



NOTICE OF PUBLIC MEETING

CITY OF ALBANY
CITY COUNCIL WORK SESSION
City Hall, Municipal Court Room
333 Broadalbin Street SW
Monday, May 9, 2011
4:00 p.m.

AGENDA

- 4:00 p.m. **CALL TO ORDER**
- 4:00 p.m. **ROLL CALL**
- 4:00 p.m. **BUSINESS FROM THE PUBLIC**
- 4:05 p.m. **EDGEWOOD ESTATES DRAINAGE** – Gordon Steffensmeier
Action Requested: Information, discussion.
- 4:20 p.m. **REGIONAL ECONOMIC DEVELOPMENT STRATEGY -- Pam Silbernagel**
Action Requested: Information, discussion.
- 5:30 p.m. **RELIANT AVIATION DEBT** – Chris Bailey
Action Requested: Information.
- 5:35 p.m. **PEPSI PROPERTY WETLANDS DELINEATION RENEWAL REQUEST** – John Pascone
Action Requested: Information, discussion, direction.
- 5:50 p.m. **COUNCILOR COMMENTS**
 1. **City/County/GAPS work group report** – Jeff Christman
- 5:55 p.m. **CITY MANAGER REPORT**
- 6:00 p.m. **ADJOURNMENT**

Special work session relating to Goal 5 follows at 6:30 p.m. in the Willamette Room.

City of Albany Web site: www.cityofalbany.net

The location of the meeting/hearing is accessible to the disabled. If you have a disability that requires accommodation, advance notice is requested by notifying the Human Resources Director at 917-7500.



TO: Albany City Council

VIA: Wes Hare, City Manager
Diane Taniguchi Dennis, Public Works Director *dtaniguchi*

FROM: Mark Shepard, City Engineer *MS*
Gordon Steffensmeier, Civil Engineer III

DATE: April 22, 2011, for the May 9, 2011, City Council Work Session

SUBJECT: Storm Drainage Problems in Edgewood Mobile Home Park

RELATES TO STRATEGIC PLAN THEME: ● Effective Government

Action Requested:

No action requested. This report is in response to a request by the City Council for information.

Discussion:

Background

At the March 23, 2011, City Council meeting the City Council received reports of periodic flooding in Edgewood Mobile Home Park. The flooding issue was brought to the City's attention in part because the City was reviewing a Partition application at the time on the 41-acre property north of the mobile home park. The mobile home park's storm drainage flows north through a private drainage system and across the 41-acre parcel to Periwinkle Creek. The mobile home park residents reported that problems with the drainageway on the adjacent parcel were the cause of their flooding. While the drainage problem reported by the citizens is an issue separate from the partition application, Council asked staff to investigate the current drainage conditions to respond to the concerns raised by the citizens. Staff has surveyed the private storm pipe system through the mobile home park and walked the private drainageway through the property to the north to determine what drainage problems might exist.

Site Conditions

The attached Figure 1, is a map showing the major drainage features across the mobile home park and the parcel to the north. The private piped system across the mobile home park begins on the south side of the Santiam-Albany Canal where a 24-inch pipe picks up storm drainage from a swale and transports that water north over the canal, (See Figure 2). From there the 24-inch pipe flows generally northward across the mobile home park to the drainage way on the 41-acre parcel. There is a catch basin over the top of the 24-inch pipe in the center of the first private street north of the canal. During heavy rainfall, stormwater bubbles up out of that catch basin and floods the street and neighboring yards. This location is also shown in Figure 1. Additional photos are attached showing the condition of the open drainage way.

Drainage Issues

Staff found several issues that could be contributing to the drainage issues the mobile home park is experiencing. Staff performed an initial evaluation of both the piped system within the mobile home park and the open ditch system north of the park. Results of what was found are described below.

Council should note that none of the drainage system that serves the park is a public system. It is completely private with no public easements or control over the system. The private piped system under the park was installed in 1975 when the park was constructed. No public storm drain improvements were required at the time the park was developed.

Pipe System: When staff surveyed the private 24-inch pipe across the mobile home park it was determined that the 24-inch pipe was extremely flat. The pipe only dropped one foot in 1,000 feet, which translates to a slope of 0.1%. This is much flatter than the minimum allowed slope in the Engineering Standards for a pipe of this size. A 24-inch pipe at this slope will carry about one-third the amount of storm water a 24-inch pipe installed per City Engineering Standards would carry. Because the storm water flows slowly and the capacity through the 24-inch pipe is lower than standards for public systems, this could potentially be contributing to the flooding experienced by the residents.

Open Ditch System: While the relatively flat slope of the private pipe through the manufactured home park is likely contributing to the flooding problem, the poor condition of the drainageway that the pipe discharges into north of the mobile home park also likely contributes to the problem. Figures 3 through 6 are pictures showing the condition of the drainage way.

Figure 3 shows that as the 24-inch pipe exits the manufactured home park it discharges to a standing pool of water that keeps the lower quarter of the pipe permanently submerged. Just downstream, Figure 4 shows that a culvert under a driveway crossing the drainageway is 100% submerged under the pool of water. Figure 5, just downstream of the driveway, shows a relatively open section of the drainageway that leads into an almost impenetrable section that is clogged with roots and brush. Figure 6 shows the section of the drainageway near where it enters Periwinkle Creek. At this location staff could find no discernable channel to the drainageway.

Potential Solutions

Since the drainage facilities are private, any improvements will be the responsibility of the property owner(s). Replacement of the pipe system is likely cost-prohibitive for the property owner. In addition, more survey and design work would be required to determine if a larger pipe would help address the issue and if it could be accommodated.

While work to replace the piped system may be cost-prohibitive, it is likely that conducting some maintenance activities within the open drainage way would have a positive impact on storm water flows.

However, there are some challenges associated with any proposed maintenance work on the ditch. It would be difficult to compel the owner of the property north of the mobile home park to make any improvements to the ditch. The owner of the 41-acre property the ditch crosses is likely only responsible to maintain historic pre-development flows, based on what is referred to as Oregon Drainage Law. It does not appear that when the mobile home park was constructed any detention systems were installed. With the addition of large amounts of impervious surface from the park construction, the quantity of stormwater coming off the site and being routed to the drainage way is substantially greater than it once was. The owner of the 41-acre parcel is not likely required to accept or accommodate this additional water. In addition, the drainage way is listed as a Significant Wetland on the City's Goal 5 maps. Depending on how and when maintenance activities were conducted, the work could require approval/permits from the City of

Albany through Goal 5, the Oregon Department of State Lands, and the US Army Corps of Engineers. Obtaining these permits can be time consuming and costly.

Conclusion

Routine maintenance of the drainageway across the 41-acre parcel would improve the flow capacity of the private pipe across the manufactured home park. It appears that the submerged driveway culvert is the most significant, but not the only, flow restriction in the drainage way. There are both legal and environmental challenges to completing any maintenance/improvements to the drainageway.

This is a private drainage issue between two property owners. The City does not perform maintenance activities on private storm drainage systems. There has been no public action that has impacted the drainage of the private mobile home park.

This issue is an example of potential long-term impacts citizens can experience when private infrastructure systems are allowed to serve multiple citizens such as a manufactured home park. Citizens are dependent upon the private property owner to address their drainage problem.

Budget Impact:

None at this time. Issues such as this, as well as the additional regulatory requirements the City faces are reasons the City will need to consider designated funding of storm water activities through a dedicated utility or other funding source.

GPS:prj
Attachments (6)

Figure 1



Figure 2



03:28 11:02



Figure 3



03:28 11:30

Figure 4



Figure 5

03:28 11:23



Figure 6

03.28 11:26

How to Use Government Loan Programs

Be Prepared!

- Plan ahead, apply well in advance of needing funds.
- Be prepared to discuss financing with a commercial lender. Businesses that can obtain financing from private commercial lenders are generally not eligible to participate in these programs.

Pre-Application Checklist

Processing of loan applications is expedited if we have received the following documents and information:

- Business plan or detailed description of your business.
- Breakdown of the use of funds for the proposal.
- Personal financial statements of owners.
- Resumes of owners and key managers.
- Business Income Statement and Balance Sheet for the past 3 years, Interim Income Statement and Balance Sheet dated within 90 days of the application. Also, projected Income Statements and Cash Flows for significant expansion proposals or new businesses.

Additional Assistance

There is a wide variety of resources available to help with your business planning, including SCORE (Service Corps of Retired Executives), Small Business Development Centers, Economic Development Organizations, and many others. You can locate them by clicking on the "Resources" tab at our website www.cascadeswest.org.

For More Information Or On-Line Application

Visit our websites at:

www.cascadeswest.org

Email: bbaze@ocwcog.org
dsearle@ocwcog.org

The Federal Equal Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided that the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal agency that administers compliance with this law is the Federal Trade Commission, Equal Credit Opportunity, Washington, DC 20580.



Serving Linn, Benton and Lincoln Counties:

1400 Queen Avenue SE
Suite 205B
Albany, OR 97322

Phone: 541-924-4538
Fax: 541-967-4651

Lincoln County:

Phone: 541-265-8707

Oregon Cascades West Council of Governments
1400 Queen Ave SE, Suite 205 B
Albany, OR 97322



OREGON
CASCADES WEST
COUNCIL OF
GOVERNMENTS

BUSINESS
LOAN
PROGRAMS

BUSINESS LOAN PROGRAMS

	Revolving Loan Fund	Business Investment Fund	Rural Development Fund	Lincoln County Revolving Loan Fund	SBA 7(a)*	SBA 504*
County	Lincoln, Linn, Lane	Benton, Lincoln, Linn, Lane	Benton, Lincoln, Linn rural (outside Corvallis & Albany) locations	Lincoln	State Wide	State Wide
Basic Eligibility	For-profit and not-for-profit businesses acquiring or improving land, buildings, machinery & equipment, furniture & fixtures or in need of working capital. No refinance.		For-profit or not-for-profit businesses acquiring, remodeling or refurbishing land, building, machinery & equipment, furniture & fixtures or in need of working capital. Refinance under limited conditions.	For-profit or not-for-profit businesses ineligible for other public or private financing in need of short term operating capital. No real estate projects. Refinance requests may be eligible.	For-profit businesses financing land, building acquisition, construction, machinery & equipment and permanent working capital. Refinance transactions will be considered on an exception basis.	For-profit businesses financing land and building acquisition, construction, or remodeling; machinery & equipment. No working capital and short term assets. Refinance transactions will be considered on an exception basis.
Economic Impact	1 job / \$20,000 borrowed	1 job / \$15,000 borrowed	1 job / \$50,000 borrowed	Not applicable	Not applicable	1 job / \$65,000 borrowed
Loan Amount	\$5,000-\$242,000 maximum, but not more than 50% of project cost	\$100,000 maximum, but not more than 75% of project cost	\$250,000 maximum, but not more than 75% of project cost	\$500-\$50,000 dependent on tier	Up to \$5.5 million maximum	Up to \$5,500,000 or a maximum of 40% of project cost
Private Contrib.	Minimum of 50% of project	Minimum of 25% of project	Minimum of 25-50% of project	0-20% depending upon tier	Minimum of 20%	10-20% depending upon nature of project and collateral
Collateral	First or subordinate lien on assets financed in the project. Best available lien on any other collateral deemed necessary to strengthen the credit.				Varies	Generally, second lien on project asset. Non-project collateral may be taken if needed to mitigate risk.
Rates	Fixed at prime minus 1%. Established at time of closing. Minimum 7%.	Prime fixed. Established at loan closing. Minimum 7%.		Fixed rate at prime with 6% minimum.	Varies	Fixed, approximately 1.00% over US Treasury, plus .75% servicing fees per year.
Terms	Up to 15 years depending upon nature of request and collateral. No prepayment penalty.	Up to 10 years depending upon nature of request and collateral. No prepayment penalty.	Up to 15 years depending upon nature of request and collateral. No prepayment penalty.	Up to 6 years. No prepayment penalty.	Up to 25 years depending upon nature of request/collateral. 7 years for working capital.	10 or 20 years, depending on nature of collateral. Prepayment premium assessed during first half of term.
Loan Fees	1.50% Loan fee. \$10/month servicing fee.			Loan fees of \$100 – 1.5%, dependent on tier. \$10/month servicing fee.	Varies based on loan amount.	2.25% origination and packaging fees.
Costs	Application deposit of \$300-\$500, credited to borrower at closing. Borrower pays all third party closing and processing costs.			Application deposit of \$100-\$500, credited to borrower at closing. Borrower pays all third party closing and processing costs.	Packaging fees up to \$2,500 depending upon services rendered, plus closing costs.	Application deposit of 1% or \$2,500 whichever is less. Borrower pays all closing costs, which can be financed.

Providing Lending Opportunities for Local Businesses

Over the past three decades, OCWCOG has been providing entrepreneurs in Linn, Benton, and Lincoln Counties with funding to open or expand their businesses.

We have assisted businesses with: 527 loans, the infusion of \$82,040,879 in loan dollars into our communities creating or retaining 3,070 new jobs.

Recently, our lending staff packaged an SBA 504 loan for Fitness Over 50, Inc. for the purchase and renovation of property on Philomath Boulevard in Corvallis. With this assistance, Fitness Over 50 was able to move from their leased location of 4,000 sq feet to a new location including 1.3 acres, which is being developed to house a finished structure of 14,000 square feet.

Fitness Over 50 has been in business since 1998 and currently has six employees.

For more information about lending opportunities, please contact Diane Searle, Loan Program Manager at (541-924-8480).

Part of our mission at OCWCOG is to pull federal, state and private dollars into the region to address community problems and to provide services that benefit our residents. Over the last 12 months, we have entered into contracts and grant awards that will bring more than \$500,000 in new outside dollars into our region. This funding will improve the "readiness" of industrial lands, expand food processing activity, put capital into the hands of small businesses and it will better connect seniors and people with disabilities with the resources they need to remain healthy and active in their communities. Looking ahead to next year and beyond and the prospect of continued reductions in state and federal budgets, it is difficult to predict what success will look like—it may mean hanging on to as much of our basic program funding as possible. However, OCWCOG will continue to pursue every reasonable grant and outside funding opportunity to augment scarce local dollars. Please call, if we can be of assistance.

Cynthia Solie,
Executive Director

Creating a Regional Economic Development Identity



In Photo, from left to right: Skip Rung, ONAMI; Mary Foley Phillips, OSU Tech Transfer; Theresa Conley, OCWCOG; Commissioner Jay Dixon, Benton County; Maureen Keeler, Port of Newport; Mayor Sharon Konopa, City of Albany.

OCWCOG is coordinating an effort to create a regional brand. More than just the development of a logo or a tagline, this branding strategy will allow the Linn-Benton-Lincoln region to work together in new and more effective ways as it positions itself for future economic opportunities.

Expectations are that banding together under a common brand provides all of us with more assets to leverage. As a region, we also have greater diversity of labor force characteristics and community settings to market. Perhaps most importantly, by working as a region we each gain the critical mass required for our communities to be noticed.

Several themes that could be used to promote the region emerged during a well-attended, highly participatory, workshop hosted by OCWCOG's Community and Economic

Development Committee on October 19th. A few examples of what we could build on are:

- We're proud of the *high level of innovation and creativity* in the region. We have a strong tradition of supporting those who take risks, turning ideas into new products and processes. Today, this entrepreneurial spirit permeates throughout our research centers, businesses and communities.
- Our region contains a *wealth of amenities that provide for a high quality of life*. The natural, geographically diverse beauty of the region provides a world-class backdrop for a broad variety of community settings and activity options.
- The region is *well-positioned to accommodate new businesses*. We offer a central West Coast location and strong transportation connections. Our economic development network is positioned to support businesses from the idea stage to location of major new facilities.

The next step is for the Branding Task Force to develop a package of recommendations for review by workshop participants and economic development partners. We anticipate the branding effort will involve creation of a regional website and revamping of industrial recruitment materials.



The partners of Valley VanPool (Point2Point Solutions, Cherriots Rideshare and OCW-COG) have collaborated since 2003 to enhance vanpooling options.

Today there are 20 vanpools serving approximately 250 commuters on 11 routes with stops in 15 communities. A new route serving Sweet Home to Salem just began and a Corvallis to Newport route is being developed.

In addition to providing needed transportation options, Valley VanPool has a notable positive impact on our environment and pocketbooks.

Recent annual impacts in our region include:

Annual Road & Cost :
Vehicle Miles Saved:
947,768

Gallons of Fuel Saved:
47,388

Fuel Cost Savings:
\$127,948

Annual Emissions
Nox reduced:
859.96 lbs.

VOC reduced:
1,188.86 lbs.

CO3 Reduced:
14,847.12 lbs.

PM10 Reduced:
1.60 lbs.

Community Leader Spotlight: Maureen Keeler

The Port of Newport has been in the news a lot recently, and for good reason. The Port is full of activity, with the start of the crabbing season, construction for NOAA's Pacific homeport well underway, and work moving forward on the International Terminal renovation. Behind the scenes in all of these news items is Maureen Keeler, long-time Port of Newport staff.

Maureen Keeler grew up around boats, with her father and brother working as boat builders. Prior to coming to the Port of Newport in 1986, Maureen worked for the marine industrial division of Zidell Explorations in Portland. Now a Special Projects Manager with the Port, Maureen focuses her energy on grant writing and public outreach.

When Maureen is not assisting with the well publicized NOAA relocation, she continues to work on the Port's longtime project to renovate the International Shipping Terminal – which will make the terminal accessible to deepwater ships, commercial traffic, and possibly small cruise boats. Before all of that hap-

pens; however, the WWII ships that the terminal rests on need to be stabilized or removed and additional funding must be secured.

Maureen says her job is always challenging and never dull, What she enjoys most about her job; however, is that she is able to make a difference in the community through her work, resulting in the creation of many local jobs.

Maureen is the Port of Newport's appointed representative on the OCWCOG Board, and also serves on the OCWCOG Community & Economic Development Committee, the Board of the Cascades West Economic Development District, and serves as an alternate on the Cascades West Area Commission on Transportation.



The Corvallis Area MPO



Efficient transportation systems are becoming increasingly important as cities grow, commute patterns change and more people seek alternative modes. Recognizing this, the federal government establishes regional transportation planning agencies within Metropolitan Areas with a population of 50,000 or higher. In the 2000 Census, the Corvallis area passed that population marker and became eligible to establish a Metropolitan Planning Organization (MPO).

The Corvallis Area Metropolitan Planning Organization (CAMPO) was established by the Governor of Oregon in 2002. CAMPO is steered by a Policy Board made up of representatives of the cities of Corvallis, Philomath and Adair Village, Benton County and the Oregon Department of Transportation. OCWCOG provides administrative services to CAMPO.

Recent accomplishments of the Corvallis Area MPO include:

- Adoption of the Corvallis Area Metropolitan Transportation Plan, which is currently being updated to describe transportation improvements through 2035;
- Development of Transportation Improvement Programs, which determine how federal transportation funds will be spent;
- Completion of the 9th Street Improvement Plan, which identified transportation solutions for a congested commercial area in Corvallis; and,
- Coordination of transit services (route & fees) between Benton and Linn Counties.

To learn more about the work CAMPO is doing in the Corvallis Metropolitan Area, visit their website at:

<http://www.corvallisareampo.org/>

Adair Village: Moving and Growing



Adair Village is literally moving and growing. In recent months, the residents of Adair Village have watched as the City moved two historic Camp Adair barracks to a location in the center of the city, participated in the inaugural ride of the 99 Express and supported the City as it annexed 120 acres into its urban growth boundary (UGB).

City Manager Drew Foster explained that the barracks have been sitting on their new foundations for nearly 3 months and are awaiting seismic retrofits, new roofs, windows and siding. The City's new historic resources committee is currently meeting with stakeholders to determine the best use of the barracks which could include new City Council chambers, meeting spaces, and offices for local public service agencies.

Adair Village also saw the inaugural ride of its first transit service, the 99 Express. The service is currently providing approximately 75 rides per week, primarily to commuters going to and from Corvallis. The city is

looking into special shuttles on OSU game days and additional coordination with commuters.

In addition, Adair Village has been growing in recent years. In the past 10 years, 116 new houses have been built in the city and the population has roughly doubled. To accommodate an expected tripling of the population by 2020, Adair Village has annexed 120 acres of land into the Urban Growth Boundary, which will enable phased residential development and sports fields for Santiam Christian School. The City is also working to enhance its employment land inventory by completing environmental assessments and an economic opportunities analysis for a city-owned industrial site northeast of town. It is the largest single-owned industrial site in the mid-valley.

Adair Village is ready to grow, and this is only the beginning.



Staff Highlight—Deb Scobie



On November 18th, OCWCOG sponsored a Family Caregiver and Resources Fair, which was attended by over 60 caregivers. It included speakers, information about community resources, free massages and treats for caregivers.

The event was a great success and could not have happened without the experience and dedication of Deb Scobie.

Deb has been with the COG for 23 years - first doing Information and Referral and licensing Adult Foster Homes, then working as a Medicaid/OPI Case Manager, and now as a Case Manager. What Deb likes most about her job is the variety of her tasks and working with clients and families in the Oregon Project Independence program and the Family Caregiver Support Services program. Deb has a Masters Degree in Social Work from Portland State University and is a Licensed Clinical Social Worker.

When Deb is not working, she loves spending time outside hiking, biking, camping and windsurfing. She also enjoys doing glass fusing, glass bead making, and jewelry making.

AARP Forum

On October 21st, the Senior Services Advisory Council and the Disability Services Advisory Council of OCWCOG co-hosted a legislative forum with the AARP.

During the forum, candidates in Linn, Lincoln and Benton Counties shared their views on long-term care systems, home and community-based services and support for seniors and people with disabilities. The event was open to AARP members, Advisory Council members and the general public.

The Senior Services Advisory Council advises OCWCOG Senior and Disability Services staff and the OCWCOG Board of Directors on matters relating to the development and operation of a comprehensive service delivery system for older adults in the OCWCOG region. Council members also assist in monitoring the implementation of the Older Americans Act Area Plan.

The Disability Services Advisory Council gives advice on policies, quality of services and other issues important to people with disabilities. They advise the local offices of Senior and Disability Services.



OCWCOG Aging and Disability Resource Center (ADRC) Up and Running

Aging and Disability Resource Centers (ADRCs) have been developed across the country to provide a single point of entry into long-term support services and to better support older adults and people with disabilities of all income levels. Seeing success with this model elsewhere, OCWCOG's Senior and Disability Services is now piloting the model through a federal grant from the Administration on Aging.

Information and assistance delivered through a call center is a key function of the ADRC. Our call center is staffed with five ADRC Specialists who answer calls live. These specialists are trained and have the experience to guide callers in determining the availability of services through our agency or through other human service programs and community resources. They answer questions, connect callers to appropriate community resources, or refer them to another level of assessment if it appears that there is a need for long-term care services. The ADRC also connects callers with short-term

assistance when an internal referral to our program is not appropriate and there are limited or no community resources available to assist the customer.

If eligibility for OCWCOG or state services is determined, COG staff will follow up with a home visit to review the stability of the situation and the potential for additional assistance. The OCWCOG is also in the process of beginning work on our Hospital 2 Home Project with Lebanon Community Hospital and will soon be offering Options Counseling for those who need help in developing a plan for their future care needs.

If you or someone you know have questions about services for older adults or people with disabilities please call us at 541967-8630 or 541-336-2289; or toll-free at 1-800-638-0510 or 1-800-282-6194, weekdays between the hours of 9:00 a.m. and 5:00 p.m.

Administration

1400 Queen Ave SE Ste 201
Albany, OR 97322
541.967.8720 ph
541.967.6123 fax

Community & Economic Development

1400 Queen Ave SE Ste 205A
Albany, OR 97322
541.967.8551 ph
541.967.4651 fax

Senior and Disability Services

1400 Queen Ave SE Ste 206
Albany, OR 97322
541.967.8630 ph
541.967.6423 fax

Senior and Disability Services/Toledo

203 N Main St.
Toledo, OR 97391
541.336.2289 ph
541.336-1510 fax

Technology Services

1400 Queen Ave SE Ste 104
Albany, OR 97322
541.924.8454 ph

Veteran Services

301 SW 4th
Corvallis, OR 97333
541.758.1595 ph
541.758.3127 fax

Member Governments:

COUNTIES: Benton, Lincoln, and Linn CITIES: Adair Village, Albany, Brownsville, Corvallis, Depoe Bay, Halsey, Harrisburg, Lebanon, Lincoln City, Millersburg, Monroe, Newport, Philomath, Scio, Siletz, Sweet Home, Tangent, Toledo, Waldport, Yachats
OTHER: Confederated Tribes of Siletz, Port of Newport, and Port of Toledo.

Cascades West Council of Governments is an Equal Opportunity Lender, Provider and Employer

OCWCOG Now Sponsoring RSVP in Lincoln County

Oregon Cascades West Council of Governments became the local sponsor of the Lincoln County Retired Seniors Volunteer Program (RSVP) this year. A key community service since it opened its doors in 1972, RSVP uses volunteers to meet the needs of the community. Volunteers distribute food to low-income families, assist patients and their families in two area hospitals, work with hospice, advocate for children through Court Appointed Special Advocates, read with children in the schools, cook and serve meals at community centers, and deliver meals to homebound seniors.

Additionally, RSVP manages several health-related programs for seniors and low-income people including the:

- Grab Bar Program
- Prescription Assistance
- Friendly Visitor Programs

RSVP programs help fill the service gap created by a sharp increase of seniors living in

Lincoln County, the reduction in services/resources by government agencies, and a weakened coastal economy.

Previously sponsored by the Red Cross, this program is a lifeline to those in need and continues to advance its goals of senior advocacy, services and community involvement.

Tamara Rosser serves as Director of RSVP, and works out of the OCWCOG's Toledo office, along with Sheryl Whetzell Volunteer coordinator and Kris Plummer, Office Volunteer.



RSVP staff: Kris Plummer & Sheryl Whetzell



TO: Albany City Council

VIA: Wes Hare, City Manager
Diane Taniguchi-Dennis, P.E., Public Works Director *MWS*

FROM: Chris Bailey, Airport and Transit Manager *For Chris Bailey*

DATE: May 3, 2011, for the May 9, 2011, City Council Work Session

SUBJECT: Reliant Aviation Debt

RELATES TO STRATEGIC PLAN THEME: ● Effective Government
● Safe City

Action Requested:

Information only. Staff is preparing to make the necessary accounting entries to write off the debt accumulated by Reliant Aviation.

Discussion:

Reliant Aviation was contractually obligated to pay the City \$1,500 per month in rent for the City-owned buildings it occupied at the airport. By the time the City filed suit against Reliant, the balance owed was \$39,000. During the months that the lawsuit was negotiated and settled, Reliant was not billed for rent. The City's financial system uses a modified accrual accounting procedure whereby revenues appear in the budget as they are invoiced by the City. Because of this, the Airport budget shows \$39,000 in revenues that have not been received.

As part of the negotiated settlement that Council approved, Reliant agreed to pay a portion of the amount it owed using a payment plan. Because these payments take place over a number of years, staff feels it is best to write off the debt that has accumulated in the current Airport operations budget in order to show the correct balance within the Airport budget.

Budget Impact:

This correction to the Airport budget will result in a reduction of the amount of reserve that will be carried over as beginning balance in FY 2012.

CB:kw
Attachment



PACIFIC HABITAT SERVICES, INC

9450 SW Commerce Circle, Suite 180
Wilsonville, OR 97070

(800) 871-9333 • (503) 570-0800 • Fax (503) 570-0855

April 28, 2011

City of Albany
c/o John Pascone

**In Re: Proposal to obtain the Department of State Lands' renewal of the wetland delineation for several tax lots associated with the former SVC/PepsiCo development and mitigation sites.
PHS project number: 4823**

Dear John:

The wetland delineation approval granted by the Department of State Lands (DSL) for the former SVC/PepsiCo development site and mitigation area in Albany has expired. As such, Pacific Habitat Services (PHS) is proposing to investigate site conditions, collect new data, and prepare a report in compliance with ORS 141-090-0030 and 141-090-0035. The re-delineation will be required in order for the project to retain its shovel-ready status with the State of Oregon.

This proposal describes the two tasks required to be conducted in order to obtain the new approval from DSL. A description of the tasks to be completed is included below and a detailed breakdown of labor and disbursement costs associated with each task is included in the attached spreadsheet.

Task 1 Conduct Wetland Delineation fieldwork

PHS will conduct a wetland delineation using the required criteria and methodologies of the Corps of Engineers *Wetland Delineation Manual Technical Report Y-87-1* (Environmental Laboratory, 1987) and the *Western Mountains, Valleys and Coast Region* regional supplement to the 1987 Manual. These manuals provide the guidelines and methodology for defining the limits of wetlands and waterways.

The wetland delineation will be conducted with tax lots 311, 500, 1200, 700, 1100 (all within the Pepsi development site south of Ellingson Road) and tax lots 1800, 102, and 400 (the wetland mitigation area east of Highway 99). The surveyor for the project (Cole Surveying) will re-stake the wetland boundary. PHS wetland scientists will review the flags, take new data, and re-flag areas that require it.

Proposal to obtain the Department of State Lands' renewal of the wetland delineation for several tax lots associated with the former SVC/PepsiCo development and mitigation sites.

Pacific Habitat Services, Inc.

April 28, 2011

Page -2-

Task 2 Prepare Wetland Delineation Report and submit to DSL

Following the fieldwork, we will prepare a wetland delineation report suitable for submittal to the regulatory agencies. The report will include information on the topography, soils, and hydrology of the site and will include data sheets documenting upland and wetland areas. The report will also include a map showing the surveyed boundary of the waterway or wetland and the location of delineation sample points.

The wetland delineation report will be submitted to the Department of State Lands for their review, which can take up to 120 days and requires a fee of \$384. This fee is not included in our costs.

PROJECT TEAM

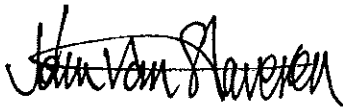
The PHS project team consists of John van Staveren, Project Manager (\$112/hr); Michele Eccleston, Wetland Scientist, Biologist (\$90/hr); Amy Hawkins, Professional Wetland Scientist (\$89/hr); Shawn Eisner, Wetland Scientist (\$89/hr); Dale Groff, Hydrologist (\$88/hr); Solye Brown, Graphics Specialist (\$66/hr); and Jane Le Blanc, Technical Editor (\$56/hr).

PROPOSED FEE ESTIMATE

The estimated total cost for conducting the work, including labor charges and disbursements, is an amount not to exceed \$27,694. *The work will be conducted on a time and materials basis and you will only be charged for the time actually spent on the project.*

We look forward to working with you on this project.

Sincerely,



John van Staveren
Project Manager

Proposal to obtain the Department of State Lands' renewal of the wetland delineation for several tax lots associated with the former SVC/PepsiCo development and mitigation sites.

Pacific Habitat Services, Inc.

PHS project Number: 4823

Task Description	JVS	SE	ME	AH	DG	SB	JDL	Mileage	Supplies/ Equip	Sub Total
1 Conduct wetland delineation	20	40	40	40	40	0	0	\$125	\$75	\$16,680
2 Prepare wetland delineation report and gain concurrence	8	0	14	12	0	12	8	\$0	\$50	\$4,514
Total Labor Hours	28	40	54	52	40	12	8			
Labor Rates	\$112	\$89	\$90	\$89	\$88	\$66	\$56			
Totals	\$3,136	\$3,560	\$4,860	\$4,628	\$3,520	\$792	\$448	\$125	\$125	Total \$21,194

JVS = John van Staveren, PWS, Project Manager

SE = Shawn Eisner, Wetland Scientist

ME = Michele Eccleston, Wetland Scientist

AH = Amy Hawkins, Wetland Scientist

DG = Dale Groff, Hydroloist

SB = Solye Brown, Graphics Specialist

JDL = Jane LeBlanc, Technical Editor

Wetland delineation field work and report \$21,194

Professional survey \$6,500

Total \$27,694