

## ALBANY CITY COUNCIL AGENDA

**Monday, January 26, 2026  
4:00 p.m.**

Council Chambers, City Hall  
333 Broadalbin Street SW

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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 roll call
2. Public Comment
3. Community Survey Results Presentation- Matt Harrington/Polco Information
4. Proposed Amendments to the Albany Municipal Code (AMC) 2.27 - Community Development Commission- Kaitlin Martin/Anne Catlin [Pages 2-6] Information/Discussion
5. Formally Documenting Extended Enterprise Zone Abatement Valliscor, LLC.-Sophie Adams [Pages 7-11] Information/Discussion
6. Business from the council
7. City manager report
8. **Recess to executive session** to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed in accordance with ORS 192.660 (2)(h) and in accordance with ORS 192.660 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.
9. **Reconvene and Potential action from Executive Session**
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](mailto: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.*

[albanyoregon.gov](http://albanyoregon.gov)





**TO:** Albany City Council

**VIA:** Peter Troedsson, City Manager

**FROM:** Kaitlin Martin, Development Programs Analyst  
Anne Catlin, Comprehensive Planning Manager

**DATE:** January 16, 2026, for the January 26, 2026, City Council Work Session

**SUBJECT:** Proposed Amendments to the Albany Municipal Code (AMC) 2.27 - Community Development Commission.

**Purpose:**

Per council’s request on December 10, 2025, staff present options for council’s consideration regarding proposed amendments to AMC 2.27 to update the Community Development Commission (CDC) membership structure, add a term limit, and add language prohibiting residents associated with entities that may apply for Community Development Block Grant (CDBG) funding from serving on the CDC.

**Background/Discussion:**

The City of Albany has received Community Development Block Grant (CDBG) funds as an entitlement community since 2013. That same year, the Community Development Commission (CDC) was established by Ordinance 5822 to enhance citizen participation and provide recommendations on community development policies and programs.

The CDC is currently the City’s largest citizen advisory group composed of 10 members, with six appointments from designated representation categories. Staff propose the following amendments:

- reduce the membership to seven or nine with each councilor getting one appointment and the mayor having one or three appointments
- streamline the membership composition to all be at-large appointments
- set term limits of either two or three consecutive terms; and
- add conflict of interest provisions.

These changes will ensure an odd number of voting members and lower the quorum requirement, improving meeting scheduling. Streamlining the membership composition to be all at-large appointments will parallel the composition of most other city committees and make it easier to fill vacancies. Adding a term limit will help prevent prolonged incumbency, encourage broader participation, and support more diverse and balanced community input in the decision-making process.

AMC 2.27 currently lacks provisions preventing conflicts of interest as defined by the Code of Federal Regulations that include serving on the board of potential CDBG subrecipients. Adding

language to prohibit members associated with a potential applicant from applying will enhance transparency, reduce potential Federal conflicts of interest, and streamline the annual CDBG allocation process.

**Strategic Plan Impact:**

This item supports the Great Neighborhoods theme by strengthening community engagement and supporting equitable participation.

It also supports Effective government by improving transparency and increasing efficiency.

**Budget/Staff Impact:**

No significant budget impact. These changes will optimize operational processes.

**Attachments:**

1. DRAFT Ordinance with options for consideration



## ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING ALBANY MUNICIPAL CODE CHAPTER 2.27, COMMUNITY DEVELOPMENT COMMISSION

WHEREAS, the City of Albany created the Community Development Commission on September 11, 2013, by Ordinance 5822 to provide recommendations regarding Community Development Block Grant and housing programs and policies; and

WHEREAS, amendments to the composition of the Commission are proposed to make it easier for residents to serve on the Commission and avoid potential conflicts of interest.

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

### PROPOSED CHANGES AND COUNCIL OPTIONS:

**2.27.020 Terms of Office and Appointments:** To align with most citizen advisory groups, reduce the number to 7 members, with each councilor and the mayor having one appointment. An alternative is 9 members, with each councilor having one appointment and the mayor having three appointments similar to the Planning Commission.

**Term limits:** Staff recommend setting a term limit of either 2 or 3 consecutive terms. Members serve three-year terms.

**2.27.030 Conflict of Interest:** Add language to ensure fair and equitable consideration of needs within the city.

**2.27.040 Composition:** Replace the CDC's specific composition in 2.27.040 with more general non-binding language to make it easier to find and appoint members.

Section 1: The Albany Municipal Code Chapter 2.27 is hereby amended to read as follows:

~~2.27.010 Creation of Community Development Commission. The Community Development Commission for the city of Albany is created pursuant to provisions of this chapter.~~

~~2.27.0210 Purpose Established. The Community Development Commission is established to review and recommend housing, neighborhood revitalization, and community development policies, actions and programs to the City Council that could be supported primarily with Community Development Block Grant (CDBG) funding provided by the Department of Housing and Urban Development (-HUD).~~

~~2.27.0320 Terms of Office and Appointments. The Community Development Commission shall consist of seven or nine members, each having their principal place of residence within the jurisdictional limits of the City of Albany. Each council member shall have one counterpart, and the mayor one or three counterparts, with nominations to be ratified by the council. The initial membership of the Community Development Commission shall be established by the Mayor and approved by the City Council. Four of the initially appointed members shall serve a three-year term, three of the initially appointed members shall serve a two-year term, and three of the initially appointed members shall serve for a one-year term. Initial terms of appointment will be staggered according to the alphabetical order of the appointee's surname, beginning with three-year terms for those closest to the beginning of the alphabet. Thereafter, as the terms expire, the Mayor shall appoint replacement members with City Council ratification. Members shall be appointed for three-year terms or until their successors are appointed and qualified. Members are not permitted to serve more than two or three consecutive three-year terms. All members of the Community Development Commission will serve at the pleasure of the Council and may be removed from their position by the Council at any time without cause.~~ 4

Any vacancies in the Commission shall be filled by the respective council member Mayor and ratified by the City Council. Members shall serve without compensation.

2.27.030 Conflict of Interest. No member of the Community Development Commission may apply for, receive, or be a beneficiary of any Community Development Block Grant funding, either directly or through an organization in which the member is associated, or one year after their association ceases. For the purpose of this section, a person is “associated” with an organization if they serve as an employee, officer, director, board member, owner, consultant, or any role that receives financial benefit from the organization.

2.27.040 Community Development Commission Composition. ~~All Community Development Commissioners shall have their principal residence within the jurisdictional limits of the City of Albany.~~ The City Council shall endeavor to ensure the interests of low- and moderate-income residents or under-served populations persons and minorities are represented on the Commission. Knowledge of local nonprofit services, the housing and/or financial or business markets is desired but not required.

~~The Commission shall consist of at least ten (10) members as follows:~~

- ~~(a) Three at-large members from the general public~~
- ~~(b) One representative from the financial industry~~
- ~~(c) One representative from the housing industry~~
- ~~(d) One representative with experience in economic development~~
- ~~(e) One representative from the social services or affordable housing industries~~
- ~~(f) One representative from the Human Relations Commission~~
- ~~(g) One representative from the Planning Commission~~
- ~~(h) One representative from the City Council~~

2.27.050 Duties and Responsibilities. The Community Development Commission shall have the following responsibilities related to the City’s CDBG program and other programs as directed by the City Council:

- (a) Review and consider policy, programming and funding recommendations to the City Council regarding the City’s needs related to community development and affordable housing that primarily benefit low- and moderate-income, minority, and special needs populations.
- (b) Review and make recommendations regarding City applications for federal, state or other funding sources related to the purpose of the Commission as the Council may direct including the five-year Consolidated Plan, Annual Action Plan and any substantial amendments proposed to those plans.
- (c) Review the Consolidated Annual Performance Evaluation Report (CAPER) each year to examine the performance of the projects funded in whole or in part with CDBG funds.
- (d) Review proposals for funding from CDBG funds; and make recommendations to the Council for final action.
- (e) Serve as the review and appeal body for CDBG housing loan and grant programs.
- (f) Monitor and evaluate planning, programming, and implementation of housing and community development activities related to the City’s CDBG programs.

2.27.060 Procedures. The Community Development Commission shall elect a chair and a vice chair at its first meeting of each year. A majority of the members shall constitute a quorum. The Commission shall keep minutes of its proceedings which shall be kept on file in the office of

the City Recorder. The Commission’s meeting shall be open to the public and held within the corporate limits of the city of Albany subject to customary state and City requirements for public access and notice. The Commission shall meet at least quarterly and at such other times as the Commission shall determine what is useful to the conduct of its business.

**Staff Comments:** The proposed effective date of July 1, 2026, will enable the current commissioners to complete the evaluation of applications for CDBG funding for the 2026-2027 fiscal year, which began in the fall of 2025.

~~Section 2: This ordinance shall take effect July 1, 2026. Emergency Clause. In as much as this ordinance is necessary for the immediate preservation of the public peace, health, and safety of the city of Albany, or to facilitate the prompt and timely completion of important City business, an emergency is hereby declared to exist, and this Ordinance shall take effect and be in full force and effect when signed by the Mayor.~~

Passed by the Council: \_\_\_\_\_

Approved by the Mayor: \_\_\_\_\_

Effective Date: July 1, 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. \_\_\_\_\_

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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.