

City of Medford Community Development Block Grant Program



2017/18 Action Plan

This Plan Covers the Period Beginning
July 1, 2017 and Ending June 30, 2018

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Medford 2015-19 Consolidated Plan for Housing and Community Development provides a vision for increasing and improving affordable housing, neighborhood revitalization, and public services for the period beginning July 1, 2015 and ending June 30, 2020. This one-year Action Plan for the City's Fiscal Year 2017/18 identifies the allocation of federal entitlement funding provided to the City of Medford by the U.S. Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) Program. Allocations are based on priorities established by the Medford Housing and Community Development Commission and staff of the City's Housing and Neighborhood Resources Division through a combination of research, analysis and consultation. The City seeks ongoing consultation with local nonprofit agencies, businesses, experts in the field, stakeholders, and residents of the city of Medford.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The Consolidated Plan outlines a set of five-year objectives and strategies that the City works to achieve through the allocation of CDBG entitlement funds. Partnership and collaboration with agencies from the nonprofit and private sectors are essential to delivering impactful projects and programs to the community. The Consolidated Plan outlines the city's identified priority needs as well strategies that may be implemented to address those needs. The following three primary goals serve as a foundation for funding allocation decisions during the five-year consolidated plan period:

- 1) Improve the condition and availability of affordable housing;
- 2) Improve the ability of low/moderate-income (LMI) and special needs residents to become self-sustaining; and
- 3) Improve living conditions by addressing community development projects that improve public infrastructure, public facilities and neighborhood revitalization.

Please [click here](#) to access the City of Medford 2015 -19 Consolidated Plan.

Entitlement jurisdictions receiving HUD funds are accountable for performance outcomes measured annually. The City is allocating CDBG funds to 20 projects/programs during the 2017 program year to achieve outcomes referenced in Section **AP-20 Annual Goals and Objectives – 91.420, 91.220(c)(3)&(e)**.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The goals, objectives and strategies identified in the Consolidated Plan and the projects identified within this one-year action plan are reflective of a continuation of previous consolidated plans as well as the product of current and future needs identified within the most recent consolidated planning process. The community's need for affordable housing, especially for LMI households, has been a priority goal since inception of the City's CDBG program. However, given heightened awareness of the existing low vacancy rate and the associated housing cost burden for low-income families, the Housing and Community Development Commission passed a motion on November 2, 2016 to assign bonus points to 2017/18 CDBG applications proposing development or support of permanent supportive housing.

4. Summary of Citizen Participation Process and consultation process

The City of Medford allocates CDBG funds through a competitive process. Scoring of applications for 2017/18 funding was strongly influenced by the community's emergent housing and homeless needs. Eight members of The Housing and Community Development Commission (HCDC) reviewed all grant applications and formulated a funding recommendation during a public meeting on March 22, 2017. The Commission also met on May 30, 2017 to address the anticipated, but unknown variance in the actual entitlement award and any potential surplus funding to reach full allocation of all expected resources for the 2017/18 program year.

The Commission's funding recommendation was presented to Medford City Council during a public hearing on June 1, 2017 at 12:00 p.m. in Medford City Hall Council Chambers. The public comment period for the draft 2017/18 Action Plan began on May 3, 2017 and closed on June 1, 2017. Both public participation requirements were noticed in the Legal Notices section of The Medford Mail Tribune, on the City's website, and emailed to past CDBG and City General Fund Grant applicants. Consultations were conducted with ACCESS, Habitat for Humanity, St. Vincent de Paul, Children's Advocacy Center, Hearts with a Mission, Maslow Project, Medford Senior Center, Consumer Credit Counseling of Southern Oregon, Center for Nonprofit Legal Services, the Housing Authority of Jackson County, the Homeless Task Force, Luken Solutions, HUD, PeopleFirst Properties, Banner Bank, and Medford's Code Enforcement, Building, Legal, Parks and Recreation, Camas Consulting, and the City's Planning, Building, Code Enforcement and Public Works departments.

5. Summary of public comments

No public comments were contributed or recorded through the close of the public hearing on June 1, 2017.

6. Summary of comments or views not accepted and the reasons for not accepting them

No public comments were contributed or recorded through the close of the public hearing on June 1, 2017.

7. Summary

The Action Plan that follows outlines the activities the City of Medford will undertake or support during the one-year period of July 1, 2017 - June 30, 2018 to address identified community needs. The City's efforts will remain focused on creating, retaining and maintaining affordable housing opportunities, supporting efforts to prevent and overcome homelessness, and supporting efforts to meet the needs of LMI and special needs populations.

The Process

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Table 1 – Responsible Agencies

Agency Role	Name	Department/Agency
CDBG Administrator	MEDFORD	Medford Planning Department

The City of Medford, through the Housing and Neighborhood Resources Division of the Planning Department, is the lead agency for delivery of the Community Development Block Grant program funding to be delivered through this Action Plan for the City's fiscal year 2017-2018.

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Medford coordinates efforts with outside public and private entities that focus on affordable housing, homelessness, health care, mental illness, substance abuse, domestic violence and other related services as reflected in the narratives to follow. The City seeks to support community initiatives uncovered through consultation and during the HUD mandated citizen participation process.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City's most productive effort to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies has been to co-sponsor a three-part community winter outreach series: 1) The Housing First Model in December 2016; 2) Six Steps to Building Support for Affordable Housing Projects in January 2017; and 3) Challenges, Opportunities and Solutions in February 2017. These events represented a collaborative community partnership to identify and address barriers to increasing affordable housing and help to reduce homelessness. Event sponsors included HUD, the City of Medford, ACCESS, and the Homeless Task Force (HTF). Sally Luken of Luken Solutions and Rob Justus with JOIN (a nonprofit permanent supportive housing developer in Portland) provided invaluable leadership and expertise. Local agencies have since continued to enhance collaborative efforts and work toward the development of solutions that the City is hopeful will surface during the 2017/18 program year.

The City also utilizes the advisory capacity of the Housing and Community Development Commission to represent the voice of the community and solicit input from local agencies and stakeholders, which may uncover alternatives to addressing priority needs. The Commission holds public meeting on the first Wednesday of each month from 5:30 p.m. to 7:00 p.m. Meetings are held at City Hall, Medford Room 330, located at 411 W. 8th Street. Throughout the 2016-17 program year, commissioners and/or Housing and Neighborhood Resources Division staff have participated in conversations and/or collaborative efforts with the agencies listed in this section.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Medford partners with other governmental jurisdictions, agencies and organizations to address homelessness and other community special needs. The Jackson County Consortium/Homeless Task Force (HTF) uses a Continuum of Care approach to provide for services and linkages for low-income and homeless citizens. City staff serves on the HTF, which meets on a monthly basis. Subcommittees of the HTF include: 1) Core Group; 2) Highly-Affordable Housing Alternatives; 3) Point-in-Time/Hispanic Interagency Committee

Workgroup; 4) Project Community Connect; 5) Veterans; and 6) Youth Networking Committee. Participating members of the HTF are regular contributors to the development of the City's Consolidated Plan and Action Plan.

A specific example of increased collaboration is the recent efforts of the HTF to work with the City, local agencies, and stakeholders to review and potentially restructure the Continuum of Care platform. The City's active participation in the HTF significantly enhances the coordination between community-wide agencies working together to reduce and prevent homelessness of veterans, families, unaccompanied youth, seniors, and persons with mental and/or physical disabilities.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Medford does not currently receive ESG funds. See the table on the pages to follow for explanation of consultations.**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities.**

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	ACCESS
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Community Action Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Economic Development Anti-poverty Strategy Weatherization

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff has been working actively with ACCESS housing and support services staff to identify opportunities for partnership. Two examples include: 1) the co-sponsorship of the winter community outreach/training series to build community acceptance and capacity to increase affordable housing, and 2) partnering with PeopleFirst Properties to launch a rental rehab pilot project.
2	Agency/Group/Organization	HOUSING AUTHORITY OF JACKSON COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing Planning organization Affordable Housing Developer
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Medford maintains an ongoing relationship with the Housing Authority of Jackson County (HAJC) through the City's Homeowner Repair Program. This relationship provides the City with essential information relating to Medford's affordable housing needs. The City has also been working proactively with the housing development department to support production of new rental units. Increasing support to HAJC has been identified as a priority.
3	Agency/Group/Organization	Oregon Action
	Agency/Group/Organization Type	Regional organization Legislative Movement
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy Inclusionary Zoning and Affordable Housing

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Oregon Action's Regional Director, Michelle Glass, invited staff to participate in legislative initiative meetings relating to lifting the ban on inclusionary zoning (IZ) in Medford. The City's CDBG Grants Administrator, Angela Durant attended the meetings and relayed information back to the Housing and Community Development Commission. The Commission later invited Ms. Glass to share IZ information with commissioners as well as Council Liaison, Clay Bearnson, during a regularly scheduled meeting. Staff has also participated in outreach and awareness meetings and presentations given by Mrs. Glass.
4	Agency/Group/Organization	John L. Scott Real Estate
	Agency/Group/Organization Type	Business Leaders Real Estate Professionals
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Housing Trends and Vacancy Rates
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Shanon Pewtress, a previous member of the Housing and Community Development Commission is a real estate agent with John L. Scott and has provided the Commission with valuable housing related information throughout the year.
5	Agency/Group/Organization	St Vincent de Paul
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rich Hansen, Government Liaison, provides City Council, the Housing and Community Development Commission and City staff with ongoing consultation associated with reducing and eliminating homelessness in Medford.
6	Agency/Group/Organization	City of Eugene
	Agency/Group/Organization Type	Housing Other government - Local Rental Rehabilitation Grantee Department
	What section of the Plan was addressed by Consultation?	Rental Rehabilitation Demand

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with Nicole Nowak, Community Development Analyst, regarding the City of Eugene's active rental rehabilitation program. Community demand, funding caps and regulatory guidelines were discussed.
7	Agency/Group/Organization	Rogue Retreat
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rogue Retreat's Executive Director, Chad McComas, serves as a commissioner of the Housing and Community Development Commission and provides ongoing consultation relating to Medford's homelessness.
8	Agency/Group/Organization	Habitat for Humanity
	Agency/Group/Organization Type	Housing Services - Housing Blighted Properties
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Denise James, Executive Director of Rogue Valley Habitat for Humanity, serves on the Housing and Community Development Commission and provides ongoing consultation relating to new affordable housing construction as well as alternative funding and community collaboration opportunities. Mrs. James has been an integral part of the City's efforts to address blighted properties through a community collaborative approach that can re-allocate these properties as affordable housing through demolition and re-construct or rehabilitation.
9	Agency/Group/Organization	FAIR HOUSING COUNCIL OF OREGON
	Agency/Group/Organization Type	Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Affirmatively Furthering Fair Housing

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City has consulted with Fair Housing Council of Oregon to conduct testing during the 2017/18 program year based on "source of income." (Testing will be conducted later in the program year.)
10	Agency/Group/Organization	CENTER FOR NONPROFIT LEGAL SERVICES
	Agency/Group/Organization Type	Services - Housing Services-Elderly Persons Services-Persons with Disabilities Service-Fair Housing Services - Victims Legal Services
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs LMI Legal Representation Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Center for Nonprofit Legal Services provides City staff with consultation associated with landlord/tenant Fair Housing and protected class discrimination issues.
11	Agency/Group/Organization	MEDFORD SENIOR CENTER
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff consulted with members of the Medford Senior Center Board regarding status and value of the facility for an increasing senior population. The Board continues to work with Medford Parks and Recreation Department and City Council to develop solutions.
12	Agency/Group/Organization	Maslow Project
	Agency/Group/Organization Type	Services-Children Services-homeless Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Maslow Project provides the City of Medford with data relating to youth homelessness, graduation rates and other information relating to the need for specific youth services in the community.

13	Agency/Group/Organization	Compass House
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless Services-Health Services-Education Services-Employment Mental Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Strategy Mental Illness Barriers
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff conducted an interview regarding housing and employment barriers caused from mental health issues. Staff also provided consultation to Compass House staff regarding a potential 2017/18 project that could increase services for participants with mental health barriers.
14	Agency/Group/Organization	Hearts With A Mission
	Agency/Group/Organization Type	Services-Children Services-homeless Publicly Funded Institution/System of Care
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Hearts with a Mission provides the City with valuable information and data relating to the needs of homeless youth in our community including sustainability issues of youth transitioning out of programming.
15	Agency/Group/Organization	Jackson Care Connect
	Agency/Group/Organization Type	Services-Health Coordinated Care Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Housing Related Health Issues

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Jackson Care Connect staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County. Co-Chair of the Community Advisory Committee (CAC) advocated for senior citizens and disabled persons during forums and interviews. Heidi Hill, JCC's Community Health Manager, serves on the Medford Housing and Community Development Commission and provides valuable insight in the area of housing related community health issues.
16	Agency/Group/Organization	Veterans Administration
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities Services-homeless Services-Health Health Agency Publicly Funded Institution/System of Care Other government - State Services - Veterans
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County, in support of veteran housing needs. City CDBG staff toured the Southern Oregon Rehabilitation Center & Clinic (SORCC). Topics of conversations during the visit focused on the characteristics of Southern Oregon's homeless veteran population, discharge procedures, and anticipated changes to future capacity.
17	Agency/Group/Organization	La Clinica
	Agency/Group/Organization Type	Services - Housing Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Housing Related Health Issues
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	La Clinica staff continues to be active in community forums to develop housing solutions to positively impact the health of community members.

18	Agency/Group/Organization	Consumer Credit Counseling Service of Southern Oregon
	Agency/Group/Organization Type	Housing Services - Housing Services-Education Services-Employment Credit Counseling
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Financial Budgeting for LMI members
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency has increased outreach to serve LMI members struggling to secure rental housing, home ownership and employment resulting from poor credit scores and other financial issues.
19	Agency/Group/Organization	United Way of Jackson County
	Agency/Group/Organization Type	Regional organization Planning organization Community Development
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Funding Source
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	United Way staff continues to provide consultation to the City through involvement with Jackson County Community Services Consortium and the Homeless Task Force. United Way staff has also been actively involved in assessing the impact of the Continuum of Care.
20	Agency/Group/Organization	Rogue Valley Council of Governments
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Council of Governments
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency staff is actively involved in assessing the Continuum of Care and developing community solutions through a pending Regional Housing Strategy to be completed in partnership with the City of Medford, Ashland, Central Point, Eagle Point, Phoenix, Talent and White City during the 2017/18 program year.
21	Agency/Group/Organization	OREGON HOUSING AND COMMUNITY SERVICES
	Agency/Group/Organization Type	Housing Other government - State Neighborhood Stabilization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Market Analysis Funding Resources
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff is engaged in ongoing consultation with Program Analyst, Alycia Howell, to research funding sources and regulatory barriers associated with housing development and mixed funding.
23	Agency/Group/Organization	JOIN
	Agency/Group/Organization Type	Housing Nonprofit Housing Developer
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Housing Development Barriers
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	JOIN is a Portland nonprofit agency that works with homeless individuals and families to transition off the streets and into permanent housing. Rob Justus, JOIN's founder, participated in a community housing forum in March. Mr. Justus has been a valuable resource for uncovering ways to work through the complicated funding process of affordable housing development. Staff will continue conversations throughout the 2017/18 program year.

24	Agency/Group/Organization	Coleman Creek Consulting Inc.
	Agency/Group/Organization Type	Environmental Consulting
	What section of the Plan was addressed by Consultation?	Housing Barriers - Environmental
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Coleman Creek provides consultation regarding asbestos and lead issues and abatement which have and may continue to impact the timeliness of demolition and larger rehabilitation projects.
25	Agency/Group/Organization	Banner Bank
	Agency/Group/Organization Type	Business Leaders Private Sector Banking / Financing
	What section of the Plan was addressed by Consultation?	Financial Resources
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff conducted a phone interview with Chris Corcoran, Treasury Management Sales Consultant and former member of Medford City Council, regarding housing development financing issues and opportunities to collaborate with local lending institutions. Conversations will continue throughout the program year, which could help stimulate support from this arena.
26	Agency/Group/Organization	PeopleFirst Properties
	Agency/Group/Organization Type	Private Affordable Housing Developer
	What section of the Plan was addressed by Consultation?	Rental Housing Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	PeopleFirst Properties has been active in the pursuit of increasing affordable rental housing for LMI residents through purchase and rehabilitation of units in Medford. City staff is working with PeopleFirst Properties to explore implementation of a rental rehabilitation program through a pilot project in the 2017/18 year.
27	Agency/Group/Organization	Columbia Care Services
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Services-Health Services - Mental Health Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Permanent Supportive Housing

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Columbia Care is a valuable resource in the development of permanent supportive housing, veterans services, rental assistance programming, and mental health services.
28	Agency/Group/Organization	Camas Consulting
	Agency/Group/Organization Type	Environmental Consulting
	What section of the Plan was addressed by Consultation?	NEPA Environmental Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff is utilizing Camas Consulting for environmental impact issues that may affect existing and future CDBG projects. Increased efficiency in the completion of complex environmental assessments is warranted.

Identify any Agency Types not consulted and provide rationale for not consulting.

There were no agency types not consulted in preparing the City of Medford Consolidated Plan, which forms the basis of this Action Plan.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Table 3 – Other Local/Regional/Federal Planning Efforts

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	ACCESS, Inc.	The City of Medford 2015-20 Strategic Plan, Objective 6.8a, provides City participation on the Jackson County Homeless Task Force. The HTF Core Group currently serves as the advisory body for the Continuum of Care. Objective 6.8b identifies the City General Fund Grant program as a funding resource for agencies providing assistance to the homeless.
State of Oregon Consolidated Plan	Oregon Housing and Community Services	The City's Strategic Plan goals are well aligned with state priorities to develop quality, permanent supporting housing. The City has allocated CDBG infrastructure leverage funds to two Housing Authority of Jackson County projects that are both funded through state Low Income Housing Tax Credits.
Jackson County 10-Year Plan to End Homelessness	Jackson County Consortium	Many of the goals, objectives and strategies of the City's Consolidated Plan and Strategic Plan align with the Jackson County 10-Year Plan to End Homelessness primarily including: 1) efforts to increase opportunities for new affordable housing; 2) programs that improve the availability and affordability of decent existing rental and owner occupied housing units; 3) provide financial and technical assistance to programs that provide essential support services to low-income and special needs populations; 4) continue to encourage neighborhood revitalization in low-income areas; 5) provide City participation on the HTF; and 6) review General Fund Grant program for allocation of funds to local social service agencies providing assistance to the homeless.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation.

Summarize citizen participation process and how it impacted goal-setting.

As an entitlement jurisdiction receiving annual CDBG funds, the City of Medford is required to implement a citizen participation plan under Federal law. The City's citizen participation process is documented under the Consolidated Plan and has been in practice since inception of the program. Priority needs, goals, objectives, and strategies have been identified through a comprehensive and collaborative approach to citizen participation. An extension of this process has assisted in the development of a targeted Action Plan. As during past years, a public hearing was held after the Action Plan was advertised, requesting public input, and the 30-day public comment period ended. This process assisted the City in making a final, impactful funding determination and refine goals for future plans. All feedback and comments received during the City's 30-day public comment period or during the public hearing have been considered and documented herein.

Obtaining direct input from LMI citizens is a priority within the City's participation plan, yet is found to be a challenge even when participation is highly encouraged. Therefore, the City has put great value in the collaborative relationships with local nonprofit agencies providing services to citizens in this target group. Collecting information and data from these agencies builds a better understanding of the immediate and future needs of Medford's LMI population. The Housing and Community Development Commission and City staff have also conducted several less formal meetings and discussions with local nonprofit agencies, real estate and lending firms, advocacy groups, and private citizens to identify needs and solutions for the upcoming program year.

In the event an amendment to this Action Plan would be necessary, the City would follow the following documented amendment process:

Substantial Amendment. A substantial change is defined as: (a) for projects over \$25,000 increasing or decreasing the amount budgeted for a project by 25%, (unless a decrease is due to an under run of the project); (b) for projects under \$25,000 increasing or decreasing the amount budgeted for a project by 50% (unless a decrease is due to an under run of a project); (c) changing the purpose, scope, location, or intended beneficiaries or adding a new project.

Minor Change. A minor change in location is NOT a substantial change, if the purpose, scope and intended beneficiaries remain essentially the same. If capital dollars are used for a different portion of the project (e.g. rehabilitation rather than acquisition) this does not constitute a substantial change.

Public Participation. Prior to amending an annual action plan, the City shall provide citizens with 30 days' notice and opportunity to comment on substantial amendment(s). Notice shall be

given by public notice and electronic mail or letter to persons and organizations which have previously been involved in the consolidated planning process or have requested their name be placed on the consolidated plan mailing list. All comments received in writing or orally at public hearings will be considered, and if deemed appropriate, the City shall modify the amendment(s). A summary of these, and a summary of any comments not accepted and the reasons therefore shall be attached to the substantial amendment(s) of the action plan.

Citizen Participation Outreach

Table 4 – Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response - Attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
1	Newspaper Ad	Non-targeted/broad community	No responses received.	No comments received.	No comments offered.	
2	City Website	Non-targeted/broad community	No responses received.	No comments received.	No comments offered.	http://www.ci.medford.or.us/SIB/files/2017%20Action%20Plan%20(draft).pdf
3	Public Hearing	Council & Community	No testifiers spoke during the Medford City Council hearing on June 1, 2017.	No comments received.	No comments offered.	
4	Internet Outreach	2017/18 CDBG Applicants	No responses received.	No comments received.	No comments offered.	

Annual Action Plan

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City's 2017/18 entitlement award is \$629,629, which is close to level funding from the previous year. Level funding is also anticipated for the remaining two years of the Consolidated Plan period. Carryforward funding is estimated at a total of \$784,110, which includes a rounded \$680,598 from 2015 and 2016 projects that were unable to be completed; \$39,624 in unexpended 2016 program administration; \$55,972 in program income from projects funded in prior program years; and \$7,916 in unallocated previous year entitlement funds. The anticipated program income to be received during the 2017/18 program year is estimated at \$188,318. This estimation represents amounts anticipated to be repaid to the City from loans, rental assistance payments and lien payoffs from owners and tenants during the 2017/18 program year, as well as from previous program years. The City proposes to allocate the full amount of expected resources totaling \$1,602,056 for projects/programs referenced in AP-35 Projects – 91.220(d).

The variance in the anticipated versus actual entitlement grant award, and variance in anticipated carryforward and program income funding approved by Council on June 1, 2017 was adjusted according to the resolution made at the public hearing held on June 1, 2017. A variance up to 5% in the entitlement allowable for allocation to public services was decreased among the public service activities, proportionately. Any allocation of 2017 entitlement surplus funds, as well as carryforward program administration was granted to the Medford Senior Center's facility improvement project. Previous years' carryforward funds were allocated to the Housing Authority of Jackson County's 64-unit Newbridge Place housing complex in efforts to fill a funding gap resulting from the market value of Low Income Housing Tax Credits funding the project.

Table 5 – Expected Resources Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	629,629	188,317.61	784,109.58	1,602,056.19	1,243,038	See above "Introduction" for a description.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

During the City's review of potential CDBG subrecipients, the Housing and Community Development Commission encourages and favorably scores projects and programs with proposing strong leverage. During the 2017/18 program year, the combined leverage from all projects and programs identified for funding in this action plan is \$17,490,238. Leverage resources have been captured from a variety of subrecipient funding sources including:

- ACCESS
- Agency Cash Contributions
- Agency Fundraising Revenue
- Anna May Foundation
- Art Dubs Foundation
- Business Donations
- CACFP Monthly Meals
- Campaign for Equal Justice
- Carpenter Foundation
- City of Medford General Grant
- DHS-Child Welfare
- ESG Pass-through
- Federal Street Outreach Program
- Individual Donations
- In-Kind Support
- Interest Income
- Legal Aid Services of Oregon
- Low-Income Housing Tax Credits
- OHP Fee for Service
- Oregon State Bar Legal Services Program
- Permanent Loan
- PRS Foundation
- Rental & Thrift Store Revenue
- School District Funding
- Senior Nutrition Program
- United Way
- Walker Foundation

Categorical leverages are as follows:

- 1) Increase Opportunities for New Owner Housing: \$203,749
- 2) Increase Opportunities for New Rental Housing Units: \$15,599,581
- 3) Improve Public Facilities and Neighborhood Parks: \$24,143
- 4) Assist Public Service Agencies Targeting Fair Housing and Housing Support: \$241,850
- 5) Assist Public Services Targeting Senior Citizens and Youth: \$1,420,915

Subrecipients' matching fund obligations are monitored through the CDBG funding agreement, voucher reimbursement requests, grantee performance reports, and onsite monitoring visits.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

The property located at 1615 Thomas Rd. is owned by the City of Medford. This property has have been identified by the Building Safety Division as a crime- and fire-safety hazard. Three structures will be demolished and cleared; and the property will remain vacant until future Council direction.

Discussion

The City's 2017/18 subrecipient pool exceeds leverage expectations under CDBG guidelines. The largest leverage of \$15,569,581 is from the Housing Authority of Jackson County to construct a new 64-unit affordable housing complex. CDBG funds totaling \$343,478 will go towards required off-site infrastructure improvements. The combined one-year "housing" related leverage of \$15,803,330 far exceeds the performance measures hoped for prior to soliciting proposals. The community will be impacted by a total of 170 affordable housing units: 19 homeowner units and 151 rental units. Of this number, 67 will be new units and 103 will be improvements to existing. The City anticipates "community" affordable housing collaboration and partnership to be on the rise. This is expected to spark an increase in leverage oportutnies through 2019.

The City recognizes that it is not feasible for all projects and programs to bring strong leverage in an environment of declining resources. However, this one-year action plan is well-balance with other strong leveraged projects/programs to provide an overall positive leverage that meets federal funding expectations.

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing - Objective 1	2015	2019	Affordable Housing	Citywide	Major Home Improvements Minor and Emergency Home Improvements	CDBG: \$448,735.72	Homeowner Housing Rehabilitated: 30 Household Housing Unit
2	Affordable Housing - Objective 2	2015	2019	Affordable Housing Public Housing Homeless	Citywide	Major Home Improvements Affordable Housing Development for Owner/Rental Public Infrastructure Homeless Prevention/Emergency Emergency Assistance/Operations and Services Homeless Prevention/Rapid Re-housing	CDBG: \$570,474	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 150 Households Assisted Rental units rehabilitated: 1 Household Housing Unit Homeowner Housing Added: 1 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 108 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Community Development - Objective 1	2015	2019	Non-Housing Community Development	Citywide CDBG Eligible Block Groups	Public Infrastructure Code Enforcement Demolition and Blight Clearance Community Facilities/Park and Recreation Senior Center	CDBG: \$382,662.37	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted Buildings Demolished: 3 Buildings Housing Code Enforcement/Foreclosed Property Care: 7 Household Housing Units
4	Public Services Availability - Objective 1	2015	2019	Homeless Non-Homeless Special Needs Non-Housing Community Development	Citywide	Youth Services Fair Housing Youth Centers Homeless Facilities/Services Homeless Facilities Homeless Prevention/Emergency Emergency Shelter Emergency Assistance/Operations and Services	CDBG: \$74,099.35	Public service activities other than Low/Moderate Income Housing Benefit: 1670 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 440 Beds

Goal Descriptions

Table 7 – Goal Descriptions

1	Goal Name	Affordable Housing - Objective 1
	Goal Description	Improve the Condition and Availability of Affordable Housing over a Five-Year Period
2	Goal Name	Affordable Housing - Objective 2
	Goal Description	Improve the Condition and Availability of Affordable Housing over a Five-Year Period
3	Goal Name	Public Services Availability - Objective 1
	Goal Description	Improve the Ability of Low/Moderate-Income and Special Needs Residents to Become Self-Sustaining
4	Goal Name	Community Development - Objective 1
	Goal Description	Improve Living Conditions by Addressing Community Development Projects that Improve Public Infrastructure, Public Facilities, and Neighborhood Revitalization Over a Five-Year Period

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The City is prioritizing permanent supportive housing projects during the 2017/18 grant cycle in response to the strong need for increased units for the lowest income residents. The expectation is to provide affordable housing to 28 extremely low-income families; 90 low-income families; and 53 moderate income families through projects including: 1) Housing Authority of Jackson County (HAJC) Newbridge Place, 2) Habitat for Humanity Land Acquisition, 3) HAJC Royal Apartments Infrastructure Improvement, 4) HAJC Homeowner Repair Program, and 5) PeopleFirst Properties.

AP-35 Projects – 91.220(d)

Introduction

This section lists and describes the projects and activities the City of Medford's Community Development Block Grant Program will carry out and/or fund during the City's 2016-17 program year.

Table 8 – Project Information

#	Project Name
1	City of Medford Neighborhood Infrastructure Improvement
2	Housing Authority of Jackson County Homeowner Repair Program
3	Habitat for Humanity Land Acquisition
4	Housing Authority of Jackson County Newbridge Place
5	City of Medford Thomas Rd. Demolition
6	PeopleFirst Properties Affordable Rental Rehab Pilot Project
7	Housing Authority of Jackson County Royal Apartments Infrastructure
8	Medford Senior Center Floor Renovation
9	City of Medford Code Enforcement of Blighted Properties
10	Medford Parks & Recreation Union Park ADA Upgrade
11	Medford Parks & Recreation Jackson Park ADA Upgrade
12	Children's Advocacy Center Porch Replacement
13	Maslow Wrap-around Supportive Services for Homeless Youth & Families
14	St. Vincent de Paul Reducing Medford Homelessness in 2016
15	Center for Nonprofit Legal Services Furthering Fair Housing in Medford
16	Community Volunteer Network Foster Grandparent Program
17	Hearts with a Mission Our Kids-Our Community (Emergency Shelter & Safety Net Program)
18	Consumer Credit Counseling Credit Report Counseling for Low-Income Community Members
19	Program Administration
20	Housing Authority of Jackson County Homeowner Repair Program

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

Funding allocations and technical assistance during the 2017/18 CDBG program year will be primarily focused on increasing opportunities for rental and owner occupied affordable housing, improving the condition and affordability of decent existing housing, and reducing and preventing homelessness in the City of Medford. The availability of affordable rental units has been an obstacle to keeping lower-income residents housed and away from the risk of homelessness. Many nonprofit agencies working to house homeless individuals and families have reported having ample support service resources, but when ready to place in a home struggle locating available units at affordable rates.

AP-38 Projects Summary Information

Table 9 – Project Summary

1	Project Name	City of Medford Neighborhood Infrastructure Improvement
	Target Area	CDBG Eligible Block Groups
	Goals Supported	Community Development - Objective 1
	Needs Addressed	Public Infrastructure
	Funding	CDBG: \$143,000
	Description	City of Medford Public Works will expend carryover funds to build safe-to-school sidewalks and associated improvements in the Howard and Washington Elementary School neighborhoods.
	Target Date	04/28/2017
	Estimate the number and type of families that will benefit from the proposed activities	This project is estimated to benefit approximately 100 low-to moderate-income persons living in CDBG eligible block group neighborhoods.
	Location Description	This project will add six sidewalk segments to help safely transport children walking to school in the Howard and Washington Elementary School neighborhoods along Plum and Tennessee.
	Planned Activities	Construction of sidewalks and associated improvements
2	Project Name	Housing Authority of Jackson County 2016 Homeowner Repair Program
	Target Area	Citywide
	Goals Supported	Affordable Housing - Objective 1
	Needs Addressed	Major Home Improvements Minor and Emergency Home Improvements
	Funding	CDBG: \$153,735.72
	Description	Provide zero-interest, deferred loans to low-and moderate-income homeowners for the correction of recognized home hazards to health and safety. Loans are secured by a lien on the property with repayment due upon sale or transfer of property by owner(s).
	Target Date	12/29/2017

	Estimate the number and type of families that will benefit from the proposed activities	An estimated 12 low/moderate income households will benefit from this program.
	Location Description	Various locations throughout the City of Medford.
	Planned Activities	Home rehabilitation may include such activities as leaking roofs, failed heating systems, unsafe wiring, failed plumbing and other necessary and eligible repairs.
3	Project Name	Habitat for Humanity Land Acquisition
	Target Area	
	Goals Supported	Affordable Housing - Objective 2
	Needs Addressed	Affordable Housing Development for Owner/Rental
	Funding	CDBG: \$96,251
	Description	Acquisition of 1026 W. 10th Street, Medford, Oregon.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	This project will provide one low/moderate-income owner with an affordable rehabilitated home.
	Location Description	Purchase 1026 W. 10th Street, Medford, Oregon.
	Planned Activities	CDBG funds will support land acquisition, only. Habitat for Humanity will rehabilitate the home for reuse as an affordable owner-occupied housing unit with other resources.
4	Project Name	Housing Authority of Jackson County Newbridge Place
	Target Area	
	Goals Supported	Affordable Housing - Objective 2
	Needs Addressed	Affordable Housing Development for Owner/Rental
	Funding	CDBG: \$343,478
	Description	Extensive off-site public infrastructure improvements for required transportation connections supporting construction of a 64-unit affordable housing complex.
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	Units will be made available to households earning up to 60% gross annual Area Median Income. Twelve units will be set aside for very low-income family reunification households who fall under the 185% poverty level. Eight two-story buildings will contain 16 one-bedrooms, 32 two-bedrooms and 16 three bedrooms. At least four units will be fully handicap accessible and two for the hard of hearing. Total low-income households served will be 63.
	Location Description	217 N. Ross Lane, Medford, Oregon 97501.
	Planned Activities	Planned activities include the construction of eight two-story, garden-style buildings containing 64 rental units. The complex will include 96 off-street parking spaces (includes 6 ADA spaces) or 1.5 parking spaces per unit, 64 covered bike parking spaces, a playground with play equipment and one community building. The entire site will be landscaped and crossed with meandering sidewalks for accessibility and connectivity. Development will also include construction off-site improvements in addition to city-required public streets, including curbs and sidewalks; related sewer, water, and storm drainage connections; and fire hydrants.
5	Project Name	City of Medford Thomas Rd. Demolition
	Target Area	CDBG Eligible Block Groups
	Goals Supported	Community Development - Objective 1
	Needs Addressed	Demolition and Blight Clearance
	Funding	CDBG: \$50,000
	Description	The City of Medford will demolish three crime- and fire-safety hazardous structures located at 1615 Thomas Road, Medford, Oregon.
	Target Date	12/29/2017
	Estimate the number and type of families that will benefit from the proposed activities	One dangerous housing unit and two smaller buildings will be demolished and cleared for safety.
	Location Description	1615 Thomas Road, Medford, Oregon.
	Planned Activities	Demolition, clearance, and abatement of asbestos and lead.
6	Project Name	PeopleFirst Properties Affordable Rental Rehab Pilot Project
	Target Area	Citywide
	Goals Supported	Affordable Housing - Objective 2
	Needs Addressed	Affordable Housing Development for Owner/Rental
	Funding	CDBG: \$25,000; plus \$25,000 in eligible program income

	Description	The inside of one existing blighted home located at 128 Chestnut will be rehabilitated for affordable rental housing reuse through PeopleFirst Properties and ACCESS.
	Target Date	12/29/2017
	Estimate the number and type of families that will benefit from the proposed activities	This three-bedroom home will provide affordable rental housing for one low-income family.
	Location Description	128 Chestnut, Medford, Oregon.
	Planned Activities	Bring the interior of the home up to livable standards. Activities will include, but may not be limited, to electrical, HVAC, plumbing, structure beam in living room to code, drywall and texture, complete bathroom and tub, complete kitchen, install fixtures, paint interior, and replace flooring.
7	Project Name	Housing Authority of Jackson County Royal Apartments Infrastructure
	Target Area	Citywide
	Goals Supported	Affordable Housing - Objective 2
	Needs Addressed	Public Infrastructure
	Funding	CDBG: \$55,400
	Description	Replace water lines and catch basins of the parking lot of the Royal Apartments multi-family affordable housing complex.
	Target Date	11/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The Royal Apartments offer 86 affordable housing rental units for households earning between 30% and 80% of the Area Median Income.
	Location Description	726 Royal Avenue, Medford, Oregon 97504.
	Planned Activities	The property requires three catch basins that will allow storm water to run off and catch debris to Royal Avenue; and prevent future flooding. The building water lines are failing to and from the water main and require replacement.
8	Project Name	Medford Senior Center Facility Improvement
	Target Area	Citywide
	Goals Supported	Community Development - Objective 1
	Needs Addressed	Senior Center

	Funding	CDBG: \$120,933.12
	Description	Medford Senior Center will undergo a formal ADA assessment and complete improvements to interior flooring, entry and exit safety upgrades, and undergo asbestos testing and potential abatement.
	Target Date	06/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	The Senior Center expects to serve 1,200 seniors during the program year.
	Location Description	510 E. Main Street, Medford, Oregon 97504.
	Planned Activities	Planned activities include a formal ADA assessment, asbestos testing, possible asbestos abatement, floor renovations in the main hall and beyond as necessary, and entry/exit safety improvements.
9	Project Name	City of Medford Code Enforcement of Blighted Properties
	Target Area	Citywide
	Goals Supported	Community Development - Objective 1
	Needs Addressed	Code Enforcement
	Funding	CDBG: \$6,089
	Description	The Medford Code Enforcement and Building Safety Divisions will jointly address code violations of blighted, unsafe properties.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates addressing 5-7 blighted properties during the program year through activities that will initiate and complete action plans with property owners.
	Location Description	Citywide
	Planned Activities	Activities include property inspections for code violations and enforcement of codes which may include legal proceedings and general administrative expenses to provide notice of code requirements and technical assistance.
10	Project Name	Medford Parks & Recreation Union Park ADA Upgrade
	Target Area	CDBG Eligible Block Groups
	Goals Supported	Community Development - Objective 1

	Needs Addressed	Community Facilities/Park and Recreation
	Funding	CDBG: \$8,500
	Description	City of Medford Parks and Recreation Department will upgrade Union Park to provide ADA standard amenities.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	Union Park serves a neighborhood of roughly 430 households, of which 71 percent are low-to moderate-income.
	Location Description	501 Plum Street, Medford, Oregon 97501.
	Planned Activities	Install ADA benches, picnic tables, ramps and routes, and a disc swing.
11	Project Name	Medford Parks & Recreation Jackson Park ADA Upgrade
	Target Area	CDBG Eligible Block Groups
	Goals Supported	Community Development - Objective 1
	Needs Addressed	Community Facilities/Park and Recreation
	Funding	CDBG: \$32,500
	Description	City of Medford Parks and Recreation Department will upgrade Jackson Park to provide ADA standard amenities.
	Target Date	6/39/2018
	Estimate the number and type of families that will benefit from the proposed activities	Jackson Park serves a neighborhood of roughly 446 households, of which 74.7 percent are low-to moderate-income.
	Location Description	West Clark Street, Medford, Oregon 97501.
	Planned Activities	Install ADA benches, picnic tables, ramps and routes, and a drinking fountain.
12	Project Name	Children's Advocacy Center Porch Replacement
	Target Area	Citywide
	Goals Supported	Community Development - Objective 1
	Needs Addressed	
	Funding	CDBG: \$21,800
	Description	Children's Advocacy Center will address safety concerns of the facility's entry porch through repair and upgrade to ADA standards.

	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	Children's Advocacy Center anticipates serving approximately 1,178 participants during the program year.
	Location Description	816 W 10th Street, Medford, Oregon 97501.
	Planned Activities	The project will involve removing existing decking and substructure, and installing a sloped concrete porch approximately 128.5. x 5' with the ramp area approximately 21' x 6'.
13	Project Name	Maslow Wrap-around Supportive Services for Homeless Youth & Families
	Target Area	Citywide
	Goals Supported	Public Services Availability - Objective 1
	Needs Addressed	Emergency Assistance Youth Services Homeless Prevention/Emergency Emergency Assistance/Operations and Services
	Funding	CDBG: \$24,933
	Description	Maslow Project's Wrap-around Supportive Services for Homeless Youth & Families Program serves Medford homeless youth (ages 0-21) and families with intensive, integrated support services. All services are aimed at assisting homeless youth and families reach stability and progress toward self-sufficiency.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	Maslow Project was awarded 100 percent of their requested funding amount. CDBG funds are estimated to serve approximately 1,350 homeless, or at risk of becoming homeless, youth and families.
	Location Description	Maslow Project is located at 500 Monroe Street, Medford, Oregon 97501; however, program services are conducted city-wide.
	Planned Activities	The City will provide funds that will directly impact Medford's homeless, or at risk of becoming homeless, youth and families by reimbursing a percentage of staff salaries.
14	Project Name	St. Vincent de Paul Reducing Medford Homelessness in 2016
	Target Area	Citywide
	Goals Supported	Affordable Housing - Objective 2

	Needs Addressed	Emergency Assistance Homeless Prevention/Emergency
	Funding	CDBG: \$20,345; plus \$5,000 eligible program income
	Description	This program will follow HUD guidelines regarding income and affordable rent calculations when offering eligible residents rent and utility assistance. St. Vincent will work with clients to help them qualify and pay security deposits and first and/or last months' rent, as well as provide guidance throughout the following 12 months to help keep tenants in their homes.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	This project is anticipated to benefit 108 households or approximately 432 Medford residents.
	Location Description	Project benefits low-and moderate-income families, city-wide.
	Planned Activities	Provide rent and utility assistance to households at risk.
15	Project Name	Center for Nonprofit Legal Services Furthering Fair Housing in Medford
	Target Area	Citywide
	Goals Supported	Public Services Availability - Objective 1
	Needs Addressed	
	Funding	CDBG: \$13,563
	Description	This program supports the City of Medford's priority of increasing Fair Housing education and outreach among minority groups, low-income residents, seniors, and persons with disabilities.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	This program will serve an estimated 88 clients through four Fair Housing presentations and outreach sessions, of which a percentage are expected to require legal advice and/or representation.
	Location Description	This program will serve minority, low-income, disabled and elderly clients on a city-wide basis.
	Planned Activities	Provide funding to further Fair Housing education and outreach through four targeted community sessions in addition to providing targeted populations with access to the justice system that may help enable tenants to become self-sufficient and landlords accountable.
16	Project Name	Community Volunteer Network Foster Grandparent Program
	Target Area	

	Goals Supported	Public Services Availability - Objective 1
	Needs Addressed	Senior & Disabled Services Youth Services
	Funding	CDBG: \$10,172.35
	Description	The Foster Grandparent Program engages individuals age 55 and older that wish to share their experience and compassion with youth in the community by becoming role models, mentors and friends to local children ranging in age from birth to 21 at a variety of local nonprofit agencies and schools.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	Community Volunteer Network is estimated to serve approximately 32 Foster Grandparent volunteers during the program year.
	Location Description	The Foster Grandparent Program serves volunteers and youth, city-wide.
	Planned Activities	Provide funds that will support the Foster Grandparent Program by reimbursing a percentage of program staff salaries.
17	Project Name	Hearts with a Mission Our Kids-Our Community (Emergency Shelter & Safety Net Program)
	Target Area	Citywide
	Goals Supported	Public Services Availability - Objective 1
	Needs Addressed	Youth Services Youth Centers Homeless Facilities/Services Emergency Shelter Homeless Prevention/Rapid Re-housing Transitional Housing
	Funding	CDBG: \$17,951
	Description	Hearts with a Mission's "Our Kids-Our Community" program works to provide emergency sheltering to help stabilize a youth in crisis while decreasing the possibility of victimization. Once crisis situations are stabilized, services focus on the therapeutic support, education, and strategic intervention that attend to the individualized needs of at-risk youth and their families.
	Target Date	6/29/2018

	Estimate the number and type of families that will benefit from the proposed activities	Hearts with a Mission is estimated to serve approximately 440 youth and family members.
	Location Description	The emergency shelter is located at 521 Edwards Street in Medford; however, Hearts with a Mission serves homeless youth and families on a city-wide basis.
	Planned Activities	CDBG funds will be allocated to a percentage of program staff salaries that directly support providing immediate, safe and stable housing, warm nutritious meals, clothing and other needed safety net services to at-risk youth and families.
18	Project Name	Consumer Credit Counseling Credit Report Counseling for Low-Income Community Members
	Target Area	Citywide
	Goals Supported	Public Services Availability - Objective 1
	Needs Addressed	
	Funding	CDBG: \$7,480
	Description	Consumer Credit Counseling of Southern Oregon will provide credit counseling services to low-income community members to discuss debt, judgments, credit scores and other problematic financial issues. These areas can produce barriers to renting or owning a home as well as securing reliable transportation and gaining employment.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	Consumer Credit Counseling has set a goal to reach 200 low-income community members over the course of the program year.
	Location Description	Members are served at 820 Crater Lake Avenue, Suite 202, Medford, Oregon 97504.
	Planned Activities	Provide counseling services to help low-income community members overcome barriers arising from debts, judgments, low credit scores and other financial issues.
19	Project Name	Program Administration
	Target Area	Citywide
	Goals Supported	Affordable Housing - Objective 1 Affordable Housing - Objective 2 Public Services Availability - Objective 1 Community Development - Objective 1

Needs Addressed	Major Home Improvements Affordable Housing Development for Owner/Rental Emergency Assistance Minor and Emergency Home Improvements Senior & Disabled Services Youth Services Fair Housing Public Infrastructure Parks and Recreation Infrastructure Code Enforcement Demolition and Blight Clearance Community Facilities/Park and Recreation Senior Center Youth Centers Homeless Facilities/Services Homeless Facilities Homeless Prevention/Emergency Emergency Shelter Emergency Assistance/Operations and Services Homeless Prevention/Rapid Re-housing
Funding	CDBG: \$125,925
Description	City of Medford Community Development Block Grant 2017/18 program administration.
Target Date	6/29/2018
Estimate the number and type of families that will benefit from the proposed activities	Program administration is expected to benefit 278 households and 4,670 individuals through funded projects and programs. Between one and seven neighborhoods will benefit from revitalization through demolition and/or abatement of approximately 7 unsafe, problem properties.
Location Description	CDBG Program Administration provides assistance to projects and programs, city-wide. Program administration staff is located at 200 S. Ivy Street, Medford, Oregon 97501.
Planned Activities	Planned program administration activities include but may not be limited to City CDBG staff wages, benefits, training, materials, Fair Housing outreach and education, community planning, and environmental review/assessment costs.
20	Project Name Housing Authority of Jackson County 2017 Homeowner Repair Program

Target Area	Citywide
Goals Supported	Affordable Housing - Objective 1
Needs Addressed	Major Home Improvements Minor and Emergency Home Improvements
Funding	CDBG: \$200,000; plus \$95,000 eligible program income
Description	Provide zero-interest, deferred loans to low-and moderate-income homeowners for the correction of recognized home hazards to health and safety. Loans are secured by a lien on the property with repayment due upon sale or transfer of property by owner(s).
Target Date	06/29/2018
Estimate the number and type of families that will benefit from the proposed activities	An estimated 18 low/moderate income households will benefit from this program.
Location Description	Various locations throughout the City of Medford.
Planned Activities	Home rehabilitation may include such activities as leaking roofs, failed heating systems, unsafe wiring, failed plumbing and other necessary and eligible repairs.

Funding allocations and technical assistance during the 2017/18 CDBG program year will be primarily focused on increasing opportunities for rental and owner occupied affordable housing, improving the condition and affordability of decent existing housing, and reducing and preventing homelessness in the City of Medford. The availability of affordable rental units has been an obstacle to keeping lower-income residents housed and away from the risk of homelessness. Many nonprofit agencies working to house homeless individuals and families have reported having ample support service resources, but when ready to place in a home struggle locating available units at affordable rates.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Medford will not be distributing CDBG resources through a geographic targeting approach during the 2017/18 program year. However, 22 percent of funding will be allocated to projects that are eligible based on CDBG criteria of "Low Income Area Benefit" (LMA).

Geographic Distribution

Table 10 - Geographic Distribution

Target Area	Percentage of Funds
Citywide	78
CDBG Eligible Block Groups	22

Rationale for the priorities for allocating investments geographically

Three projects have been determined eligible based on providing benefit to individuals/households living in LMAs: 1) Sidewalk improvements in the Howard and Washington elementary school areas, 2) Jackson Park ADA Upgrades, and 3) Union Park ADA Upgrades.

Discussion

Housing and community development projects and public service activities are typically intended to provide community-wide benefits. Housing rehabilitation is designed to assist low- and moderate-income residents in need regardless of where they reside. The City has prioritized target areas under previous consolidated plans, but does not identify specific geographic target areas under the Consolidated Plan.

AP-55 Affordable Housing – 91.220(g)

Introduction

The City continues to support projects and programs that increase affordable housing opportunities and seek to improve the condition and affordability of existing units. The City also continues to work collaboratively with public and private agencies to serve Medford’s homeless population through emergency services and potential housing alternatives. Both homeless and non-homeless persons will be assisted with resources from the City’s CDBG Program during the 2015-19 Consolidated Plan period.

The City utilizes a competitive, targeted consolidated plan goal approach to allocating annual CDBG entitlement funds. The process begins with a mandatory orientation where City staff provides applicants with program requirements and highlights including priority needs, consolidated goals, objectives, and strategies identified through a public participation process. Applications are then evaluated by City staff for program specific submission requirements and eligibility compliance. Applications that meet local requirements and are in compliance with HUD’s eligibility guidelines are then reviewed by the Housing and Community Development Commission. The Commission evaluates a number of worth-while projects and programs each year with limited funding. Consequently, applications are evaluated utilizing a methodology consisting of specific scoring criteria including program need, program effectiveness, cost effectiveness, agency effectiveness, housing impact and potential for program income, if applicable.

The Commission formulates a funding recommendation to be presented to Medford City Council during a public hearing. After Council approval, the Action Plan is submitted to HUD for final review and implementation. City staff will provide applicants of projects or programs not funded with feedback and technical assistance that may help them prepare for future grant cycles.

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households to be Supported	
Homeless	27
Non-Homeless	262
Special-Needs	11
27Total	300

Table 12 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	80
The Production of New Units	64
Rehab of Existing Units	19
Acquisition of Existing Units	1
Total	164

Discussion

The above referenced one year goals for homeless, non-homeless and special-needs households served are estimations from previous years' service numbers. Agencies serving households in these categories report performance on a quarterly basis and are subject to those served throughout the year. Final outcomes are likely to vary.

The above referenced 80 households supported through rental assistance is an estimate by St. Vincent de Paul. The agency offers strong leverage to meet and exceed this outcome, but actual performance may vary. Housing Authority of Jackson County (HAJC) will build 64 new rental units over the next two years. The City will provide funding to install required off-site transportation infrastructure and improvements. Eighteen of the 19 rehab of existing units will target homeowners working with the Homeowner Repair Program administered through HAJC. The remaining project is a pilot rental rehab with PeopleFirst properties and ACCESS. Lastly, Habitat for Humanity will utilize CDBG funds to acquire a blighted property that will be rehabilitated with other funding sources.

AP-60 Public Housing – 91.220(h)

Introduction

There are no units of public housing in the City of Medford.

Actions planned during the next year to address the needs to public housing

This narrative is not applicable as there are no units of public housing in the City of Medford.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not applicable.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Medford is an active member of the Jackson County Community Services Consortium - Homeless Task Force (HTF). Two staff members attend monthly HTF meetings and participate in subcommittees to work on issues relating to homelessness in the region. This involvement helps to ensure the Medford Housing and Community Development Commission, and City staff and Council are updated with accurate information and data associated with homeless and other special needs of the community.

A significant portion of the expected resources documented under **AP-15 Expected Resources** have been allocated to either affordable housing or homeless service programs that are focused on reducing and/or preventing homelessness in Medford. The City General Fund Grants Program also provides support to organizations that care for the needs of persons experiencing homelessness or are at risk of becoming homeless. City Council has determined that it will fund social and health services organizations and agencies that provide safety net services to citizens of Medford during the 2017-19 biennium. “Programs for the homeless” is included in the City Vision Statement definition of safety net services. Typically, \$300,000 is made available to organizations over the course of each biennium.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City will continue active involvement with the HTF, which will increase opportunities to reach out to homeless persons and better assess their individual needs. The City provides both technical assistance and funding to agencies working directly with the homeless population through the annual CDBG entitlement program as well as the City General Fund Grant Program. During the 2017/18 CDBG grant cycle, the City will allocate 66.8 percent of the allowable 15% entitlement funding to three programs that provide homeless outreach services in Medford: 1) Maslow Project, \$24,933; 2) St. Vincent de Paul, \$20,345 (plus \$5,000 in eligible program income; and 3) Hearts with a Mission, \$17,951. Together, these agencies will provide outreach and services to an estimated 1,898 individuals or households that are homeless or at risk of becoming homeless. Services include overnight shelter, emergency rental assistance, healthcare referrals, mental health counseling, food, clothing, transportation, life skills, transitional planning, education planning, financial assistance, and other basic needs and referral services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City seeks to identify and support projects and programs that may produce opportunities to help reduce and end homelessness through collaborative efforts and effective future planning. Emergency shelters and transitional housing have been identified by several agencies to be a strong need over the next three years. However, increased permanent supportive housing is essential to sustaining reductions in homelessness. Agencies that have made a commitment to taking strong action during the 2017/18 program year include, but may not be limited to:

- ACCESS
- Center for Nonprofit Legal Services
- Columbia Care Services
- Consumer Credit Counseling Service of Southern Oregon
- Habitat for Humanity
- Hearts with a Mission
- Housing Authority of Jackson County
- PeopleFirst Properties
- Rogue Retreat
- St. Vincent de Paul

The City remains informed of the immediate and future emergency shelter and transitional housing needs of the homeless population through involvement with the HTF and direct efforts to establish better connections between the City and organizations working in the field. Increased collaboration may help stimulate strategic efforts to support emergency, transitional, and permanent supportive housing alternatives. The Point-in-Time Homeless Count coordinated through the HTF provides the City with essential data to further identify the unique demographics of the homeless population. This data has been analyzed by City staff, partnering agencies and the general public to help develop the goals, objectives and strategies of the Consolidated Plan, which are supported in this year's Action Plan.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

A \$17,951 investment of CDBG public service funding will support the operation of a homeless youth transitional living facility operated by Hearts with a Mission (HWAM). The program serves homeless, runaway and at-risk youth and their families. The shelter program is tailored to meet the needs of youth ages 10-17, while the host home program, Safe Families for Children, serves youth 0-22 and their families. HWAM anticipates providing 140 youth with accommodation, basic needs and wrap around support during the 17/18 program year. HWAM also anticipates providing 300 family members with educational, mental health and concrete support through community outreach efforts.

A \$20,345 investment will support St. Vincent de Paul's \$200,000 Housing Program to create more opportunities for LMI residents to secure affordable rental housing. St. Vincent estimates it will assist approximately 80 families or about 216 people living in Medford through this program; about 50 percent of those served will have been homeless.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Several activities that will receive City CDBG funds will help LMI individuals and families avoid becoming homeless by either providing essential safety net services, offering case management or supportive services, offering rental housing assistance, or increasing affordable rental housing opportunities through development:

Maslow Project will receive \$24,933 to provide approximately 1,350 homeless and at-risk youth with mix of prevention and intervention services that increase the resiliency, improve individual outcomes, and reduce risk factors associated with social determinants of health. The overarching goal is to bring stability to the lives of youth so they are able to remain in school, complete their educations; and transition to the workforce, permanent housing and adulthood.

Center for Nonprofit Legal Services (CFNPLS) will receive \$13,563 to provide approximately 28 clients that are either very low-income, seniors, persons with disabilities, immigrants or veterans with housing legal representation. Representation may include legal advice, counsel, negotiation with landlords, and representation in court. Services are geared to help these individuals avoid homelessness.

Community Volunteer Network will receive \$10,172.35 to support 32 Medford seniors through the Foster Grandparent Program (FGP). This program offers seniors 55 years of age and older a small non-taxable stipend of \$2.65 per hour for their service mentoring the youth of our community. The average monthly household income of Medford FGP volunteers in 2016 was \$1,116. The stipend received is often applied to monthly bills such as rent, food and utilities.

Consumer Credit Counseling of Southern Oregon (CCC) will receive \$7,480 to offer community members counseling sessions to discuss debts, judgements, credit score and financial situation. Credit reports can be a huge barrier to renting a home or gaining employment. CCC hopes to serve 200 low-income members through referrals from other agencies including but not limited to St. Vincent de Paul, Rogue Retreat, ACCESS, DHS, and CFNPLS.

CDBG funding in the amount of \$343,478 will be provided to Housing Authority of Jackson County to support construction of a 64-unit, low income affordable apartment complex at 217 N. Ross Lane known as the "Newbridge Place." The project will be available to households earning up to 60 percent gross Area Median Income. Twelve units will be set aside for very low-income family reunification households who fall under the 185 percent poverty level. These units

will have rent subsidy which limits the tenants rent portion to 30 percent of household income. In addition, 12 units will be VASH units for veterans and six units will be fully ADA accessible.

The City will invest an additional \$25,000 in rental rehabilitation with PeopleFirst Properties. A previously blighted home located at 128 Chestnut will be renovated and offered to a LMI household at affordable rental rates as defined by HUD. ACCESS is a partner in this project providing approximately \$13,500 in weatherization funds as well as assistance finding the right tenant for this home. The property also contains an accessory dwelling unit that is already occupied by a low-income family at an affordable rate.

Discussion

In addition to the above referenced projects and programs, the City of Medford will continue its efforts to provide technical assistance to all agencies working to reduce end homelessness. Collaboration among local government, nonprofit agencies, private businesses, stakeholders, and the homeless and general population is priority moving into the 2017/18 program year. City staff will work with small groups to help develop actions and potential solutions to present to City Council that may help reduce homelessness in a sustainable manner.

HOPWA Funding

The City of Medford does not currently receive or administer HOPWA funding.

Table 13 – One Year Goals for HOPWA by Support Requirement

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	N/A
Tenant-based rental assistance	N/A
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	N/A
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	N/A
Total	N/A

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City recognizes that barriers to the development of affordable housing exist at the federal, state and local levels. The following potential barriers were identified during the 2015-19 consolidated planning process:

- Low vacancy rate of city-wide affordable housing
- Abandoned, foreclosed or unsafe/problem properties
- Residential system development charges
- Unfamiliarity with the City’s development process
- Confusion about the standards for development of infill projects and the definition of neighborhood compatibility
- Perception of difficulty working with mixed-use development using the current land development code
- Culture of “Not in My Backyard,” as well as perceptions that projects may reduce property values or alter the physical environment and population composition of a neighborhood
- Lack of use of inclusionary zoning
- Insufficient land supply available for development within the Urban Growth Boundary
- Density maximums limit the number of units buildable on a given parcel of land
- Multifamily affordable housing developments at risk of expiring use

Additional barriers uncovered during the 2016/17 program year include:

- Regulatory and timing challenges for projects comprised of mixed funding resources/lack of funding alignment
- Limitation of the use of federal funding
- Lack of new construction funding sources
- Lack of cross-sector collaboration
- Limited viable, affordable housing stock
- High rental market rates
- Insufficient funding and staff capacity

While identifying potential barriers to affordable housing may be relatively simple, assessing the severity of the impact and implementing tools or solutions is significantly complex. Development of tools and implementation of potential solutions may require policy changes, adoption of new or amended ordinance, and new collaborative community-wide programs. The City recognizes this endeavor will take time, consistency and strong resolve to develop sustainable solutions.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of Medford works to address specific local effects through City Council, City Planning Department and Housing and Neighborhood Resources Division, and the advisory capacity of the Housing and Community Development Commission (HCDC). The following represent actions and strategies to ameliorate certain barriers to affordable housing:

- Medford is near completion of an amendment to its UGB to comply with the 20-year land need established by the Housing and Economic Elements of the Comprehensive Plan, which would increase housing supply by 884 acres.
- As part of the UGB amendment, City Council changed the General Land Use Plan Designations to increase the allowable density for residential development on 145 acres of existing UGB land; 69 acres to *Urban High Density Residential* and 76 acres to *Urban Medium Density Residential*.
- Medford City Council adopted the International Property Maintenance Code and Receivership Ordinance in efforts to address the community's blighted property issues.
- The City will work in partnership with six other regional jurisdictions to conduct a study that will develop a regional housing strategy to increase efficiency of land use in residential development and encourage development of affordable housing for households earning less than 60% of Area Median Income.
- The HCDC will continue to help increase community awareness of the City's affordable housing needs which may help stimulate public policy initiatives, project development and collaborative community partnerships.

Several strategies to remove or ameliorate barriers to the development of affordable housing have been addressed herein. The City has taken extensive measures to collect public opinion and will remain transparent of the issues affecting affordable housing development within the community. Collaboration among lead agencies is improving, which may stimulate both effective and efficient progress.

Discussion

As reflected herein, Medford's public officials, City staff, community agencies and residents have developed heightened concerns with regard to affordable housing and the associated barriers. The City anticipates the community will continue to work towards collaborative initiatives in the 2017/18 program year and beyond to evaluate and reduce existing barriers. Combined activity from both nonprofit and private sector housing developers will most likely create the greatest impact on affordability housing. As new units increase and existing units are rehabilitated, the low vacancy rate may begin to return to a healthier level providing affordable housing to low-and moderate-income homeowners and tenants alike. The City will continue to rely upon public participation and the advisory efforts of the HCDC to stimulate future initiatives that will improve housing affordability in Medford.

AP-85 Other Actions – 91.220(k)

Introduction

The narratives below outline steps the City of Medford, primarily through CDBG funding, may take to address obstacles to meeting the needs of low-income and special needs populations, increase opportunities for affordable and decent housing, reduce lead-based paint hazards, reduce poverty, assist in the development public and institutional structure, and enhance the coordination of public and private housing and services efforts.

Actions planned to address obstacles to meeting underserved needs

As mentioned throughout this Action Plan, a primary underserved need in Medford is the need for affordable housing, especially by households and families with extremely low and very low incomes, as well as transitional housing for the homeless. While overcoming these obstacles will extend beyond the duration of this Action Plan, the majority of the projects and programs referenced herein do address one or both of these needs either directly or indirectly. The City's efforts in this area will continue to progress through future CDBG funding, exploring new funding alternatives and promoting community collaboration to strengthen leverage.

Actions planned to foster and maintain affordable housing

Section AP-55 Affordable Housing – 91.220 (g) references the City's one year goals to provide households with rental assistance, production of new units, rehabilitation of existing units, and acquisition of existing units. Fostering and maintaining affordable housing will be attainable through the funding of sustainable activities with experienced agencies. Activities planned during this Action Plan include:

- **St. Vincent de Paul** – Rental assistance to an estimated 80 households to help maintain permanent housing
- **Housing Authority of Jackson County** – Support for the production of 64 new rental units to be fully constructed in the 2018 program year
- **Housing Authority of Jackson County** – Rehabilitation of 18 existing owner-occupied units through zero-interest, deferred loans
- **PeopleFirst Properties** – Rehabilitation of one existing blighted property for reuse as an affordable housing unit through a zero-interest, deferred loan

- **Habitat for Humanity** – Acquisition of a blighted property for rehabilitation and reuse as an affordable owner-occupied unit

Actions planned to reduce lead-based paint hazards

The Housing Authority of Jackson County administers the City's Homeowner Repair Program. Under this program, homes are evaluated for lead-based paint hazards and remediated when determined to be hazardous. This program provides the City with an avenue to continue to meet HUD lead-based paint abatement standards through housing rehabilitation. The City also supports identifying Housing Code violations through the combined efforts of the Code Enforcement and Building Safety divisions. These programs target some of the oldest housing stock in the city, which is typically in the worst condition and most likely to have lead-based paint hazards. The City seeks to provide assistance to projects and programs that will help expand the stock of lead-safe housing units.

During the 2017/18 program year, the City will allocate \$50,000 to demolish three structures containing lead and asbestos located at 1615 Thomas Rd. This project will be completed by a licensed abatement contractor and meet all environmental laws and regulations.

Actions planned to reduce the number of poverty-level families

During the 2017/18 program year, the City will provide technical assistance and funding to the following nine agencies that work at reducing the number of poverty-level families in our community through safety net services and essential referrals to other service providers:

- Housing Authority of Jackson County
- Habitat for Humanity
- PeopleFirst Properties
- Maslow Project
- St. Vincent de Paul
- Center for Nonprofit Legal Services
- Hearts with a Mission
- Community Volunteer Network
- Consumer Credit Counseling of Southern Oregon

Supporting these agencies is the primary planned action to reduce poverty through the CDBG Program. Combined CDBG funding to all nine agencies is \$912,909.07. Other actions include increasing community and staff awareness of barriers to preventing a reduction in poverty as well as the need for job training and education assistance programs to promote self-sufficiency.

Actions planned to develop institutional structure

The institutional delivery system in Medford is well coordinated and spans a range of community needs. The City has many years of experience managing and implementing the programs addressed in the Consolidated Plan, as well as working with outside agencies that fill some of the needs as outlined in the Consolidated Plan. The City's institutional delivery structure consists of between 15-30 agencies that may help the City carry out its Consolidated Plan including private industry, non-profit organizations, and public institutions.

In order to further develop institutional structure the City will increase collaboration with the Homeless Task Force and Continuum of Care agencies to identify alternative solutions to addresses homelessness. During the 2017/18 program year, the City's role in improving this capacity will be focused on 1) continuing to develop the Housing and Neighborhood Resources Division through the Medford Planning Department, 2) develop a Regional Housing Strategy to increase opportunities for affordable housing, and 3) provide technical assistance to the Continuum of Care Planning Committee.

Actions planned to enhance coordination between public and private housing and social service agencies

As with institutional structure, coordination between public housing and social service agencies is well-established in Jackson County. The City intends to help strengthen coordination between private housing and social service agencies by engaging private sector business through consultation and inclusion in focus group meetings to be held throughout the 2017 program year. The City will also continue to cultivate cross-sector partnerships like the one with the City of Medford, PeopleFirst Properties and ACCESS. During the 2017/18 year, PeopleFirst Properties will utilize financial leverage through the CDBG program and ACCESS' weatherization and rental programs to rehabilitate one of the original blighted properties the City hoped to address through demolition. This home will increase the affordable rental housing inventory and serve as a pilot project to stimulate additional cross-sector coordination. Since December 2016, the City has co-sponsored three "homeless" and "affordable housing" related community training events; this partnership is a product of these events.

The City of Medford will continue to enhance coordination between public and private housing, social service agencies, private businesses, financial institutions, stakeholders, and members of the community to address poverty, homelessness, affordable housing, blighted neighborhoods and economic development.

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- | | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

- | | |
|---|--------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 96.50% |

Discussion

The City of Medford Thomas Rd Demolition Project identifies and remediates one primary unit and two secondary structures that have been declared a crime- and fire-safety issue on a spot blight basis. Total funding to this project is \$50,000, or 3.5 percent of the total amount of resources budgeted in the 2017/18 Action Plan.

Appendix A – Citizen Participation Plan

1. INTRODUCTION

This Citizen Participation Plan applies to the City of Medford’s *Consolidated Plan for Housing and Community Development*. The Plan is required by the U.S. Department of Housing and Urban Development in order for the City to receive Community Development Block Grant funds and other HUD funding for federal programs.

Opportunities for citizen participation are required by Federal law. This plan is intended to encourage citizens to participate in the development of the Consolidated Plan, to participate in any substantial amendments to the Plan, and to participate in the performance report which is prepared annually. The Plan particularly is intended to encourage citizens of low and moderate income and residents of low and moderate income areas in Medford. The following table summarizes the citizen participation opportunities in the Consolidated Plan process. Public Participation in the Consolidated Plan Process

Process	Plan Preparation	Consolidated Plan Amendment	One Year Action Plan Amendment	Annual Report
1. Information about the amendment process and content	Yes	Yes	Yes	Yes
2. Review and comment period	Yes	Yes	Yes	Yes
3. Public hearing	1	1	1	1
4. Comment period	30 days	30 days	30 days	15 days
5. Summary of comments and response	Yes	Yes	Yes	Yes

2. CONSOLIDATED PLAN PREPARATION

(1) Information will be provided to citizens, public agencies, and other interested parties information during the planning process that includes:

- The amount of assistance Medford expects to receive.
- The range of activities that may be undertaken.
- Estimated amount that will benefit persons of low and moderate income.

- Efforts to minimize displacement of persons and assistance if displacement occurs.

Information will be provided by public notices, through a public input meeting, and notification to organizations that have participated in previous Consolidated Plan development planning or have requested information.

(2) The City of Medford shall provide reasonable opportunities for review and comment on the Draft Consolidated Plan as follows:

- Publish a notice of the availability of the Draft Plan for review.
- Offer a summary of the Draft Consolidated Plan electronically upon request.
- Provide hard copies of the Summary to interested parties and individuals upon request.

(3) The City of Medford shall provide at least one public hearing during the development of the Consolidated Plan.

(4) A period of not less than 30 days shall be provided to receive comments from citizens.

(5) The City will consider any comments whether written or submitted orally in public hearings in preparing the final Consolidated Plan and will include a summary of these comments or views and the reasons for adjusting or not adjusting the Consolidated Plan.

3. AMENDMENTS TO THE CONSOLIDATED PLAN

(1) The following process is required for substantial amendments to the Consolidated Plan. A substantial change is defined as the addition or deletion of a Strategy or a Goal in the Strategic Plan section of the Consolidated Plan. A change in the objectives of the Strategic Plan section including additions or deletions of the objectives is not considered a substantial change and does not require the amendment process.

(2) Prior to amending the Consolidated Plan, the City of Medford shall provide citizens with 30 days' notice and opportunity to comment on substantial amendment(s). Notice shall be given by a public notice and an electronic mail or letter to persons and organizations which have previously been involved in the Consolidated Plan process or have requested their name be placed on the Consolidated Plan mailing list.

(3) All comments received in writing or orally at the public hearings will be considered, and if deemed appropriate, the City shall modify the amendment(s). A summary of these, and a summary of any comments not accepted and the reasons therefore shall be attached to the substantial amendment(s) of the Consolidated Plan.

4. AMENDMENTS TO THE ONE YEAR ACTION PLAN

(1) The following process is required for substantial amendments to the One Year Action Plan. A substantial change is defined as: (a) for projects over \$25,000 increasing or decreasing the amount budgeted for a project by 25%, (unless a decrease is due to an under run of the project); (b) for projects under \$25,000 increasing or decreasing the amount budgeted for a project by 50% (unless a decrease is due to an under run of a project); (c) changing the purpose, scope, location, or intended beneficiaries or adding a new project.

A minor change in location is NOT a substantial change, if the purpose, scope and intended beneficiaries remain essentially the same. If capital dollars are used for a different portion of the project (e.g. rehabilitation rather than acquisition) this does not constitute a substantial change.

(2) Prior to amending the One Year Action Plan, the City of Medford shall provide citizens with 30 days' notice and opportunity to comment on substantial amendment(s). Notice shall be given by a public notice and an electronic mail or letter to persons and organizations which have previously been involved in the Consolidated Plan process or have requested their name be placed on the Consolidated Plan mailing list.

(3) All comments received in writing or orally at the public hearings will be considered, and if deemed appropriate, the City shall modify the amendment(s). A summary of these, and a summary of any comments not accepted and the reasons therefore shall be attached to the substantial amendment(s) of the One Year Action Plan.

5. PERFORMANCE REPORTS

(1) The City of Medford will provide citizens with notice and an opportunity to comment on the annual Performance Report. Notice will be provided by a public notice. The review and comment period shall be at least 15 days.

6. MISCELLANEOUS

(1) Bilingual Opportunities

Upon reasonable request, or upon identification of a specific need, the City of Medford will provide public notices and summaries of basic information in other languages. Also upon reasonable request, the City will provide translators at workshops and public hearings to facilitate participation of non-English speaking citizens. To arrange this service, contact the City at least 5 days prior to a scheduled meeting or workshop.

(2) Accessibility

Meetings shall be held in locations that are accessible to people with physical handicaps.

(3) Access to records

The City will provide reasonable and timely access to information and records related to the Consolidated Plan and the use of assistance under programs covered by the Consolidated Plan. Within 15 business days of a request, the City will provide opportunities for citizens to review information regarding the Consolidated Plan and reply to inquiries for information. Copies of the Plan will be available at the City offices and the public library.

(4) Technical Assistance

The City will provide technical assistance to group's representatives of low and moderate income persons that request such assistance. Technical assistance may consist of one-on-one assistance, providing technical materials such as HUD guidelines and information, referrals to sources on the Internet, training workshops, or referrals to specialists at HUD or other communities.

(5) Complaints

Complaints, inquiries, and other grievances concerning the Consolidated Plan, Community Development Block Grant program, or the One Year Action Plan can be made to the HUD Grants Manager at the City of Medford. The City will make every effort to provide a substantive, written response to every written citizen complain within fifteen business days of its receipt.

(6) Use of the Citizen Participation Plan

The City of Medford will follow the Citizen Participation Plan in carrying out the Consolidated Plan, the One Year Action Plan, and the Community Development Block Grant process.

Appendix B – Application for Federal Assistance

OMB Number: 4040-0004
Expiration Date: 10/31/2019

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text" value="08/16/2017"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text" value="B-16-MC-41-0005"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Medford"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="93-6002207"/>	* c. Organizational DUNS: <input type="text" value="0307885170000"/>	
d. Address:		
* Street1: <input type="text" value="200 S. Ivy Street"/>	Street2: <input type="text"/>	
* City: <input type="text" value="Medford"/>	County/Parish: <input type="text" value="Jackson"/>	
* State: <input type="text" value="OR: Oregon"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="97501/97501"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Planning Department"/>	Division Name: <input type="text" value="Housing-Neighborhood Resources"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mrs."/>	* First Name: <input type="text" value="Angela"/>	Middle Name: <input type="text"/>
* Last Name: <input type="text" value="Durant"/>	Suffix: <input type="text"/>	
Title: <input type="text" value="CDBG Program Manager"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="541-774-2390"/>	Fax Number: <input type="text"/>	
* Email: <input type="text" value="angela.durant@cityofmedford.org"/>		

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <input type="text" value="C: City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p>* 10. Name of Federal Agency:</p> <input type="text" value="US Department of Housing and Urban Development"/>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <input type="text" value="14-218"/> <p>CFDA Title:</p> <input type="text" value="Community Development Block Grant Program"/>	
<p>* 12. Funding Opportunity Number:</p> <input type="text" value="N/A"/> <p>* Title:</p> <input type="text" value="N/A"/>	
<p>13. Competition Identification Number:</p> <input type="text" value="N/A"/> <p>Title:</p> <input type="text" value="N/A"/>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <input type="text"/> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <input type="text" value="The 2017 Action Plan for year three of the 2015-19 Consolidated Plan for Housing and Community Development for the City of Medford, Oregon."/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant	OR-002
* b. Program/Project	OR-002
Attach an additional list of Program/Project Congressional Districts if needed.	
	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date:	07/01/2017
* b. End Date:	06/30/2018
18. Estimated Funding (\$):	
* a. Federal	629,629.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	784,109.58
* f. Program Income	188,317.61
* g. TOTAL	1,602,056.19
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If "Yes", provide explanation and attach	
	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE	
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix:	Mr.
* First Name:	Gary
Middle Name:	
* Last Name:	Wheeler
Suffix:	
* Title:	Mayor
* Telephone Number:	541-774-2000
Fax Number:	541-618-1700
* Email:	Gary.Wheeler@cityofmedford.org
* Signature of Authorized Representative:	
* Date Signed:	08/14/2017

Appendix C – Certifications

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered

Criminal drug statute” means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use or possession of any controlled substance;

“Employee” means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All “direct charge” employees; (ii) all “indirect charge” employees unless their impact of involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee’s payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee’s payroll; or employees of the subrecipient or subcontractors in covered workplaces).

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because

existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available);

2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s), (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance with Anti-discrimination Laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

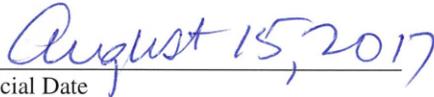
A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature/Authorized



Gary H. Wheeler, Mayor
City of Medford



Official Date

Appendix D – Notice of Public Hearing and Affidavit of Publication

TO: MAIL TRIBUNE-LEGAL
PUBLISH: Wednesday, May 3, 2017

NOTICE OF OPENING OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a 30-day public comment period for the **City of Medford's 2017/18 Action Plan for Housing and Community Development** will commence on Wednesday, May, 3, 2017, and close on Thursday, June, 1, 2017, to solicit citizen input regarding the Action Plan. The City Council, City of Medford, will hold a public hearing on Thursday, June 1, 2017, at noon in the Council Chambers of Medford City Hall for the purpose of soliciting citizen input on the Action Plan.

The City of Medford is an entitlement jurisdiction for Community Development Block Grant (CDBG) funds. The Action Plan is an update of the **2015-2019 Consolidated Plan**, which outlines and establishes priorities for the upcoming program year. The Consolidated Plan is a comprehensive planning document for CDBG that identifies the City's overall needs for housing and community development and outlines a five-year strategy to address those needs adopted by Medford City Council. The purpose of the Consolidated Plan is to provide the framework for annual decisions on the use of CDBG funds provided by the U.S. Department of Housing and Urban Development (HUD). The estimated entitlement for the 2017/18 program year is \$633,060. Additional funding will include an estimated \$666,340 in carryover funds; \$33,000 in anticipated unexpended program administration; \$55,972 in program income from projects funded in prior program years; \$7,916 in unallocated entitlement funds from previous years; and up to \$125,000 in program income from projects referenced herein.

The City proposes to allocate \$1,407,802 for the projects/programs referenced herein. A variance up to 5% in the entitlement granted to the City and allowable for allocation to public services, will be increased or decreased among the public service activities' budgets proportionately. Any allocation of a surplus in funding allowable for capital improvement projects will be determined through a second CDBG grant application round. Should there be an increase or decrease in the estimated carryforward or program income; activity funding will be adjusted accordingly.

HOUSING & COMMUNITY DEVELOPMENT PROJECTS

1. Affordable Housing Infrastructure Support - \$333,732

Grant to the Housing Authority of Jackson County (HAJC) to fund off-site infrastructure improvements required for transportation connections supporting development of Newbridge Place; a 64-unit affordable housing complex to be located at 217 N. Ross Lane. In accordance with the citizen participation plan, a substantial amendment is being made to reallocate 2015 funding from Project 7 referenced herein to increase affordable rental housing.

2. Affordable Housing Infrastructure Rehabilitation - \$55,400

Grant to HAJC for replacement of water lines and catch basins of the parking lot of the Royal Apartments affordable housing complex located at 726 Royal Avenue.

3. Homeowner Rehabilitation - \$275,000 and estimated program income of \$95,000

2016 carryforward funds plus a 2017 grant to the HAJC to provide zero interest, deferred loans to low/moderate income homeowners for the correction of recognized hazards to health and safety. In accordance with the citizen participation plan, a substantial amendment is being made to move surplus program income from this project to Project 1 referenced herein.

4. Affordable Housing Rental Rehabilitation - \$25,000 and estimated program income of \$25,000

Grant to PeopleFirst Properties for the rehabilitation of a blighted property at 128 Chestnut to be used as an affordable rental unit. Project is in partnership with ACCESS' Weatherization and Affordable Rental programs. In accordance with the citizen participation plan, a substantial amendment is being made to move funding from Project 7 referenced herein to eliminate slums and blight and increase affordable rental housing.

5. Affordable Housing Land Acquisition - \$96,251

Grant to Rogue Valley Habitat for Humanity to acquire land for the rehabilitation of one blighted housing unit located at 1026 W. 10th Street. In accordance with the citizen participation plan, a substantial amendment is being made to change the property location from the original project site at 171-199 Mellecker Way.

6. Neighborhood Infrastructure Improvement - \$143,000

City of Medford Public Works will expend carryover funds to build "safe-to-school" sidewalks and associated improvements in the Howard and Washington Elementary School neighborhoods.

7. Elimination of Slums and Blight - \$7,089

The City of Medford Code Enforcement and Building departments will expend carryover funds to address code violations of blighted, unsafe properties. In accordance with the citizen participation plan, a substantial amendment is being made to move original 2015 funding from this project to projects 1, 4 and 8 referenced herein in efforts to eliminate slums and blight and increase affordable rental housing.

8. Elimination of Slums and Blight - \$50,000

City of Medford Public Works will expend carryforward funds to clear the property at 1615 Thomas Road of all blighted, unsafe structures. In accordance with the citizen participation plan, a substantial amendment is being made to move funding from Project 7 referenced herein for demolition and clearance.

9. Public Facility Improvement - \$13,218

Grant to Medford Senior Center for the renovation of the main hall floor.

10. Public Facility ADA Upgrade - \$32,500

City of Medford Parks and Recreation will upgrade Jackson Park with ADA benches, picnic tables, ramps and routes, and a drinking fountain.

11. Public Facility ADA Upgrade - \$8,500

City of Medford's Parks and Recreation Department will upgrade Union Park with ADA benches, picnic tables, ramps and routes, and a disc swing.

12. Public Facility Renovation - \$21,800

Grant to the Children's Advocacy Center to repair and upgrade the facility's entrance porch to remove unsafe conditions and upgrade to ADA standards.

PUBLIC SERVICES - \$99,700

The following public service agencies will be receiving grants for operating expenses during the 2017/18 program year:

Maslow Project	\$ 25,000
St. Vincent de Paul	\$ 20,400; and estimated program income of \$5,000
Center for NonProfit Legal Services	\$ 13,600
Hearts with a Mission	\$ 18,000
Community Volunteer Network	\$ 10,200
Consumer Credit Counseling Services	\$ 7,500

PROGRAM ADMINISTRATION - \$126,612

Copies of the City’s Consolidated Plan and draft Action Plan are available for public review in the Medford Planning Department at 200 S. Ivy Street, Medford, OR 97501 and on the City’s website at www.ci.medford.or.us. To obtain a copy, submit comments or for additional information on the hearing, please contact Angela Durant, CDBG Program Manager, at 541-774-2390 or angela.durant@cityofmedford.org. Citizens needing translation services or other special accommodations may contact Angela Durant 10 days prior to the hearing to request these services.

A summary of public comments will be incorporated into the final document prior to submission to HUD.

Angela Durant
CDBG Program Manager
City of Medford

#####

RECEIVED
 MAY 08 2017
 FINANCE DEPT.

City of Medford
 411 W 8th Street
 Medford, OR 97501

Affidavit of Publication
 THIS IS NOT A BILL

CASE NO. _____

State of Oregon
 County of Jackson

I, Cheri R. Gray, being first duly sworn, depose and say that I am the principal clerk of Medford Mail Tribune, a newspaper of general circulation, as defined by ORS 193.010 and 193.820; printed at Medford in the aforesaid county and state; that the PUBLIC NOTICE, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 (One) successive and consecutive insertion(s) in the following issues 5/3/2017. (HERE SET FORTH DATES OF ISSUE)

[Signature]

Subscribed and sworn to before me this 4th day of May, 2017.

OFFICIAL STAMP
 TERRIE ROGERS
 NOTARY PUBLIC OREGON
 COMMISSION NO. 933047
 MY COMMISSION EXPIRES OCTOBER 12, 2018

[Signature]
 NOTARY PUBLIC FOR OREGON

My commission expires 12th day of Oct, 2018.

Southern Oregon Media Group - Mail Tribune - Ashland Daily Tidings
 111 N Fir St
 Medford, OR 97501

PUBLICATION	EXPIRE DATE	AD CAPTION	# TIMES	AMOUNT	PO
Mail Tribune	5/3/2017	Notice of Opening of Public Comment	1 (One)	\$75.15	

NOTICE OF OPENING OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING

Medford is preparing a 2017/18 Action Plan, a five-year action plan for the City of Medford. The plan will be developed by the City of Medford and the Community Development and Planning Department. The plan will be developed by the City of Medford and the Community Development and Planning Department. The plan will be developed by the City of Medford and the Community Development and Planning Department.

The City of Medford is an independent jurisdiction for Community Development. The City of Medford is an independent jurisdiction for Community Development. The City of Medford is an independent jurisdiction for Community Development. The City of Medford is an independent jurisdiction for Community Development.

The City of Medford is an independent jurisdiction for Community Development. The City of Medford is an independent jurisdiction for Community Development. The City of Medford is an independent jurisdiction for Community Development. The City of Medford is an independent jurisdiction for Community Development.

HOUSING & COMMUNITY DEVELOPMENT PROJECTS

1. Affordable Housing Infrastructure Support - \$133,750
Grant to the Housing Authority of Medford County (HAMC) to fund off-site infrastructure improvements including watermain replacement, sewer main replacement, and water main replacement.

2. Affordable Housing Infrastructure Rehabilitation - \$55,000
Grant to HAMC for replacement of water main and water service of the parking lot of the South Apartments addition, housing complex located at 728 Royal Avenue.

3. Neighborhood Rehabilitation - \$275,000 and estimated program income of \$60,000
Grant to the Housing Authority of Medford County (HAMC) to fund off-site infrastructure improvements including watermain replacement, sewer main replacement, and water main replacement.

4. Affordable Housing Rental Rehabilitation - \$25,000 and estimated program income of \$25,000
Grant to the Housing Authority of Medford County (HAMC) to fund off-site infrastructure improvements including watermain replacement, sewer main replacement, and water main replacement.

5. Affordable Housing Land Acquisition - \$94,251
Grant to the Housing Authority of Medford County (HAMC) to fund off-site infrastructure improvements including watermain replacement, sewer main replacement, and water main replacement.

6. Neighborhood Infrastructure Improvement - \$140,000
City of Medford Public Works will expand sewer main to build "public-utility" water main and sewer main in the Pleasant and Washington Elementary School neighborhood.

7. Elimination of Storm and Sight - \$7,000
The City of Medford Code Enforcement and Building Departments will expand curbside parking to address code violations of height, unsafe structures, and other violations.

8. Elimination of Storm and Sight - \$20,000
City of Medford Public Works will expand curbside parking to address code violations of height, unsafe structures, and other violations.

9. Public Facility Improvement - \$12,278
Grant to Medford Senior Center for the renovation of the main hall floor.

10. Public Facility ADA Upgrade - \$32,500
City of Medford Parks and Recreation will upgrade Jackson Park with ADA benches, picnic tables, ramps and routes, and a drinking fountain.

11. Public Facility ADA Upgrade - \$8,500
City of Medford Parks and Recreation Department will upgrade Union Park with ADA benches, picnic tables, ramps and routes, and a drinking fountain.

12. Public Facility Renovation - \$21,800
Grant to the Children's Advocacy Center to repair and upgrade the facility's entrance ramp to meet current standards and upgrade to ADA standards.

PUBLIC SERVICES - \$95,730
The following public service agencies will be receiving grants for operating expenses during the 2017/18 program year:

Welfare Project \$ 25,600
21. Street de Pave \$ 20,400 and estimated program income of \$5,000
Center for Non-Profit Legal Services \$ 13,500

Hearts with a Mission \$ 18,000
Community Volunteer Network \$ 10,200
Consumer Credit Counseling Services \$ 7,500

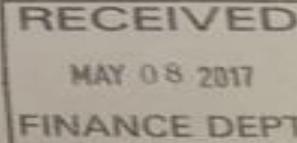
PROGRAM ADMINISTRATION - \$126,812

Copies of the City's Consolidated Plan and draft Action Plan are available for public review at the Medford Planning Department at 200 S. Ivy Street, Medford, OR 97501 and on the City's website at www.ci.medford.or.us. To obtain a copy, please contact Angela Durant, CDBG Program Manager, at 541-774-2786 or angela.durant@ci.medford.or.us. Citizens pending translation services or other special accommodations may contact Angela Durant 10 days prior to the hearing to request these services.

A summary of public comments will be incorporated into the final document prior to submission to HUD.

Angela Durant
CDBG Program Manager
City of Medford

May 3, 2017



Appendix E – Resolution No. 2017-54

RESOLUTION NO. 2017-54

A RESOLUTION adopting the Action Plan for use of the City's Community Development Block Grant (CDBG) fund for fiscal year 2017-18.

WHEREAS, the City Council must adopt the 2017 Action Plan before it is sent to the Department of Housing and Urban Development (HUD) for approval; and

WHEREAS, a public hearing is required to receive citizen input, which public hearing has been duly held in accordance with HUD requirements; and

WHEREAS, a Resolution is a required step to officially adopt the proposed expenditures as the City's Action Plan with respect to its 2017-18 HUD CDBG Grant; and,

WHEREAS, each of the items is consistent with the goals and strategies of the City's Consolidated Plan for Housing and Community Development which was adopted by the Council on May 7, 2015; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON that the Action Plan for use of the City's CDBG funds in fiscal year 2017-18, on file in the City Recorder's Office, is hereby adopted.

PASSED by the Council and signed by me in authentication of its passage this 1 day of

June 2017.

ATTEST:

Karen M. Sproul
City Recorder

Dustin Whitham
Mayor