



ALBANY CITY COUNCIL AGENDA

Wednesday, November 05, 2025
6:00 p.m.

Council Chambers, City Hall
333 Broadalbin Street SW

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Please help us get Albany's work done.

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

1. Call to order and pledge of allegiance

2. Roll call

3. Adoption of consent agenda

- a. Approval of minutes [Pages 3-11]
 - 1) October 22, 2025 city council meeting

MOTION: _____

4. Presentations and Ceremonies

- a. Presentation by Republic Services 2025 Annual Report-Julie Jackson [Pages 12-18]
- b. Presentation of the First Quarter Financial Report- Jenn Ambuehl [Pages 19-29]

5. Public Comment

6. Action Items(s)

- a. **Ordinances** – Multi-Unit Property Tax Exemption (MUPTe) 2nd reading- Sophie Adams [Pages 30-44]
 - ORD NO. _____
 - RES NO. _____
- b. **Resolutions**- Removal of Deposits for Water Accounts –Jeanna Yeager [Pages 45-54]
 - RES NO. _____

7. Business from the Council

8. City Manager Reports

9. Recess to executive session to conduct deliberations with persons designated by the governing body to carry on labor negotiations in accordance with ORS 192.660 (2)(d).

10. Reconvene



11. Next meeting dates

Monday, November 17, 2025; 4:00 p.m. work session

Wednesday, November 19, 2025; 6:00 p.m. meeting

Monday, December 08, 2025; 4:00 p.m. joint/special meeting with GAPS board

12. Adjournment

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

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



MINUTES

Wednesday, October 22, 2025

Meeting

Council Chambers, City Hall

Approved: Draft

Call to Order and Pledge of Allegiance

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

Roll Call

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

Councilors absent:

Adoption of consent agenda

6:01 p.m.

a. Approval of minutes

- 1) September 22, 2025, city council meeting
- 2) September 24, 2025, city council meeting
- 3) October 08, 2025, city council meeting

b. Recommendation(s) to OLCC

- 1) Approve Liquor License Renewal for Fred Meyer #005
- 2) Approve Liquor License Renewal for Fox Den Eatery #4
- 3) Approve Liquor License Renewal for Fox Den Eatery #5
- 4) Approve Liquor License Renewal for Fox Den Eatery #7
- 5) Approve Liquor License for Novum Ventures Holdings Inc., DBA Royal Bar and Grill, at 859 Belmont Ave SW, due to a change of ownership

c. Adoption of resolution(s)

- 1) Approve Financial Policy RES NO. 7461
- 2) Approve Investment Policy RES NO. 7462
- 3) Accept Right of Way Dedication Deed ST-22-06 Geary Street Sidewalk Dominguez RES NO. 7463
- 4) Approve Risk Management Policy RES NO. 7464
- 5) Approve IGA Intergovernmental Agreement – Millersburg Litigation Cost Sharing RES NO. 7465

MOTION: Smith moved to adopt the consent agenda as presented. Thomson seconded the motion which passed 6-0.

Public hearing(s)

6:01 p.m.

Appeal of Land Use Case CU-03-25, Drug & Alcohol Treatment Center

Johnson read the standard script and opened the quasi-judicial public hearing at 6:01 p.m.

Conflict of Interest:

None

Ex-parte communication:

Smith shared that she had ex-parte contact a number of months ago, but said she was unable to discuss the matter at that time.

Newton said that it is across the street from her child’s daycare.

Site visit:

Newton said that it is across the street from her child’s daycare, and is familiar with where it is located.

Smith said she is familiar with the property.

Abstention from Proceedings:

None

Challenges to City Council right to determine this matter, or the participation of any council member:

None



Planning Manager David Martineau read the meeting procedures. He presented the staff report and explained this matter was an appeal. The Planning Commission voted 5-3 in May 2025 to deny based upon the definition of community services, the applicant was filed as a for-profit entity. The applicant has filed as a non-profit entity recently.

Johnson asked about the condition of denial related to non-profit status.

City Attorney Sean Kidd said that the applicant submitted for non-profit status on September 4, 2025, but it was not the applicant on the original application. The Planning Commission did not have that information when they reviewed the matter. He said the duty of the council was to review the information that was in-front of the Planning Commission, which was a for profit entity.

McLeod asked if the current applicant under review is a for-profit company, and if the decision is to be made on that criteria. Kidd said that the information presented tonight by the applicant, may not have gone in front of the Planning Commission, switching to a non-profit applicant would be a change of facts and thus a new application. McLeod asked if the applicant could reapply as a non-profit, if the application ends up getting denied. Kidd said that was correct.

VanDrimmelen inquired about the staff recommendations in the packet, given it was approved with conditions. Yet it appears that the Planning Commission took a different view on community services.

Martineau said that the guidelines are used by staff on classifying a proposal. Staff did not evaluate the proposal for being government, non-profit or charitable, just a drug and alcohol treatment center, which was considered a community service use.

Smith said that the recent attempt to switch from for-profit to non-profit, muddies the case.

Newton said that she noticed that the email for the non-profit was the same as the for-profit entity. She said she had some hesitancy on the proposal. Newton shared she wondered if the newly created non-profit has a mission, board, or bylaws. She asked how would the city be able to tell the non-profit is operating in this building, given another related business location on Elm Street? It seems maybe not enough due diligence was done to verify that this type of business could be operated in this property.

Thomson said that he did not see the connection between 506 Ferry Street and the newly incorporated non-profit, and leaned towards a denial. He said that it seemed sloppy.

Testimony from the Applicant: 6:19 p.m.

Silia Sequeira Project Manager with Varitone Architecture and Angela Kelly, property owner provided testimony.

Sequeira said that the non-profit was created as a result of the denial in May, it seemed like a clear way to address the denial criteria. The council could create a condition of approval that only a non-profit entity operates out of the location. She said that she is confused by the City Attorney's decision today, as she was under the impression they have up to the date of the appeal to bring new information.

Kelly said that Recovery First has its own location on Queen, which is not connected to this property in question. A non-profit was created because the city said that is what would need to be in the property. Kelly said that there is a fentanyl and housing crisis in the community, and the house sat empty for years with no one using it. She said that she had already spent \$15,000 upgrading the facility.

Newton said that the First Christian Church has a childcare center. It seems more due diligence may have been necessary before purchasing the property. There are other locations where this type of business could be placed without the process. Sequeira said that there are only a small handful of realtors that know you need to meet with an architect before you buy a historic building. This is a wider public education issue in Oregon. Newton said that she did not feel that was the fault of the city. Sequeira said that she feels it is the fault of the state, purchasers are taught to talk to real estate agent, bank and inspector. People don't think to call an architect or code specialist when buying a building for commercial use.

McLeod said that she feels for the applicant as a homeowner, and as someone who has helped others with addiction. She said she feels this is a paperwork issue; if the Planning Commission decision is upheld all they need to do is apply as a non-profit. Sequeira said that they were told by experts and staff that they could change or update information. They are finding out that this is based upon a snapshot taken in May, and frozen in time on its original hearing. If that is true, this standard needs to be consistently upheld as the future standard.

City Attorney Sean Kidd said that the applicant is correct when saying she could bring in additional info. This is a De Novo hearing, which is Latin and means new eyes. The issue here is not the info can't be new, it is the applicant at the time of the appeal was for profit. The issue is switching the applicant during the appeal.

Thomson said that he has a concern with criteria #3 or the transportation system being able to support this type of use. Parking in that area is a premium. Additionally, this may not be compatible with the underlying zoning.

Sequeira said that many users of this type of service, would be relying on transit or other community services to arrive. Many staff drive out to people that need assistance. The fundamental character of the structure is not changing, other than vast improvements on the interior. The house needs structural upgrades and anything on the exterior would be protected by the Landmarks Commission.

Thomson said that is beggars belief that a commercial activity of that intensity will not do some significant changes to that residential home to make it make sense for the operation. He fully supports the business, and there are areas that it would make sense.

VanDrimmelen said that it seems that the denial is quibbling based upon the organization being a for-profit company, as a technicality. The services provided are the same.

Sequeira said that a non-profit would have to be tailored more to community service engagement.

Kelly said that when it was denied, the recommendation was to file the appeal and get non-profit status. This facility would not have groups, it would be individual and five days a week.

VanDrimmelen said it seems weird to have a standard with the same services being provided by a non-profit or for-profit. The code may need to be evaluated. He asked why the 506 Ferry location was selected. Kelly said that the initial goal was a sober living house. However, they learned fire sprinklers and other items were required which they could not afford to do.

Smith said that encouraging certain types of business activities in certain areas is good. Encouraging business activity in a residential neighborhood doesn't sound compatible. She said she fully supports drug and alcohol treatment, but doesn't think this is the right place.

Newton asked about a shed type structure, with a notation of treatment out of the shed. Sequeira said that treatment will be done as an office. It is an existing structure they are trying to make useable. It will primarily be an office, but they have to assume that there will be a patient in there at some point in time.

Newton said that she concurs with Smith, and does not think this is the right building for this.

McGhee said that some of the discussion is bothersome to her. Specifically with Thomson's comments about what it looks like to be in historic Albany. We need to be careful in terms of folks who are going through these type of services. More compassion is necessary. There is a lot people don't know when they start a non-profit. McGhee said that the council needs to think about the people in the community suffering with addiction, and give hats off to those who are trying to get the situation under control.

Testimony from the Public from those who signed up to speak: 6:54 p.m.

Jodi Warren provided testimony, it was largely in support of approving the land use application. City Recorder Erik Glover said that the written testimony was received after the deadline period for written testimony, and it would need to be read into the record. Warren read her testimony into the record. Warren said that she wanted to comment about discussion she heard tonight. She said that some of it has been offensive, but she appreciated Councilor McGhee's comments. Comments like "this is a sloppy application" are unnecessary. She said it indicated a strong dislike, and she hopes that the community and council will try to not make this a technical issue and support this very critical service.

Kristilyn Arnold provided testimony largely in support of the proposal. She said that she has lived in Albany her entire life. There are people that are dying, or using drugs in historical districts. She said that she had personal challenges, and worked in the recovery community. She said that her life was changed by people who came into her home teaching her to live, and to pay bills. Arnold said that she had police contacts at her house all the time before she got help. She said this is life changing and saves lives. She said she knows the goal of the applicant and believes it would be life changing for many people.

Bill Origer provided testimony largely against the proposal. He said he has been an Albany resident for 48 years, to include 35 years in the historic district. Origer said that he attended the original hearing before the Planning Commission. He said no one doubts the value of the services, or the necessity of the service but it needs to be in the right place. The applicant did not address traffic, as taxi, uber, or bus are all ways that someone will get to the facility. Origer said that he didn't know if it would be more than 5-10 a day, but more than if it was a home. This house will be removed as a residence, and will never be a residence again due to the remodels necessary for a commercial use. Origer said that there is an Oxford House that is in his neighborhood, people live there and act like neighbors with schedules and jobs. He said that in the previous hearing he heard a lot of comments about compatibility with the daycare center. This is goods and services in the wrong area, this is a residential area and needs to remain that way.

Camron Settlemier provided testimony largely against the proposal, and said that he lives in the Monteith District. He read a letter. He said the proposal takes a residential use, and turns it into a non-residential resource, which is against the character of the base zone. Once this is taken out of residential use, it is very unlikely it will go back. Settlemier said that Albany has a housing crisis and this is a residential house no longer serving as a house. He said that there are parking concerns, with a negative impact for neighbors being able to park by their own residence.

Testimony from the Public from those who did not sign up to speak: 7:02 p.m.

Ben Roche provided testimony largely in support of the proposal. He said that he has been in the housing space in Ward 3 in Albany. Roche said that he often hears from people there is a reason they cannot get a permit. He said he has spoken to councilors about homelessness and drug addiction, and it is often not recognized drug addiction and mental health are primary drivers of homelessness. Roche said that the governor has called it an emergency. He said that by voting yes today on the proposal the council could cut red tape, instead of submitting a new application which will likely get approved. Roche said that he has talked to many families trying to get building permits and dealing with issues like this. Red tape gets in the way of progress.

Hunter Hawthorne provided testimony largely in support of the proposal. He said he was a new resident in Albany, and wants to echo a lot of the sentiments. Hawthorne said that we are behind the times and Europe, that we cannot handle an empty building being used to help out the community. It is unkind to view our neighbors as the wrong kind in historic Albany. He said he agrees with Ben Roche, the housing crisis is a big deal and we have to question the housing crisis with for- profits.

Applicant Rebuttal: 7:07 p.m.

None

Staff final comments: 7:07 p.m.

None

Public Hearing Closed: 7:07 p.m.

Johnson closed the public hearing

Deliberation: 7:07 p.m.

McLeod said she that wants the acknowledge the applicant's important work in treating drug addiction, which is something the community needs. She does not have a concern with the intent, or the merit, but rather the process. She said that she had concerns with changing applicant mid process, and she would like to protect the integrity of the land use process.

Thomson said that he would echo McLeod's comments. There is no personal, or negative view of folks in recovery. The matter at hand is a land use decision. Additionally, he spoke in historic terms of historic Albany, and seeing historic districts nibbled away at over the years. He said strictly

holding to the land use, there are many reasons it doesn't fit the criteria, but is a good service in the wrong place.

VanDrimmelen said that he disagrees with what has been said. He said it has been said the applicants can go back and apply as a non-profit, and it would sail through. However, based upon what he has heard he disagrees with that. VanDrimmelen said that he hears that the issue is litigating the service they are trying to provide, by a technicality. He shared that he does not feel it is a good use of staff, Planning Commission, or City Council's time to say go back and reapply. He added that the decision has been dragged out by the process, the structure sat vacant in the historic district, and he would lean towards approving it.

McGhee said that she agreed with those comments.

Newton said that she is supportive of treatment centers. However, this is the wrong choice and place for the type of business.

Smith said that she agreed with Newton.

McLeod said that she has a concern about the potential misuse in allowing a change of applicant mid process. It is like trying to buy a house, and in the middle of the process say that there is a new buyer.

McGhee said that staff needs to be clear on this. The information needs to be consistent, accurate and honest.

McLeod said that she is considering applicants of a similar land use in the future. She said that she did not want to set a precedent allowing that in the future.

Kidd said that if the appeal was approved tonight, it seems likely that the Oregon Land Use Board of Appeals would find that the applicant originally on the application did not meet the criteria for approval. It would then likely be returned to the city to re-do the proceeding. He said that the applicant could withdraw the application and refile it as a new application with changed applicant information.

Johnson said that he has a family connection to drug addiction and death. However, he is strict on procedure. The applicant under consideration tonight is a for-profit business, and he would like to see the item come back to the city as a non-profit.

McLeod said she agreed.

Smith said that she wanted to offer comments about the public comment concerns about red tape. She said she understands those concerns, but determining where to make changes to process, while maintaining public and community safety is a challenge. The point of the process is protection of the community, and codes and procedures are for that reason.

MOTION: McLeod moved to uphold the Planning Commission decision/deny the appeal. Smith seconded the motion which passed 6-0.

Johnson read the standard appeal language.

MUPTE-Multi-Unit Property Tax Exemption Program

7:22 p.m.

Public Hearing Open:

Johnson read the standard script and opened the public hearing at 7:22 p.m.

Economic Development Manager Sophie Adams presented the staff report and a powerpoint *. Adams said that the council has previously heard about this program. The purpose of the program is to accommodate and create vibrant mixed-use centers. She said that the program is a property tax exemption tool, with a variety of criteria. Relation to transit service, number of units, construction timeline, and a third party financial review to show that MUPTE is necessary for the project to be constructed. Public benefits could be provided, or an in-lieu of fee. Two public benefits are to be provided for up to seven years of exemption, or three public benefits for up to ten years.

Adams described the application process. The program guide details application due date of April 1st, but it is actually February 1. Staff would review the applications, and exemptions can be terminated if the project does not meet the requirements the applicant says they will meet.

Adams detailed the roadmap to MUPTE, saying the council created a Housing Affordability Taskforce in 2021. Staff has been working with taxing districts to incorporate feedback and support, and one piece of that would be a necessary IGA with Linn County. She said a public hearing is required under state law for the program, and final action on the program has been long in the making.

If approved, staff would present to Linn County and GAPS in the future, and the goal is an implementation date of January 1, 2026.

McLeod said that the program guide likely needs a correction to child care facilities, as it was listed under public parking. She said that she appreciates the work placed into MUPTE, but would love to see the public benefits requirements strengthened to four public benefits for a seven year exemption, and six public benefits for ten years of exemption.

Johnson said that would be a financial burden to those building. They are creating jobs which benefit the city.

McLeod said that a developer with a conscience would already be doing this.

Community Development Director Matthew Ruetters said that childcare facilities should have been separated from public parking in the program guide.

McLeod said that she believes the public benefits listed should be the standard, many are things they should already be doing, and the council should ask for more for the community.

Johnson said he disagrees, and the council is trying to do something for the community.

Newton asked if other communities do more than two or three public benefits.

Economic Development Program Coordinator Jennifer Wehr said that staff has reviewed other communities with a MUPTE program. What works in Portland may not work in Albany. Generally it ranges from a requirement of two to four.

** At approximately 7: 42 p.m. the meeting had an audio video stream failure due to a technical issue. The stream returned at approximately 7:45 p.m. **

Ruetters said that MUPTE is a tool setup by council. It gives staff the ability to regulate compliance. While staff does not have a crystal ball, in the next five years it is likely only one or two projects applying for MUPTE will meet the criteria, given that the financial analysis is a high bar to meet.

Public Testimony: 7:50 p.m.

Daniel Koenig provided written testimony* largely in favor of the ordinance.

Alex Rice spoke and provided testimony largely in favor of the ordinance. He said that he would like to see the number of public benefits increased. He said he was in favor of this being expanded in scope, but understands the goal is to see if a pilot project works. Rice spoke about living in Ward 1, taxes and fees to support infrastructure for cars, and living close to services. He also made comments about exclusionary zoning, and reworking SDC's to factor in public benefit.

Billy McGregor spoke and provided testimony largely in favor of the ordinance. He said that he lives in Ward 1, and supports density in Albany where it is appropriate. He hopes the program succeeds and is expanded.

Camron Settlemier spoke and provided testimony largely against the ordinance. He said that many people in Albany are struggling. The City of Albany has budget issues, and fees on the water bills keep increasing. He said that according to the information presented only 15% of the units have to be affordable to 80% median income, which is a low threshold. He said 30-60% seemed better. Settlemier said that letting developers get huge tax breaks, by only returning 10% of the tax

to the City and keep 90% is not a public benefit. In addition, the 7-10 year tax abatement option is vague and a low standard. Settlemier said that he pays thousands in property taxes and 100% of it is a public benefit because it goes to government, schools, and the lights at city hall. It goes to police, education, fire and the things that make the city work. He said that if developers were not willing to pay their fair share, they should not be developing here, as a basic matter of fairness.

Staff Rebuttal: 7:57 p.m.

Adams said that while there is an affordable housing component to MUPTE programs, that is not the intent of MUPTE according to state law. It is designed to encourage multi family units near transit, services and amenities. Affordable housing is a component, but there are other city programs the council has adopted that target affordable housing.

Smith said that there was a discussion of putting 10% into an affordable housing fund, that got started with the CET or Construction Excise Tax.

Van Drimmelen asked how the city arrived at a 10% in lieu of fee.

Adams said that some communities don't have an in lieu of fee, but for others it seemed 10% is the industry standard. This is a new program for the city, so staff looked to other communities which seemed like a good place to start as well.

Adams said it would vary based upon areas of each city depending upon where the MUPTE boundaries are. Affordable housing developers are in a separate category than most other developers and there are likely to only be handful in Albany.

Smith asked what the basis for the 10% fee was? Adams said it was forgone revenue.

Community Development Director Matthew Ruetters said that the number of public benefits required varies in other communities. The MUPTE program would be established via ordinance, the program guide is set by resolution to make it easy for council adjustments based upon reporting. He said it doesn't seem likely the tool will be widely used, which is why it is being piloted only at this point. VanDrimmelen asked how difficult it would be to amend it, if the council finds that the tool is not providing public benefit and want to amend it midstream. Adams said that the council could amend the program guide to accomplish that.

Johnson said that the properties will still impact police and fire resources. Will the city be targeting anything for those costs? Adams said no, but the properties would pay the public safety levy. Ruetters said that additionally the properties would pay the city services fee.

Public Hearing Closed: 8:03 pm

Johnson closed the public hearing

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

MOTION: Newton moved to read the ordinance for the second time by title only. Smith seconded the motion, and it failed 5-1 with Councilor McLeod voting no.

To have the second reading of an ordinance in the same meeting, the vote must be unanimous. The ordinance would be brought back to a future meeting for the second reading.

Recess/break: 8:03 p.m.

Council return to session at 8: 13 p.m.

Public Comment

8:13 p.m.

Johnson said that written public comment was received from Stephen Smith and Jared Redmon*.

Sophie Adams said that she works as the Economic Development Manager for the City of Albany. Part of her work is managing the contract with the Albany Downtown Association for Main Street services. She introduced Trina Henderson as the new Executive Director for the Albany Downtown Association.

Trina Henderson said that one of the first items she was tasked with was managing a recent Oregon Main Street conference in Albany, which had 250 visitors in Downtown. Henderson said

that she previously worked as a Marketing Director, but has been a member of the Albany community all her life. She said that the community drew her back to Albany, and detailed her efforts to relaunch the Tangent Harvest fest and start a new farmers market. Henderson said she was excited to be back in the Downtown area, and is excited to work with everyone.

Action Items(s)

Resolutions- Fire and Life Safety Services Fee Schedule Update

8:16 p.m.

Fire Marshal Lora Ratcliff presented. She said that the fee proposals are necessary to ensure that the Albany Fire Department can continue to provide timely and effective service. In addition, they will help offset rising operational costs. Ratcliff said that some of the fees were last adjusted in 2023, others in 2019 or older than that.

MOTION: Van Drimmelen moved to adopt the resolution. McLeod seconded the motion which passed 6-0.

Resolutions – FireMed Program Rate Increase

8:17 p.m.

EMS Division Chief Ray Woolridge presented. He said the request was to raise the fee from \$70 to \$85.00, to make the program solvent. Johnson said that he understood it was last increased in 2019. Woolridge said that was correct, and the program has 2400 current enrollees. Johnson asked what the program is for? Woolridge said that it basically waives deductibles for users, given that deductibles are \$1,000, it doesn't go very far. Smith said that she has been a member since 1995 and it is a bargain at any price.

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

Adopt by motion- Contract Increase for ST-22-06, Geary Street Sidewalk Safe Routes to School

8:19 p.m

City Engineering and Public Works Interim Director – Engineering Staci Belcastro presented. She said that AMC requires council approval when a contingency on a project goes more than 10%. She said staff is requesting approval to raise contingency from 10% to 25%, as to date 6.3% has been generated in change orders, and staff thought that those costs might rise to more than 10%. Belcastro said that staff originally estimated \$210,000 for purchasing right of way, those costs have been reduced to \$120,000 which will be applied to increases on the contract. Belcastro said that contingency would only be spent if necessary, and increase in contingency is being sought preemptively to not delay the project, nor require the contractor to do extra work in good faith. She said that the extra costs on the project are primarily related to changing conditions in the field, with how the improvements are tied into adjoining homeowner parcels.

MOTION: McGhee moved to approve the contract increase. Van Drimmelen seconded the motion which passed 6-0.

Adopt by motion- Award of Contract for WWTP-24-07, Compost Expansion Improvements

8:25 p.m.

City Engineering and Public Works Interim Director – Engineering Staci Belcastro presented. She said that the request was to award the contract to Kennedy Jenks, for consulting services to expand the composting facility located at the wastewater treatment plant/reclamation facility. The current solids processing facility does not work as intended, which results in unstabilized solids which have to be trucked off and disposed at the land fill. Belcastro said it costs approximately \$700 per truck load, and the city runs 6 trucks a day, 4 days a week, with an annual cost of more than \$800,000. In 2023, Albany built a composting facility which processes about 25% of the solids produced into compost. The contract goal would be to expand the facility to process 100% of the solids. Belcastro said Kennedy Jenks engineered the existing system.

MOTION: Newton moved to approve the award of contract to Kennedy Jenks for \$1.6 million, to design upgrades at Albany-Millersburg wastewater treatment facility, to process biosolids onsite, instead of hauling to landfills. Newton seconded the motion which passed 6-0.

Business from the Council

8:29 p.m.

Thomson said that he made a public apology at the October 20, 2025 meeting, but today, the council received an email from Ben Roche regarding an interaction he and Roche had. Thomson said that he and Roche were able to communicate directly, and talked through the matter. He said that he and Roche would be working together to share their support for the Linn County Sheriff levy.

Thomson also provided comments about Alan Hart, his history/ties to Albany, and contributions to medicine.

Smith provided a summary of her property tax bill. She said that it costs her about \$4.13 per day in property taxes.

Johnson made comments about participating in the First Story home program with Smith, and McGhee recently. The program has been giving away homes in Albany for 20 years.

City Manager Reports

8:33 p.m.

City Manager Peter Troedsson said that the November 3, 2025 work session was able to be cancelled. The next meeting would be November 5, 2025.

Troedsson shared that he and Deputy City Manager Kayla Barber-Perrotta will be attending the ICMA conference next week. Community Development Director Matthew Ruetters will be acting City Manager from October 25, 2025 to October 29, 2025

Next meeting dates

~~Monday, November 3, 2025; 4:00 p.m. work session~~ Cancelled

Wednesday, November 5, 2025; 6:00 p.m. meeting

ADJOURNMENT

There being no other business, the meeting was adjourned at 8:34 p.m.

Respectfully submitted,

Reviewed by,

Erik Glover
City Recorder

Peter Troedsson
City Manager

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



Sustainability in Action

September 26, 2025

Mayor Johnson
Albany City Council
City Staff

Dear Mayor Johnson, City Council and Staff,

Republic Services is pleased to serve the City of Albany as your recycling and waste hauler. Some highlights from 2025 include:

- Implementation of the first phase of DEQ's Recycling Modernization Act on July 1, 2025. This phase added materials to the list of items to recycle at the curb. We continue to work with DEQ to get ready for the next steps in 2026 and 2027.
- Contributions of more than \$60,000 in cash and in-kind donations in the Albany and Linn County area.
- Partnered with the City and Community Services Consortium to offer a 20% discount rate for identified low-income customers.

In this packet you will find information about the Refuse Rate Index for 2026. The index adjustment of 2.4% is calculated using the Consumer Price Index (CPI), Fuel Costs, and disposal costs. The resulting monthly increase for residential cart customers is:

\$0.60	20 Gallon Cart
\$0.68	32 Gallon Cart
\$0.85	64 Gallon Cart
\$1.02	90 Gallon Cart
\$0.54	32 Gallon Cart with Low Income Discount

We look forward to your comments,

Bret Davis
General Manager
Bret.davis@republicservices.com

Julie Jackson
Municipal Manager
jjackson6@republicservices.com

Republic Services - City of Albany RRI

	Index: June 30, 2024	Index: June 30, 2025	% Change	Weight	Refuse Index
CPI - West Size Class B/C All Urban Consumers	193.555	197.82	2.2%	65%	1.4%
CPI - West Coast Ultra Low Sulfur Diesel	4.42	4.421	0.0%	10%	0.0%
Coffin Butte Disposal Rate (4.0% cap)	\$ 58.25	\$ 60.50	3.9%	25%	1.0%
Rate Adjustment %					2.4%
					100.0%
Adjustment Factor					102.4%

New Service Increase Rates Effective 1/1/2026	
Residential Rate:	2.40%
Commercial Rate:	2.40%
Industrial Rate:	2.40%

RESIDENTIAL SERVICE RATES:				
Residential Roll Cart	Current Monthly	Current Bi-Monthly	New Monthly	New Bi-monthly
1 Can (hand pickup)	\$29.59	\$59.18	\$30.30	\$60.60
20 qal	\$24.87	\$49.74	\$25.47	\$50.93
32 qal	\$28.29	\$56.58	\$28.97	\$57.93
32 qal on-call (per pickup)	\$17.40	N/A	\$17.81	N/A
32 qal w/income assistance discount	\$22.61	\$45.22	\$23.15	\$46.31
64 qal	\$35.40	\$70.79	\$36.25	\$72.49
90 qal	\$42.50	\$84.99	\$43.52	\$87.03
Extra Rec	\$11.83	\$23.66	\$12.11	\$24.23
Extra YC	\$15.50	\$31.00	\$15.87	\$31.74
Monthly Recycling Processing Surcharge	\$2.00	\$4.00	\$2.00	\$4.00
Rec only	\$11.83	\$23.66	\$12.11	\$24.23
Up the drive	\$25.33	\$50.66	\$25.94	\$51.87
YC Only	\$15.50	\$31.00	\$15.87	\$31.74

Misc. Charges and Limited Services	Current Rate	New Rate
APP-Appliance Without Freon	\$37.27	\$38.17
APN-Appliance With Freon	\$51.43	\$52.66
FUR-Furniture	\$41.44	\$42.44
BU 1 - Dead large animal	\$155.56	\$159.29
MAT - Mattress or Boxspring	\$34.55	\$35.38
EXB-Extra 32 gal can/bag/box/heavy	\$11.83	\$12.11
EXC- Wash Cart	\$30.45	\$31.18
TIR-Tires w/o rim	\$16.80	\$17.21
BU3-Tires with rim	\$25.33	\$25.94
Truck Tires-ADTB	\$37.28	\$38.18
Truck Tires with rim-ADTB	\$54.07	\$55.36
Residential Extra Pickup (same day)	\$33.80	\$34.61
Residential Extra Pickup (off day)	\$67.72	\$69.34
Residential Container Exchange (one time per year no charge)	\$27.04	\$27.69
Residential Delivery - Per Cart	\$10.00	\$10.00

COMMERCIAL SERVICE RATES:

Temporary Commercial			New Rate	
Container Size	DUMP	MAX RENT	DUMP	MAX RENT
300g YW (On service day only)	\$49.79	\$34.18	\$50.99	\$35.00
3 yd On Call	\$112.00	\$45.68	\$114.69	\$46.78
3yd daily rent (starts on 8th day after delivery)	RENT		RENT	
	\$4.84		\$4.95	

NO HEAVY & NON BURNABLES (SOD, DIRT, SHEETROCK, CONCRETE, ROOFING) Rent starts next day

Commercial Front Load - Automatic Container Size	Weekly Collection Frequency (# Collections Per Week)						New Rate					
	1	2	3	4	5	EXT	1	2	3	4	5	EXT
1.5 yd	\$157.55	\$293.16	\$428.62	\$564.26	\$699.87	\$52.94	\$161.33	\$300.20	\$438.91	\$577.80	\$716.66	\$54.21
2 yd	\$191.41	\$358.17	\$509.61	\$692.49	\$859.41	\$63.75	\$196.01	\$366.77	\$521.84	\$709.11	\$880.04	\$65.28
3 yd	\$238.23	\$446.79	\$657.61	\$867.09	\$1,076.57	\$79.28	\$243.95	\$457.51	\$673.39	\$887.90	\$1,102.41	\$81.18
4 yd	\$283.91	\$536.08	\$787.97	\$1,040.01	\$1,292.16	\$99.62	\$290.72	\$548.94	\$806.88	\$1,064.97	\$1,323.18	\$102.02
6 yd	\$391.20	\$745.28	\$1,099.49	\$1,453.71	\$1,807.78	\$143.31	\$400.59	\$763.17	\$1,125.88	\$1,488.60	\$1,851.17	\$146.75
8 yd	\$477.58	\$909.23	\$1,341.14	\$1,773.04	\$2,247.22	\$17.80	\$489.04	\$931.05	\$1,373.33	\$1,815.59	\$2,301.15	\$18.23

Commercial Front Load - Manual Container Size	Weekly Collection Frequency (# Collections Per Week)						New Rate							
	1	2	3	4	5	ON CALL / EXT	RENT	1	2	3	4	5	ON CALL/EX	RENT
1.5 yd	\$186.71	\$353.93	\$521.27	\$688.50	\$855.56	\$52.94	\$38.73	\$191.19	\$362.42	\$533.79	\$705.03	\$876.09	\$54.21	\$39.66
2 yd	\$228.54	\$434.91	\$641.38	\$847.59	\$1,053.95	\$63.75	\$42.26	\$234.02	\$445.35	\$656.77	\$867.94	\$1,079.25	\$65.28	\$43.27
3 yd	\$291.60	\$555.15	\$828.97	\$1,084.40	\$1,353.37	\$79.28	\$45.68	\$298.60	\$568.47	\$848.86	\$1,110.42	\$1,385.85	\$81.18	\$46.78
4 yd	\$348.23	\$664.00	\$977.66	\$1,292.74	\$1,606.26	\$99.62	\$49.11	\$356.59	\$679.94	\$1,001.13	\$1,323.76	\$1,644.81	\$102.02	\$50.29
6 yd	\$483.71	\$928.85	\$1,369.01	\$1,809.91	\$2,249.91	\$143.31	\$52.38	\$495.32	\$951.15	\$1,401.87	\$1,853.34	\$2,303.91	\$146.75	\$53.63
8 yd	\$586.32	\$1,119.70	\$1,643.38	\$2,166.51	\$2,679.84	\$17.80	\$56.06	\$600.39	\$1,146.57	\$1,682.83	\$2,218.51	\$2,744.15	\$18.23	\$57.40

Commercial Compactors Container Size	Weekly Collection Frequency (# Collections Per Week)						New Rate					
	1	2	3	4	5	EXT	1	2	3	4	5	EXT
2 yd	\$457.11	\$869.80	\$1,282.80	\$1,695.21	\$2,107.90	\$127.50	\$468.08	\$890.67	\$1,313.59	\$1,735.89	\$2,158.49	\$130.56
3 yd	\$583.19	\$1,110.29	\$1,657.94	\$2,168.79	\$2,706.75	\$158.54	\$597.18	\$1,136.94	\$1,697.73	\$2,220.84	\$2,771.71	\$162.34
4 yd	\$696.47	\$1,328.03	\$1,955.31	\$2,585.51	\$3,212.50	\$199.22	\$713.18	\$1,359.90	\$2,002.24	\$2,647.56	\$3,289.60	\$204.00
5 yd	\$831.94	\$1,593.02	\$2,346.71	\$3,102.50	\$3,856.45	\$239.10	\$851.90	\$1,631.25	\$2,403.03	\$3,176.96	\$3,949.00	\$244.84
6 yd	\$967.43	\$1,857.71	\$2,738.04	\$3,619.80	\$4,128.31	\$286.61	\$990.65	\$1,902.29	\$2,803.75	\$3,706.68	\$4,227.39	\$293.49
8 yd	\$1,172.62	\$2,239.39	\$3,286.78	\$4,333.05	\$5,359.66	\$369.15	\$1,200.76	\$2,293.14	\$3,365.66	\$4,437.04	\$5,488.29	\$378.01

COMPACTORS CHARGED AT 3X'S THE STANDARD PICKUP RATE

Misc. Charges and Limited Services	Current Rate	New Rate
Commercial Food Waste - Emptied Weekly	\$73.70	\$75.47
Commercial Food Waste - Emptied Weekly- extra cart (each)	\$11.49	\$11.76
Commercial Container Delivery/Redelivery	\$35.00	\$35.00
Commercial Exchange	\$56.64	\$58.00
Dry Run/Empty Removal-DRY (Commercial)	\$33.80	\$34.61
Each Extra Person Req To Pu Loose Garbage Per Min-EP1	\$2.13	\$2.18
Time per minute to p/u loose garbage-MIN	\$2.13	\$2.18
EP1- Container Off-route pickup- in area (25 min)	\$67.72	\$69.34
EP1- Container Off-route pickup- out of area (25 min)	\$67.72	\$69.34
Extra loose garbage per yard-EXY	\$30.45	\$31.18
EXY- Extra Yardage (Commercial)	\$30.45	\$31.18
LLK-Locking Container Set Up (Commercial)	\$77.67	\$79.54
LOC-Lock & Key	\$32.02	\$32.79
XCS- Container overweigh charges per 500lbs	\$30.59	\$31.33

On Call Containers/EXT Rates	Current Rate Dump Fee	Current Rate Rent	New Rate Dump Fee	New Rate Rent
1yd	NA	NA	NA	NA
1.5yd	\$ 52.94	\$ 38.73	\$ 54.21	\$ 39.66
2yd	\$ 63.75	\$ 42.26	\$ 65.28	\$ 43.27
3yd	\$ 79.28	\$ 45.68	\$ 81.18	\$ 46.78
4yd	\$ 99.62	\$ 49.11	\$ 102.02	\$ 50.29
6yd	\$ 143.31	\$ 52.38	\$ 146.75	\$ 53.63
8yd	\$ 184.57	\$ 56.06	\$ 189.00	\$ 57.40

INDUSTRIAL SERVICE RATES:

Drop Box - Solid Waste - Open Top/Lidded					New Rate			
	10	20	30	40	10	20	30	40
PREPAYMENT	\$325.00							
Delivery	N/A	\$59.06	\$59.06	\$59.06	N/A	\$60.48	\$60.48	\$60.48
Haul	N/A	\$269.84	\$286.18	\$302.42	N/A	\$276.31	\$293.05	\$309.68
Disposal	PASS THROUGH							
Environmental Fee	PASS THROUGH							
Dry Run	N/A	\$58.90	\$58.90	\$58.90	N/A	\$60.32	\$60.32	\$60.32
Temp Rent - starts day after delivery	N/A	\$435.02	\$435.02	\$435.02	N/A	\$445.46	\$445.46	\$445.46
Perm Rent	N/A	\$158.81	\$158.81	\$158.81	N/A	\$162.62	\$162.62	\$162.62
Perm Rent Lidded	N/A	\$177.88	\$177.88	\$186.15	N/A	\$182.15	\$182.15	\$190.62
Perm Rent Lidded not crank	N/A	\$214.48	\$214.48	\$222.57	N/A	\$219.63	\$219.63	\$227.91

Drop Box - Asbestos					New Rate			
	10	20	30	40	10	20	30	40
PREPAYMENT	\$325.00							
Delivery	N/A	\$57.23	\$57.23	\$57.23	N/A	\$58.60	\$58.60	\$58.60
Haul	N/A	\$404.32	\$420.16	\$435.90	N/A	\$414.03	\$430.24	\$446.36
Disposal	PASS THROUGH							
Environmental Fee	PASS THROUGH							
Dry Run	N/A	\$58.90	\$58.90	\$58.90	N/A	\$60.32	\$60.32	\$60.32
Temp Rent - starts day after delivery	N/A	\$435.02	\$435.02	\$435.02	N/A	\$445.46	\$445.46	\$445.46
Perm Rent	N/A	\$158.81	\$158.81	\$158.81	N/A	\$162.62	\$162.62	\$162.62
Perm Rent Lidded	N/A	\$177.88	\$177.88	\$186.15	N/A	\$182.15	\$182.15	\$190.62
Perm Rent Lidded not crank	N/A	\$214.48	\$214.48	\$222.57	N/A	\$219.63	\$219.63	\$227.91

Drop Box - Concrete/Dirt/Brick	New Rate	
	10yd Only	10yd Only
PREPAYMENT	\$325.00	\$325.00
Delivery	\$59.06	\$60.48
Haul	\$269.84	\$276.31
Disposal (if container is contaminated, cust will be charged MSW rate)	\$83.39	\$85.39
Environmental Fee	PASS THROUGH	PASS THROUGH
Dry Run	\$58.90	\$60.32
Temp Rent - starts day after delivery	\$435.02	\$445.46
Perm Rent	\$158.81	\$162.62
Perm Rent Lidded	\$177.88	\$182.15
Perm Rent Lidded not crank	\$214.48	\$219.63

Drop Box - Woodwaste/Yardwaste	New Rate							
	10	20	30	40	10	20	30	40
PREPAYMENT	\$325.00							
Delivery	N/A	\$59.06	\$59.06	\$59.06	N/A	\$60.48	\$60.48	\$60.48
Haul	N/A	\$269.84	\$286.18	\$302.42	N/A	\$276.31	\$293.05	\$309.68
Disposal (if container is contaminated, cust will be charged MSW rate)	N/A	\$61.50	\$61.50	\$61.50	N/A	\$62.97	\$62.97	\$62.97
Environmental Fee	PASS THROUGH							
Dry Run	N/A	\$58.90	\$58.90	\$58.90	N/A	\$60.32	\$60.32	\$60.32
Temp Rent - starts day after delivery	N/A	\$435.02	\$435.02	\$435.02	N/A	\$445.46	\$445.46	\$445.46
Perm Rent	N/A	\$158.81	\$158.81	\$158.81	N/A	\$162.62	\$162.62	\$162.62
Perm Rent Lidded	N/A	\$177.88	\$177.88	\$186.15	N/A	\$182.15	\$182.15	\$190.62
Perm Rent Lidded not crank	N/A	\$214.48	\$214.48	\$222.57	N/A	\$219.63	\$219.63	\$227.91

Compactor - Solid Waste/Cardboard	New Rate							
	15	20	30	40	10	20	30	40
PREPAYMENT	\$325.00							
Delivery	\$58.92	\$59.06	\$59.06	\$59.06	\$60.34	\$60.48	\$60.48	\$60.48
Haul - trash	\$347.78	\$347.78	\$375.56	\$375.56	\$356.13	\$356.13	\$384.57	\$384.57
Haul - cardboard	\$58.37	\$58.37	\$58.37	\$58.37	\$59.77	\$59.77	\$59.77	\$59.77
Disposal - trash only	PASS THROUGH							
Environmental Fee	PASS THROUGH							
Dry Run	\$403.98	\$435.02	\$435.02	\$435.02	\$413.68	\$445.46	\$445.46	\$445.46
Temp Rent - starts day after delivery	\$150.43	\$158.81	\$158.81	\$158.81	\$154.04	\$162.62	\$162.62	\$162.62
Perm Rent	\$175.33	\$177.88	\$177.88	\$186.15	\$179.54	\$182.15	\$182.15	\$190.62
Perm Rent Lidded	\$210.90	\$214.48	\$214.48	\$222.57	\$215.96	\$219.63	\$219.63	\$227.91
Perm Rent Lidded not crank	\$210.90	\$214.48	\$214.48	\$222.57	\$215.96	\$219.63	\$219.63	\$227.91

Security Box	New Rate	
	40	40
Delivery per hour, one hour minimum	\$75.00	\$76.00
Rent	\$120.00	\$122.00

Misc. Charges and Limited Services	Current Rate	New Rate
Delivery - Industrial	\$59.06	\$60.48
Dry Run/Empty Removal-DRY (Industrial)	\$58.90	\$60.32
EXC - Industrial Exchange	\$59.06	\$60.48
EXC - Industrial Exchange Offsite	\$59.06	\$60.48
Industrial Relocate-REL	\$59.06	\$60.48

Fee	Current	New
Account Origination Fee	\$ 10.00	\$ 10.00
Cart Recovery/Replacement	\$ 75.00	\$ 75.00
Commercial Container Recovery Fee	\$ 480.00	\$ 480.00
Industrial Container Recovery Fee	\$ 3,000.00	\$ 3,000.00
Contaminated Recycle or Yard Waste Cart	\$ 15.00	\$ 15.00
Late Fee	\$ 30.00	\$ 30.00
Monthly Recycle Processing Surcharge	\$ 2.00	\$ 2.00
Returned Check Fee	\$ 25.00	\$ 25.00
Service Interrupt Fee	\$ 30.00	\$ 30.00
Bin replacement	\$ 15.00	\$ 15.00

Recycling Guide

Thanks for recycling these items! All items must be empty and dry.



Following the guidelines of what is allowed in your recycling bin saves natural resources, reduces pollution and creates jobs.



Scan for: العربية, 简体中文, 繁體中文, हिन्दी, 한국어, Русский, Af-Soomaali, español, Tagalog, українська, tiếng Việt.

Plastic



Bottles, tubs, buckets, and rigid plant pots

Caps OK if screwed on. All items must be 2 inches by 2 inches or larger.

Metal



Aluminum and steel cans and scrap metal

Less than 10 pounds and 18 inches.

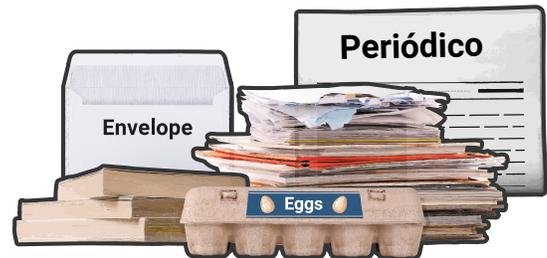
Cardboard and Cartons



Flattened cardboard, packaging boxes, food and beverage cartons

Pizza boxes must be empty with no food residue.

Paper



Newspaper, magazines, office paper, egg cartons, mail, paperback books, bags, and non-metallic gift wrap

No!



No bagged recyclables



No batteries



No food or liquid
(empty all containers)



No plastic bags or stretchy plastics
(store or depot drop-off)



No hoses, cords, or wires



TO: Albany City Council

VIA: Peter Troedsson, City Manager

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

DATE: October 22, 2025, for the November 5, 2025, City Council Meeting

SUBJECT: Quarterly Financial Report

Purpose:

The purpose of this memo is to introduce the City’s first-ever Quarterly Financial Report, developed in response to Council feedback requesting more frequent updates on the City’s financial performance. This report is intended to provide timely insights into key financial trends and help both the Council and the community understand how City resources are performing between budget cycles.

Background/Discussion:

During past budget processes, Council expressed interest in receiving regular financial updates outside of the biennial budget discussions. In response, staff developed the Quarterly Financial Report as a tool to share the City’s financial health in a clear, accessible format.

The report highlights major trends, fund performance, and emerging challenges and opportunities observed during the quarter. It is designed to be easily read and understood and can be shared with members of the public as an easy and insightful resource. Primary goals of this document include telling the story of what the City’s dollars are doing and why as well as while providing transparency and education to the public about how resources are managed. This will be a recurring publication.

Strategic Plan Impact:

This report supports the effective government vision area as it increases transparency and supports financial accountability and fiscal stewardship by providing regular updates on the City’s financial condition.

Staff Recommendation:

This is informational only. No action is needed.

Attachments:

- 1. Quarterly Financial Report – Q1 FY2025



Q1 2025 Financial Update

July 1-September 30 (Unaudited)

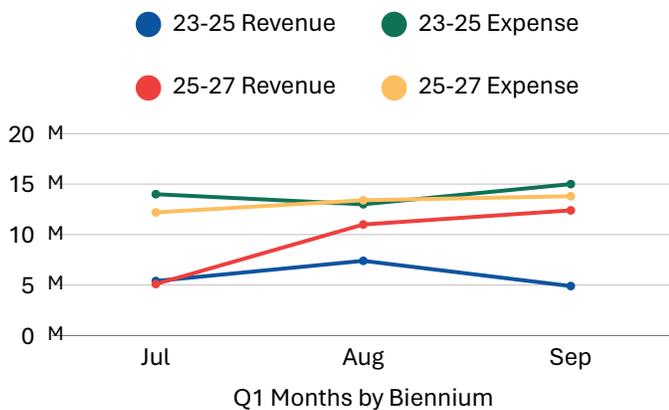
albanyoregon.gov

Citywide Executive Summary

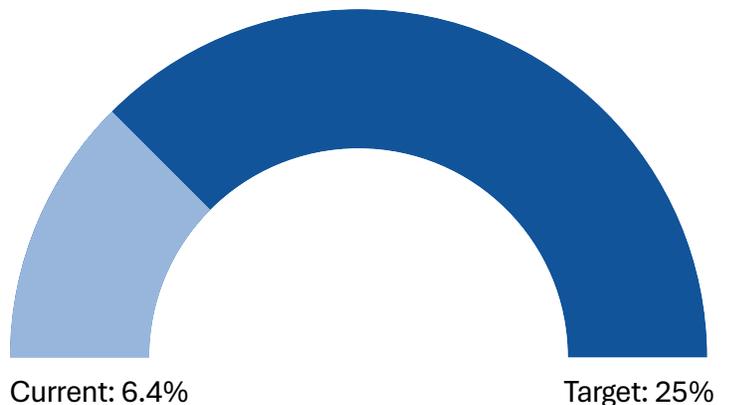
It is common in the early part of the biennium for expenditures to track higher than revenues due to the lag in collection and recording. As the biennium progresses the variance typically evens out and aligns more closely with the adopted budget projections.

City Council recently adopted an updated Financial Policy revising the City’s reserve targets to a 25% target. Reserve levels are based on the City’s financial risk profile, including revenue stability, liabilities, and growth trends. Efforts to improve cost recovery, update fees, and streamline processes are expected to help lower the target over time with a goal of reaching 16.7% in the next two biennia, the target area for a structurally sustainable budget.

Q1 Financial Overview: All Funds



Unrestricted Fund Balance



Opportunities

- Staff is currently working through re-writing the airport lease structure to better recoup costs
- Utility Billing has moved to the Finance Department to support more efficient operation

Challenges

- Continued uncertainty around Federal and State funding
- Changes to import regulations has resulted in longer lead times and higher costs for equipment and materials



Q1 2025 Financial Update

July 1-September 30 (Unaudited)

General Fund & Public Safety Levy

The General Fund is the primary operating fund for the City of Albany and includes Police, Fire, Library, Community Development, and other general governmental functions. It is funded through property tax, charges for services, franchise fees, the city services fee, and the public safety levy.

2023-25 vs. 2025-27 Q1 Actuals

Revenues	2023-25 Q1	2025-27 Q1
Property Taxes	\$148,349	\$179,801
Franchise/Privilege	891,728	990,627
Licenses & Fees	82,278	471,270
Intergovernmental	372,592	395,925
Charges for Services	1,023,513	945,982
Fines, Forfeitures & Assessments	143,210	385,907
Other Resources	16,122	36,926
Investment Earnings	28,504	614,358
Transfers In	1,155,819	1,216,370
Beginning Balance	-	-
Total Revenues	\$3,862,115	\$5,237,165
Expenditures	2023-25 Q1	2025-27 Q1
Personnel Services	\$9,457,171	\$10,568,976
Materials & Services	2,538,072	2,625,093
Capital Outlay	11,459	-
Transfers Out	1,081,990	1,459,513
Total Expenditures	\$13,088,691	\$14,653,583

The General Fund is performing on track. Q1 property tax reflects delinquent payments, with regular payments starting in Q2. Investment earnings are above normal due to changes in our portfolio structure and current market conditions.

Personnel is the largest General Fund expense. Operating costs—supplies, contracts, and intergovernmental payments—remain low early in the biennium as staff focus on procurement, including bids and contract execution. Spending will rise as projects advance, such as the Library Facilities and Strategic Programming Study, now out to bid with an anticipated start in the new year. Personnel changes adopted in the budget are also underway, with Police recruiting a new officer and detective, and Community Development working with Human Resources on a reorganization designed to support long-term growth and shifts in service demand.



Parks & Recreation Fund

The Parks & Recreation Fund supports the operating costs and capital costs for the City’s parks and recreation programming, events, trails and park facilities. It is primarily funded through property tax, fees for services, and the city services fee.

2023-25 vs. 2025-27 Q1 Actuals

Revenues	2023-25 Q1	2025-27 Q1
Property Taxes	\$30,447	\$36,803
Licenses & Fees	147,723	349,229
Intergovernmental	-	-
Charges for Services	323,519	379,955
Other Resources	84,668	139,636
Investment Earnings	24,177	126,849
Transfers In	253,300	-
IntraFund Transfer	-	-
Beginning Balance	-	-
Total Revenues	\$863,835	\$1,032,471
Expenditures	2023-25 Q1	2025-27 Q1
Personnel Services	\$632,367	\$760,188
Materials & Services	1,652,398	1,760,166
Capital Outlay	273,666	411,703
IntraFund Transfer	-	-
Total Expenditures	\$2,558,431	\$2,932,056

The Parks & Recreation Fund is performing on track. Rental revenues are up year-to-date with the reopening of Monteith Park and increased use of the Riverfront Community Center. Revenues in 2024 were low due to cashiering issues with recreation software that were corrected late in the year.



Expenditures in Q1 reflect major summer events, including River Rhythms and the Northwest Art & Air Festival. Deerfield Park improvements account for most capital spending, with construction following spring design work. This grant-funded project includes a new playground, basketball court, and trails, with completion expected by year-end.

Recruitment is underway for a new park maintenance worker, and the department is pursuing a broader reorganization to align resources with future needs as retirements approach.



Enterprise Funds

The City has three enterprise funds: sewer, water, and stormwater. These funds are required to operate like a business meaning their revenues must cover their expenditures. Revenues in these funds come primarily from charges for services, system development charges, and permitting fees.

2023-25 vs. 2025-27 Q1 Actuals

Revenues	2023-25 Q1	2025-27 Q1
Sewer	\$2,290,816	\$5,356,765
Water	579,752	5,174,690
Stormwater	70,107	1,113,077
Total Revenues	\$2,940,675	\$11,644,532
Expenditures	2023-25 Q1	2025-27 Q1
Sewer	\$8,223,016	\$4,124,143
Water	4,806,225	5,078,381
Stormwater	735,873	836,018
Total Expenditures	\$13,765,114	\$10,038,543

Revenues and expenditures are on track for Q1 across all enterprise funds. Revenues over the biennium will continue to look higher than the prior biennium due to a change in reporting dates to align with accounting standards. However, stormwater will see a true increase due to the service charge which was implemented in late 2024 to support additional maintenance and infrastructure investments. The decline in sewer expenses is due to timing in debt service payments and will correct in Q2.

Albany’s new ShrubHub facility (below) grows native plants on-site for use in stormwater quality facilities throughout the community utilizing Hub City Compost and reducing costs of purchasing nursery plants.





Internal Services

Internal service funds are citywide services provided in support of the day-to-day operation of all departments including management, human resources, information technology, financial services, legal and council support. These funds are paid for by departments based on usage.

2023-25 vs. 2025-27 Q1 Actuals

Revenues	2023-25 Q1	2025-27 Q1
Central Services	\$2,449,950	\$3,109,475
Public Works Central Services	2,889,035	2,973,967
Total Revenues	\$5,338,985	\$6,083,443
Expenditures	2023-25 Q1	2025-27 Q1
Central Services	\$2,156,694	\$2,740,359
Public Works Central Services	2,644,558	3,006,761
Total Expenditures	\$4,801,251	\$5,747,121

Personnel remains the primary driver of central services expenditures. A new Human Resources Analyst is supporting expanded recruitment and benefits efforts, and re-organization of the facilities maintenance team is underway. The Parks and Facilities Manager role has been split to focus more on parks maintenance, with recruitment for a building maintenance worker in progress. Utility Billing recently transitioned to Finance to support long-term growth and operational efficiency.

The City also launched its first Citizen Civic Academy (pictured left), where students learn about City services and present program recommendations to Council.

Information Technology is administering the first major technology refresh since the pandemic, including deployment of 155 laptops to support operational efficiency.





Other Funds

2023-25 vs. 2025-27 Q1 Actuals

Revenues	2023-25 Q1	2025-27 Q1
Grants	\$253,521	\$500,732
Building Inspection	527,485	876,164
Risk Management	62,081	-
Economic Development	643,209	250,470
Public Transit	541,289	596,980
Capital Funds	354,159	111,582
Street	2,122,590	1,806,373
Debt Funds	146,849	277,066
Total Revenues	\$4,651,183	\$4,419,366
Expenses	2023-25 Q1	2025-27 Q1
Grants	\$891,858	\$962,673
Building Inspection	358,983	428,876
Risk Management	55,248	153,194
Economic Development	520,468	344,654
Public Transit	930,772	1,074,946
Capital Funds	94,977	576,206
Street	5,263,905	2,454,475
Debt Funds	-	-
Total Expenditures	\$8,116,212	\$5,995,022

This section includes the City’s non-major funds. These are largely special revenue funds where revenues are restricted to specific uses either by statute or policy.

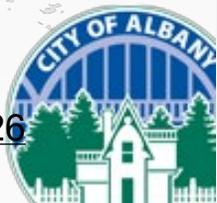
Grants in Q1 are appearing higher in the current biennium than prior years due to a shift in procedure. Due to the instability of federal funding, the City implemented a more regular reimbursement request schedule. This revenue will likely slow in Q2 due to the ongoing government shutdown.

The drop in street maintenance expenses represents the instability of capital based funds which rise and fall sharply based on the timing of capital projects. During this period in the 2023-2025 biennium, major projects like reconstruction of Queen Avenue and asphalt work on Geary Street had already been invoiced. This fund is expected to move in Q2 as payments are made for the construction work along Salem Avenue.

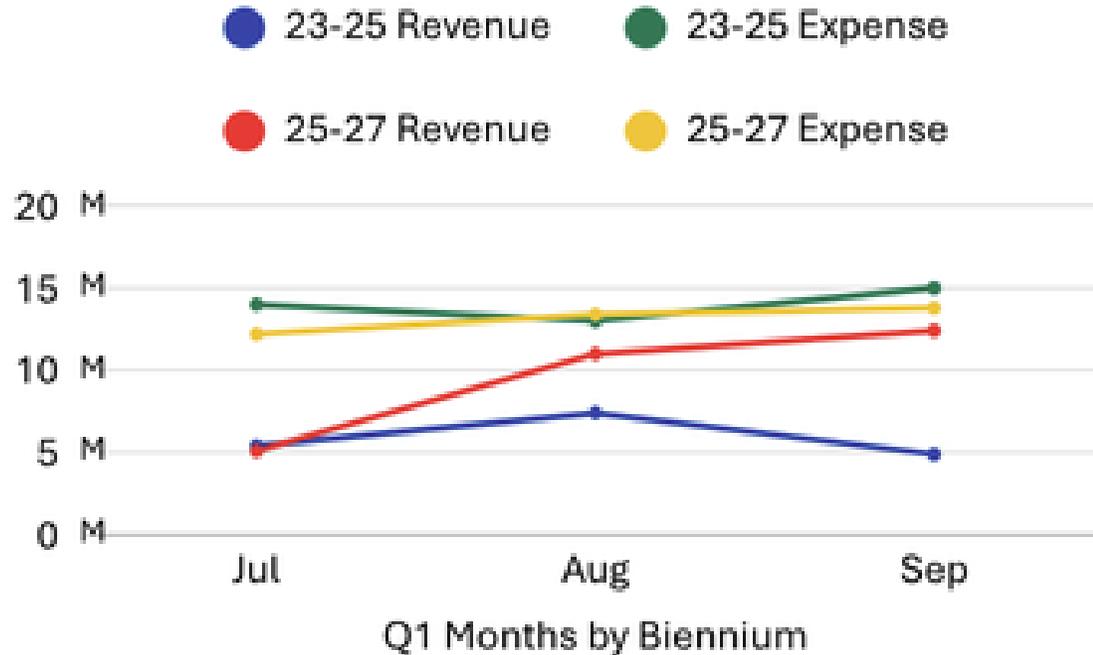


Quarterly Financial Report

July-September 2025 (unaudited)



Q1 Financial Overview: All Funds



Overview

- Overall, funds performing as expected
- Expenditures appear to outpace revenues due to timing in tax collection and recording
- Investments performing better than prior years
- Expenditures largely driven by personnel as many projects moving through procurement

Considerations

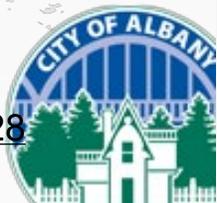
- Cashiering delays in prior biennia will make revenue growth look more significant until Q3
- Capital spending will experience large swings based on project timing

Challenges

- Tariff pressures and supply chain delays
- Uncertain federal and state funding
- Reserves are too low for City's level of risk

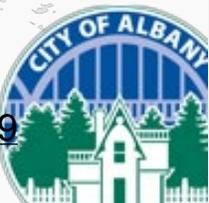
Opportunities

- Higher investment earnings
- Parks and recreation rental revenues up
- First full biennium with stormwater service charges
- Intergovernmental Agreement and Lease review



What is this supporting?

- Re-orgs underway across multiple departments
- Recruitments for new positions funded in budget
- Deployment of laptops to City employees
- Citizen Civic Academy
- Deerfield Park improvements
- Library planning
- Stormwater maintenance
- Salem Avenue improvements
- Monday.com implementation





TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Sophie Adams, Economic Development Manager

DATE: October 9, 2025, for the November 5, 2025, City Council Meeting

SUBJECT: Multi-Unit Property Tax Exemption

Purpose:

Final review and action on Multi-Unit Property Tax Exemption (MUPTe) Program Guide and Intergovernmental Agreement (IGA) with Linn County.

Background/Discussion:

The Multi-Unit Property Tax Exemption, or MUPTe, is a program outlined in the Oregon Revised Statutes (ORS) to stimulate the construction of mixed-use and multiple-unit housing where appropriate and improve the balance between residential/commercial areas and ensure full-time use of the areas as places where residents can live as well as work.

A project that meets the council-approved guidelines would be eligible for up to ten years of property tax exemption on the value of the new or converted multi-unit housing projects, excluding the land and improvements not part of the qualifying project. Standards and guidelines are primarily set in ORS, including review and construction timelines and minimum public benefits.

The MUPTe tool is recommended in Albany’s Housing Implementation Plan, developed with the help of the Housing Affordability Task Force, staff, housing stakeholders, and the broader community. MUPTe has been specifically identified as a requirement for some affordable and mixed-use developers to base projects in Albany and will help ensure Albany remains competitive with surrounding communities for housing and mixed-use developers.

The City Council discussed the program concept in March 2024 and had a final review in December 2024 where the program details were approved pending incorporation of final feedback. Staff has also been working with the overlapping taxing districts to address their questions and ensure the program meets the community’s broader needs. Feedback from Council and the overlapping taxing districts have been incorporated into the attached Program Guide (Attachment 1 Exhibit A). The boundary map included in the program guide shows a reduced boundary consistent with feedback from the taxing districts. This initial boundary will serve as a pilot program and could be expanded with approval from the majority of the taxing districts. The final program also includes a tiered exemption period format, as requested by Council. The Council held the first reading of the ordinance on October 22, 2025. The vote was not unanimous, so a second reading of the ordinance is requested.

Strategic Plan Impact:

Great Neighborhoods, Healthy Economy

Budget/Staff Impact:

None at this time. If implemented, this program would only exempt taxes on the improved new value of qualified projects, which may not be built without incentives like MUPTE. Application fees would offset the administrative costs to city and county staff, and in-lieu-of fees would be used to facilitate public affordable housing projects within the city.

Staff Recommendation:

Staff recommends the following:

1. Adopt an ordinance to establish AMC 3.10, MUPTE.
2. Adopt a resolution to establish the MUPTE program guidelines as outlined in Attachment 1 Exhibit A and authorize staff to enter into an IGA with Linn County.

Alternatives:

1. Adopt MUPTE program with changes.
2. Take no action, MUPTE would not be implemented.

Attachments:

1. Resolution
2. Inter Government Agreement (IGA) with Linn County
3. Ordinance



ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ALBANY MUNICIPAL CODE (AMC) TITLE 3 BY CREATING CHAPTER 3.10 AND ENACTING A MULTI-UNIT PROPERTY TAX EXEMPTION (MUPT) PROGRAM.

WHEREAS, the Oregon Legislative Assembly finds that it is in the public interest to stimulate the construction of transit supportive multiple-unit housing in the core areas of Oregon’s urban centers to improve the balance between the residential and commercial nature of those areas, and to ensure full-time use of the areas as places where residents of the community have an opportunity to live as well as to work., authorizing Oregon Revised Statutes (ORS) 307.600 to 307.637; and

WHEREAS, the MUPT tool is recommended in Albany’s Housing Implementation Plan, adopted June 2023 developed with the help of the Housing Affordability Task Force, staff, housing stakeholders, and the broader community; and

WHEREAS, the MUPT strategy allows the City to provide a tax abatement for multi-unit developments in designated areas close to transit in exchange for public benefits; and

WHEREAS, the details of the MUPT program are outlined in the Program Guide adopted by the City Council via Resolution; and

WHEREAS, a majority of Albany’s overlapping taxing districts have provided support for the MUPT program; and

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

Section 1: That Albany Municipal Code Title 3 Revenue and Finance is hereby amended as provided in Exhibit A, adding a new Chapter 3.10, “Multi Unit Property Tax Exemption”, attached and incorporated as part of this ordinance.

Passed by the Council: _____

Approved by the Mayor: _____

Effective Date: _____

Mayor

ATTEST:

City Recorder

Chapter 3.10
MULTIPLE-UNIT PROPERTY TAX EXEMPTION PROGRAM (MUPTE)

Sections:

3.10.010 Generally

3.10.010 Generally

a. The provisions of ORS 307.600 to 307.637 are hereby adopted to stimulate the construction, or addition of or conversion to multiple-unit housing in the designated core area of the City and in transit-oriented areas; and it is found that multiple-unit housing meeting the qualifications of ORS 307.606(4) would not otherwise be built in the designated areas without the benefits provided by ORS 307.600 to 307.637.

b. The tax exemption may be approved for up to ten consecutive years beginning July 1 of the tax year after completion of construction.

c. The City Council shall adopt standards and guidelines via resolution.

d. Staff shall provide reports for the City Council no less than every five years analyzing the impacts of the Multi-Unit Property Tax Exemption. The City Council may call for a public meeting to consider whether Chapter 3.10 should be amended or repealed.



RESOLUTION NO. _____

A RESOLUTION ADOPTING GUIDANCE FOR THE IMPLEMENTATION OF A MULTIPLE-UNIT PROPERTY TAX EXEMPTION PROGRAM

WHEREAS, ORS 307.600 through 307.637 authorizes cities to establish and design programs to attract new development of multiple-unit housing in core areas and transit-oriented areas by means of a local property tax exemption; and

WHEREAS, by ordinance adopted by the Albany City Council, the City adopted a multi-unit property tax exemption program under Albany Municipal Code Chapter 3.10; and

WHEREAS, to aid City staff and program applicants, the Council finds it wise to supplement the City Code provisions with a guidance document detailing program goal, eligibility criteria, public benefits, application process, reporting requirements, and geographic boundaries.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that the Multiple-Unit Tax Exemption Program Guide shown as Exhibit A, is hereby adopted.

DATED AND EFFECTIVE THIS 5th DAY OF NOVEMBER 2025.

Mayor

ATTEST:

City Recorder



Multi-Unit Property Tax Exemption

Program Guide

2025-2032

Overview

The Multi-Unit Property Tax Exemption (MUPTEx) is a tool designed to incentivize housing development within the City of Albany's current and future mixed-use centers supported by transit.

This program provides up to ten years of property tax exemption on new investment of multi-unit housing production within designated areas.

This program is enabled by Oregon Revised Statutes 307.600-637 and is locally implemented and controlled, in accordance with City Council Resolution _____, Linn County Resolution _____ and this Program Guide and attached MUPTEx boundary map

This program is a recommended strategy in the Housing Implementation Plan, Albany's Housing Needs Analysis, and Albany Comprehensive Plan.

Program Goals

This program aims to remove barriers and incentivize the production of housing in mixed use and commercial centers within the City to improve opportunities for housing close to employment, transit and services. The goals of this program are to support the development of needed housing in areas where residents can live and work and support the creation of livable and vibrant mixed-use centers near transit. It is the intent of this program to assist in the creation of new or converted multi-dwelling housing units to accommodate the growing population.

Eligibility Criteria

Project eligibility is determined by six factors:

- 1) Location;
- 2) Number of units;
- 3) Type of project;
- 4) Completion timeline;
- 5) Demonstrated need through third-party financial review, and
- 6) Public benefit.

1) Location

Projects must be located both within Albany's downtown revitalization area and within a quarter mile of a fixed route transit service within City zoning regulations. See attached map.

2) Number of Units

Projects must include at least five dwelling units to qualify for exemption.

3) Type of Project

Development or redevelopment of multi-unit housing projects that are newly constructed, additions to existing multi-unit housing, or structures converted in whole or in part from another use to dwelling units are eligible. The commercial portion of a project is eligible for an exemption if it meets one or more of the stated public benefit criteria. Student housing and transient/vacation occupancy are excluded. Land and improvements not exempted according to these guidelines will continue to be taxed during the MUPTE period.

4) Construction Timeline

Project work (construction of physical improvements) must occur entirely within the program window: October 2025-January 1, 2032.

5) Financial Review

The City will contract with an independent outside consultant (and confirm there is not a conflict of interest) to review the project's financial pro-formas submitted with the application on an ongoing, as needed basis. The costs of that review to be paid for by the applicant from within the application fee. Analysis of the project pro forma must establish whether the project would be built in the absence of the MUPTE benefit. The consultant will provide a completed memorandum summarizing review findings to city staff. See application for pro-forma guidelines. The MUPTE benefit awarded to a project will not exceed the gap in financing as evidenced by financial review.

6) Public Benefit

Projects must include either option 1 or 2 below.

- 1) Housing that is affordable* to different household income levels per one of the options below with an affordability period of at least 30 years:
 - a. 15% of the units are affordable to households earning 80% or less of the area median income as determined annually by the Oregon Housing and Community Services Department; or
- 2) Make a commensurate “in-lieu-of” payment to the City that is equal to 10% of total forgone taxes on new eligible improvements. Fees must be used by the city to facilitate or develop affordable housing. Project owner can choose to pay the fee annually during the abatement period or upfront with a five percent discount.

*Housing is affordable when no more than 30% of household income is spent on housing costs including utilities.

To qualify for **seven** years of abatement, projects must also include two or more of the public benefits listed below and to qualify for **ten** years of abatement, projects must also include three or more of the following public benefits:

- **Placemaking, Open and Active Public Spaces.** The project provides public amenities scaled to project size beyond city standards and are accessible by the public, such as a shared community space, plaza, green space, art, or spaces meant for people to spend time and build community. This could also include common meeting rooms that would not refer to a conference room internal to a business, but rather one that is available for rent or free use by any group. This amenity must be created for the primary purpose of being a public place.
- **Public parking.** Parking is designed to provide, to the greatest extent possible, shared parking facilities within a structure, parking structures, Level 2 and Level 3 electric vehicle charging stations, locations for car sharing, and safe pedestrian/bicycle connections between parking and adjacent buildings and streets. This provision is most valuable in dense areas where parking is already at a premium. Added public parking must have a substantial impact on parking supply.
- **Childcare facilities.** Provide childcare facilities within the proposed project and demonstrate how these will be provided beyond the duration of the exemption. Childcare facilities are defined as an Oregon State licensed childcare facility. When applying, Site Plan included in application must demonstrate location of childcare facilities that meet all code requirements for proposed facilities and identify which childcare provider that the applicant plans to locate in the facility, if available at the time of the application.
- **Economic opportunities or catalytic effect.** The project will include spaces that have an economic catalytic effect that will be of bigger benefit to the community than a small set of individuals. The project will work with contractors and/or companies that are owned by disadvantaged, minority, women, or service-disabled individuals, or an emerging small business. Service or commercial uses which are permitted and needed at the project site but are not available for economic reasons also qualify under this category.

- **Transit amenities when applicable or transit or pedestrian-oriented design elements.** The proposal employs a mixture of project elements that encourage biking and transit use, enriches the streetscape, and supports community comfort and safety at all hours. Transit supportive amenities such as covered shelters, a bench to serve the transit stop, Level 2 and Level 3 electric vehicle charging stations, and improved lighting are eligible public benefits. Dedicated pathways and pedestrian crossing treatments, wayfinding and other items that contribute to a walkable downtown are other options. To meet this criterion, the applicant must submit a letter from Albany Transit System (ATS) stating that the applicant has coordinated with ATS on the proposed transit and mobility supportive amenities and demonstrate how the applicant considered the comments of ATS.
- **Development or redevelopment of underutilized, blighted, or historically significant property.** Applicant develops vacant or under-utilized sites, rather than sites where sound or re-habitable multiple-unit housing exists; The applicant must include in their application a detailed description of how this project will be remedying a severely blighted building or property or preserving a historic property or component. A project is characterized as blight due to obsolescence, deterioration, dilapidation, shifting of uses, or presence of brownfields. Preservation activities may include seismic retrofitting or improving a designated historic building.
- **Accessible units beyond code requirements.** Provide at least five percent (5%) but not less than two dwelling units of the total project dwelling units as Type A accessible, all other units within the project shall be TYPE C units, where not required to be Type B under the building code. This should not be construed as simply providing compliance with ADA code requirements. It would apply to provisions above and beyond those required by the code, such as including fully accessible dwelling units, or providing an elevator.
- **Energy Efficiency/Green Building Certification.** The development is built using sustainable practices such as LEED, Earth Advantage, or similar recognized green building program (with staff approval) or goes above and beyond building codes by at least ten percent (10%) for energy efficiency and sustainability. Alternative energy, green captures, etc. can also be considered of varying value as a public benefit. The applicant should provide preliminary certification in support of a claim under this category. Green building requirements apply only to the residential occupancy areas and common areas such as hallways, stairwells, centralized HVAC or hot water heating, and laundry facilities. The requirements do not apply to the commercial areas or ancillary amenities such as stand-alone parking garages and recreation facilities.
- **Local Labor, Materials or Ownership.** To ensure that a substantial portion of the local tax benefit yields a benefit to the local community, developer must show proof of business registration within the state of Oregon. Projects also qualify for this benefit if they can demonstrate that most of the hours spent on this project were compensated at 150% of the Linn County median wage.

Note that development still must include all improvements required by state and local building and planning regulations.

Application Process

The application is available online via the City of Albany's website.

Applications must be received by the City no later than February 1 of the year prior to the first exemption year but are encouraged before the land use process begins to ensure project feasibility.

Eligibility Meeting

A mandatory meeting between the applicant and city staff is required prior to applying to determine eligibility, convey information about the program, and give the potential applicant preliminary feedback about the City's likely approval or denial.

Application Fee

An application fee in the amount of _____ should be made payable to the City of Albany and is due at time of submission. Fees will cover the cost of the third-party financial review, and city and county administration.

Application Review and Decision

Following receipt of a completed application, the City must retain an independent, outside consultant to review the project's financial pro forma, the costs for which are included in the application fee. The consultant will make a recommendation to staff regarding the financial feasibility and financial need of the proposed project. Based on the financial analysis provided by the consultant and an evaluation of the public benefits and other requirements, staff will determine whether the application meets the criteria for the MUPTÉ program and provide any other comments about the project's financial projections.

If the application is denied the city shall retain the portion of the fee that covers its administrative costs and refund the balance to the applicant.

Notice of approval will be sent to the applicant as well as the county assessor along with a copy of the complete application.

Timeline for Review and Decision

- Application deadline: A complete application and fee must be received by **February 1** immediately preceding the first assessment year for which the exemption is requested. e.g. an applicant seeking benefit beginning in 2026 must submit a complete application no later than February 1, 2025.
- No later than **180** days following the submission of a complete application and fee, applicant will receive a recommendation that the application be approved, approved subject to conditions, or denied.
- Applications not acted upon within **180** days of receipt are automatically approved.

Exemption Period

The first year of the exemption is the assessment year beginning January 1 following the calendar year when the improvements are to go on the tax rolls.

Post-Approval Requirements

After a project is approved for a MUPTÉ, project owners must comply with a number of requirements before, during, and after construction.

During Construction

On or before **December 1** of each year following an approved application up until first year of exemption, the owner or preferred contact shall submit a report to the Community Development Director verifying the status of the project and the projected completion date.

After Construction

Applicants must submit the following documentation before staff will certify the exemption with the Linn County Assessor's Office:

- Proof of certificate of occupancy.
- Documentation for any requirements of public benefits used to qualify the project for the exemption.
- Provide contact information for owner and lender associated with the project including name, address, email, and phone number as well as preferred contact information for staff to use for annual reporting requirements.

During the Exemption Period

On or before **March 1** of each year, the owner or preferred contact must provide the following annual reporting requirements:

- Documentation that all public benefits are in continuation.
- Documentation of required affordable and/or middle-income housing units OR in-lieu-of fee as described in this document.

Non-compliance and Termination

Compliance Monitoring

- The City is responsible for ensuring the applicant's continued compliance with ORS 307.600-637. If after receiving the annual report in December, the Community Development Department finds that any of the conditions of the approval are not being met or that the project has not been completed by January 1, 2032, the Director shall send the owner of the property a notice of termination of the exemption.
- The notice will list the reasons for termination and require the owner to respond in writing within twenty days and show cause why the exemption should not be terminated.
- If the owner does not respond and show cause, the Director will send the notice of termination to all known lenders and allow them thirty days to cure noncompliance or show, to the satisfaction of the Director, how it will be cured in a reasonable amount of time.

- If neither the owner nor any lenders show cause why the exemption should not be terminated, the decision becomes final. Copies of the notice will be sent to the owner and the county assessor within ten days of finalization.

Extensions and Appeal

- If the Community Development Director finds that, due to circumstances beyond the control of an owner who is acting in good faith, the multi-unit housing cannot be completed by the project deadline, it may grant an extension of up to one year.
- In the event of termination, the owner can appeal the decision to the Community Development Commission by contacting staff and requesting an appeal at the next available opportunity, but not later than two months from time of request.
- Unless a project is specifically extended as outlined in the above section, the work (construction of physical improvements) must occur entirely within the program window established by the statute and ordinance, i.e. built after October 2025 and completed on or before January 1, 2032.

INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement (“Agreement”) is made and entered into upon execution by and between LINN COUNTY OREGON a political subdivision of the State of Oregon (hereinafter called “COUNTY”), and the CITY OF ALBANY, OREGON, a municipal corporation organized under the laws of the State of Oregon (hereinafter called “CITY”).

RECITALS

- A.** WHEREAS, ORS 190.003 et.seq. provides for intergovernmental cooperation in the interest of furthering economy and efficiency of local units of government; and
- B.** WHEREAS, ORS 190.003 for purposes of such intergovernmental cooperation defines a unit of local government as including a county, city, district, or other public corporation, commission, authority, or entity organized and existing under statute or city or county charter; and
- C.** WHEREAS, ORS 190.010 provides that a unit of local government may enter into a written agreement with any other unit or units of local government to provide for the performance of a function or activity that a party to the agreement, its officers, or agencies, have authority to perform; and
- D.** WHEREAS, ORS 307.600-637 permits Oregon cities and counties to establish programs to attract the new development of multi-unit housing in city core areas by means of a local property exemption; and
- E.** WHEREAS, the City and County agree to, by adopting respective Resolutions, incentivize housing development within the terms and boundary location described in the MUPTE Program Guide and Boundary Map, attached hereto as Exhibit A; and
- F.** WHEREAS, the multi-unit property tax exemption tool will ensure incentivizing multi and mixed- use housing development near transit.

NOW, THEREFORE, in consideration of the mutual promises contained herein, COUNTY and CITY agree as follows:

AGREEMENT

1. CITY agrees to adopt a Resolution enacting the Multi-Unit Property Tax Exemption (MUPTE) tool in accordance with ORS 307.600-637 with the terms identified in Exhibit A.
2. COUNTY agrees to adopt a Resolution enacting the Multi-Unit Property Tax Exemption (MUPTE) tool in accordance with ORS 307.600-637 with the terms identified in Exhibit A.
3. CITY agrees to administer the MUPTE program only within the geographic boundary identified in the map attached to, and incorporated into, Exhibit A, including making all determinations regarding initial and ongoing eligibility criteria only in accordance with the terms identified in Exhibit A and agreed upon as evidenced by this Agreement.

4. CITY agrees it will not amend the Eligibility Criteria listed in Exhibit A including the geographic boundaries, number of units, project type, and public benefits without the express, written consent by way of an adopted Resolution from the COUNTY.

5. This Agreement shall be effective and services required hereunder shall commence on [Date] 2025 and shall terminate on [Date] 2035, unless otherwise terminated by mutual, written consent of both parties.

6. This Agreement shall be governed and construed in accordance with the laws of the State of Oregon, without resort to any jurisdiction's conflict of laws rules or doctrines. Any claim, action, suit, or proceeding (collectively, "the claim") between County and City that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Linn County for the State of Oregon. Provided, however, if the claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. Each party hereby consents to the in personam jurisdiction of said courts. Each party shall at all times be responsible for the party's attorney fees, costs, and disbursements in regards to the claim, including any appeals.

7. Any notice or other communication required or permitted to be given under this Agreement shall be in writing and shall be mailed by certified mail, return receipt requested, postage prepaid, addressed to the parties at the addresses first set forth below. Any notice or other communication shall be deemed to be given at the expiration of forty-eight (48) hours after the deposit in the United States mail. The addresses to which notices or other communications shall be mailed may be changed from time to time by giving written notice to the other party as provided in this section.

a. **County Contact Information**

Natalie Bauer
Chief Appraiser
Linn County Assessor's Office
300 4th Ave SW, R, 214
Albany OR 97321
(541) 967-3808

b. **City Contact Information**

Sophie Adams
City of Albany Economic Development Manager
333 Broadalbin St SW
Albany, OR 97321
(541) 917-7654

8. This Agreement and any subsequent amendments may be executed in any number of counterparts (including by facsimile, PDF, or other electronic transmission), each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one agreement binding on all parties.

9. All rights and obligations shall cease upon termination of this agreement, except for those rights and obligations that by their nature or express terms survive termination of this agreement. Termination shall not prejudice any rights or obligations accrued to the parties prior to termination.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in duplicate by the duly authorized persons whose signatures appear below. Each party, by the signature below of its authorized representative, hereby acknowledges that it has read this Agreement, understands it, and agrees to be bound by its terms and conditions. Each person signing this Agreement represents and warrants to have the authority to execute this Agreement.

City of Albany

**Board of County Commissioners for
Linn County**

Peter Troedsson, City Manager

Roger Nyquist, Chair

Sherrie Sprenger, Commissioner

William C. Tucker, Commissioner

Date

Date



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Patty McInnes, Customer Service Supervisor
Jeanna Yeager, Finance Director

A handwritten signature in blue ink, appearing to be "PT", is written over the "VIA" and "FROM" lines.

DATE: October 21, 2025 for the November 5, 2025, City Council Meeting.

SUBJECT: Removal of Deposits for Water Accounts

Purpose:

The purpose of this memo is to request Council approval to eliminate the deposit requirement for new water utility accounts. Removing deposits will streamline operations, reduce administrative costs, and lower financial barriers for customers when establishing service.

Background/Discussion:

The City currently requires new water utility customers, specifically renters, to pay a deposit at the time of account activation. The original purpose of this deposit was to safeguard the City against unpaid bills and reduce the risk of financial loss when customers closed accounts without payment.

In practice, staff have found that the administrative costs of collecting, managing, and refunding deposits often offset the financial benefit. Additionally, the requirement can create a barrier for residents - particularly new renters, low-income households, and individuals moving into the community - by increasing the upfront cost of establishing water service.

Strategic Plan Impact:

Eliminating deposits for water accounts supports the City's Strategic Plan by:

- **Great Neighborhoods:** Reducing barriers to utility access helps ensure all residents can establish water service quickly and equitably.
- **An Effective Government:** Streamlining account management and reducing administrative steps improves efficiency and customer service.
- **A Safe City:** Ensuring residents can establish water service without financial obstacles supports public health and safety.

Budget/Staff Impact:

The City anticipates minimal financial impact. Based on historical write-offs and collection rates, the absence of deposits is not expected to materially increase uncollected revenue. The City may realize modest savings in staff time and administrative costs.

Staff Recommendation:

Staff recommends removing the deposit requirement for new water accounts effective December 1, 2025. This change will streamline operations, improve customer service, and reduce financial barriers for residents.

Alternatives:

1. Eliminate deposits entirely – removes the upfront financial barrier for customers and simplifies account management, while relying on existing billing and collection procedures to manage unpaid balances.
2. Maintain deposits at current levels – maintains status quo but continues administrative inefficiencies and customer burden.
3. Modify deposits (e.g., lower amount, apply only to high-risk accounts) – partially reduces barriers but adds complexity and potential fairness concerns

Attachments:

1. Resolution



RESOLUTION NO. _____

A RESOLUTION SETTING RATES FOR WATER USE AND REPEALING RESOLUTION NO. 7416

WHEREAS, the water fund is primarily dependent upon water rate revenues for its funding; and

WHEREAS, the rate structure should be designed to generate revenues adequate to properly operate and maintain the water system, to comply with regulatory requirements, to fund water system capital projects, and to meet debt service requirements; and

WHEREAS, in order to provide stability in developing the City's biennial budget and provide a degree of certainty for the ratepayers, the rate adjustments for the next two fiscal years are included in this one resolution; and

WHEREAS, should circumstances arise that would cause the council to want to readjust the rates in the intervening year, that is still allowable; and

WHEREAS, utility rate adjustments for the 2025-2027 biennium were presented at the May 14, 2025, Albany City Council meeting; and

WHEREAS, the council initially implemented a low-income assistance program in 2006 (Resolution No. 5166), and the latest revision to that program was in October 2021 (Resolution No. 7060); and

WHEREAS, a **three (3)** percent water rate increase effective **January 1, 2026**, and a **three (3)** percent increase effective **January 1, 2027** are required to meet the projected rate revenue requirements; and

WHEREAS, council previously approved the rate increases listed above with Resolution 7416; and

WHEREAS, the council also desires to eliminate the requirement for account deposits for water service.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that the rates and charges for water service as specifically described in "*Exhibit A: 3% Water Rate Increase Effective January 1, 2026*" and "*Exhibit B: 3% Water Rate Increase Effective January 1, 2027*" (attached hereto) are hereby adopted; and

BE IT FURTHER. RESOLVED that water rates shall be automatically adjusted each **January 1**, beginning **January 1, 2028**, based on the percentage change in the Consumer Price Index (CPI-U Pacific Cities Index) second half report, published in the preceding February of each year. Adjustments will match the Index up to inflation unless other action is taken by the City Council; and

BE IT FURTHER RESOLVED that Resolution No. 7384 is repealed effective January 1, 2026, and

BE IT FURTHER RESOLVED that the rates established by Exhibit A of this resolution shall be effective January 1, 2026, and the rates established by Exhibit B of this resolution shall be effective January 1, 2027.

DATED THIS 5TH DAY OF NOVEMBER 2025.

Mayor

ATTEST:

City Recorder

Exhibit A: 3% Water Rate Increase Effective January 1, 2026

I. SERVICE FEES AND CHARGES

Description	Reference	Charge			
		Customer Type	Property Owner	Non-Property Owner	
Account Deposit	AMC 11.01.040(2a)	Residential	no deposit	\$100 -\$0	
		Multi-dwelling & Non-residential	no deposit	\$100 -\$0	
New Account – Service Fees	AMC 11.01.040(5)	Regular working hours \$20			
Restore Service	AMC 11.01.060(5)	Regular working hours \$45			
		After hours \$60			
Financial Institution Returned Item	ORS 30.701(5)	\$35			
Past Due and Disconnection Notice	AMC 11.01.060(4)	\$10 per occurrence			
Tampering Fees	AMC 11.01.080(9)	\$100			
Meter Testing at Customer’s Request	AMC 11.01.090(1b)(ii)	Meter Size	Service Charge Deposit		
		³ / ₄ -inch	\$15		
		Larger than ³ / ₄ -inch	Actual Cost		
Drop-in Meter Installation	AMC 11.01.100(2)(3)	<u>³/₄” meter</u>	<u>1” meter</u>	<u>1-1/2” meter</u>	<u>2” meter</u>
		\$275	\$340	\$1,771	\$1,883
Full Installation with meter (Excludes system development charges)	AMC 11.01.100(2)(3)	<u>³/₄” meter</u>	<u>1” meter</u>	<u>1-1/2” meter</u>	<u>2” meter</u>
		\$2,950	\$2,975	Actual Cost	Actual Cost
Reduction of Meter Size (based on size of meter to be installed)	AMC 11.01.100(5b)	<u>³/₄” meter</u>	<u>1” meter</u>	<u>1-1/2” meter</u>	<u>2” meter</u>
		\$275	\$340	\$1,771	\$1,883
Main Extensions	AMC 11.01.120(2h)	Actual Cost Plus 15% Overhead			
Fire Service Extensions	AMC 11.01.150(1)	Actual Cost Plus 15% Overhead			
Unauthorized Use of Fire Hydrant	AMC 11.01.180(1)&(4)	\$50 + \$4.62 per 100 cubic feet			
Metered Use of Hydrant	AMC 11.01.180(4)	Refundable Deposit	\$75.00		
		Set Up	\$25.00		
		Bulk Rate	\$4.62 per 100 cubic feet		
		Relocation Rate	\$25.00		
		Monthly Base Charge	\$132.05		

II. RESIDENTIAL, MULTI-DWELLING, AND NON-RESIDENTIAL WATER SERVICE

A. WATER CUSTOMERS INSIDE CITY LIMITS

Applicable to all residential, multi-dwelling, and non-residential customers receiving water service within the Albany city limits.

A residential customer is defined as a customer whose meter serves only one single-dwelling unit. All dwelling units served by individual meters shall be charged the residential rate for service. For example, the residential rate shall apply where separate water meters provide service to each side of a duplex. Multi-

dwelling customers are defined as customers whose meter services more than one dwelling unit. For the purposes of this rate resolution, dwelling unit shall be defined as any place of human habitation designed for occupancy based upon separate leases, rental agreements, or other written instruments.

Non-residential customers are defined as customers whose meter is for any use other than residential and multi-dwelling. Some examples of non-residential uses include but are not limited to commercial, industrial, institutional, and food processing. Examples of institutional uses include schools, hospitals, and nursing homes.

MONTHLY RATE:

Customer Class/ Meter Size	Base Charge (\$/month)	Consumption Charge		
		Block 1	Block 2	Block 3
Nonresidential & Multi-Dwelling		<i>Consumption Level (hundred cubic feet)</i>		
¾ inch or less	\$24.28	First 17	Next 17	Over 34
1 inch	\$35.47	First 18	Next 18	Over 36
1½ inch	\$80.84	First 21	Next 21	Over 42
2 inch	\$129.41	First 25	Next 25	Over 50
3 inch	\$259.07	First 28	Next 28	Over 56
4 inch	\$404.74	First 30	Next 30	Over 60
6 inch	\$809.26	First 31	Next 31	Over 62
8 inch	\$898.39	First 40	Next 40	Over 80
10 inch	\$898.39	First 92	Next 92	Over 184
12 inch	\$898.39	First 92	Next 92	Over 184
		<i>Consumption Rate (\$/100 cubic feet)</i>		
Nonresidential		\$4.54	\$3.31	\$3.14
Multi-dwelling		\$4.36	\$3.27	\$3.04
Residential		<i>Consumption Level (hundred cubic feet)</i>		
¾ inch or less	\$24.28	First 6	Over 6	NA
1 inch	\$35.47	First 6	Over 6	NA
1½ inch	\$80.84	First 6	Over 6	NA
2 inch	\$129.41	First 6	Over 6	NA
		<i>Consumption Rate (\$/100 cubic feet)</i>		
All Meters		\$5.41	\$3.43	NA
<i>Low-Income Assistance Program Surcharge – Residential Bills Only</i>				\$0.35

B. WATER CUSTOMERS OUTSIDE CITY LIMITS

Applicable to all residential, multi-dwelling, and non-residential customers receiving water service outside the Albany city limits and are not served by water lines previously operated by the North Albany County Service District (NACSD).

MONTHLY RATE

Rates by class as listed under Section I.A, Water Customers Inside City Limits, with a 10 percent surcharge on said rates for service outside the city limits.

C. WATER CUSTOMERS OUTSIDE CITY LIMITS IN BENTON COUNTY

Applicable to all residential, multi-dwelling, and non-residential customers outside city limits and served by water lines previously operated by the North Albany County Service District (NACSD).

MONTHLY RATE

The water rates adopted by the Benton County Commissioners acting as the governing body of the NACSD consistent with the contractual agreement between NACSD and the City of Albany.

D. CITY OF MILLERSBURG

The City of Millersburg will pay their share of capital expenses and cost to produce water at the Albany-Millersburg Water Treatment Plant according to the Albany-Millersburg Intergovernmental Agreement for Jointly Owned Water Facilities.

III. SPECIAL CONDITIONS APPLYING TO ALL CUSTOMERS

If water service is provided through a single meter to a facility that contains a mixture of customer classes, the customer class with the higher consumption rates shall be used for calculating the consumption portion of the bill. For example, all water used in a building that contains both non-residential and multi-dwelling uses will be billed at the non-residential consumption rate.

Meter readings from meters that measure flow in 1,000-gallon increments shall be converted to hundred cubic foot units prior to applying the appropriate consumption charge for calculating the water bill.

Water used during construction of a building shall be metered and billed at the rate appropriate for the type of facility being constructed. For example, water used during construction of a single-dwelling residence will be billed at the residential rate. When, during construction, setting a meter is impracticable, the amount of water used shall be estimated and billed at the appropriate rate for the type of facility being constructed.

Exhibit B: 3% Water Rate Increase Effective January 1, 2027

I. SERVICE FEES AND CHARGES

Description	Reference	Charge			
		Customer Type	Property Owner	Non-Property Owner	
Account Deposit	AMC 11.01.040(2a)	Residential	no deposit	\$100 \$0	
		Multi-dwelling & Non-residential	no deposit	\$100 \$0	
New Account – Service Fees	AMC 11.01.040(5)	Regular working hours \$20			
Restore Service	AMC 11.01.060(5)	Regular working hours \$45 After hours \$60			
Financial Institution Returned Item	ORS 30.701(5)	\$35			
Past Due and Disconnection Notice	AMC 11.01.060(4)	\$10 per occurrence			
Tampering Fees	AMC 11.01.080(9)	\$100			
Meter Testing at Customer’s Request	AMC 11.01.090(1b)(ii)	<u>Meter Size</u> ¾-inch	<u>Service Charge Deposit</u> \$15		
		Larger than ¾-inch	Actual Cost		
Drop-in Meter Installation	AMC 11.01.100(2)(3)	<u>¾” meter</u>	<u>1” meter</u>	<u>1-1/2” meter</u>	<u>2” meter</u>
		\$275	\$340	\$1,771	\$1,883
Full Installation with meter (Excludes system development charges)	AMC 11.01.100(2)(3)	<u>¾” meter</u>	<u>1” meter</u>	<u>1-1/2” meter</u>	<u>2” meter</u>
		\$2,950	\$2,975	Actual Cost	Actual Cost
Reduction of Meter Size (based on size of meter to be installed)	AMC 11.01.100(5b)	<u>¾” meter</u>	<u>1” meter</u>	<u>1-1/2” meter</u>	<u>2” meter</u>
		\$275	\$340	\$1,771	\$1,883
Main Extensions	AMC 11.01.120(2h)	Actual Cost Plus 15% Overhead			
Fire Service Extensions	AMC 11.01.150(1)	Actual Cost Plus 15% Overhead			
Unauthorized Use of Fire Hydrant	AMC 11.01.180(1)&(4)	\$50 + \$4.76 per 100 cubic feet			
Metered Use of Hydrant	AMC 11.01.180(4)	Refundable Deposit	\$75.00		
		Set Up	\$25.00		
		Bulk Rate	\$4.76 per 100 cubic feet		
		Relocation Rate	\$25.00		
		Monthly Base Charge	\$136.01		

II. RESIDENTIAL, MULTI-DWELLING, AND NON-RESIDENTIAL WATER SERVICE

A. WATER CUSTOMERS INSIDE CITY LIMITS

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dwelling customers are defined as customers whose meter services more than one dwelling unit. For the purposes of this rate resolution, dwelling unit shall be defined as any place of human habitation designed for occupancy based upon separate leases, rental agreements, or other written instruments.

Non-residential customers are defined as customers whose meter is for any use other than residential and multi-dwelling. Some examples of non-residential uses include but are not limited to commercial, industrial, institutional, and food processing. Examples of institutional uses include schools, hospitals, and nursing homes.

MONTHLY RATE:

Customer Class/ Meter Size	Base Charge (\$/month)	Consumption Charge		
		Block 1	Block 2	Block 3
Nonresidential & Multi-Dwelling		<i>Consumption Level (hundred cubic feet)</i>		
³ / ₄ inch or less	\$25.01	First 17	Next 17	Over 34
1 inch	\$36.53	First 18	Next 18	Over 36
1½ inch	\$83.27	First 21	Next 21	Over 42
2 inch	\$133.29	First 25	Next 25	Over 50
3 inch	\$266.84	First 28	Next 28	Over 56
4 inch	\$416.88	First 30	Next 30	Over 60
6 inch	\$833.54	First 31	Next 31	Over 62
8 inch	\$925.34	First 40	Next 40	Over 80
10 inch	\$925.34	First 92	Next 92	Over 184
12 inch	\$925.34	First 92	Next 92	Over 184
		<i>Consumption Rate (\$/100 cubic feet)</i>		
Nonresidential		\$4.68	\$3.41	\$3.23
Multi-dwelling		\$4.49	\$3.37	\$3.13
Residential		<i>Consumption Level (hundred cubic feet)</i>		
³ / ₄ inch or less	\$25.01	First 6	Over 6	NA
1 inch	\$36.53	First 6	Over 6	NA
1½ inch	\$83.27	First 6	Over 6	NA
2 inch	\$133.29	First 6	Over 6	NA
		<i>Consumption Rate (\$/100 cubic feet)</i>		
All Meters		\$5.57	\$3.53	NA
<i>Low-Income Assistance Program Surcharge – Residential Bills Only</i>				\$0.35

B. WATER CUSTOMERS OUTSIDE CITY LIMITS

Applicable to all residential, multi-dwelling, and non-residential customers receiving water service outside the Albany city limits and are not served by water lines previously operated by the North Albany County Service District (NACSD).

MONTHLY RATE

Rates by class as listed under Section I.A, Water Customers Inside City Limits, with a 10 percent surcharge on said rates for service outside the city limits.

C. WATER CUSTOMERS OUTSIDE CITY LIMITS IN BENTON COUNTY

Applicable to all residential, multi-dwelling, and non-residential customers outside city limits and served by water lines previously operated by the North Albany County Service District (NACSD).

MONTHLY RATE

The water rates adopted by the Benton County Commissioners acting as the governing body of the NACSD consistent with the contractual agreement between NACSD and the City of Albany.

D. CITY OF MILLERSBURG

The City of Millersburg will pay their share of capital expenses and cost to produce water at the Albany-Millersburg Water Treatment Plant according to the Albany-Millersburg Intergovernmental Agreement for Jointly Owned Water Facilities.

III. SPECIAL CONDITIONS APPLYING TO ALL CUSTOMERS

If water service is provided through a single meter to a facility that contains a mixture of customer classes, the customer class with the higher consumption rates shall be used for calculating the consumption portion of the bill. For example, all water used in a building that contains both non-residential and multi-dwelling uses will be billed at the non-residential consumption rate.

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