



CITY OF REDMOND

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REVISED **CITY COUNCIL**

March 8, 2022

Virtual Meeting • www.redmondoregon.gov/CityCouncilLive

COUNCIL MEMBERS

George Endicott
Mayor

Jay Patrick
Council President

Krisanna
Clark-Endicott
Councilor

Clifford Evelyn
Councilor

Ed Fitch
Councilor

Shannon Wedding
Councilor

Cat Zwicker
Councilor

MARCH 8, 2022

REGULAR MEETING AGENDA

6:00 PM

I. CALL TO ORDER / ESTABLISH A QUORUM

II. BLESSING - Pastor Jim Holm, City Center Church

III. PLEDGE OF ALLEGIANCE

IV. COMMENTS FROM CITIZENS AT THE MEETING

V. CONSENT AGENDA

- A. Minutes of November 16, 2021, Council Meeting

VI. PROCLAMATIONS

- A. American Red Cross Month
B. Women's History Month

VII. BID AWARDS / BID REJECTIONS

- A. Award of contract to Keeton King Contracting LLC for the Quartz Neighborhood Park Construction (PK2001); \$2,181,626.15

VIII. MAYOR'S COMMENTS

IX. COUNCIL COMMENTS

X. CITY MANAGER COMMENTS

XI. ADDITIONAL COMMENTS FROM CITIZENS AT THE MEETING

XII. EXECUTIVE SESSION

Oregon Law permits public bodies to meet in executive session to discuss specific matters which are not open to the public. Final actions or decisions on these matters will be made during regular session.

- A. Labor Negotiations – ORS 192.660(2)(d) authorizes executive sessions “to conduct deliberations with persons designated by the governing body to carry on labor negotiations.”

Under the provisions of the Oregon Public Meetings Law, the proceedings of this executive session are for background information only for media attending and not for publication or broadcast.

XIII. MOTIONS AS A RESULT OF EXECUTIVE SESSION

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

SPECIAL CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD NOVEMBER 16, 2021, VIA GOTOMEETING.

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

STAFF PRESENT: City Manager Keith Witcosky – City Attorney Keith Leitz – Airport Director Zachary Bass – Police Chief Dave Tarbet – Police Captain Devin Lewis – Public Works Director Bill Duerden – City Engineer Mike Caccavano – Assistant to the Recorder's Office Trish Pinkerton – Deputy City Manager John Roberts – IT Specialist Joe Cron – Chief Financial Officer Jason Neff – Accounting and Financial Reporting Director Brooks Slyter – Communications Director Heather Cassaro

MEDIA PRESENT: None

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

PRESENTATIONS

A. 1st Quarter Financial Report

Chief Financial Officer Jason Neff provided the Council with the second quarter financial report. Dashboard highlights included:

- Year-to-date expenses are at 23 percent with a year-end projection at 98 percent.
- Health insurance premiums increased by 5.9 percent resulting in a \$96,000 savings relative to budget.
- Property tax assessed value increasing 9.6 percent.
- Development revenue remains robust and similar to 1st quarter FY 2020/2021.
- General Operating Funds projected to \$0.6 million in operating surplus.
- Airport passengers up 159 percent from 1st quarter FY 2020/2021.
- The net cash flow for Juniper Golf Course was \$234,000 exceeding 1st quarter FY 2020/2021.

Mr. Neff reviewed Key Statistics in addition to the current and projected financial situation for various funds. Mr. Neff address questions from the Council.

B. Capital Improvement Projects Update

City Engineer Mike Caccavano briefly described the purpose of the Capital Improvement Plan (CIP) noting his presentation will focus on Streets, Sewer, and Water. Cost estimates included throughout the CIP do not reflect recent supply chain or construction demand issues; however, estimates for near term projects will be addressed through the budget process. Mr. Caccavano reviewed future capital projects and answered questions regarding the widening SW 23rd Street, the SW 19th Street/Airport Way roundabout, the Yew Avenue pump station, and Canal Boulevard improvements near St Charles. Regarding the Far West Interceptor project, Mr. Caccavano explained the project is included in the Master Plan, but not in the CIP because it would need to be a developer project.

Additional discussion took place on the City's priorities regarding whether any funding from the federal infrastructure plan will be available. City Manager Keith Witcosky stated that early conversations he had with Oregon Department of Transportation Region 4 Manager Gary Farnsworth suggested that the South Highway 97 project is on the list as well as some safety improvements at intersections such as O'Neil Junction, Highway 126/35th Street, and Highway 126/Helmholtz Way. Mr. Caccavano spoke to funding available for the various projects noting that a more detailed discussion will take place during the Budget Committee meetings.

DRAFT

C. Fiscal Year: July 1, 2020 – June 30, 2021 Organizational Achievements.

Mr. Witcosky explained that moving forward, the organizational achievements will be presented after the end of the fiscal year to better sync with the Council's goal setting session and budget creation. Staff highlighted the key organizational achievements within their respective departments.

Mr. Witcosky addressed policy items and projects that can be expected this year noting the Terminal Concept Plan will be brought to Council in December. Conversations about growth management will continue, especially in the critical area of mobility and circulation, but progress would be a bit delayed so the new city engineer can be involved. Staff will follow-up on the special event policy as directed by Council. Joint meetings would be held with the Downtown Urban Renewal Advisory Committee in February and April to discuss the Downtown Urban Renewal Plan, as well as the maximum indebtedness limit and priorities. Joint meetings will take place with the Urban Area Planning Commission on House Bill 2001 and Council will continue discussion about the City's core projects, including the Public Safety Facility, the Redmond Wetlands Complex, and Skyline Village.

ACTION ITEMS

A. Resolution #2021-34 – A resolution adopting City of Redmond updates to the Deschutes County Multi-Jurisdictional Natural Hazards Mitigation Plan.

Deputy City Manager John Roberts requested approval of Resolution #2021-34 which adopts the Natural Hazards Mitigation Plan (NHMP), which is a Federal Emergency Management Agency requirement for the City and County to receive federal funding in a natural disaster. The NHMP is updated every five years and provides a good opportunity to evaluate the nine hazards. Steering committees in Bend, LaPine, Sisters, and Redmond provided input on the hazards and how to plan for them moving forward. The four hazards considered to be risks to Redmond are windstorm, wildfire, winter storm and volcano. After adoption, the County's Emergency Coordinator will keep cities accountable for making progress on the actions with meetings to be held twice a year to evaluate the plan.

In response to Mayor Endicott's questions regarding the matrix indicating volcano activity and landslides in Redmond, Mr. Duerden explained that the County's plan uses a scale whereby a low rating means there had been zero to one event in the past 100 years.

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to adopt Resolution #2021-34, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

OTHER BUSINESS

There being no further business, the meeting was adjourned at 7:44 p.m.

Prepared by ABC Transcription Service
Reviewed by Trish Pinkerton, Assistant to the Recorder's Office

APPROVED by the City Council and SIGNED by the Mayor this 8th day of March 2022.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder

City of Redmond PROCLAMATION

A proclamation designating March 2022, as

AMERICAN RED CROSS MONTH

WHEREAS, in times of crisis, people in Redmond come together to care for one another. This humanitarian spirit is part of the foundation of our community and is exemplified by American Red Cross Cascades Region volunteers and donors; and

WHEREAS, in 1881, Clara Barton founded the American Red Cross, turning her steadfast dedication for helping others into a bold mission of preventing and alleviating people's suffering. Today, more than 140 years later, we honor the kindness and generosity of Red Cross volunteers here in Redmond, who carry out Clara's lifesaving legacy. They join the millions of people across the United States who volunteer, give blood, donate financially, or learn vital life-preserving skills through the Red Cross; and

WHEREAS, in the Cascades Region, serving Oregon and SW Washington, the contributions of more than 2,500 local Red Cross volunteers give hope to the most vulnerable in their darkest hours. The Red Cross does so by providing more than 1,600 emergency overnight shelter stays, along with food and comfort for families devastated by more than 680 local disasters, like home fires. Through the generosity of those donating more than 182,000 units of essential blood for accident and burn victims, heart surgery and organ transplant patients, and those receiving treatment for leukemia, cancer or sickle cell disease. Or by supporting service members and veterans an average of eight times a day, along with their families and caregivers through the unique challenges of military life. And by helping to save the lives of others with first aid, CPR and other skills; or delivering international humanitarian aid; and

WHEREAS, their work to prevent and alleviate human suffering is vital to strengthening our community's resilience. We dedicate this month of March to all those who continue to advance the noble legacy of American Red Cross founder Clara Barton, who lived by her words, "You must never think of anything except the need, and how to meet it." We ask others to join in this commitment to give back in our community.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Redmond, Oregon, hereby proclaims March 2022, as **AMERICAN RED CROSS MONTH** and encourages all citizens to join in this observance.

APPROVED by the City Council and **SIGNED** by the Mayor this 8th day of March 2022.

The City of Redmond, Oregon

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder

City of Redmond PROCLAMATION

A proclamation designating March 2022, as

WOMEN'S HISTORY MONTH

WHEREAS, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways; and

WHEREAS, American women have played and continue to play critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation; and

WHEREAS, American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and

WHEREAS, American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS, American women have served our country courageously in the military; and

WHEREAS, American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and

WHEREAS, despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American history.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Redmond, Oregon, hereby proclaims March 2022, as **WOMEN'S HISTORY MONTH** and encourages all citizens to join in this observance.

APPROVED by the City Council and **SIGNED** by the Mayor this 8th day of March 2022.

The City of Redmond, Oregon

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder



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STAFF REPORT

DATE: March 8, 2022
TO: City Council
Keith Witcosky, City Manager
THROUGH: John Roberts, Deputy City Manager
Bill Duerden, Public Works Director
FROM: Maria Ramirez, Parks Planner and Project Manager
SUBJECT: Award of contract to Keeton King Contracting LLC for the Quartz Neighborhood Park Construction (PK2001); \$2,181,626.15

Addresses Council Goal:

3.D. Develop the City's infrastructure pursuant to the priorities identified in the City's infrastructure systems plans.
6.G. Strive for an interconnected parks and open spaces.

Report in Brief:

This item requests City Council approve a \$2,181,626.15 contract with Keeton King Contracting LLC for the construction of Quartz Neighborhood Park.

Background:

Redmond's Dry Canyon provides recreational amenities throughout its four-mile length, including a heavily used paved trail connecting many areas of the city. The canyon terminates at the south end at Quartz Avenue with the trail continuing to Reindeer Avenue. The 2018 Parks Master Plan has identified this area as a location for a new neighborhood park.

In May 2020, a planning effort concluded using the services of a landscape architect to assist with the public involvement and concept planning for the area. A community survey and online forums were used to solicit input on the amenities to include in the proposed park. About 150 residents participated in the survey and 120 in the feedback forums showing strong interest in a park project. A concept plan was developed from this input and includes: a parking lot, restroom building, play structures and games (bocce ball and horseshoes), concrete and asphalt pathways, mountain bike skills park, irrigation, landscaping, open lawn and natural areas.

In November 2020, a design contract was awarded to Szabo Landscape Architecture for the amount of \$143,619.00 to bring the concept plan to final design and assist with construction oversight. The concept plan was modified through this design process to relocate the game amenities north of Quartz Avenue and include a flashing beacon crosswalk. The estimated construction cost for the project is \$2,700,000.

City Council also discussed the amenities and configuration at multiple work sessions in 2021.

Discussion:

The majority of Quartz Neighborhood Park will be constructed under a single contract and is the subject of this Council action. Not included in this contract is the material for the bathroom and pavilion facilities and the construction of the mountain bike skills park. The bathroom and pavilion material will be procured separately by the City through a cooperative purchase agreement and provided to the contractor for installation. The mountain bike skills park will be constructed in partnership with volunteers from the Central Oregon Trails Alliance.

The City formally advertised and procured construction services per Oregon Revised Statutes Section 279C for bids over \$100,000. The bid package was advertised on January 24, 2022. The following bids were received on February 23, 2022:

Contractor

Bid Amount

1. Keeton King Contracting LLC	\$2,254,108.15
2. 2KG Contractors Inc	\$2,466,619.00
3. JAL Construction Inc	\$2,699,020.00
4. Deschutes Construction Corporation	\$2,730,875.25

The City's estimate for this portion of the project is \$2,350,000. Keeton King Contracting LLC is the lowest responsible bidder with a bid amount of \$2,254,108.15. A subsequent review of their bid by the City identified an error that resulted in a corrected bid amount \$72,482 lower than their original bid. The final bid amount of \$2,181,626.15 remains the lowest bid and will be used to establish the contract value.

A notice of intent to award was issued on February 24, 2022. Construction is expected to start May 2, 2022, and be completed by the end of the calendar year.

Fiscal Impact:

Funding for the construction of Quartz Neighborhood Park is included in the Fiscal Year 2021/2022 budget from Parks System Development Charges (see attached). The total construction cost is estimated at \$2,700,000, of which \$2,181,626.15 is associated with this City Council action.

Alternative Courses of Action:

1. Award the bid to Keeton King Contracting LLC in the amount of \$2,181,626.15, and authorize the City Manager to sign the contract.
2. Request additional information.
3. Reject all bids.

Recommendation / Suggested Motion:

"I move to award the Quartz Neighborhood Park construction contract to Keeton King Contracting LLC in the amount of \$2,181,626.15 and authorize the City Manager to sign the contract."



NOTES ON THE FISCAL YEAR 2021/22 BUDGET

- A transfer of \$190,000 to the Capital Vehicle and Equipment sub-fund. Two service trucks (\$120,000), a backhoe (\$105,000), a dingo trencher (\$60,000), and a large area mower (\$70,000) are all purchases planned in FY 2021/22. The table below lists the major equipment planned to be purchased in the near term.

Equipment - New and Replacement, Near-Term List	Main Use	Cost
Backhoe (FY 21/22)*	New addition	\$ 105,000
Service Truck (FY 21/22)	New addition	\$ 60,000
Service Truck (FY 21/22)	New addition	\$ 60,000
Dingo Trencher (FY 21/22)	New addition	\$ 60,000
Large Area Mower (FY 21/22)	Replace existing	\$ 70,000
Service Truck (FY 22/23)	New addition	\$ 60,000
Walker Mower (FY22/23)	New	\$ 20,000
Walker Mower (FY22/23)	Replacement	\$ 20,000
Service Truck (FY 23/23)	New addition	\$ 60,000
Service Truck (FY 23/23)	New addition	\$ 60,000
Total		\$ 575,000

* Purchase carried forward from FY 20/21.

- A \$165,020 SDC Improvement debt service payment for Dry Canyon property purchased in 2007. This debt was refinanced at a lower interest rate in 2012 and will mature in 2 years (FY 2022/23).
- A budgeted operating contingency of \$361,627 is included. This amount is equal to approximately 60 days of operations for Parks and Cemetery (Council Goal 1D).
- \$2,700,000 is included for the construction of Quartz Park. Quartz Park will be a new park at the southern terminus of the Dry Canyon at Quartz Ave. The park will serve both as a gateway into the Dry Canon and as an 8-acre neighborhood park that will include play structures and games, concrete and asphalt pathways, irrigation, landscaping, open lawn, natural areas, a parking lot, and restroom. Community outreach and design was completed in FY 2020/21. Funding for the project will come from SDC Improvement funds.
- \$250,000 is included for the upgrade and replacement of the play structure at the Umatilla Sports Complex.
- \$75,000 is included for the planning and design of improvements within the Central Dry Canyon.
- \$1,500,000 is included for the potential acquisition of land needed for future park development.
- The anticipated costs for major capital improvements and infrastructure maintenance projects are summarized below:

Project	SDC Improvement
Maple Avenue Staircase*	\$ 165,000
Quartz Park Construction*	\$ 2,700,000
Umatilla Playground Update	\$ 250,000
Central Dry Canyon Planning & Design*	\$ 75,000
Potential Land Acquisition	\$ 1,500,000
Future Projects	\$ 100,000
Total	\$ 4,790,000

* Project carried forward from FY 20/21



QUARTZ PARK
AWARD OF CONSTRUCTION CONTRACT
\$2,181,626.15

CITY COUNCIL MEETING

MARCH 8, 2022



LEGEND

	Trail Access
	Restrooms
	Parking Areas
	Water Fountain
	Paved Trails



- **ORIGIN:** Identified in the 2007 and 2018 Parks Master Plan
- **PUBLIC OUTREACH:** May 2020 – September 2021
- **PROJECT FUNDING:** \$2,700,000 FY 21/22 Parks SDCs
- **FINAL DESIGN:** September - December 2021

BACKGROUND





Amenities:

- Restroom
- Play structures
- Pedestrian pathways
- Bike skills area
- Parking lot
- Lights
- Bocce Ball/Horseshoe Pits
- Irrigation/landscaping
- Flashing beacon crosswalk

Park size: 7.2 acres

DESIGN ELEMENTS

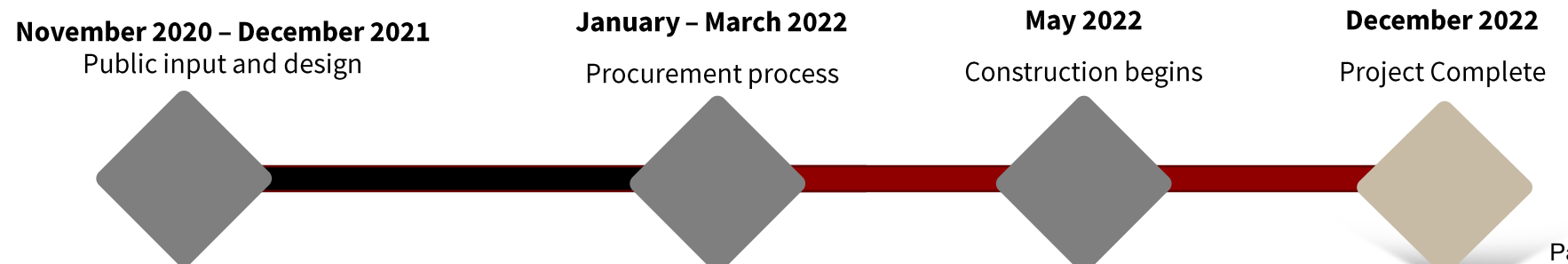




- PUBLICLY ADVERTISED: JANUARY 23, 2022
- FOUR BIDS: FEBRUARY 23, 2022

Bidder	Amount	Adjusted Bid Amount
Keeton King Contracting, LLC	\$2,254,108.15	\$2,181,626.15
2KG Contractors, LLC	\$2,466,616.00	\$2,354,198.76
JAL Construction, Inc	\$2,699,020.00	\$2,688,620.00
Deschutes Construction Corporation	\$2,730,875.25	\$2,792,348.49

- CITY'S ESTIMATE WAS: **\$2,350,000** FOR CONSTRUCTION SERVICES EXCLUDING MATERIALS FOR THE PAVILION AND RESTROOM
- RESPONSIBLE LOW BIDDER: KEETON KING CONTRACTING: **\$2,181,626.15**



COMPETITIVE BID



QUESTIONS?





CONSTRUCTION COST CONFIDENCE

HIGH

CLASS OF COST ESTIMATE	LOW	MODERATE	HIGH	OPTIMAL	COMPLETE
DESCRIPTION	Project is Conceptual Limited Technical Limited Analysis	Project Defined but Lacks Details Project Specifications Incomplete ≤60% Design Phase	Project Scope And Specifications Beyond 60% Complete Material Quantities have been Defined but Subject to Minor Changes	Project Scope, Schedule, And Specifications Complete Schedule and Site Conditions Understood Clear Understanding of Materials and Quantities	Construction Complete Final Payment Made Project Assessments Completed Total Project Costs Reported
PROJECT DEFINITION	0% to 2%	1% to 15%	10% to 60%	60% - 100%	Complete
VARIATION IN ESTIMATE TO COMPLETE PROJECT - \$	- 50% + 100%	- 30% + 50%	- 15% + 20%	-10% +15%	Total Project Costs Reported
Quartz Park Schedule (Year)	Nov 2020	Jan 2021	Sept. 2021	May 2022	Winter 2022