



AGENDA - REVISED

**Wednesday, March 6, 2024**

**6:00 p.m.**

This meeting will be conducted virtually. At 6:00 p.m., Join the meeting here:

<https://us06web.zoom.us/j/83068386417?pwd=c1Fnb3h3TWWhIWlFjNHlWRTY0K3NhZz09>

Meeting ID: 830 6838 6417 Passcode: 763440

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted on the website

1. CALL TO ORDER
2. ROLL CALL
3. BUSINESS FROM THE PUBLIC

*Persons wanting to provide comments may:*

- 1- Email written comments to [Debbie.little@albanyoregon.gov](mailto:Debbie.little@albanyoregon.gov), including your name, before noon on the day before the meeting.
- 2- To comment virtually during the meeting, register by emailing [Debbie.little@albanyoregon.gov](mailto:Debbie.little@albanyoregon.gov) before noon on the day before the meeting, with your name. The chair will call upon those who have registered to speak.
- 3- Prearranged – appear in person at the meeting and register to speak.

4. APPROVAL OF MINUTES

- a. February 7, 2024

5. SCHEDULED BUSINESS

a. Discussion Items

- 1) Possible Amendment Albany Municipal Code 7.98.040 Update- Rick
- 2) General Tree Issues - Rick

b. Action Items

- 1) Chair/Vice Chair Elections
- 2) Meeting schedule frequency- Kim
  - a. Currently meet February, March, April, May, August, October, November

c. Reports and Updates

- 1) Capital Projects Update – Kim
- 2) **Hiring Update - Kim**
- 3) Program Updates - Staff

6. BUSINESS FROM THE COMMISSION

7. NEXT MEETING DATE: Wednesday, April 3, 2024 - Virtual

8. ADJOURNMENT

*This meeting is accessible to the public via video connection. In-person attendance is available. For arrangements, please contact city staff at least 48 hours in advance of the meeting at: [Debbie.little@albanyoregon.gov](mailto:Debbie.little@albanyoregon.gov) or call 541-917-7778. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting.*

*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, February 7, 2024

6 p.m.

REMOTE

Approved: Draft

- CALL TO ORDER: Meeting called to order at 6:00 p.m.
- Members present: Aaron Falotico, Bill Stoneroad, Sharon Konopa, Anna Roller, Jill Van Buren
- Members absent: None
- Staff present: Kim Lyddane, Director; Rick Barnett, Parks & Facilities Maintenance Manager; Cole McDowell, Marketing Specialist
- Guest present: Kurt Lango, Katherine Sheie of Lango Hansen Landscape Architects
- Business from the Public  
None.

APPROVAL OF MINUTES 6:03p.m.  
November 1, 2023

MOTION: Falotico moved to adopt the minutes with correction. Van Buren seconded the motion, which passed 5-0.

DISCUSSION ITEMS 6:04 p.m.

- a. Deerfield Park  
Kurt Lango and Katherine Sheie presented information regarding the process of updating Deerfield Park. Brief discussion followed.
- b. Tree Issues  
Barnett noted tree planting and pruning are taking place. Tree code changes are still in process. Brief discussion followed.

ACTION ITEMS 6:44 p.m.

- a. Chair/Vice-Chair Elections – postponed until next meeting.

REPORTS AND UPDATES 6:46 p.m.

- a. Capital Projects

Lyddane reviewed the project report included in the agenda packet.

- Meadow Ridge grand opening is scheduled for April 12, 2024.
- Bids for finishing Timber Linn Soccer Fields came in much higher than anticipated so the project will not be moving forward at this time. Barnett will connect with AYSO to let them know of the situation.

#### Hiring Update

Lyddane introduced Cole McDowell, the new Marketing Specialist. McDowell provided some background information to the commission.

The Resource Development Coordinator position is in the process of being filled.

#### Staff reports

Lyddane provided a recreation programs and general department update.

- Currently administering a small grant to provide activities specifically geared to the senior population.
- Summer planning for programs and concert performers is currently underway.
- Spring Activate will go out March 4, 2024, for spring quarter registration.

Barnett provided an update on Park Maintenance.

- Waverly Lake fountain has been ordered and should be installed by March 1, 2024.
- ADA improvements in the parks and at the community center are taking place.
- A split rail fence has been built around the apple trees at East Thornton Lake Natural Area.
- The purchasing limit for direct purchases has been increased to \$25,000 which will allow smaller projects to be completed in an easier, more time-efficient manner.

BUSINESS FROM THE COMMISSION

7:09 p.m.

Konopa will connect with Barnett regarding the Waverly Duck.

NEXT MEETING DATE: Next meeting will be Wednesday, March 6, 2024. This meeting will be virtual.

#### ADJOURNMENT

The meeting was adjourned at 7:11 p.m.

Submitted by,

Reviewed by,

Debbie Little  
Administrative Services Coordinator

Kim Lyddane  
Parks & Recreation Director

## Capital Projects Report

PROJECT	STATUS	PROJECTED COMPLETION DATE	NOTES
Meadow Ridge Park Development	Instllation of all equipment is compelte! Opening Celebration Friday, April 12 at 10:00 a.m.	Completed	
Timber Linn Park soccer field improvements	Phase II complete. Phase III bids came in 2-4X budgeted amount. Project paused.	TBD	Partnership with AYSO
East Thornton Lake Natural Area development Ph 1	Design pending. Cost for a 10 car parking lot on the west side of the property estimated at \$400,000.	Development indefinitely delayed, pending O&M funding plan	SDCs, donations, State grant
Henderson Park Playground Replacement		Completed	
Deerfield Park Playground Replacement	1st Community Outreach Event on Feb. 28 at RCC.	FY24-25	Goal of \$1,000,000 budgeted between CIP and operating budget.