



**MINUTES**

Wednesday, March 9, 2020

Work Session

Council Chambers, City Hall

**Approved: May 13, 2020**

CALL TO ORDER

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

ROLL CALL

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

Councilors absent: None.

Business from the public

None.

Final Downtown Parking Study and Plan

**4:00 p.m.**

Rick Williams presented a slide show that gave an overview of the Downtown Parking Study and Plan (see agenda file). Williams spoke about the current state, best practices, and a proposed step by step iterative plan.

Kellum asked why businesses would let the City use their parking spots. Williams said that the money from the parking spots would go to the property owner, not to the City.

Responding to a request from Coburn, Williams explained renaming City lots after their street addresses. He said that changing the names would reduce user confusion concerning the lots' locations and entrances.

Councilor Bessie Johnson said that many of the downtown parking spots have different time limits and asked if they could be standardized. Williams said that standardizing the parking in front of all businesses to three hours, with few exceptions, is in the plan.

Reclassification of Accounting Supervisor Position

**4:23 p.m.**

Finance Director Jeanna Yeager gave a brief history of staff changes in the finance department and asked the council to approve reclassifying a position at their next meeting. Yeager said that the net savings for changing this position would be \$33,000 a year. Yeager also spoke about Munis, saying that there are still bugs that need to be worked out and implementation is taking longer than expected.

Responding to a concern from Johnson, Yeager said the department will be careful not to assign too many tasks to this new position.

Ordinances updating the Albany Municipal Code regarding wildlife control, Central Albany parking area, and motor vehicle or recreational vehicle use for sleeping or housekeeping purposes

**4:34 p.m.**

Code Compliance Officer Kris Schendel said that he had spoken with Oregon Fish and Wildlife about wild turkeys in Albany and they had recommended the City pass a no-feed ordinance before issuing hunting licenses.

The council directed staff to not pursue the no-feed ordinance. It would be too easy to violate and too hard to enforce. Schendel said that he would pursue hunting licenses.

Schendel presented code to the council concerning the Central Albany parking area. Kellum suggested that the ordinance be amended to sunset six months after implementation.

Responding to a question from Johnson II, Schendel said that the time of year does not make a substantial difference with regard to how many cars are on the streets.

Johnson said that the last time this topic came up, three-hour-maximum parking signs were going to be put up. Schendel said that local businesses said that would negatively impact their employees, some of whom park on the street for their full shift. Schendel said that the City will issue the permits and the businesses will monitor and track them.

After discussion, the council agreed to ask staff to revise the ordinance to include a sunset six months after implementation.

Schendel presented the third ordinance, concerning private property owners who allow recreational vehicles to be used for housekeeping in violation of code. Schendel said that the proposal would be amended before the next meeting to include the penalty for violation.

COVID-19 update

**5:09 p.m.**

Emergency Manager/Safety Officer Chuck Perino presented an update on COVID-19 in Oregon and areas close to Albany. Perino said that there has been good communication with both Linn and Benton counties.

Fire Chief Shane Wooton shared the measures that the fire department had been taking to limit contamination. Wooton also mentioned that a recently acquired AeroClave can be used to sanitize ambulances after runs.

Police Captain Alan Lynn spoke about the precautions that the police department had been taking to protect officers from the virus.

Management Assistant/Communications Officer Marilyn Smith said that there are links to the Centers for Disease Control and the Oregon Health Authority on the City website.

Councilors requested that the dais be wiped down as a part of sanitization of city hall.

Draft amendments to tree regulations

**5:34 p.m.**

Public Works Engineering and Community Development Director Jeff Blaine and Park and Facilities Maintenance Manager Rick Barnett presented amendments to tree regulations.

Kellum asked that the cost be changed from the fee plus three times the fee to only three times the fee so as to be in line with state and federal language.

Blaine said that fee revenue would go to forestry-related issues in the parks budget.

The council asked that the topic of the fee be separated from the rest of the amendments and be brought back at a later date with a full presentation. The rest of the amendments will be brought up at the next meeting.

Business from the council

**6:02 p.m.**

Johnson II noted that many events had been cancelled and that people seemed like they were gearing up for COVID-19.

Adjournment

There being no other business, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Reviewed by,

Gabriel Shepherd  
Recorder

Peter Troedsson  
City Manager