



CITY COUNCIL

October 4, 2022

Airport Operations Building • 1300 SE US Forest Service Drive

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

OCTOBER 4, 2022

SPECIAL MEETING AGENDA

6:00 PM

I. CALL TO ORDER / ESTABLISH A QUORUM

II. CONSENT AGENDA

- A. Minutes of January 18, 2022, Council Meeting
- B. Acquisition of a 2022 Ford Expedition for the Redmond Police Department: Up to \$59,593.

III. PRESENTATIONS

- A. Airport Updates and Virtual Tour

IV. ACTION ITEMS

- A. Res. #2022-30: A resolution of the City of Redmond declaring certain City property to be surplus. (Airport)
- B. Task Order No. 7 to Contract #2020-59 with Morrison-Maierle to update the Airport Pavement Management Plan: \$58,200.
- C. Addendum No. 3 to Contract #2020-47 with Mead & Hunt, Inc. for Fiscal Year 2022/23 Air Service Consulting for \$94,680 and future optional years not to exceed a 10% year over year increase.

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Meetings Law, the proceedings of this executive session are for background information only for media attending and not for publication or broadcast.

VI. 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@ci.redmond.or.us. 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 JANUARY 18, 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 – Chief Financial Officer Jason Neff – Deputy City Manager John Roberts – IT Specialist Nam Ly – Communications Director Heather Cassaro – Police Chief Devin Lewis – Public Works Director Bill Duerden – Accounting & Financial Reporting Director Brooks Slyter – Urban Renewal Programs Manager Chuck Arnold – City Engineer Mike Caccavano – Airport Director Zachary Bass

MEDIA PRESENT: None

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

PRESENTATIONS

A. Federal Infrastructure Investment and Jobs Act: Worksession #2

Worksession #2 on the \$1.2 trillion federal infrastructure law and how Redmond can best approach it strategically with City projects began with City Manager Keith Witcosky giving a brief overview of work session #1 and what will be discussed during work session #2. He anticipated a third work session will be needed in February 2022.

He highlighted the top five projects, from a list of 20 compiled by staff and totaling nearly \$500 million. They were as follows:

- South Highway 97
- Airport Terminal Expansion
- Wastewater Treatment Plan Expansion
- Eastside Arterial
- Sewer Pump Station for the Large Lot Industrial Land

Mayor Endicott and Councilor Clark-Endicott shared details from their meeting with Congressman Kurt Schrader to discuss some of the projects and how support from neighboring cities is important. Congressman Schrader added that the City is being smart and strategic with its prioritizing of projects and emphasized the importance of having a mix of shovel-ready and longer-term project.

Oregon Transportation Commissioner Sharon Smith appreciated the opportunity to learn about local priorities, which is a priority of the Oregon Transportation Commission (OTC) in light of the new opportunity of the infrastructure law. Ms. Smith discussed competitive grant matching funds through the OTC, noting it is early in the process so public and local input is appreciated. In response to questions from Mayor Endicott, Commissioner Smith confirmed the OTC will look at the discretionary portion of the funds at their next meeting, noting this is where input received from local officials will be used to determine funding allocation.

Councilor Fitch opined that for ODOT, Highway 97 is the highest priority and requested that ODOT look at the issues more holistically. He explained that South Highway 97 currently has approximately 50 access points and hopes ODOT will consider an alternate route on the east side of Highway 97. Ms. Smith thought such a collective approach is a smart way to go.

Councilor Patrick commented that an interchange at Quarry Avenue would affect not only Redmond's traffic but all of Highway 97, especially between Bend and Redmond where there is a great deal of traffic

during the day. Mayor Endicott noted the interchange would be a good project for freight mobility but would be quite expensive.

BJ Westlund, Field Representative from Senator Merkley's office, explained the infrastructure funding will be allocated over a five-year period and suggested the Council keep that in mind as they prioritize projects. In addition, he suggested the City prioritize the projects within its three categories of service transportation, water, and aviation. As Redmond applies for funding, Mr. Westlund stated Senator Merkley's office can provide letters of support.

Central Oregon Cities Organization (COCO) lobbyist Doug Riggs provided a brief history of COCO and their work over the past 24 years. Mr. Riggs explained the legislature will have a limited role in the allocation of the infrastructure act dollars with most of the funds coming in through ODOT; the OTC will craft rules and set guidelines. The legislature may have a bigger role when a second tranche of federal money is available. Mr. Riggs noted that Central Oregon is at a bit of a disadvantage in that there are no state senators or representatives on the Joint Committee on Transportation, although Chairman Lee Beyer from Eugene has been an ally for the region, but will retire at the end of this year.

Regional Solutions Centers (RSC) Coordinator Annette Liebe commented that the RSC is ready to help implement whatever projects Redmond moves forward with. The Regional Solutions Advisory Committee met last week and identified infrastructure (including water, wastewater, broadband, and renewable energy) as one of its priorities. Ms. Liebe explained there are programs in the bipartisan infrastructure bill that addresses all of these priorities which shows great alignment with the priorities the Regional Solutions Advisory Committee has identified. Regional partnerships could get forwarded through both COCO and the Regional Solutions forum. For partnerships in the area of transportation, Ms. Liebe would defer to the Central Oregon Area Commission on Transportation (COACT) but stated she and Regional Solutions Advisory Committee would also provide letters of support for grant applications.

Economic Development of Central Oregon Executive Director Jon Stark of stated the rapid growth of Deschutes County has meant a huge demand for housing and for transportation. He stated that Redmond leads the state in manufacturing job growth and in addition, wages in that category have gone up by nearly 90 percent. He explained that companies putting a demand on infrastructure necessitates ways to improve transportation, freight mobility, and wastewater treatment. Investing now in infrastructure and Redmond's Airport will pave the way to recruit new companies and allow for a small town like Redmond to compete. Given the amount of land supply now available in Redmond, we must ensure the infrastructure to serve it is available.

ODOT Region 4 Manager Gary Farnsworth emphasized the importance and value of the South Highway 97 Corridor project. ODOT will continue to look holistically and collaboratively toward solutions. He further emphasized considering transportation safety across all modes, especially after factors he has seen in the last few years that have contributed to increases in fatal, pedestrian, and serious injury type crashes. The arterial corridor to NE 9th Street and the extensions will add value to the whole system and have a positive impact on Highway 97.

ODOT Legislative Liaison Trevor Sleeman stated Central Oregon is in a unique position in that while it may not have a member on the Joint Committee, it does have Commissioner Smith on the OTC. He emphasized competitive grants are huge relative to what has historically been seen from the federal government on transportation operations adding that over \$100 billion will be awarded over the next five years. Commissioner Smith clarified her role on the OTC is to consider Oregon as a whole, but she personally advocates strongly for Regions 4 and 5 because that is where she lives and knows the areas. She wants to make sure the OTC is fair geographically when they make funding decisions but will continue to advocate for Central Oregon's fair share.

Mr. Riggs pointed out when a state agency applies for a federal grant they must receive acknowledgement from the Ways and Means Committee. He added it would be good to suggest to agencies that they apply for projects that might benefit Redmond and/or Central Oregon.

In response to questions from Mr. Witcosky regarding funding for projects already approved by the OTC, Commissioner Smith opined that projects that are approved and partially funded will rise to the top adding that the more a project has been vetted, planned, and approved, the better off it will likely do.

Regarding the South 97 Corridor project, Councilor Fitch explained the City could create a Local Improvement District to fund sidewalks and put some “skin in the game” and make the project more attractive for OTC funding. Additionally, the City could assume responsibility for connecting streets such as the connection between Airport Way and NE 9th Street.

Councilor Patrick views the South Highway 97 project as having a short-term life and believed the solution would be a reroute around the highway. Regarding the Quarry Avenue interchange, Mr. Farnsworth clarified ODOT has done a large amount of work to determine the benefit of the connection; however, the results did not show significant benefit towards Highway 97. For ODOT to go after funding for the Quarry interchange, they would need the backing of good data and analysis. In terms of improvements to Highway 97 and O’Neill Junction, Mr. Farnsworth confirmed ODOT is very interested and currently pursuing opportunities to improve the intersection.

Councilor Wedding concurred that the South 97 Corridor project, a bypass, and other improvements are critically important, but in addition, she wants to ensure the City and various project partners do not lose sight of the water and wastewater infrastructure needs, particularly as Redmond continues to grow.

Airport Director Zachary Bass discussed how the infrastructure act includes approximately \$18 million over five years for airports based on size and \$1 billion over five years for small hub airport terminals. The Airport intends to petition for as much of the funding as possible for the new terminal expansion. He addressed questions from the Council including whether a regional approach would be more successful and what kind of strategy Redmond should adopt.

Public Works Director Bill Duerden discussed opportunities to pursue grants in the areas of water and wastewater including looking for additional funding for the Well 9 project and the Redmond Wetlands Complex. He provided an update on the status of the cooperative agreement with Deschutes County regarding a Terrebonne sewer system.

Deschutes County Administrator Nick Lelack reported the Board of Commissioners has committed a minimum of \$1 million for the Terrebonne project. In addition, there is state legislation from Representative Bonham for an additional \$1 million that the County will seek for the project.

In response to comments from Councilor Fitch and Mayor Endicott regarding timing, Mr. Witcosky stated staff will use the spreadsheet containing the initial 20 projects identified by staff as a blueprint and begin to “fill in the blanks” to align the projects with potential funding opportunities.

B. Presentation on legislation for Redmond to be part of a regional pilot project to assist with responses to homelessness.

Mr. Witcosky introduced the item of a legislative concept for pilot projects around the state to help cities and regions coordinate a response to homelessness. Mr. Riggs, Mr. Lelack, Deschutes County Deputy Administrator Erik Kropp, and City of Redmond Lobbyist Erik Kancler were invited to talk about the concept. Mayor Endicott and Mr. Riggs discussed last week about Redmond being involved.

Mr. Kancler provided an overview of the structure and support of Legislative Concept (LC) 218 which will become House Bill 4123 for the 2022 legislative session. The chief sponsor of the bill is Representative Jason Kropf from the City of Bend, and it is co-chief sponsored by Senator Tim Knopp and Representative Jack Zika.

The goal of the bill is to provide funding for coordinated homeless service offices with eight pilots around Oregon receiving \$1 million each. He noted there is interest from all four cities in Deschutes County then described the key elements of the bill. Mr. Riggs added comments about the importance of addressing homelessness in the area without repeating mistakes made by Portland.

Mr. Lelack provided history of the conversations between cities and the County regarding the concept of the pilot program and the development of support for the plan then highlighted its core functions which include a board of directors to oversee the joint office and an advisory board. He emphasized the office would not provide direct services. Funding for years three, four, and five would need to be determined, but the County is looking at more of a 10-year plan.

Mr. Kropp discussed his prior work on homelessness initiatives and how different strategies are needed from cities, the County, the nonprofit sector, and the private sector to solve the issue.

The panel addressed questions from Council regarding the timeframe for making a decision and whether the pilot will serve as a model that is repeatable. Mr. Riggs shared his perspective on the opportunity for Central Oregon to address the issue differently.

Mayor Endicott directed staff to keep Council apprized of the bill progress adding the Council should have another work session to discuss Redmond's role.

C. Fiscal Year 2020/21 City & Urban Renewal Financial Audit Results

Accounting & Financial Reporting Director Brooks Slyter introduced Dickey & Tremper Auditor Rob Tremper who presented the results of the City and the Urban Renewal Agency's (URA) annual financial audits for the fiscal year ending June 30, 2021. Highlights of his presentation included auditor recommendations, significant findings, material weaknesses and significant deficiencies. Mr. Tremper noted the City received an unmodified audit opinion. In addition, Mr. Tremper reviewed the City and URA's financials adding that Redmond's financial performances rates 8 out of 10 versus other communities.

Ms. Slyter acknowledged many of the deficiencies or questions revealed by the audit are due to staffing issues, adding she did not foresee the issues recurring as her team had resolved them. Mr. Tremper added that his company's suggestions of last year were all implemented and corrected.

Councilor Clark-Endicott moved, seconded by Councilor Fitch, to adopt Resolution 2022-02 setting forth corrective measures for issues identified in the City of Redmond Fiscal Year 2020/2021 audit report, motion passed. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

APPOINTMENTS

A. Airport Committee - Appointment of Jefferson County Commissioner Mae Fording as the Jefferson County Representative, term expiring December 31, 2024.

Mayor Endicott recommended the appointment of Jefferson County Commissioner Mae Fording as the Jefferson County Representative to the Airport Committee, term expiring December 31, 2023. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

B. Urban Area Planning Commission - Appointment of Joseph Zampko, term expiring December 31, 2024.

Mayor Endicott recommended the appointment of Joseph Zampko to the Urban Area Planning Commission, term expiring December 31, 2024. (Clark-Endicott-yes, Endicott-yes, Evelyn-yes, Fitch-yes, Patrick-yes, Wedding-yes, Zwicker-yes)

DRAFT

There being no further business, the meeting was adjourned at 8:43 p.m.

Prepared by Kelly Morse, City Recorder

APPROVED by the City Council and SIGNED by the Mayor this 4th day of October 2022.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder



CITY OF REDMOND

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STAFF REPORT

DATE: October 4, 2022
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
Devin Lewis, Police Chief
FROM: Jesse Petersen, Lieutenant
SUBJECT: Acquisition of a 2022 Ford Expedition for the Redmond Police Department: Up to \$59,593.

Addresses Council Goal:

1. SUSTAIN OPERATIONS: Provide or enhance current levels of operations in all facets of municipal delivery.
 - A. Provide critical and necessary services for the entire city.
 - i. Strive to achieve a level of police service required to make Redmond the "safest community in Oregon."
 - b. Achieve a high standard of professionalism and efficiency in the conduct of police work, such as investigating crimes and accidents, arresting violators, and addressing traffic safety issues.

Report in Brief:

This item requests City Council authorization to purchase a 2022 Ford Expedition at a cost of \$59,593 which includes a 10% cost increase contingency.

Background:

During Fiscal Year (FY) 2021/22, the Redmond Police Department (RPD) purchased two 2021 Ford F-150 pickups. Due to supply and demand issues, Ford did not start making these trucks until FY 2022/23. The estimated time frame for these two trucks to be built, delivered and ready for use by our Community Service Officer's is one and a half to two years. To maintain appropriate age and mileage metrics for RPD's vehicle fleet, it is important the new vehicles are received as quickly as possible. On September 12, 2022, Council adopted Resolution No. 2022-28, a budget adjustment providing authority to pre-order next year's (FY 2023/24) planned vehicle(s).

Over the past 12-18 months, the City has experienced difficulty being able to procure vehicles in a timely manner. This is due to the global supply chain, particularly associated with vehicle purchases. The specific challenges are associated with vendors having vehicles available and costs unpredictably fluctuating. Therefore, the City will begin seeking Council authorization to purchase specific vehicles and include a cost contingency/buffer of up to 10% of the expected costs. The City will also seek authorization for flexibility in the vendor selected if availability changes.

Discussion:

For this particular item, the City seeks Council authorization to purchase a 2022 Ford Expedition at a cost of \$54,175.69, plus a possible 10% cost increase contingency of \$5,417.57 for a total of \$59,593.26 from Northside Ford Truck Sales or another vendor that can provide the needed vehicle within the authorized amount. This vehicle is intended to be purchased from Northside Ford Truck Sales from the ORPIN state contract #1656.

Fiscal Impact:

The total cost of the Ford Expedition is expected to cost \$54,175.69 and is included in the FY 2022/23 budget.

Alternative Courses of Action:

1. Approve the purchase of a 2022 Ford Expedition.
2. Do not approve the purchase.
3. Take no Action and Request more information

Recommendation / Suggested Motion:

"I move to approve the acquisition of a 2022 Ford Expedition for the Redmond Police Department in an amount not to exceed \$59,593.26 from Northside Ford Truck Sales or another vendor able to supply the needed equipment, and authorize the City Manager to execute the contract."



City of Redmond Council Meeting

Air Service Update

October 4, 2022

Industry Trends Impacting RDM

- Traffic and capacity trends continue to improve but still have a ways to go
- Recovery varies widely by region, airline and airport
 - 58 airports across U.S. lost service from 1 of the 3 major airlines since 2019
 - Over 200 airports lost more than 25% of their total scheduled capacity
- Cost pressures, airline recovery economics, fleet, pilot shortage and other issues impacting industry
- Continued pressure on the traditional airlines, especially in small/regional markets
- **Pilot shortage and fuel prices impacting RDM air service the greatest – expected to continue until mid-2023.**

**Pilot/
Crew Shortage**

High Jet Fuel Prices

Continued Reduced
Seat Capacity

Fleet Issues

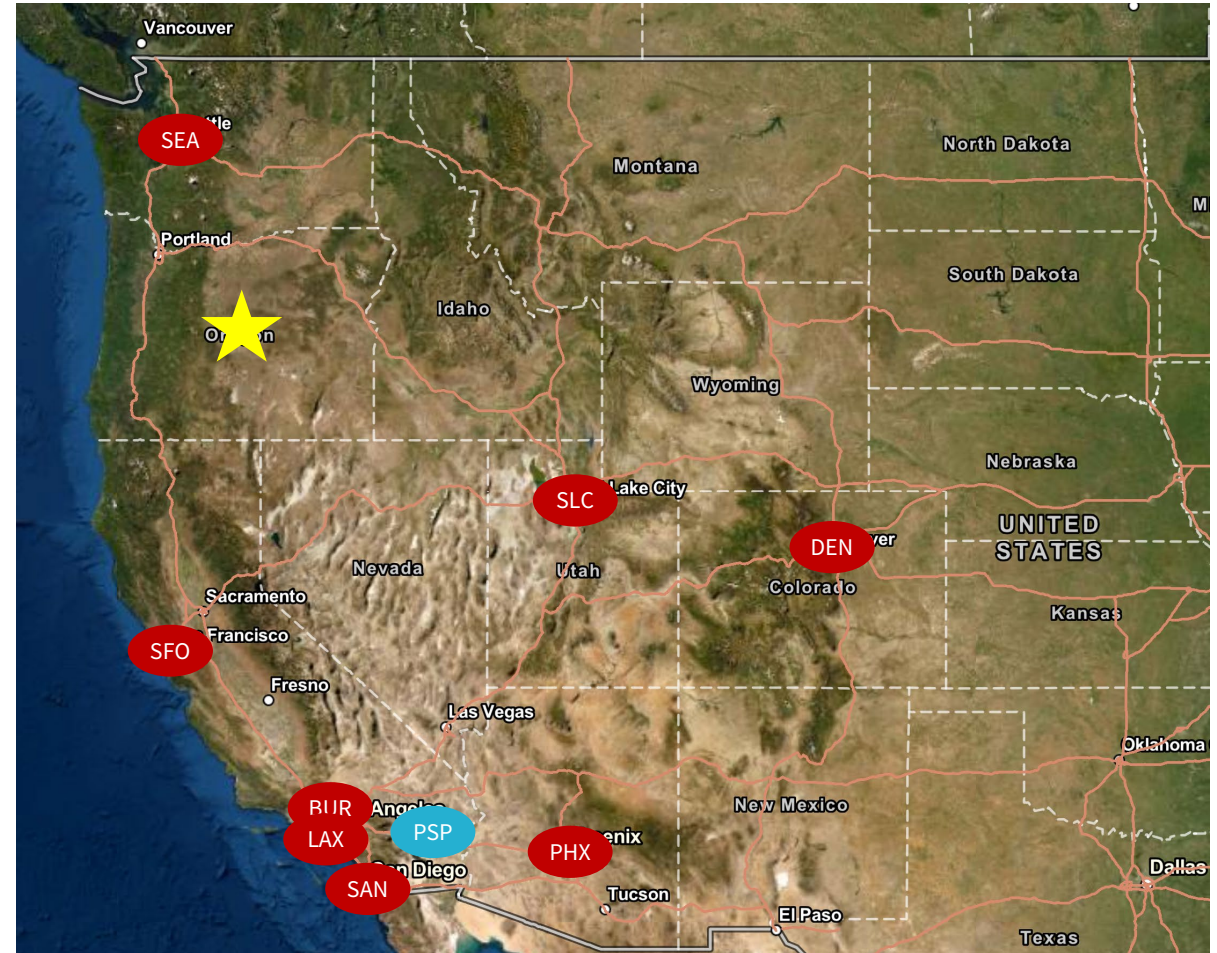
Air Travel Demand/
Health Anxieties

Inflation and the
Economy

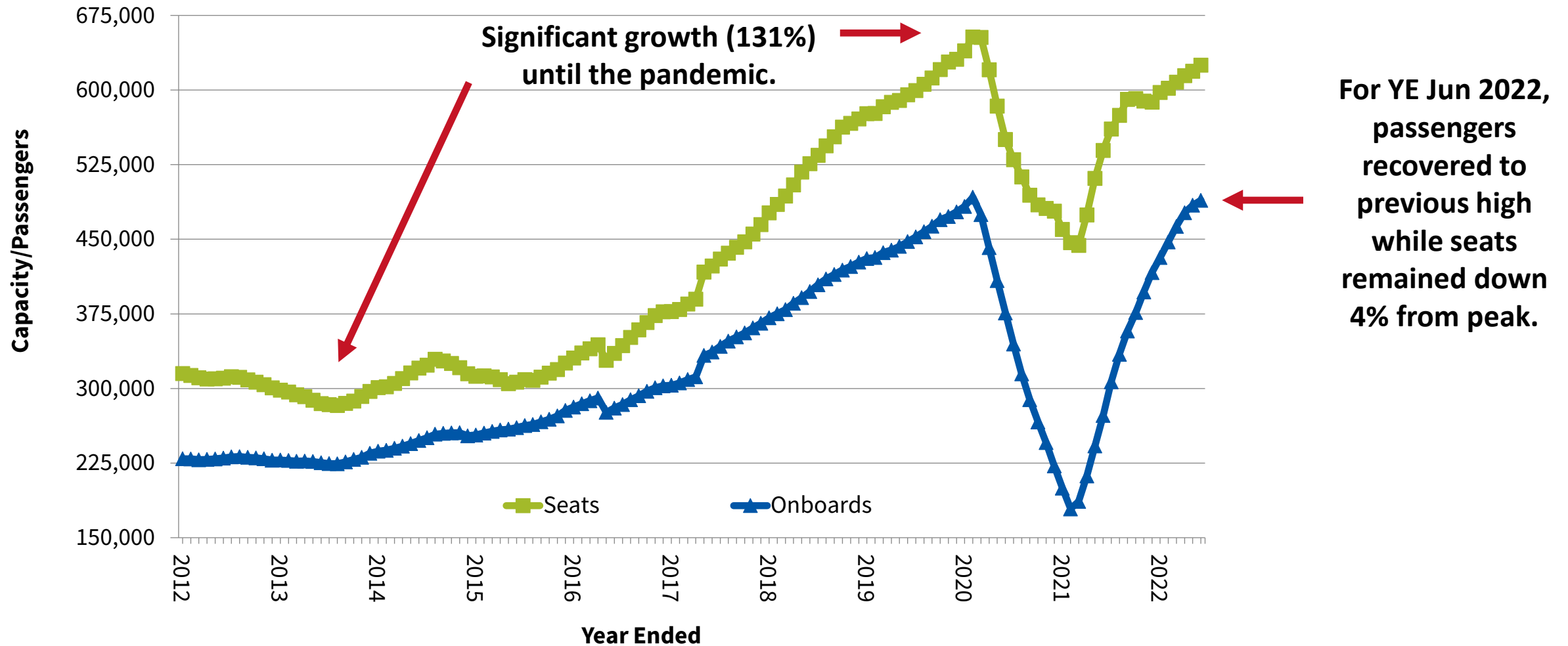
Current Air Service

- 5 airlines to 8 destinations, soon to be 9 destinations
 - Palm Springs service by Avelo beginning in November
- Loss of 2 airlines
 - aha! filed bankruptcy
 - Allegiant cut service to numerous markets citing pilot shortage
- Previous service to Portland (Alaska) and Chicago (United) have not yet been reinstated

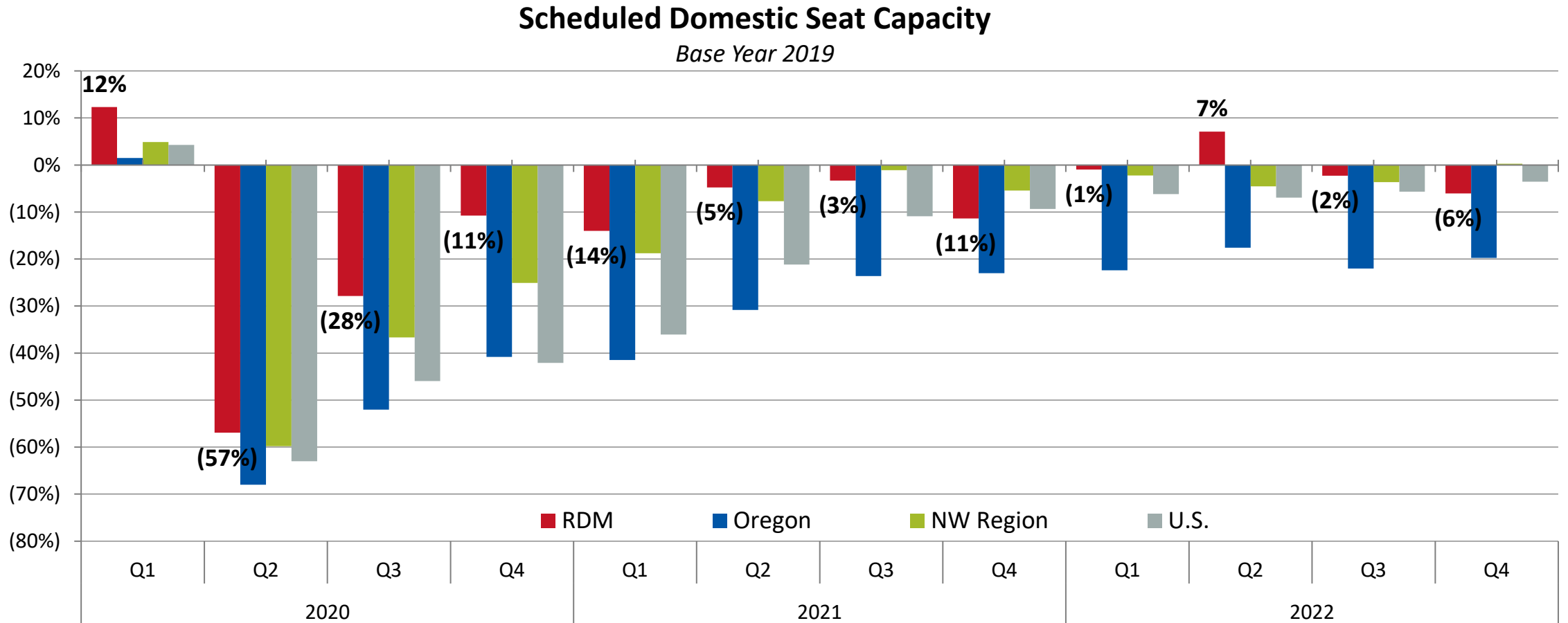
Flights down due to pilot shortage but seat capacity near 2019 levels.



Passenger/Capacity Trends



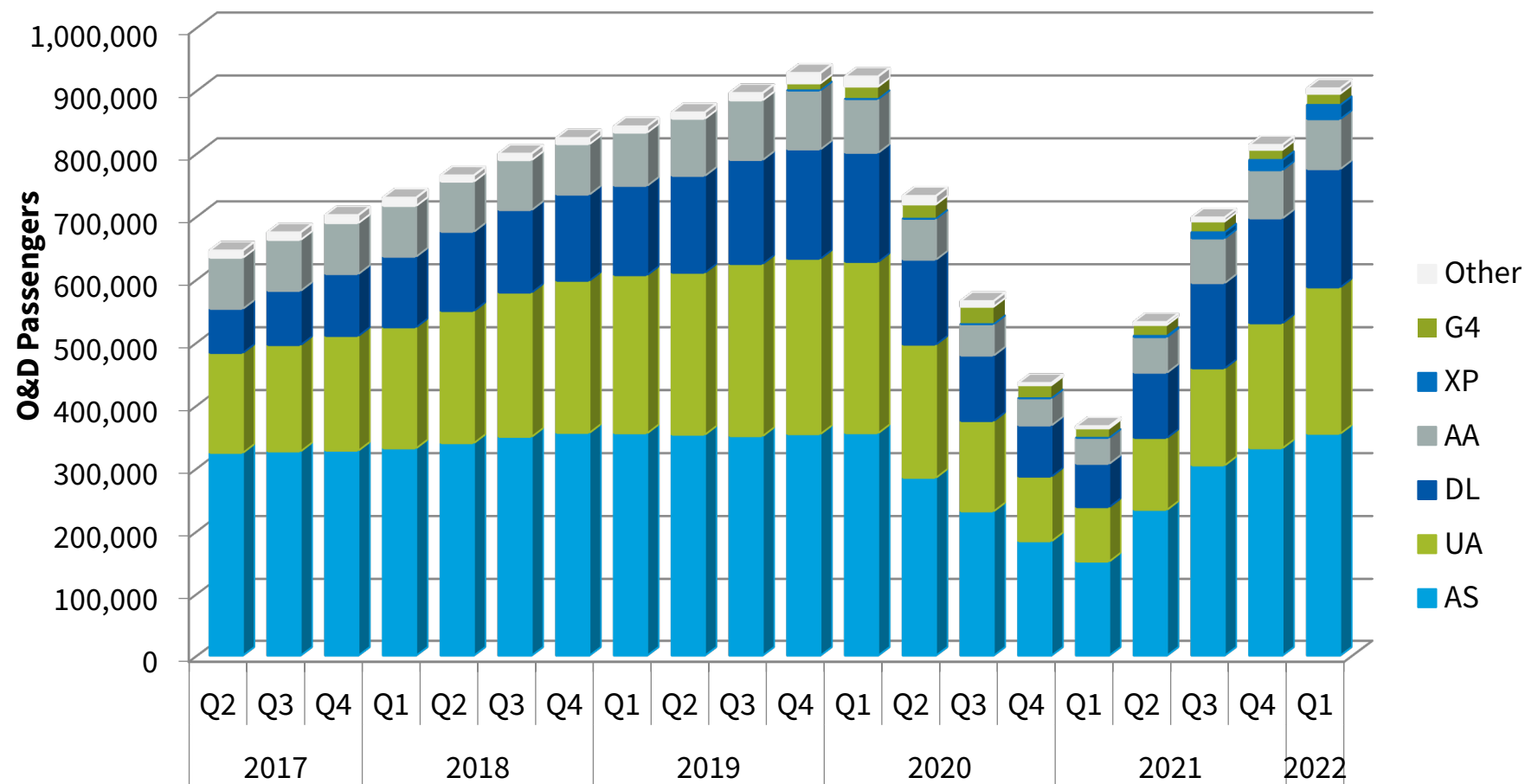
Capacity Recovery Comparisons



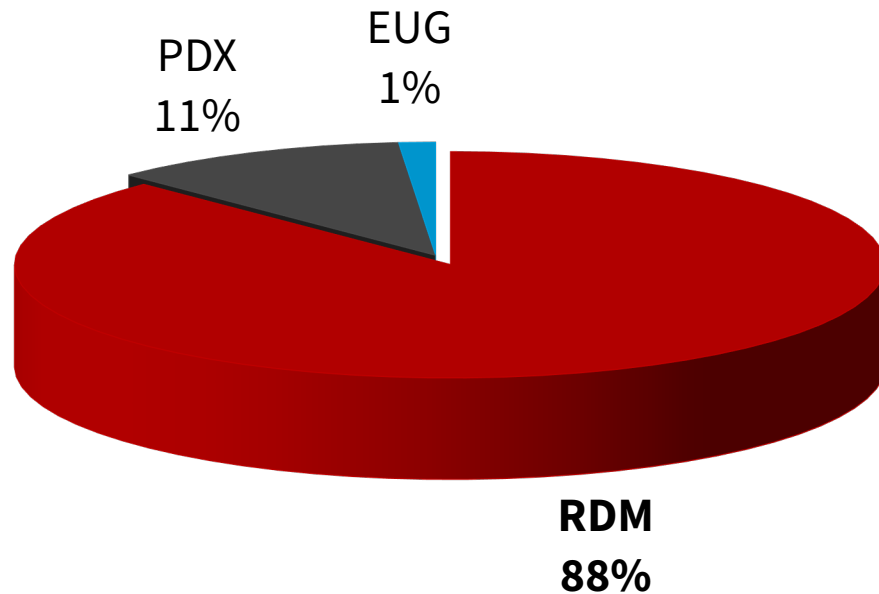
- RDM has unilaterally had better capacity recovery than the state of Oregon by quarter.
- RDM capacity recovery also better than Northwest region and U.S. in most quarters.

RDM Airline Market Share

In the last 5 years, Alaska's passenger market share decreased from 52% to 39% as other airlines have entered and/or expanded in the market, with Delta having the highest % gains.



WHERE DO PEOPLE FLY FROM?

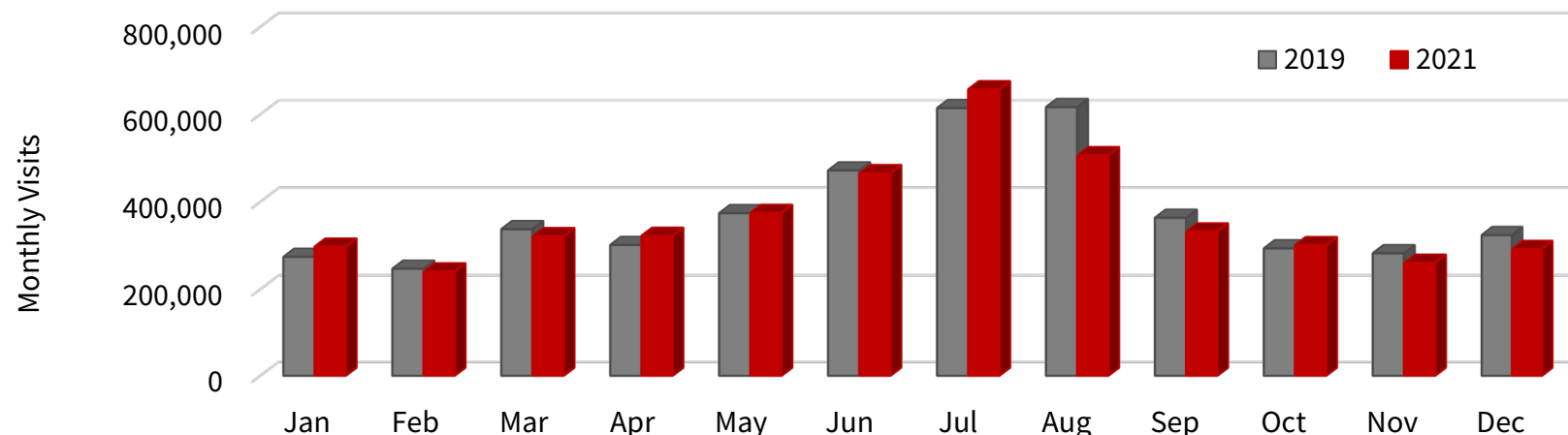


- 88% of air travelers used the local airport in CY 2021.
- 8 of the top 12 true markets have nonstop service.

Top Market	Total Passengers
Seattle, WA	87,786
Phoenix, AZ (PHX/AZA)	63,207
San Francisco, CA	60,352
Los Angeles, CA	57,484
San Diego, CA	41,683
Denver, CO	34,997
Las Vegas, NV	32,132
Burbank, CA	23,706
Salt Lake City, UT	17,660
Chicago, IL	17,508
Orange County, CA	15,580
Dallas, TX	15,405

Visitation (Drive & Fly – Inbound Only)

- Visitation in CY 2021 nearly fully recovered to 2019 levels based on GPS cell phone data.
- In 2021, many top markets had increased visitation over pre-pandemic.



Rank	MSA	Calendar Year		Change
		2021	2019	%
1	Portland-Vancouver-Hillsboro, OR-WA	1,207,749	1,193,924	1%
2	Seattle-Tacoma-Bellevue, WA	307,032	245,207	25%
3	San Francisco-Oakland-Hayward, CA	151,349	100,798	50%
4	Los Angeles-Long Beach-Anaheim, CA	124,286	86,226	44%
5	Boise City, ID	64,461	84,714	(24%)
6	Sacramento-Roseville-Arden-Arcade, CA	61,033	52,979	15%
7	San Diego-Carlsbad, CA	43,711	35,040	25%
8	Phoenix-Mesa-Scottsdale, AZ	43,423	46,286	(6%)
9	San Jose-Sunnyvale-Santa Clara, CA	42,939	38,660	11%
10	Riverside-San Bernardino-Ontario, CA	36,847	36,113	2%

Top New Service Targets – Short Term

- Las Vegas, NV
 - Largest true market without nonstop service
 - Allegiant not reinstating service
 - Avelo Airlines top target for service
- Chicago, IL
 - Previously served seasonally by United Airlines
 - Has not been reinstated since pandemic
 - Top target for United reinstatement
- Dallas, TX
 - Target for American Airlines service
 - Close to announcement but pushed back due to pilot shortage and fuel price increases
 - Supported by SCASDP grant with revenue guarantee
- Other
 - Reinstatement by Alaska Airlines to Portland
 - Point-to-point markets like Orange County



Other Considerations

- Long-term efforts: Southwest Airlines
 - Highly successful in Eugene, now serving 4 markets and soon to be 5
 - Bodes well for expansion within Oregon
 - Currently focused on rebuilding their existing markets to pre-pandemic levels
 - RDM will meet with Southwest at every opportunity to continue to engage the airline
- Terminal expansion
 - Cost-conscious airlines typically only support expansion when absolutely necessary
 - RDM at the point of necessity
 - New airlines cannot enter the market nor can existing airlines add destinations/frequency without available space



Questions and Discussion



CITY OF REDMOND

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STAFF REPORT

DATE: October 4, 2022
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Zachary Bass, Airport Director
SUBJECT: Res. #2022-30: A resolution of the City of Redmond declaring certain City property to be surplus. (Airport)

Addresses Council Goal:

5. Establish Redmond Municipal Airport as the best Airport of its size in the country.

Report in Brief:

This item requests City Council declare the following equipment as surplus and authorize the Redmond Municipal Airport to donate or surplus the equipment listed:

<u>Item</u>	<u>City Asset #</u>
1984 Case Loader	1741
1979 Ford Dump Truck	1633
2004 Graco Line Painter	2977
Low Level Barricades	None

Background:

Over the past 20 years, the Airport has acquired the three pieces of equipment and barricades identified above to serve the needs of the facility. At this time, the Airport is looking to surplus these items since they are no longer needed and/or have been replaced by more modern equipment.

Discussion:

The equipment has reached its useful service life, maintenance costs have increased, and many replacement parts have been discontinued. The barricades are still usable but were replaced with newer and more appropriate barricades during the last major infrastructure project. They are currently taking up needed storage space. The Airport will surplus or donate this equipment to a local government agency.

Fiscal Impact:

The equipment will be disposed of according to City surplus policy. There will be no cost associated with the disposal of these items.

Alternative Courses of Action:

1. Adopt Resolution #2022-30.
2. Do not adopt Resolution #2022-30.
3. Request more information.

Recommendation / Suggested Motion:

"I move to adopt Resolution #2022-30."

1984 Case Loader



1979 Ford Dump Truck



Graco Line Painter



Barricades



**CITY OF REDMOND
RESOLUTION NO. 2022-30**

**A RESOLUTION OF THE CITY OF REDMOND DECLARING CERTAIN CITY
PROPERTY TO BE SURPLUS.**

WHEREAS, certain property of the City of Redmond is beyond its service life; and

WHEREAS, certain City of Redmond property needs to be disposed of accordingly.

THEREFORE, be it resolved that such City of Redmond Property listed below shall be declared surplus and disposed of in the most judicious manner.

- 1984 Case Loader, City Asset #1741
- 1979 Ford Dump Truck, City Asset #1633
- 2001 Graco Line Painter, City Asset #2977
- Low Level Barricades, City Asset N/A

SECTION ONE. The City Council finds that it is in the best interest of the City to enact this resolution immediately upon passage of this resolution; and therefore, this resolution shall be effective upon the date of passage.

ADOPTED by the City Council and **SIGNED** by the Mayor this 4th day of October 2022.

George Endicott, Mayor

ATTEST:

Kelly Morse, City Recorder



CITY OF REDMOND

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STAFF REPORT

DATE: October 4, 2022
TO: Redmond City Council
THROUGH: Keith Witcosky, City Manager
FROM: Zachary Bass, Airport Director
SUBJECT: Task Order No. 7 to Contract #2020-59 with Morrison-Maierle to update the Airport Pavement Management Plan: \$58,200.

Addresses Council Goal:

5.B. iv. Pursue State, FAA, and other funding for development, expansion, and preservation of the airport's physical facilities.

Report in Brief:

This action requests City Council authorization for an update to the Airport Pavement Management Plan required by the Federal Aviation Administration (FAA). The outcome will be an assignment of a Pavement Condition Index (PCI) number.

Background:

Over the years, significant resources have been invested into the airfield runways, taxiways, and aircraft parking areas. In an effort to maximize the life of the airfield pavements and plan for future airfield improvements, this update will evaluate each major pavement section, and apply a numerical rating of its condition. This will prioritize where the Airport will spend future funds on maintenance and pavement replacement. This study is part of the Airport's overall Pavement Management Plan and is required by the FAA to be performed every three years.

Discussion:

This study is eligible for reimbursement using available FAA Airport Improvement Program (AIP) grant funds. However, the Airport intends to use the entire amount of eligible funds for the expansion of the terminal building. Therefore, the Airport will use local Airport funds for this effort.

Fiscal Impact:

The Fiscal Year 2022/23 budget includes \$60,000 for the study (Airfield Program - Other Contractual Services, 53300-31-000-06-00-98).

Alternative Courses of Action:

1. Approve Task Order No. 7.
2. Do not approve Task Order No. 7.
3. Request more information

Recommendation / Suggested Motion:

"I move to approve Task Order No. 7 to Morrison-Maierle Contract #2020-59 in the amount of \$58,200."



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SUBJECT: Addendum No. 3 to Contract #2020-47 with Mead & Hunt, Inc. for Fiscal Year 2022/23 Air Service Consulting for \$94,680 and future optional years not to exceed a 10% year over year increase.

Addresses Council Goal:

- 5. Establish Redmond Municipal Airport ("RDM") as the best airport of its size in the country.
- C. Provide exceptional air service opportunities.
 - i. Actively work with the Central Oregon Air Service Team (COAST) to market the airport and the region to attract new commercial air carriers, and new and expanded routes.

Report in Brief:

This item requests City Council authorization for Fiscal Year (FY) 2022/23 estimated costs of \$94,680 by Air Service consultant, Mead and Hunt. FY 2022/23 will be the third year of Contract No. 2020-47 that was authorized by City Council in 2020.

Background:

On June 30, 2020, the City approved the contract with Mead & Hunt, Inc. to provide air service consulting services to the Airport. This contract is a three-year contract with two (2) optional one-year extensions. The \$94,680 represents a 19% increase from the FY 2021/22 contract (\$79,530). The Airport has requested additional services with the goal of attracting Southwest as a new airline into our market. Per City policy, any contract increase of more than \$50,000 or 10% requires City Council approval.

Discussion:

Per this addendum, the scope of services will include: airline headquarters meetings, air service market estimates, true visitation estimate, route forecasts, in-terminal passenger surveys, ongoing demand/performance monitoring, airline incentive programs, airline industry conferences, passenger demand analysis that assesses air service opportunities, community retention and airfare analyses, air service pro-forma(s), United States Department of Transportation (USDOT) Small Community Air Service Development Program (SCASDP) grant application, and community meetings. In addition, Mead & Hunt, Inc. will continuously monitor the Airport's performance and conduct research in order to proactively react to changes in the market and the impact of the COVID-19 pandemic.

The \$15,150 (15%) increase will provide new services, including attending a new conference and a headquarters visit to Dallas this winter to meet specifically with Southwest.

Fiscal Impact:

Proposed fees for services for FY 2022/23 are \$94,680. The FY 2022/23 budget included \$105,000 for this service (Airport General Program - Other Contractual Services, 53300-02-000-06-00-98).

The last two years of the contract are now expected to cost:

Contract #2020-47 Years		
Year Number	Maximum Fees for Service	New Maximum Fees for Service
Two (2) (FY 2021-2022)	\$79,530.00	
Three (3) (FY 2022-2023)	\$87,483.00	\$94,680.00
Optional Year (4) (FY 2023-2024)	\$96,231.30	\$104,148.00
Optional Year (5) (FY 2024-2025)	\$105,854.43	\$114,562.80

Alternative Courses of Action:

1. Approve Addendum No. 3.
2. Do not approve Addendum No. 3.
3. Request more information

Recommendation / Suggested Motion:

"I move to authorize the City Manager to execute Addendum No. 3 to Contract No. 2020-47 with Mead & Hunt, Inc. in the amount of \$94,680 and future optional addendum in amounts not to exceed an additional 10% year over year."