NOTICE OF PUBLIC MEETING
CITY OF ALBANY
CITY COUNCIL
Council Chambers
333 Broadalbin Street SW
Wednesday, March 26, 2014
7:15 p.m.

AGENDA

OUR MISSION IS

"Providing quality public services for a better Albany community."

OUR VISION IS

"A vital and diversified community that promotes a high quality of life, great neighborhoods, balanced economic growth, and quality public services."

Rules of Conduct for Public Meetings

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the meeting.
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 meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ROLL CALL

4. PROCLAMATIONS
   a. National Service Recognition Day. [Pages 2-3]
   Action: _____
   b. Child Abuse Prevention and Awareness Month. [Pages 4-5]
   Action: _____

5. SCHEDULED BUSINESS

   a. Business from the Public

   b. First Reading of Ordinance
      1) Declaring a moratorium on medical marijuana facilities and declaring an emergency. [Pages 6-7]
      Action:_____ ORD. NO._____
      or
      2) Imposing local restrictions on medical marijuana facilities and declaring an emergency. [Pages 8-9]
      Action:_____ ORD. NO._____

   c. Adoption of Resolution
      1) Authorizing the City Manager to execute and record a restrictive covenant for park purposes. [Pages 10-14]
      Action:_____ RES. NO._____

   d. Adoption of Consent Calendar
      1) Approval of Minutes
         a) January 22, 2014, City Council Regular Session. [Pages 15-22]
      2) Accepting the Albany Transit System 2014 Title VI program. [Pages 23-40] RES. NO._____
      3) Adopting the Strategic Plan for FY2014 through FY2018. [Pages 41-64]
   Action: _____

6. BUSINESS FROM THE COUNCIL

7. NEXT MEETING DATE: Work Session April 7, 2014
   Regular Session April 9, 2014

8. ADJOURNMENT

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, advanced notice is requested by notifying the City Manager's Office at 541-917-7508, 541-704-2307, or 541-917-7519.

PROCLAMATION

NATIONAL SERVICE RECOGNITION DAY

APRIL 1, 2014

WHEREAS, service to others is a hallmark of the American character and central to how we meet our challenges; and

WHEREAS, the nation's mayors are increasingly turning to national service and volunteerism as a cost-effective strategy to meet city needs; and

WHEREAS, three National Service Programs active in Albany include the Foster Grandparent Program, the Retired and Senior Volunteer Program, and the Senior Companion Program; and

WHEREAS, national service participants address the most pressing challenges facing our cities, from educating students for jobs of the 21st century, supporting veterans and military families, providing health services, and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, national service participants serve in more than 60,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve with both their direct service and by recruiting and managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages nonfederal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate dedication and patriotism by making an intensive commitment to service, a pledge that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with mayors nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, City of Service, and mayors across the country to recognize the impact of service on the Mayors Day of Recognition for National Service on April 1, 2014.

NOW, THEREFORE, I, Sharon Konopa, Mayor of the City of Albany, Oregon, do hereby proclaim April 1, 2014, as

NATIONAL SERVICE RECOGNITION DAY

in Albany, Oregon, and encourage residents to recognize the positive impact of nation service in our city; to thank those who serve; and to find ways to give back to their communities.

In witness whereof, I have hereunto placed my hand and caused the seal of the City of Albany to be affixed this 26th day of March 2014.

Sharon Konopa, Mayor

PROCLAMATION

CHILD ABUSE PREVENTION AND AWARENESS MONTH

APRIL 1, 2014

WHEREAS, this April marks the 31st year of the U.S. presidential proclamation of Child Abuse Prevention Month; and

WHEREAS, each April, Child Abuse Prevention Month activities are held in communities across the nation to raise awareness about child abuse and the need for the entire community to become involved; and

WHEREAS, during the National Child Abuse Prevention Month, we renew our commitment to preventing child abuse and rededicate ourselves to working together to ensure all children can have a bright and hopeful future; and

WHEREAS, the goal is to rally our communities to understand what we can do to assist and encourage Oregon families; and

WHEREAS, the dream of safe and stable families can only be realized by society and individuals coming together and taking responsibility; and

WHEREAS, preventing child abuse and neglect is a community problem that depends on involvement among people throughout the community; and

WHEREAS, child abuse and neglect not only directly harms children, but also increases the likelihood of criminal behavior, substance abuse, and health problems; and

WHEREAS, abuse and neglect are far more reaching than you might imagine. No socioeconomic group is immune; children of all races and ethnicities are victims of child abuse. In 2012, 10,054 of Oregon's children were abused or neglected; child abuse is a *total* community problem affecting all levels of society; and

WHEREAS, effective prevention programs succeed through partnerships of community groups which help support parents to provide a safe and nurturing environment; and

WHEREAS, approximately three million children are reported abused and neglected in this country each year, with 69,096 reports of child abuse to social service agencies in Oregon in 2012; and

WHEREAS, over four children die each day in our nation as a result of child abuse and neglect, with 17 such deaths in Oregon in 2012; and

WHEREAS, the effects of child abuse need to be addressed by the entire community.

NOW, THEREFORE, I, Sharon Konopa, Mayor of the City of Albany, Oregon do hereby proclaim April 2014 as

CHILD ABUSE PREVENTION AND AWARENESS MONTH AND APRIL 1 AS THE DAY OF HOPE

in Albany and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in efforts to recognize and prevent child abuse.

In witness whereof, I have hereunto placed my hand and caused the seal of the City of Albany to be affixed this 26th day of March 2014.

_____

Sharon Konopa, Mayor

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF ALBANY, OREGON, DECLARING A MORATORIUM ON MEDICAL MARIJUANA FACILITIES, AND DECLARING AN EMERGENCY

WHEREAS, the 2013 Oregon Legislature enacted House Bill 3460, which requires the Oregon Health Authority to develop and implement a process to register medical marijuana facilities; and

WHEREAS, House Bill 3460 (2013) directs that persons who operate or are employed by a registered medical marijuana facility would enjoy immunity from state prosecution; and

WHEREAS, the issue of whether a local government believes a certain type of business should operate within its jurisdictional limits is a local government decision, the enforcement of which is subject to the general and police powers of that jurisdiction; and

WHEREAS, the 2014 Oregon Legislature enacted Senate Bill 1531, which removes immunity from state prosecution for a person who is responsible for or employed by a registered medical marijuana facility located in an area subject to the jurisdiction of a city or county that enacts a moratorium prohibiting the operation of a medical marijuana facility; and

WHEREAS, the City of Albany believes it is in the best interests of the health, safety, and welfare of the citizens of Albany to enact such a moratorium prohibiting the operation of medical marijuana facilities within the jurisdictional boundaries of the City of Albany;

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

MORATORIUM DECLARED. The City of Albany hereby prohibits the operation of any medical marijuana facility in any area subject to the jurisdiction of the City of Albany. As used in this section, "medical marijuana facility" includes any facility that dispenses marijuana pursuant to ORS 475.314 or any other provision of Oregon law.

DURATION OF MORATORIUM. The moratorium imposed by this ordinance shall be effective until May 1, 2015, unless rescinded sooner.

ENFORCEMENT. The Chief of Police is charged with enforcement of the moratorium.

REMEDIES NOT EXCLUSIVE. The remedies available under Senate Bill 1531 (2014) for a violation of the moratorium imposed by this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law. It is within the discretion of the City of Albany to seek cumulative remedies for a violation of the moratorium imposed by this ordinance. Such cumulative remedies include but are not limited to punishment charged as a misdemeanor under the general penalty set forth at AMC 1.04.

SEVERABILITY. If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

EMERGENCY. In as much as this ordinance is necessary for the immediate preservation of the public peace, health, and safety of the City of Albany, an emergency is hereby declared to exist and this ordinance shall take effect and be in full force and effect when signed by the Mayor.

Passed by Council:

Approved by Mayor: _____

Effective Date: _____

_____
Mayor

ATTEST:

_____
City Clerk

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF ALBANY, OREGON, IMPOSING LOCAL RESTRICTIONS ON MEDICAL MARIJUANA FACILITIES AND DECLARING AN EMERGENCY

WHEREAS, the 2013 Oregon Legislature enacted House Bill 3460,which requires the Oregon Health Authority to develop and implement a process to register medical marijuana facilities; and

WHEREAS, House Bill 3460 (2013) directs that persons who operate or are employed by a registered medical marijuana facility would enjoy immunity from state prosecution; and

WHEREAS, the issue of whether a local government believes a certain type of business should operate within its jurisdictional limits and particular time, place, and manner restrictions on such businesses are local government decisions, the enforcement of which are subject to the general and police powers of that jurisdiction; and

WHEREAS, the 2014 Oregon Legislature enacted Senate Bill 1531, which expressly authorizes a city to adopt ordinances that impose reasonable regulations on the operation of medical marijuana facilities; such regulations may include reasonable limitations on the hours during which a medical marijuana facility may be operated, reasonable limitations on where a medical marijuana facility may be located, and reasonable conditions on the manner in which a medical marijuana facility may dispense medical marijuana; and

WHEREAS, the City Council of the City of Albany believes it is in the best interests of the health, safety and welfare of the citizens of Albany to enact the reasonable restrictions set forth in this ordinance on medical marijuana facilities operating within the jurisdictional boundaries of the City of Albany;

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

SECTION 1: CREATION OF AMC 5.08.025.

AMC 5.08.___ is hereby created to read as follows:

5.08.025. LIMITATIONS ON OPERATION OF MEDICAL MARIJUANA FACILTIES

(1) In addition to such limitations and regulations as may be imposed by state law on medical marijuana facilities which dispense marijuana pursuant to ORS 475.314, no such facility nor any person operating as an employee or agent of such facility shall operate, locate, or dispense marijuana within _____ feet of _____ zoned property.

(2) In addition to such limitations and regulations as may be imposed by state law on medical marijuana facilities which dispense marijuana pursuant to ORS 475.314, no such facility nor any person operating as an employee or agent of such facility shall locate or operate a medical marijuana facility or dispense medical marijuana without an annual payment to the City of Albany in the amount of $_____ as a permit fee to defray law enforcement costs associated with reasonable inspections oversight and enforcement actions associated with the operation of medical marijuana facilities within the jurisdictional limits of the City of Albany.

(3) Violation of this section shall be a misdemeanor punishable under the general penalty set forth at AMC 1.04.

SECTION 2: ENFORCEMENT. The Chief of Police is charged with enforcement of this ordinance.

SECTION 3: REMEDIES NOT EXCLUSIVE. The remedies available under Senate Bill 1531 (2014) are not exclusive of any other remedies available under any applicable federal, state or local law. It is within the discretion of the City of Albany to seek cumulative remedies for a violation of this ordinance. Such cumulative remedies include but are not limited to punishment, charged as a misdemeanor under the general penalty set forth at AMC 1.04.

SECTION 4: SEVERABILITY. If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION 5: EMERGENCY. In as much as this ordinance is necessary for the immediate preservation of the public peace, health, and safety of the City of Albany, an emergency is hereby declared to exist and this Ordinance shall take effect and be in full force and effect when signed by the Mayor.

Passed by Council:

Approved by Mayor: _____

Effective Date: _____

_____
Mayor

ATTEST:

_____
City Clerk

TO: Albany City Council

VIA: Wes Hare, City Manager

FROM: Ed Hodney, Director of Parks and Recreation

DATE: March 19, 2014 for the March 26, 2014 City Council Regular Meeting

SUBJECT: Resolution Adopting a Restrictive Covenant on Donated Park Land

RELATES TO STRATEGIC PLAN THEME: • Great Neighborhoods

RELATES TO: • Master plans.

Action Requested:

Consider adoption of a Resolution authorizing the City Manager to execute and record a restrictive covenant for park purposes.

Discussion:

Several tracts of land were donated to the City of Albany by Oak Creek Park LLC over the last ten years. These conveyances were made in keeping with a previously crafted agreement that was intended to satisfy wetland mitigation requirements related to the development of the neighborhoods on 53rd Avenue. Except for a nature trail through this property, no other public use is permitted; all the dedicated land is to be enhanced or maintained as wetland and preserved open space.

The Department of State Lands (DSL) has required that restrictive covenants be recorded on each of the donated tracts of land to ensure the mitigation value of the property in perpetuity. Covenants have been recorded on all tracts except Tract N. The subject resolution addresses that concern.

Budget Impact:

There is no effect on the Parks and Recreation Fund budget. The land is already owned and maintained by the department as undeveloped public open space.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AND RECORD A RESTRICTIVE COVENANT FOR PARK PURPOSES.

WHEREAS, the City has previously accepted donations of several tracts of land from Oak Creek Park, LLC in conjunction with the development of real property off of 53rd Avenue; and

WHEREAS, these donations were required by the Oregon Department of State Lands (DSL) as part of the developer's mitigation requirements for wetland impacts; and

WHEREAS, a further DSL condition was the placement of a restrictive covenant on each of the donated tracts of land; and

WHEREAS, a restrictive covenant must also be recorded on the most recently donated tract, Tract N; and

WHEREAS, the aforesaid restrictions are unlikely to interfere with any anticipated park activities on any of the donated parcels;

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council hereby authorizes the City Manager to execute and record a restrictive covenants on Tract N of the Spring Meadows Addition, Linn County, Oregon.

DATED AND EFFECTIVE THIS 26th DAY OF MARCH, 2014.

_____
Mayor

ATTEST:

_____
City Clerk

MAIL TAX STATEMENT TO:
No Change

AFTER RECORDING RETURN TO:
James V.B. Delapoer
Long, Delapoer, Healy
P.O. Box 40
Albany, OR 97321

RESTRICTIVE COVENANT

The City of Albany, a municipal corporation, owner of 37.65 acres (the "Protected Property") located in Linn County, Oregon, located in T11S, R4W, Section 24, Tax lot 412 and more particularly described as *Tract "N" Spring Meadow Sixth Addition, Linn County, Oregon.* The City of Albany makes the following declarations as to limitations, restrictions and uses to which the property described herein is now subject and specifies that such declarations shall constitute covenants to run with the land as provided by law and shall be binding on all parties and all persons claiming under them this declaration of restriction being designed for the purpose of keeping and maintaining portions of the real property described herein in their created wetlands state.

The property described herein which is for the protection of uplands and wetlands shall, except as provided in "Reserved Rights" below be subject to the following:

1. There shall be no destruction, cutting, trimming, mowing, alteration or spraying with biocides of any vegetation in the Protected Property, nor any disturbance or change in the natural habitat of the Protected Property in any manner, except to eliminate non-native invasive species from the site, conduct other required maintenance or as reasonably necessary to preserve and prevent damage to the protected property or adjacent lands.

2. There shall be no agricultural, commercial or industrial activity undertaken or allowed in the Protected Property except for limited seed harvesting; nor shall any right of passage across or upon the Protected Property be allowed or granted if that right of passage is used in conjunction with agricultural, commercial or industrial activity.

3. No domestic animals shall be allowed to graze or dwell on the Protected Property.

4. There shall be no filling, excavating, dredging, mining or drilling; no removal of topsoil, sand, gravel, rock, minerals or others materials, nor any dumping of ashes, trash, garbage, or of any other material, and no changing of the topography of the land of the Protected Property, once the wetlands is constructed, unless specified in the contingency plan.

5. There shall be no building of new roads or any other rights of way nor widening of existing roads on the Protected Property.

6. There shall be no damming, dredging nor any activities or uses of the Protected Property detrimental to water quality.

7. There shall be no operation of dune buggies, motorcycles, all-terrain vehicles, or any other types of motorized vehicles on the Protected Property, except for monitoring, maintenance, and oversight purposes by the owner of his designee.

NEVERTHELESS, and notwithstanding any of the foregoing provisions to the contrary, the owners of the property reserve for itself, the public, and its successors and assigns the following Reserved Rights; PROVIDED, however, that the exercise of such rights is not inconsistent with the conservation interests associated with the Protected Property.

RESERVED RIGHTS

1) Any activities related to the initial or corrective measures for the wetlands relating to construction, fish enhancement, planting, replanting, maintenance, trash removal or invasive weed control may be conducted to insure compliance with the mitigation plan, based upon Oregon's Removal-Fill Law and the requirements of the Division of State Lands.

2) The Protected Property may be used to educational purposes. Activities may include soil or plant sampling, wildlife monitoring or other "outdoor classroom" activities, to the extent that this use does not unduly alter the health of the protected area. The Protected Property may also be used for limited native seed harvesting.

3) Trails may be made through the upland habitat portions of the property using gravel, wood chips or other products normally used for trail development and upkeep. These areas may be provided with benches and/or raised walkways.

4) Emergency crossing of the protected property by farm equipment or other large equipment is allowed. Restoration of the site will be conducted for any damages that are incurred to the protected property.

5) The right to developed recreational uses including fishing, hiking, picnicking, and horseback riding in the upland portions. Such amenities as is normally associated with a limited use park setting such as picnic shelters, picnic tables, trash receptacles, drinking fountains and self-contained restrooms facilities may also be placed in the upland portions. Minor trenching for water lines through wetlands areas is permitted as long as any area disturbance is restored to is prior state or better.

These rights and restrictions apply to the 37.65 acres of the said property which is created pursuant to the wetland mitigation agreement with the Oregon Division of State Lands, DSL Project RF-17152, dated the 26th day of September, 1999

DATED this _____ day of _____, 2014

City of ALBANY, an Oregon municipal corporation

By:_____

_____, City Manager

APPROVED AS TO FORM:

_____
James V.B. Delapoer, City Attorney

State of Oregon)
)ss.
County of Linn)

On this _____ day of _____, 2014, Personally appeared _____, City Manager of the City of Albany, who being duly sworn, did acknowledge the foregoing instrument to be his voluntary act and deed on behalf of the City of Albany.

Before me:

_____
Notary Public for Oregon
My Commission Expires:_____

APPROVED: DRAFT

CITY OF ALBANY
CITY COUNCIL
Council Chambers
Wednesday, January 22, 2014
7:15 p.m.

MINUTES

CALL TO ORDER

Mayor Sharon Konopa called the meeting to order at 7:15 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG

Konopa led the pledge of allegiance to the flag.

ROLL CALL

Councilors present: Councilors Rich Kellum, Bill Coburn, Bessie Johnson, Ray Kopczynski, Dick Olsen, and Floyd Collins.

Councilors absent: None.

SPECIAL PRESENTATION

2013 Human Relations Awards & Certificates.

Konopa introduced Human Relations Commission Chair (HRC) Kim Whitley, member Nancy Greenman, and member Chris Equinoa.

Greenman said this is the third year that the HRC has recognized members of the Albany community. Their mission is to promote harmonious relations among the Albany community. For the first time this year, they are recognizing individuals and organizations who promoted harmony, diversity, and equality in Albany. They will receive certificates of appreciation and awards.

Fish

Whitley said the first certificate goes to Fish of Albany. Fish provides free clothing, food, crisis intervention, medication, and transportation. The guest house offers long-term shelter, with supervision and life-skills training to pregnant teens and teen mothers with children, preparing them for motherhood and self-reliance. The certificate recognizes that there cannot be equality and harmony without meeting the basic needs of all of our citizens and Fish's role in helping to make that happen.

Annette Hobbs of Fish accepted the 2013 Human Relations Award certificate (see agenda file).

Gordon Kirbey

Greenman said that Gordon Kirbey's nomination notes his many community contributions and focuses on his role in a community meal provided for everyone at the First Christian Church every Tuesday evening at 4:30 p.m. In her nomination, Pastor Patty Evans writes that the meal, which provides food and community for 100s in the Albany community, would have likely been an excellent but unfulfilled dream without Kirbey's help.

Kirbey came forward to accept the 2013 Human Relations Award certificate (see agenda file).

Don Albright

Whitley said Don Albright has served the city and its people for more than four decades by being involved in leadership and support for community events, organizations, and agencies. He was past president of the Timber Carnival and involved in Christmas Storybook Land (CSBL), Brass Ring Carousel, Fish, Helping Hands, the Linn County Mental Health Advisory Board, East Albany Lion's Optimist's, and more. Whitley said, wherever he goes, he brings a welcoming handshake and greetings that reflect the mission of the HRC.

Albright came forward to accept the 2013 Human Relations Award certificate (see agenda file).

Annette Hobbs

Greenman said they next will recognize Annette Hobbs. Jannelle Bennett nominated Hobbs and in her letter she said Fish of Albany has been helping the less fortunate since 1972. Hobbs is a huge part of why the nonprofit can accomplish so much on a small budget. Hobbs attends every can drive, packs food boxes, sorts clothes, checks in with schools to see if any students need food for the weekend, or clothes, coats, and toiletries. Fish serves 23,000 people annually because Hobbs does the work of four people. For her it is not a job; it is her passion.

Hobbs came forward to accept the 2013 Human Relations Award certificate.

Christmas Story Book Land

Whitley said a community needs more than just bread and roses to thrive, and Christmas Storybook Land (CSBL) provides both. Providing thousands of pounds of food to make family holidays possible, and hundreds of hours of magic to feed the imagination and hearts. In 2012, the 36th year of operation, there were 30,000 visitors. Joyce Moreira's nomination letter said it would not be possible without the support of the 30-member board of directors, 350 volunteers, and dozens of businesses.

President of Christmas Storybook Land Monte Douglas James came forward to accept the 2013 Human Relations Award for the charitable nonprofit organization of 2013 on behalf of CSBL (see agenda file). James thanked the Council and the HRC for the award. In 1976 Don and Wilma Albright, Don and Karen Dahlinger, and Terry and Ronna Hodek created ten simple scenes displayed at the old Linn County Fair barns for friends and coworkers to see. In 2013, CSBL offered over 90 displays. For over 37 years CSBL has entertained over 500,000 guests, who donated over 380,000 food products for Fish to distribute locally.

James thanked their perennial partners at the Linn County Fair and Expo for providing the Cascade Pavilion to use for this exclusive Albany, Oregon tradition. The 30 member board of directors has given countless hours year round for planning, creating, organizing, recruiting, fundraising, fabricating, maintaining, upgrading, designing, and promoting the world-famous CSBL. He asked the board members to stand. The audience applauded. Santa Claus came forward to hold the award. James introduced Don Albright, Wilma Albright, Joyce Moreira, Judy Clark, Melissa Anderson, Tami Chaput, Aaron Chaput, Karen Dallinger, Trisha Pimm, Brian Creecy, Troy Stevens, Faye Creecy, Billy Joe Crazzan, Terry Burke, Charlie Upton, and Jim Beck as Santa Claus. He also thanked 300 local businesses and individual sponsors for goods, services, and financial donations which allow CSBL to remain admission free. There were over 400 volunteers for the 2013 setup, which takes over two weeks for assembly and take down. He said thank you to the HRC for this award, and to the Council and Mayor for recognizing their labor of love and joy at CSBL.

Konopa said it is with great pleasure that the CSBL was given this award. They have provided 36 years of joy and happiness to so many. They use lots of creativity and put love into the art pieces and figurines. It has provided memories for so many, and it is part of our community. It shows our caring and loving community and CSBL's hard work is appreciated.

PROCLAMATION

A Purple Heart City.

Konopa read the proclamation in the agenda packet.

Charles Upton said the Department of the Military is proud to proclaim the City of Albany as the first Purple Heart City in the state of Oregon. Upton is the Department Commander for the state of Oregon Military Order of the Purple Heart. He introduced Robert Haltiner, Department Adjutant; Karen Haltiner, Region 3 President LAMOPH; Charles Beauchamp, Commander of Chapter 305; Frank Strader, Department Chaplain; and Jim Asleson of the YMCA. Upton said they have worked hard planning for this event.

Upton said the Military of the Purple Heart is comprised of men and women who were wounded in combat and received the Purple Heart. The reason for the presentation is to thank the City of Albany and its citizens for outstanding support of the veteran. The Chapter in Medford will be presenting their city with a proclamation. They received four signs that will be put up at entrances to Albany, so folks will know how proud the City of Albany is of its veterans. The signs will be placed near the YMCA; on the guns, coins, and jewelry store by the American Legion; and Power Honda on Highway 20. The fourth location has not been designated.

Upton thanked the Council, the Mayor, and the Linn County Board of Commissioners for letting them honor veterans in this manner.

Konopa said this is a fitting honor since the City of Albany also has one of largest Veteran's Day Parades. It is an honor that Albany is the first city to receive this designation. Konopa thanked Upton for his hard work.

SCHEDULED BUSINESS

Business from the Public

Jim Clausen, 1403 15th Street, said the state of California got rid of Tax Increment Financing (TIF). He said that Lars Larson said a democrat legislator proposed legislation to ban Urban Renewal Districts (URD) in Oregon. Clausen said it seems to him that people are waking up to debacle of URD and TIF. He said it is interesting to watch it unfold as individual states and communities reconsider URD and TIF. He thinks the City of Albany should also reconsider.

Clausen said he thinks the recent vote on police and fire levy has a lot to do with URD and TIF. He said he thinks that is one main reason people voted against the levy.

Adoption of Resolutions

Waiving competitive bidding and authorizing the Finance Director to enter into a sole source agreement with Vizant Technologies to review financial payment fees and charges.

Finance Director Stewart Taylor is seeking authorization from the Council to authorize him to enter into an agreement with Vizant Technologies. Vizant is a company that he recently learned about at the Oregon Municipal Finance Officers Association (OMFOA) conference. Vizant has sought specific application for patents and analytical tools to be able to research and analyze the charges that are imposed when credit card payments are received by businesses. Taylor said the City paid $76,000 in charges to process credit cards last year. The City receives about $300,000 in credit card payments each month so it is a significant and convenient method of payment for users of City services such as Utility Billing, the pools, Municipal Court, and other services. The charges are interchange charges and other fees for processing.

Taylor said that staff has looked at ways to curtail costs as much as possible and have implemented significant changes already. There may be some additional areas where savings could be achieved that the City is not aware of, and that is the role Vizant would have. Vizant analyzes the charges and the cost to the City is based on the savings resulting from changes that the City implements which were identified by Vizant. In other words, if they can't find a way to save, then there is no cost. The participation rate is 45%, 40% and 30% respectively over three years with an option to renew for an additional year.

Taylor said that on page 7, Exhibit A, in the second paragraph, it would be appropriate to remove "approximately".

Councilor Bill Coburn said there are 14 agencies that have worked with Vizant in the past. He asked if they gave Taylor some level of expectancy for savings. Taylor said it varies. Taylor called other agencies directly, including OMFOA which is a small organization that saved $9,000 year. Albany's savings would be larger. He estimates that with the City's volume they could save $10,000 annually.

Councilor Bessie Johnson asked how they make money if the banks set the fees. Taylor said their niche is to look at different components of charges, such as interchange, assessment, and bank fees; and different classifications within those. Vizant has the latitude in the negotiated fees with the bank, and is probably the area where they will find the most opportunity for savings. He explained that even the type of card and how it is presented has levels of fees associated with it. For example, Vizant may suggest the City accept certain payments at certain locations in a certain method for the lowest fee. The City did lower costs by switching treasury services, but he still thinks there is opportunity for additional savings.

Councilor Rich Kellum asked if the City pays them only if the City implements their recommendations. Taylor said yes; if they make a suggestion and the City doesn't implement it, then we do not pay. If the City does implement the recommendation, then Vizant shares in the savings.

Kellum asked, have we dealt with non-banks as accepters of our system? He said there are big differences in what is available now. He gave examples from his personal business. He would support this request if Taylor estimates that staff has done what they can to identify savings. But if not, then he wants to ask some non-banks what they would do it for.

Johnson said she did some research on Vizant. They purchased a company three years ago, and that company got terrible reviews. She asked, do we need someone to do this for us?

Councilor Ray Kopczynski pointed out that this won't cost the City anything until the vendor saves the City money, so he doesn't know what the issue is. Kellum said the issue is that if the City could do it themselves then they would get all the savings rather than sharing it. Kopczynski noted that if staff doesn't have time or the expertise to do the research, then they still won't save anything.

City Manager Wes Hare said that staff could do some more checking, but he suggests that the Council authorize Taylor to enter into the agreement now. If staff's research finds that they can find savings in other ways, they will. Konopa clarified that they could adopt the resolution but not implement the agreement until staff does research first.

MOTION: Kellum moved to approve the resolution and Coburn seconded it. The motion passed 6-0 and was designated Resolution No. 6294.

Approving exemption from the competitive bidding process for the purchase of one low-floor bus through an existing interstate cooperative contract with Stark Area Regional Transit Authority and Gillig, LLC, to issue a notice of intent to award contract with Gillig, LLC, and authorizing the Public Works Director to enter into a contract not to exceed $370,724 with Gillig, LLC.

Public Works Director Mark Shepard said this action is to authorize the purchase of a low-floor bus through Stark Area Regional Transit Authority and exempting the process from competitive bidding. The purchase is for a 32

passenger bus. With this purchase they can dispose of two backup buses. This bus will be for Albany Transit System (ATS).

Shepard said about a month ago, the Council considered a similar request for a Loop bus. Staff did not present both buses at that time because they were told that there were no more available through that cooperative contract; but the day after the Council meeting staff got a call that there was one more bus available for purchase. Thus, staff is coming to the Council a second time.

Kellum clarified that this is still a competitive bid, but the competitive bid process was already done by the other agency. Shepard agreed. Kellum noticed that the bus has leased tires, which would likely cost more over time. Transit Programs Supervisor Barry Hoffman said the City would not be leasing tires; the price quote actually says that the City is purchasing tires. He explained that it is common to lease tires in the bus industry; but Albany buys its tires and they are serviced by Begg's Tires.

Kopczynski asked if any of this would involve Metropolitan Planning Organization (MPO) processes. Shepard said not directly; the City gets additional transit funding now because we are MPO, but this bus is for ATS, not the Loop. The Loop has shared funding with Corvallis, Linn-Benton Community College, Oregon State University (OSU), and other grants. This is a separate entity.

Johnson asked what would happen to the bus the City would no longer be using. Since it is still running, it could be purchased and refurbished by a smaller community. Shepard said it will go through the City's surplus property disposal process. Hoffman described the City's disposal process which goes to OSU for auction. First, they will ask internally if other City departments want it. If it does go to auction, the money received goes back to fund new buses.

City Councilor Dick Olsen asked how much they would get for it. Hoffman said about $1,500 - 2,000.

Councilor Floyd Collins cautioned that the city of Bend acquired someone else's used buses, and they ended up paying dearly for buying used buses.

Shepard said that the staff report stated the funding will come from the 2013-14 budget; however the funds are in reserve and will actually come out of the 2014-15 budget.

MOTION: Collins moved to approve the resolution and Kopczynski seconded it. The motion passed 6-0 and was designated Resolution No. 6295.

Adoption of Consent Calendar

1) Approving a liquor license application for SCC Restaurants, LLC, d/b/a The Flinn Steakhouse, 222 First Avenue West.

MOTION: Coburn moved to adopt the Consent Calendar as presented. Kellum seconded the motion and it passed 6-0.

Approval of Purchase

Approving purchase of four new police communications work stations.

Police Captain Jeff Hinrichs said this is a request for approval of work stations for the dispatch center. The four work stations are more significant and involved than the average work station because they are used 24-7, and need the extras necessary for 911 dispatch.

Kopczynski asked if the work stations could be used if they get a new police station in the future. Hinrichs said they will be able to reuse them because they are modular.

Johnson commended staff for considering ergonomics for the employees. She visits the police department annually and has seen what their work stations are like. The work space has been bad for a long time and it is about time they got better work stations. She asked about the wall being removed. Hinrichs said that the office next to dispatch was relocated and, when the wall is removed, it will increase the dispatch work space about 33%. Discussion followed.

Coburn asked how long it will take to install the desks. Hinrichs said it will take about 8-12 weeks to build them once the order is placed; then it will take about one week. Dispatch will be moved temporarily into the briefing room.

Konopa said this is necessary and it will give them more space. Staff is very cramped as it is and this will help in the short-term but it won't work for the long-term. She commended police department employees for working in cramped conditions.

MOTION: Johnson moved to approve the purchase of four new police communication stations. Coburn seconded the motion and it passed 6-0.

Approval of Agreement

Authorizing the City Manager to execute an Intergovernmental Agreement with the Oregon Department of Transportation and the Albany Area Metropolitan Planning Organization; committing the City to participate in the Albany Area Metropolitan Planning Organization planning process.

Shepard said this action would authorize the City Manager to enter into an Intergovernmental Agreement (IGA) with the Oregon Department of Transportation and the Albany Area Metropolitan Planning Organization (MPO). The MPO has already signed the agreement. Essentially the IGA says that everyone involved will cooperate and participate in a constructive manner. Page 34-35 of the agenda packet lists the obligations of the parties involved.

MOTION: Kellum moved to authorize the City Manager to execute an Intergovernmental Agreement with the Oregon Department of Transportation and the Albany Area Metropolitan Planning Organization. Kopczynski seconded the motion and it passed 6-0.

Appointments

Hospital Facility Authority.

Konopa said this group rarely meets but they still need to have members on it. It needs to be a Budget Committee member.

MOTION: Collins moved to reappoint Sue Folden to the Hospital Facility Authority. Johnson seconded the motion and it passed 6-0.

Reports

Receiving Code Enforcement Team Second Quarter Report for Fiscal Year 2013-2014.

Management Assistant/Public Information Officer Marilyn Smith said Code Enforcement continues to struggle with vacant foreclosed properties throughout town. She said disinterested lenders are unmoved by our plight, but staff continues to chip away. They expect some movement fairly soon on the house on Pitt Street, which has no address. The new buyers purchased it sight unseen and staff is hoping to convince them to demolish the house and redevelop the property. There are some larger cases moving ahead in the third quarter.

Kopczynski asked if the house on Pitt Street could be used for a training exercise for the fire department. Smith said she did not ask the Fire Chief, but she doubts it would be usable because the second story is falling down into the first story. There are holes in the floors and there are no windows or doors.

Smith said staff is planning for the Big Pickup on Saturday, May 17.

Johnson asked if the house on Shortridge Street is the same one they have been dealing with for some time. Smith said yes; though there has been significant movement in the last few months because the property owner came into some money and has cleaned the property up, and plans to move a manufactured home onto it after a tree is removed. The City of Albany is helping with the tree removal.

ST-13-04, Main Street Rehabilitation, reviewing and approving Licenses to Occupy Public Right-of-Way for 102 Main Street and 217 Main Street.

Shepard is seeking Council approval for two licenses to occupy public Right-of-Way (ROW). The Albany Municipal Code allows the Council to grant encroachments into public ROW for private use through the license to occupy process.

Shepard said the Main Street project includes changes to two properties. For Legacy Ballet, 102 Main Street, this action would allow encroachment into the ROW and the reconfiguration of Main Street between First Avenue and Second Avenue would help traffic flow and improve safety by separating the car and pedestrian movements. Without the reconfiguration and license to occupy, cars would be backing up over the sidewalk. The other property, Security Alarm Corporation, 217 Main Street, would lose two on-street parking spaces as part of the roundabout construction. Due to approach angles of the roundabout, the City could grant use of the ROW to provide onsite parking.

Kellum asked if the owner of Legacy Ballet is happy with this action. Heather Hill, Legacy Ballet, said that the Main Street project will visually improve that part of town. If the street did not become a one-way and the parking lot did not get expanded then the parking lot would be useless.

Konopa asked if SAC is losing parking spaces. Smith said they would be losing two on-street spaces and this will allow them to have two others. Civil Engineer III Nolan Nelson said that SAC is in a similar situation as

Legacy Ballet, in that they have a large drop where the curb disappears and cars can pull over the sidewalk and park; they would lose that with the roundabout. This action would gain back as much parking as possible for SAC. It would be onsite parking.

Johnson asked if SAC's driveway is intact. Nelson said it will become a regular commercial driveway.

MOTION: Kellum moved to approve the Licenses to Occupy Public Right-of-Way for 102 Main Street and 217 Main Street. Councilor Dick Olsen seconded the motion and it passed 6-0.

Collins asked for an update on the bidding schedule for the Main Street project. Shepard said it will be bid on January 28. The bid was late in season last year and bids came in high, so they were all rejected. The award recommendation will likely come back to the Council in February or early March for approval.

BUSINESS FROM THE COUNCIL

Kellum said there was an accident on Columbus Street and Santiam Highway about a month ago. He said staff investigated the cost of a light at that location and staff actually recommends lights at several locations. Shepard said the current light is on south side of the street, so it is bright and creates a shadow effect. Shepard had Transportation Systems Analyst Ron Irish look at the location, and the rest of the corridor, and found other intersections with the same problem. If the Council desires, staff can ask Pacific Power & Light what the cost would be for putting lights at the intersections on the north side. Council could then decide if they want to take action. Staff would need to identify funding sources that could be used. The Council concurred to have staff proceed.

Kellum spoke about the issues that the City has had with Linn County Commissioners. He said he asked the Council what those issues are and the responses he got back from the Councilors were that they often work well together, but one sticking point that reoccurs is the Expo Center. Kellum wants to form a committee, a subset of Councilors and Commissioners, to learn about what both agencies do and the costs. After that they may make some recommendations, if warranted, to the Commissioners and the Council. Kellum's goal is to align what they agree on and do something about the perceived disagreements. He wants Council authorization to proceed, and then he would ask the Commissioners so that it is official.

Konopa said that only one Linn County Commissioner could participate due to quorum issues. She suggested having a joint meeting with the County to discuss this topic so that all three Commissioners could participate. There could be more meetings if necessary. Discussion followed.

Kopczynski prefers they form a Task Force.

Olsen asked if there is a problem that the City needs to solve. He said, maybe the Council should leave it alone. Kellum said he has often heard that there is a bone of contention, so they either let it fester or fix it. Olsen thinks that if the County perceives a major problem then they should come up with a definition of it and present it to the Council. Discussion followed.

Konopa said that the only issue they disagree about is that Linn County wants the City to turn over money for the Expo Center. There have been many conversations about it. They put $100,000 in their budget to be received from the City of Albany, yet they did not ask us for the money, they just told us about it afterwards. Konopa said they met with the County to find out why they put it in their budget without asking the City first. Konopa said that if they want $100,000 from the City then they should be able to show what it would go to with a Capital Improvement Program (CIP), but they don't have one. The City said to create a CIP, and then come to the City to ask for the money. They have not come back. Konopa said the contention is over money because they want the City to help fund the Expo. The Expo does a good job with very little General Fund subsidy, approximately $100,000; likewise at the City, we spend more than that on the pools and the Senior Center. They run it very well on little subsidy.

Collins said the problem that he has heard over the years, is that they do not have the money to set aside for replacement. Collins said he sees the Expo Center as a community asset. Because of the activity at the Expo Center, hotel/motel tax is generated for the City. He said he doesn't care what the past agreements were over the years; it is now established as a community asset. To let the building continue to fall into disrepair for lack of a CIP program, is a disservice to the community. He said, if we can help to reinvest, it is the golden goose for tourism. If the Expo goes downhill, they all lose; but if the City helps to reinvest, they all gain. He said he doesn't want to fight past battles and he is unclear what was written or verbalized. To get to a fair playing field they need to recognize that it is a shared asset for the community where there is shared responsibility, of some sort, by both agencies. In the last fiscal year, the City received $738,000 in transient lodging tax. Not all of it results from activities at the Expo Center but certainly a portion does. The City's policy for Transient Lodging Tax (TLT) allows 3% growth each year, and there was more growth than that, so there are funds to look at. He supports Kellum's approach to form some sort of working group to discuss this.

City Attorney Jim Delapoer cautioned that if both bodies form an advisory group to come back and make recommendations, that is a public body and they will need to be public meetings. If the intent is private discussions with staff and a representative of the agencies, that is different. Kellum said he wants regular people to take notes and minutes because that is how to get the information out in a clear manner. He doesn't mind it being an open meeting; he just wants it to be easy. His intent is not to find a funding source, rather he wants to find out what the issues are.

Johnson said she is on the Linn County Fair Board Commission. They do have problems with not being able to fix things. She knows there is a question about how the TLT was divided and it remains an issue. She agrees that the Expo Center is not just a county facility; it helps the City too. She agrees with Collins that it is not important what happened in the past; she thinks they need to find out what needs to be done now.

Konopa suggested they have both full bodies present so that everyone can participate. Discussion followed.

Konopa pointed out that there is no city in the state of Oregon that gives an expo center a portion of their TLT. Most expo centers set up their own TLT revenue authority.

Konopa asked if the Council wants to have a task force or to have a joint meeting with the full bodies.

Olsen thinks that if the County believes there is a problem, then they need to define what the problem is and present it to the Council. He thinks the City should wait until they ask for help rather than interjecting into their business.

MOTION: Kellum moved to form a committee of three Councilors in conjunction with Linn County Commissioners to discuss the problems. Johnson seconded the motion.

Coburn asked Kellum if he has information that the rest of the Councilors do not have. He agrees with Olsen that if there is a problem, the County can simply come to the Council and present it. He thinks it is up to them to approach the City for help. Discussion followed.

Kellum said he talked with the Commissioners and they are willing to participate. Olsen said he thinks it is up to the City Manager or the Mayor to bring this up with the County, not an individual Councilor.

VOTE: A vote was taken on the motion and it passed 5-1, with Olsen voting no.

Konopa asked Kellum who he wants to be on the committee. Kellum doesn't know that yet; he needs to contact the County to make sure they are on the same page. Then he will make recommendations. Johnson offered to be on the committee.

Konopa suggested having Hare contact the County because the protocol is to have the Council formally approve a Council member to be a liaison. Kellum agreed to have Hare contact the County.

Hare will contact Linn County Administrator Ralph Wyatt and figure out how to have a joint committee meet in a practical way, and he will come back to the Council.

Delapoer cautioned that the committee should contain just three Councilors instead of four.

Kopczynski asked for an update on the Lowe's project. Hare said there is no new news. The last news was that they had some concerns about being able to build in 2014, but they are obligated to do so and if they do not there are provisions for liquidated damages. Hare said he has not heard any indication that they will not be building in 2014.

Collins said there has been discussion over the last few years about making some form of System Development Charges (SDCs) portable. If someone tears down a four-plex they get credit for SDCs for all four units. If they put up a duplex in its place, they get to use two of the SDC credits but the other two credits disappear. That means that the City gains capacity for street, water, or sewer. A local developer raised this issue about 3-4 years ago. Collins suggests that rather than disappear, the unused credits could bankable or negotiable. The Council could specify that the credits could be used for infill, or as an arm of economic development. For example, 100 credits could be used as an economic development incentive to get a business to Albany, with no money from our pockets. He wants to review this as a policy question within the next six months.

Shepard said it can be reviewed. He is not aware of portability being used other places and he is not sure if there are legal issues, but they could look into it. It would require a change in SDC methodology.

Collins said there is a potential for economic development, and they could prioritize infill projects. Discussion followed.

Hare said staff will look into it and come back to a Work Session.

Johnson said there are Council liaisons to many groups, but they don't report back to the rest of the Council. She thinks it is important that the Council liaisons give a short report. Discussion followed.

Kellum suggested if there is something significant that took place, the Councilors should share. Konopa pointed out that some of the meetings are not public meetings so the liaison would not be able to share (such as Albany-Millersburg Economic Development, Helping Hands, and Council of Governments.) There are also minutes available for public meetings.

Hare said other cities put those types of reports on the City Council agenda and if someone wants to do that in Albany they could do so. Konopa said that Business from the Council is also on every Council agenda.

There was discussion about the Feb 10, 2014, Work Session.
Hare recognized Smith for her 15 years of extraordinary service to the City of Albany. Konopa said Smith is irreplaceable, and Hare agreed.

NEXT MEETING DATE: Work Session February 10, 2014
Regular Session February 12, 2014

ADJOURNMENT

There being no other business, the meeting was adjourned at 9:02 p.m.

Respectfully submitted,

Mary A. Dibble, MMC
City Clerk

Reviewed by,

Stewart Taylor
Finance Director

TO: Albany City Council

VIA: Wes Hare, City Manager
Mark W. Shepard, P.E., Public Works Director and Community Development Director MB for

FROM: Chris Bailey, Assistant Public Works Director/Operations Manager CB
Jon Goldman, Transportation Superintendent

DATE: March 18, 2014, for the March 26, 2014, City Council Meeting

SUBJECT: Acceptance of Title VI program for Transit Projects

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

Action Requested:

Staff requests City Council review and accept by resolution the Title VI program for public transit programs as required by the Federal Transit Administration.

Discussion:

Recipients of funds directly from the Federal Transit Administration (FTA) are required to develop and adopt a Title VI program. Staff developed the Title VI program which includes the following policy statement:

> *"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."*

In Accordance with Title VI of the Civil Rights Act of 1964, this Title VI program reflects the Albany Transit System's commitment to ensuring that no person shall, on the ground of race, color, national origin, religion, age, marital status, sexual orientation, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity provided by the Albany Transit System (ATS).

Budget Impact:

Acceptance by resolution of an FTA-Title VI program allows the City to continue to receive federal transit funds.

JCG:prj
Attachment

RESOLUTION NO._____

A RESOLUTION ACCEPTING THE ALBANY TRANSIT SYSTEM 2014 TITLE VI PROGRAM

WHEREAS, the Federal Transit Administration has made acceptance of a Title VI program every three years mandatory in order to receive funding; and

WHEREAS, the City of Albany is the designated recipient of Federal Transit Administration funds for the Albany Area Metropolitan Planning Organization; and

WHEREAS, the City of Albany receives Federal Transit Administration operating assistance for the Albany Transit, Albany Paratransit, and the Linn-Benton Loop transit systems.

NOW, THEREFORE, BE IT RESOLVED that the City of Albany accepts the 2014 Title VI program for public transit programs.

DATED AND EFFECTIVE THIS 26TH DAY OF MARCH 2014.

_____
Mayor

ATTEST:

_____
City Clerk

Albany Transit System
Title VI Program
March 1, 2014
(March 1, 2014 Update)

Jon Goldman
Transportation Superintendent
112 10th Avenue SW
PO Box 490
Albany, Oregon 97321
Phone: 541-917-7605
Email address: jon.goldman@cityofalbany.net

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Introduction

In Accordance with Title VI of the Civil Rights Act of 1964, this program reflects the Albany Transit System's commitment to ensuring that no person shall, on the ground of race, color, national origin, religion, age, marital status, sexual orientation, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity provided by the Albany Transit System (ATS).

Signed Policy Statement

A policy statement signed by the Transportation Superintendent assuring ATS's compliance with Title VI of the Civil Rights Act of 1964 can be found as **Attachment A.**

Title VI Notice to the Public

The City of Albany Title VI Notice to the Public shall be posted at the following locations. A copy of the public notice can be found as **Attachment E:**

Albany Transit Offices
Albany City Hall
On board buses operated by Albany Transit System
At the Train Station bus stop

Title VI Complaint Procedures

The Albany Transit System has a standard process for investigating all complaints. Members of the public may file a signed, written complaint up to one hundred eighty (180) days from the date of alleged discrimination. Full procedures for filing a complaint and ATS's procedures for investigating complaints can be found as **Attachment B.** At a minimum, the complaint shall include the following information:

- Name, mailing address, and how to contact complainant (i.e., telephone number, e-mail address, etc.)
- How, when, where, and why complainant alleges s/he was discriminated against. Include the location and names and contact information of any witnesses.
- Other significant information.

The complaint may be filed in writing with ATS at the following address:

Albany Transit System
Transportation Superintendent
PO Box 490
Albany, OR 97321
by Phone: 541-917-7605
By Facsimile: 541-791-0131

A sample Title VI Complaint Form can be found as **Attachment C.**

Record of Title VI investigations, Complaints, or Lawsuits

The City of Albany will maintain a list of any and all transit related Title VI investigations, complaints, and lawsuits. The list shall be kept and maintained at the Administrative Office of the Albany Transit System located at 112 SW Tenth Avenue, Albany, Oregon 97321.

Minority Representation on Non-elected Bodies

At this time the Albany Transit System does not have any non-elected bodies, committees, or councils of which it must report racial membership rates. If the Transit system develops any non-elected bodies the City will encourage the participation of minorities in proportion to the minority makeup of the service area. Also the City will maintain a table documenting the racial makeup of membership of such committees.

Title VI Public Participation Plan

The Albany Transit system shall strive to include minority and LEP (Limited English Proficiency) individuals in its decision making processes. This includes outreach to minority groups in Albany and the surrounding area. See also **Attachment D.**

Summary of Ongoing Public Participation Efforts and Outreach

Since the last Title VI reporting submission, Albany Transit conducted the following public outreach and involvement activities:

In accordance with Oregon public meeting law, all public meetings including transportation planning meetings are open to the general public. Accommodations are available for those with limited English proficiency if requested in advance of the meeting.

General Awareness and Phone Surveys

We conduct onboard rider and general awareness surveys frequently, and the City conducts community surveys at regular intervals. The most recent community survey was conducted in February 2014 and was available in Spanish. Future community surveys and transit surveys will be available in Spanish.

Bilingual Outreach

The City maintains a list of fluent Spanish-speaking employees, and can contract for Spanish interpreters if necessary.

Phone Access

A revision of our phone system is planned for implementation by July 1, 2014, to include a Spanish language option on the Albany Transit recorded messages.

Schedules translated in Spanish

The current service schedule includes a Spanish section. New service schedules will be provided in English and Spanish and made available via paper brochures and on the ATS website.

Albany Transit System Limited English Proficiency Outreach Plan

A full copy of the outreach plan for individuals with limited English proficiency can be found in **Attachment D**. Key elements of the plan include:

- Spanish speaking translators available upon request during normal business hours.
- Route and schedule brochures currently provide a Spanish-language section. Future versions of the schedule will be published and available on the website in both English and Spanish.
- Route and schedule information available in Spanish on the ATS website.
- Forms and Brochures available in Spanish
- Future transit surveys conducted by ATS will be available in Spanish.

Primary recipients and monitoring sub recipients

Currently the City of Albany is not a primary recipient of FTA funds and does not have any sub-recipients.

Title VI equity analysis

There are no current planned facilities or construction projects that require a Title VI equity analysis.

Service Standards

Vehicle Load for Each Mode Standard (expressed as a ratio)

The peak-hour vehicle load standards by mode for Albany Transit System are: Vehicle Load Standards are expressed as a ratio. (A 40-foot bus that allows 12 standees would have a load standard of 1.3)

Fixed Route (32 passenger bus)	1.3
Commuter (38 passenger bus)	1.2
Paratransit (4 passenger van)	.2
Demand Response (22 passenger van)	.8

Off-peak Hour Vehicle Load Standards by Mode

Fixed Route (32 passenger bus)	1.0
Commuter (38 passenger bus)	.7
Paratransit (4 passenger van)	.2

Vehicle Headway for Each Mode (Time between vehicles on same route)

Fixed Route (32 passenger bus)	1 hour
Commuter (38 passenger bus)	1 hour
Paratransit (4 passenger van)	n/a

On Time Performance for Each Mode

	May Run Early (yes/no)	On-time Consideration
Fixed Route (32-passenger bus)	NO	<10 minutes behind
Commuter (38-passenger bus)	NO	<10 minutes behind
Paratransit (4-passenger van)	YES	(+or –) 15 minutes

Service Availability for Each Mode

The Albany Transit System strives to provide equitable service availability to customers within the service area. We have set our service availability goals as follows:

Fixed Route (32 passenger bus)	65% of residents in the service area within ¼-mile walk of transit stops
Commuter (38 passenger bus)	70% of residents in the service area reside within 2 miles of a park and ride
Paratransit (4 passenger van)	Service is provided equally throughout the City of Albany

Distribution of Transit Amenities for Each Mode

The Albany Transit system has a policy to distribute transit amenities equally across the system. Any new amenities will be distributed equally across the system without regard to race or national origin of users from that service area. This applies to:

- Seating and benches at stops and stations
- Bus shelters
- Provision of information including maps, route maps, and schedules
- Waste receptacles.

Vehicle Assignment for Each Mode

The Albany Transit system sets a policy of vehicle assignment for each mode without regard to race, color, national origin, religion age, marital status, sexual orientation, or disability of users from that service area. Albany Transit will assign vehicles with higher capacity to routes with higher ridership. Age of the vehicles will only be considered a factor when assigning vehicles to routes.

Attachment A

ALBANY TRANSIT SYSTEM
TITLE VI
NON-DISCRIMINATION
POLICY STATEMENT

March 1, 2011

Title VI of the Civil Rights Act of 1964 states:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

The Albany Transit System is committed to complying with the requirements of Title VI in all of its programs and activities. Questions and complaints may be reported to Jon Goldman, Transportation Superintendent, at 541 917 7605; by e-mail to jon.goldman@cityofalbany.net; or by letter to P.O. Box 490, Albany, OR 97321.

Jon Goldman
Transportation Superintendent

Attachment B

Discrimination Complaint Procedure

1. Any person who believes he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973, or the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the Albany Transit System (ATS). A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the Transportation Superintendent for review and action.

2. In order to have the complaint considered under this procedure, the complainant must file the complaint no later than 180 days after:

    a) The date of alleged act of discrimination; or

    b) Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

    In either case, ATS may extend the time for filing or waive the time limit in the interest of justice, as long as ATS specifies in writing the reason for so doing.

3. Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the alleged discrimination. In the event a person makes a verbal complaint of discrimination to an officer or employee of ATS, the person shall be interviewed by the Transportation Superintendent. If necessary, the Transportation Superintendent will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to ATS's investigative procedures.

4. Within 10 days, the Transportation Superintendent will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as the Oregon Department of Transportation (ODOT) and U.S. Department of Transportation (USDOT).

5. The Transportation Superintendent will advise ODOT and/or USDOT within 10 days of receipt of the allegations. Generally, the following information will be included in every notification to ODOT and/or USDOT:

    a) Name, address, and phone number of the complainant.

    b) Name(s) and address (es) of alleged discriminating official(s).

    c) Basis of complaint (i.e., race, color, national origin, or sex)

    d) Date of alleged discriminatory act(s).

e) Date complaint received by the recipient.

f) A statement of the complaint.

g) Other agencies (local, state, or Federal) where the complaint has been filed.

h) An explanation of the actions ATS has taken or proposed to resolve the issue in the complaint.

6. Within 60 days, the Transportation Superintendent will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the Albany City Manager. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.

7. Within 90 days of receipt of the complaint, the Transportation Superintendent will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her appeal rights with ODOT, or USDOT, if they are dissatisfied with the final decision rendered by ATS. The Transportation Superintendent will also provide ODOT and/or USDOT with a copy of this decision and summary of findings upon completion of the investigation.

8. Contact information for the state and federal Title VI administrative jurisdiction is as follows:

ODOT Public Transit Division
555 13th Street NE
Salem, OR 97301
503-986-4305
503-986-4189 fax

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Avenue, SE
Washington, DC 20590

Attachment C

City of Albany Title VI Complaint Form

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____

Were you discriminated against because of your:

☐ Race ☐ National Origin

☐ Color ☐ Age

☐ Other: _____

Date and Time of Alleged Incident: _____

Explain as clearly as possible what happened and how you were discriminated against. Indicate who was involved and if applicable, the transit route and vehicle. Be sure to include the names and contact information of any witnesses. If more space is needed, please use additional pages.

_____

_____

_____

_____

_____

_____

_____

_____

_____

Have you filed this complaint with any other federal, state or local agency or with any court? ☐ Yes ☐ No

If yes, check and identify all that apply:

☐ Federal Agency _____

☐ Federal Court _____

☐ State Agency _____

☐ State Court _____

☐ Local Agency _____

Please provide information for a contact person at the Agency or Court where the complaint was filed.

Name: _____

Address: _____

City, State, & Zip Code: _____

Telephone Number: _____

Please sign below. You may attach any additional written materials or other information you believe is relevant to your complaint.

_____ _____

Signature Date

Please mail this form to:

Title VI Coordinator
City of Albany Transit Programs
P.O. Box 490
Albany, OR 97321

Attachment D

ALBANY TRANSIT SERVICES
LANGUAGE ASSISTANCE PLAN
March 1, 2011

Albany Transit is required to take responsible steps to ensure meaningful access to the benefits, services, information and other important portions of our programs and activities of individuals who are Limited English Proficient (LEP). Albany Transit consulted the USDOT's LEP Guidance and performed a four factor analysis of our contact with the public to determine the appropriate mix of LEP services to offer.

Four Factor Analysis:
Factor 1: The number or proportion of LEP persons in the service area.
Step 1: Prior experience with LEP individuals. Over the past year, our dispatchers have taken less than 10 phone calls from LEP persons which have required the use of an interpreter.

Step 2: Data was gathered from the following sources to identify information on persons who speak languages other than English at home and those who speak English less than well or not at all and would be classified as Limited English Proficient or "LEP":

a. 2010 Census Data
b. Census Bureau's American Community Survey and Fact Finder Surveys
c. Department of Labor LEP Special Tabulation website Mid-Willamette Workforce

A review of the 2012 American Community Survey data (http://factfinder.census.gov) on the numbers of limited English proficient or LEP persons revealed that in Albany, Oregon the number of people over age 5 who speak a language other than English at home was 10.6% of the total population of Albany. 4.5% of the Albany population reports that they speak English less than "very well." The most common language other than English spoken at home was Spanish, with people (7.7%) recorded as speaking Spanish or Spanish Creole (Source: American Community Survey, 2008-2012 American Community Survey 5-Year Estimates, S1601, Albany, Oregon).

Step 3: According to the Mid-Willamette Workforce Network the number of Spanish speaking LEP individuals that spoke English "not well" or "not at all" in the mid-Willamette area is 4.6%, which translates to almost 2,000 residents of Albany

(Source: http://www.doleta.gov/reports/censusdata/LWIA_by_State.cfm?state=OR).

Factor 2: The frequency with which LEP individuals come into contact with the service.
Albany Transit serves LEP persons daily through transit and paratransit services. Over the past year, our dispatcher has taken less than 10 phone calls from LEP persons in our area which has required the use of an interpreter.

Factor 3: The importance of the service to LEP persons.
Albany Transit provides important transit services to the public through its fixed route and complementary paratransit programs. Albany Transit is the only major public transportation provider in the City of Albany and provides a link between residential areas, commercial centers,

healthcare facilities, educational campuses, and social service offices. Language barriers would most affect users of the complementary paratransit system as reservations for the system are taken via telephone. The complementary paratransit portion of Albany Transit provides approximately 15% of the total rides provided through the Albany Transit System.

Factor 4: The resources available to the recipient of the federal funds to assure meaningful access to the service by LEP persons

ATS currently provides some information in Spanish through bus schedules, the transit website, and information on the buses. The City of Albany maintains a list of employees who are fluent in Spanish and other languages, and professional translation services are available if required. ATS also contracts with "language line" to assist LEP individuals with phone inquiries.

Processes for providing language assistance services by language

Based on the four factor analysis, ATS recognizes the need to continue providing language services. A review of ATS relevant programs, activities and services that are being offered by the City as of March 2014 include:

- The transit programs has a contract with the translation service "Language Line" for phone calls taken from LEP individuals
- Spanish speaking translators who work at the city are available upon request during normal business hours
- Route and schedule information are available in Spanish on the Albany Transit website
- Community surveys are available in Spanish format

Based on the demand for alternate language services, and considering the limited budget of the Albany Transit programs, other activities and services that will be developed in the next three years include:

- Transit surveys conducted by Albany Transit will be available in Spanish
- Future route maps will be available in both English and Spanish
- The existing telephone system will be modified to provide announcements in both English and Spanish
- Local translation services will be contacted and if feasible, placed on retainer

Albany Transit's outreach and marketing initiatives have yielded a list of community organizations that serve populations with limited English proficiency. The following list of community organizations will be contacted to assist in gathering information and see what services are most frequently sought by the LEP population:

- Greater Albany Public School District
- Hispanic Advisory Council
- Albany Area Chamber of Commerce

Providing notice to LEP's of language assistance

Notice will be placed on the transit buses, transit website, and on the bus schedules, and brochures announcing the availability of Language assistance.

Monitoring, evaluating and updating LAP

Albany Transit staff will contact the community organizations that serve LEP persons, as well LEP persons themselves, and also perform a four factor analysis every three years to identify what, if any, additional information or activities might better improve transit services to assure non-discriminatory service to LEP persons. ATS will then evaluate the projected financial and personnel needed to provide the requested services and assess which of these can be provided cost-effectively.

Training Employees

Albany Transit will train all employees, staff and volunteers to proficiency regarding the need and availability of language assistance to LEP individuals who use the service. Employees will be encouraged to use the services provided when contact with LEP individuals prevents or hinders communication. This training will be provided at least annually.

Attachment E

Notice to the Public

Notifying the Public of Rights under Title VI

THE CITY OF ALBANY, OREGON

- The City of Albany operates its programs and services without regard to Race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City of Albany
- For more information on the City of Albany's civil rights program, and the procedures to file a complaint, contact 541-917-7605 - - ; email Jon.goldman@cityofalbany.net ; or visit our administrative office at 112 SW 10th Avenue, Albany, Oregon. For more information, visit www.cityof Albany.net/bus
- A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5 Floor TCR, 1200 New Jersey Ave., SE , Washington, DC 20590
- If information is needed in another language, contact 547-917-7605

Si se necesita información en otro idioma de contacto 541-917-7605

TO: Albany City Council

FROM: Wes Hare, City Manager WH

DATE: March 20, 2014, for the March 26, 2014, City Council Meeting

SUBJECT: Strategic Plan for FY2014 through FY2018

Action Requested:

Adoption of the Strategic Plan for FY2014 through FY2018.

Discussion:

The draft Plan was reviewed and discussed by the Council at its March 10 work session. A revision suggested by Councilor Kopczynski has been included on page 16 for Objective 39's *Actions*' statement; language is highlighted in yellow.

We would like to have the adopted Plan ready for the budget process and recommend adoption.

Budget Impact:

Our annual budget is based on the Strategic Plan, and our budget document addresses the impact of the Plan.

WH:ldh
Attachment

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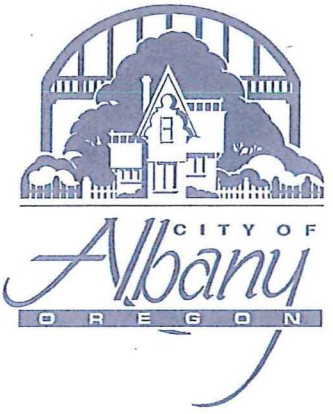
City of Albany Strategic Plan

FY2014 through FY2018

PROPOSED 1/31/2014



Our Mission

"Providing quality public services
for a better Albany community."

Our Vision

"A vital and diverse community that promotes a high quality of life, great neighborhoods, balanced economic growth, and quality public services."

OUR VALUES

The City of Albany's Strategic Plan is guided by three fundamental elements: our mission, our vision, and our core values. Our Mission Statement is based on the principles of high quality and continuous improvement. Our Vision Statement presents a compelling future toward which our Strategic Plan is directed. Both our mission and our vision are founded on the following basic values that guide all of our actions and that reflect what we expect from our employees and our elected officials:

Transparent, Open, and Honest Government. This value reflects our first and most important responsibility. Our competence is measured and, in fact, reinforced through active engagement of those we serve. We maintain an organizational reputation for openness, honesty, and integrity.

Dedication to Service. Our primary duty is to the people we serve. We are accessible, responsive, consistent, and understanding. We provide assistance beyond our customers' expectations, and we find effective solutions to problems that they bring to our attention.

Fiscal Responsibility. Proper use of public resources is a trust which we continually guard. In our management of this trust, we must avoid even the appearance of impropriety. In our management of public funds, we constantly strive for the greatest possible efficiency and effectiveness.

Personal Honesty and Integrity. Each of us demonstrates the highest standards of personal integrity and honesty in our public activities to inspire confidence and trust in our government.

Excellence. We continually pursue excellence by being creative, professional, taking risks, showing initiative, and being committed to our community and team. In this pursuit, we support continuing education and training for all team members.

Teamwork. We are a team that emphasizes high levels of trust and cooperation and a commitment to excellent communications within the organization. We encourage employees to exercise independent judgment in meeting customer needs through professional behavior that is consistent with our values.

A Humane and Diverse Organization. We are a humane organization that honors diversity and protects individual rights. Open communication, respect for others, compassion, and a sense of humor contribute to our positive work environment. We make it possible for every employee to achieve his or her full potential. We value the cultural and social diversity that is reflected in our community, and we welcome the changes and new perspectives that this diversity brings to us. We protect those individuals whose basic rights are placed in jeopardy.

Why Do Strategic Planning?

If our Mission and Vision Statements are to have any meaning, they must be accompanied by deliberate planning efforts to move the organization and the community toward a desired future. This requires clearly defined goals, proactive objectives, committed leadership, and effective management. Above all, it requires managing the forces of change. Those forces include community demographics, state and federal mandates, fiscal constraints, economic conditions, emerging technologies, and many other influences on our service delivery efforts. High performing organizations are those that learn to anticipate and adapt to change by creating value for those we serve, and motivation and meaning for those who serve them. The best tool for accomplishing these objectives is strategic planning.

STRATEGIC PLAN THEMES

Our Strategic Plan has four primary themes that reflect our Mission and Vision Statements: Great Neighborhoods, a Safe City, a Healthy Economy, and an Effective Government. Specific goals, objectives, and actions move the organization toward our vision of the future.

Each theme is followed by the City's primary goals in that subject area for the foreseeable future. The goals should remain constant over time and should only be revised to reflect significant community changes or unanticipated events. A list of measurable objectives with benchmarks helps us track progress toward the goals. Objectives are generally identified to cover the five-year planning period from the date they are adopted or revised. Actions are the steps needed to meet the objective. Many more strategies and actions will be developed at the department and division level to align the entire organization with the goals and objectives.

This plan is intended as a work in progress. While the mission, vision, values, and goals should remain constant, the objectives and actions will need periodic review and refinement. We will track progress through regular reporting on the measures, and they will be incorporated into department, organization, and community publications. The annual Budget and Capital Improvement Program will serve as reporting and implementing policy documents, identifying relationships with the Strategic Plan. The Comprehensive Plan, Transportation System Plan, Water Master Plan, Sewer Master Plan, Parks Master Plan, Hazard Mitigation Plan, Urban Forestry Management Plan, and related planning documents also support this Strategic Plan.

I. Great Neighborhoods

Goals:

- Goal 1: Create and sustain a city of diverse neighborhoods where residents feel good about where they live.
- Goal 2: Provide an efficient transportation system with safe streets and alternative modes of transportation.
- Goal 3: Provide effective stewardship of Albany's significant natural resources.
- Goal 4: Provide diverse recreational, educational, and cultural opportunities that enrich the lives of our citizens.

Great Neighborhoods Objectives:

Goal 1: Create and sustain a city of diverse neighborhoods where residents feel good about where they live.

Objective 1: Maintain the value and attraction of Albany's historic assets and seek federal funds and other sources. [Community Development]

Actions: Apply for State Historic Preservation Office grants. Make rehabilitation loans and track completions.

Objective 2: Enforce City ordinances when properties are neglected or abandoned to prevent erosion of property values and quality of life. [City Manager's Office]

Actions: Reduce unresolved cases.

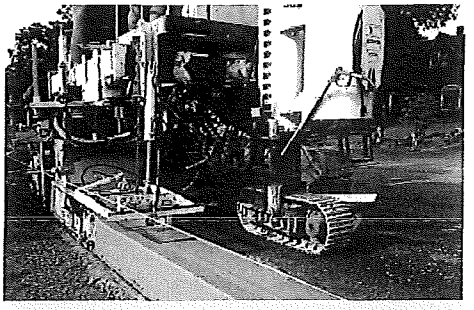
Objective 3: Assure that the Albany Development Code remains updated and responsive to changing conditions. [Community Development]

Actions: Provide reviews and updates at least annually.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
1	Applications for State Historic Preservation Office grants.		1		1		
1	Number of Albany grants made and historic houses improved through state grant funds.	10	4	4	4	4	
2	Reduce unresolved cases by 10% in Fiscal Year 2015.			10% reduction			
3	Annual Development Code updates.	1	1	1	1	1	

I. GREAT NEIGHBORHOODS (CONTINUED)

Goal 2: Provide an efficient transportation system with safe streets and alternative modes of transportation.



Curb installation for the Oak Street construction project.

Objective 4: Ensure streets, sidewalks, and public transportation provide an accessible means of travel for the disabled and the community as a whole. [Community Development, Public Works]

Actions: Develop a plan and prioritization system for making accessibility improvements when funding is identified and available (ADA Transition Plan).

Objective 5: Utilize available street funding to maintain collector and arterial streets in satisfactory or better condition and address local street needs as funding allows. [Public Works]

Actions: Measure, monitor, and report street condition. Identify and prioritize street condition improvement projects. Implement the repair and preventative street maintenance projects to preserve and restore City streets with the annual Street Maintenance budget. Plan for street rehabilitation and reconstruction capital projects with the annual five-year Capital Improvement Program and implement capital projects with the annual Street Capital budget.

Objective 6: Work as a cooperative partner of the Albany Metropolitan Planning Organization (MPO) for the funding of street and transit improvements.
[Community Development, Public Works]

Actions: Work with the other stakeholder organizations to develop a long-range funding plan for use of STP funding for the improvement of City of Albany streets. Work with the MPO to maximize the effective use of transit funding for the City and the region .

Objective 7: By the end of 2017, increase the number of transit system riders by ten percent over the FY2012/2013 ridership. [Public Works]

Actions: Measure and monitor the number of rides provided. Identify opportunities to modify and maximize routes, increase operating revenue and to improve transit level of service. Identify and implement route improvements to serve more citizens, as funding allows.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
4	Accessibility Transition Plan completed.			Complete			
5	Overall percentage of arterial and collector streets in satisfactory or better condition. Current data by classification: Arterial Collector	 81% 66%	 81% 67%	 82% 68%	 82% 69%	 82% 70%	 82% 70%
6	Establish Albany MPO.	Complete					
6	Establish long-range plan for STP funding.		Complete				
7	Increase transit system ridership to: Albany Transit System Linn-Benton Loop Paratransit	 88,000 136,000 18,000	 90,000 138,000 18,700	 92,000 141,000 19,400	 94,000 143,000 20,100	 96,000 145,000 20,800	 97,000 146,500 21,000

I. Great Neighborhoods (continued)

Goal 3: Provide effective stewardship of Albany's significant natural resources.

Objective 8: Continue to coordinate with the Calapooia Watershed Council on watershed improvement programs and projects. [Community Development, Parks & Recreation, Public Works]

Actions: Implement Goal 5 protections. Work with community groups to protect and enhance resources.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
8	Actively participate in Calapooia Watershed Council planning meetings.		Annually	Annually	Annually	Annually	Annually

I. Great Neighborhoods (continued)

Goal 4: Provide diverse recreational, educational, and cultural opportunities that enrich the lives of our citizens.

Objective 9: Maintain total City-managed park land inventory at an annual average of 15.0 acres per 1,000 residents. [Parks & Recreation]

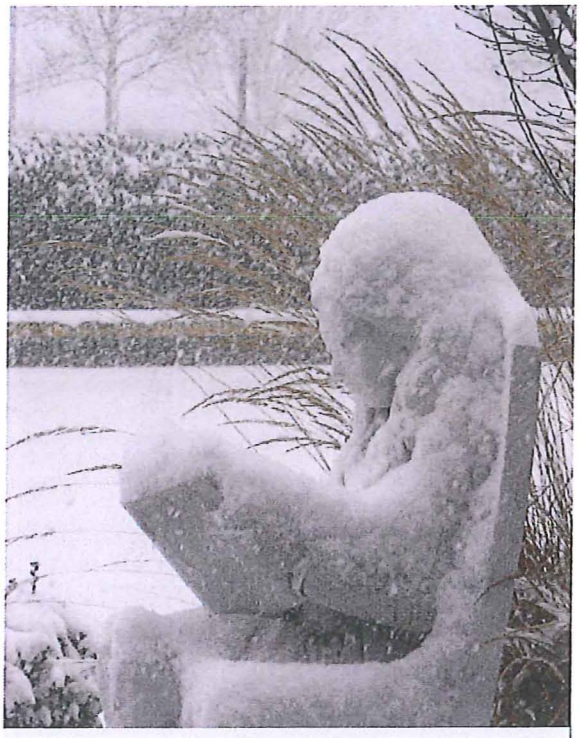
Actions: Acquire by purchase, lease, or other means enough park land to achieve and keep pace with Albany's growth and to meet the City's adopted total park acreage standards.

***Objective 10:** Sustain total developed parks and recreation lands at 11.0 acres per 1,000 residents. [Parks & Recreation]

Actions: Maintain enough developed park land to keep pace with Albany's growth and to meet the City's adopted developed park acreage standards.

Objective 11: By the end of 2017, increase library visits by ten percent. [Library]

Actions: Add five new programs across all service areas. Increase the percentage of operating dollars spent on collections to Oregon state median (ten percent).



Reading Girl at Main Library.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
9	Average total acres of park land per 1,000 residents.	*17.5	17.4	17.3	17.1	17.0	17.0
10	Average acres of developed parks and recreation land per 1,000 residents.	11.1	11.0	10.9	10.8	10.7	10.7
11	Annual number of library visits.	363,700	371,000	378,300	386,000	393,000	400,000
11	Number of discrete Library programs across all service areas.	14	19	19	20	21	22
11	Percentage of Library operating expenditures spent on collections.	8%	8%	9%	9%	10%	10%

**Includes gift of 94 acres to City in Oak Creek Greenbelt.*

II. A Safe City

Goals:

- Goal 1: Ensure a safe community by protecting people and property.
- Goal 2: Provide safe, sufficient, and reliable drinking water, sewage disposal, and drainage systems.

Safe City Objectives:

Goal 1: Ensure a safe community by protecting people and property.

Objective 12: Acquire property for new downtown fire station. [Fire]

Actions: Explore options for property acquisition and be prepared to purchase when suitable property is identified.

Objective 13: By the end of FY2015, complete the process to place a bond measure on the ballot for Albany voters to approve the funds necessary to build replacement public safety facilities for Police Department (new headquarters) and Fire Department (Station 11 replacement). [Fire, Police]

Actions: Achieve this objective by completing the sequential process for placing a bond measure on the May 2015 ballot to gain voter approval to build new public safety facilities.

Objective 14: Participate in the FEMA National Flood Insurance Program and maintain the city's Community Rating System (CRS) rating. [Community Development]

Actions: Form and maintain a cross-department team to continuously improve the City's floodplain management. Participate in FEMA's CRS Program.

Objective 15: Update the flood mapping in North Albany to match the actual conditions determined by recent evaluations. [Community Development, Public Works]

Actions: Complete the process with FEMA to have FEMA accept and map the flood way and flood plain changes identified in the recently completed detailed flood study of North Albany.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
12	Acquire property for downtown fire station.		June 2014				
13	Ballot Measure to voters.			May 2015			
13	Replace Fire Station 11.				July 2016		
13	Replace Police Department building.						
14	Maintain CRS rating.	6	6	6	6	6	6
15	FEMA maps updated.			Maps complete			

Objective 16: Maintain police patrol response times to priority one calls for service from dispatch to arrival time to four minutes fifteen seconds, or less. [Police]

Actions: Achieve this objective through maintaining no less than current staffing levels and incremental staffing increases related to population/demand for service increases.

II. A Safe City (continued)

Objective 17: Maintain the number of fatal and injury accidents below 2.3 per thousand annually and reduce noninjury accidents by five percent annually. [Police]

Actions: Achieve this objective through continued traffic enforcement with an emphasis at high collision areas.

Objective 18: Achieve at least a 60 percent clearance rate for violent crimes and a 20 percent clearance rate for property crimes . [Police]

Actions: Achieve this objective through maintaining current staffing levels and incremental increases in the detective unit related to demand/caseload.

Objective 19: Reduce part one crimes by five percent annually with the ultimate goal of reducing crime rate to the Oregon average per thousand. [Police]

Actions: Continued emphasis on crime reduction through the COMPSTAT process.

Objective 20: Facilitate continued development of property surrounding Fire Station 12 as an emergency responder training center, and continue to explore opportunities for a regional training facility. [Fire, Police, Public Works, Other Jurisdictions]

Actions: Relocate City bus storage to expand current training facilities; explore regional partnerships, funding options, and property locations.

Objective 21: Update Standards of Coverage document for the Fire Department to identify the distribution, concentration, and reliability of department resources. [Fire]

Actions: Research and compile applicable information; draft written document; review and adoption by City Council.

Objective 22: Fund Fire Department equipment replacement to adequately address emergency equipment needs. [Fire]

Actions: Evaluate applying a portion of department's annual unspent appropriated funds toward equipment replacement; develop a schedule to identify immediate and long-term funding and replacement priorities; pursue grants and other funding alternatives.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
16	Patrol Unit: Maintain 4:15 or less response time to priority one calls.		4:15	4:15	4:15	4:15	4:15
17	Maintain number of fatal and injury accidents below 2.3 per thousand annually.		< 2.3 per thousand annually	< 2.3 per thousand annually	< 2.3 per thousand annually	< 2.3 per thousand annually	< 2.3 per thousand annually
17	Reduce noninjury accidents.		5% annually	5% annually	5% annually	5% annually	5% annually
18	Achieve 60% clearance rate for violent crimes.		60%	60%	60%	60%	60%
18	Achieve 20% clearance rate for property crimes.		20%	20%	20%	20%	20%
19	Achieve 5% reduction in Part I crimes annually.		5% annually	5% annually	5% annually	5% annually	5% annually
20	Relocate City bus storage.		June 2014				
20	Explore partnerships, funding, and property for regional training center.						
21	Update standards of coverage.			June 2015			
22	Evaluate allocation of funding toward equipment replacement.			June 2015			
22	Identify funds needed to sustain equipment replacement.			June 2015			

II. A SAFE CITY (CONTINUED)

Objective 23: Reduce property code violations, substandard housing conditions, and inadequate infrastructure. [Central Albany Revitalization Area, City Manager's Office, Community Development]

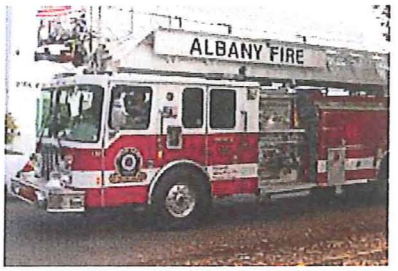
Actions: Community Development will continue to respond to complaints of substandard housing, work being performed without permits, and to continue follow-up on permits where inspections have not been called for and the permits are about to expire.

Objective 24: CARA will continue to fund projects that eliminate blight and increase public safety. [Central Albany Revitalization Area, City Manager's Office, Community Development]

Actions: Aggressively abate dangerous vacant structures.

Objective 25: Maintain and continue to minimize the impact of fires. [Fire]

Actions: Continue to incorporate Fire Department requirements in the development review and approval process. Consider a single-family residential sprinkler ordinance. Conduct Fire Code compliance inspections on existing buildings. Provide fire/life safety education. Maintain residential fire/life safety equipment programs.



Objective 26: Consider options for continuation of SAFER grant-funded firefighter positions. [Fire]

Actions: Evaluate funding alternatives and impacts of grant-funded positions by May 2014.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
23 24	Continue blight removal program and evaluation.			Yes	Yes	Yes	
25	Structure fires per 1,000 residents compared to similar-sized communities.	.93 / .90	1.0 / .90	1.0 / .90	.95 / .90	.95 / .90	.90 / .90
25	Educate stakeholders about residential and commercial structure fire sprinklers.			June 2015			
25	Consider fire sprinkler ordinance.				June 2016		
25	Percentage of population receiving fire/life safety public education presentations.	13.8%	13.0%	13.0%	14.0%	14.0%	14.0%
25	Number of fire compliance inspections.	1,255	1,620	1,800	1,980	2,160	2,160
25	Percentage of fire code violations corrected.	89.3%	90.0%	92.5%	95.0%	95.0%	95.0%
25	Number of CARA-funded projects with new sprinkler systems.	2	3	3	3	4	5
26	Identify funding options to maintain fire/EMS staffing.		May 2014				

Goal 2: Provide safe, sufficient, and reliable drinking water, sewage disposal, and drainage systems.

Storm drain installation in association with the Oak Street construction project.

Objective 27: Optimize the use and management of the Vine Street and Albany-Millersburg Water Treatment Plants to meet regulatory and demand needs for the City's drinking water supply. [Public Works]

Actions: Develop a written water production management plan that will maximize the efficient use of the two water treatment plants to meet supply and regulatory requirements.

Objective 28: Maintain existing compliance with all water quality, pretreatment, and biosolids regulatory requirements. [Public Works]

Actions: Prepare for the requirements of a pending new discharge permit which will likely include new Total Maximum Daily Load (TMDL), toxics, and other water quality based limitations. Remain engaged in agency groups such as ACWA and PNCWA in order to remain informed and offer input into regulatory direction.

Objective 29: Develop and implement a Capacity Management Operation Maintenance (CMOM) Plan for the wastewater system to identify needs, priorities and procedures to effectively manage the wastewater system in compliance with state and federal regulations. [Public Works]

Actions: Finalize the CMOM document and monitor adherence to the document on a quarterly basis. Update the CMOM plan as new information dictates.

Objective 30: Effectively manage biosolids wastes at the Albany Millersburg Water Reclamation Facility. [Public Works]

Actions: Maximize efficencies and cost effective management and disposal of solids at the Albany Millersburg Water Reclamation Facility. Identify a preferred alternative for a solids improvement project along with funding options.

Objective 31: Reduce the flooding potential and environmental impact of urban development on the storm water system. [Public Works]

Actions: Review the Municipal and Development Codes to identify barriers; amend codes and engineering standards as appropriate. Adopt post-construction storm water standards.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
27	Develop written water production management plan.			Complete			
28	Obtain a new discharge permit for the WRF.				Complete		
29	Develop and implement CMOM.	Complete	Review	Review	Review	Review	Review
30	Develop alternatives and funding options for new solid process at WRF.			Complete			
31	Adopt post-construction storm water standards.			Complete			

III. A Healthy Economy

Goals:

- Goal 1: Business — Enhance the value and diversity of Albany's economy by attracting, retaining, diversifying, and expanding local businesses.
- Goal 2: Partnerships — Strengthen the area's role as a leading regional economic center through local and regional coordination and collaboration on economic development planning and projects.
- Goal 3: Propsperity — Maintain and grow the income levels with a focus on living-wage jobs, training and education opportunities of Albany residents, consistent with Oregon and national trends. Work to increase the community's assessed value while working to achieve a healthy balance of housing and jobs.
- Goal 4: Central Albany — Create a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.

Healthy Economy Objectives:

Goal 1: Business: Enhance the value and diversity of Albany's economy by attracting, retaining, diversifying, and expanding local businesses.

Objective 32 - Support Local Business: Provide a supportive environment for the development and expansion of desired businesses, especially those who are locally owned or provide living-wage jobs. Collaborate with organizations focused on business retention, expansion, startup development, and entrepreneurship to establish new firms and strengthen existing businesses locally.
[Economic Development/Urban Renewal, City Manager's Office, Community Development]

Actions: Conduct regular visits to local businesses and industries as a business ambassador. Address the needs and opportunities for growth with Albany's businesses and work to eliminate barriers for future development by providing resources to local businesses and reducing regulatory burdens. Connect growing businesses with available resources including the Chamber, AMEDC, SBA, and the Small Business Development Center (SBDC) at LBCC. Explore feasibility of developing a small business incubator that assists in the formation of new businesses, while connecting businesses with regional economic partners and service providers.

Objective 33 - Land: Provide the supply of commercial and industrial land identified in the Economic Opportunities Analysis. Remove barriers to development of land. Research, summarize, and maintain data sheets and a web-based inventory of employment lands, including infrastructure needs with links to regional and state economic development agencies. [Economic Development/Urban Renewal, City Manager's Office, Community Development, Public Works]

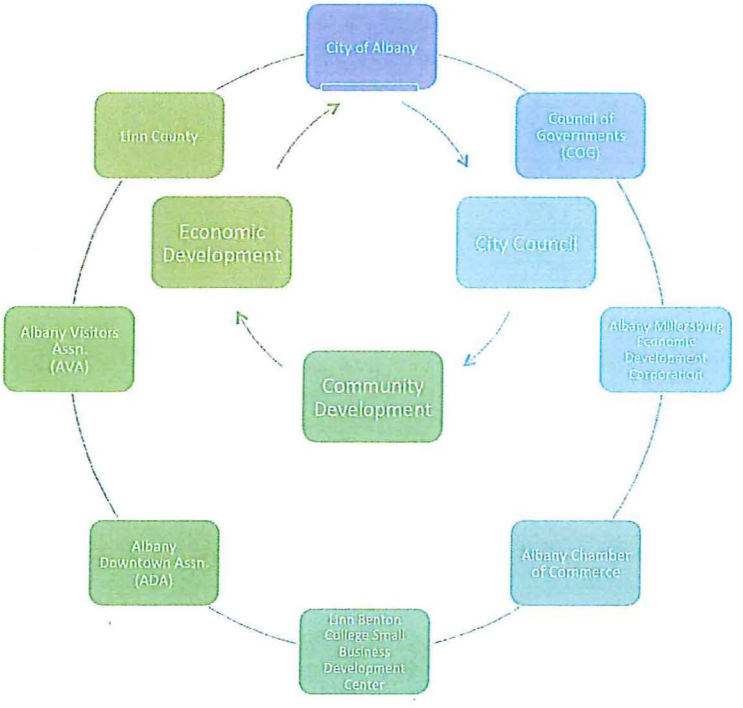
Actions: Continue participation in the regional wetlands permitting and mitigation project to increase the supply of available employment lands. Complete research and documentation of available land.

III. A Healthy Economy (continued)

Objective 34 - Leveraging Local Assets: Maintain the ability to provide incentives, including Enterprise Zone tax abatements and City Economic Development funding program, to qualifying businesses that create jobs in Albany. [Economic Development, Central Albany Revitalization Area, City Manager's Office, Community Development]

Actions: Maintain participation in the statewide Enterprise Zone program and track quantity of businesses participating and amount of tax exemptions. Continue job-related improvement investments through the Central Albany Revitalization Area (CARA). Develop criteria and policy that guides the use of incentives to recruit, retain, or assist businesses in Albany, including the City's Economic Development Funds.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
32	Conduct regular visits to local businesses and industries.	12	12	12	12	12	12
32	Projects assisted: financial assistance or removal of development barriers.	5	5	6	6	7	7
33	Participate in regional wetlands permitting and mitigation project.	Yes	Yes	Yes	Yes	Yes	Yes
33	Complete research and documentation of available sites.	50%	100%	100%	100%	100%	100%
34	Number of businesses participating in Enterprise Zone and amount of tax exemptions.						
34	Amount of tax exemptions for businesses participating in Enterprise Zone.						
34	Develop/review policy for city's Economic Development funds.	In process	Yes	Yes	Yes	Yes	Yes



Economic Development Partners

Goal 2: Partnerships: Strengthen the area's role as a leading regional economic center through local and regional coordination and collaboration on economic development planning and projects.

Objective 35 - Partnerships: Create and maintain a dialogue between business and civic leaders on what we can do as a community to improve our local economy. Continue to partner and work closely with Albany-Millersburg Economic Development Corporation (AMEDC); promptly respond to information requests related to economic development activities. [Economic Development, All Departments]

Actions: Maintain key department contacts for immediate response to information requests. Strong intra-city collaboration between departments to further economic development priorities, eliminate barriers, and provide accurate and timely assistance within the requested time frames.

III. A Healthy Economy (continued)

Objective 36: Work closely with partners at various organizations including COG, ADA/Main Street, AVA, AMDEC, SBDC, City of Corvallis, and Chamber to cultivate local and regional economic development projects. Support programs sponsored by local and regional partners to facilitate attraction, retention, diversification, and expansion of local businesses. Participate in statewide organizations, such as Oregon Economic Development Association (OEDA) and the Association of Oregon Redevelopment Agencies (AORA). [Economic Development, City Manager's Office]

Actions: Regularly attend and participate in meetings of partner organizations. Effectively communicate City economic development and livability goals, policies, and regulations to partners. Participate on appropriate AMDEC, Chamber, and Main Street Committees. Maintain board membership on statewide boards to strengthen Albany's presence and opportunities. Complete draft, review, and implementation of economic development metrics for Albany.

Objective 37 – Promotion and Communication: Promote Albany's positive economic, social, and cultural image throughout the state and region. Compile information and develop business-friendly, professional materials to support business development, recruitment, and expansion with information on Albany, financial programs and tools, as well as available land and building resources. Provide information that emphasizes the merits of redevelopment and investment, welcome packets for new businesses, relocation guide, and information sheets for potential recruits or expansion projects. [Economic Development, City Manager's Office, Community Development]

Actions: Compile information on available sites, general Albany information, relocation and attractions into attractive documents available in hard copy or online.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
35	Respond to information inquiries within the requested timelines.	100%	100%	100%	100%	100%	100%
36	Participation in Main Street Committees.	2	2	2	2	2	2
36	Statewide Board membership.	2	2	2	2	2	2
36	Create economic development metrics.	In Progress	100%	100%	100%	100%	100%
37	Develop professional hard copy materials and website for economic development information.	In Progress	100%	100%	100%	100%	100%

Goal 3: Prosperity: Maintain and grow the income levels with a focus on living-wage jobs, training, and education opportunities of Albany residents consistent with Oregon and national trends. Work to increase the community's assessed value while working to achieve a healthy balance of housing and jobs.

A public-private partnership between CARA and Viper Northwest helped them expand yielding 43 family-wage jobs and a significant increase in assessed value.

Objective 38 - Living-wage Jobs: Focus on the creation and retention of living-wage jobs through policy, staff support, and funding of projects that support a healthy local economy and community. Continue to refine CARA programs to support job-creation projects. Support the area's educational resources as vital to the social and economic well-being of the community. Encourage opportunities for increasing skill levels of local workers. [Economic Development/Urban Renewal, City Manager's Office]

Actions: Complete draft, review, and implementation of CARA economic development programs. Track results and job creation of the program. Work to increase the community's assessed value. Facilitate connections between citizens/businesses and workforce training or education. Track unemployment rate and per capita income for the city of Albany. Promote youth involvement to engage diverse, informed future leaders.

III. A Healthy Economy (continued)

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
38	CARA-funded Economic Development Projects.	2	3	3	4	4	5
38	Jobs (FTE) created through CARA-funded ED projects.		5	7	10	13	17
38	Unemployment rate within the city of Albany.						
38	Per capita income within the city of Albany.						
38	Create and implement youth engagement program related to civic-engagement—number of participating school classes.	2	3	3	4	4	5

Goal 4: Central Albany: Create a readily identifiable downtown core that is unique and vibrant with a mixture of entertainment, housing, specialty shops, offices, and other commercial uses.

Objective 39: Leverage urban renewal dollars to maximize the total investment and development effort in Central Albany. Create an increase in assessed value with the majority of public-private partnerships or spur private investment through strategic public investment. [Central Albany Revitalization Area, City Manager's Office, Community Development]

Actions: Continue to focus CARA funding on public infrastructure projects that will drive or compliment private investment and private projects that create a return on investment through an increase in assessed value.

Objective 40: Recognize and support Albany's unique historic character as a major cultural and tourist-oriented economic resource. Increase residential opportunities in the Central Albany Area.
[Central Albany Revitalization Area, City Manager's Office, Community Development]

Actions: Continue funding of rehabilitation and restoration of historic buildings, creation of new residential units, and various projects in the Main Street Area and throughout the Central Albany Revitalization Area (CARA).

Forthcoming Woodland Square Workforce Housing Project on Salem Avenue

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
39	Total annual value of CARA investments in public-private partnerships.		$500,000	$500,000	$500,000	$500,000	$500,000
39	Total annual value of private investment in CARA projects.		$2.5M	$2.5M	$2.5M	$2.5M	$2.5M
39	Total cumulative value of CARA investments.		$13.8M	$14.3M	$14.8M	$15.3M	$15.8M
40	Number of historic preservation projects funded.		4	4	5	5	6
40	Value of CARA improvements within the Main Street Area.		$250,000	$250,000	$250,000	$250,000	$250,000
40	Cumulative value of CARA improvements within the Main Street Area.		$5.25M	$5.5M	$5.75M	$6M	$6.25M
40	Number of CARA-funded new residential units.		10	10	12	12	14
40	Cumulative number of CARA-funded new residential units.						

IV. An Effective Government

Goals:

- Goal 1: Effectively and efficiently deliver the services that Albany's citizens need, want, and are willing to support.
- Goal 2: Establish City government as a model of sustainability in practice.

Effective Government Objectives:

Goal 1: Effectively and efficiently deliver the services that Albany's citizens need, want, and are willing to support.

Objective 41: Reduce the percentage of total annual Parks & Recreation Fund expenditures subsidized with property tax revenues to 50 percent or lower by 2015. [Parks & Recreation]

Actions: Achieve this objective through a combination of nontax revenue increases and expenditure reductions.

Objective 42: Increase revenues received from gifts, grants, and endowments to $10 per capita by 2014. [Parks & Recreation]

Actions: Complete and implement a Revenue Enhancement Plan in 2009, including strategies and private sector solicitations. Improve marketing and promotion efforts to communicate parks and recreation program needs to a wider audience.

Objective 43: Maintain P&R Department staffing levels at or below 1.0 FTE per 1,000 residents. [Parks & Recreation]

Actions: Annually adjust staffing plans and service delivery strategies to achieve the objective.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
41	Property tax as a percent of Parks Fund revenues.	54%	58%	55%	55%	50%	50%
42	Parks per-capita revenue received through grants, gifts, and endowments.	$11.75	$10.00	$10.00	$10.00	$10.00	$10.00
43	Parks & Recreation full-time equivalents per 1,000 residents.	0.52	0.52	0.5	0.5	0.5	0.5

Objective 44: Provide responsive, efficient, customer-oriented service to fee payers. [Community Development]

Actions: Meet or exceed state requirements for timely issuance of reviews and permits. Develop web-based online application submittal process and utilize electronic plans for review for efficiency. Complete building inspections as requested.

Objective 45: Reduce "Non-Revenue Water" (water loss) by one percent per year. [Public Works]

Actions: Continue leak detection efforts to identify system leaks. Replace and upgrade older water meters to reduce under-reading water usage. Enforce actions against illicit water theft. Evaluate water system replacement needs to best target limited capital funds to provide best return.

IV. An Effective Government (continued)

Water line construction on Hill Street.

Objective 46: Provide the City Council with annual reports regarding the running five-year sewer and water rate funding requirements. [Public Works]

Actions: Annual updates to the current five-year rate projection at the time the City Council considers sewer and water rate adjustments.

Objective 47: Maintain accreditation with the American Public Works Association (APWA). [Public Works]

Actions: Prepare for and obtain reaccreditation from APWA.

Objective 48: Develop a full storm drain system program and identify stable funding strategy for storm water utility functions. [Public Works]

Actions: Complete the storm water master plan. Implement code changes to bring the City in line with regulatory requirements. Identify the annual operations and maintenance and capital costs required to maintain the City's storm water system in order to meet service level expectations and regulatory requirements. Develop SDC funding mechanism and funding levels.

Objective 49: Continue participation in national performance benchmarking for comparison with other jurisdictions. Implement process improvement projects to reduce processing time and costs or increase revenues. [City Manager's Office]

Actions: Prepare annual report to detail participation and compliance to appropriate national benchmarks. Institute tracking systems to gather management data where lacking. Perform process improvement studies.

Objective 50: By the end of FY2017, reduce the cost/item circulated by 15 percent. [Library]

Actions: Explore outsourcing processing.

Objective 51: Seek $200,000 of outside funding for new library program support by 2017. [Library]

Actions: Create an annual fund-raising campaign by working with library support groups and the Albany Library Scharpf Endowment Fund.

Objective 52: Continue recognition from the Government Finance Officers Association (GFOA) for excellence in budgeting and financial reporting. Maintain annual audit results establishing conformance to requirements and generally accepted accounting principles. [Finance]

Actions: Receive the GFOA award for "Excellence in Financial Reporting." Receive the GFOA "Distinguished Budget Presentation" award. Achieve annual audit with no reportable findings of noncompliance.

IV. An Effective Government (continued)

Objective 53: Ensure compliance with all federal and state regulations relating to municipal services. [All Departments]
Actions: Monitor federal and state regulations on a routine basis. Target resources to maintain compliance.

Objective 54: Maintain or improve City's investment ratings. [Finance]
Actions: Maintain sufficient reserves. Follow best practices for financial management.

Objective 55: Maintain the City's public access television channel. [City Manager's Office, Information Technology]
Actions: Allocate staff and other resources to effectively operate the channel.

OBJECTIVE	MEASURE	Completed FY2013	FY2014	FY2015	FY2016	FY2017	FY2018
44	Residential plan reviews completed within 10 days.	99%	99%	100%	100%	100%	100%
44	Land use decisions issued within 120 days.	100%	100%	100%	100%	100%	100%
44	Complete inspections within same day of request (when called in by 7:00 a.m.)	99%	99%	99%	99%	99%	99%
45	Reduce non-revenue water percentage of total production.	18%	17%	16%	15%	14%	13%
46	Annual rate reports to Council.	Yes	Yes	Yes	Yes	Yes	Yes
47	APWA accreditation.	mid-term report		reaccredi-tation		mid-term report	
48	Complete Storm Water Master Plan.			Complete			
48	Implement storm water funding plan.			In progress	Complete		
49	Annual report of performance benchmarking progress.	Completed 11/2012	November 2013	November 2014			
49	Completed process improvement projects.	1	1	1	1	1	
49	Cost savings or cost avoidance from completed studies.	$25,000	$25,000	$25,000	$25,000	$25,000	
50	Cost per library item circulated.	$3.45	$3.25	$3.20	$3.00	$2.80	$2.60
51	Non-General Fund program support for the Library.	$50,000	$40,000	$40,000	$40,000	$40,000	$40,000
52	Receive "Excellence in Financial Reporting" award.	Yes	Yes	Yes	Yes	Yes	Yes
52	Receive "Distinguished Budget Presentation" award.	Yes	Yes	Yes	Yes	Yes	Yes
52	Reportable audit findings of noncompliance.	None	None	None	None	None	None
53	Compliance with federal and state regulations.	Yes	Yes	Yes	Yes	Yes	
54	Maintain investment ratings.	Yes	Yes	Yes	Yes	Yes	Yes
55	Percent of time system is available.	95%	95%	95%	95%	95%	

IV. An Effective Government (continued)

Goal 2: Establish City government as a model of sustainability in practice.

Objective 56: Advance current administrative efforts in enacting sustainability practices within city operations. [City Manager's Office]

Actions: Increase employee involvement in sustainable practices and increase awareness. Develop and implement a program of model practices for city staff.

OBJECTIVE	MEASURE	Completed FY2012	FY2013	FY2014	FY2015	FY2016	FY2017
56	Implement and maintain model sustainability practices program.	1	1	1	1	1	1

STRATEGIC PLAN ACCOMPLISHMENTS
UNDER STRATEGIC PLAN FY2013 THROUGH FY 2017

City Manager's Office

- Received ICMA Award of Excellence for Performance Management.

CARA and Economic Development

CARA

- Retooled CARA programs with a new focus on increasing assessed value, eliminating blight, resorting Albany's historic resources, and a heavy emphasis on job creation.
- Paid off a higher-interest bond.

Economic Development

- Kate Porsche was named to the Economic Development/Urban Renewal Director position to work with existing businesses to help remove barriers to job creation.
- Responded to AMDEC information inquiries within requested timeframes 100 percent of the time.

Community Development

- Completed extensive Development Code amendments based on Business Ready Task Force recommendations.
- Adopted the South Albany Area Plan.
- Established the Community Development Block Grant (CDBG) program.
- Completed implementation of electronic plan review.

Finance

- Received the Excellence in Financial Reporting Award.
- Received the Distinguished Budget Presentation Award.

Fire

- Objective 12: Identified property to purchase and began the process to acquire property needed to build a new downtown fire station.
- Objective 13: Took a ballot measure to the voters in November 2013 to build a new downtown fire station.
- Objective 21: Continued with development of property surrounding Fire Station 12 for training purposes.
- Objective 26: Trained two new Deputy Fire Marshals to conduct fire code compliance inspections; continued to provide fire and life safety education and residential safety equipment as needed to the community.

STRATEGIC PLAN ACCOMPLISHMENTS (CONTINUED)
UNDER STRATEGIC PLAN FY2013 THROUGH FY 2017

Library

- The Library completed collaboration with Linn-Benton Community College (LBCC) and Lebanon Public Library whereby the three agencies now share an open-source Integrated Library System (ILS) known as Evergreen. Following on this project, the three libraries received a grant to cover costs of migrating the remaining Linn County public libraries to Evergreen. Migration will occur in 2014. In 2015, the libraries will implement a courier service between the partner libraries, also covered by this grant. This is an Effective Government initiative based upon the City's Strategic Plan.

Parks & Recreation

- Secured use of gyms for P&R programs at Timber Ridge School and at the Albany Boys & Girls Club.
- Secured addition by donation of 94 accres to Oak Creek Greenbelt.
- While reducing the number of FTEs in the department by 17% since 2009:
  - increased donations of cash for department activities from $7 to nearly $12 per capita.
  - reduced maintenance costs per developed park acre from $3,000 to $2,700 .
  - maintained the property tax subsidy for all P&R activities at 55% or lower.
  - maintained consistent levels of total park acres and developed acres per 1,000 residents, despite population growth.
  - shifted 0.6 FTE from local property tax support to grant funded program.

Police

- Achieved accreditation from the Oregon Accreditation Alliance.
- Deployed the 700 MHz radio system.

Public Works

- Completed formation of the Albany Area Metropolitan Planning Organization (AAMPO).

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