



CITY OF ALBANY
COMMUNITY DEVELOPMENT COMMISSION

MINUTES

Monday, August 17, 2020

Remote

Approved: September 21, 2020

CALL TO ORDER

Chair Joann Zimmer called the meeting to order at 12:02 p.m.

ROLL CALL

12:02 p.m.

Commissioners Present: Joann Zimmer, David Abarr, Karen Cardosa, Tara Dixson, Meagan Harsen, Sharon Konopa, Melissa Murphy

Commissioners Absent: JoAnn Miller, Stephanie Newton, and Dick Olsen

Staff Present: Planner III Anne Catlin and Senior Administrative Supervisor Kindra Coggins

APPROVAL OF MINUTES

12:03 p.m.

MOTION: Commissioner Tara Dixson moved to approve the June 15, 2020, minutes as presented. Commissioner Meagan Harsen seconded the motion which passed 7-0.

SMALL BUSINESS GRANT PROGRAM

12:03 p.m.

Planner III Anne Catlin asked the commission what changes they would like to see to the small business grant program due to the COVID-19 pandemic.

- Commissioner Melissa Murphy said that she believes that grants should be quick, accessible, and go to businesses that are most likely to make it out of the pandemic.
- Commissioner Karen Cardosa said that she wants to see grant money go to businesses that would only make it through the pandemic if they receive the grant.
- Commissioner Sharon Konopa said that she wants to see grant money go to existing businesses rather than support new businesses.
- Commissioner David Abarr said that the requirements to apply should be loose so that cases can be examined on a one-by-one basis.

The commission agreed that businesses should be able to apply for a small business grant a second time with restrictions: a fixed time period between applications, demonstrated improvement since last application, and continued consulting from the SBDC (Small Business Development Center).

Catlin said that she would revise the application and bring it to the next meeting.

2021 PROGRAM PLANNING

12:37 p.m.

The commission discussed how best to handle agency presentations in a virtual environment and how to best hear from and support underserved communities.

Catlin said that Stephanie Newton is the new Human Relations Commission liaison to the Community Development Commission. She also gave updates to the commission about on CARES Act CDBG activities.

Murphy, Catlin, and Konopa spoke about how to support childcare services. Murphy expects more money will become available for businesses and has heard the primary need is childcare.

Catlin said that she would assess childcare needs and amending the 2020 Action Plan to move the \$40,000 allocated to the small businesses grant program to go toward childcare services. She will also contact Community Services Consortium to see if they anticipate using the CARES Act funds allocated for mortgage assistance and rent relief.

BUSINESS FROM THE PUBLIC

1:04 p.m.

None.

BUSINESS FROM THE COMMISSION

1:04 p.m.

None.

NEXT MEETING DATE:

Monday, September 21, 2020

ADJOURNMENT:

Hearing no further business, the meeting was adjourned at 1:05 p.m.

Respectfully submitted,

Reviewed by,

Signature on File

Signature on File

Gabriel Shepherd
Recorder

Anne Catlin
Planner III