



Revised

NOTICE OF PUBLIC MEETING
CITY OF ALBANY
CITY COUNCIL
Council Chambers
333 Broadalbin Street SW
Wednesday, February 10, 2016
7:15 p.m.

AGENDA

OUR MISSION IS

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

OUR VISION IS

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

Rules of Conduct for Public Meetings

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

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL
4. SPECIAL PRESENTATION
 - a. 2015 Human Relations Awards & Certificates. [Verbal]
Action: _____

5. PROCLAMATION
 - a. Four Chaplains Sunday. [Page 3]
Action: _____

6. SCHEDULED BUSINESS
 - a. Business from the Public

- b. First Reading of Ordinance
 - 1) Calling for an election to submit to the electors of the city the question of renewing a levy at \$1.15 per \$1,000 assessed value for Ambulance, Fire, and Police operations beginning Fiscal Year 2016-2017 for five years. [Pages 4-6]
Action: _____ ORD. NO. _____

- c. Adoption of Resolution
 - 1) Amending the fee schedule for certain Building Division fees and repealing Resolution Numbers 6187, 6180, and 5891. [Pages 7-16]
Action: _____ RES. NO. _____

- d. Adoption of Consent Calendar
 - 1) Approving contract renewal for Municipal Court Judge Robert Scott. [Pages 17-20]
 - 2) Approving Municipal Court Judge Pro Tems and repealing Resolution No. 6393. [Page 21]
RES. NO. _____
 Action: _____

- e. Approval of Agreement
 - 1) Library resource sharing intergovernmental agreement. [Pages 22-24]
Action: _____

- f. Appointments
 - 1) TLT Ad Hoc Advisory Committee. [Pages 25-41]
Action: _____

7. BUSINESS FROM THE COUNCIL
8. NEXT MEETING DATE: Work Session: February 22, 2016
Regular Session: February 24, 2016
9. ADJOURNMENT

City of Albany Web site: www.cityofalbany.net

PROCLAMATION

FOUR CHAPLAINS SUNDAY

FEBRUARY 14, 2016

WHEREAS, February 3, 2016, will mark the 73rd anniversary of the sinking of the troopship U.S.A.T. Dorchester, which carried to their deaths four U.S. Army Chaplains who stood united in prayer as the ship went down; and

WHEREAS, these four Chaplains, from diverse religious backgrounds, gave their own life jackets to four soldiers and, thus, sacrificed their own lives to save the lives of others; and

WHEREAS, the heroic deeds of Chaplains Lieutenant George L. Fox, Lieutenant Alexander D. Goode, Lieutenant Johnny P. Washington, and Lieutenant Clark V. Poling, and their combined act of supreme devotion and sacrifice for American liberty and human freedom, will be an inspiring and ever-shining example of real brotherhood for all time to the people of the world; and

WHEREAS, we must all see to it that their supreme sacrifice, along with that all servicemen and women, to the common cause of human freedom and justice for all shall not have been in vain.

NOW, THEREFORE, I, Sharon Konopa, Mayor of the City of Albany, Oregon, do hereby proclaim February 14, 2016, as

FOUR CHAPLAINS SUNDAY

in Albany, Oregon, and call upon all our citizens to commemorate the day with appropriate observances.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Albany to be affixed this 10th day of February 2016.

Sharon Konopa, Mayor

ORDINANCE _____

AN ORDINANCE OF ALBANY, LINN AND BENTON COUNTIES, OREGON, CALLING FOR AN ELECTION TO SUBMIT TO THE ELECTORS OF THE CITY THE QUESTION OF RENEWING A LEVY AT \$1.15 PER \$1,000 ASSESSED VALUE FOR AMBULANCE, FIRE, AND POLICE OPERATIONS BEGINNING IN FISCAL YEAR 2016-2017 FOR FIVE YEARS; AND DECLARING AN EMERGENCY.

WHEREAS, the Budget Committee of the City of Albany found that revenues are needed to enhance essential services provided for everyone's use and protection beginning in the Fiscal Year 2003-2004 and recommended that a five-year public safety operating levy be submitted to the legal voters of the City of Albany; and

WHEREAS, the City Council of the City of Albany supports the value of continuing to provide quality services to the citizens of the City.

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

Section 1. Date of Election. A levy election with the question set forth in Section 2 of this ordinance shall be submitted in the manner prescribed herein to the legal voters residing within the City of Albany, on the 17th day of May 2016.

Section 2. Form of Question. Shall Albany impose \$1.15 per \$1,000 assessed value for Ambulance, Fire, Police operations for five more years beginning in 2016-2017? This measure renews current local option taxes.

Section 3. Project Description. The City plans to use tax revenue from this measure to continue funding for Firefighter/EMTs, fire marshal and emergency services positions to maintain fire prevention and public education at current levels, and continue funding for Police Officers, Community Service Officers, and communications and crime analyst positions together with related equipment and training. Taxes will also continue to be used to pay inflationary operating costs for the Fire/Ambulance and Police Departments.

Section 4. Hours of Election. The election shall be conducted as a mail-in election.

Section 5. Notice of Election. Notice of the levy election shall be given by the County Clerks and City Elections Officer, as provided in the general election laws of the State of Oregon and the Charter of the City of Albany.

Section 6. Ballot Form. The City Attorney has reviewed a Notice of Levy Election and Ballot Title in substantially form attached hereto as Exhibit A.

Section 7: Emergency Clause. In as much as this ordinance is necessary for the immediate preservation of the public peace, health, and safety of the City of Albany, or to facilitate the prompt and timely completion of important City business, an emergency is hereby declared to exist; and this Ordinance shall take effect and be in full force and effect when signed by the Mayor.

Passed by the Council: _____

Approved by the Mayor: _____

Effective Date: _____

Mayor's Signature

Attest:

City Clerk

Exhibit "A"

CAPTION

Renewal of the Ambulance, Fire, and Police Local Option Tax

QUESTION

Shall Albany impose \$1.15 per \$1,000 assessed value for Ambulance, Fire, Police operations for five more years beginning 2016-2017? This measure renews current local option taxes.

SUMMARY

The City plans to use tax revenue from this measure to continue funding for Firefighter/EMTs, fire marshal, and emergency services positions to maintain fire prevention and public education at current levels, and continue funding for Police Officers, Community Service Officers, and communications and crime analyst positions together with related equipment and training. Taxes will also continue to be used to pay inflationary operating costs for the Fire/Ambulance and Police Departments.

The proposed rate will net approximately \$3,141,908 in 2016-2017, \$3,465,628 in 2017-2018, \$3,794,926 in 2018-2019, \$3,984,671 in 2019-2020, and \$4,183,905 in 2020-2021 for a total of \$18,571,038.

The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessors at the time of estimate and may reflect the impact of early payment discounts, compression and the collection rate.



TO: Albany City Council

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

FROM: Gary Stutzman, Building Official *AS*

DATE: February 1, 2016, for the February 10, 2016, City Council Meeting

SUBJECT: Building Permit Fee Resolution

RELATES TO STRATEGIC PLAN THEME: ● Effective Government

Action Requested:

Staff recommends Council adopt the attached Building Permit Fee Resolution.

Discussion:

The City of Albany's Building Division operates under the authority of the Oregon Department of Consumer and Business Services, Building Codes Division (BCD). BCD occasionally requires changes in practice or fee structures to comply with new legislation or other changing requirements. In the recent past, BCD has required three such changes. Albany implemented the changes within required timelines; however, Council's building permit fee resolution was never updated. This oversight was identified during a recent review of Council policies.

Staff recommends that Council adopt the attached resolution bringing Council policy in line with state requirements and Albany's current fee structure, which has been in place since September 1, 2014. The three changes that have been implemented are outlined below.

- 1) Multi-family Electrical Permits – Legislation passed in 2008 required changes in how electrical permit fees are calculated for multi-family structures. Additional clarifications were issued in 2014. Implementation of this requirement is shown at the bottom of page 1 of Exhibit A to the attached fee resolution.
- 2) Work Without Permits – There are times when people are caught doing work without permits. Past practice was to charge double permit fees to permit the work. Legislation passed in 2014 removed the ability to charge double permit fees and limits the additional costs that can be added to a permit to the actual cost of the investigation, with a \$150 minimum charge. Implementation of this requirement is shown at the bottom of page 5 of Exhibit A to the attached fee resolution.
- 3) Solar Power Permits – Legislation passed in 2010 required separate solar power permits be issued for solar specific work and that they no longer be processed as a general structural permit. Implementation of this requirement is shown at the bottom of page 8 of Exhibit A to the attached fee resolution.

Budget Impact:

There is no budget impact. The attached building permit fees have been in place since September 1, 2014.

JB:kw
Attachment

RESOLUTION NO. _____

A RESOLUTION AMENDING THE FEE SCHEDULE FOR CERTAIN BUILDING DIVISION FEES AND REPEALING RESOLUTION NUMBERS 6187, 6180, AND 5891.

WHEREAS, the Oregon Department of Consumer and Business Services, Building Codes Division (BCD) has authority over local jurisdiction's building divisions; and

WHEREAS, BCD periodically modifies requirements related to building permit fees; and

WHEREAS, Exhibit A brings the City of Albany's building permit fee resolution current with state requirements; and

WHEREAS, the modifications required by the state are limited to three areas (multifamily electrical permits, fees for work without permits, and creating separate solar power system permits) and do not result in fee increases; and

WHEREAS, these modifications were implemented in accordance with state requirements and have been in place for more than a year; and

WHEREAS, staff desires bringing Council's Building Fee Resolution current with existing practice and Building Division fee handouts provided to customers.

NOW, THEREFORE, BE IT RESOLVED that the building inspection, electrical inspection, and related permit fees shown in Exhibit A, attached hereto, are adopted by the City of Albany and shall be effective immediately; and

BE IT FURTHER RESOLVED that it is the policy of the City Council that fees for building inspection services will be covered by those who generate the need for such services; and

BE IT FURTHER RESOLVED that Resolution Numbers 6187, 6180, and 5891 are hereby repealed.

DATED AND EFFECTIVE THIS 10TH DAY OF FEBRUARY 2016.

Mayor

ATTEST:

City Clerk

EXHIBIT A

CITY OF ALBANY BUILDING PERMIT FEES

1. CONSTRUCTION BUILDING PERMITS:

- Residential buildings are residential structures and their accessory structures which are regulated by the **Oregon Residential Specialty Code (ORSC)**.
- Commercial buildings include all residential structures not regulated by the ORSC and all other structures regulated by the **Oregon Structural Specialty Code (OSSC)**.

Residential & Commercial

Total Valuation**	Residential (ORSC)	Commercial (OSSC)
\$0 to \$25,000	\$60.00* for the first \$2,000 plus \$8.90 for each additional \$1,000 or fraction	\$75.00* for the first \$2,000 plus \$11.10 for each additional \$1,000 or fraction
\$25,001 to \$50,000	\$264.00 for the first \$25,000 plus \$6.60 for each additional \$1,000 or fraction	\$330.00 for the first \$25,000 plus \$8.25 for each additional \$1,000 or fraction
\$50,001 to \$100,000	\$432.00 for the first \$50,000 plus \$5.20 for each additional \$1,000 or fraction	\$540.00 for the first \$50,000 plus \$6.45 for each additional \$1,000 or fraction
\$100,001 and up	\$690.00 for the first \$100,000 plus \$3.90 for each additional \$1,000 or fraction	\$863.00 for the first \$100,000 plus \$4.80 for each additional \$1,000 or fraction

*Maximum of one inspection
**See Valuation table on page 1

Plus 12% state surcharge

Plus Document Charge of \$1.00 per page

Plus Albany School Construction Excise Tax of \$1.00 per square foot for all residential buildings regardless of ORSC or OSSC regulations, and \$0.50 per square foot for all non-residential commercial buildings. The non-residential commercial construction excise tax is limited to \$25,000 per building permit or \$25,000 per structure, whichever is less.

2. ELECTRICAL PERMITS:

RESIDENTIAL PER UNIT:

1000 sq. ft. or less	\$135.00
Each additional 500 sq. ft. or portion.....	\$25.00
Limited energy (in conjunction with above or other permit only).....	\$65.00
Each manufactured home/modular service/feeder.....	\$65.00

In a multifamily dwelling with 3 or more units, OAR 917-309-0030 (5) (b) requires the electrical permit fee to be calculated by taking the square footage of the largest unit in the building and computing the fee. A fee of one half of the first unit fee is applied to all additional units in the building regardless of size. When requesting inspections, OAR 918-309-0030 (1) allows for up to 4 inspections on a residential permit unless otherwise noted. The entire building is required to be ready for inspections or additional inspections charges will be charged.

In a multifamily dwelling with 3 or more units, OAR 918-309-0030 (3) (b) requires the limited energy permit to be calculated in the same method as the overall fee for multi-family residential construction.

SERVICES OR FEEDERS:

Installation, Alterations or Relocation – no circuits included

200 amps or less.....	\$80.00
201 to 400 amps.....	\$95.00
401 to 600 amps.....	\$158.00
601 to 1000 amps.....	\$205.00
1000+ amps or volts.....	\$475.00
Reconnect only	\$65.00

TEMPORARY SERVICES OR FEEDERS:

Installation, Alterations, or Relocation

200 amps or less.....	\$65.00
201 to 400 amps.....	\$86.00
401 to 600 amps.....	\$125.00
601 to 1000 amps.....	\$205.00
1000+ amps or volts	\$475.00

BRANCH CIRCUITS:

New, alteration, or extension per panel

Branch circuits with purchase of service or feeder fee.....	\$5.50 each
Branch circuits without purchase of service or feeder fee.....	\$65.00
Each additional	\$5.50

MISCELLANEOUS:

Service or feeder NOT included

Renewable electrical energy systems.....	\$75.00
Pump or irrigation circle.....	\$65.00
Sign or outline lighting	\$65.00
Signal circuits or limited energy panel, alteration/extensions	\$65.00
Master Label Permit set-up fee.....	\$100.00
Each Master Label inspection.....	\$75.00/hr (1 hr min.)
Minor Label with corrections.....	\$75.00/hr (1 hr min.)
Fire alarm panel, see Section 3	

ADDITIONAL INSPECTION FEES OVER THE ALLOWABLE IN ANY OF THE ABOVE:

Per inspection or re-inspection when added to an existing permit.....	\$49.00
Miscellaneous hourly fee for inspections.....	\$75.00/hr (1 hr min.)

Plus 12% state surcharge

Plus Document Imaging Charge of \$1.00 per page

PLAN REVIEW FEE:

25% of electrical permit, if required (see application)

3. FIRE ALARM PERMITS:

****Separate electrical permit required in addition:**

Fire alarm control panel\$70.00

SIGNAL INITIATING AND NOTIFICATION TYPES:

Signal initiating devices: detectors, manual pull stations, water flow, tamper switches

1-10\$70.00
 11-20\$126.00
 Each additional 30 (or fraction thereof).....\$42.00

Notification devices: bells, chimes, strobes, horns, annunciators, etc.

1-10\$70.00
 11-20\$126.00
 Each additional 30 (or fraction thereof).....\$42.00

Plus 12% state surcharge

Plus Document Imaging Charge of \$1.00 per page

PLAN REVIEW:

40% of fire alarm permit, \$70.00 minimum.

Each permit receives up to 3 rough and up to 2 final inspections, 1 hour each, at no additional charge.

4. FIRE SPRINKLER PERMITS:

Residential Fire Suppression Systems

**Fee includes plan review*

Square Footage	Fee
0 to 2,000 SF	\$200.00
2,001 to 3,600 SF	\$250.00
3,601 to 7,200 SF	\$325.00
7,201 SF +	\$410.00

Note: WIRSBO systems require licensed plumber to perform work.

Separate plumbing permit may be required for all systems.

Commercial Fire Suppression Systems

Add/replace valves, attachments or devices\$59.50 each
 Fire pump installation or replacement (less than 1000 gpm).....\$140.00 each
 Fire pump installation or replacement (1000 gpm or more).....\$280.00 each
 Hood suppression systems (per hood)\$112.00 each

Hydrants (including PIVs)
 1 to 3\$252.00
 More than 3 \$84.00 each

New, lower/raise, and relocate fire sprinkler heads
 1 to 25\$105.00
 26 to 50\$175.00
 51 to 100\$280.00
 101 to 200\$399.00

201 to 300	\$455.00
301 to 500	\$672.00
501 to 1000	\$1,400.00
1001 to 2000	\$2,436.00
2001 to 3000	\$3,150.00
3001 to 4000	\$3,752.00
4001 to 5000	\$3,990.00
5001 to 6000	\$4,200.00
Each 100 heads or fraction thereof over 6000	\$28.00

Each riser	\$70.00
Hydrostatic test (per riser)	\$56.00
Flush test (per test/per riser)	\$56.00
Storage tank (in addition to separate building permit).....	\$210.00
Standpipe or other testing	\$70.00 per staff/hr (\$280.00 min.)

PLAN REVIEW FEE:

40% of fire sprinkler permit (\$70.00 minimum).	
Revisions, including field review inspection of as-builts	\$70.00/hr (1 hr min.)
Additional inspections/plan review as required by Building Official.....	\$70.00/hr

Plus 12% state surcharge

Plus Document Imaging Charge of \$1.00 per page

5. MANUFACTURED HOME PERMITS:

Manufactured home setup.....	\$275.00
plus 12% state surcharge	\$33.00
State fee.....	\$30.00

\$275.00 installation fee allows three inspections total. These include the stand and lot preparation, all support blocking, Earthquake-Resistant Bracing System (ERBS), flood and wind anchoring devices, perimeter skirting, underfloor access and ventilation, mechanical crossovers and terminations and temporary steps. This fee also includes electrical feeder, plumbing connections, and all cross-over connections. Accessory structures, utility connections beyond 30 lineal feet and/or new or additional electrical services or plumbing may require additional permits. This permit does not include an electrical service.

Plus Document Imaging Charge of \$1.00 per page

6. MECHANICAL PERMITS:

**1 & 2 Family Dwelling / Manufactured Dwellings:
New, Additions, Alterations, Repairs, & Accessory Structures**

Minimum permit fee	\$72.00
Gas connections	\$7.00 each
Appliances.....	\$20.00 each
Venting.....	\$10.00 each
Radon mitigation, LP-tank connections and venting, gas fireplace.....	\$30.00 each

Commercial & Multifamily: New, Alterations, Additions, Repairs, & Accessory Structures

The valuation used to determine the commercial mechanical permit fee shall include the value (rounded up to the nearest dollar) of all mechanical materials, equipment, labor, overhead and profit.

Total Valuation**	Fee
\$0 to \$25,000	\$75.00* for the first \$2,000 plus \$11.10 for each additional \$1,000 or fraction
\$25,001 to \$50,000	\$330.00 for the first \$25,000 plus \$8.25 for each additional \$1,000 or fraction
\$50,001 to \$100,000	\$540.00 for the first \$50,000 plus \$6.45 for each additional \$1,000 or fraction
\$100,001 and up	\$863.00 for the first \$100,000 plus \$4.80 for each additional \$1,000 or fraction

*Maximum of one inspection.

**See Valuation table on page 1

Mechanical Plan Review – When required or requested 35% of the permit fee

Plus 12% state surcharge

Plus Document Imaging Charge of \$1.00 per page

7. **MISCELLANEOUS PERMITS/FEES:**

- Moving a building \$140.00
- Demolition..... \$70.00
Plus plumbing fee also assessed if sewer is to be capped
- Change of occupancy \$140.00
plus research fee as needed..... \$70.00/hr
- Deferred Submittal**\$250 minimum
65% of building permit fee calculated using value of deferred portion(s)
(Applies to both separate and combo permits)
Deferrals are defined by plan review staff
- Phased Project** \$70.00 minimum, not to exceed \$1,500 for each phase plus \$250.00 application fee.
In addition to regular permit fees, 10% of total project building permit fee for each phase.

** In addition to plan review fees.
- Additional Plan Review due to amendments to the construction documents\$70.00/hr (1 hr min.)
- Inspections for which no fee is specifically indicated.....\$70.00/hr (1 hr min.)
- Compliance inspections.....\$70.00/hr (1 hr min.)
- Re-inspections\$70.00/hr (1 hr min.)
- Investigations: Costs for additional inspections/review/engineering required for investigations needed by the Building Official shall be recovered at cost plus 30% overhead. These activities may include, but are not limited to, actions necessary to issue a new or revised Certificate of Occupancy, costs associated with third-party review, complaint investigation, additional inspections, annual reviews, etc.
- Work without a Permit Actual cost of investigation (\$150 minimum)

- Temporary Certificate of Occupancy:
 - Each 30 days \$200.00
 - 1 & 2 Family Dwellings each 30 days \$75.00
- Expedited Services:
 - Fees are in addition to regular permit fees – see expedited fee application for details.
 - *Please request at time of permit application.
 - Plan review \$75.00 hr/ (2 hr min.)
 - After hours inspections \$75.00 hr/ (2 hr min.)
 - Minor on-site plan review..... \$75.00 hr/ (2 hr min.)
- Onsite inspector – daily rate..... \$1,000/ 8 hr block (min.)
- Expired permit reinstatement 50% of current permit fee
 - *Eligibility for reinstatement is determined by the Building Official.

Plus 12% state surcharge

Plus Document Imaging Charge of \$1.00 per page

8. **PARKING LOT PERMITS:**

New Parking Lot

Spaces	Fee
1 - 25,000 square feet	\$0.06/sq. ft.
25,001 - 99,999 square feet	\$0.04/sq. ft.
100,000 and more square feet	\$0.03/sq. ft.

New parking lot plan review.....65% of permit fee
 Remodel/review \$0.03/sq. ft.
 Plus..\$70.00/hr review (2 hour min.)

Re-striping Only

Spaces	Fee
1 – 5 spaces	\$75.00
6+ spaces	\$75.00 base fee + Plus \$70.00/hr (3 hr min.)

Additional consultation and/or inspections as needed..... \$70.00/hr (1 hr min.)

Plus 12% state surcharge

Plus Document Imaging Charge of \$1.00 per page

9. **PLAN REVIEW:**

Residential & Commercial

65% of building permit fee PLUS 40% of plumbing (when required) and 35% of mechanical permit fees for the review of applicable requirements such as limit controls, storm drainage, fixture clearances, ventilation, combustion air, etc. Hourly rate for additional or predevelopment consultation plan review/research is \$70.00 per hour. Additional 40% of building permit fee for fire/life safety on commercial permits.

Plus land use plan review for building permits:

Minimum \$70.00/hr (1/2 hr min.)

Plus floodplain/flood hazard zone review:

5% of building permit fee when project is within flood hazard zone.

Third-party plan review \$70.00/hr (2 hr min.)

Application for alternate materials and methods; or

Review of non-code state-approved items..... \$70.00/hr (2 hr min.)

10. **PLUMBING PERMITS:**

New 1 & 2 Family Dwelling

Fee includes the first 100 ft of water and sewer service, hose bibbs, icemakers, underfloor low-point drains and rain drain packages that include the piping, gutters, downspouts and perimeter system.

Note: A half bath is equivalent to a single bathroom.

One Bathroom & Kitchen	\$313.00
Two Bathrooms & Kitchen.....	\$400.00
Three Bathrooms & Kitchen.....	\$500.00
Each additional Bath/Kitchen	\$75.00

Commercial, Multifamily, Manufactured Dwellings, 1 & 2 Family Dwelling

New*, Additions, Alterations, Repairs, & Accessory Structures

*Excludes 1 & 2 Family Dwelling, see fee schedule above.

Minimum permit fee \$72.00

Each plumbing fixture or items (per fixture or item)..... \$19.00

Includes: Absorption valve, clothes washer, dishwasher, drinking fountain, ejectors/sump, expansion tank, floor drain/sink/tub, garbage disposal, hose bibb, icemaker, primer, sewer cap, sink/basin/lavatory, tub/shower/shower pan, urinal, water closet, gas water heater, tankless water heater, backflow preventer (water), backwater valve (storm sewer), other fixtures or items not named above.

Other Plumbing Fees:

Sewer:

First 100 feet \$100.00

For each additional 100 feet or portion..... \$35.00

Water service:

First 100 feet..... \$100.00

For each additional 100 feet or portion..... \$35.00

Storm and rain drain:

First 100 feet..... \$100.00

For each additional 100 feet or portion..... \$35.00

Manufactured home space (if not covered by siting fee)..... \$72.00
 Plumbing Plan Review – When required or requested 40% of the permit fee
 Minor Label with Corrections.....\$75.00/hr (1 hr min.)

Medical Gas Installation

Fees based on valuation of installation costs and system equipment, including but not limited to, inlets, outlets, fixtures and appliances (rounded up to the nearest dollar).

Total Valuation**	Fee
\$0 to \$5,000*	\$100.00
\$5,001 to \$10,000	\$100.00 plus \$1.50 for each additional \$100 or fraction thereof over \$5,000
\$10,001 to \$100,000	\$175.00 plus \$10.20 for each additional \$1,000 or fraction thereof over \$10,000
\$100,001 and more	\$1,195.00 plus \$7.00 for each additional \$1,000 or fraction thereof over 100,000

*Maximum of one inspection
 **See Valuation table on page 1

Minimum permit fee\$100.00
 Plumbing plan review**40 % of the permit fee
 **Plan review is required on all Medical Gas installations

Plus 12% state surcharge
 Plus Document Imaging Charge of \$1.00 per page

11. SIGN PERMITS:

Freestanding, projecting and monument signs (per sq. ft.).....\$0.50
 All other signs (per sq. ft.)\$0.40
 Minimum\$40.00
 Temporary Signs include a base fee of \$50.00 plus \$10.00 per sign
 Structural inspection and review covered under Construction Permits/Plan Review.

Plus Document Imaging Charge of \$1.00 per page

12. SOLAR SYSTEM PERMITS:

PRESCRIPTIVE PATH SYSTEMS.....\$230.00
 Qualifying roof installations on conventional light-frame construction. Includes plan review and one inspection.
 Additional inspections \$70.00/hr (1 hr min.)

ENGINEERED SYSTEMS Fair Market Value of work performed
 Indicate value of structural elements for the solar panels, including racking, mounting elements, rails and the cost of labor to install. See Fee Schedule table for Building Permit fees.

Plus 12% state surcharge
 Plus Document Imaging Charge of \$1.00 per page



TO: Albany City Council

VIA: Wes Hare, City Manager

FROM: Stewart Taylor, Finance Director *ST*

DATE: February 2, 2016, for the February 10, 2016, City Council Meeting

SUBJECT: Approval of Contract Renewal for Municipal Court Judge Robert Scott and Approval of Pro Tem Resolution

RELATES TO STRATEGIC PLAN THEME: ● An Effective Government

Action Requested:

Council approval of a contract renewal for Municipal Court Judge Robert Scott and approval of a resolution appointing Municipal Court Judge Pro Tems.

Discussion:

The contract was reviewed at the February 8, 2016, City Council Work Session.

The resolution appointing Municipal Court Pro Tems provides for a continuation of workflow in Municipal Court in the event of Judge Robert Scott's absence.

Budget Impact:

There will be an increase to the budget of \$990, as non-bargainers received a 2.5% cost-of-living adjustment on July 1, 2015.

ST:md
Attachment

CONTRACT TO PROVIDE MUNICIPAL COURT SERVICES

THIS AGREEMENT is made and entered into this 10th of February 2016, by and between the CITY OF ALBANY, Oregon, a municipal corporation, hereinafter referred to as "CITY" and ROBERT T. SCOTT, Attorney at Law.

WITNESSETH:

WHEREAS, the CITY desires the services of ROBERT T. SCOTT as Municipal Judge, pursuant to Section 23 of the Charter of the CITY OF ALBANY; and

WHEREAS, ROBERT T. SCOTT desires to serve in said capacity; and

WHEREAS, the Internal Revenue Service defines a Judge as a public official and an employee of the government for whom he or she serves and, therefore, the CITY is responsible for withholding and paying Federal income tax, social security and Medicare taxes, and issuing a Form W-2 Wage and Tax Statement to the public official; and WHEREAS, it is the desire of both parties hereto to establish and set forth their mutual responsibilities one to the other.

NOW, THEREFORE, in consideration of the mutual promises contained herein, it is hereby agreed as follows:

Duties. The CITY hereby contracts with ROBERT T. SCOTT to perform all functions and duties specified in Section 23 of the Charter of the CITY OF ALBANY and to perform such other legally permissible and proper duties and functions as said position shall require. These duties shall include, but are not limited to, the following:

- a. Provide an overview of the Municipal Court judicial function, including pretrial conferences, scheduling of pro tem judges, and annual reviews of the financial condition of the Municipal Court system;
- b. Preside over criminal, traffic, parking cases, arraignments, trials, and hearings and set forth the courtroom calendar;
- c. Develop and carry out policies for trial procedures, including the adoption of an appropriate bail schedule;
- d. Coordinate with the City Attorney to reduce or eliminate backlog of pending cases;
- e. Review annually, data gathered by the CITY regarding cases generated by the Albany Police Department which are being filed in the Municipal Court;
- f. Prepare an annual report concerning Municipal Court operations and personally present that report to the Council;
- g. Annually review and recommend changes to the Albany Municipal Code which relate to Municipal Court; and
- h. Make recommendations to the CITY to improve the financial or other operating conditions of the Court.

Independent. In performing the duties of Municipal Court Judge, ROBERT T. SCOTT shall serve as a 0.25 FTE Nonbargaining employee of the CITY. However, the CITY shall have no right or responsibility to control or influence the manner in which he carries out his judicial responsibilities, save and except that

ROBERT T. SCOTT agrees to carry out his duties in a timely, consistent, and impartial manner. ROBERT T. SCOTT shall have no management or administrative responsibility or authority over other City employees.

Pro Tem Services. While it is agreed that ROBERT T. SCOTT shall personally serve as Municipal Judge and shall be available to fill the duties of that office generally not less than eighty percent of the time, it is anticipated that ethical conflicts, scheduling conflicts, vacations, illness, etc., will occasionally require the employment of pro tem municipal judges. It is understood that it is in the interest of both parties to maintain an active pool of pro tem judges so that the work for the Municipal Court will not be interrupted when ROBERT T. SCOTT must be absent from that position. Therefore:

- a. On or before the 1st of January of each and every year this contract remains in effect, ROBERT T. SCOTT shall submit to the City Council the names of those persons whom he wishes to nominate as pro tem judges for the 12 months following the date of such appointment. These persons shall all be members of the Oregon State Bar, in good standing, and must be satisfactory to the City Council of the CITY. Upon receiving such list of proposed pro tem judges, the City Council shall, at its next regularly scheduled meeting, or as soon thereafter as may be convenient, review the list of persons nominated by ROBERT T. SCOTT and approve or deny their appointment as pro tem municipal judges. Any pro tem municipal judge shall also be an independent contractor and not an employee of the City of Albany and shall exercise the same functions, duties, powers, and responsibilities as those assumed by ROBERT T. SCOTT pursuant to this agreement.
- b. When the services of pro tem judges are required because Robert T. Scott is on vacation, ill, or has a scheduling conflict, the City shall pay the pro tem judges' fees for services rendered, up to a maximum expenditure of \$3,000 during the calendar year 2016. Robert T. Scott shall be responsible for negotiating with the pro tem judges and setting their per hour fee for services rendered, which shall not exceed \$150 per hour. In the event the total cost of pro tem services exceeds \$3,000 in the calendar year 2016, ROBERT T. SCOTT shall pay the excess over \$3,000 and shall hold the City harmless therefrom.

When a conflict of interest requires the services of a pro tem judge, or when Albany Municipal Court business or the professional development of the Municipal Judge requires that ROBERT T. SCOTT be away from the Court, compensation of a pro tem judge shall be at the same rate as established for other pro tem use, and shall be paid by the City. The amount so paid shall not be included in the \$3,000 contracted for by the City in the preceding paragraph.

- c. ROBERT T. SCOTT shall make a reasonable effort to maintain a pool of at least three pro tem municipal judges that all will be reasonably familiar with Municipal Court procedures should their service be necessary.
- d. ROBERT T. SCOTT shall instruct all pro tems concerning procedures and customary sentences in order to promote uniformity to the greatest extent possible.

Term. This Agreement shall commence January 1, 2016, and shall continue until December 31, 2016. This contract may be renewed annually upon the terms set forth herein or upon any other terms mutually acceptable to both parties. Notwithstanding the foregoing, ROBERT T. SCOTT shall serve at the pleasure of the City Council. No rights, responsibilities, salary, or other benefits shall extend beyond the term of this Agreement and nothing in this Agreement shall be deemed to vest in ROBERT T. SCOTT any property interest in the duties, responsibilities, or compensation provided in this contract or any right to the continuation thereof. Either party may, at any time, terminate this Agreement, with or without cause, upon thirty (30) days' written notice, in which event ROBERT T. SCOTT shall be entitled to all compensation then due.

Compensation. Effective January 1, 2016, ROBERT T. SCOTT would be entitled to have his compensation increased by the cost-of-living adjustment granted to the Nonbargaining employees

during the previous calendar year, 2015.

For his service during the calendar year 2016, ROBERT T. SCOTT shall be paid gross compensation of \$6,763 per month. All other benefits and conditions of employment will be consistent with those of a 0.25 FTE Nonbargaining employee.

Hours of Work. It is recognized that the hours devoted by the judge in the performance of his responsibilities may vary with the caseload of the Court. The judge shall file a monthly timesheet with the Court Clerk describing the amount of time he is devoting to his judicial duties.

Periodic Review. The City Council may review the performance and compensation of the Municipal Court Judge by such method and at such times as the Council shall deem appropriate.

Dues and Subscriptions. The Municipal Court Judge shall maintain membership in the Oregon Municipal Judges Association and all fees required for such membership shall be paid by the CITY. In addition, the CITY encourages the Municipal Judge to participate in national, regional, and state and local associations and organizations necessary and desired for his continued professional growth and advancement and to improve his performance as Municipal Judge of the CITY OF ALBANY. Should the Municipal Judge desire to incur any expenditure for any of the proposed activities outlined above, he may obtain prior consent from the Mayor of the CITY OF ALBANY, in which event the CITY shall be obligated to reimburse for such pre-authorized expenses, or the Municipal Judge may submit a request for reimbursement without prior authorization, in which event the CITY, in the exclusive exercise of discretion, may reimburse for such expenses.

Professional Development. The CITY agrees to reimburse the Municipal Judge for registration, travel, and subsistence expenses for professional and office travel, meetings, and occasions deemed necessary or desirable to continue the professional development of the Municipal Judge. The procedures for reimbursement shall be the same as those for Nonbargaining employees.

General Provisions. This Agreement shall constitute the entire agreement between the parties and supersedes any previous agreements or understandings. If any provisions or a portion thereof contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect. No other benefits, consideration, or compensation of any kind shall be due from CITY to ROBERT T. SCOTT or any pro tem judge other than as set forth herein.

CITY OF ALBANY:

JUDGE:

By _____
Sharon Konopa, Mayor

Robert T. Scott, Municipal Judge

Date: _____

Date: _____

ATTEST:

City Clerk

RESOLUTION NO. _____

A RESOLUTION APPOINTING MUNICIPAL COURT JUDGE PRO TEMS AND REPEALING
RESOLUTION NO. 6393.

WHEREAS, an active pool of pro tem judges shall be maintained so that the work for the Municipal Court will not be interrupted when the Judge is absent from his position; and

WHEREAS, the contract between the City of Albany and Judge Robert T. Scott specifies that he shall submit to the City Council the names of persons whom he wishes to nominate as pro tem judges for the duration of a new contract; and these persons shall be members of the Oregon State Bar and in good standing.

NOW, THEREFORE, BE IT RESOLVED that the following persons are hereby appointed as Judge Pro Tems for the Albany Municipal Court of the City of Albany, Oregon:

- Doug Moore
- Gary Norman
- Mark Taleff
- Paul Kuebrich

BE IT FURTHER RESOLVED that Resolution No. 6393 is hereby repealed.

DATED AND EFFECTIVE THIS 10TH DAY OF FEBRUARY 2016.

Mayor

ATTEST:

City Clerk



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: Ed Gallagher, Library Director *EG*
DATE: February 4, 2016, for the February 10, 2016, City Council Meeting
SUBJECT: Library Resource Sharing Intergovernmental Agreement
RELATES TO STRATEGIC PLAN THEME: • Effective Government

Action Requested:

Adoption of attached IGA

Discussion:

In 2012, Albany Public Library, Lebanon Public Library, and Linn Benton Community College migrated to the Open Source system called Evergreen. In the past two years, the libraries of Harrisburg, Scio and Sweet Home have also migrated, taking advantage of a Library Services and Technology Act (LSTA) grant from the State Library.

The final requirement of that grant is the implementation of a courier system between all five libraries, informally known as the Linn Libraries Consortium (LLC).

You may recall that all five libraries are also participants in the voluntary statewide endeavor called the Oregon Passport Program (OPP), whereby public libraries throughout the state agree to allow library cardholders in good standing throughout the state to borrow materials on a very limited basis.

The IGA for your consideration does two things—it turns on the Resource Sharing feature of the Evergreen system; and through a courier, basically adds wheels to the OPP through next fiscal year.

Budget Impact:

The staff time implementing the program, this will mostly entail routing materials to the other libraries via the courier.

EG/SP
Attachment
c: Sean Park, IT Project Manager

**LINN LIBRARIES CONSORTIUM
INTERGOVERNMENTAL AGREEMENT**

THIS AGREEMENT is made and entered into this _____ day of _____, 2016, by the municipalities of Albany, Harrisburg, Lebanon, Scio, and Sweet Home, and by Linn-Benton Community College. These municipalities and community college district are collectively referred to herein as "LLC" and, individually, as a "Consortium member".

WHEREAS, ORS 190.010 to ORS 190.111 authorizes units of local government to enter into written agreements with other units of local governments for the performance of authorized functions and activities; and

WHEREAS, ORS 357.410(3) authorizes cities and community college districts to jointly provide library service; and

WHEREAS, Linn Consortium members have jointly provided access to a shared library catalog since 2012; and

WHEREAS, all LLC members have been participating in the Oregon Library Passport Program since 2012, a program that permits library card holders from Oregon Passport libraries throughout the state to use other Oregon Passport libraries without being assessed a non-resident fee; and

WHEREAS, LLC members find that it is in their patrons' best interests to establish a resource sharing service which allows patrons to request certain materials from the holdings of other LLC members, and for enhanced delivery of library materials held by other LLC members.

NOW THEREFORE, the LLC members do agree as follows:

I. PURPOSE:

The purpose of this agreement is to utilize the Resource Sharing feature of the shared software system, and to further improve LLC patrons' access to a wider selection and number of resources by adding to the existing Oregon Passport program a courier service between LLC members.

II. TERMS OF AGREEMENT:

A. This agreement shall be effective from the date set forth below, and shall expire June 30, 2017.

B. LLC determines a minimal common set of policies to carry out this agreement, such as borrowing limitations, holds policies, and collection of fees and fines; but the existing policies and procedures of each Consortium member library take precedence.

C. The proposed courier service and associated costs have been paid by an LSTA grant from the State Library of Oregon. Linn Benton Community College is the Fiscal Agent for that grant.

D. LLC has established with a local courier the best times and locations for dropsites, pickups, and delivery limitations.

III. REVIEW:

The Directors of the Consortium member libraries will periodically review the effectiveness of this Agreement and will submit a report to their governing bodies by December 2016.

IV. MODIFICATIONS:

This Agreement contains the entire agreement between the parties hereto and supersedes any and all prior express and/or implied statements, negotiations, and/or agreements between the parties, either oral or written. Any party to this agreement may from time to time request changes in the scope of the agreement as set forth herein. No changes shall be valid unless in writing and signed by all parties to this agreement.

V. INDEMNITY:

Each aforementioned Consortium member agrees to defend, hold harmless, and indemnify the other members, their officers, employees, board members, and agents from any and all liability, damages, costs, expenses, and attorney fees arising out of the a member's negligence while engaged in the activities arising out of this agreement.

VI. COUNTERPARTS:

This agreement may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.

Approved:

Approved:

By: _____

By: _____

Date: _____

Date: _____

Approved:

By: _____

Date: _____



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: Kate Porsche, Economic Development & Urban Renewal Director *Kate (ed)*
DATE: February 5, 2016, for the February 10, 2016, City Council Meeting
SUBJECT: Appointments to TLT Ad Hoc Advisory Committee and Confirmation of Committee's Assignment

RELATES TO STRATEGIC PLAN THEME: ● An Effective Government

Action Requested:

1. Council approval of the following appointments to the TLT Ad Hoc Advisory Committee:

Julie Jackson	(Mayor Konopa's appointment)
Scott Pierson	(Councilor Collins' appointment)
Mitch Langjahr	(Councilor Kopczynski's appointment)
Mike Martin	(Councilor Coburn's appointment)
Jeff Christman	(Councilor Johnson's appointment)
Betsy Penson	(Councilor Kellum's appointment)

2. Council's confirmation of the Committee's assignment.

Discussion:

Regarding the assignment for the TLT Ad Hoc Advisory Committee, staff has heard suggestions along the way and assumes the goals to be as follows:

- a. To review the existing policy and state law and current expenditures;
- b. To understand how other communities are using their TLT;
- c. To review what recipient organizations are currently achieving with the funds and hear their concerns and ideas;
- d. To hear from the collectors of TLT;
- e. To consider metrics and how to measure the effectiveness of expenditures; and
- f. To, ultimately, work toward a policy recommendation to be brought back to the Council.

This work would be carried out by the Committee and may include the following actions:

- Review of state law/requirements to understand the basics of transient lodging tax and how funds can be used and minimum amounts to be expended on tourism.
- Review of existing City policy.
- Education related to tourism/TLT use:
 - Possible presentation from Travel Oregon.
 - Present information related to how other communities similar to ours are using their TLT; how are other communities measuring and quantifying success?
- Review and understanding of programs currently funded:
 - Possible presentations from all recipients of TLT.
 - Effectiveness of their programs and what metrics they use to measure success.
 - Understanding of issues, concerns and opportunities from their perspectives
- Understanding current concerns, issues, and opportunities from collectors of tax (hoteliers)
- Discussion around what they want to do/achieve (goals) for the funds
- Understanding of how current expenditures are achieving those goals
- Work to edit/revise/suggest changes to the city's TLT policy
- Committee to present findings to the City Council

When the Committee's assignment has been completed, it will be disbanded.

Budget Impact:

Staff support and administrative costs for this committee is estimated at \$5,000.

KP:ldh

G:\Economic Development\TLT\TLT Ad Hoc Advisory Committee - January 2016\^2016 appointments-TLT Ad Hoc Advisory Committee-final-mkp.doc.docx



BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)

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

Board, Commission, and/or Committee Preference:

TLT Ad Hoc Advisory Committee
(list all for which you are applying)

Name: Julie Jackson Preferred First Name: Julie

Residential Information:			
Home Address:	<u>Albany, OR 97321</u>	Phone:	
		Cellular:	
E-mail:		Fax:	<i>(Optional)</i>

Employment Information:			
Employer's Name:	<u>Republic Services</u>	Phone:	<u>541-754-0444</u>
Work Address:	<u>110 NE Walnut Blvd. Corvallis, OR 97330</u>	Cellular:	
E-mail:	<u>Jjackson6@republicservices.com</u>	Fax:	<i>(Optional)</i>

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

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

I currently work as the municipal manager for Republic Services. My prior position was as the director of the Albany Downtown Association. I would consider myself a supporter of art, especially public art. In all of my work, creating a better place to live and work has been a constant theme. I believe that all forms of art contribute to a more colorful quality of life.

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 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:
Corvallis Sustainability Coalition

Association of Oregon Recyclers (state organization)

Oregon Refuse and Recycling Association

Oregon Green Schools

Oregon Historical Society

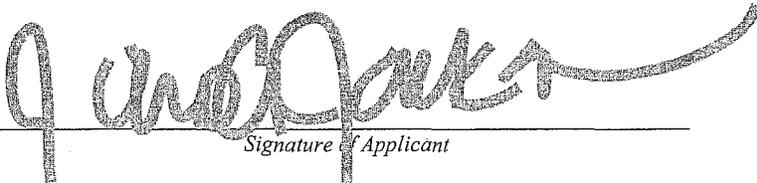
Oregon Main Street Program

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

I am interested in the Arts and believe that Albany could benefit from an increased awareness of Public art. I have served on numerous boards and try to be a contributing member.

- What contributions do you hope to make?

I would like to see the business community become involved in public art programs.


Signature of Applicant

1/12/2016

Date

Hyde, Laura

From: Jackson, Julie [JJackson6@republicservices.com]
Sent: Friday, January 15, 2016 2:03 PM
To: Hyde, Laura
Subject: RE: Committee Application Form for the TLT Ad Hoc Advisory Committee

Hi Laura,

Here are the answers to your questions:

1. I am not currently an employee or board member of a TLT recipient or collector organization.
2. I have not been an employee or board member of a TLT recipient or collector organization within the last six months.

In the interest of complete transparency, and I think you are aware of this, I have worked for TLT recipients in the past, but it has been over 10 years.

Julie



We'll handle it from here.

Julie Jackson Municipal Manager

110 NE Walnut Blvd, Corvallis, Oregon 97330

e jjackson6@republicservices.com

o 541-286-3313 c 541-936-1334

f 541-754-0448 w republicservices.com

From: Hyde, Laura [<mailto:Laura.Hyde@cityofalbany.net>]
Sent: Friday, January 15, 2016 1:34 PM
To: Jackson, Julie
Subject: Committee Application Form for the TLT Ad Hoc Advisory Committee

Hi, Julie,

Mayor Sharon has shared that you are also her nomination to serve on the TLT Ad Hoc Advisory Committee. We're going to use the application you already submitted for the Arts Commission, but we need for you to answer the following two questions, please:

1. Are you currently an employee or board member of TLT recipients or collector organizations?
2. Have you been an employee or board member of TLT recipients or collector organizations within the last six months?

Could you please respond by or before Thursday, January 21; thank you.

Laura Hyde

Phone: 541-917-7508

FAX: 541-917-7511

E-mail: laura.hyde@cityofalbany.net

DISCLAIMER: This e-mail may be a public record of the City of Albany and may be subject to the State of Oregon Retention Schedule and may be subject to public disclosure under the Oregon Public Records Law. This e-mail, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information.



BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)

CITY HALL
333 Broadalbin Street SW
P.O. Box 480
Albany, OR 97321-0144
www.cityofalbany.net

(541) 917-7500

Board, Commission, and/or Committee Preference:

TLT Ad Hoc Advisory Committee

(list all for which you are applying)

Name: Dean Scott Pierson

Preferred First Name: Scott

Residential Information:

Home Address: _____

Phone: _____

Cellular: _____

E-mail: dscott.pierson@gmail.com

Fax: _____

(Optional)

Employment Information:

Employer's Name: Wood Castle Manufacturing

Work Address: 29855 Hwy 34 SW

Phone: (541)757-6404

Cellular: _____

E-mail: scott.pierson@woodcastle.com

Fax: (541)757-6362

(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: _____

Chief Operations Officer - Wood Castle. Responsible for finance, purchasing, scheduling, employee efficiency, human resources, safety, information technology, web presence, branding, and cost of goods manufactured.

As the President of Lund Performance Solutions, I was responsible for the rebranding of the entire product line including advertisement, trade show presentation, manuals, documentation, images, partnerships, advertising and sales support.

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:

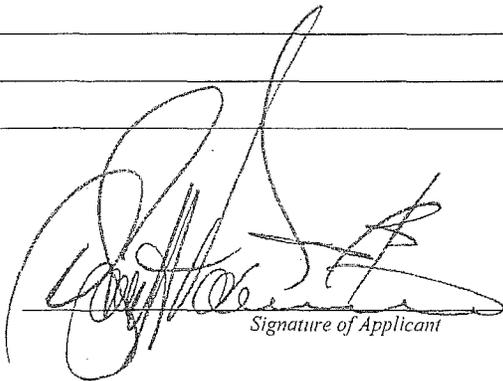
City of Albany Budget Committee, Vice Chair Albany Chamber of Commerce, Good Government Council, Representative Andy Olsen's economic impact committee, Athletic Director for Mid Valley Pop Warner football, Vice President of Athletics for Mid Valley Little League Baseball, President of Mt Hope Community Church.

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

Members of the community and the City Council have expressed interest in an independent and period review of the TLT income and expense allocation by an unbiased committee. I believe that I have been listening to the community and have the marketing and finance background that would contribute to a committee of this type. I believe it would be an honor to serve the City Council and provide them with the necessary information to be accountable for another part of the City's budget.

- What contributions do you hope to make?

Other than being an involved member of the community, I have no stake in this evaluation. I do believe that I have experience and understanding of marketing issues. I am hoping that my business experience will help the Council make objective decisions regarding the use of revenues in the community.



Signature of Applicant

December 30, 2015

Date

Hyde, Laura

From: Scott Pierson [dscott.pierson@gmail.com]
Sent: Friday, January 15, 2016 1:44 PM
To: Hyde, Laura
Subject: Re: Committee Application Form for the TLT Ad Hoc Advisory Committee

Laura,

I am not an employee or Board Member of a TLT recipient or collector organization.

I have not been either within the last 6 months.

Scott.

On Jan 15, 2016, at 1:26 PM, Hyde, Laura <Laura.Hyde@cityofalbany.net> wrote:

Good afternoon, Jeff and Scott,

As a supplement to the application form, the Council has asked for applicants to answer some additional questions. **Could you e-mail me your answers to the following questions by or before January 21, please:**

1. Are you currently an employee or board member of TLT recipients or collector organizations?
2. Have you been an employee or board member of TLT recipients or collector organizations within the last six months?

Thank you.

Laura Hyde

Phone: 541-917-7508

FAX: 541-917-7511

E-mail: laura.hyde@cityofalbany.net

From: Hyde, Laura
Sent: Thursday, December 17, 2015 3:30 PM
To: 'jblc75@msn.com'; 'scott.pierson@woodcastle.com'; 'dscott.pierson@gmail.com'; 'Betsy Penson'
Subject: Committee Application Form for the TLT Ad Hoc Advisory Committee

Good afternoon,

Because you have been nominated to serve on the TLT Ad Hoc Advisory Committee, you will need to complete and return the attached 3-page application form, please; pages 2 and 3 need to be signed and dated. **Could you please complete and return your 3-page form to me by or before Tuesday, January 5, 2016.** You can return the form by e-mail, fax, mail, or dropping it off to my attention @ the P&R counter @ City Hall. Once all of the nominations have been submitted by the Council members, then all of the nominee names will be presented to the Council for ratification.

If you have questions about the form, please let me know.

Thank you.



BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)

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

(541) 917-7500

Board, Commission, and/or Committee Preference:

TLT Ad Hoc Advisory Committee

(list all for which you are applying)

Name: Mitch Langjahr

Preferred First Name: Mitch

Residential Information:	
Home Address: _____ <u>Albany OR 97321</u>	Phone: _____
E-mail: _____	Cellular: _____
	Fax: _____ <i>(Optional)</i>

Employment Information:	
Employer's Name: <u>MacDonald Industrial</u>	Phone: _____
Work Address: <u>725 1st Ave East</u> <u>Albany OR 97321</u>	Cellular: _____
E-mail: <u>mlangjahr@macdonaldindustrial.com</u>	Fax: _____ <i>(Optional)</i>

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

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

President and CEO, Northwest Industrial Distributors Inc, dba Macdonald Industrial Supply

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/e/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:

Board of Director, Boys and Girls Club of Albany, CARA board, City of Albany

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

Bring a business perspective to issue facing the city

- What contributions do you hope to make?

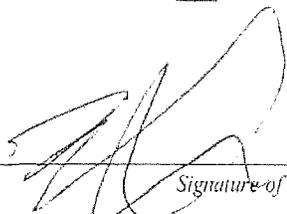
To drive decisions based on the return on investment rather than what people feel is right. For every dollar the city spends it has to show that it create something in return for the citizens

- Are you currently an employee or board member of a TLT recipient or collector organization?

Yes No

- Have you been an employee or board member of a TLT recipient or collector organization within the last 6 months?

Yes No



Signature of Applicant

1-20-16

Date

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM
Page 2

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

Greater Albany Rotary Club.

Several City committees over the years, currently I serve on the Public Safety Commission.

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

I was asked if I would be interested in serving on the TLT Ad Hoc Advisory Committee and because I attended a City Council Meeting where this subject was discussed at length I thought with my history with Albany, 60 plus years, I might have something to bring to the table.

- What contributions do you hope to make?

I have no idea at this time.

- Are you currently an employee or board member of a TLT recipient or collector organization?

Yes No

- Have you been an employee or board member of a TLT recipient or collector organization within the last 6 months? Yes No


Signature of Applicant

1.18.16
Date



BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)

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

Board, Commission, and/or Committee Preference:

TLT Ad Hoc Advisory Committee

(list all for which you are applying)

Name: Jeff Christman

Preferred First Name: Jeff

Residential Information:

Home Address:

Albany
97322

E-mail: jbllc75@msn.com

Phone:

Cellular: 541 990 7447

Fax:

(Optional)

Employment Information:

Employer's Name: Central Willamette CCU

Work Address:

E-mail:

Phone:

Cellular:

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: _____

Currently a member of Albany Budget Committee, ex City Councilor

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 Albany Chamber GAC, YMCA Finance Committee

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

With my knowledge of the TRT and my past experience on the city council I think I can bring a good perspective to this committee.

- What contributions do you hope to make?

Help create well balanced policy that will benefit all parties.

See page 3 (ed)

Signature of Applicant

See page 3 (ed)

Date

Hyde, Laura

From: jeff christman [jblc75@msn.com]
Sent: Friday, January 15, 2016 6:08 PM
To: Hyde, Laura
Subject: RE: Committee Application Form for the TLT Ad Hoc Advisory Committee

See below.

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: "Hyde, Laura" <Laura.Hyde@cityofalbany.net>
Date: 01/15/2016 1:26 PM (GMT-08:00)
To: "EXTERNAL - Christman, Jeff" <jblc75@msn.com>, "scott.pierson@woodcastle.com" <scott.pierson@woodcastle.com>, "dscott.pierson@gmail.com" <dscott.pierson@gmail.com>
Subject: RE: Committee Application Form for the TLT Ad Hoc Advisory Committee

Good afternoon, Jeff and Scott,

As a supplement to the application form, the Council has asked for applicants to answer some additional questions. **Could you e-mail me your answers to the following questions by or before January 21, please:**

1. Are you currently an employee or board member of TLT recipients or collector organizations? No
2. Have you been an employee or board member of TLT recipients or collector organizations within the last six months? No

Thank you.

Laura Hyde
Phone: 541-917-7508
FAX: 541-917-7511
E-mail: laura.hyde@cityofalbany.net

From: Hyde, Laura
Sent: Thursday, December 17, 2015 3:30 PM
To: 'jblc75@msn.com'; 'scott.pierson@woodcastle.com'; 'dscott.pierson@gmail.com'; 'Betsy Penson'
Subject: Committee Application Form for the TLT Ad Hoc Advisory Committee

BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

Page 2

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

I have served on the following boards: North Clackamas Chamber of Commerce, Clackamas County Visitor Association, Washington County Visitor Association, Hillsboro Chamber of Commerce, Tualatin Chamber of Commerce, Salem Convention and Visitor Association. I have achieved certification in the shopping center industry for marketing (Certified Marketing Director, CMD) and management (Certified Shopping Center Manager, CSM)

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

I believe my extensive background in marketing which includes: advertising sales in radio, billboards, television and newspaper as well as more than 35 years in shopping center marketing will help in evaluating programs and marketing being done by TLT recipients.

- What contributions do you hope to make?

I hope to help make constructive suggestions and provide objective opinions that will ultimately help achieve greater effectiveness and efficiency for TLT investments.

- Are you currently an employee or board member of a TLT recipient or collector organization?

Yes No

- Have you been an employee or board member of a TLT recipient or collector organization within the last 6 months? Yes No


Signature of Applicant

4/16/11
Date