



COMMUNITY DEVELOPMENT COMMISSION AGENDA

Monday, February 5, 2024 Noon-1:00 p.m.

This meeting includes in-person and virtual participation.

Council Chambers
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 (Chair)
 - January 22, 2024
4. Scheduled Business (Staff)
 - Applicant Presentations
 - Fair Housing Goals and Actions
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: February 19, 2024, in Council Chambers
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@albanyoregon.gov 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

January 22, 2024

12:00 p.m.

Hybrid – Council Chambers

DRAFT

Call to Order

Chair Robyn Davis called the meeting to order at 12:00 p.m.

Roll Call

Members present: Alex Johnson II, Jim Cole, Robyn Davis, Larry Timm, Emma Deane, Bessie Johnson, Skylar Bailey, John Robledo (arrived virtually at 12:04 p.m.)

Members absent: Courtney Stubbs

Approval of Minutes:

12:02 p.m.

Motion: Commissioner Bessie Johnson moved to approve the December 18, 2023; minutes as presented. Commissioner Skylar Bailey seconded the motion, which passed 7-0.

Scheduled Business:

12:03 p.m.

- CDBG Public Service Applicant Presentations

Boys and Girls Club, Scott Withers, Director of Program Development

Withers reported that they are applying for assistance for their summer program. Their ask is primarily to provide scholarships for low-income families and supplement staffing costs to grow the program. The programs provide breakfast and lunch in addition to enrichment activities, curriculum with character development (social/emotional issues), weekly field trips and structured activities.

Commissioner Timm asked why the budgeted amount is listed as tentative at \$32,000. Withers responded that \$17,000 of their ask is for the scholarships and the balance for staffing and mentorship. If not awarded the program will continue, but they will have to look at other grant options.

Commissioner Davis asked if the organization provides any reporting on the economic impacts for families who are in the program. Withers shared that eligible families could get up to nine hours per day of childcare for just \$10/day.

Commissioner Johnson asked who they accepted and whether it's first come, first served, which Withers confirmed that it was.

Commissioner Davis asked if they self-audit for Diversity, Equity, and Inclusion. Withers shared that they run their annual report which goes through all the demographics and helps define their priorities based on community needs.

Creating Housing Coalition, Carol Davies, COAT Program Director

12:12 p.m.

Davies began by sharing that their Community Outreach Assistance Program has a tremendous impact on the community. Last year they served over 850 people with basic needs, food, camping supplies, referrals to intensive

care support services getting people off the street and with individual case support eventually transitioning into permanent housing. They also coordinate with other agencies, maintaining a wholistic approach in their efforts trying to meet a variety of needs.

Commissioner Bessie Johnson asked where they provide the food if they were serving Albany individuals or others coming from out of town. Davies shared they serve out of their vehicles in different locations and most of most people served are from Albany. Only about five percent were from outside of Linn County.

Commissioner Davis asked how centralized city camping has affected their mission. Davies answered having Marvin's Garden makes it easier because it centralizes their outreach efforts, but those staying there are particularly difficult to get housed which makes their job more challenging.

Jackson Street Youth Services, Lauren Winchester, Grants Manager

12:20 p.m.

Winchester said Jackson Street's vision is to work with youth ages 10 to 24 to end youth homelessness. They do that with a continuum of care, outreach emergency housing, transitional housing, shelter services, mental health intervention, physical health support, and individual case management. This funding request is specifically for the Albany House which is a 24/7 shelter for minors ages 10-17. A lot of funding requested will go to staffing to maintain the adult to youth ratio required in the shelter.

Commissioner Johnson II asked what positions would be funded. Winchester answered that there are four main categories of staff: youth advocates, direct care workers and then case managers and shelter managers.

Oregon Cascades West Council of Governments (OCWCOG), Alicia Lucke, Program Manager

12:28 p.m.

Lucke provided an overview of the Senior Companion Program that they are applying for funds for. The program places seniors who are at 200 percent of the federal poverty level and matches them with homebound Albany residents 65 and older. They are just asking for funds to help support mileage and some staffing within the city limits.

Clients and volunteers are all citizens of Albany. Volunteers use their own cars when transporting clients and get \$0.40 per mile reimbursement. This program provides a vital service, with seniors helping seniors. Clients must be 65 and older according to federal requirements. Income checks and address verifications are done.

Mid-Willamette Valley YMCA, Chris Reece, Chief Executive Officer

12:32 p.m.

Reece shared that they are asking for funds to cover most of the cost for a Spanish-speaking teacher for their Early Learning Child Development Center. This teacher will help to accommodate Spanish-speaking students in all classrooms as needed.

They hope having this teacher will bring in more Spanish-speaking families and the increase of income to the YMCA will eventually cover the cost. This will provide an opportunity for those low to moderate income Spanish-speaking families to have quality childcare.

- Fair Housing Goals and Actions

12:40 p.m.

Beth Frelander began the discussion of the Fair Housing goals with a draft list of impediments to Fair Housing. Impediments included Lack of Affordable Housing; Concentration of Affordable Housing; Overcoming Cultural and Linguistic Barriers and Lack of Understanding of Fair Housing Laws and Resources. For each impediment there was a list of identified goals and associated actions from last year. She also compared those to plans from other cities as a way to brainstorm potential revisions to the list.

There was a question about the amount of money Albany received in CDBG funds, which Catlin addressed.

Freelander pointed out some of the actions Albany has taken to improve housing conditions. She then opened it up for the Commissioner's ideas and questions on what actions would be appropriate and how to show progress.

Commissioner Johnson II believed the draft impediments still applied but wanted clarity about the choice of language in "Concentration" of Affordable Housing. Catlin noted that it could be re-phrased, and that the intent is that people should have a choice in where they live regardless of income levels.

Commissioner Deane wanted to call out the Lack of Understanding Fair Housing Laws and Resources as an important impediment to Fair Housing opportunities within Albany. Many unhoused or in shelters are unaware of their housing rights and resources or are taken advantage of through unfair evictions. Catlin responded that as an action item they can work on compiling that information on laws and rights and work on getting that information out to ensure landlords are aware of discriminatory practices and potential tenants are aware of their rights.

Commissioner Bailey wanted clarification on the potential to increase CBDG funds. Catlin reiterated that Albany as a smaller city didn't meet the qualification to receive more funds. And over the years the available dollars have decreased due to an increase in the number of cities applying.

Chair Davis needed to step out and asked about nominating an interim vice chair to cover the meeting duties until he returned. He nominated Commissioner Skylar Bailey.

Motion: Commissioner Bessie Johnson moved to appoint Skylar Bailey for interim Vice-Chair for the 1-22-24 meeting. Commissioner Timm seconded the motion. All were in favor 7-0.

Commissioner Davis was excused from the meeting at 1:03 p.m.

Continuing the discussion Freelander directed the Commissioners to consider these impediments further and work on what goals and actions could address those needs and bring those ideas back to the next meeting.

Business from the Public

1:06 p.m.

None.

Business from the Commission

1:07 p.m.

Catlin suggested that Commissioners score the Public Service applications while those presentations were fresh in their minds prior to the presentations on the non-public service applications.

Commissioner Timm asked about getting the net numbers for allocation. Catlin assumed that there would be around \$50,000 for public service applications which is 15 percent of the total funding granted. The non-public service pot is generally larger, possibly \$200,000, but they must wait for the numbers from HUD to know the exact funds available.

Because of timing and deadlines, the applications will have to be scored and awarded based on the tentative funds and once the final figures are available those amounts can be adjusted. Their scores will help to prioritize the awards.

Commissioner Johnson II asked why certain applications were not considered public service although they are public service organizations. Freelander noted that some of the applications may be for building expenses or creating jobs (considered economic development) not public service. Catlin suggested that if an organization can apply for needs through a non-public service application, they have a better chance to receive more funding.

Commissioner Davis returned to the meeting at 1:17 p.m. and resumed as chair.

Next Meeting Date

The next regularly scheduled meeting is February 5, 2024, at noon in Council Chambers.

Adjournment

Chair Davis adjourned the meeting at 1:18 p.m.

Respectfully submitted,

Reviewed by,

Susan Muniz
Recorder

Beth Frelander
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.*

Total Anticipated	\$335,000
Admin Total (20%)	\$67,000
Public Service Total (15%)	\$50,250
Non Public Service Total	\$217,750

Public Service Applicants	
Albany Helping Hands	\$18,800
Boys and Girls Club	\$51,591
Creating Housing- COAT	\$20,000
Jackson Street Youth Services	\$30,000
OCWCOG	\$4,000
YMCA	\$50,200
Total	\$174,591

Non Public Service Applicants	
CHANCE	\$100,000
CARDV	\$22,250
Family Connections	\$42,254
DevNW	\$125,000
Total	\$289,504

Fair Housing Impediments, Goals and Actions

Community Development Commission Meeting
February 5, 2024



Draft Impediments

- Lack of Affordable Housing
- Concentration of Affordable Housing
- Overcoming Cultural and Linguistic Barriers
- Lack of Understanding of Fair Housing Laws and Resources

Lack of Affordable Housing

Draft Goals and Actions:

Goal	Actions
Explore options for growing the City's capacity to support the development of long-term affordable housing.	Explore potential revenue sources or other City resources for affordable housing including grants, CET, surplus property policy, and tax abatement program.
Use existing resources to support creating or maintaining affordable housing in Albany	Continue to support housing rehabilitation of Albany's older housing stock.
	Allocate CDBG funds to affordable housing developments, if possible.

Lack of Housing Choice

Draft Goals and Actions:

Goal	Actions
Amend the Albany Development Code to allow for a greater variety of housing types and sizes across the city	Pursue strategies outlined in the HIP to reduce barriers to the development of needed housing types including small homes, single room occupancy, middle housing, and accessible housing.
	Leverage CFEC requirements to allow more housing density and diversity in key areas of the City.

Lack of Understanding of Fair Housing Laws and Resources

Draft Goals and Actions:

Goal	Actions
Reduce discriminatory practices in the housing market.	Work with Fair Housing Council of Oregon, Legal Aid, and rental and realtor associations to provide training for “mom and pop” landlords, rental property managers, shelter providers, and agency staff.
	Schedule fair housing training for elected and appointed officials to increase awareness among policy and decision makers to avoid making decisions that may have an unintended impact on a protected class.
	Market fair housing resources and fair housing law campaigns using other media platforms, including social media.

Cultural and Linguistic Barriers

Draft Goals and Actions:

Goal	Actions
Reduce linguistic and/or cultural barriers to fair housing information, social services, and CDBG program information.	Continue building partnerships with agencies that serve the Hispanic/Latino community, residents with disabilities, and seniors and for guidance on how to remove barriers to housing and access to resources.
	Work with FHCO, Legal Aid and local partners to provide fair housing and training resources to residents.
	Ask future CDBG applicants how they ensure their services are accessible to non-English speakers as part of the application process.