



COMMUNITY DEVELOPMENT COMMISSION

MINUTES

February 24, 2025

12:00 p.m.

Hybrid – Santiam Room

Approved: March 17, 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, Ron Green, Courtney Stubbs, Robyn Davis, Bessie Johnson, John Robledo (arrived at 12:15 p.m.)

Members absent: Alex Johnson II, Emma Deane

Approval of Minutes for February 10, 2025

12:01 p.m.

Motion: Commissioner Davis moved to approve the February 10, 2025, meeting minutes as presented. Commissioner Cole seconded the motion, which passed 6-0.

Scheduled Business

12:03 p.m.

- 2025 CDBG Applicant Evaluations

Anne Catlin began with the Scoring Matrix providing averaged commission scores and reviewed potential options for determining award amounts. She reported that they don't know when they will find out the total funds they will receive and so it will be a quick turnaround to be ready when those figures are available. She emphasized that they should reaffirm priorities for the community and consider how well the organization aligns with Consolidated Plan Goals. Catlin reminded members that ultimately their decisions must be based on the application and evaluation criteria.

Chair Johnson opened the table for discussion.

Commissioner Davis suggested that they should focus on smaller organizations that may not have the same opportunities for funding than bigger, more established organizations leveraging funds.

Commissioner Cole noted that all applicants scored between 87 to 91, all scoring above the bar so their evaluation should focus on matching specific priorities and needs.

Commissioners debated the merits of each application and how each matched the priorities and objectives. Commissioner Cole continued that some may have a higher cost/person but if the program is reducing homelessness that carries a greater overall value to the community. Commissioners recognized the importance not just of shelter but case management in helping people be successful in finding housing. They agreed that the funding needed to be specific to Albany residents rather than those who aren't tied to the community.

The commission discussed the asks for case management or staff overhead versus funding direct client benefit. Catlin reminded the commissioners that sometimes asks for case management or staff overhead is something that other grants may not cover but are necessary to provide services and data management while essential for any organization to do required reporting or apply for grants does not provide a direct benefit in itself to the clients. Catlin then summarized options for distributing the funds and asked whether commissioners would leave any applicants out of consideration or pick a couple of the strongest applications to fully fund and then distribute the balance either by percentage or equally. Commissioners shared their preferences and most were in agreement.

Commissioner Timm suggested, and others agreed on prioritizing programs that have a direct correlation to homelessness. Putting energy towards the two shelters that are directly going to help those in need. Catlin calculated some draft numbers for the top public services applications and noted the balance left to distribute and that most applications were scalable for receiving less. Catlin asked the commissioners to review the applicant presentations and prepare to finalize their recommendations at the next meeting.

Business from the Public

None.

Business from the Commission

None.

Next meeting date

March 17, 2025, at 12:00 p.m. in the Santiam Room.

Adjournment

Chair Johnson called the meeting adjourned at 1:37 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.*