



## COMMUNITY DEVELOPMENT COMMISSION

### MINUTES

April 21, 2025

12:00 p.m.

Hybrid – Santiam Room

Approved: June 2, 2025

#### Call to Order

Chair Bessie Johnson called the meeting to order at 12:00 p.m.

#### Roll Call

Members present: Jim Cole, Larry Timm, Robyn Davis, Bessie Johnson, Alex Johnson II, Ron Green, Tracy Liles

Members excused: Emma Deane (excused), Courtney Stubbs (excused), John Robledo

The Chair welcomed a new commissioner, Tracy Lyles, to the Commission. She is the new financial industry representative. Commissioners introduced themselves.

#### Approval of Minutes for March 17, 2025

**12:04 p.m.**

**Motion:** Commissioner Green had a spelling correction for the word recoup. Commissioner Johnson II motioned to approve the minutes with correction. Commissioner Davis seconded the motion, which passed 7-0.

#### Business from the Public

None.

#### Scheduled Business

**12:05 p.m.**

- 2025 Draft Action Plan

Comprehensive Planning Manager, Anne Catlin began by reporting that staff haven't heard anything regarding the HUD allocation but were informed that HUD is currently working on the budget. Catlin entered the suggested CDBG award allocations suggested into the narrative around those activities as a draft. She encouraged the commissioners to provide feedback. She reached out to all the agencies regarding the draft awards, and all were able to move forward with reduced amounts.

Catlin talked with Habitat for Humanity regarding setting a minimum number of years of affordability for a housing rehab project at three or five years. . . Catlin noted the city wants to ensure there's an affordability period to improve buildings to avoid people trying to benefit from that improvement by quickly selling the house. Liens could be forgivable, meaning they would be reduced proportionally for each year the resident stayed in the home until that amount in years ends. Commissioners found this approach reasonable.

Commissioner Davis asked about funds from development fees to support affordable housing. Catlin answered Albany doesn't have a construction excise tax yet. Staff will be returning to the Council to work on the excise tax and other tools such as tax incentive programs.

Commissioner Davis asked if the rules require another primary or secondary reading of the ordinance. Catlin shared that there will be another work session for the council and another round of public hearings.

- Agency Quarterly Reports

Catlin then directed attention to the Agency Quarterly Reports in the packet and two additional received. She noted it is good to see what progress has been made with the grants. She plans to email reports out to the commissioners as she gets them.

Commissioner Green wanted clarification on the public engagement piece in the process. Catlin responded that agencies are speaking for the clients that they serve. Commissioner Green asked if the city should hear from all citizens and not just the people being served. Catlin agreed broader public participation is needed to identify different needs. Staff hear about needs and situations by attending different inter- and intra-government and community meetings and have tried a variety of outreach efforts for different groups.

- Letter to Council

Commissioner Davis opened the discussion regarding a letter she drafted to the Council asking them to consider establishing a taskforce on homelessness. Davis emphasized that it is an important effort affecting all of us, from the strain on city services and the general quality of life. Commissioner Davis felt ready, with the Commission's input, to submit the letter to the Council, but wanted to do additional research. Catlin suggested meeting with the mental health coordinator with the police department who is involved in the Albany Situation Table meetings that include emergency responders that respond to persons in crisis.

Catlin added some information regarding the Continuum of Care (CoC) program for homelessness that HUD uses to allocate funding for homeless issues and is referenced in the action plan. Linn, Benton and Lincoln Counties are part of a 26-county group of mostly rural counties called the Rural Oregon Continuum of Care (ROCC). The federal government allocates money for these efforts and the state recently allocated funds to CoCs. Applications go through the 26-county umbrella program. Recently, Marion and Polk left the ROCC and created their own CoC and homeless plans in order to apply for HUD funds to address homelessness in those counties. The CSC has been working with providers in Linn, Benton and Lincoln counties to consider pulling out of the ROCC and create our own CoC to try to bring more resources to address homelessness.

Commissioner Johnson II shared having a meeting with Northwest Human Services earlier and noted that they are one of the providers of the new Continuum of Care and that they have received funds and have a very effective Board, so he thinks we should look into the CoC.

Commissioner Johnson asked about the necessity of another 'agency' effort when so many programs are already out there, especially during times of reduced staffing. Need to understand what is happening and how to ensure things are actually getting done making a difference on the ground.

#### Business from the Commission

None.

#### Next Meeting Date

To be determined. Staff tries to arrange an evening meeting every 4 months to encourage more public comment with a later start time. A poll will be sent out to select a date for May's meeting.

Adjournment

Chair Johnson adjourned the meeting at 1:03 p.m.

Respectfully submitted,

*Signature on file*

Susan Muniz  
Recorder

Reviewed by,

*Signature on file*

Anne Catlin  
Comprehensive Planning Manager

*\*Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing [cdaa@albanyoregon.gov](mailto:cdaa@albanyoregon.gov).*