



NOTICE OF PUBLIC MEETING
CITY OF ALBANY
CITY COUNCIL
 Council Chambers
 333 Broadalbin Street SW
 Wednesday, January 14, 2015
 7:15 p.m.

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."*

AGENDA

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. OATH OF OFFICE FOR NEW COUNCIL MEMBERS
4. 2015 MAYOR'S MESSAGE
5. ROLL CALL
6. ELECTION OF COUNCIL PRESIDENT

Action: _____

7. SCHEDULED BUSINESS

a. Business from the Public

b. Adoption of Resolution

- 1) Approving exemption from the competitive bidding requirements through a contract with Kittitas County Public Hospital District 2 and Braun Northwest, Inc.; issuing a notice to award a proposed contract with Braun Northwest, Inc.; and authorizing the Fire Chief to enter into a contract with Braun Northwest, Inc., not to exceed \$127,268 to remount/refurbish a 2006 Lifeline ambulance. [Pages 3-5]

Action: _____ RES. NO. _____

c. Adoption of Consent Calendar

1) Approval of Minutes

- a) October 22, 2014, City Council Regular Session. [Pages 6-9]
- b) November 5, 2014, City Council Regular Session. [Pages 10-11]
- c) November 10, 2014, City Council Work Session. [Pages 12-13]
- d) November 17, 2014, City Council Work Session. [Pages 14-17]

- 2) Authorizing the Albany Police Department to apply for Oregon Department of Transportation and Oregon Impact funds for the 2015 Pedestrian Safety Enforcement mini grant. [Pages 18-19] RES. NO. _____

- 3) Extending the financial services contract with Piper Jaffray, Seattle-Northwest Division, for up to one year. [Pages 20-21] RES. NO. _____

Action: _____

d. Appointments

- 1) City Boards, Commissions, and Committees. [Pages 22-39]

Action: _____

- 2) Council Audit Committee. [Pages 40-42]

Action: _____

- 3) Hospital Facility Authority. [Pages 43-45]

Action: _____

- 4) City Council representatives. [Pages 46-47]

Action: _____

- e. Report
 - 1) Election questions. [Pages 48-50]
- Action: _____

- 8. BUSINESS FROM THE COUNCIL
- 9. NEXT MEETING DATE: Work Session: January 26, 2015
Regular Session: January 28, 2015
- 10. RECESS TO EXECUTIVE SESSION TO DISCUSS REAL PROPERTY TRANSACTIONS IN ACCORDANCE WITH ORS 192.660 (2)(e)
- 11. RECONVENE
- 12. 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.



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: John Bradner, Fire Chief *JRB*
DATE: January 8, 2015, for the January 14, 2015, City Council Meeting
SUBJECT: Resolution Approving Use of an Interstate Cooperative Procurement

RELATES TO STRATEGIC PLAN THEME: ● A Safe City

Action Requested:

Staff recommends City Council approve, by resolution, exemption from the competitive bidding requirements for the remount/refurbish of one Lifeline ambulance through an existing interstate cooperative contract with Kittitas County Public Hospital District 2 and Braun Northwest, Inc., not to exceed \$127,268; and award a contract to Braun Northwest, Inc., subject to no formal protests received during the Notice of Intent to Award period.

Discussion:

It is Albany Fire Department's standard to replace a frontline ambulance after ten years of service. Three of the Fire Department's four frontline ambulances are on a 2006 chassis and at the ten-year threshold as a frontline unit. Equipment replacement funding does not allow for the replacement of even one ambulance, costing \$260,000, but will support the cost to refurbish one unit and mount it on a new 2015 chassis.

Each 2006 ambulance has driven more than 180,000 miles and is showing the deterioration of a ten-year-old emergency service vehicle. The unit to be remounted was selected based on high mileage and maintenance/repair issues.

The Fire Department contacted Lifeline in Iowa, the manufacturer of our 2006 ambulances, to provide a quote. They no longer have a dealer network in the northwest; thereby increasing the cost and inconveniences in having Lifeline perform the work. Currently, the only ambulance manufacturer in the northwest is Braun Northwest, Inc. in Chehalis, Washington.

Kittitas County Public Hospital District 2 in Washington has a Cooperative Purchasing Agreement in place with Braun Northwest, Inc. for remounting an ambulance that meets the specification needs of the Fire Department and the requirements of ORS 279A.220 and OAR 137-046-0400 through 137-046-0480.

If the City is unable to enter into a contract with Braun Northwest, Inc. by January 17, 2015, the City will be required to purchase a 2016 chassis at a higher cost.

The Notice of Intent to award a proposed contract was advertised on January 9, 2015, with a protest period ending January 15, 2015. Contingent on City Council approval to use an interstate cooperative agreement and no protests received, the Fire Department would award a contract to Braun Northwest, Inc. to remount and refurbish a 2006 Lifeline ambulance.

Budget Impact:

\$200,000 was approved in the FY 2014-15 budget from the Capital Replacement Fund/Equipment Replacement Program (217-10-1010).

Attachments 2

RESOLUTION NO. _____

A RESOLUTION APPROVING EXEMPTION FROM THE COMPETITIVE BIDDING REQUIREMENTS THROUGH A CONTRACT WITH KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT 2 AND BRAUN NORTHWEST, INC.; ISSUING A NOTICE TO AWARD A PROPOSED CONTRACT WITH BRAUN NORTHWEST, INC.; AND AUTHORIZING THE FIRE CHIEF TO ENTER INTO A CONTRACT WITH BRAUN NORTHWEST, INC. NOT TO EXCEED \$127,268 TO REMOUNT/REFURBISH A 2006 LIFELINE AMBULANCE.

WHEREAS, Kittitas County Public Hospital District 2 conducted a formal, competitive process for the remount/refurbish of an ambulance that meets the specification needs identified by the Albany Fire Department; and

WHEREAS, ORS 279A.220 and OAR 137-046-0400 through 137-046-0480 allow for use of interstate cooperative procurements for government agencies;

WHEREAS, a remount/refurbish of an ambulance through a contract with Kittitas County Public Hospital District 2 and Braun Northwest, Inc. would not reduce competition or give favoritism; and

WHEREAS, the Albany Fire Department has advertised a Notice of Intent to award a proposed contract to Braun Northwest, Inc. for the remount/refurbish of a 2006 Lifeline ambulance; and

WHEREAS, the Notice of Intent to award a contract has to be advertised seven days prior to awarding the procurement contract; and

WHEREAS, a 2015 chassis is no longer available after January 17, 2015, and the City would be required to purchase a 2016 chassis at a higher cost if a contract is not awarded by January 17, 2015; and

WHEREAS, if the City does not receive any formal protests to the Notice of Intent to award a proposed contract, the Fire Chief may award the contract to Braun Northwest, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council authorizes an exemption from the competitive bidding process for the remount/refurbish of a 2006 Lifeline ambulance through the use of an interstate cooperative agreement between Kittitas County Public Hospital District 2 and Braun Northwest, Inc.; and

BE IT FURTHER RESOLVED that the Albany City Council authorizes the Fire Department to award a contract to Braun Northwest, Inc. contingent on no protests received by January 15, 2015, following the seven-day required notice period; and

BE IT FURTHER RESOLVED that the Albany City Council authorizes the Fire Chief to enter into a contract not to exceed \$127,268 with Braun Northwest, Inc. to remount/refurbish a 2006 Lifeline ambulance.

DATED AND EFFECTIVE THIS 14TH DAY OF JANUARY 2015.

Mayor

ATTEST:

City Clerk

BRAUN NW inc.

150 North Star Drive / PO Box 1204 / Chehalis, WA 98532 / 360.748.0195 / 800.245.6303 / fax 360.748.0256

PROPOSAL

JANUARY 7, 2015

**ALBANY FIRE DEPARTMENT
ATTN: MARK BAMBACH, EMS CHIEF
333 BROADALBIN STREET SW
ALBANY, OR 97321**

RE: REMOUNT/REFURBISH 2006 LIFELINE MODULE

BRAUN NORTHWEST IS PLEASED TO OFFER THE FOLLOWING PROPOSAL BASED UPON THE OPEN KITTITAS COUNTY HOSPITAL DISTRICT #2 BID DATED 7-17-2014 WHICH IS OPEN TO INTERLOCAL PURCHASE BY OTHER AGENCIES:

REMOUNT/REFURBISH ONE (1) 2006 LIFELINE MODULE ONTO A 2015 FORD F550 4X4 AMBULANCE PREP CHASSIS PER SPECIFICATIONS DATED 8-7-2014.

**KITTITAS HOSPITAL DISTRICT #2 BID PRICE.....\$147,384.00
CHANGES MADE TO ABOVE REFERENCED SPECS.....DEDUCT <\$19,616.00>
BASE PRICE OF REMOUNT..... \$127,768.00
TRADE IN OF EXISTING CHASSIS.....\$ <500.00>
TOTAL FOB CHEHALIS, WASHINGTON.....\$127,268.00**

Sales tax not included

F.O.B.: CHEHALIS, WASHINGTON

DELIVERY: REMOUNT/REFURBISH TO BE COMPLETED WITHIN SIXTY (60) DAYS AFTER RECEIPT OF NEW CHASSIS AND EXISTING VEHICLE. START OF PROCESS TO BE SCHEDULED BASED UPON NEW CHASSIS DELIVERY AND AGENCY'S OPERATIONAL SCHEDULE

TERMS: NINETY PERCENT (90%) PAYMENT DUE UPON RECEIPT OF VEHICLE. BALANCE DUE IN THIRTY (30) DAYS.

It is understood that the used chassis is not road legal due to the transfer of such items as lights and mud flaps to new chassis. Transportation of used chassis remains the responsibility of agency unless chassis is traded-in. Any parts or pieces not transferred to the new chassis or reused, unless specifically noted, shall be included in trade-in value of chassis to reduce overall cost of this project.

*Vehicle must be in drivable condition, capable of completing the trip to Chehalis, WA. If vehicle becomes disabled, Customer is responsible for any additional charges related to getting the vehicle to the Braun Northwest, Inc. Chehalis, WA facility *Braun Northwest, Inc. is an Oregon dealer (#8475873) with insurance information available upon request.*

**Respectfully Submitted by
BRAUN NORTHWEST, INC.**

**We agree to accept the above proposal:
ALBANY FIRE DEPARTMENT**



Tami McCallum, Sales Manager

Signature Date

Date: 1/7/15

Printed Name Title



TM/sel
cc: DS

EMERGENCY VEHICLES

www.braunnw.com

CITY OF ALBANY
CITY COUNCIL
Council Chambers
Wednesday, October 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.

SCHEDULED BUSINESS

PROCLAMATION

Extra Mile Day.

Konopa read the proclamation as included in the agenda packet.

Konopa read a letter from Governor John Kitzhaber congratulating the City of Albany on its 150th birthday (see agenda file).

SCHEDULED BUSINESS

Business from the Public

Konopa welcomed Boy Scouts from Troop 100.

Bill Root, 2634 NW Valley View, thanked the Councilors for attending the Candidate's Forum. He said it was well attended and there were interesting questions and answers.

Root said that on Saturday, November 1, the North Albany Neighborhood Association (NANA) will be having a litter pickup from Springhill Drive to Blossom Street on Highway 20, and from the roundabout to Scenic Drive on Gibson Hill. Root said that SOLV will provide gloves, vests, pick up tools, and bags.

Root said the November 18, 2014, NANA meeting will be at Ciddicci's Pizza at 6:00 p.m. Miles Breadner, who owns property near Valley View and Crocker Lane and may be donating it to Benton County, will be the guest speaker along with someone from Benton County Parks Department.

Root said that on December 7, 2014, the Annual Toy Run will start at the Walmart parking lot. The parade route will be different this year, starting at Walmart and ending at the American Legion. He also noted that it is Pearl Harbor Day.

First Reading of Ordinance (walked in)

Locational restrictions for recreation marijuana sales.

Konopa said there is a new ordinance on the dais (see agenda file). City Attorney Jim Delapoer explained that all this does is to provide that if recreational marijuana sales are allowed they would be subject to the same locational restrictions as the Council has imposed for medical marijuana.

Delapoer read the ordinance for the first time in title only: AN ORDINANCE AMENDING ORDINANCE NO. 5833 TO INCLUDE SALES OF MARIJUANA AND MARIJUANA-INFUSED PRODUCTS WITHIN THE LOCATIONAL RESTRICTIONS APPLICABLE TO MEDICAL MARIJUANA DISPENSARIES AND DECLARING AN EMERGENCY.

MOTION: Councilor Bessie Johnson moved to have the ordinance read a second time in title only and Councilor Floyd Collins seconded it. The motion failed 5-1, with Councilor Dick Olsen voting no. It takes a unanimous vote of the Council in order for an ordinance to be read a second time in the same meeting. This item will come back to the next Council meeting for a second reading.

Delapoer said it is not imperative that this pass before the election because if Measure 91 passes on November 4, 2014, it will not be effective for 30 days. He thinks this can be done at a Regular Session since it does not have the same urgency. City Manager Wes Hare agreed; the location issue is not prohibited in the same way the tax issues were prohibited.

Second Reading of Ordinance

Establishing a tax on the sale of marijuana and marijuana-infused products in the city of Albany.

(The first reading occurred at the October 8, 2014, Council Meeting. The second reading of an ordinance at a subsequent meeting does not require a motion).

Delapoer read the ordinance for the second time in title only: AN ORDINANCE ESTABLISHING A TAX ON THE SALE OF MARIJUANA AND MARIJUANA-INFUSED PRODUCTS IN THE CITY OF ALBANY.

MOTION: Councilor Rich Kellum moved to adopt the ordinance and Johnson seconded it. The motion passed 4-3, with Olsen, Councilor Ray Kopczynski, and Councilor Bill Coburn voting no, and was designated Ordinance No. 5843.

Konopa said she would like it to be on the record that this item should be brought back in November after the election is over so that they know more about the legalities. She agrees with Delapoer's interpretation on this law, but she thinks they can still find out something about this in the next month. She wants to discuss it again in November to see what other communities have done, and to decide if they should continue with the Ordinance or repeal it.

Adoption of Resolutions

Establishing tax rates for the sale of marijuana, medical marijuana, and marijuana-infused products in the city of Albany.

Delapoer said to please authorize staff to administratively fill in the Chapter for this resolution. This resolution sets the rates for a new tax, 10% for recreational sales and 0% for medical sales.

Kellum asked if they have to do it now. Delapoer said they should and explained why.

MOTION: Kellum moved to adopt the resolution and to have staff administratively fill in the Chapters. Johnson seconded the motion and it passed 4-3, with Olsen, Kopczynski, and Coburn voting no, and was designated Resolution No. 6361.

Appropriating funds for the Fiscal Year 2015 State Hazardous Materials Emergency Preparedness Grant on behalf of the Mid-Valley Local Emergency Planning Committee for evacuation planning and hazardous materials responder training.

MOTION: Collins moved to adopt the resolution and Kellum seconded it. The motion passed 6-0 and was designated Resolution No. 6362.

Adoption of Consent Calendar

- 1) Approval of Minutes
 - a) August 11, 2014, City Council Work Session.
 - b) September 22, 2014, City Council and Benton County Commissioners Joint Meeting.
 - c) September 24, 2014, Industry Request Council Subcommittee.
- 2) Accepting a sidewalk easement from Tangent I.P., Inc. RES. NO. 6363
- 3) Accepting a variable-width slope and retaining wall easement from Tangent I.P., Inc. RES. NO. 6364
- 4) Accepting community donations to fund community policing programs for youth. RES. NO. 6365
- 5) Approving the following liquor licenses for:
 - a) Tacos el MaChin LLC, located at 1642 Pacific Boulevard East.
 - b) Lin Lin Inc., d/b/a Lum's Garden located at 1236 Price Road SE.

MOTION: Kopczynski moved to adopt the Consent Calendar as presented. The motion passed 6-0.

Report

CU-01-14, adopting final findings of fact and conclusions regarding a telecommunications facility.

Collins said there was a meeting at which there was additional testimony and he was not present; and he has not reviewed the minutes, so he will not be voting unless necessary as instructed by the City Attorney.

Delapoer said to the Council, you made a tentative decision at last meeting to support the application and you directed staff to prepare findings and conclusions to support your decision. Adoption of the findings and conclusions is the final step necessary to grant the approval.

MOTION: Kopczynski moved to adopt the final findings of fact and conclusions regarding a telecommunications facility and Johnson seconded it.

Kellum said he still objects, due to a lack of willingness on the applicants to make the tower into something other than a pole. There are other options. He is opposed.

VOTE: A vote was taken on the motion and it passed 4-1, with Kellum voting no and Collins abstaining.

Delapoer said, for the record there is no party present tonight that appeared at that last meeting; so there is no one who has standing to make an objection.

BUSINESS FROM THE COUNCIL

Konopa said there is a resolution on the dais supporting the Linn-Benton Community College (LBCC) bond measure (see agenda file)

Kellum said it has come to his attention that they will be having higher expenses for the new public safety facilities. While he supports the \$34 million bond, he noted that the City may need more funding for the public safety facilities.

MOTION: Collins moved to adopt the resolution supporting the Linn-Benton Community College Bond Measure Number 22-130 and Kopczynski seconded it. The motion passed 6-0 and was designated Resolution No. 6366.

Kellum said the 150th Anniversary Time Capsule is coming along well. He discussed items included so far and invited the Council to add items that would be of historical value over 50 years.

Johnson said that after the Candidates Forum, a lady in the audience gave her a note concerning the old museum downtown, commenting that it looked shabby. Konopa said she got the same note and she will talk to the museum. They are a separate nonprofit but Konopa will contact them.

Coburn asked Hare the status of the Albany Box Company's water damage due to a broken line. Hare said the City agreed to pay the invoices. Discussion followed.

Konopa invited the Boy Scouts to the podium. They introduced themselves: Cody Rogers and Matthew Rogers. They have been in the Scouts for five years and three years respectively and they are working on their communications merit badges. They are in the first class and second class respectively, and are aiming to get their Eagle badges. Konopa thanked them for attending.

Assistant City Manager/Public Works and Community Development Director Mark Shepard said the City's contracting rules and regulations require staff to bring back any contract changes that exceed 10% of the original contract. Staff does that on a regular basis. There are times that staff brings the Council the change orders somewhat after the fact as they deal with construction and the lag time involved in getting the numbers. The Vine Street Canal Bank Repair project was approved in September. There have been some changes with the design regarding soils and Shepard is sure the changes will exceed 10%. There may be some other savings that may offset the changes, but he is not sure yet. Staff can shut the project down and come to the Council and get authorization to move forward, but the City would incur additional costs in downtime with the contractor. Shepard said staff will bring a summary of the changes back to Council as soon as possible, but wanted to keep the Council informed in the meantime and get their approval of that process. If the Council does not like that process, staff can have the contractor stop the work.

Kellum asked how much money is involved. Shepard said this change is about \$35,000. Konopa recalled that when they awarded the bid, it seemed the bid was low. She asked if this was extra because of costs the contractor didn't see or if it is a design change. Shepard said it is a design change and not an error on the contractor's part; he described in detail the design for the wall stabilization along the canal.

Kopczynski asked if they have the funds in a reserve. Shepard said yes.

Delapoer said they should use a motion to approve going over the 10% subject to staff bringing the summary of the final change order back at a later date. Discussion followed.

MOTION: Kellum moved to approve contract changes exceeding 10% of the original contract price on WC-15-03, Vine Street Water Treatment Plant Bank repair, subject to staff bringing back a summary of the Change Order at a later date. Collins seconded the motion and it passed 6-0.

NEXT MEETING DATE: Work Session: November 3, 2014
Regular Session: November 5, 2014

Albany City Council Regular Session
October 22, 2014

ADJOURNMENT

There being no other business, the meeting was adjourned at 7:52 p.m.

Respectfully submitted,

Reviewed by,

Mary A. Dibble, MMC
City Clerk

Stewart Taylor
Finance Director

CITY OF ALBANY
 CITY COUNCIL
 Council Chambers
 Wednesday, November 5, 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.

SCHEDULED BUSINESS

Business from the Public

Robert Gilbert, 1802 48th Avenue SE, read a letter to the Council regarding social pollution brought about by movies, video games, television, the internet, and radio (see agenda file).

Second Reading of Ordinance

(The first reading occurred at the October 8, 2014, Council Meeting. The second reading of an ordinance at a subsequent meeting does not require a motion).

Amending Ordinance No. 5833 to include sales of marijuana and marijuana-infused products within the locational restrictions applicable to medical marijuana dispensaries and declaring an emergency.

City Attorney Jim Delapoe read the ordinance for a second time in title only: AN ORDINANCE AMENDING ORDINANCE NO. 5833 TO INCLUDE SALES OF MARIJUANA AND MARIJUANA-INFUSED PRODUCTS WITHIN THE LOCATIONAL RESTRICTIONS APPLICABLE TO MEDICAL MARIJUANA DISPENSARIES AND DECLARING AN EMERGENCY.

MOTION: Councilor Floyd Collins moved to adopt the ordinance and Councilor Ray Kopczynski seconded it. The motion passed 6-0 and was designated Ordinance No. 5844.

City Manager Wes Hare said there has been some confusion around Measure 91, which made recreational marijuana legal in Oregon. It will not take effect until July 1, 2015. Also, the rules stipulating how marijuana can be sold have been delegated to the Oregon Liquor Control Commission (OLCC); so we don't know what the impact in our community might be at this time. The ordinance the Council just passed restricts placement of the facilities. The other unknown is regarding taxation; the Council recently passed a resolution for taxes but we don't know if it will be upheld at the state level. Hare said, this is the best status I can provide at this time; there is not much we can do at this stage other than wait to see what the OLCC rules look like.

Konopa said, if it looks like we cannot do a tax, please have staff inform the City Council so they can rescind the resolution on taxes.

Councilor Bessie Johnson said on the news she heard a question posed by a city. The question is if they can regulate how many retailers stores sell it. Unfortunately, Albany doesn't have a business license to keep track of the number of stores. Delapoe said it will be analogous to the OLCC regulation. He doesn't think it will be up to the cities. He said, we can have input to the OLCC, but we do not have final say. He said, we don't have the authority to say Albany can only have two bars, for example. He doesn't know yet, but he thinks it will be similar to that.

Kopczynski said recreational marijuana can be in a person's home on July 1, 2015, but retail establishments won't be allowed until 2016.

Adoption of Consent Calendar

- 1) Approval of Minutes
 - a) August 13, 2014, City Council Regular Session.
 - b) August 27, 2014, City Council Regular Session.

- c) September 8, 2014, City Council Work Session.
- 2) Accepting an easement from Monty D. Spencer.

RES. NO. 6367

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

BUSINESS FROM THE COUNCIL

Johnson said it speaks volumes that the City Council retained the same members through the election. She thinks it means that they are going in the right direction and the public knows they are doing the best they can. She appreciates the voters not buying into all the negativity. She thinks the Councilors all have the best interests of the community at heart.

Councilor Rich Kellum discussed a phone call he had with Century Link and Comcast. He described the complicated billing system and is concerned for elderly customers. Discussion followed about the City's limited ability to intervene in customer complaints against utilities. Hare said staff can call Comcast to discuss the complaints though they have little authority regarding Comcast unless they are specifically in violation of their franchise agreement.

Kopczynski thanked the voters of Ward II for voting him in. He announced he will not run the next time, so folks have some time to consider running for his position.

Hare said on November 12 he will be in Lebanon to explain to their Council the avoided-cost study and to resolve the canal issues.

Hare reminded the Council of the November 20, 2014, Budget Committee Work Session. Staff will have property tax estimates and will be looking for guidance from the Budget Committee.

Hare gave his perspective of Lebanon's response to the canal issue. He said, we don't want Albany to be subsidizing other users of the system. The Lebanon City Council has a different perspective, but he believes they can reconcile. There is goodwill on both sides.

Konopa asked staff to check on a tree issue on Knox Butte. Staff will contact the citizen.

Kellum said the Time Capsule is almost complete. It will need to be stored temporarily until the location of its final placement has been determined. It was decided that it could be temporarily stored in the vault at City Hall.

NEXT MEETING DATE: Work Session: November 10, 2014
 Regular Session: November 12, 2014
 Work Session: November 17, 2014

ADJOURNMENT

There being no other business, the meeting was adjourned at 7:44 p.m.

Respectfully submitted,

Reviewed by,

Mary A. Dibble, MMC
City Clerk

Wes Hare
City Manager

CITY OF ALBANY
 CITY COUNCIL WORK SESSION
 Municipal Court Room
 Monday, November 10, 2014
 4:00 p.m.

MINUTES

CALL TO ORDER

Mayor Sharon Konopa called the meeting to order at 4:00 p.m.

ROLL CALL

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

Councilors absent: None.

BUSINESS FROM THE PUBLIC

There was no business from the public.

MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE

City Manager Wes Hare summarized the issue for the Council: in 2008, the City failed to disclose to the Securities Exchange Commission (SEC) an improvement in Albany's bond rating. This put the City in technical violation of the Continuing Disclosure Cooperation Initiative. Hare said the failure was unintentional and in the City's underwriter's opinion, not material. The City's underwriter, however, believes the SEC requires them to report it, material or not.

Gulgun Mersereau, bond attorney with Hawkins, DelaField, & Wood LLP, joined the meeting by conference call. She agreed that the City's failure to report was not material, but said the SEC has been frustrated by non-compliance and the new Cooperation Initiative is intended to enforce compliance. The City needs to decide whether to self-report an issue that isn't material, or not report and risk investigation and possible penalties by the SEC. The SEC has had no similar programs, so there is no track record of how they will act. Consequences for not reporting could include an investigation, a cease-and-desist order, and requirements for staff training. The City would also have to disclose in any future bond issues that the SEC had imposed a cease-and-desist order for failure to report. The City would have to hire a specialized securities lawyer to defend itself in an investigation. There are no financial penalties for self-reporting, but the SEC might still issue a cease-and-desist order, impose staff training requirements, and order disclosure of the cease-and-desist order in future bond issues.

City Attorney Jim Delapoer said the City's bond counsel, Harvey Rogers, suggests that if the Council decides to report, the City should implement its own training and procedures to ensure it won't happen again, and in hopes that the SEC would not issue a cease-and-desist order. Mersereau said the SEC tends to look favorably on that kind of initiative. She recommends that the City implement training and procedures whether or not the Council decides to self-report. She added that if the SEC imposes a cease-and-desist order, the City would be able to include an explanation of the "violation."

MOTION: Councilor Ray Kopczynski moved to self-report the failure to properly disclose a 2008 ratings upgrade and Coburn seconded the motion. Coburn amended the motion to include implementing policies and training procedures suggested by the SEC and the amendment was agreeable to the motion maker. The motion passed 6-0.

ENERGY SAVINGS PROGRAM

Information Technology Director Jorge Salinas presented a PowerPoint report on the Strategic Energy Management (SEM) Initiative (see agenda file). The study and the measures already implemented have saved the City far more than expected in the first year. Salinas called Building Maintenance Lead Worker Tom Valentino and Wastewater Treatment Plant Supervisor Richard Johnson "heroes" for their help with the Initiative.

Konopa thanked Salinas and staff for their work.

COUNCILOR COMMENTS

The Council discussed scheduling the Transient Lodging Tax discussion on the agenda sooner than the previously suggested January date. Staff will schedule it in the near future.

Councilor Dick Olsen thanked Parks and Recreation staff for the Lumber to Legacy auction on Sunday, November 16, 2015. The Council discussed ways to reclaim more usable wood for the Sawing for Schools program.

Economic Development & Urban Renewal Director Kate Porsche asked to put Sno-Temp on the work session agenda for December 15, 2015. The Council agreed.

Albany City Council Work Session
November 10, 2014

Konopa reminded the Council of the meeting place and time for the Veteran's Day parade Tuesday morning, November 10, 2015.

CITY MANAGER REPORT

There was no report.

ADJOURNMENT

There being no other business, the meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Reviewed by,

Allison Liesse
Accounting Specialist

Stewart Taylor
Finance Director

CITY OF ALBANY
CITY COUNCIL WORK SESSION
Municipal Court Room
Monday, November 17, 2014
4:00 p.m.

MINUTES

CALL TO ORDER

Mayor Sharon Konopa called the meeting to order at 4:00 p.m.

ROLL CALL

Councilors Present: Councilors Bill Coburn, Floyd Collins, Bessie Johnson, Rich Kellum, Ray Kopczynski, Dick Olsen

Councilors Absent: None

BUSINESS FROM THE PUBLIC

There was none.

TRANSIENT LODGING TAX DISCUSSION

Konopa said the Council previously discussed whether the City should participate with the Linn County Expo Center in enhancing their services for tourism. Discussion was held over to allow time to address concerns from some of the City's agencies. The Council had not yet agreed whether or how to participate. Options include participation in staffing or capital needs, no participation, or making participation contingent upon the formation of a county transient lodging tax.

Councilor Rich Kellum distributed and reviewed a written proposal (see agenda file). Under the proposal, the City would provide funding for a sales position to ensure more overnight stays in Albany, thereby creating commerce in hotels and other businesses. The proposal calls for \$40,020 in base pay and up to an additional \$50,000 for commission with multiple night stays in hotels being paid at a higher rate. There would be quarterly reporting to the Linn County Commissioners and Albany City Council, and future support would be contingent upon the success of the position.

Kellum said the proposal was not that Albany help the County, but rather that Albany help determine how the County sells space at the Expo Center. To the County, filling the Expo Center with clients and being paid is success. To local hoteliers and businesses, success comes from multiple night stays. If the system could be made to work so there are more overnight stays, he said, everybody wins. The County has put out a request for quotation (RFQ) with a base pay and commission structure that is intended to encourage success.

Konopa said an earlier proposal included Linn County imposing its own transient lodging tax. Kellum said there was mixed support for that idea. While it is important that the County support the system, he said, how they do so is less important.

Konopa asked if the County has appropriated money for the position they are advertising. Kellum said no; it was his impression that the previous half-time position would continue as an internal County position and handle the day-to-day business while the new position would market for larger events from out of the area.

Konopa expressed concern about whittling away at the tourism promotion piece of the Transient Lodging Tax (TLT) program. Kellum said it was his understanding that the fund had not been used a lot.

Councilor Ray Kopczynski agreed that the Expo Center is an asset to the entire area and that if the position does the job well, that will drive more multi-night stays which will generate more TLT for everybody. He said the potential is great. He would like to make the City's participation contingent on the County committing in writing that they will provide funding to maintain the facility.

Councilor Bessie Johnson agreed that a written commitment that the County will keep the Expo Center up to par is needed. With that, she thinks it is time to get going and do something on this issue.

Parks and Recreation Director Ed Hodney described the commission structure for the position as reported in the newspaper. The incentive was advertised as 15% of new gross revenue brought in by the sales position, plus 5% for each new booking that returns for two years and an additional 5% if the new booking returns for three years. Kellum said he has suggested a slightly different structure which would set the base commission at 10% with an additional 5% for multi-night stays even the first year.

Johnson commented that this would not take away from allocations to the other agencies. She said it is time to think outside the box and try something new. It could always be stopped if it isn't working.

Konopa asked if the Council wants to work toward an intergovernmental agreement on this issue.

Councilor Floyd Collins said a lot of ideas were floated when the subcommittee met to discuss the Expo Center, and there was a real recognition that we have an asset that is not being fully utilized. The intent is to maximize the asset for the benefit of the entire community. He suggested that the proposal be refined and presented to the County Commissioners as a concept proposal. If they accept it, then staff could determine how best to document the agreement.

Councilor Dick Olsen said the County is already recruiting. He said they should be given a chance to fill the position and see if they can get the Expo Center going again before meddling in their business. If the Council feels someone should be hired to promote the Expo Center, he said, they should be hired to work with the City's own agencies.

Kellum said the County put out the RFQ because it was discussed in committee and because he asked for it. He said sales people and service people are generally different kinds of folks and the proposed system would result in the best people doing each job.

Johnson said the previous position was half-time and the employee was not able to do all that was needed. The proposal would result in one position to go out and get business and another position to make sure everything runs smoothly when shows arrive. She said the proposal is worth a try.

Councilor Bill Coburn said he continues to be frustrated that the County is not present and involved in these conversations. He said Olsen made good comments about giving the County time to work this out. He said the facility is an asset to the entire region and there may be value in partnering on the sales position; however, he thinks the proposal is premature in terms of the City's involvement. He would see value in staff reaching out to the County and, if there is an interest on their part to see the City involved, he is willing to talk with them.

City Manager Wes Hare gave some history. When the issue arose of whether the City should be involved in assisting the County with the Expo Center, the Council delegated the issue to the subcommittee. There were meetings and discussions with the County and a variety of suggestions were made. It was clear that the County would appreciate some contribution from the City for assistance with the Expo Center in some form but staff did not come away with clear policy direction. If the Council is interested in providing some level of assistance for the promotion or operation of the Expo Center, staff could facilitate a discussion and come back with a proposed structure.

Konopa said it may be hard to get Council agreement on the level of support. One option would be that the City increase the TLT by 1% for the County and, hopefully, the County would also impose its own transient lodging tax.

Kopczynski said the specifics of the funding could be part of what is brought back. He looks at this as a good faith effort to jumpstart the process and help with the marketing. If it works, everybody benefits. He would like staff to talk with the County and bring back a proposal.

Olsen said the original request several years ago was for money to fix up the Expo Center. At that time, Council suggested the County has the ability to levy its own transient lodging tax. He wondered why they couldn't consider that option.

Konopa suggested this could be discussed at a joint meeting with the County Commissioners. Kellum felt that discussion would lead nowhere.

MOTION: Collins moved to agree in principle with the draft proposal including a potential added pay incentive for increasing overnight stays, and to have staff talk to the County to see if they agree in principle and report back. Kellum seconded.

Collins said the details are open for discussion. His objective is to make the Expo Center the best asset possible so everyone wins. The first step is to agree in principle to some concepts and outcome objectives. The motion directs staff to work with the County to see if that can be made to happen.

Coburn questioned if a motion is needed to direct staff to reach out to the County. He said the proposal seems well thought out but his concern is that there has been no feedback from the County.

Konopa said staff may need more direction before talking to the County on whether the Council wants to upfront money or not. Kopczynski said the motion is sufficient to allow staff to talk to the County about the concept and bring back information. Johnson agreed and called for the vote.

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

CITY MANAGER PERFORMANCE EVALUATION

Konopa said there were good responses on the City Manager's evaluation forms. She asked if any Councilors wanted to clarify or elaborate what they had in their evaluations.

Kellum said he has a general frustration about the time it takes to get anything done. Johnson said staff has been cut over the years and the people left can't do everything at the same speed as when there was more staff. Kellum said the work is getting done, just maybe not as fast as he would like.

Kopczynski said Hare does a good job of coming across as very nice when people are throwing slings and arrows. On occasion, he would have no problem if Hare asked the Council's permission to fight back. Hare said it isn't his job or his nature to get into exchanging barbs with people. It is part of his responsibility to correct what he knows to be misinformation, which he has done in public settings a number of times and will continue to do in a polite and respectful way. He said there are great examples of people who have come in as critics and later became some of the City's best volunteers. He said there is a responsibility with the City Manager's position to maintain a level of respect. Kopczynski said Hare does that very well.

Collins said there have been discussions about maintaining a list of pending Council requests. There are times when issues brought up during a meeting or work session fall through the cracks. He would like to see the pending issues list materialize.

Collins said issues have arisen because we sometimes get in a hurry. It is important to think through programs in their entirety and to present strategic approaches on how to solve issues.

Coburn said an area of concern for him moving forward is how to balance the General Fund budget without continuing to borrow from other funds. He will be bringing this up during the Budget Committee discussions. Hare said the City has been trying to sustain service levels without the revenue sources seen in the past. A number of construction projects will be coming onto the tax rolls and he thinks there will be some improvement. Of course, with development come new people who demand services.

Hare reviewed goals that Collins laid out for the City Manager to be looking at over the next year. Hare's comments are in italics.

- Implementation of the Public Safety Facilities Review Committee recommendations. *This translates into trying to get the policy decision before the voters.*
- Develop a policy maker level workgroup of the major taxing agencies to discuss coordination of support of service delivery process. *The good news is that if Council chooses to put the GO Bond on the ballot in May, it appears there will be no competing measures. The more difficult issue is the different jurisdictions passing measures but then not being able to get the amount of money the voters approved because of compression. For example, the police and fire levy brought in \$1.5 million less to the General Fund than was approved due to compression.*
- Development of the settlement proposal with Lowe's and moving through the permitting process. *This work is well underway and will be a high priority in the year ahead.*
- Review land use processes and timelines. *The City has powerful new tools to help with permitting and they appear to be working very well. Credit goes to Information Technology Director Jorge Salinas and his staff for this work.*
- Prepare a 2015-16 Budget which provides services without borrowing for operations. *Staff will do their best toward this goal. There will be further discussion at the Budget Committee meeting.*
- Assist with a revised process to distribute hotel/motel tax. *Staff will be having the discussion with Linn County on this issue.*

Hare said other projects include continued work with the City of Lebanon in trying to come up with an agreement on the Canal, and with urban renewal which continues to be a major tool that comes with controversy.

Konopa invited comments about Hare's salary survey. In discussion, Hare said his salary is lower than the comparator communities because he has always requested a higher level of deferred compensation. He has never asked for an increase higher than that being offered to the rest of the management team, and he would like to stay with that. Discussion followed.

MOTION: Kopczynski moved to approve the City Manager's contract. Olsen seconded. The motion passed 6-0.

Konopa thanked Hare and said he is doing an outstanding job for the City.

Albany City Council
November 17, 2014

COUNCILOR COMMENTS

Coburn referred to the new bridge project on Belmont Street and noted there is a fire hydrant on the west side of the creek that appears nearly impossible to access; he asked that staff check into it.

Collins said he would not be in attendance for the December 1, 2014, or December 3, 2014, meetings.

CITY MANAGER REPORT

None.

ADJOURNMENT

There being no other business, the meeting was adjourned at 5:40 p.m.

Respectfully submitted,

Reviewed by,

Teresa Nix
Administrative Assistant

Wes Hare
City Manager



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: Mario Lattanzio, Chief of Police *ML*
DATE: January 7, 2015 for January 14, 2015, Council Meeting
SUBJECT: Authorization to Apply for ODOT/Oregon Impact 2015 Pedestrian Safety Enforcement Mini Grant

RELATES TO STRATEGIC PLAN THEME:

- An Effective Government
- A Safe City

Action Requested:

Authorizing the Albany Police Department to apply for up to \$5,000 in mini grant funds through Oregon Department of Transportation and Oregon Impact who are administering funds made available through the Federal Highway Safety 402 funds.

Discussion:

The Albany Police Department was invited to apply for up to \$5,000 in mini grant funds that are available from the Oregon Department of Transportation and Oregon Impact to be used to train officers in pedestrian safety, develop public awareness programs for citizens and school children, and pay overtime hours for crosswalk enforcement.

Budget Impact:

No local match is required; however, applicants are encouraged to list resources such as vehicle or equipment use, printing materials, and/or staff time not funded by the mini grant.

RESOLUTION NO. _____

A RESOLUTION IN SUPPORT OF APPLYING FOR ODOT/OREGON IMPACT FUNDS FOR THE 2015 PEDESTRIAN SAFETY ENFORCEMENT MINI GRANT.

WHEREAS, the Oregon Department of Transportation and Oregon Impact are administering mini-grant funds available through the Federal Highway Safety 402 funds; and

WHEREAS, the City of Albany Police Department was invited to apply for the 2015 Pedestrian Safety Enforcement mini grant for up to \$5,000; and

WHEREAS, the 2015 Pedestrian Safety Enforcement mini grant will be used to train officers in pedestrian safety, develop public awareness programs for pedestrian/cross walk safety for our citizens and school children, and overtime hours for crosswalk enforcement; and

WHEREAS, grant acceptance will not require local matching funds; however, it is encouraged and could include vehicle use, printing material or staff time not paid by the grant, or equipment use; and

WHEREAS, Oregon Local Budget Law provides that expenditures in the year of receipt of grants, gifts, bequests, or devices transferred to the local government in trust for a specific purpose may be made after enactment of a resolution or ordinance authorizing the expenditure (ORS 294.326(3)).

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council does hereby state that improving pedestrian safety through enforcement and education is a priority; and

BE IT FURTHER RESOLVED that the Albany City Council authorizes the Albany Police Department to apply for ODOT/Oregon Impact funds for the 2015 Pedestrian Safety Enforcement mini grant.

DATED AND EFFECTIVE THIS 14TH DAY OF JANUARY, 2015.

Mayor

ATTEST:

City Clerk



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: Stewart Taylor, Finance Director
DATE: January 5, 2015, for the January 14, 2015, City Council Meeting
SUBJECT: Temporary Extension of Financial Advisory Services Contract
RELATES TO STRATEGIC PLAN THEME: ● Effective Government

Action Requested:

By resolution, extend the financial advisory services contract with Piper Jaffray, Seattle-Northwest Division for up to one year.

Discussion:

On December 9, 2009, the City Council adopted Resolution No. 5868 accepting the proposal of Seattle-Northwest Securities for financial advisory services and authorized the Finance Director to enter into a professional services contract. On December 5, 2012, the City Council adopted Resolution No. 6178 which exercised the option to extend the contract for an additional two one-year terms. The contract expired in December 2014.

Ordinance No. 5622 allows the City Council to authorize up to a one year extension of public contracts that remain in accordance with their original terms. Piper Jaffray is willing to extend the contract under the same terms and conditions.

Piper Jaffray has worked with the City on several bond refundings over the past several years and is well positioned to assist the City in the upcoming public safety facilities general obligation bond if approved by the voters. Staff would pursue a public process to consider a new financial advisory services contract following the outcome of the bond election and potential bond issuance.

Budget Impact:

Financial advisory services are generally paid out of bond proceeds.

ST
Attachment: Resolution

RESOLUTION NO. _____

A RESOLUTION EXTENDING THE FINANCIAL SERVICES CONTRACT WITH PIPER JAFFRAY,
SEATTLE-NORTHWEST DIVISION FOR UP TO ONE YEAR

WHEREAS, on December 9, 2009, the City Council adopted Resolution No. 5868 accepting the proposal of Seattle-Northwest Securities for financial advisory services and authorized the Finance Director to enter into a professional services contract; and

WHEREAS, on December 5, 2012, the City Council adopted Resolution No. 6178 which exercised the option to extend the contract for an additional two one-year terms; and

WHEREAS, the contract expired in December 2014; and

WHEREAS, Ordinance No. 5622 allows the City Council to authorize up to a one year extension of public contracts that remain in accordance with their original terms; and

WHEREAS, Piper Jaffray is willing to extend the contract under the same terms and conditions; and

WHEREAS, Piper Jaffray has worked with the City on several bond refundings over the past several years and is well positioned to assist the City in the upcoming public safety facilities general obligation bond if approved by the voters; and

WHEREAS, staff would pursue a public process to consider a new financial advisory services contract following the outcome of the bond election and potential bond issuance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALBANY, OREGON AS FOLLOWS:

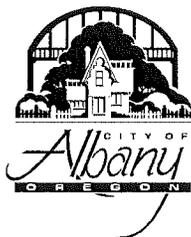
The financial advisory services contract with Piper Jaffray is hereby authorized to be extended for up to one year.

DATED AND EFFECTIVE THIS 14TH DAY OF JANUARY 2015.

Mayor

Attest:

City Clerk



TO: Albany City Council
FROM: Sharon Konopa, Mayor
DATE: January 8, 2015, for January 14, 2015, City Council Meeting
SUBJECT: Appointments to City Boards, Committees, and Commissions

RELATES TO STRATEGIC PLAN THEME: • An Effective Government

Action Requested:

Council approval of the following appointments to City advisory groups:

Airport Advisory Commission

John Pascone (Mayor Konopa's reappointment)
Richard Kay (Councilor Olsen's reappointment)
Heath Kasper (Councilor Kopczynski's reappointment)
Jude Roark [application attached] (Councilor Johnson's new appointment)

Albany Arts Commission

Linda Herd (Mayor's reappointment)
Scott Lawley [application attached] (Mayor's new appointment)
Rinee Merritt [application attached] (Mayor's new appointment)

Albany Bicycle and Pedestrian Advisory Commission

Mary Reed [application attached] (Mayor's new appointment)

Albany Budget Committee

Sue Folden (Councilor Collins' reappointment)
Will Summers (Councilor Kopczynski's reappointment)

Building Board of Appeals

Heidi Overman (Mayor's reappointment)
Jolene Thomson (Mayor's new appointment)
[Jolene has been a member of Landmarks Advisory Commission (LAC); her term expired 12-31-14 but is nominated for reappointment to the LAC (see below).]

City Tree Commission

Larry Holverson (Mayor's reappointment)
Anne Taleff (Mayor's new appointment)
[Anne is a current member of Traffic Safety Commission.]

Human Relations Commission

Graham Kislingbury [application attached] (Councilor Olsen's new appointment)
Debbie Berg (Councilor Kopczynski's reappointment)

Landmarks Advisory Commission

Jolene Thomson (Mayor's reappointment)
Keith Kolkow [application attached] (Mayor's new appointment)

Parks & Recreation Commission

Russ Allen (Mayor's reappointment)
Jill Van Buren (Mayor's reappointment)

Planning Commission

Dala Rouse, Ward I (Councilor Olsen's reappointment)
Wendy Ezell, Ward III [*application attached*] (Councilor Johnson's new appointment)

Public Safety Commission

Larry Nelson (Councilor Coburn's reappointment)
Cynthia Greene (Councilor Johnson's reappointment)

Senior Center Endowment Committee

Lise Grato (Mayor's reappointment)

Discussion:

Recommendations for any remaining vacancies on the City advisory groups will be submitted for approval at subsequent Council meetings.

Budget Impact:

None.

SK:ldh

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BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)

RECEIVED

DEC 05 2014

City of Albany
City Manager's Office

CITY HALL
333 Broadalbin Street SW
P.O. Box 490
Albany, OR 97321-0144
www.cityofalbany.net
(541) 917-7500

Board, Commission, and/or Committee Preference:

PLANNING COMMISSION / CENTRAL ALBANY REVITALIZATION
(list all for which you are applying) AREA ADVISORY BOARD
OR any Commission/board



Name: JUDGE FRANKLIN ROARK Preferred First Name: JUDGE

Residential Information:

Home Address: 38996 SCRAVEL HILL RD.
ALBANY, OR 97322

Phone: _____

Cellular: 214.364.9706

E-mail: JUDGE.ROARK@ATT.NET

Fax: _____

(Optional)

Employment Information:

Employer's Name: _____

Work Address: _____

Phone: _____

ALBANY, OR 97322

Cellular: _____

E-mail: _____

Fax: _____

(Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

List current or most recent occupation, business, trade, or profession: I have just re-
located to Albany from Dallas, TX. I plan on
living here permanently. Most recently I have been
a real estate agent with the #1 broker in N.
Texas, Ebby Halliday. Previous to that I have
had multiple business experience including working
for a NY textile co. for approx: 10 years.

For City use only: Ward: I II III or Lives Outside City Limits (Circle One)

If lives outside city limits, does applicant meet special definition for the specific b/c/c for which applying?

No

If yes, how? meets requirements of AMC 2.26 for Airport Advisory Co.

Mr. Roark only meets special non-resident requirement for AAC

- List community/civic activities. Indicate activities in which you are or have been active:

In Dallas, I was Chairman of the Metroplex Association of Realtors Leadership Academy. The Academy developed and nurtured future leaders of the Dallas community by working with charities benefitting the greater Dallas area. Locally, I have volunteered to work with the Albany Rockets.

- Indicate why you are interested in serving on this board, commission, or committee and what other qualifications apply to this position.

I chose to move here because of the quality of life. Dallas, and Texas in general, is all about growth regardless of the costs. As a 5th generation Dallahite, I was dismayed by the growth at all costs attitude. The result has been traffic gridlock, water rationing, pollution and high crime. I have never served on a board or commission but want to get involved.

- What contributions do you hope to make?

I would like to take my observations and experience from Texas and since Albany is now my home, to ensure that this wonderful community stays wonderful. There is so much potential. As I stated I may not have much experience but want to contribute what I may.


Signature of Applicant

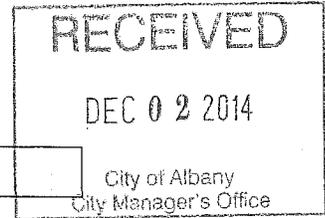
12/15/14
Date



BOARD, COMMISSION, AND COMMITTEE APPLICATION

el
DE

(Please print legibly or type)



CITY HALL
333 Broadalbin Street SW
P.O. Box 490
Albany, OR 97321-0144
www.cityofalbany.net

Board, Commission, and/or Committee Preference:

Albany Arts Commission

(list all for which you are applying)

Name: Scott Lawley

Preferred First Name: Scott

Residential Information:

Home Address: 175 Foxwood Court SE
Albany, Oregon 97322

Phone: _____
Cellular: 541.223.8510

E-mail: slawley1@msn.com

Fax: _____
(Optional)

Employment Information:

Employer's Name: Cascades West Council of Governments
Work Address: 1400 SE Queen Avenue
Albany, Oregon 97322

Phone: _____
Cellular: _____

E-mail: _____

Fax: _____
(Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

- List current or most recent occupation, business, trade, or profession: _____

Brokerage Systems Analyst. I maintain reports for a transportation database, analyze and make suggestions for improvements to the database. I write computer programs to query the database to uncover important information that may be of use to managers and other users of the data.

For City use only: Ward: I II III or Lives Outside City Limits (Circle One)
If lives outside city limits, does applicant meet special definition for the specific b/c/c for which applying?
Yes No If yes, how? _____



- List community/civic activities. Indicate activities in which you are or have been active:

For several years I played my cello with the Willamette Valley Symphony Orchestra. Currently, I am the principal cellist for the Albany String Orchestra. We are starting our second year of playing. I have played the cello since I was a child and am enthusiastic about improving my abilities. I was an avid visual artist in high school and won the art prize from my school when I graduated.

- Indicate why you are interested in serving on this board, commission, or committee and what other qualifications apply to this position.

I have been a dedicated scientist and hold a PhD in Experimental Psychology. Currently, I am working as a database professional. As someone working in a very technical field, I am personally committed to the Arts.

- What contributions do you hope to make?

As a musician I am committed making the arts a larger part of my community life. I feel the arts enliven and improve the quality of life for everyone. I would like to contribute to helping the arts become an important part of the environment in Albany. The arts should thrive in Albany, including the visual, performing, and literary arts. I feel that I can advocate for the arts to different civic, student and community groups in Albany.

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DN: cn=IDVault
Date: 2014.11.30 17:52:25 -08'00'

Signature of Applicant

November 30, 2014

Date

el
2E



BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)

RECEIVED
DEC 02 2014
City of Albany
City Manager's Office

CITY HALL
333 Broadalbin Street SW
P.O. Box 490
Albany, OR 97321-0144
www.cityofalbany.net

(541) 917-7500

Board, Commission, and/or Committee Preference:
Albany Arts Comission
(list all for which you are applying)

Name: Rinee Merritt Preferred First Name: Rinee

Residential Information:
Home Address: Albany, OR 97321 Phone: _____
Cellular: 541-974-2703
E-mail: _____ Fax: n/a
(Optional)

Employment Information:
Employer's Name: Self-Employed Phone: 541-974-2703
Work Address: same as above Cellular: 541-974-2703
E-mail: rinedesign@me.com Fax: n/a
(Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

- List current or most recent occupation, business, trade, or profession: _____

I am currently self-employed as a Graphic Designer (freelance), Web Manager for the Corvallis Arts Center. I am also a working artist and a part-time OSU art instructor at the MUCC. I have held other management jobs that are pertinent to his position as well including Land Manager for the Washington State Agricultural Division and for The Trust for Public Land. I have attached 2 resumes, an artist's resume and my graphic artist's resume for more information.

For City use only: Ward: I II III or Lives Outside City Limits (Circle One)
If lives outside city limits, does applicant meet special definition for the specific b/c/c for which applying?
Yes No If yes, how? _____



BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM
Page 2

- List community/civic activities. Indicate activities in which you are or have been active:

Current: Member of Oregon Glass Guild, Member of MUCC Glass Guild, Member of Corvallis Art Center
Previous: Co-founder of Willamette Valley Chapter: Oregon Glass Guild, Past Vice-President of Willamette Valley Chapter: Oregon Glass Guild, Past President of Thurston County Master Gardener's, Seattle Art Museum Volunteer,

- Indicate why you are interested in serving on this board, commission, or committee and what other qualifications apply to this position.

I am very active in the arts community, but mostly in Corvallis. However, I live in Albany and would like to be active here as well. I think Albany has tremendous potential for arts growth and would like to be a part of making that happen. I have met several people currently on the board and like their dedication. I would like to be part of this group.

In addition, I think the diversity of adding an established glass artist to the board as well as a graphic designer would enable more outreach and perhaps, a different perspective. As the Web Manager for the Corvallis Art Center, I see many opportunities and hear of many opportunities for new venues and shows.

- What contributions do you hope to make?

I'd like to see Albany more engaged in the arts in perhaps some less well explored areas. I am interested in helping the board pursue grants and other sources of resources. I also have the skills to help with graphic and web marketing and engagement.

Rinee Merritt

Digitally signed by Rinee Merritt
DN: cn=Rinee Merritt, o=Rineemerrittdesign, ou, email=rineedesign@ms.com, c=US
Date: 2014.09.05 12:12:18 -0800

Signature of Applicant

September 5, 2014

Date



541.974.2703 · rineedesign@me.com · www.rineemerrittdesign.com · Albany, Oregon · 97321-5889

Education

- Associate of Applied Science, Graphic Design
Linn-Benton Community College 2011
- Certificate in Digital Imaging/Prepress Technology
Linn-Benton Community College 2009
- Masters Degree, Adult Education
Washington State University 1987
- Bachelors of Science, Horticulture
Washington State University 1982
- Post Graduate, Business Administration
University of Washington 1985

Special, Traditional and Technical Design Skills

Photoshop	Acrobat Pro	Illustrator
InDesign	WordPress	Microsoft Office
Serigraphy	PowerPoint	Graphite
Colored Pencil	Typography	Watercolor

Other Relevant Skills

- Over 11 years as Multidisciplinary Project Manager
- **Extensive Marketing Experience**
- Event and Workshop Facilitator
- **College Level Instructor**
- **Supervisory Experience**
- **Budget Administration and Preparation**
- Program Development and Management
- Successful Grant Writing

Graphic Work Experience

- Web Manager - The Corvallis Art Center
Content and Design Manager August 2014 - current

• August 2011 to November 2013
The Integrity Group | Houston, TX
While employed as a full time **Graphic Designer II** by The Integrity Group, I worked for **Hewlett Packard's Design and Production Center (DPC) in Corvallis, Oregon**. During that time period the DPC was the design and production portion of a team responsible for the weekly production of over 1,000,000 subscriber based print downloads. Working as a member of the DPC team required being a proficient graphic designer and a specialist in page/layout and design. I created Adobe Illustrator, Photoshop and hand drawn web assets along with complex InDesign templates. The tasks used to produce these assets and layouts, as well as HP in-house brochures, included using the Adobe Graphics Suite Software to create interactive publications, web assets, illustrations and logos. I also work on UI mockups for PowerPoint presentations.

Graphic Design continued

- SueCrawforDesign | brochures and logo | 2014
- Valley View Health Center | Annual reports | current
- SafeHaven Humane Society 2013-current
Calenders, digital and print invitations, website updates
- Rocky Mountain Elk Foundation: Mid-Valley Chapter
Banquet Newsletters, ticket design and serigraphy 2011-current
- Timber Tomorrow | Corvallis, OR 2010 to current
Flier and Advertisement Design
- Office Nanny | Corvallis, OR 2012
Brochure/Flier Design
- Prestige Souvenirs | Lebanon, OR 2011
Web banner design, commercial web site startup
- Linn-Benton Community College | Albany, OR 2009 to 2011
September 2009 to Current • Student Staff in the LBCC
Diversity Achievement Center. Duties included graphic design
work including brochures, fliers, and other support materials.
Also event planning and facilitating, and other office work as
needed.
- Dallas Health and Vitality Center | Dallas, OR 2010
Corporate Logo and Branding

Other Relevant Work Experience

- Linn-Benton Community College | Albany, OR | 2009 to 2011
- Substitute Instructor for LBCC and Oregon State's joint
Community Services Consortium Services JOBS program
- **Oregon State University** | Corvallis, OR • September 2010
to Current • Part-Time Instructor for many terms in
silk-screening on glass and mixed media art at the Oregon State
University Memorial University Craft Center.
- The Trust for Public Land, a national non-profit land
conservation organization. I worked in the Seattle, WA and
Albany, OR offices and for the Portland, OR office • May 2000
to April 2008 • Project Manager in conservation real estate. I
worked to acquire, market and convey over 4,600 acres of
conservation real estate, worth over \$23,000,00, in Oregon,
Washington and Alaska, during an 8 year period. I gained
extensive marketing and communication skills while
developing and implementing complex strategies for funding
and partnerships. I am also a skilled grant writer and adept at
landowner and third party relationship management.
- Washington State Department of Natural Resources | 1988
to 2000 • I held various positions over my 12 years with this
organization. These positions included Agricultural Division
Operations **Manager**, Program **Coordinator**, Land Sales and
Acquisition Project **Manager**, Right-of-Way **Specialist**, Fire
Information and **Officer** and Urban Forestry **Coordinator**.

rineemerrittdesign

kilnformed glass and mixed media

Upcoming Events in Italics

WEBSITE

- <http://rineemerritt.weebly.com>

INVITATIONALS AND JURIED SHOWS

- *La Salle -Oregon State University 2015*
- *OSU Holiday Market | December 2014*
- *Studio262 Holiday Art Sale | Corvallis | October - December*
- *Studio262 ART of the GARDEN Show | Corvallis | Sept. - Oct.*
- *Philomath Open Studio Tour (POST) October and November 2014*
- *prePOST: Brownsville Gallery | Brownsville, OR | September*
- *prePOST: City of Albany City Hall | Albany, OR | September*
- *prePOST: Gathering Together Farms | Philomath, OR | September*
- *prePOST: Footloose | Corvallis, Oregon | Aug-September*
- *Expanding Visions: Expanding Vision: The Contribution of Mobile Photography | August-September (Photography)*
- *Urban Air Market July 2014*
- *Philomath Wine Tour July 27, 2014*
- *The Cascade Print Exchange | 2013, 2014*
- *"ArtMarks" Oregon State University Show | Dec.thru Jan 2014*
- *Albany Public Library | "Tiny Case" Show
Silkscreening on Glass | Winter 2013*
- *OSU Holiday Market | Corvallis, OR 2013*
- *Wood Castle Summer Show | Corvallis, OR 2013*
- *The Oregon Artists Showcase | Chehalem, OR 2013*
- *The Rudolf and Leopold Blaschka
Glass Biological Model Exhibition | 2013*
- *Guistina Gallery, LaSells Stewart | Corvallis, 2012*
- *A Mass of Glass II, The Concourse Gallery | OSU,
Corvallis, OR Dec. 2010 | Feb. 2011*
- *The Wright Elements, The Gordon House Gallery
Silverton, OR June 2010*
- *Linn-Benton Community College Student Show | Albany, OR-
2009, 2010, 2011*
- *"Connected Through Glass" Guistina Gallery
LaSells Stewart Center, Corvallis, Guild Dec.. 2009*
- *A Mass of Glass, The Concourse Gallery
OSU, Corvallis, OR Dec. 2008 | Jan 2009*
- *"Seeing Through Wright", The Gordon House Gallery,
Silverton, OR June 2007*
- *OSU MU Concourse Winter Show 2008*
- *The Art Center -Winterlights 2008*

COMMISSIONS

- *Coos Historical Museum | Coos County, Oregon 2015*
- *Private Residences | 2007, 2008, 2012, 2013, 2014*
- *Rocky Mountain Elk | 2009, 2010, 2014*
- *Indulgence Catering | 2008*
- *Georgia Pacific | 2007*

AWARDS AND RECOGNITIONS

- *Focus on Art TV Show : Featured Artist (to be aired Sept. 2014)*
- *Wymencentric Magazine: Featured Artist June 2012*
- *Bullseye Glass BeCon Student Scholarship | 2011*
- *Carol Schaafsma Award of Merit in Sculpture
Linn-Benton Community College Student Show | 2011*
- *Art Faculty Award of Merit
Linn-Benton Community College Student Show | 2010*

PERTINENT EDUCATION

- *Linn-Benton Community College
Associates Degree in Graphic Design | 2011*

Other Educational Courses

Video Course Work

- *Realism to Abstraction: Breaking Down and Zooming In |
Bullseye Glass | 2013*
- *Photo Kilnforming | Pratt Institute*
- *Images in Glass | Bullseye Glass*
- *Patty Gray 4 day class | 2010*

GALLERY REPRESENTATION

- *Nimbus | Ashland, Oregon 2015*
- *Sew Creative | Ashland (handmade glass buttons) 2015*
- *Imogen Gallery | Astoria, OR*
- *Rutabaga Redesign | Portland Or*
- *Mona Lisa Framing | Corvallis, OR (Glass Wall Sconces)*
- *ArtShop at the Corvallis Arts Center | Corvallis, OR*
- *Gateway Gallery | Philomath, OR (previous)*
- *Day Dreamers | Corvallis, OR (previous)*

OTHER

- *Art Instructor Oregon State University | MUCC |
2010 to current*
- *Silkscreening on Glass, MailArt, Other 2009 to 2011*
- *Linn Benton Community College
Journaling, Mixed Media*
- *Corvallis Chocolate Fantasy | several years*



BOARD, COMMISSION, AND COMMITTEE APPLICATION

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(Please print legibly or type)

RECEIVED
NOV 13 2014
City of Albany
City Manager's Office

CITY HALL
33 Broadalbin Street SW
P.O. Box 490
Albany, OR 97321-0144
www.cityofalbany.net
(541) 917-7500

Board, Commission, and/or Committee Preference:

Bicycle and ~~pedestrian~~ Advisory Commission
(list all for which you are applying)

Name: Mary Reen Preferred First Name: Mary

Residential Information:

Home Address: 2937 moraga SE Phone: 541-926-8327
Albany OR 97322 Cellular: 541-974-5772
E-mail: donmar1453@yahoo.com Fax: _____
(Optional)

Employment Information:

Employer's Name: na Phone: _____
Work Address: _____ Cellular: _____
E-mail: _____ Fax: _____
(Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

- List current or most recent occupation, business, trade, or profession: _____
community services consortium - Albany OR 2000-2009
Family Advocate, project instructor
working with child welfare clients, work with
low income families & children

For City use only: Ward: I II III or Lives Outside City Limits (Circle One)

If lives outside city limits, does applicant meet special definition for the specific b/c/c for which applying?

Yes No If yes, how? _____



BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

Page 2

- List community/civic activities. Indicate activities in which you are or have been active:

involved with Relay for Life thru employer
make quilts for hospice house
member of Albany Fitwalkers
walk with the silver striders - Albany senior center

- Indicate why you are interested in serving on this board, commission, or committee and what other qualifications apply to this position.

Interested in promoting walking & biking
in the Albany community. Help fitwalkers
put on walks in the Linn county area.

- What contributions do you hope to make? help educate on bike and
walking safety. Help with planning for
future walking & bike paths

Mary A. Reed
Signature of Applicant

11/11/14
Date



BOARD, COMMISSION, AND COMMITTEE APPLICATION

RECEIVED JAN 06 2015 City of Albany City Manager's Office

(Please print legibly or type)

CITY HALL 333 Broadalbin Street SW P.O. Box 490 Albany, OR 97321-0144 www.cityofalbany.net

(541) 917-7500

Board, Commission, and/or Committee Preference:

Parks & Recreation Commission | Human Relations Commission

Name: Graham Kislingsbury Preferred First Name: Graham

Residential Information:

Home Address: Albany 97321 Phone: Cellular: 541-974-2015 E-mail: g.kislingsbury@comcast.net Fax: (Optional)

Employment Information:

Employer's Name: (Retired) Nov. 1981 - Jan 7, 2015 mid-valley newspapers Work Address: Albany Democrat-Herald P.O. Box 130 Albany, 97321 Phone: Cellular: E-mail: Fax: (Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

- List current or most recent occupation, business, trade, or profession: Jan Online editor, mid-valley newspapers 2006-2015 managing editor, Albany Democrat-Herald 1988-2006 People Page editor 1986-1988 Sports Editor 1981-1986 News Editor, Cottage Grove Sentinel 1980-81 Sports Editor, Education Reporter 1975-80

For City use only: Ward: (I) II III or Lives Outside City Limits (Circle One) If lives outside city limits, does applicant meet special definition for the specific b/c/e for which applying? Yes No If yes, how?



BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

Page 2

- List community/civic activities. Indicate activities in which you are or have been active:

- Helped organize Human Relations Comm in 2006
- Volunteer Albany First Christian Community meal
- Mental Health ASSOC. Board member; Santa Claus for
- Board chair, Albany First ^{annual Christmas dinner} Christmas
- Past organizer, Albany Extreme Sports

- Indicate why you are interested in serving on this board, commission, or committee and what other qualifications apply to this position.

I've always been interested but have never found the time.

for rec commission. I live next to Rakna Park, I love the parks in this city. I also have an idea for a new trail linking two southwest Albany neighborhoods

I've always had an interest in social justice. That's why I volunteered when the Human Relations Commission was being formed and why I would like to serve on the commission now.

- Also, in both cases, it's time for me to give back to my community
- What contributions do you hope to make?

I have served on a number of (non-city) boards and committees over the years. I think I bring skill and interests that would be helpful on both commissions and, possibly, some ideas that haven't been explored before.


Signature of Applicant

Jan. 6, 2015/SLK
Date

see
DE



BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)

RECEIVED
JAN 07 2015
City of Albany
City Manager's Office

CITY HALL
333 Broadalbin Street SW
P.O. Box 490
Albany, OR 97321-0144
www.cityofalbany.net

(541) 917-7500

Board, Commission, and/or Committee Preference:

LANDMARKS ADVISORY COMMISSION
(list all for which you are applying)

Name: KEITH KOI KOW Preferred First Name: KEITH

Residential Information:

Home Address: ALBANY OR, 97321 Phone: _____
 Cellular: 503.673.1584
 E-mail: _____ Fax: _____
 (Optional)

Employment Information:

Employer's Name: SELF EMPLOYED Phone: _____
 Work Address: 126 FERRY ST SW Cellular: 503.673.1584
ALBANY OR, 97321
 E-mail: KEITH@BIGMONSTERMARKETING.COM Fax: _____
 (Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

- List current or most recent occupation, business, trade, or profession: PREVIOUS EXPERIENCE IN EXECUTIVE ADMINISTRATION, CURRENTLY SELF EMPLOYED IN MARKETING. VOLUNTEER WORK WITH ALBANY DOWNTOWN ASSOCIATION & ALTRUSA INTERNATIONAL.

For City use only: Ward: I II III or Lives Outside City Limits (Circle One)
 If lives outside city limits, does applicant meet special definition for the specific b/c/e for which applying?
 Yes No If yes, how? _____



BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

Page 2

- List community/civic activities. Indicate activities in which you are or have been active:

ALBANY DOWNTOWN ASSOCIATION BOARD (APP PENDING)
ALTRUSA INTERNATIONAL & KIDS SHOP
UNITED WAY DAY OF CARING VOLUNTEER
PREVIOUS MILITARY SERVICE IN USAF

- Indicate why you are interested in serving on this board, commission, or committee and what other qualifications apply to this position.

I'M VERY INTERESTED IN THE WELL BEING OF DOWNTOWN ALBANY & MAINTAINING ITS HISTORICAL INTEGRITY.

- What contributions do you hope to make?

I WOULD LIKE TO HELP MAINTAIN & DEVELOP MORE HISTORICALLY ACCURATE DOWNTOWN TO INCREASE TOURISM & PROMOTE KNOWLEDGE OF ALBANY'S HISTORY


Signature of Applicant

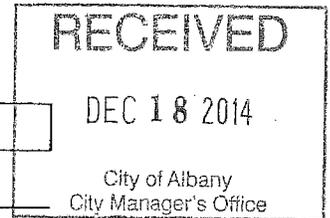
1/7/2015
Date

ed
DE



BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)



CITY HALL
333 Broadalbin Street SW
P.O. Box 490
Albany, OR 97321-0144
www.cityofalbany.net

Board, Commission, and/or Committee Preference:

CITY PLANNING

(list all for which you are applying)

(541) 917-7500

Name: WENDY EZELL

Preferred First Name: WENDY

Residential Information:	
Home Address:	Phone:
<u>ALBANY, OR 97322</u>	Cellular: _____
E-mail: <u>WENDYEZELL@HOTMAIL.COM</u>	Fax: <u>866-543-0783</u> <i>(Optional)</i>

Employment Information:	
Employer's Name: <u>RETIRED</u>	Phone: _____
Work Address: _____	Cellular: _____
E-mail: _____	Fax: _____ <i>(Optional)</i>

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

- List current or most recent occupation, business, trade, or profession: _____
Mortgage Banker/Broker for last 27 years. Owned Advance Mortgage USA, Inc. for 12 years;
Real Estate Sales - 10 years and property management while flying for the airlines;
PSA airlines - 8 years

For City use only: Ward: I <input type="checkbox"/> II <input checked="" type="checkbox"/> III <input type="checkbox"/> or Lives Outside City Limits (Circle One)
If lives outside city limits, does applicant meet special definition for the specific b/c/c for which applying? Yes No If yes, how? _____



BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

Page 2

- List community/civic activities. Indicate activities in which you are or have been active:

Co-Chairman for Relay for Life in Roseburg

Altrusa Club

Rotary Club

- Indicate why you are interested in serving on this board, commission, or committee and what other qualifications apply to this position.

I would like to give back to the community where I own and live. With my background in Real Estate and finance, I hope that I can help in every way.

- What contributions do you hope to make?

Bringing more Industry to this County. Would like to help the City in every way possible to grow and prosper.



Signature of Applicant



Date



TO: Albany City Council
FROM: Sharon Konopa, Mayor
DATE: January 6, 2015, for January 14, 2015, City Council Meeting
SUBJECT: Appointments to the Council Audit Committee

RELATES TO STRATEGIC PLAN THEME: • An Effective Government

Action Requested:

Council's action to fill the two vacant positions for terms that expired December 31, 2014.

Discussion:

Councilors Bessie Johnson's and Ray Kopczynski's terms on the Audit Committee expired December 31, 2014.

Per Resolution No. 5350 (copy attached) creating the Audit Committee, the Committee shall consist of three serving City Councilors and/or Mayor and one serving member of the Budget Committee.

Attached is a copy of the Audit Committee roster ending December 31, 2014.

Budget Impact:

None.

SK:ldh
Attachments 2

*G:\Administrative Services\City Manager's Office\Boards-Commissions\2015 Recruitment\2015 Audit Committee Appointments-
msk.doc*

A RESOLUTION CREATING THE ALBANY AUDIT COMMITTEE

WHEREAS, upon the recommendation of the City Manager, the Albany City Council finds it desirable to create an Audit Committee; and

WHEREAS, the purpose of the Audit Committee will be to aid City staff in the selection of highly qualified City auditors and to assure clear and complete transmittal of audit results to the City Council and the community.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council as follows:

Section 1: Establishment of City Audit Committee. The Albany Audit Committee is hereby established. The committee shall consist of four voting members, three of whom shall, at the time of their appointment, be serving City Councilors and/or the Mayor, and the fourth shall, at the time of appointment, be a currently serving member of the Albany Budget Committee. The Finance Director of the City of Albany shall serve as a nonvoting, ex officio member of the Committee.

Section 2: Term – Vacancies. The voting members of the Committee shall be appointed for a two- (2) year term. Terms of appointment shall be staggered so that two (2) positions will become vacant each year. The initial appointees to the Audit Committee are Councilor Jeff Christman, whose term shall expire December 31, 2008, Councilor Sharon Konopa, whose term shall expire December 31, 2007, Councilor Ralph Reid, whose term shall expire December 31, 2008, and (Budget Committee member), whose initial term shall expire December 31, 2007. Appointees serve at the pleasure of the Council and may be replaced with or without cause. Vacancies during any term shall be filled by vote of the Council.

Section 3: Quorum and Rules. Three (3) voting members of the Committee shall constitute a quorum. The vote of three (3) members of the Committee shall be required to take any action. Notwithstanding the foregoing, the Chair of the Audit Committee, or in the Chair's absence the Vice Chair, may establish the date and time of the next Committee meeting.

Section 4: Responsibilities. The responsibilities of the Audit Committee shall be as follows:

1. Review with the Finance Department and/or staff those firms or individuals proposed for appointment as City auditors in succeeding years.
2. Recommend to the City Council of the appointment of those certified public accountants whom the Committee deems best suited to perform the annual City audit.
3. Discuss, as necessary, with the City auditors, any additional or particular areas of inquiry or audit focus which they deem desirable or appropriate.
4. Receive, consider, and transmit to the Albany City Council the results of the annual City audit.

Section 5: Reports. The Audit Committee shall periodically submit copies of the minutes of its meetings to the City Council. Reports or recommendations of the Committee shall be considered advisory in nature and shall not be binding on the Mayor or City Council.

DATED AND EFFECTIVE THIS 15TH DAY OF NOVEMBER 2006.



Mayor

ATTEST:



City Clerk

Audit Committee

Term of Office: 2 years

Name	Business Information	Home Information	Position Information
Bessie Johnson <i>Position: Councilor (Ward III-a)</i>	Phone Cell Fax E-mail	2911 Geary Street SE Albany OR 97322 Phone 541-791-2494 Cell 541-619-0652 Fax E-mail bessie.johnson@cityofalbany.net	Original Appointment Date: 01/09/13 Full Consecutive Term: First Current Position Term Begins: 01/09/13 Expires: 12/31/14
Ray Kopczynski Vice Chair <i>Position: Councilor (Ward II-a)</i>	Worksource Oregon - Community Services Consortium Oregon Employment Dept. 139 Fourth Avenue SE Albany OR 97321 Phone 541-812-8646 Cell Fax 541-967-2137 E-mail rkopczynski@communityservices.us	1303 Tamarack Court SW Albany OR 97321 Phone 541-917-0490 Cell Fax E-mail ray.kopczynski@cityofalbany.net	Original Appointment Date: 08/24/11 Full Consecutive Term: First Current Position Term Begins: 01/23/13 Expires: 12/31/14
Sue Folden* Chair <i>Ward I</i> <i>Position: Budget Committee Member</i>	Phone Cell Fax E-mail Albany, OR 97322	Phone Cell Fax E-mail suefolden@comcast.net Albany OR 97321	Original Appointment Date: 11/14/07 Full Consecutive Term: Fifth Current Position Term Begins: 01/08/14 Expires: 12/31/15
Sharon Konopa <i>Position: Mayor</i>	Phone Cell Fax E-mail	632 35th Avenue SE Albany OR 97322 Phone 541-926-6812 Cell 541-990-4098 Fax E-mail sharon.konopa@cityofalbany.net	Original Appointment Date: 10/25/06 Full Consecutive Term: Fifth Current Position Term Begins: 01/08/14 Expires: 12/31/15

*By Council action on November 14, 2007, Sue's past participation in past meetings was ratified.

= Not Public Information

- a) meets as necessary
- b) Resolution No. 5350, dated November 15, 2006, established this committee; committee to be comprised of three serving City Councilors and/or the Mayor and one serving Budget Committee Member
- c) appointed by the City Council
- d) staff liaison: N/A
- e) City's Finance Director serves as a nonvoting, ex officio member



TO: Albany City Council
FROM: Sharon Konopa, Mayor
DATE: January 6, 2015, for January 14, 2015, City Council Meeting
SUBJECT: Hospital Facility Authority (HFA)

RELATES TO STRATEGIC PLAN THEME: • An Effective Government

Action Requested:

Council's action to fill the two vacant positions.

Discussion:

Budget Committee members Dick Conolly's and Michael Thomson's terms on the HFA expired December 31, 2014; they are eligible for reappointment to the HFA.

ORS 441.535 requires that at least one director be a member of the governing body. By Council policy, the other four members of the HFA are from the Albany Budget Committee. No member can serve more than two consecutive terms.

A copy of the HFA roster ending December 31, 2014, is attached as well as a copy of the Budget Committee roster ending December 31, 2014.

Budget Impact:

None.

SK:ldh

Attachments 2

G:\Administrative Services\City Manager's Office\Boards-Commissions\2015 Recruitment\^2015 Hospital Facility Authority-msk.doc

**Hospital Facility Authority of the City of Albany
Board of Directors**

Term of Office: 3 years

Name	Business Information	Home Information	Position Information
Dick Conolly <i>Ward I</i>	----- Phone Cell Fax E-mail	1221 Washington Street SW Albany OR 97321	Phone 541-791-7173 Cell 541-981-9903 Fax E-mail rconolly@aol.com Original Appointment Date: 01/26/11 Full Consecutive Term: First Current Position Term Begins: 01/25/12 Expires: 12/31/14
Michael Thomson <i>Ward I</i>	----- Phone Cell Fax E-mail	1291 Elm Street SW Albany OR 97321	Phone Cell 541-743-5508 Fax E-mail goeeyduck94@yahoo.com Original Appointment Date: 01/25/12 Full Consecutive Term: First Current Position Term Begins: 01/25/12 Expires: 12/31/14
Bill Coburn (Council representative) <i>Ward II</i>	EC Company 32758 Old Highway 34 P.O. Box 925 Albany OR 97321 Phone 541-926-4266 Cell Fax 541-926-4268 E-mail	6317 Chapman Court SW Albany OR 97321	Phone 541-928-0649 Cell 541-936-0396 Fax E-mail bcoburncc@gmail.com Original Appointment Date: 01/27/10 Full Consecutive Term: Second Current Position Term Begins: 01/23/13 Expires: 12/31/15
Colleen Keller <i>Ward III</i>	----- Phone Cell Fax E-mail	3201 18th Avenue SE Albany OR 97322	Phone 541-926-4856 Cell Fax E-mail sueccd@aol.com Original Appointment Date: 02/11/09 Full Consecutive Term: Second Current Position Term Begins: 01/23/13 Expires: 12/31/15
Sue Folden <i>Ward III</i>	Albany, OR 97322 Phone Cell Fax E-mail	Albany OR 97321	Phone Cell Fax E-mail suefolden@comcast.net Original Appointment Date: 01/23/13 Full Consecutive Term: First Current Position Term Begins: 01/22/14 Expires: 12/31/16

= Not public information

a) meets when necessary
b) created by Albany City Council by Resolution #1900, dated 8/10/77 pursuant to ORS 441.525 to 441.595, Financing of Hospital Construction. Resolution #3143, dated 2/26/92, amended Resolution #1900 so that for terms expiring 7/1/92, 7/1/93, and 7/1/94, new appointments or reappointments shall commence on the date of appointment and will expire December 31 following the three-year appointment. Thereafter, terms shall commence on January 1 or date of appointment and shall expire on December 31 following the three-year appointment. Resolution #5016, dated 8/9/04, clearly defined term limits of new appointments.
c) no member shall serve more than two consecutive terms
d) ORS 441.535 requires that at least one director shall be a member of the governing body (City of Albany)
e) By Council direction (July 12, 2004), four directors shall be lay members of the Albany Budget Committee
f) appointed by the City Council
g) staff liaison: Finance Director Stewart Taylor, 541-917-7521

Albany Budget Committee (lay members)

ALBANY BUDGET COMMITTEE = Lay members plus City Council members

Term of Office: 3 years

Name	Business Information	Home Information	Position Information
Sue Folden Chair Ward I Appointed By: Ward I-b	Phone Cell Fax E-mail Albany, OR 97322	Phone Cell Fax E-mail Albany OR 97321	Original Appointment Date: 01/08/03 Full Consecutive Term: Third Current Position Term Begins: 01/11/12 Expires: 12/31/14
Will Summers Ward II Appointed By: Ward II-a	Phone 541-967-2177 Cell Fax E-mail Albany, OR 97321	Phone 541-967-4297 Cell Fax E-mail Albany OR 97321	Original Appointment Date: 01/11/12 Full Consecutive Term: First Current Position Term Begins: 01/11/12 Expires: 12/31/14
Jeff Christman Vice Chair Ward III Appointed By: Ward III-b	Phone Cell Fax E-mail Albany OR 97321	Phone 541-928-0528 Cell 541-990-7447 Fax E-mail jblle75@msn.com Albany OR 97322	Original Appointment Date: 01/09/13 Full Consecutive Term: First Current Position Term Begins: 01/09/13 Expires: 12/31/15
Colleen Keller Secretary Ward III Appointed By: Ward III-a	Phone Cell Fax E-mail	3201 18th Avenue SE Albany OR 97322 Phone 541-976-4856 Cell Fax E-mail sueccd@aol.com	Original Appointment Date: 01/10/07 Full Consecutive Term: Third Current Position Term Begins: 01/09/13 Expires: 12/31/15
Dick Conolly Ward I Appointed By: Mayor	Phone Cell Fax E-mail	1221 Washington Street SW Albany OR 97321 Phone 541-791-7173 Cell Fax E-mail reonolly@aol.com	Original Appointment Date: 01/12/11 Full Consecutive Term: Second Current Position Term Begins: 01/08/14 Expires: 12/31/16
Scott Pierson Ward I Appointed By: Ward II-b	Wood Castle Mfg. 29855 Hwy 34 Albany, OR 97321 Phone 541-757-6404 Cell Fax 541-757-6362 E-mail scott.pierson@woodcastle.com	1908 Cascade Heights NW Albany OR 97321 Phone 541-812-2222 Cell Fax E-mail dscott.pierson@gmail.com	Original Appointment Date: 01/08/2014 Full Consecutive Term: First Current Position Term Begins: 01/08/2014 Expires: 12/31/16
Michael Thomson Ward I Appointed By: Ward I-a	Phone Cell Fax E-mail	1291 Elm Street SW Albany OR 97321 Phone Cell 541-971-0456 Fax E-mail goeeyduck94@yahoo.com	Original Appointment Date: 01/12/11 Full Consecutive Term: Second Current Position Term Begins: 01/08/14 Expires: 12/31/16

= Not public information

a) meets when necessary
 b) ORS 294.336 provides for the Budget Committee
 c) Resolution No. 3539 provides for appointment procedures. [Must be residents of the city of Albany; Councilors' appointments not required to be from their respective wards.]
 d) staff liaison: City Manager Wes Hare, 541-917-7505; or Finance Director Stewart Taylor, 541-917-7521
 e) serves as the ARA Budget Committee per Resolution No. 2002-3

**CITY COUNCIL REPRESENTATIVES
2015 & 2016**

Albany Area Metropolitan Planning Organization (MPO) Policy Board

Floyd Collins (term expires: 12-31-2015)
Ray Kopczynski (alternate) (term expires: 12-31-2015)

Albany Downtown Association

Sharon Konopa (term expires: 12-31-2016)

Albany Visitors Association

Ray Kopczynski (term expires: 12-31-2016)

Albany-Millersburg Economic Development Corporation (AMEDC)

Sharon Konopa (term expires: 12-31-2016)
Rich Kellum (term expires: 12-31-2016)

[Under AMEDC bylaws, the Mayors of Albany and Millersburg are automatic board members.]

Albany-Millersburg Joint Water/Wastewater Management Committee

Floyd Collins *[City Council]* (term expires: 12-31-2016)
Bill Coburn *[City Council]* (term expires: 12-31-2016)
Dala Rouse *[Planning Commission]* (term expires: 12-31-2016)
Sharon Konopa *[City Council]* (alternate) (term expires: 12-31-2016)

Albany Partnership for Housing and Community Development

Sharon Konopa (term expires: 12-31-2016)
Bill Coburn (alternate) (term expires: 12-31-2016)

Cascades West Area Commission on Transportation (CWACT)

Dick Olsen (term expires: 12-31-2015)
Ron Irish (alternate) (term expires: 12-31-2015)

Linn-Benton Loop Commission

Floyd Collins (term expires: 12-31-2016)

Linn County Fair & Expo Advisory Committee

Bessie Johnson (term expires: 12-31-2016)

Linn County Local Public Safety Coordinating Council

Mario Lattanzio, Police Chief (Position 10; term expires 08-31-2015)

Oregon Cascades West Council of Governments Board of Directors

Sharon Konopa (term expires: 12-31-2016)
Dick Olsen (alternate) (term expires: 12-31-2016)

CITY COUNCIL REPRESENTATIVES (continued)
2015 & 2016

Oregon Cascades West Regional Consortium (Regional Wetlands)

Floyd Collins	(term expires: 12-31-2016)
Dick Olsen	(alternate) (term expires: 12-31-2016)
Wes Hare, City Manager	(term expires: 12-31-2016)
Mark Shepard	(alternate) (term expires: 12-31-2016)
Assistant City Manager/Public Works & Community Development Director	

Transient Lodging Tax Advisory Committee

Sharon Konopa	(term expires: 12-31-2016)
Dick Olsen	(term expires: 12-31-2016)

Willamette Criminal Justice Council

Sharon Konopa	(term expires: 12-31-2016)
Bessie Johnson	(term expires: 12-31-2016)
Mario Lattanzio, Police Chief	<i>(police chiefs are automatic members)</i>

Eilers, Diana

Subject: FW: Elections question

From: Smith, Marilyn
Sent: Wednesday, November 19, 2014 11:48 AM
To: City Council; 'Dave Burright'; 'Frank Morse'
Subject: Elections question

Councilors,

At Monday's work session, Councilor Collins reminded staff of an issue that had come up at the October 20 work session regarding members of City boards, commissions and committees participating in political advocacy. Here is a summary from the draft minutes:

Collins said the Public Safety Facility Review Committee (PSFRC) may bring a recommendation forward in November for potential consideration for the May ballot and there has been early discussion about the forming of a political action committee (PAC). He has received questions as to whether it is permissible for a member of a standing committee to participate in a PAC that is supporting a City issue. Hare said the law states that advisory board members cannot use City resources or their position to promote. However, citizens do not surrender their rights by serving on an advisory board and there is nothing to stop them from joining a PAC to support a City measure. Collins requested that the question be submitted to the Secretary of State's office, given the recent history. Delapoer said staff would craft an inquiry.

Jim prepared the following questions and I forwarded them to Alana Cox at the Secretary of State's Office this morning. Her answers are below.

Marilyn

From: COX Alana J [<mailto:alana.j.cox@state.or.us>]
Sent: Wednesday, November 19, 2014 10:58 AM
To: Smith, Marilyn
Subject: RE: Questions from the City of Albany

Hi Marilyn,

At the outset, I want to point out that appointed board and commission members are considered public employees when they are acting in their official capacity. Here is the portion of the manual on that subject:

APPOINTED BOARDS AND COMMISSIONS,
ORS 260.432 applies to appointed board and commission members when they are acting in their official capacity. Appointed board or commission members are acting in their official capacity when, for example, they are at a meeting of the board or commission, working on a duty assigned by the board or commission, working on official publications (including website materials) for the board or commission, or when appearing at an event in an official capacity.

The manual says "for example", but essentially if a board or commission member is not engaging in any of the activities listed (at a meeting, on a duty assigned at a meeting, etc.), they are free to express their beliefs about the measure as citizens and participate in the political process.

Until the measure is certified to the ballot, all public employees, including board and commission members are not restricted, because the issue is not yet a measure.

I will answer your questions in turn:

1. May members of the PSFRC participate in the political discussions and debate, including advocacy and participation in political action committees, for whatever position they believe to be in the public interest if those activities are done without City compensation or support from paid City staff?

Yes, as limited above. They may participate however they wish before it is certified, and after it is certified they may engage in any of those activities so long as they are not acting in their official capacity as explained above.

2. May other volunteer appointed members of City boards and commissions similarly participate in public debate and advocacy over the anticipated public safety measures?

The same rule would apply to any appointed boards or commissions. I will paste the manual section about volunteers:

VOLUNTEER PERSONNEL AT A PUBLIC AGENCY

Volunteers (other than members of appointed boards or commissions) receiving no compensation are not considered public employees and therefore are not restricted by ORS 260.432. Workers compensation coverage is not considered compensation.

These volunteers may be bound by the policies of the jurisdiction. The policies may include limits on political advocacy during their volunteer activities as well as limits on access to agency resources for advocacy purposes. While a volunteer will not be liable under ORS 260.432, a public employee may have exposure if the public employee directs a political activity by a volunteer.

3. Does the law constrain any member of the public who serves as a volunteer (uncompensated) appointed member of any City board and/or commission from political advocacy if conducted without City financial or staff support?

The issue is not as much city financial support as whether an appointed board or commission member is acting in their official capacity.

I hope that answers your questions. Please feel free to contact me if more questions pop up or if you need any clarification.

Alana

Alana J. Cox

Investigations & Legal Specialist

Oregon Secretary of State, Elections Division

255 Capitol Street NE, Ste 501

Salem, OR 97310

503-986-1518

ADV. 14-248

From: Smith, Marilyn [<mailto:marilyn.smith@cityofalbany.net>]

Sent: Wednesday, November 19, 2014 10:36 AM

To: COX Alana J

Subject: Questions from the City of Albany

Hello, Alana,

Here are the questions I spoke to you about earlier today, beginning with some background:

The City of Albany created a Public Safety Facilities Review Committee (PSFRC) to make recommendations to the City Council concerning the need for new public safety facilities (police and fire stations), the appropriate locations for such facilities, if needed, and the funding mechanism that might be used by the City Council to pay for the facilities. The committee was made up of local citizens. No City employees or elected officials served on the committee.

It is anticipated that, based upon the committee's recommendation, the City will seek voter approval for a general obligation bond(s) to partially finance new public safety facilities. Members of the committee and volunteer appointed members of other City boards and commissions would like to participate in the political discussion that will occur when the measure is up for voter consideration.

QUESTIONS:

1. May members of the PSFRC participate in the political discussions and debate, including advocacy and participation in political action committees, for whatever position they believe to be in the public interest if those activities are done without City compensation or support from paid City staff?
2. May other volunteer appointed members of City boards and commissions similarly participate in public debate and advocacy over the anticipated public safety measures?
3. Does the law constrain any member of the public who serves as a volunteer (uncompensated) appointed member of any City board and/or commission from political advocacy if conducted without City financial or staff support?

Thank you for your assistance.

Maribyn Smith
Public Information Officer
City of Albany, OR
333 Broadalbin St. SW
P.O. Box 490
Albany, OR 97321
Ph: 541-917-7507
Fax: 541-917-7511

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