



COMMUNITY DEVELOPMENT COMMISSION

AGENDA

Monday, February 11, 2019

Noon

Santiam Room, City Hall

333 Broadalbin Street SW

1. CALL TO ORDER (Zimmer)
2. ELECTION OF CHAIR AND VICE CHAIR (Zimmer)
3. APPROVAL OF MINUTES (New Chair)
 - a. January 28, 2019
4. SCHEDULED BUSINESS
 - a. Economic Opportunity Grant, Homegrown Oregon Foods (Staff)
 - b. Public Services Applicant Presentations and Grants Evaluation (Staff)
 - c. Program Updates (verbal) (Staff)
5. BUSINESS FROM THE COMMISSION
6. NEXT MEETING DATE: February 25, 2019
7. ADJOURNMENT

The location of this meeting is accessible to the disabled. If you have a disability that requires accommodation, please notify the City Manager's Office in advance of the meeting: CMadmin@cityofalbany.net | 541-704-2307 or 541-917-7519.

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City of Albany
Community Development Commission
Santiam Room, 333 Broadalbin Street SW
Monday, January 28, 2019, Noon
Approved: DRAFT

MINUTES

Commissioners Present

Paula Matano (left at 1:42), Tara Dixon, Chris Equinoa, Meagan Harsen, Dick Olsen, Daniel Sullivan, Joann Zimmer, Karen Cardosa, Sharon Konopa (arrived 12:08), Melissa Murphy

Commissioners Absent

None

Staff Present

Anne Catlin, Planner III; David Martineau, Planning Manager; Edie O'Neil, PW Contracting Assistant

Chair Zimmer opened the meeting at 12:05 pm

Scheduled Business

12:08 pm

Oregon Home Grown Foods

12:08 pm

Shawna Turkins, owner, gave an overview of the business' purpose and mission. She explained they are needing to expand due to extensive business growth. She stated they are the only certified gluten-free restaurant in the area and have a tentative agreement on a larger space. Cardosa asked about gluten consumption. Ms. Turkins explained the importance of needing gluten-free foods available for people with special dietary needs, and it is a growing need. She estimates needing to add up to ten more employees within the next year. She stated she had spoken with Seth Sherry, City of Albany Economic Development Manager, about several funding and growth opportunities. Murphy asked if they had any small business loans. Ms. Turkins explained their bank will not finance any more buildout; however, she is exploring a Small Business Administration loan. Murphy asked if they had signed a lease on the new building yet. Ms. Turkins stated they had not; they were waiting for full funding first.

Agency Presentations

12:24 pm

Furniture Share

12:24 pm

Michelle Robinson, Director, gave statistics on the business. She stated they are requesting \$15,000 to help sustain the program that provides food boxes and furniture for Albany residents, adding that the program would be diverting 136 tons of furniture that would otherwise be thrown away. They serve families below the 30 percent median income and poverty level and get referrals through agencies and churches. Ms. Robinson explained their three programs: Beds for Kids, Feeding Our Future, and Furniture for Individuals in Crisis. Dixon asked if the request would be for continued funding or expansion, to which Ms. Robinson clarified it would be continued. Catlin asked about job skills training, and Ms. Robinson explained they provide warehouse/delivery work experience and office skills training opportunities, serving about 40 to 60 people a year. Dixon asked how they ensure bed bugs are not spread. Ms. Robinson said that all employees picking up or accepting furniture are fully trained on what to look for.

Family Tree Relief Nursery

12:33 pm

Renee Smith, Director, explained the early childhood program; one of the goals was to keep children out of foster care and home with their families. She talked about the various challenges of their clients, with most having 13 to 14 risk factors. Families receive at least one home visit per month, and parent education classes are required. Catlin asked about the percentage of minority families served. Ms. Smith replied about 40 percent of the families served are minority and stressed the importance of having bilingual/bi-cultural staff because of this, adding that the organization's goal was to have all staff be bilingual. Murphy asked how they find clients. Ms. Smith replied it was through schools, other agencies, previous client referrals, and posters. Murphy asked if the organization worked with DHS. Ms. Smith explained they do sometimes but try to train for prevention before it gets there. Dixon asked if the requested funds would be for existing services or expansion, to which Ms. Smith stated, it would be for existing services.

Community Outreach, Inc. (COI)

12:45 pm

Ben Danley, Development Director, said the organization was asking for funding for the transformational housing program. He talked about other services provided by COI such as medical and dental assistance, food services, day services, and transitional housing programs for Albany residents, adding that the housing program would help clients obtain permanent housing. He stated the Linn County focus for COI was toward young adults, adding that they also have a program for veterans called Good to Go, a peer support group; both programs teach life skills. Matano asked if the requested funding would be for new or existing programs, to which Mr. Danley stated existing. Murphy asked if the agency had difficulty locating affordable housing for transitional clients. Mr. Danley stated it was extremely difficult, but the agency has formed relationships with some landlords/property owners, adding that it was often even more difficult with clients who have problems passing background checks.

Jackson Street Youth Shelter (JSYS)

12:58 pm

Cathi Roberts, Finance Director, talked about various programs offered through the agency and referred the commission to the handout (see agenda packet). She also discussed the history of the organization. Ms. Roberts stated JSYS was in the process of purchasing their building and raising money for a remodel. She explained they serve youth ages 10-17, and stays can range from one night to indefinite. Ms. Roberts stated the shelter recently expanded to accommodate youth ages 18-20 so they can finish high school and obtain permanent housing. She added that JSYS would be opening a transitional housing shelter for Albany youth, which would house up to 70. Ms. Roberts expressed the shelters are mostly run by young adults just out of college and were staffed 24/7. Dixon asked if requested funding would be for continuing or existing services. Ms. Roberts confirmed it would be for continued, adding that 1/3 of their funding is from donations. Equinoa inquired when the home purchase would be complete. Ms. Roberts replied that the purchase and remodel were both scheduled for 2019.

Signs of Victory (SOV)

1:11 pm

Gale Meehan and George Matland, Directors, stated the shelter was asking for \$40,000 for existing programs. She said the women's dorm was always full, and the men's was usually at 2/3 capacity. Ms. Meehan expressed the need to provide a safe space for special needs children and disabled clients. She pointed out the need to provide for well-rounded meals due to the large number of clients being seniors with disabilities having special dietary needs. Ms. Meehan talked about the issues with available, affordable housing, stating that SOV works with other agencies, but housing is very limited. She stated they are projecting 12,600 special needs people in the next year. Catlin asked about the number of beds for women, men and families, and Mr. Matland gave a breakdown. Konopa asked if clients could stay during the daytime to which Ms. Meehan affirmed. She added that when kitchen remodel is done, the dining room would become an additional day use area.

Albany Helping Hands (AHH)

1:27 pm

Kandyce Ollian-Williams, guest services coordinator, and Diana Fields, Finance Director, said that the agency was asking for \$15,000 to go toward their TOPS program. She pointed out they were at full capacity with 103 beds taken. She stressed that a majority of their clients had no high school diploma or GED, so AHH aids them in job searching, interviewing, and resume writing, along with anger management classes and life skills classes. They also provide transportation for job searches and help with clothing for interviews. Ms. Ollian-Williams talked about the new house that would be opening soon, which would be for women and children. She stressed that the agency only had four people managing all of the residents and non-residents and was looking to hire additional staff. She also pointed out the difficulty for many clients obtaining jobs due to a lack of job history and identification, and also felony convictions.

Approval of Minutes

1:44 pm

Commissioner Equinoa moved to approve the November 19, 2018, and December 11, 2018, minutes as presented. Commissioner Harsen seconded. A vote was taken. The motion passed 10-0.

Next Meeting Date

1:45 pm

Catlin asked if the commission wanted to schedule an additional meeting next month to discuss today's presentations. The commission concurred and decided to have an additional meeting possibly on February 11. Catlin stated she would send a poll for various dates/times to see what would work for everyone.

Adjournment

1:47 pm

Hearing no further business, the meeting was adjourned at 1:47 pm.

Respectfully submitted,

Reviewed by,

Edie O'Neill
PW Contracting Assistant

Anne Catlin
Planner III