



## COMMUNITY DEVELOPMENT COMMISSION

### MINUTES

June 2, 2025

6:00 p.m.

Hybrid – Santiam Room

Approved: August 18, 2025

#### Call to Order

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

#### Roll Call

Members present: Jim Cole, Robyn Davis, Tracy Liles, Ron Green (arrived at 12:01 p.m.), Emma, Deane, John Robledo, Courtney Stubbs, Alex Johnson II, Larry Timm

Members absent: Bessie Johnson (excused)

#### Approval of Minutes for April 21, 2025

Commissioner Liles noted a misspelling of her name.

Commissioner Johnson II moved to approve the meeting minutes from April 21, 2025, with the spelling correction. Commissioner Timm seconded the motion, which passed 9-0.

#### Public Comment

**12:02 p.m.**

None.

#### Scheduled Business

**12:02 p.m.**

- 2025 Community Development Block Grant (CDBG) Allocations

Comprehensive Planning Manager, Anne Catlin opened by sharing the final CDBG 2025 program year award amounts. Tentative allocations were determined at the March 17, 2025, Community Development Commission meeting based on the prior 2024 program year funding amount. The city's actual award from the U.S. Department of Housing and Urban Development (HUD) was greater than the estimate, so awards were adjusted to account for the increase.

The commission agreed to the final adjusted Community Development Block Grant (CDBG) awards for the Program year 2025: Oregon Cascades West Council of Governments \$4,250, Boys and Girls Club of Albany \$6,400, Mid-Willamette YMCA \$9,100, C.H.A.N.C.E. \$18,100, Jackson Street Youth \$18,100, Albany Partnership \$130,000, and Albany Area Habitat for Humanity \$112,513.

The commission and staff briefly discussed the uncertainties of the CDBG program going forward and are hopeful that it will continue to be funded.

- 2025 Draft Annual Action Plan

Catlin noted that there was nothing specific to point out with the Annual Action Plan, but it includes required information such as how the region will address homelessness and the outreach being done to help reduce homelessness. The plan tracks community needs and performance against the strategic five-year Consolidated Plan which addresses the years 2023-2027. The Consolidated Plan identifies priority objectives to look for in future applications if continued funding is available.

Commissioner Johnson II inquired if the Community Development Commission would be disbanded if CDBG funding is cut. Catlin replied that there could be other ways for the group to advise the city council if other funding is obtained.

Commissioner Davis asked about public input and Catlin clarified that there would be a newspaper advertisement as well as a website posting and press release to notify the public of the opportunity to provide public comment on the Annual Action Plan which is a program requirement.

- Agency Quarterly Reports

Catlin shared that Center Against Rape and Domestic Violence (CARDV) provided a quarterly report which was included in packet and added that most of the subrecipients are on track to get funds spent.

Business from the Commission

12:27 p.m.

Commission and staff discussed the Point-in-Time (PIT) counts for 2025 and how those numbers are determined.

Commissioner Timm asked if there are any studies or reports on best practices or instances where communities have made progress on reducing homelessness. Catlin provided that there are case studies on different ways to reduce homelessness, but that there is not a current plan in place for the city.

Commissioner Deane said that she would love to see a task force group aimed at providing accountability for agencies that offer support to Albany residents. Commissioner Johnson II added that there would be value in being able to provide a service such as city-level wrap around case management where a person is tracked throughout the system of different services and providers.

Commissioners talked about how hard it is to get funding with enough flexibility in how the money can be used.

The commission next discussed the draft letter to the city council written by Commissioner Davis. There was a consensus that a supplemental meeting would be needed prior to sending the letter to the city council, and that additional outreach could be done.

Commissioner Green asked if there was any information about any community in the United States that have successfully implemented a comprehensive plan to address homelessness. Catlin replied that she has read about a couple communities who do and that a Homelessness Task Force could help to achieve.

Next Meeting Date

August 18, 2025, at 12:00 p.m. in Santiam Room.

Adjournment

Hearing no further business, Vice Chair Davis adjourned the meeting at 1:03 p.m.

Respectfully submitted,

*Signature on file*

Kaitlin Martin  
Administrative Services Coordinator

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).*