

SPECIAL CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD MAY 4, 2021, IN THE CITY COUNCIL CHAMBERS.

COUNCIL MEMBERS PRESENT: Jon Bullock – Krisanna Clark-Endicott – George Endicott – Clifford Evelyn – Ed Fitch – Jay Patrick – Shannon Wedding

MEDIA PRESENT: None

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

COUNCIL AGENDA SETTING

A. Future Agenda Setting Proposal

Mayor Endicott explained that as a result of the Effective City Council Relations and Communication training they received from the League of Oregon Cities, he asked Councilors Bullock and Wedding to work together to create a process the Council can use to present potential agenda items for consideration on future agendas. Councilors Bullock and Wedding described the research they did to arrive at their recommendation of adding a "Future Agenda Items" topic to the first Council workshop agenda of the month. Guidelines include:

1. May include proposals for policy requests, ordinances, resolutions, and proclamations.
2. Proposals shall be sent to the Mayor, City Manager and City Recorder no later than 5:00 p.m. on the Wednesday prior to the next scheduled meeting.
 - a. Submittals will be part of the Council packet for distribution the following day (Thursday)
 - b. Council members are limited to three items per meeting when "Future Agenda Topics" is on the Council calendar
 - c. Council members must complete the "Future Agenda Topic" template; submissions should be no longer than one page per item.
3. Council members will have up to 10-minutes per item to present their concept.
4. Council will vote on the proposed item for inclusion on a future agenda. The City Manager will determine an appropriate meeting date for each item.

The "Future Agenda Topics" template will include the following information:

1. Council Member Name
2. Topic
3. Purpose of Item
4. Objectives
5. Requested Worksession Month

After discussion regarding time permitted per item, bringing items to the Mayor initially, purpose of bringing an item forward, and the number of items that can be brought forward, the consensus of the Council was to accept the proposal process. The process will begin June 1 and adjustments will be made to the process if needed.

PRESENTATIONS

A. Public Property Camping/Sleeping Limitations

City Attorney Keith Leitz led a discussion with the Council on sleeping and/or camping on public property. Mr. Leitz reviewed recent relevant history from Boise and Grants Pass, Oregon legislation (House Bills 3124, 2367, and 3115), City ordinances, and things to consider when creating a local ordinance. Mr. Leitz addressed questions throughout his presentation.

PROCLAMATIONS

A. Asian American Pacific Islander Heritage Month

Councilor Patrick moved, seconded by Councilor Clark-Endicott, to approve the proclamation designating May 2021 as Asian American Pacific Islander Heritage Month, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes)

Mayor Endicott read the proclamation.

BID AWARDS / BID REJECTIONS

A. Broker of Record for Health Insurance Services

Mr. Leitz requested approval of a bid award for Broker of Record for Health Insurance Services to Aldrich Benefits Consulting. The two-year contract with three optional one-year extensions (if executed) would be \$177,500. The City received six proposals in response to a Request for Proposal (RFP). After review by an evaluation committee, three companies were selected for second round interviews. Interviews were held with Aldrich Benefits Consulting, WHA, and Brown and Brown. The evaluation committee deemed Aldrich Benefit Consulting the most qualified firm.

Councilor Clark-Endicott moved, seconded by Councilor Fitch, to award a two-year contract with three optional one-year extensions for Health Insurance Broker Services to Aldrich Benefits Consulting and authorize the City Manager to execute the contract, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes)

B. Agent of Record for Property/Casualty and Liability Insurance

Mr. Leitz requested approval of a bid award for Agent of Record for Property/Casualty and Liability Insurance. The two-year contract with three optional one-year extensions (if executed) would be \$113,615. The City received three proposals in response to a RFP. After review by an evaluation committee, all three companies were selected for second round interviews. Interviews were held and the evaluation committee deemed Brown and Brown the most qualified firm.

Councilor Fitch declared a potential conflict of interest because he assisted Matt and Mike McGowan in establishing OnCourse and they have been family friends for over 25 years. Councilor Fitch raised concerns over the scores Brown and Brown received for the community involvement criteria. He opined the review process was flawed and recommended re-doing the RFP. In response, Mr. Leitz commented that while Brown and Brown listed several entities they are involved with locally, OnCourse scored higher overall on Community involvement than the other two firms.

Councilor Patrick explained he trusts staffs review of the proposals; however, he disagrees with the decision. Matt McGowan has been involved on the City's Juniper Golf Committee and OnCourse is highly visible in the community. Councilor Patrick stated the Council is permitted to have opinions and should be able to share those. He is unsure why local businesses continue to be overlooked and should receive a stronger look.

City Manager Keith Witcosky provided some history on the previous RFP and how the Portland Development Commission addressed small businesses, minority owned, and women owned businesses.

Mayor Endicott stated that he has know the McGowan's for many years as well, but there are times when emotions need to be removed and opined that staff did so and evaluated the proposals objectively.

Councilor Clark-Endicott moved, seconded by Councilor Wedding, to award a two-year contract with three optional one-year extensions for Property Insurance Agent of Record Services to Brown & Brown Northwest and authorize the City Manager to execute the contract, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-no, Patrick-no, Wedding-yes)

OTHER BUSINESS

A. Appointment of Pam Garney to the Juniper Golf Committee, term expiring December 31, 2021.

Mayor Endicott recommended the appointment of Pam Garney to the Juniper Golf Committee, term expiring December 31, 2021, motion passed. (Bullock-yes, Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes)

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 25th day of May 2021.

/s/ George Endicott
George Endicott, Mayor

ATTEST:

/s/ Kelly Morse
Kelly Morse, City Recorder