



ALBANY CITY COUNCIL
SUPPLEMENTAL AGENDA

June 28, 2023

6:00 p.m..

Council Chambers, City Hall
333 Broadalbin Street SW

Please note supplemental agenda item for this meeting:

1. Moved items – moved to consent agenda from “Adoption of Resolutions.”
(The agenda packet pages remain the same)

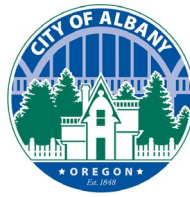
Accept right-of-way dedication, ST-22-01, Queen Avenue Rehabilitation – Gordon Steffensmeier [Pages 12-17] RES NO. _____

Accept sidewalk easement, ST-22-01, Queen Avenue Rehabilitation – Gordon Steffensmeier [Pages 18-23] RES NO. _____

2. New item- added to consent agenda

Acela software annual maintenance – Sean Park [supplemental agenda] *(Memo attached)* MOTION: _____

Revised



ALBANY CITY COUNCIL
AGENDA

Wednesday, June 28, 2023
6:00 p.m.

Council Chambers, City Hall
333 Broadalbin Street SW
Watch on YouTube: <https://www.youtube.com/user/cityofalbany>

Please help us get Albany's work done.
Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

1. Call to order and pledge of allegiance
2. Roll call
3. Proclamations
 - a. Disability Pride Month. [Page 3]
 - b. Parks and Recreation Month [Page 4]
4. Special presentation
 - a. Zipl Fiber – Zach Lindahl, Local Partnership Manager [Verbal]
5. Public hearing

Persons wanting to provide testimony during public hearings at city council meetings may:

 - 1- *Email written comments to the staff contact, listed below, including your name and subject of the public hearing, before **noon on the day of the meeting**.*
 - 2- *To testify virtually during the public hearing, register by emailing the staff contact, listed below, before **noon on the day of the meeting**, with your name; phone number; and if you are speaking for, against, or neutral on the project/subject. The mayor will call upon those who have registered to speak.*
 - 3- *Appear in person at the meeting and register to speak using the sign-up sheet on the table.*
 - a. Revising parks and recreation system development charges – Kim Lyddane [Pages 5-7] RES NO. _____

The staff contact for this public hearing is: kim.lyddane@cityofalbany.net.
6. Business from the public
7. Adoption of resolutions
 - a. Approve sole-source procurement of water meters – Scott LaRoque [Pages 8-11] RES NO. _____
 - ~~b. Accept right of way dedication, ST 22-01, Queen Avenue Rehabilitation – Gordon Steffensmeier [Pages 12-17] RES NO. _____~~
 - ~~c. Accept sidewalk easement, ST 22-01, Queen Avenue Rehabilitation – Gordon Steffensmeier~~

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- ~~[Pages 18-23]~~ _____ RES NO. _____
- d. Request to finance system development charges, 1804 17th Ave SW – Jeanna Yeager [Pages 24-27] RES NO. _____
- e. Request to finance system development charges, 2705 12th Ave NW – Jeanna Yeager [Pages 28-31] RES NO. _____
8. Award of contract
- a. Award contract for Meadow Ridge Park improvements– Kim Lyddane [Pages 32-33] MOTION _____
9. Approval of agreement
- a. Approve IGA with Greater Albany Public Schools for construction of therapeutic spa – Kim Lyddane [Pages 34-43] RES NO. _____
10. Adoption of consent agenda
- a. Appointments [Pages 44-51]
- 1) Appointing Danny Paoff to the Building Board of Appeals
- 2) Appointing Steven Borst and Linda Hart to the Library Board
- b. Recommendations to OLCC [Pages 52-54]
- 1) Approve annual liquor license renewals
- c. Approval of agreements
- 1) Temporary extension of contract with Albany Visitors Association – Sophie Adams [Page 55] RES NO. _____
- 2) Temporary extension of copier contract with National Photocopy Corporation – Sean Park [Page 56]
- d. Adopt findings supporting denial, GAPS transportation facility, CU-04-23 & VR-02-23 – David Martineau [Pages 57-60]
- e. Adopt resolutions
- 1) Accept right-of-way dedication, ST-22-01, Queen Avenue Rehabilitation – Gordon Steffensmeier [Pages 12-17] RES NO. _____
- 2) Accept sidewalk easement, ST-22-01, Queen Avenue Rehabilitation – Gordon Steffensmeier [Pages 18-23] RES NO. _____
- 3) Acela software annual maintenance – Sean Park [supplemental agenda]
- MOTION: _____
11. Staff report
- a. Request for license to occupy right-of-way, NW Dover Lane – Chris Bailey [Pages 61-65] MOTION _____
12. Business from the council
13. City manager report
14. Next meeting dates
- Monday, July 10, 2023; 4:00 p.m. work session
- Wednesday, July 12, 2023; 6:00 p.m. meeting
15. Adjournment

This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: cityclerk@cityofalbany.net.



MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Sean Park, IT Director 

DATE: June 26, 2023, for the June 28, 2023, City Council Meeting

SUBJECT: Accela software annual maintenance

Action Requested:

Staff recommends council approve, by motion, a three-year maintenance and support agreement with Accela, Inc., to be paid in three annual installments.

Discussion:

Accela is the primary software platform used by Community Development for permit and inspection management. It was implemented in 2013, and at that time the annual maintenance and support costs were \$19,548. Over time, additional functionality has been added to the platform, such as Accela Citizen Access and Accela Mobile Inspector, to provide modern services to staff and customers. These additions have increased the cost, in addition to 8% vendor cost increases year to year. Annual maintenance and support costs for the Accela platform have increased by more than 10% of the original cost and Council approval is required to proceed.

Historically, the City has renewed Accela maintenance and support annually. By entering into a 3-year agreement, the City is able to limit the annual vendor cost increases to 8%.

2023-24	\$39,977.42
2024-25	\$43,175.63
2025-26	\$46,629.66

Budget Impact:

The total cost for Accela maintenance and support over the three-year term is \$129,782.71, and will be paid from the department's budget, 70113015-602300.

SP