



COMMUNITY DEVELOPMENT COMMISSION

AGENDA

Monday, March 20, 2023

Noon-1:00 p.m.

This meeting includes in-person and virtual participation.

Santiam Room

333 Broadalbin Street SW

Or join the meeting here:

<https://council.cityofalbany.net/groups/cdc/zoom>

You can use your microphone or dial in using your phone.

Phone: 1 (253) 215-8782 (Long distance charges may apply)

Meeting ID: 894 5923 3401; Passcode: 498781

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of Minutes (Staff)
 - February 27, 2023
4. Scheduled Business (Staff)
 - a. CDBG 5 Year Consolidated Plan
 - b. CDC meeting schedule
5. Business from the Public (Chair)

Persons wanting to provide comments may:

 1. *Email written comments to cdaa@cityofalbany.net, including your name, before **noon on the day of the meeting.***
 2. *To comment virtually during the meeting, register by emailing cdaa@cityofalbany.net before **noon on the day of the meeting**, with your name. The chair will call upon those who have registered to speak.*
 3. *Appear in person at the meeting and register to speak.*
6. Business from the Commission (Chair)
7. Next Meeting Date: April 17, 2023
8. 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: cdaa@cityofalbany.net or call 541-917-7550.

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's website.



COMMUNITY DEVELOPMENT COMMISSION

MINUTES

February 27, 2023

12:00 p.m.

Hybrid – Santiam Room

Approved: **DRAFT**

Call to Order

Chair Robyn Davis called the meeting to order at 12:07p.m.

Roll Call

Members present: Alex Johnson II, John Robledo, Bessie Johnson, Courtney Stubbs, Jim Cole, Robyn Davis

Members absent: JoAnn Miller (excused), Melissa Murphy (excused), Kristen Brooks (excused)
Emma Deane (joined at 12:55 p.m.)

Approval of Minutes

12:07 p.m.

Motion: Commissioner Johnson II moved to approve the minutes as written. Commissioner Johnson seconded the motion, which passed 6-0.

Scheduled Business:

12:08 p.m.

- Applicant Evaluation

Planner Beth Frelander discussed that the main focus of the meeting is to finish Community Development Block Grant (CDBG) application evaluation discussions and to consider who should receive funding and the amounts to allocate.

Frelander shared how commissioners scored different applicants and included the applicants grant request amounts as well as the anticipated number of individuals who would be served.

Commissioner Stubbs inquired if the financial amount that they would be working with was available. Frelander responded that she had received funding allocations and shared the total sum and the amount that would be available to grant applicants.

Frelander clarified that the U.S. Department of Housing and Urban Development (HUD) has a cap of 15 percent of the total allocation, which totaled \$50,200 available for public service grants. The remaining funds are for administrative costs, and the remaining grants are not public service grants, which include capital, housing, and economic projects.

Commissioner Cole inquired what constitutes a public service grant, which Frelander addressed, and additional member discussions followed.

Commissioners and staff made considerations regarding how funding could be allocated, applicants who receive funding from other sources, and how effective applicants would be with partial funding.

Frelander asked for confirmation from the commission that they favor not funding Furniture Share. All commissioners agreed that they did not want to allocate funding to Furniture Share because they were having a hard time finding the fit with providing furniture and preventing homelessness.

Commissioners shared ideas on how they think Furniture Share could improve their system.

Freelander discussed the top applicant scorers being Jackson Street Youth Center and Oregon Cascades West Council of Governments' Senior Companion program and asked with limited funds if commissioners wanted to fully fund or fund to a certain percentage.

Commissioners went through each applicant and discussed proposed amounts to award to each. The overall averages of commissioner scores for applicants shared and collective dollar amounts were tentatively assigned to applicants.

Freelander provided that in the future the commission might consider putting a cap on the dollar amounts that applicants can request.

Commissioner Davis asked if additional funds came in last year after the initial allotment. Freelander replied that there was a different funding source all together.

Commissioners collectively discussed justifications for funding allocations.

Freelander noted that a few of the applicants proposed grant funding was considerably less than the request and, considering cost-benefit analysis, there could be the potential that these organizations decline acceptance of funds.

Freelander asked the commission if there was a method they would like to use to allocate funding to the other organizations should any funding be declined. Commissioners replied they would like to have an emergency meeting to discuss options.

Freelander asked commissioners about the nonpublic service grant funding requests.

Commissioner Johnson II stated that he would like to see the City of Albany's Parks and Recreation receive funding.

Commissioner Cole added that he would like to see what else could be done with the funding before allocating funding.

Commissioner Davis stated that she was in support of seeing what Parks and Recreation has available to fund that would support individuals with low to moderate income or address Americans with Disabilities Act (ADA) compliance.

Commissioner Davis also shared support that both applicants seeking nonpublic service grant funding receive funding because they do address homelessness.

Motion: Commissioner Johnson II moved that if an organization rejects the funding for the public service grants that the Community Development Commission is currently proposing that an emergency meeting will be held to follow up. Commissioner Stubbs seconded the motion, which passed unanimously.

Freelander stated that an additional meeting will be needed to discuss the allocation of the remaining funding.

- Schedule

Freelander shared that she heard back from most commissioners regarding potential meeting time/day changes, and that there was no unanimous consensus. The options with the most support were the current meeting time of 12-1:00 p.m. the third Wednesday of the month or the third Thursday of the month from 5-6:00 p.m. or 5:30-6:30 p.m.

Commissioner Johnson II shared that he felt keeping the meeting at the current time until a full commission is filled to readdress possible change at a future meeting.

- Quarterly Reports

Freelander shared that the quarterly reports were included in the agenda packet and to notify her with any questions.

Business from the Public

12:59 p.m.

None.

Business From the Commission

12:59 p.m.

Commissioner Johnson II shared that he had a meeting with court-appointed special advocate (CASA) and that they are going to do a presentation for the City Council. Commissioner Johnson II also stated that he would be introducing Safety Compass to the City as well.

Commissioner Johnson inquired if Albany Helping Hands was going to be addressing the City Council, which Commissioner Johnson II replied they would not be at this time.

Next Meeting Date

The next regularly scheduled meeting is Monday, March 20, 2023.

Adjournment

Chair Davis adjourned the meeting at 1:01 p.m.

Respectfully submitted,

Reviewed by,

Kaitlin Martin
Administrative Assistant I

Beth Freelander
Planner II

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cdaa@cityofalbany.net.*