

ALBANY CITY COUNCIL AGENDA

Wednesday, February 28, 2024
6:00 p.m.

Council Chambers, City Hall
333 Broadalbin Street SW

Watch on YouTube: <https://www.youtube.com/user/cityofalbany>

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

1. Call to order and pledge of allegiance
2. Roll call
3. Special presentations
 - a. Albany Police Department Public Service Award for Jason Dorsette – Marcia Harnden [Verbal]
 - b. Albany Police Department Public Service Award for Emma Deane – Marcia Harnden [Verbal]
 - c. Albany Police Department retirement Steve Mills - Marcia Harnden [Verbal]
4. Business from the public
5. First reading of ordinances
 - a. Amend Albany Municipal Code Chapter 5.08 Peddlers; Solicitors – Matthew Ruettgers [Pages 3-6] ORD NO. _____ p. 4
6. Adoption of resolutions
 - a. Stabilization fund policy – Jeanna Yeager [Pages 7-11] RES NO. _____ p. 8
7. Award of contracts
 - a. Purchase of 35 ft hybrid-electric transit bus – Barry Hoffman [Pages 12-14] RES NO. _____ p. 14
8. Adoption of consent agenda
 - a. Appointments [Pages 15-20]
 - 1) Accepting Ashley Almon's resignation from the Parks, Recreation, and Tree Commission
 - 2) Accepting Steve Reynolds' resignation from the Tourism Advisory Committee
 - 3) Appointing Hedio Schulte to the Human Relations Commission
 - b. Approval of minutes [Pages 21-22]
 - 1) February 14, 2024, city council meeting
 - c. Certifying properties exempt from taxes [Pages 23-29]
 - 1) Songbird Village RES NO. _____ p. 25
 - 2) Periwinkle Place RES NO. _____ p. 26
 - 3) ParkRose RES NO. _____ p. 27
 - 4) 1680-1682 Oak Street RES NO. _____ p. 28

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- 5) 515 Geary Street SE
- d. Approval of meeting date
 - 1) August and September 2024 City Council Meeting dates [Page 30]

RES NO. _____ p. 29

MOTION: _____

- 9. Staff reports
 - a. Approval of a commercial property lease agreement with coastal farm – Marcia Harnden [Page 31]
- 10. Business from the council
- 11. City manager report
- 12. Recess to executive session to discuss labor negotiations in accordance with ORS 192.660 (2)(d)
- 13. Reconvene
- 14. Next meeting dates
 - Monday, March 11, 2024; 4:00 p.m. work session
 - Wednesday, March 13, 2024; 6:00 p.m. meeting
- 15. Adjournment

This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: cityclerk@cityofalbany.net.

Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the City website.



MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager *PT 2/22*

FROM: Matthew Ruetters, Community Development Director *MR*

DATE: February 13, 2024, for the February 28, 2024, City Council Meeting

SUBJECT: Amend Albany Municipal Code (AMC) Chapter 5.08 Peddlers - Solicitors.

Relates to Strategic Plan theme: Effective Government.

Action Requested:

Staff requests that the City Council adopt an ordinance amending Ordinance 5887 and 5892, and AMC Chapter 5.08 to provide housekeeping amendments to the standards for Medical and Recreational Marijuana.

Discussion:

AMC Chapter 5.08.025 and 5.08.026 were established to provide regulations surrounding medical and recreational marijuana facilities/uses within the City in 2016 and 2017 (latest amendments). Staff has noted three housekeeping items needed to provide consistency between the AMC regulations and consistency with Oregon Revised Statutes (ORS) as noted below:

- 1) AMC 5.08.025(1) provides an exception for medical marijuana facilities siting in the City's industrial zones (Industrial Park - IP, Light Industrial - LI, Heavy Industrial - HI) in that they are exempt from the 300-foot buffer from residentially zoned property if located in one of these industrial zones. Recreational marijuana related uses were not provided this exception, which creates an inconsistency for non-retail recreational uses, specifically those solely involved in the manufacture of recreational marijuana products.

The attached ordinance would include the industrial zone exception for recreational uses that do not have a retail component.

- 2) In both ordinances ORS475B is referenced, which has since been renumbered in statute to ORS475C.

The attached ordinance updates the AMC to account for the state's renumbering of the statute.

- 3) AMC 5.08.025(3) and AMC 5.08.026(2c) refer to an annual payment to the City of Albany. The City does not currently collect an annual payment, rather the City receives payments by way of a portion of the state tax collected on marijuana related uses.

The attached ordinance modifies the language in the AMC to clarify payments.

Budget Impact:

None

MR:km

Attachment:

1. Ordinance



ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCES 5887 AND 5892, AND AMENDING ALBANY MUNICIPAL CODE (AMC) CHAPTER 5.08 TO MODIFY THE LOCATIONAL REQUIREMENTS FOR RECREATIONAL MARIJUANA USES; UPDATE REFERENCES TO THE OREGON REVISED STATUTES (ORS); AND REMOVE REFERENCES TO ANNUAL PAYMENTS

WHEREAS, the City adopted Ordinance 5892 amending Section 5.08.025 of the AMC establishing regulations for all medical marijuana businesses and facilities in the City of Albany; and

WHEREAS, the City adopted Ordinance 5887 amending Section 5.08.026 of the AMC, establishing regulations for recreational marijuana uses and facilities in the City of Albany; and

WHEREAS, AMC 5.08.025(1) provides an exception for medical marijuana facilities in the City's industrial zones (Industrial Park - IP, Light Industrial - LI, Heavy Industrial - HI), exempting them from the 300-foot buffer from residentially zoned property if located in one of these industrial zones; and

WHEREAS, AMC 5.08.026, regulation of recreational marijuana facilities, does not provide the same exception; and

WHEREAS, the ORS for marijuana uses has been renumbered; and the City desires to reflect the renumbering of the ORS in the AMC; and

WHEREAS, the City does not collect an annual payment as described in the AMC for both medical and recreational uses; and

WHEREAS, the City desires to update the AMC to recognize that payment of an annual city fee is not required, and desires to provide consistency in the regulation of manufacturing uses for recreational and medical marijuana facilities.

NOW, THEREFORE, THE PEOPLE OF THE CITY OF ALBANY DO ORDAIN AS FOLLOWS:

Section 1: AMC Chapter 5.08, Peddlers – Solicitors, is hereby modified and amended as follows:

5.08.025 Limitations on operation of medical marijuana facilities.

(1) In addition to such limitations and regulations as may be imposed by State law on medical marijuana facilities which dispense marijuana pursuant to ORS ~~475C.475B.350~~, no such facility, nor any person operating as an employee or agent of such facility, shall operate, locate, or dispense marijuana within 300 feet of any property zoned residential as described in Article 3 of the Albany Development Code (ADC) or zoned mixed-use as described in Article 5 of the ADC, and the Office Professional (OP) and Neighborhood Commercial (NC) zones as described in the ADC. This restriction does not apply to property that is zoned Industrial Park (IP), Light Industrial (LI) or Heavy Industrial (HI).

(2) In addition to such limitations and regulations as may be imposed by State law, all other medical marijuana businesses, including, but not limited to, growers and processors, and medical marijuana facilities are subject to the same restrictions as those for recreational marijuana as set forth in AMC ~~5.08.026(2)(a)~~, inclusive of applicable definitions. This subsection does not apply to those businesses and facilities legally in existence prior to April 12, 2017.

~~(3) In addition to such limitations and regulations as may be imposed by State law on medical marijuana facilities which dispense marijuana pursuant to ORS ~~475C.475B.350~~, no such facility nor any person operating as an employee or agent of such facility shall locate or operate a medical marijuana facility or dispense medical marijuana without an annual payment to the City of Albany in an amount to be determined by resolution to defray law enforcement costs associated with reasonable inspections, oversight, and enforcement actions associated with the operation of medical marijuana facilities within the jurisdictional limits of the City of Albany.~~

(3) ~~(4)~~ Violation of this section shall be a misdemeanor punishable under the general penalty set forth at Chapter ~~1.04~~ AMC. (Ord. 5892 § 1, 2017; Ord. 5833 § 1, 2014).

5.08.026 Recreational marijuana.

(1) Definitions.

(a) “Marijuana” means all parts of the plant Cannabis family Moraceae, whether growing or not; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant or its resin as may be defined by Oregon Revised Statutes as they currently exist or may from time to time be amended.

(b) “Marijuana processor” means an individual or entity licensed by the Oregon Liquor Control Commission to process marijuana.

(c) “Marijuana producer” means an individual or entity licensed by the Oregon Liquor Control Commission to manufacture, plant, cultivate, grow or harvest marijuana.

(d) “Marijuana retailer” means an individual or entity licensed by the Oregon Liquor Control Commission to sell marijuana items to a consumer in this state.

(e) “Marijuana wholesaler” means an individual or entity licensed by the Oregon Liquor Control Commission to purchase items in this state for resale to a person other than a consumer.

(f) “Marijuana uses” means a marijuana processor, marijuana producer, or marijuana wholesaler. A “marijuana use” is not an authorized home occupation.

(g) “Within 300 feet” means a straight line measurement in a radius extending for 300 feet or less in every direction between any point on the boundary line of real property on which the marijuana use is located and the real property boundary line containing any property zoned residential as described in Article 3 of the Albany Development Code (ADC); zoned Mixed-Use as described in Article 5 of the ADC; zoned Office Professional (OP) as described in the ADC or zoned Neighborhood Commercial (NC) as described in the ADC.

(2) Applicable Zones.

(a) In addition to such limitations and regulations as may be imposed by state law on recreational marijuana uses pursuant to ORS Chapter ~~475C~~ 475B, no such marijuana use, marijuana use facility, marijuana testing or research facility nor any person operating as an employee or agent of such facility shall operate or locate within 300 feet of any property zoned Residential as described in Article 3 of the Albany Development Code (ADC); zoned Mixed-Use as described in Article 5 of the ADC; zoned Office Professional (OP) as described in the ADC or zoned Neighborhood Commercial (NC) as described in the ADC. **This restriction does not apply to property that is zoned Industrial Park (IP), Light Industrial (LI) or Heavy Industrial (HI).** In addition, all marijuana producers and marijuana processors shall be located indoors in a fully enclosed facility.

(b) Retail sales of marijuana which may be authorized by Oregon 2014 Initiative Measure 91 and/or any administrative regulations adopted pursuant thereto shall be subject to the same locational limitations and regulations applicable to medical marijuana facilities pursuant to AMC 5.08.025 including the sanction for violation set forth therein.

~~(c) In addition to such limitations and regulations as may be imposed by state law on marijuana uses and retail facilities pursuant to ORS Chapter 475B, no such marijuana use facility, marijuana retail facility, nor any person operating as an employee or agent of such facility shall locate or operate a marijuana use facility or dispense marijuana without an annual payment to the City of Albany in an amount to be determined by resolution as a fee to defray law enforcement costs associated with reasonable inspections, oversight, and enforcement actions associated with the operation of marijuana use facilities within the jurisdictional limits of the City of Albany.~~

(c) ~~(d)~~ Violation of this section shall be a misdemeanor punishable under the general penalty set forth at Chapter 1.04 AMC. (Ord. 5887 § 1, 2016; Ord. 5844 § 1, 2014).

Passed by the Council: _____

Approved by the Mayor: _____

Effective Date: _____

Mayor

ATTEST:

City Clerk



MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager *AT 2/22*

FROM: Jeanna Yeager, Finance Director

DATE: February 12, 2024, for the February 28, 2024, City Council Meeting.

SUBJECT: Stabilization Fund Policy

Action Requested:

By resolution, adopt the Stabilization Fund Policy.

Discussion:

An objective identified in the annual update on the Citywide Strategic Plan, on November 27, 2023, was to maintain or improve the city’s bond rating. One method that can help accomplish this is the establishment of a stabilization fund.

Also known as a “rainy day fund,” the stabilization fund will allow the city to set aside monies for use during periods of revenue decline. This is different than the contingency account line that allows funding of unforeseen expenditures.

This reserve will be funded from one-time monies, unanticipated revenues, and the city services fee. Initially, the reserve will be capped at two million dollars.

The city currently has approximately \$900,000 remaining from the construction of the public safety buildings. At the time those buildings were built, council discussed exercising the best stewardship of these monies. An effective way of doing this is building a reserve that will help maintain or increase the city’s bond rating, which can result in lower interest rates on future debt.

Budget Impact:

No immediate impact.





RESOLUTION NO. _____

A RESOLUTION ADOPTING STABILIZATION FUND POLICY F-16-24-001

WHEREAS, a severe economic downturn or major unforeseen event could cause the long-term or permanent decline of a significant portion of revenues supporting critical basic operations; and

WHEREAS, such decline could not be absorbed by a department or fund so affected, and

WHEREAS, a stabilization fund would provide temporary support for critical basic operations in such an event; and

WHEREAS, a stabilization fund would also help to protect and enhance the City's credit rating, and

WHEREAS, a discussion was conducted at the February 28, 2024, City Council meeting;

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that Exhibit A is adopted as the Stabilization Fund Policy for the City of Albany.

DATED AND EFFECTIVE THIS 28TH DAY OF FEBRUARY 2024.


Mayor

ATTEST:

City Clerk

City of Albany Stabilization Fund Policy



	<p>City of Albany Finance Policy Policy #: F-16-24-001 Title: Stabilization Fund</p>	
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I. POLICY STATEMENT

The City of Albany will maintain a stabilization fund in accordance with the guidelines below.

II. PURPOSE

1. The purpose of the stabilization fund is to provide for severe economic downturns or major unforeseen events where a significant portion of revenues supporting critical basic operations are projected to decline for more than two years or permanently, and such decline cannot be absorbed by the department or fund. In these events, the City will need time to affect reductions, consolidate operations, reprioritize critical programs or implement an alternate revenue source. The stabilization fund will provide temporary support to minimize the impacts to citizens who rely on these critical operations.
2. The stabilization fund will also be maintained to protect and enhance the City's credit rating. If the City's reserves temporarily fall below desired levels, the stabilization fund will help ensure that the City's credit rating is not adversely affected.

III. FUNDING

1. The fund will be capped at two million dollars.
2. Initial funding: the fund will be seeded by one-time monies.
3. The General Fund Stabilization Fund can be funded as follows:
 - a. 0.5 percent of the City Services Fee
 - b. Excess revenues and/or additional allocations from the general fund as recommended by the Finance Director and approved by the City Manager. Examples of excess revenues include one-time payments from franchisees as a result of an audit, refunds or other one-time discretionary payments not anticipated to be needed for current operations.
4. As the stabilization fund is used, it will be replenished by the methods listed above as soon as reasonably practicable.

IV. EXPENDITURES

The General Fund Stabilization Fund will only be used to provide temporary support for critical basic services and operations meeting the criteria established by this policy. In no event will the stabilization fund be used to fund new programs or to fund expenditures that should otherwise be funded with operating revenues, contingencies, and reserves.

V. REQUESTS

All requests for use of the stabilization fund will include the following:

1. Projection of revenues indicating a decline for more than two years or a permanent decline as a result of an economic downturn or an unforeseen event

2. Analysis that revenue decline is so significant that it cannot be absorbed in the department or fund's operating budget through increases in other revenues or reduction of current expenditures
3. Determination that critical basic services and operations will be affected and citizens will be negatively impacted
4. Determination that the request meets any other criteria determined by Council
5. Plan of action and long-term financial solution to address the revenue shortfall

VI. COUNCIL APPROVAL

All requests for use of stabilization fund monies will be presented to Council along with the City Manager's recommendation. The City Council will make the final decisions concerning appropriation of funds from the stabilization fund.

Supersedes: Res. No.	Created/Amended by/date: February 12, 2024	Effective Date: February 28, 2024	Reviewed by Council: February 28, 2024
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MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager

Chris Bailey, Public Works Director *CB*

FROM: Kristin Preston, P.E., Operations Manager/Assistant Public Works Director *KP*

Barry Hoffman, Transit Manager *BH*

DATE: February 15, 2024, for the February 28, 2024, City Council Meeting

SUBJECT: Purchase of 35-Foot Hybrid-Electric Transit Bus

Relates to Strategic Plan theme: Effective Government

Action Requested:

Staff requests council authorize, by resolution, acceptance of a State Transportation Improvement Fund (STIF) Intercommunity Grant #35554, along with STIF Formula Funds from Linn and Benton counties, to purchase a new hybrid, 35-foot transit bus. If approved, staff also requests council approve, by resolution, an exemption from competitive bidding requirements, use of State Purchasing Agreement 9464 with New Flyer of America, and authorize the public works director to enter into a contract not to exceed \$900,000 with New Flyer of America.

Discussion:

The City of Albany applied for and was awarded a State Transportation Improvement Fund (STIF) Intercommunity Grant for \$720,000, along with STIF formula funds from Linn and Benton counties in the amount of \$180,000 total for the purchase of a replacement Linn-Benton Loop transit bus. These STIF grants were approved and allocated for in the 2023-2025 biennial budget.

Staff identified the need to replace bus 431-10, a 2010 Eldorado National that has been primarily used on the Linn-Benton Loop routes. This unit should be retired due to its age. The useful life of a transit bus is 12 years and/or 500,000 miles (whichever comes first). In this case, the bus has met its life in years but not miles. The current mileage on this bus is roughly 284,000 miles; however, the condition of the bus warrants replacement.

The State of Oregon Department of Transportation (ODOT) conducted competitively advertised request for proposals and awarded multiple price agreements. Government agencies that are members of the Oregon Cooperative Procurement Program may use the negotiated price agreements. ODOT requires agencies to conduct an additional competitive request for best price quotes from the awarded price agreement vendors for federally funded purchases.

The City of Albany requested price quotes from three awarded price agreement vendors, only two of which responded. The department recommends that council utilize state purchasing agreement 9464 to purchase a New Flyer XDE35 model bus and authorize the public works director to enter into a contract with New Flyer of America, Inc. This bus will be a Hybrid-Electric bus. According to the manufacturer, this bus will achieve improved fuel economy by 10-29 percent compared to conventional buses, will reduce greenhouse gas emission, and will have a seating capacity of 32 with room for an additional 35 standees with two wheelchair bays.

Budget Impact:

Allocations for the bus will be reimbursed by STIF funding (21347105-700000).

BH:kc

Attachment: Resolution



RESOLUTION NO. _____

A RESOLUTION ACCEPTING STATE TRANSPORTATION IMPROVEMENT FUND INTERCOMMUNITY GRANT AND FORMULA FUNDS, APPROVING EXEMPTION FROM THE COMPETITIVE BIDDING PROCESS FOR THE PURCHASE OF ONE LOW-FLOOR, HYBRID-ELECTRIC BUS THROUGH AN EXISTING PURCHASING AGREEMENT WITH THE STATE OF OREGON, AND AUTHORIZING THE PUBLIC WORKS DIRECTOR TO ENTER INTO A CONTRACT WITH NEW FLYER OF AMERICA, INC.

WHEREAS, the City of Albany applied for and was awarded a State Transportation Improvement Fund (STIF) Intercommunity Grant in the amount of \$720,000; and

WHEREAS, the City of Albany has also received two STIF Formula Funds from Linn and Benton counties in the amount of \$180,000 total; and

WHEREAS, staff identified the need to replace the current Linn-Benton Loop bus due to its age and condition; and

WHEREAS, the Oregon Department of Transportation (ODOT) conducted competitively advertised request for proposals and awarded multiple price agreements and requires agencies to conduct an additional competitive request for the best value quote from the awarded price agreements; and

WHEREAS, the City of Albany is a member of the Oregon Cooperative Purchasing Program and may use negotiated price agreements; and

WHEREAS, the City of Albany requested additional competitive best value quotes from three approved vendors and received only one best value quotation from New Flyer of America, Inc, due to one vendor being unable to provide the requested equipment and one vendor being non-responsive.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council authorizes the acceptance of the STIF grants in the amount of \$900,000; and

BE IT FURTHER RESOLVED that the Albany City Council authorizes an exemption from the competitive bidding process for the purchase of the bus through State Purchase Agreement 9464; and

BE IT FURTHER RESOLVED that the Albany City Council authorizes the public works director to enter into a contract not to exceed \$900,000 with New Flyer of America, Inc., to purchase one low-floor, hybrid-electric bus model XDE35.

DATED AND EFFECTIVE THIS 28TH DAY OF FEBRUARY 2024.

Mayor

ATTEST:

City Clerk



MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager

PT 2/22

FROM: Kinzi McIntosh, Central Services Support Specialist

KM

DATE: February 12, 2024, for the February 28, 2024, City Council Meeting

SUBJECT: Resignation from Citizen Advisory Groups

Relates to Strategic Plan theme: An Effective Government

Action Requested:

Council acceptance of the following resignations:

Parks, Recreation, and Tree Commission:

- Ashley Almon (position appointed by Mayor Alex Johnson II; current term expires 12/31/26)

Tourism Advisory Committee:

- Steve Reynolds (position appointed by Councilor Novak; current term expires 12/31/24)

Discussion:

Ashley Almon has notified the City of her resignation from the Parks, Recreation, and Tree Commission. Mayor Johnson II's appointment to fill this vacancy will be submitted at a subsequent meeting.

Steve Reynolds has notified the City of his resignation from the Tourism Advisory Committee. Councilor Novak's appointment to fill this vacancy will be submitted at a subsequent meeting.

Budget Impact:

None.

KM

Attachments 2

McIntosh, Kinzi

Subject: FW: Resignation

From: Ashley Almon [REDACTED]
Sent: Monday, February 5, 2024 2:50:29 PM
To: Johnson II, Alex <alex.johnson2@albanyoregon.gov>
Subject: Resignation

[WARNING! This email came from outside our organization. Do NOT click unknown attachments or links in email.]

This is my email confirming my resignation from the parks, recreation, and trees advisory panel.

Ashley Erin Almon

Awareness like nature's secret of patience is a mighty tool

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McIntosh, Kinzi

Subject: FW: Resignation from TAC Committee

From: Steven Reynolds [REDACTED]
Sent: Thursday, February 1, 2024 5:08 AM
To: Liesse, Allison <Allison.Liesse@albanyoregon.gov>
Cc: Adams, Sophie <sophie.adams@albanyoregon.gov>; Matilda Novak <matil.novak@gmail.com>
Subject: Resignation from TAC Committee

[WARNING! This email came from outside our organization. Do NOT click unknown attachments or links in email.]

To Allison Liesse (Care of Albany City Council),

I have come to a difficult decision. After researching the now required SEI filing requirements for the Tourism Advisory Committee (TAC), realizing the amount of time, effort, and depth required for disclosure compliance along with unknown liabilities regarding errors and omissions, I will not be continuing my position with TAC. Effective before the required filing date of April 15th 2024, I will be resigning my position on the board. It has been a pleasure to do my small part to help my city and I look forward to reading about the wonderful opportunities TAC offers for those promoting the community.

Thank you
Steven Reynolds
TAC Vice Chair

DISCLAIMER: This email may be considered a public record of the City of Albany and subject to the State of Oregon Retention Schedule. This email also may be subject to public disclosure under the Oregon Public Records Law. This email, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you have received this communication in error, please notify the sender immediately and destroy all copies of the original message.



MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager *PT*

FROM: Kinzi McIntosh, Central Services Support Specialist *KM*

DATE: February 13, 2024, for the February 28, 2024, City Council Meeting

SUBJECT: Appointments to Citizen Advisory Groups
Relates to Strategic Plan theme: An Effective Government

Action Requested:

Council ratification of the following appointment:

Human Relations Commission

- Hedio Schulte, Ward 1 (Councilor Montague's appointment to a new three-year term)

Discussion:

Mayor and councilor appointments for any remaining vacancies on the City's citizen advisory groups will be submitted for approval at subsequent city council meetings.

Budget Impact:

None.

KM

Attachment 1



Citizen Advisory Group Application

Applying To Human Relations Commission

Received January 17, 2024

Name Hedio Schulte

In City Limits? Yes (Ward 1)

Are you currently employed? Yes (Boshart Trucking)

List current or most recent occupation, business, trade, or profession:

HR & Safety Manager, Boshart Trucking

Please summarize what qualifications and experience you have that would apply to this position:

I have seven years experience competently handling all aspects of HR for a multifaceted group of companies specializing in harvest, processing, transportation and export of straw internationally. I have maintained and grown the safety program for a fleet of 35 vehicles and 70+ trailers during this time.

List community/civic activities in which you are or have been active:

LBCC Foundation, Board Member, 2023 to current

We connect students with additional financial help to keep them in school when they they encounter bumps along their educational path that may interrupt their learning.

Albany Visitors Association, Board Member, 2022 to current.

We bring people and events into the City, by providing information and experiences that thrill both visitors and residents.

Graduate, REAL Oregon, Class 4. 2021.

Completed a five-month leadership and professional development program dedicated to growing knowledge and leadership in Oregon's Agricultural sector. The program focused on natural resource industry cooperation & co-existence, strategic planning, government interaction, public policy, and media relations.

Coordinator, WAHS Band and Spirit Fireworks Fundraiser. 2016-2023.

Organized, staffed, and inventoried a yearly fireworks tent requiring 24-hour staffing for two weeks each summer.

Created staffing schedule and tent planogram. Trained staff in safety, sales, cash handling, and customer service. Managed daily operations.

Graduate, Albany Chamber Leadership. 2014.

Completed a nine-month intensive course offered by the Albany Area Chamber of Commerce devoted to strengthening and educating community leaders. The program focused on Albany history, government, large & small business, and community programs.

How many Human Relations Commission meetings have you attended/viewed?

None

What is your understanding of the role of a Human Relations Commission member and what contributions do you hope to make to the commission?

I truthfully did not realize that this commission existed. I have been attending City Council meetings with increased regularity and learned of the opportunity recently via that attendance. I understand the role of the commission to be that of assisting the City Manager and City Council in providing a positive, enjoyable, respectful, environment for all residents and visitors of the City.

I believe that my experiences as a 20+ year resident and my Human Resources training equip me to be an asset to the commission. I would like to further contribute to my community by helping bring solid policies, practices, and employees to the City.

As part of its mission, the Human Relations Commission strives to reach out to the Albany community. Please describe your affiliations within the community that may aid the commission in this mission.

I was involved with the Albany School system throughout my children's education. I was actively involved with Tadena Elementary, Memorial Middle, and West Albany High when my children were in school. I have spent time volunteering with the ABC House and YMCA. I was an Albany Business owner and member of the Chamber of Commerce.

In short, I have been an active member of the community for the past 20 years and have established relationships with many in the community. I believe my ability to connect with folks will aid the commission in its mission.

Why are diversity, equity, and inclusion important to the community?

Simply put, a community can't function at its best if people are excluded. My definition of community is a place where people feel safe, valued, and give of themselves to create a place that is comfortable for everyone.

Have you reviewed the meeting schedule for this commission and can you commit to regular meeting attendance?

Yes

I have read and understand the following: Members receive notice of meetings via email. Agendas and communications regarding the group are sent out via email. When unable to attend in person, meetings may be attended virtually via Zoom Videoconferencing. Absenteeism or non-preparation for meetings could result in removal.

Yes

If there are currently no vacancies for this commission, would you like your application kept on file for the remainder of this recruitment period?

Yes

How did you hear about this opportunity?

Attendance at City Council meetings





MINUTES

Wednesday, February 14, 2024

Meeting

Council Chambers, City Hall

Approved: **DRAFT**

Call to Order and Pledge of Allegiance

Mayor Alex Johnson II called the meeting to order at 6:00 p.m. The mayor led the pledge of allegiance.

Roll Call

Councilors present: Mayor Alex Johnson II and Councilors Matilda Novak, Steph Newton, Ray Kopczynski, Jackie Montague, Marilyn Smith, and Ramycia McGhee

Councilors absent: None

Business from the Public

There was none.

Adoption of Consent Agenda

- a. Appointments
 - 1) Various annual appointments and reappointments to citizen advisory groups
- b. Approval of minutes
 - 1) January 8, 2024, city council joint work session with the transportation advisory commission
 - 2) January 10, 2024, city council meeting
 - 3) January 22, 2024, city council work session
 - 4) January 24, 2024, city council meeting
- c. Recommendations to OLCC
 - 1) Approve new outlet, full on-premises, commercial liquor license application for Sonia Enterprises, LLC, dba Royal Bar and Grill
- d. Adoption of resolutions
 - 1) Accept FY 2023 Edward Byrne Memorial Justice Assistance Grant funds RES NO. 7297
 - 2) Accept 2023 Linn County Victim Impact Panel Grant RES NO. 7298
 - 3) Accept a Critical Oregon Airport Relief Grant for improvements at Albany Municipal Airport RES NO. 7299

MOTION: Councilor Marilyn Smith moved to adopt the consent agenda as presented. Councilor Ramycia McGhee seconded the motion, which passed 6-0.

Staff Report

Lease or sale of property to Cumberland Community Event Center

6:02 p.m.

Parks and Recreation Director Kim Lyddane said the contract in the agenda packet was edited slightly after the packet was published. The edited version is in front of the councilors. The contract terms remain the same as the council requested: a three-year lease and the eventual sale price at the current assessed tax value.



MOTION: Councilor Jackie Montague moved to approve the updated lease agreement. Smith seconded the motion, which passed 6-0.

Business from the Council

Councilor Matilda Novak said she doesn't like Zply Fiber's business practices, and would like the council to revoke their franchise agreement. She asked if staff can find out how many people in Albany have already signed up for service with them.

McGhee said she is still receiving questions about how money from the opioid settlement is being used, specifically whether there are plans for a detox center in Albany. City Manager Peter Troedsson said he has no new information. He offered to speak to McGhee's constituent who is asking.

Smith said that at the joint meeting with the Linn County Commission she asked the county health officer about behavioral health resources funding from the state. Linn County didn't receive any of that money, but several other non-government organizations did. She will bring more information to the council.

Smith said a county work group is currently looking into setting up a detox center in Albany.

City Manager Report

6:14 p.m.

Troedsson said franchise agreements are designed to require utility providers to pay for use of the City's right-of-way. A utility's services to its customers are between the utility and the customer.

Next Meeting Dates

Monday, February 26, 2024; 4:00 p.m. work session
Wednesday, February 28, 2024; 6:00 p.m. meeting

ADJOURNMENT

There being no other business, the meeting was adjourned at 6:17 p.m.

Respectfully submitted,

Reviewed by,

Allison Liesse
City Clerk

Peter Troedsson
City Manager

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. Documents from staff are posted to the website after the meeting. Documents submitted by the public are available by emailing cityclerk@albanyoregon.org.*



MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager

PT 2/22

FROM: Jeanna Yeager, Finance Director
Gabe Shepherd, Deputy City Clerk

DATE: February 8, 2024, for the February 28, 2024, City Council Meeting

SUBJECT: Certifying Properties Exempt from Taxes

Relates to Strategic Plan theme: Create and sustain a city of diverse neighborhoods where all residents can find and afford the values, lifestyles, and services they seek.

Action Requested:

By separate resolutions, certify to the Linn County Assessor properties exempt from taxation.

Discussion:

The city council annually considers resolutions to exempt low income and transitional housing properties from property tax per ORS 307.543. The properties include five low-income housing properties owned by the Albany Partnership for Housing and Community Development: Songbird Village, Periwinkle Place, Park Rose, 1680-1682 Oak Street SE, and 515 Geary Street SE.

The 133 low-income apartments and three transitional housing units that these properties provide are an integral part of providing an affordable quality of life in Albany. The partnership depends on the tax exemption to keep their rental costs affordable to residents earning less than 60 percent of the area median income. Details of the requested exemptions are presented in the table below.

Exempt Properties Estimate of Taxes *

	2023 Market Value (RMV)	2023 Assessed Value (AV)	2023 Estimated City Tax (AV/1000*7.5484)	Map & Tax Lot	Acct #
Songbird Village	\$ 5,808,740.00	\$ 2,468,714.50	\$ 18,634.84	11S-03W-07CD-00901	841789
Periwinkle Place	\$ 2,908,400.00	\$ 1,236,070.00	\$ 9,330.35	11S-03W-08DB-05200	106506
ParkRose	\$ 1,769,850.00	\$ 752,186.25	\$ 5,677.80	11S-03W-08BA-03101	841589
1680-1682 Oak Street	\$ 421,870.00	\$ 123,920.00	\$ 935.40	11S-03W-07DA-04000	96160
515 Geary Street SE	\$ 347,680.00	\$ 95,930.00	\$ 724.12	11S-03W-05CD-03200	77384
Total	\$11,256,540.00	\$4,676,820.75	\$35,302.51		

City tax rate	\$ 6.3984
Public safety levy	\$ 1.1500
Total rate	\$ 7.5484



* Estimates provided by the Linn County Assessor's office.

Budget Impact:

The exemptions reduce the property tax that the City would otherwise receive.

JY:gs

Attachments

cc: Gabe Shepherd, Deputy City Clerk



RESOLUTION NO. _____

A RESOLUTION CERTIFYING TO THE LINN COUNTY ASSESSOR THAT THE SONGBIRD VILLAGE PROPERTY SHALL BE EXEMPT FROM PROPERTY TAXATION.

WHEREAS, the Albany City Council in 1993 adopted the provisions of ORS 307.540 to 307.548, which allow for a low-income housing tax exemption when specific standards are met; and

WHEREAS, the Albany Partnership for Housing and Community Development is the senior partner of Albany Family Housing Limited Partnership, the owner of Songbird Village, an affordable housing project located at 215-245 21st Avenue SE and 2020-2040 Lyon Street SW (Assessor's Map No. 11S-3W-7CD, Tax Lot 901); and

WHEREAS, the Albany Partnership has submitted an application for property tax exemption; and

WHEREAS, the owner meets the requirements of ORS 307.541 and their application meets the requirements of ORS 307.545.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council certifies to the Linn County assessor that the property on which the Songbird Village project is located (Map No. 11S-3W-7CD, Tax Lot 901) shall be exempt from taxation under the City's tax levy as provided in ORS 307.543.

DATED AND EFFECTIVE THIS 28TH DAY OF FEBRUARY 2024.

Mayor

ATTEST:

City Clerk



RESOLUTION NO. _____

A RESOLUTION CERTIFYING TO THE LINN COUNTY ASSESSOR THAT THE PERIWINKLE PLACE PROPERTY SHALL BE EXEMPT FROM PROPERTY TAXATION.

WHEREAS, the Albany City Council in 1993 adopted the provisions of ORS 307.540 to 307.548, which allow for a low-income housing tax exemption when specific standards are met; and

WHEREAS, the Albany Partnership for Housing and Community Development is the owner of Periwinkle Place, an affordable housing project located at 1700-1860 Periwinkle Circle (Assessor's Map No. 11S-3W-8DB, Tax Lot 5200); and

WHEREAS, the Albany Partnership has submitted an application for property tax exemption; and

WHEREAS, the owner meets the requirements of ORS 307.541 and their application meets the requirements of ORS 307.545.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council certifies to the Linn County assessor that the property on which the Periwinkle Place project is located (Map No. 11S-3W-8DB, Tax Lot 5200) shall be exempt from taxation under the City's tax levy as provided in ORS 307.543.

DATED AND EFFECTIVE THIS 28TH DAY OF FEBRUARY 2024.

Mayor

ATTEST:

City Clerk



RESOLUTION NO. _____

A RESOLUTION CERTIFYING TO THE LINN COUNTY ASSESSOR THAT THE PARKROSE PROPERTIES SHALL BE EXEMPT FROM PROPERTY TAXATION.

WHEREAS, the Albany City Council in 1993 adopted the provisions of ORS 307.540 to 307.548, which allow for a low-income housing tax exemption when specific standards are met; and

WHEREAS, the Albany Partnership for Housing and Community Development is the owner of ParkRose, an affordable housing project associated with the Pacific Boulevard/9th Avenue couplet project of the Oregon Department of Transportation; and

WHEREAS, the Albany Partnership has submitted an application for property tax exemption; and

WHEREAS, the owner meets the requirements of ORS 307.541 and their application meets the requirements of ORS 307.545.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council certifies to the Linn County assessor that the properties on which the ParkRose project is located (Map No. 11S-3W-8BA Tax Lot 3101) shall be exempt from taxation under the City's tax levy as provided in ORS 307.543.

DATED AND EFFECTIVE THIS 28TH DAY OF FEBRUARY 2024.

Mayor

ATTEST:

City Clerk



RESOLUTION NO. _____

A RESOLUTION CERTIFYING TO THE LINN COUNTY ASSESSOR THAT THE PROPERTY LOCATED AT 1680-1682 OAK STREET SE SHALL BE EXEMPT FROM PROPERTY TAXATION.

WHEREAS, the Albany City Council in 1993 adopted the provisions of ORS 307.540 to 307.548, which allow for a low-income housing tax exemption when specific standards are met; and

WHEREAS, the Albany Partnership for Housing and Community Development is the owner an affordable transitional housing project located at 1680-1682 Oak Street SE (Assessor's Map No. 11S-3W-7DA, Tax Lot 4000); and

WHEREAS, the Albany Partnership has submitted an application for property tax exemption; and

WHEREAS, the owner meets the requirements of ORS 307.541 and their application meets the requirements of ORS 307.545.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council certifies to the Linn County assessor that the property located at 1680-1682 Oak Street SE (Map No. 11S-3W-7DA, Tax Lot 4000) shall be exempt from taxation under the City's tax levy as provided in ORS 307.543.

DATED AND EFFECTIVE THIS 28TH DAY OF FEBRUARY 2024.

Mayor

ATTEST:

City Clerk



RESOLUTION NO. _____

A RESOLUTION CERTIFYING TO THE LINN COUNTY ASSESSOR THAT THE PROPERTY LOCATED AT 515 GEARY STREET SE SHALL BE EXEMPT FROM PROPERTY TAXATION.

WHEREAS, the Albany City Council in 1993 adopted the provisions of ORS 307.540 to 307.548, which allow for a low-income housing tax exemption when specific standards are met; and

WHEREAS, the Albany Partnership for Housing and Community Development is the owner of the affordable transitional housing project located at 515 Geary Street SE (Assessor's Map No. 11S-3W-5CD, Tax Lot 3200); and

WHEREAS, the Albany Partnership has submitted an application for property tax exemption; and

WHEREAS, the owner meets the requirements of ORS 307.541 and their application meets the requirements of ORS 307.545.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council certifies to the Linn County assessor that the property located at 515 Geary Street SE (Map No. 11S-3W-5CD, Tax Lot 3200) shall be exempt from taxation under the City's tax levy as provided in ORS 307.543.

DATED AND EFFECTIVE THIS 28TH DAY OF FEBRUARY 2024.

Mayor

ATTEST:


City Clerk



MEMO



TO: Albany City Council

VIA: Peter Troedsson, City Manager 

FROM: Marcia Harnden, Chief of Police

DATE: February 13, 2024, for the February 28, 2024, City Council Meeting

SUBJECT: Approval of a Commercial Property Lease Agreement with Coastal Farm, Home Supply
Relates to Strategic Plan theme: An Effective Government, A Safe City

Action Requested:

Staff is asking the Council to authorize the Chief of Police to sign a commercial property lease for 24 months with Coastal Farm, Home Supply for a single conference room, to serve as a substation, located at 1355 Goldfish Farm Road SE, Albany, Oregon, 97322.

Discussion:

The Albany Police Department (APD) is looking for ways to better serve our residents as the City of Albany continues to grow. Our average current call response time from the APD building to NE Albany near Walmart is over ten minutes. The number of calls for service received for the NE Albany area, especially around the shopping centers, is substantially greater than other parts of the City. A substation located at Coastal Farm, Home Supply would allow officers to respond quickly to calls in the northeast portion of the City. Having officers stationed at this location would also serve as a deterrent to some would-be shoplifters simply by having a police vehicle positioned in a visible location.

The meeting room space located at Coastal Farm, Home Supply is in a secure location and the main entry is not open to the public, requires a code to enter, and the meeting room door will also be securely keyed and coded so only APD personnel can access it. This will also meet Oregon Criminal Justice Information System (CJIS) requirements for security.

Budget Impact:

The annual cost of this lease agreement is \$1,200 and can be absorbed in APD's current budget under contract maintenance.

ML:de