CITY OF REDMOND

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CITY COUNCIL

November 24, 2020
Council Chambers • 411 SW 9th Street

COUNCIL MEMBERS

George Endicott
Mayor

Jay Patrick
Council President

Jon Bullock
Councilor

Krisanna Clark-Endicott
Councilor

Camden King
Councilor

Ginny McPherson
Councilor

Vacant
Councilor

NOVEMBER 24, 2020 REGULAR MEETING AGENDA 6:00 PM

I. CALL TO ORDER / ESTABLISH A QUORUM

II. BLESSING - Pastor Dave Thompson, Redmond Church of God

III. PLEDGE OF ALLEGIANCE

IV. COMMENTS FROM CITIZENS AT THE MEETING

A. Communications from Citizens

V. CONSENT AGENDA

A. Minutes of December 3, 2019

B. Minutes of December 10, 2019

C. Minutes of May 5, 2020

D. Minutes of May 12, 2020

E. Minutes of May 19, 2020

F. Minutes of May 26, 2020

G. Minutes of June 23, 2020

H. Minutes of June 30, 2020

VI. PRESENTATIONS

A. Current Events

VII. PUBLIC HEARINGS

A. Ord #2020-18 – An ordinance updating and amending the Redmond Transportation System Plan and Redmond Comprehensive Plan.

VIII. ORDINANCES

In accordance with the City of Redmond Charter, an ordinance takes effect 30 days after its enactment except when a later effective date is specified in the ordinance; when the ordinance contains an emergency clause, it takes effective immediately.

A. Ord. #2020-21 – An ordinance declaring a State of Emergency due to Coronavirus (COVID-19), to resume the state of emergency from the 24th day of November 2020 through the 30th day of December 2020.

IX. ACTION ITEMS

A. Change Order #3 to City Contract #2020-33 with McKenzie Cascade Heavy Excavation for the NW Hemlock Avenue Improvements Project: $54,732.70 (WA1901)

X. MAYOR'S COMMENTS

XI. COUNCIL COMMENTS

XII. CITY MANAGER COMMENTS

XIII. ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

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

Ed Fitch
1489 Jackpine
Redmond OR 9776

November 18, 2020

VIA FIRST-CLASS MAIL

Redmond City Council
c/o Keith Witcosky, City Manager
411 SW 9th St.
Redmond OR 97756

Re: Transportation Plans

Dear Council and Keith,

I met with Keith and John Roberts. I also had a telephone call to Mike Caccavano regarding the Transportation System Plan. As I understand it, that is going to go for review with the City Council in December. I would respectfully request that the review be postponed to January. There are a number of issues that need to be addressed and the Plan should be discussed and reviewed by new Council.

The most urgent need to address in the Transportation Plan is the future of Highway 97. As you know, we already have a plan to go forward with the existing South Highway 97. I fully support that plan and was involved in the development of that plan over the past decade. In 15 to 20 years, however, that South Highway 97 corridor is going to fail as a state highway. Assuming Central Oregon grows, as well as the use of the 97 corridor for transportation all the way from Seattle to California, there is going to be too much traffic, particularly truck traffic, in the South Highway 97 corridor. To the extent that it will make it almost unusable from an efficiency standpoint for the community. That is what happened with downtown back in the late 90's. To ensure that we have a viable corridor for this second half of the re-route, we need to plan for that now. If we don't preserve the corridor, the opportunity to have that corridor at any type of attainable economic price could be lost. Two years ago, I reviewed that issue with Gary Farnsworth, our Regional Director at ODOT. He concurred that preserving a corridor for the future of South Highway 97 would be extremely helpful. By way of example, ODOT and the City of Bend failed to preserve a corridor at the north end by Cooley Road and now the price tag for any re-route of 97 around that commercial area, has increased by tens of millions of dollars because of development.

Attached hereto is a copy of our current Transportation Plan which shows a Phase II of the Re-route beginning north of downtown near Hemlock and winding its way through the eastside. That corridor never made any sense to me. I do think that corridor or one by the railroad tracks is feasible beginning at a point south of Veterans Way.

Ed Fitch
1489 Jackpine
Redmond OR 9776

Obviously there are funding issues that will have to be addressed to preserve that corridor, but if we fail to do it now and there is significant development on the eastside, our ability to have a 97 freeway through Redmond will be lost. The only alternative after that is to bypass Redmond around the eastside of the airport. Long term, I don't think that is going to be beneficial to the community. If we don't' address this issue now, however that might be the likely result.

The second issue is a need for at least two and possibly three more grade separated crossings of the railroad tracks. That should be part and parcel of a 20-year plan to ensure that there is safe and efficient connectivity between the eastside and westside of Redmond.

Finally, we need to address the connectivity between Airport Way and 9th Street on the northeast side of Redmond. That connection will go through the old Juniper Golf Course. That vital connection will be an important component of any Transportation Plan going forward. Considering the importance of this Transportation Plan and its longevity, I would respectfully request that Council defer review of the Transportation Plan to January 2021.

Very truly yours,

ED FITCH
Cc: Mike Caccavano
Shannon Wedding
Clifford Evelyn
G:\Clients\EPF\Fitch, Edward\Fitch, Ed - 2020 Election\2020-11-28 Ltr to City Council.docx

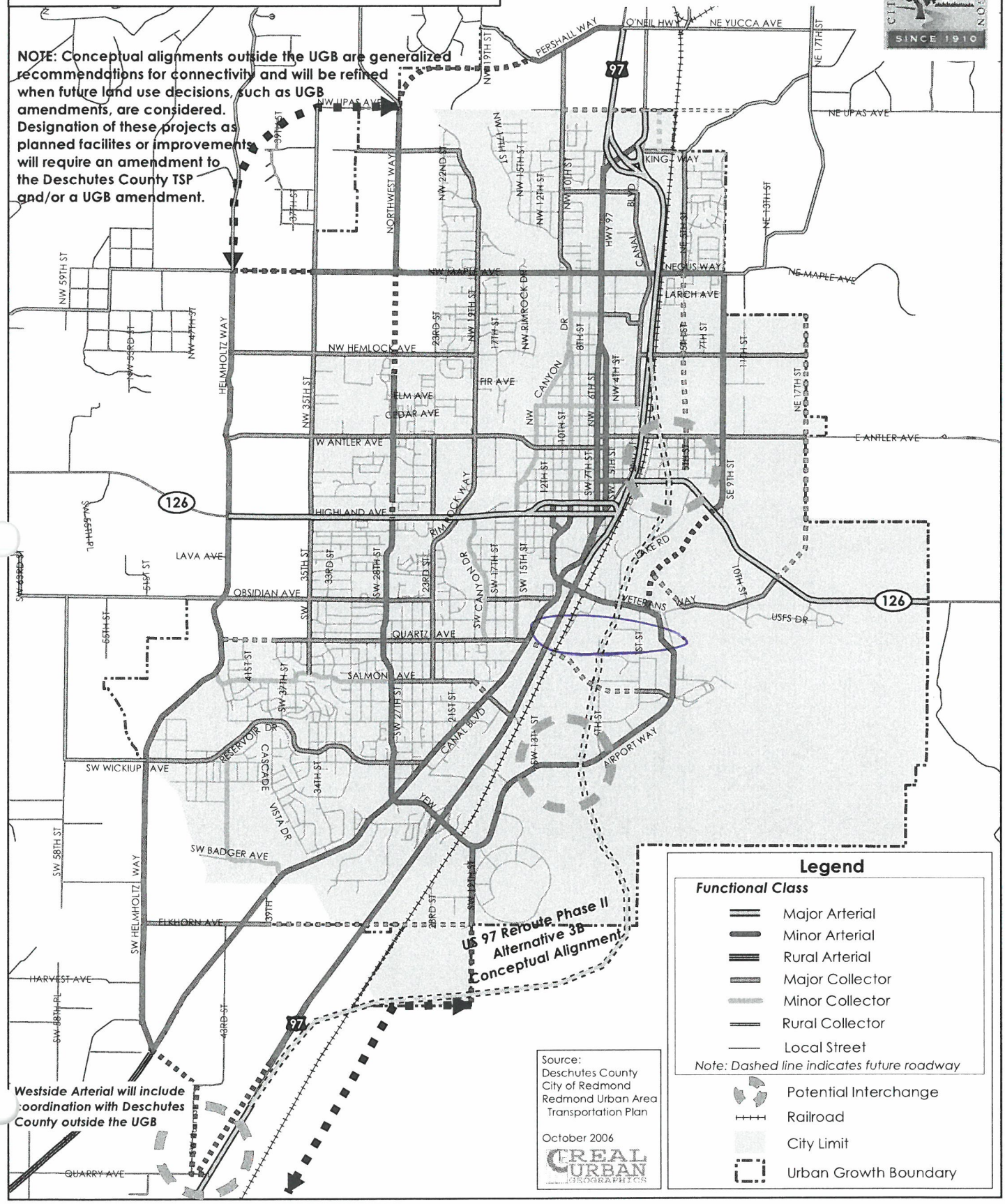
Figure 9-1
FUNCTIONAL CLASS

N
NOT TO SCALE

City of Redmond Transportation System Plan

CITY OF REDMOND OREGON SINCE 1910

NOTE: Conceptual alignments outside the UGB are generalized recommendations for connectivity and will be refined when future land use decisions, such as UGB amendments, are considered. Designation of these projects as planned facilites or improvements will require an amendment to the Deschutes County TSP and/or a UGB amendment.



Legend

Functional Class

- Major Arterial
- Minor Arterial
- Rural Arterial
- Major Collector
- Minor Collector
- Rural Collector
- Local Street

Note: Dashed line indicates future roadway

- Potential Interchange
- Railroad
- City Limit
- Urban Growth Boundary

Source:
Deschutes County
City of Redmond
Redmond Urban Area Transportation Plan

October 2006

CREAL URBAN GEOGRAPHICS

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SPECIAL CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD DECEMBER 3, 2019, IN THE CITY COUNCIL CHAMBERS.

COUNCIL MEMBERS PRESENT: Jon Bullock – Joe Centanni – George Endicott – Krisanna Clark-Endicott – Camden King – Ginny McPherson – Jay Patrick

MEDIA PRESENT: None

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

DIVERSITY / EQUITY / INCLUSION POLICY DISCUSSION

City Manager Keith Witcosky initiated a policy discussion on Diversity, Equity, and Inclusion (DEI). City Council Goal #6 centers on Community Enhancement to "create an image and identity that generates a sense of community pride and ensures a high level of livability". Specifically, Goal #6C invests in the use of public participation and community engagement in public policy decisions, and Goal #6C(IV) celebrates the diversity of our community through Committees and Commissions. Highlights of Mr. Witcosky's presentation defined DEI, identified equity lenses, reported on Redmond demographics and what the City is currently doing, and shared other DEI models.

Mr. Witcosky explained the City can make diversity part of its culture through staff and training, capital investments (ADA, inclusive parks, etc.), access (closed captioning, bilingual forms, etc.), and City Council (Welcoming resolution, Council goals, youth initiatives, etc.), and outlined the DEI models used by the cities of Beaverton, Bend, and Hastings, Minnesota.

Council comments and questions centered on the increasing number of senior citizens in the community, diversity other than race or ethnicity, the number of foreign-born residents, and rate of growth of the Latino population.

Jim Cook, Redmond resident and co-chair of the Central Oregon Homeless Leadership Coalition, commented that current federal definitions of homelessness do not adequately address Hispanic/Latino and Native populations. Mr. Cook also urged more intentional outreach to under-represented individuals.

Redmond resident Gloria Olson addressed the Council regarding what she calls a population tsunami of people arriving from elsewhere with talents and abilities that are not being included.

Liliana Cabrera read a letter on behalf of Latino Community Association (LCA) Volunteer Coordinator Joanne Mina. Ms. Mina's letter addressed barriers faced by marginalized communities and the need to reach to those groups.

Redmond resident Skipper Lay announced that a group called Neighbors for Redmond has formed to be part of Redmond's future. Mr. Lay offered several suggestions, including an annual Welcoming proclamation, joining the national Welcoming Cities organization, and holding informal townhall meetings to facilitate more interaction between Council and citizens.

Redmond resident and LCA member Oscar Gonzalez commented on the need for diversity of thought.

PARK AMENITIES AND SPORTS FIELDS RESERVATION SYSTEM (Exhibit 1)

Parks and Facilities Division Manager Annie McVay introduced Redmond Area Park and Recreation District (RAPRD) Executive Director Katie Hammer and provided the Council with a presentation on the current parks reservation process. In the 1990s, the City and Redmond School District (RSD) entered into an agreement whereby RAPRD would coordinate reservations for City, RSD, and RAPRD parks. Currently, RAPRD charges fees for processing reservations; however, no funds are provided to the City for Parks Division staff. Ms. McVay, with support from the Parks Committee, proposed moving management of reservations to the City. This will streamline logistics, improve reservation software, increase resident experience, allow staff to be more hands on, allow for City control of deposits and fees, and clarify roles. Ms. McVay reviewed the amenities and frequency of use, proposed fees, and shared a comparison of fees with various cities for various uses. It is estimated that brining reservations inhouse

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will require 5-20 hours per week of time from Public Works Admin staff and bring in approximately $20,000-$25,000 to offset costs.

Redmond Little League President Jason Solheim said that Little League has no problem with the proposed new fee schedule.

Council comments and questions included costs for portable toilets and dumpsters for park events, names of the biggest and most frequent organizations using the parks, how collected fees would be used, and if the fees would be cost neutral.

TRANSPORTATION SYSTEM OVERVIEW WITH ODOT

City Engineer Mike Caccavano provided an overview of the format for the Transportation System Overview presentation and introduced Planning Manager Deborah McMahon, who provided background on the Transportation System Plan (TSP) and its part in the Comprehensive Plan. Mr. Caccavano and Ms. McMahon provided previews of the draft Transportation System Plan (TSP) including intersection alternatives and street cross section examples. The US 97 South Redmond Corridor Project started in 2010 and culminated in 2019, the Redmond US 97 Corridor Plan was approved by the Council and will receive review by the Oregon Transportation Commission. Mr. Caccavano shared that the preferred street design concept included pedestrian lighting, U-turns, landscaping at corners, stamped concrete dividers, bikeways, sidewalks and landscaping at the back edge of the right-of-way.

The Highway 97/Quarry Avenue Interchange process, which began in 2007, includes the extension of 19th Street south of the Juniper Golf Course. Approval for the project requires modification of the Deschutes County TSP, and an exception to State Land Use goals to construct urban infrastructure in a rural area.

Eastside Industrial Arterial Design provides connection from the SE 9th Street/Highway 126 intersection to Airport Way through the old Juniper Golf Course. It will include roundabouts at SE 9th Street/Airport Way and Veterans Way/Airport Way which eliminates the 3-way stop intersection from the runway protection zone.

Improvement projects for Fiscal Year 2019/2020 include North Canal Boulevard ($0.9 million), NW Hemlock Avenue ($1.2 million), SW Canal Boulevard/SW Pumice Avenue ($0.6 million), and SW Reservoir Drive/Wickiup Avenue ($0.7 million)

Staff addressed questions from the Council on right-of-way width and traffic control.

ADJOURN

Mr. Witcosky thanked City crews who prepared the skating rink and worked on Thanksgiving to prepare for the Starlight Parade.

There being no further business, the meeting was adjourned at 8:00 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 24th day of November 2020.

_____
George Endicott, Mayor

ATTEST:

_____
Kelly Morse, City Recorder

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REGULAR CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD DECEMBER 10, 2019, IN THE CITY COUNCIL CHAMBERS.

COUNCIL MEMBERS PRESENT: Jon Bullock – Joe Centanni – George Endicott – Camden King – Ginny McPherson – Jay Patrick

COUNCIL MEMBERS EXCUSED: Krisanna Clark-Endicott

MEDIA PRESENT: None

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

BLESSING

Pastor Emily Nelson, Mountain View Fellowship, offered the blessing.

PLEDGE OF ALLEGIANCE

Councilor Bullock led the Pledge of Allegiance.

COMMENTS FROM CITIZENS AT THE MEETING

Redmond resident Charles Baer thanked the Council for the work they do and wished everyone a Merry Christmas and a Happy New Year. Mr. Baer addressed the Council regarding depopulationism and the November 2020 election. Depopulationism is a concept created by China in the 1980's which in essence is one woman/one child. Mr. Baer sees this as a solution to the Earth's overpopulation until population declines enough to reach an environment sustainable level. Global female reproductive rights.

Former Deschutes County Fairgrounds Director Dan Despotopolus addressed the Council regarding Group Development in terms of events and conventions. There are six facilities in Redmond that are underutilized, adding that a focus on Group Development could increase the room tax base.

Redmond Learning Center (RLC) Board Chair Alan Unger explained that the RLC childcare center on the Redmond High School property was a Kiwanis community project in the 1990's and is now moving to the Opportunity Center location. City staff has been helpful and very responsive with this Kiwanis project. He is excited about the childcare task force in Redmond with local and state representatives focusing on getting a better handle on childcare needs.

PRESENTATIONS

A. Employee Spotlight

Accounting and Financial Reporting Director Brooks Slyter provided an Employee Spotlight on Utility Billing staff Molly Mansfield, Gabby DiFilippo, Kimberly Dean, Katharine Colvin, and Cooper the utility billing dog. Mayor Endicott commented that the crew helped him with his billing issues. They were responsive and very patient, all due to their professionalism.

City Recorder Kelly Morse spotlighted Ramona Sorensen who has worked for City since 1997. Council King commented that on his phone he has it programmed "Magic Mona" and is delighted to see the recognition. "She's the glue and grease for the organization." Mayor Endicott added that Mona is truly the face of City Hall. She has an ability to defuse difficult situation with the customers.

B. Central Oregon Community College Master Plan Update

Central Oregon Community College (COCC) Vice President for Administration Matt McCoy updated Council on COCC's Master Plan. Mr. McCoy provided background on COCC's student enrollment and continuing education. Specific to the Redmond campus, COCC opened the Oregon Innovation

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Center/Redmond College Center in 1997, the Redmond Workforce Connection in 1998, the Manufacturing and Applied Technology Center in 2001, the Redmond Technology Education Center in 2014, and the Veterinary Technician Laboratory in 2014. Programs occurring at the Redmond Campus are construction training and automotive. In the future, COCC Redmond campus will focus on the following:

Collaboration
- Community Accessing Facilities
- K-12
- Business Partnership
- Participate in the Community
- Needs Survey

Opportunities
- Campus Growth
- Programs

Mr. Unger noted he is in the third year of a 4-year term on the Board and also serves on the Oregon State University Advisory Board representing COCC. Redmond is where the focus of the growth is going to be. There is City owned property next to the college campus that is underutilized and could be upgraded to use more conducive for new technology and campus expansion.

C. Enterprise Zone Re-designation

Redmond Economic Development, Inc. Senior Director Jon Stark addressed the Council regarding the re-designation of Redmond's Enterprise Zone (EZ), noting it must be done every 10 years and is a useful tool for recruitment. Mr. Stark provided an overview of the program, described the benefits of the 3- and 5-year tax abatement program, and criteria for re-designation/reapplication.

There have been 154 firms that have taken advantage of the EZ, creating 3,373 jobs, and leveraging $165,560,435 in investment. Mr. Stark opined the cost of doing business, availability of competitive land, lifestyle, cost of labor, access to talented workforce, and an EZ with local benefits are what sets Redmond apart in Central Oregon. The estimated impact on property tax revenue created 365 jobs and the City of Redmond has contributed 40 percent to the Counties job growth. It was noted a Hotel/Motel designation is also available, but the electronic commerce designation was sunset in 2017. Redmond's local incentive package consists of the following:

- Two (2) percent reduction in building permit fees for every new job created, up to a 40 percent maximum
- Expedited permit process
- Waiver of water and sewer hookup fees
- Waiver of 50 percent land use fees for businesses that meet the 150 percent compensation standard (about 5 percent of applicants)
- Waiver of 25 percent of the land use fees for businesses that do not meet the 150 percent threshold
- One percent reduction in System Development charges for every job created, up to 25 percent (Madras is the only other community providing reductions in SDC's in Central Oregon)
- Twenty-five percent reduction in the monthly water and sewer usage charges for three years
- Waiver of the $200 application fee

The proposed boundary revisions will include the eastside County Land/UGB Amendment, Large Lot Industrial properties, 40 Acre Affordable Housing pilot project, the westside, and Sisters. Mr. Stark reviewed the proposed timeline for re-designation noting the final application is due June 1, 2020.

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D. Redmond Development and Housing Trends

Deputy City Manager John Roberts provided information on Redmond's 2019 Housing and Development Trends. Over the next 20 years, Redmond's forecasted population growth is 17,429 or 61 percent. This equates to more than 900 new residents per year or 2.5 new residents per day. To meet the housing demands for the next 20 years, 6,963 new units will be needed or 348 new units per year or nearly 1 new unit per day. Mr. Roberts explained the development review process noting that planning permits are down from 255 in 2018 to 127 in 2019. The majority of planning permits over the past 5 years have been for signs, pre-development, and site plans. From 2014 to 2019, Planning staff has processed 9 master plans, which is more than 1,800 units as planned on 949 acres. Single Family Dwelling permits are down in 2019; however, multi-family unit permits have increased from 41 in 2018 to 296 in 2019.

Mr. Roberts shared photos of the following projects:

- Kingwood Avenue & NE 19th Street (SnoTemp)
- SW Forest Avenue & SW 4th Street (Pfeifer & Associates)
- SW Zenith Avenue & 47th Street (Residential Development, 2 phases, 128 lots)
- SW Juniper Avenue & SW 27th Street (Fourples, Dunlap Fine Homes)
- SW Glacier Avenue & SW 15th Street (4 townhome units under construction)
- NW Elm Avenue & NW 27th Street (Two developments, single family homes by Monte Vista and 27 Elm townhome community)
- Parkland (Pahlisch Homes)
- SW Antler Avenue & SW 8th Street (Antler Apartments fourplex)

In response to Councilor McPhersons request, Deborah McMahon provided brief updates on the nine master plans approved over the last five years.

PUBLIC HEARING

A. Ord. #2019—16 – An ordinance adopting the *2019 Redmond Housing Needs Analysis including the recommended Housing Policies and Actions* in conjunction with findings of compliance with state and local land use planning requirements. (Exhibit 1)

Mayor Endicott opened the public hearing.

Planning Manager Deborah McMahon presented findings of the 2019 Housing Needs Analysis which is a foundational study that provides basic information on Redmond's current housing situation, looks out 20 years, and gives suggestions and strategies on how to get there. Mrs. McMahon introduced ECOnorthwest Consultant Beth Goodman.

The State of Oregon's Land Use Goal 10 states that "buildable lands for residential use shall be inventoried and plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type, and density." It requires an analysis of national, state/local trends, historical density and mix, needed housing by price and type, a 20-year supply of buildable land, and a study that will look at 5, 10, and 20+ year increments. Redmond is on a more aggressive schedule to update the housing needs analysis every two years because the landscape is changing so fast. The City need to make sure we have a good snapshot of what is happening with our growth pattern.

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Mrs. McMahon detailed the Public Advisory Committee process noting the key questions needing answered were as follows:

1. How much growth will take place in 5, 10, and 20+ years?
2. Where is the buildable land?
3. How much vacant land do we have? Is it unconstrained physically?
4. What development patters make sense?
5. Does Redmond have enough buildable residential land?

Studies showed that Redmond needs to add 277 more acres into the City Limits from the Urban Growth Boundary and Urban Area Reserve to accommodate growth of 7,000 housing units in the next 20 years. Ms. McMahon also suggested that Council approve an ordinance to add the zoning map to the appendix of the Comprehensive Plan. Ms. Goodman added that Redmond is in a better position than most cities across the state to address its housing needs.

Urban Area Planning Commission (UAPC) Chair Teri Jansen explained that the UAPC reviewed the Housing Needs Analysis report with Ms. Goodman, asked many questions concerning the data, and made a few changes to the language.

There being no further testimony, Mayor Endicott closed the public hearing

Councilor King moved, seconded by Councilor Centanni, to have a first and second reading of Ord. #2019-16 by title only.

Councilor Patrick stated it is easy to say the City has been doing the right thing and continue doing the same thing; however, he hears the word “affordable housing” but does not see affordable housing. Rather he sees lower cost housing, but it still is not affordable. Renters and homeowners continue to have difficulties making their payments and low wages continues to be a problem.

In response, Mrs. McMahon shared that one of the strategies in the recommendation addresses making changes to development codes in order to reduce barriers. This will ultimately make it easier for people to develop lower cost housing and help subsidized housing partners like Housing Works. The recommendation is the start of a solution.

Councilor Bullock appreciated Councilor Patrick’s comments adding this is a long-term process and the Council need to be cognizant of every decision it makes and how it could impact the need of the community.

Ms. Goodman added that the Housing Needs Analysis lends itself to land use process. A large component is the Affordable Housing policy that it is income restricted: Low-Income Affordable Housing, and Market Rate Affordable Housing which is the missing middle housing.

Motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-absent, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

City Attorney Steve Bryant read the first and second reading of Ord. #2019-16 by title only.

Councilor King moved, seconded by Councilor Centanni, to approve Ord. #2019-16 as amended, motion passed. (ROLL CALL VOTE: Bullock-yes, Centanni-yes, Clark-Endicott-absent, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

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ACTION ITEMS

A. Res. #2019-25 – A resolution setting fees and charges imposed by the City of Redmond. (Exhibit 2)

City Recorder Kelly Morse requested approval of Res. #2019-25 which proposes amendments to the City's fee schedule specifically for Parks Division fees and Park System Development Charges (SDC) fees. At the December 3, 2019, Council workshop, staff presented a plan where the Parks Division would assume responsibilities for parks amenities and sports field reservations from Redmond Area Park and Recreation District (RAPRD). In order to implement this change, new fees must be established to achieve as much cost neutrality for the program administration as possible. The second amendment occurs to the Park SDCs and is a result of Res. #2019-17 which adopted new Parks SDC rates and implemented a phased-in plan. This fee schedule update will increase Parks SDC rates for single family development from $3,289.00 to $3,906.00, and multi-family from $3,000.00 to $3,328.00. If approved, these fees will be effective January 1, 2020.

In response to questions from Councilor Bullock, Parks Division Manager Annie McVay reported that she and RAPRD Executive Director Katie Hammer, they reached out to the Redmond High School Athletic Director, all three major users, and several other youth soccer league users. There were no negative reactions to the change.

There were no comments from the public.

Councilor Patrick read a statement to the Council and would like to add a fee waiver for an appeal of the UAPC's decision. He would also prefer that the parks reservation fees be reduced so that families with children could benefit from using the amenities or direct the funds to be used to benefit the families using the parks directly.

Mayor Endicott commented that the Parks fees have not been updated in over 20 years and had been subsidized for a long time. Parks are amenities and it costs money to provide this service.

Councilor Patrick added that he understands that we are recovering costs associated with processing the reservations and not to hire more Parks staff.

Councilor Centanni moved, seconded by Councilor McPherson, to approve Res. #2019-25, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-absent, Endicott-yes, King-yes, McPherson-yes, Patrick-No)

B. Contract with Pacific Power for the relocation of existing powerlines to accommodate construction of the new Airport Snow Removal Equipment Building (AP4400 and AP1905). (Exhibit 3)

Airport Director Zachary Bass requested approval of a contract with Pacific Power to underground powerlines at the Snow Removal Equipment Building. Cost will be funded by bond proceeds received from 2019 and has been budgeted for this cycle.

Councilor Patrick moved, seconded by Councilor McPherson, to approve the contract with Pacific Power in the amount of $62,972.00 to reform the relocation of existing overhead powerlines for the new Snow Removal Equipment Building. Motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-absent, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

MAYOR'S COMMENTS

Mayor Endicott shared that St. Charles Medical Center will hold a town hall on December 18, 2019. On January 4, 2020, Senator Jeff Merkley will be holding a townhall at Ridgeview High School.

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COUNCIL COMMENTS
Councilor Centanni wished everyone happy holiday season and encouraged citizens to visit new businesses and shop locally. He also encouraged people to drive safely.

CITY MANAGER COMMENTS
City Manager Keith Witcosky provided follow up response to questions raised during the diversity/equity/inclusion worksession and shared information on the PERS side account.

ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

There were no additional comments from citizens at the meeting.

EXECUTIVE SESSION

Mayor Endicott convened the Council into Executive Session at 8:41 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 Endicott closed the Executive Session portion of the meeting at 8:57 p.m.

The regular portion of the meeting was called to order at 8:57 p.m.

MOTIONS AS A RESULT OF EXECUTIVE SESSION

There were no motions as a result of Executive Session

There being no further business, the meeting was adjourned 8:57 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 24th day of November 2020.

_____
George Endicott, Mayor

ATTEST:

_____
Kelly Morse, City Recorder

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SPECIAL CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD MAY 5, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: Jon Bullock – Joe Centanni – George Endicott – Krisanna Clark-Endicott – Camden King – Ginny McPherson– Jay Patrick

MEDIA PRESENT: None

Mayor Endicott called the meeting to order at 6:00 p.m. A quorum was established

PRESENTATIONS
A. COVID-19 Update

City Manager Keith Witcosky shared that the first joint mayor press conference took place last week. The purpose was to help the region understand the rolls Mayor Endicott and Bend Mayor Sally Russell play on a state-level for reopening.

Deschutes County Emergency Manager Nathan Garibay described the regional and county level requirements and prerequisites for reopening. Final county review is anticipated on Wednesday with the draft plan submitted to the State by Friday. Battalion Chief Doug Kelly spoke to the state metric for testing noting that currently, Deschutes County is meeting the metric.

Police Chief Dave Tarbet and Police Captain Devin Lewis provided a public safety update noting there are currently no ill employees in the department.

Sergeant Garibay, Chief Kelly, Chief Tarbet and Captain Lewis addressed questions on anticipated date for state feedback on Deschutes County's plan, regional testing capacity, roll of the hospital system in terms of checks and balances for reopening, and contract tracing ability within 24 hours.

Councilor Clark-Endicott inquired on timing for opening of park restrooms. In response, Mr. Witcosky stated they will remain closed until the order is lifted by the Governor.

B. 3rd Quarter Financial Report

Chief Financial Officer Jason Neff provided the City's financial report for the third quarter. Key highlights included:

- Operating expenditures are less than budget (year-to-date 70 percent), year-end 97 percent ($1.7 million less than budget)
- General Operating Funds expected to maintain fund balance in Fiscal Year (FY) 19/20
- Water operating reserves decreasing as a result of meter replacement project
- Summary of Financial Impacts from COVID-19 pandemic in FY 19/20:
- General Operating Funds: Gas Tax is down $170,000, Room Tax is down $265,000
- Development Sub-funds: revenue remains stead and on track or ahead of budget
- Airport: financial position stabilized by CARES funding ($3.8 million in reimbursements in FY 19/20

Mr. Neff explained that the golf fund is forecasted to be down an estimated $25,000 for FY 19/20.

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

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Mr. Witcosky explained that Ord. #2020-09 extends the City's state of emergency due to the ongoing situation with COVID-19.

City Attorney Keith Leitz clarified that no other changes were made to the ordinance.

At the request of Councilor Bullock, Mayor Endicott explained the difference between the Governor's state of emergency declaration, the Stay Home order, and the reopening plan. Mr. Leitz added that the City's emergency declaration is different than the Governor's declaration or order.

Councilor Patrick suggested the original ordinance has some duplicated language and recommended removing a portion of language in Section 5 pertaining to people congregating since Section 7 refers to following the Governor's order. Mr. Leitz explained that Section 5 gives the City Manager authority to implement the emergency section of our code and the language is taken directly from the code. He added that the ability to keep the City's public facilities closed comes out of this language.

Councilor Bullock moved, seconded by Councilor Centanni, to have a first and second reading of Ord. #2020-09 by title only, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

City Attorney Keith Leitz provided the first and second reading of the ordinance by title only.

Councilor Bullock moved, seconded by Councilor Centanni, to approve Ord. #2020-09, motion failed. (ROLL CALL VOTE: Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-no)

There being no further business, the meeting was adjourned at 7:19 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 24th day of November 2020.

_____
George Endicott, Mayor

ATTEST:

_____
Kelly Morse, City Recorder

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REGULAR CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD MAY 12, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: **Jon Bullock – Joe Centanni (left at 7:26 p.m.) – Krisanna Clark-Endicott – George Endicott – Camden King – Ginny McPherson – Jay Patrick**

MEDIA PRESENT: **None**

Mayor Endicott called the meeting to order at 6:00 p.m. A quorum was established.

COMMENTS FROM CITIZENS AT THE MEETING

There were no comments from the public.

PRESENTATIONS

A. COVID-19 Update

Deschutes County Health Services Director Dr. George Conway provided the Council with a county-wide update on COVID-19. Dr. Conway addressed questions such as the reliability and necessity of wearing masks, definitions of travel and regional, social distancing for groups of 25 or more, and contact tracing.

BID AWARDS/BID REJECTIONS

A. Res. #2020-05 - Revising the Transportation System Capital Improvements Project List and award of the SW Canal Blvd & SW Pumice Ave Intersection Improvement Project to Knife River: $787,975 (TR2001)

City Engineer Mike Caccavano requested approval of Res. #2020-05 which adds the SW Canal Boulevard and SW Pumice Avenue Intersection Improvement Project to the Transportation System Plan. He also requested approval of a bid award for the project to Knife River in the amount of $787,975. Two proposals were received; however, this was not solely a cost-based project per an exemption to the standard low bid process approved by Council on December 17, 2019. The proposals were reviewed and scored by Engineering and Public Works staff. Knife River's proposal was unanimously ranked the highest based on Knife River's substantial roundabout experience throughout Bend and Sisters. Mr. Caccavano addressed questions from the Council.

Councilor Bullock moved, seconded by Councilor McPherson, to approve Res. #2020-05 adopting changes to the Transportation System Capital Improvement Plan, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to authorize the City Manager to sign the contract with Knife River for construction of the SW Canal Boulevard and SW Pumice Avenue Intersection Improvement Project in the amount of $787,975, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

B. Award of the NW Hemlock Avenue Improvements Project to McKernan Enterprises: $781,676 (WA1901)

Mr. Caccavano requested approval of a bid award for the NW Hemlock Avenue Improvements Project. Ten bids were received with McKenzie Cascade Heavy Excavation being deemed the lowest responsible bidder at $781,676. The Engineer's estimate of costs is $1,060,000.

Councilor McPherson moved, seconded by Councilor Centanni, to authorize the City Manager to award the contract to McKenzie Cascade Heavy Excavation in the amount of $781,676 for the NW Hemlock Avenue Improvements Project, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

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C. Award of the Construction Manager/General Contractor Contract to Emery & Sons for the South Redmond Water Facility Construction: $38,500 (WA1902)

Mr. Caccavano requested approval of a Construction Manager/General Contractor award for pre-construction services on the South Redmond Water Facility project in the amount of $38,500. The City received three proposals and after review two were selected for interviews and a price proposal. The review team unanimously recommended Emery & Sons Construction Group because of their work on similar projects included the City's Reservoir 6 and Well 7 Booster Pump Station. If an agreement on the Guaranteed Maximum Price cannot be reached, there is an opt out clause in the contract.

Councilor Patrick moved, seconded by Councilor Clark-Endicott, to authorize the City Manager to sign the CM/GC contract with Emery & Sons Construction Group for pre-construction services in the amount of $38,500, motion passed. (Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

D. Award of the SW Kalama Avenue Waterline Extension to McKernan Enterprises: $182,950 (WA1903)

Mr. Caccavano requested approval of a bid award for the SW Kalama Avenue Waterline Extension project. The project consists of installation of 845 feet of 12-inch diameter ductile iron waterline to connect the SW 15th Street waterline to the 18-inch waterline in SW 12th Street. Ten bids were received with Jaron McKernan Enterprises, Inc. deemed the lowest responsible bidder at $182,950.45. The Engineer's estimate of costs was $240,000.

Councilor Bullock moved, seconded by Councilor McPherson, to authorize the City Manager to sign the contract with Jaron McKernan Enterprises in the amount of $182,950.45 for the SW Kalama Avenue Waterline Extension Project, motion passed. (Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

E. Award of the SW Canal Boulevard Waterline Extension Project to McKernan Enterprises: $849,219.55 (WA1904)

Mr. Caccavano requested approval of a bid award for the SW Canal Boulevard Waterline Extension project. The project will install an 18-inch diameter waterline in SW Canal Boulevard to provide a critical link to deliver water between SW Badger Avenue and SW 30th Street. Six bids were received with Jaron McKernan Enterprises, Inc. deemed the lowest responsible bidder at $849,219.55. The Engineer's estimate of costs was $1,152,000.

Councilor King moved, seconded by Councilor Clark-Endicott, to authorize the City Manager to sign the contract with Jaron McKernan Enterprises in the amount of $849,219.55 for the SW Canal Boulevard Waterline Extension Project, motion passed. (Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

ORDINANCES

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

Mayor Endicott explained that because Ord. #2020-09 was not approved by a unanimous vote, it must come before the Council for consideration at a second meeting per the Charter.

City Manager Keith Witcosky stated Governor Kate Brown has extended her state of emergency until July 6, 2020. Having the City's state of emergency in place allows for faster procurement of COVID related

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equipment such as masks and other PPE and to keep city facility closed until a vaccine can be developed.

In response to comments from Councilor Bullock, Councilor Patrick stated his no vote was not an indication of a lack of confidence in staff, but rather the he feels language in Section 5 was over-reaching.

Councilor Bullock moved, seconded by Councilor King, to have the second reading of Ord. #2020-09 by title only, motion passed. (Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

City Attorney Keith Leitz read the ordinance by title only.

Councilor King moved, seconded by Councilor McPherson, to approve Ord. #2020-09, motion passed. (ROLL CALL VOTE: Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-no)

ACTION ITEMS

A. Amendment increasing the ODOT Intergovernmental Flexible Service Maintenance Agreement from $150,000 to $250,000 (#32425)

Public Works Director requested approval of an amendment to the Oregon Department of Transportation (ODOT) Intergovernmental Flexible Service Maintenance Agreement #32425. The amendment allows the City to contract with ODOT's bridge maintenance crew to perform scheduled "infrequent" maintenance on the Maple Avenue Bridge on behalf of the City. This maintenance is estimated to cost approximately $95,000. There are currently funds budgeted for this maintenance.

Councilor Patrick moved, seconded by Councilor Clark-Endicott, to authorize the City Manager to sign the amendment to Agreement #32425 with the Oregon Department of Transportation for the sharing of road and highway maintenance services, motion passed. (Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

B. Res. #2020-04 - A resolution of the City of Redmond, Oregon, to sponsor the re-designation of the Greater Redmond Enterprise Zone.

Redmond Economic Development, Inc. Manager Jon Stark requested approval of Res. #2020-04 which sponsors the re-designation of the Greater Redmond Enterprise Zone. He provided a presentation on the program background, program overview (3- or 5-year), local benefits, and accounting for Urban Growth Boundary amendments.

Councilor Bullock moved, seconded by Councilor King, to re-designate the Greater Redmond Area Enterprise Zone as identified and outlined in the resolution, motion passed. (Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

MAYOR'S COMMENTS

City Attorney Keith Leitz broached the subject of a temporary ordinance requiring a $25 fee in lieu of collecting signatures during COVID-19. The Council was supportive of such an ordinance.

Mayor Endicott provided an update on Deschutes County's re-opening plan.

COUNCIL COMMENTS

Councilor Bullock provided an update on the Redmond Rallies group. Their effort continues to be focused around collaboration throughout the region on how to strategize consistent and effective messaging to businesses.

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Councilor Clark-Endicott shared details on Oregon State University-Cascades' Innovation Summit: Reopening Central Oregon event being held on May 19 from 9:00 a.m. to noon. Tickets are free and available online.

CITY MANAGER COMMENTS

City Manager Keith Witcosky shared that REDI will hold a virtual luncheon on May 26. Next week, Republic Services will discuss the state of garbage and recycling with the Council. The Budget Committee will begin meeting in June and meetings will be held virtually.

ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

There were no additional comments from citizens at the meeting.

There being no further business, the meeting was adjourned at 8:29 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 24th day of November 2020.

_____

George Endicott, Mayor

ATTEST:

_____

Kelly Morse, City Recorder

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SPECIAL CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD MAY 19, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: Jon Bullock – George Endicott – Krisanna Clark-Endicott – Camden King – Ginny McPherson– Jay Patrick

COUNCIL MEMBERS EXCUSED: Joe Centanni

MEDIA PRESENT: None

Mayor Endicott called the meeting to order at 6:00 p.m. A quorum was established.

DISCUSSIONS
A. 2020 State of Trash/Recycling Discussion: Republic Services

Republic Services General Manager Kristin Steiner introduced Finance Manager Randy Stutzman and Municipal Manager Susan Baker who provided a presentation on the state of garbage and recycling in Redmond. Current services offered to residents include the following:

- Curbside trash, commingle, glass and carboard service
- Organics program (soon to expand to all food waste)
- Curbside bulk item pickup service
- Free residential spring cleanup

Rates were last increased in 2008 and since that time, the costs associated with the City's growth during that time have increased as have employee wages, health insurance, etc. Despite rate increases in 2012 and 2017 due to Deschutes County's tipping fee increases, Redmond's rates continue to be below well below average for their service area. Financials from 2019 and 2020 projections indicate a large increase to the net cost of recycling resulting in a 4 percent loss being absorbed every year by Republic Services.

Ms. Steiner, Ms. Baker, and Mr. Stutzman addressed questions from the Council regarding the delay in requesting a rate increase, change in net revenue despite a lower net cost of recycling, and tipping fee increases

Mayor Endicott asked if Republic Services would consider splitting the proposed 7 percent increase into two phases because of the economic situation currently facing citizens. Ms. Steiner stated they would be open to a 4 percent increase in September 2020 and a 4 percent increase in January 2021. Councilor Bullock commented he would like to see the increase broken out into three increases occurring in January 2021, July 2021, and January 2022. Councilor Clark-Endicott favored two increases spread amongst a wider time period. After additional discussion, the consensus of Council was to approve a 4 percent increase in November 2020, and a 3 percent in May 2021.

COVID-19 UPDATE

Mayor Endicott explained the Phase 1 re-opening which started May 15 was met with varying degrees of success. He and Councilor Clark-Endicott toured 5th and 6th Street that day and encountered many happy people.

Urban Renewal/Economic Development Program Manager Chuck Arnold spoke regarding the Redmond Rallies team and the work they've been doing for businesses during COVID-19 in terms of response, reopen, recovery. Redmond Chamber of Commerce Executive Director Eric Sande shared comments regarding the Chamber's Welcome Back campaign and messaging to businesses. The Chamber will be working on distributing Personal Protective Equipment (PPE) toolkits and 120 gallons of hand sanitizer.

Mr. Arnold stated Redmond Rallies has been holding listening sessions to understand business needs moving forward. Carolyn Eagan spoke to the importance of the listening sessions noting many of the ideas came from those contacts.

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Police Chief Dave Tarbet, Police Captain Devin Lewis, and Redmond Fire & Rescue Chief Ken Kehmna provided updated COVID-19 and call statistics.

Airport Director Zachary Bass updated the Council on the impacts of COVID-10 on the Airport.

City Manager Keith Witcosky gave an update on the City's CARES eligible expenses to date noting that there will be approximately $100,000 worth of COVID expenses eligible for the next round of funding.

PROCLAMATIONS

A. National Public Works Week

Councilor Patrick moved, seconded by Councilor McPherson, to declare May 17-23, 2020, as National Public Works Week, motion passed. (Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

Wastewater Division Manager Ryan Kirchner read the proclamation.

ORDINANCES

A. Ord. #2020-10 – An ordinance temporarily amending the Redmond City Code Chapter 2, Section 2.102, for the 2020 General Election, to replace the signature gathering requirement to be nominated as a candidate for election to the position of either Mayor or City Councilor with a $25.00 fee requirement to be nominated as a candidate for election to the position of either Mayor or City Councilor, and declaring an emergency.

City Attorney Keith Leitz requested approval of Ord. #2020-10 which temporarily amends the City Code, Chapter 2, Section 2.102 to allow for a $25 filing fee for the November 3, 2020, General Election versus collecting 127 signatures. Potential candidates can also request a waiver of the $25 filing fee to eliminate any barriers to running for office. Councilor Patrick suggested in the future to consider allowing both options

Councilor Patrick moved, seconded by Councilor Clark-Endicott, to have the first and second reading of Ord. #2020-10 by title only, motion passed. (Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

City Attorney Keith Leitz provided the first and second reading of the ordinance by title only.

Councilor Patrick moved, seconded by Councilor McPherson, to approve Ord. #2020-10, motion passed. (ROLL CALL VOTE: Bullock-yes, Centanni-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

There being no further business, the meeting was adjourned at 7:42 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 24th day of November 2020.

_____

George Endicott, Mayor

ATTEST:

_____

Kelly Morse, City Recorder

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REGULAR CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD MAY 26, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: **Jon Bullock – Joe Centanni – Krisanna Clark-Endicott – George Endicott – Ginny McPherson – Jay Patrick**

COUNCIL MEMEBERS EXCUSED: **Camden King**

MEDIA PRESENT: **None**

Mayor Endicott called the meeting to order at 6:08 p.m. A quorum was established.

COMMENTS FROM CITIZENS AT THE MEETING

Redmond resident Liz Goodrich thanked the Council for their public service announcements regarding COVID-19 and the importance of wearing masks in public. With the recent spike in cases within Deschutes County, more is needed. She expressed her displeasure with the City's response to the protests outside City Hall and the BBQ held in Sam Johnson Park.

PRESENTATIONS
A. COVID-19 Update

Mayor Endicott and Bend Mayor Sally Russell will hold another press conference to share updated COVIC-19 data. City Manager Keith Witcosky explained Deschutes County Epidemiologist Dr. Jenny Faith and a business might be joining the press conference to discuss the re-opening.

Dr. Faith provided an update on statewide and countywide statistics adding the Oregon Health Authority (OHA) has launched a new dashboard which provides a great deal of statistical information by county. Dr. Faith anticipates Redmond to rise to 25 cases. In response to questions from Mayor Endicott, Dr. Faith explained the difference between presumptive and positive cases, noting that the OHA now reports both statistics which often means they are awaiting test results and contract tracing efforts can begin.

Police Captain Devin Lewis updated the Council on the status of calls noting levels are down; however, the volume of traffic over the holiday weekend was up.

ACTION ITEMS
A. Res. #2020-07 – A resolution of the City of Redmond, Oregon, extending the SW 27th Street – SW Forest Court Reimbursement District.

City Engineer Mike Caccavano requested approval of Res. #2020-07 which extends the SW 27th Street - SW Forest Court Reimbursement District for an additional 5 years. The reimbursement district was originally established when the City reconstructed SW 27th Street and infrastructure between SW Cascade Avenue and SW Indian Avenue was installed. At that time, four properties on SW Forest Court indicated their desire to extend a line into Forest Court so they could connect to City services in the future. Two of the properties have since connect; two others have not. The property located on the northwest corner of SW 27th Street and Highland Avenue remains undeveloped land. This 5-year extension is for water and sewer only; City code prohibits extending the district for street improvements.

Councilor Patrick moved, seconded by Councilor Clark-Endicott, to approve Res. #2020-07 extending the SW 27th Street - SW Forest Court Reimbursement District for one, five-year increment, to June 8, 2025, motion passed. (Bullock-yes, Centanni-yes, Clark-Endicott-yes, Endicott-yes, King-absent, McPherson-yes, Patrick-yes)

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MAYOR'S COMMENTS
A. Key to the City Presentation

Councilor Centanni read a prepared statement announcing his resignation. He spoke to the various projects accomplished during his tenure on Council, Redmond Economic Development, Inc, and Economic Development for Central Oregon. He thanked staff for their foresight in planning and fiscal conservancy. Mayor Endicott presented Councilor Centanni with a Key to the City plaque.

Councilor McPherson expressed her sadness but is happy for Councilor Centanni. Councilor Patrick appreciates Councilor Centanni's efforts throughout his years on Council noting it has made a difference. Councilor Clark-Endicott stated Councilor Centanni has been a joy to work with and will be missed. Councilor Bullock congratulated Councilor Centanni on the next phase in his life and thanked him for his service. Mr. Witcosky stated he appreciates Councilor Centanni for his guidance and service to Redmond throughout the years. Mayor Endicott shared that Councilor Centanni is the first councilor to receive two Keys to the City. He is going to miss Councilor Centanni and thanked him for his service.

Mayor Endicott, Councilor Patrick and Councilor Centanni interviewed Mr. Calderon last week and because of critical items coming before the Council prior to the end of the fiscal year he felt it is vital to have a full council in place. Albert Calderon introduced himself, shared a few personal details and explained his interest and desire to serve on the Council.

Councilor Patrick had some concerns during the interview over Mr. Calderon's potential conflicts of interest as a builder; however, Mr. Calderon indicated much of his work involves building shops, barns and small residential remodels which should not result in any conflicts. In response to questions from Councilor Bullock, Mr. Calderon stated he met Mayor Endicott through local contractor Steve Boothroyd a few years ago but has always been interested in City Council. Councilor McPherson welcomed Mr. Calderon adding there is a steep learning curve which can be overwhelming, but he should "hang in there".

Mayor Endicott recommend the appointment of Albert Calderon to the Redmond City Council, term expiring December 31, 2020, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, King-absent, McPherson-yes, Patrick-yes)

City Attorney Keith Leitz administered the Oath of Office to Councilor Calderon.

ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

There were no additional comments from citizens at the meeting.

There being no further business, the meeting was adjourned at 7:08 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 24th day of November 2020.

_____
George Endicott, Mayor

ATTEST:

_____
Kelly Morse, City Recorder

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REGULAR CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD JUNE 23, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: **Jon Bullock – Albert Calderon – Krisanna Clark-Endicott – George Endicott – Camden King – Ginny McPherson – Jay Patrick**

COUNCIL MEMBERS EXCUSED:

MEDIA PRESENT: **None**

Mayor Endicott called the meeting to order at 6:00 p.m. A quorum was established.

[Due to technical difficulties with the audio and video recording some components and/or discussions from the meeting may be missing or incomplete.]

COMMENTS FROM CITIZENS AT THE MEETING

Comments submitted via email from Redmond resident Andrew Fitch were read for the record. Mr. Fitch's comments concerned lack of a transparent process for the recent appointment of Councilor Calderon.

PRESENTATIONS
A. Current Events

Items shared included the potential of a fireworks show at the Deschutes County Fairgrounds, police policy and reporting, LOC legislative priorities, opening of the Deschutes County Stabilization Center, Representative Jack Zika's police ride along, police department COVID-19 call statistics, Fire Department COVID-19 statistics and recommendations.

B. If I were Mayor Contest

Mayor Endicott announced the winners of the If I Were Mayor contest. M.A. Lynch 5th grader Trevor Stephens won the poster category and Elton Gregory Middle School 7th grader Amon Edelman won the essay category. Mayor Endicott read Mr. Edelman's essay.

CONSENT AGENDA
A. Contract with Fortress Group for United States Forest Service Redmond Air Center Restroom Remodel Project ($60,000) (Contract #2020-43) (Project #AP2002)

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to approve the Consent Agenda, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

PROCLAMATIONS
A. Class of 2020

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to approve the proclamation honoring the Class of 2020, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

Mayor Endicott read the proclamation. Councilors Bullock, Clark-Endicott, and King shared how they and their graduating seniors were affected by the COVID-19 pandemic.

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BID AWARDS/BID REJECTIONS

A. Wastewater Treatment Chemicals Bid Award: $1,000,000

Wastewater Division Manager Ryan Kirchner requested approval of three distinct multi-year agreements to purchase chemicals necessary for the water pollution control facility to meet federal and state permitted requirements. Proposals were solicited via formal bidding process. Nine bids were received from six chemical providers. The breakdown of the contracts is as follows:

- Contract #1: Purchase of high calcium pulverized quicklime and calcium thiosulfate from Cascade Columbia Distribution in a not to exceed $90,000 per year or $450,000 over five years.
- Contract #2: Purchase of sodium hypochlorite from HASA Inc. in a not to exceed amount of $86,000 per year or $430,000 over five years.
- Contract #3: Purchase cationic polymer from Polydyne Inc. in a not to exceed amount of $24,000 per year or $120,000 over five years.

Councilor Patrick moved, seconded by Councilor King, to authorize the City Manager to sign multi-year purchase agreements with HASA, Polydyne Inc. and Cascade Columbia in an amount not to exceed $1,000,000 over the duration of the three contracts, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

B. Wastewater Analytical Lab Services RFP Bid Award: $477,500

Mr. Kirchner requested approval of a contract with BSK Associates for analytical laboratory services in the amount of $95,500.00 per year ($477,500.00 total for full term of the agreement). Three proposals were received in response to the City's Request for Proposal. BSK Associates was the only respondent that could perform all of the needed tests.

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to award the contract for analytical services to BSK Associates in the not to exceed amount of $95,500.00 per year, $477,500.00 for the full term of the agreement and authorize the City Manager to sign the contract, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

PUBLIC HEARING

A. FY 2020/21 Budget Hearing and Adoption

i. Res. #2020-10 – A resolution certifying the City's eligibility to receive state revenues and declaring the City's election to receive state revenues.

ii. Res. #2020-11 – A resolution adopting the FY 2020-21 budget, making appropriations, and imposing/categorizing the tax.

Mayor Endicott opened the public hearing.

Chief Financial Officer Jason Neff overviewed the budget process, reviewed the operating budget, described both resolutions and answered questions.

There being no further testimony, Mayor Endicott closed the public hearing.

Councilor King moved, seconded by Councilor Clark-Endicott, to adopt Res. #2020-10, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

Councilor King moved, seconded by Councilor Clark-Endicott, to adopt Res. #2020-11, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

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ACTION ITEMS

A. Res. #2020-08 – A resolution declaring certain territory as being annexed to and incorporated within the City of Redmond.

Planning Manager Deborah McMahon explained Res. #2020-08 if the final step in Deschutes County's request to annex approximately 156 acres of industrially zoned lands in the City. On January 14, 2020, the Council approved Ord. #2020-01 which reconfigured the Urban Growth Boundary to remove approximately 156 acres of land referred to as "Exclusion Property" and formerly known as the Redmond Rod and Gun Club and add 156 acres of land referred to as "Inclusion Property" and located within the Eastside Framework Plan. The purpose of the reconfiguration is to allow for a more efficient development of industrial and employment lands as required by Senate Bill 1544. This land "swap" required amendments to the Comprehensive Plan and Zoning Map to rezone the "Inclusion Property" from county zone EFU-AL (Exclusive Farm Use) to City zones M-1 (Light Industrial) and M-2 (Heavy Industrial). There is no fiscal impact associated with the "swap".

Councilor Patrick moved, seconded by Councilor King, to adopt Res. #2020-08, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

B. Annexation Agreement with Ed Bartholemy

Ms. McMahon requested approval of an annexation agreement with Ed Bartholemy for a 16.25-acre property located at 4860 SW Badger Avenue (tax lot 1513300001401). The annexation agreement identifies requirements, such as compliance with all applicable rules and regulations and master plan approval, which must be met by the applicant.

Councilor Patrick moved, seconded by Councilor King, to authorize the City Manager to sign the annexation agreement, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

C. Res. #2020-09 – A resolution adopting the 2019-2023 City of Redmond Consolidated Plan for Housing and Community Development and the Redmond Annual Action Plan 2019-2020 authorizing the submission of the Consolidated Plan and Annual Action Plan to the Unites States Department of Housing and Urban Development.

Deputy City Manager John Roberts requested approval of Res. #2020-09 which amends the Community Development Block Grant (CDBG) 2019 Annual Action Plan and Citizen Participation Plan. The amendments allocate $151,013 in CDBG-CV (COVID-19) funding for homelessness prevention, food security for seniors and at-risk residents, referrals and case management support, and administration/planning. A five-day public comment period was provided prior to the June 3, 2020, Housing and Community Development Committee meeting.

Councilor moved, seconded by Councilor, to adopt Res. #2020-09, motion passed. (Bullock-yes, Calderon-absent, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

MAYOR'S COMMENTS
Mayor Endicott

COUNCIL COMMENTS
Councilor Bullock's comments are unavailable due to technical difficulties.

Councilor King's comments are unavailable due to technical difficulties.

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Councilor Clark-Endicott's comments are unavailable due to technical difficulties.

Councilor Patrick's comments are unavailable due to technical difficulties.

CITY MANAGER COMMENTS
City Manager Keith Witcosky's comments are unavailable due to technical difficulties.

ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

There were no additional comments from citizens at the meeting.

There being no further business, the meeting was adjourned at 7:51 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 24th day of November 2020.

_____
George Endicott, Mayor

ATTEST:

_____
Kelly Morse, City Recorder

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SPECIAL CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD JUNE 30, 2020, VIA GOTOMEETING.

COUNCIL MEMBERS PRESENT: **Jon Bullock – Albert Calderon – Krisanna Clark-Endicott – George Endicott – Camden King – Ginny McPherson – Jay Patrick**

MEDIA PRESENT: **None**

Mayor Endicott called the meeting to order at 6:00 p.m. A quorum was established.

PRESENTATIONS
A. Current Events

Mayor Endicott commented regarding Governor Kate Brown's recent order mandating the wearing of masks in all public places. Police Chief Dave Tarbet and Captain Devin Lewis provided an update on fireworks and reminded the public to only purchase legal fireworks which are approved by the State Fire Marshall. Possessing illegal fireworks inside the city limits can result in a $500 fine. Repeated offences could receive a fine of up to $2,500 and possible jail time. This applies to both those in possession as well as the property owner. Fire Chief Ken Kehmna provided statistics on call volumes noting that they are seeing an increase due to summer activity. Chief Kehmna addressed firework safety and extinguishing capabilities. Deschutes County Director of Public Health Nahad Sadr-Azodi provided a COVID-19 public health update. Data was provided by cases by week, cases by age, specimens collected by week, linkages/contacts to other cases, daily county of COVID-19 patients hospitalized (St Charles Health Systems), number of cases in the Redmond zip code, mask usage, and Deschutes County cases. Mr. Sadr-Azodi answered questions from the Council.

Councilor King commented regarding an email from a City Councilor to a constituent which contained offensive comments and asked when an appropriate time would be to address the issue. In response, Mayor Endicott indicated it was not a current event, the time was not appropriate, and Councilor King should address the issue directly with the Councilor.

CONSENT AGENDA
A. Minutes of April 28, 2020 Council Meeting
B. Res. #2020-13 – A resolution of the City of Redmond to make budget adjustments.

Councilor Clark-Endicott moved, seconded by Councilor King, to approve the Consent Agenda, motion passed. (Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

PROCLAMATIONS
A. Immigrant Heritage Month

Councilor Bullock moved, seconded by Councilor McPherson, to approve the proclamation designating June 2020 as Immigrant Heritage Month, motion passed. (Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

Mayor Endicott read the proclamation.

B. Placeholder for Untitled Proclamation

Mayor Endicott explained that Councilor Calderon and Councilor Bullock are working in conjunction on a draft proclamation or resolution condemning racism. Councilor Calderon provided an update on the process that has taken place to date. Councilor Bullock stated as leaders in the community, it is critical to say that we are against all forms of racism, discrimination and bigotry. It is important the community understands these issues tear communities apart. He would like to see Redmond take a strong stand. Mayor Endicott commented that he understood the Council would first issue a statement, then join forces with the Redmond School District on a diversity, equity, and inclusion (DEI) task force. Councilor King is

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supportive of this endeavor adding that it is imperative as a City to do some of our own work in addition to working collaboratively with the Redmond School District.

BID AWARDS/BID REJECTIONS

A. Airline Consulting Services RFQ: Mead & Hunt (Contract No. 2020-47)

Airport Director Zachary Bass requested approval of a contract with Mead & Hunt for Airline Consulting Services. Mead & Hunt, the City's current consultant, was the lone bidder in response to a formal Request for Proposal.

Councilor McPherson moved, seconded by Councilor Patrick, to award the contract for Airline Consulting Services to Mead & Hunt, motion passed. (Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

B. Addendum #24 to City Contract #2015-39 with Morrison-Maierle for Engineering Design and Construction Management Services for the Redmond Airport Taxiway F Rehabilitation Project: Not to Exceed $1,047,000 (AP4700)

Mr. Bass requested approval of Addendum #24 to City Contract #2015-39 with Morrison-Maierle for Engineering Design and Construction Management Services for the Taxiway F Rehabilitation Project. The project consists of a full parallel taxiway, widened from 50 feet to 75 feet, to the primary runway 5-2.

Councilor King moved, seconded by Councilor Patrick, to approve Addendum #24 to City Contract #2015-39 with Morrison-Maierle, Inc for engineering design and construction management services for the Redmond Airport Taxiway F Rehabilitation Project in a not to exceed amount of $1,047,000 and authorize the City Manager to execute the addendum, motion passed. (Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

C. Airport Attorney Services RFP: Bryant, Lovlien & Jarvis, P.C. (Contract No. 2020-48)

Mr. Bass requested approval of a contract with Bryant, Lovlien & Jarvis (BLJ) for Airport legal services. The City received four responses to the Request for Proposal; three firms were selected for interviews. The review panel consisting of Airport Committee Chair Sean Neary and City Attorney Keith Leitz recommended BLJ for their airport legal knowledge as well as local knowledge.

Councilor King moved, seconded by Councilor Clark-Endicott, to award the contract for Airport Attorney Services to Bryant, Lovlien & Jarvis, P.C. and authorize the City Manager to execute the contract, motion passed. (Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

ORDINANCES

A. Ord. #2020-12 - An ordinance repealing Ord. #2000-05, and granting a non-exclusive, 10-year franchise agreement to Cascade Natural Gas Corporation and Declaring an Emergency.

Accounting and Financial Reporting Director Brooks Slyter requested approval of Ord. #2020-12 which grants a 10-year non-exclusive franchise agreement with Cascade Natural Gas Corporation (CNG). The existing franchise agreement expires July 13, 2020. The new agreement will increase franchise fees from 5 percent to 7 percent effective August 1, 2020 and will generate approximately $120,000 annually in additional revenue.

Councilor King moved, seconded by Councilor Patrick, to have a first and second reading of Ord. #2020-12, motion passed. (Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

City Attorney Keith Leitz provided the first and second reading of the ordinance by title only.

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Councilor King moved, seconded by Councilor McPherson, to approve Ord. #2020-12, motion passed. (ROLL CALL VOTE: Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

ACTION ITEMS

A. Amendment #1 Exercising a Two-Year Contract Extension with SP Plus Corporation for Management of Redmond Airport's Public Parking Facilities: $247,059

Mr. Bass requested approval of Amendment #1 to the contract with SP Plus Corporation for management of the Airport's public parking facilities. This amendment will exercise the two (2) year extension option.

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to approve Amendment #1 extending the contract with SP Plus Corporation in the amount of $247,059.00, motion passed. (Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

B. Amendment #2 to City Contract #2018-51 with RAMS Specialized Security Service, Inc.

Mr. Bass requested approval of Amendment #2 with City Contract #2018-51 with RAMS Specialized Security Service, Inc. The amendment addresses an increase in fees of $61,942.84 for Fiscal Year 2020-2021. The cost increase is due to the need for a local supervisor with authority to manage staff and dedicated administrative hours.

Councilor Patrick moved, seconded by Councilor King, to approve Amendment #2 with City Contract #2018-51 with RAMS Specialized Security Services, Inc. and authorize the City Manager to sign the amendment., motion passed. (Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

C. Amendment #1 to City Contract #2017-18 with Dickey & Tremper, LLP to exercise the provision in the original contract to extend for one additional year: $63,310.

Ms. Slyter requested approval of Amendment #1 to City Contract #2017-18 with Dickey & Tremper, LLP which authorizes a one (1) year contract extension. The amendment includes a 3 percent increase from the prior year.

Councilor King moved, seconded by Councilor Patrick, to approve Amendment #1 to City Contract #2017-18 with Dickey & Tremper, LLP in the estimated amount of $63,310 for audit services, and authorize the City Manager to sign the Amendment, motion passed. (Bullock-yes, Calderon-yes, Clark-Endicott-yes, Endicott-yes, King-yes, McPherson-yes, Patrick-yes)

There being no further business, the meeting was adjourned at 7:42 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 24th day of November 2020.

_____

George Endicott, Mayor

ATTEST:

_____

Kelly Morse, City Recorder

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STAFF REPORT

DATE: November 24, 2020
TO: Redmond City Council
THROUGH:
FROM:
SUBJECT: Ord #2020-18 – An ordinance updating and amending the Redmond Transportation System Plan and Redmond Comprehensive Plan.

Addresses Council Goal:
7. COMPREHENSIVE PLANNING Enhance the quality of life through adoption of programs, policies, and standards that balance growth while maintaining our unique character. A. Promote quality development. i. Using the City Code and other tools, incorporate the Great Neighborhood Principles for both new and infill development. ii. Review and drive livability goals for design requirements in residential and commercial development in Redmond. B. Support orderly annexation from Urban Growth Boundary. C. Update Transportation System Plan and associated plans that advance the City's long-term development goals.

Report in Brief:
A public notice was issued which set the hearing for this item for November 24, 2020. This item was subsequently rescheduled for December 8, 2020. City Council is being asked to open the public hearing and formally continue it to a date certain of 6:00PM December 8, 2020.

Background:
The City periodically updates master plans and supporting documents for the Redmond Comprehensive Plan. The Transportation Plan - TSP (which includes the Airport Master Plan) has been updated with new information. Adoption of Ordinance 2020-18 will add the updated TSP and Airport Master Plan to the list of supporting documents for the Comprehensive Plan. These plans will guide the City's transportation growth and investments over the next 20 years.

Discussion:

Fiscal Impact:

Alternative Courses of Action:
1. Open the public hearing and continue it until 6:00 p.m. on December 8, 2020.
2. Do not approve said item.

Recommendation / Suggested Motion:
No motion is necessary to continue the hearing.

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STAFF REPORT

DATE: November 24, 2020
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Keith Leitz, HR Director
SUBJECT: Ord. #2020-21 – An ordinance declaring a State of Emergency due to Coronavirus (COVID-19), to resume the state of emergency from the 24th day of November 2020 through the 30th day of December 2020.

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

Report in Brief:
The item requests City Council resume a state of emergency due to the outbreak of the coronavirus (COVID-19) from November 24, 2020, through December 30, 2020.

Background:
On March 17, 2020, City Council adopted Ordinance No 2020-08, declaring a State of Emergency due to Coronavirus (COVID-19) through May 16, 2020; at which time the State of Emergency expired. The resumption of this state of emergency is necessary because the City will have ongoing Coronavirus Relief Grant Fund expenditures that will need to be completed up to December 30, 2020.

However, the final City Council meeting will occur December 8, 2020, which restricts staff's ability to make expenditures in excess of $50,000 without convening a meeting of the Redmond City Council.

Discussion:
Whenever a state of emergency is declared to exist within the City, the City Manager or designee is delegated certain authorities in the interest of the public health, safety, and welfare. This emergency declaration specifically provides the City Manager with emergency contracting authority and certain personnel scheduling authority for City employees.

Fiscal Impact:
This ordinance makes it possible for the City Manager to redirect City funds for the emergency, suspend standard City procurement and contracting procedures, and order such other measures as are necessary for the protection of life or property, or for the recovery from the emergency.

Specifically, this ordinance authorizes the City Manager to allocate Coronavirus Relief Fund Grant money that must be spent by December 30, 2020.

Alternative Courses of Action:
1. Approve the ordinance.
2. Do not approve the ordinance.
3. Request more information.

Recommendation / Suggested Motion:
“I move to have a first and second reading of Ord. #2020-21, by title only” (Voice vote)

(City Attorney will read ordinance by title only.)

“I move to approve Ord. #2020-21.” (Roll call vote)

CITY OF REDMOND
ORDINANCE NO. 2020-21

AN ORDINANCE DECLARING A STATE OF EMERGENCY DUE TO CORONAVIRUS (COVID-19), TO RESUME THE STATE OF EMERGENCY FROM THE 24TH DAY OF NOVEMBER 2020 THROUGH THE 30TH DAY OF DECEMBER 2020.

WHEREAS, ORS 401.305 provides authority for the City of Redmond to act as an emergency management agency, including authority to establish policies and protocols for defining and directing responsibilities during time of emergency; and

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

WHEREAS, the following condition has resulted in the need for a local state of emergency: an existing statewide emergency constituting a high potential threat to public health, to wit, infectious Coronavirus (COVID-19) which is known to spread person-to-person through coughing, sneezing and close personal contact; and

WHEREAS, on March 27, 2020, the US Department of Treasury awarded the Coronavirus Relief Fund Grant through the Oregon Department of Administrative Services, which must be spent between March 1, 2020 and December 30, 2020.

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

SECTION ONE: Pursuant to ORS 401.309 and Redmond City Code Section 5.525, the City Council formally declares a state of emergency for the City of Redmond, effective on this 24th day of November 2020, and continuing through the 30th day of December 2020, unless extended or terminated earlier by the City Council.

SECTION TWO: Upon this declaration of a state of emergency, City Council shall be authorized to take and/or direct such actions and issue such orders as are determined to be necessary to protect the public and property and to efficiently conduct activities that minimize or mitigate the effect of the emergency as authorized by ORS and the City of Redmond Emergency Code.

SECTION THREE: The City Manager shall take all necessary steps authorized by law to coordinate response and recovery from this emergency including, but not limited to, coordinating with Deschutes County and regional partners, the State of Oregon and League of Oregon Cities, and the federal government in order to qualify the City of Redmond for all available state and federal emergency assistance, not limited to use of shared resources, assistance from state and federal agencies, and financial assistance and reimbursements.

SECTION FOUR: Emergency procurements of goods and services are authorized pursuant to ORS 279B.080, ORS 279C.335(6), ORS 279.380(4), and City contracting rules.

SECTION FIVE: The following emergency powers shall be authorized for the City Manager for the duration of the emergency pursuant to Redmond Emergency Code 5.530: Redirecting City funds for emergency use and suspending standard City procurement procedures.

SECTION SIX: With regard to City employees, the City Manager may authorize modification(s) to relevant personnel leave and workplace requirements/designations as deemed necessary by the City Manager to address impacts associated with COVID-19.

SECTION SEVEN: SEVERABILITY. The provisions of this Ordinance are severable. The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given without such invalid part or parts.

SECTION EIGHT: This Order is effective upon signing.

PASSED by the City Council and **APPROVED** by the Mayor this 24th day of November 2020.

_____
George Endicott, Mayor

ATTEST:

_____
Kelly Morse, City Recorder

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STAFF REPORT

DATE: November 24, 2020
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
John Roberts, Deputy City Manager
FROM: Mike Caccavano, City Engineer
SUBJECT: Change Order #3 to City Contract #2020-33 with McKenzie Cascade Heavy Excavation for the NW Hemlock Avenue Improvements Project: $54,732.70 (WA1901)

Addresses Council Goal:
Goal # 2: Preserve and Enhance the City's Infrastructure.

Report in Brief:
This item requests City Council approve a change order in the amount of $54,732.70 for adding a sidewalk connection to the NW Hemlock Avenue Improvements Project. This is the third Change Order for this project.

Background:
In May 2020, the City Council approved a $781,676 contract with McKenzie Cascade Heavy Excavation for street, stormwater and water line improvements to NW Hemlock Avenue between NW 19th Street and NW 35th Street. These improvements were constructed through summer 2020 with the exception of one section of sidewalk that crosses an irrigation canal (photo attached).

There was an unanticipated aspect involving the canal crossing. During construction the team realized the headwall for the pipe that crosses under the street needed to be relocated and the pipe extended for the wider street.

These improvements will eliminate a sidewalk gap that isolates the Waverly subdivision from safely accessing all the way from NW 29th Street to NW 19th Street. These improvements were not in the original construction contract. The contractor provide a cost estimate for the additional work.

There have been two change orders to the contract within the City Engineer's approval authority:

- Change Order #1 included an additional fire hydrant assembly, 12-inch butterfly valve and additional traffic control cost to provide a safer work zone for motorists; $8,048.33.
- Change Order #2 included additional continental crosswalk striping to access school bus stops, shoulder rock and concrete barriers for pedestrian safety at the canal crossing; $16,569.

Change Order #3 would add a sidewalk connection to the NW Hemlock Avenue; $54,732.70.

Discussion:
Change Order 3 work totals $54,732.70 to fill the sidewalk gap. The change order includes; constructing a new canal headwall, extending the pipe, backfilling, constructing the sidewalk, and relocating a fence. Prices have been reviewed and are consistent with unit prices from the original bid or determined to be appropriate for the work involved for added work.

This change order requires City Council approval for two reasons. It is above the City Engineer and City Manager approval authority and brings the change order total above the 10 percent threshold. Change order summary:

Original Contract:	$781,676.00
Change Order 1	$ 8,048.33

Change Order 2 $ 16,569.00

Proposed Change Order 3: $ 54,732.70
Revised Contract Total: $861,026.03 (+10.2%)

There was a competitive bidding in May for this project. Even with the change orders, the project will still cost less than the original engineer's estimate of $1,049,000.

If approved, the work will be completed in December 2020.

Fiscal Impact:

Fund Accounts for Payment	
Transportation SDC 22180-01-000-07-01-02	$ 43,786.16
Transportation CP 22179-01-000-07-00-02	$ 10,946.54
Total	**$ 54,732.70**

The funds are available in the above budget line items.

There was $900,000 budgeted for the project. With all three changes orders the project total comes to $861,026.03; $38,974 less than budgeted.

Alternative Courses of Action:

1. Authorize the City Manager to sign Change Order #3.
2. Request additional information.
3. Reject Change Order #3.

Recommendation / Suggested Motion:

Option #1: “I move to authorize the City Manager to sign Change Order #3 to the NW Hemlock Avenue Improvements Project in the amount of $54,732.70.”

Missing Sidewalk on S. Side of NW Hemlock between NW 28th and NW 29th