

ALBANY CITY COUNCIL AGENDA

Wednesday, June 10, 2026
6:00 p.m.

Council Chambers, City Hall
333 Broadalbin Street SW

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

Please help us get Albany's work done.

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

1. Call to order and pledge of allegiance

2. Roll call

3. Adoption of consent agenda

- a. Approval of minutes [Pages 3-8]
 - 1) May 27, 2026 city council meeting

MOTION: _____

4. Presentations and Ceremonies

- a. Presentation Family Tree Relief Nursery – Renee Smith/ Merideth Schrepfer [Verbal]
- b. If I Were Mayor Contest Winners- Mayor Johnson/Matt Harrington [Verbal]
- c. Background research from the 2026 Albany Civic Leadership Academy Participants-Matt Harrington [Pages 9-24]

5. Public hearing(s)

Persons wanting to provide testimony during public hearings at city council meetings may:

- 1- *Email written comments to the staff contact, listed below, including your name and subject of the public hearing, before **noon on the day of the meeting**.*
- 2- *To testify virtually during the public hearing, register by emailing the staff contact, listed below, before **noon on the day of the meeting**, with your name; phone number; and if you are speaking for, against, or neutral on the project/subject. The mayor will call upon those who have registered to speak.*
- 3- *Appear in person at the meeting and register to speak using the sign-up sheet on the table.*

- a. Community Development Block Grant (CDBG) 2026 Action Plan Hearing and Adoption – Kaitlin Martin/Anne Catlin [Pages 25-93]

The staff contact for this public hearing is: cd.testimony@albanyoregon.gov

RES NO. _____

6. Public Comment

7. Action Items(s)

- a. **Ordinances** – Amendments to AMC Chapter 2.08 Nomination and Election of Officers-Erik Glover [Pages 94-103] ORD NO. _____
- b. **Resolutions**- Award of Contract for W-26-03-CC, North Albany Water Pump Station Study in the amount of \$67,505 – Nolan Nelson/Staci Belcastro [Pages 104-108] RES NO. _____
- c. **Resolutions**- Request for City Water Service for Property Outside City Urban Growth Boundary Juan Carlos Orozco and Luz Maria Lopez 4714 Springhill Drive –Staci Belcastro/Aaron Hiemstra [Pages 109-118] RES NO. _____
- d. **Adopt by motion**- Contract Award ST-26-03, Hill Street Overlay, Highway 99E To Queen Avenue to Roy Houck Construction LLC, to pave an asphalt overlay and construct new storm drain pipes in the amount of \$1,413,897.50- Staci Belcastro/ Chris Cerklewski [Pages 119-122]
MOTION: _____

8. Business from the Council

9. City Manager Reports

10. Next meeting dates

Monday, June 22, 2026; 4:00 p.m. work session
Wednesday, June 24, 2026; 6:00 p.m. meeting

11. Adjournment

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

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, May 27, 2026
Meeting
Council Chambers, City Hall

Approved: Draft

Call to Order and Pledge of Allegiance

Mayor Johnson called the meeting to order at 6:01 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, Steph Newton, Michael Thomson

Councilors absent:

3. Adoption of consent agenda

- a. Appointments
 - 1) Designating Community Development Commission members as appointees
- b. Approval of minutes
 - 1) May 13, 2026 city council meeting
- c. Adoption of resolution(s)
 - 1) Ambulance Service Fee Adjustments RES NO. 7497
- d. Award of contract(s) / bid(s)
 - 1) Award WL-26-01, 6th Avenue And Montgomery Street Water Line to AB Utility Contractors, Inc., of Harrisburg, Oregon, as low bidder to construct new water main in the amount of \$428,526

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

Presentations and Ceremonies

Republic Services Summer Schedule Adjustment Request 6:02 p.m.

Mayor Johnson adjusted the agenda order to hear this item before other presentations.

Republic Services Municipal Services Manager Sarah Steen presented. She said that historically Republic Services has started work shifts at 5am in the summer because of heat and health reasons. Republic Services wanted to make that schedule change permanent from Memorial Day to Labor Day. Staff would begin work at 5am and end work one hour earlier.

MOTION: Van Drimmelen moved to accept the Republic Services schedule adjustment to begin at 5am between Memorial Day and Labor Day on an ongoing basis. McGhee seconded the motion which passed 6-0.

Albany Police Department 2025 Annual Awards Presentation 6:05 p.m.

Police Chief Marcia Harnden presented awards to members of the Albany Police Department and members of the public.

Break: 6:25 p.m.

Reconvene: 6:35 p.m.



Adoption of the 2026-2030 City of Albany Strategic Plan

6:35 p.m.

Deputy City Manager Kayla Barber and Sarah Singer-Wilson of SSW Consulting presented.

Singer-Wilson presented a QR code and link to the Albany strategic plan. She discussed the strategic plan development process.

Newton said that she received a constituent email, and comments in the strategic plan survey which provided overwhelming feedback for single family homes and less multifamily. She wondered if that would be in the strategic plan? Barber said that comprehensive plan update process would be where those conversations would take place.

Council discussed the plan. Thomson said that it is difficult to compile all the different wants and needs. A good job was done. He said he had questions in the past but all the sentiment is captured in the plan and fairly.

MOTION: Smith moved to adopt the 2026-2030 strategic plan. Van Drimmelen seconded the motion which passed 6-0.

Public hearing(s)

Second Public Hearing and Ordinance Adoption – Downtown Economic Improvement District (EID)

6:49 p.m.

Johnson opened the public hearing at 6:49 p.m.

Finance Director Jeanna Yeager presented the staff report. She said that this is the second of two required public hearings, the first was April 22, 2026. The rates are the same as the last few EID's, notices were sent out as required by ORS and this is an opportunity for the public to speak.

Public Testimony:

Will Vellinga spoke by Zoom. He said that affordability, and attention for housing is a big thing. When the downtown is addressed; affordable options for people to have fun and hangout are desired. He said that this should not be about economic progress for business, but also community. Affordable community spaces are necessary in Albany.

Lonna Capaci said that she is with the Albany Visitors Association and is an Executive Assistant with the Albany Downtown Association. She said that the lights and flowers don't happen by accident. It happens with EID funds. She said the EID funds also support the downtown community and she wanted to thank the council and participants in the EID for the historic downtown and partnerships to keep it thriving.

Staff Response:

Yeager said that the EID is a voluntary program. Property owners have the opportunity to opt out until the second hearing is completed. She said at present the EID has 22% remonstrance (no), and if there is more than 33% the EID does not move forward.

Public hearing closed: Johnson closed the public hearing at 6:56 p.m.

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

MOTION: McGhee moved to read the ordinance for the second time in title only. Thomson seconded the motion which passed 6-0.

MOTION: McGhee moved to adopt the ordinance. Van Drimmelen seconded the motion which passed 6-0, it was designated ORD6079.

Public Comment

Written public comment was received.

Robert Morrical- signed up to speak virtually, but did not provide comment.

Elizabeth Rapp- signed up to speak, but did not provide comment.

The following provided comments about Flock cameras and ALPR technology/cameras. They were generally in opposition to the technology and requested the city council decline the Public Safety Commission recommendation to reinstate the Flock contract at the City of Albany.

John Schoenhals
Marc Trinks
Matt Aberle
Eric Tracy
Remi Hill
Denny Halbert
Taryn Borsch
Ava Butler
Kyle Tyler
Pat Duggen
Rose Ganni
Susan Leonard
Cypress Clark
Dyllan Murphy
Logan Asher
Max McConnell
Charlotte Campbell
Billy McGregor
Ferris Barker
Hunter Hawthorne
Ryan Barrett
Deacon Cook
Ben Lake
Ace Listro
Suzanne Phillips
Nathan Carasco
Diane Conrad
Marie Long
Esther Kim
Mark Ryan
Nick Price
Alex Rice

Win Eaton * provided a handout packet to the city council and provided comments about a UGB expansion and development proposal for 3.72 acres he owns. He encouraged the council to support his development proposal for housing for seniors on property in north Albany under HB4802.

Norma Eaton provided comments about the same topic, and said she was hoping that the council would annex the property in the city limits to support this development.

Ron Kloes provided comments about the Eatons' development proposal and encouraged the council to support the development.

Denny Halbert provided comments about the Eatons' development proposal and encouraged the council to support the development.

Jim Davis and **Connie Erickson** provided comments in support of Flock ALPR camera system technology and use by APD.

Dick Olsen provided comments about Simpson timber property and homeless camping. He encouraged support of homeless camping in the area.

Daniel Relehert-signed up to speak but did not provide comment.

Matt Bennett- signed up to speak, but did not provide comment.

Break: 8:34 p.m.

Reconvene at 8:43 p.m.

MOTION: Newton moved to extend the meeting past the normal ending time of 9:00 p.m. Van Drimmelen seconded the motion which passed 6-0.

Action Items(s)

8:44 p.m. Karsen O'Bryan Executive Director of ABC House and Chris Reese CEO of Mid-Willamette Family YMCA provided public comment about Flock ALPR cameras its use by APD, and was generally in support of the technology/use.

Adopt by motion- Flock Automated License Plate Reader Camera Discussion and recommendation from the Public Safety Commission **8:47 p.m.**

Police Chief Marcia Harnden presented*. She said that the presentation was also shared with the Public Safety Commission. Harden said that she has been in law enforcement for 33 years, used an ALPR camera mounted on her patrol car in the early 2000's. The technology is also in common use by states for toll charges on roads, parking garages and by universities.

She provided information about ALPR technology, and the City of Albany contract for ALPR with Flock.

She provided a summary of local and national crimes with a resolution assisted by ALPR technology, including a recent one in Austin, Texas. Harnden invited Keith Benning to speak about the Austin, Texas incident as he was present. Benning said that he is a North Albany resident, and was in Austin, Texas during the recent shooting event at police and fire stations. He said the City of Austin does not use ALPR technology, but Manor, Texas does. The cameras in Manor, Texas were able to help locate the suspects in approximately 30 minutes. Benning said that Albany PD does things the right way, and the city should use this system.

Harnden said that before the suspect vehicle was caught, over 200 law enforcement officers were deployed. It would be equivalent to every police officer from south Portland to Eugene, Oregon being brought in for an equivalent incident in Albany.

She said that misconduct with law enforcement technologies like Flock is always a concern. According to available reports, misconduct with the system has been .004 %. Harden said that with proper oversight the system can work. The contract with Flock has seven months remaining, and is asking the council to give it a chance. Harden said that she will provide reports to council every month, and if one concern comes in she will shut off the system.

Captain Jerry Drum presented/shared the inside of the admin portal of the Flock system.

MOTION: Newton moved to cancel the Albany contract with Flock Safety effective immediately. Thomson seconded the motion.

Lengthy discussion ensued and the council shared their thoughts on Flock ALPR camera technology and contract.

The motion passed 4-2 in a roll call voice vote. Yes-(Newton, Thomson, Van Drimmelen, McLeod) No- (Smith, McGhee)

Informational Briefings/Staff Reports

Transportation System Plan Update

9:38 p.m.

Public Works Director Paul Trombino and Assistant Engineering Manager Rob Emmons presented. They provided a summary of the TSP plan and process, and that the TSP is a required 20-year planning document.

Business from the Council

9:46 p.m.

Van Drimmelen said that he wanted to thank everyone who provided public comment, it is the largest amount he has seen during his time on council.

McLeod thanked everyone who showed up to speak. She said that she would like to explore an ordinance to prohibit ALPR (automated license plate reader) cameras within city limits, on public and private property.

MOTION: McLeod moved that the City Council direct city staff to prepare a draft ordinance prohibiting the use of automated license plate reader cameras within the City of Albany Oregon, the proposed ordinance should 1) prohibit the operation, deployment or use of any ALPR systems by a public agency, department or contractor acting on behalf of the City of Albany, 2) prohibit the operation, deployment or use of ALPR systems by any private organization, business or individual within city limits including on private property, 3) include appropriate definitions, enforcement mechanisms and exceptions only as required by state or federal law. City staff should return the draft ordinance to the City Council for review and consideration, at the next City Council meeting. NO SECOND.

Troedsson said that the quickest turn around for a legal analysis would likely be four weeks.

City Attorney Sean Kidd said that he is not aware of any cities with an outright ban on it, the city would likely be sued by businesses who have the technology already.

Discussion ensued.

Kidd said that Oregon State Police uses ALPR technology on their cars, if an ordinance was passed it would basically require them to turn off their cameras when they were driving through city limits. Benton County also may use the cameras on patrol cars and they patrol North Albany. McLeod requested that Kidd return with a legal analysis in four weeks. Kidd said that he would be able to get that done and present at the July 8 meeting.

Smith said that from all the testimony tonight the overwhelming thing to her seemed that people are afraid of so many things, and she doesn't know how to combat it. She said it starts at the top, which is not here. It affects everyone, and she feels very bad about that.

Johnson said that he received a lot of emails. Many of the people he works with are over 65, and they don't email, they show up at his office or house. He said that he was happy to see the turnout, as this is a big issue.

City Manager Reports

10:05 p.m.

City Manager Peter Troedsson thanked council and staff for staying late for the meeting. He thanked the public who participated in the discussions in a respectful fashion. He said that in the future ARA meetings will not be scheduled at 4:00 p.m. before the council meetings. They will be held on the 3rd Wednesday of the month.

Troedsson said that information was provided on the dais. A question came in from Councilor Thomson regarding housing construction in the last 3 years. Additional questions came in from members of council. He summarized the handout as saying that 424 single family homes were built in the last 3 years, 142 apartment units were created, thus single family homes outpace apartment units.

Troedsson said that Matt Bennett originally signed up for public comment, but he had to leave. Bennett was going to share information with the council about a fundraiser for the Waverly Duck.

Next meeting dates

Monday, June 8, 2026; 4:00 p.m. hearing/work session
Wednesday, June 10, 2026; 6:00 p.m. meeting

ADJOURNMENT

There being no other business, the meeting was adjourned at 10:08 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.*



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Matt Harrington, Communications & Engagement Manager
on behalf of the 2026 Albany Civic Leadership Academy participants

DATE: May 29, 2026, for June 10, 2026, City Council Meeting

SUBJECT: Background research from the 2026 Albany Civic Leadership Academy participants

Purpose:

Supplemental material for the 2026 Albany Civic Leadership Academy class presentation collected through research, interviews, and Academy sessions.

Background/Discussion:

Over the course of six weeks, the members of the second Albany Civic Leadership Academy researched the question, “How can the City of Albany engage community members earlier and more meaningfully in public decision-making?” With the help of class presenters, City Buddies (staff participants), community stakeholder interviews, and other research. Participants then gathered and evaluated their findings using an impact effort matrix.

The class will summarize their conclusions in the presentation at the June 10, 2026, meeting.

Strategic Plan Impact:

Supports Connected and Engaged Community.

Budget/Staff Impact:

These suggestions from the Albany CLA participants could help guide staff in developing programs and making long term engagement plans. The number of achievable actions will depend on the selected activities, available funding, and staff capacity.

Staff Recommendation:

This memo is provided as information only to demonstrate research into public engagement by this year’s CLA participants. Staff will return to Council at a future date to provide an update of which actions can reasonably be implemented with current resources.

Alternatives:

1. n/a, information only.

Attachments:

1. Albany CLA 2026 Information Packet

Overview of Final Topics

Question from the City: How can the City of Albany engage community members earlier and more meaningfully in public decision-making?

Process

- 1 week independent research for facts about how the city currently attempts to include and inform residents.
- 1 session identifying stakeholders
 - Who should we be considering and who does the city have opportunities to consider further in communication and civic engagement attempts.
 - Younger adults, vocal dissenters in public forums, those who are already engaged, local press, City Council/Staff, local businesses, families, communities of color, faith-based communities, those with physical disabilities, LGBTQIA+ communities, etc.
- 2 weeks of gathering information and engaging stakeholders.
 - Engagement included face to face interviews, emailed questionnaires, and public surveys.
 - Emergent themes
 - Want to feel heard
 - Don't know where to start (confusing / intimidating)
 - Connections increase participation
 - Desire to see City reach out to them
 - Less formal communication is valued
 - Engage where [the residents] are at
 - Accessibility - language, physical, tech
 - Time constraints (need to simplify [messages])
 - Limited amount of representation
 - Lots of existing communication channels (people ignore if it looks mass produced)
 - Civic responsibility - what gets prioritized
 - Transportation, childcare
 - The costs to engage - learning, psychology, etc.
- 1 session identifying key themes/considerations.
 - Synthesizing data, what are we seeing as common emergent issues the city can address?
 - Accessibility
 - What barriers can be addressed to get more people in decision-making spaces, and arm them with easy-to-find, accessible-language information so they can participate effectively?
 - City-Sponsored Information
 - What new and additional ways can the City use to more effectively amplify their voice to communicate with residents?
 - Community-driven Collaboration
 - How can the City create better relationships with groups and individual residents in order to encourage more engagement?
- 1 week creating consensus of considerations to present to Council

Summary of “Accessibility” research

In order to understand how to engage people earlier and to reach more people we had to understand what the barriers to engagement are.

As part of our early research, our class discovered possible accessibility issues as we tried to understand the current state of engagement. Some of the key barriers we identified were:

- Lack of language accessibility
 - English social media
 - Confusing directions on the website to request translation/accommodation
- Acronyms used that people may not know
- Lack of communication outside of social media/website for those not using these resources
- Meeting posts/information
 - Online signup to speak at Council is unclear
 - No plain-language agenda
 - Titles of posts are ambiguous or not enough relevant information (Work Session vs Commissions vs Council Meetings)
 - Minutes not available for two weeks after meetings
- Social media
 - Lack of variety in platform (no presence on TikTok, for example)
 - No alt-text on photos
 - Poor performance of social media posts, so limited reach
 - Possible opportunity to cross-post with more engaged-with city departments, like APD

With key facts in hand, we worked as a group to identify stakeholders to interview.

Key considerations coming from our stakeholder interviews

- Civic education is a limiting factor for participation, with one participant saying they had spoken at a council meeting before, but it only felt doable because they had connections with city staff who personally explained the process and helped them prepare.
- One participant emphasized that city materials should be written at 5-8th grade reading level.
- Participants wanted communication in more formats and across more social media platforms.
- Multiple stakeholders had a desire for plain-language communication, such as one respondent who shared: “I see there are public meetings listed at the bottom of the newsletter but I don't know what the meetings are about. There are vague labels but does it apply to me? Is it information I should know? Am I invited to speak on that topic? Does voting happen at these public meetings or is it just to present and gather information?”
- Some residents are uncomfortable with public speaking, but unsure how to submit written statements.
- Non-native English speakers were uncertain if translation would be available or how to request it.

Physical barriers to participation were also uncovered in stakeholder interviews:

- After-hours access to city hall for meetings or events requires physical assistance to hold doors
- Remote participation is hampered by quality of video/audio and lack of captions
- Restrooms are not accessible to all without assistance (no automatic openers). As one stakeholder shared, “I find this very uncomfortable. It removes my independence and makes me solely reliant on another person.”

With our key facts compiled and our stakeholder interviews completed, we set about brainstorming in small groups to come up with considerations that we found to be important to increase city engagement.

During the final week we worked to build a consensus as a group regarding what we want to present to Council. These are those items:

- Plain-language agendas and summaries of city issues to be addressed
- Spanish-language meeting information on social media
- Easier to find accessibility information on social media
- Integration of accessibility contact info directly into public posts and announcements, rather than requiring following links
- Improved physical accessibility of City Hall for after-hours meetings
- Automatic door openers or safer door timing systems for restroom door
- Consider 3rd spaces (welcoming, and reduce barriers)
- Consider how to tap into places/gatherings where people feel a sense of belonging already.
- Looping back to people - how input was used?
- Asking people what their needs are
- Consider how an invitation (vs an open door) is more welcoming
- Consider who Albany is & representation in project

Summary of “City-Sponsored Information” research

Utilizing brainstorming after a weeks of research and conversation, the class wrote down multiple ideas of what could be pursued as options, ideas, thoughts on how to engage the public earlier and more meaningfully.

The below responses were grouped to be more relevant to activities that would could be driven or sponsored through the city out to the public:

- Weekly Podcasts
- Creative idea: Recap and highlight city meeting in quick short-form media
- Re-consider existing presence on commercial social media
- Speakers’ Bureau
- Tact Teams
- Collaborations with businesses to promote community
- Create more resources to understand and take part in public decision making
- Establish connection with LBCC Legislative Affairs
- More Civic Engage options like this class for public
- Booths at community events
 - “Ask the staff”
 - Use volunteers as well (prev. Civic Acad.)
- Insert in city water bill, mailer to those with wells
 - City website
 - City social media pages

Below are notes and idea considered by small groups assigned to focus on this information and utilizing the effort matrix (see [infographic](#)), the group made various observations:

- Weekly Podcasts
 - High Effort/Low Impact - I could see this as high impact possibly but there is a lot of noise out there and if we are trying to reach across demographics I'm not sure if this will help with older populations.
 - Who would do it: Unless there is a trusted party that could take this on for volunteers or they paid out for someone to do it, this would fall on staff. Do they have the capacity? Who in the city would do this? Could it be something like social media where depending on the topic other areas could take it on? Could they align with the Democrat-Herald and have journalist help?
 - Used to do a weekly podcast, I can say it is an absolute nightmare to get started and depending on the whole process finding information and putting it in a digestible manner can be really hard. Now, it could definitely be done, but how much work it would take would really depend on the approach taken. I would say bi weekly or monthly would probably be more realistic.
 - Also reaching out to the local high school's broadcast class or the people studying related materials at LBCC could be another way to do it.
 - I did find a link for the top podcasts about cities, some are city led many our community led or hosted by policy groups and many are on big cities that have more resources and interest groups to take that on
 - <https://goodpods.com/leaderboard/top-100-shows-by-category/other/cities>
- Creative idea: Recap and highlight city meeting in quick short-form media
 - High Effort/High Impact - I'm not sure if there is enough personnel to be able to handle this but Steph Newton for instance is already doing something like this
 - I think this could easily be a part of "re-consider existing presence on commercial social media" (next bullet)
 - When looking at other bigger cities social media pages, example being NYC, they do post quick small blurbs summarizing what happened, much like what Councilor Steph Newton is doing on hers, but on an official city page as well as some recorded short form videos on occasion by council members. There is some precedent to doing this at the very least.
- Re-consider existing presence on commercial social media
 - High Effort/High Impact - see above
- Speakers' Bureau
 - High Effort/Potentially High Impact - I had to do a little looking into on this since I'm not familiar with it. If I'm understanding correctly, it is the middleman between an event and attendees. I think this could be really interesting option if we found someone niche enough to offer for governmental groups to civilians since it seems like it mostly in corporate world. Keith, I think this is yours, do you know how much this person goes for? What kind of events/speakers do you see for this?
- Tact Teams
 - High Effort/Potentially High Impact - I didn't know this one either but I think it is around a consulting firm to help with communication and marketing. The reason I put high effort is I could see this being an expensive option.
- Collaborations with businesses to promote community

- Low Effort/High Impact - Like advertisements for the “wine walk” or other events in town, businesses could put up flyers that discussed topics that the city is discussing, how to learn more, how to get involved, etc.
 - Would need to know how much this would cost the city and who would be writing up the information
 - Do we think there would be push back from employers to do this?
 - Potentially. This is where the city would have to ask. Plus there are the community boards which, depending on the place might allow it to be put up.
 - Would it cover enough ground in Albany?
- Create more resources to understand and take part in public decision making
 - Initial high effort/high impact - This is an investment and not something where you can expect immediate returns. Education regarding local politics can be lacking, so creating materials that can help bridge that gap is important.
 - This is something that will take time and a lot of effort in the short run. Once a basis is established, the main thing is just maintaining it which is considerably less work.
 - These can be in the form of zines, flyers, a page on the city website, etc.
 - By having it be mixed media, potentially with a QR code to a specific part of the website, it can be more accessible to different demographics.
 - These materials can potentially be made with volunteers with some oversight by someone with the city to ensure everything is right.
- Establish connection with LBCC Legislative Affairs
 - Low Effort/Highish Impact - Getting students feeling more connected would be a win for sure. Could there be some volunteer intern opportunities or small stipends to use with LBCC legislative affairs to help get students involved that could help with social media, man booths at events, help get council members involved in mock city council events or something to that effect.
 - Legislative affairs given its focus on being an advocate for students and helping to educate students makes it an investment that can really pay off.
 - One of the issues that someone in the city discussed is while LBCC has expressed interest in working with the city before on stuff like this, given who can find different positions can make it difficult to start it up properly.
 - The thought process behind this is setting up a system and workflow with the Legislative Affairs position before there is a transition. It is easier to maintain a system than continuously having to restart it.
 - Overall, the best two teams at LBCC to reach out to are the volunteer team and Legislative Affairs.
- More Civic Engage options like this class for public
 - High Effort/Potentially High Impact - Concern would be cost and resources, I could see one course or a handful of one hour classes that had no barriers for drop in's, including free food, that the city could help direct based off of lessons learned in the current civic leadership course
 - Medium effort/potentially high long term impact - if it is done in collaboration with local American Government teachers in high schools. Speaking as someone who was in high school a few years ago, we never learned about state or local government so having someone come in to do a day of lessons per

class could have a trickle up effect. By teaching the fundamentals, it can help get the younger generation more involved and make the subject more approachable.

- When talking with people at LBCC, one of the issues is people don't know where to start so this can help address that.
- Additionally, some students might discuss what they learn with parents.
- Booths at community events
 - "Ask the staff"
 - Use volunteers as well (prev. Civic Acad.)
 - This would take staff resources on out of office time, such as the farmers market, weekend festivals, after hour.
 - Could this be considered over time (for non salaried)
 - I think with the popularity of this class there is a good chunk of people that would be interested to be help and maybe it could be an option for another engagement opportunity like the city tour, where it is optional to man the booth with a city buddy to talk with people at events
 - There are also groups that do volunteer work, such as the Rotary, who could sign up to do shifts to help lessen the burden of staff
 - When speaking with people at LBCC who have authority over the volunteer hours program, they did express interest in establishing volunteer opportunities related to the city and local politics (ie attending city council meetings) but there could be potential for other volunteer opportunities to arrange.
 - By working with the community and different groups, it helps shift the burden around and allow for more creative solutions.
 - Like I said with one of the other groups, one of the ways that they recommend handling administrative burden is by working with the local community to help spread information, educate, and understand these processes.
- Insert in city water bill, mailer to those with wells
 - City website
 - City social media pages
 - I would be interested to know how many people in Albany are receiving their bills via mail. I think it covers a wide margin of maybe more traditional citizens who aren't often getting their information from social media

After bringing our thoughts to the group, the majority of interest was around the weekly podcasts, especially after hearing from the city that this had been a consideration they had been evaluating. The focus will be mainly on the weekly podcasts but with high interest around:

Establishing a connection with LBCC:

- City reach out to student advocate rep and get them involved in engagement opportunities for the public
- It is a student organization that already working to help people become educated and informed on local civics
- High initial effort to medium maintenance effort/medium to high reward
- Student advocacy organization working to inform students about local/state civic events that could impact students and how to get involved
- Interested with forming a connection with city

"Unofficial" notes from City Council meetings

- Quick turnaround
- Using resources to compile notes and regurgitate information in an accessible and in layman terms

Working in Schools for Civic education :

- Opportunities to get city staff into schools to educate students on civic and local engagement
- People have expressed they don't feel educated on local politics
- Medium to high effort/potentially high reward
- Addresses long term civic education with students
- This can be done in a variety of ways where it can be less effort on city staff depending on method

Summary of "Community-Driven Collaboration" research

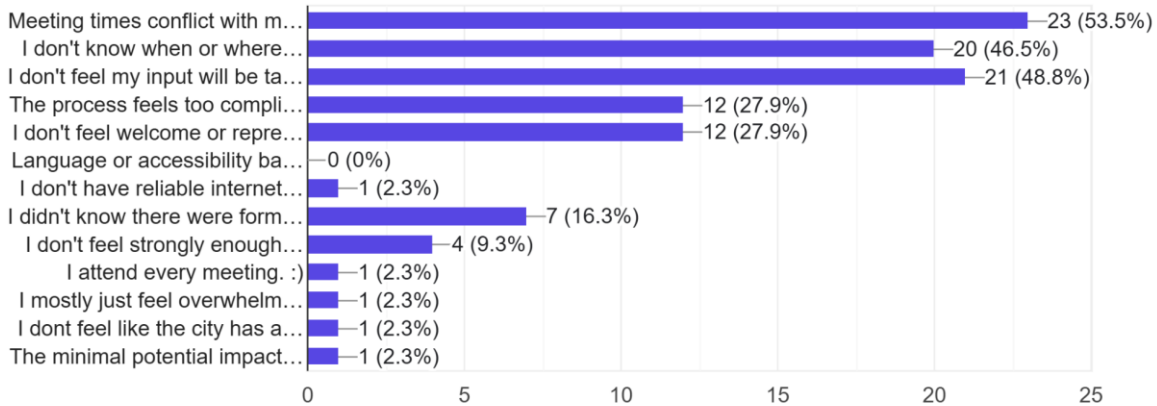
Since one of the City's strategic planning objectives is to support a "connected and engaged community" it is imperative the City facilitate community building and break down the walls between Council and its constituents. We believe a consideration to make in this effort is through frequent, well-communicated, and less-formal meeting opportunities for the different councilors in their wards and other city staff. Meetings should be held where people are already at, and have a low barrier to entry: coffee shops, bars, other local businesses, and events. Engagement is more likely due to being held in familiar spaces where residents are more likely to be when they are more likely to be there, and will be directly supporting local business by increasing foot traffic through the meet and greet opportunities. These meetings can be used to clear up confusion on how to engage, combat misinformation and assumptions, create spaces where residents can feel heard, and breed familiarity between residents and their representatives, which is currently lacking.

- Current engagement paths for residents
 - City Council meetings (Public Comment)
 - In-person City Council meetings are under-attended, generally having a dozen or so attendees with few notable exceptions, per Councilor McLeod and Albany resident Remi Hill who attends frequent meetings. Attendance is not explicitly tracked outside of attendees who submit for public comment.
 - Average virtual attendance: 249 views per session. (average of 1 year's view count on City Council sessions dated 4/23/25-4/22/26)
 - "View" is defined as 30 seconds of consecutive viewing, and does not account for whomever watches all/most of the stream.
 - Social Media (Including Facebook, Instagram, NextDoor, Youtube).
 - Engagement bids are generally collected as survey engagement or open invitation to public meetings and events. Potential reach ~60k residents.
 - Subscription count by platform:
 - Facebook 11k subscribers
 - Instagram 3.5k subscribers
 - NextDoor n/a subscribers
 - Youtube 648 subscribers
 - A recent Strategic Planning survey reached only ~2k residents and city staff, per Facebook announcement.
 - City of Albany Website
 - Agendas available ahead of meetings. Summary and approved minutes available within two or more weeks after meeting.
 - Engagement bid is to attend public meetings, and input via public comment.
 - Written comments are solicited via Zoom engagement, or by "submitting prior to noon the day of meetings" per albanyoregon.gov/council/materials.
 - Event attendance

- Some city-sponsored tabling at events like Farmer’s Market, employment fairs. Mostly staffed by City employees for outreach/informational purposes. (Per Facebook)
 - Research and Feedback
 - Community Engagement Survey conducted 4/16/26-4/29/26
 - Approximately 50% of surveyed residents state meeting times conflict with their schedules, don't know when or where meetings are happening, and don't feel that their opinions will be valued.
 - Nearly 30% of surveyed residents feel the process is too confusing, and don't feel welcomed.
 - 16% of surveyed residents aren't aware of the formal processes for giving feedback
 - Sub-10% don't feel strongly enough to engage, state being overwhelmed, don't want to navigate the process etc.

What barriers prevent you from engaging with city decision-making through official channels? Select all that apply.

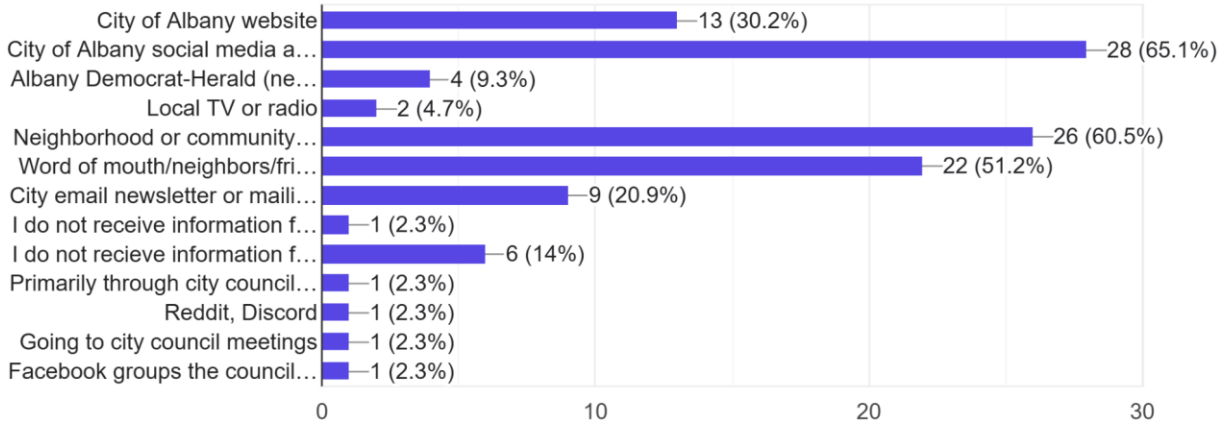
43 responses



- Surveyed residents currently are getting the majority of their information via social networking directly from the City or Facebook groups, and word of mouth, with a lesser extent the City website.

How do you currently receive information about city decisions, meetings, or community issues?
 Select all that apply.

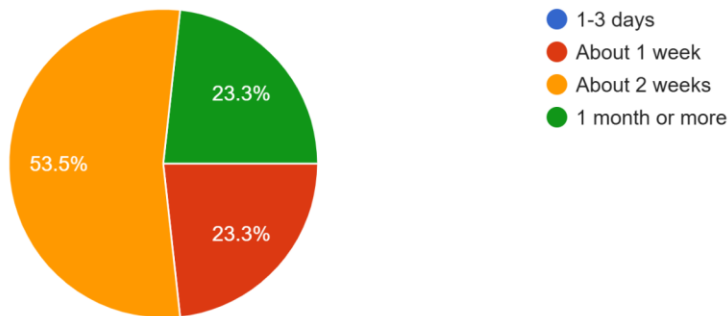
43 responses



- Surveed residents are asking for information sooner, and primarily via methods of email, social media, and neighborhood/community meetings.

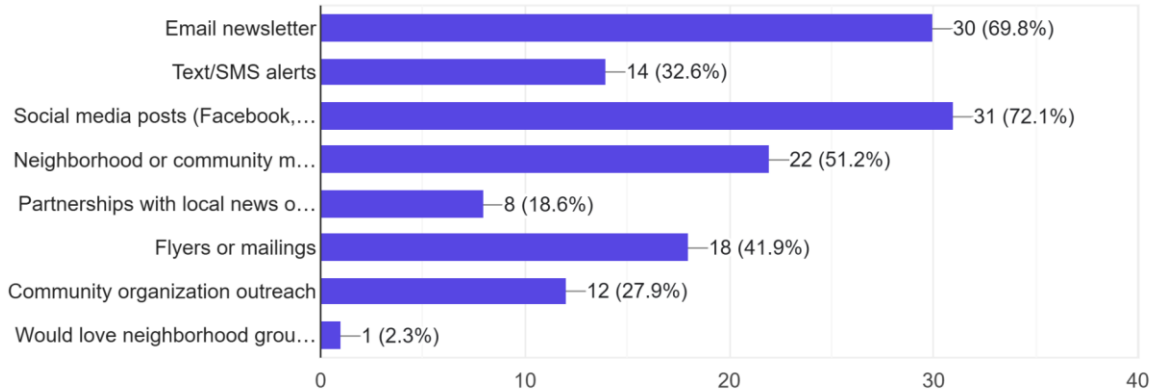
How far in advance would you need to be notified about a city decision to feel like you could meaningfully participate?

43 responses



How would you prefer the City of Albany notify you about upcoming decisions and opportunities to provide input? Select all that apply.

43 responses



- Excerpt of Stakeholder Interviews conducted 4/16/26-4/30/26 re:community building
 - Residents with negative comments in public spaces (Facebook)
 - Desire for proactive outreach and invitations to participate (For those who had participated they had all been personally asked or encouraged by someone they knew)
 - Need for stronger civic education
 - Stronger relationships between city residents and staff
 - Desire for city staff to be more receptive to feedback
 - More community gathering spaces
 - Follow up on results of participation
 - Local Businesses
 - Best format for engagement: Informal conversation; small group;
 - Families
 - Generally poorer perception of how they fit in the process, and feel unrepresented.
 - “City decisions are made by consensus of a minority of activists, rather than community wide community engagement. Public input becomes reactionary vs proactive.”
 - Feel most comfortable getting information via social networking or newsletter/email and in community/neighborhood meetings.
 - A need for community
 - “Would love neighborhood groups like Salem has”
 - “I see there are public meetings listed at the bottom of the newsletter but I don't know what the meetings are about. There are vague labels but does it apply to me? Is it information I should know? Am I invited to speak on that topic? Does voting happen at these public meetings or is it just to present and gather information?”
 - Communities of Color
 - Feeling unheard or overlooked
 - Desire for collaboration early in a project
 - Need for representation of their lived experience
 - Concerns about equity in who has influence or access

- LGBTQIA+
 - Overall, the feedback shows that people don't feel like City communication is reaching them effectively. Most are relying on Facebook, word of mouth, or a few local outlets, and many said the current approach feels passive or outdated. One quote I pulled put it this way:
 - "Don't just put the information out passively. Look for the places the community gathers and share the information there. Let people know directly, so that they don't need to go looking."
 - There's also a strong desire for more intentional outreach like meeting people where they already are and making sure a wider range of voices are included, not just those who are already connected or engaged. Feeling like the voices that are a bit more vocal are typically those with privilege and confidence to post in those spaces.
 - Overall message: People are asking for more proactive communication, but just as importantly, they want to feel safe, included, and genuinely supported in this community.
- LBCC Students
 - What can the city do independently from LBCC that they themselves have been using to increase engagement
 - Free food or coffee is actually a really good incentive. They found that it makes it feel more approachable and less like you have to be already involved to be there.
 - What they find to work well is having a text notification line, which is not used too frequently, which tells people what is coming up. The issue with emails is people receive so many so they can get lost in a pile of emails. Also they respond and read less emails that look "mass produced."
 - One thing that helped get students more engaged is bimonthly, fun posters that go up in bathrooms which have a calendar and information for different topics and things going on. If the city can get permission to post them in local businesses' bathrooms or stuff like that, since people are less likely to be distracted by something else, it can help get information around.
 - Consistency in meetings is key. Even if you don't have something to discuss, if you don't have a set schedule or pattern for when meetings occur, that can make it less likely for people to engage. People like routines and it builds trust.
 - Maybe every 4 months have a meeting about public decision making in a public space (LBCC or other non city government related buildings) as it lowers the perceived entrance requirements and overall feels more like it is citizen and the people focused instead of the monolithic view of the government.

- Conclusions

- The City often asks residents to meet them on their terms through the formal engagement methods.
 - Email, surveys, written comments, coming to Council meetings, etc.
- Residents of Albany feel the process in which the City is asking them to engage are not methods they are willing to, or have the capacity to, engage in.
 - Lack of time, lack of information, lack of feeling welcomed, feeling under-valued for their opinion, etc.
- City's Strategic Plan covers building a "connected and engaged community" warrants more investment in existing communities, third spaces, and to further break down the barriers between Council and its constituents.
 - Once per quarter civic engagement events can help with engagement overall, but are too infrequent to address a lack of belonging and investment in the community.
 - Residents want to be part of the process, and need more investment as far as time, educational, community-building efforts in order to feel welcomed and belong in the decision-making process.

Key Facts Research

City of Albany's Social Media and Online Engagement

- What social media and online engagement is there
 - No **Tik Tok**
 - **Youtube** for meeting recordings
 - **Linkedin** mainly for job postings
 - **City Website** for news releases and public notices
 - **Facebook** which posts every other day
 - Has graphic listing the next week's public meetings, schedule changes, and community surveys.
 - Very little clarification on topics or acronyms are in weekly meeting posts nor giving people a reason to care.
 - No alt text.
 - **Instagram** with the same content as Facebook
 - **X (previously known as Twitter)** is inactive
 - **Threads** has very little activity
 - **NextDoor** has infrequent posting about Committee member vacancies, city planning survey, and Topic Tea meetings.
 - **Bridges Newsletter** is an email newsletter that collects information from social media posts
- Social media posts is handled across departments and not a single team
 - Staff don't want to do videos due to budget and possible social impacts (doxxing, trolling, etc)
- There is a limited use of analytics
 - Higher engagement often means it is less informative or is more entertaining.

Paper Materials and who receives them

- Libraries
 - Public hearing and meeting agendas are printed and sent to both libraries.
- Parks and Rec
 - Mails information to residents about River Rhythms, Northwest Art and Air Festival, and what classes and programs are offered through the Activate! publication.
- City Hall
 - Print outs with "timeless" information about different things related to the city.
 - There is also sometimes flyers about different things that are going on.
- Newspaper
 - Placing an ad to update people on zoning laws and development standards that change.

Language in city materials

- Primarily in English that is formal in tone and in bureaucratic style
- Will refer to things with abbreviations with no explanation
- Some materials have an expectation of tech savvy and understanding where to find links

Attendance for City Council Meetings

- Reportedly about a dozen or so on average but attendance varies depending on topic

Capacity of Staff for Engagement

- Two Person communications department
- APD and FD has public affairs people
- Holly Roten - HR director

Partnerships

- The city currently has partnerships with a number of nonprofits and other organizations to reach out and help provide services.
 - Community Development focuses on services, shelter, and housing.
 - Economic Development serve as liaison to the Albany Downtown Association board and works with the Albany Visitors Association.
 - Parks and Rec works with YMCA, Boys and Girls Club, GAPS, Meals on Wheels, Oregon Cascades West Council of Government's Senior and Disability Services division, and Calapooia Watershed Council.
 - Fire Department focuses on education, training, and early intervention to help prevent accidents from happening.
 - Albany Police Department focus on education and assistance.
 - Works with neighborhood watch groups and GAPS schools

Demographics (Brief Selection)

- According to the census website for the range of 2020 to 2024:
<https://www.census.gov/quickfacts/fact/table/albanycityoregon/POP010220#POP010220>
 - Age
 - People under 5 years old: 7.0%
 - People under 18 years old: 24.5%
 - People 65 years and over: 16.8%
 - Race and Hispanic Origin
 - White alone: 79.5%
 - Black alone: 0.8%
 - American Indian and Alaska Native alone: 1.0%
 - Asian alone: 2.0%
 - Native Hawaiian and Other Pacific Islander alone: 0.1%
 - Two or More Races: 9.7%
 - Hispanic or Latino: 16.5%
 - White alone, not Hispanic or Latino: 75.1%
 - Population Characteristics
 - Foreign-Born persons, 2020-2024: 6.1%
 - Housing
 - Owner-occupied housing unit rate: 58.9%
 - Families and Living Arrangements
 - Households, 2020-2024: 21,933
 - Persons per household, 2020-2024: 2.54
 - Language other than English spoken at home, percent of persons age 5+, 2020-2024: 12.6%
 - Computer and internet use
 - Households with computer, 2020-2024: 96.5%
 - Households with a broadband Internet subscription, 2020-2024: 92.3%
 - Income & Poverty
 - Persons in poverty, percent: 13.5%

Barriers to Engagement

- Sources are
 - City leadership Harvard: <https://cityleadership.harvard.edu/wp-content/uploads/2025/04/20250420-city-leader-guide-civic-engagement.pdf>

- o NLC: <https://www.nlc.org/wp-content/uploads/2025/07/NLC-2025-State-of-the-Cities-Report.pdf>
- o Public Input: <https://publicinput.com/wp/2025/10/21/practical-strategies-to-overcome-hidden-barriers-in-resident-engagement/>
- Resident-sided
 - o Practical and logistical barriers
 - Limited time
 - transportation and accessibility challenges
 - lack of childcare
 - unequal access to reliable digital tools
 - o Awareness and information barriers
 - Information causes people to disengage when
 - can be hard to find
 - overly technical
 - poorly communicated
 - leaving people unsure why their voice matters
 - o Trust and relationship barriers
 - People disengage if they
 - May not trust the process
 - Feel decisions are already made
 - Don't see themselves represented
 - o Social and culture barriers
 - People disengage or feel it is inaccessible or unwelcoming due to
 - Language or cultural barriers
 - Unequal power dynamics
 - Limited social networks
 - o Structural and process barriers
 - Process starts too late
 - Reliance on limited formats
 - Fragmented across departments
 - Constrained by limited staff capacity
- City-sided
 - o Limited internal capacity and expertise
 - o Fragmented or siloed government structure
 - o Outdated engagement tools and technology
 - o Legal, procedural, and compliance constraints
 - o Budget limitations
 - o Lack of trust-building infrastructure
 - o Fear of conflict or public backlash
 - o Difficulty reaching underrepresented groups

Emerging Stakeholder Themes From Interviews

- People don't know where to start
- They want to feel heard
- Less formal communication is valued
- Time constraints causing a need to simplify (language, process of finding information, etc)
- Limited amount of representation
- Want to see engagement where they are
- Limited accessibility (language, physical, tech, etc)

- Costs to engage (Under the framework of administrative burden those would be learning costs, compliance costs, and psychological costs)

Big Idea

- Administrative burden is a public policy framework, proposed by Pamela Herd and Don Moynihan, that identifies three general categories of costs that limits and causes people to not engage with bureaucratic systems. Quick summary here: <https://fordschool.umich.edu/news/2025/herd-and-moynihan-framework-reduce-administrative-burdens-social-safety-net>
 - o Many of the recurring themes in what stakeholders had to say fit into these categories
 - Learning costs
 - Time and effort to learn how to access
 - Compliance costs
 - Time, energy, lost wages, spent engaging with the system
 - Psychological costs
 - The mental and emotional costs of interacting with the system
 - o The framework encourages looking at the system and seeing where these costs can be lessened, which is the guiding principle of what the recommendations made address.
 - By looking at the big picture of accessibility and zooming in specific things that does outreach to the community and providing civic education, these recommendations hope to address what stakeholders had to say.
 - Administrative Conference of the United States, a federal agency working to identify how to improve administrative processes within the government suggests working with the local community to help educate people so they can understand these processes. Source: <https://www.acus.gov/document/identifying-and-reducing-burdens-public-administrative-processes#:~:text=14%2E%20Agencies,processes>
 - This helps balance work between staff while also addressing barriers for people interacting with bureaucratic systems.
 - While accessibility is the underpinning of the recommendations, it is broken down into two different considerations
 - City-sponsored information and outreach
 - Community-driven collaboration



TO: Albany City Council

VIA: Peter Troedsson, City Manager

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

DATE: May 29, 2026, for the June 10, 2026, City Council Meeting

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

SUBJECT: Community Development Block Grant (CDBG) 2026 Action Plan Hearing and Adoption

Purpose:

Request council hold a public hearing to receive comments on the proposed 2026 CDBG Annual Action Plan and identify community needs that may be addressed through CDBG funding. Following the hearing, staff recommends that Council consider any modifications to the 2026 Action Plan and adopt the attached resolution approving the plan before it is submitted to the U.S. Department of Housing and Urban Development (HUD).

Background/Discussion:

The City of Albany receives an annual formula grant as an entitlement jurisdiction from HUD through the CDBG program. For the Program Year 2026, the City's grant allocation is \$395,432.

CDBG regulations require the City to prepare a five-year strategic plan, called the Consolidated Plan. The plan is developed using community input, local and census data, and other information to identify community needs and establish funding priorities and program goals.

Each year, the City must also submit an Annual Action Plan describing how the annual CDBG funds will be used to address the needs and priorities identified in the Consolidated Plan. The 2026 Action Plan is the fourth annual plan under the 2023–2027 Consolidated Plan.

Public Comments on the 2026 Plan: The 2026 Action Plan was available for public review and comment for 30 days. The council will receive public comments at the June 10 hearing, which will serve as one of the two annual public hearings as required by the CDBG program. These hearings provide residents an opportunity to identify community needs and provide input on the City's CDBG programs and performance.

CDBG Certifications: The CDBG program requires the City to certify compliance with applicable federal laws and regulations, including fair housing, anti-lobbying, citizen participation, eligible use of CDBG funds, excessive force, and anti-discrimination requirements. The required certifications are included in the attached CDBG Certifications document.

2026 Planned Activities: The Albany Community Development Commission solicited proposals from community partners to implement eligible activities that support the goals and priorities identified in the 2023-2027 Consolidated Plan. The following summarized the proposed allocation of 2026 CDBG funds to address the goals and objectives of the five-year plan.

1. Reduce and Prevent Homelessness:

- Jackson Street Youth Services-Next Steps: Case management and life skills support for young adults experiencing or at risk of homelessness.
- Oregon Cascades West Council of Governments (OCWCOG)-Senior Companion Program: Services that help homebound seniors remain independent.
- Young Roots Oregon-Rent Well: Tenant education, financial coaching, and support services to prevent homelessness among low-income youth and families.

2. Increase Affordable Housing Options:

- Albany Partnership for Housing and Community Development will expand its Lifeskills supportive housing program by purchasing a home for individuals experiencing homelessness and behavioral health challenges.

3. Maintain Existing Affordable Housing

- Albany Area Habitat for Humanity will provide rehabilitation forgivable loans to low- and moderate-income homeowners to improve the safety and livability of owner-occupied homes.

4. Support Public Services

- OCWCOG-Senior Companion Program: Support for homebound seniors and mileage stipends for low-income senior volunteers.
- Boys and Girls Club: Summer program scholarships for 75 youth from low- and moderate-income households.

Strategic Plan Impact:

CDBG-funded activities support the City's Great Neighborhoods and Healthy Economy strategic plan goals by investing in affordable housing, homelessness prevention, neighborhood stability, and services that improve quality of life for low- and moderate-income residents.

Budget/Staff Impact:

The City may retain up to 20 percent of each annual allocation for program administration-\$79,000 for the 2027 fiscal year, based on the City's allocation of \$395,432. Future funding for this program is uncertain and subject to federal appropriation.

Attachments:

1. Resolution
2. 424 Form
3. 424B Form
4. CDBG Certifications



RESOLUTION NO. _____

A RESOLUTION ADOPTING THE CITY OF ALBANY'S 2026 ACTION PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS AS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the City of Albany is entitled to annual Community Development Block Grant (CDBG) funding provided by the U.S. Department of Housing and Urban Development (HUD) to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities, principally for low- and moderate-income persons; and

WHEREAS, the City assessed housing and community development needs through data analysis, surveys, public meetings, and agency consultations, and then set goals and priorities to address those needs in a five-year consolidated plan for federal program years 2023 through 2027; and

WHEREAS, the City is required to develop an annual action plan that describes the actions, activities, and programs that will be delivered to address priority needs and goals identified in the consolidated plan; and

WHEREAS, the Albany Community Development Commission (CDC) sought public input through public meetings, outreach to local agencies, and through requests for proposals to identify needs and activities to be included in the 2026 Action Plan; and

WHEREAS, the 2026 Action Plan identifies the following activities to be carried out with federal CDBG 2026 program year funds: public services to Albany's low- and moderate-income families, people experiencing homelessness, and seniors; property acquisition for permanent supportive housing; and housing rehabilitation to low- and moderate-income homeowners; and

WHEREAS, the City advertised the 30-day public hearing notice and comment period on the proposed 2026 Action Plan on May 9, 2026; and

WHEREAS, the City Council held a public hearing June 10, 2026, and all comments were accepted.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council adopts the 2026 Action Plan, attached as "Exhibit A" for the program year beginning July 1, 2026.

DATED AND EFFECTIVE THIS 10th DAY OF June 2026.

Mayor

ATTEST:

City Recorder



CITY OF ALBANY 2026 ACTION PLAN

FOR THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS

**PREPARED BY THE CITY OF ALBANY, OREGON
COMMUNITY DEVELOPMENT DEPARTMENT**

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Albany is a federal Community Development Block Grant (CDBG) “entitlement” jurisdiction receiving a direct federal formula grant from the U.S. Department of Housing and Urban Development (HUD) annually since 2013, when the city surpassed the 50,000-population eligibility threshold. The CDBG program requires entitlement jurisdictions to prepare a strategic plan every five years, called the Consolidated Plan, to identify housing, community, and economic development needs and priorities that could be funded by the CDBG program. The 2023-2027 Consolidated Plan (Five-Year Plan) identifies community needs and goals for the city to try to achieve between July 1, 2023, and June 30, 2028, “to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for low- and moderate-income (LMI) persons.” These goals were identified through agency consultations, research, data analysis, a community survey, and other local input.

Each year, the City prepares an Action Plan that describes the planned uses for the City’s annual allocation of CDBG funding and how program requirements will be satisfied. The 2026 Action Plan is the City’s fourth annual action plan outlining how the City will address the needs identified in the 2023-2027 Consolidated Plan. The City has been allocated **\$395,432** for the 2026 CDBG program year which runs July 1, 2026, through June 30, 2027, to advance the goals of the 2023-2027 Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The Five-Year Strategic Plan outlines broad objectives that the City aims to accomplish through annual entitlement funds and subrecipient leverage between 2023 and 2027.

The 2026 Plan objectives were developed through agency consultations, insights from the collaborative service teams, assessing data and needs, and applications for funding. Partnership and collaboration with local nonprofit applicants and government agencies are essential to achieving the objectives of the 2023-2027 Consolidated Plan and 2026 Plan through activity delivery and subrecipient leverage.

2026 Action Plan Objectives:

1. Reduce and prevent homelessness
2. Maintain the existing affordable housing stock

3. Increase Affordable Housing Options
4. Support public services for LMI residents

The 2026 Action Plan activities will benefit Albany's homeless and low- and moderate-income residents, with funding allocated to activities that work to prevent and reduce homelessness and improve housing stability, maintain and improve the quality of affordable housing, add supportive housing, and provide needed public services to Albany's low- and moderate-income residents including seniors and youth.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City's 2026 grant activities were informed by past experience and partnerships with local agencies.

The following summarizes the City's progress in the first three years of the 2023-2027 Consolidated Plan period towards addressing the Consolidated Plan goals.

- **Reduce and Prevent Homelessness.** CDBG funds have helped to provide safe housing for 21 survivors of domestic violence and rehabilitated a new domestic violence shelter that added 7 beds for survivors. Funds also supported the Community Outreach Assistance Team (COAT) that provides resources to roughly 800-1,200 unique unhoused residents annually and case management to 40-100 residents annually. In 2024, of the 113 that were provided case management, 63 were helped into stable housing. Jackson Street provides emergency shelter and case management to 40 to 60 Albany youth and young adults experiencing homelessness per year to help them graduate, gain life skills and stable housing.
- **Maintain Affordable Housing.** Nine houses have been rehabilitated through the housing rehabilitation loan program since 2023.
- **Increase Affordable Housing Options.** CDBG supported Creating Housing Coalition who built HUB City Village that provides 27 tiny homes for formerly homeless and extremely low-income households.
- **Public Services for LMI Residents.** Since 2023, the senior companion program served 36 homebound seniors or poverty level senior companions, enabling residents to remain living independently. The YMCA and Boys and Girls Clubs have provided scholarships to 203 youth, enabling Albany families to have access to affordable childcare, after school and summer childcare.
- **Strengthen LMI Neighborhoods and Accessibility.** Accessible and sensory playground equipment was purchased and installed at Lehigh Park, to strengthen one of Albany's target area LMI neighborhoods serving the area of 3,635 residents.
- **Economic Opportunities.** Four small business owners successfully completed childcare licensing requirements and launched or grew in-home childcare businesses, creating 4 new jobs for existing residents and expanding the number of local childcare slots.

These outcomes are aligned with the goals of the 2023-2027 Consolidated Plan and showcase how CDBG funds have supported low- and moderate-income residents in Albany.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The public participation and consultation process is ongoing throughout the life of the Consolidated Plan. City staff and the Community Development Commission (CDC) obtained public input on housing and community development needs through agency consultations, participation in community groups including the Homeless Engagement and Resources Team, Hispanic Advisory Council, the Multi-Agency Coordinating Group, the Social Determinants of Health Workgroup, one-on-one conversations, and outreach.

The next phase of public input included solicitation of grant proposals which are evaluated and scored through a competitive application process. The CDC makes grant awards to the highest scoring applicants and to those activities that best address the Consolidated Plan goals and priorities.

The City published the draft 2026 Action Plan on May 9, 2026, for the 30-day review and comment period before the City Council public hearing scheduled for June 10, 2026.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Aside from input and comments received during agency consultations and the application process, no public comments were received prior to publishing the 2026 Action Plan on May 9, 2026. This section will be updated when the comment period closes June 10, 2026.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and views to date have been accepted.

7. Summary

The 2026 Action Plan describes the activities the City of Albany will support to address the community needs identified through public participation and consultation to further the goals and objectives identified in the 2023-2027 Consolidated Plan. In 2026, CDBG funds will help to improve the livability and sustainability of existing owned affordable housing, add supportive housing, provide ongoing support to agencies that are working to reduce homelessness, serve seniors, and enrich youth from low-income households while providing economic opportunity and stability to working parents.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	ALBANY	
CDBG Administrator	ALBANY	Community Development Department/City of Albany
HOPWA Administrator	N/A	
HOME Administrator	N/A	
HOPWA-C Administrator	N/A	

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Anne Catlin, anne.catlin@albanyoregon.gov, 541-917-7560.

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The 2026 Action Plan was developed largely in consultation with area agencies, service providers, community leaders, and the public. City staff and the Community Development Commissioners (CDC) regularly consult with local housing providers, shelter providers, social service agencies, healthcare providers, educational institutions, the local action agency (Community Services Consortium), the regional council of governments, community college, small business development center and city departments throughout the year to learn about community needs and whether CDBG funds would be a good fit to address these needs. City staff participate in outreach teams and various committees to better understand, identify, and collaboratively address community needs with local partners.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City of Albany staff work with partner agencies to enhance coordination among housing providers, health, and service agencies as described below.

- Albany/Linn County Situation Table (AST). This group is a collaboration among community partners that meet weekly to coordinate providing resources and interventions for those who are in dire and immediate need. This program enables community responders to communicate and make sure individuals are not falling through the cracks and getting the help they need. The AST includes representatives from Albany Fire and Police, Linn County Health Services, Samaritan Health, COAT, CHANCE, and the Council of Governments.
- Housing for Residents with Mental Disabilities. The Albany Partnership for Housing and Community Development (APHCD), Linn-Benton Housing Authority (LBHA), and Linn County Mental Health staff collaborate to provide needed housing and supportive services to residents with mental disabilities.
- Partnership for Community Health (PCH). This multi-agency collaboration developed the 2024-2028 regional Community Health Improvement Plan (CHIP) and provides a regional approach for communities to share information about health needs, with agencies such as Linn County Public Health, Samaritan Health Services, United Way among many other organizations and identifies processes for health improvement.
- Inter Community Health Network Coordinated Care Organization (IHN-CCO). This is a collaboration of public, private, and non-profit partners that collaborate to unify health services and systems for Oregon Health Plan members in Linn, Benton, and Lincoln Counties. IHN-CCO coordinates health initiatives and efficiencies and supports local healthy homes and living programs, for example.

- Homeless Engagement and Resource Team (HEART). City staff and numerous agencies meet monthly to discuss local needs and enhance coordination among providers working with people experiencing or at risk of homelessness. Members collectively assess the needs of Albany's homeless and at-risk populations, coordinate services to address those needs, and implement strategies to reduce homelessness.
- HUD Housing Voucher Coordination. The Linn Benton Housing Authority (LBHA) administers 2,773 Section 8 vouchers in Linn County, and of these 869 are Albany households, with a wait list of 3 to 4 years. CSC refers clients to LBHA for 15 homeless stability vouchers and the Department of Human Services (DHS) Child Welfare services refers clients for the 18 foster youth vouchers. LBHA has 134 VASH vouchers for Veterans, which are available by referral only through VA case management.
- Community Outreach Assistance Team (COAT). This outreach team helps homeless individuals connect to the Department of Human Services Senior and Disability Services staff, Community Services Consortium (CSC) case management staff, and Communities Helping Addicts Negotiate Change Effectively (CHANCE). CHANCE helps residents with addiction recovery services. Other Albany partners include Albany Helping Hands Shelter and CSC's Supportive Services for Veteran Families program (SSVF).
- Adult Services Team (AST). This team of numerous agencies and other representatives work to help homeless or nearly homeless individuals/families overcome or prevent the conditions of homelessness by facilitating access to comprehensive community-based services leading to stabilized lives. AST works with willing adults referred to the team to identify needs and develop a plan that is person centered, recovery oriented, and community based that empowers clients through decision making with peer advocacy and mentoring. The team includes the Linn County Health (mental health, addiction, developmental disabilities), Albany Police, LBHA, C.H.A.N.C.E., other shelters, APHCD, Samaritan, CSC, DHS Self Sufficiency, Greater Albany Public Schools District, and others.

Multi-Agency Coordinating Group (MAC group). This group was formed when state allocated funding to Linn County to reduce homeless to identify gaps to make strategic investments to reduce homelessness in the region. The MAC group is a collaboration among CSC, shelters, homeless service providers, local governments, and county health services, including mental health and substance abuse treatment providers. **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Linn and Benton Counties are currently two of 26 counties included in the Balance of State Oregon Community Continuum of Care (OCCC). Community Services Consortium (CSC) is the community action agency representing Linn, Benton, and Lincoln Counties, and serves as a conduit for federal funding through the OCCC as well as state funding awarded by Oregon Housing and Community Services. The

OCCC covers and serves mostly disparate rural counties in Oregon. However, Linn, Benton and Lincoln counties do not share the same characteristics or needs as the remaining 23 counties. CSC and area entities were working with HUD to form a new Tri-County Continuum of Care to serve Linn, Benton and Lincoln counties, however, this effort was paused when funding was reduced.

The City of Albany consults CSC staff and the McKinney-Vento program coordinator at the school district annually regarding the needs of homeless and at-risk populations, including families with school-aged children. The City also consults with shelter providers and COAT to assess the needs of homeless families with children in Albany.

CSC works to address homelessness and housing stability in the tri-county area and receives Continuum of Care (CoC) funding to provide a rapid re-housing program targeting homeless individuals and families. The program provides tenant-based rental assistance using scattered site housing and can assist with security deposits and move-in costs. The agency provides case management services to participants and uses a Housing First model.

To address the needs of unaccompanied youth, Jackson Street Youth Services (JSYS) provides shelters for unaccompanied youth, with 16 shelter beds, 10 transitional living units with an additional 17 units opening in summer 2026 in Albany. They provide youth-specific street outreach, case management and other programs. JSYS participates in the State of Oregon Homeless and Runaway Homeless Youth (RHY) Advisory Committee.

The Community Outreach Assistance Team (COAT) addresses the needs of the chronically homeless and helps people who are living unsheltered. The team is led by the local nonprofit Creating Housing Coalition (CHC). COAT focuses on the City of Albany and collaborates with organizations in that service area. CSC funds supplies and staffing for COAT utilizing state funds, and CHC conducts training for outreach workers, visits known camping locations, purchases supplies, and coordinates volunteers and agency staff to ensure maximum geographic coverage with limited resources. Partners in the effort include CHANCE (addiction and recovery support and shelter), Albany Helping Hands, Family Assistance Resource Center, SORT in Corvallis, and resident volunteers. COAT is instrumental in reaching unsheltered adults, providing case management and resource navigation to help unsheltered adults access services and ultimately housing or shelter.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Albany does not receive Emergency Solutions Grants (ESG). Oregon Housing and Community Services (OHCS) is the designated grantee for ESG funding in Oregon, which they allocate to state Community Action Agencies such as CSC on a formula basis. The CoC consults with OHCS on ESG

funding. OHCS develops performance standards and evaluates project activities and outcomes of their subgrantees, including CSC.

The Oregon Community Continuum of Care (OCCC) develops policies and procedures for the operation and administration of HMIS. CSC is the regional administrator for HMIS and assists local providers with data quality and training. CSC utilizes ESG funds for data collection, which includes employing an HMIS Analyst who oversees data collection, monitors data quality, and provides reporting across the tri-county region, which includes Albany. ESG funds also help run our Coordinated Entry system.

City of Albany and CSC staff meet throughout the year to discuss homelessness and emergency housing needs, which helps determine any community and homeless needs that can be addressed with CDBG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Table 2 follows.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Young Roots Oregon
	Agency/Group/Organization Type	Services-Children Services-Education Homeless Needs-Families with children Other-Childcare Needs
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted and provides parent mentoring resource connections and family resiliency, parenting and life skills classes, respite childcare, peer connection events, vehicle ownership program, childcare work experience program and an IHN Health Related Social Needs (HRSN) service provider. (https://youngrootsoregon.org)
2	Agency/Group/Organization	DevNW (Corvallis Neighborhood Housing Services)
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing Regional organization Planning organization Community Development Financial Institution Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Corvallis Neighborhood Housing (dba DevNW) is the Community Housing Development Organization (CHDO) in the region and is also a Community Development Financial Institution. The City consulted with staff on affordable housing rehabilitation and home buyer needs. DevNW has previously used CDBG funds to provide housing rehabilitation loans and services on behalf of the City and as loans are repaid these funds will help continue housing rehab activities. (https://devnw.org/)

3	Agency/Group/Organization	Linn Benton Housing Authority
	Agency/Group/Organization Type	Housing PHA Services-Housing Services-Elderly Persons Services-Persons with Disabilities Regional organization Services-Veterans housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Needs-Veterans Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Linn-Benton Housing Authority (LBHA) oversees HUD Section 8 housing activities in the two-county area, provides affordable housing to Albany seniors and persons with mental disabilities, and provides self-sufficiency programs to support residents in saving for home ownership. LBHA provided data on Section 8 housing choice voucher use in Albany, including recipient demographics and waiting list information, and projects to add more housing - such as new units for homeless and disabled Veterans. Coordination and consultation are ongoing. (https://l-bha.org/)
4	Agency/Group/Organization	Community Services Consortium
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Education Services-Employment Publicly Funded Institution/System of Care Regional organization Community Action Agency and Food Bank

	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Lead-based Paint Strategy</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Community Services Consortium (CSC) is the area community action agency that receives a variety of state and federal funding including Emergency Solutions Grants to operate services in a three-county region that includes Albany. CSC provides Weatherization services, rent and utility assistance, job training, rapid rehousing services, and services to reduce homelessness. CSC coordinates the annual Point in Time count and sponsors applications for federal Continuum of Care funding on behalf of agencies in the region. CSC was consulted for homelessness data, needs, and gaps among existing programs. participates in the MAC Group and HEART meetings. Collaboration and consultation are ongoing. (https://communityservices.us/)</p>
5	<p>Agency/Group/Organization</p>	<p>Albany Area Habitat for Humanity</p>
	<p>Agency/Group/Organization Type</p>	<p>Housing Services-Housing Services-Elderly Persons Services-Persons with Disabilities</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Homeless Needs-Families with children Anti-poverty Strategy Lead-based Paint Strategy</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Habitat works with low-income households earning 60 percent or less of area median to build homes and make essential repairs to improve the safety, livability of Albany homes and improve household stability for low-mod homeowners. Habitat will receive 2026 funds for the essential repair program. (https://albanyareahfh.org/)</p>

6	Agency/Group/Organization	Creating Housing Coalition
	Agency/Group/Organization Type	Housing Services-Housing Services-homeless Services-Narrowing the Digital Divide
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs-Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Creating Housing Coalition (CHC) operates a community-supported self-governing tiny house village serving residents who are experiencing or at risk of homelessness. CHC participates in HEART monthly meetings and the MAC Group. Ongoing consultation focuses on expanding housing opportunities for extremely low-income residents, with additional input from the Community Outreach Assistance Team (COAT) on the needs of chronically homeless individuals. (https://creatinghousing.org/)
7	Agency/Group/Organization	Jackson Street Youth Services
	Agency/Group/Organization Type	Services-Housing Services-Children Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Needs-Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Jackson Street Youth Services provided input on the housing and service needs of homeless and at-risk youth in Albany including young adults ages 18 to 24. Jackson Street has been a regular recipient of CDBG funds to provide youth with safe shelter, case management, and services aimed at reducing youth homelessness in the community. Jackson Street also operates transitional housing for young adults through the Next Steps program ensuring young adults have the skills needed for employment and independent living. JSYS participates in the MAC Group and HEART meetings. Coordination and collaboration is ongoing. (https://www.jacksonstreet.org)

8	Agency/Group/Organization	C.H.A.N.C.E.
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Addiction Recovery Services
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CHANCE was consulted on the needs of residents with addictions, those in recovery, and individuals with mental health conditions, as well as issues affecting chronically homeless and shelter residents. CHANCE responds to residents in crisis and provides peer support to homeless residents in recovery programs. Second CHANCE operates both high barrier dormitory and low-barrier emergency shelters in Albany and offers services including healthcare navigation, respite beds, detox and addiction support, and basic needs such as food, clothing, and hygiene products. CHANCE participates in the MAC and HEART group meetings. Coordination and collaboration is ongoing. (www.chancerecovery.org)
9	Agency/Group/Organization	Albany Helping Hands
	Agency/Group/Organization Type	Services-Housing Services-homeless Services-Employment
	What section of the Plan was addressed by Consultation?	Homeless Needs-Chronically homeless Homeless Needs-Families with children Homelessness Needs-Veterans Homelessness Strategy Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Albany Helping Hands was consulted; they provide emergency shelter and peer support to residents experiencing homelessness and transitional housing and one house for women with children. Clients can gain job skills and work experience at one of the businesses operated by the shelter, they also offer a money management program for those working on a pathway to independence. Consultation is ongoing. (https://albanyhelpinghands.org)
10	Agency/Group/Organization	Linn County Health Services
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Health Agency Publicly Funded Institution/System of Care Other government - County Major Employer
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Linn County Health Services is the primary agency providing mental health, developmental disability, and alcohol and drug treatment services in Albany. The county provides and coordinates a variety of support services for these special needs populations. Linn County Health Services participates in the MAC Group and HAC meetings. Linn County also operates the local jail and the city and agencies coordinate around inmate discharge and parole and probation programs. City and county consultation and collaboration will continue to occur on an ongoing basis to address needs or special needs and at-risk residents. (https://www.linncountyhealth.org/)

11	Agency/Group/Organization	Oregon Cascades West Council of Governments
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-Employment Other government-County Other government-Local Regional organization Planning organization Business and Civic Leaders Area Agency on Aging and Aging and Disability Resource Connection lead
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff consulted with Oregon Cascades West Council of Governments (OCWCOG) on the needs for seniors and people with disabilities. OCWCOG also supports foster care facilities and Veterans Services. CDBG funds support the Senior Companion program. OCWCOG also provides business lending services and has managed grants to help microenterprises in the past. Consultation is ongoing. (https://www.ocwcog.org/)
12	Agency/Group/Organization	Albany Partnership for Housing and Community Development
	Agency/Group/Organization Type	Housing Services-Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Albany Partnership (APHCD) provides affordable rental housing and three permanent supportive housing units with resident services and case management. They partner with the housing authority to provide case management and property management to a house for persons with disabilities. APHCD applied for 2026 CDBG grant to expand supportive housing by purchasing an additional supportive housing unit in partnership with Linn County Mental Health. Consultation is ongoing to assess affordable, transitional, and permanent supportive housing needs. (https://albanypartnership.org/)
13	Agency/Group/Organization	Greater Albany Public Schools
	Agency/Group/Organization Type	Services-Children Services-homeless Services-Education Other Government-Local Local School District Major Employer
	What section of the Plan was addressed by Consultation?	Homeless Needs-Families with children Homelessness Needs-Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation with the school district (GAPS) McKinney Vento liaison and youth services coordinator is ongoing. The coordinator works with homeless and highly mobile students residing in the Albany district. The City receives data on homeless children and unaccompanied youth in the GAPS district from the McKinney Vento liaison and resources. Staff from the GAPS Welcome Center, the center serving families who speak a language other than English, are members of the Hispanic Advisory Council that city staff attend monthly to learn about needs and challenges faced by at-risk and homeless families. In the past, the City consulted GAPS regarding safe routes to schools and other improvements in low-income target areas.

14	Agency/Group/Organization	Linn Benton Community College, Small Business Development Center & Family Connections
	Agency/Group/Organization Type	Services-Children Services-Education Services-Employment Regional organization Business Leaders Civic Leaders Business and Civic Leaders Community College Major Employer
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-poverty Strategy Childcare Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Linn Benton Community College (LBCC) Small Business Development Center provides education, training, and advising to small businesses to help improve economic opportunities within Albany and the region. City staff consulted with LBCC to determine needs for businesses and Latinx business owners to support job creation for low- and moderate-income residents. (https://www.linnbenton.edu/community/extended-learning/sbdc/index.php) LBCC Family Connections provided information about the childcare gaps in Albany and the business challenges faced by childcare providers. They are using CDBG funds to provide grants to residents who become certified childcare providers so they can start their own business. (https://www.linnbenton.edu/community/family-resources/child-care.php)

15	Agency/Group/Organization	Oregon Department of Human Services
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Health Agency Child Welfare Agency Other Government-State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs-Chronically homeless Homeless Needs-Families with children Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Local Department of Human Services (DHS) staff participate in monthly HEART meetings and are involved in the MAC group. DHS provides services and support to families, the elderly and residents with disabilities as well as facilitate the Childcare Welfare Program providing foster care placements and support to foster parents and children. DHS provides food benefits and helps residents get on the Oregon Health Plan. (http://oregon.gov/odhs)
16	Agency/Group/Organization	Department of Land Conservation and Development
	Agency/Group/Organization Type	Agency-Managing Flood Prone Areas Agency-Management of Public Land or Water Resources Other Government-State Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff consult with Department of Land Conservation and Development (DLCD) staff on a regular basis for housing and economic development needs and to comply with state laws related to community development. As a participant in the National Flood Insurance Program (NFIP), the city must adopt and enforce floodplain management regulations that meet the requirements of the program. DLCDC coordinates implementation of the NFIP in Oregon through an agreement with the Federal Emergency Management Agency (FEMA). The city was awarded a technical assistance grant to update Albany’s Local Wetland Inventory and will be consulting with DLCDC throughout the grant process.
17	Agency/Group/Organization	U.S. Department of Housing and Urban Development
	Agency/Group/Organization Type	Housing Other government-Federal
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff consult with HUD staff regarding program requirements and report annually to HUD on performance; attend training courses, send out updates regarding program requirements. City staff will continue to consult with the HUD Portland field office staff to evaluate activities, plans, and annual reports to ensure compliance with CDBG program regulations. Staff also consult with Seattle field office staff regarding environmental reviews as needed.
18	Agency/Group/Organization	Samaritan Health Services
	Agency/Group/Organization Type	Services-Health Health Agency Publicly Funded Institution/System of Care Civic Leaders Major Employer
	What section of the Plan was addressed by Consultation?	Homeless Needs-Chronically homeless Homelessness Strategy Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Samaritan Health operates the local hospital and many medical facilities and offices. Samaritan leads the Inter Community Health Network Community Care Organization (IHN CCO) which is responsible for assessing community health and making investments to improve public health. Samaritan Health participates in the MAC Group and HEART meetings as well as Social Determinants of Health Meetings and IHN-CCO network.
19	Agency/Group/Organization	Boys and Girls Club of Albany
	Agency/Group/Organization Type	Services-Children Services-Narrowing the Digital Divide Civic Leaders
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Childcare Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff consulted with program staff of the Boys and Girls Club of Albany regarding childcare and daycare needs of area low- and moderate-income families, especially for school age youth during school gaps. The club provides computers for learning as well as literacy, arts, recreation and social-emotional development. Boys and Girls Club improves access to services and expands economic opportunities for underserved neighborhoods. Consultation is ongoing.
20	Agency/Group/Organization	Mid-Willamette Family YMCA
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Health Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy Childcare Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The YMCA supports the need for affordable childcare among low- and moderate-income families in the community. The Y provides childcare and before and after school care in addition to health programs and services. The City has supported many childcare programs with the YMCA in the past and consultations will be ongoing.

21	Agency/Group/Organization	Farmworker Housing Development Corporation
	Agency/Group/Organization Type	Housing Services-Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City consulted with Farm Workers Development Corporation to understand the housing needs of farm workers and minority populations in the area. The City is working with them on a new 160- unit affordable housing development. FHDC will receive some credit on city street fees for constructing a new street and were awarded funding from the state for the first phase. The City will continue to support work with FHDC and has applied for additional grants to help pay for related infrastructure. (https://fhdc.org)
22	Agency/Group/Organization	Fair Housing Council of Oregon
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Fair Housing Council of Oregon (FHCO) has provided trainings related to fair housing education for landlords and policy makers. The information shared at these trainings informs the fair housing strategy and goals as well as addressing the impediment of lack of understanding of fair housing laws and resources. FHCO also provided consultation to the CDC about fair housing trends and issues in Oregon. Consultation with FHCO will continue. (https://fhco.org)
23	Agency/Group/Organization	City of Albany
	Agency/Group/Organization Type	Services-Narrowing the Digital Divide Agency-Managing Flood Prone Areas Agency-Management of Public Land or Water Resources Agency-Emergency Management Other Government-Local Planning organization Civic Leaders Grantee Department

	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Homeless Needs-Chronically homeless Homeless Needs-Families with children Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy</p>
	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Albany Community Development Department staff seek input from other city departments about community and economic development needs, as well as needs to reduce homelessness and address affordable housing needs. This consultation and coordination are ongoing. The City is responsible for managing flood prone areas, wetlands, riparian areas, rivers, water bodies, and public lands. The City participates in the National Flood Insurance Program, participates in a regional emergency management team, and regularly consults with the State Department of Land Conservation and Development and FEMA regarding management of water resources and flood prone areas. The local libraries have computers available to the public and free Wi-Fi within facilities.</p>
24	<p>Agency/Group/Organization</p>	<p>Community Development Commission</p>
	<p>Agency/Group/Organization Type</p>	<p>Other government - Local Business and Civic Leaders</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Homeless Needs-Chronically homeless Homeless Needs-Families with children Homelessness Needs-Veterans Homelessness Needs-Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy</p>

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Commissioners are appointed by the City Council to provide oversight of the CDBG programs. Members represent a variety of sectors and commissions. Members helped identify community needs and priorities, consulted with agencies, and reviewed and scored CDBG applications against the five-year plan priorities. Consultation is consistent and ongoing.
24	Agency/Group/Organization	Crossroads Communities
	Agency/Group/Organization Type	Regional Organization Civic Leaders
	What section of the Plan was addressed by Consultation?	Services-Housing Services-Health Homelessness Strategy Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Crossroads communities assumed the role of a Community Development Corporation for a combined four county area. They provide supportive and stabilization services and service connections to vulnerable populations. Programs operated through Community Crossroads work with partnering agencies to serve the local community. The City will continue to consult with Community Crossroads, and they will participate with IHN-CCO.
22	Agency/Group/Organization	Cumberland Community Events Center
	Agency/Group/Organization Type	Community Center
	What section of the Plan was addressed by Consultation?	Services-Education Business and Civic Leaders Planning Organization
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Cumberland Community Events Center will form community partnerships, offer educational programs for children and families, as well as provide a facility for the arts, and recreation to increase the opportunity for personal and collective growth in Albany. The center will provide a community space to bring community members together. Consultation will continue. (https://albanycumberland.org)

Identify any Agency Types not consulted and provide rationale for not consulting

The City did not consult Broadband and internet providers for this action plan; however broadband and internet availability was research for the 2023-2027 Consolidated Plan. According to local data, the Albany area is served by several broadband/internet providers. Most homes in Benton and Linn Counties have computers and a broadband subscription. Local service providers work with clients, especially those without computers and phones or limited access to the internet to help them navigate services. The two city libraries have public computers with internet access and there is free Wi-Fi at the libraries and in city hall.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Community Services Consortium	Albany falls in the Oregon Community Continuum of Care (OCCC). Community Services Consortium is the regional agency that participates in the OCCC. The goals of the Albany 2023-2027 Consolidated Plan and as such the goals in the 2026 Action Plan complement and support CSC plan goals and planning efforts.
Statewide Housing Plan	Oregon Housing and Community Services	Reducing homelessness in Oregon has statewide priority. The plan allocates funding for permanent supportive housing, affordable rental housing, and home ownership programs.
2024 Community Needs Assessment	Community Services Consortium	While CSC serves three counties, the data in the needs assessment includes local needs and issues and identifies challenges the region faces with increase rates of poverty and the need to help residents with housing security and economic stability to promote a healthy and sustainable environment.
OCWCOG 2025-2029 Area Plan	Oregon Cascades West Council of Governments	OCWCOG provides needed public services to seniors and persons with disabilities and provides food and nutrition services and support to caregivers. OCWCOG also helps businesses with economic opportunities and financing.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City followed its Citizen Participation Plan to engage residents and agencies that serve Albany residents during the development of the 2026 Action Plan. The Citizen Participation Plan requires the City to hold two public hearings annually and give the public opportunities to participate in the process of assessing priority needs and developing and implementing plans. The City advertises public hearings and comment periods in the local paper, the Albany Democrat Herald, and distributes press releases to the media and on the City website and sends emails to interested parties. Public input and comments help to set priority needs to address in the action plan.

The City also solicits community input throughout the year in numerous ways and methods - through one-on-one conversations with the public, agency staff, public meetings of the Community Development Commission (CDC), agency consultations, agency surveys, and attending monthly/regular meetings of local teams and committees such as the HEART (homeless enrichment and resource team), the MAC group, the Hispanic Advisory Committee, and the Social Determinants of Health workgroup meetings.

Priority needs for the 2026 Plan year were assessed primarily through agency consultations, attendance at local meetings, and through the competitive grant application process. The CDC evaluated past performance to further determine how to most effectively allocate CDBG resources.

The 30-day comment period on the 2026 Action Plan began May 8, 2026, and runs through to the City Council's June 10, 2026, public hearing on the Plan.

The following notices about the 30-day comment period on the 2026 Action Plan and public hearing were provided in advance of the Council public hearing:

- Notice was published in the Albany Democrat Herald on May 9, 2026.
- Public notice in English and Spanish was emailed to agencies, interested parties including the Hispanic Advisory Committee, and other local stakeholders on May 8, 2026, with an executive summary of the 2026 Plan in both English and Spanish.
- Press release in English and Spanish was distributed to the media on May 8, 2026.
- The 2026 Action Plan Executive Summary in English and Spanish, and full Action Plan were posted on the City's website with public hearing and comment period information on May 8, 2026.
- The City's website can be viewed in Spanish and includes a TTY phone number.
- The 2026 Action Plan was available at Albany City Hall and both city libraries during the comment period May 8, 2026, through June 10, 2026.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-targeted/Broad Community	Public Notice for the 2026 Action Plan was published in local newspaper on May 9, 2026. Attendance N/A to this outreach method.	To be completed.	To be completed.	
2	Public Meeting	Non-targeted/Broad Community	The CDC meets monthly and is open to the public. Meetings include agency consultations, grant presentations and evaluations.	TBD	TBD	
3	Internet Outreach, Email and Press Release	Non-targeted/Broad Community Persons with Disabilities Spanish Speaking	Email and press release sent out to interested parties list as well as the media. Attendance N/A for this type of outreach.	TBD	TBD	
5	Public Meeting	Homeless Engagement and Resources Team	Local Agency Providers meet monthly.	TBD	TBD	
6	Public Hearing	Non-English Speaking - Specify other language: Spanish	The City Council public hearing held June 10, 2026-in person and virtual attendance options.	TBD	TBD	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City’s 2026 CDBG allocation is \$395,432.

2026 anticipated program income is \$72,000. All program income received from the housing rehabilitation revolving loan fund program will be used to continue housing rehabilitation programs. Because the timing of deferred loan repayments is uncertain, actual program income may be lower or not materialize at all.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	395,432	72,000 (This is an estimate)	0.00	467,432 (This is an estimate)	350,000	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

CDBG funds are estimated to help leverage the following additional funding for programs proposed in the 2026 Action Plan:

Jackson Street Youth Services-\$315,400 in federal, state, and local/private funds

Oregon Cascades West Council of Governments-\$47,080 in federal and grant funds

Young Roots Oregon-\$29,360 in state and local funds

Boys and Girls Club-\$137,837 in federal, state, local/private and grant funds

Albany Area Habitat for Humanity-\$150,000 in grant funds

Albany Partnership for Housing and Community Development-\$100,000 in grant funds

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City does not currently have surplus property suitable for residential development. However, staff are in the process of identifying surplus land owned by other public entities for affordable homeownership opportunities and to provide low- or moderate-income housing.

Discussion

The City will use CDBG funds in partnership with subrecipients to leverage private, local, state, and federal funds to address the goals and strategies outlined in the Consolidated Plan. Grants to subrecipients are anticipated to leverage other funding sources. Prior year allocations to DevNW for the housing rehabilitation loan program will generate revenue when loans are repaid, which will be used to support additional home rehabilitation projects. Over time, this will enable repaid CDBG rehab funds to continue the program into the future with less reliance on new revenue.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Support public services for LMI residents	2023	2027	Homeless Non-Homeless Special Needs	Census Tract 204 Census Tract 208.1 Census Tract 208.2 City of Albany, Linn County	Reduce homelessness Public Services	CDBG: \$59,300	Public service activities other than Low/Moderate Income Housing Benefit: 132 Persons Assisted
2	Maintain the existing affordable housing stock	2023	2027	Affordable Housing	City of Albany, Linn County	Affordable Housing	CDBG: 2026 Award: \$28,566 Program income estimate: \$72,000	Homeowner Housing Rehabilitated: 6 Household Housing Units
3	Increase Affordable Housing Options	2023	2027	Affordable Housing Homeless Non-Homeless Special Needs	City of Albany, Linn County	Affordable Housing	CDBG: \$228,566	Real Property Acquisition: 1 Housing Unit
4	Planning and Administration	2023	2027	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Census Tract 204	Affordable Housing Reduce homelessness Public Services	CDBG: \$79,000	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Support public services for LMI residents
	Goal Description	Support programs that provide critical needs to low- and moderate-income residents and presumed benefit clientele. 2026 funds will serve homebound seniors while supporting poverty-level senior companions. Funds will enable the local Boys and Girls club to provide affordable childcare and youth services for low- and moderate-income families. Case management will be provided for at-risk and homeless young adults in supportive housing to help them gain the skills and resources to get into safe and stable housing. Funds will provide supportive services for young families to reduce barriers to affordable housing and prevent homelessness for low-income youth and their children.
2	Goal Name	Maintain the existing affordable housing stock
	Goal Description	Maintain and improve the quality of Albany's affordable housing stock through a housing rehabilitation program for affordable owner-occupied housing.
3	Goal Name	Increase Affordable Housing Options
	Goal Description	Increase affordable housing options by supporting a non-profit low-income housing provider to purchase one dwelling that will provide permanent supportive housing to formerly homeless and extremely low-income individuals in partnership with Linn County Mental Health to provide behavioral health services.
4	Goal Name	Planning and Administration
	Goal Description	Provide planning and administration for the city Community Development Block Grant programs to ensure compliance with CDBG and federal program requirements and work with subrecipient agency partners to ensure the plan objectives are achieved.

Projects

AP-35 Projects – 91.220(d)

Introduction

This section lists and describes the projects and programs that will receive PY 2026 CDBG funding. The projects reflect priorities that were identified in the development of the 2023-2027 Consolidated Plan and the development of the 2026 Plan, and applications received for program delivery. Project details are provided in Section AP-38 Project Summary.

Projects

#	Project Name
1	2026 Reduce Homelessness
2	2026 Affordable Housing Rehabilitation
3	2026 Public Services (Non-Homeless)
4	2026 Increase Affordable Housing Options
5	2026 Planning and Administration

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Community Development Commission (CDC) assessed community needs, evaluated the performance of subrecipients, and solicited and reviewed applications through a competitive process against Consolidated Plan needs and goals to determine allocation priorities for the 2026 program year.

2026 funding priorities focus on reducing homelessness, improving existing affordable housing, new affordable housing, providing housing stability and security for seniors and low-income residents, and providing safe and nurturing child and youth care for low-income working families.

Affordable housing needs remain high, this year one agency applied for funding to support new affordable housing options. However, limited CDBG resources that cannot effectively leverage development funding remains a barrier to broader expansion of affordable and supportive housing.

Emergency shelters are often at capacity and become defacto transitional housing as lack of affordable housing and supportive housing presents a barrier to those working to transition out of these shelters. Further, public services are continually needed to support Albany's most vulnerable residents, including low-income families, seniors, homeless youth and unsheltered homeless adults.

AP-38 Project Summary Information

1	Project Name	2026 Reduce Homelessness
	Target Area	Census Tract 204
	Goals Supported	Support public services for LMI residents
	Needs Addressed	Reduce homelessness Expand economic opportunities
	Funding	CDBG: \$25,000
	Description	Public services grants will help Jackson Street Youth Services to provide supportive services to homeless and at-risk young adults through the Next Steps supportive housing program to help them with life and job skills. This program aims to help clients achieve long-term self-sufficiency and avoid future homelessness.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 27 homeless or at-risk young adults will benefit from services and shelter at the Albany youth shelter.
	Location Description	Jackson Street Youth Services is based in Census Tract 204.
	Planned Activities	Youth Shelter Services: Planned activities include providing transitional housing, case management, and support services to homeless and at-risk Albany young adults, ages 18 to 24. Staff help residents with educational goals and life skills to prepare them for employment and independent living.
2	Project Name	2026 Affordable Housing Rehabilitation
	Target Area	City of Albany, Linn County
	Goals Supported	Maintain the existing affordable housing stock
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$100,566
	Description	Housing rehabilitation program will improve the livability and sustainability of LMI single-dwelling owner-occupied housing.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that at least 6 low- or moderate-income homeowner houses will directly benefit from the housing rehabilitation program.

	Location Description	The Habitat housing rehabilitation program will be available to any low- or moderate-income homeowners in the Albany city limits. It is likely that most clients will be in one of the local target area census tracts listed above where some of Albany’s older and more affordable housing is located.
	Planned Activities	Habitat will manage a housing rehabilitation program that will provide grants to low-mod homeowners for critical repairs and energy efficiency improvements that homeowners would otherwise be unable to afford. The program improves the livability and sustainability of Albany’s affordable housing supply, improves LMI neighborhoods, reduces homelessness and the financial burden on LMI homeowners.
3	Project Name	2026 Public Services (Non-Homeless)
	Target Area	Census Tract 208.1 Census Tract 208.2 City of Albany, Linn County
	Goals Supported	Support public services for LMI residents
	Needs Addressed	Reduce homelessness Public Services Expand economic opportunities
	Funding	CDBG: \$34,300
	Description	2026 public services grants will support 3 agencies that serve poverty level, low-income and vulnerable populations through access to affordable childcare and youth services and services that help seniors remain in their homes and provide young families supportive services.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	<ol style="list-style-type: none"> 1. An estimated 18 seniors will benefit from the Senior Companion Program. 2. The Boys and Girls Club will provide about 75 LMI youth with scholarships to attend all-day youth programs over the summer. 3. Young Roots Oregon will provide at least 12 LMI youth led households with supportive serves with their Rent Well Program.

<p>Location Description</p>	<ol style="list-style-type: none"> 1. The Senior Companion Program is offered citywide. Oregon Cascades West Council of Governments is in Census Tract 208.02 at 1400 Queen Avenue SE. 2. The Albany Boys and Girls club is in Census Tract 208.01 on Hill Street. Services are provided on-site and are available to households across the city. 3. Young Roots Oregon is in Census Tract 208.01 at 1620 9th Ave SE. Services will be provided on-site and available to youth-led households across Albany. 														
<p>Planned Activities</p>	<ol style="list-style-type: none"> 1. Senior Companion Program - The Senior Companion Program matches low-income mobile seniors with homebound seniors in exchange for a small stipend for gas. The program fills gaps in Long-Term Support Services. Companions provide friendship and assistance to adults who have difficulty with daily living tasks, such as shopping or paying bills, and give families or professional caregivers time off. As a result, many seniors can remain living independently in their homes instead of having to move to more costly institutional care. 2. The Boys and Girls club will provide scholarships to youth in LMI and poverty-level households over the summer months. The scholarship program ensures youth have access to a safe, structured, nurturing environment to address the educational, childcare, and nutritional needs of underserved youth, helping to combat summer learning loss with academic-focused activities, daily meals, and affordable childcare for low-income, working parents. 3. Young Roots Oregon through their Rent Well Program will provide tenancy education, financial coaching, and supportive services along with landlord guarantee to reduce barriers to affordable housing and prevent homelessness for low-income youth and their children. 														
<p>4</p>	<table border="1"> <tr> <td data-bbox="196 1421 518 1478">Project Name</td> <td data-bbox="518 1421 1469 1478">2026 Increase Affordable Housing Options</td> </tr> <tr> <td data-bbox="196 1478 518 1535">Target Area</td> <td data-bbox="518 1478 1469 1535">City of Albany, Linn County</td> </tr> <tr> <td data-bbox="196 1535 518 1591">Goals Supported</td> <td data-bbox="518 1535 1469 1591">Increase Affordable Housing Options</td> </tr> <tr> <td data-bbox="196 1591 518 1688">Needs Addressed</td> <td data-bbox="518 1591 1469 1688">Affordable Housing Reduce homelessness</td> </tr> <tr> <td data-bbox="196 1688 518 1745">Funding</td> <td data-bbox="518 1688 1469 1745">CDBG: \$228,566</td> </tr> <tr> <td data-bbox="196 1745 518 1841">Description</td> <td data-bbox="518 1745 1469 1841">Program Year 2026 funds will help an affordable housing provider to expand its supportive housing program.</td> </tr> <tr> <td data-bbox="196 1841 518 1890">Target Date</td> <td data-bbox="518 1841 1469 1890">6/30/2027</td> </tr> </table>	Project Name	2026 Increase Affordable Housing Options	Target Area	City of Albany, Linn County	Goals Supported	Increase Affordable Housing Options	Needs Addressed	Affordable Housing Reduce homelessness	Funding	CDBG: \$228,566	Description	Program Year 2026 funds will help an affordable housing provider to expand its supportive housing program.	Target Date	6/30/2027
Project Name	2026 Increase Affordable Housing Options														
Target Area	City of Albany, Linn County														
Goals Supported	Increase Affordable Housing Options														
Needs Addressed	Affordable Housing Reduce homelessness														
Funding	CDBG: \$228,566														
Description	Program Year 2026 funds will help an affordable housing provider to expand its supportive housing program.														
Target Date	6/30/2027														

	Estimate the number and type of families that will benefit from the proposed activities	At least three individuals at a time will benefit from the newly purchased property for this affordable, supportive housing program, which serves people experiencing homelessness who need low-income housing and behavioral health support.
	Location Description	The exact location is unknown until acquisition but will be located within the City of Albany Limits, Linn County.
	Planned Activities	Albany Partnership for Housing and Community Development will expand their supportive housing program by purchasing an additional single-dwelling home in Albany. In partnership with Linn County Mental Health the program will support homeless individuals needing behavioral health services to sustain their housing. This will be a long-term CDBG investment and benefit to the community.
5	Project Name	2026 Planning and Administration
	Target Area	Census Tract 204 City of Albany, Linn County
	Goals Supported	Planning and Administration
	Needs Addressed	Affordable Housing Reduce homelessness Public Services
	Funding	CDBG: \$79,000.00
	Description	Provide planning and administration for Albany Community Development Block Grant programs and fair housing training and education.
	Target Date	6/30/2027
	Estimate the number and type of families that will benefit from the proposed activities	Administering the CDBG programs will not provide any direct benefit to families and individuals. Approximately 135 Albany residents will directly benefit from the other Action Plan activities that will be carried out in the 2026 program year.
	Location Description	Planning and Program administration occurs at Albany City Hall located at 333 Broadalbin Street SW, Albany, OR.

Planned Activities	Staff time and expenses to plan, manage, oversee, monitor all aspects of the CDBG program, and ensure compliance to include the following: prepare Action Plans, CAPER, coordinate citizen participation, agency consultations, attend agency meetings, prepare subrecipient contracts and reporting forms, monitor subrecipients and grant projects, prepare environmental review records, process IDIS reimbursements and report accomplishments, coordinate fair housing education and outreach, etc. Planning and administration includes the cost of public advertisements, translation services, and fair housing activities.
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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The city’s target areas include three census tracts in the City of Albany that qualify as low-income tracts because over 50% of the households have incomes less than 80% of the area median income. The qualifying census tracts are: 204, 208.01, and 208.02. These tracts are centrally located in older areas of the city where housing, public infrastructure, and public facilities are older and often in need of improvements or replacement. The target areas also have a higher concentration of residents of Hispanic origin and other minority populations.

Geographic Distribution

Target Area	Percentage of Funds
Census Tract 204	20%
Census Tract 208.1	25%
Census Tract 208.2	14%
City of Albany, Linn County	41%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City tries to prioritize public improvements, housing rehabilitation and services in the city’s target areas due to the concentration of LMI residents, minorities, and older housing supply. Additionally, three emergency shelters and numerous service providers are in these target areas.

Discussion

The geographic distribution in Table 8 only includes the sub-recipient agencies and activities within the city’s target areas. The City has determined that 15% of its total allocation will support public services and provide in the target census tracts. Jackson Street youth services, Young Roots Oregon, Boys and Girls Club summer childcare scholarships, and Oregon Cascades West Council of Governments Senior Companion Programs, are all based out of target census tracts.

Some activities will likely occur in or benefit residents in the target census tracts, such as low-income homeowner rehabilitation grants; and the expansion of an affordable supportive housing program; however, it is not yet known which census tracts will benefit because recipients of these grants, and property locations have not been selected.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Albany supports activities and programs that improve housing affordability for residents throughout the city, with a focus on housing rehabilitation offered citywide, and support the expansion of an affordable housing program by increasing affordable housing properties.

Albany complies with HUD 24 CFR 91.220 when defining “affordable housing” for performance reporting purposes. The term affordable housing is defined as follows per 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership. (Shelters are not included in HUD’s definitions of “affordable housing”.)

- *Rental Housing.* CDBG-assisted rental housing must be occupied by households that are eligible as LMI families as per the most recent HUD Income Limits. Rent limits apply to rent plus the utilities and combined should not exceed 30% of the tenant’s adjusted gross income.
- *Homeownership.* According to 24 CFR 92.254, housing must be modest single family in type. The home must serve as the primary residence for households earning \leq 80% of the AMI.

In the 2026 program year, at least six non-homeless households will be supported with CDBG funds through a housing rehabilitation program with Albany Habitat for Humanity, which will improve the quality and livability of owner-occupied households.

One house will be purchased with 2026 funds to provide at least three permanent supportive affordable housing beds to serve at least three homeless and low-income individuals.

2026 CDBG funds will help Jackson Street provide supportive housing to 27 young adults (noted under homeless households).

In addition, 27 tiny homes previously supported with CDBG funding will continue to be available to homeless and low-income households (units not shown in tables below).

Community Services Consortium (CSC) receives ESG and other funding to administer housing programs to Albany residents to help them avoid eviction and remain housed or to rehouse residents, reducing the need to allocate limited CDBG resources to these needs. In 2025, CSC provided 123 households with eviction prevention assistance, 4 veteran households received supportive services, and 193 Albany households received rental assistance, keeping them in housing. In 2025, CSC provided 122 residents with rapid rehousing. The City provides funding to CSC to administer utility assistance, which directly assisted 281 Albany residents with their water bills. In total, CSC helped 2,184 Albany households in 2025 with various utility assistance programs.

One Year Goals for the Number of Households to be Supported	
Homeless	30
Non-Homeless	6
Special-Needs	0
Total	36

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	6
Acquisition of Existing Units	3
Total	9

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The City receives limited opportunities to use CDBG funds to produce or acquire new affordable housing but will be able to support the acquisition of a new affordable housing dwelling that will provide three additional rooms for homeless and low-income individuals with supportive services for behavioral health. The City also supports supportive services for homeless and at-risk youth and provides a housing rehabilitation program. The City is providing the support needed for these residents to obtain permanent housing or maintain housing stability.

The City of Albany is committed to keeping LMI homeowners in their homes and improving the livability and sustainability of its affordable housing supply and reducing housing costs for residents. Prior year CDBG resources devoted to site clearance for affordable housing resulted in 27 new affordable housing units for extremely low and low-income residents and will continue to benefit Albany residents in need of affordable housing for years to come.

AP-60 Public Housing – 91.220(h)

Introduction

There are no “public housing” units in the City of Albany. Section AP-60 is not applicable.

The local housing authority, Linn-Benton Housing Authority (LBHA), owns and manages 113 units of affordable housing in Albany, primarily for seniors and people with disabilities. None of the LBHA-owned units qualify as “public housing” as defined. LBHA also administers rental assistance through the Section 8 Housing Choice Voucher (HCV) program.

LBHA just this year concluded the construction of 21 units for disabled Veterans who are or were homeless and 8 new units for Linn County Health Services’ clients.

Actions planned during the next year to address the needs to public housing

There are several other providers of publicly supported affordable housing in Albany. Albany Partnership owns and manages 133 of these units in Albany. They will receive funding to help purchase an additional home that will stay affordable for the life of the property.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

LBHA provides a Family Self Sufficiency (FSS) program for their residents and area Section 8 voucher holders. [About 950 Albany households, on average, receive housing choice vouchers that enable their rent to be affordable.] FSS clients can participate in an Individual Development Account (IDA), which is a matched savings program that helps clients achieve goals of homeownership, education and/or advancement in employment.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The local housing authority, Linn Benton Housing Authority, is not designated as troubled.

Discussion

Albany does not have any public housing as defined by 24 CFR 91.220. The City supports LBHA’s work in the community and from time to time, is required to complete the federal environmental record and process on behalf of the housing authority and other providers that receive federal funds from HUD.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The 2026 Point in Time (PIT) numbers for Albany, Oregon are not available yet. The 2025 Point in Time (PIT) count found 378 homeless people in Albany; of those, 186 were in shelters and 192 were unsheltered. The 2025 figures are slightly higher than the 2024 figures reported for Albany (362 unhoused people). (Note: some count locations outside the city limits may be included in the Albany figures, but the city does not have access to the locational data.)

The number of students in the Greater Albany Public School District experiencing homelessness during the 2025-26 school year, as of March 2026, is 350 students. Of those students 70 are unaccompanied.

Albany has four emergency homeless shelters, including one for youth and one new shelter that will add 7 beds for survivors of domestic violence (excluding cribs). 2nd CHANCE recently added 42 low-barrier shelter beds. Local shelters provide a total of 255 shelter beds and about 35 transitional beds in houses. Shelters report being at or near capacity in winter months and some maintain wait lists. Many of the unsheltered homeless suffer from mental illness and/or addiction which affects their willingness and ability to seek shelter. The Linn County Mental Health mobile response team frequents two local shelters weekly to provide free and confidential services and counseling.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

City staff and the CDC assessed unmet demand for services through agency consultations with area shelters and service providers and involvement in homeless coordination teams. The City used a competitive grant application process to identify partners to carry out CDBG-funded activities that will address priority needs and provide the most benefit to Albany's homeless and non-homeless special needs residents. One application was received for PY 2026 to expand affordable supportive and transitional housing program which will serve homeless and low-income individuals with behavioral health needs.

City staff communicate regularly with shelter and transitional housing providers to identify opportunities to help them meet the needs of homeless residents in Albany through participation in the numerous outreach and support teams that meet weekly or monthly.

Albany's one-year goals and actions for 2026 to reduce and end homelessness include the following:

- Supporting shelters and transitional housing providers serving homeless and at-risk residents to reduce and prevent homelessness.
- Help homeless and at-risk residents gain the skills and resources needed to live independently.

In addition, the City will support local agencies and participate in multi-agency teams that provide outreach

and services to extremely low-income and homeless residents and undertake the following actions to reduce homelessness and reach out to homeless people in 2026:

1. Participate in the **Homeless Engagement and Resource Team (HEART)** for ongoing planning, coordination, and consultation around addressing issues related to homelessness.
2. Participate in and support the following **outreach and needs assessments** of homeless persons, especially unsheltered residents, including the Community Outreach Assistance Team (COAT), Adult Services Team, and the Albany Situation Table meetings. These teams coordinate to provide wrap around services and address needs for residents in crisis by stabilizing residents, helping them to develop plans, and connecting unsheltered and at-risk residents to case management, health and services to help unsheltered residents transition out of homelessness.
3. Participate in the **Multi-Agency Coordination (MAC)** Group for ongoing coordination around addressing homelessness in the region and any state or federal funding opportunities that may arise to reduce homelessness in the region.
4. Participate in the **Social Determinants of Health** workgroup meetings for ongoing coordination on non-medical factors that influence health outcomes, such as socioeconomic status, education and community conditions.
5. Support the efforts to form a new Continuum of Care to serve Linn, Benton, and Lincoln Counties.

Addressing the emergency shelter and transitional housing needs of homeless persons

Specifically, 2026 CDBG funds will help the following local shelter and transitional housing providers:

- Jackson Street Youth Service's (JSYS) Next Steps program provides safe supportive housing (10 beds) and case management to young adults ages 18 to 24. CDBG Funds will help to provide case management to these young adults to help them build a firm educational foundation and ensure they have skills needed for employment and independent living. JSYS will use other funds to provide safe and stable emergency shelter to vulnerable youth ages 10 through 17 and conducts outreach to youth and young adults through events, the Cornerstone Youth Center (and a new larger center is underway), and the local shelter provides healthy meals and snacks and needed supplies, all to create connections with youth who may be in need. JSYS works with each youth and young adult to develop a plan to reunite with their family or find other safe housing.
- The Albany Partnership for Housing and Community Development (APHCD) will receive 2026 CDBG funds to help purchase a new housing unit to provide supportive transitional housing to residents with behavioral health needs.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from

becoming homeless again

As noted in other sections of this plan, 2026 CDBG funds will help homeless and at-risk youth gain the life and job skills necessary to transition out of shelter and into independent living to shorten the period of homelessness.

Community Services Consortium (CSC) and COAT provide extensive case management to homeless residents and to at-risk and recently housed residents to both reduce the time they are homeless and to prevent them from becoming homeless again.

Supportive Housing. Albany Partnership for Housing and Community Development operates supportive housing in coordination with Linn County Mental Health (LCMH). Residents receive mental health support and skills training as well as a rental subsidy from Linn Benton Housing Authority (LBHA). Many of their residents have experienced homelessness at some point. Creating Housing Coalition's Hub City Village has reserved 8 units of their tiny home village for people with mental illness. They are partnering with LCMH to provide case management services to those residents. Additionally, the entire 27-unit tiny home village is meant for residents who are experiencing homelessness or housing insecure to be able to have permanent affordable housing.

Jackson Street Youth Services works with youth to safely reunite them with their family or find other stable housing. They also offer **supportive transitional housing** for young adults, 18 to 24.

Rapid Re-Housing. The CSC Supportive Housing Program is a permanent, rapid re-housing program targeting homeless individuals and families in Linn, Benton, and Lincoln counties of Oregon using a Housing First model. The program provides tenant-based rental assistance using scattered site housing and can assist with security deposits and last month's rent. CSC provides intensive case management services tailored to the individual household's needs and provides connections to mainstream benefits and employment services for 12 to 24 months.

Participants are connected to a CSC Housing Placement Advocate who assists them with their housing search. The Advocate is a certified Rent Well instructor who helps participants address barriers to housing such as bad credit, criminal background, or poor rental history with prospective landlords. In 2025, CSC assisted 123 people in Albany with rapid rehousing services. All were in permanent housing at the program exit.

The Albany Situations Table, Adult Services Team, and COAT work to help residents to develop plans to overcome or prevent the conditions of homelessness by providing a community-based services approach to these residents, including chronically homeless individuals. AST and CHANCE's services are recovery oriented to promote wellness and self-sufficiency through peer support and mentoring. AST sometimes works with individuals on parole or probation who are referred by their parole or probation officer, but individuals may be referred by other agencies or self-refer. AST helps individuals create an Individual Action Plan for attaining and retaining stable housing based on their specific needs.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded

institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Eviction Prevention Services. In 2025, 141 Albany households received homeless prevention services from CSC helping residents remain housed. CSC provided eviction prevention assistance, rental assistance, utility assistance and financial fitness classes and Rent Well tenant classes. COAT provides case management to newly housed residents to ensure they have the skills and resources to remain housed.

Foster Care/Youth Housing. DHS provides training and support for foster care parents and children in care. There is funding for youth transitioning out of foster care for housing costs. LBHA has vouchers to house residents aging out of foster care. Family Tree Relief Nursery works to prevent foster care placements by providing a home-based intervention service for at-risk families but has not requested funding. Therapists work to keep families unified and prevent abuse and foster care placements. JSYS provides emergency shelter for youth 10 to 17 and has 2 transitional houses for young adults ages 18 to 20. CDBG funds will support case management to young adults.

Inmate Discharge. CHANCE helps inmates develop a re-entry plan for housing and other essential services when released. CHANCE provides emergency hotel stays, bus tickets, and takes clients to detox centers if beds are available, rent support, IDs, and birth certificates. Linn County Corrections Treatment Program helps those on probation or post-prison supervision address their substance abuse and mental health issues through treatment and rehabilitation for those who want to change their circumstances, work towards addiction recovery, address mental illness and criminal behaviors so that re-entry is successful. CHANCE and Albany Helping Hands coordinate with parole and probation staff. Albany Helping Hands houses sex offenders. Faith Hope and Charity mentors incarcerated youth and continues services through reintegration.

Recovery Support. CHANCE helps residents in recovery through peer support, self-help groups, and helps residents get into and stay housed. Ten Albany Oxford Houses provide housing for more than 130 people recovering from addiction and several faith-based transitional houses help residents discharged from institutions. Linn County Alcohol and Drug Services also have limited funding for rent and move in assistance for residents actively engaged in addiction treatment.

People with Intellectual or Developmental Disabilities. Linn County Health Services (LCHS) provides mental health evaluation, treatment, and crisis intervention services to residents. LCHS, in coordination with the DHS, provides housing support (including group homes, foster care homes, supported living and state-run community programs), in-home services, and transportation to appointments to residents with mental health and developmental disabilities. LBHA, Oregon Mennonite Residential Services, and Chamberlin House Inc. own and operate several houses and facilities for seniors and residents with disabilities. OCWCOG provides information and connections to adult foster homes.

Mental Institutions. LMCH coordinates with housing providers such as APHCD, Creating Housing Coalition, and LBHA to coordinate providing supportive housing to clients. CHANCE is trying to find funding to create transitional housing for people with mental illness, including those discharged from the Oregon State Hospital.

Creating Housing Coalition’s tiny house village has set aside 8 units for residents with severe mental illness, though not necessarily reserved for people discharged from mental institutions.

Discussion

To determine 2026 CDBG priorities, the CDC held agency consultations and solicited requests for applications to assess additional housing and supportive services needs for homeless and non-homeless residents that may have other special needs to determine 2026 CDBG priorities.

Program Year 2026 funds will provide services and companionship to help homebound seniors and disabled residents remain in their homes and will support a housing rehabilitation program for LMI homeowners and renters, which improve the sustainability and cost of housing enabling grant recipients to remain housed. Albany Partnership for housing and Community Development will expand their supportive housing program by purchasing an additional home which will add affordable supportive housing to homeless and low-income individuals who need behavioral health support. Jackson Street Youth Services will be able to provide case management for young adults to help them gain education and skills to move from the supported housing into permanent housing and jobs. Program year 2026 funds will also provide affordable summer care to youth in low-income families in a nurturing environment with academic focused activities, and meals. Lastly, Young Roots Oregon will provide supportive educational services to low-income youth and their families to help reduce barriers to affordable housing and prevent homelessness.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

High housing costs continue to be a barrier in both the rental and homeownership markets. According to the American Community Survey five-year data, the median rent went up from \$1,047 in 2020 to \$1,372 in 2024 and the median mortgage rose from \$1,535 in 2020 to \$1,894 in 2024. Many Albany households experience housing cost burden, with a majority being renters. Forty-three percent of Albany’s renters pay 35 percent or more of their income on rent compared to 22 percent of homeowners with a mortgage. For agencies serving low- and moderate-income residents and special populations, affordable housing is a top concern and priority. The price of land, availability of land, and the lack of funding or incentives for affordable housing are barriers to new affordable housing development in Albany.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In 2025, the City implemented most of the priority strategies from the Housing Implementation Plan (HIP) to remove land use controls and is evaluating incentive policies to decrease or offset the cost of creating affordable housing. The actions outlined in the HIP build on the those taken already to remove vehicle parking requirements, allow denser “middle housing” types in single dwelling unit zones, and will use CDBG funds to support affordable housing creation or preservation when partnership opportunities arise. The City will continue to identify and remove barriers to needed housing types, such as smaller housing that is more affordable and accessible.

Discussion:

Housing affordability continues to be a significant barrier for community members. To help address this challenge, the City of Albany recently adopted a Multi-unit Property Tax Exemption (MUPTe), a tool designed to incentivize housing development within the City’s existing and future mixed-use centers that are supported by public transit. The City has also implemented a Housing Construction Excise Tax (CET) to create a stable revenue source to support needed housing. Together, these strategies are intended to help support the development and preservation of affordable housing.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Albany, through implementation of this Action Plan, will support agencies working to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, assist in the development of the community's institutional structure, and enhance the coordination of public/private housing and services efforts.

Actions planned to address obstacles to meeting underserved needs

Each year, the City consults with area agencies and other public and governmental entities to identify opportunities to partner and collaborate resources and programming to address as many of Albany's underserved needs as possible. There are more needs than resources to meet those needs, especially for public services due to the public services cap of 15 percent.

The City prioritizes CDBG funding for activities that most effectively serve Albany's low- to moderate-income and special populations while enhancing livability and sustainability. The City annually allocates the full 15 percent of its CDBG award to support public services that address underserved needs. The City also strategically invests in housing rehabilitation to help LMI residents remain in their homes through essential repairs, while supporting the development of much needed affordable and transitional supportive housing.

Actions planned to foster and maintain affordable housing

Consultation with area housing providers is ongoing to assess capacity and resources for maintaining and adding affordable housing units. In 2024, 27 affordable housing units were created on a site cleared using CDBG funds and began housing mostly very low-income residents under a land trust model to ensure this housing is affordable and available permanently. The City is now experiencing the benefits of this prior CDBG investment.

In the 2026 program year, CDBG funds will continue to support a housing rehabilitation program. The Habitat home repair program will make essential repairs for LMI homeowners to improve and maintain Albany's existing affordable housing supply and reduce operating and maintenance costs. Funds will also support the purchasing of a new housing unit that will provide LMI affordable supportive rental housing that will remain affordable for the life of the property. The City will also pursue strategies outside the CDBG program to reduce barriers to creating affordable and other needed housing in Albany.

Actions planned to reduce lead-based paint hazards

Subrecipients that administer housing rehabilitation programs must follow federal lead safe housing and renovation rules. The City requires staff that administer these programs to be trained on lead-safety and require them to follow a lead-safe housing checklist on housing constructed before 1978. The checklist follows the federal requirements for lead safe housing and includes evaluation, testing, implementing safe work practices, compliance with the EPA's Renovator, repair and painting laws, clearance exams, or risk assessments as required. Subrecipients must distribute lead-hazard pamphlets to housing rehab grant recipients and

complete required consent paperwork with grantees.

Lead-hazard information pamphlets are available on the city's website and at Albany city hall for residents living in older homes.

The City will closely monitor each housing rehabilitation project involving housing units constructed before 1978 for compliance with the federal lead safety standards and processes.

Actions planned to reduce the number of poverty-level families

The City of Albany's anti-poverty strategies include the following actions:

- Support public service agencies that serve poverty level individuals and families and that help residents develop the skills and access resources needed to become employed, housed, and/or self-sufficient;
- Adopt tax abatement and other incentives to increase Albany's affordable housing supply and support local housing agencies' efforts to acquire and develop property;
- Improving affordable housing through housing rehabilitation to reduce overhead costs to residents.
- Increase job stability and economic opportunities for parents by offering free and reduced child and youth care over the summer months and before and after school.
- Explore economic opportunities for residents in poverty through programs at the local community college Small Business Development Center, which offers technical assistance, education, and partner with agencies that support microenterprises and job growth.

Actions planned to develop institutional structure

Albany is fortunate to have a spectrum of public, private, and institutional agencies with well-established service delivery structures within the city. City staff work closely with agencies, institutions, and the Community Services Consortium (action agency), to identify needs and select subrecipients to carry out activities that address priority needs identified in the Consolidated Plan and in the community. Coordination and communication results in partnerships and collaboration among agencies and ensure successful implementation of the CDBG programs and desired outcomes.

Actions planned to enhance coordination between public and private housing and social service agencies

City staff and CDC members look for opportunities to facilitate partnerships among public and private housing and service providers and other organizations and institutions in the community that serve Albany's vulnerable and LMI residents.

In the 2026 program year, the City's efforts to enhance coordination between public and private housing and social service agencies will include:

- Participating in HEART (Homeless Enrichment and Rehabilitation Team) and attending monthly

meetings.

- Collaborating with other housing and service agencies, governmental agencies, and institutions including Linn County Health Services, Samaritan Health Services, and Department of Human Services to assess community needs, identify opportunities to address them, and plan projects for both short- and long-term implementation.
- Collaborating with the COAT, an outreach program of Creating Housing Coalition (CHC). COAT goes out into the Albany community a couple of times a week to provide unhoused neighbors with food and information about service and housing and to build relationships so they are more inclined to seek services.
- Participating in the MAC group and attending monthly meetings.
- Participate in the Social Determinants of Health workgroup meetings for ongoing coordination with other local agencies.

Discussion:

The City of Albany will continue coordinating with and providing CDBG funding to area agencies to advance the goals of the 2023-2027 Consolidated Plan. 2026 funds were strategically allocated to address the needs of low- and moderate- income and vulnerable residents in Albany. Additionally, the City of Albany will pursue actions beyond the CDBG program to address Albany's housing needs by continuing to identify and remove barriers to housing and enacting strategies from the Housing Implementation Plan.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

In Albany, program income from the housing rehabilitation revolving loan fund is the only other source of CDBG funds that is directly generated from a CDBG-funded activity. When the housing rehabilitation loans are repaid, the program income will be used to continue housing rehabilitation programs within the City. The City has not used CDBG funds for any Section 108 loan guarantees or urban renewal settlements.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	TBD
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	TBD

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

Any program income from the housing rehabilitation loan repayments will be made directly to the City of Albany and awarded to the Habitat for Humanity Housing rehab program. These funds will be used immediately on eligible housing rehabilitation activities in Albany. The City of Albany and DevNW staff estimate there will be approximately \$72,000 in program income that will be used to continue housing rehabilitation. We anticipate that about \$50,000 of this will carry over into 2026.

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: B-26-MC-41-0011	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Albany, Oregon"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/>	* c. UEI: <input type="text"/>	
d. Address:		
* Street1:	<input type="text" value="333 Broadalbin Street SW"/>	
Street2:	<input type="text" value="P.O. Box 490"/>	
* City:	<input type="text" value="Albany"/>	
County/Parish:	<input type="text"/>	
* State:	<input type="text" value="OR: Oregon"/>	
Province:	<input type="text"/>	
* Country:	<input type="text" value="USA: UNITED STATES"/>	
* Zip / Postal Code:	<input type="text" value="97321-0144"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Community Development"/>	Division Name: <input type="text" value="Planning"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Ms."/>	* First Name:	<input type="text" value="Kaitlin"/>
Middle Name: <input type="text" value="R"/>		
* Last Name:	<input type="text" value="Martin"/>	
Suffix: <input type="text"/>		
Title:	<input type="text" value="Development Programs Analyst"/>	
Organizational Affiliation:	<input type="text" value="City of Albany"/>	
* Telephone Number: <input type="text"/>	Fax Number:	<input type="text"/>
* Email: <input type="text"/>		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Assistance Listing Number:

14.218

Assistance Listing Title:

CDBG Entitlement Grants

*** 12. Funding Opportunity Number:**

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

City of Albany 2026 Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: * b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="395,432.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="395,432.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on .

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

**Applicant and Recipient
Assurances and Certifications**
**U.S. Department of Housing
and Urban Development**

 OMB Number: 2501-0044
 Expiration Date: 02/28/2027

Instructions for the HUD-424-B Assurances and Certifications

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications, which replace any requirement to submit an SF-424-B or SF-424-D. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

As the duly representative of the applicant, I certify that the applicant:

*Authorized Representative Name:

Prefix: *First Name:
 Middle Name:
 *Last Name:
 Suffix:

*Title:

*Applicant Organization:

- Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.
- Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).
- Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et.seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.
- Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which

is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

- Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.
- Will not use Federal funding to promote diversity, equity, and inclusion (DEI) mandates, policies, programs, or activities that violate any applicable Federal anti-discrimination laws.
- Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.
- Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et.seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.
- That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHEs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true, accurate, and correct.

WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802; 24 CFR §28.10(b)(1)(iii)).

*Signature:

*Date:

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmative Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency Plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

Signature of Authorized Official

Date

Title

Specific Commitment Development Locum Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Commitment Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2026 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-based paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, and R.

Compliance with Laws -- It will comply with applicable laws.

Signature of Authorized Official

Date

Title

OPTIONAL Community Development Local Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature of Authorized Official

Date

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Supplimentation -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature of Authorized Official

Date

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major Rehabilitation Conversion Renovation – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy— The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature of Authorized Official

Date

Title

Posting Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature of Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



TO: Albany City Council

VIA: Peter Troedsson, City Manager

FROM: Erik Glover, City Recorder

DATE: May 10, 2026 , for the June 10, 2026 City Council Meeting

SUBJECT: Amendments to AMC Chapter 2.08 Nomination and Election of Officers

Purpose:

To present proposed amendments to the Albany Municipal Code(AMC) related to candidate filing procedures for elective office. The proposed changes amend the filing period to improve clarity for candidates, increase accessibility, and ensure compliance with recent changes to state law.

Background/Discussion:

The City of Albany established a filing period of August 5 to August 20 with the adoption of Ord. 2799 in 1958. Recent changes to Oregon election law now require incumbent candidates for elected office (City Council) to file for office, seven (7) days prior to the filing deadline for non-incumbent (includes appointed) candidates. The changes to state law, compress the already limited filing period. Under the city’s current structure to accommodate the new state law, non-incumbent candidates have approximately 15 days to complete the filing process, while incumbent candidates have approximately 7 days. Under the city’s new proposed structure, incumbents would have approximately 18 days, and non-incumbents would have approximately 25 days.

Each year the Oregon Secretary of State releases an annual elections calendar. This calendar sets deadlines for all aspects of elections in Oregon. Staff is proposing to adopt the Oregon Secretary of State candidate filing deadlines for general elections. This helps to ensure consistency between city code and state law; and provides one set of deadlines for candidates.

Staff is also proposing to modernize the AMC with an amendment to the newspaper notice requirement. The notice requirement was initially added in 1958 with Ord. No. 2799, and has had various amendments in 1992, and 2012. Since that time, the range of communication platforms the public uses have changed. There is no requirement in state law requiring newspaper notices for the opening of filing periods for candidate elections. Newspaper legal notices can be expensive, with staff estimates of around \$1,000 to \$2,000.

Staff is proposing to retain the AMC requirement to physically post the legal display case/bulletin board within City Hall. Additionally, it seems likely as a matter of practice that posting could take place at other public facing facilities such as Albany Public Library and Riverfront Community Center. It is likely that press releases could be distributed to the media distribution list, and across municipal social media platforms; shortly before or upon the candidate filing period opening.

The proposed language incorporates the new state-mandated filing deadline for incumbent candidates; while clarifying that individuals appointed to an elective office are not subject to the incumbent filing deadline. This package of changes is intended to expand access to the candidate filing process, provide clarity in elections deadlines, and ensure alignment with state law while maintaining clear and enforceable deadlines.

Other miscellaneous revisions are proposed to AMC 2.08 to modernize it, reduce costs, provide efficiencies, and make it easier to read.

Strategic Plan Impact:

This item forwards the strategic plan GOAL 1: Effectively and efficiently deliver the services that Albany’s citizens need, want, and are willing to support, by helping to ensure compliance with all federal and state regulations relating to municipal services. It also works to implement process improvement projects that reduce processing time and costs or increase revenues.

Budget/Staff Impact:

Staff estimates direct cost savings of \$1,000-\$2,000 per candidate election.

Staff Recommendation:

Staff recommends that the City Council discuss and deliberate on the proposed changes, hold a first and second reading and adopt the ordinance.

Alternatives:

1. Retain the existing code chapter by taking no action

Attachments:

1. Draft Ordinance
2. Current AMC Chapter 2.08



AN ORDINANCE AMENDING CHAPTER 2.08 OF THE ALBANY MUNICIPAL RELATING TO NOMINATION AND ELECTION OF OFFICERS

WHEREAS current procedures for filing for elective office are detailed in the Albany Municipal Code; and

WHEREAS, existing filing deadlines, as previously established by Ordinance 2799 provide a compressed filing period for candidates; and

WHEREAS, recent changes to state law establishing an earlier filing deadline for incumbent candidates further restrict the available filing period; and

WHEREAS, the City Council finds that providing clarity and an increased timeframe for the candidate filing period will improve access to the electoral process and ensure consistency with state law.

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

Section 1: The Albany Municipal Code Chapter 2.08 is hereby amended as provided in Exhibit A.

Section 2: This ordinance will be effective 30 days after adoption.

Passed by the Council: _____

Approved by the Mayor: _____

Effective Date: _____

Mayor

ATTEST:

City Recorder

Exhibit A

(*Unless otherwise specified, new language is shown in red, and text to be removed is depicted with strikethrough.)

Chapter 2.08 NOMINATION AND ELECTION OF OFFICERS

Sections:

[2.08.010](#) Nominations.

[2.08.020](#) ~~Filing nominations.~~ **Candidate Filing Period.**

[2.08.030](#) Notice of nominations.

[2.08.040](#) Wards.

2.08.010 Nominations.

A person having the qualifications as provided in Section 13 of the Charter may be nominated for office by either of the following methods:

(1) **Fee in lieu of petition**

A person may declare ~~himself/herself~~ **as** a candidate for elective office by filing with the City ~~Clerk~~ **Recorder, or their designee, forms provided by the Secretary of State; along with a declaration of candidacy** in substantially the following form ~~his/her~~ **declaration of candidacy**; together with a filing fee of [____]:

DECLARATION OF CANDIDACY

I, _____, hereby declare myself as a candidate for the office of _____ to serve for the ensuing term and say that I possess the necessary qualifications as described in Section 13, Charter of the City of Albany, Oregon.

DATED this ___ day of _____, ____.

_____ (Signature of Candidate)

(2) **Petition Form**

A petition may be filed with the City ~~Clerk~~ **Recorder, or their designee**, nominating a person as a candidate for office. **The form of petition shall be submitted on forms provided by the Oregon Secretary of State. The City Recorder, or their designee, shall approve completed forms prior to the candidate obtaining elector signatures** The petition must contain 100 signatures of persons having the same qualifications as the office sought, as provided in Section 13 of the Charter. In addition, the candidate must sign an acceptance of nomination. When filed with the City ~~Clerk~~ **Recorder**, the City ~~Clerk~~ **Recorder** shall check the signatures for validity. A person signing a nominating petition shall sign only one petition for each office. (Ord. 5778 § 1, 2012; Ord. 5013 § 1, 1992; Ord. 2799 § 1, 1958).

2.08.020 Filing nominations. Candidate Filing Period.

Nominations shall be filed on and after August 5th, and before 5:00 p.m. on August 20th of each year of the biennial election. (Ord. 2799 § 2, 1958).

(1) **Candidates for elective office shall file all required nomination materials with the City Recorder, or their designee, on, or after, August 1st of each biennial election and by the deadline established by Oregon state law. Candidate filings shall be accepted only during regular City business hours Monday through Friday, excluding legal holidays, and all filings must be received by the City Recorder no later than 5:00 p.m. on the applicable filing deadline. For purposes of this section, “business day” means any day that City Hall is open to the public, excluding Saturdays, Sundays, and legal holidays.**

(2) **Filing Deadline for Non-Incumbent Candidates.**

Non-incumbent candidates shall file all required nomination materials with the City Recorder, or their designee, no later than 5:00 p.m. on the deadline established by state law.

(3) **Filing Deadline for Incumbent Candidates.**

Incumbent candidates shall file all required nomination materials with the City Recorder, or their designee, no later than 5:00 p.m. on the deadline established by state law, which is seven (7) days prior to the filing deadline for non-incumbent candidates, or as otherwise provided by the Oregon Legislature. An individual who has been appointed to an elective office and is seeking election to that office shall not be considered an incumbent for purposes of this subsection and shall file in accordance with subsection (2) of this section.

2.08.030 Notice of nominations.

~~Not less than 90 days prior to each general election, the City Clerk shall cause to be published in a newspaper of general circulation, published within the City, a like notice on two occasions not more than 90 days nor less than 75 days prior to the general election.~~ **Upon the filing period opening the City Clerk Recorder, or their designee, shall post on the bulletin board of the City Hall a list of officers to be elected at the next general election. This notice shall remain posted until nominations are closed.**

The notice shall be substantially in the following form:

NOTICE OF RECEIVING NOMINATIONS

NOTICE IS HEREBY GIVEN that at the regular biennial election, the City of Albany will elect the following officers:

MAYOR

Term: January 1, ____, to December 31, ____.

COUNCILOR, Ward I
Term: January 1, ____, to December 31, ____.

COUNCILOR, Ward II
Term: January 1, ____, to December 31, ____.

COUNCILOR, Ward III
Term: January 1, ____, to December 31, ____.

Nominations will be received at the office of the City ~~Clerk~~ Recorder on and after August 15 and until 5:00 p.m. on the deadline established by state law. ~~August 20 of this year.~~ Nominations may be made by declaration of candidacy, signed by the candidate, together with a filing fee of \$ ____, or by the filing of a petition containing the signatures of 100 persons having the same qualifications as the office sought and an acceptance of nomination by the candidate. A person signing a petition shall sign only one petition for each office.

Qualifications as prescribed in the Charter of the City of Albany are as follows:

The candidate must be a qualified elector within the meaning of the Constitution of Oregon and have resided in the City during the 12 months immediately preceding the election and in the Ward they seek ~~he or she seeks~~ to represent, in the case of Councilor, for a period of 90 days immediately prior to election.

Forms for petitions and declarations are available at the office of the City ~~Clerk~~ Recorder in the Albany City Hall.

DATED this ____ day of _____, ____.

_____ City ~~Clerk~~ Recorder

(Ord. 5778 § 1, 2012; Ord. 5013 § 1, 1992; Ord. 2799 § 3, 1958).

2.08.040 Wards.

For the purpose of municipal representation, the City is hereby divided into three wards designated and bounded as follows:

Ward I is hereby declared to include all of that property of the City north of the Willamette River; and all of that property of the City west of the following line: Beginning at the north boundary of the City of Albany and Pacific Boulevard (State Highway 99); hence westerly and southerly along the centerline of Pacific Boulevard to the center of the intersection with Oak Creek; hence follow westerly Oak Creek to the western boundary of the City of Albany; hence northerly along the City Boundary to the center of the Willamette River.

Ward II is hereby declared to include that property that is in the following area: Beginning at the intersection of the center of Pacific Boulevard and Geary Street; hence southerly along the centerline of Geary Street to the center of the Albany/Santiam Canal; hence westerly along the center of the Albany/Santiam Canal to a point which would be formed at the centerline of Lochner Road if it was extended to cross the Albany/Santiam Canal; hence following the southern City limits boundaries westerly to the farthest southwest city limit; hence northerly along the city limits to its intersection with Oak Creek; hence easterly following the southern boundary of Ward I; hence northerly following the eastern boundary of Ward I to the intersection of the center of Pacific Boulevard and Geary Street.

Ward III is hereby declared to include all of that property of the City that lies east of the following described line: Beginning at the north end of the boundary of the City of Albany that intersects with Interstate 5 and Pacific Boulevard; hence southerly along the centerline of Pacific Boulevard to the centerline of Geary Street; hence follow the easterly boundary of Ward II to the intersection of the southerly City limits.

(Ord. 5525 § 1, 2002; Ord. 5332 § 1, 1997; Ord. 5005 § 1, 1992; Ord. 4982 § 1, 1991; Ord. 4859 § 1, 1989; Ord. 4507 § 1, 1982; Ord. 3775 § 1, 1974; Ord. 3647 § 1, 1972; Ord. 2979 § 1, 1961; Ord. 2941 § 1, 1961; Ord. 2213 § 1, 1950).

**CHAPTER 2.08
NOMINATION AND ELECTION OF OFFICERS**

§ 2.08.010. Nominations.

A person having the qualifications as provided in Section 13 of the Charter may be nominated for office by either of the following methods:

- (1) A person may declare himself/herself a candidate for elective office by filing with the City Clerk in substantially the following form his/her declaration of candidacy, together with a filing fee of [_____]:

DECLARATION OF CANDIDACY

I, _____, hereby declare myself as a candidate for the office of _____ to serve for the ensuing term and say that I possess the necessary qualifications as described in Section 13, Charter of the City of Albany, Oregon.

DATED this _____ day of _____, _____.

(Signature of Candidate)

- (2) A petition may be filed with the City Clerk nominating a person as a candidate for office. The petition must contain 100 signatures of persons having the same qualifications as the office sought, as provided in Section 13 of the Charter. In addition, the candidate must sign an acceptance of nomination. When filed with the City Clerk, the City Clerk shall check the signatures for validity. A person signing a nominating petition shall sign only one petition for each office.

(Ord. 2799 § 1, 1958; Ord. 5013 § 1, 1992; Ord. 5778 § 1, 2012)

§ 2.08.020. Filing nominations.

Nominations shall be filed on and after August 5th, and before 5:00 p.m. on August 20th of each year of the biennial election.

(Ord. 2799 § 2, 1958)

§ 2.08.030. Notice of nominations.

Not less than 90 days prior to each general election, the City Clerk shall post on the bulletin board of the City Hall a list of officers to be elected at the next general election. This notice shall remain posted until nominations are closed. In addition, the Clerk shall cause to be published in a newspaper of general circulation, published within the City, a like notice on two occasions not more than 90 days nor less than 75 days prior to the general election.

The notice shall be substantially in the following form:

NOTICE OF RECEIVING NOMINATIONS

NOTICE IS HEREBY GIVEN that at the regular biennial election, the City of Albany will elect the following officers:

MAYOR

Term: January 1, _____, to December 31, _____.

COUNCILOR, Ward I

Term: January 1, _____, to December 31, _____.

COUNCILOR, Ward II

Term: January 1, _____, to December 31, _____.

COUNCILOR, Ward III

Term: January 1, _____, to December 31, _____.

Nominations will be received at the office of the City Clerk on and after August 5 and until 5:00 p.m. on August 20 of this year. Nominations may be made by declaration of candidacy, signed by the candidate, together with a filing fee of \$_____, or by the filing of a petition containing the signatures of 100 persons having the same qualifications as the office sought and an acceptance of nomination by the candidate. A person signing a petition shall sign only one petition for each office.

Qualifications as prescribed in the Charter of the City of Albany are as follows:

The candidate must be a qualified elector within the meaning of the Constitution of Oregon and have resided in the City during the 12 months immediately preceding the election and in the Ward he or she seeks to represent, in the case of Councilor, for a period of 90 days immediately prior to election.

Forms for petitions and declarations are available at the office of the City Clerk in the Albany City Hall.

DATED this _____ day of _____, _____.

City Clerk

(Ord. 2799 § 3, 1958; Ord. 5013 § 1, 1992; Ord. 5778 § 1, 2012)

§ 2.08.040. Wards.

For the purpose of municipal representation, the City is hereby divided into three wards designated and bounded as follows:

Ward I is hereby declared to include all of that property of the City north of the Willamette River; and all of that property of the City west of the following line: Beginning at the north boundary of the City of Albany and Pacific Boulevard (State Highway 99); hence westerly and southerly along the centerline of Pacific Boulevard to the center of the intersection with Oak Creek; hence follow westerly Oak Creek to the western boundary of the City of Albany; hence northerly along the City Boundary to the center of the Willamette River.

Ward II is hereby declared to include that property that is in the following area: Beginning at the intersection of the center of Pacific Boulevard and Geary Street; hence southerly along the centerline of Geary Street to the center of the Albany/Santiam Canal; hence westerly along the center of the Albany/Santiam Canal to a point which would be formed at the centerline of Lochner Road if it was extended to cross the Albany/Santiam Canal; hence following the southern City limits boundaries westerly to the farthest southwest city limit; hence northerly along the city limits to its intersection with Oak Creek; hence easterly following the southern boundary of Ward I; hence northerly following the eastern boundary of Ward I to the intersection of the center of Pacific Boulevard and Geary Street.

Ward III is hereby declared to include all of that property of the City that lies east of the following described line: Beginning at the north end of the boundary of the City of Albany that intersects with Interstate 5 and Pacific Boulevard; hence southerly along the centerline of Pacific Boulevard to the centerline of Geary Street; hence follow the easterly boundary of Ward II to the intersection of the southerly City limits.

(Ord. 2213 § 1, 1950; Ord. 2941 § 1, 1961; Ord. 2979 § 1, 1961; Ord. 3647 § 1, 1972; Ord. 3775 § 1, 1974; Ord. 4507 § 1, 1982; Ord. 4859 § 1, 1989; Ord. 4982 § 1, 1991; Ord. 5005 § 1, 1992; Ord. 5332 § 1, 1997; Ord. 5525 § 1, 2002)



TO: Albany City Council

VIA: Peter Troedsson, City Manager
Paul Trombino III, P.E., Public Works Director

A handwritten signature in blue ink, appearing to be "PT", located to the right of the "VIA:" field.

FROM: Nolan Nelson, P.E., Civil Engineer III
Staci Belcastro, P.E., City Engineer

DATE: May 28, 2026, for the June 10, 2026, City Council Meeting

SUBJECT: Award of Contract for W-26-03-CC, North Albany Water Pump Station Study

Purpose:

To award a professional services agreement with RH2 Engineering, Inc. to complete predesign engineering services for the North Albany Water Pump Station Project (W-26-03-CC).

Background/Discussion:

The City provides municipal water service to the cities of Albany and Millersburg, as well as to additional customers located outside the Urban Growth Boundary (UGB). The City's water system includes 272 miles of distribution and transmission piping, six pumping stations, nine storage reservoirs, two treatment plants, and other appurtenances such as system valves and flushing stations. In 2024, the City completed a comprehensive evaluation to identify deficiencies under existing and future demand conditions. The resultant Water Master Plan prioritized capital improvement projects, provided planning level costs, and estimated timelines and implementation triggers to maintain desired service levels as the community grows. The final chapter of the water master plan lists recommended Capital Improvement Program (CIP) projects for a 20-year planning window 2024 to 2043, with some projects planned beyond 2043.

The plan identified replacement of the North Albany Pump Station (NAPS) as a near term improvement needed to address capacity, seismic, and condition assessment concerns. The North Albany Pump Station project is included in the current biennial budget in the Capital Improvement Program.

The City publicly advertised a competitive Request for Proposals (RFP) for consulting services to design the replacement of the North Albany water pump station on January 5, 2026. Proposals were due on February 4, 2026, and five proposals were received in response to the RFP. An evaluation committee comprised of department representatives from both Public Works Operations and Engineering, reviewed and scored the proposal based on experience and qualification of the project team, project approach,

coordination, schedule, and references. The evaluation committee determined that RH2 Engineering, Inc.'s proposal was responsive and responsible, and it meets the project requirements and offers a highly qualified team with relevant experience; and strong capabilities in construction design, system planning, and system evaluation.

The RFP sought consultant services for the project from predesign through construction phases. During the RFP process, RH2 proposed alternative concepts that may reduce or defer future improvements identified in the Water Master Plan for the Gibson Hill Pump Station, which is anticipated to require replacement within the next five years to meet future water demands.

To evaluate these alternatives, RH2 must first complete a predesign phase to analyze options and identify a recommended approach based on factors including construction cost, long-term operating costs, operational complexity, operator safety, and impacts on future system improvements. Because the outcome of the predesign effort will directly affect the scope and complexity of the final project, the cost for final design and construction engineering services cannot be accurately determined at this time.

Accordingly, this contract will be limited to the predesign phase. Once the preferred alternative is identified, staff will negotiate the scope and fee for the remaining design and construction engineering services with RH2 and return to Council with a contract amendment for approval.

The professional services contract for the predesign phase is below the threshold requiring Council approval and would normally be awarded administratively under Albany Municipal Code. However, because the project is anticipated to exceed \$250,000 in total once future design and construction engineering phases are developed and authorized, Council approval is being requested now. This approval will allow the City to continue awarding subsequent phases of work to RH2 under the same solicitation process without issuing a new RFP.

Strategic Plan Impact:

Design and construction of the North Albany Pump Station aligns with the 2026-2030 Strategic Plan under the two Vision Areas: Reliable and Sustainable Infrastructure and Safe and Resilient Community.

Budget/Staff Impact:

The professional services contract for the predesign is approximately \$67,505.

This project will be funded from the Water Capital Fund.

Staff Recommendation:

1. Approve, by motion, the attached resolution awarding a contract to RH2 Engineering for the North Albany Pump Station consulting services; and
2. Authorizing the public works director to enter into a contract with RH2 Engineering for North Albany Pump Station consulting services.

Alternatives:

1. Award the contract as recommended.
2. Do not award the contract.

Attachments:

1. Resolution



A RESOLUTION AWARDING A CONTRACT TO RH2 ENGINEERING FOR NORTH ALBANY PUMP STATION CONSULTING SERVICES; AND AUTHORIZING THE PUBLIC WORKS DIRECTOR TO ENTER INTO A CONTRACT WITH RH2 ENGINEERING, INC FOR NORTH ALBANY PUMP STATION CONSULTING SERVICES

WHEREAS, the City of Albany owns and operates a water distribution and treatment system that serves customers within the City and its Urban Growth Boundary and conveys flows from the jointly owned Albany-Millersburg Water Treatment Plant and the Vine Street Treatment Plant; and

WHEREAS, the City requires improvements to the North Albany Pump Station due to system demands, seismic requirements, life-cycle equipment replacement, and infrastructure needs; and

WHEREAS, on January 5, 2026 the City advertised a competitive Request for Proposals (RFP) for the North Albany Pump Station Consulting Services; and

WHEREAS, the objective was to enter into a professional services contract with a qualified consultant to provide services resulting in the development of a North Albany Pump Station Predesign Report; and

WHEREAS, the RFP closed on February 4, 2026, and the City received five proposals; and

WHEREAS, the City's selection review committee was comprised of department representatives from Operations and Engineering, who reviewed and scored the proposal based on experience and qualifications of the project team; the approach, coordination and schedule; and references; and

WHEREAS, RH2 Engineering Inc (RH2) was found to be responsive and responsible, and the final scores supported RH2 as the apparent successful proposer, the selection review team recommends Council award a contract for consulting services to complete the North Albany Pump Station predesign; and

WHEREAS, RH2 proposed alternative concepts that may reduce or defer future improvements identified in the Water Master Plan for the Gibson Hill Pump Station; and

WHEREAS, the contract is currently limited to predesign services needed to evaluate alternatives and identify a recommended approach, and once future design and construction engineering phases are authorized, Council approval will be necessary to allow future phases to proceed under the original RFP process without issuing a new solicitation.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council hereby accepts the proposal and awards a contract to RH2 for the North Albany Pump Station consulting services; and

BE IT FURTHER RESOLVED that the public works director is hereby authorized to enter into a contract between the City of Albany and RH2 for the North Albany Pump Station consulting services for approximately \$67,505.

DATED AND EFFECTIVE THIS 10TH DAY OF JUNE 2026.

Mayor

ATTEST:

City Recorder



TO: Albany City Council

VIA: Peter Troedsson, City Manager
Paul Trombino III, P.E., Public Works Director

FROM: Staci Belcastro, P.E., City Engineer
Aaron Hiemstra, P.E., Engineering Manager | Assistant City Engineer

DATE: May 22, 2026, for the June 10, 2026, City Council Meeting



SUBJECT: Request for City Water Service for Property Outside City Urban Growth Boundary

Purpose:

Consider approving a request (Attachment 1) from Juan Carlos Orozco and Luz Maria Lopez for City water service to their residence at 4714 Springhill Drive, which is located outside the Urban Growth Boundary (UGB).

Background/Discussion:

The owners, Juan Carlos Orozco and Luz Maria Lopez, purchased the property in March 2023 with the understanding that the 385-foot deep well would supply adequate water. Shortly after the escrow closed, they discovered that the well was dry and have since relied on hauled water, creating a significant hardship. The vicinity map included as Attachment 2 shows the owners property located outside both the city limits and the urban growth boundary (UGB).

The owners consulted Corvallis Drilling Company regarding the feasibility of drilling a replacement well. Unfortunately, drilling a new well is not a viable option. The driller advised that a new well would be extremely costly, has only a 50% chance of producing usable water, and space for drilling on their property is limited (Attachment 3).

State law allows cities to provide water service to customers outside the UGB; however, Albany’s adopted policies generally prohibit such extensions unless specifically authorized by City Council. Current policies in place include:

- Albany Municipal Code 11.01.140 states “Each application for service outside the City may be acted upon on its merits without regard to any other past or present application or service.”
- Comprehensive Plan GOAL 11: PUBLIC FACILITIES AND SERVICES states “10. For those properties located outside the urban growth boundary, prohibit extension of water service except as provided by Albany City Council policy or resolution, or specific contracts.”
- Resolution No. 3363 (Attachment 4) is specific to water mains located outside the UGB in North Albany that were transferred to the city in 1991 from the North Albany County Service District to the city in 1991. The request from Orozco/Lopez does not meet the criteria for service under Resolution 3363.

Should council approve the owners’ request for a water service, they would be responsible for applying for a water meter permit and paying fees. The estimated costs for a 1-inch water service,

meter box, water meter, and Systems Development Charges based on current fees are summarized below:

- Installation fee \$2,950
- System Development Charge Fee \$4,572

The owners will also be responsible for costs associated with work required on the private side or back side of the water meter. This work will be completed by a contractor or plumber under a permit from Benton County. They need to acquire a private easement from their neighbor to access the public water main and will need a reduced pressure backflow device unless the existing well is decommissioned per State requirements.

Strategic Plan Impact:

Provision of this water service is consistent with the following strategic plan goal:

Goal 2: Provide safe, sufficient, and reliable drinking water, sewage disposal, and drainage systems, found under the Safe City theme in the city's adopted strategic plan.

Budget/Staff Impact:

None. If Council approves the owners request for a water service outside the UGB, the owners will pay all costs associated with installing the water service including a System Development Charge when applying for a water meter permit. After installation, they will become City of Albany water system customers and be billed monthly under the current rate resolution.

Staff Recommendation:

Staff recommends that council, by motion, approve the request for a 1-inch water service to 4714 Springhill Drive with the following conditions:

1. Obtain a City of Albany water meter permit and pay the installation and System Development Charge fees.
2. Obtain plumbing permit from Benton County.
3. Decommission the existing well per state requirements or install a reduce pressure backflow device.
4. Secure any necessary private easements needed to install the private service piping from the water meter to the residence.

Alternatives:

1. Deny Request
2. Approve Request. Approval of the request would best be made by Resolution outlining why the property is eligible for water service, and conditions included in the staff recommendation. A sample resolution is included as Attachment 5 for council's consideration.

Attachments:

1. Water Service Request Letter
2. Vicinity Map
3. Corvallis Drilling Company Letter

4. Resolution 3363
5. Draft Resolution

Juan Carlos Orozco
Luz Maria Lopez
4714 Springhill Drive
Albany OR 97321

May 14, 2026

Aaron Hiemstra
Engineering Manager/Assistant City Engineer
Public Works Engineering
City of Albany, Oregon
333 Broadalbin St. SW, Albany OR 97321

Re: Request for Water Service
4714 Springhill Drive
Albany OR 97321

Dear Aaron and City Council of Albany;

We are currently without water at our home located at 4714 Springhill Drive, Albany OR 97321, and desperately need a City of Albany water connection. We are formally requesting a connection to City of Albany Water. We would like to explain the situation we are in and how we got to this point.

Approximately 3 years ago in March 2023 we purchased the home at 4714 Springhill Drive. At the time we purchased the home we were told the well was in good working order, only to discover after Escrow closed we did not have water. There was a pumping system with a display that reads "Well Dry".

The well was drilled in 1993 at a depth of 385 feet and only produced 6 gallons per minute at that time, and over the years the well has plugged up with Calcium, minerals, clay, and manganese so it is no longer working. We were informed by Corvallis Well drilling that the wells in that area that were drilled so deep are failing and it would not be wise to try and dig another well as the same problem we have now would occur in the future again at some point. That is why we are seeking a City Water hook up now.

-2-

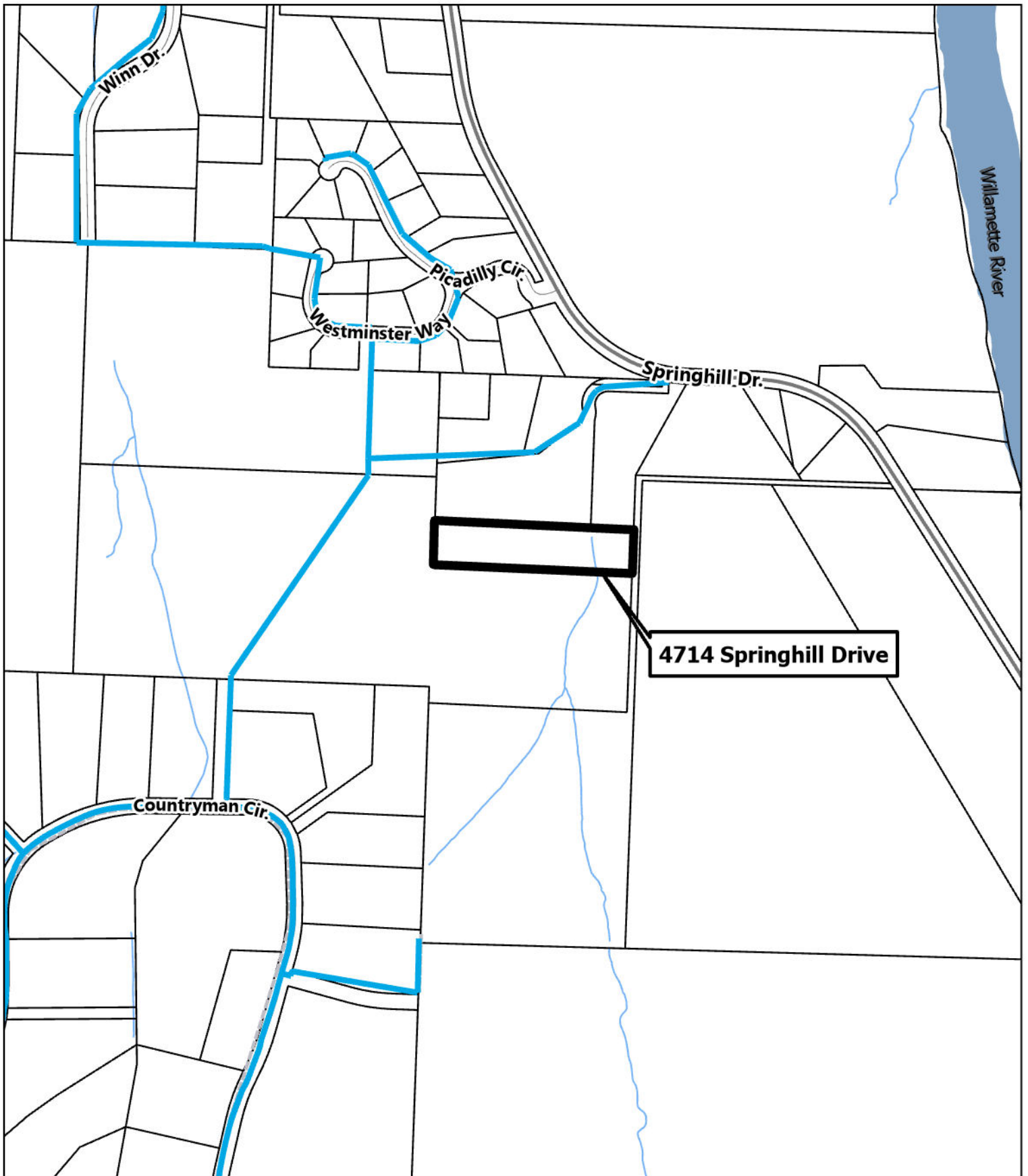
At the time we bought our house, and were not able to get water, our neighbors at the time were kind enough to allow us to connect to their water with a hose and run it to a large holding tank we have on the property. That is how we got our water up until about a year ago when our neighbors sold their house. The new owners would not continue to allow us to get water from their home any longer, so we have been hauling water from our daughter's house in town to our holding tank on Springhill. This is causing us a hardship that we can no longer sustain.

We understand there will be costs associated with us getting City Water and are prepared to pay for those expenses.

We appreciate your help and attention to this matter.

Sincerely

Juan Carlos Orozco
Luz Maria Lopez

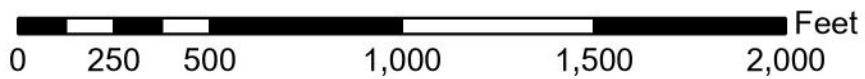


4714 Springhill Drive

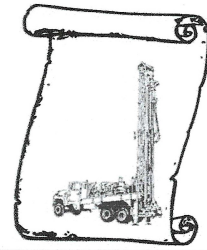
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ATTACHMENT 2: VICINITY MAP
4714 Springhill Drive



Corvallis Drilling Co. Inc.



3440 SW 3RD St
Corvallis, OR. 97333
541-753-8991 Office
541-602-4798 Cell
corvallisdrilling@hotmail.com

May 17, 2026

Dear Candice Dinnis,

Well Site Property:

4714 Springhill Dr.
Albany, OR. 97321

This property already has one existing deep-water well that has dried up. Drilling a second deep-water well is extremely costly and carries only about a 50% chance of producing any usable water. When space for drilling is limited, the most reliable and responsible option is to connect to an established, guaranteed water source when permitted. This ensures consistent access to water and avoids the financial and environmental risks of drilling another unsuccessful well.

Sincerely,

Clinton Kinney
Corvallis Drilling Co. Inc.

RESOLUTION NO. 3363

WHEREAS, the City of Albany has assumed responsibility for the operation of the water system in North Albany formerly operated by the North Albany County Service District; and

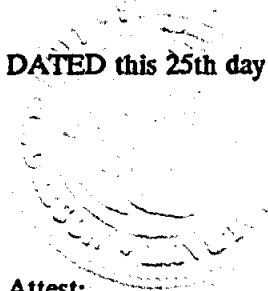
WHEREAS, the water system in North Albany includes water mains outside the Albany city limits; and

WHEREAS, a connection policy is required to address requests for water service outside the city limits.

NOW, THEREFORE, BE IT RESOLVED that the connection policy outside the Albany city limits in the North Albany area shall be as follows:

1. No waterline extensions shall be allowed outside the Albany city limits.
2. Service shall be provided only to parcels immediately adjacent to existing waterlines, as the parcel existed on July 1, 1991.
3. One 3/4-inch water meter connection may be allowed for each unserved property adjacent to an existing waterline, as the parcel existed on July 1, 1991.
4. In the event of the partitioning of land, additional 3/4-inch meter connections may be allowed provided the applicant is able to present multiple unused water shares that were not extinguished, invalidated, or acquired by the North Albany County Service District, from one of the non-profit corporate entities that predated the North Albany County Service District. The water shares must be for property that is owned or was formerly owned by the original grantee of the share and which was owned by the applicant on November 17, 1993. Multiple shares are required for connections in excess of that allowed without water shares. For example, two shares are required for one additional connection, and three shares are required for two additional connections. No new parcel, for which a water connection is granted pursuant to this policy, shall be eligible for additional connections upon subsequent partitioning or subdividing.
5. A connection may be made only if the City is satisfied the requested connection, by itself or cumulatively with others, will not degrade water service to any existing water customer, either inside or outside the city limits, or to any future water customer inside the city limits, below minimum standards necessary for domestic and fire safety purposes.

DATED this 25th day of May 1994.



Attest:



Mayor



Deputy City Recorder



RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY OF ALBANY TO PROVIDE WATER SERVICE TO PROPERTY LOCATED OUTSIDE THE URBAN GROWTH BOUNDARY AT 4714 SPRINGHILL DRIVE, ALBANY, OREGON, AND ESTABLISHING CONDITIONS OF APPROVAL

WHEREAS, the property owners, Juan Carlos Orozco and Luz Maria Lopez, have requested City of Albany water service to their residence located at 4714 Springhill Drive; and

WHEREAS, the property is located outside both the Albany city limits and the Urban Growth Boundary (UGB), and therefore extension of water service may only occur with City Council approval; and

WHEREAS, although state law permits cities to extend water service outside an Urban Growth Boundary, Albany's Comprehensive Plan Goal 11 and related policies generally prohibit providing such service unless expressly authorized by the Albany City Council; and

WHEREAS, the property owners purchased the residence in March 2023 with the understanding that the existing well provided adequate supply, but later learned the well was dry and have since experienced significant hardship relying on hauled water; and

WHEREAS, the owners sought professional evaluation from Corvallis Drilling Company, which advised that drilling a replacement well would be extremely costly, would have only a 50 percent chance of producing usable water, and is constrained by limited feasible drilling area on the property; and

WHEREAS, the requested service connection does not qualify under Resolution No. 3363 but may be considered independently under Albany Municipal Code 11.01.140, which allows individual requests for water service outside the city to be evaluated on their own merits; and

WHEREAS, extension of a single water service connection under the conditions described herein is consistent with the City's Strategic Plan Goal 2: Provide safe, sufficient, and reliable drinking water; and

WHEREAS, if approved, the property owners will pay all required installation fees, System Development Charges, and will comply with all applicable plumbing, backflow, and easement requirements.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that water service is hereby authorized to the property at 4714 Springhill Drive, subject to the following conditions:

1. The property owners shall obtain a City of Albany water meter permit and shall pay all associated installation fees and the applicable System Development Charge.
2. The property owners shall obtain a plumbing permit from Benton County for all private-side work.
3. The existing well shall be decommissioned in accordance with state requirements, or alternatively, a reduced-pressure backflow prevention assembly shall be installed to protect the public water system.

-
4. The property owners shall secure all necessary private easements to install and maintain the private water service line from the meter to the residence.
 5. The property owners shall be responsible for all private-side construction, maintenance, and any additional costs associated with providing service to the property.
 6. Upon installation of the water service, the owners shall become City of Albany water customers and shall be billed under the current rate resolution.

BE IT FURTHER RESOLVED that this approval applies only to the property at 4714 Springhill Drive and shall not be considered precedent for future requests for service outside the Urban Growth Boundary.

DATED AND EFFECTIVE THIS 10TH DAY OF JUNE 2026.

Mayor

ATTEST:

City Recorder



TO: Albany City Council

VIA: Peter Troedsson, City Manager
Paul Trombino III, P.E., Public Works Director

FROM: Staci Belcastro, P.E., City Engineer
Chris Cerklewski, P.E., Civil Engineer III

DATE: May 20, 2026, for the June 10, 2026, City Council Meeting

A handwritten signature in blue ink, appearing to be "STACI BELCASTRO".

SUBJECT: Award of Contract for ST-26-03, Hill Street Overlay, Highway 99E To Queen Avenue

Purpose:

Consider awarding a contract for ST-26-03, Hill Street Overlay, Highway 99E To Queen Avenue to Roy Houck Construction LLC, of Salem, Oregon, to pave an asphalt overlay and construct new storm drain pipes.

Background/Discussion:

On Tuesday, May 19, 2026, bids were opened for ST-26-03, Hill Street Overlay, Highway 99E To Queen Avenue. There were three bids submitted for this project, ranging from \$1,413,897.50 to \$1,557,202.50. The Engineer’s estimate was \$1,500,000. A bid summary is provided as Attachment 1.

Project Scope & Justification

This project includes an approximately 3,400 linear-foot-long asphalt overlay on Hill Street between Pacific Boulevard and Queen Avenue, including new curb ramps, and repairs to damaged sidewalks and curbs. This section of Hill Street was reconstructed in 2004 with the last of the funding from the 1998 General Obligation Street Bond. This asphalt overlay will preserve and extend the life of the pavement at the lowest long-term life cycle cost.

In addition to the asphalt overlay on Hill Street, approximately 1,000 linear feet of 18-inch, 12-inch and 10-inch diameter storm drain will be constructed on 12th Avenue from Hill Street to Lafayette Street and on Lafayette Street north of 12th Avenue. These streets currently do not have any storm drains and experience flooding on a regular basis. Extension of new storm drains on these streets was identified in the 2021 Stormwater Master Plan. This storm drain work was combined with the Hill Street Overlay project because the two projects are adjacent and will help avoid conflicts between two different contractors, as well as provides cost savings due to economies of scale.

A project vicinity map is provided as Attachment 2.

Financial Impact:

This work is scheduled for Fiscal Year 2026 as part of the 2026-2030 Capital Improvement Program. Based on the project bid and anticipated related costs, a summary of the total estimated project cost is shown in the following table. Amounts are rounded to the nearest \$100.

Project Components	Estimated Cost
I. Engineering Costs	
a. Engineering Design	\$80,000
b. Construction Inspection	\$100,000
<i>Engineering Subtotal</i>	\$180,000
II. Construction Costs	
a. Construction Contract	\$1,413,900
b. Contingency (10%)	\$141,400
<i>Construction Subtotal</i>	\$1,555,300
<i>Total Estimated Project Cost</i>	\$1,735,300
<i>Project Budget</i>	\$1,380,000
<i>Under/(Over) Project Budget</i>	(\$355,300)

Strategic Plan Impact:

Construction of these improvements aligns with the 2026-2030 Strategic Plan under the Vision Areas of Reliable and Sustainable Infrastructure and Safe and Resilient Community.

Budget/Staff Impact:

This project will be funded from the Street Capital and Restoration fund and the Stormwater Capital Projects fund. There are adequate reserves in both funds to cover the estimated overage of \$355,300. Additionally, approximately \$140,000 of the total estimated project cost is contingency funds that are held to deal with changed conditions during construction. While these funds may be required to complete the project, if changes are minimal, much of the contingency can be saved and reduce the overall estimated project cost.

Staff Recommendation:

Staff recommends that Council, by motion, award this contract in the amount of \$1,413,897.50 to the low bidder, Roy Houck Construction LLC, of Salem, Oregon.

Alternatives:

1. Award the contract as recommended.
2. Do not award the contract.

Attachments:

Attachment 1 – Bid Summary

Attachment 2 – Project Vicinity Map

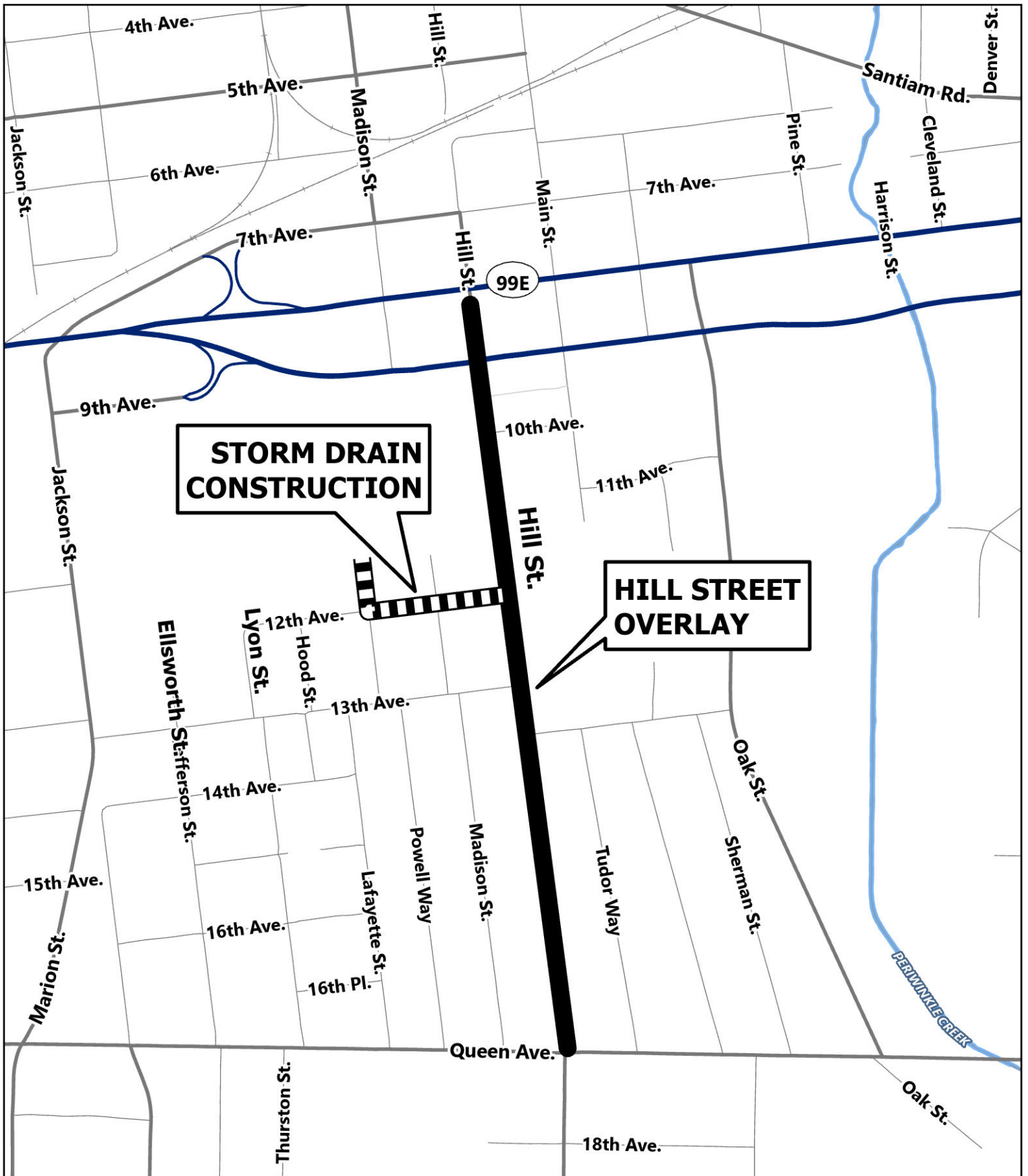


CITY OF ALBANY, OREGON
Public Works Department
Construction Contract Bids

Project: ST-26-03, Hill Street Overlay, Highway 99E To Queen Avenue

Bid Opening: Tuesday, May 19, 2026

Engineer's Estimate	Roy Houck Construction, LLC (Salem, OR)	Knife River Corporation (Tangent, OR)	North Santiam Paving Co. (Stayton, OR)
\$1,500,000	\$1,413,897.50	\$1,524,978.62	\$1,557,202.50



STORM DRAIN CONSTRUCTION

HILL STREET OVERLAY

**ATTACHMENT 2: PROJECT VICINITY MAP
ST-26-03: HILL STREET OVERLAY
HIGHWAY 99E TO QUEEN AVENUE**

