



CITY OF REDMOND

CITY HALL
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REDMOND, OR 97756
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CITY COUNCIL

September 12, 2023
Council Chambers • 411 SW 9th Street

COUNCIL MEMBERS

Ed Fitch
Mayor

Cat Zwicker
Council President

Tobias Colvin
Councilor

Clifford Evelyn
Councilor

John Nielsen
Councilor

Kathryn Osborne
Councilor

Shannon Wedding
Councilor

SEPTEMBER 12, 2023

REGULAR MEETING AGENDA

6:00 PM

Citizen comments are limited to three (3) minutes per person and will be accepted for a period of 30 minutes. Comments should be focused on City of Redmond business. Attendees are asked to refrain from interrupting, calling-out, or cheering during citizen comments.

I. CALL TO ORDER / ESTABLISH A QUORUM

II. BLESSING - Rabbi Yossi Feintuch, Jewish Center of Central Oregon

III. PLEDGE OF ALLEGIANCE

IV. CITY COUNCIL ANNOUNCEMENTS

V. COMMENTS FROM CITIZENS AT THE MEETING

A. Written Comments from Eastern Oregon Concerned Communities

VI. CONSENT AGENDA

A. Minutes of August 1, 2023, City Council Joint Workshop

B. Welcoming City Proclamation

C. Honor Flight of Central Oregon Welcome Home Day Proclamation

D. POW-MIA Awareness Day Proclamation

E. Suicide Prevention Month Proclamation

VII. PRESENTATIONS

A. Redmond Water Permit Application to Oregon Water Resources Department Update

B. Fiscal Year 2022/23 - 4th Quarter / Year-End Financial Report

VIII. ACTION ITEMS

A. Transcription Services Contract with ABC Transcription Services, LLC; Not to exceed \$100,000

IX. ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

X. CITY MANAGER COMMENTS

XI. COUNCIL COMMENTS

XII. MAYOR'S COMMENTS

XIII. ADJOURN

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

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

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

Kelly Morse

From: Trish [REDACTED]
Sent: Saturday, August 26, 2023 10:09 AM
To: Public Testimony
Subject: RE: Property on the north side of Highway 126 out of Redmond, Oregon, CORE 3 regional training and emergency coordination site to an Oasis Village managed homeless site, a potential RV/vehicle safe parking and a possible RV parking site.

[EXTERNAL]: This email originated from outside of the city. Do not click links or open attachments unless you recognize the sender.

Dear Commissioners/Councilors/Mayors and Oregon Representative,

RE: Property on the north side of Highway 126 out of Redmond, Oregon, CORE 3 regional training and emergency coordination site to an Oasis Village managed homeless site, a potential RV/vehicle safe parking and a possible RV parking site.

Our concern has to do with West Powell Butte Estates, a sub-division on the border of Deschutes and Crook County, near your proposed site for the Oasis Village, we would like to state that **we are in extreme opposition to your plans for this development.**

We agree that a place like this is needed, but not close to a developed sub-division (with children especially). Safety and fear for well being would be an issue. Also the past history that this brings to surrounded areas such as drugs & drug paraphernalia, crime, stealing, threat of wildfires, etc.

Since the sub-division sits on the border of Deschutes and Crook County, **must be the reason why we were not approached and/or considered in the research to reach the decision to place the Oasis Village, etc.,** in that location and how it would affect the community which is very close to this proposed development.

Additionally, excessive traffic entering and circulating on Highway 126, including Airport traffic access, poses significant challenges for both commuters and residents alike. The current infrastructure struggles already; adding more vehicles will only exacerbate congestion issues (Source: Oregon Department of Transportation).

There is also the extreme fire danger in this area to take into consideration (there already was a very dangerous major fire from the unauthorized homeless camps in that area that happened last year 2022. The sub-division is too close to that area for safety.

There must be better qualified places for the homeless neighbors in need that would not disrupt the lives of so many in this close community. It is crucial to emphasize that our opposition to this project does not stem from a lack of compassion for those experiencing homelessness. We firmly believe in finding sustainable solutions that address the root causes of homelessness while ensuring the safety and well-being of all community members.

We accordingly urge you to do the following:

- Immediately halt all funding and advancement-related development/construction of Oasis Village Homeless Camp North of Hwy 126 Redmond, Oregon, Next to Sub-Division of West Powell Butte Estates and do not allow the existence of Oasis Village Homeless Camp and/or anything of this nature to take place.***
- Further research to find a better location for the Oasis Village and move the unauthorized homeless camp that occupies that area already to a safer and better location for everyone.***

Please protect local sub-divisions and communities.

Thank you, and we appreciate your concerned and compassionate action on this matter.

Eastern Oregon Concerned Communities, EOCC

[REDACTED]

JOINT WORKSHOP REDMOND CITY COUNCIL / BEND CITY COUNCIL WAS HELD AUGUST 1, 2023, IN CIVIC ROOMS 207/208.

COUNCIL MEMBERS PRESENT: Tobias Colvin – Clifford Evelyn – Ed Fitch – John Nielsen – Kathryn Osborne – Shannon Wedding – Cat Zwicker

STAFF PRESENT: City Manager Keith Witcosky – Deputy City Manager John Roberts – City Attorney Keith Leitz – Homelessness Prevention and Response Coordinator Natalie Lantz – Communications Director Heather Cassaro – Housing Program Analyst Linda Cline – Accounting Manager James Wood – Urban Renewal Program Analyst Meghan Gassner – City Recorder Kelly Morse

BEND COUNCILORS PRESENT: Anthony Broadman – Barb Campbell – Melanie Kebler – Ariel Mendez – Megan Norris – Megan Perkins – Mike Riley

MEDIA PRESENT: KPOV

Mayor Fitch called the meeting to order at 6:00 pm and handed over leadership of the meeting to Bend Mayor Kebler.

Mayor Kebler stated to Bend's knowledge, this was the first joint meeting between the Bend and Redmond City Councils; Mayor Fitch indicated Bend and Redmond Council's would have an annual dinner roughly 40 years ago. Introductions took place.

PRESENTATIONS & DISCUSSIONS

A. Homelessness

i. Joint Office Update

Discussion Leaders: Cat Zwicker / Megan Perkins

Lead Staff: Eric King / Keith Witcosky

Coordinated Homelessness Response Office (CHRO) Board Members Councilors Zwicker and Perkins provided an update on the CHRO's governance, by-laws, strategic plan going forward, priorities, moving the Office from Deschutes County to Central Oregon Intergovernmental Council for a needed regional approach, and the upcoming roundtable.

Mayor Fitch opined the two emergencies are taking care of those experiencing homelessness and the impact of homelessness on the community.

Councilor Broadman pointed out a key reason for the creation of CHRO was to define roles and responsibilities, without which the same problems will continue to occur. He added that passing the issue to other agencies or cities will not solve the problem.

ii. Homelessness Initiatives

Discussion Leaders: Melanie Kebler / Ed Fitch

Mayor Fitch provided an overview of the East Redmond Campus Area which will accommodate several homelessness initiatives. City Manager Keith Witcosky added the goal is to have Oasis Village operational by January 10, 2024. The RV site and the County component will likely have a 2024/2025 timeframe.

Questions from the Bend City Council were addressed. Mayor Kebler noted there was a handout of Redmond's established [homeless response](#) and what is in progress.

Mayor Kebler presented Bend's homelessness response work over the past couple of years, noting the efforts have resulted in 529 beds spread amongst the Lighthouse Navigation Center, the Franklin Avenue Shelter, the Stepping Stone Shelter and Safe Parking, and the temporary outdoor shelter.

Mayor Fitch confirmed that as Redmond moves forward on the homelessness issue, he does not believe the constant pursuit of funding will end. Councilor Zwicker emphasized the importance of permanent supportive housing which cannot be left out of the cities' plans.

Mayor Kebler opined that Bend and Redmond are aligned on the issues of helping people avoid falling into homelessness and addressing the current emergency; however, both cities have limitations with being able to do so.

B. Highway 97 Safety Corridor Investments

i. Discussion Leaders: Melanie Kebler / Ed Fitch

Lead Staff: Gary Farnsworth, ODOT Regional Director

Oregon Department of Transportation Region 4 Director Gary Farnsworth presented background/safety assessment and crash data on the US Highway 97 corridor between Redmond and Bend, upcoming and completed work on the Bend Safety Project Phases 1 through 4, and other corridor projects.

Mr. Farnsworth will communicate the offer of a joint Bend-Redmond letter of support for funding opportunities and will send comments to Deschutes County staff about improving northbound access on US Highway 97 at Deschutes Market Road. Deschutes County is drafting provisional language in their Transportation System Plan to address areas farther south. He opined they will be supportive of Mayor Fitch's request for better access options south of Yew Avenue from the south side to the east side.

Mayor Fitch called for plans to alleviate the Cooley Road bottleneck for the whole corridor and for support of the alternate route on the eastside.

C. Effective Strategies for Engaging Your Community

i. Discussion Leaders: Melanie Kebler / Ed Fitch

Discussion took place on how each Council engages their communities, what they see in Council meetings, and how they connect with constituents.

Redmond Councilors stated they make themselves available to speak with constituents and business owners, they are active at different levels within the community, and they reply to the emails citizens send; however, the most important thing is that the Council works together as a team. They noted the challenge of City business versus community issues that weigh heavily on people's minds. Mayor Fitch stated he dealt with the difficult situations by establishing guidelines for City Council meetings.

Mayor Kebler commented the Bend City Council has been offering other opportunities to interact, such as their roundtable format. She described KTVZ's "Questions with the Mayor" segment and other Bend City Council outreach through KBND and KPOV. They are looking at City Council compensation for extra meetings, etc. She spoke about the neighborhood trailer from their Communications and Engagement Division which has table, chairs, lawn games, an audio system, etc., to facilitate a meeting and attract people to an event.

Bend City Manager Eric King spoke about their System Development Charges update process where a group of stakeholders walks through the technical components then has an active Q&A/input section.

Both City Councils discussed responding to the volume of emails they receive. The Bend City Council and staff try to read every email, but due to the volume received, anyone not receiving a response is encouraged to resend their message.

DRAFT

Councilor Nielsen noted when City Council members have disagreements, they discuss the issue, but do not attack the person.

There being no further business, the meeting was adjourned at 7:24 pm.

Prepared by ABC Transcription Services
Reviewed by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 12th day of September 2023.

Ed Fitch, Mayor

ATTEST:

Kelly Morse, City Recorder

City of Redmond PROCLAMATION

A proclamation designating Redmond as a community where all people feel welcome.

WHEREAS, discrimination in all of its forms is understood to negatively impact local economic activity and the health and well-being of all our residents; and

WHEREAS, fostering a welcoming environment and treating all individuals with compassion and respect, regardless of race, ethnicity, citizenship status, place of origin, or any other immutable characteristic enhances our cultural fabric, economic growth, global competitiveness and overall prosperity for current and future generations; and

WHEREAS, Redmond aspires to be a welcoming place where people, families and institutions thrive and the contributions of all are celebrated and valued; and

WHEREAS, Redmond is committed to ensuring a welcoming and neighborly atmosphere in our community, where all people, including immigrants and refugees, are welcomed, accepted and encouraged to participate fully in civic life; and

WHEREAS, community efforts that promote inclusivity, understanding and collaboration across cultures to learn about and appreciate everyone's unique perspectives and experience are crucial to ensuring a welcoming and thriving city; and

WHEREAS, Redmond encourages business leaders, civic groups, other government agencies and community institutions, and residents to join in a community-wide effort to expand prosperity, integration and inclusion for all residents.

NOW, THEREFORE BE IT RESOLVED THAT the City Council declares Redmond an Inclusive and Welcoming City that embraces and celebrates every resident without regard to immigration or refugee status and welcomes and encourages all contributions to the collective prosperity and security of current and future residents.

APPROVED by the City Council and **SIGNED** by the Council President this 12th day of September 2023.

The City of Redmond, Oregon

Cat Zwicker, Council President

ATTEST:

Kelly Morse, City Recorder

City of Redmond PROCLAMATION

A proclamation designating September 23, 2023, as

HONOR FLIGHT OF CENTRAL OREGON WELCOME HOME DAY

WHEREAS, time and time again, the United States has called upon brave individuals to defend our freedoms around the world. In times of great danger, the men and women of the Armed Forces have stood resolute, putting their lives at risk when we needed them most. In making these sacrifices, they ask for nothing in return; and

WHEREAS, the strength of American society lies in community groups dedicated to the betterment of those around them. Honor Flight of Central Oregon embodies that sentiment and in 2018 was created as a way to honor our nation's finest citizen's and give a little back to those who have already given so much; and

WHEREAS, it is through the hard work of the Board, many volunteers and generous sponsors of Honor Flight of Central Oregon that these missions remain free to Central Oregon veterans; and

WHEREAS, the City of Redmond is fortunate to have such a dedicated all volunteer Honor Flight organization serving the community. Each and every participant in an Honor Flight mission describes a sentimental and life changing experience. On behalf of every Redmond, Oregon, resident, and the residents of surrounding communities, thank you for your service and Welcome Home.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Redmond, Oregon hereby proclaims September 23, 2023, as Honor Flight of Central Oregon Welcome Home Day in the City of Redmond.

APPROVED by the City Council and **SIGNED** by the Council President this 12th day of September 2023.

The City of Redmond, Oregon

Cat Zwicker, Council President

ATTEST:

Kelly Morse, City Recorder

City of Redmond PROCLAMATION

A proclamation designating September 15, 2023, as

POW-MIA AWARENESS DAY

WHEREAS, the City of Redmond and the Veterans of Foreign Wars Deschutes Post 4108 are dedicated to public awareness of America's POWs and MIAs; and

WHEREAS, the City of Redmond and the Veterans of Foreign Wars Deschutes Post 4108 show support of all organizations dedicated to bringing home all of America's POWs and MIA's; and

WHEREAS, the City of Redmond and the Veterans of Foreign Wars Deschutes Post 4108 show visual support within the community of their appreciation for current and past military personnel; and

WHEREAS, the City of Redmond and the Veterans of Foreign Wars Deschutes Post 4108 bring awareness of current issues involving those that are still missing and unaccounted for; and

WHEREAS, it is the intent of the City of Redmond and the Veterans of Foreign Wars Deschutes Post 4108 to never forget the men and women in the military for their sacrifices made to ensure America's freedom.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Redmond, Oregon, hereby proclaims September 15, 2023, as the POW-MIA Awareness Day in the City of Redmond.

APPROVED by the City Council and **SIGNED** by the Council President this 12th day of September 2023.

The City of Redmond, Oregon

Cat Zwicker, Council President

ATTEST:

Kelly Morse, City Recorder

City of Redmond PROCLAMATION

A proclamation designating the month of September 2023 as

SUICIDE PREVENTION MONTH

WHEREAS, suicide prevention is one of the most disruptive and tragic events a family or community can experience; and

WHEREAS, heightened awareness and education will encourage the development of strategies and support programs to help prevent suicide; and

WHEREAS, the City of Redmond has many agencies, professional staff and trained volunteers such as the Veterans of Foreign Wars who provide front line support in the fight against suicide; and

WHEREAS, a great many suicides are preventable; and

WHEREAS, the City of Redmond encourages research on suicide and suicide prevention.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Redmond, Oregon, hereby proclaims September 2023 as Suicide Prevention Month in the City of Redmond.

APPROVED by the City Council and **SIGNED** by the Council President this 12th day of September 2023.

The City of Redmond, Oregon

Cat Zwicker, Council President

ATTEST:

Kelly Morse, City Recorder



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STAFF REPORT

DATE: September 12, 2023
TO: City Council
THROUGH: Keith Witcosky, City Manager
FROM: Jessica MacClanahan, Public Works Director/City Engineer
Joshua Wedding, Water Utilities Manager
Maria Ramirez, Parks Planner and Project Manager
SUBJECT: Redmond Water Permit Application to Oregon Water Resources Department Update

Report in Brief:

This is an informational item for City Council to receive a briefing from Central Oregon Cities Organization Lobbyist Doug Riggs and GSI Solutions Principal Water Resources Consultant Adam Sussman, on the background and status of ongoing discussions with the Oregon Water Resources Department on Redmond's application for a Water Permit.

Background:

In December 2022, the City of Redmond applied for an additional 5.12 cubic square feet per second of water rights which is expected to serve our community through 2043. The pending application is expected to be reviewed in 2024.

There is a critical need for our municipality to have this application approved not only to protect the health, safety and welfare of our current and future citizens, but also to meet the housing goals, land use objectives, and the myriad of other legal responsibilities imposed upon cities by the State of Oregon and the Federal Government.

The expectation is that the application will be reviewed and weighed in relation to multiple considerations. This includes our existing and future water conservation programs, the capacity of the regional aquifer in the Deschutes Basin, existing rules and additional rule-making which is underway, and other factors.

Discussion:

Redmond will be engaging with staff and the Oregon Water Commission, in coming weeks and months, to raise the awareness of our critical need for water to serve housing and other land-use goals, and to let them know the City has been good stewards of the resource and that we take conservation seriously.

The following initiatives reflect this philosophy. These have been championed either at the national, state, or regional level:

- First utility in the nation to install remote pressure and leak detection throughout the distribution system using dry barrel fire hydrants to more efficiently find and repair water losses that might have otherwise not been seen in our distribution piping.
- First utility in the state to adopt and install a fully metered AML system to record and track every drop out of every endpoint, including hydrants.
- First utility in the region to custom build and implement a Water Engagement Software (AquaHawk) that is public facing, to inform and engage residents of their water use on an hourly level basis.
- First utility in the basin to implement a Water Conservation Rebate program (which is now being utilized by other cities in the Deschutes Basin). We also have a robust conservation program including free water fixtures and showerheads as well as outdoor hardware. We utilize public information campaign tools including billing inserts, mailers, social media, and outdoor events such as The Home and Garden Show, Farmers Markets, and Music on The Green events.

The City also works with partners at the Redmond School District to bring the awareness of conservation into the classrooms as part of the curriculum.

Furthermore, in early 2023, the Redmond City Council authorized staff to move forward with City Development Code changes that will allow and encourage more water-friendly landscaping such as xeriscaping and artificial turf, rather than grass. Our Parks Division is also evaluating the feasibility of turfing our most heavily used soccer fields.

We are embarking on a comprehensive rate study to incentivize reduced water usage by way of a tiered rate structure, where water usage over a certain amount is billed at a higher rate.

The purpose of the Council meeting is to receive a briefing on these matters and discuss various strategies for receiving this water permit.

Fiscal Impact:

There is no direct fiscal impact to the policy discussion. There is a significant fiscal impact if the water permit is denied.

Alternative Courses of Action:

Not applicable

Recommendation / Suggested Motion:

Not applicable

Understanding Upper Deschutes Basin Groundwater Levels

September 2022

Prepared for:



Bend, Culver, La Pine, Madras, Maupin
Metolius, Prineville, Redmond, Sisters

Prepared by:



1600 SW Western Boulevard, Suite 240, Corvallis, OR 97333

Kenneth E. Lite, Jr., Owen McMurtrey, and Adam Sussman

Introduction

Groundwater from the Upper Deschutes Basin is a main water supply for the member cities of the Central Oregon Cities Organization (COCO), established in 2002. The current cities that belong to COCO (Bend, Culver, La Pine, Madras, Maupin, Metolius, Prineville, Redmond, and Sisters) have a strong interest in this water source and take pride in being responsible stewards of the resource.

The nine member cities have a combined population of over 150,000 people. COCO's purpose is to effectively and efficiently promote common interests of the cities in Central Oregon, including issues related to water. COCO is committed to finding basin-wide solutions and is an active member of the Deschutes Basin Water Collaborative. This commitment can be observed in the member cities' conservation efforts:

- The City of Prineville has won two Excellence in Communications Awards from the Pacific Northwest Section of the American Water Works Association for publications related to conservation.
- The City of Bend tied for first place for the Oregon Water Resources Department's (OWRD's) 2018 Stewardship and Conservation Award.
- The City of Bend was the first city in the country to be reviewed and receive a Silver rating from the Alliance for Water Efficiency for compliance with American Water Works Association standards for water conservation programs.
- The City of Redmond has rigorous water conservation programs to reduce outdoor water use through incentives, as described in its water management and conservation plans.

Some areas of the Upper Deschutes Basin are currently experiencing varying rates of groundwater level declines. This, in turn, has caused increased scrutiny of new groundwater permit applications in the basin. In November 2021, OWRD's Groundwater Section completed a review that concluded that groundwater is not available within the capacity of the groundwater resource for a new proposed use in the basin. This review and other public communication from OWRD indicate the possibility that the agency will terminate issuance of new groundwater permits within the Upper Deschutes Basin due to concerns that additional appropriations would cause over-appropriation or significantly impair the function or character of the resource.

COCO respects OWRD's efforts to manage and protect the groundwater resource in the Upper Deschutes Basin; however, OWRD's recent actions do not adequately consider the hydrogeologic framework of the basin. COCO presents this white paper to provide context for historically and current groundwater declines in the Deschutes groundwater flow system (Deschutes aquifer) by describing the hydrogeologic framework, historical changes to the system, aquifer stressors, and magnitudes of groundwater recharge and withdrawals.

Key Issues

There are five key issues about the Upper Deschutes Basin that provide background information for understanding groundwater levels in this area:

- **Precipitation drives the groundwater flow system in the Upper Deschutes Basin.** Groundwater levels in wells near the Cascades closely reflect variability in annual precipitation. In wells more distant from the Cascades, the response of groundwater levels to precipitation is attenuated. Recent groundwater level trends seen at these wells reflect a long-term precipitation deficit.
- **Groundwater level declines in the Upper Deschutes Basin are being driven by climate variability.** Recent groundwater declines are primarily the result of long-term drought and are not without historical precedent. Precipitation data shows similar periods of long-term drought occurred during the dust-bowl era, with similar effects on the groundwater system. In contrast, climate change models generally predict equal or slightly greater precipitation in the Central Oregon Cascades. While models predict a decline in snowpack that will affect the timing of surface water flows, whether precipitation falls as rain or snow is not expected to influence groundwater levels in the larger regional aquifer.
- **The Deschutes aquifer is very thick in the Upper Deschutes Basin.** The Deschutes aquifer has a saturated thickness of approximately 1,000 feet within a single geologic formation. Even assuming that groundwater levels would continue to decline at recent rates (which is not supported by the evidence), the declines would be less than 15 percent of the total saturated thickness of the aquifer after 100 years.
- **Groundwater allocation decisions should not be made based on wells that only penetrate the uppermost saturated zone of the aquifer.** Concerns have been raised about the need for some groundwater users in the Deschutes aquifer to deepen their wells or groundwater users losing their ability to access the resource entirely. Providing assistance for users of domestic water supply wells that penetrate only a small amount into the saturated zone of the Deschutes aquifer has and should continue to be a priority for regional and state officials. However, identifying such concerns as a basis for negative groundwater findings is inconsistent with basic principles of prior appropriation. Groundwater users with shallow wells that penetrate only the uppermost portion of the saturated thickness of the Deschutes aquifer should not force the closure of the resource to future groundwater appropriation. Typically, these well users would be required to deepen their wells to more fully penetrate the aquifer. Wells in the Upper Deschutes Basin that are drilled into localized alluvial aquifers can be impacted by various factors; the causes of those impacts are not addressed here.
- **The groundwater flow system is not over-appropriated in the Upper Deschutes Basin.** The Upper Deschutes Basin receives over 4,000 cubic feet per second (cfs) of annual recharge. Groundwater pumping is equivalent to approximately 2 percent of the annual groundwater recharge (Gannett et al., 2017).

Understanding the Upper Deschutes Basin Groundwater Flow System

As defined by the U.S. Geological Survey (USGS) in Gannett et al. (2001), the Upper Deschutes Basin groundwater flow system encompasses about 4,500 square miles.¹ Groundwater in the upper Deschutes system originates as precipitation, primarily in the Cascade Range. Precipitation rapidly infiltrates the relatively young and highly permeable volcanic rocks and is termed recharge. Groundwater flows generally to the east towards the basin interior, discharging to springs near the base of the Cascade Range (including the Metolius River) and to springs in the Deschutes and Crooked River canyons. Most groundwater in the Upper Deschutes Basin flows through volcanic deposits of the Cascade Range, and through the Deschutes Formation. The groundwater flow system is bounded by low permeability, hydrothermally altered rocks at depth beneath the Cascade Range and pre-Deschutes Formation rocks of the John Day Formation elsewhere in the basin (Gannett et al., 2001). The low permeability deposits are not a significant source of groundwater supplies, and inhibit groundwater flow beneath the Deschutes Formation, as well as on the northern and eastern boundaries of the basin.

¹ This definition is consistent with the boundaries of the Upper Deschutes Basin study area, which includes the Upper Deschutes Basin from the crest of the Cascades, to Prineville Reservoir and Ochoco Reservoir to the east. The Crooked River Basin above these two storage reservoirs is not included in the study area.

Precipitation and Recharge

Precipitation is the main driver of the groundwater flow system in the Upper Deschutes Basin. Gannett et al. (2017) estimated a total recharge rate of 4,436 cfs for the Upper Deschutes Basin based on data from 1980 through 2013. Of this amount, 3,031 cfs is estimated to come from direct in-basin precipitation, 994 cfs from interbasin flow (mostly into the Metolius subbasin), and 411 cfs from canal leakage. However, the amount of precipitation and recharge is not constant. Variations in precipitation (and recharge) over time in the Cascade Range are evidenced from records of precipitation at Crater Lake, which provides the longest consistently available precipitation record for the Cascade Range. Figure 1 shows Crater Lake precipitation trends from 1921 through 2021.

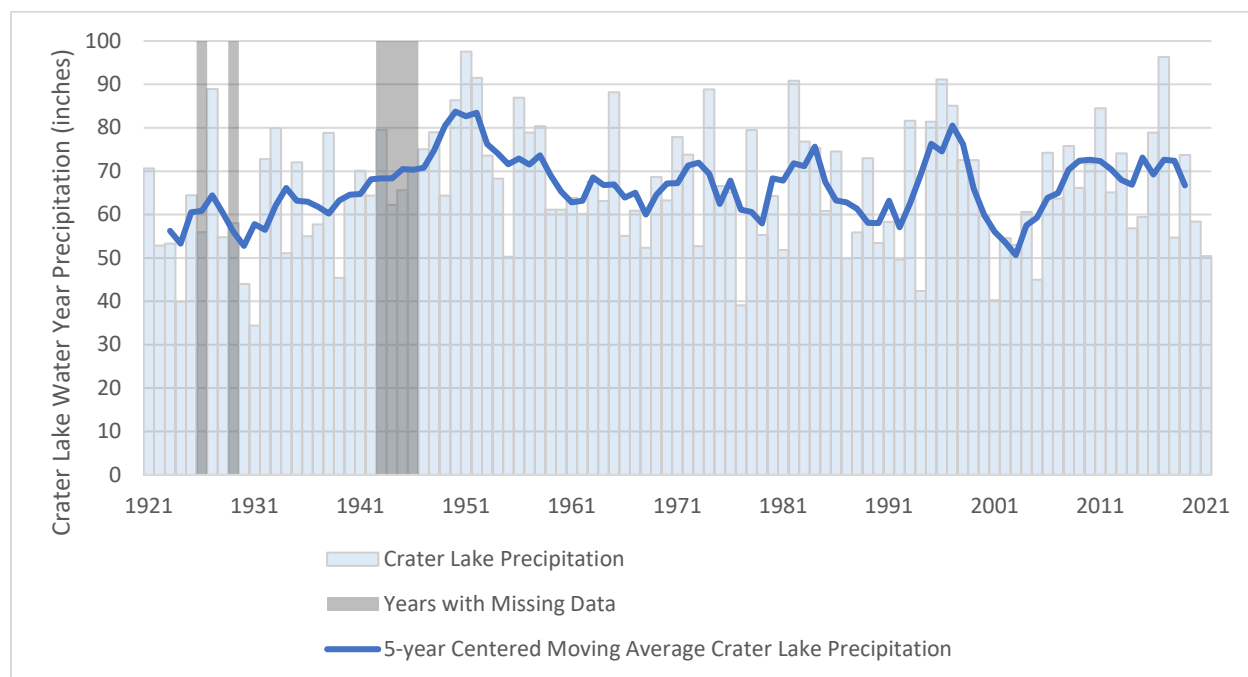


Figure 1. Annual water year precipitation at Crater Lake National Park, Oregon, and 5-year rolling average precipitation from 1921 through 2021. Years with missing data indicate years when over 50 percent of daily precipitation totals for the Crater Lake weather station were missing. Throughout the 1921 through 2021 time period, missing daily totals for Crater Lake were estimated based on monthly correlations with Klamath Falls weather station following a similar approach to that employed by Gannett et al. (2007).

These precipitation records are reflected in flow measurements in spring-fed streams such as Fall River. Figure 2 shows the relationship between Crater Lake precipitation and mean monthly Fall River discharge, as measured at USGS gage 14057500, located approximately 5 miles downstream of the Fall River headwater springs. The gage was installed in July 1938. The chart also shows miscellaneous measurements made by water resources staff prior to the installation of the gage. The hydrograph for Fall River illustrates that discharge rates fluctuate on a decadal scale due to changes in precipitation, but also shows the current discharge to be similar to the late 1930s, demonstrating the relationship between long-term, cyclic precipitation patterns and groundwater recharge near the Cascade crest.

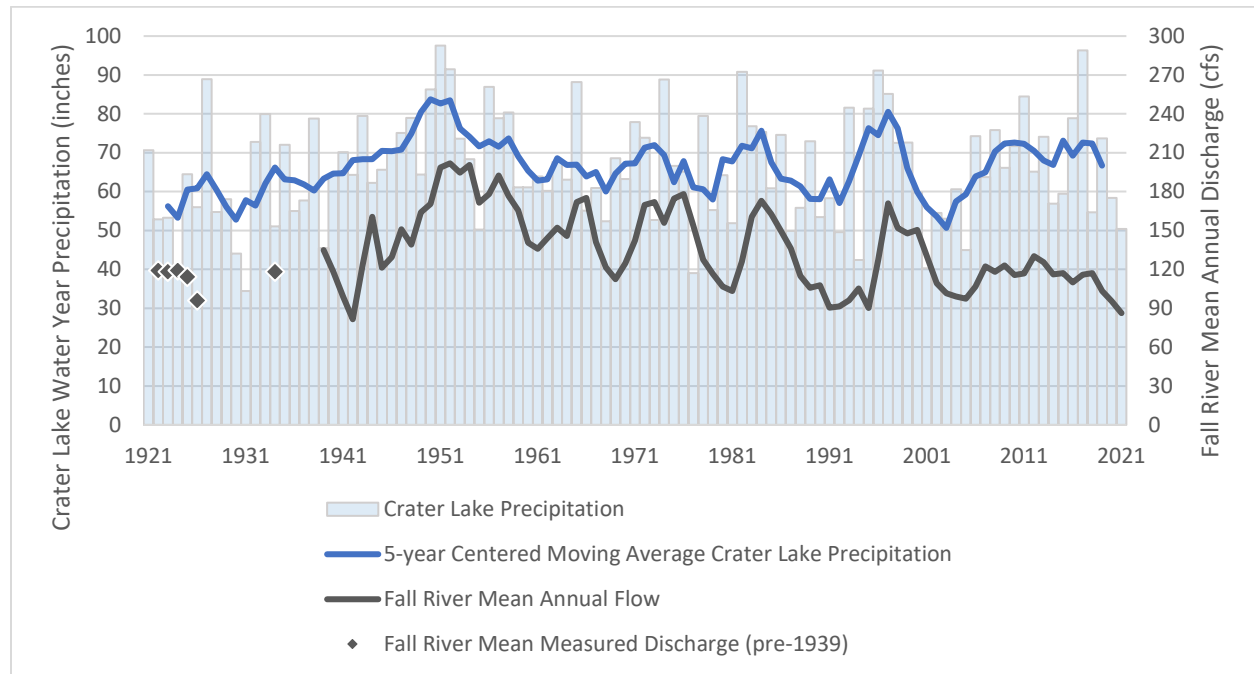


Figure 2. Annual water year precipitation at Crater Lake National Park, Oregon, 5-year rolling average precipitation from 1921 through 2021, and Fall River mean annual discharge measured at USGS gage 14057500 (1939 through 2021 water year). Also included are averages of a small number of field measurements made by the Oregon State Engineer's office from 1922 through 1926 and 1934.

The short-term precipitation pattern is also reflected in the hydrograph for DESC 3016, a well located in Sisters (about 13 miles away from the crest of the Cascades). The hydrograph for DESC 3016 shows a remarkably similar trend to the discharge trend for Fall River, which originates in headwater springs located a similar distance (17 miles) from the Cascade crest. Figure 3 shows Crater Lake precipitation, Fall River discharge, and the hydrograph for DESC 3016.

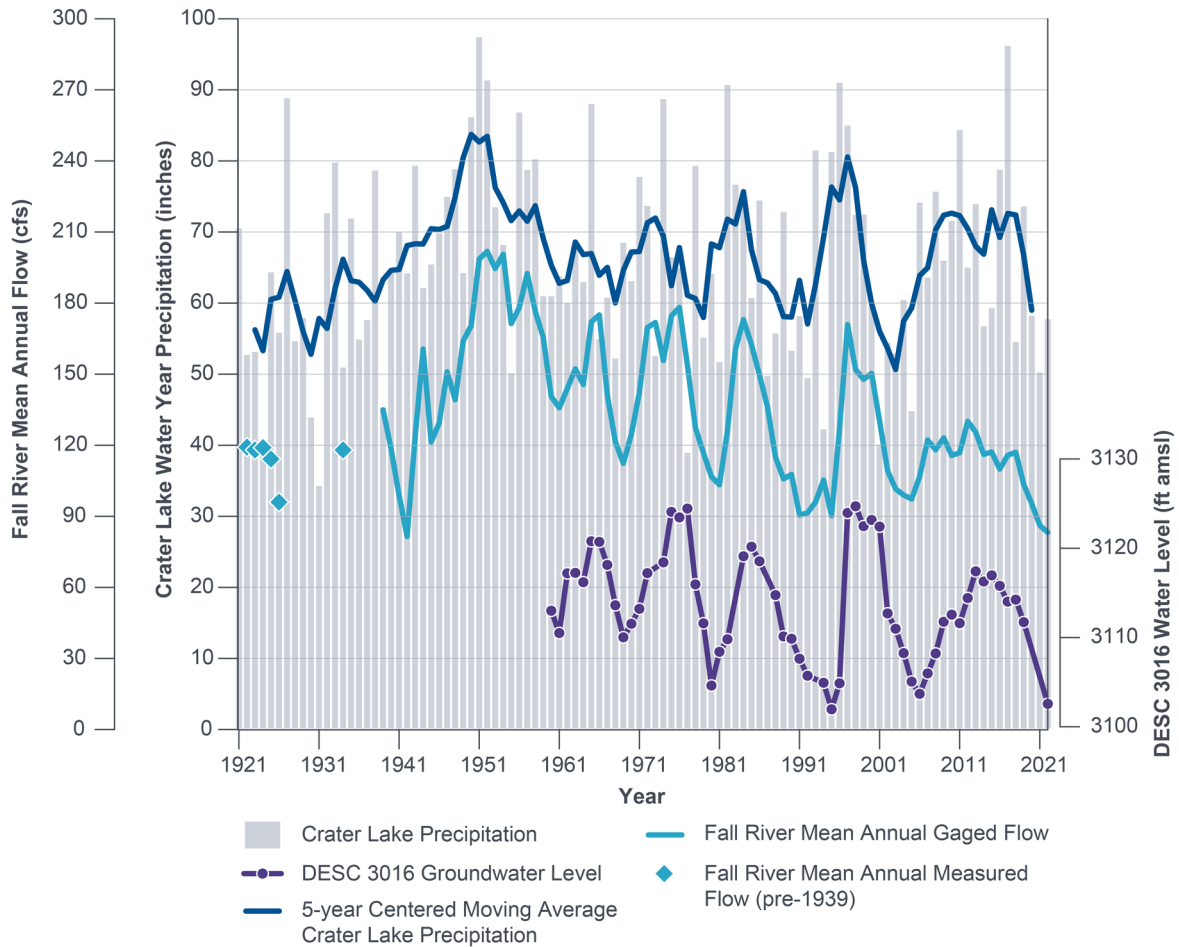


Figure 3. Annual water year precipitation at Crater Lake National Park, Oregon, 5-year rolling average precipitation from 1921 through 2021, Fall River mean annual discharge measured at USGS gage 14057500 (1939–2021 water year), and DESC 3016 groundwater levels (1960 through 2021).

The long-term precipitation trend is reflected in the hydrograph trend for a well (DESC 3903) near Redmond (located approximately 30 miles from the Cascade crest). DESC 3903 shows a delayed and muted response to relatively large recharge events in the Cascade Range. Figure 4 shows the hydrograph for DESC 3903 along with Crater Lake precipitation and Fall River discharge.

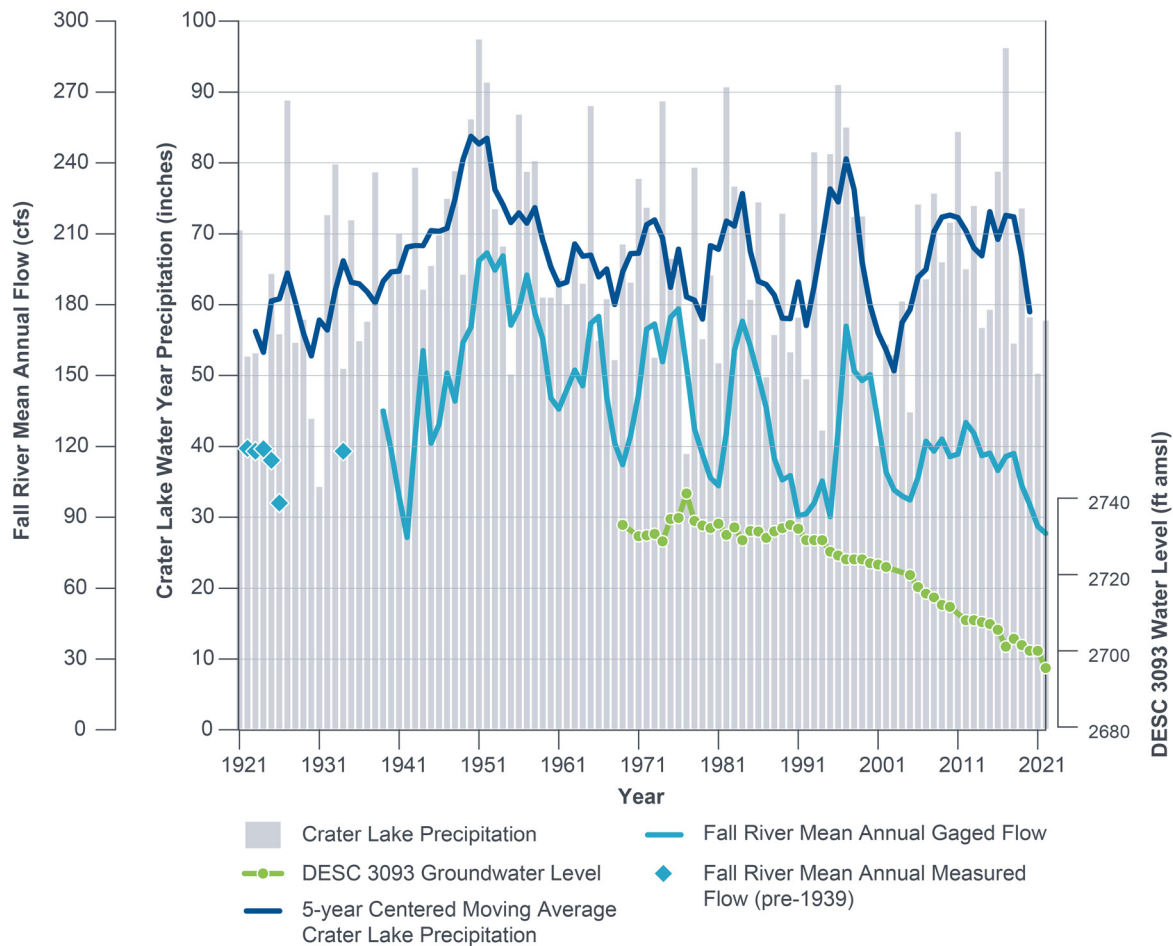


Figure 4. Annual water year precipitation at Crater Lake National Park, Oregon, 5-year rolling average precipitation from 1921 through 2021, Fall River mean annual discharge measured at USGS gage 14057500 (1939–2021 water year), and DESC 3093 groundwater levels (1969 through 2021).

The long-term precipitation trend is also reflected in water-level data from a well (LAKE 113) just east of the Deschutes basin, in the northwest quadrant of the Fort Rock basin, located approximately 52 miles from the crest of the Cascade Range. This well provides a much longer period of record than DESC 3093 for evaluating the response of the aquifer to precipitation. The hydrograph for LAKE 113, shown in Figure 5, illustrates the impacts of low precipitation during the 1930s, followed by higher precipitation amounts in the late 1940s and 1950s. The amount of annual precipitation (recharge) is important in determining how far the pressure response in the groundwater flow system travels away from the principle recharge area in the Cascade Range. As shown in the hydrograph for LAKE 113, the long-term decline in water levels is interspersed with short-term increases during multi-year periods of high precipitation (e.g., water levels increased from 1996 through 1999). However, the prevailing declining trend from the 1970s through the present is reflective of the declining precipitation trend during the same period.

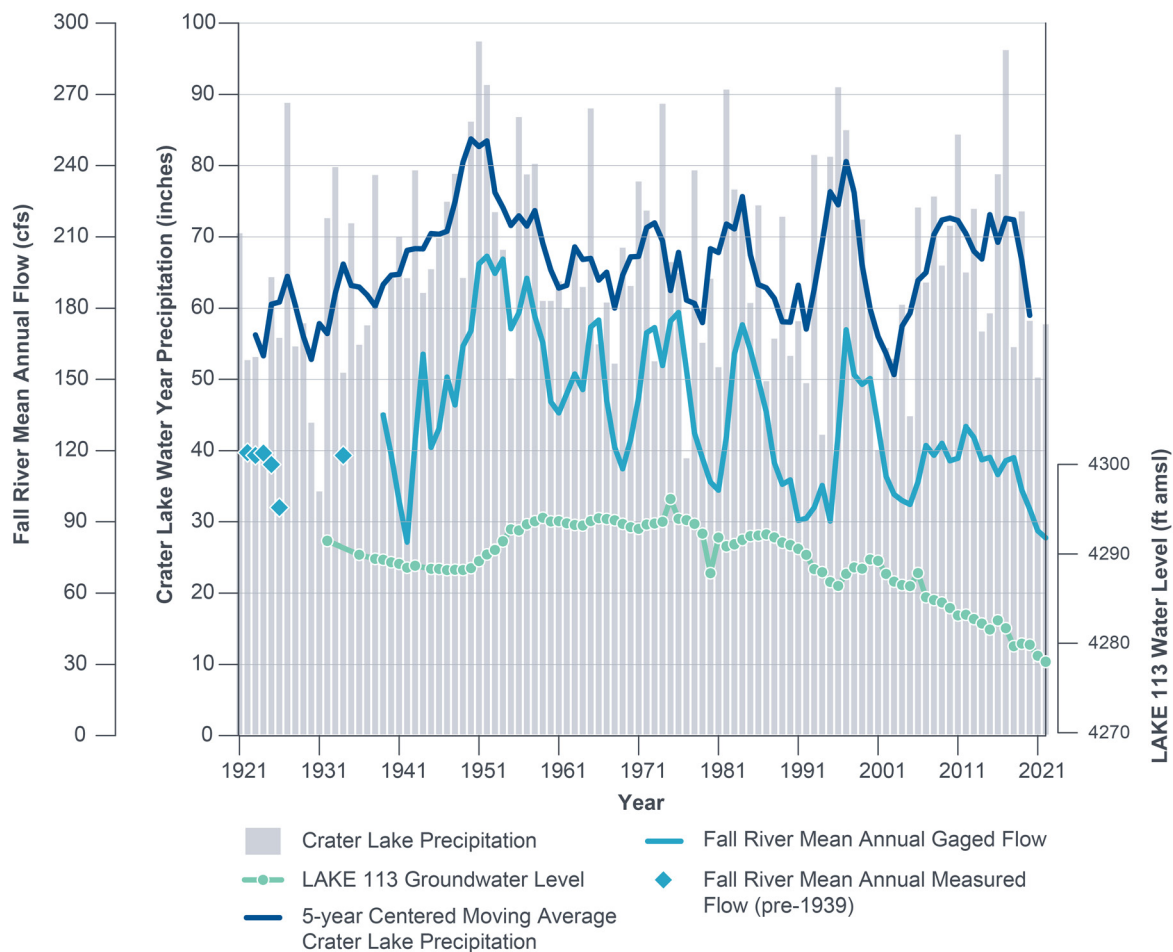


Figure 5. Annual water year precipitation at Crater Lake National Park, Oregon, 5-year rolling average precipitation from 1921 through 2021, Fall River mean annual discharge measured at USGS gage 14057500 (1939–2021 water year), and LAKE 113 groundwater levels (1932 through 2021).

As described by Gannett and Lite (2013), and illustrated in the preceding figures, distance from the principal recharge areas is the main influence on groundwater response to cyclic variability in recharge. Figure 6 reproduces hydrographs from Gannett and Lite (2013), further demonstrating this relationship in the Deschutes basin.²

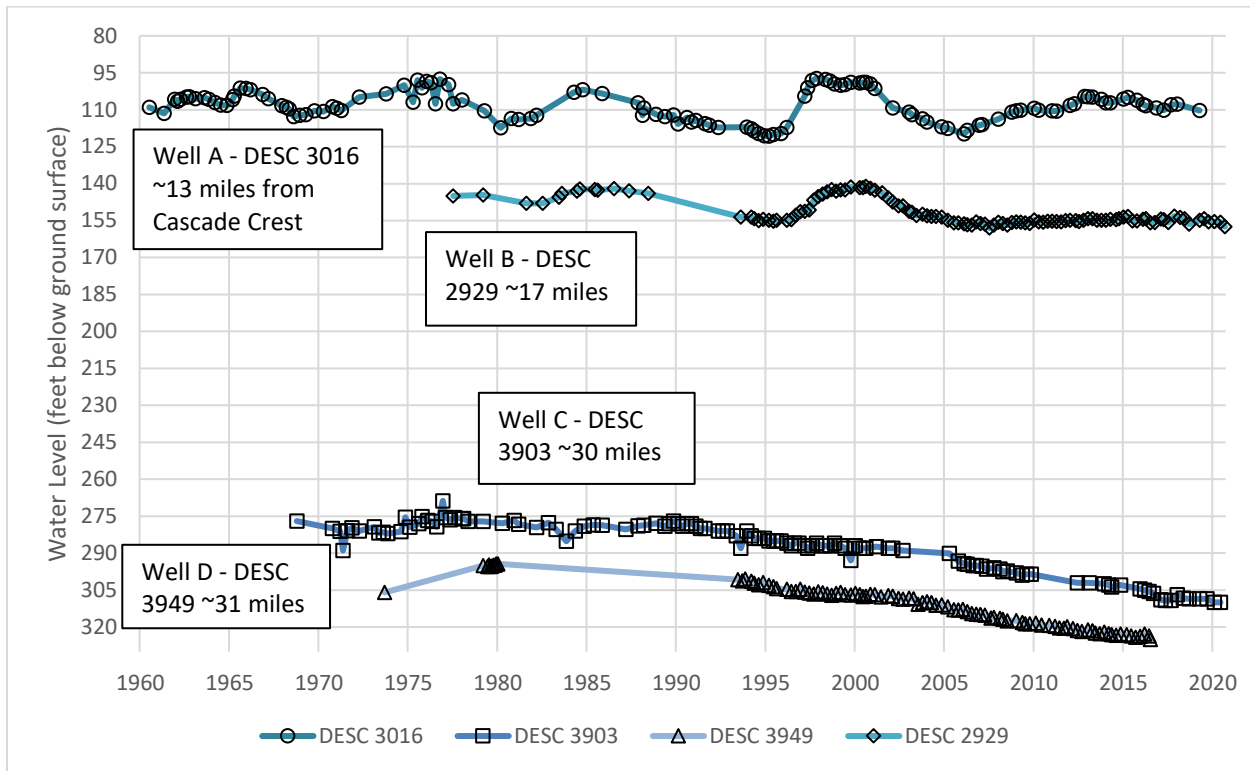


Figure 6. Water level trends from observation wells selected by Gannett and Lite (2013) contrasting water level trends in wells nearer to the Cascade crest (Wells A and B) with water level trends in wells further from the Cascade crest (Wells C and D).

² Also see Figures 5 (A), (B), and (C) in Gannett and Lite (2013).

Recharge Rate, Canal Leakage, and Groundwater Use

Gannett et al. (2017) estimated a total recharge rate of 4,436 cfs for the Upper Deschutes Basin based on data from 1980 through 2013. Of this amount, 3,031 cfs is estimated to come from direct in-basin precipitation, 994 cfs from interbasin flow (mostly into the Metolius subbasin), and 411 cfs from canal leakage. Interbasin flow is mostly recharge from precipitation derived from outside the geographic boundary of the basin, as discussed in Gannett and Lite (2004). Based on the canal losses reported in Gannett et al. (2017), canal leakage contributes 9 percent of recharge to the entire Deschutes aquifer. By comparison, groundwater pumping (76 cfs) was estimated to be equivalent to less than 2 percent of total annual recharge.

It is important to note that surface water diversion and groundwater pumping are generally concentrated outside of the Metolius subbasin. Gannett et al. (2001) estimated about 500 cfs was recharged directly into the Metolius subbasin. When interbasin flow (994 cfs) and recharge directly into the Metolius subbasin (500 cfs) are subtracted from the total recharge (4,436 cfs), the total recharge to the basin outside of the Metolius subbasin is about 2,942 cfs. Therefore, excluding the Metolius, the estimated contribution of canal leakage is about 14 percent of the total annual recharge and groundwater pumping would be about 2.6 percent of the total annual recharge.

Irrigation districts in the Upper Deschutes Basin have received state and federal funding commitments to pipe main canals and large sub laterals within their distribution systems. COCO supports these efforts. Canal piping will reduce leakage, improve distribution efficiency, and provide needed instream flow benefits. However, with an estimated reduction in canal leakage of approximately 200 cfs over the coming decades, canal piping will result in a reduction in recharge and have associated impacts to groundwater levels.

Aquifer Thickness and Groundwater Decline Trends

As described above, the groundwater flow system is contained within permeable deposits of the Deschutes Formation throughout much of the Upper Deschutes Basin as described in Lite and Gannett (2002). The greatest measured thickness of the Deschutes Formation is at Green Ridge, where it is approximately 3,000 feet thick (Conrey, 1985).

Hydrologic data from seepage measurements along the Deschutes and Crooked Rivers reported in Gannett et al. (2001) show the saturated thickness of the Deschutes aquifer system is approximately 1,000 feet. As discussed and diagrammatically illustrated in Gannett et al. (2001) and shown here in Figure 7, the Deschutes aquifer discharges to the Deschutes River between elevation 2,600 feet near Lower Bridge and elevation 1,600 feet near Pelton Dam, providing further support for an estimated aquifer thickness of approximately 1,000 feet.

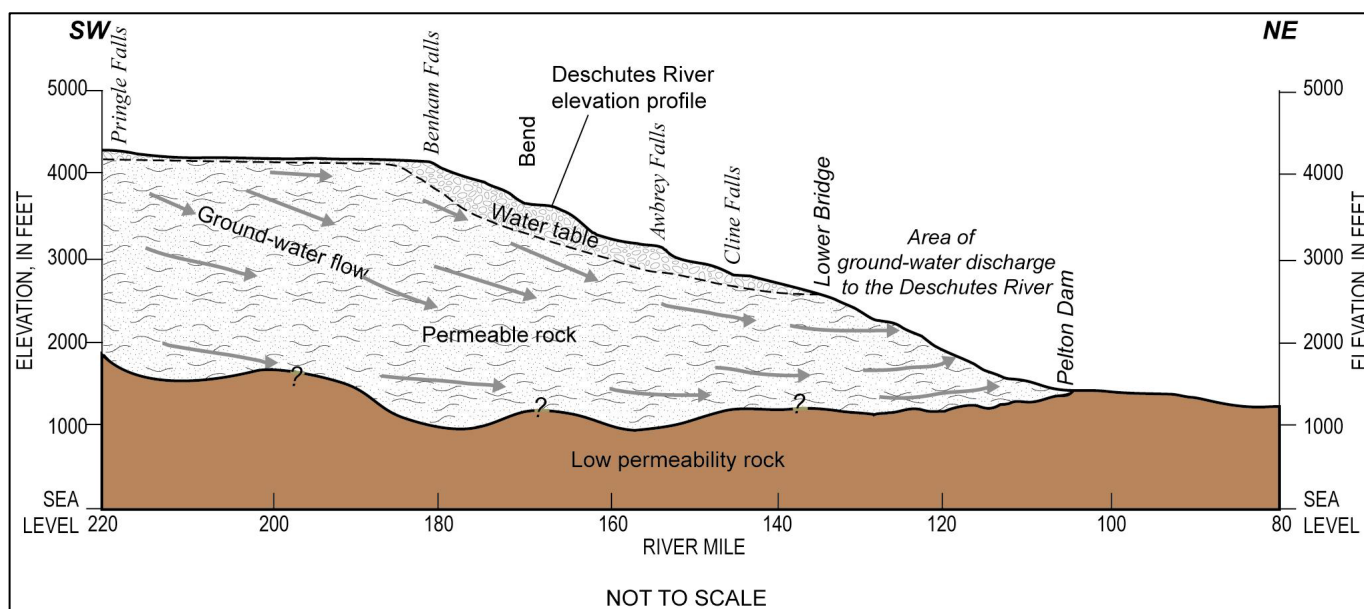


Figure 7. Diagrammatic profile along the Deschutes River showing geologic control on groundwater discharge.

Geological cross-sections depicting estimated thicknesses of the Deschutes Formation throughout the basin are also shown in Lite and Gannett (2002) and Sherrod et al. (2004). Figure 8 shows segments of two of the geological cross-sections drawn through the Redmond area. The Redmond area is in the vicinity of the “bend in section” and “Highway 97” on the Lite and Gannett (2002) and Sherrod et al. (2004) cross-sections, respectively.

Figure 8 also shows the estimated saturated thickness of the aquifer in the Redmond area. Based on the elevation of the bottom of the Deschutes Formation (the top of the John Day Formation) in Lite and Gannett (2002) and Sherrod et al. (2004) and the water-level elevation at well DESC 3903 in March 2022, the saturated thickness of the aquifer in 2022 is between about 870 and 1,219 feet thick.

Data from wells that fully penetrate the Deschutes Formation are sparse, typically occurring near the eastern and northern boundaries of the Upper Deschutes Basin. However, two relatively deep wells located at Opal Springs (JEFF 50263) and Redmond (DESC 51647) that do not fully penetrate the Deschutes Formation have chemically distinct Deschutes Formation rocks at elevations of 1,210 feet above mean sea level (amsl) and 2,212 feet amsl, respectively (see Table 2 in Lite and Gannett, 2002). Those data further support the conclusion that the Deschutes Formation is very thick in the central part of the Upper Deschutes Basin.

As discussed above, groundwater level trends vary with distance from the primary recharge area as well as proximity to discharge areas, local groundwater pumping, and local recharge sources such as irrigation canals. In areas where groundwater level declines are ongoing, it is important to understand to what extent the aquifer is being impacted regardless of the causes. For example, the hydrograph for DESC 3903 shows a mostly downward trend since 1990 (see Figure 3). The groundwater elevation in DESC 3903 was 2,729 feet amsl when measured in March 1971, as compared to 2,695 feet amsl in March 2022—a total decline of 34 feet, as shown in Figure 5.

Precipitation accounts for most of the groundwater-level decline in the vicinity of DESC 3903, but water use, and lining and piping of canals are also contributing factors. A groundwater flow model simulation for the period from 1997 to 2008 reported in Gannett and Lite (2013) calculates 20 to 25 percent of groundwater-level decline between Cline Butte and Redmond is attributed to groundwater pumping. While 5 to 10 percent of the decline was calculated for canal lining and piping during the same 1997 to 2008 time period. As much as 75 percent (an overwhelming majority) of groundwater decline was, and continues to be, caused by an extended period of lower precipitation that began in the early 1990s. Regardless, the data do not indicate that these declines would significantly impair the function or character of the resource or preclude the perpetual use of the aquifer as declines in DESC 3903 amount to less than 4 percent of the saturated thickness of the aquifer.

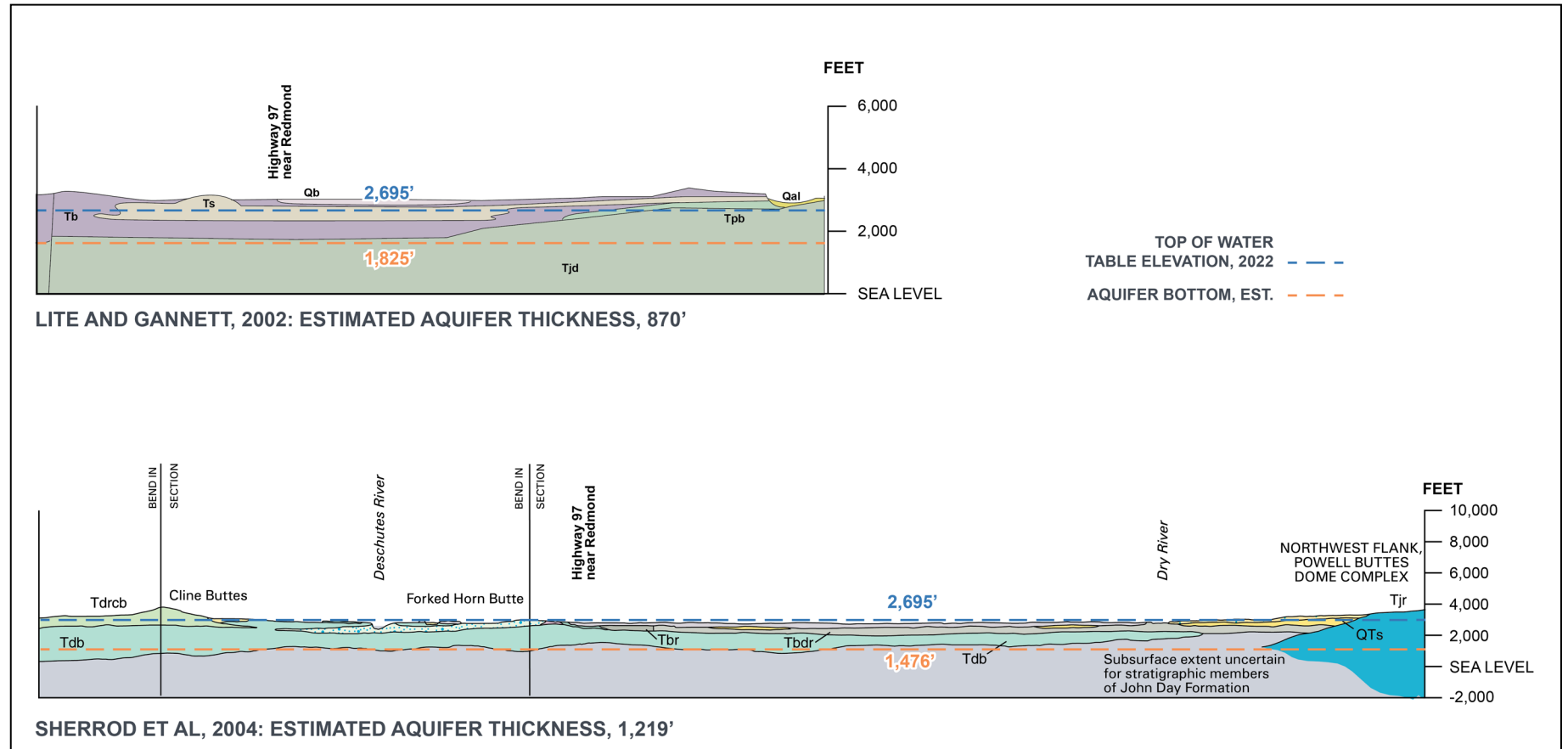


Figure 8. Geologic cross-sections of the Deschutes Formation and John Day Formation through the Redmond Area. Sections have been cropped from Lite and Gannett (2002) and Sherrod et al. (2004).

Climate Change

With the Upper Deschutes Basin experiencing a prolonged period of lower than average precipitation, it is easy to attribute the cause of long-term precipitation declines in the Cascade Range to anthropogenic climate change, leading to the assumption that things will only get worse in the coming decades. However, evidence shows that the Upper Deschutes Basin experiences cyclical droughts. Although climate models do predict warmer temperatures, the models generally do not predict that precipitation will decrease due to climate change.

The Bureau of Reclamation conducted a review of regional climate models for inclusion in hydrologic modeling for the 2019 Upper Deschutes River Basin Study (Bureau of Reclamation et al., 2018; Bureau of Reclamation et al., 2019). The Basin Study evaluated climate conditions approximately 10 to 50 years in the future. Models used in the study project that average basin-wide temperatures will increase by an estimated range of 1.4 degrees Celsius ($^{\circ}\text{C}$) to 3.4 $^{\circ}\text{C}$. However, future annual precipitation is projected to increase by 5 percent for median projections, with a potential range from a 3 percent decrease to an 11 percent increase.

Waibel et al. (2013) simulated changes in groundwater recharge and spring discharge from a base period of 1970 through 1999 to 2010 through 2099 using an ensemble mean of eight global climate models. The climate models identified no systematic trends in annual mean precipitation averaged over the basin. In combination with groundwater models, the authors found no significant change in average recharge over the basin. The simulation projected seasonal impacts to discharge of headwater springs attributable to the changing timing and form of precipitation, but projected minimal changes in discharge from springs fed by the Deschutes aquifer in the lower Crooked River, lower Whychus Creek, and middle Deschutes River as a result of climate change.

In summary, in the Upper Deschutes Basin, climate models project that climate change will shift precipitation peaks to earlier in the year and will cause more precipitation to fall as rain and less precipitation to fall as snow. As a result, the timing of runoff and groundwater recharge is expected to change but basin-wide recharge is not expected to change significantly as a result of climate change. For the regional aquifer where the greatest groundwater declines have been observed, groundwater level responses are attenuated over many years. Consequently, whether precipitation falls as rain or snow will have minimal impact on groundwater levels in the Deschutes aquifer.

In a memo dated August 30, 2021, OWRD incorrectly stated that “observed changes in precipitation and snowpack due to climate change have already been shown to impact groundwater levels in the region,” (Thoma et al., 2021) citing Gannett and Lite (2013). However, Gannett and Lite (2013) makes no such attribution. Historical precipitation data and climate models both support the contention that climatic variability, not anthropogenic climate change, is the primary driver of recently observed groundwater declines.

Summary

COCO supports efforts to manage the groundwater resource in a way that balances beneficial groundwater uses and protection of the resource. However, recent agency decisions, and statements made by agency staff and members of the public that ignore the unique hydrogeologic framework of the Upper Deschutes Basin are concerning to COCO's member cities. When making groundwater allocation decisions for the Upper Deschutes Basin, water policy makers and technical staff should consider the information described in this paper. Taken together, the information provided here demonstrates that:

1. Groundwater level declines in the Deschutes aquifer in the Upper Deschutes Basin are driven by short-term and long-term climate variability—precipitation drives the groundwater flow system in the Upper Deschutes Basin.
2. Short-term and long-term climatic variability is different than climate change—models used in the Upper Deschutes Basin indicate that future annual precipitation is projected to increase by 5 percent for median projections, with a potential range from a 3 percent decrease to an 11 percent increase.
3. The saturated thickness of the Deschutes aquifer (approximately 1,000 feet thick) in the Upper Deschutes Basin is sufficient to ensure that even during cyclical periods of groundwater declines the aquifer has more than sufficient capacity to allow perpetual use—the groundwater flow system is very thick.
4. The Upper Deschutes Basin receives over 4,000 cfs of annual recharge. Groundwater pumping is equivalent to approximately 2 percent of the annual groundwater recharge—the groundwater flow system is not over-appropriated and OWRD should consider the total saturated thickness of the aquifer when assessing impacts.
5. Water levels in the Deschutes aquifer peaked in the 1970s and 1980s following several years of increased precipitation and recharge from irrigation canals, based on the period of record of groundwater measurements. Unfortunately, many domestic use wells constructed during this period may have only penetrated the uppermost saturated zone of the Deschutes aquifer—state officials should continue to provide resources to assist well owners, but not manage the groundwater resource based on well depths that do not sufficiently penetrate the aquifer. Wells in the Upper Deschutes Basin that are drilled into localized alluvial aquifers can be impacted by various factors; the causes of those impacts are not addressed here.

Any changes to Oregon's groundwater allocation policies related to the Upper Deschutes Basin groundwater flow system should be based on data, science, and an understanding of this basin. Policy changes need to be well-informed and based on local recharge mechanisms and on the characteristics of the subject aquifer.

COCO and its member cities look forward to working with OWRD and other stakeholders in the basin to identify a sensible pathway forward that protects the groundwater resource and ensures the security of groundwater supplies for water users in the future.

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City of Redmond - Financial Overview

4Q FY22/23
(un-audited)

Key Financial Highlights

- * Operating expenses at 93% of budget in 22/23 (prior 5 year average = 94%)
- * General Operating Funds increased fund balance by \$0.2m in 22/23, which includes:
 - * \$1.5m in one-time investments (Public Safety Facility (\$1.1), Public Works facilities (\$0.4))
- * Development revenues (Permits, SDCs) were down 16% from 21/22, yet 2% higher than bgt.
- * Wastewater: operating fund balance estimated to increase by \$1.1m in 22/23; preparing for proportional RWC annual debt service estimated to be \$1.8m in 2026.
- * Airport: passengers +8% year-over-year (YOY), fund balance estimated to increase by \$5m in 22/23
- * Juniper Golf oper. net cash flow (NCF) was +92k in 22/23 compared to +\$224k in 21/22

Operating Financial Performance by Department (\$ in Millions)

General (GOF)

Expenditures / Budget:	100%			
Operating Revenues / Budget:	106%	* state shared at 113%, property & lodging taxes at 101% of bgt.		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 0.109	\$ 0.007	\$ (1.037)	* \$1.1m towards Public
Sub-Fund Balance:	\$ 6.211	\$ 6.109	\$ 4.948	Safety Facility

Police (GOF)

Expenditures / Budget:	97%			
Operating Revenues / Budget:	100%			
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ (0.082)	\$ (0.084)	\$ (0.392)	* personnel -\$354k (-4%)
Sub-Fund Balance:	\$ 2.397	\$ 2.395	\$ 2.062	

Public Works

Transportation (GOF)

Expenditures / Budget:	77%	* 93% factoring out LED project		
Operating Revenues / Budget:	101%	* gas tax sharing at 106% of bgt.		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 0.377	\$ 0.302	\$ (0.798)	* personnel -\$97k (-6%)
Sub-Fund Balance:	\$ 2.091	\$ 2.015	\$ 0.775	* \$590k LEDs moved to 23/24

Parks & Facilities (GOF)

Expenditures / Budget:	91%			
Operating Revenues / Budget:	103%			
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ (0.088)	\$ (0.090)	\$ (0.292)	* personnel -\$105k (-7%)
Sub-Fund Balance:	\$ 0.768	\$ 0.765	\$ 0.452	

Water

Expenditures / Budget:	87%			
Operating Revenues / Budget:	99%			
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 0.305	\$ 0.234	\$ (0.428)	* water sales -\$245k (-3%)
Sub-Fund Balance:	\$ 3.967	\$ 3.896	\$ 2.672	* electric -\$326k
				* personnel -\$123k (-8%)

Wastewater

Expenditures / Budget:	97%			
Operating Revenues / Budget:	108%			
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 1.125	\$ 1.125	\$ (0.089)	* sewer sales +\$129k (+2%)
Sub-Fund Balance:	\$ 5.271	\$ 5.271	\$ 3.804	* investments +\$172k
				* personnel -\$185k (-10%)

Stormwater

Expenditures / Budget:	101%			
Operating Revenues / Budget:	101%			
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ (0.187)	\$ (0.187)	\$ (0.193)	* \$610k infrastructure maint.
Sub-Fund Balance:	\$ 0.230	\$ 0.230	\$ 0.233	

Engineering

Expenditures / Budget:	95%			
Operating Revenues / Budget:	95%	* development revenues at 105% of bgt.		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ (0.117)	\$ (0.117)	\$ (0.139)	
Sub-Fund Balance:	\$ 0.536	\$ 0.536	\$ 0.465	

Key Statistics (\$ in Millions)

Property Tax (PT) Collections

FY22/23 (Current)	\$ 12.500
FY22/23 (Projection)	\$ 12.500
FY22/23 (Budget)	\$ 12.435
FY21/22	\$ 11.760
FY20/21	\$ 10.671
FY19/20	\$ 9.837

Franchise Fees

FY22/23 (Current)	\$ 4.505
FY22/23 (Projection)	\$ 4.505
FY22/23 (Budget)	\$ 4.246
FY21/22	\$ 4.035
FY20/21	\$ 3.805
FY19/20	\$ 3.540

State Shared Revenues

FY22/23 (Current)	\$ 4.188
FY22/23 (Projection)	\$ 4.188
FY22/23 (Budget)	\$ 3.875
FY21/22	\$ 3.889
FY20/21	\$ 3.408
FY19/20	\$ 2.987

General Operating Fund (GOF) Balance

FY22/23 (Current)	\$ 12.303
FY22/23 (Projection)	\$ 12.008
FY22/23 (Budget)	\$ 8.541
FY21/22	\$ 11.771
FY20/21	\$ 8.640
FY19/20	\$ 7.173

Gen. Op. Fund (GOF) Balance Change

FY22/23 (Current)	\$ 0.532
FY22/23 (Projection)	\$ 0.237
FY22/23 (Budget)	\$ (2.753)
FY21/22	\$ 3.131
FY20/21	\$ 1.468
FY19/20	\$ 0.538

Water Sales

FY22/23 (Current)	\$ 7.290
FY22/23 (Projection)	\$ 7.290
FY22/23 (Budget)	\$ 7.535
FY21/22	\$ 6.907
FY20/21	\$ 6.705
FY19/20	\$ 6.046

Sewer Sales

FY22/23 (Current)	\$ 6.695
FY22/23 (Projection)	\$ 6.695
FY22/23 (Budget)	\$ 6.566
FY21/22	\$ 6.230
FY20/21	\$ 5.904
FY19/20	\$ 5.611

Finance/Budget Contact:

Jason Neff
541.923.7729
jason.neff@redmondoregon.gov

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

Airport

Expenditures / Budget:	86%	* 99% factoring out projects & equipment		
Operating Revenues / Budget:	120%	* YOY: passengers +8%, parking +31%		
	YTD	YE Proj.	YE Budget	* parking +\$1.5m
Sub-Fund Balance Change:	\$ 5.623	\$ 5.000	\$ 0.517	* investments +\$0.9m
Sub-Fund Balance:	\$ 33.113	\$ 32.490	\$ 26.783	* projects & equip. -\$1.8m

Community Development (CDD)

Operations (GOF)

Expenditures / Budget:	86%			
Operating Revenues / Budget:	114%	* business licenses at 103%, code enf. surcharge at 123%		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 0.247	\$ 0.133	\$ (0.102)	* personnel -\$170k (-16%)
Sub-Fund Balance:	\$ 0.648	\$ 0.535	\$ 0.246	

Building

Expenditures / Budget:	85%			
Operating Revenues / Budget:	134%	* building revenues up 8% YOY		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ 0.459	\$ 0.459	\$ (0.456)	* personnel -\$232k (-14%)
Sub-Fund Balance:	\$ 4.828	\$ 4.828	\$ 3.662	* 24 months of operating exp.

Current Planning

Expenditures / Budget:	91%			
Operating Revenues / Budget:	85%	* planning permit revenues down 43% YOY		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ (0.083)	\$ (0.083)	\$ (0.042)	
Sub-Fund Balance:	\$ 0.935	\$ 0.935	\$ 0.991	* 14 months of operating exp.

Long Range Planning (GOF)

Expenditures / Budget:	73%			
Operating Revenues / Budget:	103%	* long range planning surcharge at 87% of budget		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ (0.031)	\$ (0.031)	\$ (0.132)	* personnel -\$77k (-36%)
Sub-Fund Balance:	\$ 0.189	\$ 0.189	\$ 0.057	

Golf

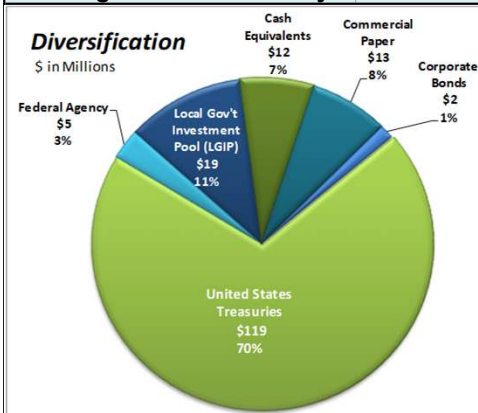
Expenditures / Budget:	100%			
Operating Revenues / Budget:	94%	* golf rounds at 89% of bgt., golf revenue -6% YOY		
	YTD	YE Proj.	YE Budget	
Sub-Fund Balance Change:	\$ (0.300)	\$ (0.074)	\$ (0.122)	* oper. NCF: +\$92k in 22/23 vs. +\$224k in 21/22
Sub-Fund Balance:	\$ 0.148	\$ 0.374	\$ 0.367	

Major Project Status (\$ in Millions)

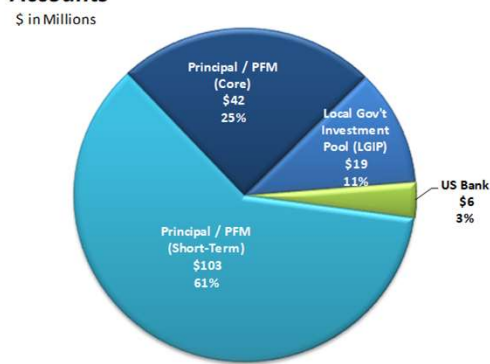
Project	Phase	Funding	Spent	% Spent	Budget
Central Dry Canyon	Design	Fully Funded	\$ 0.1	2.2%	\$ 4.9
Well 9	Construction	Fully Funded	\$ 0.2	2.9%	\$ 6.4
Redmond Wetlands Complex (RWC)	Design (90%)	Loan Pending	\$ 4.0	5.8%	\$ 70.0
Public Safety Facility (PSF)	Design (90%)	Fully Funded	\$ 3.4	7.0%	\$ 49.0
Airport Terminal Expansion (Phase 1)	Design (50%)	~ 40% Funded	\$ 2.5	1.7%	\$ 150.0

Cash & Investments Summary

Total Cash & Investments	\$170M	Yields	
Weighted Maturity	8 months	Principal / PFM Asset Mgmt.	4.2%
Weighted Credit Quality	AA+	Local Gov't. Investment Pool (LGIP)	4.1%



Accounts



Key Statistics (Cont.)

Passenger Facility Charges (PFCs)

FY22/23 (Current)	\$ 2.062
FY22/23 (Projection)	\$ 2.062
FY22/23 (Budget)	\$ 1.930
FY21/22	\$ 1.958
FY20/21	\$ 1.251
FY19/20	\$ 1.484

Planning Permit Revenue

FY22/23 (Current)	\$ 0.315
FY22/23 (Projection)	\$ 0.315
FY22/23 (Budget)	\$ 0.506
FY21/22	\$ 0.550
FY20/21	\$ 0.465
FY19/20	\$ 0.369

System Development Charges (SDCs)

FY22/23 (Current)	\$ 7.859
FY22/23 (Projection)	\$ 7.859
FY22/23 (Budget)	\$ 9.044
FY21/22	\$ 9.475
FY20/21	\$ 9.463
FY19/20	\$ 9.740

SDCs per Single Family Dwelling (SFD)

Parks	\$ 6.417
Transportation	\$ 5.160
Water	\$ 5.739
Wastewater	\$ 5.150
TOTAL	\$ 22,466
% of Median SFD Price	4.5%

Expenditures (Excl. URA)

FY22/23 (Current)	\$ 110.2
FY22/23 (Budget)	\$ 160.7
FY21/22	\$ 110.8
FY20/21	\$ 99.3
FY19/20	\$ 92.7

Long-Term Debt (Excl. Gen. Oblig.)

FY22/23	\$ 77.0
FY21/22	\$ 81.1
FY20/21	\$ 90.5
FY19/20	\$ 93.1

Moody's Credit Rating

FFCO (7/22)	Aa2
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Assessed Value Growth (Gen. Levy)

FY22/23	7.0%
FY21/22	9.6%
FY20/21	8.5%
FY19/20	8.1%

Property Tax Base

Maximum Assessed	\$ 3,229
Real Mkt Value	\$ 7,239
MAV / RMV	45%

City/Citizen PT Rate / \$1,000

FY22/23	\$5.13 / \$19.16
FY21/22	\$4.41 / \$18.51
FY20/21	\$4.41 / \$18.20
FY19/20	\$4.41 / \$17.93



CITY OF REDMOND

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STAFF REPORT

DATE: September 12, 2023
TO: City Council
THROUGH: Keith Witcosky, City Manager
John Roberts, Deputy City Manager
FROM: Jackie Abslag, CDD Programs Coordinator
SUBJECT: Transcription Services Contract with ABC Transcription Services, LLC; Not to exceed \$100,000

Report in Brief:

This item requests City Council approve a five-year service contract, for an amount not to exceed \$100,000, between the City and ABC Transcription Services, LLC (ABC) for Council, Urban Renewal Agency, and Commission/Committee meeting minute transcription services. The contract term is from July 1, 2023, through June 30, 2028.

Background:

ABC has been providing transcription services for meeting minutes for the City since 2021 after Type Write II services retired. ABC transcribes the meeting minutes for nine different City committees/commissions, the Urban Renewal Agency, and the City Council. ABC is also available to transcribe minutes for special meetings that are conducted.

Minutes are necessary to maintain records, ensure transparency and reliable transfer of essential information, decisions or actions. The Oregon Attorney General's (OAG) manual on public meeting law states: "A governing body must provide for written minutes of its meeting and executive session, or sound, video, or digital recording." While minutes are technically not required under the law, minutes provide a summarized record of a meeting and the City's Auditors request them. As such, it has always been the City's practice to do them.

Additionally, it has not been uncommon for staff to delay writing minutes due to workloads and competing priorities. However, per the OAG, "Any minutes or recording of a public meeting that does not take place in Executive Session must be made available to the public within a reasonable time after the meeting." Having transcription services available helps ensure the OAG's 'reasonable time' requirement is met in an efficient manner. Moreover, this allows staff to focus on more immediate needs and work program priorities.

Discussion:

Bids were solicited from various transcription companies in 2021 and ABC was the only vendor to respond. They currently transcribe meeting minutes for 12 other jurisdictions in Oregon.

Fiscal Impact:

Funds are pulled from each department within the City, which includes Community Development Department Operations, Planning Department, Urban Renewal, Airport and City Administration. Total expenditures for the eleven different groups are up to \$35,000 per year.

Alternative Courses of Action:

1. Approve the five-year service contract with ABC.
2. Request changes to the service contract.
3. Do not approve the service contract.

Recommendation / Suggested Motion:

"I move to award a five-year contract for Transcription Services to ABC Transcription Services, LLC, in a not to exceed amount of \$100,000, and authorize the City Manager to sign the contract."