



ALBANY CITY COUNCIL AGENDA

Wednesday, January 28, 2026
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. Adoption of consent agenda

- a. Appointments [Pages 3-15]
 - 1) Appointments to Citizen Advisory Groups bulk
 - 2) Appoint Representatives to Outside Agencies-EDAC
- b. Approval of minutes [Pages 16-20]
 - 1) January 12, 2026 city council meeting minutes
 - 2) January 14, 2026 city council meeting minutes
- c. Recommendation(s) to OLCC [Page 21]
 - 1) Approve retail on-premises sales and consumption license for Bodhi Juice IV LLC, DBA Bodhi Café located at 210 1st Ave SW.
- d. Adoption of resolution(s)
 - 1) Appointing Municipal Court Judges Pro Tem–Jeanna Yeager [Page 22] RES NO. _____
- e. Approval of agreement(s)
 - 1) Formally Documenting and Approving Extended Enterprise Zone Abatement Valliscor, LLC. – Sophie Adams [Pages 23-27] RES NO. _____

MOTION: _____

4. Presentations and Ceremonies

- a. State of Municipal Court Presentation – Jeanna Yeager/September Ridgeway [Verbal]



5. Public hearing(s)

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. Reestablishment of the Hospital Facility Authority of the City of Albany, Oregon – Jeanna Yeager
[Pages 28-31] RES NO. _____

The staff contact for this public hearing is: jeanna.yeager@albanyoregon.gov

6. Public Comment

7. Action Items(s)

- a. **Resolutions-** Contract award to purchase auto extrication equipment – Chris LaBelle
[Pages 32-35] RES NO. _____
- b. **Resolutions-** Special procurement with ESO Solutions, Inc for electronic fire and EMS
reporting, inventory and iOS software– Chris LaBelle [Pages 36-39] RES NO. _____
- c. **Resolutions-** Accept and Appropriate the Fiscal Year 2025-26 State Hazardous Materials
Emergency Preparedness Grant on Behalf of the Mid-Valley Local Emergency Planning
Committee – Chuck Perino [Pages 40-41] RES NO. _____
- d. **Adopt by motion-** Municipal Judge Employment Contract- Jeanna Yeager/September Ridgeway
[Pages 42-46]
- e. **Adopt by motion-** Deerfield Park Reconstruction change order-ADA compliance requirement-
Rick Barnett [Pages 47-48]

MOTION: _____

8. Business from the Council

9. City Manager Reports

10. Next meeting dates

Monday, February 9, 2026; 4:00 p.m. work session
Wednesday, February 11, 2026; 6:00 p.m. meeting

11. 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: cityrecorder@albanyoregon.gov

Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the City website.



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Makenna Kackley, Deputy City Recorder/Executive Administrative Assistant

DATE: January 16, 2026, for the January 28, 2026, City Council Meeting

SUBJECT: Appointment to Citizen Advisory Groups

Purpose:

To appoint representatives to new terms on Citizen Advisory Groups.

Background/Discussion:

Mayor and councilors are tasked with ensuring the Citizen Advisory Groups are filled in order for them to fulfill their respective missions.

Council ratification of the following appointment to the Citizen Advisory Group:

Arts Commission:

- Amanda Dant, Ward 2 (Councilor Van Drimmelen’s reappointment to a new three-year term)

Parks, Recreation, and Tree Advisory Commission:

- Gabrielle Roech-McNally, Ward 2 (Councilor Van Drimmelen’s appointment to a new three-year term)

Tourism Advisory Committee:

- Bob Moore, Ward 1 (Mayor Johnson II’s reappointment to a new three-year term)
- Peggy Burris, Ward 1 (Councilor Van Drimmelen’s reappointment to a new three-year term)

Strategic Plan Impact:

An Effective Government

Budget/Staff Impact:

None.

Staff Recommendation:

Ratify the Councilmember recommended appointments.

Alternatives:

1. Do not ratify the appointments.

Attachments:

1. Attachment 1-4



Citizen Advisory Group Application

Applying To **Arts Commission**

Received **December 9, 2025**

Name **Amanda Dant**

In City Limits? **Yes (Ward 2)**

Are you currently employed? **Yes (Greater Albany Public Schools)**

List current or most recent occupation, business, trade, profession, or area of study:

Educational Assistant and business owner

Please summarize what qualifications and experience you have that would apply to this position:

I have been a floral designer for over 10 years, running my own business. During that time I have mentored several people wanting to learn more about floral design and taught classes on various techniques. The past 4 years I have worked with children using art as a coping strategy for dealing with trauma. While in college I took many classes in art, art history, and art therapy. I also consider myself a community leader as someone who has taken an active role in enriching our community since living here.

Please list any art organizations to which you belong or community art activities in which you have participated. If you do not have an arts background, list community/civic activities in which you are or have been active:

- Albany Arts Commission 2021-current: mural planning, 1st Friday's Artist Receptions, volunteering at multiple events, and more
- Calyx art editor 2019-2023: worked with a group of all women to choose art for each volume
- Volunteer with West Albany High School and Memorial Middle School's drama programs

How many Arts Commission meetings have you attended/viewed?

7 or more

Why do you feel that local art is important?

I believe local art is important for many reasons. The greatest being, in my opinion, the positive cultural and community impacts it has. For many artists and art lovers, experiencing art outside of their local community isn't always possible. Local art being available, from murals to galleries, allows our community to grow and connect as well as show representation for those that otherwise may not have it. Accessibility and inclusivity are improved when art opportunities are available locally.

Local art also provides an opportunity to bring revenue into the city. When a community has a thriving art scene people from out of town want to visit. When these people come to visit they are not only taking advantage of the art we have available but also eating at our local restaurants, shopping locally, and spreading the word of what Albany has to offer.

When we embrace and grow local art communities we're not just creating a space for current creatives; we're creating a space for our local art history to thrive and be preserved for generations to come.

What is your understanding of the role of an Arts Commission member and how do you hope to impact the local arts community through being on commission?

The Art Commission works with the community to bring more art to the community, support local artists, and enrich the community through art and events. In my time as a Commissioner I have tried to commit to as much as possible and put a lot of energy into our growing city. In the past year I have struggled with significant health issues but am getting back to a place where I can be more involved. I am looking forward to seeing what we can accomplish in the coming years.

Have you reviewed the meeting schedule for the commission and can you commit to regular meeting attendance?

Yes

I have read and understand the following: Members receive notice of meetings via email. Agendas and communications regarding the group are sent out via email. When unable to attend in person, meetings may be attended virtually via Zoom Videoconferencing. Absenteeism (excused or unexcused) or non-preparation for meetings could result in removal.

Yes

If there are currently no vacancies for this commission, would you like your application kept on file for the remainder of this recruitment period?

Yes

How did you hear about this opportunity? If social media, please specify:

I received an email that it was time to reapply.





Citizen Advisory Group Application

Applying To **Parks, Recreation and Tree Advisory Commission**

Received **December 4, 2025**

Name **Gabrielle Roesch-McNally**

In City Limits? **Yes (Ward 1)**

Are you currently employed? **Yes (American Farmland Trust)**

List current or most recent occupation, business, trade, profession, or area of study:

PhD in Sociology and Sustainable Agriculture- Currently Social Science Research Director and Women for the Land Advisory for American Farmland Trust

Please summarize what qualifications and experience you have that would apply to this position:

I received my PhD in Sociology and Sustainable Agriculture at Iowa State University where she was a research assistant as part of a large-scale USDA-NIFA Regional Approaches to Climate Change & Cropping Systems Coordinated Agricultural Project (www.sustainablecorn.org). I was one of the lead sociologists responsible for the socio-economic research effort, which sought to characterize farmer beliefs and concerns about climate change, their attitudes toward adaptive/mitigative strategies, and the types of decision support farmers will need to contend with increasingly variable weather patterns. I received her M.S. from the University of Washington School of Environmental and Forestry Science, with a focus on environmental economics and worked five years with Washington State University Extension on agriculture and forestry activities.

I moved out to Oregon as a Postdoctoral Fellow with the USDA PNW Climate Hub/US Forest Service (<https://www.climatehubs.usda.gov/hubs/northwest>) where I conducted social science research to better understand decision making in the context of climate change adaptation and natural resource management. I have expertise in social science theory with a grounding in both economics and sociology. I also have experience developing research tools from surveys to focus groups and in-depth interviews.

I currently directs the Women for the Land program at American Farmland Trust (www.farmland.org/women) and I am also launching a new Social Science Research initiative, where I do both research, project evaluation and programmatic work in agriculture, sustainability and equity.

Educational Background

Ph.D. Sociology and Sustainable Agriculture, Iowa State University

M.S. Forestry, University of Washington

B.A. Social Justice Through Environmental Advocacy, Western Washington University and Fairhaven College

Areas of Specialization

- Decision Making and Sustainable Transitions
- Climate Action and Ecosystem Services

- [Agrifood Studies and Food Justice](#)
- [Forestry and Natural Resource Economics](#)

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

I have an academic appointment with Oregon State University where I teach and mentor students. I also served on the Corvallis Environmental Center Board for three years where we served youth in both Linn and Benton Counties. I currently serve on the Ten Rivers Food Web Board, also serving local food and community needs in Linn and Benton. Our Mid-Valley Food Hub is linking local farm products to GAPS and beyond. I am a mother of a Kindergartener who is at North Albany Elementary and I am now on the PTA. I have also taken action as a Neighborhood Leader with the Linn/Benton Democrats Neighborhood Leaders Program and have helped with multiple school board election cycles. I am also an active user of our parks and rec facilities and programs.

How many Parks, Recreation, and Tree Commission have you attended/viewed?

1-3

What is your understanding of the role of a Parks, Recreation, and Tree Commission member and what contributions do you hope to make to the commission?

The website says the following: "The Parks, Recreation, and Tree Advisory Commission advises City Council and the Parks and Recreation Department on park, trail, and facility improvements; prioritization and updates to the park master plan; policies for planting, removal, and care of public trees in Albany's urban forest; and support maintaining Albany's status as a Tree City USA since 1994." These are all important pieces of the work. My sense is the work of the commission is also to enliven and support the Parks and Rec program to steward our natural resources/forested and treed areas of the City. It also is an opportunity to give a community voice to how we prioritize and support the work of parks and rec in a way that serves the diverse needs of Albany residents.

What are your favorite events or programs offered by Albany Parks & Recreation?

I love River Rhythms program and the Cool Pool. We love Bryant Park and access to the Willamette River and the Calapooia. My kiddo and I use Gibson Hill Park regularly. We regularly take youth classes with Parks and Rec and appreciate the diversity of offerings.

How can Albany improve its parks and recreational activities?

I think the parks and recreation program can continue to provide a space for safe recreation in nature, connecting kids and adults alike to our natural resources. The program can continue to support the proper stewardship of our natural areas. I also think there is more to be done to address the tension/conflict that arises with the users of the parks and the unhoused population. Looking for ways to improve communication and outreach with those working on emergency response, planning and housing with the needs and purposes of the parks. Everyone in our community should feel seen, supported, safe and served in our parks.

Have you reviewed the meeting schedule for this commission and can you commit to regular meeting attendance?

Yes

I have read and understand the following: Members receive notice of meetings via email. Agendas and communications regarding the group are sent out via email. When unable to attend in person, meetings may be attended virtually via Zoom Videoconferencing. Absenteeism (excused and unexcused) or non-preparation for meetings could result in removal.

Yes

If there are currently no vacancies for this commission, would you like your application kept on file for the remainder of this recruitment period?

Yes

How did you hear about this opportunity? If social media, please specify which site.

City Counselor Michael Thomson





Citizen Advisory Group Application

Applying To **Tourism Advisory Committee**

Received **December 31, 2025**

Name **ROBERT (Bob) MOORE**

In City Limits? **Yes (Ward 1)**

Are you currently employed? **Yes (Citizens Bank)**

List current or most recent occupation, business, trade, profession, or area of study:

Controller

Please summarize what qualifications and experience you have that would apply to this position:

45 years in the financial services industry gives me a financial perspective that many others do not.

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

**past Finance committee member - Benton Community Foundation
current Board member - Albany Downtown Association
current Treasurer/Board member - Northwest Human Services**

Are you currently a Transient Lodging Tax (TLT) recipient or an employee or board member of a TLT recipient or collector organization?

No

How many Tourism Advisory Committee meetings have you attended or viewed?

7 or more

What is your understanding of the role of a Tourism Advisory Committee member and what contributions do you hope to make to the committee?

A committee member should look at tourism as a whole and not focus solely on one or two pet projects.

It is my intent to try to move the current focus of one or two projects and get the committee to see the bigger picture.

Why is tourism an important part of economic development in Albany?

Tourism is the life blood of any community and the businesses therein. Without tourism, the community must depend solely on its residents.

How can Albany improve its tourism industry?

Albany has a unique geographic location by being near the mountains, the coast, larger communities, and on a major highway. It also has deep historical roots. Albany should take better advantage of these attributes.

Why is Albany a good or bad place to visit?

For me Albany is a welcoming community with many diverse shopping and dining opportunities.

Have you reviewed the meeting schedule for this committee and can you commit to regular meeting attendance?

Yes

I have read and understand the following: Members receive notice of meetings via email. Agendas and communications regarding the group are sent out via email. When unable to attend in person, meetings may be attended virtually via Zoom Videoconferencing. Absenteeism (excused or unexcused) or non-preparation for meetings could result in removal.

Yes

If there are currently no vacancies for this committee, would you like your application kept on file for the remainder of this recruitment period?

Yes

How did you hear about this opportunity? If social media, please specify:

Mayor Alex Johnson II





Citizen Advisory Group Application

Applying To **Tourism Advisory Committee**

Received **October 14, 2025**

Name **Peggy Burris**

In City Limits? **Yes (Ward 1)**

Are you currently employed? **Yes (Albany Public Schools Foundation)**

List current or most recent occupation, business, trade, profession, or area of study:

Executive Director of the Albany Public Schools Foundation--Nonprofit

Please summarize what qualifications and experience you have that would apply to this position:

I have been on the TAC, formerly known as the TLT committee since 2017 (I believe). Prior to that, I have held the position of Chairperson of this committee in the past as well. I was an ED with the Albany Downtown Association and attended all meetings when this committee was being formed, led by Kate Porsche. I know the mission behind the committee, although it has changed over the years. For 4 years I was the ED for the Albany Historic Carousel & Museum, and know the importance of tourism in our community. It is the lifeline to keep Albany prosperous.

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

**Board member of Parkwise -Albany Downtown Association
Volunteer with Give a Hoot
Soroptimist Member for 32 years. (service club)
TAC Committee for 8 years**

Are you currently a Transient Lodging Tax (TLT) recipient or an employee or board member of a TLT recipient or collector organization?

No

How many Tourism Advisory Committee meetings have you attended or viewed?

7 or more

What is your understanding of the role of a Tourism Advisory Committee member and what contributions do you hope to make to the committee?

The current role of the TAC member is to view, discuss and recommend grant monies to be awarded to the group/committee/organization requesting funds. We have also spent time in the past requesting information from staff on how VRBO's TLT will be collected. We review how TLT funds are being spent with the AVA, ADA and Monteith House.

Why is tourism an important part of economic development in Albany?

Tourism is vital to keeping our downtown and surrounding areas vibrant. We are very lucky to have a wonderful historic home district, covered bridges and a beautiful carousel in our community. It is important that we capitalize on those things to bring money into our small businesses and our community. Without tourism, Albany would become just a place to stop and grab McDonalds and gas. It is important that the TAC grants we award pull tourism dollars into Albany. By bringing dollars into Albany, it allows small and large businesses to thrive.

How can Albany improve its tourism industry?

I believe more of the TLT funds should be used for tourism. More funds should be granted into the TAC grants and more money should be given to the AVA, as they are the marketers for our community. By doing this, we could attract more people to large events, such as Art & Air Festival, River Rhythms, our historic district and the carousel.

The one improvement I would suggest is the city needs to tackle the parking issue. One thing that deters people from wanting to come downtown is lack of parking and a hotel. I know the hotel piece is being looked at.

Why is Albany a good or bad place to visit?

Albany is a great place to visit. We have a beautiful downtown, wonderful restaurants, and friendly people.

Have you reviewed the meeting schedule for this committee and can you commit to regular meeting attendance?

Yes

I have read and understand the following: Members receive notice of meetings via email. Agendas and communications regarding the group are sent out via email. When unable to attend in person, meetings may be attended virtually via Zoom Videoconferencing. Absenteeism (excused or unexcused) or non-preparation for meetings could result in removal.

Yes

If there are currently no vacancies for this committee, would you like your application kept on file for the remainder of this recruitment period?

Yes

How did you hear about this opportunity? If social media, please specify:

Years past, I was appointed by Ray Kopinski. I have been on the committee since 2017





TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Makenna Kackley, Deputy City Recorder/Executive Administrative Assistant

DATE: January 16, 2026, for the January 28, 2026, City Council Meeting

A handwritten signature in blue ink, appearing to be "Makenna Kackley".

SUBJECT: Appoint Representatives to Outside Agencies

Purpose:

To appoint a representative to Economic Development Advisory Commission.

Background/Discussion:

Council ratification, by motion, of the following reappointment to EDAC:

Economic Development Advisory Commission:

- Lisa Avery: Higher Education (reappointment to a new three-year term)

Strategic Plan Impact:

An Effective Government

Budget/Staff Impact:

None.

Staff Recommendation:

Ratify the recommended appointment.

Alternatives:

1. Do not ratify the appointment.

Attachments:

1. Attachment 1



**Lisa Avery; President of Linn-Benton
Community College.**

Lisa has an extensive history of working to unify business, education, and community needs. A former international educator, Avery is keenly aware of international trade and its positive impacts on communities. She is a member of the Oregon Small Business Advisory Council and a strong supporter of small and rural communities and their residents. At LBCC, Lisa has emphasized the need to provide cradle-to-career “Education for All.” Her children attend school at GAPS and Oregon State University.



MINUTES

Monday, January 12, 2026
Meeting
Council Chambers, City Hall
Approved: DRAFT

Call to Order

Mayor Alex Johnson called the meeting to order at 4:00 p.m.

Roll Call

Councilors present: Mayor Alex Johnson, Carolyn McLeod, Chris Van Drimmelen, Marilyn Smith, Ramycia McGhee, Michael Thomson, and Steph Newton

Councilors absent:

Public Comment

4:01 p.m.

Eric Glass provided public comment against the Corvallis-Albany pathway. He said he lives along the proposed path, it would create a dangerous situation and bring an influx of people choosing to camp and reside along the path. He said that he would never sell or grant land to build the path.

ODOT Multiagency Update Corvallis to Albany Pathway

4:04 p.m.

James Feldmann with ODOT, Laurel Byer with Benton County, and Ryan Farncomb with Parametrix presented*. They provided an overview of the progress made and future goals of the pathway. They shared survey results and said a majority of people support it while also considering safety.

Newton and Smith shared their concerns for the homeowners who may be impacted by this.

Newton asked how individuals can provide feedback regarding the pathway. Feldmann said they have a project webpage where people can submit feedback.

Break: An intermission was called at 4:35 p.m.

Reconvene: The council reconvened the meeting at 4:40 p.m.

Business from the Council

4:40 p.m.

McLeod said she traveled to Tucson over the holidays and noticed how nice the roads were. She said she spoke with residents there and found out road maintenance was funded by a ½ cent sales tax.

McLeod said she's received several emails regarding the proposed development at 53rd and Pacific and asked if HOAs were noticed. Ruettgers said when noticing is done, it's 100 feet from the property edge per state law and HOAs are not on that list. For this development staff sent notices to property owners within 1000 feet. He said if a HOA wants to receive notices they can come to council and request to be recognized like the North Albany Neighborhood association has.

McLeod asked about ICE activity in Albany. Troedsson said there has been activity, but they don't brief the City. He said they did reach out to Albany Police and let them know they would be in town but have not told the city about their operations in advance. McLeod asked that any information that can be shared with council at the earliest convenience would be appreciated.

McGhee said she attended the homeless memorial over the holiday break.

Smith acknowledged Hans Boyle with the Democrat Herald for his reporting on City issues and said they were well researched and written.

City Manager Report

4:51 p.m.

Troedsson reminded council of the ADA mixer at the Carnegie Library.

Next meeting dates

Monday, January 26, 2026; 4:00 p.m. work session
Wednesday, January 28, 2026; 06:00 p.m. meeting

ADJOURNMENT

There being no other business, the meeting was adjourned at 4:52 p.m.

Respectfully submitted,

Reviewed by,

Erik Glover
City Recorder

Peter Troedsson
City Manager

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. Documents from staff are posted to the website after the meeting. Documents submitted by the public are available by emailing cityrecorder@albanyoregon.org.*



MINUTES

Wednesday, January 14, 2026

Meeting

Council Chambers, City Hall

Approved: Draft

Call to Order and Pledge of Allegiance

Mayor Johnson called the meeting to order at 6:00 p.m. The Mayor led the pledge of allegiance.

Roll Call

Councilors present: Mayor Johnson, and Councilors Carolyn McLeod, Marilyn Smith, Ramycia McGhee, Chris Van Drimmelen, Steph Newton (arrived 6:03 p.m.), Michael Thomson (arrived 6:04 p.m.)

Councilors absent:

3. Adoption of consent agenda 6:04 p.m.

- a. Appointments
 - 1) Appointments to Citizen Advisory Group CAGs
 - 2) Appointments to Outside Agencies
- b. Approval of minutes
 - 1) November 17, 2025 City Council Work Session
 - 2) December 10, 2025 City Council meeting
- c. Recommendation(s) to OLCC
 - 1) Approve Retail Off-Premises Sales Liquor License Application for US Market 630 LLC., DBA US Market 630, Located at 145 Timber Ridge Street SE
- d. Adoption of resolution(s)
 - 1) Designation of Newspapers of Record RES NO.7476

MOTION: Smith moved to adopt the consent agenda as presented. VanDrimmelen seconded the motion, which passed 5-0 (Thomson absent)

4. Public Comment 6:04 p.m.

Peter Kenagy provided comments, and pictures*. He said that he owns a Farm on Nebergall Loop adjacent to Tadena Landing park. He spoke about issues with a homeless camp on his property, and in Tadena Landing. He also provided comments about Ivy overgrowth in Tadena Landing which spread onto his property costing a lot of time and effort for him to control.

Brad Dennis said that he was in attendance speaking on behalf of the North Albany Neighborhood Association (NANA). He talked about a recent election in Sherwood, Oregon for two charter amendments. The first was a charter amendment to require public involvement/engagement, which was passing 94% to 6%, the second was providing Sherwood voters sole authority over annexations, except health hazard abatement, it was passing 83% to 17%. He said that North Albany Neighborhood Association has pledged to retain legal counsel to explore the concepts and invited the City Council to explore the concepts as well.

5. Action Items(s) 6:12 p.m.

a. **Ordinances – Traffic Safety Diversion Program Ordinance**

Finance Director Jeanna Yeager and Municipal Court Supervisor September Ridgeway presented. Ridgeway said that the council provided direction to draft an ordinance for this purpose a number of months ago. It was drafted, reviewed, and returned for council action. The draft diversion program has already been implemented by the Municipal Judge in October 2025.

The council asked questions about use of the diversion program and Municipal Judge discretion. Ridgeway said that the discretion is retained to provide the judge an opportunity to deny diversion if it is an inappropriate case; it is not tied to an age minimum or maximum.

City Attorney Sean Kidd read the ordinance for the first time in title only.

MOTION: Newton moved to read the ordinance a second time in title only. McLeod seconded the motion, which passed 6-0.



City Attorney Sean Kidd read the ordinance for the second time in title only.

MOTION: VanDrimmelen moved to adopt the ordinance, Newton seconded the motion which passed 6-0 and it was designated ORD 6073.

b. **Resolutions** – Award of Contract for FP-25-01, Wastewater Master Plan Consulting Services

6:16 p.m.

Engineer Ryan Beathe presented. He said that staff was requesting council award a contract for municipal Sewer/Wastewater master plan consulting services to West Yost. He said that master plans are opportunities for a deep dive into a system, and they are needed to plan for the future. Five years ago the city did stormwater master plan, two years ago did a water system master plan and in 24 months the city could have a sewer master plan. It would guide planning and investment for twenty years.

The council asked questions. Beathe said that the City had worked with West Yost before, and they already know the city system well.

MOTION: Van Drimmelen moved to adopt the resolution. McLeod seconded the motion which passed 6-0 and it was designated RES 7477.

c. **Adopt by Motion** – Approval of Contract Increase for ST-22-06, Geary Street Sidewalk **6:20 p.m.**

Civil Engineer Andrew Monaco presented. He said that staff is asking the council to approve a 31% contingency and final payment for the Geary Street sidewalk project. In October 2025, the Council approved a 25% contingency and work was 50% done at that point. During construction additional unforeseen circumstances were encountered such as catch basins and additional work to tie public property into private property. The project is still funded through Safe Routes to Schools program, and the city portion is paid for with system development funds.

Smith said that the right-of-way cost seemed to cost less than was expected.

MOTION: Smith moved to adopt the resolution, to approve the contract increase. McGhee seconded the motion which passed 6-0.

6. Business from the Council

6:23 p.m.

McLeod requested a report about cleanups at Takena Landing and invasive weed control in that area.

Thomson said that he would encourage the Council to strongly consider the invitation from Dennis, and to meet with NANA to see how the Sherwood charter amendments could be used as a blueprint in Albany. Smith said that recalls a ballot measure the City had a number of years back that changed the charter to allow public votes on annexation, it was cancelled out by a change in state law. She asked what the change in Sherwood meant for the city. Kidd said that tonight was the first time he had heard of it. He expects it will be litigated in the courts.

Smith said that Oregon State Land Use Law already required citizen involvement in planning related items.

Newton said that she wanted to follow up to Kenagy's comments; Takena Landing is her favorite trail, and also would like to see a report on it.

Johnson provided comments about the If I Were Mayor contest, and event attendance in Albany.

7. City Manager Reports

6:32 p.m.

Troedsson said that the video and pictures submitted by Kenagy were reviewed by staff. Parks staff will visit the area to do a review and potential cleanup. One issue though, is that it is difficult to keep folks from returning to the area. The Parks Department had \$80,000 budgeted for cleanup related items in the recent budget, and has already spent \$37,000; which includes \$16,000 for one cleanup alone in December of 2025.

City Recorder Erik Glover presented about changes to the meeting agenda management system for the City Council and Citizen Advisory Groups. He said that funding for procurement of a digital

agenda management system was authorized by Council in the recent budget, and that project is underway. He detailed changes to the tentative City Council schedule/calendar system for future meetings, and a conversion to an electronic system using Monday. Glover said that the change is expected to save staff time, provide real-time updates to the City Council and make it easier for viewers to view the entire schedule, in comparison to the previous manual system using word docs and PDFs.

Troedsson said that a request was made for an update on Talking Water Gardens. He said that it cannot be discussed outside of executive session, but one was scheduled later in January. He said that litigation counsel has filed a 6th amended complaint, which is available for public viewing.

Kidd/Troedsson said they would send the complaint document to the council members.

Deputy City Manager Kayla Barber detailed the strategic plan initiative. She said that 320 responses were received so far, revitalization of downtown, parking in downtown, road maintenance, safety/homelessness, bikes, trails, pedestrian connectivity, and affordable housing were noted themes. She said that a unique QR code has been generated for each council member, she said that there was a friendly competition to see which council member could get the most public engagement/survey responses. She provided each council member with stacks of paper survey sheets with their individualized QR codes for the survey.

Next meeting dates

Monday, January 26, 2026; 4:00 p.m. work session

Wednesday, January 28, 2026; 6:00 p.m. meeting

ADJOURNMENT

There being no other business, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Reviewed by,

Erik Glover
City Recorder

Peter Troedsson
City Manager

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. Documents from staff are posted to the website after the meeting. Documents submitted by the public are available by emailing cityrecorder@albanyoregon.org.*



MEMO



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Marcia Harnden, Chief of Police

DATE: January 7, 2026, for the January 28, 2026, City Council Meeting

SUBJECT: Retail On-Premises Sales and Consumption, Liquor License Application for Bodhi Juice IV LLC, DBA Bodhi Cafe, Located at 210 1st Avenue SW

Action Requested:

I recommend the retail on-premises sales and consumption, liquor license application for Bodhi Juice IV LLC, DBA Bodhi Cafe, located at 210 1st Avenue SW, be approved.

Discussion:

Bodhi Juice IV LLC has applied for a retail on-premises sales and consumption liquor license. Based on the completed application and approval from the Albany Police Department, Bodhi Juice IV LLC, should be approved for the license.

Budget Impact:

None

ML:rj



RESOLUTION NO. _____

A RESOLUTION APPOINTING MUNICIPAL COURT JUDGES PRO TEM AND REPEALING RESOLUTION NO. 7365.

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

WHEREAS, the contract between the City of Albany and Judge Jessica Meyer specifies that she shall submit to the City Council the names of persons whom she wishes to nominate as judges pro tem; and these persons shall be members of the Oregon State Bar and in good standing.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that the following persons are hereby appointed as Municipal Court Judges pro tem for the Albany Municipal Court of the City of Albany, Oregon:

- Tyler H Reid
- Timothy J Felling
- John E Kennedy

BE IT FURTHER RESOLVED that Resolution No. 7365 is hereby repealed.

DATED AND EFFECTIVE THIS 28TH DAY OF January 2026.

Mayor

ATTEST:

City Recorder



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Sophie Adams, Economic Development Manager

DATE: January 14, 2026, for the January 26, 2026, Work Session and January 28, 2026, City Council Meeting

SUBJECT: Formally Documenting Extended Enterprise Zone Abatement

Purpose:

Support innovation, business recruitment, investment, and job creation through the extended enterprise zone program for Valliscor, LLC.

Background/Discussion:

Valliscor is an innovative chemical-manufacturing company whose products have impactful uses in medications that treat asthma, chronic obstructive pulmonary disease, breast cancer, and other diseases. Their range of developed technologies also have applications in the semi-conductor industry, helping to solidify Albany on the map as Oregon strives to meet state-wide semi-conductor goals. Staff began working with Valliscor in fall 2023 to ensure this local company could find a home and bring their investment, impact, and jobs to our community. Valliscor has purchased a vacant industrial property on Ferry Street and will invest over \$25 million in the build out of their new facility. The company will retain its current 15 employees and plans to hire an additional 40 in the first phase of development, with significant additional hiring in future phases. These jobs advance the Council’s strategic plan goal to bring additional living-wage jobs to the Albany community.

Oregon has very little to offer new business by way of incentives compared to many other states in the country. One of the few statewide incentive tools afforded to local communities is the Enterprise Zone Program. Communities with designated Enterprise Zones can offer up to five years of local property tax exemption on new investments in exchange for new job creation and capital investment by a qualified business. In partnership with the Linn County Assessor’s Office, requirements to qualify for this exemption by a business are monitored annually and failure to maintain investment or job creation will disqualify the business from the benefit. Valliscor will be making an investment of over eight million dollars and hiring seven new employees, paid an average of 150 percent of Linn County’s median wage. This investment and job creation qualifies them for a five-year abatement, and this incentive was critical to Valliscor’s decision to invest and hire in Albany, and this benefit will serve to strengthen their investments and support them in building long-term viability. A resolution and agreement are required by the State of Oregon to document the action.

Strategic Plan Impact:

This action supports Strategic Plan Theme: A Healthy Economy, specifically:

Goal 1: Enhance the value of diversity of Albany’s economy by attracting, retaining, diversifying, and expanding local businesses.

Goal 3: Focus on living-wage jobs, training, and education opportunities for Albany residents; focus on the recreation and retention of living-wage jobs that support a healthy local economy and community.

Budget/Staff Impact:

The annual forbearance in the City’s combined property tax revenue for up to five years is \$149,547.50. However, this cost is leveraged to \$25,000,000 in new investment and 40 new high paying jobs. Over a five-year period, this represents a very conservative leverage ratio of 1:25 public to private dollars.

Staff Recommendation:

The Economic Development Advisory Commission has reviewed this project and supports City Council to provide applicable incentives and support. Staff recommends Council approve the attached resolution and authorize staff to enter into the extended enterprise zone agreement.

Alternatives:

1. No action: would not approve the extended enterprise zone benefit for this project.

Attachments:

1. Resolution



RESOLUTION NO. _____

A RESOLUTION APPROVING AN EXTENDED ENTERPRISE ZONE TAX ABATEMENT AGREEMENT BETWEEN THE CITY OF ALBANY, A COSPONSOR OF THE ALBANY ENTERPRISE ZONE, AND VALLISCOR, LLC.

WHEREAS, Valliscor, LLC is making significant new business investment in the City of Albany; and

WHEREAS, Valliscor, LLC intends to add up to one hundred new employees; and

WHEREAS, Valliscor, LLC agrees to provide average pay and benefits to those employees equal or greater than 150 percent of Linn County average, as required under ORS 285.162; and

WHEREAS, Valliscor, LLC which is located in the City of Albany, qualifies for extended abatement through its inclusion in the Albany Enterprise Zone; and

WHEREAS, the City of Albany established an Enterprise Zone in order to support a healthy economy.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that the attached Extended Abatement Agreement (Exhibit A) is hereby approved.

DATED AND EFFECTIVE THIS 28th DAY OF JANUARY 2026.

Mayor

ATTEST:

City Recorder



Agreement for Oregon Enterprise Zone Extended Abatement

AGREEMENT WITH THE ALBANY ENTERPRISE ZONE SPONSORS TO EXTEND PROPERTY TAX EXEMPTION TO FIVE CONSECUTIVE YEARS IN TOTAL FOR CAPITAL INVESTMENT BY VALLISCOR, LLC.

The sponsors of the Albany Enterprise Zone comprising the governing bodies of the City of Albany and Linn County (hereinafter "The Zone Sponsor") and Valliscor, LLC. (hereinafter "The Firm") do hereby enter into an agreement for extending the period of time in which The Firm shall receive an exemption on its investment in qualified property in the Albany Enterprise Zone contingent on certain special requirements, under ORS 285C.160 (2003).

The Zone Sponsor and The Firm jointly acknowledge: that subject to submission and approval of an application for authorization and the satisfaction of other requirements under ORS 285C.050 to 285C.250, The Firm is eligible for three years of complete exemption on its qualified property under ORS 285.175(2)a; that nothing in this agreement shall modify or infringe on this three-year exemption or the requirements thereof, and that this agreement becomes null and void if The Firm does not qualify for these three years of the exemption.

The Zone Sponsor extends The Firm's property tax exemption an additional two years on all property that initially qualifies in the Albany Enterprise Zone in the assessment year beginning on January 1, 2027 and, thus, sets a total period of exemption of five consecutive years during which statutory requirements for the standard three-year enterprise zone exemption must also be satisfied and maintained.

CONFIRMATION OF STATUTORY PROVISIONS

In order for qualified property to be exempt from ad valorem taxes for the additional [one/two] year[s] of enterprise zone exemption as granted herein, The Firm does hereby agree—

A. That under ORS 285C.160(2):

1. The Firm shall pay to the School District (hereinafter, "the district") in each of the additional two years an amount equal to the entirety of the property taxes not owed in such year by the Firm due to the exemption, multiplied by the rate for the school support fee established between the district and The Zone Sponsor for purposes of chapter 298, Oregon Laws 2023, which is percent.
2. The school support fee amount shall be based on information provided each year by The Zone Sponsor, and The Firm shall expect notice from the district by December 1 of each year about making payment.
3. Payment of the school support fee shall be due in full on December 31 of each year, after which the payment is deemed delinquent.
4. If more than 60 days following the date of delinquency, the delinquent fee payment has not been cured, the school district will give written notice to the office of the assessor for County, and any outstanding fee amount, attendant interest or penalty, and future taxes on property otherwise still subject to exemption shall be due to the county tax collector or payable through subsequent property tax bill.

B. That under ORS 285C.160(3)(a)(A)(i) or (ii) and (b), in accordance with OAR 123-674-0600:

1. For every year of the entire exemption period, The Firm’s new employees shall receive an average annual compensation equal to or greater than 150 percent of the county average annual wage, such that:
 - a. Compensation includes benefits such as employer-provided insurance that can be monetized and not arise any payroll tax or similar government mandate, and
 - b. Except as revised under ORS 285C.160(4), the county wage is set at the time of authorization, and accordingly, the 2024-2026 average wage for Linn County is \$57,435, for which 150 percent equals \$86,153.
2. During the additional two years, the average annual wage (taxable income) received by The Firm’s new employees shall also be equal to or greater than the then most recent, final figure for the county average wage.
3. The Firm’s ‘new employees’ for purposes of these requirements comprise only employees hired for and working at full-time, year-round, non-temporary jobs that are created and filled for the first time after the date of application for authorization but on or before December 31 of the first full year of the initial exemption; that are performed within the current boundaries of the Albany Enterprise Zone, and that are engaged a majority of their time in The Firm’s eligible operations according to ORS 285C.135 and 285C.200(7), regardless if any such employee is leased, contracted for or otherwise obtained through an external agent, provided that they are hired by and employed directly by The Firm.

LOCAL ADDITIONAL REQUIREMENTS

For The Firm to receive the additional two years of enterprise zone exemption granted herein, The City of Albany, a Zone Sponsor and The Firm agree that no additional requirements in addition to statutory requirements are being requested by The Zone Sponsor under ORS 285C.160(a)(B).

ACCEPTING FOR THE CITY OF ALBANY, A ZONE SPONSOR OF THE ALBANY ENTERPRISE ZONE:

Peter Troedsson, City Manager

ACCEPTING FOR VALLISCOR, LLC:

Rich Carter, Valliscor, LLC

The other Zone Sponsor, Linn County approved this Agreement by passing a separate Resolution. Copies of which are attached.



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Jeanna Yeager, Finance Director

DATE: January 16, 2026, for the January 28, 2026, City Council Meeting

SUBJECT: Reestablishment of the Hospital Facility Authority of the City of Albany, Oregon

Purpose:

The purpose of this memo is to provide background and explain the proposed resolution reestablishing the Hospital Facility Authority of the City of Albany, Oregon (the “Authority”), appointing its board of directors, naming the chair of the Authority, and repealing Resolution No. 6682.

Background/Discussion:

The City Council originally established the Hospital Facility Authority on August 10, 1977, pursuant to Resolution No. 1900, in accordance with Oregon Revised Statutes (ORS) 441.525 to 441.595. The Authority was created to serve as a conduit issuer of revenue bonds for qualifying nonprofit hospital and healthcare-related facilities located in or serving the City of Albany.

Over time, the Authority issued revenue bonds on behalf of nonprofit organizations. These bonds were conduit obligations, meaning they were payable solely from revenues pledged by the borrowing entities and did not constitute a general obligation or financial liability of the City.

On January 13, 2021, the City Council voted to disband the Authority after all outstanding bonds had been retired. At that time, the Council noted that the Authority could be reestablished in the future if a need arose.

A request has now been made for the City to consider reestablishing the Authority in order to act as an issuer of conduit revenue bonds for nonprofit organizations with facilities located in or serving the City. Reestablishing the Authority would restore this financing option without obligating City resources or taxing authority.

Strategic Plan Impact:

This action supports the City’s strategic goals by restoring a financing tool for nonprofit healthcare facilities without creating financial risk or tax liability for the City.

Budget/Staff Impact:

There is no budget impact to the City associated with reestablishing the Authority. Any bonds issued by the Authority are payable solely from revenues of the borrowing entities. The Authority has no taxing power, and the City does not guarantee or secure Authority obligations.

Staff Recommendation:

Staff recommends adoption of the resolution reestablishing the Hospital Facility Authority of the City of Albany, Oregon.

Alternatives:

1. Adopt the Resolution

Reestablish the Hospital Facility Authority, providing the City the option to serve as a conduit issuer for nonprofit healthcare financing.

2. Do Not Adopt the Resolution

Leave the Authority disbanded, and nonprofits would pursue financing through other means or jurisdictions.

Attachments:

1. Resolution



RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALBANY, OREGON, REESTABLISHING THE HOSPITAL FACILITY AUTHORITY OF THE CITY OF ALBANY, OREGON; APPOINTING THE BOARD OF DIRECTORS OF THE AUTHORITY; NAMING THE CHAIR OF THE AUTHORITY; AND RELATED MATTERS AND REPEALING RESOLUTION 6682.

WHEREAS, on August 10, 1977, pursuant to Resolution No. 1900 (“Resolution No. 1900”), the City Council (the “City Council”) of the City of Albany, Oregon (the “City”) created the Hospital Facility Authority of the City of Albany, Oregon (the “Authority”), pursuant to Oregon Revised Statutes 441.525 to 441.595, inclusive (as amended from time to time, the “Act”).

WHEREAS, the Authority from time to time issued revenue bonds on behalf of nonprofit organizations located or having facilities in the City.

WHEREAS, on January 13, 2021 the City Council unanimously voted to disband the Authority, as no revenue bonds issued by the Authority were outstanding at that time; however, it was noted in the minutes for such City Council meeting that the Authority could be reinstated in the future, if needed.

WHEREAS, a request has been made to the City to consider reestablishing the Authority for the purpose of acting as issuer of conduit revenue bonds on behalf of nonprofit organizations located or having facilities in the City.

WHEREAS, on the date hereof, the City Council held a duly-noticed public hearing during its regular formal session, in conformance with the procedural rules of the City Council and the requirements of the Act, on the question of the advisability of reestablishing a public authority for the purpose of financing hospital facilities pursuant to the Act.

WHEREAS, all persons desiring to be heard in connection with the proposed reestablishment of such public authority who appeared at the public hearing were heard. After the public hearing was closed, the City Council determined it is appropriate and in the best interests of the citizens of the City to reestablish the Authority for the purpose of financing hospital facilities pursuant to the Act.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that after due consideration and deeming it necessary, in the public interest, and for the health and general welfare of the community, the City Council determines that it is wise and desirable to reestablish the Authority for the purpose of financing hospital facilities as defined by and pursuant to, the Act; and

BE IT FURTHER RESOLVED that the City hereby reestablishes a public authority to be known as the “Hospital Facility Authority of the City of Albany, Oregon.” The Authority shall have all the powers and duties contained in the Act, as amended from time to time; and

BE IT FURTHER RESOLVED that

- (a) The Authority shall be managed and controlled by a board of directors composed of seven members. The board of directors shall at all times be composed of the then-current Mayor of the City and the six then-current members of the City Council. The Mayor of the City shall serve as the Chair of the board of directors of the Authority. The Vice Chair and the Secretary/Treasurer of the board of directors of the Authority shall be elected by a majority vote of the directors present at the meeting at which the election is held.

(b) The board of directors of the Authority shall adopt and may amend its own bylaws or other rules for conducting the business of the Authority and for carrying out its business.

(c) Directors shall serve without compensation; however, the Authority may reimburse or cause to be reimbursed the directors for their expenses incurred in the performance of their duties.

(d) A member of the City Council serving as a director of the board of directors of the Authority shall serve as a director for only so long as such director is a member of the City Council, and shall not in any event serve for a term greater than the term permitted by ORS 441.535(2)(c); and

BE IT FURTHER RESOLVED that the board of directors of the Authority shall have all those powers and duties set forth and provided for in the Act as amended from time to time; and

BE IT FURTHER RESOLVED that from time to time, the board of directors of the Authority may establish fees to be remitted by borrowers to the City in connection with the issuance of bonds. In addition, the board of directors may require a borrower to pay all professional fees and attorney fees relative to the issuance of bonds when those fees are incurred by the Authority or on the Authority's behalf. When the board of directors of the Authority deems it appropriate, it may require a cash deposit to be posted as surety for payment of fees prior to the issuance of bonds; and

BE IT FURTHER RESOLVED that revenue bonds or other obligations which may be issued hereafter by the Authority shall not be a general obligation of the City nor a charge upon the tax revenues of the City. The reestablishment of the Authority shall not cause the City to incur any expense, liability or obligation of the Authority. The Authority shall not have any taxing power; and

BE IT FURTHER RESOLVED that his resolution shall become effective immediately; and

BE IT FURTHER RESOLVED that Resolution 6682 is hereby repealed.

Mayor

ATTEST:

City Recorder



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Chris LaBelle, Fire Chief

DATE: January 16, 2026, for the January 28, 2026, City Council Meeting

SUBJECT: Contract Award for the Purchase of Auto Extrication Equipment

Purpose:

Approve an exemption from competitive bidding for the purchase of new auto extrication equipment through an existing cooperative agreement with National Purchasing Partners, dba NPPGov; and authorize the fire chief to award and execute a contract with Sea-Western, Inc., of Kirkland, Washington.

Background/Discussion:

The fire department uses several types of tools when responding to vehicle and heavy machinery accidents. Equipment is carried on each fire apparatus. Recent evaluations of the department's extrication equipment indicate that many of the tools currently in service have reached an age where they are no longer capable of generating the cutting and spreading forces required to effectively perform extrications on modern vehicle designs. Advances in automobile construction, including the use of high-strength steels, composite materials, and reinforced safety systems, have substantially increased the demands placed on rescue tools. The existing hydraulic equipment cannot consistently meet these requirements, directly impacting operational efficiency and firefighter safety.

Transitioning to battery-operated extrication tools will address these limitations while providing several additional benefits. Battery-powered systems eliminate the need for hydraulic pumps, hoses, and associated service requirements, reducing both maintenance costs and downtime. They also enable faster deployment, allowing crews to begin operations immediately upon arrival rather than waiting for hydraulic systems to be set up. This reduction in setup time translates directly into faster patient access and improved outcomes during critical incidents.

Furthermore, battery-operated tools significantly decrease ambient noise levels during extrication operations. The quieter environment enhances verbal communication among responders, improving scene coordination and overall safety. In addition, these modern tools are designed ergonomically for greater maneuverability and can operate independently of a generator, adding flexibility for confined or remote rescue scenarios.

The adoption of battery-powered extrication tools represents a necessary step forward in maintaining operational readiness, safety, and efficiency. This investment enhances the department's capability to manage complex vehicle extrications and ensures that our personnel are equipped to meet the challenges posed by today's vehicle technology and construction.

A request for proposals (RFP) for firefighting equipment was conducted by NPPGov, a public-sector cooperative purchasing organization, in November 2019, and a contract was awarded to Holmatro USA. Sea-Western, Inc. is the sole approved distributor for Holmatro products in this region and would be the entity the City contracts through for this purchase.

The City is a member of NPPGov and is permitted to use the negotiated agreement between Sea-Western, Inc. and NPPGov after advertising a notice of intent to use the permissive cooperative contract in the *Oregon Daily Journal of Commerce*.

ORS 279A.215 allows the City to enter into a purchase agreement for the extrication equipment following a seven-day protest period with no protests received. Purchasing the extrication equipment from Sea-Western, Inc. through the NPPGov contract would not reduce competition or create favoritism and is in the best interest of the City, allowing for timely procurement of the equipment.

The existing equipment will be traded in as part of the proposed purchase, and the \$22,000 trade-in value has already been reflected in the proposed price.

Strategic Plan Impact:

The purchase of the equipment aligns with the City's Strategic Plan Theme, An Effective Government and A Safe City.

Budget/Staff Impact:

The cost for the equipment and accessories is approximately \$299,863.20 and will be paid from 20325814-70000 and 21725710-70000.

Staff Recommendation:

Approve by resolution an exemption from the competitive bidding process for the purchase of new auto extrication equipment and accessories, including shipping, through a permissive cooperative contract between NPPGov and Holmatro; and authorize the fire chief to award and execute a contract with Sea-Western, Inc., Kirkland, WA, for approximately \$299,863.20.

Alternatives:

1. Approve the recommendation by resolution.
2. Do not approve the exemption from competitive bidding and use of a cooperative agreement with Sea-Western, Inc.

Attachments:

Resolution



RESOLUTION NO. _____

A RESOLUTION APPROVING AN EXEMPTION FROM COMPETITIVE BIDDING REQUIREMENTS THROUGH A COOPERATIVE CONTRACT WITH NATIONAL PURCHASING PARTNERS, DBA NPPGOV, FOR THE PURCHASE OF AUTO EXTRICATION EQUIPMENT AND ACCESSORIES; AND AUTHORIZING THE FIRE CHIEF TO AWARD AND EXECUTE A CONTRACT WITH SEA-WESTERN, INC. FOR THE PURCHASE OF EXTRICATION EQUIPMENT AND RELATED ACCESSORIES

WHEREAS, the fire department's current auto extrication equipment is at the end of its useful life; and

WHEREAS, National Purchasing Partners, dba NPPGov, is a national cooperative procurement organization offering publicly solicited contracts to government entities nationwide; and

WHEREAS, NPPGov allows other public entities to use the terms of their contracts through permissive cooperative agreements, pursuant to ORS Chapter 279A.215 and OAR 137-046-0400 to 0480; and

WHEREAS, NPPGov conducted a formal, competitive request for proposals for firefighting equipment, RFP No. 1910, for the League of Oregon Cities, and published the solicitation in the *Oregon Daily Journal of Commerce*; and

WHEREAS, NPPGov awarded a contract to Holmatro, USA with permissive cooperative language and allows member agencies to establish contracts under the negotiated terms and conditions and pricing; and

WHEREAS, purchasing equipment through a competitively bid NPPGov contract would not reduce competition or give favoritism and is found to be in the best interest of the City to procure the equipment in a timely manner; and

WHEREAS, Sea-Western, Inc. is the sole approved distributor of Holmatro, USA equipment in the region; and

WHEREAS, the proposed purchase includes a trade-in of the existing equipment, and the resulting \$22,000 trade-in value has been incorporated into the proposed price; and

WHEREAS, the City will issue a notice of intent to award a contract, per ORS 279A.215(2)(a), for the purchase of new auto extrication equipment and related accessories, including shipping, to Sea-Western, Inc. to be noticed for seven days; and

WHEREAS, if the City does not receive any protests to the notice of intent to award, the fire chief will award a contract to Sea-Western, Inc to purchase the equipment.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council authorizes an exemption from the competitive bidding process for the purchase of new extrication equipment through an existing permissive cooperative contract with NPPGov and Sea-Western, Inc; and

BE IT FURTHER RESOLVED that the Albany City Council authorizes the fire chief to award and execute a contract for approximately \$299,863.20 with Sea-Western, Inc., Kirkland, Washington, to purchase new auto extrication equipment and related accessories, subject to no formal protests received during the seven-day notice of an intent to award contract.

DATED AND EFFECTIVE THIS 28TH DAY OF JANUARY 2026.

Mayor

ATTEST:

City Recorder



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Chris LaBelle, Fire Chief

DATE: January 16, 2026, for the January 28, 2026, City Council Meeting

SUBJECT: Special Procurement for Electronic Fire and EMS Reporting, Inventory, and iOS Software

Purpose:

To waive competitive bidding, adopt written findings, and procure electronic healthcare reporting, third party staffing software integration, fire reporting, inventory and iOS modules through ESO Solutions, Inc. (ESO) using a special procurement sourcing method.

Background/Discussion:

ESO specializes in providing software solutions for fire and EMS agencies. Albany fire department (AFD) has contracted with ESO since 2012, but as technologies and needs change, the current contract is outdated. ESO and the fire department must negotiate a new contract and expand the scope of work to meet current needs and requirements.

Currently, ESO provides records management software to the fire department, including reporting modules for electronic patient care records and fire incident response reporting. ESO also provides a third-party staffing integration that allows the Department’s staffing program to interface with the records management system. The proposed contract maintains the existing scope of work, with the addition of an inventory module to track controlled substances in compliance with FDA requirements, as well as medical supply inventory. The contract also adds an iOS module that enables use of the records management system on iOS devices through an application-based platform with offline functionality.

Existing state purchasing rules, which have been adopted by the City, allow for exemptions from competitive bidding requirements and purchases to be made under a special procurement with approval of the city council, acting as the local contract review board; and to authorize the use of a class special procurement process for the selection of goods and services for a special purpose and for a series of related contracts.

Staff have determined this special procurement request meets all requirements of Oregon Revised Statutes (ORS) 279B.085 and have provided the following Written Findings:

- **The special procurement is unlikely to encourage favoritism in the awarding of public contracts or substantially diminish competition for public contracts.** ESO is currently providing AFD software services for records management and there are no other local vendors that can provide compatible services. The purpose of this procurement is to acquire compatible modules to maintain continuity of services that reflect current operational needs, regulatory requirements, and modern contract language. This procurement approach is based on administrative efficiency, and operational necessity, rather than vendor preference and does not preclude competition in future procurements.

- **The special procurement is reasonably expected to result in substantial cost savings to the contracting agency or to the public.** ESO Solutions, Inc. is currently providing a successful solution. Requesting proposals will take a considerable amount of time and resources with no appreciable benefit. The additional scope of work that ESO can provide will result in a better understanding of inventory use, therefore saving time and costs with ordering efficiency.
- **The special procurement will promote the public interest in a manner that could not practically be realized by complying with the other available sourcing methods of procurement.** Acquiring software solutions from ESO will provide better integration between emergency responses and inventory used, providing efficiencies and savings and will promote the public interest in a manner that could not be realized complying with another sourcing method.

Public notice of this request will be made in accordance with state purchasing requirements, (ORS) 279B.085 and Oregon Administrative Rules (OAR) 137-047-0285. This will allow prospective suppliers an opportunity to provide input or feedback to the city council prior to the notice of the award. After seven days' notice and no protests being received, a contract will be negotiated to obtain contract terms that are advantageous to the City. The attached resolution authorizes the use of a class special procurement process after adopting the written findings needed to satisfy City and State procurement requirements.

Strategic Plan Impact:

This contracting process aligns with the Strategic Plan themes A Safe City and An Effective Government.

Budget/Staff Impact:

The cost for this software is paid from 10025010-602300. The annual cost will be approximately \$30,700 per year, with a one-time fee of \$625 and annual increases of three to five percent depending on the software module.

Staff Recommendation:

Staff recommend that Council:

- 1.) Waive competitive bidding, adopt written findings, and approve a special procurement method for the fire chief to procure electronic fire and EMS reporting, inventory, and iOS software from ESO Solutions, Inc.; and
- 2.) Authorize the fire chief to negotiate, award, and execute class special procurement contracts with ESO Solutions, Inc. over a five-year term, with options to extend the contracts additional terms.

Alternatives

- 1.) Approve special procurement as recommended.
- 2.) Do not approve special procurement.

Attachments:

Resolution - 1



RESOLUTION NO. _____

A RESOLUTION OF THE ALBANY CITY COUNCIL, ACTING AS THE LOCAL CONTRACT REVIEW BOARD, WAIVING COMPETITIVE BIDDING AND AWARDING A CLASS SPECIAL PROCUREMENT TO ESO SOLUTIONS, INC. (ESO); AND AUTHORIZING THE FIRE CHIEF TO AWARD AND EXECUTE A CONTRACT WITH ESO TO PROCURE ELECTRONIC HEALTHCARE REPORTING, THIRD PARTY STAFFING SOFTWARE INTEGRATION, FIRE REPORTING, INVENTORY AND IOS MODULES

WHEREAS, Albany Municipal Code 2.66.060(11), Oregon Revised Statutes 279B.085, and OAR 137-047-0285 allow the city council, acting as the local contract review board, to authorize the use of a class special procurement process for the selection of goods and services for a special purpose and for a series of related contracts; and

WHEREAS, such authorization must be based on written findings submitted by the department seeking the exception that describes the selected special procurement method to be used and the circumstances to support the use of special procurement; and

WHEREAS, ESO is a fire and EMS software solutions vendor that provides electronic healthcare reporting, third party staffing software integration, fire reporting, inventory and IOS modules; and

WHEREAS, the Albany fire department (AFD) has been using ESO's software services since 2012 and as technology and requirements have changed, AFD must expand the scope of work and negotiate a new contract; and

WHEREAS, ESO's software is used to effectively report emergency responses and track controlled substances, and there are no other local vendors that can provide compatible services; and

WHEREAS, a class special procurement will allow AFD to procure the required software modules from ESO for continuity of existing services and system compatibility; and

WHEREAS, awarding a contract to ESO will provide cost savings and department efficiencies; and

WHEREAS, using a special procurement will promote the public interest in a manner that could not be realized complying with another sourcing method.

NOW, THEREFORE, BE IT RESOLVED THAT THE ALBANY CITY COUNCIL, ACTING AS THE LOCAL CONTRACT REVIEW BOARD:

SECTION 1. Adopt the following findings:

1. The City requires a class special procurement process to procure software services from ESO Solutions, Inc. for continuity of existing services and system compatibility.
2. There are no other local vendors that can provide compatible software services and procuring electronic healthcare reporting, third party staffing software integration, fire reporting, inventory and IOS modules from ESO would be unlikely to diminish competition or encourage favoritism in awarding contracts.

-
3. Awarding a contract to ESO Solutions, Inc. will result in department cost savings and efficiencies for AFD by aligning the use of controlled substances with emergency response for more efficient tracking and ordering.
 4. ESO Solutions, Inc.'s software services will optimize resource tracking and allocation and will directly benefit the public's welfare.

SECTION 2. Notwithstanding the provision of Albany Municipal Code Section 2.66.060, the fire chief is authorized and directed to use a class special procurement method to procure electronic healthcare reporting, third party staffing software integration, fire reporting, inventory and IOS modules from ESO Solutions, Inc.; and

SECTION 3. The fire chief is hereby directed to negotiate, award, and execute class special procurement contracts with ESO Solutions, Inc., as needed, over 5 years, with options to extend the contract additional terms for the abovementioned services after the City has given public notice for seven days of its intent to award a contract, per OAR 137-047-0285 and ORS 279B.085.

DATED AND EFFECTIVE THIS 28TH DAY OF JANUARY 2026.

Mayor

ATTEST:

City Recorder



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Chris LaBelle, Fire Chief

DATE: January 12, 2026, for the January 28, 2026, City Council Meeting

SUBJECT: Accept and Appropriate the Fiscal Year 2025-26 State Hazardous Materials Emergency Preparedness Grant on Behalf of the Mid-Valley Local Emergency Planning Committee

Purpose:

To accept and appropriate the Fiscal Year 2025-26 State Hazardous Materials Emergency Preparedness grant on behalf of the Mid-Valley Local Emergency Planning Committee (LEPC) for a hazardous materials tabletop exercise and to conduct an all-hazards incident management class.

Background/Discussion:

The City of Albany participates in the Mid-Valley LEPC. The Oregon State Fire Marshal’s Office provides grant opportunities to Oregon’s LEPCs for hazardous materials emergency preparedness, and the City receives and distributes the grant funds on behalf of the LEPC.

The Mid-Valley LEPC has been notified by the State Fire Marshal’s Office that the FY 2025-26 HMEP Grant request has been approved. The Mid-Valley LEPC would like to accept the grant for the following activities:

1. Hazardous Materials Tabletop Exercise - \$35,000
2. Type 3 All-Hazards Incident Management Class O305 - \$30,000

Budget/Staff Impact:

This State HMEP Grant (20325802) was already anticipated in the 2025-2027 Biennial Budget so there is no additional budget impact.

Attachments:

Attachment: Resolution

c: Chuck Perino, City Emergency Management, Vice Chair Mid-Valley LEPC



RESOLUTION NO. _____

A RESOLUTION ACCEPTING THE FISCAL YEAR 2025-26 STATE HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT ON BEHALF OF THE MID-VALLEY LOCAL EMERGENCY PLANNING COMMITTEE FOR HAZARDOUS MATERIALS RESPONSE TRAINING.

WHEREAS, THE Office of the State Fire Marshal (OSFM) administers the Hazardous Materials Emergency Preparedness (HMEP) grant program funded by the U.S. Department of Transportation; and

WHEREAS, the HMEP grant program is available to Oregon local emergency planning committees (LEPC) for the purpose of increasing effectiveness in safely and efficiency handling hazardous materials incidents; and

WHEREAS, the state requires that a city or fire service agency be the pass-through for receipt and distribution of grant funds on behalf of the LEPCs; and

WHEREAS, the Mid-Valley LEPC has identified the need to conduct a tabletop exercise and an all-hazards incident management class for the benefit of Linn and Benton County emergency responders, the Oregon Region 5 HazMat team, and the community; and

WHEREAS, the FY 2025-26 grant programs supports hazardous materials training and exercises as identified by the Mid-Valley LEPC.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that the Albany Fire Department is authorized to accept the FY 2025-26 Hazardous Materials Emergency Preparedness grant in the amount of \$65,000 on behalf of the Mid-Valley Local Emergency Planning Committee for hazardous materials exercise and training.

DATED AND EFFECTIVE THIS 28TH DAY OF JANUARY 2026.

Mayor

ATTEST:

City Recorder



CONTRACT TO PROVIDE MUNICIPAL COURT SERVICES

THIS AGREEMENT is made and entered into this _____ day of January 2026, by and between the CITY OF ALBANY, Oregon, a municipal corporation, hereinafter referred to as “CITY” and JESSICA MEYER, Attorney at Law, hereinafter referred to as “MEYER,” collectively “The Parties,” and is effective February 1, 2026.

WITNESSETH:

WHEREAS, the CITY desires the services of MEYER as Municipal Judge, pursuant to Section 23 of the Charter of the city of Albany; and

WHEREAS, MEYER desires to serve in said capacity; and

WHEREAS, the Internal Revenue Service defines a Judge as a public official and an employee of the government for whom he or she serves and, therefore, the CITY is responsible for withholding and paying Federal income tax, social security, and Medicare taxes, and issuing a Form W-2 Wage and Tax Statement to the public official; and

WHEREAS, it is the desire of the parties hereto to establish and set forth their mutual responsibilities one to the other.

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

- 1) Duties. The CITY hereby contracts with MEYER to perform all functions and duties specified in Section 23 of the Charter and in the ordinances of the city of Albany, and to perform such other legally permissible and proper duties and functions as outlined within the Municipal Court Judge job description (Attachment A).
- 2) Independent. In performing the duties of Municipal Court Judge, MEYER shall serve as an employee of the CITY. However, the CITY shall have no right or responsibility to control or influence the manner in which MEYER carries out her judicial responsibilities, save and except that MEYER agrees to carry out her duties in a timely, consistent, and impartial manner. MEYER shall have no management or administrative responsibility or authority over other City employees.
- 3) Term. This Agreement shall commence on February 1, 2026, and continue through January 31, 2027. Thereafter, it shall automatically renew for successive one-year terms under the same terms and conditions, unless terminated as provided in Section 14 or otherwise by action of the Albany City Council. Notwithstanding the foregoing, MEYER serves at the pleasure of the Albany City Council, and nothing in this Agreement shall be construed to create any property interest or right to continued employment, duties, responsibilities, or compensation beyond the term of this Agreement.
- 4) Compensation. For her service from February 1, 2026, through January 31, 2027, MEYER shall be paid gross compensation of \$6,105.47 per semi-monthly pay period. (This increased rate reflects a three percent (3%) COLA that was provided effective November 1, 2025, consistent

with the terms of the parties' agreement). Effective November 1, 2025, MEYER shall be entitled to have her compensation increased by the cost-of-living adjustment(s) granted to Nonbargaining employees during the previous contract year.

5) Benefits.

- a) Public Employees Retirement System (PERS). MEYER's employment with the CITY exceeds 600 hours per calendar year, which qualifies her for PERS service credit. If MEYER is no longer employed by the CITY or any combination of PERS-participating employers for at least 600 hours in a calendar year, her service with the CITY will no longer be reported to PERS.
- b) Professional Leave (Personal Leave). CITY shall provide MEYER with up to \$4,500 of professional leave each calendar year in the form of City-paid pro tem services. Unused professional leave does not carry over to the following calendar year. In the event that total costs of pro tem services for use of professional leave exceeds \$4,500 in a given year, MEYER shall pay the excess over \$4,500 and shall hold the City harmless therefrom.
- c) Sick Leave. CITY shall provide MEYER with 24 hours of sick leave per year to be accrued at a rate of one (1) hour per semimonthly pay period up to a maximum of two years' accruals (48 hours) in accordance with the City of Albany sick leave policy, HR-BC-14.
- d) To accommodate MEYER's use of professional leave or sick leave as provided in Sections (5)a and (5)b above, CITY agrees to pay for judge pro tem services at a rate established in accordance with Section (6)d of this agreement; however, MEYER shall make reasonable efforts to provide advanced notice to the court supervisor so that court schedules may be adjusted to accommodate MEYER'S absence and avoid pro tem costs when possible.
- e) Conflicts of Interest, Absences for Professional Development and other Court Business. CITY shall provide MEYER with up to \$3,000 per calendar year of judge pro tem services to be used when conflicts of interest may exist or when MEYER must be absent for professional development or other Albany Municipal Court business. Unused funds for pro tem services do not carry over to the following calendar year. In the event that total costs of pro tem services for conflicts of interest, professional development, or other Court business exceeds \$3,000 in a given year, MEYER shall pay the excess over \$3,000 and shall hold the City harmless therefrom.
- f) No Cash Value. Leave hours and payment of pro tem services outlined in Sections (5)a through (5)d above have no cash value to MEYER and are not paid out upon contract expiration or termination.
- g) Except as set forth specifically in this agreement, MEYER is not eligible for any benefits offered by the CITY other than those required under federal or state law.

- 6) Pro Tem Services. While it is agreed that MEYER shall personally serve as Municipal Judge and shall generally be available to fill the duties of that office, it is anticipated that ethical conflicts, professional development requirements, vacations, or illness will occasionally require the employment of pro tem municipal judges. It is understood that it is in the interest of both parties to maintain an active pool of pro tem judges so that the work for the Municipal Court will not be interrupted when MEYER must be absent from her position. Therefore:

- a) MEYER shall periodically submit to the City Council a list of individuals to serve as pro tem municipal judges. Unless otherwise indicated by MEYER, any pro tem municipal judge previously approved by the City Council shall automatically continue in such capacity. Any additions or removals from the prior list shall be clearly identified. All nominated pro tem judges must be members of the Oregon State Bar, in good standing, and satisfactory to the Albany City Council. Upon receipt of the list, the City Council shall, at its next regularly scheduled meeting, or as soon thereafter as practicable, review and approve or deny the proposed appointments. Each pro tem municipal judge shall serve as an independent contractor and not as an employee of the City of Albany, and shall exercise the same functions, duties, powers, and responsibilities as those assumed by MEYER pursuant to this agreement.
 - b) MEYER shall make a reasonable effort to maintain a pool of at least three pro tem municipal judges who all will be reasonably familiar with Municipal Court procedures should their service be necessary.
 - c) MEYER shall instruct all pro tem judges concerning procedures and customary sentences in order to promote uniformity to the greatest extent possible.
 - d) CITY shall be responsible for negotiation with the pro tem judges and setting their per hour fee for services rendered.
- 7) Hours of Work. MEYER shall be employed for the hours equivalent to a 0.38 FTE employee; however, is recognized that the hours devoted by the judge in the performance of her responsibilities may vary with the caseload of the Court. The judge shall complete a semi-monthly timesheet outlining the number of hours she is devoting to judicial duties as well as any pro-tem hours, sick leave, or professional leave used.
 - 8) Periodic Review. The City Council may review the performance and compensation of the Municipal Court Judge by such method and at such times as the Council shall deem appropriate.
 - 9) Dues and Subscriptions. The Municipal Court Judge shall maintain membership in the Oregon Judge's Association, formerly the Oregon Municipal Judges Association, and all fees required for such membership shall be paid by the CITY. In addition, the CITY encourages the Municipal Judge to participate in national, regional, and state and local associations and organizations necessary and desired for her continued professional growth and advancement and to improve her performance as Municipal Judge of the city of Albany. Should the Municipal Judge desire to incur any expenditure for any of the proposed activities outlined above, she may obtain prior budgetary approval from the Finance Director, in which event the CITY shall be obligated to reimburse for such pre-authorized expenses, or the Municipal Judge may submit a request for reimbursement without prior authorization, in which event the CITY, in the exclusive exercise of discretion, may reimburse for such expenses.
 - 10) Professional Development. The CITY agrees to reimburse the Municipal Judge for registration, travel, and subsistence expenses for professional and office travel, meetings, and occasions deemed necessary or desirable to continue the professional development of the Municipal Judge. The procedures for reimbursement shall be the same as those for Nonbargaining employees.

- 11) Professional Liability. The CITY agrees to defend, hold harmless, and indemnify MEYER on any and all claims brought against MEYER arising out of MEYER 'S actions within the scope of the employment relationship with CITY. The CITY agrees to carry appropriate insurance through CITY'S insurance program.
- 12) Use and Return of CITY Property. All personal property provided by CITY to MEYER shall be and remain the property of CITY. MEYER will preserve, use, and hold CITY property only for the benefit of CITY and to carry out CITY'S business. When MEYER 'S employment terminates, or upon demand of the Albany City Council pending or during any review of MEYER 's conduct, MEYER will immediately deliver to CITY all CITY property that MEYER has in her possession or control.
- 13) Relationship of the Parties. The relationship between the parties is that of employer and employee. MEYER shall have no authority to enter into any contracts binding upon CITY.
- 14) Termination. MEYER shall serve at the pleasure of the Albany City Council and may be removed by a majority vote of the City Council with or without cause under the following terms:
 - a) Termination Without Cause. This agreement may be terminated without cause upon 30 days' written notice from either party. If MEYER terminates this agreement, all cases under advisement shall be completed no later than MEYER's last day of employment.
 - b) Termination With Cause. This agreement may be terminated by CITY immediately in the event that MEYER is indicted on any legal act, no longer meets the minimum requirements described in the Albany Charter or is no longer a member in good standing of the Oregon Bar Association.

Whether terminated with or without cause, MEYER shall be entitled to all compensation then due.

- 15) Modifications or Amendments. This employment agreement may be unilaterally modified by CITY to comply with any applicable changes in federal or state law. CITY and MEYER may negotiate other changes to this agreement at such time as the contract is being considered for renewal.
- 16) Severability. If any provision or any portion of any provision in this employment agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of the agreement, provision, or portion shall be severed and remain in full force and effect.
- 17) Attorney Fees. In the event suit or action is instituted to interpret or enforce the terms of this employment agreement or seek damages for its breach, the prevailing party shall be entitled to recover from the other party such sums as the court may adjudge reasonable as attorney fees at trial or on appeal of such suit or action.
- 18) General Provisions. This agreement shall constitute the entire agreement between the parties and supersedes any previous agreements or understandings. If any provisions or a portion thereof contained in this agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect. No other benefits, consideration, or compensation of any kind shall be due from CITY to MEYER or any pro tem judge other than as set forth herein.

CITY OF ALBANY:

JUDGE:

Peter Troedsson, City Manager

Jessica Meyer, Municipal Court Judge

Date

Date

Holly Roten, Human Resources Director

Date



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Kim Lyddane, Parks & Recreation Director
Rick Barnett, Parks & Facilities Maintenance Manager

DATE: January 15, 2026, for the January 28, 2026, City Council Meeting

SUBJECT: Deerfield Park Reconstruction Contract Change Order – ADA Compliance Requirement

Purpose:

Council to approve a construction change order for the Deerfield Park Reconstruction contract exceeding the 10% threshold.

Background/Discussion:

During construction, it was identified that additional modifications were required to ensure compliance with the Americans with Disabilities Act (ADA). Specifically, the change order addresses curb and gutter ADA compliance. These conditions were not fully apparent during the original design and were discovered following field verification and inspection.

AMC 2.66.040 requires Council approval prior to contract execution for contracts with a value in excess of \$250,000 and change orders or amendments to such contracts which in the aggregate exceed 10% of the original amount. This proposed change order amount is \$6,793.14, which brings the total cumulative change orders for the project to \$69,272.06 representing 10.5% of the original contract amount.

While this exceeds the 10% threshold, the modification is necessary to meet federal ADA requirements and to ensure the facility is accessible, safe, and compliant with applicable regulations. Failure to address this ADA item could expose the City to regulatory non-compliance, potential liability, and future corrective construction at a greater cost. Staff have reviewed the proposed change order and find the pricing to be reasonable and consistent with industry standards.

Strategic Plan Impact:

Renovation of Deerfield Park contributes to the City’s Great Neighborhoods Strategic Plan Theme. By renovating the 10.89 neighborhood park will enhance the quality of life for residents in the southern part of the community by adding an accessible playground, basketball court, nine-hole disc golf course, and a looped all-season walking trail.

Budget/Staff Impact:

Funding for this change order is available within the estimated budget of \$1.2 million dollars. The Oregon Park and Recreation Department Local Government Grant of \$485,000 will go towards the project. Costs for construction will fall under the amount identified in the current 25-27 CIP budget for the project, 20250515-70300.

Staff Recommendation:

Approval of the change order for \$6,793.14 to allow the project to proceed without delay and to ensure full ADA compliance and to execute a change order with Durbin Excavating for \$6,793.14.

Alternatives:

1. Do not approve the recommendation.

Attachments:

None