



AGENDA

Wednesday, February 7, 2024

6:00 p.m.

This meeting will be conducted virtually. At 6:00 p.m., Join the meeting here:

<https://us06web.zoom.us/j/83068386417?pwd=c1Fnb3h3TWIWIWlFjNHlWRTY0K3NhZz09>

Meeting ID: 830 6838 6417 Passcode: 763440

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted on the website

1. CALL TO ORDER
2. ROLL CALL
3. BUSINESS FROM THE PUBLIC

Persons wanting to provide comments may:

- 1- Email written comments to Debbie.little@albanyoregon.gov, including your name, before noon on the day before the meeting.
- 2- To comment virtually during the meeting, register by emailing Debbie.little@albanyoregon.gov before noon on the day before the meeting, with your name. The chair will call upon those who have registered to speak.
- 3- Prearranged – appear in person at the meeting and register to speak.

4. APPROVAL OF MINUTES

- a. November 1, 2023

5. SCHEDULED BUSINESS

a. Discussion Items

- 1) Deerfield Park – Lango Hansen Landscape Architects
- 2) General Tree Issues - Rick

b. Action Items

- 1) Chair/Vice Chair Elections

c. Reports and Updates

- 1) Capital Projects Update – Kim
- 2) Hiring Update - Kim
- 3) Program Updates - Staff

6. BUSINESS FROM THE COMMISSION

7. NEXT MEETING DATE: Wednesday, March 6, 2024 - Virtual

8. ADJOURNMENT

This meeting is accessible to the public via video connection. In-person attendance is available. For arrangements, please contact city staff at least 48 hours in advance of the meeting at: Debbie.little@albanyoregon.gov or call 541-917-7778. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting.

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



MINUTES

Wednesday, November 1, 2023

6 p.m.

REMOTE

Approved: Draft

- CALL TO ORDER: Meeting called to order at 6:00 p.m.
- Members present: Aaron Falotico, Bill Stoneroad, Sharon Konopa, Anna Roller, Jill Van Buren, Sherrie Payne (6:17 p.m.)
- Members absent: Jim Vaughn
- Staff present: Kim Lyddane, Director; Rick Barnett, Parks & Facilities Maintenance Manager; Debbie Little, Administrative Services Coordinator.

Business from the Public
None.

APPROVAL OF MINUTES 6:03p.m.
October 4, 2023

MOTION: Falotico moved to adopt the minutes with correction. Van Buren seconded the motion, which passed 5-0.

DISCUSSION ITEMS 6:04 p.m.

- a. Tree Code Amendment
Jay Sharpe, City Forester, is working on amendments. Final recommendations will be reviewed by the commission before being presented to the City Council. Brief discussion followed.
- b. Tree Issues
Barnett noted tree removal permits are coming in, Sharpe reviews the request to determine if it can be approved.
The apple trees at East Thornton Lake Natural Area are currently producing fruit. Staff are working to build a split rail fence around them. Brief discussion followed.

ACTION ITEMS

- a. None

REPORTS AND UPDATES 6:13 p.m.

a. Capital Projects

Lyddane reviewed the project report included in the agenda packet.

Staff reports

Lyddane provided a recreation programs and general department update.

- The waterfront project is moving forward, stage structure is in place, splash pad boulders have been placed and the footprint for the playground is underway.
- Administration staff have been reorganized. One full-time Clerk III will be at City Hall and the other at the RCC.
- The department’s Resource Development staff member is leaving in February of 2024 so recruitment for this position, as well as a marketing specialist, is taking place.
- The Trick or Treat drive through event was successful.
- Give Thanks & Eat Pie at the RCC is November 16, 2023, and the Holiday Luncheon is December 14, 2023.
- The department has 28 projects on the horizon and will be working through the procurement process for them.

Barnett provided an update on Park Maintenance.

- Interviews for the Park Maintenance II position are next week.
- Staff are focused on leaf clean up and winterizing the parks.
- ADA improvement planning process is taking place.
- Planting of native plants is occurring at East Thornton Lake Natural Area.
- Meadow Ridge Park will include a native plant educational area.
- Playground equipment for Meadow Ridge Park has been ordered.
- Homeless camps have not been reduced by the sanctioned area in the city. The Park Ranger has been helpful with resources for this population.

BUSINESS FROM THE COMMISSION

6:34 p.m.

Adopt a Park is going strong with volunteers and graffiti chasers.

NEXT MEETING DATE: Next meeting will be Wednesday, February 7, 2024. This meeting will be virtual.

ADJOURNMENT

The meeting was adjourned at 6:37 p.m.

Submitted by,

Reviewed by,

Debbie Little
Administrative Services Coordinator

Kim Lyddane
Parks & Recreation Director

Capital Projects Report

PROJECT	STATUS	PROJECTED COMPLETION DATE	NOTES
Meadow Ridge Park Development	Instllation of all equipment is compelte! Will do a grant opening celebration in the spring when weather is better.	Completed!	
Timber Linn Park soccer field improvements	Phase II complete. APRD to fund Phase III. Invitation to bid open until 2/6.	Summer 2024	Partnership with AYSO
East Thornton Lake Natural Area development Ph 1	Design pending. Cost for a 10 car parking lot on the west side of the property estimated at \$400,000.	Development indefinitely delayed, pending O&M funding plan	SDCs, donations, State grant
Henderson Park Playground Replacement		Completed	
Deerfield Park Playground Replacement	Outreach to being this winter. Constrcution for Summer 2025. Looking at grants to help support this large project.	FY24-25	Goal of \$1,000,000 budgeted between CIP and operating budget.