

**SPECIAL P.M. CITY COUNCIL WORKSHOP OF THE CITY OF REDMOND WAS HELD MARCH 18, 2014, IN THE CITY COUNCIL CHAMBERS.**

**COUNCIL MEMBERS PRESENT:** Tory Allman – Joe Centanni – George Endicott – Camden King – Ginny McPherson – Ed Onimus – Jay Patrick

**STAFF PRESENT:** City Manager Keith Witcosky – Assistant City Manager Sharon Harris – Interim Airport Director Bob Noble – Police Chief Dave Tarbet – Public Works Director Bill Duerden – City Engineer Mike Caccavano – City Recorder Kelly Morse – Community Development Director Heather Richards – CIS Administrator Sheri Cleveland – Finance/Budget Manager Jason Neff

**MEDIA PRESENT:** None

Mayor Endicott called the workshop to order at 6:30 p.m.

**FUND BASELINES FOR FY 2014/2015 BUDGET**

City Manager Keith Witcosky explained the purpose of the workshop is to present the fund baselines which will describe the roll, function, and primary focus of each department, how they align with Council goals and transition into the Fiscal Year 2014/2015 (FY 14/15) budget.

Finance/Budget Manager Jason Neff reviewed the budget calendar and the format of the presentations.

**A. General Operating Funds:**  
**i. Police (Exhibit 1)**

Police Chief Dave Tarbet provided an overview of the Police Fund baseline. The department currently has 44 full time employees working with a crime rate of 50.6 crimes per 1,000 people. Areas of focus for FY 14/15 will be to lower the crime rate by 10 percent and continue to train employees. Chief Tarbet discussed Street Crimes Unit overtime funding, police vehicles, multi-agency radio system upgrades, and follow up assessment for the first phase of the security cameras in the parks.

**ii. Parks (Exhibit 2)**

Public Works Director Bill Duerden reviewed the Parks Fund baseline. Currently, 8 employees develop and maintain the City's park system which consists of 26 developed parks, 3.8 miles of Dry Canyon Trail, 12 flush restrooms, and over 250 acres of undeveloped open space as well as a 20 acre cemetery. Areas of focus for FY 14/15 include addressing a backlog of maintenance, capital equipment needs, and capital improvement projects; energy conservation and energy saving investments; filling a management position vacated in 2012; continue to develop park infrastructure; continuing to seek outside revenue for improvements.

**iii. Transportation (Exhibit 3)**

Mr. Duerden described the Transportation Fund baseline noting that this fund also contains the Public Works Administration, GIS, and Vehicle Maintenance sub-funds. The Transportation Division performs a variety of core functions including the pavement management program, traffic signs and markings, school zone beacons, pedestrian crossings, sidewalk/ADA maintenance, roadside vegetation management, tree trimming, street sweeping, and winter snow/ice removal. The Vehicle Maintenance division repairs and maintains over 400 pieces of equipment including vehicles from Redmond Fire & Rescue and Cascades East Transit. Areas of focus for FY 14/15 will be to continue to complete capital improvement projects that address street/sidewalk capacity issues and collaborate with the Oregon Department of Transportation to update the Transportation System Plan. Strategies include continuing to maintain a quality fleet of vehicles, investigate areas for reduced energy consumption, leverage existing information technology, maintain a reasonable pavement condition index rating in the low 80's, and plan for the future.

**iv. CDD (Exhibit 4)**

Community Development Director Heather Richards stated that the Community Development Department has 9 full-time employees which staff long range and current planning, building permits and inspections, Economic Development including business licensing and economic gardening programs, Urban Renewal, code compliance and enforcement, and community development which consists of public art, historic preservation programs, and neighborhood stabilization programs. Performance metrics for FY 14/15 are the implementation of the Redmond 2020 Vision, implementation of the Redmond Comprehensive Plan, implementation of the Redmond Development Plan, and customer service. Ms. Richards described the focus for FY 14/15 some of which includes investing in good, sound quality plans which improve and build upon Redmond's assets (Redmond Neighborhood Revitalization Action Plan), updating long range plans, and develop quality urban design (Historic Preservation Plan, Public Art, Bicycle/Pedestrian Network Plan, and Amenities Plan).

**B. Urban Renewal Funds (Exhibit 5)**

Ms. Richards informed the Council that the Downtown Urban Renewal Plan was established in 1995 with \$27 million in projects. An amendment in 2011 resulted in the identification of \$93 million in projects. FY 14/15 areas of focus are strategic public infrastructure investments; stimulate private investment and partner on opportunistic public/private development projects; initiate the community/civic center projects such as Evergreen School, Family Entertainment Center, Family Recreation Center, and expanded Centennial Park; expand business development support services (Oregon Main Street); and improve urban design.

**C. Internal Service Funds**

**i. Engineering (Exhibit 6)**

City Engineer Mike Caccavano provided an overview of the Engineering Fund baseline highlighting the Integrated Capital Maintenance Plan. Priorities include steel pipe replacement, fire flow improvements and Master Plan projects for the Water Division; street modernization, pavement maintenance (overlays), and pedestrian and bicycle improvements for the Transportation Division; repairs, Master Plan interceptors, and Water Pollution Control Facility (WPCF) improvements for the Wastewater Division; correct flooding problems and catch basin and pipe replacements for the Stormwater Division; and facility improvements and trails for the Parks Division.

**D. Enterprise Funds**

**i. Water (Exhibit 7)**

Mr. Duerden shared the Water Fund baseline. The Water Division consists of 10 employees who operate seven potable water wells, five reservoirs with 10 million gallons of storage, and 163 miles of distribution piping. These employees also provide preventative maintenance on valves and fire hydrants, operation of well-houses and treatment systems, water quality testing, maintenance and repair of the distribution system, administration of the backflow prevention program, and utility locates. FY 14/15 focus will be to replace 1.5 miles of pipe, update the Water System Master Plan and continue to implement appropriate System Development Charges to fund water projects necessary to accommodate growth. One strategy will be to implement Consumer Engagement Software in order to provide customers with a tool that better monitors and manages their water consumption.

**ii. Wastewater (Exhibit 8)**

Mr. Duerden delivered the Wastewater Fund baseline noting that 11 employees maintain and operate the 2.99 million gallons per day WPCF, 13 lift stations and 137 miles of collection piping. The WPCF produces recycled water and biosolids that are used at the City's 146 acre farm in order to grow hay and alfalfa. Areas of focus for FY 14/15 consist of updating the Master Plan and continued work on the Industrial Pre-treatment Program.

