SPECIAL CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD OCTOBER 4, 2022, IN THE AIRPORT OPERATIONS CONFERENCE ROOM.

COUNCIL MEMBERS PRESENT: Krisanna Clark-Endicott – George Endicott – Clifford Evelyn – Jay Patrick – Shannon Wedding

COUNCIL MEMBERS EXCUSED: Ed Fitch – Cat Zwicker

STAFF PRESENT: City Manager Keith Witcosky – City Attorney Keith Leitz – Airport Director Zachary Bass – Police Chief Devin Lewis – City Engineer Jessica MacClanahan – City Recorder Kelly Morse – Deputy City Recorder Kayla Duddy – Chief Financial Officer Jason Neff – Accounting and Financial Reporting Director Brooks Slyter – Airport Operations Manager Ben Wolfe – Airport Facilities Manager Fernando Gonzalez – Airport Facilities Supervisor Kurt Newton – Airport Operations Supervisor Mike Wilcox – Airport Engineer Fred LeLacheur

MEDIA PRESENT: None

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

CONSENT AGENDA

A. Minutes of January 18, 2022, Council Meeting
B. Acquisition of a 2022 Ford Expedition for the Redmond Police Department: Up to $59,593.

Councilor Clark-Endicott moved, seconded by Councilor Wedding, to approve Consent, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-absent, Patrick-yes, Wedding-yes, Zwicker-absent)

PRESENTATIONS

A. Airport Updates and Virtual Tour

Airport Director Zach Bass introduced Mead & Hunt's Air Service Consultant Trina Froelich who provided the Council with a presentation highlighting industry trends impacting the Airport, current air service, and statistics on passenger/capacity trends, recovery comparisons, and market share. Ms. Froelich discussed the top new services targets and outlined long-term efforts such as the recruitment of Southwest Airlines and the Airport's terminal expansion project.

Mr. Bass shared a video containing a virtual tour of the Airport.

RS&H Lead Designer Kevin Stockton showed a video that introduced the team working on the Terminal Expansion Project. Currently, his team is onsite at the Airport to review the existing condition, systems, and configuration of the facility. Mr. Stockton discussed upcoming steps which include a digital scan of the terminal, meetings with utility providers and stakeholders, public input, and messaging.

Questions from the Council were addressed throughout the presentations.

ACTION ITEMS

A. Resolution #2022-30 – A resolution of the City of Redmond declaring certain City property to be surplus. (Airport)

Mr. Bass requested approval of Resolution #2022-30 which declared the following Airport equipment as surplus:

Item	City Asset #
1984 Case Loader	1741
1979 Ford Dump Truck	1633
2004 Graco Line Painter	2977
Low Level Barricades	N/A

All equipment has reached its useful service life, costs to maintain the equipment have increase, and some replacement parts have been discontinued. The Airport intends to surplus or donate the equipment to a local government agency.

Councilor Evelyn moved, seconded by Councilor Patrick, to adopt Resolution #2022-30, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-absent, Patrick-yes, Wedding-yes, Zwicker-absent)

B. Task Order No. 7 to Contract #2020-59 with Morrison-Maierle to update the Airport Pavement Management Plan: $58,200

Mr. Bass requested approval of Task Order No. 7 with Morrison-Maierle to update the Airport Pavement Management Plan (Plan). In addition to the update, a Pavement Condition Index number will be assigned to major sections of airfield pavement allowing staff to prioritize funds for maintenance and pavement replacement. The Plan update is required by the Federal Aviation Administration to be updated every three years.

Councilor Clark-Endicott moved, seconded by Councilor Wedding, to approve Task Order No. 7 to Morrison-Maierle Contract #2020-59 in the amount of $58,200, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-absent, Patrick-yes, Wedding-yes, Zwicker-absent)

C. Addendum No. 3 to Contract #2020-47 with Mead & Hunt, Inc. for Fiscal Year 2022/23 Air Service Consulting for $94,680 and future optional years not to exceed a 10% year over year increase.

Mr. Bass requested approval of Addendum No. 3 to the contract with Mead & Hunt for air service consulting services. Addendum No 3 approves the annuals costs for Year 3 of the contract and represents a 19 percent increase over Fiscal Year 2021/22. The roughly $15,000 cost increase will provide new consulting services such as attendance at a new conference and meeting with Southwest Airline's at their headquarters in Dallas, Texas.

Councilor Wedding moved, seconded by Councilor Evelyn, to authorize the City Manager to execute Addendum No. 3 to Contract #2020-47 with Mead & Hunt, Inc. in the amount of $94,680 and future optional addendum in amounts not to exceed an additional 10% year over year, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-absent, Patrick-yes, Wedding-yes, Zwicker-absent)

EXECUTIVE SESSION

Mayor Endicott convened the Council into Executive Session at 6:55 p.m.in accordance with ORS 192.660(2)(d) authorizing executive sessions to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Mayor Endicott closed the Executive Session portion of the meeting at 7:11 p.m.

The regular portion of the meeting was called to order at 7:11 p.m.

MOTIONS AS A RESULT OF EXECUTIVE SESSION

There were no motions as a result of Executive Session

OTHER BUSINESS

There being no further business, the meeting was adjourned at 7:11 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 15th day of November 2022.

/S/ George Endicott
George Endicott, Mayor

ATTEST:

/S/ Kelly Morse
Kelly Morse, City Recorder