



COMMUNITY DEVELOPMENT COMMISSION

MINUTES

May 21, 2024

6:00 p.m.

Hybrid – Council Chambers

Approved: June 17, 2024

Call to Order

Chair Courtney Stubbs called the meeting to order at 6:00 p.m.

Roll Call

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

Members absent: Alex Johnson II (excused)

Approval of Minutes:

6:00 p.m.

Motion: Commissioner Skylar Bailey moved to approve the March 18, 2024 minutes as presented. Commissioner Cole seconded the motion. The motion passed 9-0.

Scheduled Business:

6:02 p.m.

- 2024 Annual Action Plan and Allocation

Beth Frelander, Planner II was pleased to announce that Albany got more than anticipated for CBDG allocations. It was up to the Commission to decide how to allocate those additional funds. Frelander offered three options.

Commissioner Bailey liked the option of splitting it between Boys & Girls Club, COAT, and Jackson Youth Services. The other Commissioners supported that option as well.

Motion: Commissioner Bailey moved to approve splitting the additional allocation nearly equally between Boys & Girls Club, COAT and Jackson Street Youth Services by adding \$800 to Boys and Girls Club and COAT's original allocation of \$10,000 and an additional \$760 to Jackson Street Youth Services' original allocation of \$26,000. Commissioner Cole seconded the motion, which passed 9-0.

Frelander then listed the options for the non-public service allocation. As CARDV already is fully funded for their request. She proposed either allocating all of it to Family Connections, or all of it to DevNW or split between the two. Commissioner Green suggested allocating all of it to Family Connections.

Commissioner Timm moved to approve allocating the additional non public service funds totaling \$9,143 to Family Connections. There was no second offered to the motion. The motion was incomplete.

Frelander concluded by asking for any questions or concerns regarding the Action Plan Draft. Funds can go out beginning July 2024 as long as everything is in place. That is the goal. Contracts are for a 12-month period from signing of the contract.

In response to a question from Commissioner Davis regarding any updates on land use control and excise tax revision recommendations made by the commission Frelander responded that land use control and revenue strategies are being researched currently, some of which are not exclusive to affordable housing. One such strategy is scaling fees to house or lot size. Another policy being explored is revising the tax abatement program for affordable housing and adopting the construction excise tax. They are doing research on those policies right now.

Commissioner Davis asked about whether there is a document online explaining the fees and tax structures for developers or any looking at adding ADU. Frelander believed there is a fee schedule for each type of project available on the City website.

Commissioner Cole then noted a potential typo where you list where the five-year time was 2013 to 2027 in the executive summaries, also where it lists where you allocated funds for affordable housing and had CARDV listed.

Commissioner Cole inquired how the CARDV funds help with affordable housing. Freelanders explained about the housing pipeline, and performance outcome associated with that project. Cole suggested additional context to make it clear would be good for the public reading. There was also a question regarding carry forward funding. Freelanders noted that if the contract goes beyond June 30 in the following year, they can carry it forward until the funding is used or the contract ends. Because those funds have already been allocated through prior action plans, they were not included in the 2024 Action Plan.

Commissioner Bailey asked about the funds available for affordable housing but no applications. Freelanders noted there are few options for using CBDG funds. Commissioner Cole asked what are some limits to the CBDG for affordable housing. Freelanders responded they can't use grants for any part of new construction. They do try use CBDG funds to support affordable housing when possible, such as through property acquisition and are pursuing potential options for supporting affordable housing outside of CBDG like the construction excise tax and city surplus land policies or other grants.

Commissioner Green asked if there are guidelines distinguishing between the new construction and rehabilitation as to when CBDG funds can be used. Freelanders was uncertain whether the conversion of nonresidential buildings into housing would be rehabilitation or new construction but there are some guidelines.

Business from the Public

6:24 p.m.

None.

Business from the Commission

6:25 p.m.

Commissioner Johnson asked when do they start for next year. Freelanders answered that looking forward they will be coming back to the impediments to fair housing choice, and what data and information they want for next year. Freelanders also recommended taking time to go over the application and the process for any changes they want to make while the process is still fresh in their minds. Revisions could potentially include a cap on how much funding applicants can apply for.

Commissioner Cole asked if there is a concise description of what the HUD requirements are for these funds? Freelanders answered the top layer requirement is it has to go for suitable housing, creating economic opportunities for low to moderate incomes, next the actual activities eligible and costs. Then further what does rehab mean versus new construction. She added that the Commission can go over more detail at future meetings on how these funds can be spent.

Next Meeting Date

The next meeting is scheduled for June 17, 2024, at noon.

Adjournment

Chair Stubbs adjourned the meeting at 6:28 p.m.

Respectfully submitted,

Signature on file

Susan Muniz
Recorder

Reviewed by,

Signature on file

Beth Freelanders
Planner II