COMMUNITY DEVELOPMENT COMMISSION

AGENDA

Monday, July 20, 2026

12:00 p.m.

This meeting includes in-person and virtual participation.
Council Chambers
333 Broadalbin Street SW
Or join the meeting here:
https://council.albanyoregon.gov/groups/cdc/zoom
Phone: 1 (253) 215-8782 (Long distance charges may apply)
Meeting ID: 894 5923 3401; Passcode: 498781

Please help us get Albany's work done.
Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

1. Call to Order (Chair)
2. Roll Call (Staff)
3. Approval of April 20, 2026 minutes [Pages 2-4] (Chair)
4. Public Comment (Chair)

   Persons wanting to provide comments may: email written comments or register to speak by emailing cd.testimony@albanyoregon.gov, or appear in person to speak at the meeting.

5. Scheduled Business:
   - City Consultation (Staff)
   - Agency Consultation Discussion and Direction [Pages 5-6]
   - Housing Program Planning – Moderate Income Revolving Loan Program and Housing Fund (Construction Excise Tax funded) Programs [Pages 7-10]
   - Subrecipient Quarterly Reports [Pages 11-16]
6. Business from the Commission (Chair)
7. Business from Staff (Staff)
8. Next Meeting Date: August 17, 2026
9. 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.

albanyoregon.gov/cd

MINUTES

April 20, 2026
12:00 p.m.
Hybrid – Periwinkle Room
Approved: **DRAFT**

Call to Order

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

Roll Call

Members present: Jim Cole, John Robledo, Larry Timm, Bessie Johnson, Ron Green, Robyn Davis, Courtney Stubbs

Member excused: None

Approval of Minutes for February 23, 2026 **12:02 p.m.**

Motion: Commissioner Cole motioned to approve the minutes as presented. Commissioner Timm seconded the motion which passed 6-0.

Public Comment

None.

Scheduled Business **12:02 p.m.**

- Program Year 2026 Application Discussion

Development Programs Analyst Kaitlin Martin announced that the City has received the federal award letter. For program year 2026 the award is $395,432.00. Fifteen percent of that ($59,300) is allocated to Public Service programs. Twenty percent ($79,000) to Administration. Non-Public Service programs receive $257,132.00. Martin opened the discussion on how the Commissioners wanted to allocate these funds amongst the Public Service applicants.

Public Service Awards Discussion

Commissioner Cole referred to past discussion on Young Roots organization prompting a question about the organization being able to use partial funding and how should commissioners factor that in.

Commissioner Johnson agreed on the question of readiness. Comprehensive Planning Manager Anne Catlin confirmed that they hadn't answered that question in the application, but staff had followed up and Young Roots verified that they would consider a reduced award but would not be able to use the funds as they expected, so scalability was still an issue.

Commissioner Stubbs understood that they had grown and have increased their reach and service to the community. Stubbs liked tiered ranking and thought it to be accurate to the goals and purpose of the fund. Commissioners were in consensus on support for the tiered ranking distribution of funds.

Motion: Commissioner Timm moved to recommend that they apply the tiered ranking for the Public Service applications awarding $25,000 for Jackson Street Youth Services; $4,300. For OCWCOG; $15,000 for Boys and Girls Club and $15,000 for Young Roots Oregon. Commissioner Cole seconded the motion, which passed 6-0.

Non-Public Service Award Distribution Discussion

Commissioner Cole asked about the Anticipated Program Income listed in the materials. Staff indicated that those funds aren't available for Public Service applications but explained that those funds are housing rehabilitation revolving loan fund repayments and need to continue to fund housing rehabilitation programs.

Martin noted the current allocation is $257,132.00 for Non-Public Services activities. There is alsoa remaining balance with DevNW of $14,000 that needs to go towards housing rehabilitation and there is currently around $80,000 in program income from loan repayments to go towards housing rehabilitation programs. The only applicant providing that service is Habitat for Humanity.

Martin announced that Linn-Benton Community College (LBCC) is no longer supporting the Small Business Development Center (SBDC) which has been a valued resource for the community. The solution proposed so far is having a regional representative rather than an Albany office which will reduce services. Staff suggest awarding the remaining funding to the SBDC but to have a back-up plan in place to allocate funds if the college does break ties.

Staff then added that there is also $15,000 in unspent money from Family Connections that could also go to SBDC. Catlin pointed out that supporting economic opportunities within the community is one of the goals of the Consolidated Plan so support business counseling is preferable.

Commissioner Timm then asked about DevNW and why they haven't been able to use the funds. Martin shared that DevNW has put a pause on their rehab program. The cost to manage the program has been challenge.

Commissioner Green offered that small business development is different than rehab/construction or acquisition project and whether they should be considered in the same pot of money.

Catlin suggested that the $15,000 unspent from Family Connections be allocated to go to economic opportunity so those funds need provide similar functions.

Commissioner Cole was concerned about the Partnership's ability to proceed with a reduced amount. Catlin shared there should be enough additional funds to fulfill their request. She suggested that the revolving loan program money from DevNW go to Habitat for Humanity because their work is essentially the same. She added that remaining funds could go to LBCC/SBDC to help that effort. Catlin reviewed the potential amounts of repaid funds and possible distribution.

Commissioners continued discussions on potential funding allocations.

Motion: Commissioner Cole moved to allocate all of the revolving loan program income to Habitat for Humanity and the allocation of CBDG funds of $200,000 to fully fund Albany Partnership's request and the remainder $57,132 go to the LBCC/SBDC request in addition to the unspent prior year Family Connection funds. Commissioner Stubbs seconded the motion which passed 7-0.

Motion: Commissioner Davis moved to include a contingency that if LBCC/SBDC is unable to accept this funding that the funds would be split evenly between Habitat for Humanity and Albany Partnership. Commissioner Green seconded the motion, which passed 7-0.

- Draft Annual Action Plan

Martin noted that the allocations in the draft Action Plan haven't been updated as they have been waiting for the official allocation; staff will send a final draft out for Commissioners to review. Martin shared that they will publish the final draft of the Action Plan in early May for 30 days out from the Council public hearing on June 10, 2026.

Business from Staff

Martin reported that Albany is partnering with the City of Corvallis for a housing training for property managers and housing providers online. The ZOOM training is scheduled for May 5, 2026, from 6:00 to 8:00 p.m. and is open to any interested parties. She will send out the information and meeting link.

Martin then gave a brief update from the monthly HEART meeting where different providers share information on community needs, concerns and ongoing efforts of local agencies.

Catlin announced that the Council now gets to select their individual appointment to serve on the Commission; Councilors may reach out to them individually. The City Manager's Office will randomly assign each commissioner to a councilor or the mayor so if interested in serving staff will let them know you want to be considered. There may be some changes to this group.

Commissioner Johnson noted that experience and knowledge are valuable to these processes.

Commissioner Stubbs shared that she is staying through this award process but has family priorities right now and will be stepping down.

Martin expressed appreciation for the Commission's flexibility in scheduling and their participation in this important process.

Business from the Commission

Nothing reported.

Next Meeting Date

To be determined.

Adjournment

Chair Johnson adjourned the meeting at 1:05 p.m.

Respectfully submitted,	Reviewed by,
Susan Muniz Recorder	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.*

CDBG Agency Consultation Questions

Dear Agency Partners and Service providers – to help the Community Development Commission determine funding priorities for the 2027 CDBG program year, we are asking agencies and partners to complete this survey in lieu of coming in for in-person consultations prior to applications.

Agency Name:

1) Please provide a brief overview of your agency's mission and the population(s) you serve.

2) What types of programs or services does your agency currently provide?

3) a. What are the most urgent needs or challenges currently facing the clients or community you serve?
   b. Is your agency able to address these needs?
   c. If your agency could address these needs, how much money would it take?

4) a. Have you observed any developing trends in need or persistent community needs facing Albany's underserved residents not being met? Or neighborhoods or populations that are under or unserved by existing services?
   b. Is there an agency/entity that could address these needs?
   c. Are there opportunities to partner and/or use existing resources or CDBG to leverage funding to address these needs?

5) What barriers do your clients face in accessing needed services (e.g., transportation, language, affordability)?

6) What are your agency's current funding sources? Are there recent changes in funding that have affected the ability to provide these services?

7) Is there anything else you'd like us to know about your agency and needs or local needs or ideas on how to address needs?

Please email completed surveys to cdbg@albanyoregon.gov by 5 pm Friday, October 2, 2026.

<u>Possible Agency Consultations:</u>

Helping Hands Shelter

C.H.A.N.C.E.

Jackson Street Youth Services

Family Tree Relief Nursery

Albany Area Habitat for Humanity

Albany Partnership for Housing and Community Development

DevNW (Corvallis Neighborhood Housing Services)

Creating Housing Coalition (COAT) Community Outreach Assistance Team

Greater Albany Public Schools-FACT Program or McKinny Vinto

Community Services Consortium

Young Roots Oregon

Linn County Health Services

Oregon Cascades West Council of Governments

Boys and Girls Club of Albany

YMCA

CARDV

Linn Benton Housing Authority

Community Crossroads

Cumberland Community Events Center

Oregon Moderate Income Revolving Loan (MIRL) Fund

MIRL Program Process and Steps

- Sponsoring jurisdictions (SJ) establish grant program guidelines by ordinance or resolution and submit to OHCS to enter into a Master Agreement. Cities must consult with counties about the program as the counties must also enter into an agreement with OHCS.
- Once an SJ and the counties are in agreements with OHCS, local programs can accept project applications.
- SJs review the project applications. The city works with county tax officers to determine the maximum loan amount, which is based on the estimated annual tax multiplied by the loan term. The loan term may not exceed ten years unless a SJ sets a longer timeframe (no longer than 15 years).
- SJs then decide to approve, approve on different terms, or reject the applications (via project-specific resolution).
- If approved, staff submits an intent to apply for the MIRL to OHCS and then submits the Program Loan Request (application) and project-specific resolution.
- OHCS reviews the Program Loan Request checklist and determines if sufficient funds are available, if yes- OHCS tentatively reserves them. Then OHCS conducts a completeness review that includes a thorough evaluation of the project, its feasibility, etc., and arrives at a "completeness decision". If deemed complete, OHCS will approve the project. If incomplete, OHCS informs the SJ of actions needed to complete the application. SJ works with applicant and resubmits the application.
- Rejected applications may not be appealed.
- SJ and OHCS enter loan agreement, and SJ and developer enter grant agreement. The SJ records the grant agreement with the applicable county.
- Prior to distributing funds, the SJ must adopt a project-specific resolution that specifies the details and requirements of the eligible project.
- SJ submits project-specific resolution to OHCS and the county. OHCS disperses funds to SJ. County assessor exempts the project property from ad valorem property taxation.
- Each year until the loan is repaid, county tax officers collect the loan fees, distribute administration and fire district fees, and remit the loan payment to OHCS.
- Once the loan is repaid, SJ closes out loan with OHCS and tax exemption ends.
- SJ submits annual reports to OHCS.

Housing Project Eligibility

To be eligible for Program Funds, Eligible Housing Projects must meet each of the following requirements for rental housing and for-sale homeownership development, respectively. This is a summary of key eligibility requirements, not a comprehensive description of all Program requirements.

	For-Sale Homeownership Development	Rental Housing Development
Activity Type	Construct new housing units or convert a building from nonresidential use to housing.	Construct new housing units or convert a building from nonresidential use to housing.
Housing Type	A single-family dwelling, middle housing as defined in ORS 197A.420, or a multifamily dwelling.	Middle housing as defined in ORS 197A.420, an accessory dwelling unit as defined in ORS 215.501, a multifamily dwelling, or any other form of affordable housing or moderate-income housing.
Affordability Requirements	Affordable to, and sold to, households with very low income, low income, or moderate income, as those terms are defined in ORS 458.610, continuously from initial sale for a period set forth in an Intergovernmental Agency Loan Agreement of not less than the Intergovernmental Agency Loan Term. The Affordability Requirements shall remain in place for a minimum of 10 years and throughout the entire time that the Intergovernmental Agency Loan is outstanding.	Rented to households with very low income, low income, or moderate income, as defined in ORS 458.610, and rented at a monthly rate (rent minus a utility allowance set by the SJ) that is affordable to those households, for a period set forth in an Intergovernmental Agency Loan Agreement of not less than the Intergovernmental Agency Loan Term. The Affordability Requirements shall remain in place for a minimum of 10 years and throughout the entire time that the Intergovernmental Agency Loan is outstanding.

Affordability Requirements

Sponsoring Jurisdictions (SJs) must adopt affordability requirements for their Local MIRL Program that meet or exceed the minimum requirements laid out below. Program Funds may be used only for Eligible Housing Projects that comply with the Affordability Requirements for that housing development type. Each housing unit must remain affordable for a period set forth in an Intergovernmental Agency Loan Agreement of not less than the term of the Intergovernmental Agency Loan. The Affordability Requirements shall remain in place for a minimum of 10 years and throughout the entire time that the Intergovernmental Agency Loan is outstanding.

ALBANY HOUSING FUND

Revenue source: Construction Excise Tax (CET) on new development.

Both the residential CET and commercial/industrial CET revenue come with statutory requirements for how funds may be used (ORS 320.195 – ORS 197A.465 sections), but cities are also afforded some flexibility.

RESIDENTIAL CET USES: Per ORS 320.195 (3), residential CET may support the following programs:

- 50% must be used for developer incentives (for housing) pursuant to ORS 197A.465 (5)(c) & (d) and (7) BELOW.
- 35% may be used **flexibly** for affordable housing (80% AMI) programs as defined by the city.
- 15% go to Oregon Housing and Community Services for homeowner programs, but all funds return to Albany in the form of down payment assistance programs for Albany homebuyers (80% AMI).

COMMERCIAL/INDUSTRIAL CET USES: Per ORS 320.195(4), NONE of the revenues are required to be used for affordable housing:

- 50% of funds must be used for programs RELATED to housing, as defined by the City.
- Remaining 50% of funds is unrestricted. [*Could be used to support needed housing projects – help with waiving SDCs, money for streets and utilities (city infrastructure), parks and paths, etc. to serve needed housing.*]

ORS 197A.465 Local Requirements to develop affordable housing

(1) As used in this section:

(a) **"Affordable housing"** means housing that is affordable to households with incomes equal to or less than 80 percent of the median family income for the county in which the housing is built.

(b) "Multifamily structure" means a structure that contains three or more housing units sharing at least one wall, floor or ceiling surface in common with another unit within the same structure.

(2)&(3) N/A.

(4) Notwithstanding ORS 91.225 (Local rent control prohibited), a city or county may adopt a land use regulation or functional plan provision, or impose as a condition for approving a permit under ORS 215.427 (Final action on permit or zone change application) or 227.178 (Final action on certain applications required within 120 days) a requirement, that **has the effect of establishing the sales or rental price for a new multifamily structure, or that requires a new multifamily structure to be designated for sale or rent as affordable housing.**

(5) A regulation, provision or requirement adopted or imposed under subsection (4) of this section:

(a) May not require more than 20 percent of housing units within a multifamily structure to be sold or rented as affordable housing.

(b) May apply only to multifamily structures containing at least 20 housing units.

(c) Must provide developers the option to pay an in-lieu fee, in an amount determined by the city or county, in exchange for providing the requisite number of housing units within the multifamily structure to be sold or rented at below-market rates.

(d) Must require the city or county to offer a developer of multifamily structures, other than a developer that elects to pay an in-lieu fee pursuant to paragraph (c) of this subsection, at least one of the following incentives:

(A) Whole or partial fee waivers or reductions.

(B) Whole or partial waivers of system development charges or impact fees set by the city or county.

(C) Finance-based incentives.

(D) Full or partial exemption from ad valorem property taxes on the terms described in this subparagraph. For purposes of any statute granting a full or partial exemption from ad valorem property taxes that uses a definition of "low income" to mean income at or below 60 percent of the area median income and for which the multifamily structure is otherwise eligible, the city or county shall allow the multifamily structure of the developer to qualify using a definition of "low income" to mean income at or below 80 percent of the area median income.

(e) N/A

(6) N/A

(7) Subsection (4) of this section does not restrict the authority of a city or county to offer developers voluntary incentives, including incentives to:

(a) Increase the number of affordable housing units in a development.

(b) Decrease the sale or rental price of affordable housing units in a development.

(c) Build affordable housing units that are affordable to households with incomes equal to or lower than 80 percent of the median family income for the county in which the housing is built.

(8) – (10) N/A.

City of Albany
Community Development Block Grant Program
Subrecipient Quarterly Report Form

Community Development Dept.
P.O. Box 490
Albany, OR 97321-0144
(541) 917-7550
cdbg@albanyoregon.gov
www.albanyoregon.govcdbg

Agency Name: Jackson Street Youth Services	Project Activity: Responsive Case Management for Next Steps Transitional Liv	
Agency Address: PO Box 1984, Albany, OR 97321	Telephone: [redacted]	Fax:
Contact Person (Name/Title):	E-mail Address: [redacted]	
Quarterly Report Period (check one): ☐ July 1 – Sept 30 ☐ Oct 1 – Dec 31 ☒ Jan 1 – Mar 30 ☐ Apr 1 – June 30		Year: 2026
Signature: [redacted]	Date: 04/17/26	

I. <u>Activity/Program Status</u>. Provide a brief summary of progress on meeting goals and performance measures described in your application and CDBG contract.

Our program has made strong progress toward meeting the goals and performance measures outlined in our application and CDBG contract. Outreach efforts have remained consistent and targeted, with our Next Steps team actively collaborating with community partners such as CSC, Young Roots Oregon, and Crossroads Community Services to ensure young adults ages 18–24 are aware of and able to access our services. We have also strengthened referral pathways with adult-serving homeless providers, including CHANCE and Faith Hope Charity, to ensure appropriate and timely referrals. Program materials, including applications and the resident handbook, are available in both English and Spanish to reduce access barriers.

All applicants were appropriately screened, interviewed, and assessed for eligibility. Upon program entry, residents met with a Case Manager within 72 hours, ensuring timely engagement and service planning. Participants received

If there is little or no progress to report, please explain:

a) the circumstances and challenges; and
b) outline plans, steps, and strategies to complete activity/address issues (attach additional pages or complete form in word).

N/A

II. Do you see any obstacles to completing the performance measures for the activity/program within the contract period?

We do not see any obstacles to completing our performance measures for the activity/program within the contract period.

III. Please calculate and describe any program match provided (other sources of funds, staff time, volunteers, etc.).

CDBG funds spent this quarter: _____________ Value of match this quarter: _______________

IV. Please briefly describe the benefits that Albany CDBG funds have provided to your program/activity.

Albany CDBG funds have been instrumental in supporting our program's ability to serve vulnerable community young adults effectively and consistently. These funds have helped expand access to essential services, including safe housing, case management, and supportive resources for individuals experiencing housing instability.
As a result of this support, we have been able to increase the number of participants served, improve service quality, and reduce barriers to stability for low- and moderate-income residents. CDBG funding has also strengthened our capacity to provide individualized support, helping participants achieve greater self-sufficiency,

V. Feedback/Other: Provide any additional comments or feedback about the CDBG program or funding.

N/A

VI. Total number of unduplicated (new) clients served this quarter: 2

VII. HUD Performance Outcome Measurement System: Please report data about the **NEW UNDUPLICATED** people (or households) served THIS quarter in the following tables:

Persons (or households) Assisted by this CDBG-Funded Activity

	No.
Total Number of Unduplicated Persons Assisted	2
Female Head of Household	0
Homeless Individuals (including children, youth)	2
Elderly persons (62+)	0

Income -% of Median Family Income "MFI"	**No.**
Extremely Low Income (0 – 30% MFI)	2
Very Low Income (31– 50% MFI)	0
Low Income (51 – 80% MFI)	0
Over (81% MFI or above)	0
Presumed Benefit Clientele	0

Race / Ethnicity of Persons or Households Assisted

Race Categories	**Race Totals**	**Ethnicity: Hispanic or Latino**
American Indian/Alaska Native*		
American Indian/Alsaka Native* and White		
Am.Indian/Alaska Native*and Black/African		
Black/African American		
Black/African American and White		
Asian		
Asian and White		
Native Hawaiian/Other Pacific Islander		
White	2	0
Other		
Total Number of Persons Assisted:	2	0

* NOTE: HUD does not consider Hispanic or Latino to be a race for reporting purposes; residents whose ancestors are from South America or Central America, are "American Indian or Alaska Native."

Community Development Dept.
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City of Albany
Community Development Block Grant Program
Subrecipient Quarterly Report Form

Agency Name: Albany Area Habitat for Humanity	Project Activity: Housing Rehabilitation Services	
Agency Address: PO Box 2400_Albany, OR 97321	Telephone: [redacted]	Fax:
Contact Person (Name/Title): Mr G Nassar	E-mail Address: [redacted]	
Quarterly Report Period (check one): ☐ July 1 – Sept 30 ☐ Oct 1 – Dec 31 ☐ Jan 1 – Mar 30 ☒ Apr 1 – June 30		Year: 2026
Signature: [redacted]	Date: June 30th 2026	

I. Activity/Program Status. Provide a brief summary of progress on meeting goals and performance measures described in your application and CDBG contract.

To date, Albany Area Habitat for Humanity has submitted five homes for repair assistance through the program. Four of those homes have been approved and are currently receiving critical repairs, with the remaining home still under review. More homes will be submitted through the same review process

If there is little or no progress to report, please explain:

a) the circumstances and challenges; and
b) outline plans, steps, and strategies to complete activity/address issues (attach additional pages or complete form in word).

II. Do you see any obstacles to completing the performance measures for the activity/program within the contract period?

At this time, Albany Area Habitat for Humanity does not anticipate any obstacles that would prevent us from meeting the performance measures outlined in the contract. We are on track to complete the approved repair projects within the contract period. While homeowner availability, contractor scheduling, and material lead times can occasionally affect individual project timelines, we have contingency plans in place and do not expect these factors to impact our ability to

III. Please calculate and describe any program match provided (other sources of funds, staff time, volunteers, etc.).

CDBG funds spent this quarter: 0 **Value of match this quarter:** 0

IV. Please briefly describe the benefits that Albany CDBG funds have provided to your program/activity.

Albany CDBG funds have been instrumental in expanding Albany Area Habitat for Humanity's Home Repair Program. The funding is allowing us to provide critical health, safety, accessibility, and energy-efficiency repairs for low-income homeowners who would otherwise be unable to afford them. These improvements will help residents remain safe in their homes, preserve affordable housing, reduce deferred maintenance, and improve overall quality of life while strengthening s neighborhoods by protecting existing housing stock and leveraging additional community partnerships and resources to maximize the impact of each dollar invested.

V. Feedback/Other: Provide any additional comments or feedback about the CDBG program or funding.

Reimbursements will be requested though this next quarter

VI. Total number of unduplicated (new) clients served this quarter: 4

VII. HUD Performance Outcome Measurement System: Please report data about the **NEW UNDUPLICATED** people (or households) served THIS quarter in the following tables:

Persons (or households) Assisted by this CDBG-Funded Activity

	No.
Total Number of Unduplicated Persons Assisted	4
Female Head of Household	2
Homeless Individuals (including children, youth)	0
Elderly persons (62+)	2

Income -% of Median Family Income "MFI"	No.
Extremely Low Income (0 – 30% MFI)	
Very Low Income (31– 50% MFI)	2
Low Income (51 – 80% MFI)	2
Over (81% MFI or above)	
Presumed Benefit Clientele	

Race / Ethnicity of Persons or Households Assisted

Race Categories	Race Totals	Ethnicity: Hispanic or Latino
American Indian/Alaska Native*		
American Indian/Alsaka Native* and White		
Am.Indian/Alaska Native*and Black/African		
Black/African American		
Black/African American and White		
Asian		
Asian and White		
Native Hawaiian/Other Pacific Islander		
White	4	
Other		
Total Number of Persons Assisted:	4	

* NOTE: HUD does not consider Hispanic or Latino to be a race for reporting purposes; residents whose ancestors are from South America or Central America, are "American Indian or Alaska Native."

Community Development Dept.
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www.albanyoregon.govcdbg

City of Albany
Community Development Block Grant Program
Subrecipient Quarterly Report Form

Agency Name: Boys & Girls Club of Albany	Project Activity: Summer Scholarship Program for Youth	
Agency Address: 1215 Hill St. SE Albany, OR 97322	Telephone: [redacted]	Fax: [redacted]
Contact Person (Name/Title): Kristi Pitts/Finance Manager	E-mail Address: [redacted]	
Quarterly Report Period (check one): ☐ July 1 – Sept 30 ☐ Oct 1 – Dec 31 ☐ Jan 1 – Mar 30 ☒ Apr 1 – June 30		Year: 2026
Signature: [redacted]	Date: 07/13/2026	

I. Activity/Program Status. Provide a brief summary of progress on meeting goals and performance measures described in your application and CDBG contract.

As of June 30, 2026, the Albany CDBG funds have enabled us to offer scholarships to 67 unique individuals. Our goal was to offer Summer scholarships to at least 30 members and we have been thrilled to be able to offer over double our goal in scholarships!

If there is little or no progress to report, please explain:

a) the circumstances and challenges; and
b) outline plans, steps, and strategies to complete activity/address issues (attach additional pages or complete form in word).

This report and reimbursement covers week 1 and half of week 2 of our 9-week Summer Program, which runs through August 21st. We are confident that weeks 3-9 of our Summer Program will utilize the remaining balance of our grant funds.

II. Do you see any obstacles to completing the performance measures for the activity/program within the contract period?

No, we are confident that we can use these funds within the contract period.

III. Please calculate and describe any program match provided (other sources of funds, staff time, volunteers, etc.).

CDBG funds spent this quarter: $2,055 **Value of match this quarter:** 0

IV. Please briefly describe the benefits that Albany CDBG funds have provided to your program/activity.

Here is a quote from our Elementary Program Director about the impact these funds have had in her program: "The City of Albany grant has made it possible for many of our members to attend our summer program. Without these scholarship opportunities, many families would need to find alternative care for their children during the summer months, and for some, those options are limited.
One family, in particular, shows the meaningful impact of this grant. Each year, they ask about scholarship availability and share how much the assistance means to them. Without the support provided through the City of

V. Feedback/Other: Provide any additional comments or feedback about the CDBG program or funding.

We are so grateful for these funds and the direct impact they have on our clientele and the community!

VI. Total number of unduplicated (new) clients served this quarter: 67

VII. HUD Performance Outcome Measurement System: Please report data about the **NEW UNDUPLICATED** people (or households) served THIS quarter in the following tables:

Persons (or households) Assisted by this CDBG-Funded Activity

	No.
Total Number of Unduplicated Persons Assisted	71
Female Head of Household	43
Homeless Individuals (including children, youth)	0
Elderly persons (62+)	0

Income -% of Median Family Income "MFI"	**No.**
Extremely Low Income (0 – 30% MFI)	33
Very Low Income (31– 50% MFI)	18
Low Income (51 – 80% MFI)	16
Over (81% MFI or above)	0
Presumed Benefit Clientele	13

Race / Ethnicity of Persons or Households Assisted

Race Categories	**Race Totals**	**Ethnicity: Hispanic or Latino**
American Indian/Alaska Native*	4	2
American Indian/Alsaka Native* and White		
Am.Indian/Alaska Native*and Black/African		
Black/African American	5	1
Black/African American and White	1	
Asian	2	
Asian and White		
Native Hawaiian/Other Pacific Islander		
White	44	4
Other	11	11
Total Number of Persons Assisted:	67	24

* NOTE: HUD does not consider Hispanic or Latino to be a race for reporting purposes; residents whose ancestors are from South America or Central America, are "American Indian or Alaska Native."