



**NOTICE OF PUBLIC MEETING**  
**CITY OF ALBANY**  
**CITY COUNCIL WORK SESSION**  
Municipal Court Room  
333 Broadalbin Street SW  
Monday, August 22, 2016  
5:00 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.

- 5:00 p.m. CALL TO ORDER
- 5:00 p.m. ROLL CALL
- 5:05 p.m. BUSINESS FROM THE PUBLIC
- 5:10 p.m. PARKWISE FEES – Ron Irish and Peggy Burris. [Page 2]  
*Action Requested: Information, discussion, and direction.*
- 5:20 p.m. LOW-INCOME UTILITY ASSISTANCE REVIEW – Jeff Babbitt. [Pages 3-4]  
*Action Requested: Information, discussion, and direction.*
- 5:45 p.m. BUSINESS FROM THE COUNCIL
- 5:55 p.m. CITY MANAGER REPORT
- 6:00 p.m. ADJOURNMENT

City of Albany Web site: [www.cityofalbany.net](http://www.cityofalbany.net)

*The location of the meeting/hearing is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-917-7508, 541-704-2307, or 541-917-7519.*

**ParkWise**  
Downtown Albany

126 Ferry St. SW, Albany, Oregon 97321 541-924-0576

July 19<sup>th</sup>, 2016

Dear City Council Members-

The Albany Downtown Association and Parkwise are proposing a change to Municipal Code section AMC 13.21.160(2) (c) *passed December 17<sup>th</sup>, 2008*. This section of the code pertains to the citations prices issued by Parkwise.

Since 1995, when the Albany Downtown Association and Parkwise took over the program from the City of Albany, our citation prices have remained the same and in turn have made it difficult to run our program effectively. After speaking with our neighboring cities, Corvallis and Salem, Albany is the lowest priced in citation prices. We propose making this change **January 1<sup>st</sup>, 2017**.

<b>Current citation prices:</b>	<b>Current Cost:</b>	<b>If not paid after 10 days</b>	<b>If not paid after 30 days</b>
Parking in leased spaces	\$25.00	\$30.00	\$60.00
Parking over 4 hours	\$5.00	\$10.00	\$20.00
Employee parking in customer spaces	\$25.00	\$30.00	\$60.00
Parking poorly (outside of lines)	\$25.00	\$30.00	\$60.00

**Our proposed, and reasonable rate would be:**

Parking in leased spaces	\$35.00	\$40.00	\$70.00
Parking over 4 hours	\$15.00	\$20.00	\$30.00
Employee parking in customer spaces	\$35.00	\$40.00	\$70.00
Parking poorly (outside of lines)	\$35.00	\$40.00	\$70.00

Sincerely,

Peggy Burris

Executive Director- Albany Downtown Association and Parkwise----541-928-2469



TO: Albany City Council

VIA: Wes Hare, City Manager

FROM: Jeff Blaine, P.E., Public Works Engineering and Community Development Director *JB*  
Jeff Babbitt, Public Works and Community Development Business Manager *JB*

DATE: August 17, 2016, for the August 22, 2016 City Council Work Session

SUBJECT: Water Utility Low-Income Assistance Program

Action Requested:

Staff recommends that the City Council provide direction regarding the qualification criteria of the low-income assistance program for water customers.

Discussion:

At the July 27, 2016 City Council Meeting, Council requested that staff bring back information on the Water Utility's Low-Income Assistance Program (LIAP) so they could consider relaxing qualification criteria, and therefore help more customers. Based on the recommendations of the Mayor's Water Task Force, Council implemented the LIAP in January 2006. To qualify for the program, an individual needs to meet the following four criteria:

1. Low income—Customer's annual income must be 50% or less of the Linn County median income based on family size from the U.S. Department of Housing and Urban Development (HUD). The chart below represents the 2016 eligibility requirements:

Family Size	1	2	3	4	5	6	7	8	Over 8
Annual Income	\$19,700	\$22,500	\$25,300	\$28,100	\$30,350	\$32,600	\$34,850	\$37,100	+\$2,250 for each additional family member

2. Senior Citizen—60 years old and older; or Disabled—must have a medically documented physical or mental condition that has prevented or will prevent an individual from working for more than 12 continuous months.
3. Water bill must be in the qualifying person's name.
4. Qualifying person must be at least 18 years old.

If all four qualifying criteria are met, customers can receive a credit for up to their first four units of water consumption on each monthly bill. The current rate is \$3.99 per unit, so each qualified customer could potentially receive a credit up to \$15.96 per month. The base charge, LIAP residential surcharge, and all charges for consumption greater than four units still apply. Unused credits cannot be banked, saved, or carried forward to be used in any subsequent month.

The administration of the LIAP is handled by the Community Services Consortium (CSC). Customers wanting to apply for the credit must fill out an application on an annual basis with the CSC, who then verifies whether the applicant meets all four criteria. If all criteria are met, the CSC passes on the customer information to the City prior to each January 1, in order to apply the credit to the customer's bill for the upcoming calendar year. New participants can also qualify mid-year through application to the CSC.

The program is funded through a surcharge that is applied to all residential water bills. Currently the surcharge is \$0.35 per month and is designed to cover the costs of providing the credit and the administrative fees. The following table shows a three-year history of the revenues and expenses associated with the program.

	Calendar Year 2013	Calendar Year 2014	Calendar Year 2015
LIAP Surcharge Revenue	\$57,819	\$58,209	\$57,823
Expenses:			
Staff Wages	\$908	\$926	\$945
CSC Charges	\$3,825	\$3,450	\$3,120
Water Credits	\$25,692	\$28,416	\$26,872
Total Expenses	\$30,425	\$32,792	\$30,937
Remaining Balance Available for Credits	\$27,394	\$25,417	\$26,886

The unused balance of LIAP surcharge revenues indicates that there are opportunities to relax qualification criteria and expand the program. Unfortunately, City and CSC staff do not have the data necessary to calculate estimated financial impacts of proposed changes. Staff recommends that if Council would like to expand the program, to start with implementing small changes and evaluate the impacts during future annual rate increase discussions. If the Council chooses to modify the criteria now, it will take approximately one month for the CSC to implement the change.

Budget Impact:

The budget impact will vary depending upon what changes, if any, are made to the qualification criteria for the LIAP.

JB:rk