



CITY COUNCIL
May 5, 2020
Council Chambers • 411 SW 9th Street

**COUNCIL
MEMBERS**

George Endicott
Mayor

Jay Patrick
Council President

Jon Bullock
Councilor

Joe Centanni
Councilor

Krisanna
Clark-Endicott
Councilor

Camden King
Councilor

Ginny McPherson
Councilor

MAY 5, 2020

SPECIAL MEETING AGENDA

6:00 PM

I. CALL TO ORDER / ESTABLISH A QUORUM

II. PRESENTATIONS

- A. COVID-19 Update
- B. 3rd Quarter Financial Report

III. ORDINANCES

- A. Ord. #2020-09 - An Ordinance amending Ordinance Number 2020-08 declaring a State of Emergency due to the Coronavirus (COVID-19), to extend the declared emergency through the 16th day of June 2020.

IV. 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@ci.redmond.or.us. Requests should be made as soon as possible, but at least 3 business days prior to the scheduled meeting.

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



City of Redmond - Financial Overview

3Q FY19/20

Key Financial Highlights

- * Operating expenditures less than budget (year-to-date 70%, year-end 97% / \$1.7m < budget)
- * General Operating Funds expected to maintain fund balance in FY19/20 (+\$74k vs. -\$985k budget) (Property Taxes +\$211k, SDC Reimbursement Fees +\$301k, operating expenses -\$557k)
- * Water operating reserves decreasing, as expected, as a result of meter replacement project
- * Summary of Financial Impacts from COVID-19 pandemic in FY19/20:
 - General Operating Funds: Gas Tax -\$170k, Room Tax -\$265k
 - Development Sub-funds: revenue remains steady and on track or ahead of budget
 - Airport: financial position stabilized by CARES funding (\$3.8m reimbursements in FY19/20)

Operating Financial Performance by Department (\$ in Millions)

General

Expenditures / Budget:	72%
Operating Revenues / Budget:	85% Property Taxes at 98% of budget
	YTD YE Proj. YE Budget
Sub-Fund Balance Change:	\$ 1.970 \$ 0.533 \$ 0.033
Sub-Fund Balance:	\$ 3.420 \$ 1.984 \$ 1.311

* Property Taxes +\$211k,
-\$301k transfers (SDCs)

Police

Expenditures / Budget:	73%
Operating Revenues / Budget:	77%
	YTD YE Proj. YE Budget
Sub-Fund Balance Change:	\$ 0.331 \$ 0.317 \$ (0.093)
Sub-Fund Balance:	\$ 2.316 \$ 2.302 \$ 1.675

* Personnel -\$193k, seizure
home proceeds +\$157k

Public Works

Transportation

Expenditures / Budget:	66%
Operating Revenues / Budget:	70% * Gas Tax Sharing at 67%
	YTD YE Proj. YE Budget
Sub-Fund Balance Change:	\$ (0.257) \$ (0.451) \$ (0.428)
Sub-Fund Balance:	\$ 1.831 \$ 1.637 \$ 1.518

* \$170k Gas Tax shortfall from
COVID-19 impacts

Parks & Facilities

Expenditures / Budget:	70%
Operating Revenues / Budget:	68%
	YTD YE Proj. YE Budget
Sub-Fund Balance Change:	\$ 0.005 \$ (0.087) \$ (0.106)
Sub-Fund Balance:	\$ 0.457 \$ 0.365 \$ 0.320

Water

Expenditures / Budget:	67%
Operating Revenues / Budget:	69%
	YTD YE Proj. YE Budget
Sub-Fund Balance Change:	\$ (0.297) \$ (0.606) \$ (0.515)
Sub-Fund Balance:	\$ 4.260 \$ 3.951 \$ 3.616

* 3,000 Meter Replacements
= \$565k

Wastewater

Expenditures / Budget:	68%
Operating Revenues / Budget:	77%
	YTD YE Proj. YE Budget
Sub-Fund Balance Change:	\$ 0.438 \$ 0.251 \$ (0.028)
Sub-Fund Balance:	\$ 3.115 \$ 2.927 \$ 2.392

* Personnel: Health Insurance
& Recruitment Timing

Stormwater

Expenditures / Budget:	66%
Operating Revenues / Budget:	76%
	YTD YE Proj. YE Budget
Sub-Fund Balance Change:	\$ 0.003 \$ (0.042) \$ (0.157)
Sub-Fund Balance:	\$ 0.400 \$ 0.355 \$ 0.220

* Personnel: Health Insurance
& Recruitment Timing

Engineering

Expenditures / Budget:	71%
Operating Revenues / Budget:	71% * Development Revenues at 62%
	YTD YE Proj. YE Budget
Sub-Fund Balance Change:	\$ (0.103) \$ (0.113) \$ (0.159)
Sub-Fund Balance:	\$ 0.535 \$ 0.525 \$ 0.459

Key Statistics (\$ in Millions)

Property Tax (PT) Collections

FY19/20 (Current)	\$ 9.443
FY19/20 (Projection)	\$ 9.800
FY19/20 (Budget)	\$ 9.589
FY18/19	\$ 9.093
FY17/18	\$ 8.557
FY16/17	\$ 7.912

Franchise Fees

FY19/20 (Current)	\$ 2.524
FY19/20 (Projection)	\$ 3.532
FY19/20 (Budget)	\$ 3.470
FY18/19	\$ 3.505
FY17/18	\$ 3.419
FY16/17	\$ 3.336

State Shared Revenues

FY19/20 (Current)	\$ 2.102
FY19/20 (Projection)	\$ 2.873
FY19/20 (Budget)	\$ 3.012
FY18/19	\$ 2.956
FY17/18	\$ 2.567
FY16/17	\$ 2.397

General Operating Fund Balance

FY19/20 (Current)	\$ 8.831
FY19/20 (Projection)	\$ 6.708
FY19/20 (Budget)	\$ 5.036
FY18/19	\$ 6.634
FY17/18	\$ 6.663
FY16/17	\$ 6.349

Gen. Oper. Fund Balance Change

FY19/20 (Current)	\$ 2.197
FY19/20 (Projection)	\$ 0.074
FY19/20 (Budget)	\$ (0.985)
FY18/19	\$ (0.029)
FY17/18	\$ 0.314
FY16/17	\$ 0.304

Water Sales

FY19/20 (Current)	\$ 4.278
FY19/20 (Projection)	\$ 6.017
FY19/20 (Budget)	\$ 6.347
FY18/19	\$ 6.164
FY17/18	\$ 5.851
FY16/17	\$ 5.386

Sewer Sales

FY19/20 (Current)	\$ 4.192
FY19/20 (Projection)	\$ 5.607
FY19/20 (Budget)	\$ 5.547
FY18/19	\$ 5.369
FY17/18	\$ 5.108
FY16/17	\$ 4.781

Finance/Budget Contact:

Jason Neff
541.923.7729
jason.neff@ci.redmond.or.us

Operating Financial Performance by Department Cont. (\$ in Millions)

Airport

Expenditures / Budget:	60%			
Operating Revenues / Budget:	79%	* Parking at 78%, Rental Cars at 81%, PFCs at 75%		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 4.003	\$ 3.278	\$ 1.573	CARES funding = \$3.8m
Sub-Fund Balance:	\$ 13.095	\$ 12.370	\$ 8.901	Enplanements -18% (Bgt +4%)

CDD

Operations

Expenditures / Budget:	68%			
Operating Revenues / Budget:	116%	* Business Licenses at 97%, Code Enf. Surcharge at 129%		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 0.307	\$ (0.022)	\$ (0.131)	
Sub-Fund Balance:	\$ 0.557	\$ 0.228	\$ 0.152	

Building

Expenditures / Budget:	71%			
Operating Revenues / Budget:	109%			
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 0.852	\$ 1.070	\$ 0.200	
Sub-Fund Balance:	\$ 2.714	\$ 2.932	\$ 1.809	* 20 months of operating exp.

Current Planning

Expenditures / Budget:	67%			
Operating Revenues / Budget:	87%			
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 0.003	\$ 0.009	\$ (0.115)	
Sub-Fund Balance:	\$ 0.634	\$ 0.639	\$ 0.468	* 15 months of operating exp.

Long Range Planning

Expenditures / Budget:	70%			
Operating Revenues / Budget:	81%	* LR Planning Surcharge at 94%		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ (0.159)	\$ (0.217)	\$ (0.259)	* Comprehensive Plan
Sub-Fund Balance:	\$ 0.250	\$ 0.192	\$ 0.060	in 19/20 = \$89k

Golf

Expenditures / Budget:	57%			
Operating Revenues / Budget:	66%	* Paid rounds at 66%, Golf revenue +9.2% vs. 3Q 18/19		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 0.231	\$ (0.025)	\$ (0.002)	
Sub-Fund Balance:	\$ 0.256	\$ 0.000	\$ 0.010	

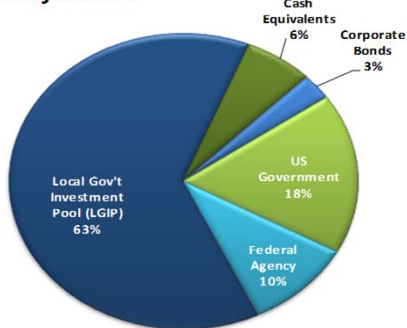
Infrastructure Maintenance Expenditures (\$ in Millions)

	YTD	YTD/Budget	YE Proj.	Proj/Budget	YE Budget
Transportation	\$ 0.313	24%	\$ 1.352	102%	\$ 1.324
Water	\$ 0.561	22%	\$ 0.694	27%	\$ 2.527
Wastewater	\$ -	0%	\$ -	0%	\$ 0.130
Stormwater	\$ 0.024	4%	\$ 0.324	56%	\$ 0.583

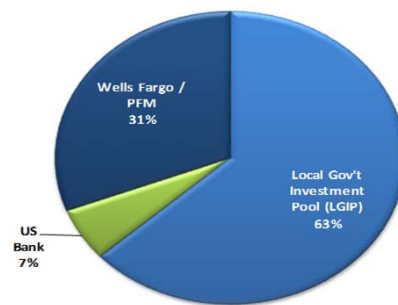
Cash & Investments Summary (excludes \$28.8m in bond proceeds)

Total Cash & Investments	\$74.1M	Rate of Return (trailing 12 months)	
Weighted Maturity	5 months	Wells Fargo / PFM Asset Mgmt.	
Weighted Credit Quality	AAA	Local Gov't. Investment Pool (LGIP)	

Diversification



Accounts



Key Statistics (Cont.)

Passenger Facility Charges

FY19/20 (Current)	\$ 1.359
FY19/20 (Projection)	\$ 1.470
FY19/20 (Budget)	\$ 1.823
FY18/19	\$ 1.797
FY17/18	\$ 1.579
FY16/17	\$ 1.370

Planning Permit Revenue

FY19/20 (Current)	\$ 0.261
FY19/20 (Projection)	\$ 0.349
FY19/20 (Budget)	\$ 0.297
FY18/19	\$ 0.475
FY17/18	\$ 0.424
FY16/17	\$ 0.414

Expenditures (Excl. URA)

FY19/20 (Current)	\$ 66.3
FY19/20 (Budget)	\$ 126.1
FY18/19	\$ 107.3
FY17/18	\$ 79.4
FY16/17	\$ 87.8

Debt Service Coverage Ratio

General Operating	2.32
Water	1.41
Wastewater	1.85
Airport	1.36

Long-Term Debt

FY19/20	\$ 93.1
FY18/19	\$ 78.8
FY17/18	\$ 80.6
FY16/17	\$ 81.5
FY15/16	\$ 74.9

Moody's Credit Ratings

FFCO (2/19)	Aa3
Water Rev (10/18)	Aa3

Cash/Investment Balances*

US Bank (cash)	\$ 4.3
LGIP (investments)	\$ 46.9
Wells Fargo (investments)	\$ 22.8
TOTAL	\$ 74.1

*excludes \$28.8m of bond proceeds

Assessed Value Growth (General)

FY19/20	8.1%
FY18/19	6.1%
FY17/18	7.8%
FY16/17	4.6%

Property Tax Base

Maximum Assessed	\$ 2,597
Real Mkt Value	\$ 4,287
MAV / RMV	61%

City/Citizen PT Rate / \$1,000

FY19/20	\$4.41 / \$17.93
FY18/19	\$4.41 / \$18.01
FY17/18	\$4.41 / \$18.10
FY16/17	\$4.41 / \$18.39



CITY OF REDMOND

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STAFF REPORT

DATE: May 5, 2020
TO: Redmond City Council
THROUGH:
FROM: Keith Witcosky, City Manager
SUBJECT: Ord. #2020-09 - An Ordinance amending Ordinance Number 2020-08 declaring a State of Emergency due to the Coronavirus (COVID-19), to extend the declared emergency through the 16th day of June 2020.

Addresses Council Goal:

1. Sustain Operations: A: Provide critical and necessary services for the entire City.

Report in Brief:

The item requests City Council extend the declared state of emergency due to the outbreak of the coronavirus (COVID-19) from May 16, 2020 through June 16, 2020. This is a 30-day extension from the original declaration dated March 17, 2020.

Background:

On March 17, 2020, City Council adopted Ordinance No 2020-08, declaring a State of Emergency due to Coronavirus (COVID-19) through May 16, 2020. The disruption of important services, damage to life, and damage to property associated with COVID-19 is expected to extend beyond May 16, 2020.

Discussion:

Whenever a state of emergency is declared to exist within the City, the City Manager or designee is empowered to order measures in the interest of the public health, safety, and welfare. This emergency declaration extension will implement steps for the City to reduce the chances of contamination and exposure to the public and City employees and continue City operations through June 16, 2020.

As required by City Charter, notices regarding this Ordinance were posted in three places (the Library, the Police Department, and the Redmond Chamber of Commerce) in addition to City Hall on April 28, 2020.

Fiscal Impact:

There is no direct financial impact. However, this ordinance makes it possible for the City Manager to redirect City funds for the emergency, suspend standard City procurement and contracting procedures, and order such other measures as are necessary for the protection of life or property, or for the recovery from the emergency.

Alternative Courses of Action:

1. Approve the ordinance.
2. Do not approve the ordinance.
3. Request more information.

Recommendation / Suggested Motion:

"I move to have a first and second reading of Ord. # 2020-09, by title only" (Voice vote)

(City Attorney will read ordinance by title only.)

"I move to approve Ord. # 2020-09." (Roll call vote)

**CITY OF REDMOND
ORDINANCE NO. 2020-09**

AN ORDINANCE AMENDING ORDINANCE NUMBER 2020-08 DECLARING A STATE OF EMERGENCY DUE TO CORONAVIRUS (COVID-19), TO EXTEND THE DECLARED EMERGENCY THROUGH THE 16TH DAY OF JUNE 2020.

WHEREAS, Pursuant to ORS 401.309 and Redmond City Code Section 5.525, the City Council formally declared a state of emergency for the City of Redmond, effective on the 17th day of March 2020, and continuing for sixty (60) days, unless extended or terminated earlier by the City Council; and

WHEREAS, the existing statewide emergency caused by infectious Coronavirus (COVID-19) continues to constitute a high potential threat to public health; and

WHEREAS, the disruption of important services, damage to life, and damage to property associated with COVID-19 is expected to extend beyond the 16th day of May 2020.

NOW, THEREFORE, THE CITY OF REDMOND ORDAINS AS FOLLOWS:

SECTION ONE: AMENDMENT

Ordinance 2019-05 is amended as follows (provisions in **bold and underlined** are added):

SECTION ONE: Pursuant to ORS 401.309 and Redmond City Code Section 5.525, the City Council formally declares a state of emergency for the City of Redmond, effective on this 17th day of March 2020, and continuing ~~for sixty (60) days from the date of this Ordinance~~ **through the 16th day of June 2020**, unless extended or terminated earlier by the City Council.

PASSED by the City Council and **APPROVED** by the Mayor this 5th day of May 2020.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder