



# ALBANY CITY COUNCIL AGENDA

**Wednesday, January 08, 2025**  
**6:00 p.m.**

Council Chambers, City Hall  
333 Broadalbin Street SW

Watch on YouTube: <https://www.youtube.com/user/cityofalbany>

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

1. Call to order and pledge of allegiance
2. Roll call
3. Oath of office
4. Election of Council President
5. Mayor's address
6. Business from the public
7. Adoption of consent agenda
  - a. Accept Wanda Buck's resignation from the Arts Commission [Pages 5-6]
  - b. Accept appointments to citizen advisory groups [Pages 7-38]
  - c. Approval of minutes [Pages 39-45]
    - 1) December 09, 2024 city council work session
    - 2) December 11, 2024 city council regular session
  - d. Recommendations to OLCC [Page 46]
    - 1) Approve full on-premises, commercial, caterer, liquor license for Game Time Sports Bar & Grill, located at 2211 Waverly Drive SE, due to a change of ownership

MOTION: \_\_\_\_\_

8. Acceptance of grant and appropriation of funds
  - a. United States Department of Transportation Charging and Fueling Infrastructure (CFI) Grant – Staci Belcastro, Carl Berg [Pages 47-50] RES NO. \_\_\_\_\_ p. 49
9. Staff reports
  - a. Personnel Changes in the Finance Department – Kayla Barber-Perrotta, Jeanna Yeager [Pages 51-52]

MOTION: \_\_\_\_\_

10. Department Presentations
  - a. Department strategy discussions continued [Page 53-91]
11. Business from the council
12. City manager report
13. Next meeting dates
  - Wednesday, January 22, 2025; 6:00 p.m. meeting
  - Monday, January 27, 2025; 4:00 p.m. training only
14. Adjournment

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

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

I, \_\_\_\_\_, do solemnly swear (*or affirm*) that I will support the constitutions and laws of the United States and of the State of Oregon, and support the Charter and ordinances of the City of Albany, and that I will commit to faithfully perform the duties of the office of **Councilor for Ward** \_\_\_\_ of the City of Albany, during my continuance therein.

\_\_\_\_\_  
Signature

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Clerk of the City of Albany

I, \_\_\_\_\_, do solemnly swear (*or affirm*) that I will support the constitutions and laws of the United States and of the State of Oregon, and support the Charter and ordinances of the City of Albany, and that I will commit to faithfully perform the duties of the office of **Mayor** of the City of Albany, during my continuance therein.

\_\_\_\_\_  
Signature

Subscribed and sworn to before me this


\_\_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Clerk of the City of Albany



# MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager 

FROM: Kinzi McIntosh, Central Services Support Specialist *KM*

DATE: December 24, 2024, for the January 8, 2025, City Council Meeting

**SUBJECT:** Resignations from Citizen Advisory Groups  
Relates to Strategic Plan theme: An Effective Government

## Action Requested:

Council acceptance of the following resignation from the Citizen Advisory Groups:

### Arts Commission

- Wanda Buck (position appointed by Mayor Johnson II; current term ends 12/31/2026)

## Discussion:

Wanda Buck has notified the City of her resignation from the Arts Commission. Mayor Johnson II's appointment to fill this vacancy has been submitted as a separate memo.

## Budget Impact:

None.

KM

Attachment 1

## McIntosh, Kinzi

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**From:** Wanda Buck [REDACTED]  
**Sent:** Monday, December 2, 2024 11:45 AM  
**To:** McIntosh, Kinzi  
**Subject:** My resignation from the Art Commissioner

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**[WARNING! This email came from outside our organization. Do NOT click unknown attachments or links in email.]**

Good afternoon,

This is Wanda Buck, I appreciate the opportunity of being an Art Commissioner. I'm very proud and honored, something I've always wanted. I feel like I could offer a lot and would love and enjoy being a part of the art community.

Unfortunately, I need to give this resignation from the Art Commission of Albany. I'm going through a some of personal matters that is taken president that needs to be resolved before I can be helpful in the community.

I'm hopeful that things can get resolved and then maybe I can return if possible?

Thank you so much for the opportunity,  
Wanda Buck


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# MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager 

FROM: Kinzi McIntosh, Central Services Support Specialist *KM*

DATE: December 24, 2024, for the January 8, 2025, City Council Meeting

**SUBJECT:** Appointment to Citizen Advisory Groups  
Relates to Strategic Plan theme: An Effective Government

## Action Requested:

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

### Arts Commission:

- Leesa Bright, Ward 3 (Councilor Smith's reappointment to a new three-year term)
- Leigh Bock, Ward 3 (Mayor Johnson II's appointment to fill a vacancy; term expires 12/31/2026)

### Budget Review Committee:

- Ashley Sisneros, Ward 2 (Councilor Montague's appointment to a new four-year term)

### Community Development Commission: (appointments by Mayor Johnson II)

- Courtney Stubbs, Housing Representative, Ward 3 (reappointment to a new three-year term)
- Alex Johnson II, City Council Representative (reappointment to a new three-year term) *(no application attached)*
- Larry Timm, Economic Development Representative (reappointment to a new three-year term)

### Human Relations Commission:

- Tami Cockeram, Ward 3 (Councilor Smith's reappointment to a new three-year term)

### Library Board

- Jane Sandberg, Ward 2 (Councilor McLeod's appointment to fill a vacancy; term expires 6/30/2028)

### Parks, Recreation, and Tree Commission:

- Bill Stonerod, Ward 1 (Councilor Newton-Azorr's reappointment to a new three-year term)
- Anna Roller, Ward 3 (Councilors Smith's reappointment to a new three-year term)

### Public Safety Commission:

- Erik Rau, Ward 1 (Councilor Newton-Azorr's reappointment to a new four-year term)
- Katie Pleis, Ward 3 (Councilor Montague's appointment to fill a vacancy; term expires 12/31/2025)
- Bessie Johnson, Ward 3 (Councilor Smith's appointment to fill a vacancy; term expires 12/31/2025)

### Tourism Advisory Committee:

- Pam Silbernagel, Ward 1 (Councilor Newton-Azorr's reappointment to a new three-year term)

**Transportation Advisory Commission:**

- Alex Rice, Ward 1 (Councilor Smith's reappointment to a new three-year term)

**Discussion:**

Mayor and councilor appointments for any remaining vacancies on the City's citizen advisory groups will be submitted for approval at subsequent city council meetings.

**Budget Impact:**

None.

KM

Attachment 13





# Citizen Advisory Group Application

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Applying To Arts Commission

Received November 4, 2024

Name Leesa Bright

In City Limits? Yes (Ward 3)

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Are you currently employed? Retired

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

retired paralegal, current ceramic artist

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

I have run the gallery at City Hall for approximately 3 years now.

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

I have been an artist (on and off) for most of my life. First in metal arts and jewelry. Now I have a clay studio at home with my own kiln. I have participated in art shows all over Oregon mostly in the 1980's and 1990's. I no longer do shows due to my physical health.

How many Arts Commission meetings have you attended/viewed?

7 or more

Why do you feel that local art is important?

This is one of the main reasons I joined the Arts Commission. Albany is fast approaching a "real" city. Our population is growing and changing. When I first moved here 40 years ago, art was not really present here and especially not public art. Albany has many local artists and as we have said in our AAC mission statement art is very important part of a city's livability and community.

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

Within the next three years I would like my role to expand from running the gallery to encouraging more public art venues. Also to be working on art for our public spaces.

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

Yes

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

Yes

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

Yes

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

I'm on the arts commission





# Citizen Advisory Group Application

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Applying To Arts Commission

Received September 30, 2024

Name Leigh Matthews Bock

In City Limits? Yes (Ward 3)

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Are you currently employed? Retired

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

Development & Communications Director

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

I worked for the City of Lebanon (2015-2020) as their Communications Coordinator. During that time, an Arts Commission was created. As a City employee, for over two years, I coordinated many projects such as The Great Quirky Turkey Project, Strawberry Plaza's Noon at the Plaza (performance arts), and Strawberry Plaza's Art Board Program.

I was then chair of the committee for 6 months before leaving to take another job.

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

Direct Community Theatre shows (2009-current)

Majestic Theatre

Albany Civic Theater

Homegrown Theatre

Very Little Theatre

Wildish Theatre

Russell Tripp Performance Center at LBCC

Producer/Director

Majestic 8 10-Minute Play Festival

(2017-Current)

Creator/Director

Veterans' Voices Project

(2019-2023)

How many Arts Commission meetings have you attended/viewed?

None

Why do you feel that local art is important?

I believe art enhances our lives. I believe everyone should have access to the arts and public art creates that opportunity. Public art also enriches and increases the live-ability of a city and makes it more attractive to possible incoming businesses and residents.

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

It is an advisory board to weigh in on temporary art displays and help with fundraising.

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

Yes

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

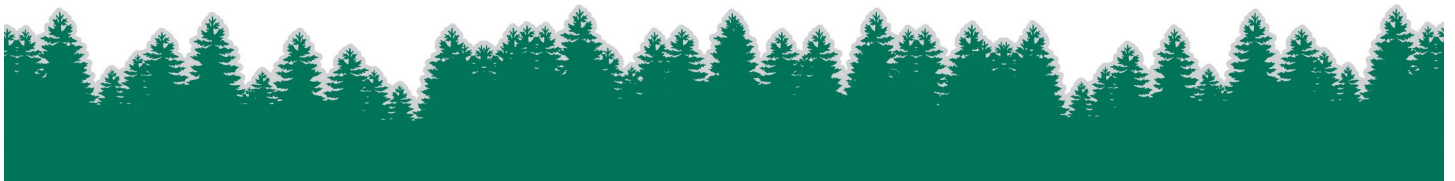
Yes

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

Yes

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

I went looking for it.





# Citizen Advisory Group Application

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Applying To Budget Review Committee

Received December 13, 2024

Name Ashley Sisneros

In City Limits? Yes (Ward 2)

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Are you currently employed? Yes (Oregon Department of Transportation)

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List current or most recent occupation, business, trade, or profession:

Government Administration

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

As a highly motivated and experienced professional with a public administration and community development background, I am excited to contribute to the Albany City Council Budget Citizen Advisory Group. With a blend of practical experience in local government budget oversight and an academic foundation in public financial management, I am prepared to engage with Albany citizens and provide thoughtful recommendations on the city's budgetary decisions.

Relevant Experience:

-Manager, Chandler Chamber of Commerce, Good Government Committee:

As the manager of the Chandler Chamber of Commerce's Good Government Committee, I was responsible for coordinating and overseeing the Chamber's efforts to engage with local government, especially regarding the city's budget. The Committee actively reviewed the Chandler City budget annually, assessing proposed allocations and expenditures and producing budget recommendations on behalf of the Chamber's business members.

-Master of Public Administration (MPA), with a focus on Public Financial Management:

My academic background, including a Master's in Public Administration and a Bachelor's in Economics, has provided me with the tools necessary to address the complex administration of public organizations, including budgeting, policy analysis, and governance. One of the key courses in my MPA program was Public Financial Management and Budgeting, where I gained in-depth knowledge of how local governments plan, implement, and manage financial resources.

-Community and Stakeholder Engagement:

Throughout my career, I have consistently worked to foster positive relationships between government entities and the community, through the Chamber of Commerce, state service, and non-profit roles. I have learned the importance of engaging stakeholders in decision-making processes, ensuring that diverse perspectives are heard and incorporated. Effective budget recommendations must reflect the needs of all community members, particularly those whose voices might otherwise go unheard.

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

### Civic Activities Summary

Throughout my life, I have been deeply committed to civic engagement and community service, with a focus on empowering residents through increased voter participation, advocacy for diversity, equity, and inclusion (DEI), and involvement in non-partisan political processes. These experiences have equipped me with an understanding of the role of inclusive, representative governance and the importance of ensuring that all voices are heard in both the electoral process and in community decision-making.

#### Voter Engagement and Canvassing:

I have actively participated in several voter engagement initiatives, working on both local and state levels to increase civic participation and ensure that historically underrepresented groups are included in the electoral process. Through canvassing efforts, I have had the opportunity to engage directly with residents, informing them about their rights, the voting process, and upcoming elections. I have worked on several campaigns, including those for non-partisan races, where the focus was on educating voters about the candidates, ballot initiatives, and the importance of voting, regardless of party affiliation. I recognize the importance of fostering an electorate that votes based on issues and the competencies of candidates, rather than political ideologies.

#### Leadership in Civic Initiatives:

Beyond my involvement in grassroots efforts, I have also taken on leadership roles in various civic initiatives focused on improving voter access, education, and engagement. I have led teams of volunteers for canvassing and voter registration events, worked to coordinate diverse community stakeholders around common goals, and advocated for policies that foster greater inclusivity within local government structures. My leadership in these efforts has helped to ensure that outreach efforts were thoughtful, inclusive, and respectful of the diverse perspectives within the community.

Are you a registered voter?

Yes

How many budget review committee meetings have you attended/viewed?

1-3

What is your understanding of the role of a budget review committee member and what contributions do you hope to make to the committee?

I have reviewed the City of Albany Citizen Advisory Group Manual and my goal is to bring my skills, experience, and education to the Group. Help bridge the divide between citizens and Council, while continuing to promote transparency in government and stewardship of public funds.

What is your experience in reviewing or preparing a large-scale budget?

Mentioned previously: As the manager of the Chandler Chamber of Commerce's Good Government Committee, I was responsible for coordinating and overseeing the Chamber's efforts to engage with local government, especially regarding the city's budget. The Committee actively reviewed the Chandler City budget annually, assessing proposed allocations and expenditures and producing budget recommendations on behalf of the Chamber's business members.

How would you make sure that the budget aligns with the City's Strategic Plan?

The following are steps to ensure that the city budget aligns with the City's Strategic Plan:  
Understand the Strategic Plan: Familiarize myself with the City's Strategic Plan and priorities outlined—great neighborhoods, safe city, healthy economy, and effective government.

Engage with Stakeholders: I would collaborate with community members, city department heads, and local organizations to gather input on funding allocation.

Align Budget Priorities with Strategic Goals: Assess allocations to determine how well they support the strategic priorities.

**Regular Review and Adaptation:** The strategic plan and budget are living documents, regular reviews of both, to ensure that the City's needs and priorities are evolving in response to changing conditions.

Cities face many challenges as we attempt to meet the demands of our growing communities. What role can the budget review committee play in assisting the City in meeting those challenges?

The Group must ensure resources are allocated efficiently and in alignment with the long-term goals and Strategic Plan of the City. With citizen engagement, the Group can help identify funding gaps, recommend adjustments, and prioritize investments in areas that address both immediate needs and future growth, such as infrastructure, public safety, housing, and economic development. An important piece is also to promote transparency and accountability by reviewing proposed expenditures and ensuring that taxpayer dollars are being spent prudently to meet the needs of the community.

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

Yes

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

Yes

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

Yes

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

Website





# Citizen Advisory Group Application

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Applying To Community Development Commission

Received December 2, 2024

Name Courtney Stubbs

In City Limits? Yes (Ward 3)

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Are you currently employed? Self-employed (Hot Spot Houses LLC)

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

5 years in Realestate - 10 years in affordable housing solutions.

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

Served as Chair of CDC , and have 10 years plus experience in the housing industry.

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

4 years in community development commission

How many Community Development Commission meetings have you attended/viewed?

7 or more

What is your understanding of the role of a Community Development Commission member and what contributions do you hope to make to the commission?

Planning goals and key initiatives to target the needs of the community. Participating in allocating grant funds to applicants.

Please describe your experience working on housing or economic development issues.

Hot spot houses has worked on creating housing solutions with a community housing model , to offer shared common spaces , saving money on rent.

Briefly describe your knowledge of Albany's Community Development Block Program.

Federally funded program , administered by HUD and US department of housing , specifically for minorities or low income populations.

What programs or services could be offered or improved for low-income or special needs individuals and families in Albany?

Child care that is high skill level and provides healthy nutrition , while being affordable.

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

Yes



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

Yes

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

Yes

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

Alex Johnson





# Citizen Advisory Group Application

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Applying To Community Development Commission

Received October 2, 2024

Name Larry (Larry) Timm

In City Limits? Yes (Ward 1)

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Are you currently employed? Retired

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

30 years as a Director of Planning and/or Director of Community Development in Larimer County, Colorado; Eau Claire, Wisconsin; Grand Junction, Colorado; and Fond du Lac, Wisconsin.

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

I have a BS from the University of Wisconsin, Madison with a major in Political Science and a MS in Urban and Regional Planning from the University of Iowa. As a Director of Planning and Community Development, I was responsible for city and county planning, building permits, code enforcement, long range planning, community development, economic development, a housing authority, a senior center, a city bus system, and a downtown parking system. I was also responsible for the application and administration of CDBG funds.

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

Current member of the Community Development Commission. Past member of the school board for Zion Christian School in Corvallis.

How many Community Development Commission meetings have you attended/viewed?

7 or more

What is your understanding of the role of a Community Development Commission member and what contributions do you hope to make to the commission?

Obtain knowledge about the community development needs in Albany and apply that knowledge when making recommendations regarding the allocation of future CDBG funds for the City. I hope to make the best recommendations possible for consideration by the City Council.

Please describe your experience working on housing or economic development issues.

As noted above, as a Community Development Director, I was responsible for the operation of a Housing Authority and for economic development. I played a major role in various new development and redevelopment projects in communities I have worked. I also was responsible for the development review process which included staff review of numerous housing and economic development projects.

Briefly describe your knowledge of Albany's Community Development Block Program.

As a previous, but now retired Community Development Director I am generally familiar with CDBG requirements and procedures. As a current member of the CDBG Commission, I have gone through the annual steps of the program as presented by the staff.

What programs or services could be offered or improved for low-income or special needs individuals and families in Albany?

Housing rehab loans; new business start up assistance; counseling and education regarding the many types of assistance available through the many organizations in the city and county (e.g. housing, mental health, drug assistance, discrimination, family difficulties, etc); some physical improvements that assist LMI persons, etc.

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

Yes

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

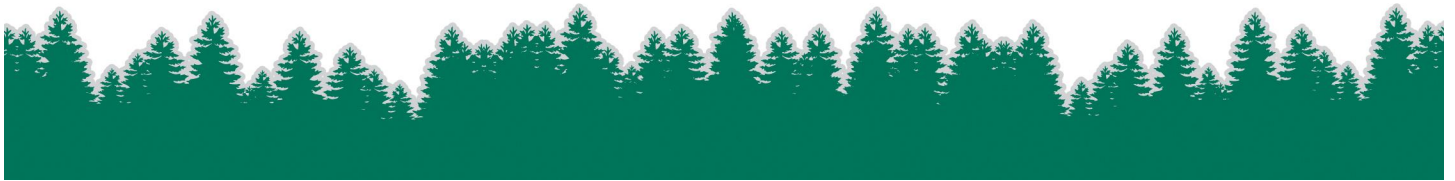
Yes

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

Yes

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

I am a current member seeking reappointment.





# Citizen Advisory Group Application

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Applying To Human Relations Commission

Received August 15, 2024

Name Tami (Tami) Cockeram

In City Limits? Yes (Ward 3)

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Are you currently employed? Retired

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

25 years in local government at Washington County and City of Hillsboro

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

President of the Human Rights Council of Washington County  
Board member of Centro Cultural in Cornelius, OR  
Facilitator, program development, and instructor for DEI programs within city government  
Co-Chair of the Northwest Public Employees Diversity Conference  
ADA Coordinator for City of Hillsboro  
Represented the City of Hillsboro on the Leading with Race; Research Justice in Washington County project which was led by the Coalition of Communities of Color.  
Oversaw the City of Hillsboro DEI committee  
Board member of CHANCE Recovery

The majority of my career was in the area of Risk Management. DEI has been a part of my job from the beginning. The last three years of my career was as the Community Services Manager; a newly created position. It allowed me to help the city navigate its role in homelessness and affordable housing. Since these are not traditional roles for city government (except larger cities) Hillsboro knew it would need to participate as its city grew.

Hillsboro is also a very diverse community with over 40% of the population identifying as non-white. How do we bridge the gap between traditional city government and communities who historically may not have experienced government with positive interactions, or no interactions at all. Building trust and creating intentional space in bridging that gap was key in bringing communities together. This takes time, consistency, and dedication.

Fortunately, this work is my passion, and I would be honored to be a part of this work in my new city which I am falling in love with.

Thank you for your consideration.

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

See above

How many Human Relations Commission meetings have you attended/viewed?

None

What is your understanding of the role of a Human Relations Commission member and what contributions do you hope to make to the commission?

I understand the commission to be a conduit between the community and the City, providing input and observations on issues and needs within the underrepresented community at large.

I think with my experience as a city staff member who worked in community connecting, that I can offer some insight and ideas based on what worked for Hillsboro (both community and city), and things that didn't go so well.

As part of its mission, the Human Relations Commission strives to reach out to the Albany community. Please describe your affiliations within the community that may aid the commission in this mission.

I've not lived in Albany for long, but I have been out in community trying to meet as many people and organizations as possible. Before coming to Albany, I resided in Lebanon for 4 years but spent much of my time here in Albany. Before Lebanon, I lived in the Portland area since 1981.

I love nothing more than getting out there and meeting people and developing relationships. I also enjoy bringing people together for honest conversations in safe space, building trust and connections.

Why are diversity, equity, and inclusion important to the community?

It allows a community to grow in a way that is rich in thought, in understanding, in knowledge, in living together, in providing equitable opportunity and spaces, and it is necessary for our growth. A person is not one thing. A community is not one person. We must grow together.

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

Yes

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

Yes

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

Yes

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

Councilor Smith





# Citizen Advisory Group Application

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Applying To Library Board

Received November 25, 2024

Name Jane Sandberg

In City Limits? Yes (Ward 2)

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Are you currently employed? Yes (Princeton University Library (remote))

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

Library Software Engineer

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

Libraries have played a big role throughout my life! Growing up as a homeschooled child, my public library was the second most important place to me after my home. It was my classroom, my independent study where I could learn about things that interested me, a place to meet with others in the community, and a place to go when I was bored at home.

In my adult life, I continue to see the profound and shifting roles that libraries play in the lives of individuals and our communities. I graduated from University of Illinois at Urbana-Champaign with a Master's Degree in Library and Information Science. Before moving to Oregon, I worked as a librarian in the Burlington (WA) Public Library, where I expanded the library's Spanish-language collections and services and implemented technology that allowed the library to easily communicate with book vendors about library material purchases.

I spent seven years as a librarian at Linn-Benton Community College, where I worked closely with Albany Public Library's excellent staff to support the lifelong learning needs of Albany residents and all of Linn and Benton Counties. I currently work remotely for Princeton University Library, doing IT work that helps make Princeton's unique resources available online for anybody to use and learn from. In this position, I make improvements to software that many libraries -- including APL -- use to provide services. As an Albany resident, I enjoy using APL's many resources, attending programs, and using APL services.

I understand the role of the Library Board as set out in ORS and Albany Municipal Code. Albany Public Library already does so much to empower our community. It would be my honor to help City Council, Library Administration, and fellow Library Board members to enable Albany Public Library to meet new challenges and reach new heights. Thank you for your consideration, and please let me know if I can answer any questions.

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

I have previously volunteered for Jackson Street Youth Services at the Albany House and CARDV, but it's been a few years. I'm eager to start volunteering again in the community, and would be very honored if I were able to do so on the Library board.

How many Library Board meetings have you attended/viewed?

4-6

What is your understanding of the role of a Library Board member and what contributions do you hope to make to the board?

First and foremost, I would seek to understand the relevant policies, procedures, public meeting laws, and business before the board. I would also like to understand the priorities of Library Administration and the City Council. I would not come in with a specific agenda, but instead seek to gradually connect the dots between things I hear in the community, ideas from other libraries, and Board discussions, and collaborate with others on the Board to find creative connections that meet community needs.

I also understand that there are some things that it's important \*not\* to do as a Library Board member. The Board is not there to handle operational matters -- APL's excellent staff is well-qualified to do that - - so I would keep those boundaries clear. I also understand how public meeting rules help to keep city government accountable to its residents, so I would keep my actions well within the established guidelines and rules.

When did you last visit the Albany Public Library? Tell us about your experience during that visit.

I visited the Library a few weeks ago to pick up a hold. It was quick and convenient! The book was a moving novel about an experience very different from my own. I appreciate how easy the Library makes it to put yourself in somebody else's shoes and consider the world from another point of view. Since picking up the hold, I've also downloaded several audiobooks from the Library's online holdings, which have kept me entertained and laughing out loud during a long road trip! Once again, APL made things convenient.

What role does the Albany Public Library play in making Albany a livable community?

Albany Public Library has an impact both inside and outside its walls. It is a place that supports lifelong learning, from its early literacy programs to its successful collaboration with GAPS to its wide ranging collections to its interesting events. It is an economic booster, where small businesses can find resources to support their businesses. Patrons of all economic statuses can find helpful staff, a pleasant environment, and tools to help them take their career to the next level.

How can the Library Board improve policies and services offered by the Albany Public Library?

To be clear, the Library already offers clear, reasonable policies and excellent services. To me, the Board can help improve these further by encouraging creativity at all levels. When staff come to the Board with a creative new service or collaboration, it can be a cue for the Board to find ways to move it forward. Reviewing existing policies can also be an opportunity for creativity -- sometimes after you've seen the same policy a few different times, inspiration can strike and you can see a bold new approach that could better serve the Library's patrons and the City's goals.

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

Yes

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

Yes

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

Yes

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

City's website



# Citizen Advisory Group Application

Applying To Parks, Recreation and Tree Advisory Commission

Received November 18, 2024

Name William (Bill) Stonerod

In City Limits? Yes (Ward 1)

Are you currently employed? Yes (State of Oregon)

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

Auditor

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

Home gardener for 30+ years; Softball & Baseball Umpire for 20 years; Garden featured in 2024 Albany Home Garden Tour

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

Member of the Parks, Recreation & Tree Commission for past 3 years; Interviewed unhoused Salem residents in preparation for a report presented to Salem City Council (2021); Purchased and distributing food, hygiene, and cold weather items to unhoused residents of Salem (2019 - 2021)

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

7 or more

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

I want to keep the health and protection of Albany's existing trees in the forefront of the Commission's attention. Additionally, I would like to expand the tree canopy within the city limits. I can continue to provide research and suggestions to update ordinances and guidelines; including updating the city's approved tree list with emphasis to plant native and drought-resistant trees.

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

Scholarship programs for low-income families; NW Art and Air Festival; Camp Albany

How can Albany improve its parks and recreational activities?

I would like to see the return of Slow Pitch Softball leagues in Albany and an increase in the activities provided for adults.

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

Yes



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

Yes

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

Yes

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

Current member





# Citizen Advisory Group Application

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

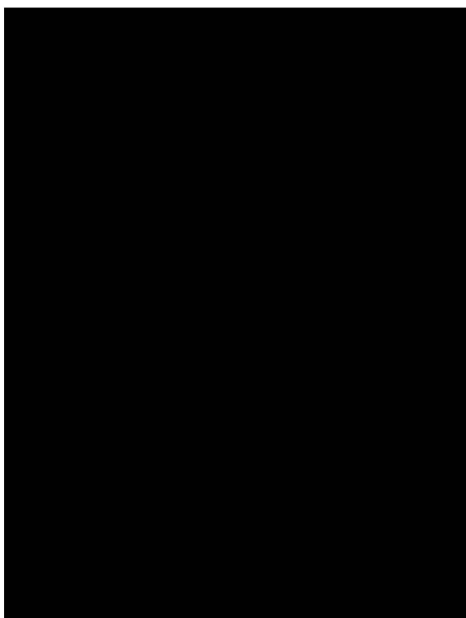
Received **October 31, 2024**

Name **Anna Roller**

In City Limits? **Yes (Ward 3)**

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Are you currently employed? **Yes (ODOT)**



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

**Clean Water Coordinator**

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

**I have a BS in Natural Resource Policy and 10 years of experience managing natural resource programs. My responsibilities include analyzing legislation, recommending and implementing programs and policies to meet federal and state environmental regulations.**

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

**I have served on Albany's Tree Commission and Parks and Recreation and Tree Commission for 3 years. I also serve on my HOA Board.**

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

**7 or more**

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

The role of a Commission member is to be informed and knowledgeable about Albany's park master plan; the city's policies for planting, removal, and care of public trees; and to provide guidance to the Council on policy issues.

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

I really enjoy Northwest Art and Air and River Rhythms.

How can Albany improve its parks and recreational activities?

I think Albany does an excellent job. I would like to see classes offered outside of work hours for those of us who work full time, but I recognize that may be difficult.

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

Yes

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

Yes

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

Yes

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

Current member





# Citizen Advisory Group Application

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Applying To Public Safety Commission

Received October 30, 2024

Name Erik Rau

In City Limits? Yes (Ward 1)

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Are you currently employed? Yes (Oregon State Fire Marshal)

[REDACTED]

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

Strategic Planner/Emergency Manager

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

In the course of my professional experience, whether in public safety or emergency management or other roles, I have spent considerable time working in diverse teams and on a variety of committees and workgroups, so I understand the dynamics of providing the best solution for all members of a community. My recent education in Security Studies also provides me with an opportunity to see the newest approaches being used by an even wider variety of agencies, local, state, and federal, and I have also developed contacts with numerous leaders in those agencies, who can provide additional insight.

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

City of Albany Public Safety Commission member: 2023-present  
Albany Regional Museum: Board of Directors, 2013-2023  
Albany Pride: Setup volunteer/public safety liaison, 2017-present  
Central-Takena Parent-Teacher Association & Memorial Middle School Parent-Teacher Club: member/vice-president, 2017 to present  
Albany Public Library Stakeholders' Meeting and Director Interview Panel, 2019  
Regular participation in Albany Parks and Recreation activities, city budget forums, city businesses, and other community activities

How many commission meetings have you attended/viewed?

4-6

What is your understanding of the role of a Public Safety Commission member and what contributions do you hope to make to the commission?

Reviewing the Citizen Advisory Group Member & Staff Manual, it describes that the Public Safety Commission members role is to: "advise the City Council on funding, operation, maintenance, facilities and other aspects of the Albany Police and Fire departments." Given that, and with my direct

experience in many aspects of those issues, I can provide a constructive, innovative voice on many topics.

Since the Public Safety Commission has the mission to “help public safety departments maintain high standards and deliver the highest quality emergency safety services to the residents of Albany,” my own commitment to high professional standards and outstanding public services will reinforce the same commitments from others.

How would your background and experience benefit the Public Safety Commission and Albany in general?

In the course of my professional experience in public safety and even in other civic roles, I have spent considerable time working in diverse teams and on a variety of committees and workgroups, so I understand the dynamics of providing the best solution for all members of a community. My recent degree in Security Studies from the Naval Postgraduate School also provides me with an opportunity to see the newest approaches being used by an even wider variety of agencies, local, state, and federal, and I have also developed contacts with numerous leaders in those agencies, who can provide additional insight.

Why are the Albany Fire and Police departments important to the community?

Public safety agencies are often the points of contact for people at the moment of greatest need, and as such, they need to be able to deliver consistently excellent service at a moment's notice. The only way to accomplish that, however, is to have earned the trust of the community over time, and to constantly strive to earn it at all times--not just during emergencies. When the city issues an evacuation warning, or polices a protest, community members must have trust in those agencies developed during blue sky days of transparency, self-reflection, and improvement through critique. What I have seen of Albany Fire and Police departments indicates to me that they are willing to engage in all of those things--during blue skies or grey.

How can the Albany Fire and Police departments improve their services to Albany residents?

As mentioned above, trust takes a long time to develop and must be constantly maintained. This public trust comes from many factors, including high professional standards, consistent public transparency, and an understanding of how to admit the need for change. I believe that strong public agencies are key to the health of the community, but those agencies must be accountable to the community members, even when those community members demand higher standards.

Clearly, agencies cannot change course each time the wind blows from a different direction, but understanding how to adjust to changing demographics, or to equipment modernization, or even to shifting staffing needs, requires constant learning and discussion, from many diverse voices. Albany Fire and Police departments have shown that they are willing to engage with the community, but need to continue to demonstrate that they can make changes based on that engagement. While that can be difficult, it is always necessary. As a member of the Public Safety Commission, I would represent the community to the city, and vice versa, acting as a small part of that difficult, necessary work.

What makes Albany a safe place to live?

Because of my vocation in public safety and emergency management, I am a difficult person to please when it comes to choosing a place to live. Not only do I want a historic home in a good neighborhood with nice restaurants and excellent schools, but I have a few other criteria, as well. The city has to have good, publicly accessible natural hazard mapping (including flood and earthquake risks), strong citizen engagement mechanisms for its governance, and solid educational and civic institutions like libraries, schools, and cultural organizations: safe places to live come from all of those things, not just people who use lights and sirens. Because public safety agencies are often the most visible part of that, however, it is important for them to be integrated with all the others, and for there to be mutual support among them. Albany has all of these things in the various city departments, and I want to help them thrive.

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

Yes

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

Yes

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

Yes

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

Neighbor





# Citizen Advisory Group Application

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Applying To Public Safety Commission

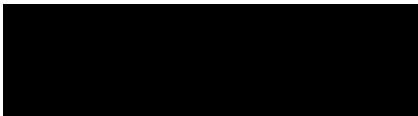
Received December 6, 2024

Name Katherine (Katie) Pleis

In City Limits? Yes (Ward 3)

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Are you currently employed? Yes (Portland State University)



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

Currently a Training Specialist with PSU Child Welfare Partnership, previously employed as an ODHS Child Welfare caseworker, trainer, and supervisor

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

I have over a decade of experience of human and social services experience, most of which have been focused on child and family safety. I have a bachelor's degree in Human Development and Family Science with a minor in Psychology, and participate in regular professional development opportunities to learn about current best practice in both human services and DEI practices. In addition to being a child welfare professional, I have worked in community mental health settings, collaborated frequently with other human service providers and law enforcement agencies and community partners. I have lived in Linn and Benton counties (don't hold living in Corvallis several years ago against me!) for 14+ years and have a deep investment in our growing community.

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

I am currently a founding member and on the steering committee for The Philomath Pride Collective. I am also a current member of the Linn Benton chapter of the NAACP.

How many commission meetings have you attended/viewed?

None

What is your understanding of the role of a Public Safety Commission member and what contributions do you hope to make to the commission?

My understanding is that a Commission Member serves as a representative of the community to the Commission by sharing their personal and professional experience and perspective regarding public safety efforts, including emergency services and law enforcement. I hope to share my expertise regarding child and family safety and provide a holistic human-services based lens for the Commission to consider when facing these issues.

How would your background and experience benefit the Public Safety Commission and Albany in general?

I have worked as a human services professional in Albany, and as a resident, have a working knowledge of the community, its demographics, and needs. I have over a decade's worth of experience in planning for and meeting child and family safety needs through partnership, collaboration, safety planning, and the dependency court system. I have spent many years intentionally partnering with various community services on Multidisciplinary Teams, and have experience in assessing safety needs through multiple lenses.

Why are the Albany Fire and Police departments important to the community?

The Albany Fire and Police Departments are essential to our communities. The Fire Department is always ready to respond to fires, medical emergencies, and natural disasters. They also educate the public about fire safety and make sure buildings are safe places for people in the community to work and live. The Police Department keeps Albany residents safe by enforcing laws, investigating crimes, and deterring criminals. They also work to build positive relationships with community members to foster trust and cooperation. Together, these departments are crucial for maintaining a safe and secure Albany for all of us to enjoy.

How can the Albany Fire and Police departments improve their services to Albany residents?

I am honestly not sure at this point, and that would be one goal of mine on this commission- to better understand the needs of the Departments and the barriers they are facing to improving services. I hope that by bringing a human-services perspective to the commission, it would provide additional ways to recognize the strategies needed to optimize the Departments.

What makes Albany a safe place to live?

I believe there are many reasons that Albany is a safe place to live, including that residents care about each other, and there are options like this commission in place. By intentionally seeking out diverse perspectives through community engagement, Albany is recognizing that there are many different needs for safety, and different ways that safety is provided. When the Fire and Police Departments are able to access the voices of the entire community, they are better able to provide adequate and thorough safety services to everyone.

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

Yes

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

Yes

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

Yes

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

Community meetings







# Citizen Advisory Group Application

Applying To **Public Safety Commission**

Received **November 13, 2024**

Name **Bessie Johnson**

In City Limits? **Yes (Ward 3)**

Are you currently employed? **Retired**



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

**Linn County Tax Deputy**

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

**I was an Albany City Councilor. I have worked with code Enforcement. I have always been a big supporter of Police and fire.**

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

**Albany City Councilor for 20 yrs. I was a member of the WCJC committee. I am currently on the Drug Intervention Board. and was a facilitator on the Albany Free From Drug Assoc.**

How many commission meetings have you attended/viewed?

**None**

What is your understanding of the role of a Public Safety Commission member and what contributions do you hope to make to the commission?

**To attend the meetings. To listen and to offer constructive input whenever I can.**

How would your background and experience benefit the Public Safety Commission and Albany in general?

**As a Councilor, I was informed of what was happening, what was needed and how important police and fire are to a healthy city.**

Why are the Albany Fire and Police departments important to the community?

**They are the protectors of our city. Without trained police and fire, our city would not be as safe as we are.**

How can the Albany Fire and Police departments improve their services to Albany residents?

I think they do a very good job with the staffing they have. They need to keep positive when dealing with the public. Neither police or fire is an easy job, If I am appointed to the committee, I hope to learn more about what they need to continue serving our community.

What makes Albany a safe place to live?

The dedication of the men and women in our Police and Fire Departments. And people caring about where they live.

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

Yes

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

Yes

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

Yes

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

City website





# Citizen Advisory Group Application

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Applying To **Tourism Advisory Committee**

Received **October 2, 2024**

Name **Pamela (Pam) Silbernagel**

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

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Are you currently employed? **Retired**

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

**Retired. Formerly Community and Economic Development Planner with Oregon Cascades West Council of Governments and lead for federally-designated four-county Cascades West Evooic Development District.**

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

**Over thirty years of professional economic development work in the region including tourism development, downtown revitalization, and business expansion and retention.**

**Over forty years of participation and leadership in efforts to improve Albany beginning with the Historic Interior Homes Tours in the 1980s, to serving eight years as a City Councilor in the 1990s, and on to active involvement with multiple non-profits.**

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

- City of Albany Tourism Advisory Committee member, currently serving as Chair
- Boys and Girls Club of Albany, current Board member
- Rotary Club of Albany, past member and Wine Walk organizer
- Albany Visitors Association past Board member and Chair
- Monteith Historical Society past Board member and Chair
- Albany Downtown Association past Board member, Vice Chair, Business Retention and Assistance Committee Chair
- City of Albany Landmarks Advisory (previously HMAc) past member and Chair
- City of Albany Councilman, Ward 1

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

**No**

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

**7 or more**

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

To provide recommendations to the City Council regarding the City's tourism-related investments, consideration of funding for community-based proposals through the Collaborative Tourism Promotion Fund, and review of ongoing City investments in tourism-related programs.

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

Visitor expenditures provide new income to the local economy. Because tourism-related expenditures are especially attracted to unique local businesses this new income typically circles through the economy more times (has a significantly higher multiplier) than does income from other local economic development investments.

Activities that attract visitors also often attract and retain local monies, resulting in reduced leakage of local income.

How can Albany improve its tourism industry?

Expand and diversify the community's unique high-quality visitor experiences.

Why is Albany a good or bad place to visit?

Albany has a wealth of positive amenities that serve to attract and retain visitor interest and, therefore, their dollars -

- recreation-oriented sites and sporting events
- family friendly experiences like our carousel
- cultural draws like our historic districts and arts

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

Yes

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

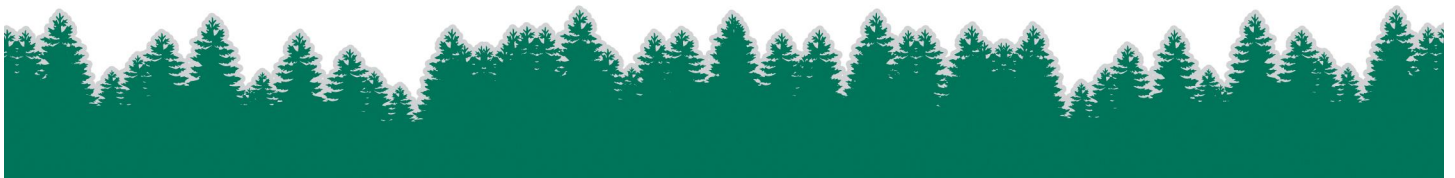
Yes

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

Yes

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

Email from City staff





# Citizen Advisory Group Application

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Applying To Transportation Advisory Commission

Received November 6, 2024

Name Alexander (Alex) Rice

In City Limits? Yes (Ward 1)

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Are you currently employed? Yes (Calapooia Watershed Council )

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

Restoration Program Manager - Calapooia Watershed Council

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

I have five years experience in project management where I have managed large river restoration projects involving a myriad of partners, jurisdictions, and stakeholders. I've been involved with the Network of Oregon Watershed Councils and have given testimony to the state legislature. I have a bachelors degree in natural resources management and a masters degree in Forestry. I am a public transit and alternative mobility enthusiast and have strived to keep myself informed on these topics.

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

I am on the board of the Cumberland Community Events Center where I help with decision making, ongoing demolition and renovations, and grant writing and other fundraising related to remodeling and reopening the historic Cumberland Presbyterian Church as a community event center that can provide programs for the community as well as a space for coming together. I am also on the board of the Eastern Oregon Climate Change Coalition, an organization dedicated to bringing information and education about climate change to the local level in the State of Oregon and the Pacific Northwest.

How many Transportation Commission meetings have you attended/viewed?

7 or more

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

The transportation commission advises the city and city council on issues surrounding transportation and mobility in Albany. As I have done already, I hope to continue to advocate for alternatives to private vehicles in the city of Albany. It is my belief that in a town the size of Albany, it should be possible, easy, and safe to get around without a car. This will be achieved with improvements to the public transit system and establishment of better, safer corridors for pedestrians and cyclists.

Please list any local bicycle, pedestrian, or traffic events in which you have participated:

I petitioned the city council to reopen a bike shortcut in south Albany. Ultimately I withdrew the request due to strong opposition from residents neighboring the shortcut but it was a good learning opportunity for all parties involved.

What do you believe are the biggest issues bicyclists, pedestrians, or drivers face in Albany?

Bike and pedestrian infrastructure in Albany is extremely inconsistent, undermaintained, and segmented. Albany is a great place to take a walk or a bike ride but connectivity of bike and pedestrian infrastructure is lacking. Bikes and pedestrians are forced to cross overly wide and busy intersections with light cycles that strongly favor cars leading to an unsafe situation. Bike lanes are small, poorly maintained, and usually just paint on the side of a busy road. Cyclists are afraid to use bike lanes and so often ride on the sidewalk, leading to confusion between cars and cyclists as to how to respond to one another. Cyclists and pedestrians are an afterthought in local transportation planning where they should be given parity with drivers. Ownership of a car should not be a prerequisite to life in the city of Albany.

How can bicycle, pedestrian, or traffic safety be improved?

Wider bike lanes, better connectivity, and better education on how bikes and cars should act around one another. The best thing we can do is improve corridors that allow pedestrians and cyclists to move about away from the busiest roads and also create better crossing infrastructure for where they do have to cross said roads.

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

Yes

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

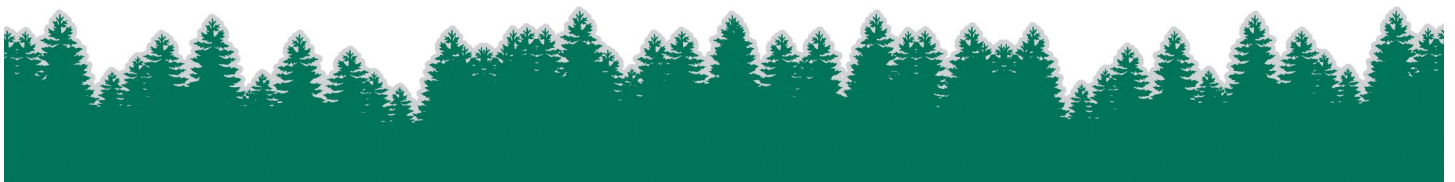
Yes

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

Yes

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

Through my city council representative





**MINUTES**

Wednesday, December 9, 2024  
Work Session  
Council Chambers, City Hall  
**Approved: DRAFT**

Call to Order

Council President Marilyn Smith called the meeting to order at 6:00 p.m.

Roll Call

Councilors present: Councilors Matilda Novak, Steph Newton-Azorr, Ray Kopczynski, Jackie Montague, Marilyn Smith, and Ramycia McGhee

Councilors absent: Mayor Alex Johnson II was excused

Business from the Public

Drew Charly handed out information.\* He spoke in favor of the petition for easement across 2451 Violet Avenue NW.

Dan Johnson expressed concern about the City stormwater fee. Smith suggested that he talk to the public works director.

Oregon Parks and Recreation Local Government Grant for Deerfield Park **4:07 p.m.**

Parks and Recreation Director Kim Lyddane showed slides.\* She described the project. The grant is a match for City funding, which will come from Parks and Recreation’s share of the City services fee. Construction will begin in the spring of 2025 and should be completed by the end of the year.

The grant will be on the consent agenda at the meeting Wednesday, December 11.

Petition for easement access across City-owned property 2451 Violet Avenue NW **4:18 p.m.**

City Engineer Staci Belcastro said utility access to the property of Russell and Keisha Williams was deeded to the City when Covey Run subdivision was built late in the 1990s. The narrow gravel lane is inadequate for shared access, and there is no shoulder on the side next to the drainage pond on the property. A wetland delineation needs to be done before any work can take place. Belcastro suggested that the Williamses work with public works staff when they need vehicle access to the property.

Councilor Jackie Montague moved to deny the petition and direct the applicant to work with staff for access. Councilor Ray Kopczynski seconded the motion, and it passed 6-0.

Central Albany Parking Area permit zone expansion **4:28 p.m.**

Code Compliance Officer Kris Schendel said this ordinance is coming to the council for passage after their approval of the expansion at the meeting on November 20, 2024.

Smith asked how soon the expansion can take place. Schendel said there is no emergency clause in the ordinance, so it will take effect in 30 days.

The ordinance will come to the Wednesday, December 11, meeting for adoption.

Albany Municipal Code 13.90 private property impounds **4:29 p.m.**

Schendel said the council adopted this section of code in 2017, when the city had problems with predatory towing companies. In July 2024 the state enacted a similar towing code with enforcement options. Albany no longer needs this code and we should remove it.

Councilor Matilda Novak expressed concern because the state code doesn’t require towed vehicles to stay in the city where they are towed. Schendel said under the new regulations, that requirement won’t be needed.

The ordinance will come to the Wednesday, December 11, meeting for adoption.

Business from the Council **4:37 p.m.**

Novak expressed the opinion that feedback from focus groups on the street maintenance fee did not accurately reflect the community. She presented a copy of a City of Corvallis ordinance relating to transportation maintenance to the clerk.\*

City Manager Report

**4:47 p.m.**

City Manager Peter Troedsson said new councilor orientation will be presented Thursday, December 19.

Next Meeting Dates

Monday, January 6, 2025; 4:00 p.m. work session

Wednesday, January 8, 2025; 6:00 p.m. meeting

ADJOURNMENT

There being no other business, the meeting was adjourned at 4:48 p.m.

Respectfully submitted,

Reviewed by,

Allison Liesse  
City Clerk

Peter Troedsson  
City Manager

*\*Documents discussed at the meeting that are not in the agenda packet are archived in the record. Documents from staff are posted to the website after the meeting. Documents submitted by the public are available by emailing [cityclerk@albanyoregon.org](mailto:cityclerk@albanyoregon.org).*





**MINUTES**

Wednesday, December 11, 2024

Meeting

Council Chambers, City Hall

**Approved: Draft**

Call to Order and Pledge of Allegiance

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

Roll Call

Councilors present: Mayor Alex Johnson II and Councilors Matilda Novak, Steph Newton-Azorr, Ray Kopczynski, Jackie Montague, Marilyn Smith, and Ramycia McGhee

Councilors absent: None

Public Hearing

Housing Implementation Policy Adoption

**OPEN:** Johnson II opened the public hearing at 6:01 p.m.

- a. Housing Implementation Policy Adoption
  - 1) Housing Construction Excise Tax (CET) Ordinance- ORD NO.: None
  - 2) Housing Construction Excise Tax (CET) Resolution- RES NO.: None
  - 3) Low Income Rental Housing Tax Exemption Program (LIRHTE) Ordinance ORD NO.: None
  - 4) City Real Property Surplus for Housing Resolution RES NO.: 7373

**Staff report:**

Planner II Beth Frelander and Comprehensive Planning Manager Anne Catlin. Frelander provided a PowerPoint presentation\* and summary of the policies. She said that these policies were prioritized from the Housing Implementation Plan in June of 2023.

Frelander summarized the CET saying 100% of revenue will be dedicated to affordable housing. The First \$50,000 of any project is exempt. The Community Development Commission would allocate the funds, and the funds could be especially useful to leverage outside funding as a funds match.

\* Low-income tax exemption: would require annual demonstration of compliance. However, it would prove challenging to determine how many new projects are eligible.

\* Surplus land policy: The recommendation was to review surplus city owned land for use for housing if there is no other need.

Novak asked if all of these have been on the city web site – because they are more or less already adopted? Frelander said they were online to make sure that everyone has the information they need on the policies.

**Public testimony:**

Tom Cordier provided comments in opposition to the Construction Excise Tax.

Mike Quinn said the council has made up its mind. The additional costs will be passed on to home owners who build a new house.

Jason Cadwell said it is hard to know what projects are coming down the line and those need to be known, before a tax is imposed. He shared that Newberg, Oregon, adopted a CET program and stopped it.

John Robinson said that he is a contractor in Albany, and submitted full written comments\*. He said he was in opposition to the Construction Excise Tax and the low-income rental housing tax exemption.

Brad Dennis said that he is chair of the North Albany Neighborhood Association. He said that high interest rates and increasing fuel costs make housing expensive. People don't have time to think carefully about issues until they come to a public hearing, and he suggests a vote of the people.



Matthew Fitchett said he supports affordable housing, but doesn't see it happening. He said the median price of housing in Albany would rise by \$15 per month, if passed. All of the fees and charges add up. Fitchett said he hopes the fee would be collected at the time of certificate of occupancy, not permit issuance, so interest costs aren't paid on those fees before the property can be used.

Mark Siegner said that added tax is anti-growth. Few people are willing to take the risk of building, and adding more costs is the wrong way to approach it.

Rich Kellum said that all expenses that are put on a housing construction project end up being paid by the person who buys or rents it.

**Rebuttal:**

Catlin said that she appreciates the comments, but the residential CET fully goes to supporting residential housing. In addition, it is written in state law that the CET has to be collected at issuance of building permit.

Frelander said that some of the residential CET also goes to the county, which runs a housing assistance program.

Smith asked if it was correct that the City controls how CET is spent, and the Community Development Commission would allocate the funds. Catlin said that was correct, it would take time to build enough revenue to have an award though. The CDC will work on a list of priorities, and is used to reviewing these things.

Smith asked if there was a deadline for adoption? Catlin said there is no deadline. There is no current requirement to implement these, but these policies will be necessary for a housing strategy due in 2028.

Novak expressed concerns with state housing laws, and how the City would deal with no tax revenue for twenty years. Troedsson said that there are many variables that would determine the net impact on revenues.

Catlin said that these would be new developments, no revenue comes in if a property isn't built, and any realized property revenue is an addition.

Kopczynski said that industrial taxpayers are often provided tax abatement, and residential shouldn't be any different.

McGhee expressed comments about the importance of decorum in a council meeting, in response to some public comment.

Montague said that many of the community members who would benefit from these policies may face challenges to attend council meetings to express their thoughts.

Smith asked if the tax exemption applies to improvements, not the base land or what is already there. Catlin said the fee would only be imposed on improvements.

Newton-Azorr asked if the tax can be used to buy an existing market rate apartment, and transition it to affordable housing? Catlin said that was correct. Newton-Azorr asked about qualification criteria for the exemption? Catlin said that income will be verified and reported annually, and any tax abatement will have to be paid back if the property is out of compliance.

Johnson II said he understands disagreement, but he has concerns about some of the conduct tonight and hopes it will be better in the future.

**CLOSE:** Johnson II closed the public hearing at 6:56 p.m.

Kidd read the CET ordinance for the first time in title only.

**MOTION:** Kopczynski moved to have the ordinance read a second time in title only. McGhee seconded the motion. The motion failed 5-1, with Novak voting no. A second reading in title only in the same meeting requires unanimous approval.

Kidd said the ordinance would be brought back for a second reading in 2025. Until then, he recommended skipping the CET resolution.

Kidd read the LIRHTE ordinance for the first time in title only.

**MOTION:** Kopczynski moved to have the ordinance read a second time in title only. McGhee seconded the motion. The motion failed 5-1, with Novak voting no. A second reading in title only in the same meeting requires unanimous approval.

Kidd said the ordinance would be brought back for a second reading in 2025.

**MOTION:** Smith moved to adopt the City Real Property Surplus for Housing Resolution. Kopczynski seconded the motion, which passed 5-1, with Novak voting no. The resolution was designated Resolution No. 7373.

Business from the Public

6:59 p.m.

Brad Dennis said that sometimes community members don't agree with the city, and can submit a referendum which requires 10% of the voters in the City of Albany. He said that he was proposing to amend/update Ordinance 5059 to a requirement to obtain 10% of the mayoral votes in the last election.

Mike Quinn said that the state passes legislation, and the City gets to interpret the statutes. He provided a summary of his history with the school district construction excise tax.

Lise Grato, Director of the Albany Downtown Association, provided an update on downtown activities.

The meeting recessed for a break at 7:08 p.m., and reconvened at 7:16 p.m.

Rich Kellum said that he wants to give a money award to people in government who find ways to save money, and established a non-profit called Against the Wind. It would reward government employees for savings. Kellum provided a handout.\*

Tom Cordier commented on school labor negotiations, and PERS costs. He asked the council to appeal to the governor to give school districts the same increase in yearly funding, that state employees were given.

Award of contract

7:22 p.m.

b. AM-WTP Generator Award of Contract

City Engineer Staci Belcastro said that staff recommends waiving a minor bid irregularity and award the contract. Five bids were received. The bid from JQ Construction Inc. was received by the deadline, and was a legitimate responsive bid. However, the bid was filtered by the city email security filter. Belcastro said that the council approved the purchase of the generator in March of 2024.

**MOTION:** Kopczynski moved to approve the award of contract. Smith seconded the motion, and it passed 6-0.

Approval of agreements

Exemption from competitive bidding and special procurement for Navigation Software First Due

RES NO. 7374

At the request of the city manager, this item was removed from the consent agenda.

Fire Chief Chris LaBelle said that the current software provider for fire department mapping was going out of business in March of 2025, and First Due was the only company who met all the requirements. He said the First Due system would go live in March 2025, so there would be no outage with the current system.

**MOTION:** Montague moved to adopt the resolution. Kopczynski seconded the motion, which passed 6-0 and was designated Resolution No. 7374.

Adoption of Consent Agenda

7:25 p.m.

a. Resignations

- 1) Accepting Evan Church's resignation from the Public Safety Commission
- 2) Accepting Michael Thomson's resignation from the Budget Review Committee
- 3) Accepting Carolyn McLeod's resignation from the Arts Commission

b. Approval of minutes

- 1) November 4, 2024, city council work session
- 2) November 6, 2024, city council meeting
- 3) November 18, 2024, city council work session
- 4) November 20, 2024, city council meeting

- c. Adoption of resolutions
  - 1) ST-22-06, Geary Street sidewalk right-of-way dedication  
RES NO. 7375
  - 2) Accept and appropriate Senior Emergency Medical Services grant from the Department of Human Services RES NO. 7376
  - 3) Accept abstract of votes, Linn and Benton County RES NO. 7377
  - 4) Accept and appropriate grant funds for Deerfield Park refurbishment.  
RES NO. 7378
  - 5) Approval of Assistance to Firefighters grant application – Chris LaBelle RES NO. 7379
- d. Approval of agreements
  - 1) ~~Exemption from competitive bidding and special procurement for Navigation Software First Due~~  
(removed from consent agenda, and approved before consent agenda)
- e. Recommendations to OLCC
  - 1) Approve full on-premises commercial liquor license for the 520, located at 1236 Price Road SE as a new outlet.

**MOTION:** Smith moved to adopt the consent agenda, except for the exemption from competitive bidding and special procurement for navigation software First Due, which was withdrawn. McGhee seconded the motion, which passed 6-0.

First reading of ordinances

**7:29 p.m.**

- c. Central Albany Parking Area permit zone expansion  
ORD NO. 6057

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

**MOTION:** McGhee moved to have the ordinance read a second time in title only. Smith seconded the motion, and it passed 6-0.  
Kidd read the ordinance for a second time in title only.

**MOTION:** Smith moved to adopt the ordinance. McGhee seconded the motion, which passed 6-0 and was designated Ordinance No. 6057.

- d. Albany Municipal Code 13.90 private property impounds  
City Attorney Sean Kidd read the ordinance for the first time in title only.

**MOTION:** Smith moved to have the ordinance read a second time in title only. Kopczynski seconded the motion, and it passed 6-0.

Kidd read the ordinance for a second time in title only.

**MOTION:** Montague moved to adopt the ordinance. McGhee seconded the motion, which passed 6-0 and was designated Ordinance No. 6058.

Staff reports

- e. Multi-Unit Property Tax Exemption (MUPTE) final review  
Economic Development Manager Sophie Adams reported that this item had been discussed in March. Feedback received from the community, council and staff has been incorporated. Brief council discussion was heard and it was the general consensus to proceed, and bring the item back to a future council meeting.  
**7:31 p.m.**

- f. Gibson Hill Road, Benton County road and property transfer  
**7:36 p.m.**  
RES. NO. 7380

City Engineer Staci Belcastro said she recommended approving the resolution. It was a transfer item in an IGA signed with Benton County approximately ten years ago. Benton County had to improve the roads to City standards at their expense. Having this road under City ownership would provide clarity to residents on which entity to call for repairs, and simplify the development permitting process. Novak asked if the City goal was to build housing on the property. Belcastro said that she believes the intent was to expand the adjacent pump station and to stage equipment and materials.

**MOTION:** Montague moved to approve the resolution. Kopczynski seconded the motion, which passed 6-0, and was designated Resolution No. 7380.

**Business from the Council**

**7:42 p.m.**

Smith said a memorial event for the homeless would take place at CHANCE. She shared volunteers are also needed for the annual point in time count.

Novak said that Drew Charly provided information at the work session on December 9 regarding an easement, and the staff recommendation was not to approve. She requested that staff review the information from Charly before making a decision. Chris Bailey, Public Works Director, said that Charly has been in frequent contact with staff, and the recommendation is to not grant an easement until a site plan is developed along with a wetland delineation.

Novak said that she supported the proposal to change ORD 5059 to simplify the referendum process. Troedsson read the AMC, and said that the proposal doesn't simplify the process, it just makes the number different. Montague said that the proposal changes the number, but then the number would change every election. She said since every election has different participation numbers, it would be less straightforward than current.

**MOTION:** Novak moved to direct staff to create an ordinance to amend ORD 5059, to change the required signatures on a referendum to not less than ten percent of the votes cast in the most recent completed mayoral election. The motion failed due to lack of a second.

Novak provided end-of-term comments and said it has been her honor to represent the people of Albany. She showed a cookbook from a restaurant her family owned.

Kopczynski provided end of term comments and said it has been an honor to serve the last four years, there was a lot of upheaval with the pandemic. He said it has been a pleasure to work with the City Manager and staff.

City Manager Report

**8:02 p.m.**

City Manager Peter Troedsson read remarks for outgoing councilors Novak and Kopczynski. Mayor Johnson II presented a plaque to Kopczynski and shadowbox to Novak, to recognize their service on the council.

Recess to executive session to discuss current litigation or litigation likely to be filed in accordance with ORS 192.660 (2)(h)

**8:09 p.m.**

The council recessed into Executive Session.

Reconvene

**8:38 p.m.**

The council adjourned the Executive Session, and reconvened the regular session for possible action resulting from the executive session. No action was taken.

Next Meeting Dates

Monday, January 6, 2025; 4:00 p.m. work session  
Wednesday, January 8, 2025; 6:00 p.m. meeting

**ADJOURNMENT**

There being no other business, the meeting was adjourned at 8:39 p.m.

Respectfully submitted,

Reviewed by,

Erik Glover  
City Clerk

Peter Troedsson  
City Manager

*\*Documents discussed at the meeting that are not in the agenda packet are archived in the record. Documents from staff are posted to the website after the meeting. Documents submitted by the public are available by emailing [cityclerk@albanyoregon.org](mailto:cityclerk@albanyoregon.org).*



# MEMO



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Marcia Harnden, Chief of Police

DATE: December 9, 2024, for the January 8, 2025, City Council Meeting

**SUBJECT:** Change of Ownership, Full On-Premises, Commercial, Caterer, Liquor License Application for Game Time Sports Bar & Grill, Located at 2211 Waverly Drive SE

**Action Requested:**

I recommend that the change of ownership, full on-premises, commercial, caterer, liquor license application for Game Time Sports Bar & Grill, located at 2211 Waverly Dr SE, be approved.

**Discussion:**

Game Time Sports Bar & Grill has applied for a change of ownership, full on-premises, commercial, caterer, liquor license. Based on a background and criminal history investigation through Albany Police Department records, the applicant has no criminal record.

**Budget Impact:**

None.

MH:rj





# MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager  
Chris Bailey, Public Works Director

FROM: Staci Belcastro, P.E., City Engineer  
Carl Berg, Civil Engineer II

DATE: December 23, 2024, for the January 8, 2025, City Council Meeting

**SUBJECT:** Acceptance of the United States Department of Transportation Charging and Fueling Infrastructure Grant Program Funding

Relates to Strategic Plan theme: Effective Government

## Action Requested:

Staff recommends Council, by motion, adopt a resolution (Attachment 1) accepting a Charging and Fueling Infrastructure (CFI) Grant from the United States Department of Transportation (USDOT) Federal Highway Administration for the construction of publicly accessible electric vehicle (EV) charging stations.

## Discussion:

The CFI Grant Program is a competitive grant program created through the Federal Infrastructure Investment and Jobs Act and Inflation Reduction Act to strategically deploy publicly accessible electric vehicle charging infrastructure in places people live and work and along designated alternative fuel corridors. Oregon has 11 roads designated as electric corridors by the Federal Highway Administration. Albany is at the intersection of two, Interstate 5 and Highway 20, and is well situated to have locations that align well with the CFI grant program criteria. Staff discussed the CFI Grant Program with council at the May 24, 2023, council meeting and received authorization to submit an application to construct EV charging stations at four locations.

The CFI Program awarded grants to 47 applicants across 22 states during the first round. Albany's application was not selected, nor was any Oregon application selected, to receive funding during the first round. However, in September, the USDOT notified staff that the City's application was selected to receive a CFI grant award of \$1,848,960 during the second round. The CFI Program awarded grants to 51 applicants across 29 states during the second round.

This project will be the City's first significant effort to bring EV charging infrastructure to the public. Improvements will include construction of publicly available charging stations at four locations, each with four connections. The chargers will be a mix of Level 2 and Level 3 or DC Fast Chargers. The four locations include: the North Albany Park and Ride, Two Rivers Mall parking lot, Albany Multimodal Station, and in partnership with a commercial property near I-5 (yet to be established). A vicinity map identifying the four locations is included as Attachment 2. The estimated cost to construct EV Stations at the four locations identified in the application is approximately \$2.3 million and requires a 20 percent local match estimated to be \$460,000. The CFI program allows all or a portion of the local match to be covered by a third-party private contractor, such as a charging company. Staff will solicit proposals from qualified contractors who agree to cover the local match.

**Budget Impact:**

Acceptance of the grant will commit Albany to provide a local match of up to \$460,000. Funds in this amount are available in the Street Capital & Restoration fund (25040250). The amount of City funds required for the local match may not be necessary or reduced if covered by a third-party contractor.

SB:CB:kc

Attachments (2)

1. Resolution
2. Vicinity Map

c: Kristin Preston, Operations Manager (via email)  
Jeff Babbitt, Public Works Business Manager (via email)





RESOLUTION NO. \_\_\_\_\_

A RESOLUTION ACCEPTING A CHARGING AND FUELING INFRASTRUCTURE (CFI) GRANT FROM THE UNITED STATES DEPARTMENT OF TRANSPORTATION (USDOT)

WHEREAS, The USDOT has awarded Albany a CFI Grant in the amount of \$1,848,960 to fund the construction of publicly accessible electric vehicle (EV) charging infrastructure at four locations; and

WHEREAS, the EV charging stations will be constructed at the North Albany Park and Ride, Two Rivers mall parking lot, Albany Multimodal Station, and in partnership with a commercial property near Interstate 5; and

WHEREAS, this will be the City’s first significant effort to bring EV charging infrastructure to the public; and

WHEREAS, the City of Albany supports the construction of publicly available EV charging stations that will benefit the public.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that the City of Albany accepts this Charging and Fueling Infrastructure Grant in the amount of \$1,848,960 for purposes of construction of EV charging stations; and authorizes the City Manager to execute agreements and conditions for its acceptance; and

BE IT FURTHER RESOLVED that the Street Capital and Restoration fund is hereby appropriated as follows:

Resources	Debit	Credit
25040250-XXXXXX		\$1,848,960
Requirements		
25040250-XXXXXX	\$1,848,960	

DATED AND EFFECTIVE THIS 8TH DAY OF JANUARY 2025.

\_\_\_\_\_  
Mayor

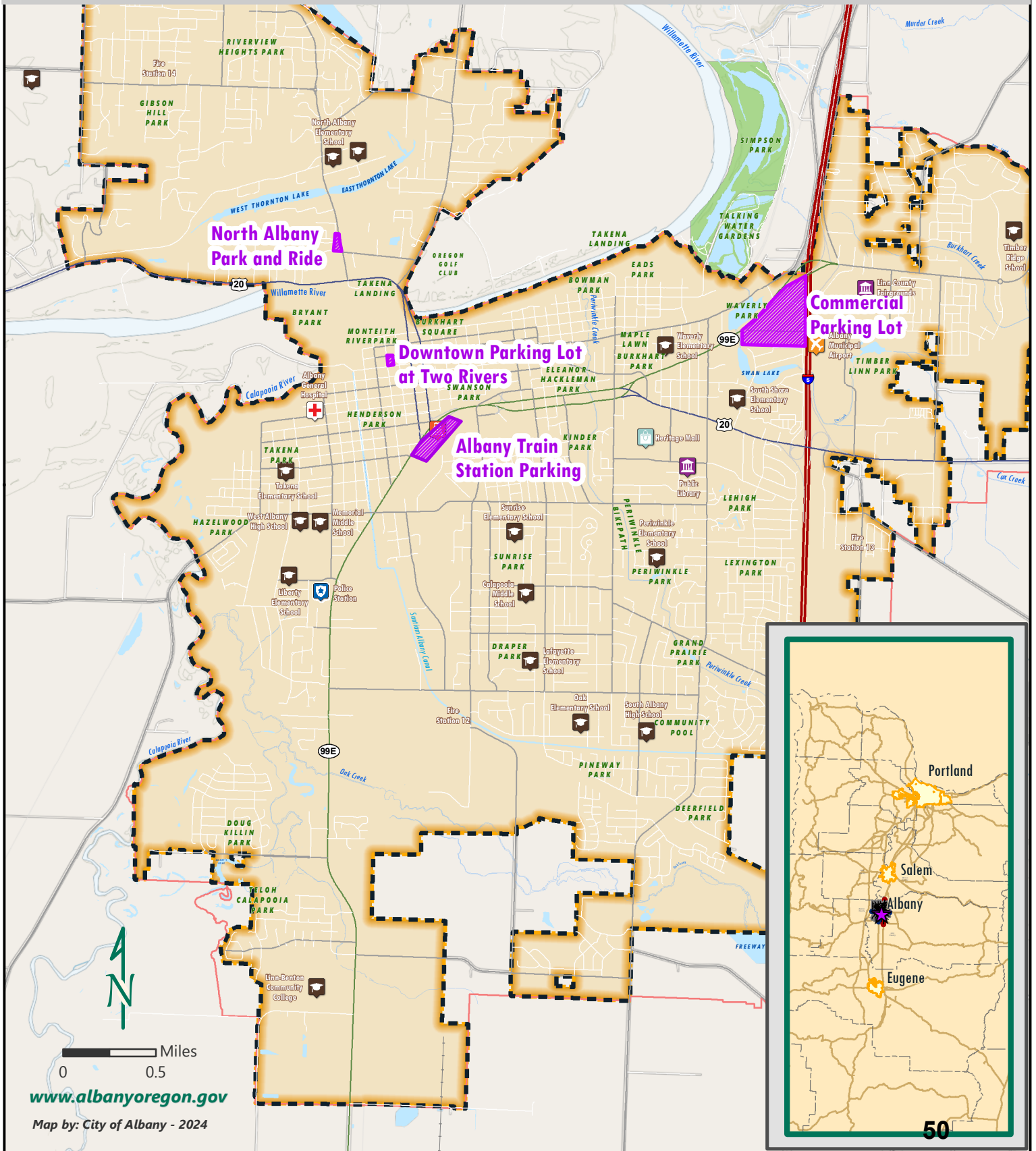
ATTEST:

\_\_\_\_\_  
City Clerk



# City of Albany

## Proposed EV Charging Station Locations





# MEMO

TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Kayla Barber-Perrotta, Deputy City Manager  
Jeanna Yeager, Finance Director

DATE: December 11, 2024, for the January 8, 2025, City Council Meeting

**SUBJECT:** Personnel Changes in the Finance Department

Relates to Strategic Plan theme: Effective Government

## Action Requested:

Staff is recommending that the City Council, by motion, authorize the following personnel changes in the Finance Department:

- Reclassify 1.0 FTE Grants Coordinator (N145) to Budget Manager (N160) effective immediately

## Discussion:

Over the last several months, the City Manager's Office has worked with departments to understand pain points in service delivery and identify paths forward that not only address those pain points today but are sustainable in the long term. As part of this effort, a workload pain point was identified in the Finance Department in regard to the Finance Manager position. This position was created several years ago due to budget constraints and combined the previously split functions of accounting administration and payroll with budget administration under one position.

These are large portfolios with distinct skill sets and expectations. As such, these functions have struggled since being combined and the position has turned over several times. In each case, exiting employees cited the workload and burnout as key factors in their decision to exit. A more public-facing pain point stemming from this turnover is the delay in City financial audits and reporting. While work is on track to catch up on reporting, with the departure of the most recent Finance Manager in November, it became clear adjustments to this position must be made to ensure the City does not continue to fall behind.

After careful review and discussion between the City Manager's Office and Finance, it was determined that the best course of action would be to split the budget portfolio into a Budget Manager position. This position will oversee the development and financial administration of the recommended biennial budget. This includes process development, departmental projections and analysis, long-term fund modeling, cost allocation analysis, and working with departments to address resource pain points. This shift also positions the City to more proactively analyze resource allocation across the City to take advantage of economies of scale and understand financial impacts and tradeoffs over time. This is important as needs continue to grow both from inflation and population, and the City has had to become increasingly creative in its resource allocation to support those needs.

To minimize the budget impact of this new position, staff is recommending a reclassification of the already budgeted Grant Coordinator position. This position was added in the last budget to support grant writing and management during the large influx of federal funding coming out of the pandemic; however, it has remained

vacant over the last year due to hiring difficulties in this field and many of those sources are now coming to a close. In reviewing the need, it was found that based on the new grant climate, grant writing support could be expanded within the City Manager's office, while grant management support could be incorporated into the Budget Manager role.

**Budget Impact:**

The reclassification of the Grants Coordinator to the Budget Manager will result in an estimated impact of \$18,507 (salary and benefits costs) for the remainder of the biennium. The Finance program has sufficient savings to cover this increased cost. No additional appropriation is requested.

KBP

c: Jeanna Yeager, Finance Director  
Holly Roten, Human Resources Director

# 2025 Department Presentations

Accomplishments and Strategy



1



## City Manager Comments



2



**Mission**

Provide solution-oriented thinking, partnerships, and robust engagement to promote and facilitate the growth, development, and empowerment of the city and its diverse neighborhoods.

**FTEs**

18.8

**Biennial Budget**

- \$4.4M- Planning
- \$6.8M- Economic Development
- \$6.1M- Building



3

**Primary Functions**

**Current and Long-Range Planning**

- Development Review
- Floodplain Management
- Historic Preservation
- Community Development Block Grant
- Update Development Code and Comp Plan
- Code Compliance

**Economic Development**

- Business retention and expansion
- Business Recruitment
- Job Creation
- Relationships and Partnerships
- Economic Growth
- Programs and Incentives

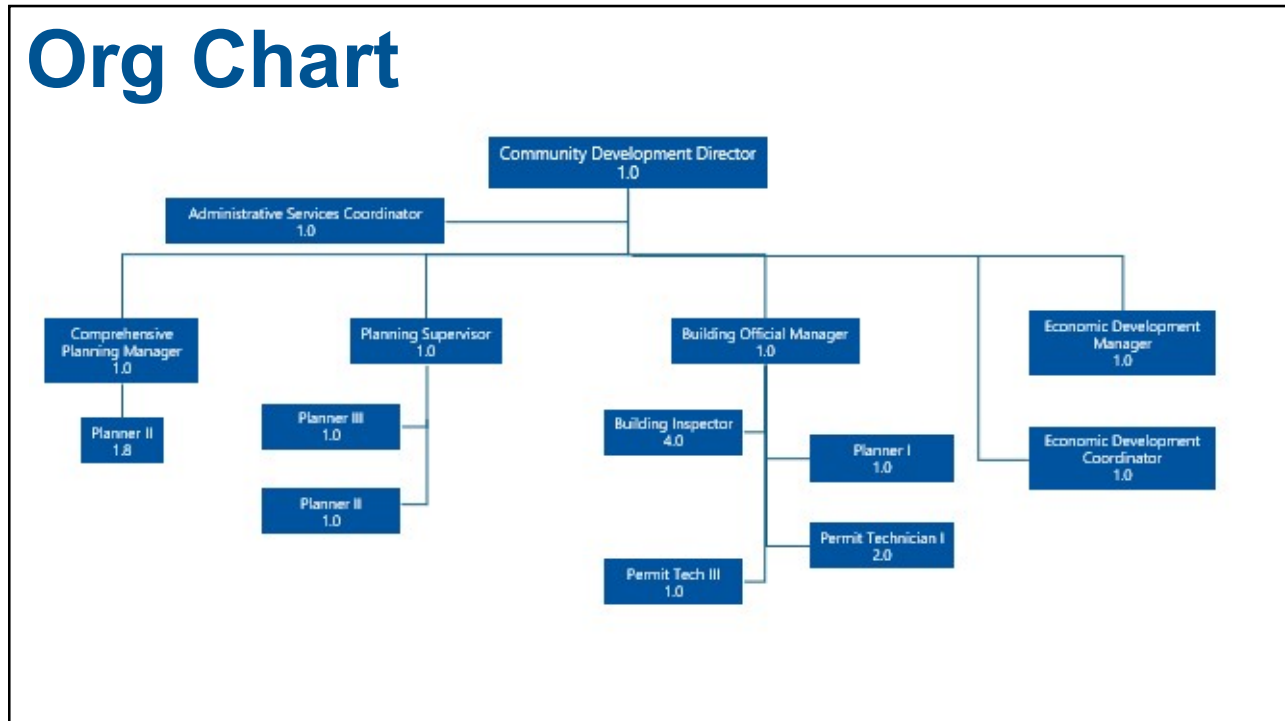
**Building Permitting and Inspection**

- Permit Review
- Permit Inspections
- Americans with Disabilities Act Compliance
- Code Compliance
- Emergency Response



4

# Org Chart



5

# Accomplishments

## Enhanced Engagement

- Focus Groups, Open Houses, surveys
- Development Services Advisory Group
- Historic Resources Engagement Survey
- Access and plain language

## Process Improvements

- Streamlining of Planning Applications/Reviews
- Streamlining of Online Permitting and Inspection Services
- Short Term Rentals



6

# Accomplishments



- Albany Waterfront Project
- Class 5 Community Rating System (CRS) floodplain rating
- Housing Implementation Plan (HIP) strategies implementation
- Climate Friendly & Equitable Communities
- East Albany Plan
- Central Albany Revitalization Area Partnerships



7

## Government report reveals things are bad for small business in Oregon

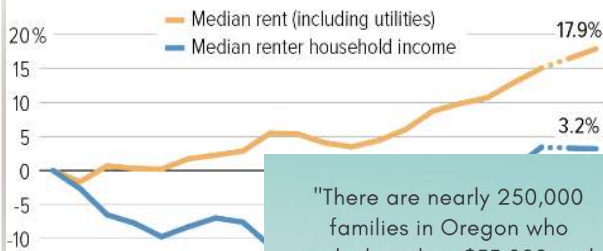
Story by By Tom Joyce | The Center Square contributor • 9mo • 2 m

### Housing Costs Climbed D Renters' Incomes Stagnat

Percent change since 2001, adjusted for



61% of employers face difficulty in employee retention



"There are nearly 250,000 families in Oregon who make less than \$33,000 and need affordable housing. Yet there are only 143,000 units available for them."



HOUSING OREGON

The state has enacted complicated and costly regulations for small businesses, according to a report from the Oregon Secretary of State's Office of Small Business Assistance. The state legislature passed 60 new laws impacting small business in 2023, some of which created new penalties for businesses.

# Trends

- Growing resistance to higher density development, despite need for more housing and housing types
- Unfunded State and Federal mandates resulting in declining public trust
- Housing Affordability across all housing types
- Low employee retention within business community
- Oregon's "unfriendly" business climate



8



BK0

# Looking Ahead

## Challenges

- Continued unfunded State and Federal mandates
- Cost to remove barriers to development
- Employee turnover
- Succession planning for decades of institutional knowledge and experience lost due to retirements

## Opportunities

- New employees, new experiences
- New and creative engagement with community experts and industry
- Investment in employees and education opportunities
- New strategic plan and corresponding updates to comprehensive plan



9



# Public Works

## Mission

Working together to plan, build, and maintain essential utility services and infrastructure for the Albany community.

FTEs: 137

Biennial Budget: \$203.8M



10

## Slide 9

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**BKO** The 27% gets hit in HR and CMO as a citywide retirement number. One great way Parks and Library framed the retirement issue was adjusting the retirement discussion to their area and noting they are anticipating the loss of x years of experience over the next two years. Food for thought, as I think it was a really poignant approach. You visibly saw the room re-engage.

Barber-Perrotta, Kayla, 2024-12-18T23:29:53.871

**RM0 0** updated

Ruettgers, Matthew, 2024-12-19T03:31:44.564

# Primary Functions

## Operate & Maintain Existing Services & Infrastructure

- Drinking water
- Stormwater
- Wastewater
- Transportation
- Automation

## Ensure Regulatory Compliance

- Clean Water Act
- Safe Drinking Water Act
- Federal and state laws and regulations

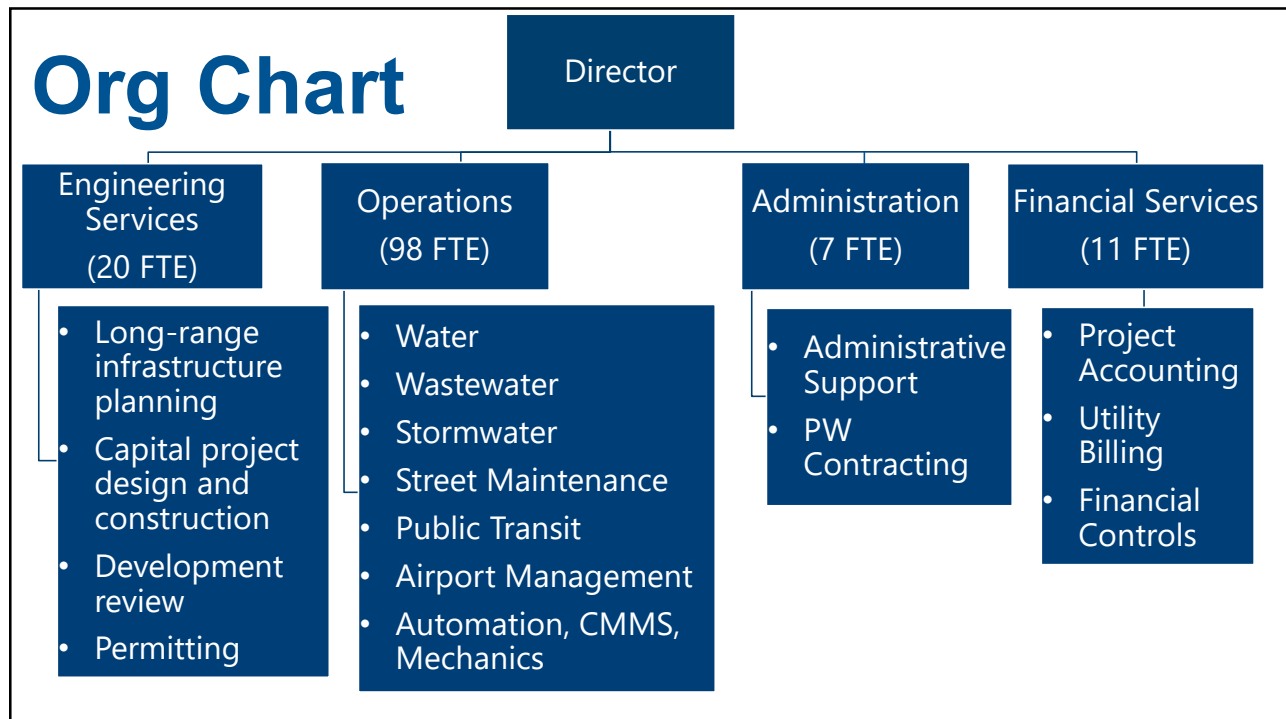
## Infrastructure Replacement, Repair, and Expansion

- Master planning
- Development review
- Capital design



11

# Org Chart



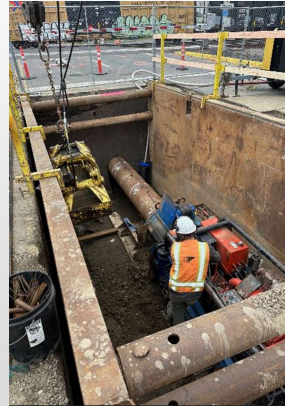
12

# Accomplishments



## Technical

- State Drinking Water Program Outstanding Performer
- Compost program
- Transit expansion



## Management

- Water Master Plan update
- Hwy 20 Corridor Study
- Revised org structure



13

# Accomplishments



## Financial

- CFI Grant
- Federal/State direct funding for Cox Creek
- Grant funded street sweeper



## Financial

- Stormwater SDC
- Local street funding
- Energy management projects

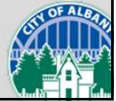


14



## Trends

- Construction costs
- Regulatory complexity
- Climate change
- Technical training
- Cybersecurity of automated controls
- Affordability



15

## Looking Ahead

### • Challenges

- Recruitment and retention of technically trained work force
- Costs – labor, materials, construction, insurance, and more
- Shifting state and national priorities – environmental, housing, transportation, funding

### • Opportunities

- New lines of business – compost, sweeping
- Technology – automation, advanced meters
- Master planning – transportation and wastewater



16



# Police Department

## Mission

"Excellence Through Service"

FTEs: 99.25

Biennial Budget: \$40.8M



17

# Primary Functions

## Law Enforcement

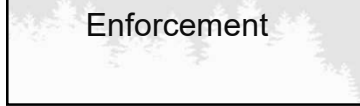
- Patrol
- Detectives
- Specialty Units – Traffic
- Linn Interagency Narcotics Enforcement

## Community Resources

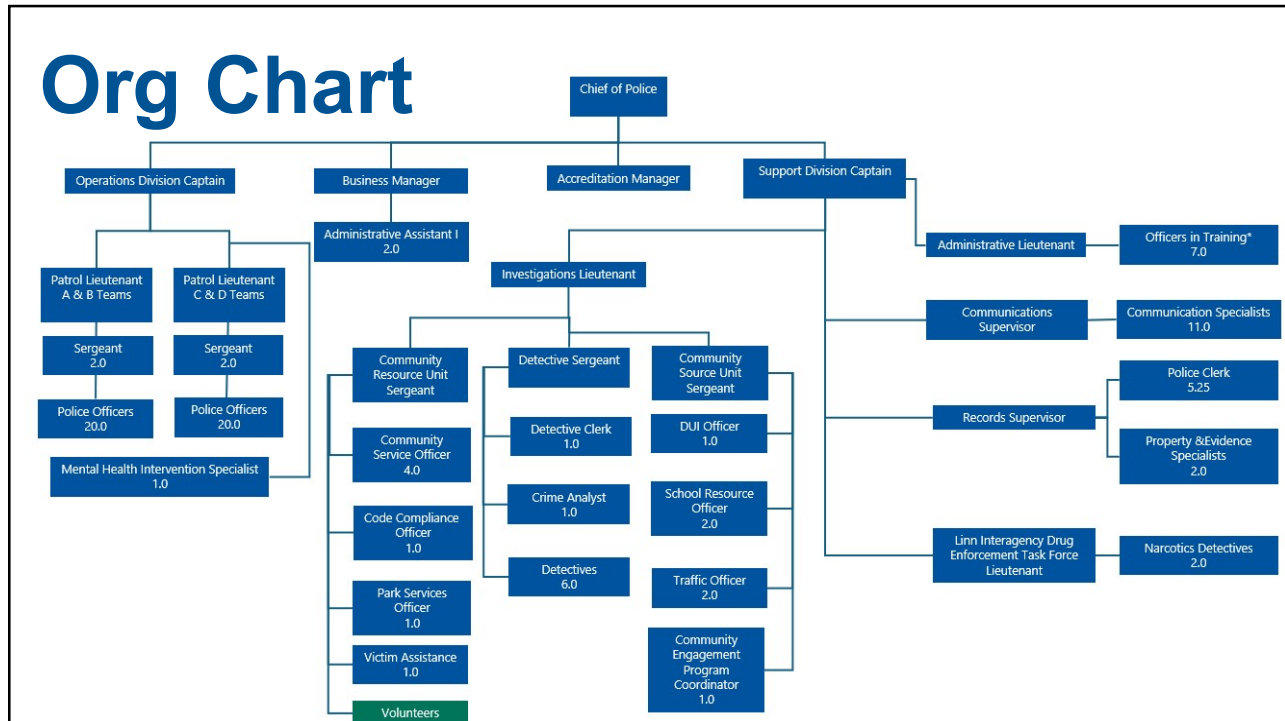
- Community Service Officers
- Park Service Officer
- Community Engagement Officer
- Code Compliance
- School Resource Unit

## Support Services

- 911 Center
- Records
- Property Evidence



18



19

# Accomplishments







**Enhanced Efficiencies**

- East Substation
- Expanded Photo Enforcement
- Online Reporting

**Accreditation Renewal**

- First full re-accreditation cycle complete



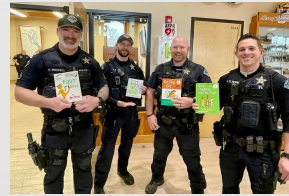
20

# Accomplishments



## Department Staffing

- Maintained 2% or lower vacancy rate
- Normal attrition
- 22% of officers are female
- 2024 Top Workplace Award



## Engagement

- 2 Community Academies
- 4 Diversity Advisory and Alliance Team meetings
- Hundreds of hours at events



21

CRIME SNAPSHOT			
Selected Group A Offenses	2023 YTD	2024 YTD	% Chg
<b>Person</b>	<b>486</b>	<b>521</b>	<b>7.20%</b>
Homicide	7	1	-85.71%
Rape	13	17	30.77%
Ag Assault	61	82	34.43%
Assault - Other	337	335	-0.59%
Sex Crime	68	86	26.47%
Human Trafficking	0	0	N/C
Domestic (subset of above)	106	99	-6.60%
<b>Property</b>	<b>1691</b>	<b>1546</b>	<b>-8.57%</b>
Robbery - Residence	1	1	0.00%
Robbery - Business	13	4	-69.23%
Robbery - Other	13	21	61.54%
Robbery 3 (subset of above)	15	16	6.67%
Burglary - Business	56	41	-26.79%
Burglary - Other	20	17	-15.00%
Burglary - Residence	64	37	-42.19%
Stolen Vehicle	107	63	-41.12%
Larceny - From Vehicle	223	203	-8.97%
Larceny - Shoplifting	340	396	16.47%
Larceny - Other	394	373	-5.33%
Arson	22	21	-4.55%
Vandalism	136	110	-19.12%
Fraud - Credit Card	44	27	-38.64%
Fraud - ID Theft	117	99	-15.38%
Fraud - Other	141	133	-5.67%
<b>Society</b>	<b>355</b>	<b>488</b>	<b>37.46%</b>
Animal Cruelty	11	12	9.09%
Drug Laws	61	132	116.39%
DUII	149	194	30.20%
Weapons Laws	134	150	11.94%
<b>Livability</b>	<b>496</b>	<b>680</b>	<b>37.10%</b>
Abandoned Vehicle	458	641	39.96%
Junk/Trash	29	35	20.69%
Overnight/Prohibited Camping	9	4	-55.56%
<b>Calls for Service</b>	<b>2023 YTD</b>	<b>2024 YTD</b>	<b>% Chg</b>
	33280	33516	0.71%
Dispatched Calls	17979	18475	2.76%
Self-Initiated Calls	15301	15041	-1.70%
<b>Response Time (Minutes)</b>			
Priority P & 1	5.22	5.95	14.05%
Priority 2 & 3	10.01	11.34	13.30%
Priority 4+	5.95	7.81	30.53%

# Trends

- Growth in Albany with increasing calls for service and balancing of resources



22



# Looking Ahead

## Challenges

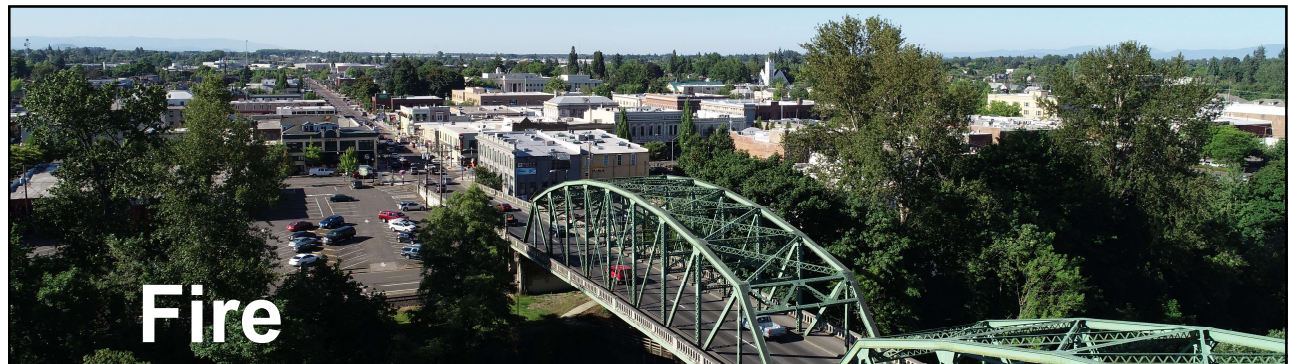
- Both labor costs and equipment are climbing faster than budget funding
- Employee retention and replacement of normal attrition cycles.

## Opportunities

- Agency reputation is a significant boost to recruiting employees



23



# Fire

## Mission

Prevent and Protect From Harm

FTEs: 92.5

Biennial Budget: \$41.8M



24

# Primary Functions

## Emergency Services

- Fire suppression
- Ambulance service
- All-hazards response (water, technical rescue, state hazmat team)

## Life Safety Division

- Fire Code enforcement
- New construction plan review
- Public education
- Community outreach
- Community paramedic

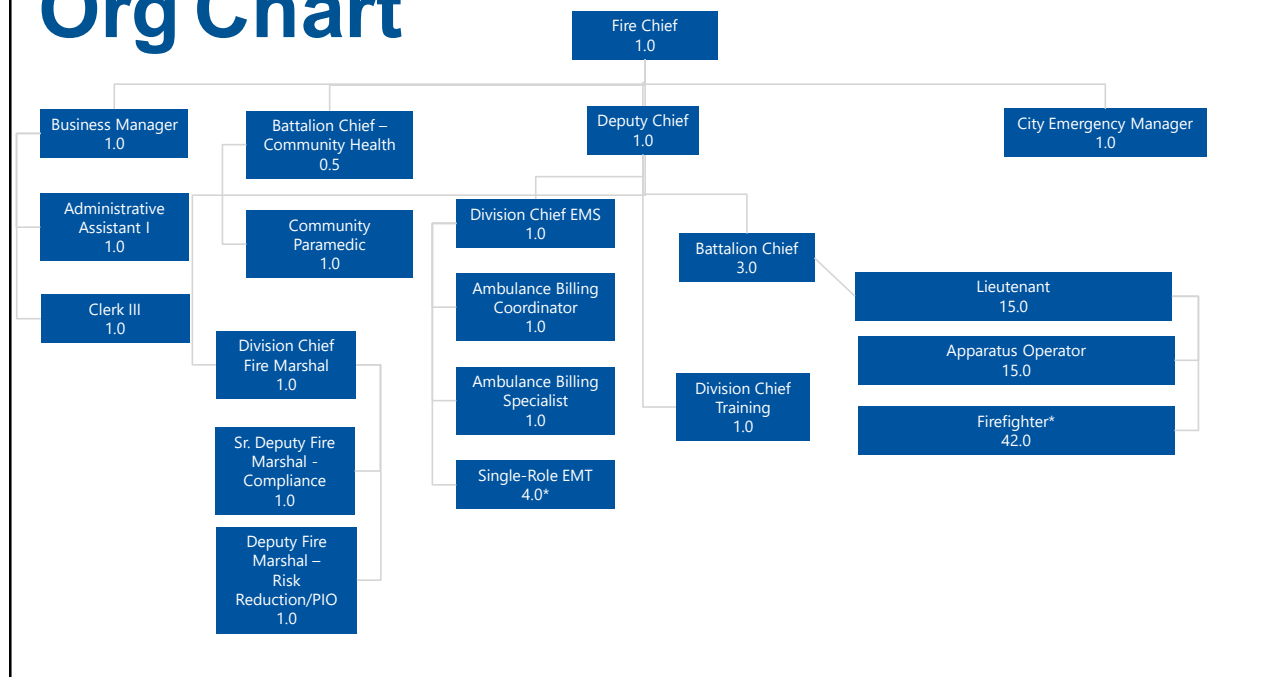
## Emergency Management

- Planning
- Disaster cost recovery
- Public outreach



25

# Org Chart



26

# Accomplishments



- New countywide radio system
- New dispatching software
- New training facility (under construction)



### Current grants:

- OSFM community protection/fuel reduction
- DHS care home support
- FEMA AFG and SAFER



27

# Accomplishments



- CPR in Schools – ongoing
- Cardiac screening program brought in-house



- Two remounted ambulances
- Partnerships with local colleges



28

# Accomplishments



- Worked with FEMA and city staff to ensure reimbursement of \$89,500 for the January 2024 ice storm.

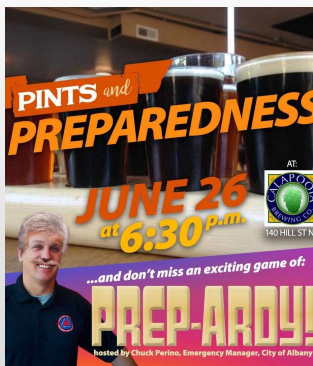


- Hosted 8 cooling centers and 3 warming centers in 2023-2024



29

# Accomplishments



## Public outreach and education

- Preparedness
- Financial impacts of disaster
- Emergency messaging



- Incident action planning for 12 large-scale city events



30



## Trends

- Call volume is increasing
- Staffing challenges nationwide
- Equipment procurement delays industry-wide
- Costs (equipment and personnel)
- Aging equipment and facilities



31

## Looking Ahead

### • Challenges

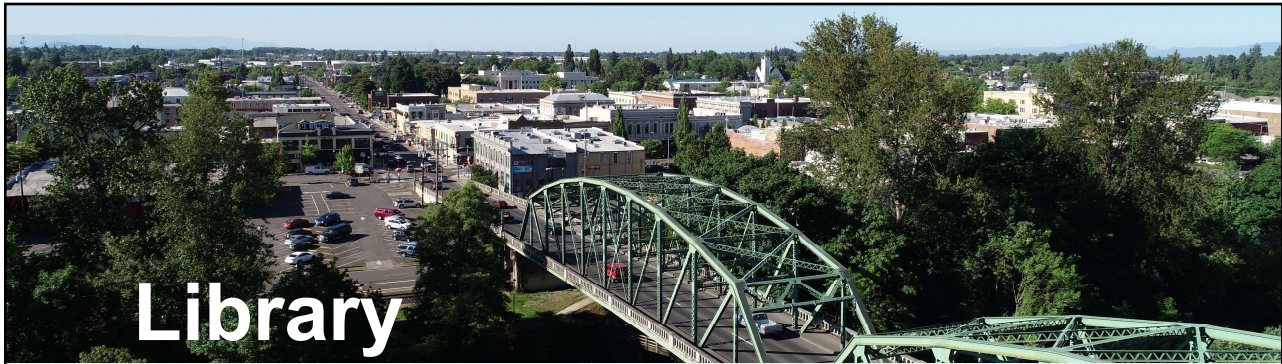
- Appropriate staffing levels
- Recruitment and retention
- Overtime costs
- Adequate funding for equipment replacement

### • Opportunities

- Improved succession planning
- Improved relationship with Samaritan Health
- Adapting to changes in emergency response



32



### Mission

The Albany Public Library is an essential resource promoting community, life-long learning and quality services in a safe, welcoming space.

FTEs: 19.05

Biennial Budget: \$7M



33

## Primary Functions

### Access

- We remove barriers in order to provide resources and services to the community widely and equitably.

### Community

- We are vital community center, fostering residents' sense of belonging and connection.

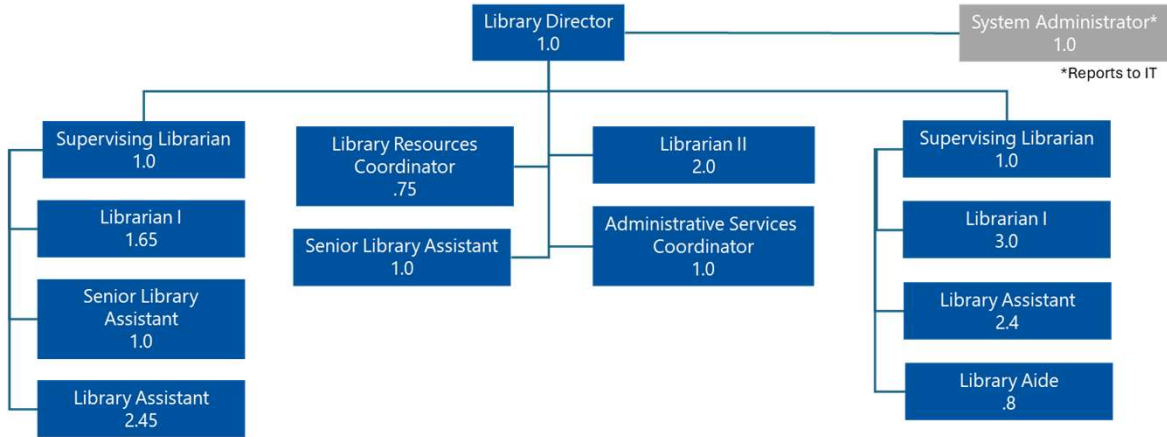
### Lifelong Learning

- We provide resources for community members at all stages of life.



34

# Org Chart



35

# Accomplishments



Library of Things



Summer Reading



36

# Accomplishments



Digital Access



Community Engagement



37

**Libraries struggle to afford the demand for e-books and seek new state laws in fight with publishers**

**A Home to the Homeless**

Libraries offer refuge and support to those in need and help foster a new community approach to homelessness  
By Ellyn Robinson | November 24, 2014

January 1 - August 31, 2024  
**414**  
ATTEMPTS TO CENSOR LIBRARY MATERIALS AND SERVICES

**BANNED AND CHALLENGED BOOKS**

## Trends

- Inflation- Materials, Services and Staff
- Growing Spanish Language Population
- Unhoused Population
- Politics and Book Bans
- Increased demand for digital materials



38



# Looking Ahead

## • Challenges

- Staff Retirements
- Funding Sources
- Carnegie

## • Opportunities

- New staff
- Facilities Services Assessment
- Community Partnerships




39

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40



# Parks & Recreation

Mission	FTEs	Biennial Budget
Promote healthy living through recreational experiences and serve as stewards of Albany's public parks and facilities.	26.25	\$30.4M Parks & Recreation \$1.8M Building



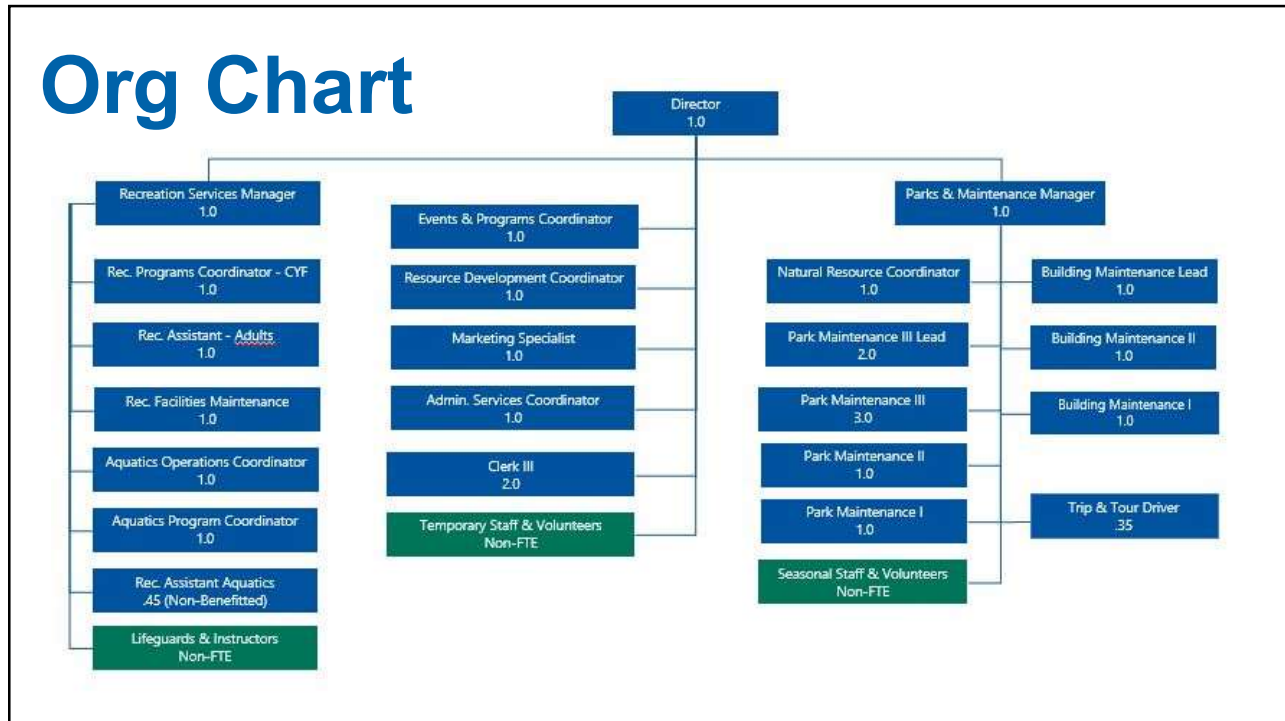
41

# Primary Functions

Parks	Recreation	Building Maintenance
<ul style="list-style-type: none"> <li>• Maintain 33 Parks &amp; 878 Acres</li> <li>• Urban Forestry</li> <li>• Community Beautification</li> </ul>	<ul style="list-style-type: none"> <li>• 500+ Programs</li> <li>• Major Community Events</li> <li>• Riverfront Community Center</li> <li>• Albany Community Pool</li> <li>• COOL! Pool</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain 25 Building Complexes</li> <li>• Interior and Exterior</li> <li>• Preventative and Emergency Operations</li> </ul>



42



43

# Accomplishments



### Deferred Maintenance

- City Services Fee
- Grants
- 40 Projects
- 22 Locations



### Programs

- River Rhythms
- Rentals
- Adult
- Youth
- Aquatics



44

# Accomplishments



## Alternative Funding

- Grants
  - 6 Received
  - \$594,034
- Sponsorships
  - \$439,075
  - 82 Sponsors



## ADA Work

- Ramps
- Sidewalks
- Building Improvements
- Play Spaces



45



# Trends

- Aging Infrastructure
- Inflation/Construction Costs
- Recreational Immunity
- Transient Cleanup/ Vandalism
- Cost of Meeting Community Expectations



46

# Looking Ahead

## Challenges

- Reactive vs. Proactive
- Increased Costs
- Stagnate Staffing Levels
- Weather Impacts
- Partnerships
- Retirements

## Opportunities

- Utilizing Technology
- Alternative Funding
- Space Utilization
- Taking Programs/Events to Different Neighborhoods
- Volunteer Opportunities



47



# Finance

## Mission

Provide fiscal oversight in a transparent and ethical manner while utilizing strategic thinking in all budgetary and procurement efforts, resulting in effective and efficient business processes.

## FTEs

16.6

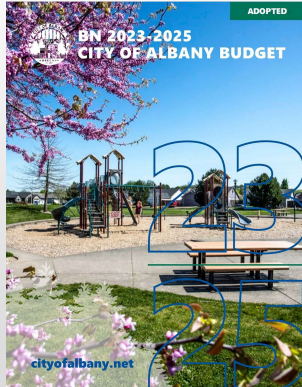
## Biennial Budget

\$6.3M



48

# Primary Functions



## Financial Services

- Payroll
- Accounts payable
- Cash reconciliation
- Contracts & procurement
- Budgeting
- Reporting



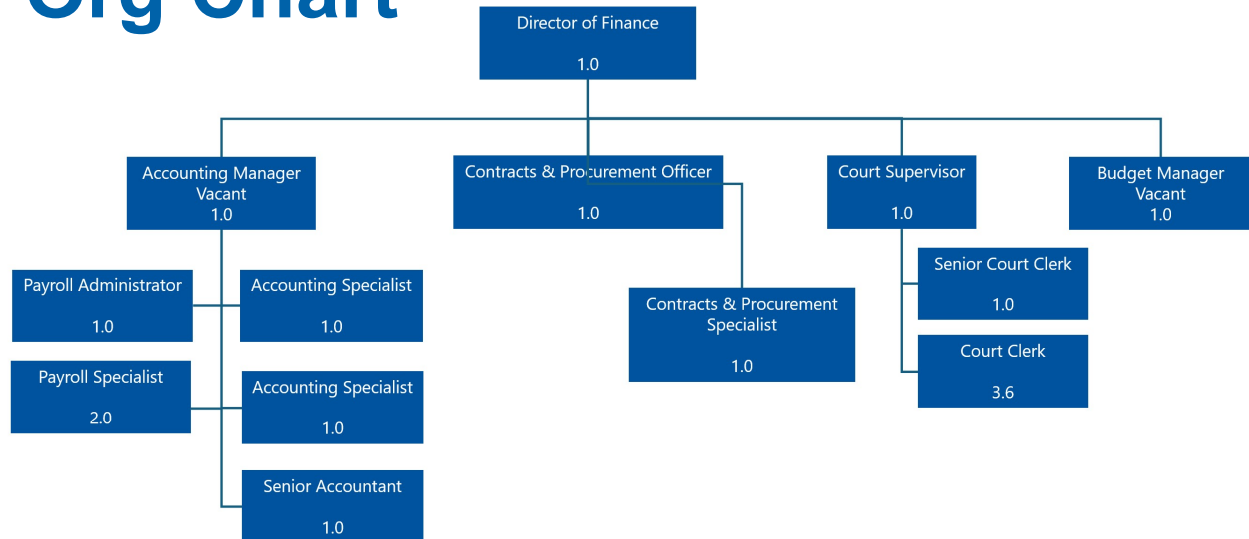
## Municipal Court

- Traffic violations
- Misdemeanors
- City ordinance violations
- Mental health court



49

# Org Chart



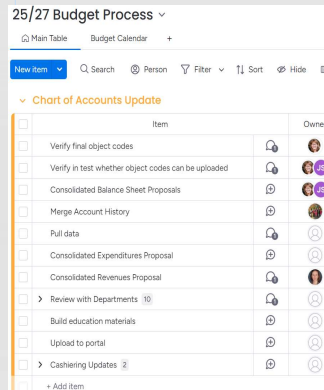
50

# Accomplishments

Org	Object	Project	Description
10010000	400500		PROPERTY TAXES - CURRENT
10010000	400510		PROPERTY TAXES - DELINQUENT
10010000	402005		PRIVILEGE TAX: ELECTRIC
10010000	402010		PRIVILEGE TAX: NATURAL GAS
10010000	402100		FRANCHISE FEES: R-O-W CARRIERS
10010000	402105		FRANCHISE FEES: TELEPHONE
10010000	402110		FRANCHISE FEES: GARBAGE
10010000	402115		FRANCHISE FEES: CABLE TV
10010000	410000		ALBANY CITY SERVICES FEE
10010000	410005		PERMIT FEES
10010000	410230		MEDICAL MARIJUANA FAC PERMIT
10010000	410235		NUMBER OF DOGS PERMIT
10010000	414150		PLANNING - CDBG REIMB
10010000	414250		LIFE SAFETY DIVISION FEES

## Process Improvements

- Chart of accounts
- Internal help desk



## Use of Technology

- Monday.com
- Reporting software

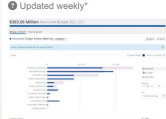


51

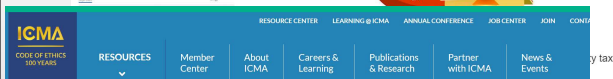
## City Data / Transparency

### Financials

#### Open Finance



#### Where Do Your Property Taxes Go?



### Embracing AI for Local Government Finance and Budgeting

Easy ways to harness AI for greater efficiency

By Kerry Hansen | Jun 07, 2024 | ARTICLE - ARTICLE



#### RELATED CONTENT

ARTICLE  
Dispelling Myths for AI Success in Local Government  
04-12-2024

ARTICLE  
Resident Engagement Reimagined With AI  
04-12-2024

Pension spikes will cost Oregon public employers \$1.8B in the next biennium: 'It will be more intense before it gets less'

Story by Ted Sicking, oregonlive.com • 2w • 7 min read

## Trends

- Measures 5 and 50 limit property tax revenues
- Rising costs
- Technology
- Open data and transparency
- Difficulty in hiring qualified employees
- Shortage of municipal auditors



52

# Looking Ahead

## Challenges

- Loss of key employees
- Revenues haven't kept up with expenditures
- Ongoing issues with financial software
- State and federal mandates
- Reporting

## Opportunities

- New employees
- Leveraging technology for efficiencies
- Bidding and procurement software
- New revenue sources



53



# Information Technology

## Mission

Deliver exceptional customer support and robust technology solutions that drive quality public services.

FTEs: 12

Biennial Budget: \$5M



54



# Primary Functions

- 9 Departments, 450 Users, 1000 User Devices

## Infrastructure Division

- Data storage
- Networks
- Phone systems

## Operations Division

- Automation and reporting
- Core business systems
- Technical support and training

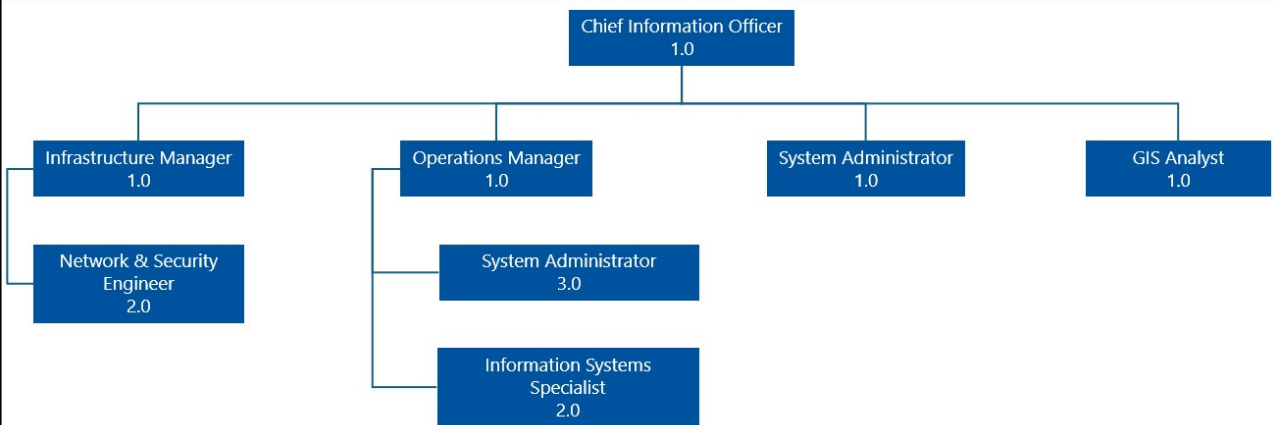
## Cybersecurity

- Disaster recovery
- Incident response
- Security systems and controls



55

# IT Org Chart

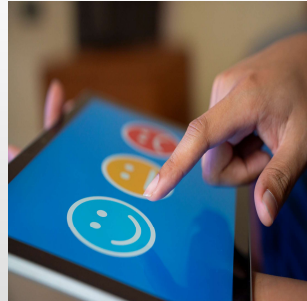


56

# Accomplishments



- 99.9% uptime for core business systems



- 6,402 support tickets with 97% customer satisfaction rate



57

# Accomplishments (cont'd)

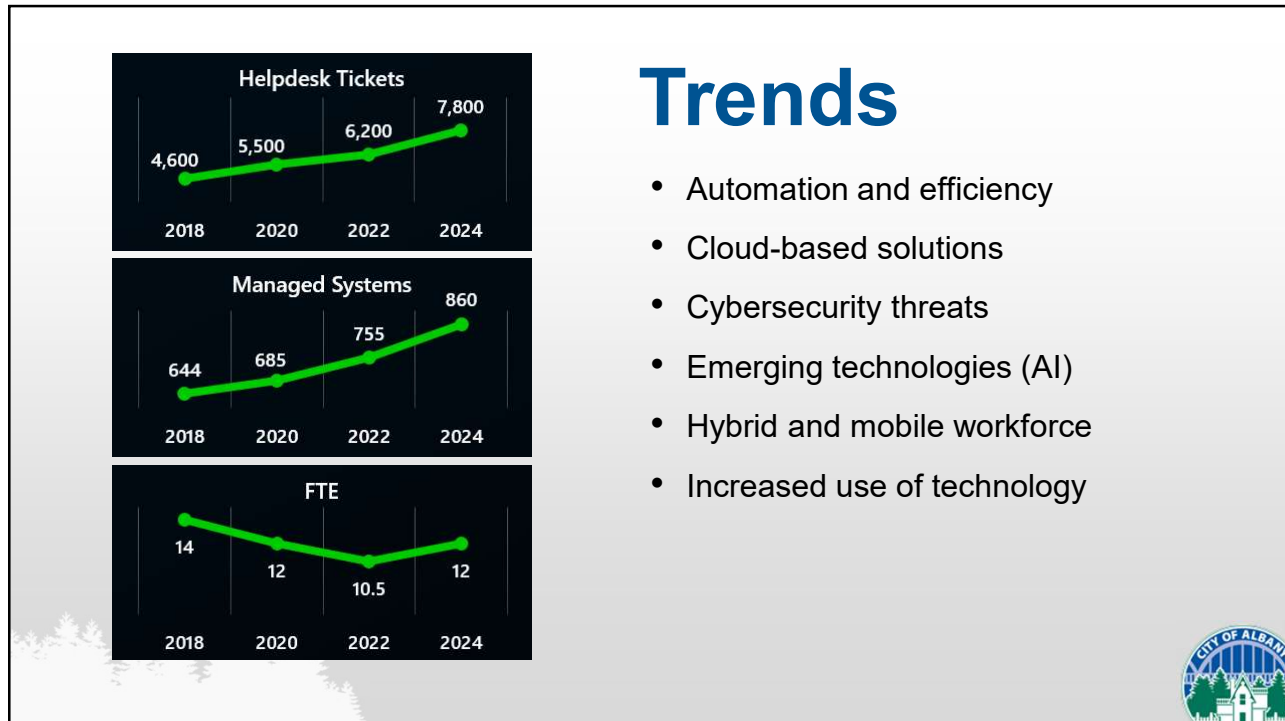


- APD substation and Transit bus barn
- Albanyoregon.gov migration
- Email security system
- Ambulance billing and Firemed automation



- Mitigated one major cybersecurity incident
- Security audit with strengthened defenses

58



## Trends

- Automation and efficiency
- Cloud-based solutions
- Cybersecurity threats
- Emerging technologies (AI)
- Hybrid and mobile workforce
- Increased use of technology



59



## Looking Ahead

### • Challenges

- Cybersecurity requirements
- Infrastructure and systems growth
- Resources to tackle initiatives
- Talent acquisition and retention
- Technical debt

### • Opportunities

- New talent
- Highly mobile workforce
- Process automation
- Cybersecurity grants
- Security and data loss prevention



60



# Human Resources

## Mission

We are dedicated to maximizing the potential of our greatest asset – our employees.

FTE: 7

Biennial Budget: \$2.3M

## Vision

Innovative partners fostering highly effective teams.



61

# Primary Functions

## Recruitment & Selection

- Job descriptions and postings
- Compensation surveys
- Design and recommend hiring processes
- Facilitate pre-employment screening

## Compensation, Benefits & Leave

- Health, retirement, and supplemental
- Protected leaves under FMLA, OFLA, and PFML, etc.
- Pay equity

## Employee & Labor Relations

- Requests for Accommodation
- Four union contracts
- Contract and policy administration
- Oversee disciplinary processes and grievance responses



62

# Primary Functions

## Workforce Development

- Training & Development
- Performance management
- Succession planning
- Stay Interviews

## Regulatory Compliance

- Required state and federal reporting
- Policy development and implementation
- Compliance audits

## Workplace Safety

- Workers Compensation
- Safety training and policies; OSHA compliance
- D&A Program



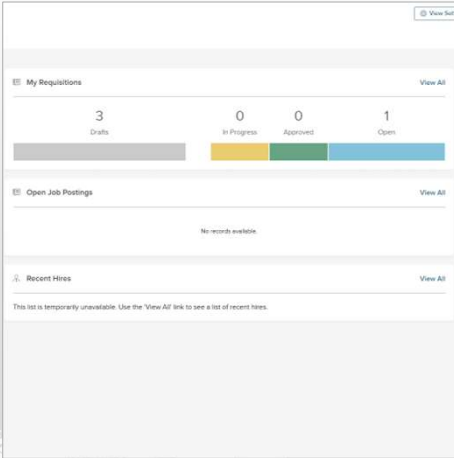
63

# Org Chart



64

# Accomplishments



## Process and Service Improvements

- Paperless
- Technology
  - Laserfiche
  - NeoGov
  - HR Help Desk
- Full cycle model for HR Analysts
- Simplification/consolidation of leave banks



65

# Accomplishments

## Class, Compensation, and Benefits

- Public Works Operations positions
- Engineering positions
- Nonbargaining salary schedule overhaul
- New Employee Assistance Program

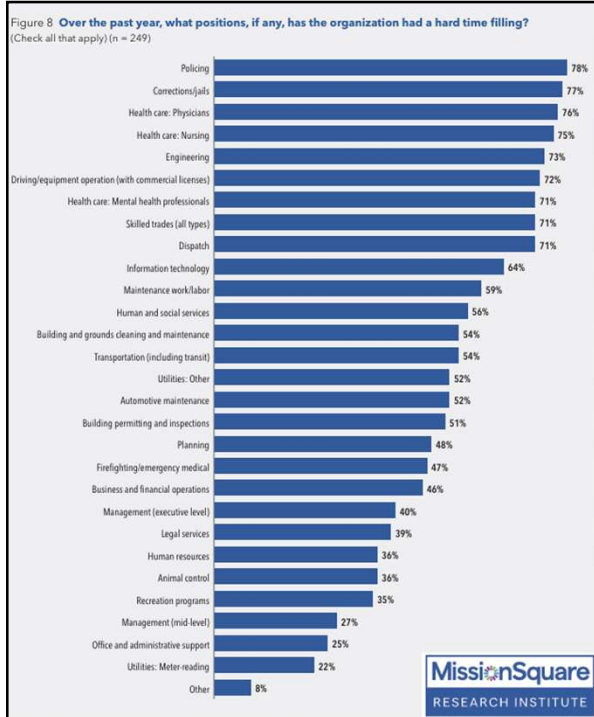


## Paid Family Medical Leave

- New policies and procedures
- Increased leave administration workload
- Favorable resolution of Unfair Labor Practice complaints
- Union negotiations ongoing



66



## Trends

- Increasingly challenging hiring environment
- Wave of upcoming retirements
- Inflationary pressures; rising labor costs
- State mandates, e.g., Paid Family Medical Leave (PFML)



67

## Looking Ahead

### Challenges

- Staff burnout. Volume of current and anticipated work exceeds current staffing capacity\*
- Historical lack of technology investment
- Space limitations (no workspace available for additional FTE)
- Employee engagement

### Opportunities

- New employees, new knowledge/ideas
- Leveraging technology and automation of processes
- Risk Manager position
- Data-driven workforce planning



68

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69



# City Manager's Office

## Mission

Guide, facilitate, and connect people with information, and implement the council's policies.

## FTEs

10.0

## Biennial Budget

\$2.9M- City Management  
 \$600k-Code Compliance  
 \$500k-Emergency Management



70



# Primary Functions

## Management

- Provide department support
- Align resources
- Remove barriers
- Analyze pain points
- Execute Council's vision

## City Clerk

- Agendas and minutes
- Records management
- Oversee public meetings and records compliance

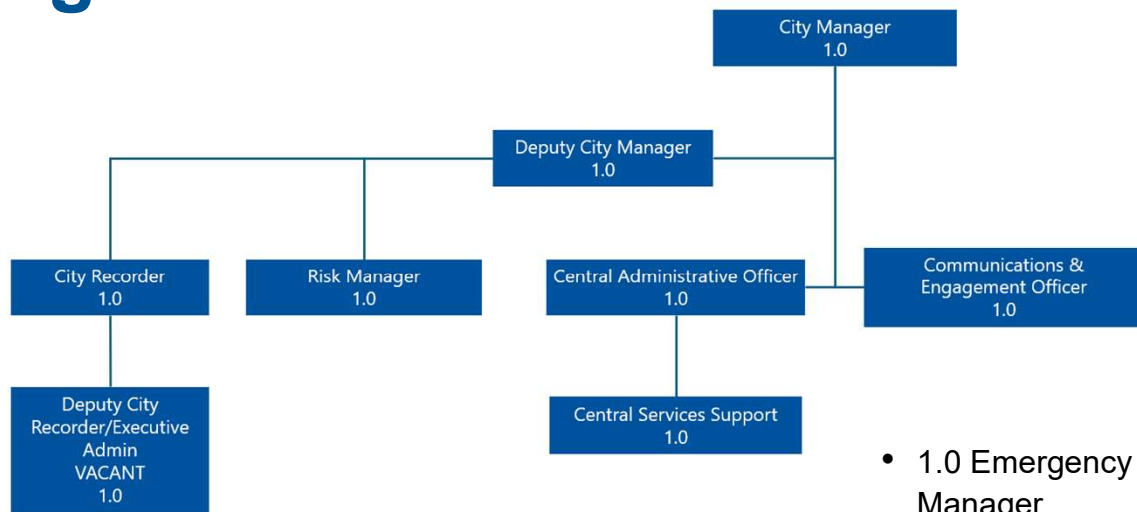
## Communications & Engagement

- Conduct outreach
- Support events
- Conduct external and internal engagement activities



71

# Org Chart



- 1.0 Emergency Manager
- 1.0 Code Compliance Officer

72

# Accomplishments



## Enhanced Engagement

- Engaging youth and volunteers
- Access and plain language
- Facilitations and training

### CAG Processes

- PROCESS - Notice for Public Meetings
- PROCESS - Notice for Public Hearings
- PROCESS - Media Advisory
- PROCESS - Leadership Procedure
- PROCESS - Canceled Public Meetings
- PROCESS - Archiving Agendas and Minutes
- MEETINGS PROCESS - Joint Meetings

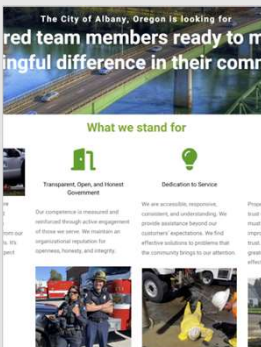
## Process Improvements

- Citizen Advisory Groups
- Strategic Budgeting



73

# Accomplishments



## Planning for the Future

- Reorganization
- Employee Experience Survey
- albanyoregon.gov/careers



## Regional Partners

- Leadership Roundtables
- Legislative relationships
- Community Groups




74

**Benton County strike enters fifth day as workers demand better pay and safety standards**

by News Staff | Tue, November 19th 2024 at 8:06 PM

**Multnomah County heading towards \$21 million shortfall next year, officials say**

Updated: Nov. 19, 2024, 8:49 p.m. | Published: Nov. 19, 2024, 5:28 p.m.



**Lebanon council set to approve \$18 utility fees to patch budget**

Alexa Powers | Oct 28, 2024 Updated Nov 12, 2024

**TREND ARTICLE**

**Americans' Deepening Mistrust of Institutions**


From the federal government to the news media to higher education, some historically respected institutions are losing people's confidence.

October 17, 2024 By: Claudia Deane Read time: 8 min

**Are City Leaders Ready for AI?**

# Trends

- 25.7% inflation since 2019
- Aging equipment and infrastructure
- Increasing demand for services
- Uncertain revenue climate
- Declines in public trust
- Difficulty recruiting in local government
- Technology expectations



75

# Looking Ahead

### Challenges

- Balancing revenues and expenditures
- Technology investment
- Employee turnover
  - Wave of retirements
  - Burnout

### Opportunities

- New employees, new experiences
- Continued reorganization
- Leveraging technology for automation
- Agenda management process
- Strategic Plan



76