

SPECIAL CITY COUNCIL MEETING OF THE CITY OF REDMOND WAS HELD MARCH 29, 2022, VIA GOTOMEETING.

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

STAFF PRESENT: City Manager Keith Witcosky – City Attorney Keith Leitz – Police Chief Devin Lewis – Public Works Director Bill Duerden – City Engineer Mike Caccavano – City Recorder Kelly Morse – Deputy City Manager John Roberts – IT Manager Matt Hayes – Chief Financial Officer Jason Neff – Accounting and Financial Reporting Director Brooks Slyter – Communications Director Heather Cassaro – Parks Planner and Project Manager Maria Ramirez – Street Operations Manager Brad Haynes – CDD Programs Coordinator Jackie Abslag – Wastewater Division Manager Ryan Kirchner

MEDIA PRESENT: None

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

CONSENT AGENDA

- A. Golf Fund – Equipment Purchase
 - 1. Purchase of three pieces of Grounds Maintenance Equipment at Juniper Golf Course: \$59,170
 - 2. Budget Adjustment for Golf Maintenance Equipment: \$60,000.
- B. Approval of Social Gaming License: Loyal Order of Moose, Redmond Lodge 323

Councilor Clark-Endicott moved, seconded by Councilor Fitch, to approve Consent, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

PROCLAMATIONS

- A. Arbor Week

Councilor Clark-Endicott moved, seconded by Councilor Evelyn, to approve proclamation for Arbor Week, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

Mayor Endicott read the proclamation.

BID AWARDS / BID REJECTIONS

- A. Award of contract to Murraysmith, Inc. for design of Well 9 (WA2202): \$460,039

City Engineer Mike Caccavano requested approval of a contract with Murraysmith, Inc. in the amount of \$460,039 for the design of Well 9. The City received only one proposal in response to a formal Request for Qualifications. Murraysmith, Inc designed the reservoir and booster pump at Well 7 and the South Redmond Water Facility. Well 9 will be located near the dog park.

Councilor Wedding moved, seconded by Councilor Fitch, to authorize the City Manager to sign the contract with Murraysmith Inc. for design of Well 9 in the amount of \$460,039, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

- B. Purchase of Restroom and Pavilion Materials for Quartz Park (PK2001); \$292,971.28

Parks Planner and Project Manager Maria Ramirez requested approval of a contract with Romtec, Inc. for the purchase of Quartz Park restroom and pavilion materials. A contract, in the amount of \$292,971.28, will be made through an interstate cooperative procurement agreement administered by Sourcewell and will save the City 6 percent.

Councilor Clark-Endicott moved, seconded by Councilor Zwicker, to authorize the City Manager to enter into a contract with Romtec, Inc. for the purchase of restroom and pavilion materials at Quartz Park in the amount of \$292,971.28, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

- C. 2022 Liquid Roads Project Bid Award to TopLoc Asphalt Maintenance, LLC, DBA Central Oregon Asphalt Sealing; \$110,000

Street Operations Manager Brad Haynes sought approval of a bid award for the 2022 Liquid Roads Project to TopLoc Asphalt Maintenance, LLC, dba Central Oregon Asphalt Sealing. The City received three bids in response to an informal solicitation. After review, TopLoc Asphalt Maintenance, LLC, DBA Central Oregon Asphalt Sealing was deemed the lowest responsible bidder at \$109,995.

Councilor Fitch moved, seconded by Councilor Wedding, to award the 2022 Liquid Roads Project to TopLoc Asphalt Maintenance, LLC, DBA: Central Oregon Asphalt Sealing in the not to exceed amount of \$110,000 and authorize the City Manager to sign the contract, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

- D. 2022 Type III Slurry Seal Project Bid Award to Doolittle Construction (TR2203); \$475,000

Mr. Haynes requested approval of a contract with Doolittle Construction for the 2022 Type III Slurry Seal Project, in the amount of \$475,000. The City received three proposals in response to a formal Invitation to Bid. After review of the proposals, Doolittle Construction was deemed the lowest responsible bidder at \$469,010.23.

Councilor Clark-Endicott moved, seconded by Councilor Wedding, to award the 2022 Type III Slurry Seal Project to Doolittle Construction in the not to exceed amount of \$475,000 and authorize the City Manager to sign the contract, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

- E. 2022 Overlay Project Bid Award to Tri-County Paving, LLC; \$450,000

Mr. Haynes requested approval of a contract with Tri-County Paving, LLC for the 2022 Overlay Project, in the amount of \$450,000. The City received three proposals in response to a formal Invitation to Bid. After review of the proposals, Tri-County Paving, LLC was deemed the lowest responsible bidder at \$544,000. Because their proposal was substantially more than the City's estimate, the scope of the project was reduced to align with the available budget of \$450,000.

Councilor Fitch moved, seconded by Councilor Clark-Endicott, to award the 2022 Overlay Project to Tri-County Paving, LLC in the not to exceed amount of \$450,000 and authorize the City Manager to sign the contract, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

- F. Award Audit Service Contract to Dickey & Tremper, LLP: Approximately \$255,000.

Accounting and Financial Reporting Director Brooks Slyter requested approval of a contract with Dickey & Tremper, LLP for audit services and financial statement preparation. The City issued a formal Request for Proposal and received only one response. The contract proposes a three-year term with three optional one-year extensions. The initial three-year contract is estimated to cost \$255,000.

Councilor Fitch moved, seconded by Councilor Patrick, to authorize the City manager to sign a three-year contract with three optional one-year extensions for professional audit services to Dickey & Tremper, LLP in an amount not to exceed \$77,060 plus \$5,395 per single audit major program, and increasing each year by the greater of 3% or the Consumer Price Index as defined in the proposal, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

ACTION ITEMS

A. Special Event Street Closure for the Redmond Run on June 18, 2022

CDD Programs Coordinator Jackie Abslag requested approval of a special event street closure for the Redmond Run. The permit requests closure of SW 6th Street from Black Butte Boulevard to Forest Avenue on Saturday, June 18, 2022, from 5:00 a.m. through 10:00 a.m. SW 5th and 7th Streets will remain open for traffic. Affected downtown property owners were notified of the closure and no comments were received. Fees for the event permit are as follows:

Permit Fee: Street Closure	\$200.00
Public Works Fee: Traffic Control	No Charge (Organizer is hiring their own Traffic Consultant)
Deposit (Refundable after the event)	\$250.00
Total:	\$450.00

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to approve the Public Assembly Permit for the Redmond Run, maintaining the fee schedule as shown, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

B. Investment Policy - Approval of Material Changes

Chief Financial Officer Jason Neff explained that the City is required to approve its Investment Policy annually. Staff submitted an updated policy to the Oregon Short Term Fund (OSTF) Board in January 2022. The OSTF Board made additional recommendations that have been incorporated. Material revisions includes authorized securities, minimum rating requirements and maximum maturities.

Councilor Patrick moved, seconded by Councilor Fitch, to approve the City of Redmond investment policy FIN 111 - Investments, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

C. Initiation of Alley Vacation in Block 34, Townsite of Redmond (Centennial Park)

Mr. Caccavano requested the Council initiate an alley vacation in Block 34, Townsite of Redmond. The right-of-way (ROW) is located in Centennial Park between the Becky Johnson Community Center (BJCC) and the Patrick Building. The portion of alley on Deschutes Avenue between the BJCC and the Patrick Building is currently used by the BJCC and Deschutes Children's Foundation as a Head-Start childcare play area. Because the Patrick Building has been redeveloped, the play area prevents use of the alleyway as an alley. This vacation works with the proposed settlement agreement between the City, Deschutes County, and owners of the Patrick Building. Staff is requesting that Council initiate the vacation process and set the public hearing for Tuesday, April 26, 2022. Councilor Fitch declared a conflict of interest and recused himself from the vote.

Councilor Clark-Endicott moved, seconded by Councilor Patrick, to initiate vacation proceedings for the alley in Block 34, Townsite of Redmond and establish a public hearing date of April 26, 2022, at the regularly scheduled City Council meeting, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

D. Settlement Agreement and Alley Vacation of Right-Of-Way between the Becky Johnson Community Center and the Patrick Building.

Deputy City Manager John Roberts presented the Council with the proposed settlement agreement to vacate a portion of ROW between the BJCC and the Patrick Building. The agreement requires the City to reconstruct the existing childcare play area at a cost of \$64,600. Mr. Roberts provided historical background on development of the play area. Councilor Fitch declared a conflict of interest and recused himself from the vote.

Councilor Zwicker moved, seconded by Councilor Clark-Endicott, to authorize the City Manager to sign the Settlement Agreement to execute vacation of a portion of Right-of-Way and construction of a new play area between the Becky Johnson Community Center and Patrick Building, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

E. Ord. #2022-01 - An ordinance granting a nonexclusive telecommunication franchise to Blue Mountain Networks, LLC.

Ms. Slyter requested approval of Ordinance #2022-01 which grants a five-year nonexclusive telecommunication franchise agreement to Blue Mountain Networks, LLC. The agreement will automatically renew for two successive five-year terms unless terminated. Blue Mountain Networks, LLC President Joe Franell introduced himself and addressed questions from the Council.

Councilor Fitch moved, seconded by Councilor Patrick, to have a first and second reading of Ordinance #2022-01, by title only, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

City Attorney Keith Leitz read the first and second reading of Ord. #2022-01 by title only.

Councilor Fitch moved, seconded by Councilor Patrick, to approve Ord. #2022-01, motion passed. (ROLL CALL: Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

F. Res. #2022-09 - A resolution authorizing application and acceptance of a grant of up to \$750,000 from the Oregon Parks and Recreation Department for development of the Redmond Wetlands Complex Trail System.

Parks Planner and Project Manager Maria Ramirez requested approval of Resolution #2022-09 which authorizes submittal of a grant application to the Oregon Parks and Recreation Department. The grant would provide for up to \$750,000 in project costs for Americans with Disabilities Act compliant trail systems and complementing amenities through the Redmond Wetlands Complex. The projected cost of the trail system is \$5 million. The Council discussed a financial cap for the project.

Councilor Fitch moved, seconded by Councilor Patrick, adopt Resolution No. 2022-09 authorizing application and acceptance of the Redmond Wetlands Complex Trail System Grant, 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 7:30 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 12th day of April 2022.

/s/ George Endicott
George Endicott, Mayor

ATTEST:

/s/ Kelly Morse
Kelly Morse, City Recorder