



**Revised**

## NOTICE OF PUBLIC MEETING

CITY OF ALBANY  
CITY COUNCIL WORK SESSION  
Boys & Girls Club of Albany  
1215 Hill Street SE  
Monday, June 6, 2011  
4:00 p.m.

### AGENDA

4:00 p.m. **CALL TO ORDER**

4:00 p.m. **ROLL CALL**

4:00 p.m. **FACILITY TOUR** – Ryan Graves  
*Action Requested:* Information.

4:15 p.m. **REVISED ALLIED WASTE RATE PROPOSAL** – Mike Huycke, Kevin Hines  
*Action Requested:* Information, discussion, direction.

4:40 p.m. **BUSINESS FROM THE PUBLIC**

4:50 p.m. **INSURANCE SERVICES OFFICE RATING** – John Bradner  
*Action Requested:* Information, discussion.

5:10 p.m. **ACCEPTING FEDERAL PASS-THROUGH GRANT FOR LOCAL EMERGENCY EXERCISE** –  
John Bradner  
*Action Requested:* Acceptance of small grant.

5:15 p.m. **BIKE PARK REPORT** – Ed Hodney  
*Action Requested:* Information.

5:25 p.m. **SCHOOL DISTRICT FUNDING REQUEST** – Wes Hare  
*Action Requested:* Information, discussion.

5:35 p.m. **COUNCILOR COMMENTS**

5:45 p.m. **CITY MANAGER REPORT**

6:00 p.m. **ADJOURNMENT**

#### Rules of Conduct for Public Meetings

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the hearing.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the hearing.

City of Albany Web site: [www.cityofalbany.net](http://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 Department at 917-7500.



June 1, 2011

City of Albany  
P O Box 940  
Albany, OR 97321

Dear Mayor Konopa and Members of the Council:

Enclosed is a request for a rate adjustment for the waste collection services provided by Allied Waste (AW) in the City of Albany. Based on the concerns expressed during the Council Work Session on May 23<sup>rd</sup>, we've revised our approach to this request to minimize the impact to customers.

The proposed rates represent a 6% increase (down from 9%), equating to a \$.95 per month (down from \$1.40) increase to residential customers. To move toward the implementation of a CPI, a secondary price increase of 4% is necessary in 2012, followed by 2% price increase plus CPI in 2013.

We are requesting an effective date of July 1, 2011. The following items are enclosed, which includes information requested by the Council at last week's Work Session.

- Financial statements showing actual results for 2009 and 2010 and projected results for 2011 and 2012 if there were to be no rate adjustment illustrating a severely declining rate of return.
- Financial statements showing actual results for 2009 and 2010 and projected results for 2011, 2012, and 2013 with our proposed rate adjustments.
- A schedule of direct expenses showing actual results for 2009 and 2010 and projected results for 2011 and 2012 with our proposed rate adjustments.
- Financial statements showing the impact of proposed CPI methodology for 2010, 2011, and 2012.
- A table comparing a sample of AW of Albany-Lebanon's proposed rates with those in other Oregon cities.
- Tables showing current and proposed rates for all services.
- Draft CPI language revised to specify the CPI period.

Reasons for this proposed rate increase include:

- Since our last rate increase in 2009 of 4%, margins have been steadily eroding due to rising costs, most notably, fuel costs.
- A landfill disposal increase of 4% took effect January 1<sup>st</sup> due to rising environmental costs, leachate expense, and the development of a new cell.
- The deferral of a rate adjustment from 2009 and 2010.

As a result of customer demand and Council interest, we propose offering a food waste recycling service on a subscription basis to commercial customers. We appreciate your consideration of our request and look forward to your questions and comments.

Best regards,

Mike Huycke  
General Manager  
Allied Waste of Albany-Lebanon

*Allied Waste of Albany*  
*City of Albany*  
*Proforma Statement of Income*  
*For the twelve months ended December 31, 2009, 2010, and projected 2011 and 2012*

	2009	2010	2011 Projected w/0% PI	% Change	2012 Projected w/0% PI	% Change
<i>Revenue</i>	6,927,938	6,999,423	6,999,423	0.0%	6,999,423	0.0%
<i>Cost of Operations *</i>	5,228,868	5,343,171	5,700,341	6.7%	5,814,347	2.0%
<i>Gross Profit</i>	1,699,071	1,656,252	1,299,082	-21.6%	1,185,075	-8.8%
<i>Salaries, General and Administrative *</i>	891,905	899,054	915,734	1.9%	934,049	2.0%
<i>Operating Income</i>	807,165	757,198	383,348	-49.4%	251,026	-34.5%
<i>Provision for Income Taxes</i>	343,852	363,455	184,007	-49.4%	120,493	-34.5%
<i>Income</i>	463,313	393,743	199,341	-49.4%	130,534	-34.5%
<i>Income as a Percentage of Revenue</i>	6.7%	5.6%	2.8%		1.9%	

\* See Schedule of Direct Costs for detail.

*Allied Waste of Albany*  
 City of Albany  
 Proforma Statement of Income  
 For the twelve months ended December 31, 2009, 2010, and projected 2011, 2012 and 2013

	2009	2010	2011 Projected w/6% PI in July	% Change	2012 Projected w/4% PI in July	% Change	2013 Projected w/2% + CPI (1.5%) In Jan	% Change
Revenue	6,927,938	6,999,423	7,194,161	2.8%	7,601,723	5.7%	7,984,056	5.0%
Cost of Operations *	5,228,868	5,343,171	5,679,001	6.3%	5,792,581	2.0%	5,879,469	1.5%
Gross Profit	1,699,071	1,656,252	1,515,160	-8.5%	1,809,143	19.4%	2,104,587	16.3%
Salaries, General and Administrative *	891,905	899,054	915,734	1.9%	934,049	2.0%	948,060	1.5%
Operating Income	807,165	757,198	599,426	-20.8%	875,094	46.0%	1,156,527	32.2%
Provision for Income Taxes	343,852	363,455	287,724	-20.8%	420,045	46.0%	555,133	32.2%
Income	463,313	393,743	311,701	-20.8%	455,049	46.0%	601,394	32.2%
Income as a Percentage of Revenue	6.7%	5.6%	4.3%		6.0%		7.5%	

\* See Schedule of Direct Costs for detail.

Five Year Average = 6.1%  
 Three Year Proforma Average = 6.0%

*Allied Waste of Albany  
City of Albany  
Proforma Schedule of Direct Expenses  
For the twelve months ended December 31, 2009, 2010, and projected 2011, 2012*

	2009	2010	2011 Projected	% Change	2012 Projected	% Change
<b>COST OF OPERATIONS</b>						
Labor	1,406,043	1,423,090	1,458,667	2%	1,480,547	1.5%
Repairs and Maintenance	436,605	438,254	444,828	1%	451,501	1.5%
Vehicle Operating Costs	331,028	416,259	600,947	44%	609,961	1.5%
Facility	222,701	227,100	230,507	1%	233,965	1.5%
Insurance	194,108	177,611	180,275	1%	182,980	1.5%
Disposal	1,334,009	1,260,875	1,311,310	4%	1,330,980	1.5%
Recycling Purchases	295,835	353,023	358,318	1%	363,693	1.5%
Franchise Fees	398,172	394,250	431,650	9%	438,124	1.5%
Other Operating Costs	75,883	74,784	75,905	1%	77,044	1.5%
Depreciation	534,483	577,924	586,593	2%	595,392	1.5%
<b>TOTAL COST OF OPERATIONS</b>	<b>5,228,868</b>	<b>5,343,171</b>	<b>5,679,001</b>	<b>6%</b>	<b>5,764,186</b>	<b>1.5%</b>
<b>SALARIES, GENERAL &amp; ADMINISTRATIVE</b>						
Customer Service Salaries	68,735	184,760	189,379	2%	192,219	1.5%
General & Administrative Salaries	274,940	134,721	138,089	2%	140,160	1.5%
Sales, General & Administrative Expenses	548,230	579,574	588,267	1%	597,091	1.5%
<b>TOTAL SALARIES, GENERAL &amp; ADMINISTRATIVE</b>	<b>891,905</b>	<b>899,054</b>	<b>915,734</b>	<b>2%</b>	<b>929,470</b>	<b>1.5%</b>

2011 Cost:

- ~ Labor is increasing at 2%, mostly due to rising benefit costs.
- ~ Vehicle Operating expenses increasing 44% due to fuel (Ultra Low Sulfur Diesel) price at \$4.00 per gallon.
- ~ Disposal price at Coffin Butte increased 4%, effective January 1st. The increase is mostly related to rising environmental costs, leachate expense and the development of a new cell.
- ~ Franchise fees percentage increased 9% due to the price increase and fewer uncollectable accounts in 2011.
- ~ All other inflation is assumed to be 1.5%.

2012 Cost:

- ~ Inflation of all costs assumed to be 1.5%.

**Allied Waste of Albany**  
 City of Albany  
 Proforma Statement of Income  
 For the twelve months ended December 31, 2009 and CPI projected 2010, 2011, and 2012

	<u>2010</u>	<u>2011</u>	<u>2012</u>
CPI Weighting	0.0%	3.1%	6.2%
<b>CPI - 65%</b> , from Consumer Price Index for Urban Wage Earners and Clerical Aworkers for the Portland-Salem Area			
<b>Disposal 25%</b> , from Coffin Butte Landfill disposal cost per ton			
<b>Fuel - 10%</b> , from The Energy Information Agency annual West Coast Retail Prices Series for Number 2 Ultra Low Diesel Fuel			

	2009	2010 Actual w/0% CPI in Jan	2011 Projected w/3.1% CPI in Jan	% Change	2012 Projected w/6.2% CPI in Jan	% Change
Revenue	6,927,938	6,999,423	7,216,405	3.1%	7,663,822	6.2%
Cost of Operations	5,228,868	5,343,171	5,680,335	6.3%	5,793,942	2.0%
Gross Profit	1,699,071	1,656,252	1,536,070	-7.3%	1,869,880	21.7%
Salaries, General and Administrative	891,905	899,054	915,734	1.9%	934,049	2.0%
Operating Income	807,165	757,198	620,335	-18.1%	935,831	50.9%
Provision for Income Taxes	343,852	363,455	297,761	-18.1%	449,199	50.9%
Income	463,313	393,743	322,574	-18.1%	486,632	50.9%
Income as a Percentage of Revenue	6.7%	5.6%	4.5%		6.3%	

## Rate Comparison

Company	Allied Waste	Allied Waste	Allied Waste	Allied Waste	Allied Waste	Sweet Home Sanitation	Bend Garbage and Recycling	Rogue Waste Systems	Sanipac	Allied Waste	Allied Waste	Brandt's Sanitary
City served	Albany*	Albany*	Albany*	Tangent	Millersburg	Sweet Home	Bend	Medford	Springfield	Lebanon	Corvallis	Monmouth
	Current	Proposed 2011 (6%)	Proposed 2012 (4%)									
32 gal cart	\$ 15.20	\$ 16.15	\$ 16.80	\$ 17.45	\$ 15.70	\$20.75	\$ 16.00	\$ 15.63	\$ 19.80	\$15.70	\$17.45	\$ 19.03
90 gal cart	\$ 23.95	\$ 25.40	\$ 26.40	\$ 29.35	\$ 24.50	\$25.56	\$ 30.05	\$ 36.76	\$ 44.40	\$24.50	\$29.00	\$ 32.32
2 cu. Yd container emptied once weekly	\$ 117.75	\$ 124.80	\$ 129.80	\$ 143.70	\$ 124.90	\$160.00	\$ 144.46	\$ 136.38	\$ 127.20	\$124.90	\$149.50	\$84.75 (1.5yd only)

\*Albany's residential rates include \$0.21 per month for leaf removal services

# Allied Waste of Albany-Lebanon

## Proposed Monthly Residential Service Rates for Albany

	Current	Proposed	Monthly Increase
20 gal cart	\$ 13.11	\$ 13.90	\$ 0.79
32 gal cart	\$ 15.20	\$ 16.15	\$ 0.95
90 gal cart	\$ 23.95	\$ 25.40	\$ 1.45
1 Can	\$ 18.15	\$ 19.30	\$ 1.15
Each add can	\$ 13.40	\$ 14.15	
2 can special/On Call	\$ 10.70	\$ 11.35	
Up-drive fee	\$ 15.60	\$ 16.50	
Enclosure fee	\$ 20.80	\$ 22.00	
On Call service	\$ 10.70	\$ 11.35	
Yard Debris/Composter only or additional cart	\$ 7.30	\$ 7.80	
Recycle Cart only or additional cart	n/a	\$ 7.80	

Yard waste cart or composter available at no extra charge when receiving weekly garbage service.

Curbside recycling carts available at not extra charge when receiving weekly garbage service.

### Temporary Containers

	Current	Proposed
Temporary Use Containers - 3 cubic yards (includes delivery, pickup, and seven days use)	\$ 69.00	\$ 73.10
Rent per day beyond seven days	\$ 3.00	\$ 3.20
Maximum rent per month	\$ 28.10	\$ 29.80

### Yard Debris Tubs

	Current	Proposed
Temporary Use Yard Waste Containers - 300 gallons (includes delivery, pickup, and seven days use)	\$ 30.70	\$ 32.50
Maximum rent per month	\$ 21.00	\$ 22.30

# Allied Waste of Albany-Lebanon

## Proposed Commercial Manual Container Rates for Albany

Size	Current 1/week	Proposed 1/Week	Current 2/week	Proposed 2/Week	Current 3/Week	Proposed 3/Week	Current 4/week	Proposed 4/Week	Current 5/week	Proposed 5/Week
1.5 yd	\$ 114.80	\$ 121.70	\$ 217.80	\$ 230.90	\$ 320.75	\$ 340.00	\$ 423.60	\$ 449.00	\$ 526.45	\$ 558.00
2 yd	\$ 140.60	\$ 149.00	\$ 267.60	\$ 283.70	\$ 394.60	\$ 418.30	\$ 521.55	\$ 552.80	\$ 648.45	\$ 687.40
3 yd	\$ 179.40	\$ 190.20	\$ 341.55	\$ 362.00	\$ 510.10	\$ 540.70	\$ 667.15	\$ 707.20	\$ 832.75	\$ 882.70
4 yd	\$ 214.25	\$ 227.10	\$ 408.60	\$ 433.10	\$ 601.55	\$ 637.60	\$ 795.40	\$ 843.10	\$ 988.30	\$ 1,047.60
5 yd	\$ 255.95	\$ 271.30	\$ 490.05	\$ 519.45	\$ 721.95	\$ 765.25	\$ 954.45	\$ 1,011.70	\$ 1,186.35	\$ 1,257.55
6 yd	\$ 297.65	\$ 315.50	\$ 571.50	\$ 605.80	\$ 842.40	\$ 892.90	\$ 1,113.55	\$ 1,180.40	\$ 1,384.35	\$ 1,467.40
8 yd	\$ 360.80	\$ 382.40	\$ 689.00	\$ 730.30	\$ 1,011.10	\$ 1,071.80	\$ 1,333.05	\$ 1,413.00	\$ 1,648.90	\$ 1,747.80

## Proposed Commercial Stab Container Rates for Albany

Size	Current 1/week	Proposed 1/Week	Current 2/week	Proposed 2/Week	Current 3/Week	Proposed 3/Week	Current 4/week	Proposed 4/Week	Current 5/week	Proposed 5/Week
1.5 yd	\$ 96.95	\$ 102.80	\$ 180.35	\$ 191.20	\$ 263.65	\$ 279.50	\$ 347.15	\$ 368.00	\$ 430.55	\$ 456.40
2 yd	\$ 117.75	\$ 124.80	\$ 220.50	\$ 233.70	\$ 313.55	\$ 332.40	\$ 426.00	\$ 451.60	\$ 528.75	\$ 560.50
3 yd	\$ 146.65	\$ 155.40	\$ 275.60	\$ 292.10	\$ 404.55	\$ 428.80	\$ 533.50	\$ 565.50	\$ 662.40	\$ 702.10
4 yd	\$ 174.70	\$ 185.20	\$ 329.80	\$ 349.60	\$ 484.85	\$ 513.90	\$ 639.90	\$ 678.30	\$ 795.00	\$ 842.70
6 yd	\$ 240.65	\$ 255.10	\$ 458.55	\$ 486.10	\$ 676.50	\$ 717.10	\$ 894.40	\$ 948.10	\$ 1,112.30	\$ 1,179.00
8 yd	\$ 293.80	\$ 311.40	\$ 559.40	\$ 593.00	\$ 825.15	\$ 874.70	\$ 1,090.85	\$ 1,156.30	\$ 1,382.60	\$ 1,465.60

## On Call Containers:

Size	Current Dump fee	Proposed Dump Fee	Current Rent	Proposed Rent
1.5 yd	\$ 32.55	\$ 34.50	\$ 23.90	\$ 25.25
2 yd	\$ 39.10	\$ 41.50	\$ 26.00	\$ 27.60
3 yd	\$ 48.80	\$ 51.75	\$ 28.10	\$ 29.85
4 yd	\$ 61.15	\$ 65.00	\$ 30.20	\$ 32.00
6 yd	\$ 88.00	\$ 93.50	\$ 32.20	\$ 34.15
8 yd	\$ 113.35	\$ 120.35	\$ 34.30	\$ 36.50

Food Waste Recycling -Subscription Service  
 90 Gal Cart emptied weekly: \$48.00 per month  
 Each additional cart is \$7.00 per month

## Commercial Compactor Rates

Size	Current 1/week	Proposed 1/Week	Current 2/week	Proposed 2/Week	Current 3/Week	Proposed 3/Week	Current 4/week	Proposed 4/Week	Current 5/week	Proposed 5/Week
2 yd	\$ 281.20	\$ 298.00	\$ 535.20	\$ 567.40	\$ 789.20	\$ 836.60	\$ 1,043.10	\$ 1,105.60	\$ 1,296.90	\$ 1,374.80
3 yd	\$ 358.80	\$ 380.40	\$ 683.10	\$ 724.00	\$ 1,020.20	\$ 1,081.40	\$ 1,334.30	\$ 1,414.40	\$ 1,665.50	\$ 1,765.40
4 yd	\$ 428.50	\$ 454.20	\$ 817.20	\$ 866.20	\$ 1,203.10	\$ 1,275.20	\$ 1,590.80	\$ 1,686.20	\$ 1,976.60	\$ 2,095.20
5 yd	\$ 511.90	\$ 542.60	\$ 980.10	\$ 1,038.90	\$ 1,443.90	\$ 1,530.50	\$ 1,908.90	\$ 2,023.40	\$ 2,372.70	\$ 2,515.10
6 yd	\$ 595.30	\$ 631.00	\$ 1,143.00	\$ 1,211.60	\$ 1,684.80	\$ 1,785.80	\$ 2,227.10	\$ 2,360.80	\$ 2,768.70	\$ 2,934.80
8 yd	\$ 721.60	\$ 764.80	\$ 1,378.00	\$ 1,460.60	\$ 2,022.20	\$ 2,143.60	\$ 2,666.10	\$ 2,826.00	\$ 3,297.80	\$ 3,495.60

# Allied Waste of Albany-Lebanon

## Proposed Industrial Drop Box Rates for Albany

### Drop Box Charges

Size	Current Haul Fee	Proposed Haul Fee	Current Delivery Fee	Proposed Delivery Fee
10	\$ 166.00	\$ 176.00	\$ 36.40	\$ 38.60
20	\$ 166.00	\$ 176.00	\$ 36.40	\$ 38.60
30	\$ 176.00	\$ 186.60	\$ 36.40	\$ 38.60
40	\$ 186.00	\$ 197.20	\$ 36.40	\$ 38.60

### Rental Rates for Temporary Use Drop Boxes-All Sizes

Current Daily Rent All Sizes	Proposed Daily Rent	Current Monthly Rent	Proposed Monthly Rent
\$ 13.50	\$ 10.00	\$ 121.70	Daily rent multiplied by the number of days on site

### Rental Rates for Permanent Use Drop Boxes-All Sizes

Current Monthly Rental	Proposed Monthly Rental
\$ 97.75	\$ 103.60

### Hourly Rates

	Current Hourly	Proposed Hourly
Truck Time	\$ 100.00	\$ 106.00

### Rental Rates for Lidded Rolloff Boxes

Roll Lidded Boxes	Current Monthly Rental	Proposed Monthly Rental	Crank Lidded Boxes	Current Monthly Rental	Proposed Monthly Rental
10, 20, 30 Cu Yd	\$ 132.00	\$ 139.90	10, 20, 30 Cu Yd	\$ 109.50	\$ 116.10
40	\$ 137.00	\$ 145.20	40	\$ 114.50	\$ 121.40

### Compactors

Size Compactor	Current Haul Fee	Proposed Haul Fee
Less than 30 Cy Yd	\$ 214.00	\$ 226.80
30 Cy Yd or greater	\$ 231.00	\$ 244.90

### Notes

- Drop box disposal charge is current disposal fee and environmental fee at Coffin Butte Landfill. Items delivered to a recycling facility are charged a pass through rate from the appropriate facility
- Haul rate to recycling facilities will be charged at the hourly rate
- Asbestos Haul \$100.00 additional haul charge per box plus current disposal rate

Compactor pullout rate is the same as an open top haul fee

## Miscellaneous Charges

	Current	Proposed
T-special/not on regular route day	\$ 21.85	\$ 23.20
Extra 32 gal can/garbage	\$ 7.30	\$ 7.70
Extra can larger than 32 gal can	\$ 9.35	\$ 9.90
Heavy can/dirt/rock/cement	\$ 7.30	\$ 7.70
Extra box/garbage (no larger than a 32 gal can)	\$ 7.30	\$ 7.70
Extra loose garbage per yard	\$ 18.75	\$ 19.90
Labor rate per minute	\$ 1.25	\$ 1.30
Wash Cart	\$ 18.75	\$ 19.90
Wash Container	\$ 34.85	\$ 36.90
Cart exchange (service change one time per year free)	\$ 16.65	\$ 17.60
Lock & Key Deposit for container	\$ 19.75	\$ 20.90
Locking cart setup	n/a	\$ 25.00
Late Fee	1.5% or a minimum charge of \$5.00, whichever is greater	
Service Interrupt Fee(fee assessed for non-payment)	\$ 30.00	\$ 30.00
Payments returned for nonsufficient funds	n/a	\$ 25.00
Account Origination Fee	\$ 10.00	\$ 10.00

## Single Items

Bathtub	\$ 30.15	\$ 32.00
Chair – recliner or large chair	\$ 19.75	\$ 20.90
Dishwasher	\$ 19.75	\$ 20.90
Dryer	\$ 19.75	\$ 20.90
Mattress or boxspring – twin or double	\$ 19.75	\$ 20.90
Water Heater	\$ 19.75	\$ 20.90
Couch	\$ 26.00	\$ 27.60
Couch (Hide-a-bed)	\$ 29.10	\$ 30.80
Refrigerator	\$ 31.20	\$ 33.10
Freezer	\$ 32.25	\$ 34.20
Mattress or boxspring – queen or king	\$ 22.90	\$ 24.30
Treadmill	n/a	\$ 20.90
A/C unit	n/a	\$ 20.90
Stove or Range (electric or gas)	\$ 27.05	\$ 28.70
Car Tires	\$ 10.40	\$ 11.00
Car tire with rim	\$ 15.60	\$ 16.50
Truck Tires	\$ 22.90	\$ 24.30
Truck tire with rim	\$ 33.30	\$ 35.30
TV – console	\$ 23.90	\$ 25.30
Washing Machine	\$ 26.00	\$ 27.60

Items not listed will be priced like items of similar weight/size

## Miscellaneous Commercial Charges

Locking Containers One time setup fee	\$ 62.40	\$ 65.00
Excessive Weight -Material weighing more than 500lbs/yard	\$ 16.50	\$ 20.00
Off route service fee	\$ 26.00	\$ 27.00

*Draft CPI language for the City of Albany:*

**Rate Modification**

Annual modification of the Contractor’s collection service charges will be based on the “Refuse Rate Index” (RRI) as described below. The Refuse Rate Index will be a weighted index based on the following three indices:

- The annual Consumer Price Index for Urban Wage Earners and Clerical Workers for the Portland-Salem Area, all items, not seasonally adjusted, or successor indices, which will have a weight of 65%.
- The annual adjustment for disposal fees and yard waste processing fees will have a weight of 25%. This fee increase shall not exceed 4% annually.
- The Energy Information Agency annual West Coast Retail Prices Series for Number 2 Ultra Low Sulfur Diesel Fuel, which will have a weight of 10%.

**Note: The preceding year, June 30 (2<sup>nd</sup> Quarter), CPI publications will be utilized to calculate the January adjustment factor (example. June 30, 2012 publication for January 2013 rate adjustment).**

The Refuse Rate Index, for the contract year beginning in January 1, 2013, and for each subsequent contract year, will be calculated by taking the weighted average, based on the weights above, of the percentage difference between the three indices most recent year end values and the corresponding values for the prior year, and adding the result to 1.0. The resulting amount shall be termed the “adjustment factor”. At no time shall the total adjustment factor be less than 1.0. All rates in the rate schedule shall then be multiplied by the approved adjustment factor.

*Example:*

	Index: June 30, 2011	Index: June 30, 2012	% Change	Weight	RRI
Consumer Price Index - Portland/Salem	220	222	0.9%	65%	0.6%
Average Disposal Rate	\$ 35.00	\$ 36.00	2.9%	25%	0.7%
Consumer Price Index - West Coast Ultra Low Sulfur Diesel	155	170	9.7%	10%	1.0%
				Rate Adjustment %	2.3%
					100.0%
				Adjustment Factor	102.3%

If in a given year, the Contractor’s rate of return (Net Income as a % of total revenue) exceeds 10%, the RRI adjustment factor will be deferred to the following year. Adjustments to the Contractor’s collection service charge shall be made in units of one cent (\$0.01). Fractions less than one cent (\$0.01) shall not be considered when making adjustments.

The Contractor shall submit to the City for review and approval a rate adjustment statement, calculating the new rates for the next year, on or by September 1 of each year, starting September 1, 2012. The City shall have thirty (30) days to approve or disapprove the new rates; provided, however, that the City may not disapprove an RRI increase unless the Rate Adjustment Statement contains errors of calculations. On City approval, the new rates shall take effect annually on January 1, beginning 2013. Customers shall be notified by December 1st, thirty (30) days prior to the new rate. Should ratepayers not receive notification by December 1st, due to missed deadlines by the Contractor or rate disapproval by the City, implementation of the new rates shall be delayed by one month without opportunity for recovery of lost revenue.

**Other Modifications**

The Contractor may propose additional adjustments in rates due to significant changes in the value or recyclables, shifts in garbage collection service levels, required environmental or regulatory compliance measures, or other changes affecting collection system costs. The City and Contractor agree to negotiate in good faith any changes to the rates to offset these costs or savings.



TO: Albany City Council  
VIA: Wes Hare, City Manager  
FROM: John R. Bradner, Fire Chief *JRB*  
DATE: May 31, 2011, for the June 6, 2011, City Council Work Session

SUBJECT: ISO (Insurance Services Office, Inc.) Public Protection Classification Report for Structure Fire Suppression Capabilities

RELATES TO STRATEGIC PLAN THEME: • A Safe City

The City has received the results of a recent ISO public protection classification survey for structure fire suppression capabilities, resulting in a retrogression of our classification from 3/8b to 4/8b. Retrogression in classification can result in increased fire insurance premium rates for property owners.

The ISO classification scale is from 1 to 10. Class 1 represents an exemplary fire suppression program and Class 10 indicates that the area's fire protection program does not meet ISO's minimum criteria. Albany's Class 4 refers to properties within five road miles of a fire station and within 1,000 feet of a fire hydrant; Class 8b applies to properties beyond 1,000 feet from a hydrant, but within five road miles of a fire station. Properties over five road miles from a fire station are a Class 10, which is considered unprotected.

Attached is a summary of the public protection classification review, showing the breakdown of the following evaluation criteria:

- **Receiving and Handling of Fire Alarms (*Dispatch Center*)**; accounts for 10% of the total classification; the City earned 6.42 of an available 10 credits
- **Fire Department**; accounts for 50% of the total classification; the City earned 30.34 of an available 50 credits
- **Water Supply System**; accounts for 40% of the total classification; the City earned 37.99 of an available 40 credits

The City's Water Supply System received a good score; however, the Fire Department and Dispatch Center scores caused the overall reduction in our classification rating.

A retrogression in ISO classification is concerning. ISO allows 30 days from the receipt of their report for the City to state its intent to accept their results or make efforts to try and improve the rating. A letter has been sent to ISO indicating our interest in improving our classification rating. At this time staff is working with ISO to refine the results of their report and look for opportunities where improvements can be made.

JB:ljh  
Attachment

**Summary of Public Protection Classification Review**

**Completed by ISO on Oct 20, 2010**

**for**

**Albany**

FSRS Item	Earned Credit	Credit Available
<b>Receiving and Handling Fire Alarms</b>		
414. Credit for Telephone Service	2.00	2
422. Credit for Operators	1.62	3
432. Credit for Dispatch Circuits	2.80	5
<b>440. Credit for Receiving and Handling Fire Alarms</b>	<b>6.42</b>	<b>10</b>
<b>Fire Department</b>		
513. Credit for Engine Companies	7.47	10
523. Credit for Reserve Pumpers	0.74	1
532. Credit for Pumper Capacity	5.00	5
549. Credit for Ladder Service	1.80	5
553. Credit for Reserve Ladder and Service Trucks	0.21	1
561. Credit for Distribution	2.25	4
571. Credit for Company Personnel	7.29	15
580. Credit for Training	5.58	9
<b>590. Credit for Fire Department</b>	<b>30.34</b>	<b>50</b>
<b>Water Supply</b>		
616. Credit for Supply System	34.00	35
621. Credit for Hydrants	1.90	2
631. Credit for Inspection and Condition	2.09	3
<b>640. Credit for Water Supply</b>	<b>37.99</b>	<b>40</b>
<b>Divergence</b>	<b>-6.86</b>	<b>--</b>
<b>Total Credit</b>	<b>67.89</b>	<b>100</b>

**Community Classification = 4/8B**

If the individual scores Albany achieved for Receiving and Handling Fire Alarms; Fire Department; and Water Supply were translated into a 100 point scale instead of the (10, 50 and 40) points actually used, the relative Fire Suppression Rating Schedule classification for each of these sections would be:

Receiving and Handling Fire Alarms: a (relative) **Class 4**

Fire Department: a (relative) **Class 4**

Water Supply: a (relative) **Class 1**

Greater Albany Public School District 8j  
718 Seventh Avenue SW  
Albany, Oregon 97321-2399  
(541) 967-4511  
Fax 967-4584



## ***MEMORANDUM***

*Liisa Reid, School Board Chair*

**TO: Albany City Council**  
**FROM: Greater Albany School Board**  
**RE: Purchase of Science Materials**  
**DATE: May 23, 2011**

On behalf of the Greater Albany Public School District, please accept this request for \$769,895.25 to fund the purchase of science materials for grades K-12. As you know, the district is facing a nearly \$14 million shortfall over the next biennium. In an effort to balance the district's budget the recommendation has been made to forgo the adoption of new science materials.

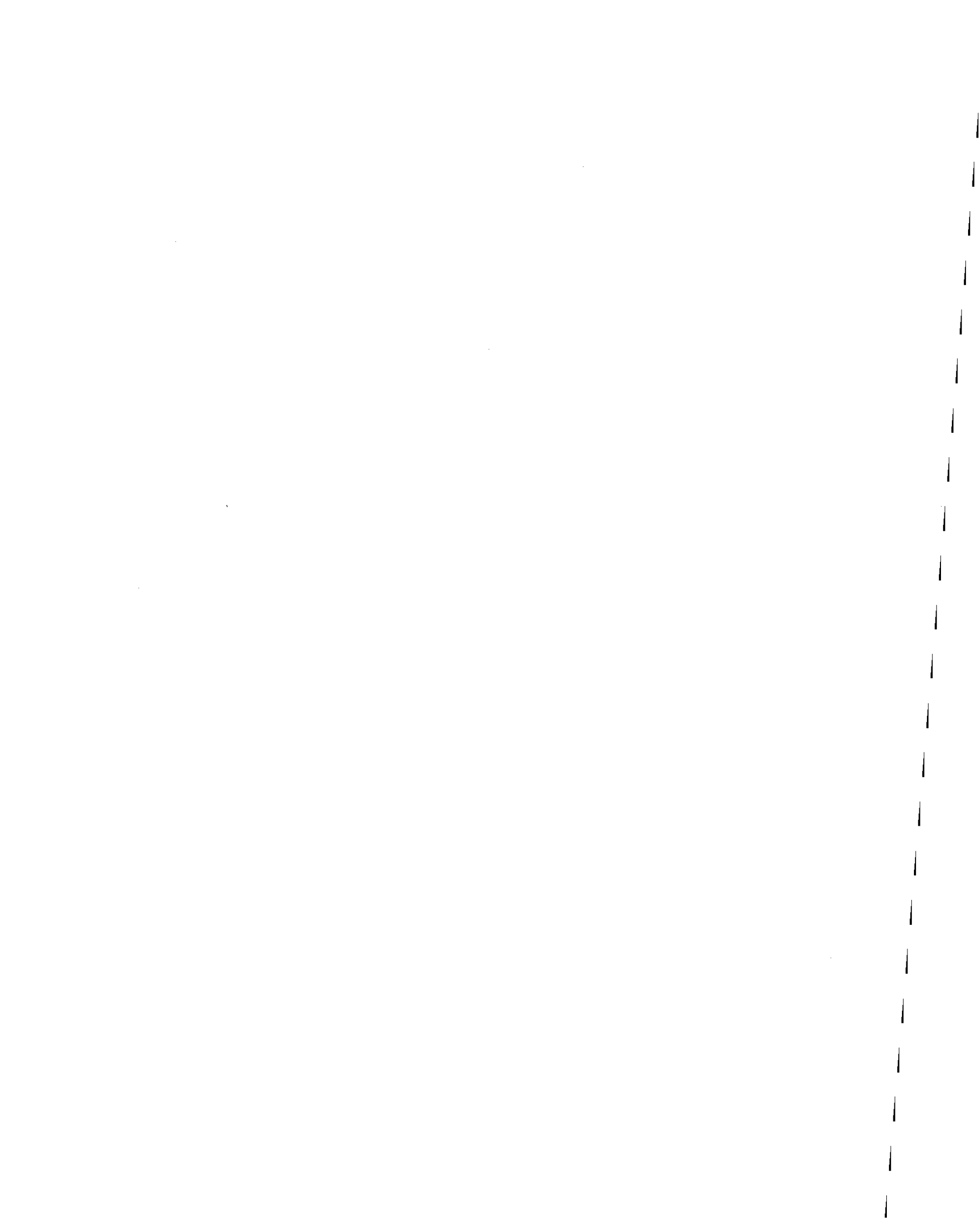
Preparing students for careers in science, technology, engineering and mathematics is a national education priority, and the district wants to give students the opportunity to fully engage in this content. Our current materials still identify Pluto as a planet. Information about the completion of the Human Genome Project and the progression of global climate change is similarly inadequate. Providing our students and their teachers with current, high quality instructional materials is an important part of realizing this goal. The state adopted new science standards in 2009 and expects them to be fully implemented next year. The state's science assessment is being revised to reflect these standards. Historically, our students have scored well compared to their counterparts in the rest of the state. Current materials are essential to the district's effort to ensure that students continue to have the opportunity to excel in science.

Projected costs by level:

K-5: \$304,520.00  
6-8: \$165,007.77  
9-12: \$300,367.48  
Total: \$769,895.25

If this request is approved, the district would try to purchase materials for use in grades K-5, during 2011. As the number of state-approved options for materials for grades 6-12 is much greater, this part of the review process will require additional time. The district would plan to begin using new materials in grades 6-12 by September 2012.

The City of Albany and Albany schools have many partnerships that benefit the community. We know that good schools attract business and professionals to live in our community and contribute to the economic health. Continuing to work together to accomplish an objective of economic development will enrich the lives of all members of our community. We appreciate the City Council's willingness willing to discuss options for supporting our schools during this difficult financial period.



Greater Albany Public School District 8J  
718 Seventh Avenue SW  
Albany, Oregon 97321-2399



**REGULAR BOARD MEETING**  
May 23, 2011 7:00 p.m.

**Minutes**

*Maria Delapoer, Superintendent*

**CALL TO ORDER**

Board Chair Liisa Reid called the regular meeting of the School Board to order at 7: 00 p.m.

Liisa Reid	Board Chair
Sandi Gordon	gave advance notice of her absence
Frank Bricker	Director
Jerry Boehme	Director
Bill O'Bryan	gave advance notice of his absence
Daniel Struble	Student Board Member
Maria Delapoer	Superintendent
Steve Kunke	gave advance notice of his absence
Randy Lary	Human Resources Director
Russell Allen	Business and Operations Director

A list of others present at the meeting is filed with the original minutes. It was noted that a quorum of the Board was present.

**PLEDGE OF ALLEGIANCE**

Board Chair Liisa Reid led attendees in the pledge of allegiance.

**GOALS**

Board Chair Reid began the meeting with a review of the district's Core Purpose and Strategic Goals:

**Core Purpose:** Educate and inspire all students to reach their full potential, equipped to be positive, contributing members of society.

**Strategic Goals:**

- We provide every student with challenging and motivating learning experiences that lead to continuous growth.
- We instill in every student the character traits that enable them to understand and interact in the world, appreciating and valuing differences.
- Our students thrive because every community member is a stakeholder and takes responsibility for the success of every student.

**COMMENTS AND INTRODUCTIONS**

**SPELLING CONTEST WINNERS**

Secondary Curriculum Director Peggy Blair identified the winners of the district spelling contest. She stated that spelling contests are conducted at three levels; local school district, region, and state and that the district winners would go onto compete at higher levels. She stated that the district level winners were:

Elementary - Division I:

- 1st Place: Torin Christensen, Oak Grove Elementary
- 2nd Place: Hannah Engom, Takena Elementary
- 3rd Place: Gianna Linares, North Albany Elementary

Middle School - Division II:

- 1st Place: Mitch Butzner, Calapooia M.S.
- 2nd Place: Kara Russell, North Albany M.S.
- 3rd Place: Alina Bitter, Calapooia M.S.

High School - Division III:

- 1st Place: Kevin Rackham, South Albany H.S.
- 2nd Place: Alex Elizárraga, South Albany H.S.
- 3rd Place: Chris Perez, Albany Options School.

Board Chair Reid congratulated the winners.

**AOS PRINCIPAL**

Superintendent Delapoer introduced Mike Ingman and recommended that the Board appoint him as the new principal of Albany Options School.

**STUDENT ALL-STARS**

Students from Central, Takena, Lafayette and Waverly Elementary Schools were recognized. Honored were: Jaren Lynn, Sophia Lynn, Jenna Brinson, Allison Hultberg, Cassie Cosler, Yovanny Lopez-Hernandez, Marisol Hernandez-Donato and Zachary Manning.

**COMMENTS FROM THE PUBLIC**

None.

**CONSENT AGENDA**

- 1) Minutes from May 9, 2011 Regular Board Meeting
- 2) Personnel
- 3) Financial

Controller Nancy Hall discussed the financial report. She noted that the document reflected the final payment to the district from the 2009-10 State School Fund. She said that the document included the latest estimate from the Oregon Department of Education for the 2010-11 school year. She noted that the estimate was the eleventh for the school year 2010-11 school year as the State's economic climate changed over time. She said that amount would continue to be adjusted until the 2010-11 school year was finalized in May of 2012.

Ms. Hall spoke of the 2010-11 ending fund balance. She said that July and August tax collections would be accrued to the prior school year, meaning that it would be several months before the ending fund balance was available.

Director Boehme noted the year-to-date expenditures. He asked why expenditures for salaries were only at 71 percent. Ms. Hall replied that a number of September to June employees have their income divided so that they receive checks at the end of June, July and August.

Board Chair Reid stated that if there were no objections, the Board would approve the Consent Agenda. There were no objections. Board Chair Reid DECLARED THE ACTION DECIDED by UNANIMOUS CONSENT.

Board Chair Reid congratulated Mike Ingman on his new assignment. Mr. Ingman thanked the Board for the opportunity.

### **BOARD REPORTS**

Board Chair Reid reported as the Legislative Liaison. She said that the Oregon School Boards Association webinar of May 18 was still available online. She referred to House Bill 3641 which would add \$100 million to the education budget from the Education Stability Fund. She reported that the latest revenue forecast showed an increase over previous projections. She said that the Governor and Co-Chairs of the Senate Ways and Means Committee indicated that their first priorities for additional funds would be to put money back into health and human services and public safety. She said that education would not be included in that ranking. She explained that based upon the rules as to how the Education Stability Fund is to be administered; there was a chance that schools would not be able to withdraw funds from that account in February.

There were no other Board reports.

### **DISTRICT ACCOUNTABILITY PLAN**

#### **GOAL 2, M2, A3, FOOD SERVICE REPORT**

Business and Operations Director Russ Allen introduced Food Service Director Sharon Short and stated that she would report to the Board.

Ms. Short said that she would present the Nutrition Services Update. She said that she would address food insecurity, community partners, students, metrics, safety and health education programs.

She presented statistics for the month of April, 2011. She said that the number of lunches served was up by 225 meals per day or 5 percent from the same period last year. She said that the number of breakfast served was up by 265 meals per day or 13 percent against the same period a year ago.

Ms. Short said that reducing food insecurity was a major goal for the nutrition services department this year. She said that she began with a review of the school year. She said that this year, the department worked with FACT and operated a holiday backpack program to provide children with food during the holiday season.

She said that last summer, the department partnered with Albany Parks and Recreation to expand the summer food program. She said that the department provided more than 26,000 meals over the summer.

Ms. Short said that the department is participating in the Albany Learning Gardens and her role is to ensure food harvested from the school gardens comes into the kitchens safely. She said that gardens were planted again this spring with seeds provided by her department.

She spoke of the Breakfast in the Classroom program. She said that the program began last year at South Shore Elementary School. She said that the program was expanded to Sunrise, Tangent, and Waverly Schools this year. The statistics she provided highlighted the success of the program at the four schools. She added that she was also attempting to lessen the gap between the number of children enrolled in the free or reduced fee meal program and the number of children actually participating.

Ms. Short spoke of other things her department is doing. She said that she is replacing some of the cafeteria tables at the high schools with new, round tables to create a pleasant, college like, environment. She said that she was particularly pleased with the ideas gathered while participating in high school student forums. She said that one of those ideas was a healthy, after-school snack program called "Power Stop." She spoke of other healthy food ideas at the elementary level.

She spoke of "FEAST" Food, Education, Agriculture, Solutions, Together and stated that it is an organized community food workshop to promote healthy eating, minimize food insecurity, and support local farmers. She said that the workshop brought together people who are interested in fighting the causes of hunger. She detailed the local agencies who participated.

Ms. Short said that next year, the school district would partner with FISH of Albany which would pick up left over milk or produce that might expire over the weekend. She said that the food would be distributed the same day to families in need. She said that the Oregon Food Bank trucks are air conditioned and the drivers are now certified.

She spoke of "To Lunch with Love." She said that Sunrise and Waverly Elementary Schools invited family members to eat a meal with their student on Valentine's Day.

Ms. Short spoke of "Making Decisions: The Right Metrics: The Best Data." She recalled that at a previous Board meeting, she was asked of the metrics she used and how she knew that data was the best information. She said that as she become better at analyzing, she became more skilled at choosing the data that would help her make the best decisions. She said that she targeted controlling food cost, reducing waste, controlling labor costs, optimizing process efficiencies, increasing customer satisfaction, and maximizing employee safety and retention. She also spoke of other metrics she uses.

She said that it was important to her to connect with her staff. She spoke of training for managers and superior service awards for employees.

Ms. Short spoke of safety and said that previously, employees did not use the safety equipment. She said that she work with the union to hold people accountable for their safety. She noted that this year, there have been zero employee compensation claims.

She spoke of the "Farm to Market" program she conducted at one of the elementary schools. She said that she received several calls for parents who said that after participating in the program, their children asked to go to a food store and buy fruits and vegetables.

Ms. Short spoke of the "fine dining" event at Liberty Elementary School and played a film clip from KEZI television.

Board Chair Reid stated that food insecurity detracts from children's educational experience. She said that it was a goal of the district to remove any stigmas or barriers from access to the federal free and reduced fee meal program.

Director Boehme asked if schools have noticed improvements in academic achievement due to participation in the "Breakfast in the Classroom" program. Board Chair Reid replied that the Board had received anecdotal information from staff that students are better focused in the mornings, but it might be necessary to wait until the end of the year to look for specific results.

Board Chair Reid noted that the department was doing many things to save money.

### ***GOAL 2, M3, HOMELESS NUMBERS***

Superintendent Delapoer introduced Special Programs Director Ryan Mattingly and stated that he would review data regarding the numbers of district students who qualify as homeless, according to the definitions found in the McKinney-Vento Act.

Mr. Mattingly stated that 294 Greater Albany students met the federal definition of homeless. He said that 267 of those students were in the category of "doubled-up, shared housing; living with grandparents." He acknowledged that the number of homeless students might be under-reported. He identified how the homeless information is gathered.

Director Boehme asked for a definition of the reporting categories. He learned that an "unaccompanied youth" is a student living with a friend or grandparent without a parent being present in the household. A student would qualify for services under the federal McKinney-Vento Act if he or she lacks a "fixed, regular, adequate, nighttime residence."

### ***GOAL 3, M2, CONNECTING WITH COMMUNITY GROUPS/ADVOCACY***

Superintendent Maria Delapoer said that the District Accountability Plan indicates an interest by the Board in having Directors communicate with community groups, community leaders and legislators on topics relating to schools. She presented a summary of Board member interaction this calendar year.

There was no Board discussion.

**REPORTS**

**CALENDAR COMMITTEE**

Board Chair Reid said that after Mr. Lary's report, the floor would be opened for public comment about the calendar proposals. She estimated that the Board would vote on the proposals soon.

Mr. Lary said that the district has an approved calendar for the 2011-12 school year, but feedback received at many of the parent forums indicated caused the district to reconsider the calendar. He said that the Board packets contained several draft revisions for the Board's consideration. He introduced the chair of the Calendar Committee, South Shore Elementary School principal Judy Stoller.

Superintendent Delapoer said that feedback from parents indicated that they felt the calendar was "chopped-up" and inconsistent. She said that the Calendar Committee has been working to make the calendar more "user-friendly." She explained that parents wanted some consistency across grade levels so that early release periods could be K-12. She stated that at some secondary schools, attendance drops when the elementary schools have early release periods because the older children go home to care for their younger siblings.

She added that when parents had to take time off from work for a secondary school late start and an elementary school early release, there was little time remaining for a work day.

Ms. Delapoer said that consistency in the schedule would permit more cross-district collaboration between levels. She added that older students might be able to assist in the elementary level after-school activities on early release days. She said that some parents stated that they would not object to additional early release periods if implemented across the district. She said that parents indicated that a consistent schedule would be easier to remember and plan for. She said that the proposed calendars moved in that direction.

She said that the half-day grading days and half-day staff development days would together be entire days out of school for students. She said that with the on-line grading system now available, she questioned whether that was the best use of the district's time. She said that the proposed calendar would re-distribute that time over the year in the form of early release days. She said that some of the full days off for staff development and grading have been eliminated.

Mr. Delapoer spoke of the early release periods and said that the sessions would not be scheduled on weeks where there was another day off, such as a holiday, that same week.

South Shore Principal Judy Stoller discussed each of the calendar options. She displayed elementary and secondary school calendars with the early release and Professional Learning Communities on Mondays. She also displayed elementary and secondary school calendars with the early release and Professional Learning Communities on Thursdays. She summarized the features of each.

Director Boehme said that one of his concerns with the proposed schedules was that each would reduce the number of days students were in school for the entire school day. He said that previously there were 14 early release days. Now there will be more than 20 days in which students would not

be in school the whole day. Mr. Lary said that the committee was seeking the consistency requested by parents.

Director Bricker asked if the district examined what was needed for Professional Learning Communities (PLC). Superintendent Delapoer said that many of the teachers would like to have a PLC session every week.

Mr. Lary said that the committee was seeking consistency. He said that there might be an early release session every Monday except if there was a holiday later in the week.

Director Boehme asked how the district could get students in school more. He noted that there would be three early release days in September. He suggested that those PLC sessions might be too early in the academic year. Ms. Stoller said that elementary teachers value that time to help them place students in the proper reading groups, Mr. Lary said that under the proposed calendars, students would actually be in their buildings several more days each year.

Board Chair Reid opened the meeting to public comment on the calendar options.

Andrea Simpson of 1437 NW Thorn Drive in Albany said that the Monday calendar looked cleaner. She stated that from a parent's point of view, the proposed schedule would be easier for parents to follow. She said that she hoped the district could solve the afternoon kindergarten problem. She noted that Waverly Elementary School managed to conduct PLC's without having to go to an early release schedule.

Gwendolyn Christensen of 4542 NW Bramblewood Lane in Albany noted that reducing the class day by two hours would reduce the instruction time for each child. She said that she favored fewer early release days and more full days off.

Shannon Stephan of 1950 Cougar Avenue SW in Albany inquired if teachers were asked for their opinions. She said that she would prefer full days off rather than more early release days.

Director Boehme asked if a full two hours were necessary for the PLC's meetings or if the work could be accomplished in a shorter period. Superintendent Delapoer explained that when the district first began the PLC schedule, the school buses needed a two-hour period to be able to complete the early release runs before returning to pick up students from schools that were not participating in the early release day. Mr. Lary said that bus turnaround time would not be a factor if every student had an early release day. Ms. Delapoer said that she would examine whether the PLC sessions could be completed in a period of less than 2 hours.

Superintendent Delapoer said that the calendar options would be posted to the district website. She said that public comment would be welcome.

### ***SCIENCE BOOKS REQUEST***

Superintendent Delapoer summarized her communication with the City of Albany and Linn County regarding the purchase of science materials. She recalled that because the district had to reduce its

2011-12 budget by \$6.5 million, staff had to make a number of tough budget choices. She said that to save money, the district had removed the purchase of science materials from the budget.

She added that during the public forums to discuss the budget, people suggested that there might be organizations within the community with money to support the schools during this difficult time. She said that one of those organizations might be the City of Albany. She said that she had prepared a draft letter for the Board's consideration if the directors wished to ask the City for help in the purchase of science materials. She said that there was some support and some concern within the City Council.

Ms. Delapoer said that she had several meetings with the city manager who stated that he was willing to facilitate a discussion.

She stated that having good schools contributes to economic development and prepares students to be good employees within the community. She said that strong schools attract businesses and professionals. She said that one of the first questions businesses ask before locating in Albany is, "How are the schools?"

Ms. Delapoer asked for direction from the Directors as to whether they wished her to pursue funding from the City of Albany.

Director Boehme asked if there would be sanctions from the Oregon Department of Education if the district did not purchase science materials this year. Secondary Curriculum Director Peggy Blair replied that generally, if a school district does not adopt materials, the district must ask for a waiver. She estimated, however, that because of the economy, there would not be a sanction.

Director Bricker said that he was fine with the request. He said, however, that he wanted to purchase materials through a K-12 district-wide adoption. He suggested that the district need not rush into adopting new materials.

Ms. Blair spoke of State standards. She also spoke of the complexity of the textbook adoption process and said that it would be very difficult to select middle or high school materials in time for delivery in the fall.

Ms. Delapoer said that she was not pushing for delivering new textbooks to the hands of teachers for the fall of 2011. Director Boehme said that he would leave the timing in the purchase up to the superintendent.

Director Bricker said that he preferred not to establish a deadline for a response from the City.

Board Chair Reid said that she supported the request.

Ms. Delapoer said that she would move forward with the suggestions of the Board.

### ***CENTRAL SCHOOL SEISMIC GRANT***

Business and Operations Director Russ Allen stated that in October of 2010, the district applied for a grant administered by the State of Oregon to make additional seismic improvements to Central School. He said that the district was recently informed that of the thirty-two school districts that applied for funding, the Central School project was one of three selected. He said that the value of the grant was \$1.5 million. He said that the grant requires the work to be completed within two years.

Mr. Allen recalled that the district allocated bond funds several years ago for seismic work at Central School but explained that the focus of that work was to strengthen the building for egress. He said that the work at that time was not intended to bring the structure up to any seismic standard. He said that the district identified additional things that could have been done to further strengthen the building and that work was included in the grant application. Mr. Allen noted that facilities foreman Gary Dahlquist wrote the application and was present in the Boardroom to answer any questions.

Director Bricker asked if the district had consulted with engineers. Mr. Allen said that the district consulted with engineers and architects several years ago when bond projects were being developed. He said that Mr. Dahlquist used that information in preparing the grant application.

Director Bricker asked if Board action was required that evening. Mr. Allen said that no action was required at that meeting, but the Board would be involved in the later awarding of contracts.

Board Chair Reid asked of previous seismic studies. Mr. Allen summarized previous engineering studies.

Board Chair Reid asked how the appearance would be altered. Mr. Dahlquist described the work that would be done to the interior of the school. The exterior would essentially be unchanged. Mr. Allen said that the work was done with the approval of the State historical society. He said that the society was comfortable with the plans as presented.

Mr. Allen said that due to the short timeframe, it would be difficult to get much work accomplished this summer. He said that the bulk of the work would be accomplished during the summers of 2012 and 2013.

### ***ADMINISTRATIVE REGULATION, STUDENTS***

Secondary Curriculum Director Peggy Blair stated that Oregon diploma requirements are so challenging that it would be extremely difficult for a foreign exchange student to earn a standard diploma in a single year. She stated that most exchange students therefore receive an honorary diploma from their host high school. She said that to avoid misunderstandings with exchange students and their host families, the proposed replacement to Administrative Regulation *JECBA-AR(1) Admission of and Diplomas for Foreign Exchange Students* would require exchange students to declare their diploma intentions before beginning study in a Greater Albany high school.

Board Chair Reid asked if an exchange student who begins with a standard diploma could switch back to the honorary diploma. Ms. Blair said that the student could do so.

***BOARD POLICY, COMMUNITY RELATIONS***

Human Resources Director Randy Lary discussed proposed revisions to Board Policy *KK, Visitors to District Facilities*. He said that the document would guide the conduct of parents and other visitors while on district campuses.

Mr. Lary said that staff was also working on Board Policy *KKA* and Administrative Regulation *KKA-AR* to provide guidance about communication and behavior between parents school staff. He said that the Board would see those documents in June.

Board Chair Reid said that Board Policy *KK* could be returned to the Board at the Consent Agenda of a future meeting.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**OTHER BUSINESS**

***FAREWELL STUDENT BOARD MEMBER***

Superintendent Delapoer thanked Student Board Member Daniel Struble for his service to the district. She detailed the many accolades he received at the South Albany High School awards ceremony.

Daniel Struble thanked the Board for the opportunity.

Board Chair Reid said the district retirement social would be May 24. She said that the Budget Committee would meet on May 25 and if necessary, June 1. She said that the next Regular Board Meeting would be June 13 at 7:00 p.m. in the District Office. She reviewed the dates of the high school graduation ceremonies.

***ADJOURNMENT***

Board Chair Reid adjourned the Board meeting at 8:57 p.m.

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Liisa Reid, Board Chair

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Maria Delapoer, Superintendent

(Recorded by Jim Haggart)

Business and Report Items - Document Reference (filed with original minutes)

Copies of documents presented for action and report purposes are located in the district audit folder prepared for permanent record.