



NOTICE OF PUBLIC MEETING
CITY OF ALBANY
CITY COUNCIL
 Council Chambers
 333 Broadalbin Street SW
 Wednesday, May 13, 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. ROLL CALL
4. SPECIAL PRESENTATION
 - a. 2015 Historic Preservation Awards. [Pages 3-5]
 Action: _____
5. PROCLAMATIONS
 - a. Older Americans Month. [Page 6]
 Action: _____
 - b. Preservation Month. [Page 7]
 Action: _____
6. SCHEDULED BUSINESS
 - a. Business from the Public
 - b. First Reading of Ordinance
 - 1) Amending Ordinance No. 5730 and Albany Municipal Code Chapter 2.26 to revise and clarify the power and duties of the Airport Advisory Commission. [Pages 8-13]
 Action: _____ ORD. NO. _____
 - c. Adoption of Resolutions
 - 1) Authorizing the Fire Department to apply for funds not to exceed \$1,374,600 through the U.S. Department of Homeland Security Fiscal Year 2014 Staffing for Adequate Fire and Emergency Response (SAFER) grant program for hiring firefighters. [Pages 14-16]
 Action: _____ RES. NO. _____
 - 2) Adopting Albany's 2015-2016 Annual Action Plan for Community Development Block Grant programs as required by the U.S. Department of Housing and Urban Development. [Pages 17-53]
 Action: _____ RES. NO. _____
 - 3) Setting rates for water use and repealing Resolution No. 6289. [Pages 54-65]
 Action: _____ RES. NO. _____
 - d. Adoption of Consent Calendar
 - 1) Approval of Minutes
 - a) March 9, 2015, City Council Work Session. [Pages 66-68]
 - b) March 23, 2015, City Council Work Session. [Pages 69-71]
 - c) March 25, 2015, City Council Regular Session. [Pages 72-73]
 - d) April 6, 2015, City Council Work Session. [Pages 74-76]
 - 2) Appointing City Manager Pro Tems and repealing Resolution No. 6352. [Page 77] RES. NO. _____
 - 3) Approving annual liquor license renewals. [Page 78-79]

d. Adoption of Consent Calendar *continued*

- 4) Accepting a special warranty deed from Lowe's Home Centers, LLC. [Pages 80-87] RES. NO. _____
- 5) Accepting easements from:
 - a) James and Brenda Ruble. [Pages 88-92] RES. NO. _____
 - b) Top Notch Properties, LLC; Shevach Group Albany, LLC; and Murray One, LLC (10S03W31DN 02000). [Pages 93-99] RES. NO. _____
 - c) Top Notch Properties, LLC; Shevach Group Albany, LLC; and Murray One, LLC (10S03W31DN 02001). [Pages 100-106] RES. NO. _____

Action: _____

e. Award of Bid

- 1) WL-15-02, Cleveland and Denver Street water lines. [Pages 107-110]

Action: _____

f. Appointment

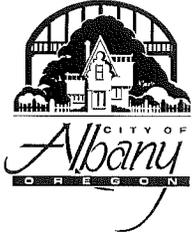
- 1) Appointing Cathy LeSuer to the Landmarks Advisory Commission. [Pages 111-113]

Action: _____

7. BUSINESS FROM THE COUNCIL

- 8. NEXT MEETING DATE: Work Session: May 18, 2015
Regular Session: May 27, 2015

9. ADJOURNMENT



TO: Albany City Council

VIA: Wes Hare, City Manager
Jeff Blaine, P.E., Interim Public Works Engineering and Community Development Director *JB*

FROM: Bob Richardson, Planning Manager *RAR*

DATE: May 6, 2015, for the May 13, 2015, City Council Meeting

SUBJECT: 2015 Historic Preservation Awards

RELATES TO STRATEGIC PLAN THEME: ● Great Neighborhoods

Action Requested:

Staff recommends that the City Council acknowledge May as National Historic Preservation Month, and recognize the Albany residents and organizations listed below for their outstanding efforts related to the preservation and promotion of Albany's heritage and historic buildings.

Discussion:

May is National Preservation Month, a month-long celebration of America's history sponsored by the National Trust for Historic Preservation. The celebration is an opportunity to raise awareness about the vital role historic preservation has in saving our unique architectural and heritage resources that enhance our downtowns, neighborhoods and cities, making them great places to live and visit.

A variety of activities are scheduled in Albany throughout the month of May to celebrate National Historic Preservation month (Attachment I). A number of these activities are supported by the City's Certified Local Government grant and the efforts of Landmarks Advisory Commissioners. As part of these activities, the Landmarks Advisory Commission has selected community residents and organizations to honor for their contributions to the preservation of Albany's heritage.

The Mayor will present awards to the recipients selected by the Landmarks Advisory Commission at the May 13, 2015, City Council meeting. The 2015 award recipients are:

- The Monteith Historical Society – for continued leadership in cultural heritage and historic preservation;
- Oscar and Tamalynne Hult – for exterior and interior rehabilitation of the building housing the Natty Dresser; and,
- Marc and Anni Manley – for their instrumental and ongoing role in the revitalization of downtown.

Budget Impact:

None.

SLA:rk

Attachment I: 2015 Historic Preservation Month Activities in Albany

2015 Historic Preservation Month Activities in Albany

Friday, May 1

Albany Wine Walk in Historic Downtown Albany 4pm to 8pm with over 20 wineries participating. Sponsored by the Albany Rotary Club (541) 928-0911 albanysvisitors.com. There is a fee for the Wine Walk.

Friday, May 1 - May 23

Albany Civic Theater presents: "The Wizard of Oz," directed by Rebecca Douglas. In this charming musical based on the popular L. Frank Baum stories, Dorothy and her dog Toto are caught in a tornado's path and somehow end up in the land of Oz. Here she meets some memorable friends and foes in her journey to see the Wizard of Oz, who everyone says can help her return home and possibly grant her new friends their goals of a brain, a heart, and courage. Along the way she learns what really matters and that there truly is "no place like home." 111 First Avenue West, Downtown Albany. albanycivic.org \$

May 1- May 30

Albany Regional Museum Presents: Jerry & George Andrus Exhibit.

The magical lives of Jerry and George Andrus...illusionists, magicians, artists, inventors, writers

Saturday, May 2nd at 11am the exhibit kicks-off with a presentation by Ray Hyman, Professor Emeritus of Psychology at the University of Oregon. Ray, an expert in magic and mentalism, cognitive psychology and statistical analysis will share stories about his friendship with the Andrus brothers. Demonstrations of optical illusions, magic tricks & mechanical gadgets, paintings, song lyrics, and other published works will be available for preview. Each Saturday will also include a special event. Regular museum hours Tuesday - Friday, 11am- 4pm and Saturdays 10am- 2pm. 136 Lyon Street S. armuseum.com, (541) 967-7122 Free.

May 1 - 31

Monteith Historical Society Historic Albany Display at the Albany Public Libraries. The Main Library and the Historic Carnegie Library display cases will be filled with Albany History presented by the Monteith Historical Society. Displays available for viewing during regular library hours.

Main Library: Monday- Wednesday 10am - 8pm, Thursday-Friday 10am- 6pm, Saturday-Sunday 1pm - 5pm, 2450 14th Avenue SE, 541-917-7580. Historic Downtown Carnegie Library: Monday- Friday 10am - 6pm, 302 Ferry Street SW, 541-917-7585 Free.

Saturday, May 2

Old Fashioned Farmers' Market every Saturday, 9am- 1pm. Purchase hand-picked produce, fresh flowers, baked bread, local eggs/meats and more at Albany's old fashioned farmers' market. 4th & Ellsworth, City Hall parking lot. locallygrown.org. Free

Linn Genealogical Society presents: "Arkidigital-Swedish Research" 1:15pm-3pm. presented by Chas. & Nancy Harrington, *Dedicated to Richard R. 'Dick' Milligan (Feb. 21, 1920 - Nov. 20, 2011).* Albany Public Library, 2450 14th Ave, Albany, Oregon. lgsoregon.org. (541) 791-1618 Free.

Albany Masonic Cemetery work party, 9am - 12noon. 700 Broadway Street SW, Bring Gloves, knee pads, and nylon or natural fiber brushes if you have them. Instructions on how to clean a historic marker and eco-friendly cleaning solvents will be provided. Questions? Contact jkgrif@comcast.net 541-967-1941.

Saturday, May 9

National Train Day at Albany Station, 1pm - 5pm. 110 10th Avenue. Sponsored by Amtrak. Hop on Albany's vintage trolley with Gerald Brenneman for a narrated ride on historic Albany railways, The Albany Regional Museum & Albany Visitors Association will have info on train travel today & years gone by. Free with concessions available for sale. (541) 928-0911.

Mother's Day Theme Afternoon Tea, 2pm - 4pm. at the 1906 Cathey House with menu items and treats from Sybaris, Novak's, Pizza King, Jacopetti's Whitney's Goodies and Marks Ridge Winery. This is a very special tea fundraiser to benefit Albany's Historic Carousel & Museum. Reservations required, tickets sales and info: (541) 791-3340.

2nd Annual Vintage Bicycle Show & Swap Meet presented by Deluxe Brewing Co. 635 NE Water Ave. All bikes produced prior to 1989 are eligible for registration, categories include Best in: Rat/Custom, Vintage Original, Vintage Restored and Race/Road bicycle.

Register online: deluxebrewing.com. Proceeds benefit the Albany Regional Museum. Minors welcome in the main brewery area. Tasting room open to 21+. Free Admission. albanybikeshow@gmail.com

Monday, May 11

Historic Downtown Walking Tour of 1st Ave. 7pm Meet at Burkhart Square (Lyon and First Ave). Learn about Albany's historic architecture & history. Sponsored by the Natty Dresser (541) 979-9108 Free - donations can be made to the Monteith Historical Society, monteithhouse.org.

Wednesday, May 13

The Albany Regional Museum presents History Bites. Brown bag lunch series at 12noon continues with Albany Railroads by Bob Lowry. This ongoing series is being offered the third Wednesday of each month. Bring your own lunch. Beverages and light snacks provided. Regular museum hours Tuesday-Friday 11am - 4pm and Saturdays 10am - 2pm. 136 Lyon Street S. armusem.com, (541) 967-7122 Free.

Preservation Awards Presentation at the City Council meeting, 7:15pm, Albany City Hall, 333 Broadalbin Street SW, (541) 791-0176 or email: shawna.adams@cityofalbany.net Free.

Friday, May 15

Walking Tour of Riverside Cemetery west end of 7th Ave SW, Albany, 6:30pm meet at the main entrance. 30-minute tour will feature the burial plots and markers of prominent locals, interesting stories, and examples of tombstone art and what they represent. Free. Weather permitting. Interested parties please RSVP k.kolkow@icloud.com

Sunday, May 17

Linn County Historical Society Presents: McCullough Bridges of Oregon, at 2:00 pm. Presented by Robert Hadlow, Senior Historian for the Oregon Department of Transportation and Vice Chair of Oregon's State Advisory Commission for Historic Preservation. Published by OSU Press in 2001 Elegant Arches, Soaring Span: C.B. McCullough, Oregon Master Builder was his Doctoral dissertation. Lakeside Center of the Mennonite Village. 2180 54th Avenue SE in Albany (541) 926-4680. This Linn County Historical Society sponsored program is open to the public and free.

Monday, May 18

Historic Downtown Walking Tour of 2nd Ave. 7pm Meet at Burkhart Square (Lyon and First Ave). Learn about Albany's historic architecture & history. Sponsored by the Natty Dresser, (541) 979-9108 Free. Donations can be made to the Monteith Historical Society, monteithhouse.org.

Friday, May 22

Restore Oregon Preservation Pub Friday May 22nd 6-8pm at Café Sirene, 401 1st Ave. W. Enjoy a beverage while hearing the latest about historic preservation here in Oregon. The presentation is free and will last about 45minutes, leaving plenty of time for cheers and conversation.

Sunday & Monday, May 24 -25

Albany Masonic Cemetery Memorial Weekend Recognition.

700 Broadway Street SW, Informational tent with information about the grant, work and tours. Questions? Contact jkgrif@comcast.net 541-967-1941

Friday, May 29

Walking Tour of Riverside Cemetery west end of 7th Ave SW, Albany, 6:30pm meet at the main entrance. 30-minute tour will feature the burial plots and markers of prominent locals, interesting stories, and examples of tombstone art and what they represent. Free. Weather permitting. Interested parties please RSVP k.kolkow@icloud.com

Just outside of Albany...

Saturday & Sunday, May 2 & 3

Carriage Me Back to 1882 Sat. 10am- 12:30pm & 1pm-3:30pm, Sunday 12pm-4pm, Linn County Museum Friends & Moyer House, 101 Park Avenue, Brownsville, reservations recommended (541) 466-3390, historicbrownsville.com. \$

Friday, Saturday & Sunday, May 15-17

80th Annual Linn County Lamb & Wool Fair, Past to Present. The oldest Fair in Oregon. Held the third weekend in May every year, this family event features sheep shows, fiber arts and crafts. The longest running dog trials west of the Mississippi are held in conjunction with the Linn County Lamb & Wool Fair every year, Northwest Champion Sheep Dog Trials. Scio Lamb Fairground, Scio, OR (503) 394-3389 www.lambfair.org.

Saturday, May 16

Boston Mill Society's Annual Meeting

11am-1pm. Refreshments will be served and board elections will be held. The meeting will be held at the Teen Challenge Building, 31700 Fayetteville Drive in Shedd (turn right at the Methodist Church, the old school building is about 1/2 mile on the left). The Boston/Thompson flouring mill east of Shedd is the oldest water-powered mill in Oregon. Daily tours of the mill are held at 10am, 12pm and 2pm. www.bostonmillsociety.org. Free.

PROCLAMATION

**OLDER AMERICANS MONTH
MAY 2015**

WHEREAS, the City of Albany includes a thriving community of older Americans who deserve recognition for their contributions and sacrifices to ensure a better life for future generations; and

WHEREAS, the City of Albany is committed to helping all individuals live longer, healthier lives in the communities of their choice for as long as possible; and

WHEREAS, since 1965, the Older Americans Act has provided services that help older adults remain healthy and independent by complementing existing medical and health care systems, helping prevent hospital readmissions, and supporting some of life's most basic functions, such as bathing or preparing meals; and

WHEREAS, these programs also support family caregivers, address issues of exploitation, neglect and abuse of older adults, and adapt services to the needs of Native American elders; and

WHEREAS, we recognize the value of community engagement and service in helping older adults remain healthy and active while giving back to others; and

WHEREAS, our community can provide opportunities to enrich the lives of individuals of all ages by:

- Promoting and engaging in activity, wellness, and social inclusion;
- Emphasizing home- and community-based services that support independent living; and
- Ensuring community members of all ages benefit from the contributions and experience of older adults.

NOW, THEREFORE, be it resolved that I, Sharon Konopa, Mayor of the City of Albany, Oregon, do hereby proclaim May 2015 to be

OLDER AMERICANS MONTH

in Albany, Oregon, and I urge every resident to take time this month to recognize older adults and the people who serve and support them as powerful and vital citizens who greatly contribute to the community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Albany to be affixed this 13th day of May 2015.

Sharon Konopa, Mayor

PROCLAMATION

PRESERVATION MONTH

May 2015

WHEREAS, Albany is well-known for its large and varied collection of historic buildings that date from the 1840s through the 1950s; and

WHEREAS, historic preservation is an effective tool for economic development, tourism promotion, neighborhood revitalization, creating livable and sustainable communities, fostering local pride, and creating community character; and

WHEREAS, it is important to celebrate the role history has in shaping our lives and communities now and in the future; and

WHEREAS, National Historic Preservation Month is sponsored by the National Trust for Historic Preservation and is celebrated locally across America; and

WHEREAS, Preservation Month provides an opportunity for citizens of all ages and backgrounds to celebrate and discover Albany's unique heritage; and

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

HISTORIC PRESERVATION MONTH

and I encourage all citizens to take time this month to appreciate Albany's many historic resources and to participate in activities celebrating our heritage.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Albany to be affixed this 13th day of May 2015.

Sharon Konopa, Mayor



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: Chris Bailey, Interim Public Works Operations Director *CB*
DATE: May 5, 2015, for the May 13, 2015, City Council Meeting
SUBJECT: Airport Advisory Commission Ordinance Update
RELATES TO STRATEGIC PLAN THEME: ● Effective Government

Action Requested:

Staff recommends City Council approve the revised ordinance clarifying the roles and responsibilities of the Airport Advisory Commission.

Discussion:

The Airport Advisory Commission (AAC) was established March 26, 2010, under Ordinance number 5730. Within the past year, there have been several discussions between the Commission and City staff about the role and authority of the Commission. The Commission and staff agreed to develop draft revisions to the original Albany Municipal Code language regarding the AAC in order to provide clear direction to both the Commission and staff.

The City Attorney worked with the AAC to draft the attached ordinance, which will amend Chapter 2.26 of the Albany Municipal Code. A revised version of Chapter 2.26 is also attached. The revisions are intended to:

- More precisely define the responsibilities of the AAC (Section 2.26.030)
- Clarify limits on the supervision of staff by the AAC (Section 2.26.040)
- Clarify the role of staff in AAC meetings (Section 2.26.050)
- Describe the process for AAC members to volunteer at the Airport (2.26.090)

The AAC and City staff discussed many issues and concerns throughout this process. The Commission members agreed unanimously with the City Attorney that the revised ordinance more clearly reflects the authority and responsibilities given to the Commission, and clarifies the role the commission plays regarding management of the Airport.

Budget Impact:

None.

CB:kw
Attachments (2)

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NUMBER 5730 AND AMC CHAPTER 2.26 TO REVISE AND CLARIFY THE POWER AND DUTIES OF THE AIRPORT ADVISORY COMMISSION.

WHEREAS, the Airport Advisory Commission (hereinafter "Commission") was created by Ordinance Number 5730 on March 26, 2010, to advise the Albany City Council concerning the efficient management, operation, and development of the Albany Municipal Airport and all of its related operations, facilities, and assets; and

WHEREAS, subsequent to its formation, the Commission has been formed, members appointed in accordance with Ordinance 5730, and has met periodically with the assistance of City staff to work toward carrying out its responsibilities; and

WHEREAS, questions have arisen concerning the authority of the Commission regarding the direction and supervision of City staff in the regular operation and management of the Albany Municipal Airport; and

WHEREAS, this Ordinance is intended to clarify the responsibilities and authority of the Commission in order to focus their efforts on the improvement of the airport and avoid conflicts with the Albany City Charter regarding the management and supervision of City employees.

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

Section 1 : Albany Municipal Code Chapter 2.26 is amended to read as follows:

2.26.10 Creation of Advisory Commission. The Airport Advisory Commission for the City of Albany is created pursuant to provisions of this chapter.

2.26.20 Purpose and Authority. The Airport Advisory Commission is established and authorized to make recommendations to the Albany City Council and City employees directed by the City Manager to assist the Commission. These recommendations shall concern the development and improvement of the Albany Municipal Airport and all of its related operations, facilities, and assets.

2.26.30 Airport Advisory Commission Responsibility. The Airport Advisory Commission shall make recommendations to the City Council and staff concerning the long-term, facility and operational needs of the Albany Municipal Airport. They shall consider and make recommendations concerning the capital improvement projects applicable to the airport and the priorities which they believe will best serve airport needs.

2.26.40 Limitation on Staff Supervision. The Airport Advisory Commission shall not have any supervisory or management authority over any City employee(s) or any party(s) who contracts with the City of Albany nor shall the Airport Advisory Commission represent or have authority to act on behalf of the City of Albany in dealings with fixed based operators, vendors, tenants, contractors, or other third parties.

2.26.50 Staff Participation in Airport Advisory Commission Meetings. Representatives of the Public Works Department shall schedule Commission meetings no more frequently than once a month nor less frequently than once a quarter. Meetings shall be held at a date, time, and location designated by staff in consultation with the chair of the Commission. A staff representative shall attend and participate in all meetings and shall consider recommendations made by the Commission in accordance with their responsibilities as set forth in Section 2.26.30 above and shall forward any Commission recommendations intended for the Council to the City Manager for transmittal to the Albany City Council. Upon request, staff shall provide nonconfidential

information to the Commission to aid in their deliberations. Staff members shall keep minutes of the meeting and shall present those minutes for review and approval by the Commission on a regular and timely basis. The staff member(s) assigned to the Commission shall be ex officio members of the Commission and may participate in discussion, but shall have no vote in the deliberations of the Commission. All meetings of the Commission shall be open to the public and notice of the meetings shall be provided to the public in accordance with general City practice.

2.26.60 Term of Office, Initial Appointment, and Compensation. The Airport Advisory Commission shall be made up of seven (7) persons, no fewer than four (4) of whom have their principal place of residence within the jurisdictional limits of the City of Albany. Commission members shall serve for a two- (2-) year term except that the initial terms of those members nominated by that Councilor from each ward currently serving the shortest term in office shall be appointed for a one- (1-) year term. All members so nominated shall serve only upon confirmation by the City Council and may be removed from their position without cause at the pleasure of the City Council. Members of the Commission shall serve without compensation and shall have no property interest in their appointment. Any vacancies on the Commission shall be filled through appointment with a nomination made by the appointing Councilor or his/her successor and, upon subsequent ratification by the City Council.

2.26.70 Appointment Considerations. While membership on the Airport Advisory Commission may appropriately be extended to any qualified person with an interest in the Albany Municipal Airport, it is the express policy of the City Council not to appoint persons who have a significant financial interest in the anticipated considerations of the Commission. The City Council shall be the sole arbiter of any nominee's qualification to serve and shall determine the significance of any nominee's economic interest in the Airport Advisory Commission recommendations and decisions.

2.26.80 Procedures. The Airport Advisory Commission shall elect a chair and a vice chair. The Commission shall keep a journal of its proceedings which shall be kept on file in the office of the City Recorder. The Commission's meetings shall be open to the public and held within the corporate limits of the City of Albany subject to customary state and city requirements for public access and notice. The Commission shall meet at least quarterly and at such other times as the Commission shall determine useful to the conduct of its business.

2.26.90 Commission Members as Volunteers. Commission Members are authorized to perform volunteer services for the benefit of the Albany Municipal Airport following compliance with City personnel policies and procedures, and may recommend other citizens for volunteer status. Volunteer services shall be at the direction, or with the approval of, airport staff. One commissioner shall serve as a rotating airport volunteer to aid and support staff in daily activities at the airport and with special events.

Passed by the Council: _____

Approved by the Mayor: _____

Effective Date: _____

Mayor

ATTEST:

City Clerk

Chapter 2.26 AIRPORT ADVISORY COMMISSION¹

Sections:

- 2.26.010 Creation of Airport Advisory Commission.
- 2.26.020 Purpose and Authority.
- 2.26.030 Term of office, initial appointment, and compensation. Airport Advisory Commission Responsibility.
- 2.26.040 Appointment considerations. Limitation on Staff Supervision.
- 2.26.050 Duties and responsibilities. Staff Participation in Airport Advisory Commission Meetings.
- 2.26.060 Procedures. Term of office, initial appointment and compensation.
- 2.26.070 Appointment considerations.
- 2.26.080 Procedures.
- 2.26.090 Commission Members as Volunteers.

2.26.010 Creation of Airport Advisory Commission.

The Airport Advisory Commission for the City of Albany is created pursuant to the provisions of this chapter. (Ord. 5730 § 1, 2010).

2.26.020 Purpose and Authority.

The Airport Advisory Commission is established to advise the Albany City Council concerning the efficient management, operation, and development of the Albany Municipal Airport and all of its related operations, facilities, and assets. The Airport Advisory Commission shall have no independent authority except as may be delegated to it from time to time by ordinances, resolutions, or motions duly enacted or made by the Albany City Council. (Ord. 5730 § 1, 2010) and authorized to make recommendations to the Albany City Council and City employees directed by the City Manager to assist the Commission. These recommendations shall concern the development and improvement of the Albany Municipal Airport and all of its related operations, facilities, and assets.

2.26.030 Duties and responsibilities. Airport Advisory Commission Responsibility.

The Airport Advisory Commission shall make recommendations to the City Council and staff concerning the long-term, facility and operational needs of the Albany Municipal Airport. They shall consider and make recommendations concerning the capital improvement projects applicable to the airport and the priorities which they believe will best serve airport needs.

The Airport Advisory Commission shall consider and make recommendations to the City Council on matters concerning the operation, enhancement, development, financial stability, and improvement of the airport. This list is not exclusive and shall include

~~periodic review of the performance of the fixed base operator(s) and other persons or entities having commercial relationships with the airport. The Commission shall also make recommendations, as appropriate, concerning municipal support services to the airport such as fuel and facilities and shall make recommendations concerning annual City funding for the airport, revenue development or enhancement consistent with competing City funding concerns. (Ord. 5730 § 1, 2010).~~

2.26.040 Limitations on Staff Supervision.

The Airport Advisory Commission shall not have any supervisory or management authority over any City employee(s) or any party(s) who contracts with the City of Albany nor shall the Airport Advisory Commission represent or have authority to act on behalf of the City of Albany in dealings with fixed based operators, vendors, tenants, contractors, or other third parties.

2.26.050 Staff Participation in Airport Advisory Commission Meetings.

Representatives of the Public Works Department shall schedule Commission meetings no more frequently than once a month nor less frequently than once a quarter. Meetings shall be held at a date, time, and location designated by staff in consultation with the chair of the Commission. A staff representative shall attend and participate in all meetings and shall consider recommendations made by the Commission in accordance with their responsibilities as set forth in Section 2.26.30 above and shall forward any Commission recommendations intended for the Council to the City Manager for transmittal to the Albany City Council. Upon request, Staff shall provide nonconfidential information to the commission to aid in their deliberations. Staff members shall keep minutes of the meeting and shall present those minutes for review and approval by the Commission on a regular and timely basis. The staff member(s) assigned to the Commission shall be ex officio members of the Commission and may participate in discussion but shall have no vote in the deliberations of the Commission. All meetings of the Commission shall be open to the public and notice of the meetings shall be provided to the public in accordance with general City practice.

2.26.0360 Term of office, initial appointment, and compensation.

The Airport Advisory Commission shall be made up of seven persons, no fewer than four (4) of whom have their principal place of residence within the jurisdictional limits of the City of Albany. Commission members shall serve for a two (2)-year term except that the initial terms of those members nominated by that Councilor from each ward currently serving the shortest term in office shall be appointed for a one (1) -year term. All members so nominated shall serve only upon confirmation by the City Council and may be removed from their position without cause at the pleasure of the City Council. Members of the Commission shall serve without compensation and shall have no property interest in their appointment. Any vacancies on the Commission shall be filled through appointment with a nomination made by the appointing Councilor or his/her successor and upon subsequent ratification by the City Council. (Ord. 5730 § 1, 2010).

2.26.0470 Appointment considerations.

While membership in the Airport Advisory Commission may appropriately be extended to any qualified person with an interest in the Albany Municipal Airport, it is the express policy of the City Council not to appoint persons who have a significant financial interest in the anticipated considerations of the Commission. The City Council shall be the sole arbiter of any nominee's qualification to serve and shall determine the significance of any nominee's economic interest in the Airport Advisory Commission recommendations and decisions. (Ord. 5730 § 1, 2010).

2.26.0680 Procedures.

The Airport Advisory Commission shall elect a chair and a vice chair. The Commission shall keep a journal of its proceedings which shall be kept on file in the office of the City Recorder. The Commission's meeting shall be open to the public and held within the corporate limits of the City of Albany subject to customary State and City requirements for public access and notice. The Commission shall meet at least quarterly and at such other times as the Commission shall determine useful to the conduct of its business. (Ord. 5730 § 1, 2010).

2.26.90 Commission Members as Volunteers.

Commission members are authorized to perform volunteer services for the benefit of the Albany Municipal Airport following compliance with City personnel policies and procedures, and may recommend other citizens for volunteer status. Volunteer services shall be at the direction, or with the approval of, airport staff. One commissioner shall serve as a rotating airport volunteer to aid and support staff in daily activities at the airport and with special events.

¹

Code reviser's note: Ord. 5730 adds these provisions as Chapter 2.25 AMC; they have been renumbered to avoid duplication of numbering.



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: John R. Bradner, Fire Chief 
DATE: May 6, 2015, for the May 13, 2015, City Council Meeting

SUBJECT: U.S. Department of Homeland Security Fiscal Year 2014 SAFER Grant Application

RELATES TO STRATEGIC PLAN THEME: ● A Safe City

Action Requested:

Approval from the City Council by resolution to apply for up to \$1,374,600 through the U.S. Department of Homeland Security Fiscal Year 2014 Staffing for Adequate Fire and Emergency Response (SAFER) Grant for hiring firefighters.

Discussion:

In 2012 the City of Albany received the 2011 SAFER Grant for six firefighter positions for two years. During the grant period, one of the positions was vacated and the remaining positions transitioned, through attrition, to permanent positions when the grant expired.

During the time the Fire Department had the SAFER-funded firefighters, North Albany's Station 14 went from having three to four emergency responders 100 percent of the time for the first 12 months. This was reduced over the remaining 12 months to an average of 18.75 percent of the time due to staffing needs related to work-related injuries and sick leave use. The additional firefighter at this station provided the ability to provide interior firefighting and rescue operations immediately upon arrival of that station. With only three at this station, these responders must wait for units from another station to arrive before they can perform interior firefighting or rescue operations.

The SAFER-funded firefighters also provided a fourth person on the truck company an average of nine percent of the time during the two-year grant period. This provides for more effective and safe emergency scene operations. The SAFER-funded firefighters also reduced our reliance on mutual aid from other cities and decreased emergency response times by allowing additional units to be staffed when personnel numbers were above minimum staffing.

The U.S. Department of Homeland Security's application period for the 2014 SAFER Grant closed on March 6, 2015. An application was submitted to fund hiring six firefighters for two years. The Grant would pay 100 percent of the salaries and benefits (exclusive of overtime) for the firefighter positions.

If approved, the City must maintain staffing at the level that existed at the time of award, as well as the SAFER-funded positions for the two-year commitment. Laying off firefighters during the two-year commitment could result in termination of the grant award. However, grantees unable to maintain positions due to documentable economic hardship may petition FEMA for a waiver. In order to qualify for the waiver, the economic hardship must affect the entire public safety sector in the City, and not only the Fire Department.

Albany City Council
Page 2
May 6, 2015, for the May 13, 2015, Meeting

With the 2011 SAFER Grant, the City received approval for this waiver when one of the six firefighter positions being funded through the grant was vacated with seven months remaining in the grant period.

Budget Impact:

None.

JB:ljh
Attachment

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE FIRE DEPARTMENT TO APPLY FOR FUNDS NOT TO EXCEED \$1,374,600 THROUGH THE U.S. DEPARTMENT OF HOMELAND SECURITY FISCAL YEAR 2014 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT PROGRAM FOR HIRING FIREFIGHTERS.

WHEREAS, the Fire Department has two vacant, unfilled firefighter/EMT positions lost to attrition which are unfunded due to reductions to the General Fund; and

WHEREAS, the Fire Department's funded emergency services staffing does not allow for assembly of the required two-in, two-out (NFPA 1710 Section 5.2.4.2 & OSHA 29 CFR 1910.134) from each station; and

WHEREAS, the U.S. Department of Homeland Security provides funds through the Fiscal Year 2014 SAFER Grant Program for hiring firefighters lost to attrition and to enhance compliance with NFPA 1710; and

WHEREAS, the SAFER grant period of performance is two years; and

WHEREAS, the SAFER grant does not require the City to retain newly hired firefighters beyond the two-year period of performance; and

WHEREAS, the SAFER grant does not require a cost share or match from the City; and

WHEREAS, the Fire Department submitted an application for the Fiscal Year 2014 SAFER Grant Program before the March 6, 2015, deadline.

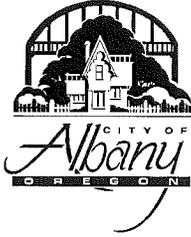
NOW, THEREFORE, BE IT RESOLVED the Albany City Council authorizes the Fire Department's application for up to \$1,374,600 from the Fiscal Year 2014 SAFER Grant Program through the U.S. Department of Homeland Security to hire firefighters.

DATED AND EFFECTIVE THIS 13TH DAY OF MAY 2015.

Mayor

ATTEST:

City Clerk



TO: Albany City Council

VIA: Wes Hare, City Manager
Jeff Blaine, P.E., Interim Public Works Engineering and Community Development Director

JB

FROM: Anne Catlin, Planner III *alc*
Bob Richardson, Planning Manager *RAR*

DATE: May 6, 2015, for the May 13, 2015 City Council Meeting

SUBJECT: City's Community Development Block Grant 2015-2016 Action Plan

RELATES TO STRATEGIC PLAN THEME: • Great Neighborhoods

Action Requested:

Staff recommends that the City Council:

1. Adopt the attached Resolution, as written or as modified by Council, that establishes Albany's 2015-2016 Action Plan;
2. Authorize the Mayor to sign the attached certifying documents as required by the Department of Housing and Urban Development (HUD), which will be submitted as elements of the approved 2015-2016 Action Plan; and
3. Authorize staff to submit the 2015-2016 Action Plan to HUD for review and final approval.

Discussion:

On April 22, 2015, the City Council held a public hearing regarding the City's 2015-2016 CDBG Action Plan. The City's 30-day public comment period to review and comment on the City's CDBG programs, plans, and performance closed on April 30, 2015. One person testified in support of the plan and CDBG programs during the April 22 City Council public hearing; no other comments were received.

Once approved, the 2015-2016 Action Plan and required certifications will be submitted electronically to HUD for review and approval by May 15, 2015.

Budget Impact:

The City will receive \$378,904 in FY 2015-2016 to address the needs of low-and moderate-income residents and neighborhoods. Up to 20 percent (\$75,800) of the total CDBG grant can be used for administration and planning activities, which will cover most of the costs the City will incur for administration of the program. The CDBG program and activities are included in the proposed 2015-2016 city budget.

ALC:rk

Attachments:

- I. Resolution with 2015-2016 Annual Action Plan
- II. Fiscal Year 2015 Certifications required by HUD

RESOLUTION NO. _____

A RESOLUTION ADOPTING ALBANY'S 2015-2016 ANNUAL ACTION PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS AS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the City of Albany is entitled to annual Community Development Block Grant (CDBG) funding provided by U.S. Department of Housing and Urban Development (HUD) to develop viable urban communities by providing decent housing, a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons; and

WHEREAS, the City of Albany assessed the City's community development needs and then set goals and priorities to address those needs in a five-year Consolidated Plan for Fiscal Years 2013 through 2017; and

WHEREAS, the City is required to develop an Annual Action Plan that describes the actions, activities, and programs that will be delivered to address priority needs and goals identified in the Consolidated Plan; and

WHEREAS, the City of Albany Community Development Commission and staff sought public input through neighborhood meetings and outreach to local agencies to help identify projects and activities to be carried out in FY 2015-2016 to address the needs identified in the Consolidated Plan; and

WHEREAS, the City public comment period on the 2015-2016 Action Plan was March 30 to April 30, 2015; the Community Development Commission public meeting on the Plan was April 20, 2015; and City Council public hearing was April 22, 2015.

WHEREAS, all public comments are included in the FY 2015-2016 Action Plan and no comments were received that were not accepted and considered.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council adopts the FY 2015-2016 Action Plan, a copy of which is attached hereto as "Exhibit A."

DATED AND EFFECTIVE THIS 13th DAY OF May 2015.

Mayor

ATTEST:

City Clerk



CITY OF ALBANY

2015-2016 ACTION PLAN

FOR THE 2015 FEDERAL PROGRAM YEAR

YEAR THREE OF THE 2013-2017 CONSOLIDATED PLAN FOR THE CITY OF ALBANY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS

**PREPARED BY THE CITY OF ALBANY, OREGON
COMMUNITY DEVELOPMENT DEPARTMENT**

Acknowledgements

Albany Community Development Commission

Nathan Brown
Iris Carrasco
Tara Dixson
Chris Equinoa
Wanda Kinney
Terry Knoll (Vice Chair)
Sharon Konopa (Mayor)
Dick Olsen
Daniel Sullivan
Joann Zimmer (Chair)

Albany City Council

Bill Coburn
Floyd Collins
Bessie Johnson
Rich Kellum
Ray Kopczynski
Dick Olsen

Albany City Staff

Anne Catlin, Planner III
Bob Richardson, Planning Manager

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AP-05 Executive Summary - (24 CFR 91.200(c), 91.220(b))

1. Introduction

The City of Albany is an entitlement jurisdiction receiving a federal formula grant from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) program. The purpose of the CDBG program is to provide decent housing, a suitable living environment, and to expand economic opportunities, primarily for low and moderate income residents. All activities must meet one of three HUD defined National Objectives:

1. Benefit to low- and moderate- income (LMI) persons: Requires recipients to spend 70% of their CDBG funds to meet the LMI national objective;
2. Aid in the prevention or elimination of slums or blight; and
3. Meet urgent needs to alleviate emergency conditions.

2. Summary of the objectives and outcomes identified in the Plan

[This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.]

In 2013, the City of Albany adopted the 2013-2017 Consolidated Plan that outlines the framework for the City to target CDBG funds for the highest community development needs. The Consolidated Plan goals and objectives were developed through the *Needs Assessment*, data analysis and evaluation, consultations with area agencies, and citizen input.

The City developed its 2015-2016 objectives and outcomes based upon citizen participation and the needs identified in the 2013-2017 Consolidated Plan.

The City proposes to use 2015 entitlement funds in fiscal year (FY) 2015-2016 to continue neighborhood revitalization and housing rehabilitation, continue to reduce homelessness, provide public services and economic opportunities for the City's low- and moderate-income persons, and further fair housing. The 2015-2016 Action Plan objectives and outcomes are further described below.

- **Improve the quality of Albany's affordable housing**

Improve at least 5 low and moderate-income (LMI) housing units in Census Tracts 204 or 208 through housing rehabilitation, weatherization, or code compliance.

- **Reduce homelessness**

Reduce homelessness with the following programs:

1. Short-term housing assistance to at least 4 LMI households.
2. Provide 20 homeless and at-risk youth with shelter services, case management, and mentoring.
3. Provide shelter, case management and other support services to homeless women with children (8 families or 20 people).

- **Remove barriers to accessibility**

Improve accessibility and a suitable living environment by installing sidewalks and curb ramps in LMI Census Tract 208. These improvements will benefit at least 300 area residents, including a large percentage of school-aged children going to and from school.

- **Create suitable living environments by removing blighting influences in LMI areas**

The City will complete public facility improvements in Census Tract 208 at Sunrise Park and a few busy street intersections to improve livability, pedestrian safety, and safe routes to schools. Approximately 100 residents will benefit from these improvements.

- **Expand economic opportunities for Albany's LMI residents**

1. Support the development of 10 microenterprises through training and technical assistance.
2. Provide small grants to 3 microenterprises or small businesses to offset costs to create 3 LMI jobs.

- **Support public service agencies that work to improve the lives of Albany's special needs and low-income populations**

1. Provide training to court appointed special advocates (CASA) for children in order to reduce time in foster care by increasing the case load by 15 new cases (15 children).
2. Support the home-based infant intervention program that will work with 10 very low-income families to provide skills to prevent child abuse (20 residents).

- **Further fair housing**

The City will increase awareness of fair housing laws by providing training for 20 Albany landlords, residents, developers, or City staff, and will help residents access fair housing resources. The City will also evaluate housing advertisements for potential fair housing violations.

3. Evaluation of past performance.

[This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.]

The City of Albany submitted its first Consolidated Annual Performance and Evaluation Report (CAPER) for FY 2013-2014. At the time the CAPER was due; many 2013-14 projects were just getting started. Since the 13-14 CAPER was submitted, the City has made substantial progress in achieving 2013-14 and 2014-15 program goals and outcomes. The following list reports performance on the City's CDBG activities:

- **Improve the Quality of Affordable Housing:** The City established a no-interest deferred loan program for housing rehabilitation located in Albany's low-income Census Tracts 204 and 208. Two houses have been rehabilitated and two more are underway, with interest growing.
- **Reduce the Number of Homeless Residents:** The City awarded CDBG funds to Albany Helping Hands Shelter to help purchase and repair a house that will be used for permanent supportive housing. This will add four supportive housing beds for Albany's homeless residents.
- **Remove Barriers to Accessibility:** The City repaired 1,200 lineal feet of a pedestrian walkway called Periwinkle Path. Sunrise Park will be brought into compliance with current Americans with Disabilities Act (ADA) standards by making park facilities fully accessible later in 2015.
- **Eliminate Blighting Influences in Low- and Moderate-Income Neighborhoods:** CDBG funds from the first two program years were allocated to remove blighting influences at Sunrise Park. Due to additional CDBG funding available for the project, the Park improvement project expanded in scope and required a modified Environmental Review. Wetlands were identified at the Park and a wetland delineation is currently underway. The project is expected to be completed in the fall of 2015. Sunrise Park is frequently vandalized and is a location for illegal activities; facility improvement projects will completely redesign the park, add a parking lot, new lighting, and new park amenities.

- **Increase Economic Opportunities:** At the end of 2014, 16 low-income Albany residents enrolled in free microenterprise training or received free advising; 17 low-income residents received reduced tuition for re-enrollment in the small business management course; and, 11 Spanish-speaking residents received free one-on-one advising. These programs have created 9 new jobs for low- and moderate-income (LMI) residents.
- **Public Services:** The following narrative describes the performance of six public service projects that received either 2013 or 2014 CDBG funds through December, 2014. YouthBuild served 6 young adults with job skills training; Family Tree Relief Nursery's child abuse interventionist served 31 low-income Albany residents; 4 families that were victims of domestic violence received safe emergency shelter; 8 residents recovering from substance abuse are working towards getting their GED; 6 homeless women with children received emergency shelter at the FISH Guest House; and 58 at-risk youth received case management services by Jackson Street Youth Shelter.
- **Further Fair Housing:** The City sponsored a free fair housing training in April, 2014, for tenants in both English and Spanish. Approximately 15 residents attended these sessions. Approximately 50 area landlords attended a City sponsored training in February 2015, regarding code compliance and crime prevention. About 40 area landlords attended a fair housing training in March, 2015, co-sponsored with the City of Corvallis. According to the Fair Housing Council of Oregon's latest report, no fair housing cases were opened in Albany between May 1, 2013 and May 31, 2014.

4. Summary of citizen participation process and consultation process (AP-12, 91.105, 91.200(c))

[Summary from citizen participation section of plan.]

The City followed its Citizen Participation Plan in carrying out the process to develop the 2015-2016 Action Plan. The City holds semi-annual public hearings in conformance with federal regulations and Albany's Citizen Participation Plan. The hearings provide an opportunity to gain public input on community development needs that can be addressed with eligible CDBG activities, the City's performance on the use of CDBG funds, and the City's Consolidated Annual Performance and Evaluation Report (the CAPER).

The City and Community Development Commissioners (CDC) gathered input on community needs through monthly meetings, three neighborhood meetings, and outreach with local agencies. The CDC also solicited and evaluated applications for public services and economic development projects.

The draft 2015-2016 Action Plan was posted on the City's Website on March 30, 2015 and was available at Albany City Hall and both of Albany's public libraries.

[See AP-12 Citizen Participation for more detailed information.]

5. Summary of public comments received

Comments received from residents in the Sunrise Neighborhood (Local Target Area, Census Tract 208):

- Sunrise Park improvements – the amenities are dated and unsafe, there is no parking, the park attracts nuisances due to poor lighting
- Sidewalks do not exist in several areas in the neighborhood, including primary routes to schools and to Sunrise Park
- Intersection safety improvements are desired for pedestrians and cyclists at 19th and Hill streets, 19th and Main streets, and 24th and Geary streets

- A few apartment complexes need improvements and repairs to make them safe and livable

Comments received on needed services from local public service agencies through presentations, applications and grant reports:

- Homeless shelter services for women with children
- Case management and shelter services for homeless and unaccompanied youth
- Infant child-abuse prevention services – including parenting classes and visits
- Homeless prevention through housing payment assistance
- Court appointed special advocates for children to prevent children from going into foster care
- Education and advising for Albany's microenterprises and small businesses
- Funds to help new and small businesses get established and grow
- Fair housing education for tenants and landlords in English and in Spanish
- Information and applications for CDBG programs in Spanish

Comments received during the 30-day public comment period and the public hearings:

- City Council April 22, 2015 Hearing Testimony: Andrea Myhre, grants officer for Jackson Street Youth Shelter, spoke in favor of the CDBG programs and the proposed Action Plan. She explained how CDBG funds have enabled them to help Albany's at-risk youth.

6. Summary of comments or views not accepted and the reasons for not accepting them

None.

7. Conclusions

The FY 2015-2016 Plan objectives and strategies will support programs that expand housing and economic opportunities for all residents within the City. Partnerships with local organizations will be continued and strengthened. Livability will be improved by addressing blighted conditions and community development needs in low- and moderate-income areas, based on community feedback. Public input and involvement is ongoing and encouraged via regular opportunities to interact with City staff and the CDC.

PR-05 Lead & Responsible Agencies – 91.200(b)**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Agency Role	Name	Department/Agency
Administration, Planning and Programming	City of Albany	Community Development Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Albany Community Development Department staff is responsible for preparing the Consolidated Plan, Annual Action Plans, administration of each grant program and funding source, and ensuring compliance with HUD regulations.

The Community Development Commission (CDC) reviews and recommends policies, programs, activities, and strategies to the Albany City Council related to the CDBG programs, the Consolidated Plan, Annual Action Plan, and any substantial amendments proposed to those plans. The CDC evaluates performance of the CDBG-funded activities.

Consolidated Plan Public Contact Information

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 Albany, OR 97321;
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AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City engages in ongoing consultation with local service providers, community leaders, the public, and other community development partners. Consultation includes correspondence with area agencies, attendance at local and regional meetings and committees, outreach by Community Development Commissioners (CDC), and CDC public meetings. The City also consults with other City departments to identify public facility and community development needs.

Activities to enhance coordination between public and assisted housing providers, governmental health, mental health, and service agencies is ongoing. Specific meetings with housing and mental health providers to identify needs for the 2015-2016 Action plan included:

1. Mental Health Needs – meeting with Linn County Mental Health director and staff and Linn Benton Housing Authority.
2. Service Needs – Communication by reports from existing CDBG subrecipients and outreach to other agencies to assess needs and programs.
3. Homeless Enrichment and Rehabilitation Team (HEART) Meetings – monthly meetings with local agencies that work together to address the needs of Albany's homeless and at-risk populations.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City and CDC coordinates and consults with service providers that provide care to Albany's homeless and at-risk homeless populations. This effort helps determine how to address the needs of Albany's homeless population using 2015-2016 program funding. Existing subrecipients – Jackson Street Youth Shelter and Albany Helping Hands Homeless Shelter – are included in discussions about needs and how to address them.

Staff and several CDC members regularly attend the Homeless Enrichment and Rehabilitation Team (HEART) meetings. HEART includes a broad range of service providers, homeless advocates, health providers, and governmental agencies within Linn County. Attendance helps coordinate services, prioritize and address Linn County's homeless and housing needs, and implement strategies identified in the Ten Year Plan.

The City coordinated a meeting in December, 2014, with the Community Development Commission chair (who is also staff for the Rural Oregon Continuum of Care (ROCC)), staff from the Community Services Consortium (CSC), and the school district McKinney Vento Homeless liaison. The meeting was held to discuss homeless needs and homeless prevention in Albany.

The Rural Oregon Continuum of Care (ROCC) is a consortium of HUD-funded homeless housing and service providers working in Oregon's most rural counties, including Linn County. The ROCC holds monthly meetings with the purpose of fostering and enhancing collaborative work and the development of performance measures around the issues of homelessness.

The CSC is the state and federally recognized community action agency for the region. CSC acts as a conduit for federal and state homeless program funding and coordinated the development and update of the *Ten Year Plan to Address Issues Around Housing and Homelessness in Linn County* (Ten-Year Plan).

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Albany does not receive ESG (Emergency Solutions Grants) funds. The CSC receives ESG funds for use in Albany. The City consults with the CSC throughout the year to discuss performance and outcomes and determine community and homeless needs that can be addressed with CDBG funds.

2. Describe agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

City staff consulted with area service providers through a public services application cycle to identify needs that could be addressed in the 2015-2016 program year. Additional direct consultation by staff provided an opportunity to clarify and expand on the City's understanding of community needs and funding priorities. A list of primary agencies that were consulted in the development of this Plan are outlined below. A full list is provided in the table that follows.

- The **Community Services Consortium (CSC)** is a community action agency that receives Community Services Block Grant funding to operate services in a three-county region that includes Albany. CSC provides housing services, rental and utility assistance, job training, Emergency Solutions Grants (ESG funds) to reduce homelessness in Albany, and they operate four continuum of care-funded projects.
- The **Linn-Benton Housing Authority (LBHA)** oversees HUD Section 8 housing activities in Albany, serves over 2,600 families in the two-county area. The LBHA provides housing and services to Albany's elderly population and residents with mental disabilities and other special needs, and administers the Section 8 Housing Choice Voucher program.
- **Linn Benton Community College, Small Business Development Center** provides education, training and counseling to small businesses through a team of business advisors and faculty. They offer microenterprise courses and counseling as well as small business management programs to help improve economic opportunities within Albany and the region.
- **Linn County Health Services** is the primary agency providing mental health services in Albany. The Mental Health division offers a Community Support Services team and crisis services for persons with mental illness and disabilities.

Agency/Group /Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted, and what are the anticipated outcomes of the consultation or areas for improved coordination?
Albany Area Habitat for Humanity	Housing Services - Housing	Housing Needs Assessment, Special Needs Populations	The City has ongoing consultation with Albany Area Habitat for Humanity on affordable housing needs and strategies through work on individual projects.
Albany Helping Hands	Services-Homeless	Homeless Needs – all	Albany Helping Hands has the largest homeless shelter with services in Albany. The City consulted with staff to help assess homeless needs and eligible CDBG activities.
Albany Partnership for Housing and Community Development (APHCD)	Housing, Services - Homelessness	Housing Needs, Homelessness	APHCD owns 133 units of affordable housing and has several transitional housing units. APHCD was consulted for affordable housing, transitional and permanent supportive housing needs. Consultation and coordination is ongoing.
Benton Linn Health Equity Alliance	Services-Health Regional organization	Housing Need Assessment Anti-poverty Strategy Lead-based Paint Strategy	The City consulted with staff regarding diversity and housing issues. The City will continue to consultations for guidance on housing policies and practices.
CASA of Linn County	Services – Children Services - Victims	Anti-poverty Strategy	CASA of Linn County, Inc. will receive a public services grant. CASA is a non-profit organization that supports volunteers who advocates for the best interests of children who have been abused or neglected and are under the protection of the Juvenile Court in Linn County.
Community Services Consortium (CSC)	Publicly Funded Institution/System of Care Regional Action Agency	Housing Needs Assessment Homeless Needs – All Anti-Poverty Strategy	The Community Services Consortium (CSC) was consulted for input about homelessness data, needs and existing programs, housing rehabilitation and weatherization programs, job training. Collaboration and consultation will be ongoing throughout the five year Consolidated Plan period.
Family Tree Relief Nursery (FTRN)	Services – Children Services - Victims	Homeless Needs - Families with children Non-Homeless Special Needs	Staff met with FTRN to discuss needs related to preventing child abuse. FTRN is receiving CDBG funds to provide an infant abuse specialist to LMI families.
Fair Housing Council of Oregon (FHCO)	Housing Service- Fair Housing	Housing Need Assessment Fair Housing	The City works with the Fair Housing Council of Oregon (FHCO) to carry out fair housing training activities for area landlords and tenants. The FHCO provides complaint data. This consultation has and will continue to provide direction for future fair housing training, outreach and testing.

Agency/Group /Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted, and what are the anticipated outcomes of the consultation or areas for improved coordination?
FISH of Albany	Services-Homeless	Homeless Needs - all	The City consulted with FISH regarding homeless needs of women with children. FISH will receive funding to provide services to homeless mothers with children.
Greater Albany Public School District (GAPS)	Services-Children Services- homeless Services-Education Other government- Local School District	Homelessness Strategy Homeless Needs- Families with children Anti-poverty	Consultation with the school district McKinney Vinto and youth services coordinator to work with homeless and highly mobile students residing in the Albany district. Consultation is ongoing.
HEART	Services - Homeless	Homeless Needs	Homeless Enrichment and Rehabilitation Team (HEART) Homeless needs and priorities.
Jackson Street Youth Shelter	Services- Housing Services-Homeless	Homelessness Needs- Unaccompanied Youth	Jackson Street Youth Shelter was consulted on the housing and services needs of homeless and at-risk youth in Albany. The City allocated funding to provide youth case management and to open an emergency shelter and is allocating funding for shelter services in the FY 15-16 Plan.
Linn Benton Community College Small Business Development Center (LBCC SBDC)	Services-Education Services- Employment	Economic Development Anti-Poverty Strategy	The City consulted with LBCC SBDC to determine needs for microenterprises and how to create jobs for low and moderate income residents. CDBG funds support the LBCC microenterprise and small business development programs that will increase economic opportunities for Albany's low-income residents and for Albany's Hispanic/Latino residents.
Linn Benton Housing Authority (LBHA)	Public Housing Authority	Housing – All, Public Housing – All	LBHA provided data regarding Section 8 housing choice voucher use in Albany for the Con Plan. LBHA was consulted for housing needs of persons with mental illness and affordable housing needs in general. Coordination and consultation will continue as the Consolidated Plan is implemented.
Linn County Health Services	Services-Persons with Disabilities Services-Persons with HIV/AIDS Other government-County	Lead-Based Paint Strategy Homelessness Strategy Non-Homeless Special Needs	Various representatives of Linn County were consulted for input into the healthcare and services needs of many of the populations described in the Consolidated Plan. The county is involved in the Linn County Ten Year Homelessness Plan and in providing health and mental health care for individuals and families. City and county consultation and collaboration will continue to occur on various fronts on an ongoing basis.

Agency/Group /Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted, and what are the anticipated outcomes of the consultation or areas for improved coordination?
OSU Extension, Familia Activas	Other – Hispanic/Latino Community	Housing Needs, Non-Housing Community Development Needs	Staff consulted with the Hispanic/Latino community and others working with this community to assess housing and community development needs. The City continues to build relationships within the Hispanic/Latino community.
City of Albany	Local Government	All	Various City departments were consulted to assess community and economic development needs, proposed infrastructure improvements, and code compliance issues. This consultation and coordination will be ongoing.
City of Corvallis	Local Government	Process, Consultation	The City consulted with Corvallis staff about fair housing issues and coordinated fair housing education for the public.
U. S. Department of Housing and Urban Development	Housing Other Government-Federal	Housing Need Assessment Market Analysis	Much of the data presented throughout this Consolidated Plan was provided to the City through HUD training and publications. HUD also provided American Community Survey (ACS) data. Consultation with HUD regarding eligible activities, plans, and monitoring will be ongoing.

Identify any Agency Types not consulted and provide rationale for not consulting

None identified.

AP-12 Citizen Participation

Summarize citizen participation process and how it impacted goal-setting.

Goals in the draft 2015-2016 Action Plan were greatly informed through resident input and input from local service providers.

The City hosted three neighborhood meetings in the Sunrise Park neighborhood (located in one of Albany's low-income census tracts) to get feedback on CDBG program activities and funding priorities. The first meeting in August, 2014, gave residents an opportunity to provide input on a draft proposal for improvements to Sunrise Park, which was allocated funding in the 2013 and 2014 CDBG program years. Residents raised numerous additional issues in the neighborhood that could be supported with CDBG funding.

After the first Sunrise neighborhood meeting, the Community Development Commission elected to further evaluate needs in the neighborhood. The City held two additional meetings in the Sunrise neighborhood on December 9, 2014, and March 10, 2015, to get input on specific activity needs. Residents indicated that a top priority is completing Sunrise Park improvements to include better lighting and amenities. Residents prioritized sidewalk and intersection improvements in the area.

The City held two pre-application open houses and solicited applications from public service agencies. The Community Development Commission evaluated applications and made tentative recommendations for the FY 2015-2016 Action Plan.

Public input and consultation for the 2015-2016 Annual Action Plan consisted of the following:

- August 11, 2014 – Sunrise Park neighborhood meeting
- November 12, 2014 – CAPER public hearing
- December 8, 2014 – meeting to discuss homeless needs and homeless prevention with representatives from the Community Development Commission, Rural Oregon Continuum of Care, Community Services Consortium, and the school district McKinney Vento Homeless liaison
- December 9, 2014 – Sunrise neighborhood input meeting
- December 3 and 12, 2014 – required pre-application meetings for Public Services grants
- January 26, 2015 and February 2, 2015 – Community Development Commission meeting to review public services applications and hear presentations from agencies
- February 19, 2015 – meeting with the Linn Benton Housing Authority and Linn County Health Services to discuss housing needs for persons with mental disabilities
- February 13, 2015 – meeting with Community Services Consortium (local action agency) to discuss housing rehabilitation, weatherization and other housing related needs and existing resources to address needs
- March 10, 2015 – Sunrise neighborhood input meeting
- April 20, 2015 - Community Development Commission public meeting on the draft 2015-2016 Action Plan
- April 22, 2015 - City Council public hearing on the draft 2015-2016 Action Plan

A public notice of opportunities to review and provide comment on the draft 2015-2016 Action Plan was published in the Albany Democrat Herald, the local newspaper of general circulation, on March 30, 2015, more than 30 days prior to the Plan submittal to HUD by May 15, 2015.

The CDC public meeting to hear comments on the draft 2015-2016 Action was held April 20, 2015. No public comments were received. The City Council hearing on the Plan was April 22, 2015. A representative from a

public service agency (Andrea Myhre of Jackson Street Youth Shelter) spoke in support of the Albany CDBG programs.

The notice of public hearing, the comment period, and draft 2015-2016 Action Plan were posted on the website on March 30, 2015 and made available at City Hall and Albany’s two public libraries. Notice was emailed to the City’s interested parties list that includes local service agencies and organizations.

AP-15 Expected Resources

Introduction

As an entitlement jurisdiction, the City of Albany receives an annual Community Development Block Grant (CDBG) fund from HUD. The City’s 2015 annual grant is \$378,904. The City anticipates approximately \$230,000 of prior year resources from 2013 and 2014 will be unspent on June 30, 2015. The City expects that all of the prior year activities will be completed and resources spent by December 31, 2015.

Anticipated Federal Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of Con Plan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-Federal	<ul style="list-style-type: none"> • Admin and Planning • Economic Development • Housing • Public Improvements • Public Services 	\$378,904	\$0	\$230,000	\$608,904	\$740,000	CDBG will leverage private funds, grants, and other public funds

Table 56 - Expected Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

Anticipated matching resources for programs proposed in the 2015-2016 Action Plan are identified below.

- Public Services Activities – all subrecipients receiving grants in 2015-2016 will provide a match of at least 100%. Sources primarily include private donations and other federally funded programs.
- Housing Rehabilitation Program – the program leverages federal weatherization grant funds, de-federalized housing rehabilitation funding, and YouthBuild labor when feasible. In addition, property owners and contractors may provide additional resources, such as donated materials or labor.
- Sunrise Park Public Improvements – will leverage local City parks and recreation funding of \$25,000.
- Microenterprise Assistance – will leverage state community college funding and federal small business development funding as well as private investments from microenterprises.
- Small Business Grants – will leverage private investments from businesses.

AP-20, 2015-2016 Annual Goals and Projects

This table summarizes the City's 2015-2016 Action Plan projects that will implement the Consolidated Plan goals.

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Improve affordable housing	2013	2017	Affordable Housing	Census Tracts 204 and 208	Rehabilitate aging affordable housing units	\$61,300	Low-income Housing units Rehabilitated: 3
	2015	2016	Code Compliance	Census Tract 208	Remove blighting conditions	\$6,000	2 households assisted
Remove barriers to accessibility	2013	2017	Non-Housing Community Development	Census Tract 208	Safe pedestrian and accessible routes - Install sidewalks and curb ramps	\$55,000	300 people benefitted
Remove blighting influences in LMI areas	2013	2017	Non-Housing Community Development	Census Tract 208	Improve Sunrise Park, pedestrian safety, and safe routes to schools	\$80,000	100 people benefitted
Increase economic opportunities	2013	2017	Non-Housing Community Development	Citywide	Microenterprise development; LMI job creation	\$20,000	10 businesses assisted
	2013	2017	Non-Housing Community Development	Citywide	Business assistance; LMI job creation	\$24,000	3 businesses assisted; 3 LMI jobs created
Prevent and reduce homelessness 2013-2017	2015	2016	Public Services: housing costs assistance	Citywide	Homeless Prevention (CSC)	\$12,900	LMI households assisted: 5
	2015	2016	Public Services: shelter and case management	Census Tract 204	Homeless Needs - emergency shelter for women with children (FISH)	\$8,000	20 people assisted
	2015	2016	Public Services: shelter and case management	Census Tract 204	Homeless Needs - youth shelter (Jackson Street YS-Albany House)	\$14,900	20 people assisted
Public services 2013-2017	2015	2016	Special Needs Non-Housing Community Development	Citywide	Public Services – help unrepresented children (CASA)	\$9,000	15 people assisted (15 new cases)
	2015	2016	Special Needs Non-Housing Community Development	Citywide	Public Services – infant abuse prevention (Family Tree)	\$12,000	5 families (12 people) assisted
Further fair housing	2013	2017	Fair Housing	Citywide	Increase awareness of fair housing laws and resources	\$1,000	20 people assisted

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The City of Albany estimates that CDBG funds will help at least 3 low-income homeowners rehabilitate and/or weatherize their homes through no-interest loans and essential repair grants. All of the beneficiary households have incomes that are at or below 80% of the area median income, with most anticipated to have incomes at or below 60% of the area median income. The City also anticipates addressing code compliance issues at 2 or more rental households. Lastly, the City hopes to help at least 4 families stay in their homes through an emergency housing assistance program.

The City does not receive HOME funds.

AP-35 Projects – 91.220(d)

Introduction

This section lists and describes the projects that will be carried out under the City of Albany Community Development Block Grant program during FY 2015-2016. The projects reflect priorities that have been identified within the 2013-2017 Consolidated Plan.

Projects proposed in the third year of the Consolidated Plan provide housing rehabilitation, accessibility improvements, public improvements to remove blighted conditions, economic opportunities, and public services. Projects are intended to reduce homelessness and further fair housing. Details are provided in AP-38 Project Summary.

#	Project Name
1	Housing Rehabilitation
2	Code Compliance
3	Improve Accessibility – Sidewalks and Curb Ramps
4	Sunrise Area Livability Improvements
5	Economic Opportunities - Microenterprise Development
6	Economic Opportunities - Job Creation/Business Assistance
7	Public Services - Emergency Housing Assistance
8	Public Services - Fish Guest House Services
9	Public Services - Youth Shelter Services , Jackson Street Albany House
10	Public Services - CASA Volunteer Training
11	Public Services Infant Abuse Prevention
12	Fair Housing Education and Outreach

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Community Development Commission (CDC) evaluated community needs and elected to focus funding in the following program areas:

- Improve livability and housing conditions in low-income neighborhoods
- Provide safe and accessible routes to schools and amenities in the Sunrise neighborhood
- Prevent homelessness
- Expand economic opportunities

The CDC evaluated performance of existing programs, assessed community needs through public meetings, and reviewed applications for public services.

Several programs are continuing: housing rehabilitation, microenterprise development, small business assistance, and public improvements to Sunrise Park. New projects were selected based on the needs addressed in the Consolidated Plan and program performance measures. Projects recommended for public services funding this year all address the goal to reduce and prevent homelessness.

Lack of funding is the primary obstacle to addressing underserved needs.

AP-38 Project Summary

The projects and activities that have been recommended for funding in the 2015-2016 Action Plan are described below.

Consolidated Plan Goal	Project Name	Geographic Area	Needs Addressed	Funding
Improve the quality of affordable housing	1. Housing Rehabilitation Programs	Census Tracts 204 and 208	Improve affordable housing conditions	\$61,300
	2. Code Compliance			\$6,000

Project 1: Housing Rehabilitation

A Consolidated Plan priority is to assist Albany's low-income households that are experiencing housing cost burden (those paying 30 percent or more of their incomes on housing costs). Albany has more than 4,500 households experiencing housing cost burden; one-fourth are owner-occupied households and the rest are renter-occupied households (2005-2009 American Community Survey Census Data). In addition, Albany has large concentrations of housing units constructed before 1980 that would benefit from rehabilitation and energy efficiency improvements.

No-interest deferred loans will be provided to both low-income home owners and property owners of low-income housing. The City will contract with Community Services Consortium (CSC) to process applications and manage the housing rehabilitation projects. CSC augments the CDBG loans with free federal weatherization grants to improve energy efficiency and reduce monthly heating and cooling costs when feasible.

Outcomes: Rehabilitate or weatherize 3 housing units occupied by low-income households

Project 2: Code Compliance

The City of Albany will increase efforts to remove blighting influences and improve unsafe living conditions in Albany's low-income Census Tracts 204 and 208. Efforts will primarily be focused in the Sunrise neighborhood where complaints regarding housing conditions have been received.

Outcomes: 2 housing units improved based on code compliance efforts

Consolidated Plan Goal	Project Name	Geographic Area	Needs Addressed	Funding
Remove barriers to accessibility	3. Sidewalk and Curb Ramp Installation	Census Tract 208	Remove barriers to accessible routes to schools and services	\$55,000

Project 3: Sidewalk and Curb Ramp Installation

Residents in Census Tract 208 identified several barriers to accessibility and unsafe pedestrian conditions. Sidewalks are missing along several pedestrian and cycling routes to neighborhood schools and parks. Several busy intersections are not well-identified to warn motorists of pedestrians crossing. CDBG funding will install roughly 1,500 lineal feet of sidewalks with curb ramps or curb extensions along major school routes where sidewalk currently does not exist in Census Tract 208.

Outcomes: 300 LMI residents served

Consolidated Plan Goal	Project Name	Geographic Area	Needs Addressed	Funding
Remove blighting influences in low and moderate income (LMI) areas	4. Public Facility and Infrastructure Improvements: Sunrise Area Public Improvements	Census Tract 208	Improve Sunrise Park, pedestrian safety, and safe routes to schools	\$80,000

Project 4: Sunrise Area Public Improvements

The City will allocate \$80,000 for public improvements in Census tract 208 to improve the safety and livability around Sunrise School and Sunrise Park. CDBG funds will pay to install curb extensions, high visibility crosswalks, and pedestrian warning signals at two busy intersections. Funding will also provide park and path lighting within Sunrise Park and routes leading to the park.

Outcomes: 100 unduplicated residents served

Consolidated Plan Goal	Project Name	Geographic Area	Needs Addressed	Funding
Increase economic opportunities	5. Economic Development: Microenterprise Services	Citywide	Microenterprise development; LMI job creation	\$20,000
	6. Economic Development: Economic Opportunity Grants	Citywide	Business assistance and LMI job creation	\$24,000

Project 5: Microenterprise Development, Linn Benton Community College

The Linn Benton Community College (LBCC) Small Business Development Center (SBDC) provides micro-enterprise training and technical assistance to Albany entrepreneurs. SBDC will help Albany residents launch new businesses and sustain and grow existing businesses through a series of courses and one-on-one advising. The program is open to anyone interested in starting a business and any existing business owner that would assistance with skill development or business plans to maintain and expand their business. The program provides scholarships for low and very-low income persons, displaced workers, and returning veterans. Free, one-on-one advising in English and Spanish is provided.

Outcomes: 10 businesses assisted

Project 6: Economic Opportunity Grants

Linn County’s unemployment rate remains one of the highest in Oregon. Many residents are underemployed or are in low-paying jobs. The City small grant program will allocate \$24,000 in CDBG funds to assist micro-enterprises and small businesses with start-up costs and costs associated with expansion.

Outcomes: 3 businesses assisted; 3 LMI jobs created/retained

Consolidated Plan Goal	Project Name	Geographic Area	Needs Addressed	Funding
Reduce the number of homeless residents; Support the goals of the Ten Year Homeless Plan	7. Public Services: CSC Emergency Housing Assistance	Citywide	Emergency Housing Assistance	\$12,900
	8. Public Services: FISH Guest House		Shelter and case management for homeless women with children	\$8,000
	9. Public Services: Youth Shelter Services		Shelter and case management for homeless youth	\$14,900

Project 7: Emergency Housing Assistance, Community Services Consortium

One of the most effective ways to reduce homelessness is to prevent it from happening. Community Services Consortium's internal data show a consistent and ongoing need for short-term housing assistance for households with incomes greater than 50 percent of the area median income. This income bracket is not eligible for assistance already available through the Emergency Housing Assistance fund. This project will provide short-term housing assistance (up to three months or \$2,000) for households earning 50-80% of the area median income in order to prevent homelessness. Funds will be prioritized to residents with special needs first.

Outcomes: 5 households served

Project 8: Youth Shelter Services, Jackson Street Youth Shelter

This public services activity will provide staffing and case management to Albany's runaway, homeless, and at-risk youth at the new Albany youth shelter. In the shelter system there are two program tracks youth can enter depending on their needs, strengths, and situations. Emergency shelter stays range from a few hours up to 15 days, or, the Albany Overnight Shelter provides a "Transitional Living" program for youth ages 15-up to 18 who do not have a suitable home to go back to. The Transitional Living program will encourage self-sufficiency through the *Positive Youth Development* approach, giving young people opportunities to exercise leadership, build skills, and get involved in their communities.

Outcomes: 20 youth residents assisted

Project 9: FISH Guest House for Women with Children:

The Fish of Albany Guest House (GH) provides shelter and support services for pregnant and parenting teen girls and women with young children. The GH addresses the Consolidated Plan goal to reduce homelessness by providing needed services to help homeless families transition into permanent housing. Actions include 1) providing a safe and secure group shelter with case-management services, 2) providing a self-reliance development program that offers skills training and resources to help residents gain independence and self-sufficiency, 3) offering employment-preparedness training, and 4) advancing landlord/tenant relations understanding.

Outcomes: 20 LMI residents assisted

Consolidated Plan Goal	Project Name	Geographic Area	Needs Addressed	Funding
Provide services to special needs and low-income residents	10. Public Services: CASA Volunteer Training Program	Citywide	Reduce time in foster care, improve child performance	\$9,000
	11. Public Services: Infant Abuse Prevention Program	Citywide	Prevent abuse and foster care placements	\$12,000

The following projects will help Albany's low-income children live and grow in safe housing. (Note: 2015-2016 Public Services grants are going to Albany's homeless prevention programs.)

Project 10: CASA Volunteer Training Program

CASA (Court Appointed Special Advocates) of Linn County will use a CDBG Public Services grant to expand support of volunteers serving children aged 0-17 years who were residents of the City of Albany when they were removed from their homes due to abuse or neglect and are under the protection of the Juvenile Court in Linn County. CASA's purpose is to secure a safe and permanent home for every child in the dependency system as quickly as possible. In 2014, 101 CASA Volunteers served 228 children in Linn County; 73 of those

were placed in safe, permanent homes and their cases were closed. There were 57 Albany cases on the waiting list as of January 2015.

Outcomes: 15 children served (15 new cases)

Project 11: Infant Abuse Prevention, Family Tree Relief Nursery

Family Tree Relief Nursery (FTRN) will use a CDBG Public Services grant to prevent child abuse through the Therapeutic Childhood Program’s home-based services provided to high-risk families with children under the age of two. A trained interventionist educates parents impacted by domestic violence and substance abuse in how to make safe choices to build healthy families and prevent foster care placements. The program also prepares children for kindergarten by developing their physical, social, and emotional skills. There was a waiting list of 20 children under 2 years old as of January 2015. 2013-2014 CDBG funding has helped FTRN work with 10 families (35 residents).

Outcomes: 5 families (12 residents) served

Consolidated Plan Goal	Project Name	Geographic Area	Needs Addressed	Funding
Affirmatively further fair housing	12. Fair Housing Education and Outreach	Citywide	Increase awareness of fair housing laws and resources	\$1,000

Project 12: Fair Housing Education and Outreach

The City will work with the Fair Housing Council of Oregon (FHCO) to provide fair housing training for Albany property owners, landlords, developers, city staff, and others in the housing industry. The FHCO will also provide counseling through their hotline. City staff will attend training to understand fair housing laws related to new development and will monitor ads for discrimination. The City will increase community awareness of fair housing laws by increasing distribution of fair housing information in English and in Spanish. Brochures are located in City Hall, at the public libraries, on the City’s website, and at the Welcome Center. Staff will also review housing advertisements for potential fair housing violations and mail fair housing brochures to landlords.

Outcomes: 10 residents or landlords assisted or trained

Geographic Distribution

Table 60 below estimates the percentage of 2015-2016 program year funds that will be directed to projects and programs within the two target areas, Census Tracts 204 and 208.

Target Area	Percentage of Funds
204 & 208	59%

Table 60 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

In the 2015-2016 Action Plan, the City will primarily focus housing rehabilitation, code compliance, accessibility, and community development/public infrastructure projects in Census Tract 208. Census Tract 208 has two block groups with a low-moderate percentage over 70%, and two more block groups with low-moderate percentages averaging 51%. Census Tract 208 also has a high concentration of minority populations.

The City estimates 59% of its CDBG funds will be spent in Census Tracts 204 and 208, including the programs described above for Census Tract 208 and funding to the FISH Guest House and Jackson Street Youth Shelter located in Census Tract 204.

Affordable Housing

AP-55 Affordable Housing

Introduction

The City of Albany's Community Development Block Grant programs will increase affordable housing opportunities for Albany's residents over the life of the Consolidated Plan with several different activities.

The City estimates the following goals for affordable housing assistance provided in FY 2015-2016 (Tables 61 and 62).

One Year Goals for the Number of Households to be Supported	
Homeless	5
Non-Homeless	10
Special-Needs	0
Total	15

Table 61 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	5
The Production of New Units	0
Rehab of Existing Units	3
Acquisition of Existing Units	0
Total	8

Table 62 - One Year Goals for Affordable Housing by Support Type

Discussion

Fish of Albany, Inc., will receive a Public Services grant to provide emergency shelter to at least five homeless households consisting of women with children FY 15-16.

A FY 2015-2016 CDBG Public Services grant will provide emergency housing assistance for up to three months to prevent homelessness. This program will prevent 5 low-income households from becoming homeless.

The City will provide FY 15-16 funding to improve Albany's existing affordable housing stock through the housing rehabilitation loan programs for at least 3 households. In 2015-2016, CDBG funds will provide funding to staff code compliance to improve living conditions of 2 housing units occupied by low-income residents.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The Albany region has a network of homeless assistance providers including emergency shelters, support for victims of domestic violence, child abuse prevention, medical and dental support, soup kitchens, and food and clothing pantries for the homeless. Providers and advocates work together to refer the homeless to services that can help them find safe housing. Despite successful efforts by local providers and Emergency Homeless Assistance and Emergency Solutions Grants to reduce homelessness, there is ongoing need to assist persons who are homeless, or at risk of becoming homeless, with affordable housing.

The 2014 Point in Time (PIT) homeless one-night count identified 88 unsheltered homeless individuals and 168 sheltered individuals in Linn County. Of these, 23 residents were unsheltered family members and 33 were sheltered families. Early figures from the 2015 PIT count show an increase in the number of homeless families – both sheltered and unsheltered. The McKinney-Vento Homeless Count for the 2013-2014 school year, provided by the Albany School District, found there were 324 children in grades K through 12 that were considered homeless (including families staying with friends or relatives). Of these, 86 were unaccompanied youth.

Describe the jurisdiction's one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.

The City of Albany and a few Community Development Commissioners participate in the Homeless Enrichment and Rehabilitation Team (HEART). HEART members work together to coordinate efforts to address needs identified in the *Linn County Ten Year Plan to Address Issues Around Homelessness*. The HEART team has prepared bags stocked with basic necessities and a resource list for where to go locally to get services and shelter. These bags are distributed by police officers when on parole and to people when they leave jail. They are also distributed at resource fairs and by local agencies.

Two homeless shelters for adults provide shelter, clothes, and food. They also work with people coming out of jail and help them obtain any necessary support services.

The Community Services Consortium, as the area community action agency, administers state Emergency Housing and federal Emergency Solutions grants to house homeless individuals and to provide housing assistance to prevent homelessness.

Describe the jurisdiction's one-year goals and actions for helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

The City of Albany's 2015-2016 Action Plan goals to help homeless persons make the transition to permanent housing and to preventing future homelessness include the following projects/services):

- Homeless and Unaccompanied Youth – Jackson Street Youth Shelter is opening a youth shelter in Albany that will provide emergency and transitional housing for Albany's unaccompanied youth. They will receive a Public Services grant to provide case management and life skills training to youth at the new Albany House shelter and transitional housing facility. Youth who do not have a place to return to can enroll in the Transitional Living Program. The program promotes self-sufficiency using the Positive Youth Development approach.
- Homeless Women with Children – The Fish Guest House will use a Public Services grant to provide shelter, case management and life skills services to homeless and pregnant women with children until they are able to find adequate and affordable housing.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City of Albany's 2015-2016 Action Plan goals to help low-income residents from becoming homeless include the following programs:

- Emergency Housing Assistance – The Community Services Consortium (CSC) will use a Public Services grant to provide up to three months of emergency housing assistance to families earning between 50-80% of the area median income, to fulfill a gap in existing services. Funds will be prioritized to residents with special needs.
- Volunteer Training – CASA of Linn County will use a Public Services grant to train and support volunteers in order to increase their case load to help children on the waiting list who are victims under the protection of the Linn County juvenile court get into permanent housing and out of foster care.
- Infant Abuse Prevention – Family Tree Relief Nursery (FTRN) will use a Public Services grant to provide a home-based intervention service for high risk-families struggling with domestic violence and substance abuse. The FTRN works with parents and children to strengthen and keep families together and to prevent abuse and foster care placements.

- Albany has ten Oxford Houses that provide housing for more than 130 people recovering from drug and alcohol addiction. Many of these individuals have also been incarcerated and have difficulty finding and staying in permanent housing on their own once released from jail.
- The CSC provides utility assistance, rental assistance, financial fitness classes, and help for homeowners through several programs. They administer federal emergency housing grants to provide emergency housing assistance and rapid re-housing assistance to area homeless and at-risk residents.
- FISH of Albany manages the “toto” fund that helps people return home to their local support systems if they have become homeless in Albany.
- The ABC House provides counseling to parents and family members to reduce the incidences of child abuse and consequent homelessness for children and families.
- Willamette Neighborhood Housing Services provides foreclosure prevention counseling for homeowners.
- A GED program for residents in recovery from substance abuse or with mental or other disabilities is helping at-risk residents increase skills and prepare for the work force or additional education.

AP-75 Barriers to Affordable Housing (CFR 91.220(j))

Introduction

The largest barrier to affordable housing in Albany is lack of available units to households or individuals earning less than 50% of the area median family income. Despite the many affordable dwelling units in Albany, thousands of households are experiencing high housing cost burden.

Actions planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment.

When developing the *Analysis of Impediments to Fair Housing and Fair Housing Plan (AI)*, the City conducted a thorough review of its land use policies. The AI found that the Albany Comprehensive Plan includes several policies that promote the development and maintenance of affordable housing in the City. Policies also promote housing variety, mixed use housing, and infill development. Despite numerous policies and zoning standards to allow new affordable housing to be constructed, the analysis concluded there are additional affordable housing policies that could be considered to increase the affordable housing supply and housing choices.

In 2014, the City reduced its off-street parking requirements for multi-family housing and adopted incentives to reduce the amount of parking required in new developments. These efforts should help reduce the cost of constructing affordable housing.

In the 2015-2016 program year, the City will undertake the following actions to identify and ameliorate negative effects of potential barriers to affordable housing:

- Concentrate CDBG and other public funds and programs in Albany's low-income census tracts to encourage reinvestment and stability of these neighborhoods and housing stock.
- Evaluate the Comprehensive Plan policies related to affordable and fair housing.

AP-85 Other Actions– 91.220(k)

Actions planned to address obstacles to meeting underserved needs:

Lack of funding is the primary obstacle to meeting underserved needs. The City is allocating the maximum amount it can (15% of the annual CDBG entitlement allocation) to Public Services.

The City will continue to work with area agencies and other public and governmental entities to identify ways to collaborate resources and programming to do more in the community to address underserved needs.

Actions planned to foster and maintain affordable housing:

The City will continue the Housing Rehabilitation Loan program that provides deferred loans to owners of low-income housing units to rehabilitate their homes. These deferred loans are helping to both improve and maintain Albany's existing affordable housing supply. The Essential Repairs Grant program will allocate small grants in conjunction with free weatherization assistance from the Community Services Consortium to reduce operating and rehabilitation costs for households earning less than 60% of the state median income.

The City will increase code compliance efforts to improve living conditions in affordable rental housing.

Actions planned to reduce lead-based paint hazards:

The City currently distributes lead-hazard information pamphlets to any resident seeking information regarding housing repairs in historic districts. The City also offers links on its historic resource website to this information.

The CSC, who administers Albany's housing rehabilitation programs, will distribute lead-hazard information to each recipient of a housing rehabilitation loan or grant. The pamphlets are available on the City's website and at City Hall. The City also requires that all contractors working on CDBG-funded housing projects or facilities that may have children in them to comply with the EPA Renovator, Repair, and Painting (RRP) law. The RRP law requires that anyone doing this work be RRP-certified and perform additional recordkeeping and site cleanup.

Actions planned to reduce the number of poverty-level families:

The Infant Abuse Prevention program provided by Family Tree Relief Nursery described above will help parents of families in poverty gain skills to make safe choices for their family, and help them recover from domestic and substance abuse situations.

The City will continue to expand economic opportunities for Albany residents in FY 2015-2016 with two programs:

- Microenterprise Development – CDBG funds will support the Linn Benton Community College Small Business Development Center's Microbusiness programs. This program will provide free and reduced-cost courses and one-on-one advising to approximately 10 low-income Albany entrepreneurs.
- The City Economic Opportunity grants will help businesses create or retain jobs made available to LMI residents.

Actions planned to develop institutional structure:

Albany is fortunate to have agencies with well-established service delivery structures within the City.

The City will work to develop program policies, contract templates, report templates, and monitoring guidelines.

The City will work with subrecipients to assess their needs in order to ensure successful implementation of the CDBG programs and desired outcomes.

Actions planned to enhance coordination between public and private housing and social service agencies:

Thanks to efforts by many agencies, there is a good communication and delivery structure in Albany for addressing homeless needs, including housing and social service agencies. There is coordination among Albany's social service agencies and governmental agencies, such as between the Department of Human Services and the Family Tree Relief Nursery child abuse prevention program. There is also coordination with affordable housing providers to connect clients and residents to services and/or housing. The Homeless Enrichment and Rehabilitation Team (HEART) board meets monthly, representing a large coordination effort between service agencies, the public, and local government.

One of the City's goals in FY 2015-2016 is to continue to coordinate and facilitate efforts to build partnerships among affordable housing and service providers. This coordination would help to ensure that the resources of agencies serving low-income community members are applied efficiently and that residents/clients are supported throughout the housing continuum.

AP-90 Program Specific Requirements

**Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(I)(1)**

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table on page 16. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed.	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. N/A	\$0
3. The amount of surplus funds from urban renewal settlements. N/A	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities. N/A	\$0
Total Program Income	\$0

Other CDBG Requirements

1. The amount of urgent need activities	\$0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit – A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this annual Action Plan.	90.0% 2013-2017

Discussion:

Albany is entering its third year as an Entitlement grantee and has not generated any program income to date.

**City of Albany Fiscal Year 2015-2016
Federal Certifications Required for the
2013-2017 Consolidated Plan and 2015-2016 Action Plan**

In accordance with applicable federal statutes and regulations governing this Consolidated Plan, the City of Albany makes the certifications stated below.

General Certifications:

Affirmatively Furthering Fair Housing. The City will affirmatively further fair housing by taking appropriate actions to overcome the effects of any impediments identified by the public and through the Analysis of Impediments to Fair Housing and Plan; and maintaining records reflecting the actions in this regard.

Anti-displacement and Relocation Plan. The City certifies that it will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and that it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG programs.

Drug-free Workplace. The City certifies that it will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing possession, or use of a controlled substance is prohibited in the City's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about
 - (a) The dangers of drug abuse in the workplace;
 - (b) The City's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1 above;
4. Notifying the employee in the statement required by paragraph 1 above that, as a condition of employment under the grant, the employee will:
 - (a) Abide by the terms of the statement; and
 - (b) Notify the City in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency (HUD) in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. The City, in the event that it is the employer of convicted employees, will provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency (HUD) has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6 above.

Anti-Lobbying. The City certifies, to the best of its knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the City, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the City shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The City shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-recipients, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Excessive Force in Non-Violent Civil Rights Demonstrations. The City certifies that it has adopted and is enforcing a Civil Disturbance Policy that applies to the use of excessive force against any individuals engaged in nonviolent civil rights demonstrations. As stipulated therein, it is the policy of the Albany Police Department that:

1. Law enforcement personnel shall not use excess force against any individuals engaged in nonviolent civil rights demonstrations; and
2. Applicable state and local laws that prohibit physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within Albany shall be enforced.

Signature of Authorized Official: _____ Date: _____

Name and Title: Sharon Konopa, Mayor, City of Albany

**City of Albany Fiscal Year 2015-2016
Community Development Block Grant Program Certifications
Required for the 2013-2017 Consolidated Plan and 2015-2016 Action Plan**

Authority of Jurisdiction. The City certifies that the Consolidated Plan is authorized under State and local law (as applicable), and that it possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Citizen Participation. The City certifies that it is in full compliance with and is following a citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan. The City certifies that its Consolidated Plan (consolidated housing and community development plan) identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing and expand economic opportunities primarily for persons of low and moderate income. (See 24 CFR 570.2 and 24 CFR part 570.)

Following a Plan. The City certifies that it will follow its HUD-approved Fiscal Years 2013 through 2017 Consolidated Plan in planning for and carrying out the activities identified in its Action Plan.

Consistency with Plan. The City certifies that the housing activities to be undertaken with CDBG funds will be consistent with the Strategic Plan section of the Consolidated Plan.

Use of Funds. The City certifies that it has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, the City certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention of slums or blight. The Action Plan may also include activities which the City certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available.
2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2011 through 2013 shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. The City will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The City will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate income (not low income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the City certifies that it lacks CDBG funds to cover the assessment.

Anti-discrimination Compliance. The City certifies that CDBG-funded activities will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

Lead-based Paint Procedures Compliance. The City certifies that its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R.

Housing and Urban Development Act of 1968, Section 3. The City certifies that it will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR part 135 ensure that HUD financial assistance is directed to assisting low- and very-low income persons as much as possible.

Compliance with Laws. The City certifies that it will comply with all applicable laws.

Signature of Authorized Official: _____ Date: _____

Name and Title: Sharon Konopa, Mayor, City of Albany



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: John R. Bradner, Fire Chief
Jeff Blaine, P.E., Interim Public Works Engineering & Community Development Director *JB*

DATE: May 4, 2015, for the May 13, 2015, City Council Meeting

SUBJECT: Water Rates – Private Fire Protection Service Charges

RELATES TO STRATEGIC PLAN THEME:

- A Safe City
- An Effective Government

Action Requested:

Staff recommends the City Council convert the existing Private Fire Protection Service Charge collected by the water utility to a Fire Department fee designed to recover the costs associated with inspection, testing, and maintenance compliance verification of private fire protection systems, and allow the Fire Department to fill an authorized/unfunded administrative support position to perform the associated work.

Discussion:

At the April 6, 2015, Council Work Session, Public Works staff presented the history of the Private Fire Protection Service Charge and the results of a recent audit. Attachment 1 provides a copy of the April 6th memo for reference. Based on the audit results and changes within the water system since Albany bought it from Pacific Power and Light (PP&L) in 1984, staff recommended either eliminating the charge or repurposing it to cover the costs of a related high-priority Fire Department program with inadequate funding. Based on the audit results, Public Works staff recommended:

- Repurposing the Private Fire Protection Service Charge following the June billing cycle;
- Not back-billing customers that were either under charged or not being billed;
- Issue refunds to those customers being over charged; and
- Report back to Council on properties identified as having inadequate backflow and/or metering.

On April 6th the Fire Department also reported to Council in regards to responsibilities for inspecting, testing, and maintenance compliance verification for private fire protection systems. Attachment 2 provides a copy of the memo for reference. It was reported that reductions in the Deputy Fire Marshal-Compliance positions and growth in our community have resulted in an increased duration between Fire Code compliance inspections. These inspections are important as they help ensure that private fire suppression systems are operable when the Fire Department responds to an emergency. New revenues resulting from repurposing the Private Fire Protection Service Charge would allow for filling an authorized/unfunded administrative support position to facilitate inspection/maintenance enforcement, ensure that adequate and equitable fees are charged, and maintain complete records. In this way, protected structures, their occupants, and first responders should be better protected during an emergency.

Attachment 3 provides an updated water rate resolution for Council's consideration. The resolution is intended to clarify the use of Private Fire Protection Service Charges. No changes are needed within the water rate tables themselves to facilitate the change. If Council adopts the resolution, Fire Department and Public Works staff will work together to notify impacted customers of the change.

Albany City Council

Page 2

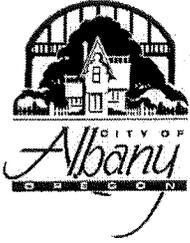
April 27, 2015, for the May 13, 2015, Council Work Session

Budget Impact:

The proposed action would result in an annual reduction in water rate revenue of \$54,000 (assuming all accounts are billed based on the audit results) and an increase in fee revenue to the Fire Department of \$54,000 to support a Fire Department support position.

JJB:JRB:kw

c: Mike Trabue, Fire Marshal
Mark Yeager, P.E., Utility Services Manager
Patty McInnes, PW Customer Service Supervisor
Chris Bailey, Interim Public Works Operations Director
Karen Kelley, Water Superintendent



TO: Albany City Council

VIA: Wes Hare, City Manager
Mark W. Shepard, P.E. Assistant City Manager/Public Works and Community Development Director *MWS*

FROM: Jeff Blaine, P.E., Assistant Public Works Director/City Engineer *JB*

DATE: March 31, 2015, for the April 6, 2015, Council Work Session

SUBJECT: Water Rates – Private Fire Protection Service Charges

RELATES TO STRATEGIC PLAN THEME:

- A Safe City
- An Effective Government

Action Requested:

Staff recommends the City Council eliminate the current Private Fire Protection Service Charges and consider converting it to a fee designed to recover the Fire Department's costs for managing private fire protection systems.

Discussion:

Background

Prior to 1984 Albany's water system was owned and operated by Pacific Power and Light (PP&L). Under PP&L's ownership, fire service was viewed as an additional service provided to the City and specific individual properties. The City of Albany paid PP&L (from the General Fund) annually on a per hydrant basis for fire protection. In addition, individual properties that had fire lines extending from the mains to serve private fire protection systems were charged an additional fee. The fees charged to individual properties were called Private Fire Protection Charges and were essentially a "ready to serve" fee for providing additional, site specific, private fire protection.

The City of Albany purchased the water system from PP&L in 1984. Following this purchase, the costs associated with installing and serving public fire hydrants were assumed by the City water utility since providing public fire protection for customers is a critical, standard, service of the utility. However, the Private Fire Protection Charges remained and are still collected by the water utility today. The Water Task Force that reviewed the water needs and water rate structure in the early 2000's recognized a need to reevaluate the Private Fire Protection Charges, but ultimately determined to not pursue reevaluation at that time.

During water rate discussions in late 2013, staff identified several billing issues surrounding the Private Fire Protection Charges and asked Council for direction. Council directed staff to continue charging the Private Fire Protection Charges as called for in the adopted rate resolution and bring back further information when staff could complete a full inventory of private fire protection services. Staff has completed an inventory of known private fire protection connections to the public system and audited existing accounts in the City's utility billing system.

Private Fire Protection Audit

Through a coordinated effort between multiple divisions of the Public Works Department and the Fire Department, staff has identified 136 private fire protection connections in Albany's water system. Of these, only 70 are currently being billed. Of those that are being billed, 11 appear to be billed incorrectly (7 are being billed too much, 4 aren't being billed enough). There are a number of circumstances that have led to these inconsistencies. These include: incomplete data provided by PP&L when the City took over the system, lack of internal procedures for tracking new connections when the City first took over the water system, and the City suspended billing new

private fire connections when problems with fire line billings were first identified and the future of these charges was in question.

In addition to the billing issues, staff has identified that several private fire connections do not meet current state backflow prevention requirements. These include seven (7) connections with inadequate backflow protection and eighteen (18) connections that lack indicator meters, which are used to detect unauthorized use of water through private fire line connections.

Staff Recommendation

Staff suggests that the methodologies and perspectives surrounding fire protection within the City have fundamentally changed since the time PP&L owned and operated the water system. System sizing and operations and maintenance costs associated with providing fire service are now addressed in the Water Facility Plan through routine capital project planning and general budgeting for the water system as a whole. The addition of System Development Charges also provides a means for new customers to pay for their fair share of increased system demand, which includes fire protection. Since capacity-driven improvements and daily operation and maintenance procedures already account for the need to provide fire protection to Albany properties of all types, staff recommends discontinuing the Private Fire Connection Charge as established by PP&L.

Staff recommends that the City cease charging for Private Fire Connection Charges after their June billing cycle and refunds be issued to customers who have been overcharged. Staff recommends not back billing those accounts that were undercharged or not charged for the service they received. Regardless of the billing status, properties with inadequate backflow protection and lack of indicator meters will need to address those deficiencies to bring them into compliance. Public Works staff will bring more information about the required improvements forward at a future Council meeting for further discussion.

Although the PP&L "ready to serve" charge is no longer applicable to operation of the public water system, the Fire Department does have funding needs for managing their programs that ensure private fire protection systems are operable. Through a separate Council memo, the Fire Department will be requesting that the Private Fire Connection Charge be converted to a new fee designed to cover their costs for managing private fire systems. If Council decides to pursue that option, then Public Works staff would modify the current water rate resolution accordingly. If Council decides not to pursue that option, then staff recommends completely removing the Private Fire Connection Charge from the water rate resolution.

Budget Impact:

Elimination of the Private Fire Connection Charges currently collected would reduce the City's annual water rate revenue by approximately \$28,000. If all accounts were corrected to bill according to the current rate structure, the annual revenue reduction would be approximately \$54,000. Any increases in revenues to the Fire Department based on their fee proposal will be covered separately in their memorandum.

JJB:kw

c: John Bradner, Fire Chief

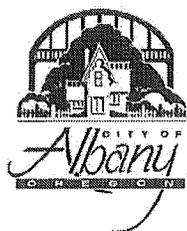
Mike Trabue, Fire Marshal

Mark Yeager, P.E., Utility Services Manager

Patty McInnes, PW Customer Service Supervisor

Chris Bailey, Operations Manager

Karen Kelley, Water Superintendent



TO: Albany City Council
 VIA: Wes Hare, City Manager
 FROM: John R. Bradner, Fire Chief *JRB*
 DATE: April 1, 2015, for the April 6, 2015, City Council Work Session
 SUBJECT: Private Fire Protection Service Charges

RELATES TO STRATEGIC PLAN THEME: ● A Safe City

Action Requested:

Staff recommends that the City Council convert the existing Private Fire Protection Service Charges from the Water Utility to a Fire Department fee designed to recover costs associated with inspection, testing, and maintenance compliance verification of private fire protection systems, and allow the Fire Department to fill an authorized/unfunded administrative support position to perform the associated work.

Discussion:

The City's Water Utility currently has the ability to assess a private fire protection service charge to customers who have standpipes, connections for automatic sprinkler systems, and fire hydrant service for private fire protection. Public Works is recommending this fee be discontinued from their fee schedule. While the issues that surrounded this charge when the City took the system over from PP&L no longer exist for the Water Utility, the Fire Department is still responsible for tracking and ensuring that these systems are inspected, tested, maintained, and operational.

The Oregon Structural Specialty (Building) Code requires certain businesses/buildings to have fire protection systems installed that are critical to protect the lives of the people that occupy the structure and firefighters who respond to fires. These systems are required by Oregon law to be properly maintained in order for these buildings to be used and occupied.

The Oregon Fire Code contains provisions that require building and property owners to periodically test and maintain these required systems, and requires reports documenting this testing and maintenance to be provided to the Fire Department when requested. This required maintenance is typically performed by qualified third-party contractors hired by the property owner, and the contractor's report is kept onsite for review by a Fire Department Deputy Fire Marshal during the property's periodic fire safety inspection.

Reductions in Deputy Fire Marshal-Compliance positions and growth in our community have resulted in an increased duration between Fire Code compliance inspections. In order to track and evaluate these safety systems properly, the Fire Department will request that the testing and maintenance inspection reports be sent to the Fire Department for review and follow-up. The revenue generated from this fee would be used to hire an administrative support position to facilitate the program, ensure that adequate and equitable fees are charged, and maintain complete records.

The Fire Department recommends keeping the same fee schedule charged by the Water Utility, as shown below, and will use existing databases for private fire protection systems and sizing to

identify accounts and appropriate assessment fees. The Finance Department will provide invoicing and accounting services.

Monthly Rates Inside City Limits

Standpipes, Privately Owned Hydrants, or Other Types of Private Fire Line Connections:

Fire Line Size	Monthly Rate
2" or smaller	\$13.09
3"	\$16.30
4"	\$17.77
6"	\$28.46
8"	\$45.97
10"	\$73.21

Hydrants Furnished by the City:

Hydrant Size	Monthly Rate
4"	\$41.53
6"	\$59.67

Monthly Rates Outside City Limits – Use inside City limits rates, plus a ten percent surcharge.

Budget Impact:

Fee revenue would be used to support a Fire Department administrative support position.

JB:ljh

RESOLUTION NO. _____

A RESOLUTION SETTING RATES FOR WATER USE AND REPEALING RESOLUTION NO. 6289.

WHEREAS, the Water Fund is primarily dependent upon water rate revenues for its funding; and

WHEREAS, the Mayor's Water Task Force reviewed the needs of, and funding for, the City's water system from September 2001 to September 2004; and

WHEREAS, the Mayor's Water Task Force developed a 10-year Financial Plan to meet capital, operation and maintenance, and regulatory requirements for Albany's water system; and

WHEREAS, the Water Financial Plan was presented to the public for comment and was adopted by the Albany City Council on October 13, 2004; and

WHEREAS, the Financial Plan recommended changes to the rate structure to enhance rate equity, and recommended implementation of a uniform fixed charge for each meter size for all classes, which include residential, multi-family, and non-residential; and

WHEREAS, the rate structure changes were implemented in January 2006; and

WHEREAS, future annual water rate increases were to be based on the 12-month change in the Seattle *Engineering News Record* Construction Cost Index plus one percent (+1%) based on the published October data (minimum of two and one-half percent (2.5%) and a maximum of six percent (6%) per year); and

WHEREAS, the Financial Plan recommended implementation of a low-income assistance program and that program was initiated in January 2006 and reaffirmed in June 2007 (Resolution No. 5451); and

WHEREAS, annual rate increases were not implemented in 2009, 2010, and 2011 in recognition of the financial needs facing the residents of Albany during an economically challenging time; and

WHEREAS, the City Council determined in 2012 that rate setting guidelines established in the 2004 Water Financial Plan do not represent current conditions and is no longer a viable tool for guiding decisions regarding necessary rate increases; and

WHEREAS, water revenues and, therefore, rates must be adequate to cover annual water debt service, operation and maintenance, and capital requirements; and

WHEREAS, the City Council determined in 2012 to set future rate increases by evaluating these system requirements annually against anticipated revenues rather than rely on the process described in the 2004 Water Financial Plan; and

WHEREAS, the City Council completed this year's evaluation at the November 8, 2014, Council Work Session; and

WHEREAS, a two percent (2%) increase in revenue is recommended to cover debt and operating expenses and to keep the water utility on track to be able to generate \$1.25 million in annual capital revenue by fiscal year 2017, and

WHEREAS, the City Council reviewed the status and future of the Private Fire Protection Service program at a work session on April 6, 2015, and

WHEREAS, regular Fire Code compliance inspections help to ensure that private fire suppression systems are operable, and

WHEREAS, the City Council determined that revenues from the Private Fire Protection Service fees are more appropriately used by the Fire Department to cover the costs associated with inspection, testing, and maintenance compliance verification of private fire protection systems.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that the water rates and service charges for water service as specifically described in Exhibit "A" (attached hereto) are hereby adopted; and

BE IT FURTHER RESOLVED that Resolution No. 6373 is hereby repealed; and

BE IT FURTHER RESOLVED that the rates established by this resolution shall be effective **July 1, 2015.**

DATED THIS 13TH DAY OF MAY 2015.

Mayor

ATTEST:

City Clerk

EXHIBIT "A"

I. SERVICE FEES AND CHARGES

Description	Reference	Charge			
		Customer Type	Property Owner	Non Property Owner	
Account Deposit	AMC 11.01.040(2a)	Residential	no deposit	\$80	
		Multi-family & Non-residential	no deposit	\$80 or \$120 depending on consumption	
New Account – Service Fees	AMC 11.01.040(5)	Regular working hours \$15 After hours \$60			
Restore Service	AMC 11.01.060(5)	Regular working hours \$25 After hours \$60			
Financial Institution Returned Item	ORS 30.701(5)	\$35			
Past Due and Disconnection Notice	AMC 11.01.060(4)	\$5 per occurrence			
Tampering Fees	AMC 11.01.080(9)	\$100			
Meter Testing at Customer's Request	AMC 11.01.090(1b)(ii)	<u>Meter Size</u> ¾-inch	<u>Service Charge Deposit</u> \$15		
		Larger than ¾-inch	Actual Cost		
Drop-in Meter Installation	AMC 11.01.100(2)(3)	<u>¾" meter</u> \$275	<u>1" meter</u> \$340	<u>1-1/2" meter</u> \$1,771	<u>2" meter</u> \$1,883
Full Installation with meter (Excludes system development charges)	AMC 11.01.100(2)(3)	<u>¾" meter</u> \$2,950	<u>1" meter</u> \$2,975	<u>1-1/2" meter</u> Actual Cost	<u>2" meter</u> Actual Cost
Reduction of Meter Size (based on size of meter to be installed)	AMC 11.01.100(5b)	<u>¾" meter</u> \$275	<u>1" meter</u> \$340	<u>1-1/2" meter</u> \$1,771	<u>2" meter</u> \$1,883
Main Extensions	AMC 11.01.120(2h)	Actual Cost Plus 15% Overhead			
Fire Service Extensions	AMC 11.01.150(1)	Actual Cost Plus 15% Overhead			
Unauthorized Use of Fire Hydrant	AMC 11.01.180(1) & (4)	\$50 + \$3.35 per 100 cubic feet			
Metered Use of Hydrant	AMC 11.01.180(4)	Refundable Deposit	\$75.00		
		Set Up	\$25.00		
		Bulk Rate	\$3.35 per 100 cubic feet		
		Relocation Rate	\$25.00		
		Monthly Base Charge	\$95.56		

II. RESIDENTIAL, MULTI-FAMILY, AND NON-RESIDENTIAL WATER SERVICE

A. WATER CUSTOMERS INSIDE CITY LIMITS

Applicable to all residential, multi-family, and non-residential customers receiving water service within the Albany city limits.

A residential customer is defined as a customer whose meter serves only one single-family dwelling unit. All dwelling units served by individual meters shall be charged the residential rate for service. For example, the residential rate shall apply where separate water meters provide service to each side of a duplex.

Multi-family customers are defined as customers whose meter services more than one dwelling unit. For the purposes of this rate resolution, dwelling unit shall be defined as any place of human habitation designed for occupancy based upon separate leases, rental agreements, or other written instruments.

Non-residential customers are defined as customers whose meter is for any use other than residential and multi-family. Some examples of non-residential uses include, but are not limited to: commercial, industrial, institutional, and food processing. Examples of institutional uses include schools, hospitals, and nursing homes.

MONTHLY RATE:

Customer Class/ Meter Size	Base Charge (\$/month)	Consumption Charge		
		Block 1	Block 2	Block 3
Nonresidential & Multi-Family		Consumption Level (hundred cubic feet)		
¾ inch or less	\$17.93	First 17	Next 17	Over 34
1 inch	\$26.19	First 18	Next 18	Over 36
1½ inch	\$59.69	First 21	Next 21	Over 42
2 inch	\$95.56	First 25	Next 25	Over 50
3 inch	\$191.31	First 28	Next 28	Over 56
4 inch	\$298.87	First 30	Next 30	Over 60
6 inch	\$597.56	First 31	Next 31	Over 62
8 inch	\$663.38	First 40	Next 40	Over 80
10 inch	\$663.38	First 92	Next 92	Over 184
12 inch	\$663.38	First 92	Next 92	Over 184
		Consumption Rate (\$/100 cubic feet)		
Nonresidential		\$3.35	\$2.44	\$2.32
Multifamily		\$3.21	\$2.40	\$2.24
Residential		Consumption Level (hundred cubic feet)		
¾ inch or less	\$17.93	First 6	Over 6	NA
1 inch	\$26.19	First 6	Over 6	NA
1½ inch	\$59.69	First 6	Over 6	NA
2 inch	\$95.56	First 6	Over 6	NA
		Consumption Rate (\$/100 cubic feet)		
All Meters		\$3.99	\$2.53	NA
<i>Low-Income Assistance Program Surcharge – Residential Bills Only</i>				\$0.35

B. WATER CUSTOMERS OUTSIDE CITY LIMITS

Applicable to all residential, multi-family, and non-residential customers receiving water service outside the Albany city limits and that are not served by water lines previously operated by the North Albany County Service District (NACSD) or the Dumbeck Lane Domestic Water Supply District.

MONTHLY RATE

Rates by class as listed under Section I.A, Water Customers Inside City Limits, with a 10 percent surcharge on said rates for service outside the city limits.

C. WATER CUSTOMERS WITHIN THE DUMBECK LANE DOMESTIC WATER SUPPLY DISTRICT

Applicable to the Dumbeck’s master water meter that will serve a maximum of 132 residential connections as defined in the agreement dated December 2014 between the Dumbeck Lane Domestic Water Supply District and the City of Albany.

MONTHLY RATE

Dumbeck will pay quarterly for water delivered to Dumbeck’s meter that Albany installs and maintains for billing purposes. The water rate will be increased annually to reflect changes adopted by Albany.

Dumbeck	Base Charge (\$/month)	Consumption Rate (\$/100 cubic feet)
Wholesale	N/A	\$3.64

D. WATER CUSTOMERS OUTSIDE CITY LIMITS IN BENTON COUNTY

Applicable to all residential, multi-family, and non-residential customers outside city limits and served by water lines previously operated by the North Albany County Service District (NACSD) (excludes the Dumbeck Lane Domestic Water Supply District).

MONTHLY RATE

The water rates adopted by the Benton County Commissioners acting as the governing body of the NACSD consistent with the contractual agreement between NACSD and the City of Albany.

SPECIAL CONDITIONS APPLYING TO ALL CUSTOMERS

If water service is provided through a single meter to a facility that contains a mixture of customer classes, the customer class with the higher consumption rates shall be used for calculating the consumption portion of the bill. For example, all water used in a building that contains both non-residential and multi-family uses will be billed at the non-residential consumption rate.

Meter readings from meters that measure flow in 1,000 gallon increments shall be converted to hundred cubic foot units prior to applying the appropriate consumption charge for calculating the water bill.

Water used during construction of a building shall be metered and billed at the rate appropriate for the type of facility being constructed. For example, water used during construction of a single-family residence will be billed at the residential rate. When, during construction, setting a meter is impracticable, the amount of water used shall be estimated and billed at the appropriate rate for the type of facility being constructed.

III. PRIVATE FIRE PROTECTION SERVICE

A. INSIDE CITY LIMITS

Applicable to standpipes, connections for automatic sprinkler systems, and fire hydrant service for private fire protection located within city limits.

MONTHLY RATE:

For Standpipes, Privately Owned Hydrants, or Other Types of Private Fire Line Connection

Fire Line Size	Monthly Rate
2” or smaller	\$13.09
3”	\$16.30
4”	\$17.77
6”	\$28.46
8”	\$45.97
10”	\$73.21

For Hydrants Furnished by the City

For each four-inch hydrant (nominal size) – \$41.53

For each six-inch hydrant (nominal size) – \$59.67

B. OUTSIDE CITY LIMITS

Applicable to standpipes, connections for automatic sprinkler systems, and fire hydrant service for private fire protection located within city limits.

MONTHLY RATE:

Rates as listed under Private Fire Protection Service, Section III.A, Inside City Limits, with a 10 percent surcharge on said rates for service outside the city limits.

SPECIAL CONDITIONS FOR ALL FIRE PROTECTION SERVICES

Water taken under this classification is to be used only to extinguish fires and for flushing necessary to maintain fire protection equipment. In case of surreptitious or improper use of water, the consumption may be estimated and the water used shall be billed at regular meter rates.

CITY OF ALBANY
 CITY COUNCIL WORK SESSION
 Council Chambers
 Monday, March 9, 2015
 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 (arrived at 4:07 p.m.), Rich Kellum, Ray Kocpczynski, and Dick Olsen.

Councilors absent: None.

BUSINESS FROM THE PUBLIC

Cathy Flager, 3300 Countryman Circle NW, asked the City Council to help address a school bus stop safety concern. She distributed a document regarding the school bus stop located at the intersection of Countryman Circle and Valley View Drive [see agenda file]. She said Countryman Circle is a one-lane road, so the bus stop is located at Countryman Circle and Valley View Drive. The paved area on Countryman Circle isn't wide enough for two cars, and vehicles try to get off the road so they aren't blocking traffic. She would like to see gravel added to the area to add more space and make it easier for vehicles to park when dropping off and picking up children. Konopa asked Transportation Systems Analyst Ron Irish if he is aware of this issue. He said he is. Konopa thanked Flager for the information and will have staff look into the issue. Flager said she thinks this issue will get worse if the City doesn't help address it. Councilor Rich Kellum asked if people on the list are asking for help or are willing to help pay for improvements. Flager said the topic of paying for improvements could be broached if that comes up. She said the president of the homeowner's association offered to gravel or pave the area, but the homeowner declined. City Manager Wes Hare said staff will explore solutions and maintain contact with Flager and the other property owners.

Sharon Baum, 2765 Valley View Drive, said she owns the property where people are parking. She would like to be able to landscape the area to discourage parking because it isn't a safe place to park [see agenda file]. She is concerned because she has received two harassment letters in the last week. She doesn't want this to be a problem that creates animosity among neighbors. Her grass has been torn up and she doesn't want that to continue happening.

Mike Williams, 2580 Countryman Place, said his two daughters get off at the bus stop. He said there is not enough room for all of the cars to park and it is dangerous. Councilor Floyd Collins asked how many vehicles typically use that area. Williams said it varies from 2-4 cars, and the cars are out into the roadway. Collins said he has looked into this issue a little bit after receiving some calls. He said there is a 20-foot paved strip of right-of-way and property owners have encroached upon it for their own use. He thinks there is a solution where everyone can get something. He thinks the most important thing is providing something safe for the kids.

Bill Root, 2634 Valley View Drive NW, said the shoulder in front of his property is compacted gravel. There is parking on Valley View, but it is along the south side. At one point, the bus stopped at Hillcrest and Valley View, but now the bus stops at Countryman. He said one solution is to fill in the ditches on Valley View. Konopa said staff will be meeting with the school district to help reach a solution. Kellum said it would be a good idea to see if the school district can put the bus stop back where it was.

RISK MANAGEMENT TRAINING FOR ELECTED OFFICIALS

Barker-Uerlings Insurance representative Steve Uerlings distributed a report from City/County Insurance Services (CIS) [see agenda file]. He shared a short video on elected officials training. He said the City gets a \$1,000 credit for the Council viewing the training video. Uerlings noted that the most prevalent claims for the City are employment issues and law enforcement issues. Hare said the City consults with CIS's pre-loss program on any human resources issue that has the potential of going beyond the City. He said no matter how careful we are, there will always be issues that can end up in the courtroom.

STORMWATER INFORMATION, PART 2

Assistant Public Works Director/City Engineer Jeff Blaine said he is continuing with the stormwater series that began in January 2015. He gave a PowerPoint presentation about stormwater [see agenda file]. The City has adopted both the Erosion Prevention and Sediment Control Program and Post-construction Stormwater Quality Program as part of the Total Maximum Daily Loads (TMDL) Implementation Plan. Both programs apply to private development projects and public infrastructure projects. Staff is working on the Stormwater Master Plan update and has completed the data collection and the hydraulic model development. Staff is in the process of identifying existing and buildout system deficiencies. Blaine said discussions have been occurring between the City and the Department of Environmental Quality (DEQ) regarding regulatory processes. Staff recently received notice from DEQ that a stormwater permit will be required during the next permit renewal cycle. He said Utility Services Manager Mark Yeager will be giving a presentation in the next couple of

months to talk about stormwater regulations and how they apply to the City. Staff also does a limited amount of maintenance activities and small capital projects relating to stormwater, and Assistant Public Works Director/Operations Manager Chris Bailey will be presenting on that topic at a later date.

Collins said, regarding the discussion on stormwater regulations, he would like to see the tie back to the federal law and how it connects to state law and how that connects to the City's TMDL process. He would also like a clear distinction between natural runoff – nonurban versus urban. He said there needs to be a clear explanation as to why the City is doing this and what the objectives are. Hare said Collins makes a good point. He said many people may see this as just another regulation and plenty of education will need to take place. Kellum said the fact is that stormwater has to be fixed and it is beyond Council's control.

Councilor Dick Olsen asked if the City has to define and analyze where water is going into the river as part of the permitting process. Yeager said staff will be working with DEQ to develop the new permit, and staff will be resisting monitoring of outfalls. He said that doesn't mean the City won't be required to do testing. Olsen said he hopes Lebanon will have to analyze their water since they dump stormwater into Albany's drinking water. Blaine said Lebanon won't have to go through the permit requirement with DEQ because of its population. Assistant City Manager/Community Development and Public Works Director Mark Shepard said staff is working with the Association of Clean Water Agencies in Oregon as well as DEQ. He said we are trying to pull data together as the regulations come down and permits get issued.

Kellum asked if we receive stormwater from Wah Chang. Shepard said no, it is just the processed water.

Blaine said the City doesn't have any dedicated stormwater funding. Funds are pulled from the street and storm utilities when the City needs to do stormwater activities. As the requirements to respond to stormwater issues continue to increase, more resources will be pulled away from funds that are already stressed.

Shepard said the memo and a copy of the PowerPoint slides will be sent to the Councilors so they can add it to their binder.

WASTEWATER COLLECTION SYSTEM PLAN EVALUATION

Yeager distributed binders relating to the Wastewater Collection System Facility Plan [see agenda file]. He said staff has been working on the Wastewater Collection System Master Plan for the past couple of years. Yeager recognized CH2M Hill for their technical work on the project. Yeager also thanked Facilities Maintenance and Controls Manager Mike Bryan, Wastewater Collections Supervisor Jeff Gill, Lead Computer Maintenance Management Systems Analyst Dave Twenge, Wastewater Superintendent Kristin Preston, Former Employee Civil Engineer II Chris Goins, and Data Systems Managers Richard Montague and Pete Brandstetter for their contributions to this project.

Yeager gave a PowerPoint presentation [see agenda file]. The Wastewater Collection System is a network of pipes and lift stations that transport sewage from businesses and homes to the wastewater treatment plant for treatment. He said, if the community is going to grow successfully, we have to properly manage the system. The Wastewater Collection System Facility Plan is usually completed every ten years. The objectives of the study included capacity analysis, project future flows, determine required improvements, and develop a prioritized list. The current wastewater collection system is adequate for handling the dry weather summertime flows. The wet weather flows are what drives the capacity question for the City. He said the current system is leaky, and staff is constantly working to fix some of those leaks. He said one problem is that there are a lot of sources of water that can get into the collection system that aren't in our control. Hare asked if this is true for most cities. Yeager said that it is a large problem for many communities. He said staff is committed to working toward a less leaky system. He said, to accurately project capacity, we can't be unrealistic in our expectations about how much progress we can make for getting rid of the leaks in the system.

Yeager said staff has tried to identify the priorities for system improvements. He directed the Council to the binder to review the cost estimates. Engineering hasn't been done on any of the projects and the range of costs that are relative to what is in the document could be 30 percent lower or 50 percent higher. The cost estimates also don't include alternative solutions such as wet weather pumping stations. Included in the binder is a large foldout map which provides an overview of projects. He said items in red indicate high-priority projects, orange items indicate low-priority projects, and purple items indicate new development projects. Projects categorized as high-priority are required because they are in the existing system; they are needed to meet regulatory requirements and to allow future development growth. Olsen asked how the projects will be paid for. Yeager said some portion of the projects will be funded through System Development Charges (SDCs). The sewer system SDCs haven't been updated for a long time and as part of this process, one of the next steps will be for staff to gather more information about updating those SDCs. The challenge the community is going to face is how to respond to the pressure for development if we don't have the necessary improvements. Blaine said when staff comes back to have the funding discussion, alternative construction methods for some projects will have been completed to try to bring the estimated costs down as much as possible.

Kellum asked about the South Albany Area Plan (SAAP) and what that will do to existing infrastructure and needs. Shepard said most flows will go to the Oak Creek Lift Station and will be pumped over to Columbus. Yeager said as development occurs east of I-5 and north of Highway 20, it will create issues for the Cox Creek interceptor. Olsen asked if the map indicates the Albany city limits or the urban growth boundary. Yeager said it is the urban growth boundary.

Councilor Ray Kopczynski asked what is on the CD that is included with the binder. Yeager said it contains more detailed information about the Wastewater Collection System Facility Plan.

Councilor Bessie Johnson asked if minimal fixes are appropriate or if staff should consider doing more. Yeager said it is hard to know what will be needed in the next 50-60 years. He said there is a balancing act between building what is needed and overbuilding. He said if a pipe is built large enough to handle peak flow once or twice a winter, the individuals operating the system end up having problems because the pipe doesn't have sufficient flow to keep things moving. He said going forward, there will be continuing discussion at the State and Federal level regarding the overflow rules and the City may not be permitted to overflow at all. Johnson asked how many overflows occurred in the last year. Yeager said there were two overflows from permitted overflow sites since July 2014. He said neither of those times were permitted discharges under the current rules and staff had to report them to DEQ.

Blaine spoke about the Maple Street pumps and Umatilla Street station forced main improvement projects. Those costs are at a level that is manageable within the current Capital Improvement Program (CIP) and will be coming forward as proposed and funded in Fiscal Year 2015-2016.

SENATE BILL 629 "OREGON RIGHT TO REST"

Konopa said she first discovered Senate Bill 629 "Oregon Right to Rest" (SB 629) on Facebook. When she read about SB 629, she saw it as reversing all of the efforts that have been done in Albany to get homeless into housing and would instead enable them to remain homeless. She forwarded the SB onto staff at the Police Department and they believe it would be a big hindrance. She said SB 629 would allow individuals to tent camp anywhere, sleep on the sidewalk, and sleep in their cars in public parking lots. City Attorney Jim Delapoe said SB 629 is so bad that he thinks any reasonable person wouldn't let it go very far. Konopa said it is going to Committee on Thursday, March 9, 2015. She said she has written personal testimony and it would be nice to have Council testify on behalf of the City of Albany that they don't feel it is a good fit for our community. Councilor Bill Coburn said he doesn't have a problem with Konopa speaking on behalf of the City.

MOTION: Coburn made a motion to oppose Senate Bill 629, and Kopczynski seconded it. The motion passed 5-1 with Olsen voting no.

Konopa said she will update the Council after she attends the Committee meeting.

Kellum asked if there are any other bills on the horizon that will affect Albany. He said Linn County is looking at a minimum wage bill. Konopa said she hasn't noticed any other bills recently. She said the League of Oregon Cities (LOC) has identified specific bills that are relevant to municipalities. Hare said the LOC has been monitoring and lobbying on behalf of the minimum wage bills. He said staff hasn't made it a priority to monitor bills that are in the early stages because there are so many of them. He said if any Councilor sees a bill that seems really bad, they can bring it forward for discussion. Collins said it would be nice to know about Senate Bills that are relevant to Albany. Discussion followed.

COUNCILOR COMMENTS

Coburn said he would like to have a discussion in the near future regarding the ordinance relating to requiring one percent of funding for art in public facilities. He said there is a limited amount of space in the fire and police buildings. He asked that this get discussed at the next work session. Konopa said any modification to the ordinance would need to receive public input. Delapoe said staff can provide information about the ordinance, but staff can't spend time to make the measure more likable. He said staff needs to be thoughtful of that aspect and the potential risk. Johnson asked if Council can have the meetings on their own. Delapoe said staff can give the Council the ordinance and make changes, but has to refrain from anything that could be scrutinized. Olsen said we could lose votes on the measure because some people may be upset about changing the art ordinance.

CITY MANAGER REPORT

Blaine distributed information [see agenda file] about the Local Improvement District (LID) public hearing scheduled for Wednesday, March 11, 2015. Collins said when the material comes to the Council on Wednesday; it would be nice to see which property lots have the petitions and waivers. Delapoe said the law is a little unsettled on the waiver and whether they can be viewed as a remonstrance or not. Coburn asked if Councilors have to declare all of the e-mails they have received. Delapoe said the e-mails do need to be disclosed. He suggested the Councilors forward all related e-mails to Blaine and Shepard.

ADJOURNMENT

There being no other business, the meeting was adjourned at 6:08 p.m.

Respectfully submitted,

Diana Eilers
Administrative Assistant I

Reviewed by,

Wes Hare
City Manager

CITY OF ALBANY
CITY COUNCIL WORK SESSION
Municipal Court Room
Monday, March 23, 2015
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, Bessie Johnson, Rich Kellum, Dick Olsen

Councilors Absent: Councilors Floyd Collins (excused), Ray Kopczynski (excused)

BUSINESS FROM THE PUBLIC

There was none.

WEEKLY YARD DEBRIS SERVICE PROPOSAL

Kevin Hines and Julie Jackson, Republic Services, distributed and reviewed the results of an electronic survey (see agenda file). The company has 14,000 customers in Albany. They sent the survey to 5,400 valid e-mail addresses and received 1,184 responses. The majority of respondents said that they would prefer weekly yard debris services over the current every-other-week service (53%), and that they would support a weekly yard debris program that included food scraps (63%).

Hines said weekly yard debris service allows for the inclusion of food scraps, all of which is then composted. Weekly service has been successful in other communities, and the option is being presented for information and consideration.

In response to inquiries from the Council, Jackson and Hines estimated that weekly service would cost an additional \$3 per month, per customer. The rate is based on community-wide participation, and subscription service would be much more expensive. Most food scraps are compostable and the company has information available about a variety of kitchen composting containers.

Hines said the service is available, and the City is invited to contact Republic Services if and when they want to make the change. Brief discussion followed.

REGIONAL ACCELERATOR INNOVATION NETWORK PRESENTATION

Jackie Mikalonis, Governor's Office Regional Solutions Coordinator for Linn, Benton, Lincoln, and Lane Counties, said her office works with a regional advisory committee on economic development opportunities in our region. She said this region includes the two largest research universities in the state and, in looking at what could be done to enhance the environment for entrepreneurs and starting businesses, the Regional Accelerator Innovation Network (RAIN) was established. She said that RAIN remains a priority project for Regional Solutions.

Jim Coonan, Executive Director for RAIN, said his organization is focused on entrepreneurship and trying to increase the odds that early stage companies survive, stay, and grow in our region. Coonan reviewed the results of the Kauffman Study, a 30-year study looking at job generation in the United States which found that net job generation comes from early stage companies; that startups show consistent job growth even during economic downturns; and that regions with few large employers need a strong entrepreneurial ecosystem. He said RAIN focuses on traded sector companies, defined as scalable companies that bring dollars into the region.

Coonan said the failure rate for early stage companies is quite high. Research has found that these companies need advisory services such as mentors, advisors, networking, accelerator programs, physical space, and access to equipment and labs. With strong advisory services and robust connections to resources and resident capital, the odds of success doubles. RAIN was developed as a strategy to address the innovation economy for the South Willamette Valley. RAIN strategies include launching the accelerators in Eugene and Corvallis; developing an innovation network of regional resources; and developing early stage resident capital.

Mark Lieberman, Co-Director for OSU Advantage Accelerator, said the accelerator program works with companies over a five-month period to define a repeatable sales model. He briefly described the six companies currently in the accelerator program, two of which he predicts will eventually be \$1 billion businesses. He reviewed the outreach, programs, and classes provided by the accelerator program.

Councilor Rich Kellum asked what it is that Albany could do to further the process. Coonan said RAIN is interested not only in the accelerators, but also what happens before and after. They would be interested in teaming with the City on an event that might support Albany's entrepreneurs and educate them about this resource.

City Manager Wes Hare said the City is already working with companies that have come through the RAIN program and want to locate in Albany. He said the City has been involved with RAIN from its beginning, recognizing that OSU is a real resource in terms of translating university research into companies and jobs. Hare is the City's representative on the Regional Solutions advisory board for this region. He said staff would be happy to work with RAIN on an event.

Konopa said Albany has been engaged by Regional Solutions, and she and staff members have attended the organization's events. She expressed appreciation for the update.

SALE OF PARK PROPERTY

Parks & Recreation Director Ed Hodney reviewed the staff memo. The City has been approached by two homeowners on 37th Avenue who would like to purchase an easement or purchase property outright for the purpose of draining their lots and sending water in the direction of Oak Creek. Hodney said he wouldn't generally advocate selling park land or granting an easement across land that could be developed; however, in this case, the development potential is poor and the one-acre tract is not very valuable in terms of preserving open space. The land is locked in by homes and streets, and there is not much that can be done with it outside of mowing the grass.

Konopa asked if there had been discussion about all five homeowners purchasing the tract and extending their lot lines to 39th Avenue. Hodney said only the western two homeowners are interested in the purchase. In discussion and in response to questions, Hodney said there are several options with advantages, disadvantages, and costs associated with each. An easement would encumber property that the City owned and make it difficult to sell at a future date; it may be more advantageous to sell the property. The property owners who made the request were asked to contact the other three property owners whose lots backup to the one-acre tract to ask if they wanted to pursue the same solution, but none of them did.

Kellum said he would be in favor of seeing what the sale would look like.

Councilor Dick Olsen asked what would happen if nothing was done. Hodney said that was an option but there are no storm sewer improvements in that area and he is trying to find a solution that helps neighbors deal with a drainage problem they have had for several years.

Councilor Bill Coburn said he would like to have a better understanding about why the area is having a problem with stormwater and then consider reasonable long-term solutions.

Konopa said she understands that the area does have drainage issues and it may be good to come up with a solution for the area.

Councilor Bessie Johnson said she would like to help in some way but she needs more information about the options, including whether all five property owners would be willing to participate.

Assistant City Manager Mark Shepard said 37th Avenue was most likely built as a county road with ditches. The ditches were filled in at some point and water doesn't have anywhere to go except over land. The solution to the problem is to either reestablish the ditches or improve the streets to City standards. Hare noted that a lot of what is done these days in regard to stormwater treatment is low tech. If the property isn't going to serve any other function, this might be a good solution to cleanse and direct water.

Hodney said he was hearing general consensus that staff can continue to explore a sale, as opposed to an easement, but that more information to Council is needed regarding the nature of the drainage issue and whether this is the best solution. There was general agreement.

LIMITED-ENGLISH PROFICIENCY PLAN

Management Assistant/Public Information Officer Marilyn Smith said the City received requests to create a Limited English Proficiency Plan for residents and visitors who are not fluent in English. She said the proposed plan was drafted using templates from other Oregon communities; it documents what City staff was already doing and expands upon the use of telephone interpreter services.

Information Technology Director Jorge Salinas distributed a flyer (see agenda file) and reviewed information about Language Line Solutions, a company that provides over-the-phone interpretation services. Brief discussion followed. Konopa thanked staff for coming up with the plan.

COUNCILOR COMMENTS

Kellum asked why there are requirements in certain commercial areas that 25% of the front of the building is windows or glass. From a business perspective, he said, that results in loss of efficiency from heating, loss of display space inside, and easier vandalism or break-ins. Shepard recalled that the standards were created to prevent big flat walls along the road. Konopa said this was part of the Great Neighborhoods discussions because windows are thought to be more welcoming. Hare added that there has also been discussion that windows are a crime deterrent because people can see in and out.

CITY MANAGER REPORT

Hare said the City previously participated in an exchange program through the International City/County Management Association. The City has been selected for the program again, and Planners from Cambodia and Indonesia will visit Albany in April to see how we do our planning. In return, Planning Manager Bob Richardson will go to Cambodia in July. Hare and Richardson will host the visiting Planners in their homes. There is no direct cost to the City.

ADJOURNMENT

There being no other business, the meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Reviewed by,

Teresa Nix
Administrative Assistant

Wes Hare
City Manager

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.

PROCLAMATIONS

Parkinson's Awareness Month.

Konopa read the Parkinson's Awareness Month proclamation as outlined in the agenda packet.

Konopa said she attended a funeral today for an active community member who had Parkinson's. To see how she was affected over the last few years by this disease was very sad.

Pedestrian and Bicycle Safety Week.

Konopa said that Albany Fitwalkers President Don Reed had planned to be at the meeting but was unable to attend.

Konopa read the Pedestrian and Bicycle Safety Week Proclamation as outlined in the agenda packet.

Konopa said that Lolly Gibbs, former Fitwalkers President, loved the trails and paths throughout Albany.

SCHEDULED BUSINESS

Communication

Accepting Oscar Hult's resignation from the Landmarks Advisory Commission.

Konopa is sad to see Oscar Hult resign.

MOTION: Councilor Floyd Collins moved to accept Oscar Hult's resignation and send a thank you letter. Councilor Rich Kellum seconded the motion and it passed 6-0.

Business from the Public

Bill Root, 2634 Valley View Drive, said he read the article in the *Albany Democrat-Herald* that Republic Services may start picking up yard debris and kitchen waste weekly. He encouraged the Council to support that. It is done in Corvallis and Lebanon already. Even though they will increase the bill by \$3 per month, they are by far the least expensive utility he has. Root gave some examples. He thinks the Council should support the weekly pick up.

Adoption of Resolutions

Approving an extended property tax abatement agreement between the City of Albany, a cosponsor of the South Santiam Enterprise Zone, and AT/Pacific Cast Technologies, Inc.

Albany-Millersburg Economic Development (AMEDC) President John Pascone was available for questions. There were none.

MOTION: Kellum moved to adopt the resolution and Councilor Ray Kopczynski seconded it.

Collins noted that 39 new positions are being added to the community. The Council is often criticized for not finding new jobs. Discussion followed.

VOTE: A vote was taken on the motion and it passed 6-0 and was designated Resolution No. 6399.

Approving the updated physical force plan for Linn County.

Captain Jeff Hinrichs was in attendance for questions. There were no questions.

MOTION: Kopczynski moved to adopt the resolution and Kellum seconded it. The motion passed 6-0 and was designated Resolution No. 6400.

Adoption of Consent Calendar

- 1) Approval of Minutes
 - a) January 28, 2015, City Council Regular Session.
- 2) Authorizing the Parks & Recreation Department to apply for a boating facility grant from the Oregon State Marine Board for the proposed replacement of the Bowman Park restroom building and delegating authority to the Parks & Recreation Director to sign the application.

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

BUSINESS FROM THE COUNCIL

Councilor Dick Olsen noted that Hasso Hering's blog received a lot of comments about the proposed garbage pickup. He wonders if \$3 is steep for picking up food waste. Konopa said the *Albany Democrat-Herald* had a lot of negative comments, although some were positive. Councilor Bessie Johnson said Republic Services gets an automatic raise each year just for presenting some paperwork.

Collins asked, is the plan to compost the yard debris and food waste together? The response was yes. Collins said they already have issues with foreign material getting into the compost. He plans to talk to Republic so he can understand the process better.

Kellum said he heard from folks that the City should not do it, and he tends to agree.

Konopa thanked Hering for doing an article on Hector Macpherson. There was also an article in the *Albany Democrat-Herald*. Macpherson was the founding father of Oregon's land use laws; she can't imagine what the Willamette Valley would look like without those laws.

City Manager Wes Hare asked the Council how staff should handle Republic's request. Coburn noted that two Councilors were absent for the Work Session so they may want the information.

Kopczynski said it appears the service would be all or nothing, in that the whole City would have to participate. There is no way to opt out; that is his concern. He wonders if they could just pick up from those who wanted to participate. Hare said no, because it would not cover their additional costs to do it that way.

Coburn said that personally, he would not benefit from the service. If someone wants a second can, they could get one. On the surface, it seems that those who don't want the service would be subsidizing those that do. He suggested folks that want that type of service could get a second can. Olsen said the problem is that they don't want to have food waste sitting for two weeks. Discussion followed.

Hare asked if the Council would like to discuss this topic further or if staff should send a letter to say they are not interested. Collins does not need more time. Olsen suggested putting an article in *City Bridges* to solicit feedback. Konopa said Republic did a survey already which showed support, though she is not sure that they pointed out the cost. Coburn said he also read those comments and there were a lot of people against the idea.

The Council directed staff to send a letter to Republic Services declining new weekly yard debris service.

Konopa noted the Capital Improvement Program meeting is scheduled for April 2, 2015.

NEXT MEETING DATE: Work Session: April 6, 2015
 Regular Session: April 8, 2015

ADJOURNMENT

There being no other business, the meeting was adjourned at 7:36 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, April 6, 2015
 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, Bessie Johnson, Rich Kellum, Ray Kopczynski, and Dick Olsen.

Councilors absent: Councilor Bill Coburn

BUSINESS FROM THE PUBLIC

Tom Cordier, 2240 Park Terrace NW, suggested that a professional independent study be conducted to determine if it would be cost-effective for the City of Albany to contract its police services with Linn County. He said this option should have been raised during the Public Safety Facilities Review Committee. He asked the Council to engage with Linn County to have a discussion about merging.

FIRE LINE CHANGES

Assistant Public Works Director/City Engineer Jeff Blaine discussed private fire protection service charges. He said these are separate fees charged to properties that have an additional connection to the water system to feed private fire suppression systems. It is a legacy fee that was brought over from PP&L. When the City took over the water system, the utility as a whole began to pay for all of the public hydrants throughout the City and continued to charge for private connections. In 2013, staff identified several billing concerns and asked Council for direction. Council directed staff to continue charging the fee for the fire lines and to conduct an audit of the existing accounts. The audit has been completed and staff has identified 136 private fire protection connections in Albany's water system. Of those, only 70 are being billed and nine of those are being billed incorrectly. Blaine said the discrepancy could be due to several factors including receiving incomplete information from PP&L, and new fire lines weren't added to the billing system when errors were identified.

Blaine said there are several options for moving forward ranging from adding the 66 customers into the system and sending them back bills to doing away with the fire service charges altogether. He said his opinion is that the charges should be eliminated or repurposed. He said having adequate fire flows in the system ready to serve a property is part of the basic service we provide as a utility. Through System Development Charges, each new customer who connects to the water system pays their fair share of system capacity which includes fire protection. Staff proposes to stop charging the fire line fees following the June billing cycle, issue refunds to anyone who has been overcharged, and not back bill those who weren't charged or who were under billed. In addition, there is the potential to have the fee be repurposed. He said the Fire Department has a funding gap for one of their important programs. There is the potential to consider renaming the fee and keeping it identified in the water rate resolution. The Fire Department can develop their program and bill customers based on the audit results.

Blaine said, through the audit, staff discovered deficiencies in some of the connections on other things like backflow devices that are used to protect water quality. He said Water Superintendent Karen Kelley will bring the issue forward at a future City Council Work Session meeting.

Councilor Rich Kellum asked if the fee individuals have been paying is covering an expense such as maintenance. Blaine said no, it is a ready-to-serve charge.

Fire Chief John Bradner said staff needs to ensure that the systems are maintained appropriately and adequately. Currently, the fire code requires building and property owners to periodically test and maintain fire protection systems and requires reports documenting testing and maintenance be provided to the Fire Department. The required maintenance is usually performed by third-party contractors hired by the property owner. The contractor's report is kept onsite for review by a Deputy Fire Marshal during the property's periodic fire safety inspection. Due to staff reductions and the growth of the community, there has been an increased duration between Fire Code compliance inspections. The revenue generated from this fee would allow the Fire Department to hire an administrative support employee to facilitate the program, ensure that adequate and equitable fees are charged, and maintain complete records.

Bradner said staff recommends keeping the same fee schedule charged by the water utility. He said the City of Bend funds almost their entire life safety division with the same type of fee.

Councilor Floyd Collins asked if we will have adequate tests on private fire hydrants and fire lines as well as backflow devices. He asked how staff will ensure that an industrial customer isn't tapping into the private fire line for domestic purposes. Blaine said staff will still have the snoopers meters which are read by utility billing to make sure there is no water theft. Bradner said the third party agency will test the private portion of the system.

Councilor Dick Olsen asked if a property owner can opt out of having the connections. Blaine said most property owners choose to have them because it is less expensive. Olsen asked if they can opt out of not having a sprinkler system once they have it. Bradner said it depends on what is required in the fire code. If it is required in the code, this fee ensures that the system continues to be maintained.

Kellum spoke about fire insurance. He said his insurance company inspects his building and the sprinklers over flammable materials every other year. He said insurance carriers will demand those types of systems are inspected. Fire Marshal Mike Trabue said it is inconsistent and depends on the insurance carrier. He said some of the larger corporations receive regular maintenance, but it doesn't mean the repairs are actually made as suggested. Collins said his concern is that he doesn't want the Fire Department hooking up to a fire hydrant that doesn't work. He said there has to be a way to verify what is happening on the private lines. Bradner said utilizing the system this way gives staff a greater opportunity to require reports to be submitted to the Fire Department. Collins asked if the City has the right to specify the materials used for private fire line services such as hydrants and valves. Trabue said yes, the hydrants and the connections are specified by the City of Albany. Collins said materials can change between public and private businesses and could lead to a failure. Blaine said staff isn't proposing any change in how we determine where public and private hydrants go.

Konopa said this item will come back for Council consideration at a future meeting.

LINN-BENTON COMMUNITY COLLEGE (LBCC)/INDUSTRY PROPOSAL UPDATE

City Manager Wes Hare said Council met with representatives of local industries and LBCC a couple of months ago. He said the Council expressed a desire to go forward with participating and funding a workforce program, but asked staff to meet with LBCC and the representatives to create an agreement. Hare distributed a draft agreement [see agenda file.] Hare said it is an agreement, but it is not a legally binding contract. He believes the industries and LBCC are committed to honoring the principles, but there is nothing that could be enforced in a court of law.

Kellum shared his experience of instructing welding classes. He said he wants the people who are going to use the program to be unanimous about how much funding is really needed. He would like a change in the agreement to show that the seven local industry representatives will check and verify with their technical experts about what is really needed. He said he wants to ensure that the funds are spent wisely.

Collins said, based on Kellum's comments, it sounds like additional wording needs to be included in Section 2b of the agreement.

Kellum said that is correct, he wants the advisory committee members to consult their technical experts regarding decisions to purchase equipment using City funds for the training programs.

Councilor Bessie Johnson asked if the items listed in the table in the agreement are the only things being included. Collins said these are the items that the City is funding.

Konopa asked Council if they would like staff to bring anything back. Hare said staff could work on adding language to address Kellum's concerns. He clarified that the agreement is not legally enforceable. Oregon Freeze Dry President Jim Merryman said the industry representatives are in agreement with the wording Kellum is suggesting and said the committee representatives will poll the technical experts before making a recommendation. City Attorney Jim Delapoer said the challenge is that the structure of this agreement doesn't allow for internal audits and control. He said there is no way to monitor or enforce the agreement. It relies on the good faith of the industry representatives. He said staff could include wording to address Kellum's concerns. Discussion continued.

Konopa asked staff to bring back language amending the agreement to include Kellum's suggested language. Hare said staff will come back with a resolution to adopt the funding agreement with some language to address Kellum's concern. He said staff will work to get this item back to the Council as quickly as possible. Collins said it is important that we don't lose sight of the bigger picture. He said this equates to a minimum of 250-500 jobs over a five year period. He said this will support the existing industries and will help build this community.

DRAFT STRATEGIC PLAN REVIEW

Hare said the Strategic Plan is updated by staff on an annual update basis. He said the Strategic Plan is part of the budget process and directs staff as we put together the annual budget. There are no significant changes in this year's Plan, and staff is focused on providing the range of services the Council has directed us to provide. He said staff is working to be more precise with the performance measures. He said Information Director Jorge Salinas has done an excellent job of tightening up the Strategic Plan and improving some of the measures. Salinas said he met with the department directors to update the Strategic Plan. He said staff added a target column to measure if the yearly goal has been met for each measure. Some of the measures will be extracted and placed in the Dashboard on www.cityofalbany.net so citizens can see how well the City is doing. Konopa noted that the draft Strategic Plan doesn't include bold and strike indicating changes. Hare said staff can bring back a bold and strike version of the Plan. Council agreed that it would be helpful to have that to review.

Councilor Ray Kopczynski asked about Objective #6 and noticed that the target for Linn-Benton Loop isn't being met by FY2019 and wondered if the target goal may be unrealistic. Assistant City Manager/Public Works and Community Development Director Mark Shepard said the goal is something staff is aspiring to reach and the ridership of Linn-Benton

Loop is continuing to increase. Kopczynski asked if the goal equates to breaking even. Shepard said no. Collins said he would like to see a semiannual report of how we are progressing toward the target goals listed in the Strategic Plan. Hare said staff can do that.

Johnson asked about relocating the bus storage facility and what the plan is for that. Shepard said it is a goal for both Transit and the Fire Department. He said the Metropolitan Planning Organization is funding a study for a potential bus barn facility. The goal is to get external funding to construct the facility and free up the space for the Fire Department.

Hare said listing projects and programs in the Strategic Plan can be a valuable tool for seeking external funding because agencies want to know if there is a plan in place and what actions have been taken.

Johnson asked about the one percent of funding that is dedicated for art in public buildings and where it is located in the Strategic Plan. Hare said that funding is included in an existing City ordinance and is not part of the Strategic Plan.

COUNCILOR COMMENTS

Collins noted that construction is starting on North Albany Road and Springhill Drive. He said to be prepared for slowdowns and complaints. Konopa asked about a roundabout on Springhill Drive and Quarry Road and if it is temporary or permanent. Blaine said that would be Benton County's decision, but it is being constructed as a temporary roundabout at this point. Konopa said it would be good to have a permanent roundabout in that location. She asked how long the area near the bridge section by East Thornton Lake will be restricted. Blaine said there will only be local access for during the summer. Kellum asked if the base for the roundabout can be left in should it be made permanent. Blaine said it is a possibility.

Konopa distributed a "No on Measure 2-89" document. She said this measure is for Benton County. She received a call from Beta Seed CEO Brian Meyer and he asked if the Council would support the no side on this measure. She said a decision doesn't have to be made tonight, but she would like the Council to take action on Wednesday night at the end of the agenda. If the Council doesn't want to support the measure as a whole, there is a form for endorsing it individually. Konopa's understanding is that once this measure is enacted, a farmer would have to remove their crops within 90 days. She said this would have a huge impact to agricultural industry and research and development.

CITY MANAGER REPORT

Hare said there was a story on the front page of the *Albany Democrat-Herald* about an outdoor restaurant business currently located in the parking lot of the Original Breakfast Restaurant. The outdoor restaurant business was given a 30-day temporary license in accordance with our ordinances and land development code. They are in the process of applying for a 120-day license and there isn't anything that is preventing them from doing that. The business won't have to move, and during that 120-day period, he would advocate for the Council to review the development code as it applies to transient merchants. Staff believes there are some suggestions that make the ordinance a bit more flexible. Hare said staff isn't shutting the business down tomorrow and they will have the opportunity to operate for at least 120 days. Kopczynski asked how far the business would have to move once the 120 days are up. Shepard said they would have to move to a different parcel of property.

Delapoe said transient licenses works best for seasonal items such as plants and Christmas trees. He said it is much harder to understand why we would create special opportunities for mobile businesses that will work 365 days a year and will compete with the fixed businesses that have additional requirements. He said the concept behind transient businesses is that there is something temporary about them.

Hare said Chris Bailey is the Interim Public Works Operations Director and Blaine is the Interim Public Works Engineering and Community Development Director. Hare said this is being done on an interim basis for six months to make sure we are continuing to integrate development services. Salinas's new title is Assistant City Manager/Chief Information Officer. He said Salinas has done an outstanding job for the City and has the ability to assist all of the departments with improving operations. He said the software implementations over the last several years have gone incredibly well thanks to Salinas' skills and the skills of his staff.

There will be a farewell celebration for Shepard from 3:00-5:00 p.m. on April 28 at Operations.

The City Council congratulated Bailey, Blaine, and Salinas on their new roles.

ADJOURNMENT

There being no other business, the meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Reviewed by,

Diana Eilers
Administrative Assistant I

Stewart Taylor
Finance Director

RESOLUTION NO. _____

A RESOLUTION APPOINTING CITY MANAGER PRO TEMS AND REPEALING RESOLUTION NO. 6352

BE IT RESOLVED that in the absence or inability of City Manager Wes Hare to perform the duties of City Manager, the Albany City Council authorizes Jorge Salinas, Assistant City Manager/Chief Information Officer, to assume the position of City Manager Pro Tem; and

BE IT FUTHER RESOLVED that in the absence or inability of Wes Hare to perform the duties of City Manager and in the absence or inability of Jorge Salinas to perform the duties of City Manager Pro Tem, the Albany City Council authorizes the following individuals to assume the position of City Manager Pro Tem with Wes Hare making the specific assignment as needed:

Hodney, Ed – Parks & Recreation Director
Taylor, Stewart – Finance Director

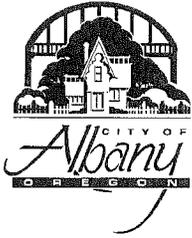
BE IT FURTHER RESOLVED that Resolution No. 6352 is hereby repealed.

DATED AND EFFECTIVE THIS 13TH DAY OF MAY 2015.

Mayor

ATTEST:

City Clerk



TO: Albany City Council
 VIA: Stewart Taylor, Finance Director
 FROM: Kandice Easdale, Parks & Recreation Clerk II
 DATE: May 6, 2015, for the May 13, 2015 City Council Meeting
 SUBJECT: Annual Liquor License Renewals
 RELATES TO STRATEGIC PLAN THEME: ● A Safe City

Action Requested:

Council approval for these annual liquor license renewals

Discussion:

Following is a list of businesses that have submitted an application for liquor license renewal. These businesses have paid their fees.

Albany Mega Foods	B & E 3 LLC	2000 Queen Ave SE
Applebee's Neighborhood Grill & Bar	Apple Oregon LLC	1525 Geary St. SE
Arco AM/PM	Younger Oil Company	522 Pacific Blvd SW
Bi-Mart #606	Bi-Mart Corp	2272 Santiam Hwy
Calapooia Brewing Co	Zone 7 Inc	140 Hill St. NE
Cascade Grill & Bar	Cascade Grill & Bar LLC	110 Opal Ct. NE
Circle K Store #1153	Circle K Stores Inc	333 34 th Ave SE
Circle K Store #1397	Circle K Stores Inc	300 Queen Ave SE
Costco Wholesale #682	Costco Wholesale Corp	3130 Killdeer Ave SE
Depot Restaurant	Depot Restaurant Inc	822 S Lyon St
Espolon Restaurante & Sports Bar	Espolon LLC	129 W 1 st St. SW
Fred Meyer #5	Fred Meyer Stores Inc	2500 Santiam Blvd SE
Gametime Sports Bar & Grill	Gametime Sports bar & Grill	2211 Waverly Dr. SE
Golden Town Buffet	Golden Town Buffet Inc	2732 Pacific Blvd SE
La Aguila Mexican Store	Rodolfo Grande	1776 Geary St. SE #1
Linger Longer Tavern	Ruth Smith Enterprises Inc	145 Main St. SE
Linger Longer Tavern	Ruth Smith Enterprises Inc	145 Main St. SE
Lum's Garden	Yangs LLC	1236 Price Rd Se
Ping's Garden	Ping's LLC	1206 9 th Ave Se
Pizza King of Albany	Pizza King Inc	231 Lyon St.
Stop N Save #9	Atwal Inc	423 2 nd Ave SE
Sweet Red Coffee Bistro & Wine Bar	Sweet Red Inc	208 1 st Ave W
Sybaris	Sybaris Inc	442 SW 1 st Ave
The Fox Den Eatery	James & Lorraine Fox	249 Pacific Blvd SW
The Fox Den Eatery	James & Lorraine Fox	2224 Santiam Hwy
The Fox Den Eatery	James & Lorraine Fox	1167 Waverly Dr. SE

US Mini Mart 21	Gary Inc	2515 Geary St. SE
Walgreens #06530	Walgreen Co	1700 Pacific Blvd SE
Wal-Mart #5396	Wal-Mart Stores Inc	1330 Goldfish Farm Rd SE

Budget Impact:

Revenue of \$1,015.

ke

RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE FOLLOWING SPECIAL WARRANTY DEED:

Grantor

Purpose

Lowe's Home Centers, LLC, a North Carolina limited liability company

A variable width property conveyance by Special Warranty Deed for a public path as part of the Lowe's development project.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that it does hereby accept this Special Warranty Deed.

DATED AND EFFECTIVE THIS 13TH DAY OF MAY 2015.

Mayor

ATTEST:

City Clerk

After recording return to:

City of Albany City Clerk
PO Box 490
Albany, OR 97321

SPECIAL WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, that, **Lowe's Home Centers, LLC, a North Carolina limited liability company**, hereinafter referred to as the **Grantor**, conveys (subject to the reservations set forth below) and specially warrants to the **City of Albany, Oregon, a Municipal Corporation**, hereinafter referred to as **Grantee**, the real property in Linn County, State of Oregon, described on **Exhibit A** attached hereto and incorporated herein, and shown on **Exhibit B** attached hereto and made a part hereof (the "**Premises**"), free of encumbrances created or suffered by the Grantor, but subject to:

- (a) reservations in patents, and easements, covenants, conditions, and restrictions of record.
- (b) any zoning restrictions, prohibitions, or other requirements imposed by governmental authority.
- (c) real property taxes subsequent to the date of this conveyance.

Grantor hereby reserves unto itself, and its successors and assigns, perpetual easements for:

- (i) An access easement over the Premises as may be necessary for Grantor to maintain improvements constructed upon Grantor's adjacent property.
- (ii) An underground easement for storm water drainage discharge in the northern location shown on the drawing attached hereto as **Exhibit C**.

The deed granted herein is in consideration of \$1.00, receipt of which is acknowledged by the Grantor. As further consideration for the deed granted herein, Grantee by accepting this instrument hereby grants to Grantor and its successors and assigns a perpetual easement for storm water drainage discharge in the southern location shown on the drawing attached hereto as **Exhibit C**.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSONS RIGHTS, IF ANY, UNDER ORS 195.300 (Definitions for ORS 195.300 to 195.336), 195.301 (Legislative findings) AND 195.305 (Compensation for restriction of use of real property due to land use regulation) TO 195.336 (Compensation and Conservation Fund) AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 (Definitions for ORS 92.010 to 92.192) OR 215.010 (Definitions), TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930 (Definitions for ORS 30.930 to 30.947), AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300 (Definitions for ORS 195.300 to 195.336), 195.301 (Legislative findings) AND 195.305 (Compensation for restriction of use of real property due to land use regulation) TO 195.336 (Compensation and Conservation Fund) AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

IN WITNESS WHEREOF, the Grantor has hereunto affixed their signature this 24th day of April, 2015.

GRANTOR: Lowe's Home Centers, LLC, a North Carolina limited liability company

Gary E. Wyatt

Gary E. Wyatt, Senior Vice President

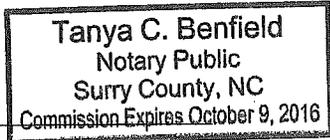
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STATE OF NORTH CAROLINA)

County of WILKES)

I, Tanya C. Benfield, a Notary Public for Wilkes County, North Carolina, certify that Gary E. Wyatt personally came before me this day and acknowledged that he is Senior Vice President of Lowe's Home Centers, LLC, a North Carolina limited liability company, and that he, as Senior Vice President, being authorized to do so, executed the foregoing document on behalf of the limited liability company.

WITNESS my hand and official seal this 24th day of April, 2015.



My commission expires:

Tanya C. Benfield
Notary Public

CITY OF ALBANY:

STATE OF OREGON)
County of Linn) ss.
City of Albany)

I, Wes Hare, as City Manager of the City of Albany, Oregon, pursuant to Resolution Number _____, do hereby accept on behalf of the City of Albany, the above instrument pursuant to the terms thereof this _____ day of _____ 2015.

City Manager

ATTEST:

City Clerk

Exhibit "A"

LEGAL DESCRIPTION
LOWE'S ALBANY (LOW8129)
THE PREMISES
APRIL 20, 2015
PAGE 1 OF 2

A PORTION OF THAT TRACT OF LAND DESCRIBED IN DEED DOCUMENT NO. 2012-05634, LINN COUNTY DEED RECORDS LOCATED IN THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 11 SOUTH, RANGE 3 WEST, WILLAMETTE MERIDIAN, CITY OF ALBANY, LINN COUNTY, OREGON BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID DEED DOC. NO. 2012-05634, LINN COUNTY DEED RECORDS, SAID POINT BEING ON THE SOUTHERLY RIGHT-OF-WAY LINE OF 9TH AVENUE SE (AS ESTABLISHED BY DEED DOC. NO. 2007-08452)(BEING 33.0' FROM THE CENTERLINE THEREOF, WHEN MEASURED PERPENDICULAR THERETO);

THENCE LEAVING SAID SOUTHERLY RIGHT-OF-WAY LINE, ALONG THE EASTERLY LINE OF SAID TRACT DESCRIBED IN DEED DOCUMENT NO. 2012-05634, SOUTH 36°59'15" EAST, 77.11 FEET;

THENCE SOUTH 15°44'10" EAST, 189.96 FEET;

THENCE SOUTH 79°05'45" WEST, 40.00 FEET;

THENCE SOUTH 04°15'49" EAST, 389.99 FEET TO THE SOUTHERLY LINE OF SAID TRACT;

THENCE ALONG SAID SOUTHERLY LINE SOUTH 72°36'32" WEST, 26.77 FEET;

THENCE LEAVING SAID SOUTHERLY LINE NORTH 46°03'08" EAST, 9.00 FEET TO A POINT OF CURVATURE;

THENCE ALONG AN ARC OF A 37.50 FOOT RADIUS CURVE, CONCAVE TO THE NORTHWEST, THROUGH A CENTRAL ANGLE OF 50°18'57" (THE LONG CHORD BEARS NORTH 20°53'40" EAST, 31.88 FEET) AN ARC DISTANCE OF 32.93 FEET;

THENCE NORTH 04°15'49" WEST, 281.50 FEET TO A POINT OF CURVATURE;

THENCE ALONG AN ARC OF A 37.50 FOOT RADIUS CURVE, CONCAVE TO THE SOUTHWEST, THROUGH A CENTRAL ANGLE OF 36°09'45" (THE LONG CHORD BEARS NORTH 22°20'42" WEST, 23.28 FEET) AN ARC DISTANCE OF 23.67 FEET;

THENCE NORTH 40°25'34" WEST, 20.08 FEET TO A POINT OF CURVATURE;

THENCE ALONG THE ARC OF A 52.50 FOOT RADIUS CURVE, CONCAVE TO THE NORTHEAST, THROUGH A CENTRAL ANGLE OF 33°15'07" (THE LONG CHORD BEARS NORTH 23°48'01" WEST, 30.04 FEET) AN ARC DISTANCE OF 30.47 FEET;

THENCE NORTH 07°10'27" WEST, 66.80 FEET;

THENCE NORTH 07°10'33" WEST, 109.80 FEET TO A POINT OF CURVATURE;

LEGAL DESCRIPTION
LOWE'S ALBANY (LOW8129)
THE PREMISES
APRIL 20, 2015
PAGE 2 OF 2

THENCE ALONG AN ARC OF A 101.17 FOOT RADIUS CURVE, CONCAVE TO THE SOUTHWEST, THROUGH A CENTRAL ANGLE OF 15°31'18" (THE LONG CHORD BEARS NORTH 14°56'12" WEST, 27.32 FEET) AN ARC DISTANCE OF 27.41 FEET;

THENCE NORTH 22°41'51" WEST, 29.95 FEET TO A POINT OF CURVATURE;

THENCE ALONG AN ARC OF A 42.50 FOOT RADIUS CURVE, CONCAVE TO THE SOUTHWEST, THROUGH A CENTRAL ANGLE OF 13°38'25" (THE LONG CHORD BEARS NORTH 29°31'04" WEST, 10.09 FEET) AN ARC DISTANCE OF 10.12 FEET;

THENCE NORTH 36°20'16" WEST, 0.47 FEET TO A POINT OF CURVATURE;

THENCE ALONG THE ARC OF A 57.50 FOOT RADIUS CURVE, CONCAVE TO THE NORTHEAST, THROUGH A CENTRAL ANGLE OF 13°38'25" (THE LONG CHORD BEARS NORTH 29°31'04" WEST, 13.66 FEET) AN ARC DISTANCE OF 13.69 FEET;

THENCE NORTH 22°41'51" WEST, 8.40 FEET TO SAID SOUTHERLY RIGHT-OF-WAY LINE AND A POINT OF NON-TANGENT CURVATURE;

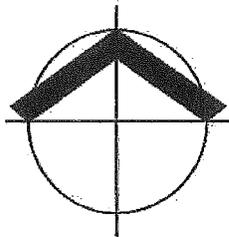
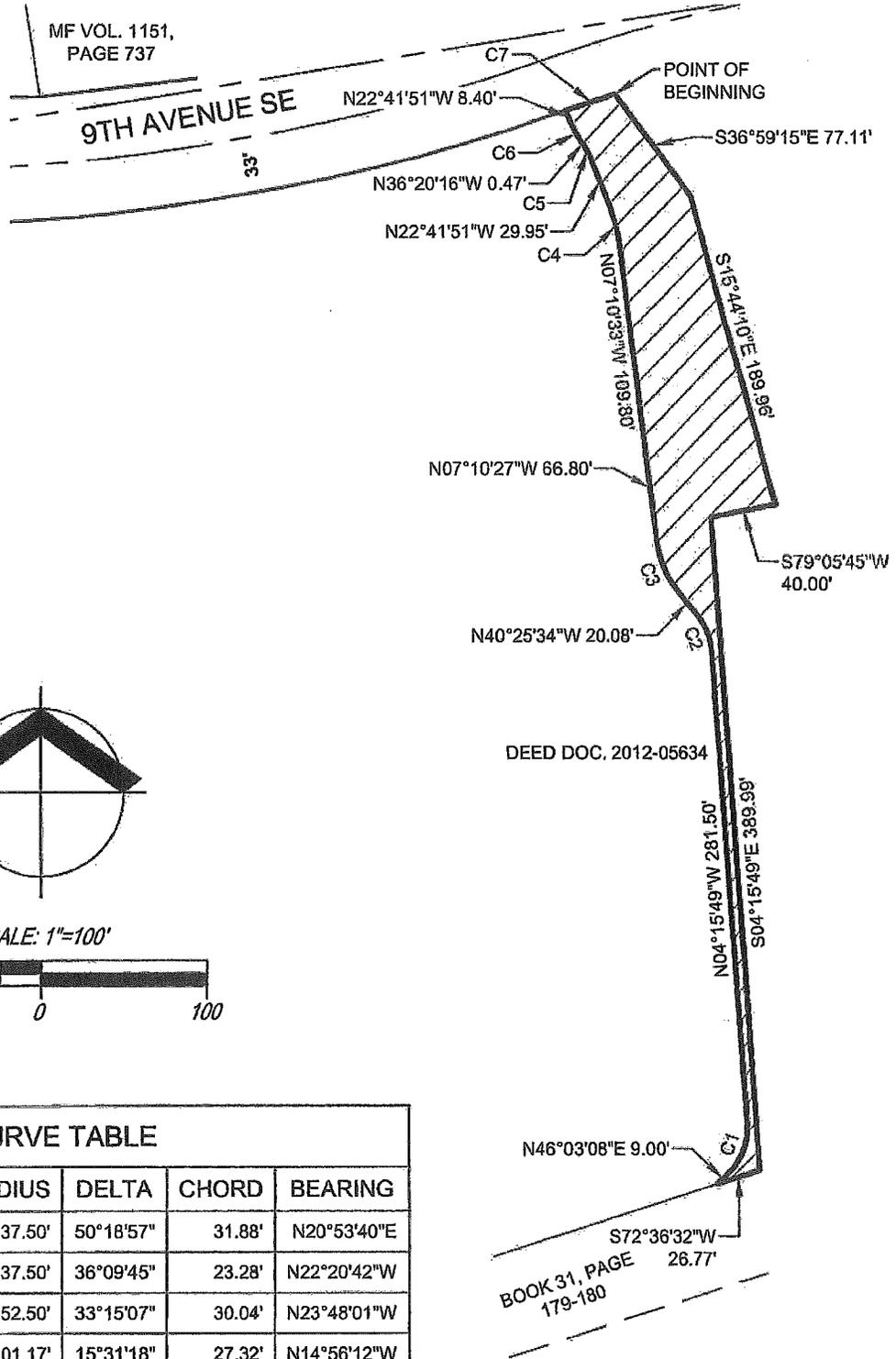
THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE AND THE ARC OF A 1053.07 FOOT RADIUS CURVE, CONCAVE TO THE SOUTHEAST, THROUGH A CENTRAL ANGLE OF 01°45'46" (THE LONG CHORD BEARS NORTH 72°21'27" EAST, 32.40 FEET) AN ARC DISTANCE OF 32.40 FEET TO THE POINT OF BEGINNING.

CONTAINS 18,037 SQUARE FEET OR 0.414 ACRES MORE OR LESS.

THE ATTACHED EXHIBIT "B" ENTITLED "THE PREMISES" IS MADE A PART HEREOF.

4-20-15
REGISTERED
PROFESSIONAL
LAND SURVEYOR
Samantha R. Bianco
OREGON
JULY 13, 2004
SAMANTHA R. BIANCO
61803LS
Renews: 12-31-15

MF VOL. 1151,
PAGE 737



SCALE: 1"=100'



DEED DOC. 2012-05634

N46°03'08"E 9.00'
C7
S72°36'32"W 26.77'
BOOK 31, PAGE 179-180

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD	BEARING
C1	32.93'	37.50'	50°18'57"	31.88'	N20°53'40"E
C2	23.67'	37.50'	36°09'45"	23.28'	N22°20'42"W
C3	30.47'	52.50'	33°15'07"	30.04'	N23°48'01"W
C4	27.41'	101.17'	15°31'18"	27.32'	N14°56'12"W
C5	10.12'	42.50'	13°38'25"	10.09'	N29°31'04"W
C6	13.69'	57.50'	13°38'25"	13.66'	N29°31'04"W
C7	32.40'	1053.07'	1°45'46"	32.40'	N72°21'27"E

LEGEND:

 AREA OF THE PREMISES
18,037 SQUARE FEET OR
0.414 ACRES MORE OR LESS

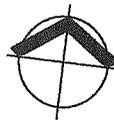
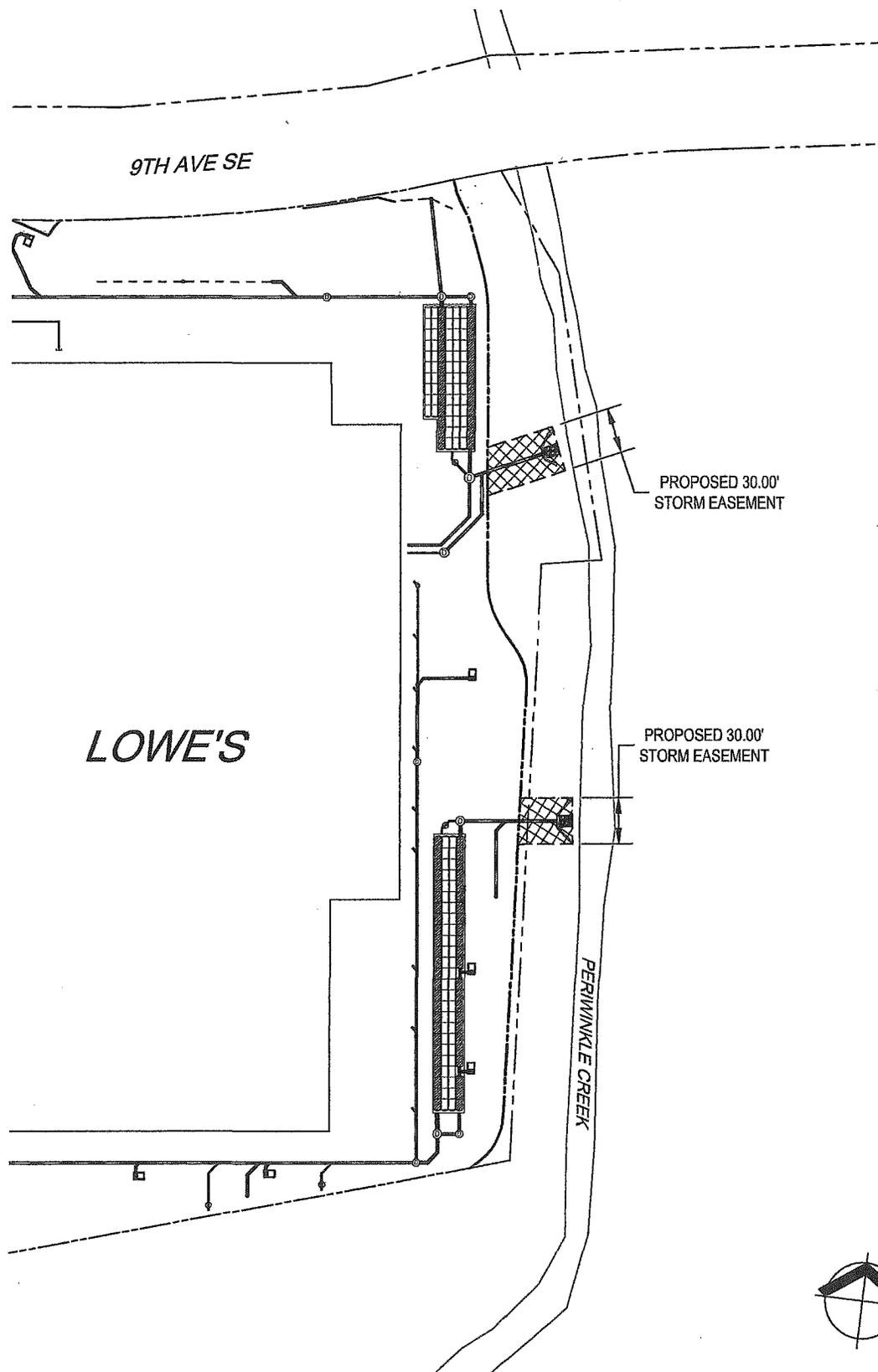
SEE ATTACHED LEGAL DESCRIPTION

Cardno
Shaping the Future
PORTLAND
5415 SW WESTGATE DR, STE 100, PORTLAND, OR 97221
TEL: (503) 419-2500 FAX: (503) 419-2800
www.cardno.com

EXHIBIT "B"
THE PREMISES

NW 1/4 OF S 8, T11S, R3 W, W.M.
CITY OF ALBANY, LINN COUNTY, OREGON

PROJECT NO. LOW8129
DATE: 04/20/2015
BY: TLB
SCALE: 1" = 100'
PAGE NO. 1 OF 1



Cardno
 Shaping the Future
 PORTLAND
 5415 SW WESTGATE DR, STE 100, PORTLAND, OR 97221
 TEL: (503) 419 - 2500 FAX: (503) 419 - 2600
 www.cardno.com

EXHIBIT C
LOWE'S OF ALBANY
 LOWE'S HOME CENTERS, LLC
 ALBANY, OREGON

PROJECT NO. LOW8129
 DATE: 4/15/2015
 BY: KRG
 SCALE: 1" = 100'
 SHEET NO. 1

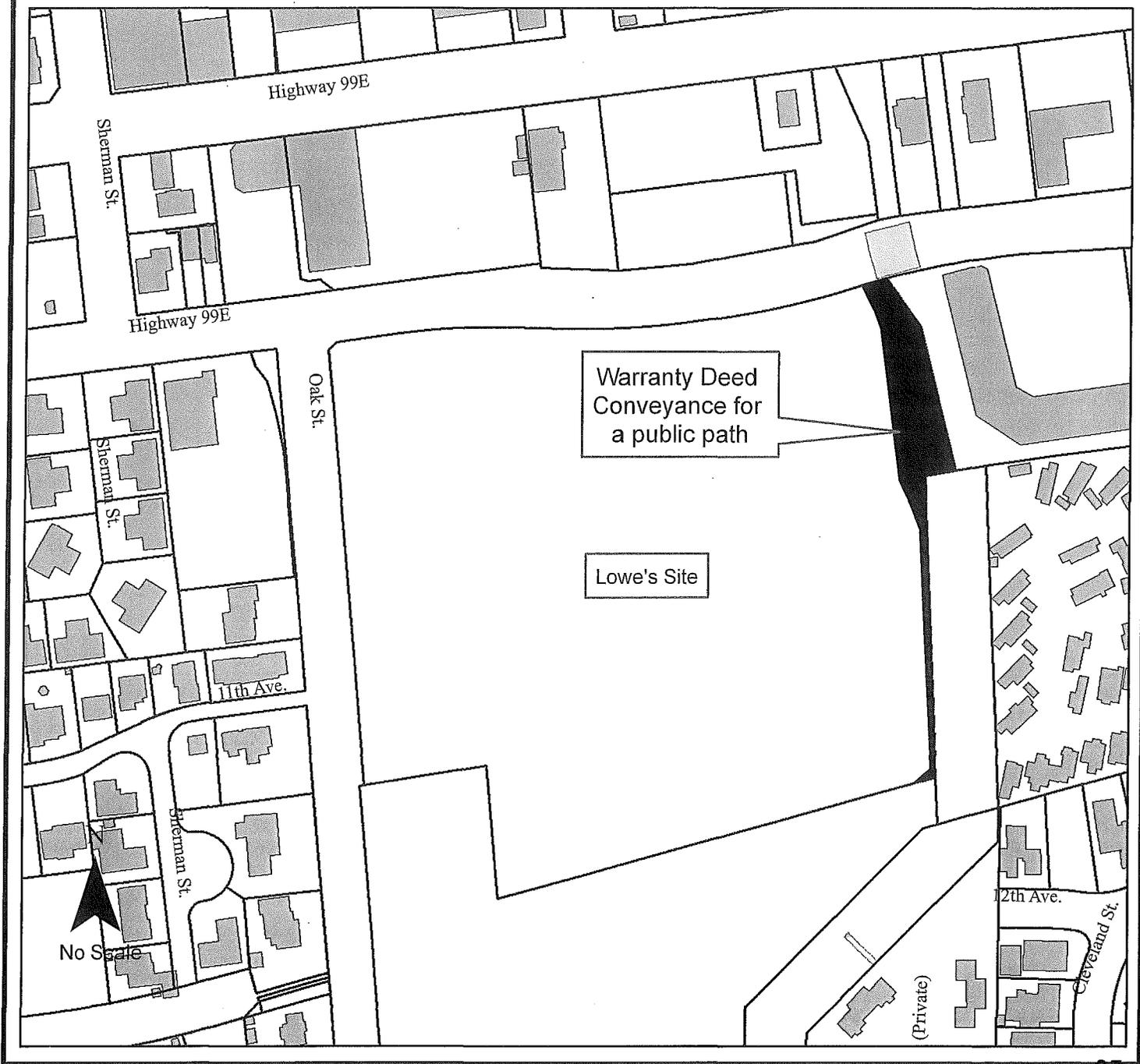
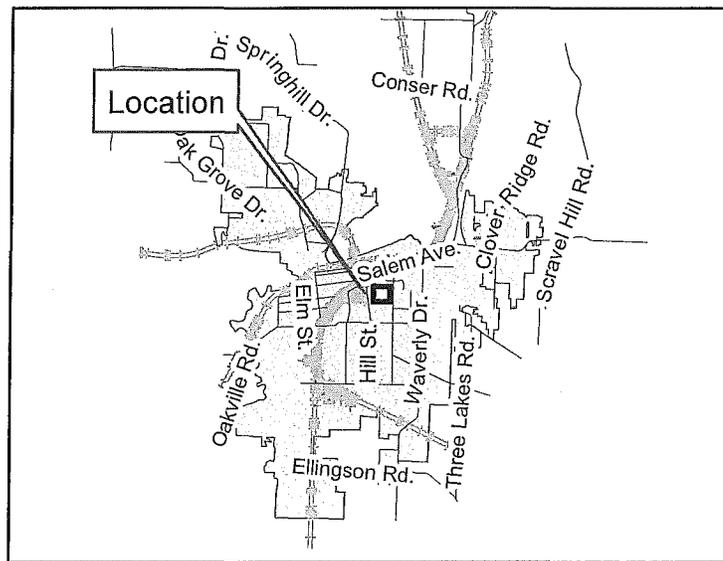
EXHIBIT D

11S03W08BC- 01000

A variable width property conveyance by Special Warranty Deed for a public path as part of the Lowe's Development Project



Geographic Information Services



RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE FOLLOWING EASEMENT:

Grantor

James and Brenda Ruble

Purpose

A 20-foot wide sewer maintenance road access easement across Tax Lot 11S04W12 01000 to allow a gravel access road to be constructed from an existing gravel road to the east property line of the Riverbend Apartments site.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that it does hereby accept this easement.

DATED AND EFFECTIVE THIS 13TH DAY OF MAY 2015.

Mayor

ATTEST:

City Clerk

EASEMENT FOR SEWER MAINTENANCE ACCESS ROAD

THIS AGREEMENT, made and entered into this 18th day of APRIL, 2015, by and between James and Brenda Ruble, hereinafter called Grantor, and the CITY OF ALBANY, a Municipal Corporation, herein called "City."

WITNESSETH:

That for and in consideration of the total compensation to be paid by the City, the grantor has this day bargained and sold and by these presents does bargain, sell, convey, and transfer unto the City of Albany, an easement and right-of-way, including the right to enter upon the real property hereinafter described, and to construct, maintain, and repair a gravel access road for the purpose of public sanitary sewer access over, across, through, and under the lands hereinafter described, together with the right to excavate and refill ditches and/or trenches for the location of the said access road and the further right to remove trees, bushes, under-growth, and other obstructions interfering with the location and maintenance of the said access road.

This agreement is subject to the following terms and conditions:

1. The right-of-way hereby granted consists of:

A 20 foot wide access easement containing an approximately 10 foot wide road.

See legal description on attached Exhibit A and maps on attached Exhibits B and C. Said Exhibits attached hereto and incorporated herein.
2. The permanent easement described herein grants to the City, and to its successors, assigns, authorized agents, or contractors, the perpetual right to enter upon said easement at any time that it may see fit, for construction, maintenance, evaluation and/or repair purposes.
3. The easement granted is in consideration of \$1.00, receipt of which is acknowledged by the Grantor, and in further consideration of the public improvements to be placed upon said property and the benefits grantors may obtain therefrom.
4. The Grantor does hereby covenant with the City that they are lawfully seized and possessed of the real property above-described and that they have a good and lawful right to convey it or any part thereof and that they will forever warrant and defend the title thereto against the lawful claims of all persons whomsoever.
5. Upon performing any maintenance, the City shall return the site to original or better condition.
6. No permanent structure shall be constructed on this easement.
7. The Grantor shall not be responsible for maintaining the portion of the gravel road used by the City to access the City sewer system. If, in the City's estimation, the road requires maintenance, the City shall be responsible to perform the road maintenance.
8. The Grantor shall have reasonable access to use the road.
9. The Grantor shall be indemnified from any possible claims arising from the City's use of the easement and road.

IN WITNESS WHEREOF, the Grantor has hereunto fixed their hand and seal the day and year written below.

GRANTOR:

[Signature]
James Ruble

[Signature]
Brenda Ruble

STATE OF OREGON)
County of Clatsop) ss.
City of Wheeler)

STATE OF OREGON)
County of Clatsop) ss.
City of Wheeler)

The foregoing instrument was acknowledged before me this 10th day of April, 2015, by James Ruble as his voluntary act and deed.

The foregoing instrument was acknowledged before me this 10th day of April, 2015, by Brenda Ruble as her voluntary act and deed.

[Signature]
Notary Public for Oregon
My Commission Expires: Sept 8th 2017

[Signature]
Notary Public for Oregon
My Commission Expires: Sept 8th 2017



CITY OF ALBANY:

STATE OF OREGON)
County of Linn) ss.
City of Albany)

I, Wes Hare, as City Manager of the City of Albany, Oregon, pursuant to Resolution Number _____, do hereby accept on behalf of the City of Albany, the above instrument pursuant to the terms thereof this _____ day of _____ 2015.

City Manager

ATTEST:

City Clerk

Exhibit B - Road Access Easement Map

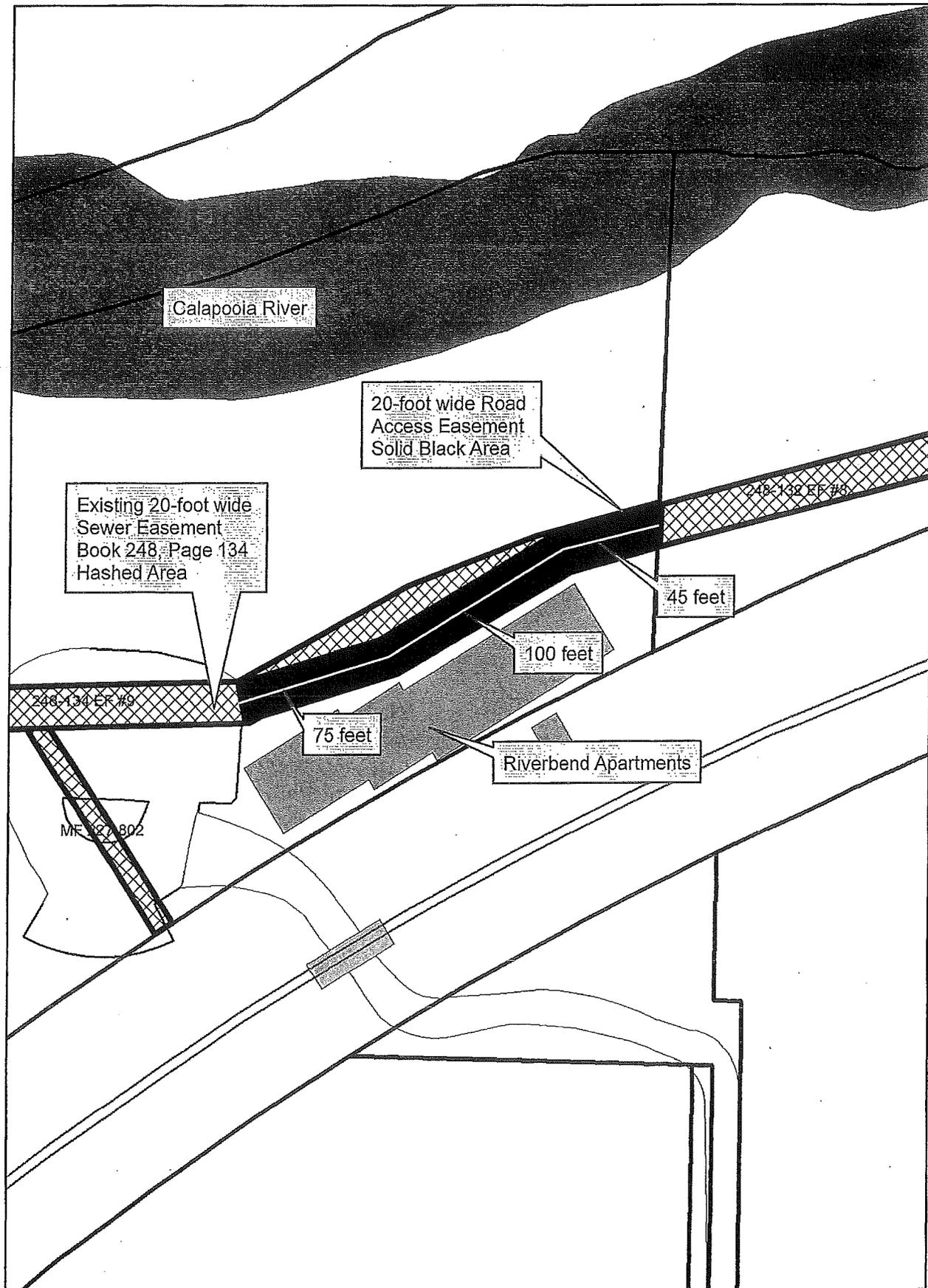
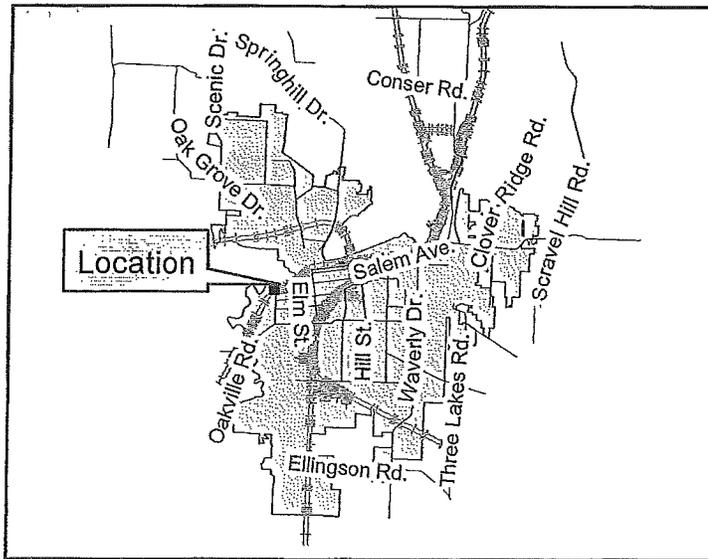


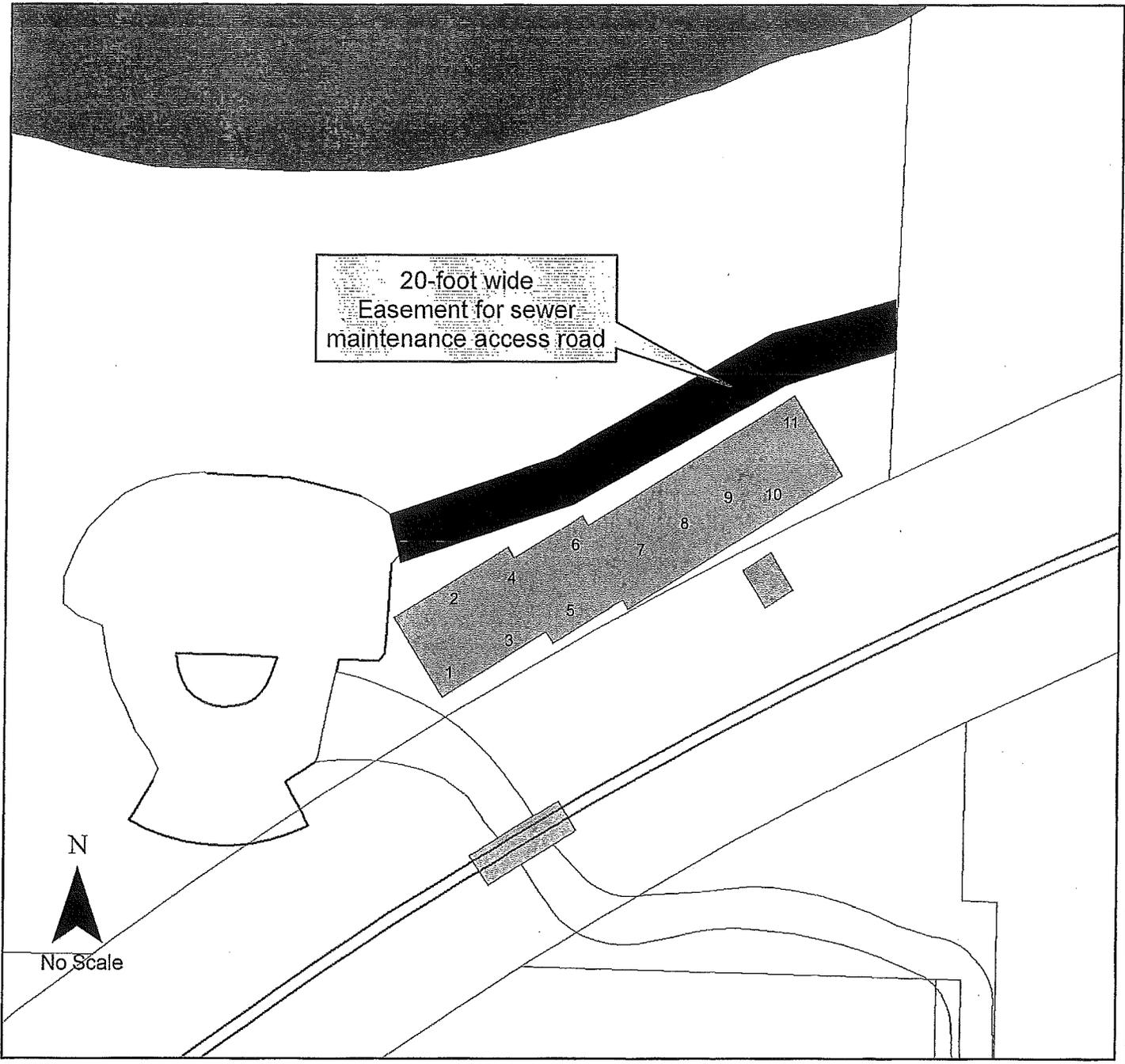
EXHIBIT C

11S04W12 -01000

A 20 foot wide Sewer maintenance access road easement for the construction of gravel access road



Geographic Information Services



RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE FOLLOWING EASEMENT:

Grantor

Top Notch Properties, LLC
Shevach Group Albany, LLC
Murray One, LLC

Purpose

A variable width utility easement for City of Albany utilities as part of the Country Village Loop water line project. 10S03W31DB 02000

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that it does hereby accept this easement.

DATED AND EFFECTIVE THIS 13TH DAY OF MAY 2015.

Mayor

ATTEST:

City Clerk

EASEMENT FOR PUBLIC UTILITIES

THIS AGREEMENT, made and entered into this 27TH day of MARCH, 2015, by and between Top Notch Properties, LLC, Shevach Group Albany, LLC and Murray One LLC, hereinafter called Grantor, and the CITY OF ALBANY, a Municipal Corporation, herein called "City."

WITNESSETH:

That for and in consideration of the total compensation to be paid by the City, the grantor has this day bargained and sold and by these presents does bargain, sell, convey, and transfer unto the City of Albany, an easement, including the right to enter upon the real property hereinafter described, and to maintain and repair public utilities for the purpose of conveying public utilities services over, across, through, and under the lands hereinafter described, together with the right to excavate and refill ditches and/or trenches for the location of the said public utilities and the further right to remove trees, bushes, under-growth, and other obstructions interfering with the location and maintenance of the said public utilities.

This agreement is subject to the following terms and conditions:

1. The easement hereby granted consists of:

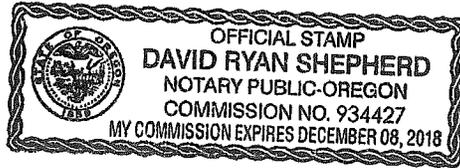
A variable width utility easement for City of Albany utilities as part of the County Village Loop water line project. See legal description on attached Exhibit A and easement maps on attached Exhibits B and C.
2. The permanent easement described herein grants to the City, and to its successors, assigns, authorized agents, or contractors, the perpetual right to enter upon said easement at any time that it may see fit, for construction, maintenance, evaluation and/or repair purposes.
3. The easement granted is in consideration of \$1.00, receipt of which is acknowledged by the Grantor, and in further consideration of the public improvements to be placed upon said property and the benefits grantors may obtain therefrom.
4. The Grantor does hereby covenant with the City that they are lawfully seized and possessed of the real property above-described and that they have a good and lawful right to convey it or any part thereof and that they will forever warrant and defend the title thereto against the lawful claims of all persons whomsoever.
5. Upon performing any maintenance, the City shall return the site to original or better condition.
6. No permanent structure shall be constructed on this easement.

IN WITNESS WHEREOF, the Grantor has hereunto fixed their hand and seal the day and year written below.

GRANTOR:

Top Notch Properties, LLC

Wendy Liebreich
By: Wendy Liebreich, Manager



STATE OF OREGON)
County of Washington) ss.
City of Beverton)

The foregoing instrument was acknowledged before me this 19 day of mar, 2015, by Wendy Liebreich, Manager of Top Notch Properties, LLC, on behalf of Top Notch Properties, as her voluntary act and deed.

David Shepherd
Notary Public for Oregon
My Commission Expires: Dec 18

GRANTOR:

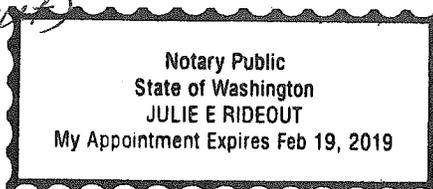
Shevach Group Albany, LLC

Janet D. Dalrymple, Member
By: Janet Dalrymple, Member

washington se
STATE OF OREGON)
County of King) ss.
City of Seattle)

The foregoing instrument was acknowledged before me this 17th day of February, 2015, by Janet Dalrymple, Member of the Shevach Group Albany, LLC, on behalf of the Shevach Group Albany, LLC, as her voluntary act and deed.

Julie E. Rideout (Julie E. Rideout)
Notary Public for Oregon washington se
My Commission Expires: 2.19.19



GRANTOR:

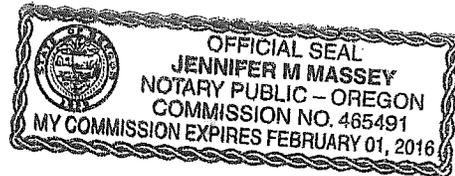
Murray One, LLC

Annette Murray-Mason
By: Annette Murray-Mason (POA)

STATE OF OREGON)
County of Linn) ss.
City of Albany)

The foregoing instrument was acknowledged before me this 27th day of March, 2015, by Annette Murray-Mason (POA), on behalf of Murray One, LLC, as her voluntary act and deed.

Jennifer Massey
Notary Public for Oregon
My Commission Expires: 02/01/16



CITY OF ALBANY:

STATE OF OREGON)
County of Linn) ss.
City of Albany)

I, Wes Hare as City Manager of the City of Albany, Oregon, pursuant to Resolution Number _____, do hereby accept on behalf of the City of Albany, the above instrument pursuant to the terms thereof this _____ day of _____ 2015.

City Manager

ATTEST:

City Clerk

Legal Description

City of Albany Utility Easement

A portion of Parcel 1 of that deed recorded in Document Number 2012-500611 of the Benton County, Oregon Deed Records, said portion being in the Southeast 1/4 of Section 31, Township 10 South, Range 3 West, Willamette Meridian, Benton County, Oregon and is more particularly described as follows:

Commencing at the easterly northeast corner of the J. Q. Thornton Donation Land Claim Number 37 in said Section 31; thence South 02°18'31" West 562.57 feet to a point on the east right-of-way line of Springhill Drive; thence South 84°14'29" East 17.25 feet; thence North 81°59'04" East 170.32 feet to a point on the west line of said Parcel 1, said point also being the TRUE POINT OF BEGINNING; thence North 82°06'18" East 248.71 feet; thence along the arc of a 25.02 foot radius curve to the left (long chord which bears North 49°06'22" East 27.25 feet) a distance of 28.82 feet; thence along the arc of a 106.76 foot radius curve to the left (long chord which bears North 03°23'57" East 46.97 feet) a distance of 47.36 feet; thence North 09°03'45" West 48.32 feet; thence along the arc of a 173.37 foot radius curve to the right (long chord which bears North 00°35'13" West 51.10 feet) a distance of 51.29 feet; thence along the arc of a 1368.66 foot radius curve to the right (long chord which bears North 10°08'40" East 107.76 feet) a distance of 107.79 feet; thence along the arc of a 885.96 foot radius curve to the right (long chord which bears North 14°02'34" East 50.77 feet) a distance of 50.78 feet; thence North 15°41'05" East 182.02 feet; thence North 02°12'23" East 13.91 feet to a point on the south right-of-way line of NE South Nebergall Loop; thence North 89°45'48" East, along said right-of-way line, 23.13 feet; thence South 15°41'05" West 201.89 feet; thence along the arc of a 866.96 foot radius curve to the left (long chord which bears South 14°02'34" West 49.68 feet) a distance of 49.69 feet; thence along the arc of a 1349.66 foot radius curve to the left (long chord which bears South 10°08'40" West 106.27 feet) a distance of 106.30 feet; thence along the arc of a 154.37 foot radius curve to the left (long chord which bears South 00°35'13" East 45.50 feet) a distance of 45.67 feet; thence South 09°03'45" East 48.28 feet; thence along the arc of a 125.76 foot radius curve to the right (long chord which bears South 08°04'42" West 75.08 feet) a distance of 76.24 feet; thence South 08°02'07" East 10.28 feet to a point on the boundary line of said Parcel 1; thence South 81°47'16" West, along the boundary line of said Parcel 1, a distance of 279.00 feet; thence North 08°12'44" West, along the boundary line of said Parcel 1, a distance of 22.68 feet to the TRUE POINT OF BEGINNING.

December 31, 2014
UTILITY EASEMENT DESCRIPTION
(14-97) JJC:ls
File Ref: z:/projects/2014/14-97/surveying/documents/14-97 Legal Description 1.doc

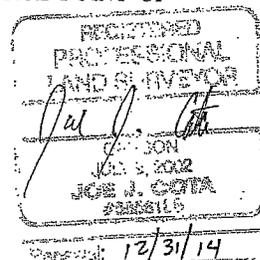
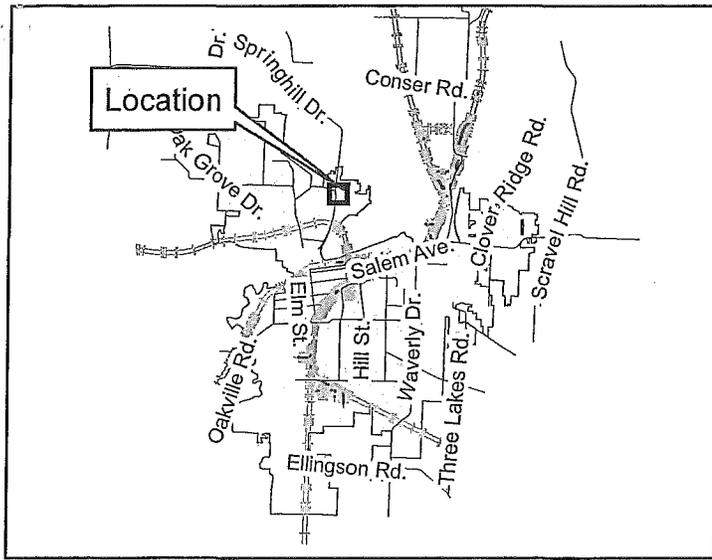


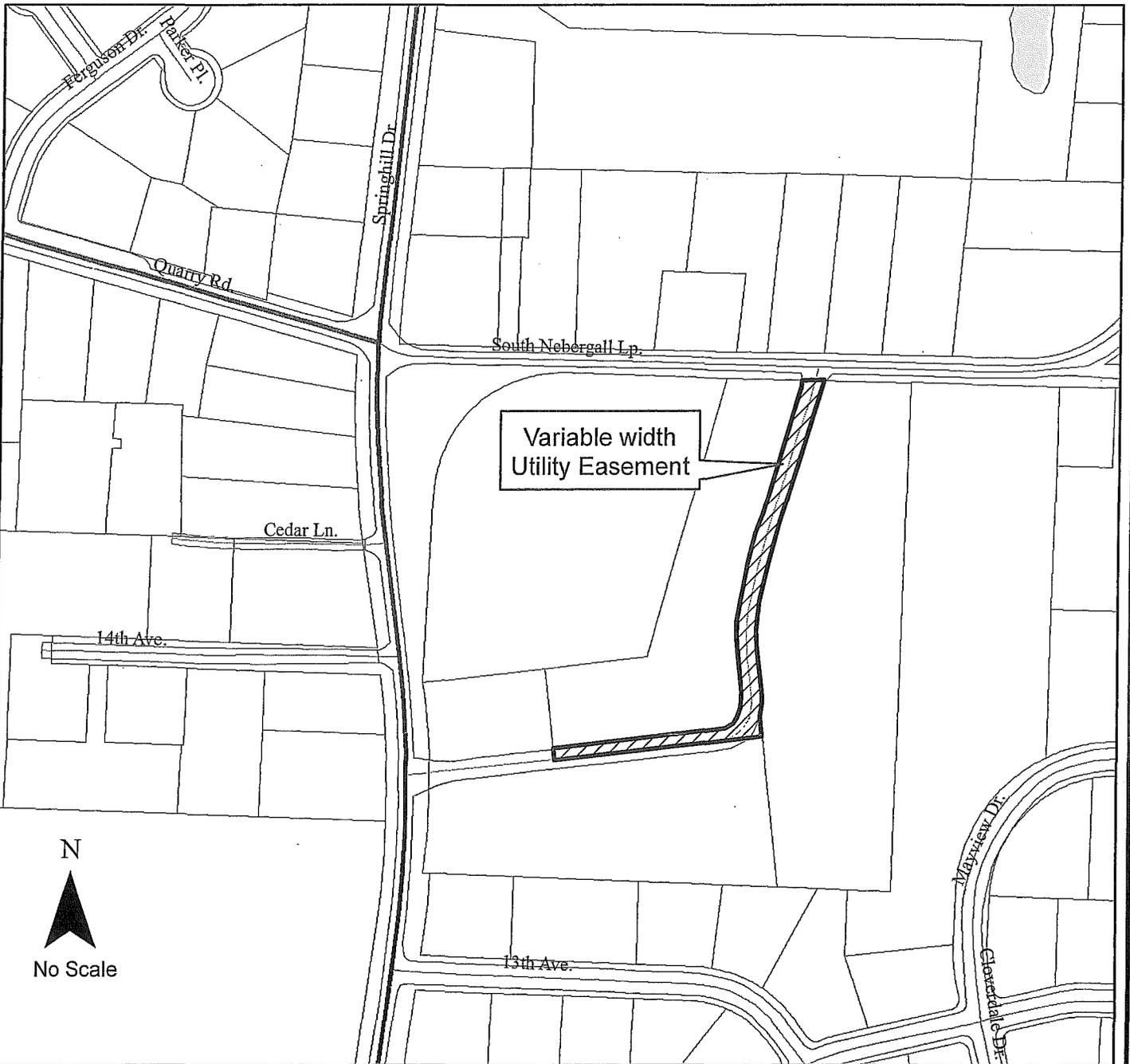
EXHIBIT C

10S03W31DB- 02000

A variable width utility easement,
as part of the Country Village Loop
water line project



Geographic Information Services



RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE FOLLOWING EASEMENT:

Grantor

Top Notch Properties, LLC
Shevach Group Albany, LLC
Murray One, LLC

Purpose

A variable width utility easement for City of
Albany utilities as part of the Country Village Loop
water line project. 10S03W31DB 02001

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that it does hereby accept this easement.

DATED AND EFFECTIVE THIS 13TH DAY OF MAY 2015.

Mayor

ATTEST:

City Clerk

EASEMENT FOR PUBLIC UTILITIES

THIS AGREEMENT, made and entered into this 28th day of APRIL, 2015, by and between Top Notch Properties, LLC, Shevach Group Albany, LLC and Murray One LLC, hereinafter called Grantor, and the CITY OF ALBANY, a Municipal Corporation, herein called "City."

WITNESSETH:

That for and in consideration of the total compensation to be paid by the City, the grantor has this day bargained and sold and by these presents does bargain, sell, convey, and transfer unto the City of Albany, an easement, including the right to enter upon the real property hereinafter described, and to maintain and repair public utilities for the purpose of conveying public utilities services over, across, through, and under the lands hereinafter described, together with the right to excavate and refill ditches and/or trenches for the location of the said public utilities and the further right to remove trees, bushes, under-growth, and other obstructions interfering with the location and maintenance of the said public utilities.

This agreement is subject to the following terms and conditions:

1. The easement hereby granted consists of:

A variable width utility easement for City of Albany utilities as part of the County Village Loop water line project. See legal description on attached Exhibit A and easement maps on attached Exhibits B and C.

2. The permanent easement described herein grants to the City, and to its successors, assigns, authorized agents, or contractors, the perpetual right to enter upon said easement at any time that it may see fit, for construction, maintenance, evaluation and/or repair purposes.
3. The easement granted is in consideration of \$1.00, receipt of which is acknowledged by the Grantor, and in further consideration of the public improvements to be placed upon said property and the benefits grantors may obtain therefrom.
4. The Grantor does hereby covenant with the City that they are lawfully seized and possessed of the real property above-described and that they have a good and lawful right to convey it or any part thereof and that they will forever warrant and defend the title thereto against the lawful claims of all persons whomsoever.
5. Upon performing any maintenance, the City shall return the site to original or better condition.
6. No permanent structure shall be constructed on this easement.

IN WITNESS WHEREOF, the Grantor has hereunto fixed their hand and seal the day and year written below.

GRANTOR:

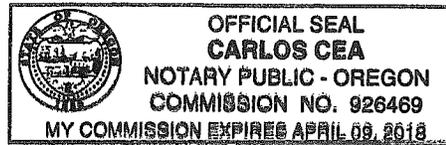
Top Notch Properties, LLC

Wendy Liebreich
By: Wendy Liebreich, Manager

STATE OF OREGON)
County of Washington) ss.
City of Beaverton)

The foregoing instrument was acknowledged before me this 21st day of April, 2015, by Wendy Liebreich, Manager of Top Notch Properties, LLC, on behalf of Top Notch Properties, as her voluntary act and deed.

Carlos Cea
Notary Public for Oregon
My Commission Expires: 4/9/2018



GRANTOR:

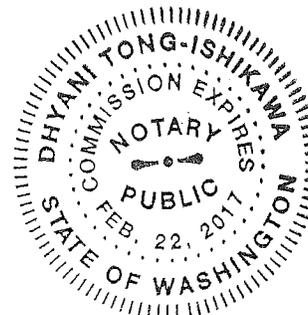
Shevach Group Albany, LLC

Janet Dalrymple
By: Janet Dalrymple, Member

WASHINGTON AKO
STATE OF OREGON)
County of KING) ss.
City of SEATTLE)

The foregoing instrument was acknowledged before me this 15th day of APRIL, 2015, by Janet Dalrymple, Member of the Shevach Group Albany, LLC, on behalf of the Shevach Group Albany, LLC, as her voluntary act and deed.

Dhyani Tong-Ishikawa
Notary Public for Oregon WASHINGTON AKO
My Commission Expires: 2/22/17



GRANTOR:

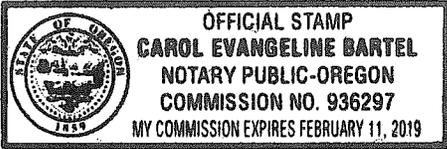
Murray One, LLC

Annette Murray-Mason
By: Annette Murray-Mason (POA) *POA*

STATE OF OREGON)
County of Linn) ss.
City of Albany)

The foregoing instrument was acknowledged before me this 28th day of April, 2015, by Annette Murray-Mason (POA), on behalf of Murray One, LLC, as her voluntary act and deed.

Carol E. Bartel
Notary Public for Oregon
My Commission Expires: 2-11-19



CITY OF ALBANY:

STATE OF OREGON)
County of Linn) ss.
City of Albany)

I, Wes Hare as City Manager of the City of Albany, Oregon, pursuant to Resolution Number _____, do hereby accept on behalf of the City of Albany, the above instrument pursuant to the terms thereof this _____ day of _____ 2015.

City Manager

ATTEST:

City Clerk

EXHIBIT A

K & D ENGINEERING, Inc.

Engineers • Planners • Surveyors

Legal Description

City of Albany Utility Easement

A portion of Parcel 2 of that deed recorded in Document Number 2012-500611 of the Benton County, Oregon Deed Records, said portion being in the Southeast 1/4 of Section 31, Township 10 South, Range 3 West, Willamette Meridian, Benton County, Oregon and is more particularly described as follows:

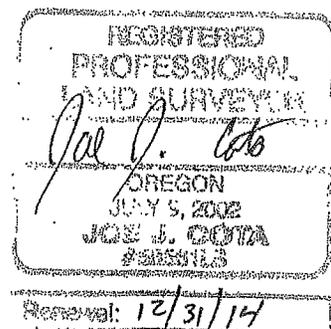
Beginning at a point that is on the east right-of-way line of Springhill Drive that is South 02°18'31" West 562.57 feet of the easterly northeast corner of the J. Q. Thornton Donation Land Claim Number 37 in said Section 31; thence South 84°14'29" East 17.25 feet; thence North 81°59'04" East 170.32 feet to a point on the boundary line of said Parcel 2; thence South 08°12'44" East, along said boundary line, 22.68 feet; thence North 81°47'16" East, along said boundary line, 279.00 feet; thence South 08°02'07" East 7.37 feet; thence along the arc of a 97.40 foot radius curve to the right (long chord which bears South 68°57'00" West 43.93 feet) a distance of 44.32 feet; thence South 81°59'04" West 378.08 feet; thence South 70°17'36" West 51.45 feet to a point on the east right-of-way line of said Springhill Drive; thence along the arc of a 1462.40 foot radius curve to the left on said east right-of-way line (long chord which bears North 02°33'39" West 53.78 feet to the POINT OF BEGINNING.

December 31, 2014

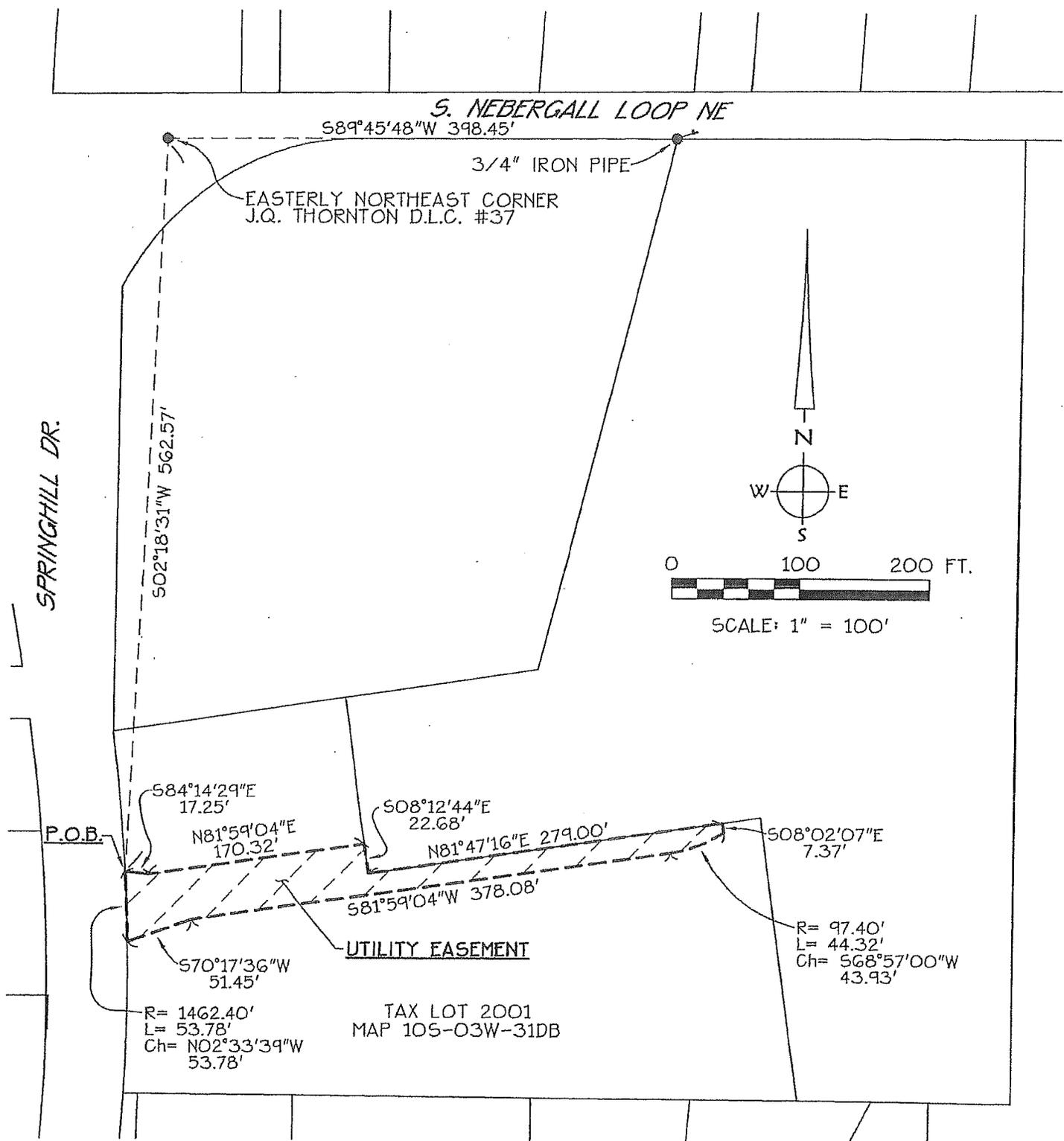
UTILITY EASEMENT DESCRIPTION

(14-97) JJC:ls

File Ref: z:/projects/2014/14-97/surveying/documents/14-97 Legal Description 2.doc



UTILITY EASEMENT EXHIBIT MAP
FOR
THE CITY OF ALBANY
DECEMBER 12, 2014



K & D ENGINEERING, Inc.
278 N.W. Hickory Street P.O. Box 725
Albany, Oregon 97321
(541) 928-2583

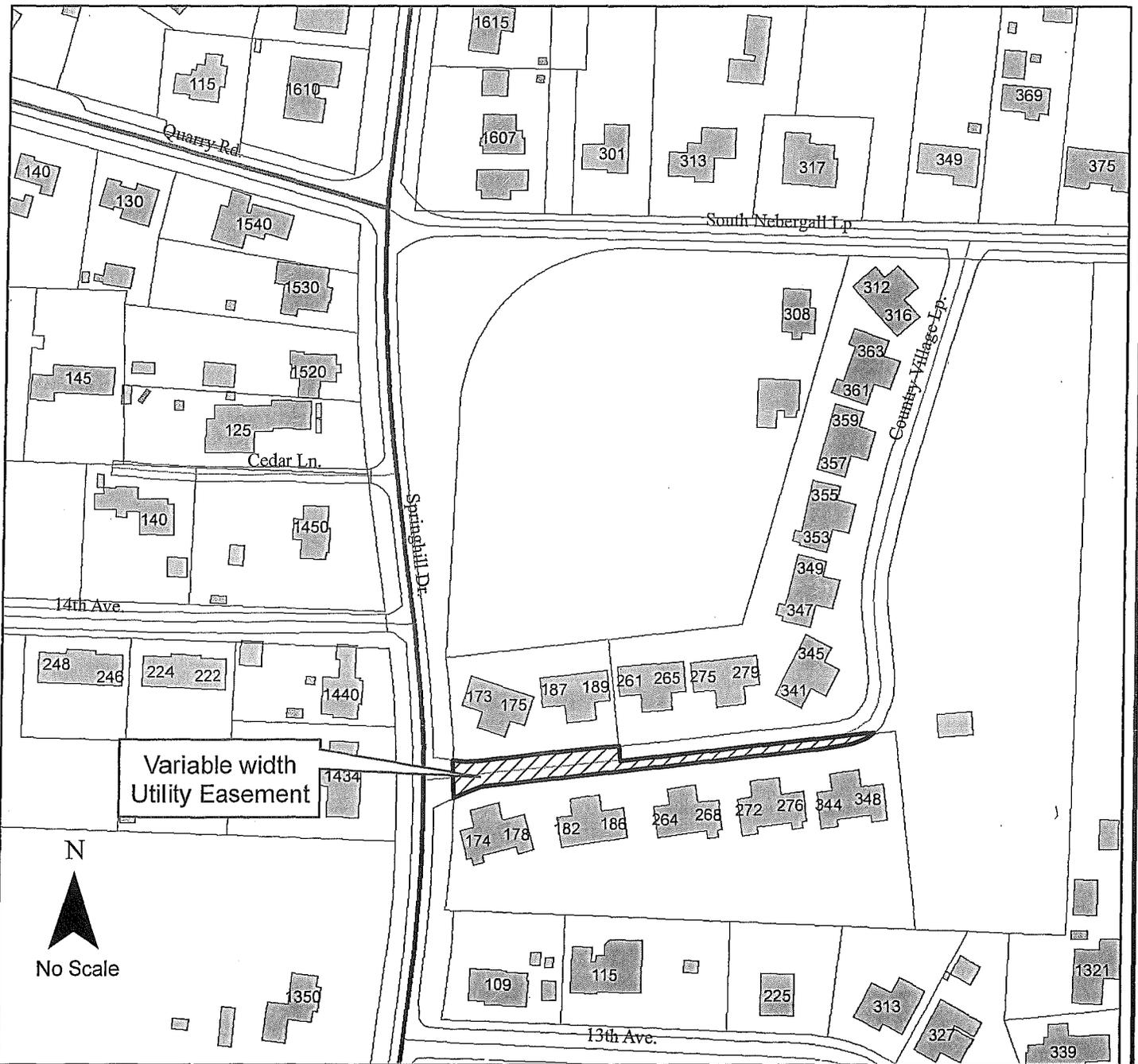
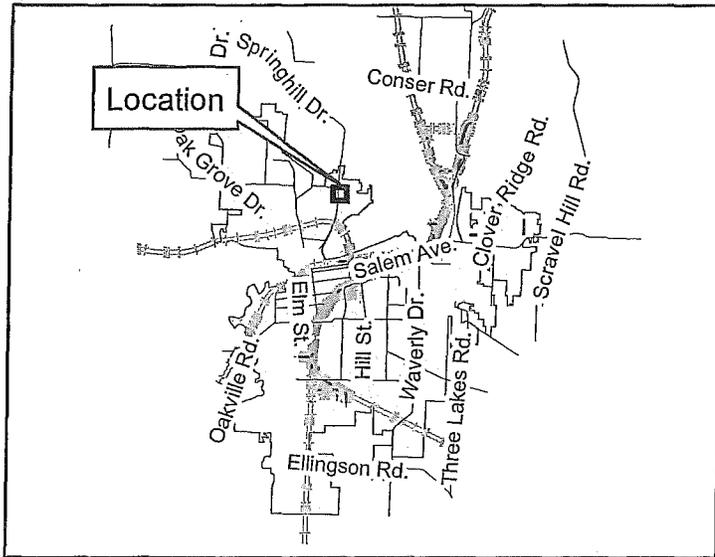
Date: 12/12/2014 Time: 10:53
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File: dwg\2014\14-97\1497_exht.dwg (lan)

EXHIBIT C

10S03W31DB- 02001

A variable width utility easement,
as part of the Country Village Loop
water line project

Geographic Information Services





TO: Albany City Council

VIA: Wes Hare, City Manager
Jeff Blaine, P.E., Interim Public Works Engineering & Community Development Director *JB*

FROM: Staci Belcastro, P.E., Acting Asst. Public Works Director/City Engineer *SB*
Lori Schumacher, Engineering Associate I *LS*

DATE: May 4, 2015, for the May 13, 2015, City Council Meeting

SUBJECT: Award of Bid for WL-15-02, Cleveland and Denver Street Water Lines

RELATES TO STRATEGIC PLAN THEME: • A Safe City

Action Requested:

Staff recommends that Council award this contract in the amount of \$371,823 to the low bidder, Pacific Excavation of Eugene.

Discussion:

On April 21, 2015, bids were opened for WL-15-02, Cleveland and Denver Street Water Lines. There were four bids submitted for this project, ranging from \$371,823 to \$450,786. The Engineer's estimate was \$344,000. A bid summary is provided as Attachment 1.

Project Description

This project includes construction of approximately 720 feet of 4-inch and 1,000 feet of 8-inch ductile iron water lines on 7th Avenue, Cleveland Street, and Denver Street as shown on the project vicinity map provided as Attachment 2. In addition to water line construction, this project includes installation of water services, meters, fire hydrants, and related appurtenances. Approximately 720 feet of street restoration work will be performed on Denver Street. The construction of these new water lines will replace deteriorated and undersized water lines, thereby increasing system reliability and reducing the number of emergency responses required to fix leaks.

Summary of Total Estimated Project Cost

The total estimated project cost of \$446,000 is \$69,900 over the project budget of \$376,200 (project budget includes \$19,200 in Street Pavement Repair funds). Staff has observed that bid prices are rapidly trending up throughout the Willamette Valley and this is reflected in the difference between the project budget and total estimated project cost. Staff is confident that the bids received are reflective of the work to be performed and recommends awarding this contract to Pacific Excavation.

Based on the project bid and anticipated related costs, a summary of the total estimated project cost is shown in the following table. The amounts have been rounded to the nearest \$100.

Project Components	Estimated Cost
I. Costs	
a. Engineering	\$ 16,100
b. Construction Inspection	\$21,000
<i>Engineering Subtotal</i>	\$37,100
II. Construction Costs	
a. Construction Contract	\$371,800
b. Construction Contingency (10%)	\$37,200
<i>Construction Subtotal</i>	\$409,000
<i>Total Estimated Project Cost</i>	\$446,100
<i>Project Budget</i>	\$376,200
<i>Under/(Over) Project Budget</i>	(\$69,900)

Budget Impact:

There are adequate funds in water capital reserves to cover costs over the budgeted amount. Approximately \$37,200 of the estimated total project cost is contingency funds that are held to deal with changed conditions during construction. While these funds may be required to complete the project, if changes are minimal, much of the \$37,200 could be saved thus reducing total project cost impacts.

This project will be funded from the Water System Capital Fund (615-80-2308) and the Street Maintenance Fund (250-50-2602).

LS:kw
Attachment

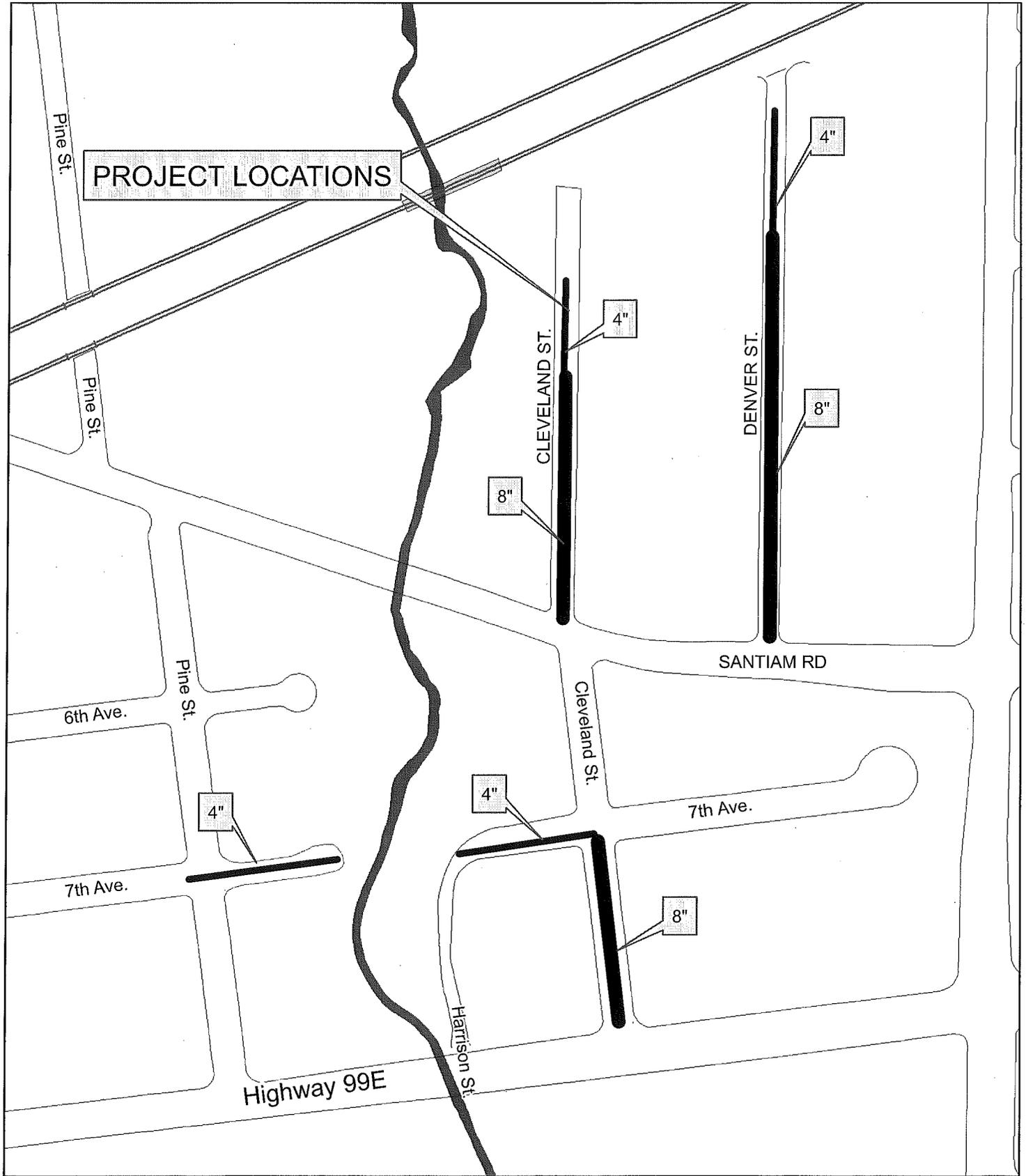


CITY OF ALBANY, OREGON
Public Works Department
Construction Contract Bids

Project: WL-15-02, Cleveland and Denver Street Water Lines

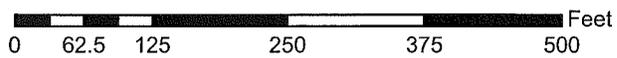
Bid Opening: April 21, 2015

Engineer's Estimate	Pacific Excavation (Eugene)	Mid Valley Gravel (Philomath)	Trenchline Excavation (Corvallis)	Earthwork Excavation Ent. NW (Cloverdale)
\$343,475.00	\$371,823.00	\$379,901.50	\$385,700.00	\$450,786.00



ATTACHMENT 2

WL-15-02, CLEVELAND AND DENVER STREET WATER LINES PROJECT VICINITY MAP





TO: Albany City Council
FROM: Sharon Konopa, Mayor *Sharon (sk)*
DATE: April 30, 2015, for May 13, 2015, City Council Meeting
SUBJECT: Appointment to the Landmarks Advisory Commission

RELATES TO STRATEGIC PLAN THEME: • An Effective Government

Action Requested:

Council approval of the following appointment:

Landmarks Advisory Commission

Cathy LeSuer

(Mayor's appointment to fill a vacancy; term expires 12-31-2015)

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

G:\Administrative Services\City Manager's Office\Boards-Commissions\2015 Recruitment\2015 appointments-boards & commissions-msk-#5.doc



BOARD, COMMISSION, AND COMMITTEE APPLICATION

RECEIVED

APR 21 2015

City of Albany City Manager's Office

(Please print legibly or type)

Board, Commission, and/or Committee Preference:

Landmarks Advisory Commission (list all for which you are applying)

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

(541) 917-7500

Name: Catherine S LeSuer Preferred First Name: Cathy LeSuer

Residential Information:

Home Address:

ALBANY, OR 97321

Phone:

Cellular: 520-742-4253

E-mail:

cathyhham@gmail.com

Fax:

(Optional)

Employment Information:

Employer's Name:

Work Address:

ALBANY, OR 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:

- Appliance Warranties
- Health Insurance
- Ceramic Arts Instructor
- Retail Display
- Graphic Art AND Home Depot Kitchen Designer - 10 yrs.

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:

Member of the Albany Regional Museum Board
1988-1990

Chairman of the ARM Board-1990

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

My roots are in Albany, went to Calapoolya Middle School, South Albany H.S., got married and had my son here. I moved to Tucson, AZ, early 1990's because of the spotted owl issue, my husband lost his mill job. Now we are back, purchased a 1889 home on Sherman + Water, and am eager to become involved in community activities to help make ALBANY an award winning city.

- What contributions do you hope to make?

As a pioneer history, amateur historian, I would like to see the creation of interpretative signs along the Dave Clark river path and also portable signs for the Historic Houses that can be placed outside the homes during periodic historic walks. Albany needs as many walking destinations as possible in downtown including more wineries, brewries and farmer's markets also along Water Street, and other tourist destinations and landmarks downtown.

Catherine S. Lesuer

Signature of Applicant

April 12, 2015

Date