



ALBANY CITY COUNCIL

AGENDA

April 22, 2020

This meeting will be conducted remotely. At 7:15 p.m., join the meeting from your computer, iPad, or smartphone by clicking the link below:

<https://www.gotomeet.me/cityofalbany/ccm>

You can use your built-in microphone or dial in using your phone.

Toll free: 1-646-749-3129

Access code: 491-970-829

Microphones will be muted and webcams will be turned off for presenters and members of the public unless called upon to speak.

If participant(s) disrupt the meeting, the participant(s) microphone and webcam will be turned off.

If disruption continues, the participant(s) will be removed from the meeting.

1. Call to order and pledge of allegiance

2. Roll call

3. Proclamations

a. Arbor Day 2020. [Page 4]

Action: _____

b. Mental Health Month. [Page 5]

Action: _____

c. Global Love Day. [Page 6]

Action: _____

4. Business from the public

Persons wanting to address the council during "business from the public" must send their written comments by email to cityclerk@cityofalbany.net. Please limit comments to one page and include your name and address. Emails received before 5:00 p.m. on the day of the meeting will be read aloud during "business from the public."

5. Public Hearings

Persons wanting to address the council during public hearings have two options:

1- Mail or email your comments to the planner in charge of the project (see projects and planners listed below.) Please include your name, address, and subject of the public hearing. Comments must be received before 5:00 p.m. on the day of the meeting in order to be considered by the council.

2- To appear virtually during a public hearing, register by emailing jennifer.sullivan@cityofalbany.net before 5:00 p.m. on the day of the meeting. Provide your

cityofalbany.net/council



name, address, and if you are for, against, or neutral. During public testimony, the mayor will call upon those who have registered to speak first, followed by any others.

- a. ZC-06-19, 2710 Grand Prairie Road SE (Planner in charge – Travis North at travis.north@cityofalbany.net.)

[Pages 7-33]

Action: _____ ORD NO. _____

- b. CDBG Block Grant (Planner in charge – Anne Catlin at anne.catlin@cityofalbany.net.)

[Pages 34-36]

- 1) Adopting a revised Community Development Block Grant citizen participation plan.

[Pages 37-43]

Action: _____ RES NO. _____

- 2) Adopting the Community Development Block Grant 2020 action plan. [Pages 44-81]

Action: _____ RES NO. _____

- 3) Amending the Community Development Block Grant 2019 action plan as adopted by Resolution No. 6805. [Pages 82-88]

Action: _____ RES NO. _____

- 4) Amending the Community Development Block Grant 2018-2022 consolidated plan and 2018 action plan as adopted by Resolution No. 6720. [Pages 89-96]

Action: _____ RES NO. _____

6. Adoption of resolutions

- a. Authorizing parks and recreation to accept a collaborative tourism grant from the economic development division. [Pages 97]

Action: _____ RES NO. _____

- b. Approving appropriation of collaborative tourism grant funds. [Pages 98]

Action: _____ RES NO. _____

7. Award of contract

- a. SS-19-05-A, Riverfront lift station and force main, Phase 2. [Pages 99-103]

Action: _____

8. Adoption of consent calendar

- a. Approval of minutes

- 1) March 11, 2020, meeting. [Pages 104-108]

- b. Recommendation to OLCC

- 1) Approve limited on-premises sales liquor license application, Arellano's Music Parlor, LLC, 329 Second Ave SW. [Page 109]

c. Adoption of resolutions

- 1) Releasing easement, Teledyne Wah Chang. [Pages 110-112] RES NO. _____
- 2) Accepting right-of-way dedication, Eugene Freezing & Storage Company.
[Pages 113-119] RES NO. _____
- 3) Extending workers' compensation coverage to volunteers. [Pages 120-122]
RES NO. _____

Action: _____

9. Business from the council

10. Recess to executive session to discuss labor negotiations in accordance with ORS 192.660(2)(d).

11. Reconvene

12. Next meeting dates

Wednesday, May 13, 2020; 7:15 p.m. regular meeting

Wednesday, May 27, 2020; 7:15 p.m. regular meeting

13. Adjournment

Due to Governor Brown's Executive Order No. 20-12, prohibiting public gatherings during the COVID-19 pandemic, this meeting is accessible to the public only via phone and video connection. Remote access information is listed at the top of this agenda.

PROCLAMATION

Arbor Day April 24, 2020

WHEREAS, in 1872, Arbor Day was first observed with the planting of more than a million trees in Nebraska and is now observed throughout the nation and the world; and

WHEREAS, Albany's urban trees grace our city streets, parks, and open spaces; provide shade and habitat for wildlife; improve air and water quality; increase property values and economic vitality in business areas; and contribute to a sense of community pride and ownership; and

WHEREAS, through the cooperation of all residents of Albany, the beneficial effects of tree plantings in our community and in our surrounding forest lands can be passed on as a vital natural resource to succeeding generations; and

WHEREAS, the City of Albany has been named as "Tree City USA" by the National Arbor Day Foundation for 25 consecutive years in recognition of our stewardship of Albany's urban forest.

NOW, THEREFORE, I, Sharon Konopa, Mayor of the City of Albany, Oregon, do hereby proclaim April 24, 2020, as

Arbor Day

in Albany and encourage all citizens to take time to appreciate and enhance our community's urban forest and to participate in activities celebrating our community's commitment to trees.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Albany to be affixed this 22nd day of April 2020.

Sharon Konopa, Mayor

PROCLAMATION

Mental Health Month May 2020

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all people experience times of difficulty and stress in their lives; and

WHEREAS, promotion and prevention are effective ways to reduce the burden of mental health conditions; and

WHEREAS, there is a strong body of research that supports user-friendly tools that all people can access to better handle challenges and protect their health and well-being; and

WHEREAS, mental health conditions are real and prevalent in our nation; and

WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, faith-based organization, health care provider, veteran's group, and community members have a responsibility to promote mental wellness and support prevention efforts; and

WHEREAS, the Linn County Mental Health Advisory Board is emphasizing that there is no health without mental health by being involved with public service announcements, health fairs, public speakers, and various trainings regarding mental health issues.

NOW, THEREFORE, I, Sharon Konopa, Mayor of the City of Albany, do hereby proclaim May 2020, as

Mental Health Month

in Albany, Oregon, and I also call upon residents, governmental agencies, public and private institutions, businesses, and schools in Albany to recommit our community to increasing awareness and understanding of mental health, the steps our residents can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Albany to be affixed this 22nd day of April 2020.

Sharon Konopa, Mayor

PROCLAMATION

Global Love Day May 1, 2020

WHEREAS, The Love Foundation, Inc., a nonprofit organization, has announced Global Love Day to facilitate establishing love and peace on our planet; and

WHEREAS, Global Love Day will establish a worldwide focus toward “unconditionally loving each other as we love ourselves”; and

WHEREAS, we are one humanity on this planet; all life is interconnected and interdependent; all share in the universal bond of love; love begins with self-acceptance and forgiveness; with respect and compassion, we embrace diversity; and together, we make a difference through love; and

WHEREAS, The Love Foundation, Inc., invites mankind to declare May 1, 2020, as Global Love Day – a day of forgiveness and unconditional love. Global Love Day will act as a model for all of us to follow each and every day.

NOW, THEREFORE, I, Sharon Konopa, Mayor of the City of Albany, do hereby proclaim May 1, 2020, as

Global Love Day

in Albany, Oregon, and invite all residents to observe this day, which honors the public cause for global love, world peace, and universal joy.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Albany to be affixed this 22nd day of April 2020.

Sharon Konopa, Mayor



MEMO

TO: Albany City Council *JB*

VIA: Peter Troedsson, City Manager *JB*
 Jeff Blaine, P.E. Public Works Engineering & Community Development Director *JB*

FROM: David Martineau, Planning Manager *DM*
 Travis North, Planner II *TN*

DATE: April 10, 2020, for the April 22, 2020, City Council Meeting

SUBJECT: Public Hearing (Planning File ZC-06-19)
 Relates to Strategic Plan theme: Great Neighborhoods

Action Requested:

Staff recommends that City Council hold a public hearing, deliberate, and make a decision regarding the proposed land use application as presented in the attached Staff Report. If Council decides to approve the application, staff also recommends that they adopt the attached Ordinance (Attachment A), that would change the zoning map as proposed.

Discussion:

On April 22, 2020, the city council will hold a public hearing on a proposed zoning map amendment to rezone a 1.30-acre parcel from Residential Medium density (RM) to Residential Medium Density Attached (RMA), as described in detail in the attached Staff Report to the Planning Commission (Attachment B).

The application has been processed through the Type IV application review process in accordance with Albany Development Code 1.370. This process is required for zone change proposals and includes review and a recommendation by the planning commission prior to a final local decision made by city council.

On March 16, 2020, the planning commission held a duly advertised public hearing and voted 5-0 to recommend that the city council approve the land use application noted above.

Options for the City Council:

City council has three options with respect to the proposed zoning map amendment:

- Option 1: Approve the proposed zoning map amendment; or
- Option 2: Approve the proposed zoning map amendment with changes; or
- Option 3: Deny the proposed zoning map amendment.

Based on the analysis provided in the report, staff recommends city council approve the proposed zoning map amendment. If city council accepts this recommendation the following motion is suggested:

Motion to Adopt

I MOVE that the city council ADOPT the ordinance to amend the zoning map from Residential Medium Density to Residential Medium Density Attached as identified in the Staff Report, dated March 9, 2020, and referenced under planning file ZC-06-19. This motion is based on the findings and conclusions in the staff report to the planning commission and city council, and findings in support of the decision made by city council during deliberations on this matter.

Budget Impact:

None

DM:tn:js

Attachments:

- A. Ordinance
- B. Staff Report, dated March 9, 2020



ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 4441, WHICH ADOPTED THE CITY OF ALBANY ZONING MAP, BY AMENDING THE ALBANY ZONING MAP AND ADOPTING FINDINGS FOR THE PROPERTY LOCATED AT 2710 GRAND PRAIRIE ROAD SE; LINN COUNTY ASSESSOR’S MAP NO. 11S-03W-17D TAX LOT 101.

WHEREAS, on December 24, 2019, the Albany Community Development Department received an application for a zoning map amendment for a property located at 2710 Grand Prairie Road SE (Planning File ZC-06-19); and

WHEREAS, a zoning district map and legal description for the subject property are provided in Ordinance Exhibits A and B, respectively; and

WHEREAS, the application is to amend the zoning map from residential medium density (RM) to residential medium density attached (RMA) for the same property; and

WHEREAS, the proposed zoning map amendment is discussed in detail in the March 9, 2020, staff report; and

WHEREAS, on March 16, 2020, the Albany Planning Commission held a public hearing, considered public testimony, deliberated on the proposed map amendment, and recommended approval of the proposal based on evidence presented in the staff report and during the public hearing; and

WHEREAS, on April 22, 2020, the Albany City Council held a public hearing on the proposal, reviewed the findings of fact and testimony presented at the public hearing, and then deliberated.

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

Section 1: The findings of fact and conclusions included in the staff report are hereby adopted in support of the decision.

Section 2: The zoning district map is hereby amended from residential medium density (RM) to residential medium density attached (RMA) on the property located in the City of Albany, Linn County, Oregon, as shown in Exhibit A and described in Exhibit B of this ordinance.

Section 3: A copy of this ordinance shall be filed in the Office of the City Clerk of the City of Albany and these changes shall be made on the official City of Albany zoning map.

Section 4: A copy of this ordinance shall be filed with the Linn County Assessor’s Office within 90 days of the effective date of this ordinance.

Passed by the Council: _____

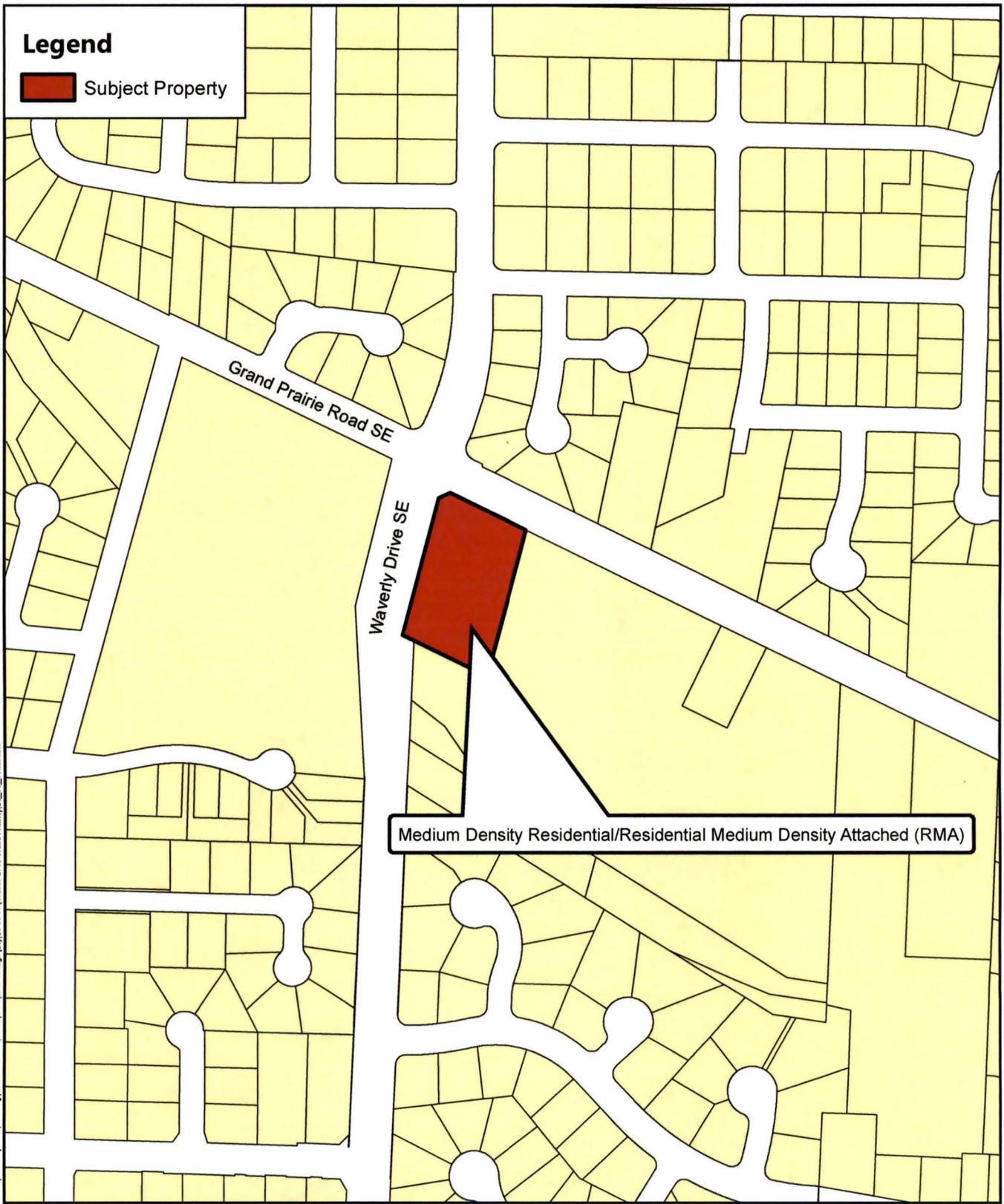
Approved by the Mayor: _____

Effective Date: _____

Mayor

ATTEST:

City Clerk



G:\Community Development\Planning\Land Use Cases\2010\1819\Zone Change (ZC)\ZC-06-19 (Rezone 2710 Grand Prairie)\ZC_06_19_in.mxd



0 50 100 200
Feet

Date: 2/20/2020 Map Source: City of Albany

2710 Grand Prairie Road SE

Proposed Comprehensive Plan and Zoning Designation

Legal Description

A tract of land being situated in the Southeast Quarter of Section 17, Township 11 South, Range 3 West of the Willamette Meridian, in the City of Albany, County of Linn, State of Oregon, more particularly described as follows:

Beginning in the center line of the county road South 369.65 feet from the Southwest corner of the Anderson Cox Donation Land Claim No. 49, in Township 11 South, Range 3 West of the Willamette Meridian; thence North 65°58' West, along the centerline of said county road, 45.71 feet to the Northerly extension of the Easterly line of Lot 7 of Jason Wheeler's Home Farm; thence South 13°02' West, along the Easterly line of Lot 7, a distance of 345.0 feet to a 1/2 inch iron; thence South 65°56' East 191.0 feet to a 1/2 inch iron; thence North 13°02' East, parallel to the Easterly line of said Lot 7, a distance of 345.0 feet to the centerline of the county road; thence North 65°55' West, along said centerline, 145.29 feet to the point of beginning.

EXCEPTING THEREFROM that portion conveyed to the City of Albany by deed recorded July 24, 1973 in Volume 63, page 767, Microfilm Records for Linn County Oregon.

FURTHER EXCEPTING THEREFROM that portion conveyed to the City of Albany by deed recorded April 24, 1998 in Volume 938, page 988, Microfilm Records for Linn County, Oregon.

TOGETHER WITH an easement for ingress and egress created by instrument recorded March 12, 2007 as 2007-6104, Microfilm Records for Linn County, Oregon.



COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | BUILDING 541-917-7553 | PLANNING 541-917-7550

Staff Report

Zoning Map Amendment

File: ZC-06-19

March 9, 2020

HEARING BODIES:	Planning Commission	City Council
HEARING DATES:	Monday, March 16, 2020	Wednesday, April 22, 2020
HEARING TIMES:	5:15 P.M.	7:15 P.M.
HEARING LOCATION:	City Council Chambers, Albany City Hall, 333 Broadalbin Street SW	

Executive Summary

The application is a request to rezone an existing 1.30-acre parcel from Residential Medium Density (RM) to Residential Medium Density Attached (RMA). The RM district permits a maximum residential density of 25 units per gross acre, while the RMA permits a maximum residential density of 35 units per gross acre. However, the actual density of any site depends on the ability to satisfy other development standards such as parking, landscaping, and for multifamily development, land requirement by unit standards (i.e. per bedroom). Other key differences between the two zones include:

- Single-family detached units are not permitted in the RMA, whereas they are permitted in the RM.
- Housing units must be attached in the RMA, whereas detached housing units are permissible in the RM.
- Self-serve storage units are not permitted in the RMA, whereas they are permitted in the RM.
- The maximum allowable height in the RM district is 45 feet, while the RMA permits a maximum height of 60 feet.

The applicant is Spies Real Estate Group, LLC., represented by MSS Engineering, Inc., of Corvallis, Oregon. This Zoning Map Amendment application was deemed complete on January 22, 2020. At this time, the request is limited to the zone change; the applicant has not submitted a development application for formal land use review. The criteria for amending a zoning map are found in Albany Development Code (ADC/Development Code) 2.740 and are addressed in the staff report below.

In summary, the proposed amendment satisfies applicable review criteria, will remain consistent with the City's Comprehensive Plan goals and policies, and will not affect implementation of the Statewide Planning Goals. Therefore, the staff recommendation is APPROVAL of the proposed zoning map amendment.

Application Information

Proposal:	Zoning Map Amendment from the RM (Residential Medium Density) zoning district to the RMA (Residential Medium Density Attached) zoning district
Review Body:	Planning Commission and City Council (Type IV, Quasi-Judicial Decision)
Report Prepared By:	Travis North, Project Planner

cd.cityofalbany.net



Property Owner/Applicant:	Spies Real Estate Group, LLC; PO Box 2590, Corvallis, OR 97330
Applicant's Representative:	MSS Engineering, Peter Seaders; 215 NW 4th Street, Corvallis, OR 97330
Address/Location	2710 Grand Prairie Road SE
Map/Tax Lot:	Linn County Assessor's Map No. 11S-03W-17D Tax Lot 101
Zoning:	RM (Residential Medium Density)
Comprehensive Plan	Medium Density Residential
Acres	1.30 acres
Existing Land Use:	Single-family Residence
Neighborhood:	Periwinkle
Surrounding Zoning:	North: RM – Residential Medium Density South: RS-6.5 – Residential Single Family East: RS-6.5 Residential Single Family West: RS-6.5 Residential Single Family & Open Space
Surrounding Uses:	North: Single-family and Multi-family homes South: Religious Institution East: Religious Institution West: Grand Prairie Park
Prior History:	There are no prior land use permits associated with this property

Review Process and Appeals

The proposal to amend the zoning map is made through a Type IV quasi-judicial land use review process. The Planning Commission will hold a public hearing to consider proposed amendments and will make a recommendation to the City Council. If the planning commission denies the request, it only goes to city council on appeal. The city council will hold a subsequent public hearing to consider the proposed amendments. After closing the public hearing, the city council will deliberate and make a final decision. Within five days of the city council's final action on the proposed amendments, the community development director will provide written notice of the decisions to any parties entitled to notice. A city council decision can be appealed to the Oregon Land Use Board of Appeals (LUBA) if a person with standing files a Notice of Intent to Appeal within 21 days of the date the decision is reduced to writing and bears the necessary signatures of the decision makers.

Public Notice

A public notice was mailed to surrounding property owners within 300 feet of the subject property on February 24, 2020, and a notice was posted on the property on March 2, 2020, in accordance with ADC 1.370(2). At the time this report was published, the Albany Planning Division had not received any written comments regarding the proposed project.

Analysis of Development Code Criteria

The Development Code includes the following review criteria, which must be met for this application to be approved. Code criteria are written in **bold** followed by findings, conclusions, and conditions of approval where conditions are necessary to meet the review criteria.

Zoning Map Amendments (ADC 2.740)

Zoning Map amendments will be approved if the council finds that the applicant has shown that all of the following criteria are met.

Criterion 1

The proposed base zone is consistent with the Comprehensive Plan Map Designation for the entire subject area unless a plan map amendment has also been applied for.

Findings of Fact

- 1.1 The subject property is designated Residential Medium Density on the Comprehensive Plan Map. According to the Plan Designation Zoning Matrix (ADC 2.760, Table 2-1), the existing zone, RM, and the proposed zone, RMA, are both compatible zoning districts with the Comprehensive Plan Map Designation.

Conclusions

- 1.1 The proposed RMA zone is consistent with the Comprehensive Plan Map Designation of Residential Medium Density. This criterion is satisfied.

Criterion 2

Existing or anticipated transportation facilities are adequate for uses permitted under the proposed zone designation.

Findings of Fact

- 2.1 The site is located on the southeast corner of Waverly Drive and Grand Prairie Road. The zone change would change the designation of a 1.30-acre parcel from RM to RMA.
- 2.2 Zone changes are required to comply with the Transportation Planning Rule (TPR). The rule holds that a “significant effect” occurs and must be mitigated if a proposed zone change would result in an existing or planned transportation facility either failing to meet an adopted performance standard or degrading the performance of an already failing facility.
- 2.3 The subject application included a TPR Assessment. The analysis was performed by MSS Engineering. The analysis compared the number of a.m. peak hour, p.m. peak hour, and average daily vehicle trips that could be generated by development of the site under the current RM zone designation with the trips that could result from development under the requested RMA designation.
- 2.4 The trip generation estimate assumed that the site could be developed with 23 multifamily units under the current RM zone designation and 31 units under the requested RMA designation. The trip generation estimate for both scenarios used Institute of Transportation Engineers (ITE) code 220, “Multi-Family Housing (low-rise)”. The analysis found that development under the requested RMA zone designation would generate an additional 4 a.m. peak hour, 5 p.m. peak hour, and 59 average daily vehicle trips
- 2.5 The MSS analysis included the following analysis regarding the site’s trip generation and the TPR:
- “The difference in daily trips between the existing and proposed zoning designations is 58.6 trips. Since the result is well below the ODOT standard of 400 daily trips of incremental difference, the increase is determined to be inconsequential.”*

Conclusions

- 2.1 The proposed zone change would change the designation of a 1.30-acre parcel from RM to RMA.

- 2.2 The TPR requires that zone changes be evaluated to see if the vehicle trip generation that could occur under the new zone designation is more than could have occurred under current designation, and if so, if the additional trips would result in a “significant effect.”
- 2.3 An analysis submitted by the applicant estimated that a reasonable worst-case development under the requested zone designation would, at most, generate 5 more p.m. peak hour and 59 more average daily trips than would development under the current zone designation. The additional trips generated by the requested zone change at number of trips falls below the Oregon Highway Plan (OHP) threshold of 400 average daily trips for evaluation of a significant effect under the TPR.
- 2.4 This criterion is satisfied.

Criterion 3

Existing or anticipated services (water, sanitary sewers, storm sewers, schools, police and fire protection) can accommodate potential development in the subject area without adverse impact on the affected service area.

Findings of Fact

- 3.1 Sanitary Sewer: City utility maps show an 8-inch public sanitary sewer main in Waverly Drive and a 15-inch main in Grand Prairie Road. The City’s Wastewater Collection System Facility Plan shows no downstream deficiencies that would limit the development on the subject property under the proposed RMA zoning designation.
- 3.2 Water: City utility maps show a 24-inch public water main in Grand Prairie Road. The existing 24-inch public water main adjacent to the subject property is deemed adequate to serve both the domestic and fire suppression needs of any development on the site under the proposed RMA zoning designation.
- 3.3 Storm Drainage: City utility maps show a 12-inch public storm drainage main in Grand Prairie Road and a 30-inch main in a public utility easement near the east boundary of the subject property. Stormwater collected in these mains ultimately flows to Periwinkle Creek.

Development in this area is typically required to provide on-site stormwater detention before discharging to the public system. Because such detention requires that post-development discharge does not exceed pre-development rates, and detention would be required under either RM or RMA zoning designations, the proposed zone change would have no adverse impact on the public drainage system.

Conclusions

- 3.1 Existing public utilities (sanitary sewer, water, and storm drainage) are adequate to serve future development on the subject property under the proposed RMA zoning designation.
- 3.2 This criterion is satisfied.

Criterion 4

The intent and purpose of the proposed zoning district best satisfies the goals and policies of the Comprehensive Plan.

Findings of Fact

- 4.1 According to Section 3.020(5) of the Development Code, the Residential Medium Density (RM) district is intended primarily for medium-density residential urban development. The RM district should be located on collector streets or arterial streets. The proposed Residential Medium Density Attached (RMA) district is intended primarily for medium to high-density urban residential

development. The RMA district should also be located on collector streets or arterials streets. Both Waverly Drive and Grand Prairie Road are classified as arterial streets. Regarding allowable uses, key differences between the two districts include:

- Single-family detached units are not permitted in the RMA, whereas they are permitted in the RM.
- Housing units must be attached in the RMA, whereas detached housing units are permissible in the RM.
- Self-serve storage units are not permitted in the RMA, whereas they are permitted in the RM.

- 4.2 The permitted residential density for the RM and RMA zone is summarized in the table below. The subject property is 1.30 acres. Therefore, the RM zone would permit a maximum residential density of 32 units, while the RMA would permit a maximum density of 45 units. At the time of development, the applicant could apply for various density bonuses outlined in ADC 3.220, which when combined would allow an increase in density of up to 30 percent of what would be considered under the Minimum Land Requirement by Unit Type. However, in no case can the density bonuses be used to exceed the maximum density of the (25 units per acre in the RM zone and 35 units per acre in the RMA zone). Therefore, the absolute maximum number of units that could occur on the site if it were zoned RMA would be 45 units, but likely less.

Table 1: Density and Land Requirement by Unit Standards

Density Standard	RM Zone	RMA Zone
1) Maximum Units Allowed per Gross Acre	25 units per gross acre <i>32 units max. allowed on 1.30 acres of land</i>	35 units per gross acre <i>45 units max. allowed on 1.30 acres of land</i>
2) Minimum Land Requirement by Unit Type	2,000 sq. ft. per 1-bedroom unit, 2,400 sq. ft. per 2-3-bedroom unit <i>28 one-bed units on 1.30 acres, or 23 two/three bed units on 1.30 acres</i>	1,500 sq. ft. per 1-bedroom unit, 1,800 sq. ft. per 2-3-bedroom unit <i>37 one-bed units on 1.30 acres, or 31 two/three bed units on 1.30 acres</i>

Source: Sections 3.020 and 3.190 of the Development Code, 2017

- 4.3 The following Comprehensive Plan goals and policies are relevant in considering whether the proposed RMA zoning designation “best satisfies” the goals and policies of the Comprehensive Plan. Each of the relevant goals and policies are listed below in bold italic print.

4.4 ***Goal 1: Citizen Involvement (Chapter 9)***

Goal: Ensure that local citizens and other affected groups, neighborhoods, agencies, and jurisdictions are involved in every phase of the planning process.

Policy 2: When making land use and other planning decisions:

- a. Actively seek input from all points of view from citizens and agencies and assure that interested parties from all areas of the Urban Growth Boundary have the opportunity to participate.***
- b. Utilize all criteria relevant to the issue.***
- c. Ensure the long-range interests of the general public are considered.***
- d. Give particular attention to input provided by the public.***
- e. Where opposing viewpoints are expressed, attempt to reach consensus where possible.***

Policy 3: Involve the general public in the use, evaluation, and periodic review and update of the Albany Comprehensive Plan.

Policy 4: Ensure information is made available to the public concerning development regulations, land use, and other planning matters including ways they can effectively participate in the planning process.

In Type IV quasi-judicial proceedings conducted for zoning map amendments as proposed by the applicant, the Development Code sets forth provisions for citizen involvement at public hearings before the planning commission and city council. Notice was mailed to surrounding property owners within 300 feet of the subject site and to affected government agencies. Notice of these public hearings was posted on the subject property. Based on these provisions, citizens will have ample opportunity to review and comment on the proposed map amendments.

People who are notified of the public hearings are invited to submit comments or questions about the application prior to the hearing or at the hearing. Review of the applications are based on the review criteria listed in the Development Code. The purpose of the public hearing is to provide the opportunity for people to express their opinion about the proposed changes. The planning commission and city council facilitate this process through their respective public hearings.

4.5 ***Goal 2: Land Use Planning-Land Use Designations (Chapter 9)***

To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions.

According to the Albany Comprehensive Plan, “The relationship of the Plan designations to the zoning districts is summarized graphically in the ‘Plan Designation Zoning Matrix’. This matrix is for determining the compatibility of a particular zoning district with any given Plan designation. The matrix shows what zoning districts are compatible with each Plan designation”.

The Medium Density Residential Comprehensive Plan Map Designation includes the following compatible zoning districts: Residential Single Family (RS-5), Residential Medium Density (RM), Residential Medium Density Attached (RMA), Mixed Use Residential (MUR), Office Professional (OP), Neighborhood Commercial (NC).

4.6 ***Goal 10: Housing (Chapter 4)***

To provide for the housing needs of citizens of the state.

Goal 1: Provide a variety of development and program opportunities that meet the housing needs of all Albany’s citizens.

Goal 2: Create a city of diverse neighborhoods where residents can find and afford the values they seek.

Policy 1: Ensure an adequate supply of residentially-zoned land in areas accessible to employment and public services.

The proposed zone change will improve the utilization of residentially-zoned land through the modest increase in the number of allowable dwelling units between the RM and RMA zoning districts. The subject property has close access to nearby employment, public services, and shopping. There are regional shopping centers within approximately one mile of the subject property that include Heritage Mall and Heritage Plaza Shopping Center. Albany Public Library is located approximately one mile from the site as well. Most notably, Grand Prairie Park is located directly across the street from the subject lot. Places of worship are within a one-mile radius of the subject property, including one on the abutting property to the east. Accessibility to employment and services is further enhanced by a public transit bus stop located across the street on Waverly Drive.

Policy 2: Provide a variety of choices regarding type, location, density and cost of housing units corresponding to the needs and means of city residents.

The RMA district is intended primarily for medium to high-density residential urban development. Allowable uses include a range of residential dwellings from single-family to multifamily apartments or condominiums, however, units must be attached. RMA-zoned districts are located in several areas of Albany in order to provide a variety of higher density housing choices for residents in places that have available and adequate public services. Due to its proximity to commercial areas around town, it is a zone which provides residents easy access to employment sites, shopping, and community services.

The Housing Needs Analysis data in the Comprehensive Plan estimated there were about 1,700 acres of developable residential land in the city limits, with over 1,450 acres designated/zoned for single-family development and roughly 150 acres for medium density development. The analysis concluded that there would be a surplus of low-density land, including 162 acres of land zoned RS-5, 321 acres zoned RS-6.5, and 598 acres zoned either RS-10 or RR. There will be a shortage of medium density land, with an estimated need of about 68 additional acres, of which 14 acres are needed to accommodate future RM development, 44 acres specifically needed for RMA development, and the remainder for medium density housing in the Hackleman-Monteith (HM), Mixed Use Residential (MUR) and Waterfront (WF) zones. Since the 2005-2025 Housing Needs Analysis was completed, only 134,164 square feet, or 3.08 acres, were added to the RMA zone. Like this zone change application presently under review, that transfer shifted land away from RM-zoned land.

Policy 4: Encourage residential development that conserves energy and water; uses renewable resources; and promotes the efficient use of land, conservation of natural resources, easy access to public transit, and easy access to parks and services.

Policy 6: Encourage residential development on already serviced vacant residential lots or in areas where services are available or can be economically provided.

Policy 7: Require residential densities to be commensurate with the availability and adequacy of public facilities and services.

As noted above, the subject property is located in an area that is accessible to employment and public services. Although the lot is not vacant, it is significantly underdeveloped with only one single-family house. The increase in allowable density that will result from the proposed zone change should further incentivize the property's development. A public park and public transit stop are located directly across the street. Public utilities are available at the property line to serve development on the subject property.

Policy 8: Encourage the development of great neighborhoods by:

- a. Supporting neighborhood identity.***
- b. Locating parks, trails, schools, daycares, and churches in close proximity to residences.***
- c. Incorporating natural features and spaces into developments.***
- d. Connecting and orienting new neighborhoods to Village Centers.***

The subject property is located in the vicinity of several residential zoning districts (RM, RS-5, RS-6.5). Correspondingly, the area is characterized by a variety of housing types and lot sizes, including single-family detached housing units, duplexes, and triplexes. This diversity of land use types is further enhanced by the church located directly east of the subject property and Grand Prairie Park located directly west. Because the proposed zone only allows for attached housing units, any residential development is likely to further increase the diversity of housing types available in this area. Future multifamily residential development must satisfy applicable development standards and review criteria. Evaluation of development against review criteria would consider potential negative impacts to surrounding uses, and measures to mitigate for those impacts such as landscaping, buffering and screening, building setbacks, and height restrictions. There are no known natural features present on the site; however, new landscaping, trees, and open space will be required at time of development.

Policy 15: Encourage the removal of barriers to safe neighborhoods, such as vacant lots and buildings, and overgrown vegetation.

Presently, the subject lot is developed with a single-family house. Changing the zone as proposed is expected to facilitate development of the lot, likely with multifamily housing units.

Conclusions

- 4.1 Goal 1, Citizen Involvement. Landowners within 300' of the subject property were notified of the public hearing. Likewise, the City posted a notice of the public hearing on the City website and the property was also posted with notices of the public hearing.
- 4.2 Goal 2, Land Use Planning. The Medium Density Residential Comprehensive Plan Designation lists both the RM and RMA as compatible zoning districts.
- 4.3 Goal 10, Housing. The RM district is intended primarily for medium density residential urban development. Rezoning the subject property from RM to RMA will make the proposed use consistent with the intent of the Goal 10-Housing updates in 2007 (see Ordinance No. 5673).
- 4.4 The surrounding area is characterized by a diverse mix of housing types, lots sizes, institutional uses and public parks.
- 4.5 Density standards in the Development Code impose an upper limit on the number of dwelling units that can be constructed in both the RM and RMA districts. Based on the current lot size of 1.30 acres, the RM zone would limit development of the property to 32 units and the RMA zone would limit development to 45 units.
- 4.6 The subject property is located in close proximity to regional shopping and employment centers, public services, places of worship, and public parks.
- 4.7 Both the RM and RMA zoning designations satisfy the applicable goals and policies of the Albany Comprehensive Plan; however, higher density development is best accommodated in the RMA zone. The Plan projected 747 residential units on 44 acres would be needed in the RMA zoning district to the year 2025. Accommodation of higher density development through the RMA zone helps offset density pressures in the other residential zones that allow multifamily development. Therefore, on balance, the RMA zoning designation best satisfies the applicable goals and policies of the Albany Comprehensive Plan.
- 4.8 This criterion has been met.

Criterion 5

The land use and transportation pattern recommended in any applicable City-contracted or funded land use or transportation plan or study has been followed, unless the applicant demonstrates good cause for the departure from the plan or study.

Findings of Fact and Conclusion

- 5.1 Albany's Transportation System Plan (TSP) includes improvements necessary to accommodate anticipated development through the year 2030. The TSP does not include any projects along the frontage of this site.
- 5.2 Aside from the TSP, the subject property is not situated in the study area of any City-contracted or funded land use or transportation plan or study.

Conclusions

- 5.1 The proposed zone change will not modify the transportation pattern envisioned by the TSP.
- 5.2 The subject property is not situated in the study area of any City-contracted or funded land use or transportation plan or study.
- 5.3 This criterion is not applicable.

Overall Conclusion

The application for Zoning Map Amendment from the RM (Residential Medium Density) zoning district to the RMA (Residential Medium Density Attached) zoning district satisfies all applicable review criteria as outlined in this report. The staff analysis concluded that the availability of utilities and infrastructure, along with the subject property's close proximity to regional shopping and employment centers, public parks, and transit make the 1.30-acre property an ideal candidate for development within the city. The evidence supports changing the zoning designation of the subject property from RM to RMA.

Options for the Planning Commission

The planning commission has three options with respect to the proposed zone change request:

- Option 1: Recommend the city council approve the request as proposed;
- Option 2: Recommend the city council approve the request with conditions; or
- Option 3: Deny the request. The city council will only consider the proposal on appeal by the applicants.

Motion

Based on findings and conclusions presented in this report, staff recommends the planning commission choose Option 1 and recommend approval of the zone change request. If the planning commission follows this recommendation, the following motion is suggested:

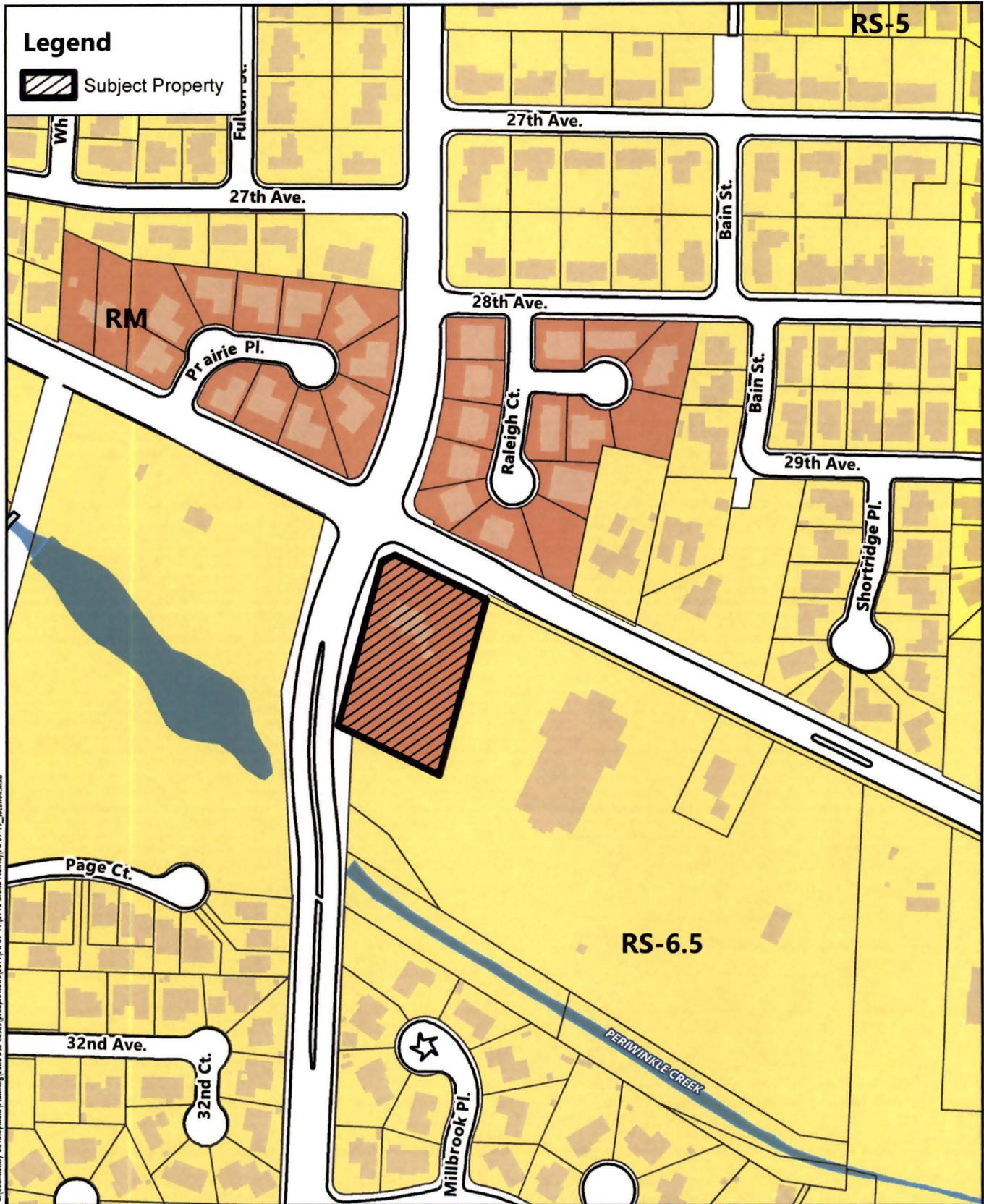
I move that the planning commission recommend that the city council approve land use application ZC-06-19, as described in the March 9, 2020, staff report to the planning commission. This motion is based on the findings and conclusions in the staff report, and the findings in support of the application made by the planning commission during deliberations on this matter.

Attachments

- A. Location Map
- B. Applicant's Narrative & Findings
- C. Applicant's Findings for the Transportation Planning Rule

Acronyms

ADC	Albany Development Code
HM	Hackleman-Monteith zoning district
ITE	Institute of Traffic Engineers
LLC	Limit Liability Company
LUBA	Land Use Board of Appeals
MUR	Mixed Use Residential zoning district
NC	Neighborhood Commercial zoning district
ODOT	Oregon Department of Transportation
OP	Office Professional zoning district
RM	Residential Medium Density zoning district
RMA	Residential Medium Density Attached
TPR	Transportation Planning Rule
TSP	Transportation System Plan



G:\Community Development\Planning\Land Use Cases\previews\2019\PA-67-19 (2710 Grand Prairie)\PA-67-19_location.mxd



N
 0 100 200 400
 Feet
 Date: 7/24/2019 Map Source: City of Albany

2710 Grand Prairie Road SE

Location / Zoning Map



December 24, 2019

To: Planning Division
Community Development
333 Broadalbin St SW
Albany, OR 97321

From: MSS Engineering
215 NW 4th St
Corvallis, OR 97330

This narrative is prepared for the proposed zone change application at 2710 Grand Prairie Rd SE. It is intended to demonstrate compliance with the applicable review criteria in the Albany Development Code (ADC 2.740). The proposal is to change the zoning of the property from RM to RMA. The zone change is proposed under the quasi-judicial procedure. No change to the comprehensive plan designation is proposed. Below is a list of the applicable review criteria, followed by a response which indicates compliance.

1. *The proposed base zone is consistent with the Comprehensive Plan map designation for the entire subject area unless a Plan map amendment has also been applied for.*

RESPONSE: The proposed zone (RMA) is consistent with the Comprehensive Plan map designation (Residential – Medium Density) for the entire subject area. See the attached map of the surrounding area Comprehensive Plan map designation.

2. *Existing or anticipated transportation facilities are adequate for uses permitted under the proposed zone designation.*

RESPONSE: The subject property fronts on Grand Prairie Rd and Waverly Dr, which are both arterial streets and are more than adequate for any development permitted under the proposed RMA zone designation. Arterial streets are the highest functional class of city street, and are designed to carry the largest volumes of traffic at higher speeds. According to the Albany Transportation System Plan (TSP), the intersection of Grand Prairie and Waverly is operating at level of service B (the operational standard is D or better) and has a volume / capacity ratio of 0.58 (up to 0.85 is considered acceptable operations). See the attached Figure 4-1, taken from the Albany TSP.

Under normal circumstances, a property of this size located on a corner of two arterial streets would present a problem in terms of accessing the lot without putting a driveway too close to the intersection. However, this particular property has been

given legal access easements and pre-constructed driveways which provide access to the lot through the parking lot of the neighboring church. See the attached existing conditions drawing, which shows the access easements and aerial view of the driveways.

3. *Existing or anticipated services (water, sanitary sewers, storm sewers, schools, police and fire protection) can accommodate the potential development in the subject area without adverse impact on the affected service area.*

RESPONSE: Water service to the property is provided from a 16" ductile iron water main in the Grand Prairie right of way. There is an existing 4" sanitary lateral stub which can be connected to. If the 4" lateral is insufficient to service the maximum development under the new RMA designation, a larger lateral can be installed and connected to the existing 15" sewer main in Grand Prairie Rd, or the existing 8" main in Waverly Dr. Stormwater service is conveniently provided by a 15" main running in a public drainage easement adjacent to the east property line. Franchise utilities including power, natural gas and cable are all present in the right of way of both streets. See the attached existing conditions drawing for the locations of existing utilities. If developed to maximum density under the proposed RMA zone designation, the subject property may fit 31 units. This is not enough to generate any measurable impact on the schools, police or fire protection services.

4. *The intent and purpose of the proposed zoning district best satisfies the goals and policies of the Comprehensive Plan.*

RESPONSE: The Comprehensive Plan designation of Residential – Medium Density is equally well suited by the base zones RM & RMA. Both are medium density residential zones. The only difference is that RMA is better suited to attached dwellings and offers a higher density.

The proposed RMA use of the property would not be out of place in the subject location. While the property is surrounded on the east and south by a large church parking lot, the vast area across Grand Prairie to the north is densely subdivided and developed with mostly duplexes. Grand Prairie Park lies immediately across Waverly Dr to the west. There are no abutting single-family residences neighboring the property.

The RM zone has a maximum density of 25 units per gross acre before any bonuses. The minimum land requirement for the RM zone is 2400 square feet per two or three-bedroom unit. This results in a maximum of 23 two or three-bedroom units on the 1.30-acre subject property under the RM zone. The RMA zone allows 35 units per gross acre, and the minimum land requirement is 1800 square feet per two or three-bedroom unit. This results in a maximum of 31 units of the same type under the RMA zone. The extra eight units help to meet the goals of the Albany Comprehensive Plan related to the efficient use of land.

In the 'Goal 10: Housing' section of the Albany Comprehensive Plan published October 2007, it is the number 1 stated policy to "Ensure an adequate supply of residentially-zoned land in areas accessible to employment and public services." The subject property is ideally located with proximity to public services and places of employment to meet this policy. Changing the zone to RMA and developing to maximum density would be the best and most efficient way to meet the policy. The Housing section also states projected need of net acres of residential land, broken apart by zone. The Plan projects 13.9 net acres of RM land needed by 2025, and 44.1 net acres of RMA land needed by 2025. Clearly the Comprehensive Plan indicates a far greater need of RMA land than RM.

The second policy in the 'Goal 10: Housing' section is to "Provide a variety of choices regarding type, location, density and cost of housing units corresponding to the needs and means of city residents." With the exception of detached single-family homes, all of the uses allowed in the RM zone are also allowed in the RMA zone. As discussed above, Albany has a definite need for higher density housing, which would be better met with the change to RMA. There would be no loss in variety of any kind from the proposed change; only an increase in location, type, and density-related variety.

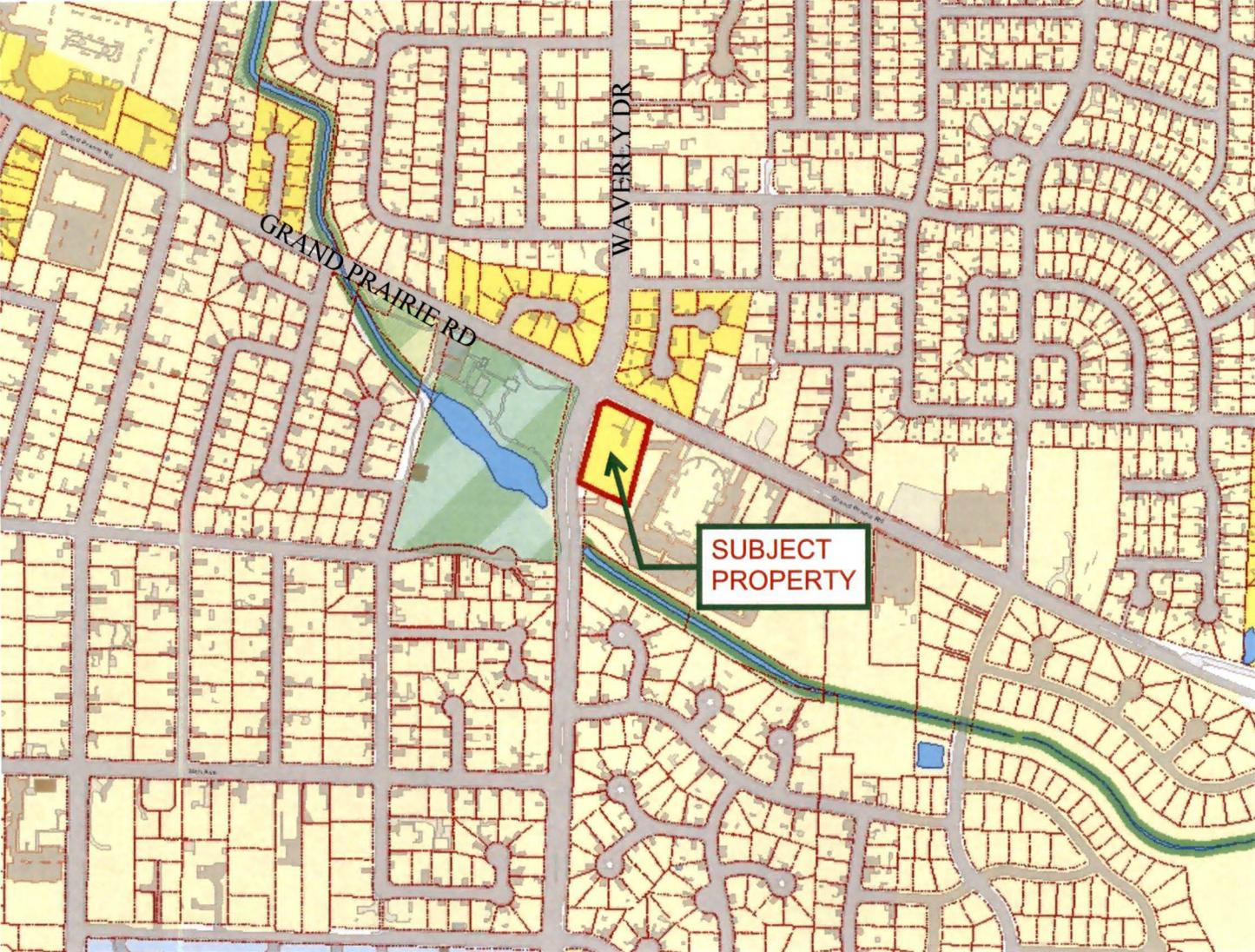
The fourth policy is "Encourage residential development that conserves energy and water; uses renewable resources; and promotes the efficient use of land, conservation of natural resources, easy access to public transit, and easy access to parks and services." The subject property is ideally located to meet this goal. Grand Prairie Park borders the site immediately to the west across the street. There is also a transit stop immediately across the street. Access to both can be gained on foot by the existing crosswalk in the property's frontage at the intersection. The best way to make use of these advantages is by changing the zone to RMA, thereby making the most efficient use of the land for residential development.

The subject property is currently underdeveloped, but perfectly situated to meet all the goals and policies of the Albany Comprehensive Plan when fully developed. The proposed zone change will not only encourage and facilitate the development of the property, but also provide the most efficient use of the land and the highest quantity of new housing to meet those goals and policies.

5. *The land use and transportation pattern recommended in any applicable City-contracted or funded land use or transportation plan or study has been followed, unless the applicant demonstrates good cause for the departure from the plan or study.*

RESPONSE: This proposal is consistent with the existing transportation plan in the subject area. The property is accessed by existing driveways from the neighboring church parking lot, so no changes to the transportation system will come from the zone change. See the response to item No. 2 and the attached Figure 4-1 from the Albany TSP.

COMPREHENSIVE PLAN MAP DESIGNATIONS

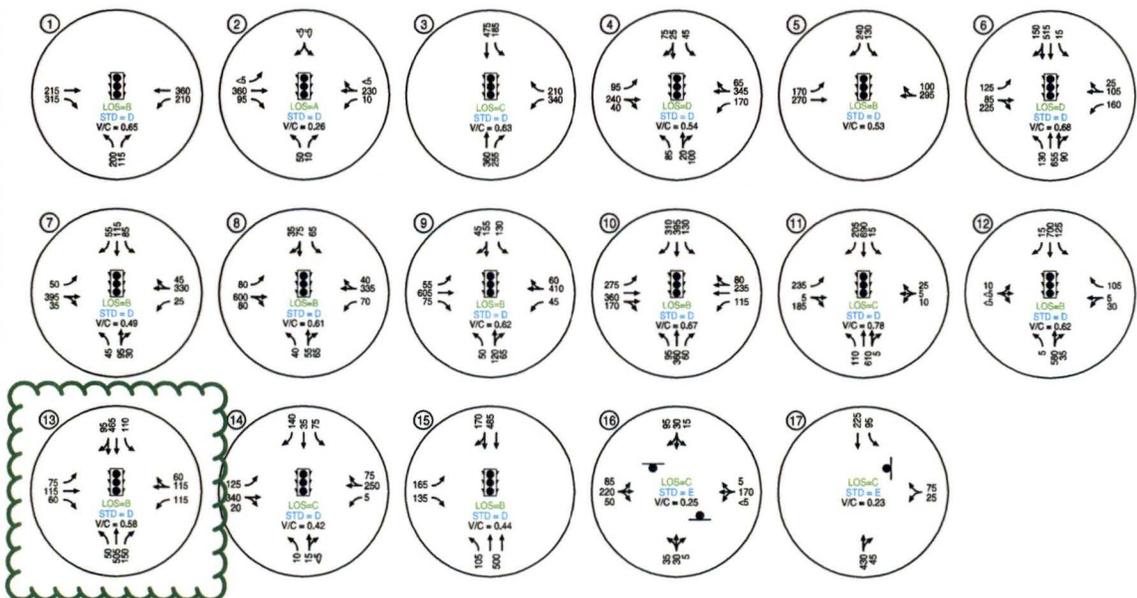
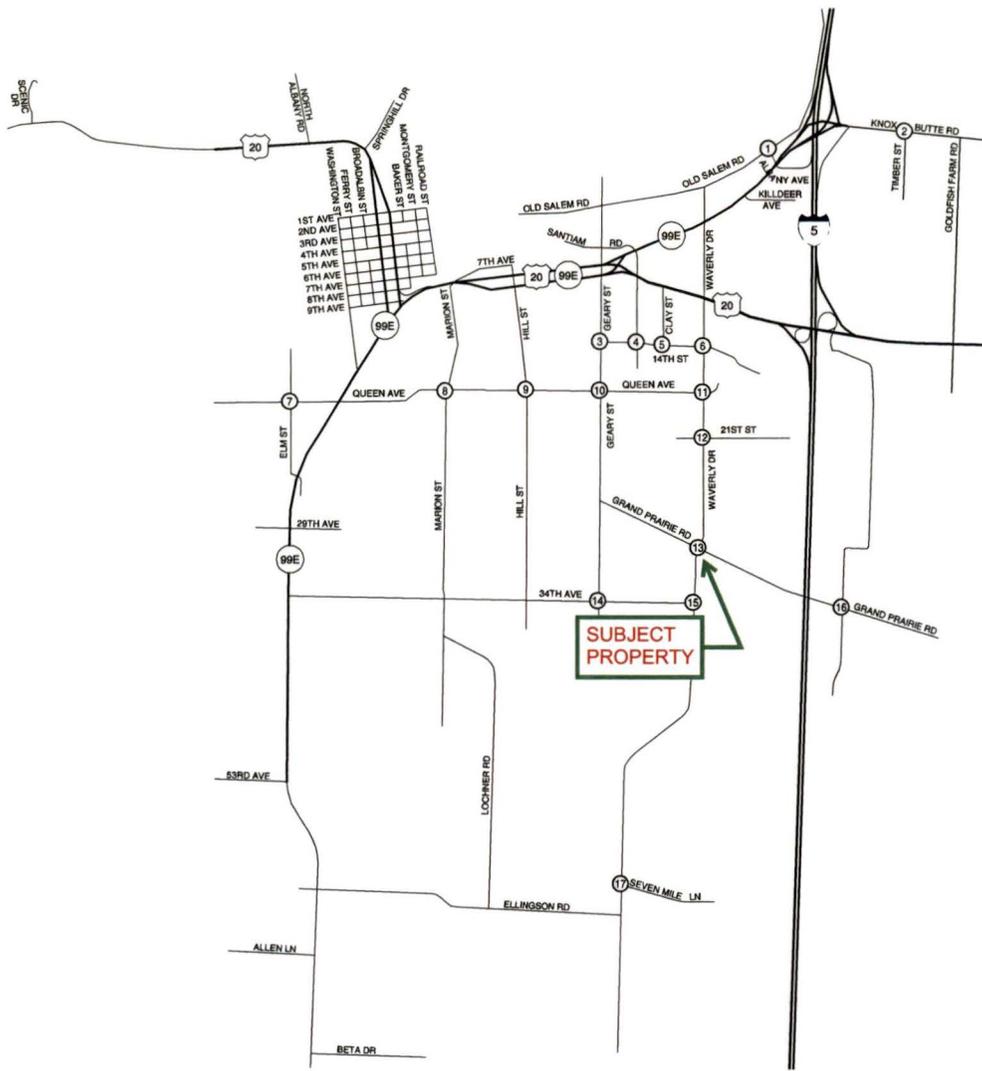


LEGEND

-  RESIDENTIAL - LOW DENSITY
-  RESIDENTIAL - MEDIUM DENSITY
-  GRAND PRAIRIE PARK



THIS MAP IS NOT TO SCALE



LEGEND

- INTERSECTION NUMBER
- STOP SIGN
- TRAFFIC SIGNAL
- GREEN - MEETS OPERATIONAL STANDARD
- RED - DOES NOT MEET OPERATIONAL STANDARD
- LOS - LEVEL OF SERVICE
- STD - LEVEL OF SERVICE STANDARD
- V/C - VOLUME-TO-CAPACITY RATIO

ALBANY JURISDICTION INTERSECTION OPERATIONS
EXISTING WEEKDAY PM PEAK HOUR
ALBANY, OREGON

FIGURE
4-1

H:\projects\64971\Task_2_TSP_Phase2\reports\TSP_Draft_Document\Figures\KucC\2010\4971\FIGS_Task2 (reviewed).dwg Feb 15, 2010 - 2:43pm - opepax Layout Title: ALBANY INTX

Introduction

This TPR (Traffic Plan Rule) analysis is prepared in accordance with Oregon state law for the proposed zone change of the property at 2710 Grand Prairie Rd SE in Albany. ORS 660-12-0060 requires that any zone change application be accompanied by an analysis which reports the change in expected traffic between the maximum possible development under the existing zone vs. under the proposed zone. This analysis will compare the peak hour trips of the property developed to the maximum number of two-story, two-bedroom townhomes under the existing RM zoning designation and under the proposed RMA designation. The difference will then be compared to the capacity of the intersection of Grand Prairie and Waverly as described in the Albany Transportation Plan. The results will show that the increase in traffic made possible from the zone change is inconsequential to the Albany transportation system.

The 1.30-acre site is located at the southeast corner of Grand Prairie Rd SE and Waverly Dr SE. The site is currently underdeveloped with one single-family residence taking access directly off Grand Prairie. The adjacent property has been set up such that when the subject property is developed, it will take access via easements across the neighboring property, in order to avoid a driveway too close to the intersection.



The existing RM zone will allow for 23 two-story, two-bedroom townhomes. The proposed RMA zoning designation will allow for 31 of the same type of units. For the analysis, the ITE Trip Generation Manual 10th Edition was used. The use category was Code 220: Multifamily Housing (Low-Rise), which applies to one or two-story townhomes. Both AM & PM peak hour trip generation rates were analyzed as shown in the tables below. See the attached list of land uses and trip generation rates taken from the ITE manual.

Analysis

AM Peak Hour (ITE 10th)				Units	AM Peak Hour Trips	
Code	Description	Unit of Measure	Trips per Unit			
220	Multifamily Housing (Low-Rise)	Units	0.46	Existing	23	10.6
				Proposed	31	14.3
				Additional	8	3.7

PM Peak Hour (ITE 10th)				Units	PM Peak Hour Trips	
Code	Description	Unit of Measure	Trips per Unit			
220	Multifamily Housing (Low-Rise)	Units	0.56	Existing	23	12.9
				Proposed	31	17.4
				Additional	8	4.5

Daily Trips (ITE 10th)				Units	Daily Trips	
Code	Description	Unit of Measure	Daily Rate			
220	Multifamily Housing (Low-Rise)	Units	7.32	Existing	23	168.4
				Proposed	31	226.9
				Additional	8	58.6

Results

The tables above show the trip generation for the site under the existing and proposed zone designations, as well as the difference in peak hour trips between the two. Maximum development under the RM zone produces 10.6 AM peak hour trips (10.6 AM). Maximum development under the RMA zone produces 14.3 AM peak hour trips (14.3 AM). The difference between existing and proposed zoning designations at AM peak hour is 3.7 additional trips (3.7 at AM peak hour).

Because the difference in peak hour trip generation is too small to be significant, the daily trip rate is analyzed instead. Maximum development under the RM zone produces 168.4 daily trips. Maximum development under the RMA zone produces 226.9 trips. The difference in daily trips between existing and proposed zoning designations is 58.6 trips. Since the result is well below the ODOT standard of 400 daily trips of incremental difference, the increase is determined to be inconsequential.

According to the Albany Transportation System Plan (TSP), the intersection of Grand Prairie and Waverly is operating at level of service B (the operational standard is D or better) and has a volume / capacity ratio of 0.58 (up to 0.85 is considered acceptable operations). Thus, the small increase in traffic resulting from the proposed zone change will have little or no impact on the intersection. See the attached Figure 4-1, taken from the Albany TSP.

ITE Trip Generation, 10th Edition

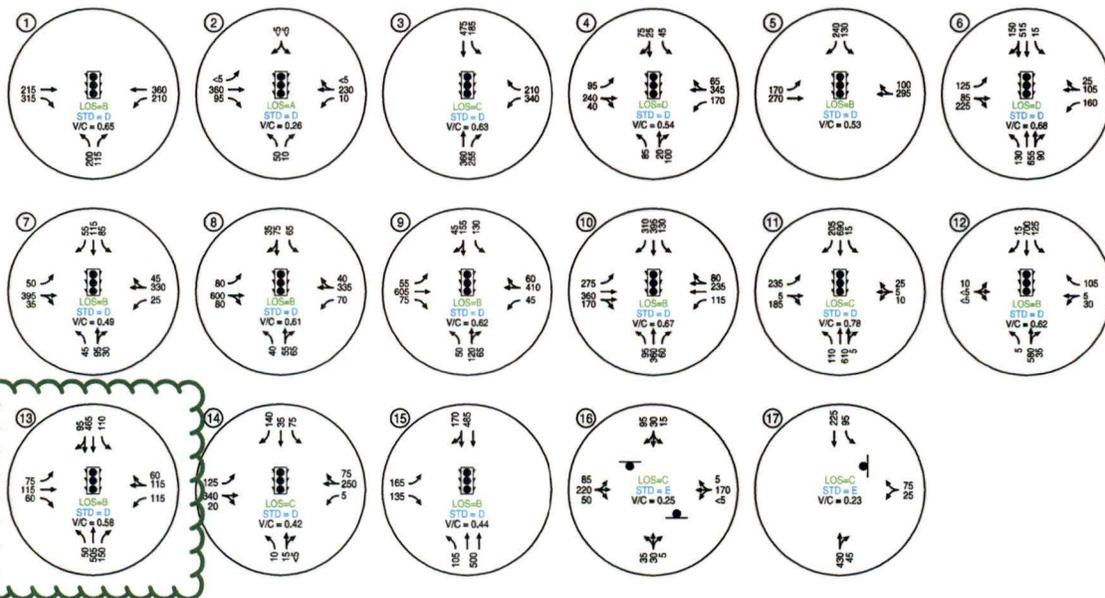
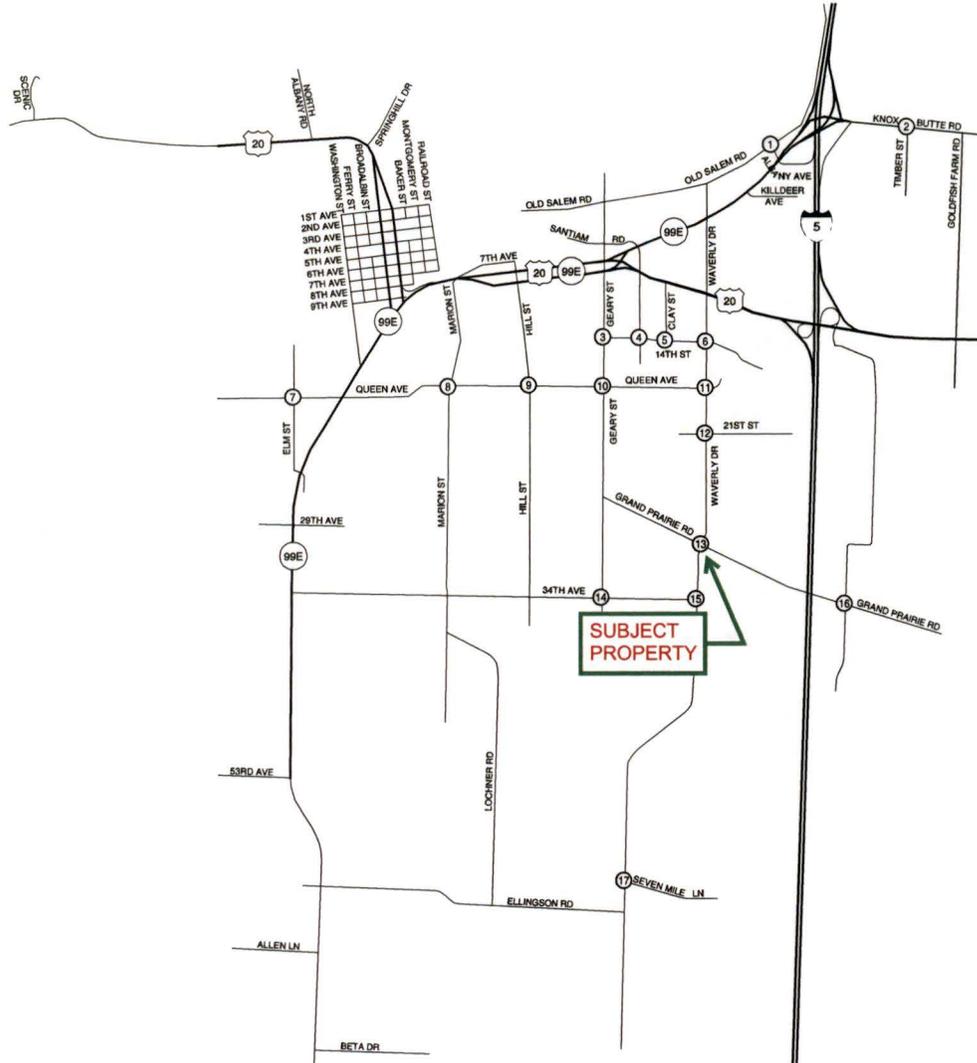
ITE No.	Land Use Description	unit	Daily Rate	Peak Hour of Adjacent Street Rate					
				AM (7-9)			PM (4-6)		
				Total	In	Out	Total	In	Out
Industrial/Agricultural									
110	General Light Industrial	ksf	4.96	0.70	88%	12%	0.63	13%	87%
		emp.	3.05	0.52	83%	17%	0.49	22%	78%
130	Industrial Park	ksf	3.37	0.40	81%	19%	0.40	21%	79%
		emp.	2.91	0.44	86%	14%	0.42	20%	80%
140	Manufacturing	ksf	3.93	0.62	77%	23%	0.67	31%	69%
		ac.	35.02	4.62	90%	10%	4.54	43%	57%
150	Warehousing	ksf	1.74	0.17	77%	23%	0.19	27%	73%
		emp.	5.05	0.61	72%	28%	0.66	36%	64%
151	Mini-Warehouse	ksf	1.51	0.10	60%	40%	0.17	47%	53%
160	Data Center	ksf	0.99	0.11	55%	45%	0.09	30%	70%
Residential									
210	Single-Family Detached Housing	DU	9.44	0.74	25%	75%	0.99	63%	37%
220	Multifamily Housing (Low-Rise)	DU	7.32	0.46	23%	77%	0.56	63%	37%
231	Mid-Rise Residential w/ 1st-Floor Commerci	DU	3.44	0.30	28%	72%	0.36	70%	30%
240	Mobile Home Park	DU	5.00	0.26	31%	69%	0.46	62%	38%
251	Senior Adult Housing - Detached	DU	4.27	0.24	33%	67%	0.30	61%	39%
252	Senior Adult Housing - Attached	DU	3.70	0.20	35%	65%	0.26	55%	45%
253	Congregate Care Facility	DU	2.02	0.07	60%	40%	0.18	53%	47%
254	Assisted Living	beds	4.24	0.39	78%	22%	0.49	30%	70%
255	Continuing Care Retirement Community	units	2.40	0.14	65%	35%	0.16	39%	61%
270	Residential Planned Unit Development	DU	7.38	0.57	22%	78%	0.69	75%	25%
Lodging									
310	Hotel	rooms	8.36	0.47	59%	41%	0.60	51%	49%
311	All Suites Hotel	rooms	4.46	0.34	53%	47%	0.36	48%	52%
312	Business Hotel	rooms	4.02	0.39	42%	58%	0.32	55%	45%
320	Motel	rooms	3.35	0.38	37%	63%	0.38	54%	46%
330	Resort Hotel	rooms	n/a	0.32	72%	28%	0.41	43%	57%
Recreational									
411	Public Park	ac.	0.78	0.02	59%	41%	0.11	55%	45%
416	Campground/Recreational Vehicle Park	occ. sites	n/a	0.21	36%	64%	0.27	65%	35%
444	Movie Theatre	screens	220.00	n/a	n/a	n/a	14.60	44%	56%
445	Multiplex Movie Theatre	screens	292.50	n/a	n/a	n/a	13.73	51%	49%
488	Soccer Complex	fields	71.33	0.99	61%	39%	16.43	66%	34%
490	Tennis Courts	courts	30.32	n/a	n/a	n/a	4.21	n/a	n/a
491	Racquet/Tennis Club	courts	27.71	n/a	n/a	n/a	3.82	n/a	n/a
492	Health/Fitness Club	ksf	n/a	1.31	51%	49%	3.45	57%	43%
495	Recreational Community Center	ksf	28.82	1.76	66%	34%	2.31	47%	53%

ITE Trip Generation, 10th Edition

ITE No.	Land Use Description	unit	Daily Rate	Peak Hour of Adjacent Street Rate					
				AM (7-9)			PM (4-6)		
				Total	In	Out	Total	In	Out
Institutional									
520	Elementary School	ksf	19.52	6.97	55%	45%	1.37	45%	55%
		students	1.89	0.67	54%	46%	0.17	48%	52%
522	Middle School/Junior High School	ksf	20.17	n/a	n/a	n/a	1.19	52%	48%
		students	2.13	0.58	54%	46%	0.17	49%	51%
530	High School	ksf	14.07	3.38	71%	29%	0.97	54%	46%
		students	2.03	0.52	67%	33%	0.14	48%	52%
534	Private School (K-8)	students	4.11	0.91	55%	45%	0.26	46%	54%
536	Private School (K-12)	students	2.48	0.80	61%	39%	0.17	43%	57%
540	Junior/Community College	ksf	20.25	2.07	77%	23%	1.86	50%	50%
		students	1.15	0.11	81%	19%	0.11	56%	44%
560	Church (Weekday)	ksf	6.95	0.33	60%	40%	0.49	45%	55%
		seats	0.44	0.01	50%	50%	0.03	40%	60%
	Church (Sunday/Sunday peak)	ksf	27.63	9.99	48%	52%	n/a	n/a	n/a
		seats	1.21	0.54	49%	51%	n/a	n/a	n/a
565	Daycare Center	ksf	47.62	11.00	53%	47%	11.12	47%	53%
		students	4.09	0.78	53%	47%	0.79	47%	53%
590	Library	ksf	72.05	1.00	71%	29%	8.16	48%	52%
Medical									
610	Hospital	ksf	10.72	0.89	68%	32%	0.97	32%	68%
		beds	22.32	1.84	72%	28%	1.89	28%	72%
620	Nursing Home	ksf	6.24	0.55	78%	22%	0.59	41%	59%
		beds	3.06	0.17	72%	28%	0.22	33%	67%
630	Clinic	ksf	38.16	3.69	78%	22%	3.28	29%	71%
Office									
710	General Office Building	ksf	9.74	1.16	86%	14%	1.15	16%	84%
		emp.	3.28	0.37	83%	17%	0.40	20%	80%
715	Single Tenant Office Building	ksf	11.25	1.78	89%	11%	1.71	15%	85%
		emp.	3.77	0.53	89%	11%	0.51	15%	85%
720	Medical-Dental Office Building	ksf	34.80	2.78	78%	22%	3.46	28%	72%
		emp.	8.70	0.68	78%	22%	0.97	34%	66%
730	Government Office Building	ksf	22.59	3.34	75%	25%	1.71	25%	75%
		emp.	7.45	1.10	75%	25%	0.71	20%	80%
732	United States Post Office	ksf	103.94	8.28	52%	48%	11.21	51%	49%
750	Office Park	ksf	11.07	1.44	89%	11%	1.07	7%	93%
760	Research and Development Center	ksf	11.26	0.42	75%	25%	0.49	15%	85%
770	Business Park	ksf	12.44	0.40	61%	39%	0.42	46%	54%

ITE Trip Generation, 10th Edition

ITE No.	Land Use Description	unit	Daily Rate	Peak Hour of Adjacent Street Rate					
				AM (7-9)			PM (4-6)		
				Total	In	Out	Total	In	Out
Retail									
813	Free-Standing Discount Superstore	ksf	50.70	1.85	56%	44%	4.33	49%	51%
814	Variety Store	ksf	63.47	3.18	57%	43%	6.84	52%	48%
815	Free-Standing Discount Store	ksf	53.12	1.17	69%	31%	4.83	50%	50%
816	Hardware/Paint Store	ksf	9.14	1.08	54%	46%	2.68	47%	53%
817	Nursery (Garden Center)	ksf	68.10	2.43	n/a	n/a	6.94	n/a	n/a
820	Shopping Center	ksf	37.75	0.94	62%	38%	3.81	48%	52%
840	Automobile Sales (New)	ksf	27.84	1.87	73%	27%	2.43	40%	60%
841	Automobile Sales (Used)	ksf	27.06	2.13	76%	24%	3.75	47%	53%
843	Automobile Parts Sales	ksf	55.34	2.59	55%	45%	4.91	48%	52%
850	Supermarket	ksf	106.78	3.82	60%	40%	9.24	51%	49%
851	Convenience Market	ksf	762.28	62.54	50%	50%	49.11	51%	49%
853	Convenience Market w/ Gas Pumps	ksf	624.20	40.59	50%	50%	49.29	50%	50%
		fuel pos.	322.50	20.76	50%	50%	23.04	50%	50%
854	Discount Supermarket	ksf	90.87	2.53	58%	42%	8.38	50%	50%
857	Discount Club	ksf	41.80	0.49	70%	30%	4.18	50%	50%
858	Farmers Market	ksf	103.94	8.28	52%	48%	11.21	51%	49%
862	Home Improvement Superstore	ksf	30.74	1.57	57%	43%	2.33	49%	51%
875	Department Store	ksf	22.88	0.58	64%	36%	1.95	50%	50%
880	Pharmacy/Drugstore w/o Drive-Thru Window	ksf	90.08	2.94	65%	35%	8.51	49%	51%
881	Pharmacy/Drugstore w/Drive-Thru Window	ksf	109.16	3.84	53%	47%	10.29	50%	50%
890	Furniture Store	ksf	6.30	0.26	71%	29%	0.52	47%	53%
899	Liquor Store	ksf	101.49	n/a	n/a	n/a	16.37	50%	50%
Services									
912	Drive-In Bank	ksf	100.03	9.50	58%	42%	20.45	50%	50%
		lanes	124.76	8.83	61%	39%	27.15	49%	51%
925	Drinking Place	ksf	n/a	n/a	n/a	n/a	11.36	66%	34%
930	Fast Casual Restaurant	ksf	315.17	2.07	67%	33%	14.13	55%	45%
931	Quality Restaurant	ksf	83.84	0.73	n/a	n/a	7.80	67%	33%
		seats	2.60	0.02	n/a	n/a	0.28	67%	33%
932	High-Turnover (Sit-Down) Restaurant	ksf	112.18	9.94	55%	45%	9.77	62%	38%
		seats	4.37	0.48	52%	48%	0.42	57%	43%
933	Fast Food Restaurant w/o Drive-Thru	ksf	346.23	25.10	60%	40%	28.34	50%	50%
		seats	42.12	n/a	n/a	n/a	2.13	64%	36%
934	Fast Food Restaurant w/Drive-Thru	ksf	470.95	40.19	51%	49%	32.67	52%	48%
		seats	19.52	1.31	53%	47%	0.97	53%	47%
936	Coffee/Donut Shop w/o Drive-Thru	ksf	754.55	101.14	51%	49%	36.31	50%	50%
		seats	n/a	10.79	53%	47%	4.26	51%	49%
937	Coffee/Donut Shop w/Drive-Thru	ksf	820.38	88.99	51%	49%	43.38	50%	50%
		seats	n/a	4.32	52%	48%	1.22	45%	55%
942	Automobile Care Center	ksf	n/a	2.25	66%	34%	3.11	48%	52%
944	Gasoline/Service Station	ksf	1,202.83	84.55	50%	50%	109.27	50%	50%
		fuel pos.	172.01	10.28	50%	50%	14.03	50%	50%
945	Gasoline/Service Station w/Convenience Market	ksf	1,440.02	75.99	51%	49%	88.35	51%	49%
		fuel pos.	205.36	12.47	51%	49%	13.99	51%	49%
949	Car Wash and Detail Center	stalls	156.20	8.60	63%	37%	13.60	49%	51%
960	Super Convenience Market/Gas Station	ksf	837.58	83.14	50%	50%	69.28	50%	50%
		fuel pos.	230.52	28.08	50%	50%	22.96	50%	50%
970	Winery (Weekday)	ksf	45.96	2.07	70%	30%	7.31	50%	50%
	Winery (Sunday/Sunday peak)	ksf	205.11	n/a	n/a	n/a	37.65	48%	52%



LEGEND

- ① - INTERSECTION NUMBER
- ⊕ - STOP SIGN
- ⊖ - TRAFFIC SIGNAL
- GREEN - MEETS OPERATIONAL STANDARD
- RED - DOES NOT MEET OPERATIONAL STANDARD
- LOS - LEVEL OF SERVICE
- STD - LEVEL OF SERVICE STANDARD
- V/C - VOLUME-TO-CAPACITY RATIO

ALBANY JURISDICTION INTERSECTION OPERATIONS
EXISTING WEEKDAY PM PEAK HOUR
ALBANY, OREGON

FIGURE
4-1

H:\profiles\4977\Task_8_TSP_Phase2\reports\TSP_Draft_Document\Figures\AutoCAD\6977\FIGS_Task8 (revised).dwg Feb 15, 2010 - 2:43pm - opeppax Layout Tab: ALBANY INTX



MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager *PT*
 Jeff Blaine, P.E., Public Works Engineering and Community Development Director *JB for JB*

FROM: David Martineau, Planning Manager
 Anne Catlin, Planner III *aca*

DATE: April 14, 2020, for the April 22, 2020, City Council Meeting

SUBJECT: Community Development Block Grant (CDBG) 2019 Action Plan Adoption
 Relates to Strategic Plan theme: Great Neighborhoods

Action Requested:

Staff requests that council hold a public hearing to receive comments on amendments to the CDBG Citizen Participation Plan; the proposed CDBG 2020 Action Plan; the proposed use of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act CDBG award; and substantial amendments to the 2019 Action Plan, the 2018 Action Plan, and the 2018-2022 Consolidated Plan. Following the public hearing, staff recommends council make any desired modifications to the plans and pass the attached resolutions to adopt the plans.

Discussion:

CDBG Background and Consolidated Planning Process

As an entitlement jurisdiction, the City of Albany receives an annual grant from the U.S. Department of Housing and Urban Development (HUD) through the CDBG program. HUD requires that grantees develop a strategic plan every five years, called the Consolidated Plan, and submit an annual action plan to HUD that describes how the City will use its annual CDBG allocation to address needs identified in the Consolidated Plan. The 2020 Action Plan is the third annual plan of the 2018-2022 Consolidated Plan cycle.

In addition to the City's 2020 entitlement allocation, the City will receive a CDBG allocation of \$220,804 from the CARES Act for novel coronavirus (COVID-19) emergency needs. The CARES Act award is included in a substantial amendment to the 2019 Action Plan.

Citizen Participation Plan

The City is required to hold a public comment period and a public hearing on proposed plans and substantial amendments to existing plans. In addition to providing the public an opportunity to provide feedback, the hearing is also an opportunity for citizens to provide input on community needs that could assist Albany's low- and moderate-income residents and suggest improvements regarding the City's performance on CDBG-funded programs. Due to COVID-19, HUD is allowing flexibility in the minimum 30-day notice and comment period for plans and methods of public participation; associated amendments are proposed to the City's Citizen Participation Plan.

The City provided a 10-day notice and comment period on the plans described below.



April 14, 2020, for the April 22, 2020, City Council Meeting*2020 Action Plan*

The 2020 Action Plan identifies how the 2020 CDBG grant of \$375,347 will be allocated to address the priorities and goals established in the Consolidated Plan. Staff and the Community Development Commission (CDC) sought citizen input on community needs throughout the year and solicited proposals for services and other eligible activities that address the priority needs of Albany's low- and moderate-income residents.

The City's 2020 award of \$375,347 is proposed to be allocated to continue the City's small grant program for microenterprises (\$40,000), to DevNW to continue the housing rehabilitation loan program for low- and moderate-income homeowners (\$204,000), and \$56,300 to local agencies for needed public services (emergency shelter support, food and furniture, child abuse prevention and senior companion program).

2019 Action Plan Substantial Amendment #1

Amendments to the 2019 Action Plan include proposals to allocate \$110,000 CARES Act funding and \$89,311 in 2019 carryover funds to the Albany emergency small business loan fund, allocate \$105,000 CARES Act funding to emergency housing assistance for low-mod residents directly impacted by COVID-19, and setting aside \$5,804 CARES Act funding for emergency supplies and response.

2018 Action Plan Substantial Amendment #1

Amendments to the 2018 Action Plan include reallocating unspent funds to emergency small business support (\$29,000) and housing rehabilitation (\$36,000).

2018-2022 Consolidated Plan Substantial Amendment #1

Substantial amendments incorporate the amendments described above and updates to projected allocations and performance outcomes for the five-year plan goals.

CDBG Budget Summary

The chart below shows the proposed budgets for CDBG program funds.

DRAFT 2020 & CARRYOVER CDBG Activities Budgets	PROPOSED		CARRYOVERS			DRAFT TOTALS
	2020	CARES \$	2019	2018	2017	
Housing Rehabilitation	\$204,000			\$36,000		\$240,000
Home Buyer Assistance programs				\$20,000	\$28,200	\$28,200
Residential Property Acquisition			\$89,311	\$45,000		\$0
Small Business Technical Assistance (LBCC)			\$18,000			\$18,000
Micro/Small Business Grants (City)	\$40,000					\$40,000
Emergency Small Business Support		\$110,000	\$89,311	\$29,000		\$228,311
Emergency Housing Assistance		\$105,000				\$105,000
Youth shelter Services	\$20,000					\$20,000
Family Support Program	\$11,000					\$11,000
Furniture and Food Boxes	\$8,000					\$8,000
Emergency Shelter Services - Adults and Families	\$15,000					\$15,000
Senior Companion Program	\$2,300					\$2,300
Planning and Administration, Fair Housing, COVID-19 Supplies	\$75,047	\$5,804				\$80,851
TOTALS	\$375,347	\$220,804	\$107,311	\$65,000	\$28,200	\$796,662

Budget Impact:

The 2019-2021 City budget includes the 2020 CDBG allocation of \$375,347 from HUD. The CARES Act allocation will need to be added to the 2019-2021 budget.

ALC:ss

Attachments: 4



RESOLUTION NO. _____

A RESOLUTION ADOPTING A REVISED COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN PARTICIPATION PLAN AND REPEALING RESOLUTION NO. 6806

WHEREAS, as a recipient of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD), the City of Albany is required to adopt and follow a citizen participation plan; and

WHEREAS, the City adopted the Citizen Participation Plan by Resolution No. 6806 on June 12, 2019, that specifies the public participation requirements the City will take in the development of Albany's CDBG plans and programs; and

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) authorizes HUD to grant waivers of flexibility to the notice and comment period and alternative requirements to the citizen participation process due to the novel coronavirus (COVID-19); and

WHEREAS, the City is amending its Citizen Participation Plan to reduce the public comment and hearing notice period to a minimum of five days and to allow for virtual public hearings to comply with health authority recommendations and Oregon Governor Brown's Executive Order No. 20-12; and

WHEREAS, the city council held a public hearing regarding the amended Citizen Participation Plan on April 22, 2020, and all comments were accepted.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council hereby amends the 2019 Citizen Participation Plan as provided in attached "Exhibit A;" and

BE IT FURTHER RESOLVED that Resolution No. 6806 is hereby repealed.

DATED AND EFFECTIVE THIS 22ND DAY OF APRIL 2020.

Mayor

ATTEST:

City Clerk



City of Albany, Oregon Community Development Block Grant Program 2019 Citizen Participation Plan

Proposed COVID-19 Amendments

The Coronavirus Aid, Relief and Economic Security Act (CARES Act) allocates supplemental CDBG grants to entitlement grantees to prevent, prepare for, and respond to the coronavirus (CDBG-CV grants). The CARES Act authorized HUD to grant waivers and alternative requirements to the public participation process in order to respond quickly to impacts related to the novel-coronavirus.

The proposed amendments are shown using red underline and ~~strikeout~~ formatting. Text in red underline font indicates new text.

I. Introduction

The City of Albany receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). These funds are used to administer housing and community development programs within the City through the Community Development Department. The Citizen Participation Plan has been developed to comply with the regulations and requirements of the CDBG program as specified by both HUD's Consolidated Plan rule and by the rules that direct HUD's Community Development Block Grant Program.

The Citizen Participation Plan outlines the steps that will be taken by the City of Albany to provide residents and other community members opportunities to contribute ideas and information on housing, community, and economic development needs to the City's Consolidated Planning process. The Citizen Participation Plan encourages citizens to participate in the planning, development, implementation, and evaluation of the City's CDBG annual plans and programs. However, final responsibility and authority for the development and implementation of CDBG program(s) will lie with the City of Albany.

The goals of the Citizen Participation process are to:

1. Encourage citizen participation by all of the following in the process of developing and implementing the consolidated plan and annual plans: local and regional institutions, the Continuum of Care, the local housing authority, other organizations (including nonprofit organizations, philanthropic organizations, community-based organizations, faith-based organizations, businesses and developers), and Albany residents, emphasizing the involvement of low- and moderate-income residents, people living in CDBG target neighborhoods, people with disabilities, minorities, and residents of publicly assisted housing;
2. Inform citizens and the public housing authority of the Albany Consolidated Plan, Annual Action Plans and eligible activities under these programs, and development of the Assessment of Fair Housing;
3. Give all citizens an opportunity to identify and respond to priority needs, proposed projects, and the use of funds; and
4. Give all citizens an opportunity to review and comment on program performance.

II. Community Engagement

The City of Albany will keep interested citizens, community members, and service, housing and economic development organizations informed about opportunities for involvement in each phase of the consolidated planning development process and development of fair housing assessments.

A. Albany Community Development Commission (CDC) Meetings.

The City and CDC will seek input primarily through direct interaction with the public in the form of community-based meetings and may also seek input and direction through other means including surveys, interviews, and/or an interactive website. CDC monthly meetings are open to the public. The CDC meeting agenda and materials are posted approximately one week prior to the meeting on the City's website and are provided at the two Albany public libraries. Minutes of CDC meetings are posted on the City's website once approved.

Albany Community Development Department staff will provide direction and support to the CDC during the process of drafting the Consolidated Plan and in receiving public input and citizen participation on plan needs and activities.

B. Community Engagement.

The City will provide the public with reasonable opportunities for involvement in the development of annual action plans, consolidated plans and assessments of fair housing plans. The City will employ a variety of communication means and formats designed to reach the broadest audiences, such as press releases, social media, City web site postings, email distribution lists. The City will engage directly with area agencies, organizations and governments that provide social services, health services, affordable housing services, and fair housing assistance that represent low- and moderate-income residents, protected classes, the homeless and vulnerable populations. The City will work through existing networks and community leaders to gather input and build relationships.

C. Technical Assistance.

City of Albany staff will provide technical assistance to individual citizens, citizen groups, and agencies in order to further meaningful citizen participation in the community development decision making process and to foster public understanding of CDBG program requirements. Technical assistance will also be provided to groups and agencies representing low- and moderate-income persons requesting assistance in developing project/funding proposals. City staff will pay particular attention to those groups' representative of persons of low- or moderate-income, as may be required to adequately provide for citizen participation in the planning, implementation and assessment of CDBG programs.

Technical assistance may be obtained by contacting the Community Development Department at 541-917-7550, or through the City of Albany website at www.cityofalbany.net/cdbg.

III. Public Hearings and Comment Periods

Each year citizens and interested agencies will be notified of the funding level of assistance expected in the upcoming year when that information is received from HUD. Initial information may be based on local estimates. Citizens and interested entities will also be informed of the amount of funding expected to benefit low- and moderate-income persons in each Consolidated Plan and Annual Action Plan.

A. Public Comment Periods.

Each year, the public will be notified of opportunities to review and comment on the draft Consolidated Plan, Annual Action Plan, and substantial amendments to these plans. The City will also provide the opportunity to review and comment on the City's performance in administering the CDBG programs through a comment period and public hearing.

- *Draft Consolidated Plan, Annual Action Plans and Substantial Amendments.* The City will provide a copy of the draft Consolidated Plan and/or Action Plans at least 30 days prior to submitting the plan to HUD so that interested citizens, community members, public agencies, and other groups have an opportunity to review and provide public comments and suggestions for improvement; except that the draft 2020 Action Plan and substantial amendments to adopted plans related to responding to the novel coronavirus (COVID-19) emergency shall have a public notice and comment period of at least 5 days. A summary of all comments received either in writing, or orally through a public hearing, will be included in the plan submitted to HUD.
- *Consolidated Annual Performance and Evaluation Report (CAPER).* The City will provide a copy of the CAPER at least 15 days prior to submitting the report to HUD for citizens and other community members and other interested parties to review and comment on the annual performance report. A summary of comments received either in writing, or orally through a public hearing, will be included with the City's annual performance report submission.
- *Draft Analysis of Impediments to Fair Housing Choice or Assessment of Fair Housing.* The City will provide a copy of draft assessments of fair housing at least 30 days prior to submitting the plan to HUD so that interested citizens, community members, public agencies, and other groups have an opportunity to review and provide public comments and suggestions for improvement. A summary of comments received either in writing, or orally through a public hearing, will be included in the plan submitted to HUD.

B. Public Hearings

At least two public hearings will be held every year to obtain citizen and community views and input on housing, economic, and community development needs to respond to the different stages of the CDBG planning process and programs administered by the Community Development Department. Specifically, the hearings will solicit input on the following:

1. Assessment and identification of housing and community development needs (two hearings a year);
2. The draft five-year Consolidated Plan or Annual Action Plans and any substantial amendments (one hearing);
3. The City's performance in meeting annual plan objectives as provided in the Consolidated Annual Performance and Evaluation Report (one hearing); and
4. Assessment of impediments to fair housing choice (one hearing as needed).

Following the 30-day review and comment period on a proposed Consolidated Plan, Action Plan, Substantial Amendment, or fair housing assessment - or a 5-day comment period for the 2020 Action Plan and Substantial Amendments to Plans to respond to COVID-19, the City Council shall hold at least one public hearing to consider any comments or views of citizens received in writing or orally at the public hearing and the Council will take action on the proposed Plan or Substantial Amendment. A

summary of comments received either in writing, or orally through a public hearing and a summary of any comments or views not accepted, will be incorporated into the applicable Plan.

All public hearings shall be held at times and locations convenient to potential and actual beneficiaries and with accommodation for persons with disabilities; except that when national, state or local health authorities recommend social distancing and limit public gatherings for public health reasons, in-person public hearings will be replaced with virtual hearings. Local officials will undertake all reasonable actions necessary to allow persons with limited English proficiency to participate in public hearings when notified in advance of such needs.

A sign language interpreter will be provided whenever the City is notified in advance that one or more deaf persons will be in attendance, according to the instructions provided in the public hearing notice. The City shall provide a qualified reader whenever the City is notified in advance that one or more visually impaired persons will be in attendance. Additionally, the City shall provide reasonable accommodations whenever the City is notified in advance that one or more persons with mobility or developmental disabilities will be in attendance.

C. Public Notices

Public notice of the 30-day comment period and any public hearing regarding the Consolidated Plan, Annual Action Plans, and Assessment of Fair Housing will be published in one or more newspapers of general circulation at least 30 days prior to the plan being submitted to HUD and will include a summary of the plan.

Public notice of the 15-day comment period, and any public hearing regarding the CAPER will be published in one or more newspapers of general circulation at least 15 days prior to the plan being submitted to HUD and will include a summary of the report.

Notice of public hearings will include publishing in the local newspaper of general circulation, notice on the City's web site to advise citizens of the plans, comment periods, hearings, and deliberations scheduled. Information of the date, time, and place of these hearing will be made available through these advertisements and publications. Efforts will be made to provide notice in media that serves non-English speaking households in the City. The notices will provide information about the locations where complete copies of the plan may be reviewed. (See IV - Access to Documents and Records)

Public meetings or hearing notices will be posted according to City of Albany policy for public meeting procedures.

IV. Access to Documents and Records

Citizens and other community members will have reasonable and timely access to all documents related to the Consolidated Plan, annual plans, and annual performance reports. Copies of any proposed plan, Substantial Plan Amendment, or CAPER will be provided during the applicable comment period at the Albany Main Library located at 2450 14th Avenue SE, the Albany Carnegie Library located at 302 Ferry Street SW, and the Community Development Department in Albany City Hall located at 333 Broadalbin Street SW, Albany, Oregon; unless these facilities are closed due for public health reasons.

In addition, copies of the Consolidated Plan, Annual Action Plans, Consolidated Annual Performance and Evaluation Reports (CAPER), and the Assessment of Fair Housing will be available for download in an electronic format, at no cost, from the City's CDBG web site, www.cityofalbany.net/cdbg.

All other records regarding the Consolidated Plan process will be maintained, as required by statute, at the City of Albany Community Development Department for at least five years. Advance notice of access to such records is required by contacting Anne Catlin (541-917-7560, anne.catlin@cityofalbany.net).

V. Amendments to a Consolidated Plan or Annual Action Plan

A. Substantial Amendment

The City shall amend its approved Consolidated plan or Annual Action Plan through a substantial amendment process whenever the following occurs:

1. To make a change in Plan allocation priorities or activities, which includes the removal of an activity or project not previously described in a consolidated plan or annual action plan; a change in the use of CDBG funds from one eligible activity to another; and/or a change in the approved CDBG budget of 25 percent or more for an activity.
2. A new activity is funded for the first time from any program covered by the consolidated or annual plan (including program income), not previously described or funded in the action plan.
3. To change the purpose, scope, location, or beneficiaries of an activity.

Substantial amendments require a public hearing and city council approval. The CDC and City staff shall first review substantial amendments and provide recommendations to the city council. Written notices of city council consideration of substantial amendment shall follow the process outlined above for initial adoption of the applicable Plan.

B. Minor Amendments

The following types of amendments to an adopted Consolidated Plan or Annual Action Plan are minor amendments:

1. Amendments that change the text of the Consolidated Plan or Annual Action Plan to correct errors, or changes to text, which will not modify the intent of the plan by changing adopted priority needs, implementation strategies, or location policies; or
2. Any amendment that does not qualify as a substantial amendment as defined above.

The Community Development Department Director or designee is granted authority to decide minor amendments to the Consolidated Plan and Action Plan as described in B.1. above. The CDC will decide all other minor amendments unless acted upon by the Albany City Council. Minor Amendments shall be incorporated into the applicable plan or report through publishing in the next Action Plan and/or CAPER

C. Submission to HUD

Upon completion of a plan amendment, the jurisdiction must make the amendment public and must notify HUD that an amendment has been made. The jurisdiction may submit a copy of each amendment to HUD as it occurs, or at the end of the program year. Letters transmitting copies of amendments must be signed by the official representative of the jurisdiction authorized to take such action.

VI. Procedure for Comments, Objections, and Complaints

The scheduled public hearings described in this Citizen Participation Plan are designed to facilitate public participation in all phases of the community development process. Citizens are encouraged to submit their views on all aspects of programs during review and comment periods and public hearings. However, to ensure that citizens are given the opportunity to assess and comment on all aspects of the community development program on a continuous basis, citizens may, at any time, submit written comments or complaints to the City.

Citizens or citizen's groups desiring to comment or object to any phase of the planning, development, approval, or implementation of CDBG activities should submit such comments or objections in writing to the City through a progressive level of review. Comments, objections, complaints, and grievances should be sent to the Community Development Department, 333 Broadalbin St. SW, Albany, Oregon 97321 or by email to anne.catlin@cityofalbany.net.

Local officials shall make every effort to provide written responses to citizen proposals or complaints within fifteen (15) working days of the receipt of such comments or complaints where practicable. If, after a reasonable period, a party believes the comment or complaint has not been properly addressed or considered, then the aggrieved may appeal his/her case to the city manager, and finally, after a reasonable period, to the city council.

Should the city council be unable to sufficiently resolve an objection or complaint, it may be forwarded by the aggrieved party to HUD.

Citizens may, at any time, contact HUD directly to register comments, objections, or complaints concerning the City's CDBG application(s) and/or program(s). Citizens are encouraged, however, to attempt to resolve any complaints at the local level as outlined above prior to contacting HUD.

All comments or complaints submitted to HUD should be addressed in writing to:

HUD Office of Community Planning and Development
U.S. Department of Housing and Urban Development
1220 SW 3rd Avenue, Suite 400
Portland, OR 97204-2825

VII. Policy to Minimize Displacement

The City will make every reasonable effort to avoid displacement or, where that is not possible, to minimize the number of persons displaced by activities funded through the federal resources described in its Consolidated Plan and Action Plans. If a person is displaced in undertaking an activity, assistance will be offered in accordance with the *City of Albany, Oregon Residential Anti-Displacement and Relocation Assistance Plan*.



RESOLUTION NO. _____

A RESOLUTION ADOPTING THE CITY OF ALBANY'S 2020 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 the U.S. Department of Housing and Urban Development (HUD) to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for low- and moderate-income persons; and

WHEREAS, the City assessed housing and community development needs through data analysis, surveys, public meetings, and agency consultations, and then set goals and priorities to address those needs in a five-year consolidated plan for federal program years 2018 through 2022; 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 Albany Community Development Commission (CDC) sought public input through public meetings, outreach to local agencies, and through requests for proposals to identify needs and activities to be included in the 2020 Action Plan; and

WHEREAS, the 2020 Action Plan identifies the following activities to be carried out with federal CDBG 2020 program year funds: public services to Albany's homeless, low- and moderate-income residents; housing rehabilitation to low- and moderate-income homeowners; and small business development and job creation; and

WHEREAS, HUD approved a waiver of flexibility to allow a reduced comment and notice period on 2019 and 2020 plans as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act to allow entitlement communities to respond quickly to address impacts of COVID-19; and

WHEREAS, the City provided a 10-day comment period on the proposed 2020 Action Plan; and

WHEREAS, the CDC held a public meeting regarding the 2020 Action Plan on April 20, 2020, and the city council held a public hearing April 22, 2020, and all comments were accepted.

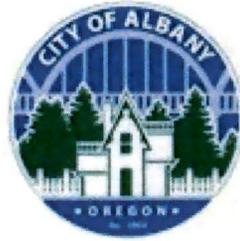
NOW, THEREFORE, BE IT RESOLVED that the Albany City Council adopts the 2020 Action Plan, attached as "Exhibit A."

DATED AND EFFECTIVE THIS 22nd DAY OF APRIL 2020.

Mayor

ATTEST:

City Clerk



CITY OF ALBANY

2020 ACTION PLAN

FOR THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS

PREPARED BY THE CITY OF ALBANY, OREGON
COMMUNITY DEVELOPMENT DEPARTMENT

Executive Summary

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 CDBG program requires entitlement jurisdictions to prepare a strategic plan every five years, called the Consolidated Plan, to identify housing, community, and economic development needs and priorities. The strategic plan identifies strategies for the City to follow in order to achieve the goals of the CDBG program “to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for low- and moderate-income (LMI) persons.”

Each year, entitlement jurisdictions must submit an Action Plan to HUD that describes the specific planned uses for CDBG funding and how program requirements will be satisfied. The 2020 Action Plan is the City’s third plan outlining how the City will target program year 2020 CDBG funds to address needs and goals identified in the 2018-2022 Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

The 2020 Annual Action Plan (2020 Plan) objectives and outcomes were developed through citizen participation and agency consultations over the past year and needs identified in the 2018-2022 Consolidated Plan. The 2020 Action Plan activities will benefit Albany’s low-and moderate-income residents, with funding priorities going to activities that work to prevent and reduce homelessness by creating housing and economic opportunities.

The following summarizes how the City will allocate 2020 CDBG program funds to activities that address 2018-2022 Consolidated Plan goals and objectives.

- Preserve and improve existing affordable housing. Unspent 2018 funds and 2020 CDBG funds will continue the housing rehabilitation loan program to improve the safety, sustainability, and livability of at least six houses owned and occupied by LMI residents. The program has a waiting list.
- Reduce homelessness through public services grants to two emergency shelters for shelter operations, case management, and life skills/employment training for homeless youth and adults to help clients move into safe housing and live independently.
- Provide services to special needs and low-income residents. 2020 CDBG public services grants will support local child abuse prevention services, food boxes and furniture to homeless and low-income residents, and a senior companion program for elderly home-bound adults.

- Increase economic opportunities for Albany's LMI residents through small business grants to local microenterprises to help them grow their business and create jobs. Carryover 2018 funds will be used to provide business courses and one-on-one advising in English and Spanish at the Linn Benton Community College (LBCC) Small Business Development Center (SBDC).
- Create affordable housing opportunities. 2017 carryover funds will continue the Down Payment Assistance program to help LMI households become homeowners.
- Remove blighting influences through housing rehabilitation in low-income census tracts.

3. Evaluation of past performance

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

Below is a summary of progress made in the 2018 and 2019 program years to date towards the 2018-2022 Consolidated Plan goals.

Create affordable housing opportunities

- In the 2018-2022 Comprehensive Plan period, three low-mod Albany households became homeowners. There has been little activity since 2018 due to the high cost housing market, however there is interest in the program.
- In 2018, Albany Area Habitat for Humanity purchased an existing house that was sold to a low-income homeowner. Habitat and Creating Housing Coalition are searching for property to acquire to create housing opportunities for homeless and LMI residents.

Preserve and improve existing affordable housing

- DevNW (formerly Willamette Neighborhood Housing Services) uses CDBG funds to provide a housing rehabilitation no interest loan program to Albany LMI homeowners to improve the integrity, safety, and livability of housing occupied by low-mod residents. Since 2018, six homes have been rehabilitated and four are in progress.

Reduce Homelessness

CDBG public services grants were awarded to two local shelters to provide meals, food boxes, case management, and life skills/employment training for homeless youth and adults.

- In 2018 Signs of Victory provided shelter to 355 unduplicated individuals and more than 200 people have been provided shelter in the 2019 year. Signs of Victory Shelter also provides food boxes for low-income residents.
- Jackson Street Youth Services sheltered 25 Albany youth in the 2018 program year and has served 10 youth to date in 2019 with shelter and case management.

Provided needed services to Special Needs and low-income residents

- Since 2018, Family Tree Relief Nursery has provided child abuse prevention services and therapeutic childcare to 28 families (103 residents), most being extremely low-income.
- In 2018, 1,939 Albany residents received healthy food boxes and household furniture including beds and dining tables. Furniture share served 1,058 nonduplicated Albany individuals in 2019. Many of these residents are formerly homeless and very low-income residents.
- The Senior Companion Program has served 17 elderly low- and moderate-income adults to date.

Increase economic opportunities for Albany's low- and moderate-income residents

- Since the beginning of the 2018-2022 Consolidated Plan, Linn Benton Community College has served 22 low- and moderate-income Albany residents with microenterprise development courses, including 12 Latino residents. In addition, five businesses have received one-on-one advising. The outcomes have helped residents establish local businesses and create local jobs.
- Small grants to four microenterprises in this Consolidated Plan period have helped to create 8 low-mod jobs to date.

Remove Blighting Influences

- A new more direct path and LED lighting was installed at Sunrise Park to improve accessibility, safety, and remove blighting influences at the park.

Further Fair Housing

- The City hired Fair Housing Council of Oregon to provide a workshop for shelter providers and for elected and appointed officials and staff.

4. Summary of Citizen Participation Process and Consultation process

The City followed the requirements in its Citizen Participation Plan in carrying out the process to develop the 2020 Action Plan and requested a waiver to reduce the 30-day comment period and 30-day notice of public hearing for the 2020 Action Plan and substantial amendments to prior plans to 10 days.

The City and CDC obtained public input on housing and community development needs and priorities to assist with development of the Plan through a public summit on homelessness, participation in community groups (such as the Homeless Engagement and Resources Team monthly meetings), and outreach efforts by staff and CDC. The second phase of public input included agency consultations and solicitation and evaluation of grant proposals.

The last phase was to obtain public input on the draft 2020 Action Plan and substantial amendments to the 2018 and 2019 Action Plans and 2018-2022 Consolidated Plan. On April 12, 2020, the City advertised notice of the 10-day public comment period on the Plans and the 10-day notice of the City Council public hearing on April 22, 2020. The notice also included an opportunity to provide comments at the CDC April 20 meeting. The notice was emailed to all agencies and interested parties on April 10 and the draft 2020 Action Plan was posted online on April 12. Due to COVID-19, both City libraries and Albany City Hall are

closed to the public. Due to Governor Brown's Executive Order No. 20-12, prohibiting public gatherings during the COVID-19 pandemic, hearings and meetings are accessible to the public via phone and video connection. Instructions to participate by Zoom Meeting or phone were posted on the City website (both on the City calendar and on the electronic meeting agendas).

5. Summary of public comments.

The City of Albany received the following comments from citizens, Community Development Commissioners, and area agencies and service providers through meetings, funding applications, and agency consultations:

Summary of Needs and Priorities Identified through Agency Consultations:

- There is a need to help small businesses and microenterprises stay open and retain jobs during the COVID-19 pandemic.
- The City's small grant program is the only source of grant funds available to help new businesses and entrepreneurs get established.
- The Senior Companion program has added more low-income senior volunteers in order to serve the many senior shut-ins in Albany. CDBG funds provide a small mileage stipend to low-income senior volunteers that provide companionship to low- and moderate-income shut ins.
- Case management and shelter services are needed for Albany's homeless and at-risk youth.
- Family support services are needed for families with children up to six years of age that have risk factors associated with child abuse and neglect to prevent abuse and foster care placements.
- Signs of Victory Shelter needs operational support to serve the homeless, provide hot meals, and food boxes.
- There is a need for small business advising services and courses, especially to serve the Latino residents and businesses.
- There is a waiting list for the housing rehabilitation loan program and more funding is needed to meet the demand.
- There is demand for housing for homeless and other residents needing affordable housing.

Testimony and Public Comments: *To be completed following the comment period and public hearing.*

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

To be completed following the comment period and public hearing.

7. Summary

The 2020 Action Plan objectives and strategies support activities and public services that will reduce and prevent homelessness and expand economic opportunities for Albany's low-income, homeless, and young adult residents. Public services will help to shelter homeless residents and youth and provide a safe place to stay, food, clothing, and case management. Public services will also prevent child abuse and foster care

placements and provide shut-in seniors with a companion and support, and low-income residents with nutritious meals, food boxes, and furniture to Albany's low-income residents. Housing livability and affordability will be improved through housing rehabilitation. The City will support existing microenterprises and small businesses retain or create jobs. Lastly, partnerships with local organizations will be continued and strengthened through ongoing consultations with area agencies and providers.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	ALBANY	
CDBG Administrator	ALBANY	Community Development Department/City of Albany

Table 1 – Responsible Agencies

Consolidated Plan Public Contact Information

Anne Catlin; anne.catlin@cityofalbany.net; 541-917-7560.

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

Every year the Community Development Commission (CDC) and City staff consult with public and assisted housing providers, health, mental health, and service agencies at CDC meetings and through participation in area committees to learn more about community needs and to foster collaboration among providers. The CDC meetings provide an opportunity for agency consultations, information exchange, and coordination for the delivery of housing programs, homeless services, and health and social services. In the fall of 2019, the CDC had agency consultations with area providers of public services, housing services, and economic development programs.

City staff corresponds with local agencies and service providers periodically to assess existing program needs and performance, and to help identify gaps in needs that could be supported with CDBG-funded activities and programs, and serves on the Homeless Engagement and Resource Team (HEART).

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(I))

The City supports and participates in several existing collaborations in the region that work to enhance coordination between housing providers and health related service providers.

The InterCommunity Health Network Coordinated Care Organization (IHN-CCO) is a collaboration among public, private, and non-profit partners that are working together to unify health services and systems for Oregon Health Plan members in Linn, Benton, and Lincoln Counties. IHN-CCO coordinates health initiatives and efficiencies through blending services and infrastructure. The Community Advisory Council oversees and updates a community health assessment and Community Health Improvement Plan every five years, which recognizes the importance of healthy living to achieving improved health outcomes.

Staff corresponds with numerous agencies and service providers periodically to assess existing programs and performance and help identify gaps in need that could be supported with CDBG-funded activities and opportunities to enhance coordination between public and assisted housing providers and government, health, and service agencies. Specific efforts by the City to enhance coordination among providers and agencies include:

- City (Homeless) Solutions Team - the Albany Police Department and resource staff from Linn County (Health Services, Alcohol and Drug, Parole and Probation), CHANCE, Community Services Consortium, and Samaritan Hospital, provide direct and intentional contact and connection to services when encountering homeless individuals in need. CHANCE staff are typically the first contact to provide peer support and to help address addiction, housing, and other needs.

- Homeless Engagement and Resource Team (HEART): - The City of Albany and the following agencies are part of this resource team created to enhance coordination among providers: shelters, homeless advocates, health providers, affordable housing providers, school district, CHANCE, Linn County Health and Alcohol and Drug, CSC, the Rural Oregon Continuum of Care (ROCC), and Samaritan General Hospital. Members collectively assess the needs of Albany's homeless and at-risk populations, coordinate services to address Linn County's homeless and housing needs and implement strategies to reduce homelessness. HEART members coordinate the annual homeless resource fair and homelessness summit for the community. The resource fair provides an opportunity for agencies to coordinate and communicate, especially those that do not regularly attend the monthly HEART team meetings.
- Housing for Residents with Mental Disabilities: The Albany Partnership for Housing and Community Development, Linn Benton Housing Authority, and Linn County Mental Health staff collaborated to provide needed housing and supportive services to existing residents with mental disabilities.

In addition to participating in the above efforts to enhance coordination between public and assisted housing providers and health and mental health service agencies, City staff and the CDC consulted with agencies mentioned above including local non-profit housing and housing service providers, as well as Linn County, Department of Housing Services, Oregon Cascades West Council of Governments, emergency shelter providers, and other agencies that provide services to Albany residents experiencing homelessness and vulnerable 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.

Linn and Benton counties are included in the 28 counties served by the Rural Oregon Continuum of Care (ROCC). Community Services Consortium (CSC) is the community action agency representing Linn, Benton, and Lincoln Counties. CSC is dedicated to ending poverty in the region and preventing homelessness. As the community action agency for the area, CSC serves as a conduit for federal and state homeless program funding and CSC receives Continuum of Care (CoC) funding as part of the ROCC.

The CSC Supportive Housing Program is a permanent, rapid re-housing program targeting literally homeless individuals and families in the three-county area. The program provides tenant-based rental assistance using scattered site housing and can assist with security deposits and last month's rent. The agency provides intensive case management services to participants and uses a Housing First model.

CSC received a 2019 CoC grant to provide permanent supportive housing (PSH). Corvallis Housing First was awarded the PSH funding to open a house that will provide permanent supportive housing to formerly homeless men.

Additional CSC programs include funding for emergency rental assistance, utility bills, the low-income home energy assistance program (LIHEAP), weatherization services, and Supportive Services for Veteran Families (SSVF) that includes housing services.

CSC and Jackson Street Youth Services (JSYS) coordinate regularly with ROCC and apply for funding opportunities to address homelessness for youth and adults.

JSYS is participating on the Homeless and Runaway Homeless Youth (RHY) Advisory Committee and programming for addressing youth homelessness.

City consults CSC staff and the McKenney Vento program coordinator on a regular basis regarding needs of homeless and at-risk populations, including families with school-aged children.

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

As noted earlier, CSC is the designated local action agency receiving Continuum of Care and Emergency Solutions Grant (ESG) funds. CSC develops performance standards and outcomes for the use of these funds and has policies and procedures for the operation and administration of Homeless Management Information System (HMIS).

City and CSC staff consult throughout the year to discuss homelessness and emergency housing needs. CSC determines how to use ESG funds and performance outcomes to determine if there are any community and homeless needs that can be addressed with CDBG funds.

CSC uses ESG funds for rapid re-housing and homeless prevention, both in a short-term assistance manner. A portion of ESG funds are used for HMIS record keeping purposes to track program outcomes and to assist in identifying populations that need assistance.

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 and the CDC consulted with the following housing, health, and mental health agencies to identify needs to address in the 2020 Action Plan: DevNW, Community LendingWorks, Albany Area Habitat for Humanity, Creating Housing Coalition, Linn Benton Housing Authority, Albany Partnership for Housing and Community Development, Linn Benton Community College Small Business Development Center, Business Oregon, Albany Downtown Association, Samaritan Health, Linn County Health Services, Department of Human Services, Oregon Cascades West Council of Governments, Community Services Consortium (CSC), emergency shelter providers, CHANCE, City of Albany Economic and Community Development departments, and other agencies that provide services to Albany residents experiencing homelessness and vulnerable populations.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City is in the third year of the 2018-2022 Consolidated Plan, which used extensive outreach to determine five-year community priorities. Each year, the City prepares an Annual Action Plan that outlines the specific program activities to be carried out in meeting the Consolidated Plan strategies.

The City followed its Citizen Participation Plan in carrying out the process to develop the 2020 Action Plan. The CDC and staff focus on identifying gaps in priority needs, creating partnerships and collaborations to foster successful projects, and leveraging funds to address needs for low income and homeless residents, services for special needs and low income persons, and community and economic development needs. Due to the novel coronavirus, several community meetings were canceled, resulting in less broad community citizen input; however, conversations with agencies and community members is ongoing.

Input on community needs was gathered through a homeless summit and affordable housing summit in late 2019, public meetings, outreach with local agencies, and advertising in the local paper, the Albany Democrat Herald. The CDC and City staff also evaluated past performance to determine how funds could be most effectively utilized in 2020. The 2020 Plan activities were selected to address strategic plan goals and priorities.

Due to limited public meetings during the COVID-19 pandemic, the City requested a waiver of flexibility to reduce the public comment period on the plan and the public notice for the public hearing from 30 days to 10 days. The City's public libraries and City Hall are also closed to the public during the pandemic. The City posted the 2020 Plan on the City's website by April 12 and will be made available in print to any resident or agency wanting an electronic copy. The City Council public hearing on the 2020 Action Plan will be April 22, 2020. The following notices about the plan and public hearing were provided:

- Notice was emailed to agencies, interested parties, and stakeholders on April 10, 2020.
- Notice was published in the Albany Democrat Herald on April 12, 2020.
- Notice and press release were posted on the City's website, news feed, and calendar on April 13, 2020.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

As an entitlement jurisdiction, the City of Albany receives an annual Community Development Block Grant (CDBG) fund from HUD. The City’s 2020 annual formula grant is \$375,347. The City estimates \$320,000 of prior year resources will be unspent on June 30, 2020, and approximately \$100,000 of the CARES Act award may be unspent by June 30, 2020. The City expects that all the prior year activities will be completed by December 31, 2020.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal	Economic Development Housing Rehab Public Services Administration and planning Fair Housing	375,347	0	2017-2018 carryover: \$320,000; CARES Act: \$200,000	895,347	760,000	

Table 2 - Expected Resources – Priority Table

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 leveraged resources for programs proposed in the 2020 Action Plan are identified below:

- Public Services – All public service subrecipients will provide a match of at least 100 percent; the City estimates a leverage of at least \$200,000. The primary source of matching funds is private donations but may include other state and federal funds.
- Housing Rehabilitation– Programs will leverage around \$30,000 in public and private funds.
- Economic Development – Microenterprise assistance is anticipated to leverage \$20,000 in private funds.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City will determine if any City-owned land is suitable for residential development over the program year and if it could be used to create affordable housing opportunities.

Discussion

The City will use CDBG funds in partnership with subrecipients to leverage private, local, state, and federal funds to address the goals and strategies outlined in the Consolidated Plan. Grants to subrecipients for public services are essential in helping these agencies leverage public and private funds to address community needs.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	2020 Funding	Goal Outcome Indicator
1	Preserve affordable housing	2018	2022	Affordable Housing	Census Tracts 204, 205, 208.1 208.2	Improve Existing Affordable Housing	\$204,000	Homeowner Housing Rehabilitated: 6 Household Housing Unit
2	Reduce and prevent homelessness	2018	2022	Homeless Special Needs	Census Tracts 204	Reduce Youth Homelessness	\$20,000	Homeless Person Overnight Shelter: 20 Persons Assisted
					Census Tract 208.1	Reduce Homelessness	\$15,000	Homeless Person Overnight Shelter: 100 Persons Assisted
4	Provide needed public services	2018	2022	Homeless Non-Homeless Special Needs	Census Tract 208.1	Prevent Child Abuse	\$11,000 Family Tree	Public service Benefit: 25 residents
					Citywide	Provide food and furniture to low-mod residents	\$8,000, Furniture Share	Public service Benefit: 1000 residents
				Elderly Special Needs	Citywide	Provide services to Elderly and Special Needs	\$2,300 CWCOG Senior Companion	Seniors Assisted: 15
5	Create economic opportunities	2018	2022	Economic Development		Small business assistance and job creation and retention	2020: \$40,000 2019: \$18,000	Jobs created/retained: 4 Jobs Businesses assisted: 4 Businesses Assisted

Table 3 – Goals Summary

Goal Descriptions

1	Goal Name	Preserve affordable housing
	Goal Description	Maintain and improve the quality of Albany's affordable single-family housing stock through housing rehabilitation.
2	Goal Name	Reduce and prevent homelessness
	Goal Description	<p>Reduce homelessness by supporting local shelters and agencies that help homeless residents transition out of homelessness. PY 2020 CDBG public services grants will support these activities:</p> <ul style="list-style-type: none"> • Youth shelter services and case management to help youth finish school, reconnect with families and/or skills to live successfully on their own. • Emergency Adult/Family Shelter operations and programs.
3	Goal Name	Provide needed public services
	Goal Description	<p>In the 2020 program year, the City will provide public services grants to agencies that serve low-income and vulnerable populations, to include the following:</p> <ul style="list-style-type: none"> • Family support intervention program to prevent child abuse and foster care placements. • Food boxes and furniture for low-and-moderate income residents to ensure every family has a bed, kitchen table and healthy food. • Senior companion program that matches low-income seniors with house-bound seniors for companionship and services.
4	Goal Name	Create economic opportunities
	Goal Description	<ul style="list-style-type: none"> • Provide small grants to micro-enterprises for job creation (2020 funds). • Provide technical assistance and advising to small businesses and will enable low-mod residents to take business courses for free or reduced tuition (Carryover funds from 2019).
5	Goal Name	Create affordable housing opportunities
	Goal Description	<ul style="list-style-type: none"> • Increase homeownership with down payment assistance loans (2017 carryover funds).

Projects

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 federal PY 2020. The projects reflect priorities that were identified in the development of the 2018-2022 Consolidated Plan and needs identified during the development of the 2020 Plan. Project details are provided in Section AP-38 Project Summary.

Projects

#	Project Name
1	2020 Affordable Housing
2	2020 Youth Shelter Services
3	2020 Emergency Shelter Operations
5	2020 Child Abuse Prevention Program
6	2020 Food and Furniture Distribution
7	2020 Senior Companion Program
8	2020 Microenterprise Assistance
10	2020 Administration and Planning

Table 4 - Project Information

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

The Community Development Commission (CDC) evaluated performance of existing programs, assessed community needs through agency consultations and public surveys, and reviewed applications for all programs to determine allocation priorities for program year 2020. The CDC evaluated proposals against priority needs, existing resources and programs, gaps in service delivery, financial resources, and organizational capacity. Another criterion is the ability to complete the activity within the program year. An overall goal is to fund programs that have the greatest impacts on the homeless, low- and extremely-low-income residents, while providing achievable outcomes.

While a goal of the Consolidated plan is to create affordable housing opportunities through increasing the supply of affordable housing units and increasing homeownership by low-mod residents, prior year funds remain for down payment assistance loans. Two local affordable housing agencies partnered on a request for funding for a new housing development; but the agencies are still fundraising and searching for a property to secure, and the proposal was not funded due to the inability to move forward within a reasonable period of time, and the need for public input and support.

The 15 percent cap for public services and lack of funding in general present obstacles to addressing some of the community's greater needs, especially around reducing homelessness and creating more affordable

housing. There is greater need than funding for critical public service activities to reduce homelessness and serve vulnerable residents, and to increase the supply of permanent supportive housing and affordable housing within the community.

AP-38 Project Summary

Project Summary Information

1	Project Name	2020 Affordable Housing
	Target Area	Census Tracts 204, 205, 208.1, 208.2
	Goals Supported	Preserve and improve affordable housing
	Needs Addressed	Rehabilitation of and improved livability and safety of existing owner-occupied housing
	Funding	CDBG: \$204,000
	Description	Affordable housing is a priority focus in 2020. Until a project to create new housing units is ripe for CDBG support, CDBG funds will be used to continue the housing rehabilitation loan program to improve existing housing occupied by low-and moderate-income homeowners.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	At least five LMI households will benefit from this activity.
	Location Description	Target Area Census Tracts.
	Planned Activities	DevNW will manage the housing rehabilitation program that provides no-interest deferred loans to low-mod homeowners for housing rehabilitation and energy efficiency improvements.
2	Project Name	2020 Youth Shelter Services
	Target Area	Census Tract 204
	Goals Supported	Reduce and prevent homelessness
	Needs Addressed	Reduce Homelessness
	Funding	CDBG: \$20,000
	Description	This Public Services activity will provide emergency and transitional shelter and support/prevention services to homeless and at-risk youth ages 10 to 18 at the Albany House, which has 10 beds.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This activity will benefit 20 Albany youth who are homeless or at risk of becoming homeless annually.

	Location Description	Jackson Street Youth Services Albany House shelter 1240 7th Avenue SE; Albany OR 97321.
	Planned Activities	This activity will provide both shelter and case management to homeless and at-risk Albany youth ages 10 to 18. Each youth works with trained staff to create a case plan. Most are approved for a 72-hour stay, which can be extended as circumstances require. Staff help youth with school, and give young people opportunities to exercise leadership, build skills, and get involved in their communities.
3	Project Name	2020 Emergency Shelter Operations
	Target Area	Census Tract 208.1
	Goals Supported	Reduce and prevent homelessness
	Needs Addressed	Reduce Homelessness
	Funding	CDBG: \$15,000
	Description	Emergency shelter operations and programs to provide overnight shelter, food, services and resources to reduce homelessness and move residents into permanent housing.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This activity is estimated to benefit 100 unduplicated homeless residents with extremely-low incomes.
	Location Description	450 11th Avenue SE, Albany OR 97322
	Planned Activities	Provide 103 overnight beds and detox room, food, hygiene, clothes, and increase shelter operations and services to provide a day use room and commercial kitchen.
5	Project Name	2020 Child Abuse Prevention Program
	Target Area	Census Tract 208.1
	Goals Supported	Provide needed public services
	Needs Addressed	Help non-homeless residents with special needs
	Funding	CDBG: \$11,000
	Description	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 three.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	This public services activity is estimated to benefit 25 Albany residents in 10 households identified as at-risk for child abuse.
	Location Description	Family Tree Relief Nursery is in Census Tract 208.1. Past data indicate most residents served by this program live in one of the City's Target Area Census Tracts.
	Planned Activities	A trained interventionist educates parents impacted by poverty, domestic violence and substance abuse in how to make safe choices to build healthy families and prevent foster care placements. The program prepares children for kindergarten by developing their physical, social, and emotional skills. The agency also offers many complementary services in collaboration with other agencies, such as distribution of food boxes to their low-income clients.
6	Project Name	2020 Food and Furniture Distribution
	Target Area	Citywide
	Goals Supported	Provide needed public services
	Needs Addressed	Help non-homeless residents with special needs
	Funding	CDBG: \$8,000
	Description	This activity provides healthy food and lightly used furniture to extremely low-income residents and poverty-level families. The goal of the program is to increase the stability and health of poverty-level individuals and families.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This activity is estimated to benefit 1,000 unduplicated extremely-low income Albany residents
	Location Description	This service is provided Citywide; however, most residents are living in poverty and live in one of the four City Target Areas.
	Planned Activities	Furniture Share will deliver healthy food boxes with fresh fruits and vegetables and quality used furniture to low income individuals and families in need to reduce housing costs. The program also provides life skills training for residents with disabilities, coming out of incarceration, or with other issues that make it challenging to gain employment.

7	Project Name	2020 Senior Companion Program
	Target Area	Citywide
	Goals Supported	Provide needed public services
	Needs Addressed	Help non-homeless residents with special needs
	Funding	CDBG: \$2,300
	Description	Low- and moderate-income seniors help house-bound seniors with daily needs and provide companionship.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 15 senior residents will benefit from this activity.
	Location Description	Citywide
	Planned Activities	The Senior Companion Program matches low-income (200 percent poverty level) mobile seniors aged 55+ with home-bound seniors in exchange for a small stipend (other funds). Companions provide friendship and assistance to adults who have difficulty with daily living tasks, such as shopping or paying bills, and give families or professional caregivers time off. As a result, many seniors can remain independent in their homes instead of having to move to more costly institutional care. Roughly 10 companions will serve 15-40 hours per week.
8	Project Name	2020 Microenterprise Assistance
	Target Area	Citywide
	Goals Supported	Create economic opportunities
	Needs Addressed	Enhance economic opportunities for LMI residents Improve access to opportunities
	Funding	CDBG: \$40,000
	Description	Support entrepreneurs and existing microenterprises (businesses with 5 or fewer employees) with small grants to promote job growth.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 4 microenterprises will receive grants and create 4 full-time low-mod jobs.
	Location Description	Specific microenterprises have not been identified for this funding.

	Planned Activities	CDBG funds will provide financial support to Albany entrepreneurs and microenterprises to help them grow their businesses and create low-mod jobs. Small grants up to \$10,000 will offset startup costs and costs to create jobs for Albany residents.
9	Project Name	2020 Planning and Administration
	Target Area	Citywide
	Goals Supported	Create affordable housing opportunities Preserve affordable housing Reduce and prevent homelessness Provide needed public services Create economic opportunities
	Needs Addressed	Increase affordable housing opportunities Improve Existing Affordable Housing Reduce Homelessness Help non-homeless residents with special needs Enhance economic opportunities for LMI residents Improve access to opportunities
	Funding	CDBG: \$75,000
	Description	Staff time to plan, manage, oversee, monitor, all aspects of the CDBG program and ensure compliance.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Administering the CDBG programs will indirectly benefit around 1,200 Albany residents in PY 2020.
	Location Description	Albany City Hall, 333 Broadalbin St SW, Albany OR 97321
	Planned Activities	Prepare Action Plan, CAPER, coordinate citizen participation, agency consultations, attend agency meetings, prepare subrecipient contracts and reporting forms, monitor subrecipients and grant projects, prepare environmental review records, process IDIS reimbursements and report accomplishments, coordinate fair housing education and outreach, etc.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Albany has four census tracts that HUD has qualified as low-income tracts with over 50 percent of the households with incomes less than 80 percent of the area median income. The qualifying Census Tracts are: 204, 205, 208.1, and 208.2. The target areas have a higher concentration of residents of Hispanic origin and other minority populations. These tracts are concentrated in older areas of the City where housing, public infrastructure, and public facilities are older and often in need of improvements or replacement. The City has completed three public improvement projects in target areas to date.

Geographic Distribution

Target Area	Percentage of Funds
Census Tract 204	5%
Census Tract 208.1	7%
Census Tract 205	
Census Tract 208.2	

Table 5 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

2020 CDBG allocations are for public service agencies, housing rehabilitation, and to support small business development. Some of the agencies are located in the target areas, and while most beneficiaries of these funds live in Target Area census tracts, the City does not receive enough documentation to verify this and include it in the geographic distribution table above.

It is likely that a portion of housing rehabilitation activities will be located in the Target Areas, however specific beneficiaries and locations have not been determined yet. When there is a waiting list for housing rehabilitation funds, recipients are prioritized based on a few factors including whether they live in the target area.

Discussion

In the 2020 Action Plan, the City will focus funding on improving housing units and serving residents in the target area Census Tracts. The City estimates 30 percent of its 2020 CDBG entitlement award will be spent in these areas; however, only 12 percent of the City's 2020 allocation is certain per Table 4 data (including administrative expenses).

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

In this section of the Plan, HUD asks jurisdictions to indicate the number of households that will be assisted with an affordable housing program such as rental assistance, housing rehabilitation, or new housing.

In the 2020 PY, the Albany housing rehabilitation program will improve the quality and livability of six owner-occupied households (2020 and carryover funds).

Prior year resources will continue the down payment assistance programs to promote home ownership in 2020, with the anticipation of serving two households.

The City does not receive HOME funds to support the production of new affordable housing units. The City had anticipated allocating prior year resources and 2020 resources to help with property acquisition for future affordable housing units, but the project isn't far enough along for CDBG Funds.

Community Services Consortium (CSC) administers several state and federally funded short- and medium-term rental assistance programs, so there has not been a need to allocate limited CDBG public services funds to rental assistance. CSC will receive CARES Act funding to help with the increased need for emergency rental assistance to area residents impacted by COVID-19 (included in amendment to the 2019 Action Plan).

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	8
Special-Needs	0
Total	8

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	6
Acquisition of Existing Units	2
Total	8

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of Albany is committed to keeping LMI homeowners in their homes and improving livability and costs. The City supports down payment assistance programs to help LMI residents become homeowners. CSC will provide rapid rehousing assistance to residents experiencing homelessness and emergency housing assistance to prevent homelessness of at-risk households. CDBG funds will help shelter providers provide services and case management to help residents get into permanent housing.

AP-60 Public Housing – 91.220(h)

Introduction

In 2019, 40 new affordable housing units were added to Albany’s supply of publicly supported housing units, bringing the total to 602, including 32 units for residents with developmental and psychiatric disabilities. The units are owned by several affordable housing agencies, non-profits, and limited partnerships, but none are considered public housing in Albany as defined by the applicable CFR.

Actions planned during the next year to address the needs to public housing

The local housing authority, Linn Benton Housing Authority (LBHA), owns and manages 113 units of affordable housing units in Albany, primarily for seniors and the disabled; however, none of these units qualify as “public housing” as defined. LBHA also administers rental assistance through the Section 8 Housing Choice Voucher (HCV) program. In February 2020, 964 Albany households were receiving housing choice vouchers and 815 households were on the waiting list.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

While Albany does not have any public housing residents as defined by CFRs, LBHA provides a Family Self-Sufficiency (FSS) program for Section 8 participants. The FSS Program offers practical help and a financial benefit to Section 8 participants to help them become self-sufficient and free of public assistance. Residents work to overcome barriers to self-sufficiency. FSS clients can participate in an Individual Development Account (IDA), which is a matched savings program, that helps clients achieve goals of homeownership, education and/or advancement in employment. LBHA has helped many residents increase incomes, get off public assisted housing, and become homeowners.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The local housing authority, Linn Benton Housing Authority, is not designated as troubled.

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

Introduction

The January 2020 Point-in-Time count (PIT) counted 226 homeless people in Albany. Due to electronic data collection, this is the first year in many years that data is available at the City level, rather than the county level. The 2020 PIT count found 327 homeless in Linn County, up from 277 in 2019. Some of the increase can be attributed to better outreach and more volunteers in other areas of the county. Albany's unsheltered count was 71, with 155 in shelter. Of the 227 persons counted experiencing homelessness in Albany, 156 (69 percent) said they have lived in the area for a year or more.

Albany residents experiencing homelessness included 34 under the age of 25, 23 Veterans, and 16 older than 62. Of the 327 counted in Linn County, 139 were experiencing homelessness for the first time, and 199 self-identified as having a disability.

The number of students experiencing homelessness in the 2018-19 school year count of Greater Albany Public School District students was 296, including 68 unaccompanied youth. Most homeless school-aged children were sharing housing with others (188); 62 were staying in a shelter; 9 were living in a motel; and 37 were unsheltered. An additional 40 pre-kindergarten children were homeless in 2018-19, most were doubled up and 5 were in shelter.

Local shelters and agencies estimate the number of chronically unhoused in Albany to be about 70 people. Most of the unsheltered homeless suffer from mental illness and/or addiction and are homeless by choice.

The City assessed unmet demand for services through agency consultations and a competitive grant application process to identify the CDBG-funded activities that will address priority unmet needs and provide the most benefit to Albany's homeless and non-homeless special needs residents.

Describe the jurisdictions 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 will undertake the following actions to reduce homelessness and reach out to homeless persons in 2020:

1. Support the City (Homeless) Solutions Team, which provides "curbside intervention" or immediate assistance and resources when encountering homeless residents by connecting them to services on the spot. From April to December 31, 2019, the team responded to over 220 encounters by Albany Police, fire, and the emergency room. The objectives are to reduce homelessness and calls for emergency and non-emergency services and interaction with the criminal justice system. The team includes staff from the City of Albany – police, fire, parks and recreation; Linn County - Mental Health, Behavioral Health, Alcohol and Drug, Sheriff's, Samaritan Albany General Hospital, CHANCE (Communities Helping Addicts Negotiate Change Effectively),

and other agencies that support the homeless. CHANCE responds to calls from the team and helps residents navigate services and housing, address addiction issues, and mental health needs.
– City staff will monitor progress in reaching and helping chronically homeless get needed services.

2. Support and work with CHANCE. CHANCE provides a 24/7 emergency hotline and meets “curb side”, at jail, or on location within 30 minutes of a call and is essential to the City Solutions Team as noted above. CHANCE is also working on jail diversion with the local jail and prisons to create a plan for people when they are released.
3. Support the Linn County Street Outreach and Response Team (Linn County SORT), spearheaded by Community Services Consortium, goes out to homeless encampments to engage with unsheltered residents, provide necessary supplies, and build relationships and trust with the hope of encouraging residents to seek help and services.
4. Actively participate on the Homeless Enrichment and Rehabilitation Team (HEART) for ongoing planning, coordination, and consultation around addressing issues around homelessness, including the annual homelessness summit that increases awareness around issues related to homelessness, and the annual resource fair for homeless residents and residents at risk of homelessness.

- **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City consulted with shelters and service providers and attended Homeless Engagement and Resources Team (HEART) meetings to keep up to date on resources and activities to reduce homelessness. The City used a competitive grant application process to identify the activities that will address priority unmet needs and provide the most benefit to Albany’s homeless and non-homeless special needs residents. The youth shelter and one emergency shelter applied for and will receive CDBG funds.

The two emergency shelters for adults (Signs of Victory and Albany Helping Hands) were not at capacity throughout the winter months as they typically are, likely due to the mild winter. Each provided 35,000 to 36,000 bed nights in 2019 serving several hundred unduplicated residents a year. Albany Helping Hands serves 3 meals a day to roughly 100 people a day.

Jackson Street Youth Services (JSYS) operates the local youth shelter for youth ages 10 to 17 who are homeless, runaways, or at-risk of homelessness. The agency will receive funds to provide vulnerable youth with a safe home-like place to live, counseling, medical care, and case managers that help reunite youth with family or help youth live independently. JSYS also operates a local transitional house for young adults ages 18-20 for up to 18 months. JSYS expects to serve at least 30 unduplicated youth in 2020, most being from Albany.

Emergency shelter and transitional housing needs will also be addressed by other local agencies and programs.

Linn County Mental Health and Community Services Consortium (CSC) provide needed services to

residents with mental illness, developmental disabilities, addictions, veterans, and seniors. CSC case management services are tailored to the individual household's needs and provide connection to mainstream benefits and employment services. Participants are encouraged to attend renter education classes offered by CSC, though attendance is voluntary. CSC case managers are trained in Trauma Informed care, Mental Health First Aid, Fair Housing law, landlord-tenant laws, and to administer the VI-SPDAT assessment as part of their Coordinated Entry system.

Albany Helping Hands owns and manages three transitional houses for men that have trouble getting housing due to criminal or other records and one house for women with children opened in 2019. A volunteer provides education and GED support, and the shelter has numerous opportunities for employment to help clients become employed.

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

Adult Services Team (AST) – This team of numerous agencies, including counties, the City, school district, and more, works to help homeless or near homeless individuals/families overcome or prevent the conditions of homelessness by facilitating access to comprehensive community-based services leading to stabilized lives. AST works with willing adults referred to the team to identify needs and develop a plan that is person centered, recovery oriented, and community based that empowers clients through decision making with peer advocacy and mentoring.

Women and Children - Albany Helping Hands opened the Bailey House in 2019, a transitional house for up to 10 women and children. The house is at full capacity providing two single mothers and their children a safe home with services until they can get into permanent housing.

Young Adult Housing - JSYS expanded its Next Steps program into Albany in 2019 when it opened a transitional house for young adults ages 18-20. The program allows stays up to 18 months.

Supportive Housing Programs - The CSC Supportive Housing Program is a permanent, rapid re-housing program targeting literally homeless individuals and families in Linn, Benton, and Lincoln counties of Oregon using a Housing First model. The program provides tenant-based rental assistance using scattered site housing and can assist with security deposits and last month's rent. CSC provides intensive case management services tailored to the individual household's needs and provide connection to mainstream benefits and employment services.

Participants are connected to a CSC Housing Placement Advocate who assists them with their housing search. Advocates are certified Rent Well instructors and help participants address barriers to housing such as bad credit, criminal background, or poor rental history with prospective landlords.

CSC also plans and coordinates ESG homeless program funding in the three counties, coordinates the annual Point-in-Time count, provides eviction prevention assistance, supportive services for Veteran families, and rental and utility assistance.

The 2020 Action Plan goals to help homeless persons are to provide CDBG funds to two shelters so they can service homeless individuals, families, and at-risk youth:

- Homeless and Unaccompanied Youth Support Services –A CDBG public services grant will provide emergency housing, case management, and support services for 20 homeless or unaccompanied youth, ages 10 to 17. Shelter programs promote education and self-sufficiency and work to reunite youth with family or ensure they exit into a safe environment.
- Homeless Adult Shelter and Support – CDBG public service funds will help shelters to provide operational support, food, supplies, and emergency shelter to individuals and families, sheltering more than 100 unduplicated clients.

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 following services will provide housing and supportive services and prevent homelessness for Albany's low-income residents and residents with special needs.

2020 CDBG-Supported Public Services Activities:

- **Family Tree Relief Nursery (FTRN)** will **prevent child abuse and foster care placements** by providing a home-based intervention service for high-risk families struggling with domestic violence and substance abuse. Therapists works with families to strengthen and keep them together and to prevent abuse and foster care placements.
- **Furniture Share** will deliver **healthy food boxes and quality used furniture, beds, pillows, and sheets** to Albany households through the Beds for Kids and Feeding Our Future programs. Furniture Share estimates it will serve 100 Albany households with dinner tables and chairs; 1,800 individuals with healthy food boxes; 650 beds, pillows, sheets, and blankets to children who are currently sleeping on the floor; and 750 individuals with basic furniture and household items. Most households served are extremely low-income and many are physically or developmentally disabled, frail, elderly, escaping domestic violence and/or homelessness, or suffering from addiction and/or mental illness. These services help to provide a suitable living environment and a foundation for improved family experiences and time together, mealtimes, better sleep, improved health, better school performance, and reduced risk for teen substance abuse.
- **Cascades West Council of Government Senior Companion Program** matches poverty-level mobile seniors with home-bound seniors in exchange for a small stipend. The companions provide

friendship and assistance/services to adults, which helps seniors remain in their homes.

Other agencies play a critical role in helping residents get into housing and avoid becoming homeless, but did not request CDBG 2020 PY assistance:

Inmate Discharge - Communities Helping Addicts Negotiate Change Effectively (CHANCE) works with the local jails and prisons to help inmates develop a plan to have housing and other essential support services when released. CHANCE pays the costs for 18 emergency shelter beds and provides emergency hotel stays, bus tickets, and takes clients to detox centers if beds are available. CHANCE also offers a "Second Chance" grant to provide rent support to help get people into housing. Staff helps people find housing and get necessary IDs and birth certificates.

The Linn County Corrections Treatment Program was created to give persons on probation or post-prison supervision an opportunity to address their substance abuse and mental health issues. The corrections Treatment Program is committed to assisting in treatment and rehabilitation of offenders who desire to change circumstances in their lives and break the cycle of drug dependence, while also addressing mental health issues and criminal thinking and behaviors while in correctional facilities so that re-entry is successful.

Recovery Support Services - CHANCE provides recovery support services to Albany residents through peer to peer services and self-help groups. CHANCE serves as a housing navigator helping hard to house residents get into case-managed housing and offers a safe environment to relax, socialize, and find support to make lasting change. CHANCE is expanding services throughout Linn County and did not request CDBG funding in 2020.

Persons with Disabilities - Linn County Health Services, in coordination with the Department of Human Services, provide housing and services for residents with mental health and developmental disabilities through the Seniors and People with Disabilities contracts. County staff also provide case management. Linn Benton Housing Authority and the Chamberlin House Inc. own and operate several houses and facilities for elderly residents and residents with disabilities.

CSC manages Emergency Homeless Assistance and Emergency Solutions Grants to prevent homelessness and provide rapid-rehousing assistance for homeless residents. In fiscal year 18-19, 356 households requested homeless prevention assistance from CSC. CSC was able to serve 147 households, including providing housing for 61 that were homeless (unhoused or living in a shelter). Three quarters of the support was for eviction prevention and 26 percent were doubled-up with friends and family. CSC's Supportive Services for Veteran Families program helps homeless and near-homeless veterans get into permanent housing and promotes housing stability among very low-income veteran families. The primary reason CSC was unable to help more residents remain housed or get into housing was because 46 percent of applicants could not find available and affordable housing. CSC also provides utility assistance, rental assistance, financial fitness classes, and helps renters and homeowners through several programs. CSC has funding for these programs and did not request CDBG funding for services in 2020.

Recovery Support Services - CHANCE provides recovery support services to Albany residents through

peer to peer services and self-help groups. CHANCE serves as a housing navigator helping hard to house residents get into case-managed housing and offers a safe environment to relax, socialize, and find support to make lasting change. CHANCE is expanding services throughout Linn County and did not request CDBG funding in 2020.

Recovery Housing - Albany has 10 Oxford Houses that provide housing for more than 130 people recovering from drug and alcohol addiction and a faith-based organization, God's Gear operates four additional transitional houses. Many of the residents were incarcerated and have difficulty finding and staying in permanent housing on their own once released from jail.

Young Adult Housing - In 2018, JSYS opened a house for up to five youth ages 18 to 20 who can stay for up to 18 months and meet weekly with a case manager.

Discussion

City staff and the CDC met with area agencies and solicited grant applications and requests for proposals to assess additional housing and supportive services needs for non-homeless residents that may have other special needs to assess 2020 CDBG priorities. Many agencies are providing housing and supportive services to special needs residents that did request CDBG funding.

Linn Benton Housing Authority (LBHA), Cascades West Council of Governments (CWCOG), Linn County Health Services (LCHS), and Albany Partnership for Housing and Community Development provide services and/or housing to Albany's seniors and residents with mental or physical disabilities, and others at risk of becoming homeless.

- LBHA develops, owns, and manages housing for low-income families, the elderly, and people with disabilities.
- CWCOG helps seniors navigate housing needs and provides programs and services to help seniors remain safely in their homes as long as possible.
- LCHS provides mental health evaluation, treatment, and crisis intervention services to residents. The county also provides services to residents who experience intellectual or development disabilities including case management, vocational services, residential and in-home services, and transportation to appointments, and housing support. Residential services include 24-hour support line, group homes, foster care homes, supported living and state operated community programs.
- Albany Partnership for Housing partners with LCHS, CSC, and LBHA to provide "step forward" no- or extremely low-cost housing and case management and supportive services to those at risk of becoming homeless or who are homeless.

2020 CDBG funds will support the housing rehabilitation program for low-income homeowners. To date, the program has served mostly senior households on fixed incomes living in aging housing stock, enabling homeowners to improve the livability, safety, and cost of their housing.

As discussed above, Oxford Houses and faith-based recovery houses have been successfully providing housing to residents with alcohol and drug addictions. CHANCE provides support services to residents in recovery, addicts, and residents with mental illness, and helps these residents find supportive housing.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Thousands of Albany households experience housing cost burden with a majority being renters. Just over one-fourth of Albany renters experienced severe housing cost burden, or 1,894 households in the 2014-2018 ACS estimate. Rents continue to increase locally - Albany's Fair Market Rents increased 15 percent between 2017 and 2020, reducing Albany's supply of market rate affordable housing units.

The largest barriers to affordable housing in Albany are:

- lack of land available for affordable housing;
- affordable housing supply that does not match the needs of Albany's residents, such as the need for one-bedroom apartments; and
- lack of funding for affordable housing.

Actions it 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

The City evaluated policies that may affect affordable housing development in preparing Albany's 2018-2022 Consolidated Plan (See MA-40 and SP-55). The City identified the following actions and strategies to address in 2020 that are anticipated to ameliorate barriers to housing affordability:

- Residential Development Standards. The Albany Development Code Amendments Task Force has recommended several changes to the City's development code to reduce time and cost of residential development including clear and objective standards, infill standards, design standards, and affordable housing density bonus. Amendments to the Code are scheduled for public hearing in late spring of 2020.
- Housing Needs Analysis (HNA). Over the past year, the City worked with a consultant team to prepare a housing needs analysis (HNA) and a residential buildable lands inventory. The HNA projects housing demand to 2040 by income level and includes recommended approaches and strategies to increase the supply of needed affordable housing. The City also prepared an Economic Opportunities Analysis to project job growth by industry sectors. The final documents are due at the end of April and provide the foundation for the City to evaluate land needs, development standards, policies, and programs to address housing needs, including housing affordability. The City will be required to comply with House Bill 2003, which will require the City to prepare a housing production strategy. Albany will also be required to comply with House Bill 2001 by June 2022. House Bill 2001 will require the City to allow duplexes and missing middle housing in areas zoned for single-family dwellings. It is possible that increasing variety in housing types will increase the supply of affordable housing.

Discussion:

Housing affordability is a growing issue for Albany residents; as Albany's market rate housing costs continue to rise there are long waiting lists for publicly supported housing units. The issue is complex as many variables affect housing affordability, including pressure from neighboring housing markets. The City's efforts to evaluate the Code for barriers to affordable housing and assess residential land availability in 2020 will help the City assess affordable housing policies and develop strategies for implementation.

The Albany median family income increased by 18.5 percent between 2018 and 2020, from \$57,900 to \$68,600 in 2020. Hopefully rising incomes and continued economic development efforts will reduce economic barriers to housing affordability for residents.

The City economic development staff consult and work with businesses, industries, developers, and the chamber of commerce on an ongoing basis to assess workforce development needs, business growth needs, and other issues or obstacles to economic growth. The housing and economic needs analyses will help the City better plan for residential and employment growth and will help the City understand needs of area businesses.

2019 CDBG carryover funds will support work of the Small Business Development Center to provide free one-on-one advising to small businesses and provide free business courses to low- and moderate-income residents and business owners to help them create family wage jobs for Albany residents. 2020 CDBG funds will continue the City grant program to Albany microenterprises to offset costs to expand businesses and create low-mod jobs.

The CARES Act funds included as an amendment to the 2019 Action Plan will provide emergency assistance to local businesses and emergency housing assistance to low- and moderate-income residents. Hopefully these funds will help keep residents employed or paid during the novel coronavirus pandemic and will provide support to keep people in housing.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Albany, through implementation of this Action Plan, will address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, assist in the development of the community's institutional structure, and enhance the coordination of public/private housing and services efforts.

Actions planned to address obstacles to meeting underserved needs

Each year, the City consults with area agencies and other public and governmental entities to identify opportunities to partner and collaborate resources and programming to address as many of Albany's underserved needs as possible, from help providing services and programs to acquiring land to increase capacity. There are more needs than resources to meet those needs within the City of Albany.

The City prioritizes CDBG funds to activities that will have the greatest impact on serving Albany's low- to moderate-income populations, improving neighborhood livability and sustainability, and increasing economic opportunities.

Public Services for Homeless and Special Needs Residents. To date, the City has allocated the maximum amount it can to support public services for Albany's low-income and special needs populations. Public services grants are processed through a competitive application process; proposals with highest matches that leverage CDBG resources and those that serve the greatest number of people score the highest and are awarded funds. The City worked with agencies to identify agency needs that qualify for funding under other eligible activities such as acquisition, rehabilitation, or new construction.

Affordable housing is one of Albany's greatest needs, especially for Albany's households earning less than 50 percent of the area median income. The City consulted with area housing providers to assess agency capacity and resources for housing rehabilitation programs. Property acquisition is an eligible activity, and two agencies are actively looking for property; however, 2020 funds were not allocated to this activity due to timeliness of spending 2020 funds and other priority needs. The City and agencies are hopeful an affordable housing development will be ready for funding in the 2021 and 2022 program years, so that activities get underway within the five-year Consolidated Plan period.

Actions planned to foster and maintain affordable housing

In the 2020 program year, the City will use CDBG funds to continue the housing rehabilitation program that improves owner-occupied housing. The program helps improve and maintain Albany's existing affordable housing supply and reduce operating and rehabilitation costs for low- and moderate-income homeowners.

As discussed above, the City hopes to allocate CDBG funds to acquire property for new affordable housing. Albany Area Habitat for Humanity and Creating Housing Coalition are actively looking for land

for the development of affordable housing through acquisition, clearing, rehabilitation, or public improvements. The City will continue to evaluate the availability of blighted properties and uninhabitable living conditions that could be acquired to remove blight and create sustainable and healthy homes.

Actions planned to reduce lead-based paint hazards

The City of Albany currently distributes lead-hazard information pamphlets to residents seeking information regarding housing repairs in historic districts and provides links on the City's website.

Subrecipients that administer housing rehabilitation programs or property acquisition programs must follow federal lead safe housing and renovation rules. The City developed a lead safe housing checklist on housing constructed before 1978. The checklist follows the federal requirements for lead safe housing and includes evaluation, testing, implementing safe work practices, compliance with the EPA's Renovator, repair and painting laws, clearance exams, or risk assessments as required. In addition, the CSC 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 will continue to closely monitor each housing rehabilitation project involving housing units constructed before 1978 for compliance with the federal standards and processes.

Actions planned to reduce the number of poverty-level families

The City of Albany's anti-poverty strategies include the following actions:

- Provide services that support self-sufficiency;
- Increase economic opportunities for residents in poverty; and
- Increase and improve Albany's affordable housing supply.

In the 2020 program year, the City will provide public services grants to two shelters and two other agencies that serve Albany's homeless residents and Albany's lowest-income households.

- Signs of Victory Mission and Jackson Street Youth Services will use CDBG grants to provide case management and emergency shelter services to Albany's homeless adults and unaccompanied youth. Both agencies work with clients to develop action plans that outline goals and steps to take to improve their housing and economic situations.
- CDBG funds will support Albany Helping Hands Shelter to expand their employment programs to help chronically homeless clients secure jobs and income in order to transition out of the shelter and into stable housing.
- The Child Abuse Prevention program provided by Family Tree Relief Nursery described earlier 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.
- Furniture Share provides Albany's lowest income households with healthy food, dining tables and chairs, and necessary furniture to help these households establish healthier lifestyles that can foster economic stability.

The City will continue to expand economic opportunities for Albany residents in PY 2020 with current year

and prior year CDBG resources through the following two programs:

- Funds to support microenterprise and small business development will support low-income residents, including Spanish-speaking residents, that enroll in microenterprise or small business development courses at Linn Benton Community College's Small Business Development Center. Programs provide free and reduced-cost tuition and one-on-one advising to Albany's low-income entrepreneurs.
- Economic Opportunity Grants – The City provides financial assistance to small businesses to offset costs to create 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 works closely with area agencies to identify needs and select subrecipients to carry out activities that address priority needs identified in the Consolidated Plan and in the community. Coordination and communication result in partnerships and collaboration among agencies and ensure successful implementation of the CDBG programs and desired outcomes.

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

Coordination between public and private housing and social service agencies is well-established in Albany thanks in part to the many agencies that are members of the Homeless Enrichment and Rehabilitation Team (HEART). HEART meets monthly, representing a large coordination effort between service agencies, the public, and local government. This coordination helps ensure that there is very little overlap in services, and residents are supported with services and housing.

City staff and CDC members look for opportunities to facilitate partnerships among affordable housing and service providers and other organizations in the community, such as faith-based groups, that are also serving Albany's vulnerable residents.

During the 2020 program year, the City's efforts to enhance coordination between public and private housing and social service agencies will include:

- Participating in HEART meetings; and
- Meeting with other social service providers and housing providers to assess community needs, identify opportunities to address them, and plan projects for both short- and long-term implementation.
- Support City Solutions Team and CHANCE (Communities Helping Addicts Negotiate Change Effectively) – CHANCE works closely with social service, health and housing agencies to help the most vulnerable residents get into housing and supportive programs.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The City of Albany has not generated any program income to date.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. 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.	0
3. The amount of surplus funds from urban renewal settlements	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	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 percent of CDBG funds is used to benefit persons of low- and moderate-income. Specify the years covered that include this Annual Action Plan.	95.00%

The City anticipates 95 percent of CDBG funds, excluding program administration, will be used to benefit persons of low-and moderate-income in the 2020 program year and for prior year carryover funds.



RESOLUTION NO. _____

A RESOLUTION AMENDING ALBANY’S COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM YEAR 2019 ACTION PLAN AS ADOPTED BY RESOLUTION NO. 6805

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

WHEREAS, the City adopted the 2019 Action Plan by Resolution No. 6805 on June 12, 2019, which describes the activities and programs to be delivered to address priority needs and goals identified in the City’s five-year 2018-2022 Consolidated Plan; and

WHEREAS, the City was awarded a supplemental CDBG allocation of \$220,804 from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) to prevent and respond to the novel coronavirus (COVID-19); and

WHEREAS, the City proposes to allocate the CARES Act funding is to provide emergency assistance to residents and businesses impacted by COVID-19, and to enable the City to respond to COVID-19 needs, and

WHEREAS, the adopted 2019 Action Plan anticipated a proposal to purchase a specific property for affordable housing; and

WHEREAS, a specific property has not been identified and the demand for emergency support for businesses impacted by COVID-19 is greater; and

WHEREAS, HUD approved a waiver of flexibility to allow a reduced comment and notice period on substantial amendments as part of the CARES Act to allow entitlement communities to respond quickly to address impacts of COVID-19; and

WHEREAS, the City held a 10-day comment period on the proposed amendments to the 2019 Action Plan; and

WHEREAS, the Albany Community Development Commission held a public meeting regarding the proposed amendments to the 2019 Action Plan on April 20, 2020, and the Albany City Council held a public hearing on April 22, 2020, on the amendments, and all comments were accepted.

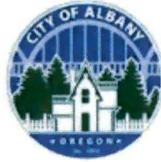
NOW, THEREFORE, BE IT RESOLVED that the Albany City Council hereby amends the 2019 Action Plan adopted by Resolution No. 6805 as described and attached hereto as “Exhibit A.”

DATED AND EFFECTIVE THIS 22ND DAY OF APRIL 2020.

Mayor

ATTEST:

City Clerk



CITY OF ALBANY

2019 ACTION PLAN SUBSTANTIAL AMENDMENT #1

SUMMARY OF AMENDMENTS:

- A. **Coronavirus Aid, Relief, and Economic Security (CARES) Act Award** – Add CARES CDBG award and allocation to the 2019 Action Plan.
- B. **2019 Carryover Funds** – Reallocate undistributed 2019 program funds totaling \$89,311 to emergency small business loans.

PURPOSE OF PROPOSED AMENDMENTS:

A. CARES Act Award

The City of Albany will receive \$220,804 in Community Development Block Grant (CDBG) funding from the Federal CARES Act to help prevent, prepare for, and respond to the impacts of the coronavirus on individuals, families, and businesses. The City proposes adding CARES Act funding to the City's 2019 allocation and Plan.

The City proposes to allocate CARES funds to address economic and housing market disruptions to help Albany's small and independent businesses stay afloat during the pandemic and to keep residents housed. A small portion of the funds are proposed for emergency supplies and response.

Emergency Small Business Loan Program – allocate \$110,000 to the Albany Emergency Business Loan program. The City proposes to partner with Community LendingWorks to provide low-interest loans to Albany businesses with 40 or fewer employees impacted by COVID-19 that retain at least one full-time “low-mod” job. (A job qualifies as a low-mod if it does not require special skills that can only be acquired with substantial training or work experience, or education beyond a high school education.)

Emergency Housing Assistance – allocate \$105,000 to the Emergency Housing Assistance program for Albany households earning less than 80 percent of area median income, whose income is impacted by COVID-19. The program is managed by the Community Services Consortium.

Emergency Supplies and Response – allocate \$5,804 for emergency supplies and response needs. The City of Albany would use funds to support emergency needs and purchase emergency supplies to prevent and respond to COVID-19 within the City.

B. 2019 Carryover Funds

The 2019 Action Plan allocated \$89,311 in CDBG funding to creating affordable housing opportunities through property acquisition. The City received an application for these funds in the 2020 request for submittals; however, because the applicant is early in project planning and fundraising, the Community Development Commission does

not recommend awarding CDBG funds to the project at this time. The Commission recommends reallocating the \$89,311 to the Emergency Small Business Loan Program to provide emergency relief to help businesses impacted by the pandemic retain jobs.

PLAN AMENDMENTS:

Proposed amendments are shown using red underline and ~~strikeout~~ formatting. Text in red underline font indicates new text. Text with ~~strike-out~~ formatting indicates text to be deleted. **Only applicable 2019 Action Plan sections are shown.**

AP-20 Annual Goals and Objectives

Staff Comments: Due to the CARES Act funding and the need to provide emergency support due to the coronavirus pandemic, the City proposes to reorder and modify the 2019 Action Plan goals and objectives.

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
<u>1</u>	<u>Prevent and Respond to COVID-19</u>	2019	2022	Non-Homeless Homeless <u>Economic Development</u>	Citywide	<u>Keep residents safely housed</u> <u>Retain jobs, sustain businesses</u> <u>Provide critical supplies and services</u>	<u>\$105,000</u> <u>\$110,000</u> <u>\$5,804</u>	<u>Low/Moderate Income Households assisted: 30</u> <u>Jobs created/retained: 10</u> <u>Businesses assisted: 10</u>
2 <u>5</u>	Create Economic Opportunities	2018	2022	Economic Development	Citywide	Enhance economic opportunities for LMI residents <u>and retain jobs</u>	\$38,000 <u>\$89,311</u>	Jobs created/retained: 3 <u>13</u> jobs Businesses assisted: <u>5</u> <u>13</u> Other: 10 (residents)
3	Reduce and prevent homelessness	2018	2022	Homeless	Census Tracts 204, 208.1	Reduce Homelessness	CDBG: \$36,500	Homeless Person Overnight Shelter: 400 Persons Assisted
4	Provide needed public services	2018	2022	Homeless Non-Homeless Special Needs Fair housing	Census Tracts 204, 205, 208.1, 208.2	Reduce Homelessness Help non-homeless residents with special needs	CDBG: \$20,500	Public service activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
2 <u>5</u>	Preserve affordable housing	2018	2022	Affordable Housing	Census Tracts 204, 205, 208.01, 208.2	Improve Existing Affordable Housing	CDBG: \$120,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit
<u>1</u>	<u>Create affordable housing opportunities</u>	<u>2018</u>	<u>2022</u>	<u>Affordable Housing</u> <u>Homeless</u> <u>Non-Homeless</u> <u>Special Needs</u>	<u>Census Tract 204, 205, 208.1 208.2</u>	<u>Increase affordable housing opportunities</u>	<u>CDBG: \$89,311</u>	<u>Rental units constructed: 6</u> <u>Household Housing Unit</u> <u>Buildings Demolished: 1</u> <u>Buildings</u>

Goal Descriptions

The proposed goals respond to community needs identified during the 2018-2022 Consolidated Plan outreach process and in the development of the 2019 Action Plan.

Staff comments: Original 2018 Plan goal #1 is being replaced with the goal below to respond to needs and

impacts caused by the coronavirus pandemic.

1	Goal Name	<u>Prevent and Respond to COVID-19</u>
	Goal Description	<u>Prevent, prepare for, and respond to the impacts of the coronavirus on individuals, families, and businesses.</u>

AP-35 Projects – 91.220(d)

#	Project Name
1	2019 Affordable Housing
2	2019 Youth Shelter Services
3	2019 SOV Emergency Shelter Operations
4	2019 Shelter Employment Coordinator <u>Emergency Housing Assistance</u>
5	2019 Child Abuse Prevention Program
6	2019 Food and Furniture Distribution
7	2019 Senior Companion Program
8	2019 Microenterprise Assistance
9	2019 Small Business Development <u>and Support</u>
10	2019 Program Administration and Fair Housing Planning

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

CARES Act Funds: The City proposes to allocate CARES Act CDBG to the Albany Emergency Small Business Loan program, up to three months of emergency housing assistance (with the public services cap waived), and a small amount to program administration for emergency supplies and response needs.

2019 Year Program Funds: The Community Development Commission (CDC) evaluated performance of existing programs, assessed community needs through agency consultations and public surveys, and reviewed applications for all programs to determine allocation priorities for program year 2019. The CDC evaluated proposals against priority needs, existing resources and programs, gaps in service delivery, financial resources, and organizational capacity. Another evaluation criterion is funding programs that provide the greatest need to Albany’s homeless and low- and extremely low-income residents.

Due to the economic impacts of the coronavirus, undistributed funds of \$89,311 will be allocated to the Albany Emergency Small Business Loan program to help businesses remain afloat, retain jobs, recover, and add back jobs.

~~The CDC recommended combining some of the remaining 2018 CDBG funds and new 2019 funds to create a larger pot of funds for affordable housing. The city anticipates requesting proposals from the public and publicly supported housing agencies for projects that construct as many housing units and leverage as much other funding as possible.~~

The statutory 15 percent cap for public services and lack of funding in general present obstacles to addressing some of the community’s greater needs, especially around reducing homelessness and creating more affordable housing. There is greater need than funding for critical public service activities to reduce homelessness and serve vulnerable residents, and to increase the supply of permanent supportive housing and affordable housing within

the community.

AP-38 Projects Summary Information

The City proposes to modify the existing projects to address changing need and incorporate the CARES Act funding.

Staff Comments: 2019 Project #4 will be replaced with Emergency Housing Assistance, and projects #1 and #9 are being modified to address changing priorities.

1	Project Name	2020 Affordable Housing
	Target Area	Low-Mod Census Tracts: 204, 205, 208.01, 208.02
	Goals Supported	Create affordable housing opportunities Preserve affordable housing
	Needs Addressed	Increase affordable housing opportunities Improve Existing Affordable Housing
	Funding	CDBG: \$209,311 <u>\$120,000</u>
	Description	The affordable housing project will provide funds to increase and improve the supply of affordable housing for low- and moderate-income residents. The first activity will support property acquisition, clearance, demolition or infrastructure needs to create new affordable housing. The second activity will preserve and improve existing affordable housing by continuing the homeowner housing rehabilitation program, <u>which has a waiting list.</u>
	Target Date	6/30/2021 0
	Number and type of families that will benefit from the proposed activities	1. Real Property Acquisition, Clearance or Development. The city anticipates at least one household will benefit from property acquisition or clearance. 2. Housing Rehabilitation —Three LMI households will benefit from this activity.
	Location Description	Blighted and vacant properties are being evaluated in <u>Most houses needing repair are located in</u> Albany’s low-mod Target Area Census Tracts.
Planned Activities	1. Acquire, clear or improve one property to create new affordable housing. 2. Willamette Neighborhood Housing Services will manage the housing rehabilitation program that provides n <u>No-interest deferred loans to low-mod homeowners for housing rehabilitation and energy efficiency improvements.</u>	
4	Project Name	<u>Emergency Housing Assistance</u>
	Target Area	<u>Citywide</u>
	Goals Supported	<u>Prevent and Respond to COVID-19</u>
	Needs Addressed	<u>Prevent homelessness, help low-mod residents at risk of eviction, retain jobs and businesses, help businesses recover from impacts of COVID-19</u>
	Funding	<u>\$105,000</u>
	Description	<u>Emergency housing assistance to pay monthly rent or mortgages</u>
	Target Date	<u>6/30/2021</u>

	Number and type of families that will benefit from the proposed activities	<u>30 low-mod households</u>
	Planned Activities	<u>Up to 3 months of emergency housing assistance to households earning less than 80 percent of Albany area median income.</u>
9	Project Name	2019 Small Business Development <u>and Support</u>
	Target Area	Citywide
	Goals Supported	Create economic opportunities; <u>Prevent and Respond to COVID-19</u>
	Needs Addressed	Enhance economic opportunities for LMI residents; <u>retain jobs and businesses, help businesses recover from impacts of COVID-19</u>
	Funding	<u>CDBG: \$18,000 \$217,311 (\$110,000 CARES Act, \$89,311 reallocated)</u>
	Description	<u>1. The Linn Benton Community College (LBCC) Small Business Development Center (SBDC) will provides training and technical assistance to Albany entrepreneurs, microenterprises and small businesses. (\$18,000)</u> <u>1-2. Emergency Small Business Loan Program - \$199,311 to help small businesses with 40 or fewer employees impacted by COVID-19.</u>
	Target Date	<u>6/30/2021</u>
	Number and type of families that will benefit from the proposed activities	It is estimated that 20 resident entrepreneurs, microenterprises or small businesses will take courses, <u>or</u> receive one-on-one business advising services, <u>and/or receive an emergency loan. The outcome is retained or created jobs.</u>
	Location Description	<u>Citywide and</u> Linn Benton Community College, 6500 Pacific Boulevard SW, Albany, OR 97321
	Planned Activities	Provide <u>low and moderate income eligible</u> Albany <u>residents and businesses with residents that are entrepreneurs or business owners with business-free or low cost</u> courses, advising, <u>and</u> technical assistance, <u>or emergency grants</u> to support business growth and create <u>or retain low-mod jobs for LMI residents.</u>

AP-55 Affordable Housing – 91.220(g)

Introduction

In this section of the Plan, HUD asks jurisdictions to indicate the number of households that will be assisted with an affordable housing program such as rental assistance, housing rehabilitation, or new housing.

The city is allocating \$89,311 in 2020 for the development of affordable housing projects, which will be combined with a 2018 carryover balance of \$103,000. Generally, it takes a couple of years for affordable housing projects to produce housing units ready for occupancy.

The City will allocate a portion of CARES Act funding to provide emergency housing assistance. It is estimated that 20 low-mod households will retain housing through this assistance and prevent homelessness and the

spread of the coronavirus.

The Albany housing rehabilitation program will help improve the quality and livability of Albany’s existing affordable housing stock of at least three owner-occupied households. Prior year resources will continue the down payment assistance programs to promote home ownership in 2020, with the anticipation of serving two households.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	<u>26</u>
Special-Needs	0
Total	<u>26</u>

Table 1 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	<u>20</u>
The Production of New Units	0
Rehab of Existing Units	4
Acquisition of Existing Units	2
Total	<u>26</u>

Table 2 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of Albany is committed to helping address the needs of homeless, extremely low, low- and moderate-income (LMI) residents obtain affordable housing. -CDBG funds will help shelter providers provide services and case management to help residents get into permanent housing. CARES Act funds will help to prevent homelessness through emergency rental assistance.

2018 and 2019 CDBG funds will support the home-owner housing rehabilitation loan program, which is anticipated to serve four (4) LMI households. Carryover 2017 CDBG funds will provide homebuyer assistance to at least two LMI households in 2019.



RESOLUTION NO. _____

A RESOLUTION AMENDING ALBANY’S COMMUNITY DEVELOPMENT BLOCK GRANT 2018-2022 CONSOLIDATED PLAN AND 2018 ACTION PLAN AS ADOPTED BY RESOLUTION NO. 6720

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

WHEREAS, the City is required to develop a five-year strategic plan to assess housing and community development needs and set goals and priorities to address over the 2018-2022 Consolidated Plan period; and

WHEREAS, the 2018 Action Plan describes the activities and programs that will be delivered to address priority needs and goals identified in the 2018-2022 Consolidated Plan; and

WHEREAS, the City adopted the 2018-2022 Consolidated Plan and 2018 Action Plan by Resolution No. 6720 on June 27, 2018; and

WHEREAS, the 2018 Action Plan anticipated demand for property acquisition for affordable housing and a proposal for a specific property has not been received; and

WHEREAS, the City’s priority needs and goals have changed since the 2018-2022 plan was adopted, and the need to mitigate the impacts of the novel coronavirus on businesses and residents and demand for housing rehabilitation is currently greater than the need for property acquisition; and

WHEREAS, the City provided a 10-day comment period on the proposed amendments to the 2018 Action Plan and 2018-2022 Consolidated Plan; and

WHEREAS, the Albany Community Development Commission held a public meeting regarding the proposed amendments to the 2018 Action Plan and 2018-2022 Consolidated Plan on April 20, 2020, and the Albany City Council held a public hearing on April 22, 2020, and all comments were accepted.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council hereby amends the 2018-2022 Consolidated Plan and 2018 Action Plan adopted by Resolution No. 6720 as described and attached hereto as “Exhibit A.”

DATED AND EFFECTIVE THIS 22ND DAY OF APRIL 2020.

Mayor

ATTEST:

City Clerk



ALBANY 2018-2022 CONSOLIDATED PLAN SUBSTANTIAL AMENDMENT #1

SUMMARY OF AMENDMENTS:

- A. **Coronavirus Aid, Relief, and Economic Security (CARES) Act Award** – Add CARES CDBG award and allocation to the 2018-2022 Consolidated Plan.
- B. **2019 Carryover Funds** – Reallocate undistributed 2019 program year funds to emergency small business loans.
- C. **2018 Carryover Funds** – Reallocated \$65,000 2018 program year funds to emergency small business support (\$19,000) and housing rehabilitation (\$36,000).

BACKGROUND AND PURPOSE OF PROPOSED AMENDMENTS:

The 2018-2022 Consolidated Plan (Con Plan) was prepared in Fiscal Year 2017-2018. Since that time, the City has seen an increase in home prices, rents, land costs, and a dwindling supply of medium density land. And most recently, impacts due to the novel coronavirus (COVID-19). Amendments are proposed to reorder strategic plan goals and priorities and update projected outcomes and funding.

- A. **CARES Act Award** – The City of Albany will receive \$220,804 in Community Development Block Grant (CDBG) funding from the Federal CARES Act to help prevent, prepare for, and respond to the impacts of the coronavirus on individuals, families, and businesses. The Con Plan will be updated to include emergency response to COVID-19 as a Con Plan priority and goal, and the proposed funding distribution and performance measures for associated activities.

The City proposes to allocate CARES funds to address economic and housing market disruptions to help Albany's small and independent businesses stay afloat during the pandemic and to keep residents housed. A small portion of the funds are proposed for emergency supplies and response.

- B. **2019 Carryover Funds** - Reallocate \$89,311 to emergency business loans from property acquisition. Due to no timely project for the use of the property acquisition funding, and local emergency needs arising over the last two months, the City proposes to reallocate funds to emergency support for small businesses.
- C. **2018 Carryover Funds** - Due to lack of demand for down payment assistance funds and no timely project for property acquisition funds, the City proposes to shift unspent funds to emergency business support due to the coronavirus pandemic, and to help fund the 2020 application for housing rehabilitation program funding, which has a waiting list.

2108-2022 CONSOLIDATED PLAN AMENDMENTS:

Proposed amendments are shown using red underline and ~~strikeout~~ formatting. Text in red underline font indicates new text. Text with ~~strike-out~~ formatting indicates text to be deleted. **Only applicable Con Plan sections are shown.**

Staff Comments: Add Goal 8 and modify Goal 5.

ES-05 Consolidated Plan Goals

The following goals and objectives were identified and developed through agency consultations, citizen participation, community partnerships and capacity, and area resources.

GOAL 1: Create affordable housing opportunities through property acquisition, redevelopment and homebuyer down-payment assistance programs.

GOAL 2: Preserve and improve Albany’s affordable housing through housing rehabilitation and weatherization programs.

GOAL 3: Reduce and prevent homelessness by providing housing and public services.

GOAL 4: Provide Albany’s special needs and low and moderate-income residents with needed public services by supporting service agencies that serve highly vulnerable and underserved populations such as unaccompanied youth, persons with disabilities, homeless, elderly, and agencies that further fair housing.

GOAL 5: Enhance economic opportunities by investing in job readiness services, microenterprise development, and economic development programs that create or retain jobs principally for low- or moderate-income residents.

GOAL 6: Improve access to opportunities including services, employment, schools, and amenities by investing in safety and accessibility improvements.

GOAL 7: Remove blighting influences to revitalize and strengthen neighborhoods by investing in the City’s critical public infrastructure and housing needs.

GOAL 8: Prevent, prepare for, and respond to the impacts of the novel coronavirus on individuals, families, and businesses.

SP-25 Priority Needs

Staff Comments: Add COVID-19 priority and reorder priorities.

<u>1</u>	Priority Need Name	<u>Prevent and respond to impacts of COVID-19</u>
	Priority Level	<u>High</u>
5 <u>2</u>	Priority Need Name	Enhance economic opportunities for LMI residents
	Priority Level	Low <u>High</u>
2 <u>3</u>	Priority Need Name	Improve Existing Affordable Housing
	Priority Level	High
3 <u>4</u>	Priority Need Name	Reduce Homelessness
	Priority Level	High
<u>4</u> 5	Priority Need Name	Help non-homeless residents with special needs
	Priority Level	Low <u>Medium</u>

16	Priority Need Name	Increase affordable housing opportunities
	Priority Level	High Medium
67	Priority Need Name	Improve access to opportunities
	Priority Level	Low

SP-45 Goals Summary – 91.215(a)(4)

Staff Comments: Add COVID-19 goal and update estimated CDBG funding and performance outcomes.

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Create affordable housing opportunities	2018	2022	Affordable Housing Homeless Non-Homeless Special Needs	Census Tracts 204, 205, 208.1, 208.2	Increase affordable housing opportunities Reduce Homelessness	CDBG: \$566,700 \$250,000	Homeowner Housing Added: 2 1 Units Direct Financial Assistance to Homebuyers: 105 Households Assisted Property Acquisition: 1 Buildings Demolished: 2 Buildings
2	Preserve affordable housing	2018	2022	Affordable Housing	Census Tracts 204, 205, 208.1, 208.2	Improve Existing Affordable Housing	CDBG: \$4700,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit
3	Reduce and prevent homelessness	2018	2022	Homeless	Census Tract 204 Census Tract 208.1	Reduce Homelessness	CDBG: \$150,000 \$180,000	Homeless Person Overnight Shelter: 5 600 Persons Assisted Homelessness Prevention: 10 50 Persons Assisted
4	Provide needed public services	2018	2022	Homeless Non-Homeless Special Needs Fair housing	Citywide	Reduce Homelessness Help non-homeless residents with special needs	CDBG: \$118,600 \$150,000	Public service activities other than Low/Moderate Income Housing Benefit: 250 4,000 Persons Assisted

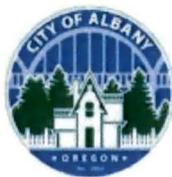
	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Create economic opportunities	2018	2022	Economic Development	Citywide	Enhance economic opportunities for LMI residents	CDBG: <u>\$95,600</u> <u>\$300,000</u>	<u>Homelessness Prevention: 50 Persons Assisted Jobs Created/Retained: 20 jobs</u> Businesses assisted: <u>2010</u> <u>Residents assisted: 30</u>
6	Improve access to opportunities	2018	2022	Non-Housing Community Development	Census Tract 204 Census Tract 208.1 Census Tract 205 Census Tract 208.2	Improve access to opportunities	CDBG: \$178,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
7	<u>Respond to COVID-19</u>	<u>2018</u>	<u>2022</u>	<u>Economic Development</u> <u>Housing</u> <u>Homeless</u> <u>Non-Homeless</u> <u>Special Needs</u> <u>Planning and Administration</u>	<u>Citywide</u>	<u>Mitigate economic and housing impacts of COVID-19</u> <u>Prevent spread of COVID-19</u>	<u>\$220,804</u>	<u>Businesses Assisted: 10</u> <u>Households Assisted: 30</u>

Table 1 – Goals Summary

Goal Descriptions Table

The proposed goals respond to community needs identified during the 2018-2022 Consolidated Plan outreach process and in the development of the 2019 Action Plan. Goal 5 is proposed to be updated below and Goal 7 is proposed to be added to respond to needs and impacts caused by the coronavirus pandemic.

5	Goal Name	Create economic opportunities
	Goal Description	Create economic opportunities by investing in job readiness services, microenterprise development, and economic development programs that create <u>or retain</u> jobs principally for low- or moderate-income residents.
1	Goal Name	<u>Prevent and Respond to COVID-19</u>
	Goal Description	<u>Prevent, prepare for, and respond to the impacts of the coronavirus on individuals, families, and businesses.</u>



CITY OF ALBANY

2018 ACTION PLAN SUBSTANTIAL AMENDMENT #1

SUMMARY OF AMENDMENTS:

Reallocate unspent \$65,000 in the 2018 Action Plan to emergency small business support (\$29,000) and housing rehabilitation (\$36,000).

PURPOSE OF PROPOSED AMENDMENTS:

Due to lack of demand for down payment assistance funds and no timely project for property acquisition funds, the City proposes to shift unspent funds to emergency business support due to the coronavirus pandemic, and to help fund the 2020 application for housing rehabilitation program funding, which has a waiting list.

PLAN AMENDMENTS:

Proposed amendments are shown using red underline and ~~strikeout~~ formatting. Text in red underline font indicates new text. Text with ~~strike-out~~ formatting indicates text to be deleted. **Only applicable 2019 Action Plan sections are shown.**

AP-20 Annual Goals and Objectives

Staff Comments: 2018 annual goals are proposed to be reordered and modified to address changing community needs.

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Create Affordable Housing Opportunities	2018	2022	Affordable Housing	Citywide	Increase Affordable Housing Opportunities Acquire or create new affordable housing	\$20,000 \$45,000	Direct Financial Assistance to Homebuyers: 2 Households Assisted Acquisition: 1 Properties
<u>1</u>	<u>Small Business Support</u>	<u>2018</u>	<u>2022</u>	<u>Economic Development</u>	<u>Citywide</u>	<u>Support small businesses, create/retain Jobs</u>	<u>\$29,000</u>	<u>Jobs created/retained: 3</u> <u>Businesses Assisted: 3</u>
2	Preserve Affordable Housing	2018	2022	Affordable Housing	Tract 204 Tract 205 Tract 208.1 Tract 208.2	Improve Livability of Affordable Housing	\$90,000 <u>+\$36,000</u> <u>\$126,000</u>	Homeowner Housing Rehabilitated: 3 <u>4</u> Housing Units

Goal Descriptions

The proposed goals respond to community needs identified during the 2018-2022 Consolidated Plan outreach process and in the development of the 2019 Action Plan. The original 2018 Plan goal is being replaced with the goal below to respond to needs and impacts caused by the coronavirus pandemic.

1	Goal Name	Small Business Support
	Goal Description	Help small businesses respond to the impacts of the coronavirus to retain or create jobs.

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 federal PY 2018. The projects reflect priorities that were identified in the development of the 2018-2022 Consolidated Plan. Project details are provided in Section AP-38 Project Summary Information.

Staff Comments: 2018 projects are being modified to address current needs.

#	Project Name
1	2018 Homebuyer Assistance <u>Small Business Support</u>
2	2018 Property Acquisition and Clearance
3	2018 Housing Rehabilitation
4	2018 Youth Shelter Case Management Services
5	2018 Emergency Shelter Operations
6	2018 Child Abuse Prevention Services
7	2018 Food and Furniture Distribution
8	2018 Senior Companion Program
9	2018 Microenterprise Development
10	2018 Sunrise Park Public Improvements
11	2018 Sidewalk and Curb Ramp Program
12	2018 CDBG Administration and Planning

Table 4 2 – Project Information

AP-38 Projects Summary Information

Staff Comments: The content in original Projects #1 and #2 will be deleted; new Project #1 is proposed, and Project #3 is amended.

1	Project Name	<u>Small Business Support</u>
	Target Area	<u>Citywide</u>
	Goals Supported	<u>Enhance Economic Opportunities</u>
	Needs Addressed	<u>Create and retain jobs</u>
	Funding	<u>CDBG: \$29,000</u>
	Planned Activities	<u>Low-interest loans to small businesses</u>
	Target Date	<u>December 31, 2020</u>

	Estimate the number and type of families that will benefit from the proposed activities	Three businesses
3	Project Name	2018 Housing Rehabilitation
	Target Area	Citywide
	Goals Supported	Preserve Affordable Housing
	Needs Addressed	Improve the condition and livability of existing affordable housing
	Funding	CDBG: \$90,000 \$126,000
	Description	This activity will provide housing rehabilitation services to preserve housing occupied by LMI households and will improve housing conditions and longevity and will reduce housing-cost burden for the benefiting household.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Three Four LMI households will benefit from this activity



RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY OF ALBANY PARKS AND RECREATION DEPARTMENT TO ACCEPT A COLLABORATIVE TOURISM GRANT FROM THE CITY OF ALBANY'S ECONOMIC DEVELOPMENT DIVISION FOR STARTUP COSTS REQUIRED TO HOST THE USA WESTERN NATIONAL SOFTBALL CHAMPIONSHIP TOURNAMENT AND DELEGATING AUTHORITY TO THE PARKS AND RECREATION DIRECTOR TO SIGN RELATED DOCUMENTS.

WHEREAS, the City of Albany's economic development division has awarded the parks and recreation department a collaborative tourism grant in the amount of \$27,813; and

WHEREAS, the City of Albany desires to participate in this grant program to the greatest extent possible as a means of providing field improvements and amenity enhancements required by USA Softball; and

WHEREAS, the parks and recreation department has identified the need for flag poles, tournament-regulated signage and equipment, sound system installation, winner recognition items, and tablets for field communication and scoring in order to host the event.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that the parks and recreation department is authorized to accept the collaborative tourism grant from the economic development division, and that the parks and recreation director is authorized to sign related documents.

DATED AND EFFECTIVE THIS 22ND DAY OF APRIL, 2020.

Mayor

ATTEST:

City Clerk



RESOLUTION NO. _____

A RESOLUTION APPROVING THE APPROPRIATION OF COLLABORATIVE TOURISM GRANT FUNDS FROM THE CITY OF ALBANY'S ECONOMIC DEVELOPMENT DIVISION FOR IMPROVEMENTS REQUIRED TO HOST THE USA WESTERN NATIONAL SOFTBALL CHAMPIONSHIP TOURNAMENT.

WHEREAS, the City of Albany's economic development division has awarded the parks and recreation department a collaborative tourism grant in the amount of \$27,813; and

WHEREAS, the parks and recreation department has identified the need for flag poles, tournament-regulated signage and equipment, sound system installation, winner recognition items, and tablets for field communication and scoring in order to host the event.

WHEREAS, Oregon local budget law provides that expenditures in the year of receipt of grants, gifts, bequests or devices transferred to the local government in trust for a specific purpose may be made after enactment of a resolution or ordinance authorizing the expenditure (ORS 295.326(3)).

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that Fiscal Year 2020-2021 collaborative tourism grant funds are hereby appropriated as follows:

Resources:	Debit	Credit
20250000-469015: Collaborative Tourism Grant		\$27,813

Requirements:

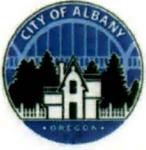
20250025-622025: Western National Tournament Improvements \$27,813

DATED AND EFFECTIVE THIS 22ND DAY OF APRIL, 2020.

Mayor

ATTEST:

City Clerk



MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager *PT*
 Jeff Blaine, P.E., Public Works Engineering and Community Development Director *JB*

FROM: Staci Belcastro, P.E., City Engineer *SB*
 Chris Cerklewski, P.E., Civil Engineer III *CLC*

DATE: April 14, 2020, for the April 22, 2020, City Council Meeting

SUBJECT: Award of Contract for SS-19-05-A, Riverfront Wet Weather Lift Station And Force Main Ph 2
 Relates to Strategic Plan theme: A Safe City; An Effective Government

Action Requested:

Staff recommends Council award Schedule B of this contract in the amount of \$1,626,929.00 to the low bidder, Insituform Technologies LLC of Chesterfield, Missouri.

Discussion:

On Thursday, April 2, 2020, bids were opened for SS-19-05-A, Riverfront Wet Weather Lift Station and Force Main Phase 2. There were three bids submitted for this project, ranging from \$1,238,464.00 to \$1,664,710.00 for Schedule A and \$1,626,929.00 to \$2,524,525.00 for Schedule B. The Engineer’s estimates were \$2,450,000 for Schedule A and \$3,325,000 for Schedule B. A bid summary is provided as Attachment 1.

Project Description

The riverfront interceptor, constructed in phases in the early 1950s, is Albany’s oldest and largest interceptor sewer. This interceptor sewer varies from 30 inches to 54 inches in diameter, is over 8,700 feet long, and services over 2,600 acres. The riverfront interceptor generally serves the oldest portions of town and it was the first interceptor sewer constructed to deliver wastewater to the city’s first treatment plant.

Occasionally, flows tributary to the riverfront interceptor cause the line to exceed its capacity, resulting in sanitary sewer overflows (SSOs) during rain events. These overflows are driven by stormwater and groundwater infiltration and inflow (I/I); a typical challenge for sewer utilities. The riverfront interceptor’s capacity has been insufficient for more than two decades and was, among other items, the subject of an enforcement action from the Oregon Department of Environmental Quality (DEQ) in 2000.

The first phase of this project, nearing completion under a separate contract, includes construction of a new wet weather lift station and 7,100 feet of new 30-inch sewer force main to divert flows from the riverfront interceptor during high flow events and address SSOs.

The second phase, covered by this contract, includes rehabilitation of defective areas of the riverfront interceptor sewer main that were identified during video inspections. Constructing the repair work after the



new wet weather lift station and force main is operational dramatically reduces the need for bypass pumping, providing significant cost savings. A project vicinity map is provided as Attachment 2.

Schedule Comparison

During the design of the second phase of this project, additional structural defects were identified in the riverfront interceptor sewer above and beyond what was originally identified during project scoping. Given this additional information and the current uncertain bidding climate, two schedules were developed for this project to ensure the project could be completed within budget. Schedule A (base bid) includes a combination of approximately 3,500 linear feet of full-segment cured-in-place pipe and approximately 90 linear feet of cured-in-place spot repairs. These are the minimum improvements required to meet the project objectives of maintaining structural integrity and reducing I/I in the riverfront interceptor sewer. Schedule B (alternate bid) includes installation of approximately 6,600 feet of full-segment cured-in-place pipe in the entire riverfront interceptor sewer between Montgomery Street and the Water Reclamation Facility. While more expensive in total, full-length cured-in-place pipe is much cheaper than spot repairs on a linear-foot basis, and provides much better long-term performance. In addition, this will eliminate the need for future expensive spot repairs on additional pipe joints that deteriorate over time. Based on the bid results, staff recommends Council award Schedule B.

Summary of Total Estimated Project Cost

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. Engineering Costs	
a. Engineering and Project Management (Albany Staff)	\$20,000
b. West Yost Associates Consultant Services (Phase 2)	\$50,000
c. Phase 1 Staff Costs	\$80,100
d. West Yost Associates Consulting Services (Phase 1)	\$750,000
<i>Engineering Subtotal</i>	\$900,100
II. Construction Costs	
a. Construction Contract (Schedule B)	\$1,626,900
b. Construction Contingency (10%)	\$162,700
c. Phase 1 Construction Estimate (separate contract)	\$7,890,400
<i>Construction Subtotal</i>	\$9,680,000
<i>Total Estimated Project Cost</i>	\$10,580,100
<i>Project Budget</i>	\$13,000,000
<i>Under/ (Over) Project Budget</i>	\$2,419,900

Budget Impact:

Funding for this project is provided by a \$13 million low-interest-rate loan the City secured from the Oregon DEQ Clean Water State Revolving Fund. Council passed Resolution No. 6667 at the February 28, 2018, council meeting authorizing execution of the loan agreement.

CLC:prj

Attachments (2)



CITY OF ALBANY, OREGON
Public Works Department
Construction Contract Bids

Project: SS-19-05-A, Riverfront Wet Weather Lift Station And Force Main Phase 2

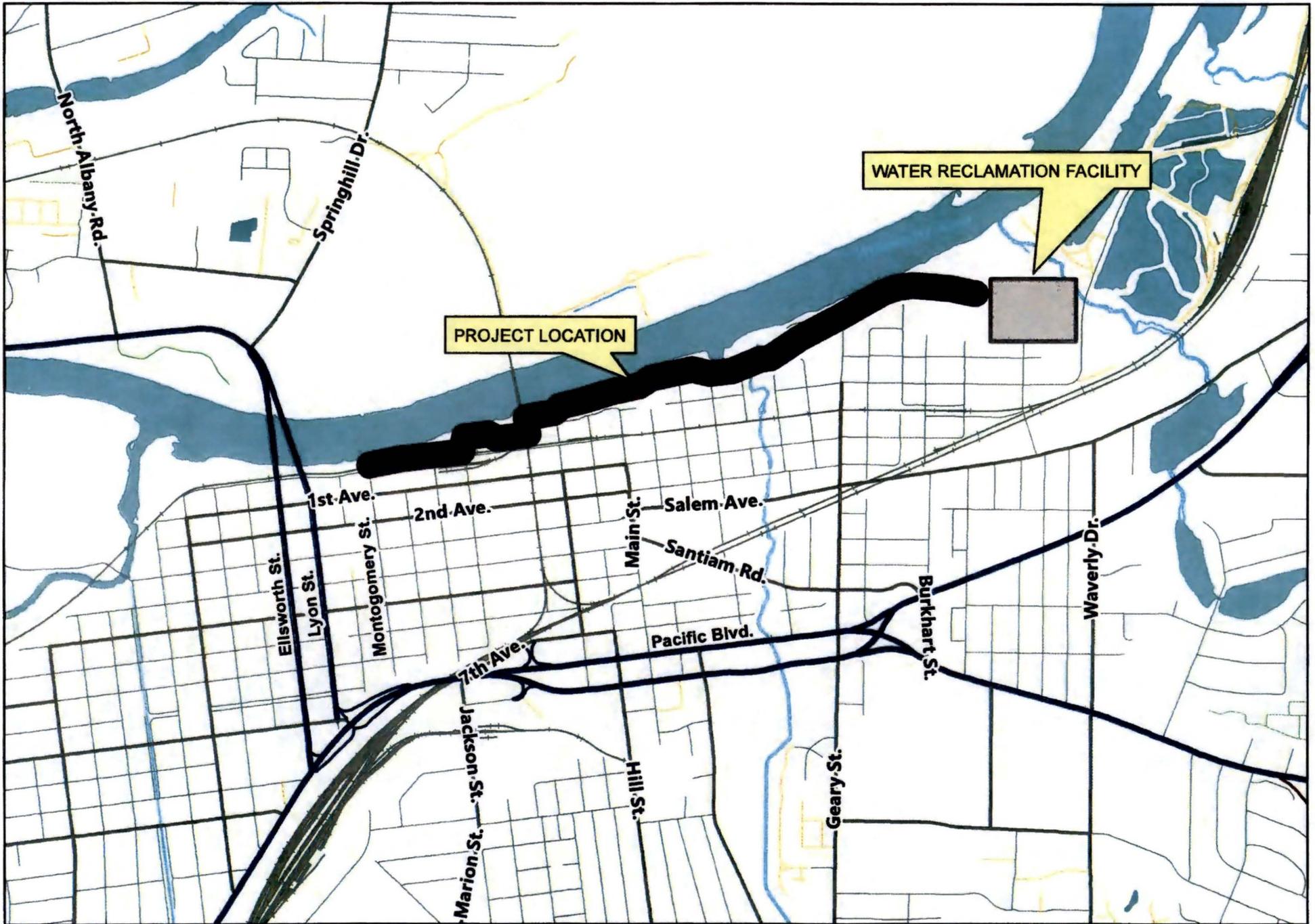
Bid Opening: Thursday, April 2, 2020

SCHEDULE A: BASE BID

Engineer's Estimate	Insituform Technologies LLC (Chesterfield, MO)	Allied Trenchless (Chelan, WA)	Michels Corporation (Brownsville, WI)
\$2,450,000	\$1,238,464.0	\$1,600,000.00	\$1,664,710.00

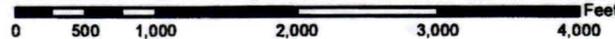
SCHEDULE B: ALTERNATE BID

Engineer's Estimate	Insituform Technologies LLC (Chesterfield, MO)	Michels Corporation (Brownsville, WI)	Allied Trenchless (Chelan, WA)
\$3,325,000	\$1,626,929.00	\$2,106,820.00	\$2,524,525.00



ATTACHMENT 2

SS-19-05-A, RIVERFRONT WET WEATHER LIFT STATION AND FORCE MAIN PHASE 2 PROJECT VICINITY MAP





MINUTES

Wednesday, March 11, 2020

Regular Session

Council Chambers, City Hall

Approved: **DRAFT**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Sharon Konopa called the meeting to order at 7:15 p.m. The mayor led the pledge of allegiance.

ROLL CALL

Councilors present: Mayor Sharon Konopa and Councilors Rich Kellum, Bill Coburn, Bessie Johnson, Alex Johnson II, Dick Olsen, and Mike Sykes

Councilors absent: None.

PUBLIC HEARING

- a. Adjusting rates for wastewater system and repealing Resolution No. 6814. RES. No. 6869
- b. Adjusting rates for water service and repealing Resolution No. 6815. RES No. 6870
- c. Adjusting rates for stormwater management services and repealing Resolution No. 6816. RES No. 6871

OPEN: Konopa declared the public hearing open at 7:17 p.m.

Public Works Engineering and Community Development Director Jeff Blaine pointed out that no one was in the audience who wanted to comment or hear the staff report. The council heard the presentation Monday night. Blaine asked if they wanted to hear it again. The council declined.

No one in the audience wished to comment.

CLOSE: Konopa closed the public hearing at 7:19 p.m.

MOTION: Councilor Rich Kellum moved to adopt all three resolutions. Councilor Alex Johnson II seconded the motion, and it passed 6-0.

BUSINESS FROM THE PUBLIC

7:18 p.m.

Lise Grato of the Albany Downtown Association thanked the CARA Advisory Board and the city council for hosting the open house on the waterfront project.

Wanda Scheler, 125 Expo Parkway, said she owns a rental house at 1136 Sixth Avenue, next to 610 Sherman Street. A shed was left on the property when the house was demolished, and the property owner is living in the shed. There are also a tent and tarps on the property, and people coming and going. Scheler said it's hard to find a renter for her house. Konopa said the code enforcement team will look into it.

FIRST READING OF ORDINANCES

7:21 p.m.

- a. Amending AMC by creating Title 13.21.112, Central Albany parking area.

City Manager Peter Troedsson said the council discussed this matter on September 23, 2019 and directed staff to prepare an ordinance. Code Compliance Officer Kris Schendel explained the map accompanying the ordinance.

City Attorney Sean Kidd read the ordinance for the first time in title only: AN ORDINANCE AMENDING THE ALBANY MUNICIPAL CODE (AMC) TITLE 13 BY THE CREATION OF SECTION 13.21.112 TITLED CENTRAL ALBANY PARKING AREA.

MOTION: Councilor Bessie Johnson moved to have the ordinance read a second time in title only. Johnson II seconded the motion, and it passed 6-0.

Kidd read the ordinance a second time in title only.

MOTION: Johnson moved to adopt the ordinance. Councilor Mike Sykes seconded the motion and it passed 6-0. The ordinance was designated ORD. No. 5938.

- b. Amending AMC 13.36.180, motor vehicle or recreational vehicle use for sleeping or housekeeping purposes and related parking restrictions.

Kidd read the ordinance for the first time in title only: AN ORDINANCE AMENDING ALBANY MUNICIPAL CODE (AMC) SECTION 13.36.180, MOTOR VEHICLE OR RECREATIONAL VEHICLE USE FOR SLEEPING OR HOUSEKEEPING PURPOSES AND RELATED PARKING RESTRICTIONS.

MOTION: Johnson II moved to have the ordinance read a second time in title only. Councilor Bill Coburn seconded the motion, and it passed 6-0.

Kidd read the ordinance a second time in title only.

MOTION: Kellum moved to adopt the ordinance. Coburn seconded the motion, which passed 6-0. The ordinance was designated ORD No. 5939.

AWARD OF BID AND CONTRACTS

7:25 p.m.

- a. Awarding bid for PK-20-01, pickleball courts.

MOTION: Johnson moved to award the bid as outlined in the staff report. Kellum seconded the motion, and it passed 6-0.

- b. Awarding contract for WL-20-03, Gibson Hill Road Corrosion Repairs and WL-20-04, Park Terrace Water Line

MOTION: Kellum moved to award the contract as outlined in the staff report. Sykes seconded the motion, and it passed 6-0.

ADOPTION OF CONSENT CALENDAR

7:27p.m.

- a. Appointments to citizen advisory groups.
- b. Approval of minutes

- 1) January 22, 2010, regular session.
- 2) February 24, 2020, work session.
- c. Reclassify Accounting Supervisor Position to Finance Manager.
- d. Adoption of resolution.
 - 3) Applying for FY 19-20 Assistance to Firefighters grant to purchase mobile training unit.
RES NO. 6872.

MOTION: Kellum moved to adopt the consent calendar as presented. Sykes seconded the motion, which passed 6-0.

STAFF REPORTS

7:27 p.m.

- a. Code Enforcement Team Report.

Konopa asked Schendel if he was aware of the situation at 610 Sherman Street. Schendel said yes. Kidd said a status conference has been scheduled in circuit court in April. The City has several options.

Johnson cited the last paragraph of the report, which lists funding for Schendel's position, and the amount recovered so far. She said those numbers show how hard he works.

The council discussed the Big Pickup on May 16, 2020.

- b. 1000 Friends of Oregon.

7:37 p.m.

Kidd told the council that the 1000 Friends of Oregon have notified the City that they intend to petition the Oregon Department of Land Conservation and Development (DLCD) for an enforcement letter because Albany is not in compliance with state law regarding accessory dwelling units (ADUs). Kidd said the 1000 Friends believe they have a basis for the challenge, but he isn't sure it will stand up. The big risk to the City is that the state can withhold some state funding if we aren't in compliance.

Kidd said the City has three options: to continue as we are; to compromise or pass a compliant ordinance; or to enter mediation. The 1000 Friends are receptive to the idea of mediation, and that is also staff's and Kidd's preference.

Blaine said if the DLCD found the City out of compliance, we could lose several grants and have to pay back some previously-shared state revenues. He said the 1000 Friends only want the City to adopt the state minimums.

Konopa said SB1051 says we have to allow for ADUs, and our development code does that. HB2001 doesn't have to be implemented until 2022. We are complying with 1051 and still have time to comply with 2001. Sykes asked if Konopa is willing to take a financial hit over non-compliance when a compliant ordinance was passed by the council three times. He said if so, he would vote for not even doing mediation.

Coburn said he wouldn't mind doing mediation, but he would like legal interpretation for some points of the 1000 Friends' letter. Blaine said there are debatable questions about legal requirements, but he doesn't want to spend a lot of time arguing fine points. All that 1000 Friends

want is the minimum compliant language that came to the council for action. They would accept a 750-square-foot size limit, although they'd like to see a larger one.

Councilor Dick Olsen said he doesn't see any point in meeting with them. Absentee landlords are the real problem. Kidd said the only debatable issue now is square footage. The state says we can't regulate other requirements.

MOTION: Kellum moved to take no action. Olsen seconded the motion.

Coburn said maybe staff can review the issues and find something that at least five councilors can agree on. Blaine said he thinks it would be a short conversation to agree and move on. The risks of non-compliance are substantial. Kellum said he is willing to work toward agreement with other councilors but doesn't want to go to mediation.

Blaine said if the council can agree on the square footage staff would take the last council agenda packet, update the square footage number and bring it back to the council, and the 1000 Friends would drop their action.

Discussion followed on specific square footage and area amounts.

VOTE: the motion passed 5-1, with Coburn voting no.

BUSINESS FROM THE COUNCIL

8:14 p.m.

Johnson said she's been approached by people who have received parking tickets downtown for reasons such as not being within marked lines. They are visitors, dining and shopping downtown. She asked if they could be given a warning instead of a ticket.

Grato said anyone with a first offense is welcome to stop in at the Albany Downtown Association or call to talk about it, except for parking in handicapped or leased spaces. Vehicles are ticketed when the axle, not the nose, is over the line.

Troedsson reminded the council that Measure 22-181 (public safety levy) is now a pending measure, which restricts what staff can say. A warning notice and information went out this afternoon to staff. Relative to the coronavirus, Troedsson said that risk management is an equation, and panic is dangerous. Management is looking into ways the council could meet remotely and still include public participation.

NEXT MEETING DATES

Monday, March 23, 2020; 4 p.m. work session

Monday, March 25, 2020; 7:15 p.m. council meeting

ADJOURNMENT

There being no other business, the meeting was adjourned at 8:29 p.m.

Respectfully submitted,

Reviewed by,

Allison Liesse
Deputy City Clerk

Peter Troedsson
City Manager



MEMO



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Marcia Harnden, Chief of Police *MH*

DATE: April 7, 2020, for the April 22, 2020, City Council Meeting

SUBJECT: Limited On-Premises Sales, Liquor License Application for Arellano's Music Parlor, LLC., location at 329 2nd Avenue SW.

Action Requested:

I recommend the limited on-premises sales, liquor license application for Arellano's Music Parlor, LLC. located at 329 2nd Avenue SW, be approved.

Discussion:

Christopher Arellano and Amanda Johnsrud, on behalf of Arellano's Music Parlor, LLC, have applied for a limited on-premises sale, liquor license. Based on a background and criminal history investigation through Albany Police Department records, the applicants have no criminal record.

Budget Impact:

None

MH:sd



RESOLUTION NO. _____

A RESOLUTION DIRECTING STAFF TO RELEASE/TERMINATE A SEWER EASEMENT

Grantor

City of Albany

Purpose

Releasing a sewer easement over an abandoned sewer line, as part of SS-17-01, Cox Creek Interceptor Improvements.

Grantee

Teledyne Wah Chang Albany

11S03W05DA 00300 and 11S03W05DB 05700

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that it does hereby direct staff to execute the attached release and termination of easement.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage by the council and approval by the mayor.

DATED AND EFFECTIVE THIS 22ND DAY OF APRIL 2020.

Mayor

ATTEST:

City Clerk

After Recording Return to:

City of Albany
P.O. Box 490
Albany, OR 97321

Grantor
City of Albany

Grantee
Teledyne Wah Chang Albany

RELEASE AND TERMINATION OF EASEMENT

KNOW ALL PEOPLE BY THESE PRESENTS, that THE CITY OF ALBANY, a municipal corporation, does hereby abandon and terminate the following easement, described as follows, to wit:

Legal Description

All of that Sewer Easement granted to the City of Albany and recorded in Linn County, Oregon Deed Records **Book 257-252**. See map on attached Exhibit A attached hereto and made a part hereof.

To Have and to Hold the same unto said CITY OF ALBANY, OREGON and its successors and assigns forever.

IN WITNESS WHEREOF, the CITY OF ALBANY, OREGON has executed this instrument this ____ day of _____, 2020.

CITY OF ALBANY:

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

I, Peter Troedsson, as City Manager of the City of Albany, Oregon, pursuant to Resolution Number _____, do hereby execute this instrument on behalf of the City of Albany, pursuant to the terms thereof this ____ day of _____ 2020.

City Manager

ATTEST:

City Clerk

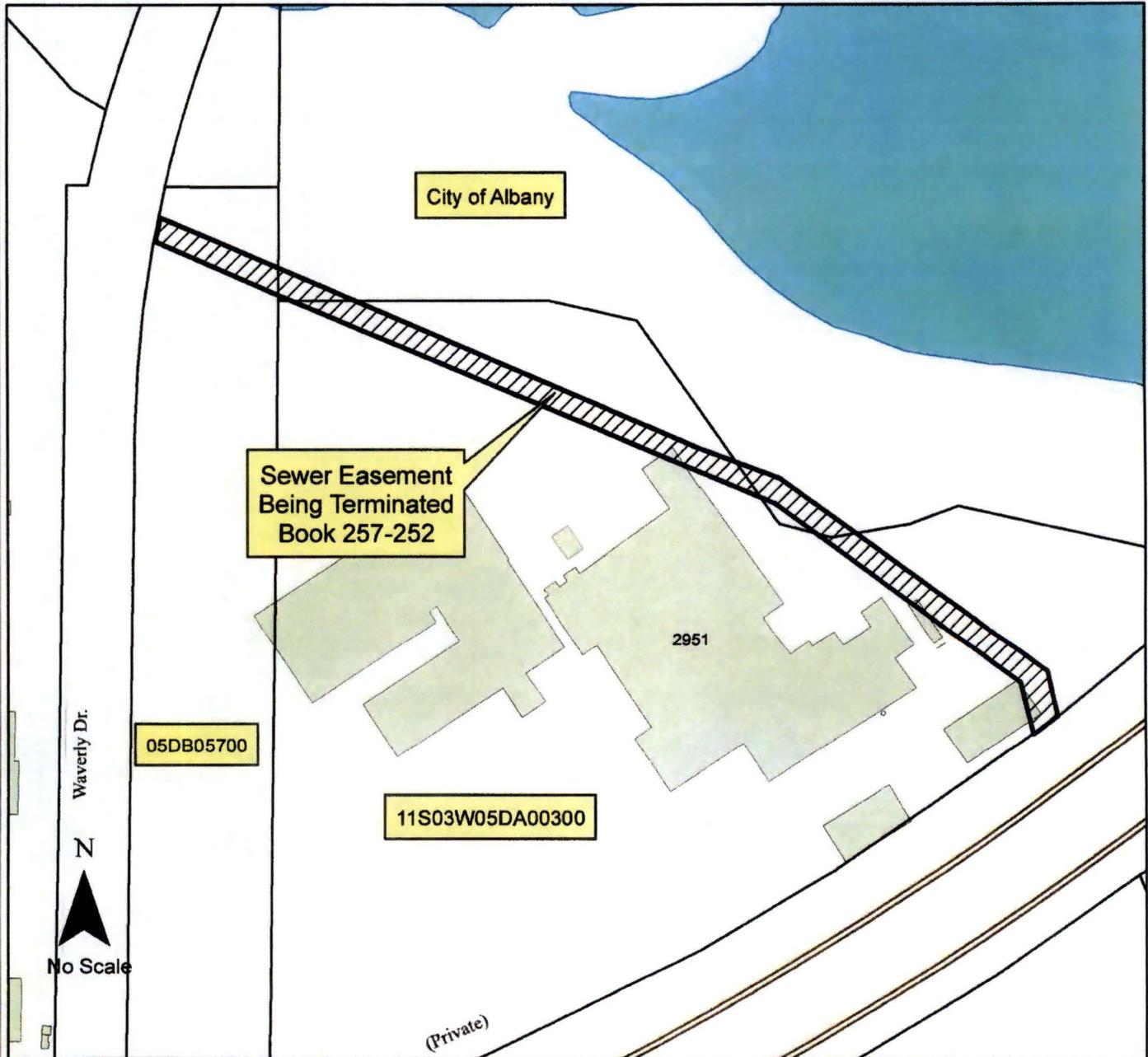
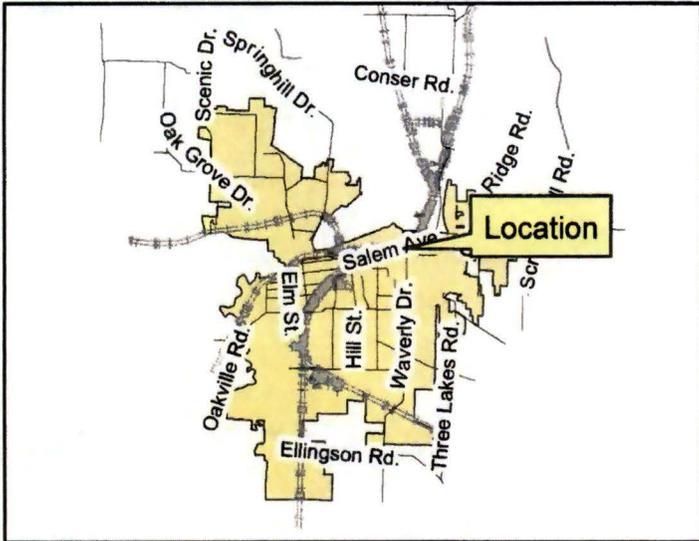
EXHIBIT A

11S03W05DA - 00300
11S03W05DB - 05700

A 20 foot wide sewer easement
being terminated as part of SS-17-01,
Cox Creek Interceptor Improvements



Geographic Information Services





RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE FOLLOWING RIGHT-OF-WAY DEDICATION

Grantor

Eugene Freezing & Storage Company

Purpose

Accepting a variable width right-of-way dedication along Lochner Road, as part of ST-19-02, Lochner Road Improvements. 11S03W19A 00100

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

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage by the council and approval by the mayor.

DATED AND EFFECTIVE THIS 22ND DAY OF APRIL 2020.

Mayor

ATTEST:

City Clerk

RIGHT-OF-WAY DEDICATION DEED

KNOW ALL MEN BY THESE PRESENTS, that, **Eugene Freezing & Storage Company**, hereinafter referred to as the Grantor, does dedicate to the City of Albany for street and utility right-of-way purposes, all that real property situated in Linn County, State of Oregon, described as follows:

See legal description on attached Exhibit A, and maps on attached Exhibits B and C. Exhibits A, B, and C are attached herewith and made a part hereof this agreement.

and covenants that the Grantor is the owner of the above described property free of all encumbrances save and except reservations in patents and easements, covenants, conditions, and restrictions of record, and will warrant and defend the same against all persons who may lawfully claim the same.

The deed granted herein 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.

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

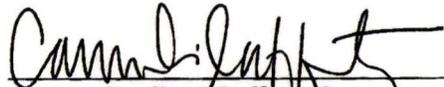
GRANTOR: Eugene Freezing & Storage Company



Jason C Lafferty, President

STATE OF OREGON)
County of Lane) ss.
City of Eugene)

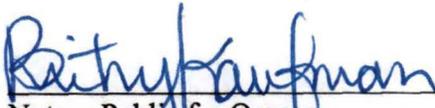
The foregoing instrument was acknowledged before me this 1st day of April 2020, by Jason C Lafferty, President of Eugene Freezing and Storage Company, on behalf of Eugene Freezing and Storage Company, as his voluntary act and deed.



Caroline P Lafferty, Secretary

STATE OF OREGON)
County of Lane) ss.
City of Eugene)

The foregoing instrument was acknowledged before me this 1st day of April 2020, by Caroline P Lafferty, Secretary of Eugene Freezing and Storage Company, on behalf of Eugene Freezing and Storage Company, as her voluntary act and deed.



Notary Public for Oregon
My Commission Expires: 8/5/2023





Notary Public for Oregon
My Commission Expires: 8/5/2023



CITY OF ALBANY:

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

I, Peter Troedsson, 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 _____ 2020.

City Manager

ATTEST:

City Clerk

EXHIBIT A

Legal Description

Lochner Road Right-of-Way Dedication

Portion of

Tax Lot 100 of Linn County Assessor Map 11S-3W-19A

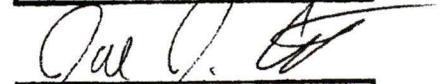
A portion of Parcel 1 of Partition Plat No. 2009-08, a partition recorded in the Linn County, Oregon Book of Partition Plats on February 11, 2009 said portion being more particularly described as follows:

Beginning at a 5/8 inch rod at the northeast corner of said Parcel 1; thence South 00°57'17" West, along the east line of said Parcel 1, a distance of 11.20 feet; thence North 61°09'14" West 7.57 feet; thence North 59°13'36" West 60.33 feet; thence North 60°06'48" West 247.93 feet; thence along the arc of a 269.94 foot radius curve to the left (long chord of which bears North 75°14'53" West 128.44 feet; thence North 89°00'21" West 32.00 feet; thence along the arc of a 18.00 foot radius curve to the left (long chord of which bears South 45°59'42" West 25.46 feet to a point on the east right-of-way line of Marion Street; thence North 00°59'39" East, along said east right-of-way line, 84.52 feet to a 5/8 inch rod on the south right-of-way line of Lochner Road; thence along said south right-of-way line the following three (3) courses; 1) South 60°06'48" East 458.18 feet; 2) North 01°15'49" East 8.98 feet to a 5/8 inch rod; 3) thence South 61°14'02" East 29.44 feet to the Point of Beginning.

March 16, 2020
EXHIBIT A
R-O-W DEDICATION
(18-173) JJC:ls

File Ref: z:/projects/2018/18-173/surveying/documents/EXHIBIT A.doc

**REGISTERED
PROFESSIONAL
LAND SURVEYOR**



**OREGON
JULY 9, 2002
JOE J. COTA
58581**

RENEWS: 12/31/21

LEGEND:

- FOUND MONUMENT
5/8" IRON ROD
- 1 COURSE DATA;
SEE "LINE TABLE"
- ⬡ CURVE DATA;
SEE "CURVE DATA TABLE"
- ▨ RIGHT-OF-WAY DEDICATION
CREATED BY THIS DOCUMENT
AREA = 4,958 SF

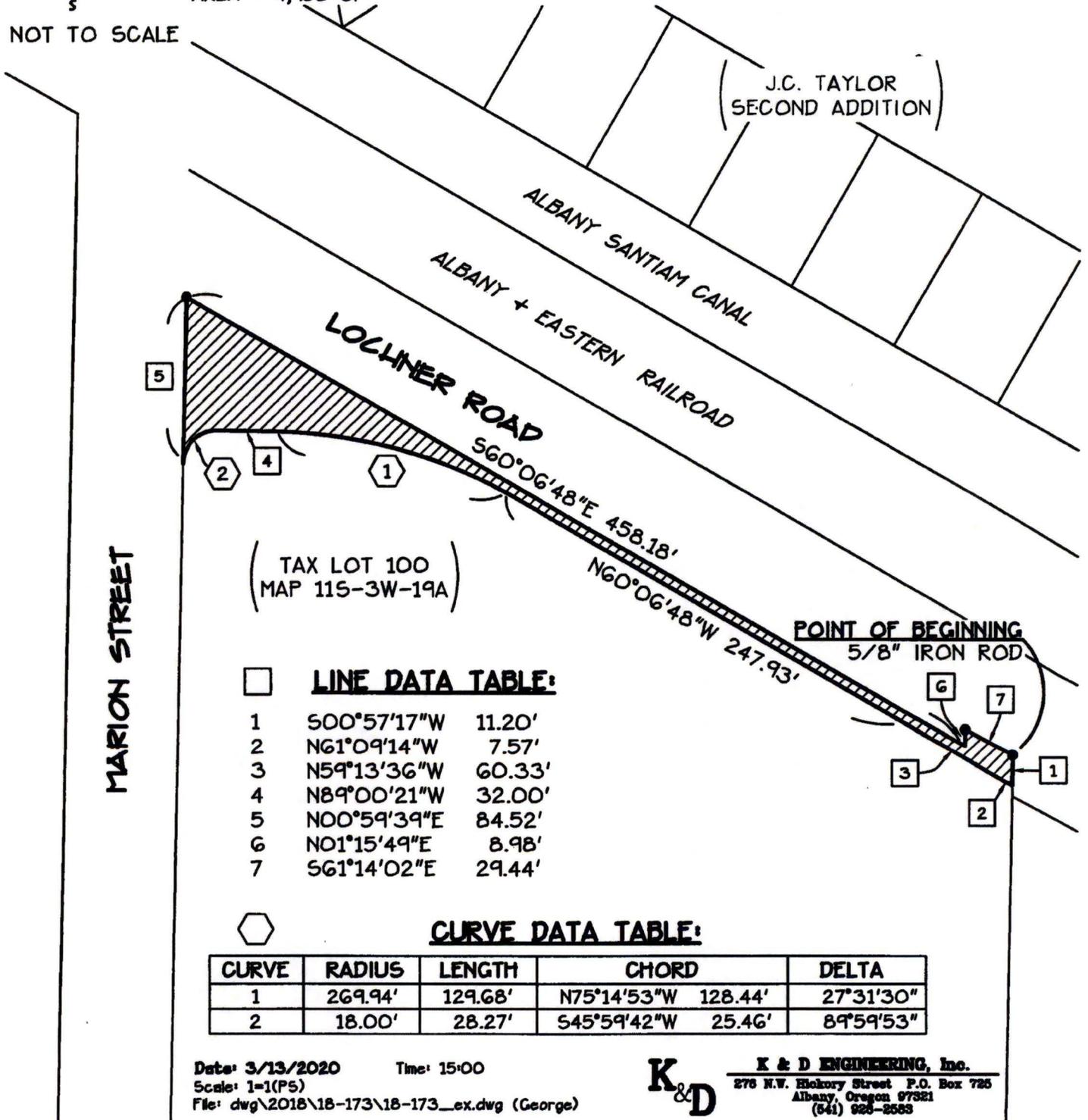


NOT TO SCALE

EXHIBIT "B"

FOR
**CITY OF ALBANY
RIGHT-OF-WAY DEDICATION**

LOCATED IN
NE 1/4 SEC. 19, T. 11 S., R. 3 W., W.M.
CITY OF ALBANY, LINN COUNTY, OREGON
MARCH 13, 2020



(TAX LOT 100
MAP 115-3W-19A)

LINE DATA TABLE:

1	S00°57'17"W	11.20'
2	NG1°09'14"W	7.57'
3	N59°13'36"W	60.33'
4	N89°00'21"W	32.00'
5	N00°59'39"E	84.52'
6	NO1°15'49"E	8.98'
7	S61°14'02"E	29.44'



CURVE DATA TABLE:

CURVE	RADIUS	LENGTH	CHORD	DELTA
1	269.94'	129.68'	N75°14'53"W 128.44'	27°31'30"
2	18.00'	28.27'	S45°59'42"W 25.46'	89°59'53"

Date: 3/13/2020 Time: 15:00
Scale: 1=1(P5)
File: dwg\2018\18-173\18-173_ex.dwg (George)



K & D ENGINEERING, Inc.
276 N.W. Hickory Street P.O. Box 725
Albany, Oregon 97321
(541) 928-2553

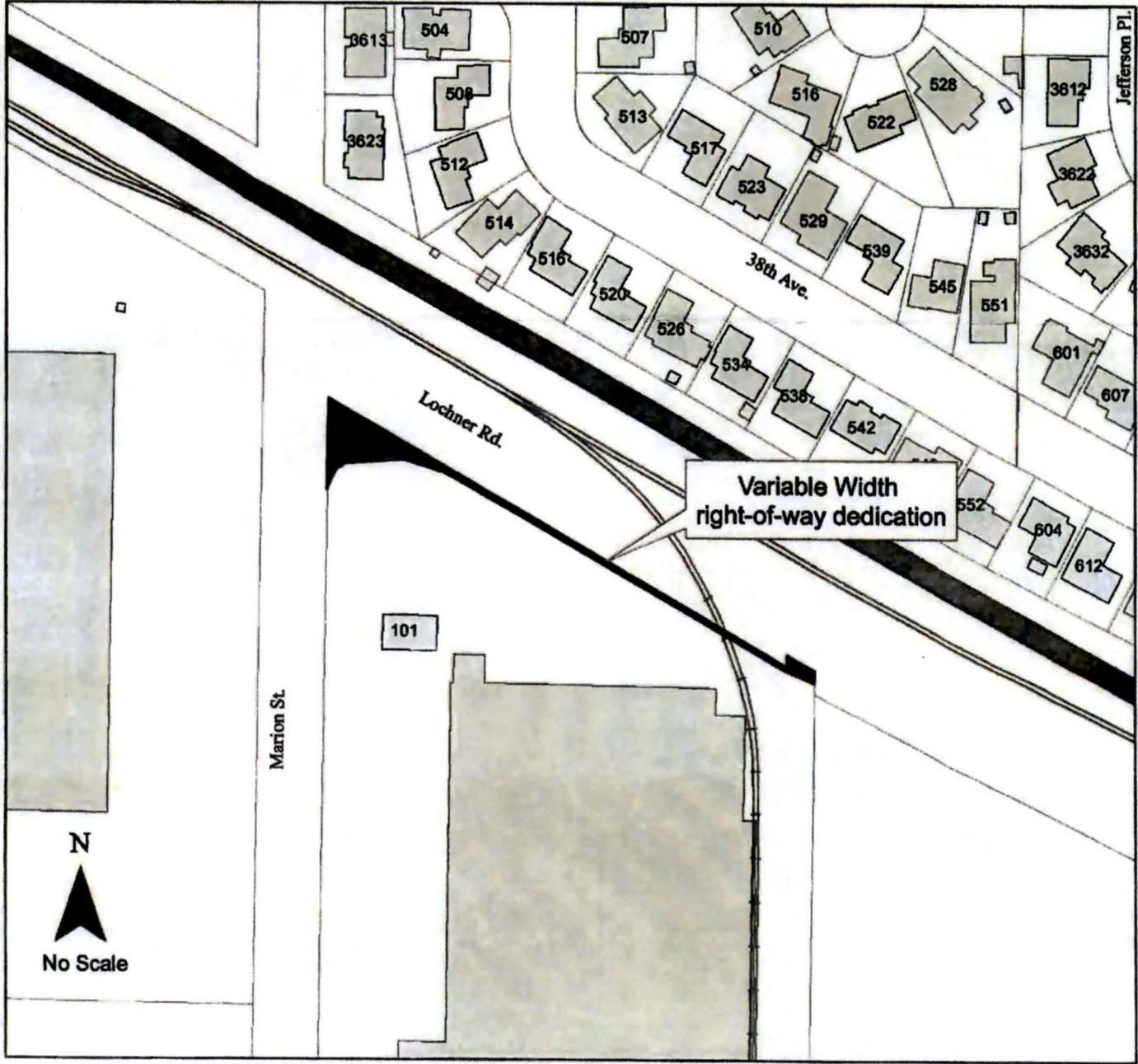
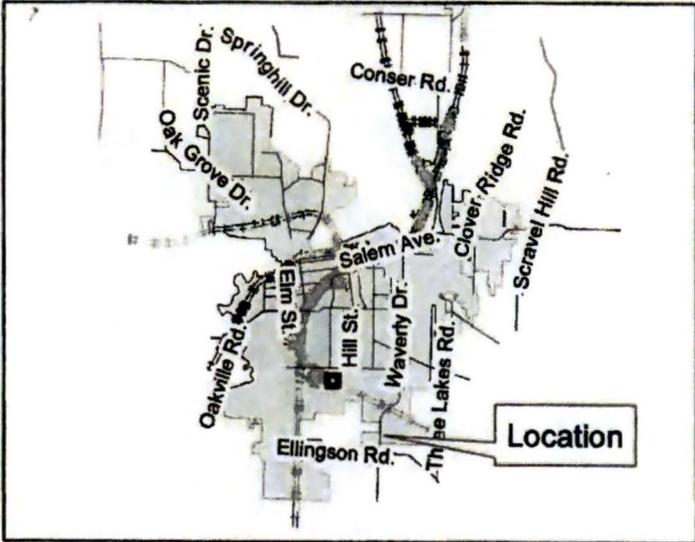
EXHIBIT C

11S03W19A - 00100

A variable width right-of-way dedication
as part of ST-19-02,
Lochner Road Improvements



Geographic Information Services



Consent

The undersigned, holder of that certain \$39,000,000 Deed of Trust, (recorded in Linn County Oregon Deed Records **2019-08852**, and previously referenced **2009-012746**) which encumbers the property with the attached right-of-way dedication, hereby consents to the above right-of-way dedication and agrees that said right-of-way dedication shall be a permitted exception under said Deed of Trust.

IN WITNESS WHEREOF, the undersigned has executed this consent as of this 27th day of March, 2020.

Financial Institution- **Northwest Farm Credit Services, FLCA**

By: Mickey F Hatley

Name: Mickey F. Hatley

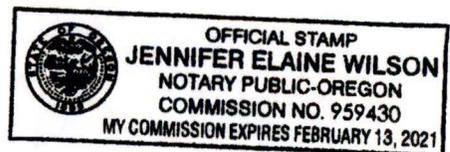
Title: Branch Manager

STATE Oregon)
County of Marrion) ss.
City of Salem)

The foregoing instrument was acknowledged before me this 27th day of March, 2020, by Mickey Hatley a Branch manager of Northwest Farm Credit Services, FLCA, on behalf of said institution.

Jennifer Elaine Wilson
Notary Public for Oregon

My Commission Expires: 2-13-21





A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE PROVIDED BY CITYCOUNTY INSURANCE SERVICES TO CITY OF ALBANY VOLUNTEERS FOR THE 2020-2021 PLAN YEAR

WHEREAS, the City of Albany elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule, and verified at audit:

1. Public safety volunteers (8411) X Applicable Not Applicable

An assumed monthly wage of \$1,200 per month will be used for public safety volunteers in the following volunteer positions (check all that apply):

- Police reserve
- Search and rescue
- Firefighter
- Emergency medical personnel
- Ambulance drivers
- ✓ Other: Police Cadets
- ✓ Other: Police volunteers

2. Volunteer boards, commissions, committees, task forces, and councils for the performance of administrative duties (8742V) X Applicable Not Applicable

An aggregate assumed annual wage of \$2,500 will be used per volunteer board, commission, committee, task force, or council for the performance of administrative duties. See Attachment A for a list of covered bodies.

3. Volunteer Attorneys/Judges/Baliffs/Court Clerks (8820V) X Applicable Not Applicable

These volunteers will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations.

4. Community Service Volunteers/Inmates (7720V) X Applicable Not Applicable

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by the City of Albany. Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

5. Manual labor by elected officials Applicable X Not Applicable

An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above. Duties: N/A

6. Non-public safety volunteers Applicable X Not Applicable

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed. List specific non-public safety volunteers (Parks and Recreation, Senior Center, Public Works, Library, Other): N/A

7. **Public events** **Applicable** **X** **Not Applicable**

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefits calculation. List specific events: N/A

8. **Other volunteers**

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided, the City of Albany:

- a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage;
- b. CIS approves the coverage and date of coverage; and
- c. CIS provides written confirmation of coverage.

WHEREAS, the City of Albany agrees to maintain verifiable rosters for all volunteers including volunteer name, date(s) of service, and hours of service and make them available at the time of a claim or audit to verify coverage.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that the City of Albany agrees to provide workers' compensation coverage as outlined above.

DATED AND EFFECTIVE THIS 22ND DAY OF APRIL 2020.

Mayor

ATTEST:

City Clerk

CITY OF ALBANY VOLUNTEER BODIES
Fiscal Year 2020-2021

<u>Volunteer Body Name</u>	<u>Assumed Annual Wage</u>
Airport Advisory Commission	\$2,500
Albany Arts Commission	2,500
Albany Bicycle and Pedestrian Advisory Commission	2,500
Albany Budget Committee	2,500
Albany City Council (including Mayor)	2,500
Albany Development Code (ADC) Amendments Task Force	2,500
Albany-Millersburg Joint Water/Wastewater Management Committee	2,500
Albany Revitalization Agency (ARA)	2,500
Albany Revitalization Agency (ARA) Budget Committee	2,500
Audit Committee	2,500
Building Board of Appeals	2,500
Central Albany Revitalization Area (CARA) Advisory Board	2,500
City Tree Commission	2,500
Community Development Commission	2,500
Hospital Facility Authority	2,500
Human Relations Commission	2,500
Landmarks Advisory Commission	2,500
Library Board	2,500
Parks & Recreation Commission	2,500
Planning Commission	2,500
Planning Commission Hearings Board	2,500
Public Safety Commission	2,500
Traffic Safety Commission	2,500
TLT Advisory Commission	<u>2,500</u>
TOTAL	\$60,000