



NOTICE OF PUBLIC MEETING

CITY OF ALBANY
CITY COUNCIL WORK SESSION
Albany Boys & Girls Club
Board Room
Monday, May 19, 2008
4:00 p.m.

AGENDA

- 4:00 p.m. **FACILITY TOUR** – Ryan Graves
- 4:30 p.m. **CALL TO ORDER**
- 4:30 p.m. **ROLL CALL**
- 4:30 p.m. **BUSINESS FROM THE PUBLIC**
- 4:35 p.m. **PARKS & RECREATION COMMISSION ANNUAL REPORT**
Action Requested: Information.
- 4:50 p.m. **NEIGHBORHOOD PICNICS IN THE PARK INVITATION** – Katie Nooshazar, Joy Gilliland
Action Requested: Information.
- 5:00 p.m. **COST-OF-LIVING ADJUSTMENT FOR NONBARGAINING EMPLOYEES** – David Shaw
Action Requested: Information.
- 5:10 p.m. **TIMBER CARNIVAL SPONSORSHIP REQUEST** – Mayor Bedore
Action Requested: Discussion; decision.
- 5:20 p.m. **COUNCILOR COMMENTS**
- 5:50 p.m. **CITY MANAGER REPORT**
- 6:00 p.m. **ADJOURNMENT**

City of Albany Web site: www.cityofalbany.net

The location of the meeting/hearing is accessible to the disabled. If special accommodations to attend or participate in the meeting/hearing are needed, advance notice is requested by notifying the Human Resources Director at 917-7500.



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: Mike Graham, Parks and Recreation Commission Chair
Ed Hodney, Director of Parks and Recreation
DATE: May 7, 2008, for the May 19, 2008 City Council Work Session
SUBJECT: Annual Report on Parks and Recreation Commission Activities
RELATES TO STRATEGIC PLAN THEME: • An Effective Government

Action Requested:

Receive a report from the Parks and Recreation Commission on 2007 actions and projected 2008 activities.

Discussion:

The Parks and Recreation Commission is established in the Albany Municipal Code (AMC) 2.20 to advise the City Council, the City Manager and the Parks and Recreation Director "on matters pertaining to the operation and maintenance of recreation activities and facilities under the jurisdiction of the City". The five members of the commission are appointed at large by the Mayor and ratified by the City Council, each member being appointed to renewable three-year terms. The general and specific functions of the commission are found in Section 2.20.040 of the AMC (Exhibit A).

The Parks and Recreation Commission is also designated in AMC 15.20.090 (Parks SDC Credits) has the authority that may approve a Parks SDC Credit Agreement between the City and a residential developer. Section 15.20.100 designates the City Council as the appellate board to hear appeals of the commission's decisions related to SDC Credit Agreements.

Between January and December 2007, the Parks and Recreation Commission took action on or considered the following items:

1. Recommended adoption of the Parks and Recreation Department's proposed 2007-2008 annual budget and Capital Improvements Program
2. Received and discussed a report on the potential future transfer of North Albany Park from Benton County to the City of Albany
3. Reviewed the new Mission, Goals and Operating Principles of the Parks and Recreation Department
4. Recommended City Council passage of an ordinance to prohibit the possession and consumption of alcoholic beverages without a permit in Swanson Park and the Dave Clark Path
5. Considered possible AMC changes to establish uniform park hours for all parks, except where posted
6. Recommended to the City Council the acceptance of a gift of property from the Albany Boys and Girls Club for use as a public park
7. Received monthly reports on the status of Parks Capital Projects
8. Reviewed proposed Tree Code changes
9. Received a report regarding the disposition of the Waverly Duck

10. Participated in discussions regarding the Summit on Litter and Beautification
11. Received a report from community members regarding the desire for the funding and installation of all-weather playing fields at GAPS schools and in parks
12. Reviewed park management strategies to be applied to River Rhythms 2008 series, including crowd control and seating, vendor locations, and smoking areas
13. Received staff reports on various programs and activities of the department

2008 Activities to date (January-May):

1. Held a public forum regarding the need for a Bike Park and established a task force to research related issues
2. Recommended to the City Council "Doug Killin Friendship Park" as the name for the recently completed 53rd Avenue neighborhood park
3. Reviewed the Parks and Recreation Department's FY 2008-2009 budget proposal
4. Reviewed proposed updates to the Parks Capital Improvements Program
5. Reviewed Albany Little League proposal for interim use of "great lawn" area of Timber Linn Park for league activities, April-July 2008-2010
6. Reviewed development plans for Eades, Teloh Calapooia and Riverview Heights parks
7. Approved Annual Report to the City Council on the Commission's 2007 activities

Projected activity May-December 2008:

1. Review and consider recommendations to the City Council regarding the renewal of the lease of the Albany Community Pool from the school district.
2. Review a proposed Operating Agreement between the YMCA and the City (pending authorization by State and Federal agencies and the City Council)
3. Review a proposed Operating Agreement between the Boys & Girls Club of Albany and the City
4. Consider recommendations regarding changes in various park regulations, including park hours, dogs in parks, signage, and related matters
5. Review and recommend to the City Council a Recreation Services Plan, Revenue Enhancement Plan, and Cost Recovery Policy to guide budgeting and management decisions
6. Periodic briefings by staff regarding various department activities and programs

Budget Impact:

None

Exhibit A: Excerpt from AMC 2.20

Exhibit A

Chapter 2.20

PARKS AND RECREATION COMMISSION

Sections:

2.20.010 Appointment.

2.20.020 Compensation and records.

2.20.040 Advisory capacity.

2.20.010 Appointment.

The Mayor shall appoint a commission to be known as the Parks and Recreation Commission with the appointment to be ratified by the City Council. There shall be five members appointed at large from within the City. The members shall be appointed for a term of three years, however, members appointed previously under the provisions of Chapter 2.20 shall continue in office until the expiration of their terms of office.

Appointments made to replace those whose term of office has expired shall conform to the intent of Sections 2.20.010 through 2.20.040 and to provide for the expiration of the terms of office of two of the members each year except for each third year, when the term of office of only one member shall expire. (Ord. 5013 § 1, 1992; Ord. 3247 § 1, 1966; Ord. 3044 § 1, 1963; Ord. 2804 § 1, 1958).

2.20.020 Compensation and records.

The members of the Parks and Recreation Commission shall serve without pay. The Commission shall annually select one of its members as chairperson. All records and proceedings shall remain in the office of the City Recorder as one of the public records of that office. (Ord. 5013 § 1, 1992; Ord. 3247 § 1, 1966; Ord. 3044 § 2, 1963; Ord. 2804 § 2, 1958).

2.20.040 Advisory capacity.

The Parks and Recreation Commission shall be advisory to the City Council on matters pertaining to the operation and maintenance of recreation activities and facilities under the jurisdiction of the City. General functions and specific responsibilities of the Parks and Recreation Commission are as follows:

(1) General functions of the Commission:

- (a) To define the objectives of public recreation services and make plans and general policies harmonizing with them;
 - (b) To maintain the highest quality and standards of recreation service;
 - (c) To interpret the importance and need of recreation services to the general public;
 - (d) To keep public officials informed of the status and progress of recreation services;
 - (e) To advise in the selection of the Parks and Recreation Director and in definition of his/her duties and responsibilities;
 - (f) To recommend a sound fiscal plan to achieve recreation goals;
 - (g) To recommend an adequate system of recreation areas and facilities;
 - (h) To assist in providing stability and continuity to general operations;
 - (i) To evaluate the services of the recreation system in relation to its objectives.
- (2) Specific responsibilities of the Commission:
- (a) Act in an advisory capacity to the City Council, the City Manager and the Parks and Recreation Director;
 - (b) Recommend policies as to recreation service for approval of the City Council;
 - (c) Advise the City Council on problems of development of recreation areas, facilities, programs and improved recreation services;
 - (d) Aid in coordinating the recreation services with the programs of other governmental agencies and voluntary organizations;
 - (e) Review the effectiveness of the Parks and Recreation Program with the Parks and Recreation Director and the City Manager;
 - (f) Interpret the policies and functions of the Parks and Recreation Department to the public;
 - (g) Review the annual budget of the Parks and Recreation Department before presentation to the City Manager and advise the Parks and Recreation Director on the development of long-range capital improvement programs.
 - (h) To carry out such other tasks as may be delegated to them by the City Council. (Ord. 5013 § 1, 1992; Ord. 3247 § 4, 1966; Ord. 3044 § 4, 1963; Ord. 2804 § 4, 1958).



TO: Albany City Council

VIA: Wes Hare, City Manager
Ed Hodney, Director of Albany Parks and Recreation

FROM: Katie Nooshazar, Recreation Programs Manager
Joy Gilliland, Recreation Coordinator

DATE: May 15, 2008, for the May 19, 2008 City Council Work Session

SUBJECT: Neighborhood Picnics in the Park

- RELATES TO STRATEGIC PLAN THEME:
- Effective Government
 - Great Neighborhoods

Action Requested:

Information only. The Parks and Recreation Department invites the participation of the Mayor and City Councilors in these planned events as your schedules permit.

Discussion:

The Parks and Recreation Department has developed a series of neighborhood picnics in order to increase communication with the community while building connections between neighbors. These events will be designed to create a sense of community celebration and pride, provide information on park and recreation opportunities, and solicit community input. In keeping with the City goal for an Effective Government these picnics will encourage citizen participation in local government and support neighborhood organizations. The picnics will also facilitate the Council goal of Great Neighborhoods by gaining access to the information needed to provide diverse recreational, educational, and cultural opportunities that enrich the lives of our citizens.

These picnics will be held in June as a kickoff to National Recreation and Parks month. Picnics will be held in each of the city's wards on the following dates:

June 3	6:30-8p.m.	Doug Killin Friendship Park
June 10	6:30-8p.m.	Lexington Park
June 17	6:30-8p.m.	Timber-Linn Memorial Park
June 24	6:30-8p.m.	Gibson Hill Park

We will be cosponsoring this event with the Albany Democrat Herald and partnering with community businesses to offer these picnics. These picnics will feature an interactive community survey, information booths and displays, children's craft and game activities, hotdogs, and beverages. We will provide neighborhoods with an opportunity to connect with City staff Council, and Democrat Herald staff to share their concerns, ideas, and needs. The Doug Killin Friendship Park celebration will also provide a format for the dedication of the park. Council members are invited to attend the neighborhood picnics and be a part of the discussions with community members.

Budget Impact:

None



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: David Shaw, Human Resources Director
DATE: May 15, 2008, for the May 19, 2008, City Council Work Session
SUBJECT: Salary Increase for Nonbargaining and Executive Employees
RELATES TO STRATEGIC PLAN THEME: • Effective Government

Action Requested:

Approve a cost-of-living adjustment (COLA) for Nonbargaining and Executive employees.

Discussion:

The City historically has used the change in the National CPI-W from March of the prior year to March of the current year as the benchmark for setting annual cost-of-living adjustments in salary for Nonbargaining and Executive employees. The City's collective bargaining agreements with AFSCME and the Albany Police Association also use the March to March CPI-W to set COLA's for those groups.

The change in the CPI-W from March 2007 to March 2008 as announced by the US Department of Labor is 4.3 percent. Therefore, we request that the Council approve a 4.3 percent cost-of-living adjustment for Nonbargaining and Executive employees effective July 1, 2008.

Budget Impact:

Funds sufficient to cover a 4.3 percent salary adjustment have been included in the proposed 2008 – 2009 City budget.

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