



NOTICE OF PUBLIC MEETING

CITY OF ALBANY

CITY COUNCIL

Council Chambers

333 Broadalbin Street SW

Wednesday, September 25, 2013

7:15 p.m.

OUR MISSION IS

“Providing quality public services for a better Albany community.”

OUR VISION IS

“A vital and diversified community that promotes a high quality of life, great neighborhoods, balanced economic growth, and quality public services.”

AGENDA

Rules of Conduct for Public Meetings

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. ROLL CALL

4. SCHEDULED BUSINESS

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the meeting.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the meeting.

a. Communication

1) Accepting Leonor Rodriguez’s resignation from the Human Relations Commission. [Page 1]

Action: _____

b. Business from the Public

c. First Reading of Ordinances

1) Levying an assessment against property specially benefited by water connections and the assessment of Water System Development Charges for property described as Tax Lot 1100, parcel 11S-03W-08CC-01100, and site address 2120 Geary Street SE; and declaring an emergency. [Pages 2-4]

Action: _____ ORD. NO. _____

2) Amending Ordinance No. 5801, which amended the Albany Zoning Map relating to the South Albany Area Plan adoption, to correct a reference error in Section 3, and declaring an emergency. [Pages 5-6]

Action: _____ ORD. NO. _____

d. Adoption of Resolution

1) Approving an exemption from the competitive bidding process for the purchase of a procurement card program through an existing contract with FIA Card Services, N.A., a Bank of America Company, and the City of Portland; issuing a notice of intent to award with FIA Card Services, N.A.; and authorizing the Finance Director to enter into a contract with FIA Card Services N.A., to purchase a procurement card service program. [Pages 7-20]

Action: _____ RES. NO. _____

e. Adoption of Consent Calendar

1) Approval of Minutes

a) June 3, 2013, City Council and Linn County Commissioners Joint Work Session. [Pages 21-23]

b) August 12, 2013, City Council Work Session. [Pages 24-27]

c) August 19, 2013, City Council Special Work Session. [Pages 28-30]

2) Accepting and appropriating funds for the Fiscal Year 2013 State Homeland Security Grant Program for:

a) Earthquake exercise in 2014. [Pages 31-32] RES. NO. _____

b) Purchase of multi-band radio equipment for the Fire Department. [Pages 33-34] RES. NO. _____

3) Accepting Federal Aviation Administration grant funds and committing to provide the required local match for airport fence improvements. [Pages 35-36] RES. NO. _____

4) Accepting Federal Transit Administration 5307 Formula grant funds for the operating and capital support of Albany Transit, Albany Paratransit, and the Linn-Benton Loop. [Pages 37-39] RES. NO. _____

Action: _____

f. Appointments

- 1) Appointing Ann Bose to the Arts Commission and Robert Duncan to the Human Relations Commission.
[Pages 40-44]

Action: _____

- 2) Community Development Commission. [Pages 45-48]

Action: _____

5. BUSINESS FROM THE COUNCIL

6. NEXT MEETING DATE: Work Session October 7, 2013
Regular Session October 9, 2013

7. ADJOURNMENT

City of Albany Web site: www.cityofalbany.net

The location of the meeting/hearing is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-917-7508, 541-704-2307, or 541-917-7519.

Hyde, Laura

From: Rodriguez, Leonor [lrodriguez@co.linn.or.us]
Sent: Tuesday, September 10, 2013 1:32 PM
To: Hyde, Laura
Subject: RE: Festival Latino - Sunday, September 15

I'm sorry I won't be able to participate. I also want to let you know of my resignation to human relations committee. Starting as of today. 9-10-2013

From: Hyde, Laura [<mailto:laura.hyde@cityofalbany.net>]
Sent: Tuesday, September 10, 2013 12:18 PM
To: HRC - Javier Cervantes; HRC - Javier Cervantes-2; HRC - Jay Sluiter; HRC - Kim Whitley; Rodriguez, Leonor; HRC - Michael Thomson; HRC - Nancy Greenman; HRC - Nancy Greenman-2; HRC - Tina Dodge Vera; HRC - Tina Dodge Vera-2
Subject: Festival Latino - Sunday, September 15

Good afternoon,

Reminder of the Festival this Sunday. Greeter schedule as follows: Kim from 11:00 to noon; Michael from noon to 1:00; and Javier will be there throughout the day.

Laura Hyde

Phone: (541) 917-7508

FAX: (541) 917-7511

E-mail: laura.hyde@cityofalbany.net

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ORDINANCE NO. _____

AN ORDINANCE TO LEVY AN ASSESSMENT AGAINST PROPERTY SPECIALLY BENEFITED BY WATER CONNECTIONS AND THE ASSESSMENT OF WATER SYSTEM DEVELOPMENT CHARGES FOR PROPERTY DESCRIBED AS TAX LOT 1100, OF PARCEL 11S-03W-08CC-01100, AND SITE ADDRESS 2120 GEARY ST SE; AND DECLARING AN EMERGENCY.

WHEREAS, Water System Development Charges, as referred to in this ordinance, are to provide water connections to serve the structures on this property; and

WHEREAS, these charges will be assessed on the property described as Tax Lot 1100, of Parcel number 11S-03W-08CC-01100, and site address 2120 Geary St SE. (See attached **Exhibit "A"**)

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

Section 1: The Water System Development Charge and the assessment for the same will be levied according to the provisions of Albany Municipal Code, Chapter 15.16.

Section 2: The total cost of the Water System Development Charge is \$2,211.00.

(See attached assessment sheet)

Section 3: The City Recorder is hereby directed to enter a statement of the assessment as provided above in the docket of the City liens and give notice thereof as provided by law.

Section 4: 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: _____

Mayor

ATTEST:

City Clerk

Owner of Record

Jose Santos A Gonzalez
2120 Geary St SE
Albany, Or 97322

Property Description

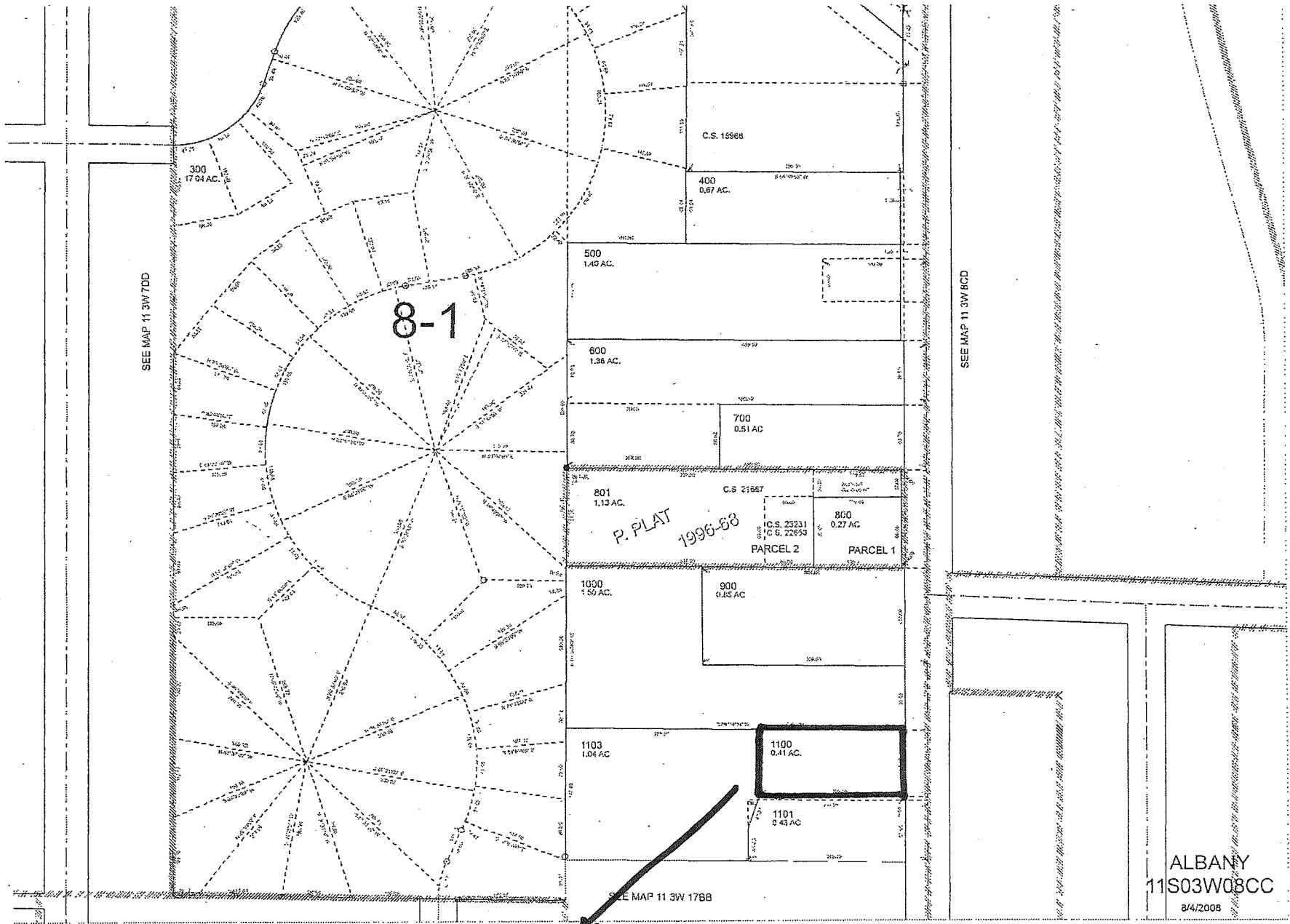
Acreage .41
2120 Geary St SE
11S 03W 08CC 01100

Assessment Description

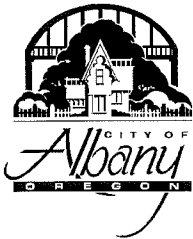
Water SDC
Amount: \$ 2,211.00
Acct # wsd2013-0007-000

Report Total = \$2,211.00

Exhibit "A"



Tax Lot 1100



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: Anne Catlin, Lead Long Range Planner 3 *alc*
Mark Shepard, P.E., Public Works and Community Development Director *MWS*

DATE: September 18, 2013, for the September 25, 2013, City Council Meeting

SUBJECT: South Albany Area Plan,
Ordinance correcting an incorrect reference in Ordinance No. 5801

RELATES TO STRATEGIC PLAN THEME: • Great Neighborhoods; Healthy Economy

Action Requested:

Staff recommends that Council adopt the attached ordinance that will correct a reference error in Ordinance No. 5801.

Background & Discussion:

The City Council adopted Ordinance No. 5801 on February 13, 2013 related to the South Albany Area Plan. Ordinance No. 5801 revised the Albany Development Code, Zoning Map and Albany Comprehensive Plan and Map.

Staff noticed a reference error in the Ordinance where the wrong Linn County Assessor's map and tax lot number were used to reference a Zoning Map amendment for Site #1 in Ordinance Exhibit E. The correct map and tax lot number for Site #1 was on Exhibit E.

The attached Ordinance will correct the reference error in Ordinance No. 5801.

Budget Impact:

None.

alc

Attachments: Ordinance Correcting Ordinance No. 5801

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 5801, WHICH AMENDED THE ALBANY ZONING MAP RELATING TO SOUTH ALBANY AREA PLAN ADOPTION, TO CORRECT A REFERENCE ERROR IN SECTION 3, AND DECLARING AN EMERGENCY.

WHEREAS, Section 3 of Ordinance No. 5801 included an incorrect Linn County Assessor's map and text lot number in reference to Site #1 in Exhibit E – Zoning Map Amendments; and

WHEREAS, the map in Ordinance 5801 Exhibit E – Zoning Map Amendments showed the correct Linn County Assessor's map number for Site #1; and

WHEREAS, amending the text in Section 3 is the most efficient manner for correcting this error; and

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

Section 1: Ordinance 5801 Section 3 is hereby amended to read as follows.

Section 3: The Albany Zoning Map is hereby amended as shown on the attached Exhibit E. This exhibit, upon the effective date of this Ordinance, shall supersede the previous zoning of the subject property (File ZC-07-12).

Exhibit E – Zoning Map Amendments: Change zoning from Industrial Park to Residential Medium Density for a site of approximately 0.6 acres that will be divided from the parent parcel when the new 53rd Ave.- Ellingson Rd. alignment is constructed (Site #1, a portion of Linn County Assessor's map #11S03W19, ~~tax lot 304~~**11S03W30, tax lot 200**); and change zoning from Residential Single-family (RS-5) to Mixed Use Commercial for a 3-acre site on Columbus St. across from Seven Mile Lane and change the zoning from RS-5 to Residential Medium Density (RM) for approximately 27 acres (Site #5, a portion of Linn County Assessor's map #11S03W29, tax lot 300).

Section 2: 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: _____

Mayor

ATTEST:

City Clerk



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: Stewart Taylor, Finance Director
DATE: September 18, 2013, for the September 25, 2013, City Council Meeting
SUBJECT: Cooperative Purchase for a Procurement Card Services Program
RELATES TO STRATEGIC PLAN THEME: • Effective Government

Action Requested:

By resolution, approve the request for exemption from the competitive bidding process for the purchase of a procurement card program through an existing contract with FIA Card Services, N.A., a Bank of America company, and the City of Portland; issue a Notice of Intent to award to FIA Card Services, N.A.; and authorize the Finance Director to enter into a contract for a procurement card service program with FIA Card Services, N.A. subject to no formal protests during the Notice of Intent to Award period.

Discussion:

On December 21, 2007, the City of Albany entered into a WellsOne Commercial Card Agreement with Wells Fargo Bank to make a purchase card program available to designated employees. The program provides a convenient and controlled way to make eligible City purchases of less than \$5,000. The purchase cards have the flexibility of credit cards but are controlled through individual cardholder agreements, approved merchant category codes, credit limits, and use restrictions. Current activity on the purchase cards is approximately \$50,000 per month.

The WellsOne Commercial Card program has monthly maintenance fees, card issuance fees, and individual transaction fees. It includes a revenue sharing program but the City's activity is well below the \$2,000,000 annual threshold needed to qualify for revenue sharing. The WellsOne Commercial Card Agreement may be terminated upon 30 days prior written notice.

In January 2010, the City of Portland conducted a formal, competitively bid, Request for Proposals, RFP No. 107118, and entered into a contract with FIA Card Services, N.A., a Bank of America company, to provide a procurement card program. The program provides the flexibility and controls of the WellsOne Commercial Card program but with much more favorable terms.

The City of Portland program has no maintenance fees, no card issuance fees, and no domestic transaction fees. Plus, the program establishes a consortium of public users that enables all users to benefit from a rebate program that is based upon the combined purchases of all of the users. There are currently over forty Oregon cities, counties, and special districts participating in the consortium.

The City of Portland included Permissive Cooperative language in their Request for Proposals, which allows public entities to use the terms and conditions of their contract, pursuant to ORS Chapter 279A.215 and OAR 137-046-0400 through 0480. Procurement Findings reflect that purchasing a procurement card program through the City of Portland and FIA Card Services, N.A. contract would not reduce competition or give favoritism, would provide significant cost savings, and is found to be in the best interest of the City.

The City can join the procurement card program through a Linking Authorization Agreement provided in the City of Portland contract, Attachment A. In accordance with ORS 279A.215, the City is required to advertise a Notice of Intent to award a contract to FIA Card Services, N.A., a Bank of America company, for seven days and can award a contract subject to no formal protests received during the Protest Period.

Budget Impact:

The net savings associated with the transition to the Bank of America procurement card program are approximately \$8,000 to \$10,000 per year.

ST:dw

Attachments: City of Portland Contract

- Linking Authorization Agreement
- Fee Schedule
- Listing of Consortium Agencies

**CITY OF PORTLAND PROCUREMENT CARD PROGRAM
LINKING AUTHORIZATION**

Local government entities in the State of Oregon (each a "Local Public Body") are authorized under RFP #107118 to utilize the procurement card program of the City of Portland, which was awarded pursuant to competitive bid, ("Procurement Card Program") as the basis for establishing a procurement card program with FIA Card Services, N.A., a Bank of America company.

This Linking Authorization is entered into by the City of Albany ("Company") and FIA Card Services, N.A., a Bank of America company, ("Bank of America") as of September 25, 2013 (the "Effective Date"). By signing this Linking Authorization, Company requests and Bank of America agrees to provide to Company the procurement card services as set forth in the Services Contract (Contract No. 30000974) between City of Portland and Bank of America dated as of January 1, 2010 (the "Card Agreement").

Capitalized terms used in this Linking Authorization, not otherwise defined, have the meanings given to them in the Card Agreement.

Company acknowledges and agrees that it has received and reviewed a copy of the Card Agreement and agrees to adhere to the terms and conditions of the Card Agreement, as amended from time to time.

Company represents and warrants to Bank of America that:

1. it is a Local Public Body;
2. its contracting for procurement card services with Bank of America, and its performance of its obligations under this Linking Authorization and the Card Agreement will not violate any law, regulation, judgment, decree or order applicable to Company; and
3. it desires to utilize the Procurement Card Program of the City of Portland as the basis for establishing a procurement card program.

Company acknowledges and agrees that, notwithstanding anything to the contrary in the Card Agreement, Bank of America may disclose the following information about Company and its procurement card program to the City of Portland and to each other Local Public Body that utilizes the Procurement Card Program of the City of Portland as the basis for establishing a procurement card program with Bank of America: (i) Company's name and the fact that Company has entered into this Linking Authorization; (ii) name, address, phone and email address of Company's procurement card administrator, (iii) total number of cardholders; (iv) total transaction value; (v) total number of transactions; (vi) average transaction value per card; and (vii) total transaction value by month, quarter and year.

This Linking Authorization and the Card Agreement constitute and represent the entire agreement between Company and Bank of America regarding the procurement card services Bank of America provides to Company anywhere in the world and supersedes and extinguishes all prior agreements, understandings, representations, warranties and arrangements of any nature (including requests for proposals and other sales material), whether oral or written, between Company and Bank of America relating to such procurement card services.

IN WITNESS WHEREOF, the parties hereby execute this Linking Authorization as of the Effective Date.

CITY OF ALBANY

FIA CARD SERVICES, N.A.

Signature: _____

Signature: _____

Name: Stewart Taylor

Name: _____

Title: Finance Director

Title: _____

Date: _____

Date: _____

**CITY OF PORTLAND
SCHEDULE OF FEES AND CHARGES
I. GENERAL SCHEDULE OF FEES AND CHARGES**

Capitalized terms which are not defined in this Schedule of Fees and Charges have the meaning ascribed in the Treasury Services Terms and Conditions booklet (the "Agreement").

GENERAL PRODUCT FEE SCHEDULE

<i>Corporate Billed – LCNAC539</i>	<i>Fee</i>
Annual Card Fee (Per Card):	Fee Waived
Late Fee: Assessed if full payment is not received by Payment Due Date. <u>Central Bill Accounts:</u> Minimum \$250.00, Maximum \$3,500.00	2.5% of the total balance due
Periodic Finance Charge:	Prime Rate + 1.00%
Cash Advance Fee: Minimum \$2.00, no maximum Cash Advances are not offered with ePayables	2.00% of transaction amount
Over limit Fee: <u>Central Bill Accounts:</u> Assessed when Aggregate Charge Limit is exceeded.	Fee Waived
Returned Payment Fee	\$29.00 per occurrence
Logo Fee:	Logo Card Fee Waived
Unique Custom Card Design Fee:	As Quoted
International Transaction Fee:	1% of the U.S. Dollar amount

If you make a Transaction in currency other than U.S. dollars, Visa or MasterCard will convert the charge or credit into a U.S. dollar amount. The conversion rate on the processing date may differ from the rate on the date of your Transaction.

The exchange rate used by Visa will either be (i) a rate selected by Visa from a range of rates available in wholesale currency markets for the applicable central processing date, which rate may differ from the rate Visa receives, or (ii) the government-mandated rate in effect for the central processing date. MasterCard will use an exchange rate of either (i) a wholesale market rate or (ii) a government-mandated rate. We may add a 1% fee to the U.S. dollar amount of any Transaction that is made in foreign currency or that is made outside the United States even if you pay in U.S. dollars (the "International Transaction Fee"). The International Transaction Fee will be shown in the Activity section on your billing statement. The International Transaction Fee will be aggregated in the Other Fees category on the Summary section of your statement.

II. ELECTRONIC PRODUCTS SCHEDULE OF FEES AND CHARGES

<i>MasterCard::</i>	
Works	Fee waived
Smart Data Online (SDOL) with EMR Reporting	Waived for 1099's with Works if needed
MasterCard File Feeds To Customers / Third Parties:	Fee waived
<ul style="list-style-type: none"> • Statement Billing File • EDI 811 • Travel Agency File • Commercial Data Format (CDF) 	

<i>Custom Requests:</i>	
Custom Development: Our customer reporting is offered through Works' Configurable reports module at no cost.	WAIVED
Custom Maintenance	WAIVED

END OF SCHEDULE I and II

**III. CITY OF PORTLAND
SCHEDULE OF REBATES**

**BANK CARD AGREEMENT
(Cycle and Grace Days or File Turn)
Annual Rebates**

DATE: JULY 16, 2009

REBATE DEFINITIONS:

Capitalized terms, which are not defined in this Schedule III have the meaning ascribed in Section 1 of the Agreement to which this Schedule III is attached.

"Agreement Year" means the annual period following the initial Agreement Year.
The initial Agreement Year will commence on January 1, 2010 and conclude on December 31, 2010.

"Calculation Period" means, each subsequent twelve month period after the initial Calculation Period.
The initial Calculation Period will commence on the January 1, 2010 and conclude on March 31, 2010.

"Cycle Days" means the number of days from the start of the billing period to the statement date.

"File Turn Days" means the average number of days between the Transaction posting date and the payment posting date of the full amount due, averaged over the Calculation Period. For the Calculation Period, File turn Days are calculated by dividing the average daily balance by the Transaction Volume multiplied by the number of days. The average daily balance is calculated by taking the ending daily balance for each day during the Calculation Period, and then dividing by the number of days in that period.

"Grace Days" means the number of days from the statement date that payment is due.

"Large Ticket Interchange Transactions" means certain transactions which, based upon the type of merchant and/or transaction dollar amount, are subject to a Visa or MasterCard large ticket interchange program, as determined by and amended by Visa and MasterCard from time to time.

"Rebate Multiplier" means the multiplier corresponding to the Standard Transaction Volume and Cycle and Grace Days as set forth in the Standard Transactions Rebate Multiplier Table, and the multiplier corresponding to the Large Ticket Interchange Transaction Volume Rebate Multiplier Table set out below.

"Standard Transactions" means the Transaction Volume not meeting the criteria for Large Ticket Interchange Transactions.

"Total Credit Losses" means, for any Calculation Period, the sum of (i) Bank's credit losses on the Accounts for the Calculation Period and (ii) Bank's credit losses on the Accounts for any previous Calculation Period which have not been applied against any rebate payable under this Agreement.

"Transaction Volume" means, for any Calculation Period, the total dollar amount of purchase transactions made with the Cards during the Calculation Period, less the total dollar amount of: returned purchases, credit adjustments, Transactions resulting from Unauthorized Use, and disputed charges. Cash advances and Convenience Checks are not included in Transaction Volume.

REBATE CONDITIONS:

During the Calculation Period, the program must meet all of the following conditions in order to qualify for a rebate:

- (i) Company and Participant pay Bank the total amount of the new balance shown as due on each Billing Statement on or before the Payment Due Date; and
- (ii) Neither Company nor Participant has breached any obligation, covenant, representation or warranty contained in this Agreement; and
- (iii) Transaction Volume is at least \$500,000.00.

REBATE CALCULATION AND PAYMENT:

In the event that all of the above Rebate Conditions are met with respect to the Calculation Period, Bank shall pay a rebate to Company, which shall be calculated at the end of the Calculation Period in accordance with the respective Multiplier Tables for Standard and Large Ticket Interchange Transactions and using the following equation:

$$\text{(Transaction Volume for Standard Transactions x Rebate Multiplier) + (Transaction Volume for Large Ticket Interchange Transactions x forty basis points (0.45\% or 0.0045)) - Total Credit Losses}$$

The standard transaction rebate multiplier shall be determined based on the calculation period cumulative total of all standard transaction volume, including standard transaction volume from travel rewards participants, however, standard transaction volume that is applied to travel rewards points will not be included in the rebate payout calculation. *This paragraph is applicable for products with Travel Rewards only.*

Payment of any rebate shall be made by ACH credit or other means determined by Bank, within ninety (90) days following the end of the Calculation Period. No rebate shall be paid to any Participant.

Should one or more of the above Rebate Conditions not be met, Bank shall be under no obligation to pay any rebate, although Bank may, in its sole discretion, determine to pay a rebate in an amount determined by Bank. Bank's payment of a rebate in such circumstance shall in no way obligate Bank to pay a rebate with respect to any subsequent Calculation Period.

STANDARD TRANSACTIONS REBATE MULTIPLIER TABLE

City of Portland / Oregon Consortium Annual USD Card Volume Tiers Excludes Large Ticket		File Turn Days	1 to 5	6 to 11	12 to 16	17 to 20	21 to 24	25 to 29	30 to 35	36 to 40
		Cycle days	7	14	14	30	30	30	30	30
		Grace days	3	3	7	3	7	14	20	25
		REBATE BASIS POINTS								
\$500,000	\$1,999,999	94	90	86	82	78	71	65	60	
\$2,000,000	\$2,999,999	99	95	91	87	83	76	70	65	
\$3,000,000	\$4,999,999	109	105	101	97	93	86	80	75	
\$5,000,000	\$9,999,999	119	115	111	107	103	96	90	85	
\$10,000,000	\$14,999,999	129	125	121	117	113	106	100	95	
\$15,000,000	\$19,999,999	133	129	125	121	117	110	104	99	
\$20,000,000	\$29,999,999	137	133	129	125	121	114	108	103	
\$30,000,000	\$39,999,999	140	136	132	128	124	117	111	106	
\$40,000,000	\$49,999,999	143	139	135	131	127	120	114	109	
\$50,000,000	\$59,999,999	145	141	137	133	129	122	116	111	
\$60,000,000	\$69,999,999	152	148	144	140	136	129	123	118	
\$70,000,000	\$79,999,999	153	149	145	141	137	130	124	119	
\$80,000,000	\$89,999,999	154	150	146	142	138	131	125	120	
\$90,000,000	\$99,999,999	155	151	147	143	139	132	126	121	
\$100,000,000	\$124,999,999	156	152	148	144	140	133	127	122	
\$125,000,000	\$149,999,999	157	153	149	145	141	134	128	123	
\$150,000,000	\$174,999,999	158	154	150	146	142	135	129	124	
\$175,000,000	\$199,999,999	159	155	151	147	143	136	130	125	
\$200,000,000	+	160	156	152	148	144	137	131	126	

The standard transaction rebate multiplier will be increased or decreased one basis point (0.01% (or 0.0001) for each File Turn Day that is shorter or longer than 40 File Turn Days.

Example: If the total transaction volume is \$80mm and the file turn is 30 days, then the standard transaction rebate multiplier will be 130 basis points. The rebate multiplier is determined based on the \$80mm volume tier of 120 basis points plus 10 basis points for File Turn that is 10 days shorter, times 1 basis point per day

LARGE TICKET INTERCHANGE TRANSACTIONS REBATE MULTIPLIER

Large Ticket Interchange Transaction Volume will be paid a rebate of forty-five basis points (0.45% or 0.0045), based on 40 File Turn Days. The large ticket transaction rebate multiplier will be increased or decreased one basis point (0.01% or 0.0001) for each File Turn Day that is shorter or longer than 40 File Turn Days.

Initial Agreement Year Bonus Incentive – City of Portland

Bank will pay the City of Portland a one-time bonus incentive of twenty basis points (0.20% or 0.002) on all initial Agreement Year Transaction Volume of the City of Portland, provided the initial Agreement Year Transaction Volume of the City of Portland is at least Fifteen Million Dollars (\$15mm). This bonus incentive will be paid to the City of Portland at the end of the initial Agreement Year.

Incremental Incentive - City of Portland

The City of Portland will be paid an annual incentive of twenty basis points (0.20%) on the City of Portland's incremental Transaction Volume growth above the previous highest year, paid at the end of the applicable Agreement Year.

Initial Agreement Year Bonus Incentive – Oregon Consortium

Bank will pay the participating members of the Oregon Consortium, excluding the City of Portland, a one-time bonus incentive of twenty basis points (0.20% or 0.002) on the respective participating member's initial Agreement Year Transaction Volume, provided the initial Agreement Year Transaction Volume of all participating members of the Oregon Consortium, including the City of Portland, is at least Seventy Million Dollars (\$70mm). This bonus incentive will be paid to the participating members at the end of the initial Agreement Year.

Incremental Incentive – Oregon Consortium

Each participating member of the Oregon Consortium will be paid an annual incentive of twenty basis points (0.20%) on their individual incremental Transaction Volume growth above the previous highest year, paid at the end of the applicable Agreement Year.

END OF SCHEDULE III

IV. ACKNOWLEDGEMENT

By signature of an authorized representative(s), you agree to the terms and conditions of this Schedule of Fees and Charges presented herein. This form must be signed in ink by an authorized representative(s) and submitted with the original signature to your Bank representative.

City of Albany

FIA Card Services, N.A., a company of Bank of America

By: _____
(Signature) (Date)

By: _____
(Signature) (Date)

Name: Stewart Taylor

Name: _____
(Print or Type)

Title: Finance Director

Title: _____
(Print or Type)

By: _____
(Signature) (Date)

By: _____
(Signature) (Date)

Name: _____
(Print or Type)

Name: _____
(Print or Type)

Title: _____
(Print or Type)

Title: _____
(Print or Type)

RESOLUTION NO. _____

A RESOLUTION APPROVING EXEMPTION FROM THE COMPETITIVE BIDDING PROCESS FOR THE PURCHASE OF A PROCUREMENT CARD PROGRAM THROUGH AN EXISTING CONTRACT WITH FIA CARD SERVICES, N.A., A BANK OF AMERICA COMPANY, AND THE CITY OF PORTLAND; ISSUING A NOTICE OF INTENT TO AWARD WITH FIA CARD SERVICES, N.A.; AND AUTHORIZING THE FINANCE DIRECTOR TO ENTER INTO A CONTRACT WITH FIA CARD SERVICES N.A., TO PURCHASE A PROCUREMENT CARD SERVICE PROGRAM.

WHEREAS, on December 21, 2007, the City of Albany entered into a WellsOne Commercial Card Agreement with Wells Fargo Bank to make a procurement card program available to designated employees; and

WHEREAS, the procurement cards have the flexibility of credit cards but are controlled through individual cardholder agreements, approved merchant category codes, credit limits, and use restrictions; and

WHEREAS, the WellsOne Commercial Card program has monthly maintenance fees, card issuance fees, and individual transaction fees; and

WHEREAS, the City of Portland conducted a formal, competitively bid Request for Proposals, RFP No. 107118, for the purchase of procurement card services and entered into a contract with FIA Card Services, N.A., a Bank of America Company, to provide a procurement card services program in November 2009; and

WHEREAS, the City of Portland's contract with FIA Card Services, N.A.; allows other public entities to use the terms and conditions of their contract, pursuant to ORS Chapter 279A.215 (Oregon Permissive Cooperative Procurement) and OAR 137-046-0400 through 0480; and

WHEREAS, the FIA Card Services program provides the flexibility and controls of the WellsOne Commercial Card program but with much more favorable terms and a rebate program that includes a consortium of over forty participating public agencies; and

WHEREAS, purchasing a procurement card program through the City of Portland and FIA Card Services, N.A. contract, would not reduce competition or give favoritism, would provide significant cost savings, and is found to be in the best interest of the City; and

WHEREAS, the City can join the FIA Card Services program through a linking authorization agreement provided in the City of Portland contract; and

WHEREAS, the Finance Department is prepared to issue a Notice of Intent to award the purchase of procurement card program and advertise the Notice for seven days prior to contract award.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council authorizes the Finance Department an exemption from the competitive bidding process for the purchase of a procurement card services program through an existing contract with FIA Card Services, N.A., a Bank of America Company, and the City of Portland; and

BE IT FURTHER RESOLVED that the Albany City Council authorizes the Finance Department to issue a Notice of Intent to award a contract with FIA Card Services, N.A.; and

BE IT FURTHER RESOLVED that the Albany City Council authorizes the Finance Director to enter into a contract with FIA Card Services, N.A. for a procurement card services program, subject to no formal protests during the Notice of Intent to Award period.

DATED AND EFFECTIVE THIS 25TH DAY OF SEPTEMBER, 2013.

Mayor

ATTEST:

City Clerk

**ATTACHMENT B
LISTING OF CONSORTIUM AGENCIES**

Bend La-Pine School District
Benton County
City of Cornelius
City of Corvallis
City of Eugene
City of Gresham
City of Hillsboro
City of Lincoln City
City of Medford
City of Newport
City of Portland
City of Sherwood
City of Springfield
City of Tigard
City of Troutdale
City of Tualatin
City of West Linn
City of Wilsonville
Clackamas County
Clackamas ESD
Clatsop County
Clatsop County
EWEB
Housing Authority of Portland
Jackson County
Lane County
Lane Transit District
Marion County
Medford School District
Metro
Multnomah County -
Multnomah ESD
PDC
Port of Portland
Portland Community College
Portland Public Schools
Tigard Tualatin School District
Tri-Met Transit District
TTDS - Scrip Service Center
Tualatin Valley Fire & Rescue
Tualatin Valley Water District
Washington Co 911
Washington County
West Linn - Wilsonville School
District
Yamhill County

JOINT WORK SESSION
of
ALBANY CITY COUNCIL
and
LINN COUNTY COMMISSIONERS

Council Chambers, Albany City Hall
333 Broadalbin Street SW
Monday, June 3, 2013
4:00 p.m.

MINUTES

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

Konopa introduced Councilors Bill Coburn, Floyd Collins, Bessie Johnson, Rich Kellum, Ray Kopczynski, and Dick Olsen and City Manager Wes Hare at the dais.

Linn County Commission Chair Roger Nyquist introduced Commissioners Will Tucker and John Lindsey, and County Administrative Officer Ralph Wyatt at the dais.

BUSINESS FROM THE PUBLIC

There was no business from the public.

REPORTS and DISCUSSION

Review of legislation affecting cities and counties

Wyatt distributed a memo to the Councilors and Commissioners [see agenda file]. The document outlines Linn County's legislative goals for 2013. He said state funding was changed for the Lebanon Veterans' Home Project and needed an additional four million dollars as part of the local match. The state decided to get the four million out of a lottery bond instead so the project could continue. Wyatt said due to House Bills (HB) 2710 and 2712, the state changed court fees and fines to go into the state's general fund and get budgeted out. He said revenue for the Linn County justice court is almost nonexistent now. In the past, Linn County received \$250,000 per year from the justice court; this coming year Linn County has budgeted to receive only \$35 from the justice court. The state is working to fix this and HB 2562 should help improve the problem. He said Linn County staff is working to make sure changes don't hurt funding streams that support county services. Wyatt discussed other current HBs and said counties are usually impacted more than cities because counties provide government services for the state. He said the health transformation plan could have a profound impact, and 80-90 County employees could lose their jobs if the coordinated care organization is put in place.

Collins asked about timber revenues on the federal level. Wyatt said Senator Ron Wyden proposed splitting up the Bureau of Land Management (BLM) lands into two portions: reserve and production. He said he is waiting to see what happens with this. Collins asked if the proposal is to increase harvesting on BLM lands. Wyatt said that is correct, but there would probably be bridge funding for a couple of years. Lindsey said the proposal is available online at www.aocweb.org for review.

Johnson asked what fusion voting is. Konopa said it is where other political parties can endorse the same candidate as a major political party and then the votes are added up to get the total number of votes. Johnson asked if there are any

benefits. Linn County Clerk Steve Druckenmiller said it is a more expensive process.

Hare discussed some of the bills that the League of Oregon Cities is tracking. He said there is an initiative called RAIN (Regional Accelerator Innovation Network) which is a business accelerator used to promote research that can translate into commercial development. He said Eugene, Corvallis, and Albany have been the primary supporters of this legislation. He said this would allow for a stronger research effort from the universities and could lead to future job creation. Konopa said this is an opportunity to reach out to start-up businesses. Hare said one piece of legislation that has passed and has some impact on the City and County is Senate Bill (SB) 822. This Bill adjusted PERS benefits and will give the City a little extra revenue. Wyatt said a recent article in the *Statesman Journal* discussed the PERS Board changing the assumed rate from 8 percent to 7.5 percent, and it could take away any potential benefits of SB 822.

Review of City and County budgets

Wyatt discussed the Linn County budget trends document [see agenda file]. He said the number of staff has decreased. He said compression has been occurring and it is mainly on the law enforcement levy. He said the last column on the document is a reflection of the payroll and benefits costs; health care insurance costs have been significant. The County's 2013-2014 approved budget is a "status quo" budget.

He said one million dollars was transferred from the Road Fund to the Sheriff's road patrol. He said the County operates with less contingency funds than most local governments do and that is because of the Road Fund. The County has no external debt.

Kopczynski asked about the reduction in Full Time Employees (FTE) from 2011-2012 to 2012-2013. Wyatt said the biggest portion of the reduction occurred due to closing a section of the jail. He said in the last five years, 54 positions have been cut from the General Fund while 26 positions were added in the Health Department. He said the state has continued to increase the amount of money that Linn County gets for the Health Department.

Collins said in the last two months he has heard about the regionalization of county health departments. He asked, would that be for Linn and Benton County? Wyatt said there is going to be a study to look at creating eight regional health departments. He said there is a lot of movement in the health world both at the state and federal level. He said there is a group who would prefer to get counties out of the health business and create regional health departments instead. He said public health covers mental health, physical health, alcohol and drug treatment, and special care homes.

Kopczynski said he participated in the Linn County Sheriff's Office Citizens' Academy. He said he learned that the County has to pay the monthly medication bill for inmates, and the cost is outrageous. Wyatt said with the closure of the state mental hospital, many of the people end up in jail and the County has to take care of the costs. Sheriff Tim Mueller said the clinical and medical costs are astronomical. He said with the closure of the mental health facilities, local jails have become mental health treatment facilities. Wyatt said approximately 30 percent of inmates are considered to have some type of mental health issue. Lindsey said over 1,000 people in the system per month are being released into local communities. He said this is a complex issue because these people are mentally ill and have been adjudicated. These people can disappear and no one knows what happens to them until they reoffend. He said this will continue to be a problem as more are released and more offenses occur.

Hare said the County and City reports are similar and that is probably a reflection that both are doing similar kinds of things. He said Wyatt is one of the most experienced budgeters in Oregon and he has been doing things right for a long time. Hare said the City's total FTE has been reduced from 428.8 to 382. He said the City is trying to do things in different ways at a lower cost while maintaining services. He said there are two things that will affect the budget; one is the Hewlett-Packard tax ruling which equates to a \$350,000 loss in the General Fund, and the other is an arbitration ruling against the City for a wage increase for firefighters which means an increase of personnel costs of \$125,000 per year. He said staff will continue to work with the resources available and the City should be okay for the next year. Hare said there is an appeal of tax assessments from Lowe's in Lebanon that may have a bearing on the City. Nyquist said in the past when there have been appeals, the County has withheld some of the funds in case the appeal is granted.

Hare distributed a document [see agenda file] and said he created a list of projects where Linn County and the City work together. He also included a list that indicates how the County and City depend on each other. Hare highlighted the Linn-Benton Loop service, the Albany-Millersburg Economic Development Corporation, joint meetings, and property assessment and collection as joint activities. He said the County and City work well together to provide services to the community.

BUSINESS FROM THE COUNCIL AND THE BOARD

Kellum said he has heard that the City pays for jail beds and no other cities have to do this. He also asked who is responsible for police protection at the Linn County Expo Center. Konopa said the Expo Center uses Linn County for police protection. Mueller said the City has five jail beds for Municipal Court sentences. Nyquist said the first five beds are at no charge except for medical expenses. He said the daily rate fee is charged for any beds over five and the City rarely goes over the five beds. He said Lebanon has twelve beds in their own jail for Municipal Court issues. Kellum said it seems that since the Expo is in the middle of Albany, then Albany should be stepping up to provide police protection service at the Expo. Konopa said that was a choice made by the County. Mueller said most of the major events contract with the Sheriff's Office and there will be deputies on scene. He said the Sheriff's Office and Police Department work very well together.

Johnson asked if the Sheriff's Office provided backup during the incident at West Albany High School. Mueller said that is correct.

Collins asked if the Sheriff's Office contracts with other counties for beds. Mueller said Benton County has a contract for ten beds if the beds are available. He said it is rare for Benton County to use all ten beds. He said Linn County doesn't contract with any other counties and isn't interested in pursuing that. He hopes to eventually reopen the closed wing of the jail and put Linn County prisoners in that portion. He said it doesn't serve a purpose for the safety and security of the citizens of Linn County to put prisoners from other counties in the jail. Lindsey said there are empty jails throughout the state. Wyatt said the offer has been on the table for many years to do more for Benton County but the reaction has been that Benton County wants a new jail.

Johnson asked what the juvenile criminal rate is for Linn County. Juvenile Director Torri Lynn said juvenile drug problems seem to mirror adult drug problems in the community. He said the most significant issues are the abuse of prescription medications, synthetic marijuana, and bath salts. He said overall, juvenile crime has lessened over the past ten years. He said a lot of work has been done to focus on the higher-risk youth and resources to help them.

Collins asked what County services will be transferred to the Willamette Weyerhaeuser facility. Wyatt said Linn County purchased the facility with an internal health fund loan. He said it will be used for health services with the exception of the Court Appointed Special Advocates (CASA) program. He said construction will begin later this month, and 70-80 employees will start moving to this location in September and October.

Konopa thanked the Linn County Commissioners and staff for the opportunity to meet.

ADJOURNMENT

There being no other business, the Work Session adjourned at 5:13 p.m.

Respectfully submitted,

Diana Eilers
Administrative Assistant I

Reviewed by,

Wes Hare
City Manager

CITY OF ALBANY
CITY COUNCIL WORK SESSION
Municipal Court Room
Monday, August 12, 2013
4:00 p.m.

MINUTES

CALL TO ORDER

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

ROLL CALL

Councilors present: Councilors Floyd Collins, Bessie Johnson, Ray Kopczynski, Dick Olsen, and Rich Kellum.

Councilors absent: Councilor Bill Coburn

COMCAST FRANCHISE AGREEMENT

City Manager Wes Hare said the City has franchise agreements with utilities that use the public rights-of-way (ROW). These utilities are critical for providing basic services to the community. He said years ago, cities were granted the right to lease out use of the right-of-way for private companies to provide services in communities. The City has little authority to regulate rates or what is provided by Comcast. He said the City has a long-standing relationship with Comcast and they have been honorable in terms of communicating with the City.

Senior Accountant Mike Murzynsky introduced Comcast representative Tim Goodman. Murzynsky discussed the details of the Comcast agreement. He said the agreement will be considered for Council's approval at the August 14, 2013, Council meeting. The new agreement would expire September 13, 2024.

Councilor Ray Kopczynski asked why the collection facilities section is being removed from the agreement. Goodman said collection facilities are the payment kiosks located in grocery stores and other similar stores. Sometimes, a store will install a payment kiosk that Comcast has no knowledge of and it doesn't get checked for payments. He said if Comcast has an agreement with a store, then Comcast will continue to maintain those kiosks.

Councilor Bessie Johnson asked how long the previous contract was for. Murzynsky said it was a five-year agreement.

Councilor Rich Kellum asked if there is a collection facility in Albany where a customer can drop off Comcast products. Goodman said no, but there is a location on Lewisburg Road outside of Corvallis and one in Lebanon as well. He said Comcast is looking at adding a physical location in Albany. Kellum said that is an inconvenience for Albany customers. Goodman said if a customer is changing their service, they can have the items delivered to their home and have the other items picked up.

Councilor Floyd Collins asked Goodman to discuss the competitive equity clause. Goodman said if there is another cable competitor offering the same services as Comcast and the City doesn't require franchise fees from them, Comcast would be able to get the same deal. Collins said the clause doesn't prohibit other cable competitors from offering services. Goodman said that is correct. Hare said the key point is that this is not an exclusive franchise.

Johnson thinks ten years is a long period of time. Goodman said that is a typical length of time for franchise agreements, and agreement reviews can be done by either the City or Comcast as needed. He said little is negotiated because it has already been set by the Cable Act.

Collins asked about the tree trimming provision and if the tree or the branches have to be in the public right-of-way in order for Comcast to trim it. City Attorney Jim Delapoe said the franchisee may trim trees in the public rights-of-way when necessary, but only after the franchisee completes an application and a written permit is approved by the City Manager. Collins asked if the property owner will be notified before a tree is trimmed. Goodman said a sentence could be added indicating that private property owners will be notified before tree trimming work is done. This new language will be added to the agreement. Collins said he wants to make sure the property owners have some ability to give input regarding the tree trimming process.

BUSINESS FROM THE PUBLIC

Dala Rouse, 432 Burkhart NE, is attending to learn more about the new ordinances regarding open containers and public urination/defecation.

George Matland, 120 Seventh Avenue SE, said he is in favor of the new ordinances regarding open containers and public urination/defecation.

Bill Ortman, 734 Baker Street, said he has lived at his address for over 30 years and is strongly in favor of the ordinances. He said he has noticed folks wanting to use the bike path, but they won't use it out of fear of the transients. He said the situation is becoming unbearable. He said the City needs to outlaw drinking in public and stop the panhandling.

Beverly Ladd, 729 Baker Street, said she has had issues with transients.

Mike Hermens, 705 Montgomery Street, said he lives in an Oxford House and the residents have to deal with transients all of the time. He said some of the people bring alcohol over to the house and ask for cigarettes and money. He said, for people in recovery, it is a trigger if someone is drinking alcohol or bringing alcohol around. He suggested including the term biohazard materials in the human waste ordinance.

Mike Davis said he owns several properties in the neighborhood and is concerned with this problem. He wonders what will happen when the ordinances go into effect. He said if people are just cited and released, there could be liability issues for the City. He thinks the City needs a detox center. He likes seeing new people moving into the neighborhood.

Ron Borst, who lives at Ninth Street and Liberty, said he has approached both Helping Hands and Signs of Victory about providing some type of work crew to get the area cleaned up. He said a detox center is a great idea. He doesn't think arrests are the solution. He said he spent nights on the streets in Portland as part of his blog article. He said the difference between Portland and Albany is that Portland has an overwhelming amount of resources for the homeless.

ORDINANCE MODIFYING PROHIBITION OF DRINKING IN PUBLIC, ORDINANCE PROHIBITING DEPOSIT OR DISCHARGE OF HUMAN WASTE ON PREMISES OPEN TO THE PUBLIC, and STATE LAW PROHIBITING PEDESTRIANS IMPEDING TRAFFIC

Police Chief Mario Lattanzio spoke about his time in Mesa, Arizona. He said he noticed some of these issues while doing ride-alongs with the police officers. He said one of his goals is to give the officers tools to address the issues they are encountering. Oregon doesn't have state laws regarding these issues. Lattanzio gave a PowerPoint presentation [see agenda file]. He has talked with Mayor Konopa and City Attorney Jim Delapoe in order to come up with a solution to address the problem. He said the three solutions include modifying the prohibition of drinking in public ordinance to include open containers, creating an ordinance prohibiting the deposit or discharge of human waste on public property, and educating the public about impeding traffic.

Collins asked about section two of the drinking in public ordinance. He asked, would unsealed liquor in a cabinet of an RV be considered a violation of the ordinance? Delapoe said RVs are quasi-dwellings and if the opened liquor is in the kitchen portion of an RV, it is considered to be in the dwelling and the ordinance wouldn't apply. He said if the liquor is under the floor mat or on the passenger seat, it is in the vehicle portion of the RV and the ordinance would apply. Collins asked if this is controlled by state law. Delapoe said that is correct, an open container would be a state law violation.

Kopczynski noted a typo in Section 1, #1, line three - "...premises on open to the public." The word "on" should be removed.

Lattanzio said adding the human waste ordinance is needed because of an increase of intoxicated persons urinating and defecating on public property. The only option police officers have had was to charge an individual with disorderly conduct, but this charge can only be made if others are present. He said this new ordinance will give police officers an additional tool to address the problem.

Lattanzio said the Impeding Traffic state law will be used to address panhandlers in the roadway and drivers who block the normal flow of traffic when they stop for panhandlers. Collins asked who would get cited when this occurs. Lattanzio said the driver could be cited for impeding traffic; it is possible the person in the roadway could get cited for not using the sidewalk. He said signs will be placed in 16 different areas in the City that are known to pose traffic hazards due to impeding traffic.

Kellum asked how much the fine is. Lattanzio said it is \$250. Kellum suggested including the amount on the signs.

Kopczynski asked about the annual Fill the Boot fundraiser and if people could be ticketed for impeding traffic during the event. Delapoe said that event is exempt because they get the necessary permits. He said if a person delays the flow of traffic, they are breaking the law and that violation has a maximum fine of \$250. He said this will be enforcing state law and the signs will help educate the public about the law.

Councilor Dick Olsen asked if there is really a traffic problem under the overpass. Kopczynski said he has had issues.

Rouse said she lives close to the river and there are people that illegally camp by the river. She discussed an incident where a taxi dropped off two people at Eades Park and they camped there for two days. She said one of the biggest problems is that the area isn't being patrolled. Neighbors have been patrolling the area for years but it is becoming unsafe to continue this. She suggested posting bigger signs stating no camping and no alcohol.

Johnson said she isn't against the ordinances and said Borst made a good point that the people doing this don't care or have any respect. She said this is a good reason for why the City needs a new police building. She suggested that the old police station could be used for a detox center. Konopa said a detox center would require medical supervision whereas a sobering station is for getting people sober and doesn't require the medical supervision. Konopa said there has been a need for a detox center in Albany for a long time, but the funding piece has always been the issue. She said a long-term funding source is needed in order to have a detox center and that needs to be done statewide. She said Frank Moore will attend Wednesday night's meeting to provide information. She said people in the community are being enabled to continue their behavior and they need to make the choice to work with the local agencies.

Delapoe said he wholeheartedly supports these ordinances. He said there is a small portion of people throughout the nation that willingly choose not to get help.

Konopa said this is a public safety issue. The paramedics and healthcare professionals have to deal with these folks and it puts a huge financial burden on all government agencies. She asked, should we enable these people to continue to be a health risk to themselves and others, or should we be more proactive and help these people make choices to move toward being self-reliant? She said these ordinances will help and will make the community safer.

Olsen wondered how many of these people are veterans. He thinks it was a mistake to close the mental hospital and we should encourage the state to take care of people who can't take care of themselves. Konopa said this has been talked about at the HEART Board because many of the folks can't manage their money. She said the programs to help people are established in Albany, but these ordinances will hopefully help motivate people to make different choices.

Johnson said she agrees with passing the ordinances, but said behavior can't be legislated. Discussion followed.

Olsen suggested having a patrol occasionally along the path in order to discourage loitering. Collins said the bike path is being extended and there will be increased general public traffic there. Konopa said the ordinances are scheduled for consideration on August 14, 2013.

ACCEPTANCE OF LAND DONATION

Parks & Recreation Director Ed Hodney directed the Council to the maps included in the agenda packet. He said an anonymous donor wishes to donate 94+ acres of land to the City. He said it is beneficial for the City to own the property. The total annual tax amount for the property is less than \$1,000. He said there has been no development made to the land because it would be a great expense to do so.

Kopczynski asked how much money would need to be budgeted for maintenance of the property. Hodney said it costs approximately \$250 per acre to maintain unimproved public space property. He said only a small stretch will be improved to connect a recreational trail.

Johnson asked where the old city dump was located and if dump activity occurred on the Rozelle property. Hodney indicated on the map where the dump had been located and said no dump activity occurred on the property. Johnson said she likes the idea of a continuous path and she doesn't see a downside. Hodney said there is a possibility for future development on the Pharis property.

Hodney said this is scheduled for consideration on August 14, 2013. Konopa thanked staff and Collins for their work on this. She said it is wonderful for the City to get this public open space. Collins said zoning-wise it is open space and floodplain, and it fits into long-range plans for the South Albany Area Plan.

BUSINESS FROM THE PUBLIC

Tom Cordier said he has comments regarding the \$20 million dollar bond for the police station and fire station. He said his understanding is the ballot title and documents haven't been delivered to the County Clerk yet and the Council has until September 5, 2013, to get this on the November ballot. He recommends having two votes – one for the police station and one for the fire station. He said these are two different projects, and he would hate for the City to lose the vote by combining the two. He asked the Council to consider including a statement on the ballot summary that would preserve the integrity of what the voters are voting on. He suggested including a statement that says the funds would not be used for anything else except what is in the ballot summary and specifically stating that no funds will be used for urban renewal. He asked Council to consider this before September 5, 2013.

COUNCILOR COMMENTS

Kellum said he asked the Linn County Commissioners how to make the relationship between them and the City Council less rocky. He said he will be asking the Council for ideas to create a better working relationship with Linn County.

Kopczynski said he will be placing his vehicle on Lyons Street and Ellsworth Street with signage in support of the September ballot measure.

Collins said that he will likely be absent on August 28, 2013.

CITY MANAGER REPORT

Hare said he attended the Oregon Freeze Dry 50th year anniversary celebration. He said it was a very nice event.

Public Information Officer/Management Assistant Marilyn Smith said Mike Herman left a plaque awarding Konopa's continued support of Oxford House Chapter 19. Konopa said thank you.

Smith said the City barbeque is on Thursday, August 15, 2013, at Timber-Linn Memorial Park from 5:00 – 8:00 p.m.

ADJOURNMENT

There being no other business, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Reviewed by,

Diana Eilers
Administrative Assistant I

Stewart Taylor
Finance Director

CITY OF ALBANY
SPECIAL CITY COUNCIL WORK SESSION
Municipal Court Room
Monday, August 19, 2013
4:00 p.m.

MINUTES

CALL TO ORDER

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

ROLL CALL

Councilors present: Councilors Floyd Collins, Bessie Johnson, Rich Kellum, Ray Kopczynski, and Dick Olsen

Councilors absent: Councilor Bill Coburn (excused)

BUSINESS FROM THE PUBLIC

There was no business from the public.

CITY MANAGER PERFORMANCE EVALUATION

Konopa said that City Manager Wes Hare is doing a wonderful job and that the Council is fortunate to have him. She noted that the Councilors had some great evaluation comments.

Hare said that he appreciates the Councilors' evaluations and feedback. One point raised in his self-evaluation that he wanted to bring back is the City's Strategic Plan. Staff has been using goals and objectives in the Strategic Plan as the basis when they bring things to Council, and it is the document that staff uses to prepare the proposed budget. He noted that concerns have been raised that not many choices are offered during the budget process. His recommendation is that the Strategic Plan process is where Council would make the choices and give direction on priorities which then leads into the budget process. There are different ways to do that and to engage the public in the process. One of the ways that staff could serve the Council would be to provide a draft Strategic Plan earlier to allow for Council work sessions, feedback, and direction. Staff could then propose a budget that best meets the goals and objectives laid out in the Strategic Plan.

Councilor Floyd Collins said that he agrees in theory; however, if we go through the process early, we need to maintain flexibility to make rational decisions many months later. He said that opportunities are provided for public input, but input is seldom received.

Konopa said the City has done a lot to engage the public in recent years. There is a tremendous amount of information on the City's website and there are many Boards and Commissions that provide outreach. In the past, the Council would set short-term and long-term goals each year. This has evolved into the Strategic Plan, a useful document that other cities are looking to as a model. Council could take additional time to review it if they so choose. It is the guiding document for staff to implement programs and build the budget.

Councilor Ray Kopczynski said that he continues to be bothered by the lack of public input received by the City. He noted that public meetings related to the South Albany Area Plan were well attended, and he asked if they might draw more input by focusing on specific topics. Hare agreed that the South Albany Area Plan engagement process was effective. He noted that the people who were most engaged were those with a direct economic interest, and that a consultant hired with grant funds helped with that process.

Councilor Rich Kellum said that the Strategic Plan says some grandiose things but the average person does not see a clear prioritization or means of comparison. He would like to have very clear categories – what we have to do, what we would like to do, and what would be nice to do. Hare said that is what the Strategic Plan is designed to do and, in concert with the budget, he thinks it does it pretty well. The budget document has some graphs that show clearly where the money is going.

Councilor Bessie Johnson said she would like to somehow communicate to the public that many of the City's expenditures are required by the state.

Konopa said that nine out of ten comments she receives when she is out in the community are positive. The decision-making needs to reflect the positive comments as well as the negative comments.

Kopczynski said that he appreciates the City Manager helping Albany to get through the recession better than most cities in Oregon. Konopa agreed; she said that the City has weathered the storm well with Hare's leadership. Hare said he appreciates the comments, but there are more challenges to come as far as maintaining services in light of rising personnel services costs.

Hare asked if the Council would like to have some work sessions on the Strategic Plan. Kellum suggested that the Council could hold regular public meetings, each covering a specific area of the budget. Further discussion followed regarding the City's efforts to engage the public. Konopa noted that there is an opportunity to provide comments on the City's website, and that the Council meets several times each month and each meeting offers an opportunity for business from the public. Hare said that staff will bring back ideas regarding public engagement.

Konopa asked if Councilors want to talk about any of their evaluation comments.

Kellum noted his comment about Hare's intergovernmental work. He said that while there may be things staff could do to make things smoother, this is more a problem of the Council than staff. Konopa said that the City has great relationships with all of the governments and that Albany and Linn County work cooperatively together on many issues. Hare agreed that, in general, the City and Linn County staff work well together on a variety of issues.

Kellum said that the evaluation forms asked Councilors to compare performance based on a standard; he asked what the standard is. Collins said that he thinks the job description sets the expectations.

Konopa noted that Hare has not taken a pay raise in several years. In looking at the salary comparisons for cities of our size, he is below the 50 percent average. He is receiving slightly more than Lebanon's newly hired City Manager yet Albany's population is more than triple that of Lebanon.

Johnson noted that Hare has foregone raises in the past because other City employees were not receiving increases. She would support a wage increase this year if Hare would accept it; however, if he will not, perhaps he could receive an increase in vacation time or his retirement package.

Kellum asked how Hare would prefer to receive increased compensation. Hare said that during the time he has foregone wage increases, the other unrepresented employees have received increases totaling three percent. If the Council is comfortable with a three percent increase, that would put him on roughly the same schedule as the other unrepresented employees. At this stage in his career, a pay raise would probably be more helpful than vacation time or other benefits, but it is up to the Council.

Kopczynski said that a five percent increase would not be out of line considering the job that Hare has done. Konopa said that Council could consider a three percent increase in salary and a two percent increase in deferred compensation. Councilor Dick Olsen suggested a total increase of four percent. Kellum said that if the City Manager is happy with a three percent increase, he supports that. Johnson agreed.

Albany Special City Council Work Session
August 19, 2013

MOTION: Kellum moved to offer a three percent increase to the City Manager. Johnson seconded the motion and it passed 5-0.

Kellum clarified that his intent is that the increase could be taken in whatever form the City Manager chooses.

Collins asked that staff provide a history of the City Manager's increases as compared to increases for unrepresented employees and the three unions. Hare said that information is available and he will provide it to Council.

COUNCILOR COMMENTS

Kellum distributed a short questionnaire related to the City/County working relationship. He asked that Councilors answer the questions, if they wish to do so, and return the forms to him. He plans to invite the Linn County Commissioners to answer the questions as well. He will then compile the responses and report back to the Council. Konopa expressed concern about how this procedure matches up with public meetings laws. She is also concerned about stirring up conflict that may not be necessary. She asked that staff check with the City Attorney on this issue.

CITY MANAGER REPORT

There was no report.

ADJOURNMENT

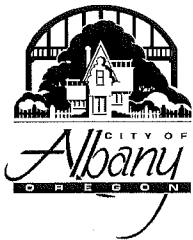
There being no other business, the meeting was adjourned at 5:25 p.m.

Respectfully submitted,

Reviewed by,

Teresa Nix
Administrative Assistant

Wes Hare
City Manager



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: John R. Bradner, Fire Chief *JB*
DATE: September 18, 2013, for the September 25, 2013, City Council Meeting
SUBJECT: Acceptance and Appropriation of FY 2013 State Homeland Security Grant for an Earthquake Exercise
RELATES TO STRATEGIC PLAN THEME: ● A Safe City

Action Requested:

City Council approval by resolution to accept and appropriate funds for the FY 2013 State Homeland Security Grant Program (SHSGP) to conduct a full-scale earthquake exercise in 2014.

Discussion:

On August 14, 2013, Albany City Council approved application for the FY 2013 SHSGP to fund a full-scale earthquake exercise in 2014, which was submitted on behalf of the City by Linn County.

The City has received notification that our application for the FY 2013 SHSGP for an earthquake exercise has been approved for full funding. There is no match required of the City for this grant.

Budget Impact:

\$38,000 – FY 2013 State Homeland Security Grant (203-25-5101)

JB:ljh

Attachment

RESOLUTION NO. _____

A RESOLUTION ACCEPTING AND APPROPRIATING FUNDS FOR THE FISCAL YEAR 2013 STATE HOMELAND SECURITY GRANT PROGRAM FOR AN EARTHQUAKE EXERCISE IN 2014.

WHEREAS, Linn County applied on behalf of the City of Albany for funding through the Fiscal Year 2013 State Homeland Security Grant Program to conduct an earthquake exercise in 2014; and

WHEREAS the State has notified the City that they will be awarded funding through the Fiscal Year 2013 State Homeland Security Grant Program to conduct an earthquake exercise; and

WHEREAS the Fiscal Year 2013 State Homeland Security Grant Program requires no match from the City; and

WHEREAS, Oregon Local Budget Law provides that expenditures in the year of receipt of grants, gifts, bequests or devices transferred to the local government in trust for a specific purpose may be made after enactment of a resolution or ordinance authorizing the expenditure (ORS 294.326(3)).

NOW, THEREFORE, BE IT RESOLVED, the Albany City Council authorizes the Fire Department to receive funds in the amount of \$38,000 from the Fiscal Year 2013 State Homeland Security Grant Program to conduct an earthquake exercise in 2014.

BE IT FURTHER RESOLVED, the Fiscal Year 2013 State Homeland Security Grant Program funds in the amount of \$38,000 are hereby appropriated as follows:

Resources:

FY 2013 State Homeland Security Grant 203-25-5101-42017: \$38,000

Requirements:

Contractual Services 203-25-5101-60101: \$35,000

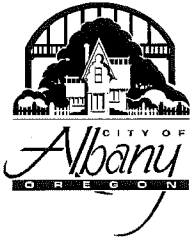
Materials & Supplies 203-25-5101-61024: \$3,000

DATED AND EFFECTIVE THIS 25TH DAY OF SEPTEMBER 2013.

Mayor

ATTEST:

City Clerk



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: John R. Bradner, Fire Chief *JP*
DATE: September 18, 2013, for the September 25, 2013, City Council Meeting
SUBJECT: Acceptance and Appropriation of FY 2013 State Homeland Security Grant for Multi-Band Portable Radio Equipment
RELATES TO STRATEGIC PLAN THEME: ● A Safe City

Action Requested:

City Council approval by resolution to accept and appropriate funds for the FY 2013 State Homeland Security Grant Program (SHSGP) to purchase multi-band portable radio equipment for the Fire Department.

Discussion:

On August 14, 2013, Albany City Council approved application for the FY 2013 SHSGP to fund the purchase of multi-band portable radio equipment for the Fire Department to communicate with Albany Police personnel during emergency operations. The application was submitted on behalf of the City by Linn County.

The City has received notification that our application for the FY 2013 SHSGP for multi-band portable radio equipment has been approved for partial funding. There is no match required of the City for this grant.

The reduced funding still allows the Fire Department to purchase enough radio equipment for frontline emergency vehicles. This will provide improved communications between City Fire and Police during emergency operations, and is only a temporary solution until full funding of a replacement communications system can be secured for the Fire Department.

Budget Impact:

\$54,233 – FY 2013 State Homeland Security Grant (203-25-5101)

JB:ljh

Attachment

RESOLUTION NO. _____

A RESOLUTION ACCEPTING AND APPROPRIATING FUNDS FOR THE FISCAL YEAR 2013 STATE HOMELAND SECURITY GRANT PROGRAM FOR THE PURCHASE OF MULTI-BAND RADIO EQUIPMENT FOR THE FIRE DEPARTMENT.

WHEREAS, Linn County applied on behalf of the City of Albany for funding through the Fiscal Year 2013 State Homeland Security Grant Program to purchase multi-band radio equipment for the Fire Department; and

WHEREAS the State has notified the City that they will be awarded funding through the Fiscal Year 2013 State Homeland Security Grant Program to purchase multi-band radio equipment; and

WHEREAS the Fiscal Year 2013 State Homeland Security Grant Program requires no match from the City; and

WHEREAS, Oregon Local Budget Law provides that expenditures in the year of receipt of grants, gifts, bequests or devices transferred to the local government in trust for a specific purpose may be made after enactment of a resolution or ordinance authorizing the expenditure (ORS 294.326(3)).

NOW, THEREFORE, BE IT RESOLVED, the Albany City Council authorizes the Fire Department to receive funds in the amount of \$54,233 from the Fiscal Year 2013 State Homeland Security Grant Program to purchase multi-band radio equipment for the Fire Department.

BE IT FURTHER RESOLVED, the Fiscal Year 2013 State Homeland Security Grant Program funds in the amount of \$54,233, are hereby appropriated as follows:

Resources:

FY 2013 State Homeland Security Grant 203-25-5101-42017: \$54,233

Requirements:

Materials & Supplies 203-25-5101-61024: \$54,233

DATED AND EFFECTIVE THIS 25TH DAY OF SEPTEMBER 2013.

Mayor

ATTEST:

City Clerk



TO: Albany City Council

VIA: Wes Hare, City Manager
 Mark W. Shepard, P.E., Public Works Director *MWS*

FROM: Chris Bailey, Assistant Public Works Director/Operations Manager
 Jon Goldman, Transportation Superintendent

DATE: September 17, 2013, for the September 25, 2013, City Council Meeting

SUBJECT: Acceptance of Grant from Federal Aviation Administration (FAA) for Albany Municipal Airport Fence Improvement Project

RELATES TO STRATEGIC PLAN THEME: ● Great Neighborhoods

Action Requested:

Staff recommends Council adopt the attached resolution accepting a Federal Aviation Administration (FAA) grant of \$281,700 for Airport Security Fence Improvements.

Discussion:

As the sponsor of the Albany Municipal Airport, the City is allocated funding each year from the federal government for capital improvements. This funding is called the Non-primary Entitlement and is currently set at \$150,000 per year. The City may choose to spend these funds annually, or may save all or part of the Entitlement funds for up to three years in a row and combine them to complete a larger capital project.

This project is the completion of the fence which was installed in 2008. The new fencing (approximately 6,000 linear feet) and automated vehicle gate will improve the security at the airport.

Although the grant amount is \$281,700, the lowest bid came in under the engineer's estimate, which results in an estimated project cost of \$253,043.40. After project completion, the grant will be amended to show the actual dollar amount. This grant requires a 10 percent local match, \$25,304.34, which will come from dedicated Airport Capital Improvement funds received as Transient Lodging Tax revenue.

Budget Impact:

Fund 203-50-5003

FY 2013-2014

Revenues:

FAA Entitlement	\$227,739.06
Transfer in from Airport Capital (211-50-1115)	\$ 25,304.34

Expenditures:

Project Construction and Engineering	\$253,043.40
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JCG:prj
 Attachment

RESOLUTION NO. _____

A RESOLUTION ACCEPTING FEDERAL AVIATION ADMINISTRATION (FAA) GRANT FUNDS AND A COMMITMENT TO PROVIDE THE REQUIRED LOCAL MATCH.

WHEREAS, a grant offer from the Federal Aviation Administration (FAA) in the amount of \$281,700 has been received; and

WHEREAS, the total project local match of 10 percent, or \$28,170, for the FAA grant is required; and

WHEREAS, the matching funds were budgeted as part of the Fiscal Year 2013-2014 budget process; and

WHEREAS, receipt of these funds will allow the City to continue with airport capital improvement programs.

NOW, THEREFORE, BE IT RESOLVED that the City of Albany accepts this FAA Grant in the amount of \$281,700 for improvements to the Albany Municipal Airport, approves the City of Albany's local match of \$28,170, and authorizes the City Manager to execute the agreements and conditions for their acceptance.

DATED AND EFFECTIVE THIS 25TH DAY OF SEPTEMBER 2013.

ATTEST:

Mayor

City Clerk



TO: Albany City Council

VIA: Wes Hare, City Manager
Mark Shepard, Public Works Director and Community Development Director *MWS*

FROM: Jon Goldman, Transportation Superintendent
Barry Hoffman, Transit Programs Supervisor

DATE: September 17, 2013, for September 25, 2013, City Council Meeting

SUBJECT: Acceptance of the 2013-2014 Section 5307 Operating and Capital Assistance Grant Agreements for the Public Transit Systems

- RELATES TO STRATEGIC PLAN THEME:
- A Healthy Economy
 - Great Neighborhoods
 - An Effective Government

Action Requested:

Staff recommends that Council accept the 2013-2014 Urbanized Area, Section 5307, Operating and Capital Assistance Grant Agreement for the Albany Transit System (ATS), the Linn-Benton Loop Transit System (Loop), and the Albany Paratransit System, by adopting the attached resolution.

Discussion:

Section 5307, of the United States Code, Title 49-Transportation, provides for operating and capital assistance funding for transit systems in urbanized areas. Each year, staff applies to the Federal Transit Administration for operating and capital assistance grants under the Urbanized Area Formula (5307). In 2013-2014, this application includes \$1,010,546 in federal money for operations, capital purchases, paratransit, and preventive maintenance. The published federal share of Section 5307 allocation for Albany in Federal FY13 is \$885,546. However, the City of Albany is applying for an additional \$125,000 above its total allocation, in recognition of an agreement with the City of Corvallis, Oregon. The City of Albany will directly apply for \$125,000 of these Corvallis funds to be used for support of Linn-Benton Loop transit service.

FUNDING:

Albany FY13 Apportionment:	\$ 885,546
Corvallis FY13 Apportionment:	<u>\$ 125,000</u>
Total:	\$1,010,546
Federal Share:	\$1,010,546
Local Share:	<u>\$ 631,387</u>
Total Cost:	\$1,641,933

ACTIVITIES:

The City of Albany is applying for Section 5307 Formula Funds for Federal Fiscal Year 2013. These funds will be used to operate public transit and for capital purchases to support public transit systems operated by the City of Albany. The operating area is within the urbanized zoning areas (UZAs) of Albany and Corvallis, Oregon and the rural area in between.

Albany City Council

Page 2

September 17, 2013, for September 25, 2013, City Council Meeting

Budget Impact:

The grant amounts are included in the 2013-2014 ATS (213-16-1106), Loop (213-16-1107), and Paratransit (213-50-1108) budgets.

BH:prj

RESOLUTION NO. _____

A RESOLUTION ACCEPTING FEDERAL TRANSIT ADMINISTRATION 5307 FORMULA GRANT FUNDS FOR THE OPERATING AND CAPITAL SUPPORT OF ALBANY TRANSIT, ALBANY PARATRANSIT, AND THE LINN-BENTON LOOP

WHEREAS, the City of Albany has been designated by the Albany Area Metropolitan Planning Organization as the recipient of the 5307 funds; and

WHEREAS, the City of Albany is the service provider for the Albany Transit, Albany Paratransit, and the Linn-Benton Loop transit systems.

NOW, THEREFORE, BE IT RESOLVED that the City of Albany accepts the 5307 urbanized area formula grant funding from the Federal Transit Administration for \$1,010,546 for operating and capital support of the public transportation programs; and

BE IT FURTHER RESOLVED that the City Council of the City of Albany, Oregon, accepts these funds and authorizes the City Manager or his designee to execute the agreement and conditions for their acceptance.

DATED AND EFFECTIVE THIS 25th DAY OF SEPTEMBER 2013.

ATTEST:

Mayor

City Clerk



TO: Albany City Council

FROM: Sharon Konopa, Mayor

Sharon

DATE: September 19, 2013, for September 25, 2013, City Council Meeting

SUBJECT: Appointments to Arts Commission and Human Relations Commission

RELATES TO STRATEGIC PLAN THEME: • An Effective Government

Action Requested:

Council approval of the following appointment to the Arts Commission:

Arts Commission

Ann Bose

(new appointment to fill vacant position for term that expires
December 31, 2014)

Human Relations Commission

Robert Duncan

(new appointment to fill vacant position for term that expires
December 31, 2014)

Discussion:

None.

Budget Impact:

None.

SK:ldh

Attachment

c: Ed Hodney, Parks & Recreation Director
Debbie Little, Administrative Assistant I

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BOARD, COMMISSION, AND COMMITTEE APPLICATION

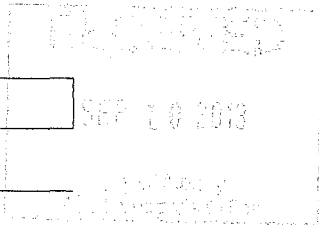
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CITY HALL
33 Broadalbin Street SW
P.O. Box 490
Albany, OR 97321-0144
www.cityofalbany.net
(541) 917-7500

Board, Commission, and/or Committee Preference:

ALBANY ART COMMISSION

(list all for which you are applying)



Name: ANN BOSE Preferred First Name: ANN

Residential Information:

Home Address: 1148 CRESCENT DR W
ALBANY, OR 97321

Phone: 541-926-8929
Cellular: 541-994-1624

E-mail: ambose@comcast.net

Fax: _____
(Optional)

Employment Information:

Employer's Name: self
Work Address: 313 1st AVE W
ALBANY, OR 97321

Phone: 541-704-0371
Cellular: _____

E-mail: ARTWORLDLEARNINGCENTER@gmail.com

Fax: _____
(Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

- List current or most recent occupation, business, trade, or profession: TEACHER K-12 ADMINISTRATION K-12 (53 YEARS) RETIRED
NEW DOWNTOWN STORE - ART WORLD LEARNING CENTER GALLERY

For City use only: Ward: I II III or Lives Outside City Limits (Circle One)

If lives outside city limits, does applicant meet special definition for the specific b/c/c for which applying?

Yes No If yes, how? _____



BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

Page 2

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

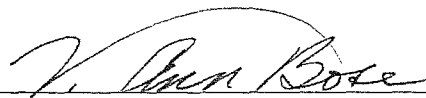
NONE

- Indicate why you are interested in serving on this board, commission, or committee and what other qualifications apply to this position.

LONG TIME INTEREST IN ART SUPPORT FOR ARTIST IN ALBANY
UNTIL JUNE OF THIS YEAR I HAVE BEEN EMPLOYED BY THE
ALBANY SCHOOL DISTRICT AS A TUTOR FOR "AT-RISK" STUDENTS.
I NOW HAVE TIME TO DEVOTE TO SUPPORTING ARTIST IN
ALBANY AND ESPECIALLY "DOWNTOWN ALBANY"

- What contributions do you hope to make?

EXPERIENCE & IDEAS
ACTIVE INVOLVEMENT



Signature of Applicant

9/9/13
Date



BOARD, COMMISSION, AND COMMITTEE APPLICATION

(Please print legibly or type)

RECEIVED NOV 27 2012 City of Albany City Manager's Office

CITY HALL 33 Broadalbin Street SW P.O. Box 490 Albany, OR 97321-0144 www.cityofalbany.net (541) 917-7500

Board, Commission, and/or Committee Preference:

2013 CITY BOARD COMMISSIONAL COMMITTEE RECRUITMENT (list bill for which you are applying)

Any but most interested in CARA AB, HRC, Planning Co., Public Safety Co.

Name: ROBERT DUNCAN Preferred First Name: ROB

Residential Information: Home Address: Albany OR Phone: Cellular: 541 619 5375 E-mail: Fax: (Optional)

Employment Information: Employer's Name: Work Address: Albany, OR Phone: Cellular: E-mail: Fax: (Optional)

Please provide information as requested below to describe your qualifications to serve on this City of Albany Board, Commission, or Committee. Feel free to provide additional information that you may wish to share with the City.

List current or most recent occupation, business, trade, or profession: consultant with Seractus SL and Search Engine Marketing Director for Schloz Woollenstein; Journalist and reporter/editor for Eurasia Review, Albany Tribune (online) and previously for WSJ/DJ. Public Relations and Crisis Management experience in International Markets, ghostwriting & speechwriting and coaching; Project management of sustainable projects.

For City use only: Ward: I II III or Lives Outside City Limits (Circle One) If lives outside city limits, does applicant meet special definition for the specific b/c for which applying? Yes No If yes, how?



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

Board of Albany Partnership, previously involved in Special Olympics, social worker w/ children (abused or dependent children), worked in English as Second Language instructor; involved in church activities

- Indicate why you are interested in serving on this board, commission, or committee and what other qualifications apply to this position.

I am very interested in being more involved in Albany providing my experiences and skills that I have acquired over my professional career in various work settings, I am from the area, and I believe it is our civic duty to be involved in our communities, not only to make the community better, but also as a way to enrich society as a whole.

- What contributions do you hope to make? I believe I have the ability to look outside the box and see the bigger picture. I am passionate but also tempered w/ compassion, restraint when needed and above all commitment. I can bring an understanding of other cultures (Ben Spanish-American) and bring to the table the ability to listen, team-work, and act.



Signature of Applicant

Oct 16, 2012

Date



TO: Albany City Council
FROM: Sharon Konopa, Mayor *Sharon (sk)*
DATE: September 18, 2013, for September 25, 2013, City Council Meeting
SUBJECT: Appointments to the Community Development Commission

RELATES TO STRATEGIC PLAN THEME: • An Effective Government

Action Requested:

Council approval of the following new appointments to the newly created Community Development Commission:

Community Development Commission [see first attachment for bio info for the nominees]

Three-year terms expiring December 31, 2016

- Iris Carrasco
- Javier Cervantes
- Tara Dixson
- William Higby, Jr.

Two-year terms expiring December 31, 2015

- Wanda Kinney
- Terry Knoll
- Sharon Konopa

One-year terms expiring December 31, 2014

- Ray Kopczynski
- Danon Kroessin
- Joann Zimmer

Discussion:

Council adopted Ordinance No. 5822 (see second attachment), which created the Community Development Commission, on September 11, 2013. Initial term expirations are in accordance with this ordinance. Council approved the Mayor making the initial appointments; thereafter, Council will make the appointments.

Budget Impact:

None.

SK:ldh

Attachments 2

c: Mark Shepard, Community Development Director
Anne Catlin, Planner III
Edene Rice, Administrative Assistant I

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COMMUNITY DEVELOPMENT COMMISSION APPOINTMENTS

Appointment	Representing	Home Address	Background/Occupation
Iris Carrasco	At Large	849 Ridders Lane NW	Nutrition Educator with OSU Extension, on Hispanic Advisory Council
Javier Cervantes	Human Relations Commission	2536 43rd Place SE	Director of Diversity and Community Engagement at LBCC, on the Hispanic Advisory Council
Tara Dixson	At Large	3496 Eleanor Drive NE	Family and Children Together (FACT) Office Coordinator with Greater Albany Public School District (GAPS)
William Higby, Jr.	Financial Industry	4163 Summercrest Street SE	Preferred Mortgage Banker, Wells Fargo
Wanda Kinney	Housing Industry	1231 Sherwood Place NW	Executive Director, Albany Area Habitat for Humanity, also a licensed contractor
Terry Knoll	Social Services	2188 Chicago Street SE	Community Services Consortium Housing and Energy Services Director
Sharon Konopa	City Council	632 35th Avenue SE	Mayor
Ray Kopczynski	Economic Development	1303 Tamarack Court SW	Employment Advisory Worksource Oregon, Community Services Consortium
Danon Kroessin	Planning Commission	4384 Ermine Street SE	Retired teacher with GAPS
Joann Zimmer	At Large	1425 28th Avenue SE	Coordinator of the Rural Oregon Continuum of Care, helped draft the Linn County 10-Year Plan to Address Issues Around Homelessness

ORDINANCE NO. 5822

AN ORDINANCE CREATING THE COMMUNITY DEVELOPMENT COMMISSION, ESTABLISHING MEMBERSHIP CRITERIA, APPOINTMENT PROCEDURES, TERMS, AND DUTIES; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Albany became a Community Development Block Grant entitlement city and will begin receiving annual funding from the Department of Housing and Urban Development (HUD); and

WHEREAS, there is demand for community development and affordable housing programs in the City of Albany; and

WHEREAS, the City Council and HUD seek citizen participation and recommendations concerning community development policies and programs.

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

Section 1: Albany Municipal Code Chapter 2.27 is created 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.

2.27.020 Purpose. 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 with funding primarily with Community Development Block Grant (CDBG) funding provided by HUD.

2.27.030 Term of Office and Initial Appointment. 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 Council shall appoint replacement members for three-year terms or until their successors are appointed and qualified. 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. Any vacancies in the Commission shall be filled through ratification by the City Council. Members shall serve without compensation.

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 low- and moderate-income persons and minorities are represented on the Commission. 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 social service or affordable housing agency
- (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. 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 useful to the conduct of its business.

Section 2: 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.

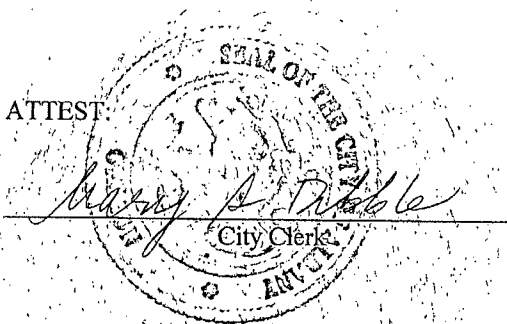
Passed by the Council: Sept 11, 2013

Approved by the Mayor: Sept 11, 2013

Effective Date: Sept 11, 2013


 Mayor

ATTEST


 City Clerk