



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

June 25, 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

JUNE 25, 2024

REGULAR MEETING AGENDA

6:00 PM

I. CALL TO ORDER / ESTABLISH A QUORUM

II. BLESSING - Judd Rook, Redmond Baha'i Community

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. Redmond Economic Development Inc. 2024/25 Service Contract: \$163,964

B. Contract with Clean Harbors for the removal, cleaning and disposal of Aqueous Film Forming Foam (AFFF) from two Airport Rescue and Firefighting Vehicles: Not to exceed \$115,780.09

VII. PROCLAMATIONS

A. Placeholder for Possible Proclamation

VIII. PRESENTATIONS

A. Redmond Police Department 2023 Year in Review

B. Psilocybin Service Center Moratorium: December 31, 2024 (Public Comment)

IX. ACTION ITEMS

A. Resolution #2024-17 - A resolution of the City of Redmond to make Budget Adjustments. (Fiscal Year 2023-2024 to General, Police and Capital Projects Funds: \$3.1 million)

X. ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

XI. CITY MANAGER COMMENTS

XII. COUNCIL COMMENTS

XIII. MAYOR'S COMMENTS

XIV. 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



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STAFF REPORT

DATE: June 25, 2024
TO: Redmond City Council
THROUGH:
FROM: Keith Witcosky, City Manager
SUBJECT: Redmond Economic Development Inc. 2024/25 Service Contract: \$163,964

Report in Brief:

This item requests City Council approve a one-year service contract, in an amount not to exceed \$163,964, between the City of Redmond and the Redmond Economic Development Inc. (REDI) for investments in economic development and traded sector job growth. The contract term is from July 1, 2024 - June 30, 2025.

Background:

Since 1987/1988, the City of Redmond has contracted with REDI to advance the REDI Strategic Action Plan and pursue economic and business development through effective marketing, recruiting, retention/expansion, in Redmond, Oregon.

Discussion:

The service contract with REDI contains the following notable information:

- Amount: \$163,964
- Duration: July 1, 2024 – June 30, 2025. Does not auto-renew.
- Other: REDI shall make a good-faith effort to raise money from private contributions or third-party sources, an amount equal to the estimated level detailed in the Budget.
- REDI shall make annual performance reports to the City Council.

Fiscal Impact:

This service contract directs \$163,964 in City resources to REDI for investment in economic development/traded sector related activities. The sources of City dollars are:

General Fund: \$151,351

Redmond Municipal Airport (RDM): \$12,613

The nexus with the Airport is associated with the productive role REDI plays in securing commercial air service through Central Oregon Air Service Team (COAST), of which they are a member.

Alternative Courses of Action:

1. Approve the service contract with REDI.
2. Do not approve the service contract.
3. Take no action and request more information.

Recommendation / Suggested Motion:

"I move to approve the Fiscal Year 2024/2025 service contract in the amount of \$163,964 between the City of Redmond and Redmond Economic Development Inc. for investment in economic development related activities."



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STAFF REPORT

DATE: June 25, 2024
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
Jason Neff, Deputy City Manager/Chief Financial Officer
FROM: Zachary Bass, Airport Director
SUBJECT: Contract with Clean Harbors for the removal, cleaning and disposal of Aqueous Film Forming Foam (AFFF) from two Airport Rescue and Firefighting Vehicles: Not to exceed \$115,780.09

Report in Brief:

This item requests City Council authorization to enter into a contract with Clean Harbors for the removal, cleaning, and disposal of Aqueous Film Forming Foam (AFFF) from two Airport Rescue and Firefighting (ARFF) vehicles.

Background:

AFFF is used to extinguish flammable liquid-based fires in emergency response events at airports, shipyards, military bases, firefighting training facilities, chemical plants, and refineries. AFFF contains polyfluoroalkyl substances (PFAS). PFAS are chemicals that resist grease, oil, water, and heat. They were first used in the 1940s and are now in hundreds of products including stain- and water-resistant fabrics and carpeting, cleaning products, paints, and fire-fighting foams. However, exposure to some types of PFAS chemicals has been linked to serious health effects.

Therefore, the Federal Government and the Federal Aviation Administration (FAA) have phased out the use of AFFF, due to the presence of PFAS, and is replacing it with a flourine free foam (F3). On March 5, 2024, the Department of Defense (DoD) issued a publication outlining steps for replacing AFFF firefighting systems with the F3 alternatives. On March 18, 2024, the FAA issued a similar notice.

Discussion:

Redmond Municipal Airport is now issuing a contract to have all AFFF cleaned and removed in response to these federal notices.

Three quotes were received:

SMAF Environmental	TRS Group	Clean Harbors
No Response	Declined	\$115,780.09

Fiscal Impact:

The fiscal impact of this contract is \$115,780.09, with the project funded entirely through local Airport funds.

Alternative Courses of Action:

1. Approve the contract with Clean Harbors in an amount not to exceed \$115,780.09.
2. Do not approve the contract.
3. Take no action and request more information.

Recommendation / Suggested Motion:

"I move to approve the contract with Clean Harbors in an amount not to exceed \$115,780.09."



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STAFF REPORT

DATE: June 25, 2024
TO:
THROUGH:
FROM:
SUBJECT: Placeholder for Possible Proclamation

Report in Brief:

One or two sentences which succinctly explain what the Council is being asked to do with this item (avoid simply repeating the Title of the item).

Background:

Factual description of the details and purpose of this item (what it is, why it's being brought before the Council).

Discussion:

Strategic and nuanced details that bring context to the item which help city council understand/have a 360 degree view of the action before them.

Fiscal Impact:

What are the costs and expenditures which are the responsibility of the City? If it requires more FTE or a reallocation of time include that as well (for example, will the item add more of a maintenance burden to Public Works, etc).

If there is a line item in the City Adopted budget for the item, cut and paste that into this section.

Alternative Courses of Action:

Typically there are three options:

1. Accept / approve said item
2. Do not accept / approve said item
3. Take no Action and Request more information

Recommendation / Suggested Motion:

Recommend the appropriate option above.



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STAFF REPORT

DATE: June 25, 2024
TO: City Council
THROUGH: Keith Witcosky, City Manager
FROM: Keith Leitz, City Attorney
SUBJECT: Psilocybin Service Center Moratorium: December 31, 2024 (Public Comment)

Report in Brief:

This item provides an opportunity for public input on City Council's discussion and consideration of a ballot measure for November 2024, to extend a two-year ban on psilocybin service centers, which will sunset on December 31, 2024.

Background:

In November, 2022, voters passed a moratorium to prohibit psilocybin service centers until December 31, 2024.

Psilocybin is a psychedelic found in certain mushrooms. Ballot Measure 109 (2020) created a state law allowing for the licensed manufacturing and supervised use of psilocybin in licensed service centers. State law provides that a city or county may adopt an ordinance to be referred to voters to prohibit the establishment of licensed psilocybin product manufacturers and/or psilocybin service centers.

Oregon Psilocybin Services (OPS) is a section housed within the Oregon Health Authority Public Health Division's Center for Health Protection. The Oregon Psilocybin Services Section implements Ballot Measure 109 (now codified as ORS 475A), which was passed in November 2020 and directs the Oregon Health Authority to license and regulate the manufacturing, transportation, delivery, sale, and purchase of psilocybin products and the provision of psilocybin services.

Discussion:

The filing deadline with the City's Elections Office is August 16, 2024. Council will have an opportunity tonight and in future meetings to discuss whether to extend the current psilocybin service center prohibition. A ballot title and description of the measure would be approved at a future Council meeting (July 9 or July 23).

If no action is taken, then the moratorium will expire on December 31, 2024, and psilocybin service centers will be allowed. If psilocybin service centers are allowed in the City, Council will have an opportunity to enact time, place, and manner restrictions prior to January 1, 2025.

Fiscal Impact:

N/A

Alternative Courses of Action:

N/A

Recommendation / Suggested Motion:

NA



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STAFF REPORT

DATE: June 25, 2024
TO: City Council
THROUGH: Keith Witcosky, City Manager
FROM: Jason Neff, Deputy City Manager/Chief Financial Officer
SUBJECT: Resolution #2024-17 - A resolution of the City of Redmond to make Budget Adjustments. (Fiscal Year 2023-2024 to General, Police and Capital Projects Funds: \$3.1 million)

Report in Brief:

The action requests the City Council authorize budget adjustments totaling \$3.1 million to three funds due to unplanned expenditures in the Fiscal Year (FY) 2023/2024 Budget.

Background:

Supplemental budgets are permitted under Oregon Revised Statutes 294.471 (ORS). Per the ORS, a notice of a supplemental budget hearing was published greater than or equal to five days in advance of this City Council meeting.

Discussion:

The resolution includes budget adjustments for the following:

Return of General Fund Discretionary Funds:

In February 2024, the City was notified of a \$3.0 million grant award, via State of Oregon Lottery funds, for the new Public Safety Facility (PSF). The grant agreement was signed in March 2024 and the grant funds are expected to be received in June 2024. As such, the \$3.0 million transferred from the General Fund to the Capital Projects Fund over the course of FY 2021/22 and FY 2022/23 (to fully fund the PSF project) can be returned to the General Fund for other purposes. The FY 2024/25 assumed these funds would be returned in FY 2023/24 and then reserved for the East Side Arterial project.

Capital Projects Fund (Public Safety Facility Sub-Fund)

	Resources	Expenditures
State Grants & Awards	\$ 3,000,000	
Transfers		\$ 3,000,000
Total Change	\$ 3,000,000	\$ 3,000,000

General Fund (General Sub-Fund)

	Resources	Expenditures
Interfund Transfers	\$ 3,000,000	
Reserve for Future Expenditure		\$ 3,000,000
Total Change	\$ 3,000,000	\$ 3,000,000

Police Vehicles:

On January 9, 2024, Council authorized the purchase of four Ford Interceptors (totaling \$186,000) which were not included in the FY 2023/2024 Budget. This decision was pursued in order to replace vehicles quicker and save money versus waiting until FY 2024/25. At the time of the authorization, staff was projecting an under run on Personnel Services sufficient to cover the cost of the vehicles. Staff is now projecting the Police Organizational Unit (OU) (which includes Personnel Services, Materials & Services and Capital Outlay (including planned vehicle purchases)) could over run the FY 2023/24 budget by up to \$120,000 (about 0.8% over run). As such, a \$120,000 increase to the Police OU appropriation (specifically to vehicles) is recommended. This addition to the Police budget can be covered by a higher than anticipated Beginning Fund Balance in the General Fund (General Sub-Fund) Beginning Fund Balance.

General Fund (General Sub-Fund)

	Resources	Expenditures
Beginning Fund Balance	\$ 120,000	
Transfers (to Police)	\$	120,000
Total Change	\$ 120,000	\$ 120,000

Police Fund

	Resources	Expenditures
Interfund Transfers	\$ 120,000	
Police Organizational Unit (OU)		\$ 120,000
Total Change	\$ 120,000	\$ 120,000

Fiscal Impact:

Detailed above.

Alternative Courses of Action:

1. Adopt Resolution #2024-17.
2. Do not adopt Resolution #2024-17.
3. Request more information.

Recommendation / Suggested Motion:

"I move to adopt Resolution #2024-17 adjusting the City's Fiscal Year 2023-2024 Budget."

**CITY OF REDMOND
RESOLUTION NO. 2024-17**

A RESOLUTION OF THE CITY OF REDMOND TO MAKE BUDGET ADJUSTMENTS.

WHEREAS, the City of Redmond will have unexpected and unbudgeted resources and expenditures for Fiscal Year (FY) 2023/24; and

WHEREAS, Supplemental budgets are permitted under Oregon Revised Statute 294.471.

NOW, THEREFORE, be it resolved by the City Council for the City of Redmond as follows:

SECTION ONE: The City of Redmond City Council hereby adopts the following Budget Adjustments for FY 2023/24, in the following funds with the following changes, now on file at City Hall.

SECTION TWO: The amounts for the FY beginning July 1, 2023, are hereby adjusted as follows:

CAPITAL PROJECTS FUND	Resources	Expenditures
State Grants & Awards	\$ 3,000,000	
Transfers		\$ 3,000,000
Change to Capital Projects Fund		\$ 3,000,000
Change to Capital Projects Fund – Total Appropriations		\$ 3,000,000

GENERAL FUND	Resources	Expenditures
Interfund Transfers	\$ 3,000,000	
Reserve for Future Expenditure		\$ 3,000,000
Change to General Fund		\$ 3,000,000
Change to General Fund – Total Appropriations		\$ 0

Return of General Fund Discretionary Funds: In February 2024, the City was notified of a \$3.0 million grant award, via State of Oregon Lottery funds, for the new Public Safety Facility (PSF). The grant agreement was signed in March 2024 and the grant funds are expected to be received in June 2024. As such, the \$3.0 million transferred from the General Fund to the Capital Projects Fund over the course of FY 2021/22 and FY 2022/23 (to fully fund the PSF project) can be returned to the General Fund for other purposes. The FY 2024/25 assumed these funds would be returned in FY 2023/24 and then reserved for the East Side Arterial project.

GENERAL FUND	Resources	Expenditures
Beginning Fund Balance	\$ 120,000	
Transfers		\$ 120,000
Change to General Fund		\$ 120,000
Change to General Fund – Total Appropriations		\$ 120,000

POLICE FUND	Resources	Expenditures
Interfund Transfers	\$ 120,000	
Police Organization Unit (OU)		\$ 120,000
Change to Police Fund		\$ 120,000
Change to Police Fund – Total Appropriations		\$ 120,000

Police Vehicles: On January 9, 2024, Council authorized the purchase of for four Ford Interceptors (\$186,000) which were not included in the FY 2023/24 Budget. This decision was pursued in order to replace vehicles quicker and save money versus waiting until FY 2024/25. At the time of the authorization, staff was projecting an under run on Personnel Services sufficient to cover the cost of the vehicles. Staff is now projecting the Police Organizational Unit (OU) (which includes Personnel Services, Materials & Services and Capital Outlay (including planned vehicle purchases)) could over run the FY 2023/24 budget by up to \$120,000 (about 0.8% over run). As such, a \$120,000 increase to the Police OU appropriation (specifically to vehicles) is recommended. This addition to the Police budget can be covered by a higher than anticipated Beginning Fund Balance in the General Fund (General Sub-Fund) Beginning Fund Balance.

SECTION THREE: This resolution shall be effective this 25th day of June 2024.

ADOPTED by the City Council and **SIGNED** by the Mayor this 25th day of June 2024.

Ed Fitch, Mayor

ATTEST:

Kayla Duddy, Deputy City Recorder