFD Retrofit**

- Contractor is to provide all equipment and parts for a complete installation of a new 85HP submersible pump matching existing and VFD pump drives for all pumps. The new pump and pump base is provided by the City.
- Implementation of redundant bypass pumping system to support construction.
  - This system will include an autodialer system.
- Cleaning of the wet well in preparation of pouring a new reinforced concrete pump/discharge support (this concrete will be doweled into existing concrete on all sides and will match the existing concrete pump support).
- Demolition of existing pump and discharge piping.
- Forming new reinforced concrete pump/discharge support structure.
  - This structure will match the work designed by SHN for the previous pump installation.
  - Allow for adequate curing time for concrete (test cylinder for concrete required).

- Installation of new pump discharge elbow, pump discharge piping, rail system to match the existing 85HP pump installation. The installation includes a new suction bell provided by Flygt matching the part reviewed during project scoping.
- Routing of new pump electrical cables and termination as required by Flygt / Xylem, including new MCC cans as required.
- Installation of new ABB VFD pump drives for all pumps per manufacturer's recommendations.
  - Startup of new equipment and training for City Staff.
  - Programming of new pump drives shall be provided to match the existing programming to the greatest extent possible.
- Decommissioning of bypass pumping system.
- Cleanup of project site.

### PROJECT SCHEDULE

Time is of the essence for this project. The Contractor shall coordinate directly with suppliers, the Engineer and Winston Staff to provide a schedule for the work.

### KEY STAKEHOLDERS:

Role	Contact
Owner	Thomas McIntosh, City Manager Andy Howell, Public Works Superintendent
Engineer	Midea Development, LLC Sean Moran, PE
Contractor	Bateson Enterprises, LLC Shawn Bateson / Jerry Wilkison

### ESTIMATED COST ESTIMATE

Bateson Enterprises has provided a fixed cost estimated price for this project of \$174,000. Note the exclusions included in the cost proposal.

### CONSTRAINTS, ASSUMPTIONS, RISKS & DEPENDENCIES

- Project schedule is critical to ensure the work is completed prior to the high flow season.

CITY OF WINSTON

BATESON ENTERPRISES, LLC

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## PARKWAY PUMP STATION

TO: Andy Howell  
245 SE Thompson  
Winston, OR 97496

Revision Date:

Page 1 of 1  
08/05/25

Project: Parkway Pump Station

Addendums Acknowledged: N/A

Location: Winston, OR

Engineer: N/A

PROPOSAL for Parkway Pump Station .....	Lump Sum	\$174,000.00
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Bateson Enterprises will procure approved materials and equipment to retrofit pump station as described in the scope below along with approved materials, equipment and submittals approved. Scope and exclusions provided below. See attached statement of work for details.

### Scope, Substitutions, and Exclusions:

- 1 Mobilizations included in cost.
- 2 Bateson to be present during startup and provide support as needed.
- 3 Electrical.
  - Remove and installation of 40 HP and 85 HP motor with ABB 880 drives.
  - Removal and replacement of existing distribution blocks.
  - New MCC buckets.
- 4 Install City supplied pump.
  - Install new ductile iron connections.
  - New concrete base and install City supplied stand for pump.
- 5 By-Pass Pumping.
- 6 Cost provided based upon prevailing labor rates.

### Exclusions:

- A Construction survey, staking and site grading, including concrete pour preparation.
- B Any piping outside the wetwell.
- C Trench shoring and bracing.
- D All structural backfill, including base rock.
- E Excavation and backfill of all structures.
- F All water utilities, piping and appurtenances.
- G Gas utility work.
- H Telemetry service and setup to city's SCADA system performed by the city.
- I All testing, including pressure testing.
- J Procurement of permits.

***Any changes and/or alterations to the above quote are to be authorized by the customer. Upon authorization, a change order report is to be completed and signed***

### TERMS OF QUOTE:

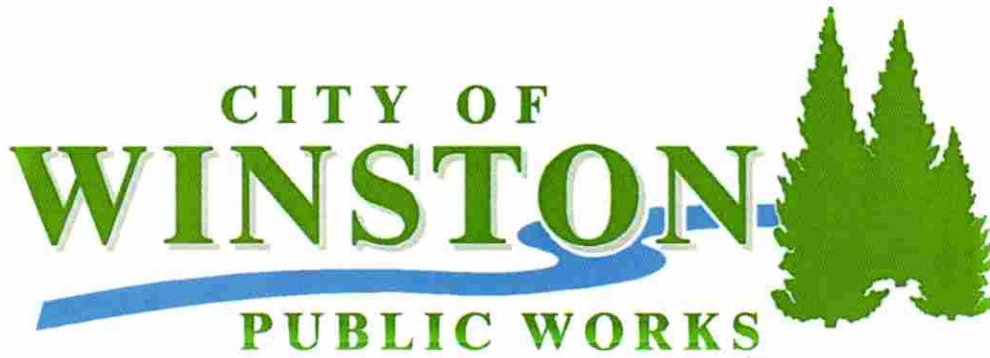
- \* This quote is based on the design criteria provided by Xylem, Flygt and field visit. Revisions may result in price changes.
- \* This quote is effective for 10 days from above date thereafter all prices are subject to change w/o notice.
- \* This quote is not intended to meet all material/supplies required in bid # \_\_\_\_\_ from \_\_\_\_\_
- \* Please check what supplies are required outside of this Scope of Supply.
- \* This quote, or any related documents, does not infer or guarantee any delivery or project completion dates.
- \* This quote, or any related documents, does not constitute a contract or offer by Bateson Enterprises, LLC. It's purpose, notwithstanding any significant deviations from the assumptions therein, is to establish a price to be incorporated into a subsequent contract between Bateson Enterprises, LLC and its customer.

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Bateson Enterprises, LLC \_\_\_\_\_

Date: \_\_\_\_\_



# *Staff Report*

*Public Works 25-12*

<b>Subject:</b>	Parkway Pumpstation
<b>Date:</b>	September 2, 2025
<b>Prepared by:</b>	Andy Howell
<b>Title:</b>	Parkway Pumpstation Improvements
<b>Background:</b>	Engineering evaluation for Parkway Pumpstation has been completed (Sean Moran Midea Development, LLC) the station is in good operational condition; however, a new 85HP Flygt pump and drives must be replaced to avoid the risks with aging infrastructure and loss of pumping ability.
<b>Analysis:</b>	Staff working with Midea Engineering assembled an evaluation team that included Bateson Enterprises, McDiarmind Controls and Xylem for the required bypass pumping plan. Contractor will provide all equipment and parts for the installation of new 85HP pump and new VFD's (Pump and base provided by city) new concrete footing, discharge pipe, electrical, rail system and bypass pumping. This work will match the previous work, expected work to take 3 weeks.
<b>Recommendation:</b>	Project schedule is critical to ensure work is completed prior to high flow season, Due to the nature of work and the time frame Staff recommend Bateson Enterprise for Parkway Pumpstation Improvements.
<b>Financial Impact:</b>	Project Cost \$174,000.00 Plus 10% Contingency \$17,400.00 <b>Total \$191,400.00</b>