



CITY OF ALBANY
COMMUNITY DEVELOPMENT COMMISSION

MINUTES

Monday, April 6, 2020, Noon
Santiam Room and virtual, 333 Broadalbin Street
Approved: May 18, 2020

CALL TO ORDER

12:05 p.m.

Joann Zimmer called the meeting to order at 12:05 p.m.

Commissioners Present

Karen Cardoso (remote); Chris Equinoa (remote); Joann Zimmer (remote); Tara Dixson (remote); JoAnn Miller (in person, left at 1:03 p.m.); Sharon Konopa (remote); Melissa Murphy (remote); Dick Olsen (remote), Karen Cardoso (remote), David Abarr (remote)

Commissioners Absent

Meagan Harsen

Staff Present

Anne Catlin, planner III; Jennifer Sullivan, administrative assistant

Guests

None

APPROVAL OF MINUTES

12:07 p.m.

Mayor Konopa moved to approve the March 16, 2020, minutes. Commissioner Equinoa seconded the motion and it passed 10-0.

SCHEDULED BUSINESS

12:08 p.m.

2020 Action Plan Activities

Catlin reviewed the public services applications score sheet the CDC should use to determine how to distribute 2020 funds. Discussion ensued regarding Signs of Victory compliance issues, agency capacity, potential change in management, and funding needs. Equinoa said he supports funding the shelter if the new agency is reputable and the mayor said it is an agency that the commissioners are familiar with. Catlin said that unspent funds from this year totaling \$25,000 would be available for the new agency. Building improvements are also needed. Catlin explained that CDBG funds are the only City resources available. The commission members discussed the repercussions of Signs of Victory closing due to compliance issues if another agency does not take over, where shelter residents would go, and concerns allocating funding to an unnamed entity. Dixson said the shelter is necessary and needs to be supported. Catlin explained that CDBG funds can be allocated to shelter operations without specifying the agency.

Discussion about how to allocate CDBG public services funds continued. Zimmer proposed allocation amounts based on scores. Murphy suggested rounding allocations to \$20,000 for Jackson Street, \$11,000 for Family Tree, \$8,000 for Furniture Share, \$15,000 for adult shelter services, and \$2,000 for the senior companion program. Catlin suggested the remaining \$300 be added to the senior companion program for a total of \$2,300. Miller agreed with increasing the amounts and identifying adult shelter funds separately from Jackson Street.

Motion by Murphy to recommend moving forward with the 2020 plan allocations as proposed by Murphy and seconded by Zimmer. A vote was taken, and it passed 9-0.

2018 and 2019 Plan Amendments

Catlin informed the CDC of the City's Coronavirus Aid, Relief and Economic Security Act (CARES) award of

\$220,804 as part of the federal government package to help with disruption caused by COVID-19. Catlin explained the CARES funds would be included as an amendment to the 2019 Action Plan. Catlin proposes the City allocate carryover funding of \$89,311 from 2019 and \$29,000 from 2018, with \$110,000 of CARES funding to support the City's new emergency loan program for small businesses. The City is partnering with Community Lending Works to provide \$200,000 for low interest rate loans for businesses impacted by COVID-19. Murphy supports additional funds being allocated to the City loan program due to the projected impacts to the economy. Catlin suggested allocating the rest to emergency housing assistance. Additional conversation about how to allocate carryover and CARES Act funds towards the COVID-19 fall out ensued. The CDC supported staff's proposals for how to reallocate prior year resources and CARES Act funds. Catlin recommended members watch the Facebook live interview with City Economic Development Manager Seth Sherry.

Catlin asked the Commission about their ability to meet remotely to finalize decisions related to CARES Act allocations. A survey will be sent out.

Program Updates

1:38 p.m.

None

BUSINESS FROM THE COMMISSION

None

NEXT MEETING DATE

1:38 p.m.

The next Community Development Commission meeting will be determined after the email survey.

ADJOURNMENT

1:38 p.m.

Hearing no further business, the meeting was adjourned at 1:38 p.m.

Respectfully submitted,

Reviewed by,

Signature on File

Signature on File

Jennifer Sullivan
Administrative Assistant

Anne Catlin
Planner III