

**City of Bend
Council Community Building Subcommittee
October 28, 2024**

The meeting of the Bend City Council Community Building Subcommittee was called to order at 11:31 a.m. on Monday, October 28, 2024, in City Council Chambers, 710 NW Wall Street, and online.

1. Roll Call: City Councilors Anthony Broadman, Ariel Méndez, and Megan Norris.

2. Public Comment

None.

3. Approval of the August 12, 2024, Meeting Minutes

Councilor Broadman moved to approve the August 12, 2024, Community Building Subcommittee Meeting Minutes. Councilor Norris seconded the motion.

Voice Vote – Councilors Broadman, Méndez, Norris Yes 3 No 0.

Item #5 was taken out of order, before item #4.

4. Collection System Master Plan (CSMP) Scope and Communications/Engagement Overview (20 minutes)

Senior Project Engineer Lisa Cameli gave the presentation.

Slides included:

- Collection System Master Plan (CSMP) Update – Project Status Update
- Overview [map]
 - City assets within the collection system
 - Gravity and force main/pressure pipes, manholes, valves
 - Pump stations
 - Water Reclamation Facility (WRF)
- Background – 2014 CSMP Outcomes
- Community Building Subcommittee Role
 - Receive updates on the status of the project
 - Represent public perspective
 - Represent Council's priorities
 - Provide input at critical points for Capital Improvement Projects (CIP) prioritization
 - Meetings
 - Meeting #1 – Today – Background and update on Project status

- Meeting #2 – Presentation of condition assessment results and deficiencies
 - Meeting #3 – Presentation of optimization analysis results
 - Meeting #4 – Presentation of initial 20-yr CIP recommendations for prioritization
- Goals – CSMP Update
 - Incorporate updated land-use assumptions and population growth forecasts
 - Evaluate existing infrastructure
 - Set prioritization for future sewer projects
 - Develop a 20-year sewer CIP in coordination with WRF Facility Plan Update project
 - Align sewer CIP with rate strategy
 - Review and improve Operation and Maintenance (O&M) processes
- CSMP Update
 - Contract with Carollo Engineers
 - Contract Cost = \$2,023,702
 - Schedule: 21-month process
 - Subconsultants
 - 3rd Party Consultants
- Scope
 - Task 1 – Project Management
 - Task 2 – Communication
 - ECC & HREC Workshop
 - Community Building Subcommittee Update
 - City Council Updates
 - Website Updates – Virtual Tour, Fact Sheet
 - Task 3 – Data Collection and Review
 - Task 4 – Systems Analysis
 - Task 5 – Cost Analysis
 - Task 6 – System Optimization
 - Task 7 – Operations and Maintenance
 - Task 9 – Final Reports
 - Tasks 10 & 11 – Contingency and Contract Escalation
- Deliverables
 - Updated Collection System Master Plan
 - Updated Public Facilities Plan
 - New 20-year Sewer Capital Improvement Program
 - Pipe Replacement Program
 - Recommendations for operations and maintenance process improvements
- Schedule [timeline]

Chief Operations Officer Russ Grayson stated that the main purpose of this presentation is to provide awareness on how staff will use the subcommittee, including three touchpoints next year.

Councilor Méndez asked for more details on equity access, specifically steps planned to mitigate expected burdens to the community.

Cameli responded that staff will solicit input from the Human Rights and Equity Commission (HREC) at their upcoming meeting. Cameli anticipated utilizing HREC and the Environment and Climate Committee (ECC) to provide staff with prioritization guidelines for project location selection (when technical and cost issues are equal), construction considerations, such as impact to bus lines, and guidance on how to prioritize public involvement.

Councilor Norris asked what ECC's role would be.

Cameli responded that staff plans to solicit input from ECC on how best to align this project to their mission, such as energy usage, decommissioning as many pump stations as possible, and building new systems that are as energy efficient as possible.

Councilor Méndez expressed interest in the cost-savings analysis, and how CSMP saves money long-term.

Oster responded that the cost of implementation is high, and the savings will be seen in 40-50 years. Oster agreed to provide some analysis to Council.

5. Reed/Bond Signalized Roundabout (30 minutes)

Item #5 was taken out of order, before Item #4.

Engineering Director Ryan Oster gave the presentation.

Slides included:

- Bond & Reed Market Intersection
- Background
 - Existing single lane roundabout at Reed Market Road/Bond Street/Brookswood Boulevard experiences congestion during the AM and PM peak hours causing backup and delays.
 - Kittelson & Associates evaluated two potential improvements:
 - Construct Additional Lanes
 - Install Metering Signals
- Existing Conditions [chart - 2020 conditions]
 - Existing: Average intersection delay – Level of Service (LOS) (A-F rating)
 - Morning Peak – Delay 32.4 seconds (s), LOS D
 - Midday Peak – Delay 36.7 s, LOS E
 - Evening Peak – Delay 38.2 s, LOS E
- Alternative Analysis
 - Option 1: Construct additional lanes to create a dual-entry single-exit system
 - Bigger footprint

- Cost of roughly \$4-\$5M
 - Construction Impacts
 - Safety Considerations
 - Future Capacity Needs
- Option 2: Metered/Signalized system
 - Existing Footprint
 - Cost of roughly \$750K
 - Minor Impacts
 - Addresses Peak Period issues while keeping it a single lane roundabout (RAB)
 - Compatible with Fire & EMS detection
- Examples [video]
- Testing
- Results – AM Queue [graph] – Westbound Reed Market (East Leg)
 - Monday/Wednesday non-test
- Testing [model video – based on data]
- Results – AM Queue [graph] – Westbound Reed Market (East Leg)
 - Monday/Wednesday non-test
 - Thursday test
- Conclusions
 - “Based on the analysis in this memorandum, we find that the metering signals at the Bond/Reed Market/Brookswood roundabout were generally beneficial during the peak periods, particularly during the AM peak. However, careful attention to design details and metering signal logic will be needed to avoid creating unintentionally long queues.”

Councilor Méndez asked if the signals are interactive.

Oster responded that they were manually controlled in the test, with individuals counting cars, using radios, and controlling the signal. However, if established, it would be interactively programmed.

Oster provided the following background information: In 2020, Oster recommended delaying this project until FY28 in light of other Council priorities. The FY28 budget includes \$4.2M for this roundabout, which could address additional lanes. Alternatively, staff could install signalization sooner, which would be a much lower cost and could potentially push out the need for additional lanes 5-10 years.

Oster pointed out that the data in the presentation was collected in 2020 and believed that if measured today, the roundabout LOS would likely be rated as an F.

Chief Operations Officer Russ Grayson added that the roundabout continues to be safe. The options presented aim to resolve the issue of traffic, not of safety. If Council wished to move this project up in time, it should be considered in the upcoming Biennial Budget discussions.

Councilor Méndez asked if the vehicle traffic can be reduced by pursuing alternate methods.

Oster responded that alternate methods could reduce the growth of traffic but would not necessarily decrease the existing volume of traffic at this roundabout and believed improvements were necessary.

Grayson asked:

1. Is Council interested in looking at a metering solution?
2. Does Council want to move the timeline forward?

Grayson stated that if moved forward, Council may need to look at shifting some of the other Capital Improvement Project (CIP) costs.

Councilor Norris asked if the other improvements scheduled for that area would improve the traffic issues at the Bond/Reed Market/Brookwood roundabout.

Oster responded that the ODOT work at Reed Market could help, but the bridge [railroad overcrossing] would not have much impact. Additionally, the other projects will not be completed for many years.

Oster recognized that there is limited data with 2020 test but felt that staff could develop a signalization system that would work and would delay the need for additional lanes.

Grayson added that the community would need to be educated on how to use a signalized roundabout, as it is not a common practice.

Méndez expressed concern about safety for option 1, but was open to supporting option 2, as it uses something the City has already built more efficiently.

Norris expressed openness to option 2 and supported input from the full Council.

Broadman expressed support for a policy discussion and development around failing roundabouts, and determining a point of failure at which signalization becomes an option. Broadman preferred bringing policy choices to Council rather than have the subcommittee weigh in on this individual roundabout.

Grayson summarized next steps based on the subcommittee's input:

- Staff will look at the Standards and Specs and begin to develop a policy that would allow metering under certain intersection conditions.
- If Council agrees that signalization of the Bond/Reed Market/ Brookwood roundabout is a priority, it will be included in upcoming biennial budget discussions.

Broadman suggested bringing this topic to Council in Council reports, rather than as a work session, as upcoming work sessions are full.

6. Septic to Sewer 2024 Selection (60 minutes)

Councilor Norris declared an actual conflict of interest due to her employment at Hayden Homes and recused. Councilor Norris left the meeting at 12:29 pm.

Additional members of the selection committee Engineering Director Ryan Oster and Assistant City Engineer Eric Forster moved to the dais.

Presentation by Principal Engineer Jason Suhr and Program Manager Teresa Findley.

Slides included:

- Septic to Sewer Conversion Program – 2024 Neighborhood Extension Program Selection Meeting
- Agenda
 - Committee Members
 - Councilor – Ariel Méndez
 - Councilor – Anthony Broadman
 - Eric King – City Manager
 - Ryan Oster, PR – Engineering Director/City Engineer
 - Eric Forster, PE – Assistant City Engineer
 - Engineering, Legal and Budget Support Staff
 - Teresa Findley – Program Manager
 - Jason Suhr, PE – Principal Engineer
 - Elizabeth Oshel – Assistant City Attorney
 - Corey Johnson – Engineering Business Manager
- NEP Application Process
- NEP Selection Criteria
 - Cost of project
 - Number of properties to connect
 - Proximity to City-planned projects
 - Percentage of signatures
 - Ages & status of septic system
 - Other factors
- 2024 Neighborhood Extension Program Applications [map]
- Scoring Summary – Raw Data [table]
- Scoring – Adjusted Cost per Property [graph]
- Scoring – Percent Signed [graph]
- Scoring – Average Age of Septic Systems [graph]
- Scoring – Number of Failing Septic Systems [graph]

- Scoring – Capital Improvement Projects (CIP) [graph]
- 2024 Selection Options

One-time option to increase selection/program funding

 1. Financials
 1. >\$30M in Septic to Sewer applications
 2. Available Budget within CIP
 1. Annual program funding - \$3.5M
 2. Savings from past S2S projects
 3. Rate Model Support
 2. Water Reclamation Fund CIP
 1. Project List
 1. Active CSMP and FPU projects
 1. New 20-yr CIP forthcoming
 3. Resources
 1. Project Management
 2. Internal Design
- Scores & Staff Recommendations – Option 1 [graph]
- Scores & Staff Recommendations – Option B [graph]
- 2024 Neighborhood Extension Program Selection – Option A [map]
- 2024 Neighborhood Extension Program Selection – Option B [map]
- Neighborhood Extension Projects – Azalia Drive - Option A [map]
- Neighborhood Extension Projects – Windsor Drive - Option A [map]
- Neighborhood Extension Projects – King Hezekiah - Option B [map]
- Neighborhood Extension Projects – Fargo Lane (South) - Option B [map]
- Staff Recommendation
 - Septic to Sewer Program Budget
 - Annual Program Budget - \$3,500,000
 - Staff Recommendation – Option A
 - Azalia Drive - \$1,138,500
 - Windsor Drive - \$2,292,238
 - **Total: \$3,430,738**
 - Staff Recommendation – Option B
 - Azalia Drive - \$1,138,500
 - Windsor Drive - \$2,292,238
 - King Hezekiah - \$1,662,728
 - Fargo Lane #2 (South) - \$1,011,713
 - **Total: \$6,105,178**
 - Additional Funding Required: \$2,605,178
- Discussion/Q&A/Vote

Findley stated that to date, the program has installed 232 laterals, and of those 160 have connected, a 70% connection rate for completed projects. The City just issued a notice of

completion for the 2022 selections, adding 119 laterals. The 2023 selection will install 64 laterals, for a total of more than 400 laterals.

Grayson added that the program has been exceedingly successful and has worked effectively to solve a complicated problem.

Findley stated that before the program started, there were 2,600 septic systems in City limits.

Councilor Méndez asked what the benefit is of converting to sewer.

Grayson responded that there are many aging septic systems, they are very expensive for homeowners to maintain, and there are redevelopment code limits on properties with septic. This community solution shares the burden with homeowners who have a failing septic tank.

Suhr stated that ability to pay does not factor into the scoring and that there are financial assistance programs available.

Findley stated that when communicating with community members, staff explains the cost of City permits, City plumbing and private costs. Private costs vary based on property. Findley connects community members to financial services such as COIC loans, NeighborImpact and Craft3 Clean Water Loans. The City can grant connection fee waivers for households with incomes that fall below 80% AMI, though those households are still required to pay System Development Charges (SDCs), plumbing permits, county permits, and private costs.

King added that the 50% discount of fees provided to those who connect within two years was intended to make the cost fee similar to the cost of replacing a septic system.

Councilor Méndez asked what the impact of a failing septic system on the public is.

Findley responded that some of these homes may be using their reserve system, and if that fails, sewage could spill into neighboring yards due to lack of space in the drainage field.

King added that people are not forced to connect, but the selection prioritizes people who want to connect. For example, someone who just replaced their septic system is not required to connect to sewer. They can connect in the future but would not receive 50% discount if they connected more than two years after the connection was made available.

Findley added that once connection is available, households would be required to connect to sewer if their septic started to fail or if they wanted to pull permits to expand their house.

Suhr stated that residents who sign the petition stating they intend to connect within two years are required to connect.

Suhr identified two options. The costs of Option A fell within the annual program budget. Option B included two more sites, and additional costs could be covered by 2023 and 2022 selection cost savings and funds from the sewer rate model.

Findley stated that the additional sites included in option B may not necessarily be at the top of the list next year. The grading system is dynamic, and depending on what other applications came in, those ranked #3 and #4 in this round of applications may not be as high next year.

Councilor Broadman expressed support for option B, recognizing that King Hezekiah and Fargo Lane #2 have applied in numerous cycles and citing the importance of the program and having the budget to include more sites.

Councilor Méndez expressed support for option B, citing community support for Fargo Lane #2 and King Hezekiah.

Engineering Director Ryan Oster expressed support for option B, citing having the funds available.

Councilor Broadman moved to adopt option B. Councilor Méndez seconded the motion.

Voice Vote – Committee Members Eric King, Eric Forester, Anthony Broadman, Ariel Méndez, Ryan Oster Yes 5 No 0.

7. Adjourned at 1:18 p.m.

Respectfully submitted,

Ashley Bontje
Deputy City Recorder



Accommodation Information for People with Disabilities

To obtain this information in an alternate format such as Braille, large print, electronic formats, etc., please contact Ashley Bontje at abontje@bendoregon.gov or 541-323-7164. Relay Users Dial 7-1-1.