



CITY OF REDMOND

CITY HALL
411 SW 9th STREET
REDMOND, OR 97756
541.923.7710
FAX: 541.548.0706
info@redmondoregon.gov
redmondoregon.gov

CITY COUNCIL

May 28, 2024

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

MAY 28, 2024

REGULAR MEETING AGENDA

6:00 PM

I. CALL TO ORDER / ESTABLISH A QUORUM

II. BLESSING - Father Saji Thomas, St. Thomas Catholic Church

III. PLEDGE OF ALLEGIANCE

IV. CITY ANNOUNCEMENTS

V. COMMENTS FROM CITIZENS AT THE MEETING

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.

VI. CONSENT AGENDA

- A. Minutes of April 9, 2024, Council Meeting
- B. Minutes of April 15, 2024, Council Workshop
- C. Pride Month Proclamation

VII. PUBLIC HEARINGS

- A. Resolution #2024-13: A resolution adopting the Community Development Block Grant 5-year Consolidated Plan / 2024 Annual Action Plan and an amendment to the 2023 Annual Action Plan, and authorizing the submission of these documents to the United States Department of Housing and Urban Development.

VIII. ACTION ITEMS

- A. Northpoint Vista Mixed-Income Neighborhood: Authorize a contract for up to \$2,000,000 with deChase Miksis for project management, engineering and development of public infrastructure at Northpoint.
- B. Intergovernmental Agreement with the Central Oregon Intergovernmental Council for the design and construction of 21st Street: \$750,000

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

REGULAR CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD APRIL 9, 2024, IN COUNCIL CHAMBERS.

COUNCIL MEMBERS PRESENT: Tobias Colvin – Clifford Evelyn – Ed Fitch – John Nielsen – Cat Zwicker

COUNCIL MEMBERS EXCUSED: Kathryn Osborne – Shannon Wedding

STAFF PRESENT: City Manager Keith Witcosky – Deputy City Manager/Chief Financial Officer Jason Neff – City Attorney Keith Leitz – Planning Director Kyle Roberts – Long Range Planner Morgan Snyder – City Recorder Kelly Morse – Police Chief Devin Lewis – Public Works Director/City Engineer Jessica MacClanahan – Communications Director Heather Cassaro – Client Systems Administrator Tyler Roppe – Procurement and Payables Manager Scott Brang – Public Works Operations Manager Joshua Wedding – Billing and Collections Manager Valerie Taylor – Principal Engineer Jake Sherman – Finance Director James Wood – Network Administrator Dan Schroedl

MEDIA PRESENT: None

EXECUTIVE SESSION

- A. Litigation – ORS 192.660(2)(h) authorizes executive session "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."**

Mayor Fitch convened the Council into Executive Session at 5:28 p.m. in accordance with ORS 192.660(2)(h) authorizing executive sessions 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.

Mayor Fitch adjourned the Executive Session at 5:38 p.m.

Mayor Fitch called the regular meeting to order at 6:00 pm. A quorum was established. There were no motions as a result of the Executive Session.

BLESSING

Pastor Thomas Bengel from the Redmond Community Church led the blessing.

PLEDGE OF ALLEGIANCE

Councilor Zwicker led the Pledge of Allegiance.

CITY ANNOUNCEMENTS

- A. Legislative Briefing Senate Bill 1537 (Housing) by Ariel Nelson from the League of Oregon Cities**

League of Oregon Cities Lobbyist Ariel Nelson presented an overview of Senate Bill 1537. Staff confirmed that they will brief Council on the practical impact of the requirements, especially the ten required land use adjustments.

COMMENTS FROM CITIZENS AT THE MEETING

Redmond Resident Donna Abelein commented on the Public Comment section during March 28, 2024, City Council meeting.

CONSENT AGENDA

- A. Fair Housing Month Proclamation**

Councilor Zwicker moved, seconded by Councilor Nielsen, to approve the Fair Housing proclamation, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

Central Oregon Association of Realtors Government Affairs Director Tyler Neese provided an overview of Fair Housing Month and read the proclamation designating April 2024 as Fair Housing Month in the City of Redmond.

BID AWARDS / BID REJECTIONS

A. ADA Transition Plan Project Bid Award to Keeton King Contracting, LLC, Project #TR2301: \$1,369,001.86

Principal Engineer Jake Sherman requested approval of a construction contract with Keeton King Contracting, LLC in the amount of \$1,369,001.86, for the Americans with Disabilities Act (ADA) Transition Plan Project. Five bids were received and after review, Keeton King Contracting, LLC was deemed the lowest responsible bidder. The Engineer's estimate of costs was \$1.5 million.

Councilor Colvin moved, seconded by Councilor Evelyn, to award the ADA Transition Plan Project to Keeton King Contracting, LLC in the amount of \$1,369,001.86 and authorize the City Manager to sign the contract, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

CONTRACT REVIEW BOARD

A. Aclara One Cloud Migration Contract and Sole Source Letter: \$191,798.84

Mayor Fitch convened the Contract Review Board at 6:38 p.m.

Procurement and Payables Manager Scott Brang requested approval of a Sole Source selection of Aclara One Cloud Migration Software and a five-year software agreement in the amount of \$191,798.84.

Councilor Nielsen moved, seconded by Councilor Colvin, to adopt Sole Source findings and authorize the City Manager to sign the Aclara One- Unified HE- SaaS implementation and five-year software subscription agreement for \$191,798.84, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

Mayor Fitch adjourned the Contract Review Board and reconvened the Council meeting at 6:42 p.m.

ORDINANCES

A. Ordinance #2024-04: An ordinance amending Redmond City Code Chapter 2, Section 2.120, pertaining to the nomination of candidates for election to the position of Mayor and City Councilor.

City Recorder Kelly Morse requested City Council amend the election nomination process for the positions of Mayor and City Councilor by establishing a fixed number of required elector signatures or a fee in lieu of collecting signatures. She clarified that a candidate would not be permitted to choose both filing methods simultaneously. Candidates for Mayor would collect 100 signatures or pay \$100 fee in lieu and candidates for Council would collect 50 signatures or pay \$50 fee in lieu.

Councilor Evelyn moved, seconded by Councilor Colvin, to have a first and second reading of Ordinance #2024-04 by title only, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

City Attorney Keith Leitz provided the first and second reading of Ordinance #2024-04 by title only.

Councilor Colvin moved, seconded by Councilor Evelyn, to approve Ordinance #2024-04, motion passed. (ROLL CALL: Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

- i. Resolution #2024-11: A resolution setting fees and charges imposed by the City of Redmond. Public comment will be taken per ORS 294.160.**

Ms. Morse requested approval of Res. #2024-11 containing fees associated with Mayor and City Council elections. If approved, fees would be effective May 9, 2024.

There were no comments from the public.

Councilor Zwicker moved, seconded by Councilor Nielsen, to approve Resolution #2024-11, a resolution setting fees and charges imposed by the City of Redmond, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

- B. Ordinance #2024-05 - An ordinance amending Chapter 5 of the Redmond City Code, Sections 5.601 through 5.606: Related to False Alarms and Police services.**

Police Chief Devin Lewis requested approval of Ord. #2024-05 which amends Chapter 5, Sections 5.601 through 5.606 of the Redmond City Code, relating to False Alarms and Police services. Amendments would include grammatical and appeal process updates.

Councilor Nielsen moved, seconded by Councilor Evelyn, to have a first and second reading of Ordinance #2024-05 by title only, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

Mr. Leitz provided the first and second reading of Ordinance #2024-05 by title only.

Councilor Colvin moved, seconded by Councilor Nielsen, to approve Ordinance #2024-05, motion passed. (ROLL CALL: Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes, Colvin-yes)

- C. Ordinance #2024-06: An ordinance repealing Ordinance #2017-07 and granting a non-exclusive franchise agreement to PacifiCorp, an Oregon corporation doing business as Pacific Power.**

Billing and Collections Manager Valerie Taylor requested approval of a 10-year non-exclusive franchise agreement with PacifiCorp. She noted minimal changes were made and the terms and conditions will remain the same.

Councilor Evelyn moved, seconded by Councilor Zwicker, to have a first and second reading of Ordinance #2024-06 by title only, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

Mr. Leitz provided the first and second reading of Ordinance #2024-06 by title only.

Councilor Colvin moved, seconded by Councilor Nielsen, to approve Ordinance #2024-06, motion passed. (ROLL CALL: Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes, Colvin-yes, Evelyn-yes)

- D. Ordinance #2024-07: An ordinance granting a non-exclusive telecommunication franchise to Ziply Fiber Pacific, LLC d/b/a Ziply Fiber.**

Ms. Taylor requested approval of a five-year non-exclusive telecommunications franchise agreement with Ziply Fiber Pacific, LLC. Ziply Fiber Pacific, LLC is looking to build infrastructure for fiber and telecommunication services within Central Oregon and will provide a low-cost fiber option.

Councilor Colvin moved, seconded by Councilor Zwicker, to have a first and second reading of Ordinance #2024-07 by title only, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

Mr. Leitz provided the first and second reading of Ordinance #2024-07 by title only.

Councilor Zwicker moved, seconded by Councilor Evelyn, to approve Ordinance #2024-07, motion passed. (ROLL CALL: Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes, Colvin-yes, Evelyn-yes, Fitch-yes)

E. Ordinance #2024-08: An Ordinance granting a non-exclusive telecommunications franchise to Lightspeed Networks, Inc. d/b/a LSNetworks.

Ms. Taylor requested approval of a five-year non-exclusive telecommunications franchise agreement with Lightspeed Networks, Inc. She noted that the agreement would be similar to the existing agreement with the 7 percent franchise fee which currently brings in about \$42,000 annually.

Councilor Nielsen moved, seconded by Councilor Colvin, to have a first and second reading of Ordinance #2024-08 by title only, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

Mr. Leitz provided the first and second reading of Ordinance #2024-08 by title only.

Councilor Colvin moved, seconded by Councilor Nielsen, to approve Ordinance #2024-08, motion passed. (ROLL CALL: Osborn-absent, Wedding-absent, Zwicker-yes, Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes)

ACTION ITEMS

A. South Redmond Tract Large Lot Industrial Infrastructure Master Plan and Financing Plan Contract Award to DOWL: \$249,580

Director of Public Works/City Engineer Jessica MacClanahan requested approval of a contract with DOWL Engineering Services, in the amount of \$249,580 for the development of the South Redmond Tract Large Lot Industrial Infrastructure Master Plan and Financing Plan. The Fiscal Year 2024/2025 South Highway 97 Urban Renewal District budget includes \$300,000 for this work.

Councilor Evelyn moved, seconded by Councilor Nielsen, to award the contract for the development of the South Redmond Tract Infrastructure Master Plan and Financing Plan to DOWL in the amount of \$249,065 and authorize the City Manager to sign the contract, motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

There were no additional comments from citizens.

CITY MANAGER COMMENTS

City Manager Keith Witcosky reported on the downed power pole at the North Y, the Well 9 testing, the ribbon cutting for the Centennial Park two-dimensional art display, the Valleyview and Sam Johnson Park Pickleball Courts resurfacing project, and the Budget Committee meetings.

DRAFT

COUNCIL COMMENTS

Councilor Nielsen thanked Council for moving through the agenda in a timely manner.

Councilor Evelyn thanked everyone for coming to the meeting.

Councilor Zwicker wished Councilors Nielsen and Colvin a happy birthday.

Councilor Colvin reported on the Travel Oregon meeting.

MAYOR'S COMMENTS

A. Juniper Golf Committee - Appointment of Nate Kitt, term expiring December 31, 2024.

Councilor Zwicker moved, seconded by Councilor Evelyn, to approve Nate Kitt to the Juniper Golf Committee, term expiring December 31, 2024, the motion passed. (Colvin-yes, Evelyn-yes, Fitch-yes, Nielsen-yes, Osborn-absent, Wedding-absent, Zwicker-yes)

Mayor Fitch reported on the City Council and Deschutes County Commissioners joint meeting and explained that Council had no time to deal with the culture wars mentioned during public comment.

There being no further business, the meeting was adjourned at 7:22 pm.

Prepared by ABC Transcription Services
Reviewed by Kayla Duddy, Deputy City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 28th day of May 2024.

Ed Fitch, Mayor

ATTEST:

Kayla Duddy, Deputy City Recorder

SPECIAL CITY COUNCIL WORKSHOP OF THE CITY OF REDMOND WAS HELD APRIL 15, 2024, IN THE EXECUTIVE CONFERENCE ROOM.

COUNCIL MEMBERS PRESENT: Clifford Evelyn – Ed Fitch – John Nielsen – Kathryn Osborne (via Phone) – Cat Zwicker

COUNCIL MEMBERS ABSENT: Tobias Colvin – Shannon Wedding

STAFF PRESENT: City Manager Keith Witcosky – City Attorney Keith Leitz – Deputy City Manager/Chief Financial Officer Jason Neff – Assistant City Engineer Lindsey Crooms – Public Works Director/City Engineer Jessica MacClanahan – Finance Director James Wood – Public Works Operations Manager Water/Parks/Facilities Joshua Wedding – City Recorder Kelly Morse – Police Chief Devin Lewis – Long Range Planner Morgan Snyder – Public Works Operations Manager Wastewater/Transportation/ Fleet Ryan Kirchner – Special Projects & Natural Resource Program Manager Maria Ramirez – Public Works Business & Strategic Initiatives Manager Lorelei Williams – Project Engineer Evan Malone

MEDIA PRESENT: None

Mayor Fitch called the workshop to order at 3:00 pm.

PRESENTATIONS

A. Introduction of new Redmond Fire Chief: Chief Ryan Herrera

Redmond Fire Chief Ryan Herrera introduced himself and provided a brief overview of his professional background.

B. Water Conservation Research: Project Timeline and Purpose

Public Works Director/City Engineer Jessica MacClanahan and Special Projects & Natural Resource Program Manager Maria Ramirez provided an update on the City's water conservation initiatives. Their presentation highlighted the key goals in education, engineering, enforcement; policy action items, Community Engagement Plan; Utility Rate Study; infrastructure projects and operational controls, and the enforcement mechanism.

The Council requested information on best practices in other areas such as Arizona, California, Nevada, and Colorado; data and metrics on what would be saved in the water offsets; working with Homeowner Associations and builders as part of education; and a narrative to explain the City's efforts with the state legislature.

Ms. MacClanahan reviewed future policy objectives, highlighting the Water Summit, strategic legislative asks which include a Recycled Water Master Plan, the Parks Master Plan, implementation of a new tiered rate structure, and Code amendments.

The Council requested a presentation on the City's water efforts in May 2024, as well as a written summary of the overall plan.

C. Large Lot Industrial Master Plan/Project Charter

Ms. MacClanahan provided an overview of the South Redmond Tract Large Lot Industrial Project Charter document which addresses how the City will engage as a key stakeholder, who the City will engage and when, how the City will make decisions, and an overall roadmap of how to fulfill the Master Plan. The key stakeholders include the City, Department of State Lands (DSL), Department of Administrative Services, engineering, and financial consultants, and possibly Deschutes County.

Mayor Fitch recommended having the City be a part of Deschutes County's Master Plan for the Fairgrounds, noting that it would be important for both parties to approve each step. He recommended replacing "regional" with "area" because the former sounds larger.

Mayor Fitch reported that the Central Oregon Cities Organization's perspective is to focus on projects already on the books, but not yet funded for the 2025 legislature infrastructure package. He encouraged the Council to consider South Highway 97, 35th Street, and Highland Avenue over a McVey Avenue interchange.

Ms. MacClanahan discussed next steps which include compiling feedback from Council, determining the right venue to share that information with key stakeholders, primarily DSL, and trying to get Deschutes County and the Oregon Department of Transportation (ODOT) ready and involved.

D. 21st Street/CORE3

Central Oregon Intergovernmental Council (COIC) Community & Economic Development Director Scott Aycock presented the planned timeline for work on 21st Street, highlighting the Notice of Intent to Award to Cumming Group to serve as the Owner's Representative, an amendment to the SERA Architects' existing Land Use Entitlement Contract, and ODOT's project to create a left turn lane on the highway in coordination with the architects' work on 21st Street's utilities.

Mayor Fitch's noted the minor edits needed for the City and COIC agreement regarding the \$750,000.

Mr. Aycock continued his presentation focusing on CORE3, highlighting the complexity of the project, the Executive Council, the timeline to build, and the expectation of building in phases with Phase 1 estimated to cost \$40 million. He noted the project teams' concerns on how to afford the project.

Mayor Fitch stated that the left-turn lane would be a good item for the 2025 legislature to fund, clarifying the traffic signal at 35th Street and Highway 126 would be more important to the Council than a 21st Street left-turn lane. He stated that the requirement for the new multi-use path on the north side of the highway, which would include the portion on the Oasis Village site, is solvable.

There being no further business, the meeting was adjourned at 4:19 pm.

Prepared by ABC Transcription Services
Reviewed by Kayla Duddy, Deputy City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 28th day of May 2024.

Ed Fitch, Mayor

ATTEST:

Kayla Duddy, Deputy City Recorder

City of Redmond PROCLAMATION

A proclamation designating June 2024, as

PRIDE MONTH

WHEREAS, June 2024, marks the 55th annual celebration throughout the United States of Lesbian, Gay, Bisexual, Transgender, Intersex, Queer/Questioning, Asexual (LGBTQIA+) PRIDE Month; and

WHEREAS, the City of Redmond believes in working together with all members of our community to facilitate open relationships, providing safety, dignity and a welcoming environment for our residents and visitors; and

WHEREAS, the meaningful contributions made by our LGBTQIA+ community enhance our city's diverse history and culture; and

WHEREAS, the City of Redmond joins the LGBTQIA+ Community in a celebration of diversity and unity and, remains committed to treating all people with fairness and respect.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Redmond does hereby proclaim June 2024 as **PRIDE MONTH** in the City of Redmond and urges all residents to join in celebrating the diversity of our community and promoting equality for all.

APPROVED by the City Council and **SIGNED** by the Mayor this 28th day of May 2024.

The City of Redmond, Oregon

Ed Fitch, Mayor

ATTEST:

Kayla Duddy, Deputy City Recorder



CITY OF REDMOND

CITY HALL
411 SW 9th STREET
REDMOND, OR 97756
541.923.7710
FAX: 541.548.0706
info@redmondoregon.gov
redmondoregon.gov

STAFF REPORT

DATE: May 28, 2024
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
Kyle Roberts, Planning Director
FROM: Linda Cline, Housing Program Analyst
SUBJECT: Resolution #2024-13: A resolution adopting the Community Development Block Grant 5-year Consolidated Plan / 2024 Annual Action Plan and an amendment to the 2023 Annual Action Plan, and authorizing the submission of these documents to the United States Department of Housing and Urban Development.

Report in Brief:

This item requests City Council adopt the Community Development Block Grant (CDBG) 5-year Consolidated Plan / 2024 Annual Action Plan and an amendment to the 2023 Annual Action Plan, and authorize the submission of these documents to the United States Department of Housing and Urban Development (HUD).

Background:

On September 27, 2013, the City accepted entitlement status in the federal HUD CDBG program. The objective of the CDBG program is "to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income." Entitlement communities develop their own programs and set their own funding priorities in conformance with the statutory standards, program regulations and other federal regulations.

As an entitlement community, the City receives an annual financial allocation to undertake a wide range of community-based activities directed toward neighborhood revitalization, economic development, community services, facilities, and improvements.

These annual allocations have generally ranged from \$150,000 to \$250,000 over the course the City's participation in the program.

The City is required to develop a Five-Year Consolidated Plan and an Annual Action Plan to receive the CDBG funds. The Consolidated Plan is a 5-year strategic plan to assess, prioritize and strategize funds to address community needs. The Annual Action Plan describes how the City will distribute their annual allocation of funds.

HUD requires funding to be utilized to primarily benefit low-moderate income residents. CDBG program income limits vary by household and cap eligibility at 80% or below the Area Median Income (AMI), as shown below.

1 person	\$58,650
2 people	\$67,000
3 people	\$75,400
4 people	\$83,750
5 people	\$90,450
6 people	\$97,150

7 people	\$103,850
8 people	\$110,550

(Source: huduser.gov/portal/datasets)

Selection Process for Funding Priorities: Using an application process similar to previous years, the City requested proposals from nonprofit organizations that provide services to low- and moderate-income community members. An application workshop was provided for potential applicants on February 15, 2024 with approximately 15 attendees. Eight applications were received by the March 11, 2024, deadline. City staff and CDBG consultants reviewed the applications and assessed them for risk factors and eligibility before forwarding them to the Housing and Community Development Committee (HCDC) for consideration. HCDC supports the recommendations being made to Council as part of this item.

Discussion:

Amendment of the 2023 Annual Action Plan

In conversations with HUD representatives from both the Portland Field Office and Washington DC office, staff concluded that the previously identified Oasis Village multimodal path project was high-risk, and undertaking this project could put these CDBG resources at risk of repayment to the federal government.

The CDBG Citizen Participation Plan allows for a minor amendment of less than 25% of the total annual entitlement to be undertaken without additional Council action. Therefore, some funds have already been moved to assist with the Cinder Hollow project. The following chart shows this minor amendment as well as a recommendation for the substantial amendment that requires Council adoption.

Available 2023 Resources	\$255,658.26	Includes \$23,704.61 in COVID (CV) funds for administration
Minor Amendment Reallocations <i>(Already in effect. The Citizen Participation Plan allows minor amendments without a Public Hearing or City Council resolution.)</i>		
Acquisition of Cinder Hollow	\$11,160.00	Additional Environmental Review of adjacent right-of-way
Disposition of Cinder Hollow	\$30,000.00	Surveys, legal and real estate costs associated with conveyance of property
Total Minor Amendment Reallocation	\$41,160.00	
Proposed Substantial Amendment Reallocations <i>(Requires Public Hearing and a City Council resolution.)</i>		
Public Facilities and Improvements		
Deschutes Children's Foundation	\$13,200.00	Installation of two ADA exterior doors at the Becky Johnson Center
Deschutes Children's Foundation	\$35,000.00	Installation of Headstart children's restrooms at the Becky Johnson Center
Oasis Village	\$110,560.00	Paving of firelane and sidewalks, and installation of a fence between the driveway and Hwy 126
Total Proposed Substantial Amendment Reallocations	\$158,760.00	
Carry-over to 2024	\$55,738.26	Includes \$23,704.61 in CV funds for administration

5-Year Consolidated Plan

Every five years, HUD requires its Grantees to submit the jurisdiction's housing and community development needs, priorities, goals, and strategies in a Consolidated Plan for the next five Program Years. This new plan will cover HUD program years 2024-2028 and City fiscal years 2025-2029. The CDBG 5-Year Consolidated Plan will include the first Annual Action Plan.

Program funds can be used for eligible activities that serve residents of the city of Redmond. The Consolidated Plan and Action Plan include projects that will address the priority needs identified, which include:

- Provide decent housing
- Create a suitable living environment
- Expand opportunities for Low- and Moderate-Income (LMI) Persons

The 5-Year Consolidated Plan's estimated resources are extrapolated from the first year's allocation. The 2024 annual allocation is \$203,656, an approximately \$34,000 reduction over the previous year, resulting in a much lower five-year projection of resources.

Consolidated Plan	Estimated Resources	Public Service (15% cap)	Admin (20% cap)	Housing Support	Public Facilities
Annual Allocations	\$203,656/yr	\$30,548/yr	\$40,731/yr	\$66,188/yr	\$66,188/yr
2025–2028 Resources	\$814,624	\$122,192	\$162,924	\$264,754	\$264,754

2024 Annual Action Plan (embedded within the 5-Year Consolidated Plan)

The City's CDBG entitlement funding for Program Year 2024 is \$203,656, combined with \$55,738.26 in carry-over from 2023 (includes \$23,704.61 in COVID funding), bringing the total available resources to \$259,394.26.

Available 2024 Resources		
2024 Annual Entitlement	\$203,656.00	
Prior Year Carry-over	\$55,738.26	Includes \$23,704.61 in CV funds for administration to be reallocated
Total Planned Resources	\$259,394.26	
Proposed Allocations		
Public Service Projects (subject to a 15% cap on current annual entitlement funds)		
JBarJ Youth Services	\$ 16,495.00	Shelter staff for youth homeless facility
Redmond Senior Center	\$ 14,053.00	Staff for expansion of meal services
Public Facilities and Improvements		
RootedHomes	\$80,000.00	Engineering of Antler Flats public right-of-way
Other Public Facilities	\$14,410.65	
Housing		
Habitat for Humanity	\$70,000.00	Homeowner downpayment assistance
Administration (subject to a 20% cap on current annual entitlement funds)	\$40,731.00	
COVID funding reallocation		
Administration (CV)	\$3,704.61	
Central Oregon Thrive	\$20,000.00	Housing Information and Referral Services
Total Proposed Allocations	\$259,394.26	

Fiscal Impact:

This program is funded by a federal grant and may include program income from previous grant funded activities that must be directed back into the program under HUD regulations. There is minimal impact on the City budget.

Alternative Courses of Action:

1. Approve Resolution 2024-13.
2. Do not approve Resolution 2024-13.
3. Request more information.

Recommendation / Suggested Motion:

"I move to approve Resolution #2024-13, adopting the Community Development Block Grant 5-year Consolidated Plan / 2024 Annual Action Plan and an amendment to the 2023 Annual Action Plan, and authorize the submission of these documents to the United States Department of Housing and Urban Development.



COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC HEARING

- 2023 ANNUAL ACTION PLAN AMENDMENT
- 2024 5-YEAR CONSOLIDATED PLAN & ANNUAL ACTION PLAN

REDMOND CITY COUNCIL
MAY 28, 2024



DEFINITIONS & ACRONYMS



CDBG: An entitlement program in which the City receives an annual allocation from the federal government to use towards projects that benefit low- and moderate- income residents



HUD: Department of Housing and Urban Development, the federal entity administering the CDBG program.



Con. Plan: The City's 5-year Consolidated Plan, which outlines community needs and City's goals for addressing these needs.



Annual Action Plan: A plan submitted to HUD that indicates the City's annual goals and spending priorities.



HCDC: Housing and Community Development Committee, made up of Redmond volunteers. This group is instrumental in setting priorities and making spending recommendations to the Council.



CDBG PROCESS



Applications

Applicant training
8 Applications Received



Housing and Community Development Committee

Review of Applications
1st Public Hearing for Con Plan
Recommendation to Council



Public Hearing

30-day Comment Period
Council Resolution
Submitted to HUD



2023 ANNUAL ACTION PLAN AMENDMENT



2023 ANNUAL ACTION PLAN AMENDMENT

2023 Resources Available for Reallocation: \$255,658.96

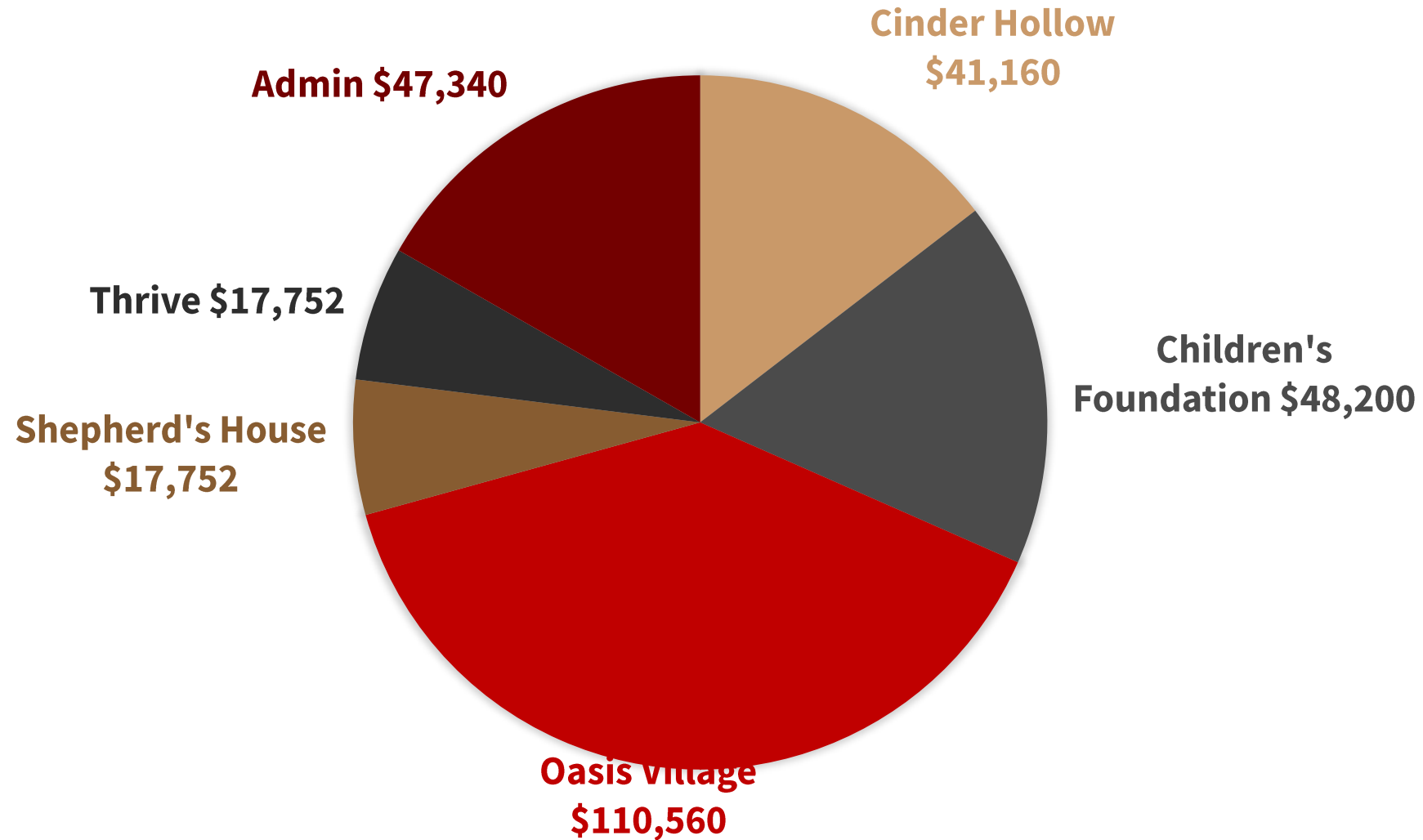
Previous Minor Amendment

Acquisition of Cinder Hollow	\$11,160.00	Additional Environmental Review for off-site work
Disposition of Cinder Hollow	\$30,000.00	Surveys, legal and real estate costs associated with conveyance
Total Minor Amendment	\$41,160.00	

Proposed Substantial Amendment

Deschutes Children's Foundation	\$13,200.00	Installation of 2 ADA exterior doors
Deschutes Children's Foundation	\$35,000.00	Installation of Headstart children's restrooms
Oasis Village	\$110,560.00	Paving of firelane and sidewalks, and installation of fence along highway 126
Total Substantial Amendment	\$158,760.00	
Carry-over to 2024	\$55,738.26	Includes \$23,704.61 for CV administration

TOTAL 2023 ALLOCATIONS





PROGRAM YEARS 2024-2028

5-YEAR CONSOLIDATED PLAN GOALS

- PROVIDE DECENT HOUSING
- CREATE A SUITABLE LIVING ENVIRONMENT
- EXPAND OPPORTUNITIES FOR LOW- AND MODERATE-INCOME (LMI) PERSONS





5-YEAR CONSOLIDATED PLAN

Consolidate d Plan	Estimated Resources	Public Service (15% cap)	Admin (20% cap)	Housing Support	Public Facilities
Annual Allocation	\$203,656/yr	\$30,548/yr	\$40,731/yr	\$66,188/yr	\$66,188/yr
2025-2028 Resources	\$814,624	\$122,192	\$162,924	\$264,754	\$264,754



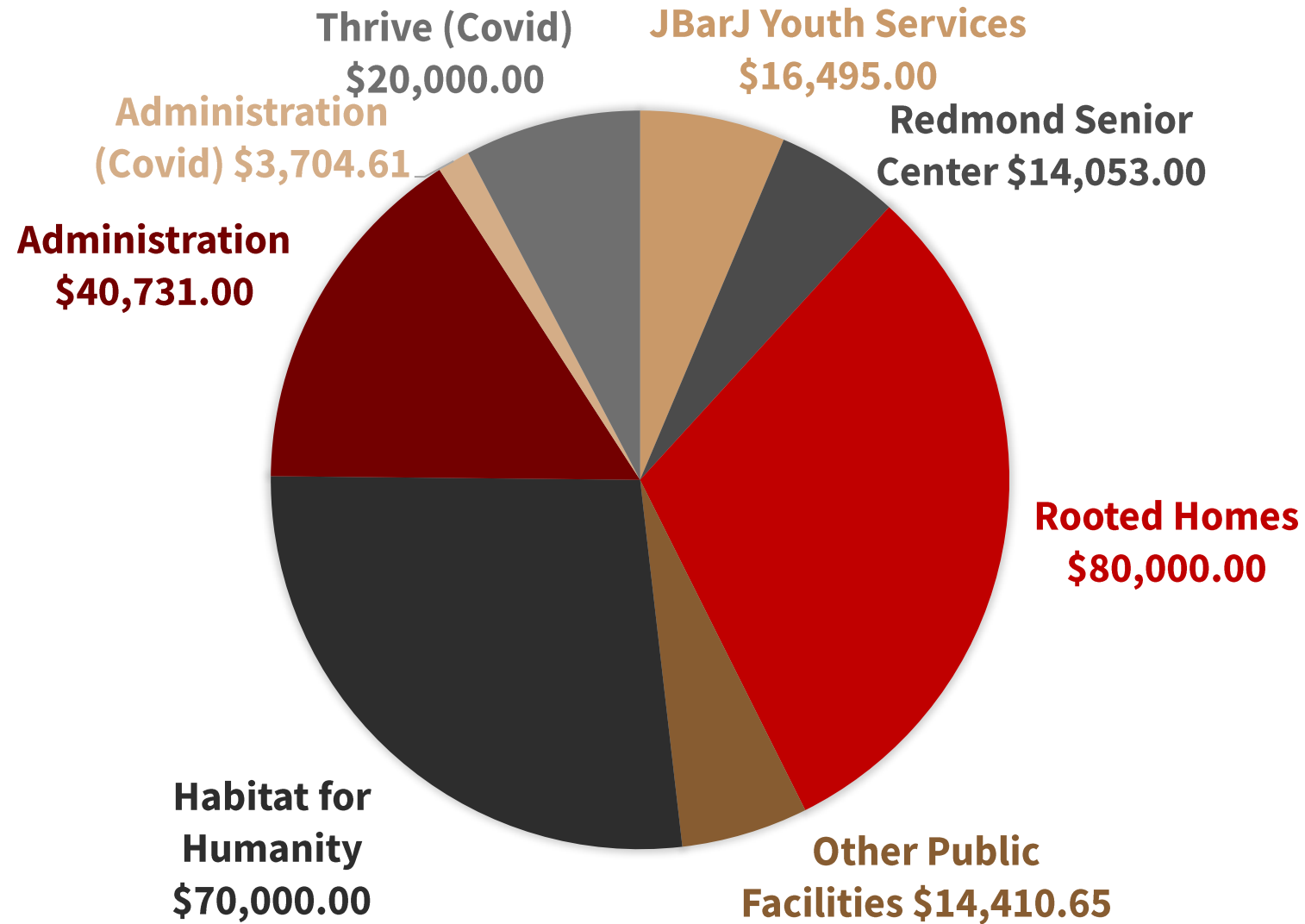
2024 ANNUAL ACTION PLAN

Limited by the 15%
Public Service cap
on current annual
entitlement



Available 2024 Resources		
2024 Annual Entitlement	\$203,656.00	~\$34,000 less than previous years
Carry-over	\$55,738.26	Includes \$23,704 in COVID administration funds to be reallocated
Total Planned Resources	\$259,394.26	
Proposed Allocations		
JBarJ Youth Services	\$16,495.00	Shelter staff for homeless youth
Redmond Senior Center	\$14,053.00	Staff for expansion of meal services
Rooted Homes	\$80,000.00	Engineering of Antler Flats public right-of-way
Habitat for Humanity	\$70,000.00	Homeowner downpayment assistance for 7 households
Other Public Facilities	\$14,410.65	To address future identified needs for public facilities
Administration – <i>subject to a 20% cap on current annual entitlement</i>	\$40,731.00	
Administration (COVID)	\$3,704.61	
Thrive (COVID)	\$20,000.00	Housing information and referral services
Total Proposed Allocations	\$259,394.26	

TOTAL 2024 ALLOCATIONS





QUESTIONS OR COMMENTS?

REDMOND CITY COUNCIL — PUBLIC HEARING
MAY 28, 2024





CITY OF REDMOND

CITY HALL
411 SW 9th STREET
REDMOND, OR 97756
541.923.7710
FAX: 541.548.0706
info@redmondoregon.gov
redmondoregon.gov

STAFF REPORT

DATE: May 28, 2024
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
Kyle Roberts, Planning Director
FROM: Linda Cline, Housing Program Analyst
SUBJECT: Northpoint Vista Mixed-Income Neighborhood: Authorize a contract for up to \$2,000,000 with deChase Miksis for project management, engineering and development of public infrastructure at Northpoint.

Report in Brief:

This item requests the City Council authorize a contract for up to \$2,000,000 with deChase Miksis for project management, engineering and development of public infrastructure at Northpoint. Work will complete Phase 1 and initiate Phase 2.

Background:

On February 28, 2023, the Council awarded the Northpoint Master Developer Request for Qualifications to deChase Miksis + Edlen & Company (Developer), and directed staff to proceed with negotiations of a Master Development Agreement.

During negotiations, the complexities of planning, funding, and developing public infrastructure led to a two-pronged approach. While the Developer is best-suited to perform complete site planning and manage construction, the City, as owner of the 40-acre site, needs to remain the lead entity to obtain and allocate funding to build the public infrastructure.

On November 7, 2023, the Council authorized the City Manager to execute a Master Infrastructure Planning contract with the Developer, for up to \$400,000. The Council also authorized staff to initiate land use entitlements and partitioning to advance the first affordable housing parcels. The Developer has nearly completed the infrastructure planning for all 40 acres and has applied for the first partition for affordable housing development.

During the Oregon's 2024 Legislative Session, Redmond was awarded \$2.5 million dollars for infrastructure through the passage of Senate Bill (SB) 1530. Specifically, the funds must be used for sewer, water, and stormwater infrastructure at Northpoint. Administered through Business Oregon, these funds must be expended before the end of the biennium, June 30, 2025. Concurrently, the City's remaining Northpoint American Rescue Plan Act (ARPA) sewer infrastructure funds of \$728,000 must be obligated by December 31, 2024.

Discussion:

Action is sought from the Council to authorize a contract for up to \$2,000,000 with deChase Miksis for the timely development of infrastructure to meet the requirements of both the SB 1530 and ARPA sewer infrastructure funding. The scope of work will include project management, engineering, permitting, soliciting bids and oversight of construction through Phase 1, as well as the initiation of Phase 2. This action does not authorize construction contracts, which will be issued separately. The following timeline for Phase 1 has been submitted to Business Oregon:

- Engineering completed by September 2024
- Permitting September 2024–January 2025
- Construction Bid Solicitation November 2024–January 2025
- Construction February 2025–June 2025

Fiscal Impact:

General funds dollars from Community Development Operations are used to support the Northpoint project by covering legal costs associated with executing development agreements and additional land use considerations.

Additional funding considerations:

- SB 1530 (enrolled 2024) authorized \$2.5 million for water, sewer, and stormwater infrastructure for Northpoint. These funds must be spent by June 30, 2025.
- A \$950,000 ARPA Grant for sewer infrastructure. After completion of the Kingwood Sewer Interceptor, approximately \$728,000 remains and must be obligated by December 31, 2024.
- Funds from a \$5 million Lottery Bond Grant are anticipated to be available in early 2025, and must be used within 36 months for infrastructure improvements, which may include streets. Of the \$5 million Lottery Bond Grant, approximately \$336,000 has been committed to the Northpoint Master and Infrastructure Planning process.
- On-site public infrastructure is estimated to cost \$12 million - \$15 million for the entire neighborhood.

This procurement is being made pursuant to the "Northpoint Mixed-Income Neighborhood Project Master Developer Request for Qualifications" awarded to deChase Miksis Development on February 28, 2023.

Alternative Courses of Action:

1. Authorize staff to negotiate and execute the necessary contract with deChase Miksis for project management, engineering and development of public infrastructure at Northpoint.
2. Request additional information.
3. Take no action.

Recommendation / Suggested Motion:

"I move to authorize the City Manager to execute a contract for up to \$2,000,000 with deChase Miksis for project management, engineering and development of public infrastructure at Northpoint."



NORTHPOINT MIXED-INCOME NEIGHBORHOOD

REDMOND CITY COUNCIL, MAY 28, 2024



← Walmart

Negus/Maple

High Desert
Sports Complex

Radlands ↗

NORTHPOINT

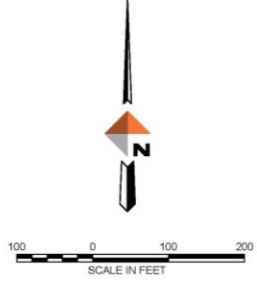
NE Kingwood

NE 15th St

NE 17th St



INFRASTRUCTURE PLAN



SLIDE / 3



INFRASTRUCTURE PHASING



Total Phase 1: \$5.8M



Total Phase 2: \$6.5M

*Total roadway and utility estimate exceeds current funding. Roadway segment construction will be phased to utilize current funding for initial developments.

**Estimated costs for the public water and sewer facilities through Sites 4, 9, 10, 11, 12 and 13 not included.

QUESTIONS / COMMENTS





CITY OF REDMOND

CITY HALL
411 SW 9th STREET
REDMOND, OR 97756
541.923.7710
FAX: 541.548.0706
info@redmondoregon.gov
redmondoregon.gov

STAFF REPORT

DATE: May 28, 2024
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
Jason Neff, Deputy City Manager/Chief Financial Officer
FROM: Jessica MacClanahan, Public Works Director/City Engineer
SUBJECT: Intergovernmental Agreement with the Central Oregon Intergovernmental Council for the design and construction of 21st Street: \$750,000

Report in Brief:

This item requests the City Council enter into an Intergovernmental Agreement (IGA) with the Central Oregon Intergovernmental Council (COIC) for the design and construction of a paved roadway and associated infrastructure (21st Street) from Highway 126 to the conceptual driveway location for CORE3, including access to the west of 21st Street to the East Redmond Homeless Campus and the 45-acres of land owned by Deschutes County.

Background:

This IGA seeks to improve accessibility to the 13-acre East Redmond Homeless Campus, and a future managed camp on the 45-acres owned by Deschutes County to the north of the 13-acre site, as well as a future multi-agency coordination center and collaborative training facility (CORE3) located at the intersection of a future 21st Street and Highway 126. COIC and their development team possess the necessary expertise and resources to coordinate the design and construction of said paved roadway and associated infrastructure.

The City's contribution to this project will be capped at \$750,000. The project will be managed by COIC.

Discussion:

This contract will fulfill two of the Council's 2023–2025 goals.

- Homelessness Policy by implementing near term solutions such as the safe parking program and temporary housing.
- Public Safety by supporting CORE 3/Emergency Training project.

Fiscal Impact:

This IGA is for a not-to-exceed amount of \$750,000, paid on a reimbursement basis for approved design and construction costs. The funds will come from the General Fund as provided for in the Fiscal Year 2024/25 budget. The procurement was made through Redmond City Code Section 2.410.7, ORS 190.010, & ORS 279A.025.

Alternative Courses of Action:

1. Approve the IGA
2. Do not approve the IGA
3. Take no Action and Request more information

Recommendation / Suggested Motion:

I move to approve an Intergovernmental Agreement with Central Oregon Intergovernmental Council for \$750,000, for the design and construction of 21st Street and authorize the City Manager to sign the document.

**INTERGOVERNMENTAL AGREEMENT
FOR COMMUNITY RESOURCE DEVELOPMENT**

BETWEEN

**CITY OF REDMOND AND
CENTRAL OREGON INTERGOVERNMENTAL COUNCIL (COIC)**

THIS AGREEMENT is made effective for all purposes as of July 1, 2024 (the “Effective Date”), by and between the City of Redmond (“CITY”), a municipal corporation of the State of Oregon, and the Central Oregon Intergovernmental Council (“COIC”), an intergovernmental entity organized pursuant to ORS 190.003 - 190.150. The CITY and COIC may individually be referenced as the “Party” or collectively as the “Parties”.

WHEREAS, the City of Redmond seeks to improve accessibility to the 13-acre East Redmond Homeless Campus, a future managed camp on the 45 acres owned by Deschutes County to the north of the 13 acre site, and a future multi-agency coordination center and collaborative training facility (CORE3) located at the intersection of a future 21st Street and Highway 126; and

WHEREAS, COIC and their development team possesses the necessary expertise and resources to coordinate the design and construction of said paved roadway and associated infrastructure;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereby agree as follows:

1. The Project:
The Project consists of: design and construction of a paved roadway and associated infrastructure (21st Street) from Highway 126 to the conceptual driveway location for CORE3, including access to the west of 21st Street to the East Redmond Homeless Campus and the 45-acres of land owned by Deschutes County, in accordance with the City of Redmond Standards and Specifications. The Project shall include all necessary elements for a functional and safe roadway, including but not limited to grading, paving, drainage, signage, sewer, water, and multi-modal facilities.
2. Payment:
The City of Redmond agrees to pay COIC the sum of seven hundred fifty thousand dollars (\$750,000) as its full and complete contribution toward the design and construction of the Project, in recognition of the benefit the project will provide to the homeless/housing services in vicinity of 21st street. Payments from the City to COIC will be made on a reimbursement basis, at a rate of 30% on each eligible expenditure up to the estimated project cost. In no event will the payments made to COIC exceed \$750,000.
3. Eligible Expenditures:
The City of Redmond will reimburse COIC for reasonable costs that are incurred for the explicit

design and explicit construction of the Project. The City of Redmond will not reimburse COIC for internal charges and/or staff time charged against the project.

4. Term:

The term of this Agreement shall commence on July 1, 2024, and shall terminate on June 30, 2025, unless otherwise terminated earlier in accordance with the provisions herein.

5. Responsibilities:

- A. COIC Responsibilities: COIC shall, on behalf of a consortium of cooperating public agencies, be responsible to arrange for all aspects of the design and construction of the Project, including obtaining any necessary permits or approvals; soliciting, contracting with; and paying engineers and contractors; planning, budgeting, changes, day to day management, and closeout; including site investigation, testing, mitigation, and permits, ensuring compliance with applicable laws and regulations.
- B. City of Redmond Responsibilities: The City of Redmond shall cooperate with COIC in the timely provision of any information or assistance necessary for the completion of the Project. The City shall also be responsible for ensuring access to the Project site and coordinating with relevant stakeholders as needed.

6. Insurance and Indemnification:

Each of the Parties agrees to fully indemnify, hold harmless and defend the other Party and its directors, officers, employees, and agents from and against all claims, suits, actions of whatsoever nature, damages or losses and all expenses and costs incidental to the investigation and defense thereof including reasonable attorney fees, resulting from, or arising out of activities of that Party, its officers, employees, or agents under this Agreement based on Oregon Tort Claims Act limits. COIC agrees to carry the following types and amounts of insurance coverage and will provide proof of coverage upon City's request:

General Liability: \$X million per occurrence, \$X million aggregate

Auto Liability: \$X million per occurrence, \$X million aggregate

Workers' Compensation:

7. Amendments/Modifications:

Any amendments/modifications to this Agreement must be made in writing and signed by both Parties.

8. Governing Law:

This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon.

9. Dispute Resolution:

If a dispute arises regarding this Agreement, the Parties agree to exercise good faith in expeditiously resolving any conflict. The Parties may submit a dispute to mediated negotiation prior to any party commencing litigation and will participate in good faith in a non-binding mediation process with the mediator selected by mutual agreement of the Parties and all mediator expenses shared equally. If the Parties are unable to mutually agree to a mediator, each Party will select a temporary mediator and those mediators shall jointly select the permanent mediator. In the event of dispute, each Party shall bear its own costs and attorney

fees.

10. Entire Agreement:

This Agreement constitutes the entire understanding between the Parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written.

11. General Provisions:

- A. **Non-partnership.** Neither City nor COIC is, by virtue of this Agreement, a partner or joint venturer in connection with activities carried out under this Agreement, and neither party shall have any obligation with respect to the other's debts or any other liabilities of any kind or nature.
- B. **Nonexclusive Agreement.** This Agreement is nonexclusive. COIC is not the CITY's only client and the CITY will continue to provide services to other clients. CITY is not COIC's only provider for the services and COIC may use other providers for the same or similar services.
- C. **Compliance with Laws.** The Parties will comply with all applicable federal, state, and local laws, rules, and regulations applicable to work as set forth in this Agreement.
- D. **No Assignment.** Neither Party shall subcontract or assign any part of this Agreement without the written consent of the other Party.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be binding and effective for all purposes as of the Effective Date.

CITY:

City of Redmond,
an Oregon municipal corporation

CONTRACTOR:

Central Oregon Intergovernmental Council,
an Oregon intergovernmental entity organized
under ORS Chapter 190

By: Keith Witcosky, City Manager

Federal Tax Id. No.: 93-6002242

By:

Federal Tax Id. No.: 93-0620261



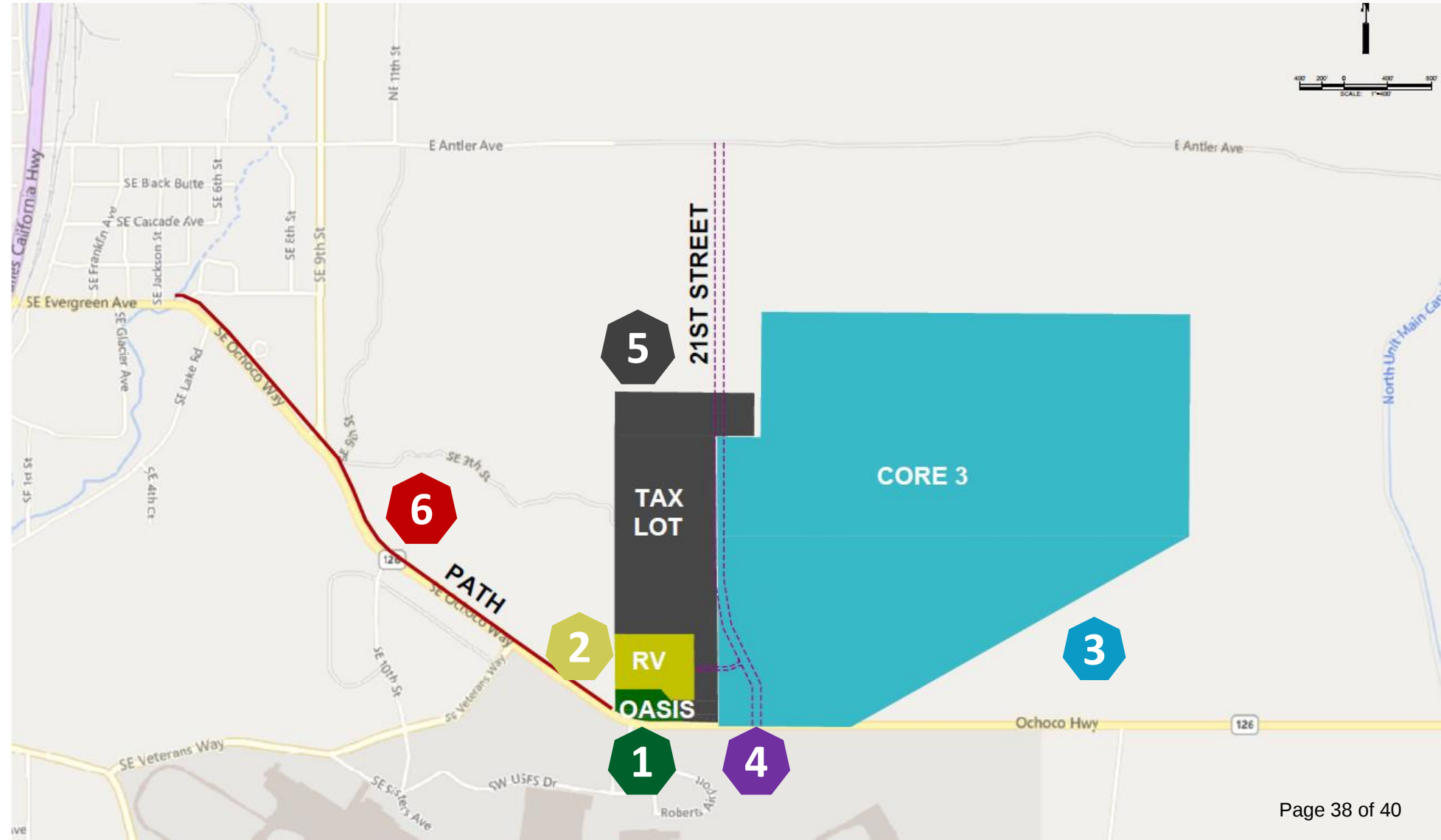
INTERGOVERNMENTAL AGREEMENT FOR DESIGN/CONSTRUCTION OF 21ST STREET \$750,000

REDMOND CITY COUNCIL
MAY 28., 2024



6 COMPONENTS OF EASTSIDE CAMPUS

- (1) Oasis Village
- (2) TBD
- (3) CORE3
- (4) 21st Street
- (5) County 45 Acres
- (6) Multi-Use Path





HIGHLIGHTS OF THE IGA

- **City's contribution to the project limited to \$750,000**
- **City's contribution made by reimbursing 30% of costs until project completion**
- **Eligible expenditures**
- **Effective July 1, 2024 through June 30, 2025**
- **For the design/construction of a paved roadway (and associated infrastructure) from Highway 126 to CORE3, East Redmond Homeless Campus, and the 45-acres of land owned by Deschutes County.**



Q & A