



## Medford City Council Meeting

# Agenda

**October 15, 2015**

**12:00 Noon & 7:00 P.M.**

**Medford City Hall, Council Chambers  
411 West Eighth Street, Medford, Oregon**

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### **10. Roll Call**

#### **Employee Recognition**

#### **Employee of the Quarter**

### **20. Approval or correction of the minutes of the October 1 regular meeting**

### **30. Oral requests and communications from the audience**

Comments will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

30.1 Annual Travel Medford by Annie Jenkins

### **40. Consent calendar**

### **50. Items removed from consent calendar**

### **60. Ordinances and resolutions**

60.1 COUNCIL BILL 2015-104 SECOND READING – An ordinance amending Sections 10.012 and 10.337 of the Medford Code and replacing Section 10.839 pertaining to marijuana products and related businesses effective December 1, 2015.

60.2 COUNCIL BILL 2015-106 An ordinance amending the contract with Ogden Roemer Wilkerson Architecture pertaining to redesign services of Fire Station #2, #3, and #4 in an amount not to exceed \$136,500.

60.3 COUNCIL BILL 2015-107 A resolution initiating the vacation of approximately 10,379 square feet of public right-of-way located at the southwest corner of the intersection of South Holly Street and Garfield Street. (SV-15-114)

60.4 COUNCIL BILL 2015-108 An ordinance authorizing execution of an Intergovernmental Agreement with Medford 549C School District pertaining to sharing recreational facilities through December 31, 2016.

60.5 COUNCIL BILL 2015-109 An ordinance awarding a contract to Professional Credit Service to provide utility billing collection services for three years beginning November 1, 2015; with two three-year renewal options.

60.6 COUNCIL BILL 2015-110 An ordinance adding Section 2.448 to the Medford Code pertaining to the Hospital Facilities Authority Board.

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60.7 COUNCIL BILL 2015-111 A resolution adopting recommendations for funding General Fund Grants for the 2015-17 biennium.

60.8 COUNCIL BILL 2015-112 An ordinance authorizing an agreement with the American Red Cross to provide an AmeriCorps member to serve as a Community Emergency Response Team program specialist through August 31, 2016; authorizes City cash match in the amount of \$9,100.

**70. Council Business**

**80. City Manager and other staff reports**

80.1 Memo of Understanding with State Buildings Code Division

80.2 Further reports from City Manager

**90. Propositions and remarks from the Mayor and Councilmembers**

90.1 Proclamations issued:  
Extra Mile Day – November 1, 2015

90.2 Further Council committee reports.

90.3 Further remarks from Mayor and Councilmembers.

**100. Adjournment to the evening session**

**EVENING SESSION**  
**7:00 P.M.**

**Roll call**

**110. Oral requests and communications from the audience**

Comments will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

**120. Public hearings**

Comments are limited to a total of 30 minutes for applicants and/or their representatives. You may request a 5-minute rebuttal time. Appellants and/or their representatives are limited to a total of 30 minutes and if the applicant is not the appellant they will also be allowed a total of 30 minutes. All others will be limited to 3 minutes per individual or 5 minutes if representing a group or organization. PLEASE SIGN IN.

120.1 CONTINUED. Consideration of a proposed Comprehensive Plan/Urban Growth Boundary Amendment affecting the General Land Use Plan (GLUP) map, the Medford Street Functional Classification Plan of the Transportation Element, and portions of the text of both the Urbanization and GLUP Elements.

120.2 COUNCIL BILL 2015-113 A resolution adopting the Consolidated Annual Performance and Evaluation Report (CAPER) pertaining to Community Development Block Grant (CDBG) funds for the 2014-15 program year.

**130. Ordinances and resolutions**

**140. Council Business**

**150. Further reports from the City Manager and staff**

**160. Propositions and remarks from the Mayor and Councilmembers**

160.1 Further Council committee reports.

160.2 Further remarks from Mayor and Councilmembers.

**170. Adjournment**



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.1

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**DEPARTMENT:** Planning

**PHONE:** 541-774-2380

**STAFF CONTACT:** James E. Huber, AICP, Planning Director

**AGENDA SECTION:** Ordinances and Resolutions

**MEETING DATE:** October 15, 2015

## **COUNCIL BILL 2015-104**

SECOND READING. An ordinance amending Sections 10.012 and 10.337 of the Medford Code and replacing Section 10.839 pertaining to marijuana products and related businesses effective December 1, 2015.

## **ISSUE STATEMENT & SUMMARY:**

Consideration of an ordinance to regulate marijuana-related businesses, imposing performance standards to protect the public from odors and other impacts (file no. DCA-15-104).

## **BACKGROUND:**

### **A. Council Action History**

Council and Planning Commission held a joint study session on July 9, 2015 to lay out for staff time, place, and manner restrictions. The Council held a study session on August 27, 2015.

On October 1, 2015, Council approved the ordinance recommended by staff with several amendments, including an amended start date of December 1, 2015. The vote was 5 to 2.

### **B. Analysis**

From the approach of normalizing a formerly illegal industry, the proposed regulations provide a clear basis for controlling the negative impacts. Those regulations can be augmented as experience brings unforeseen problems to light.

### **C. Financial and/or Resource Considerations**

No land use regulatory impacts to City funds anticipated.

### **D. Timing Issues**

The state provisions legalizing recreational marijuana became effective on June 30, 2015. Since then the City has been making consistent progress toward legislation.

## **STRATEGIC PLAN:**

Theme; Safe Community

Goal 1: Ensure a safe community by protecting people, property, and the environment.

## **COUNCIL OPTIONS:**

1. Approve the ordinance as recommended by the Planning Commission.
2. Modify the ordinance.
3. Deny the ordinance.

## **STAFF RECOMMENDATIONS:**

The Planning Commission recommends approval of the ordinance as presented. Staff recommends considering removal of the requirement to make retail a conditional use.

## **SUGGESTED MOTION:**

I move to approve the ordinance establishing regulations for marijuana-based businesses.

## **EXHIBITS:**

Ordinance

ORDINANCE NO. 2015-104

AN ORDINANCE amending Sections 10.012 and 10.337 of the Medford Code and replacing Section 10.839 pertaining to marijuana products and related businesses effective December 1, 2015.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

SECTION 1. Section 10.012 of the Medford Code is amended to read as follows:

10.012 Definitions, Specific.

When used in this chapter, the following terms shall have the meanings as herein ascribed:

\* \* \*

**Marijuana.** The plant *Cannabis*, family *Cannabaceae*, or any part or seed of the plant. The term does not include industrial hemp.

**Marijuana item.** The term includes marijuana, cannabinoid products, cannabinoid concentrates, and cannabinoid extracts.

**Marijuana-related businesses.** The various types of marijuana-related businesses are organized into the following categories:

**Production.** Planting, cultivating, growing, or harvesting marijuana; or drying marijuana leaves or flowers.

**Processing.** The processing, compounding, or conversion of marijuana into cannabinoid products, cannabinoid concentrates, or cannabinoid extracts.

**Wholesale.** A wholesale operation that purchases marijuana items in this state for resale to a person other than consumer.

**Laboratory.** A state-licensed laboratory that tests marijuana items as required by state law.

**Dispensary.** A medical marijuana dispensary registered under ORS 475.314.

**Retail.** A business that sells marijuana items to a consumer in this state.

\* \* \*

SECTION 2. Section 10.337 of the Medford Code is amended to read as follows:

10.337 Uses Permitted in Commercial and Industrial Zoning Districts.

A. The uses allowed within each commercial and industrial zoning district are based on the Standard Industrial Classification (SIC) Manual, 1987 Edition. This chapter classifies uses by Industry Group Number (3 digits) of the SIC Manual. When necessary to resolve any ambiguity in defining a use classification as per this chapter the Industry Number (4 digit) classification contained in the SIC Manual shall be used as the acceptable reference source.

B. There are ~~two~~ **four** classifications in the following ~~list tables, however, which~~ **that** do not appear in the SIC Manual; ~~first is a separate classification which has been added at the beginning of the list entitled "Business Offices," (001); "Parks, Recreation, and Leisure Facilities" (002); "Marijuana-related businesses" (003); and second is the classification entitled "Dwelling Units" (881). For convenience, "Dwelling Units" is has been placed~~ in the Services group, but this is not intended to suggest any relationship to the SIC classification scheme. In this context the use classification "Dwelling Units"; includes housing types that are allowed in the MFR-30 zoning district.

C. All uses have been identified by zoning district as either permitted, permitted subject to special use standards, conditional, or not permitted.

"P" = Permitted Uses.



production, processing, storage, or sales may be conducted out of doors.

(2) No marijuana-related business shall cause or allow an offensive odor of marijuana items to emanate from a structure or property.

(3) No marijuana-related business shall permit trespass or glare from security or other lighting beyond its property line. In addition, lighting must be "full cutoff" according to Illuminating Engineering Society of North America (IES) definitions and standards.

(4) The hazardous fence and wall provisions in Section 9.560 apply.

(5) Marijuana items may not be displayed in a manner that is externally visible to the public.

(6) All marijuana-related businesses shall be licensed by the state, and comply with all applicable state laws and regulations.

**B. Processing**

(1) Processors using high-heat extraction methods are allowed only in the I-G and I-H zoning districts.

**C. Conflict of Laws**

(1) When this section imposes a greater restriction upon a marijuana-related business than that imposed by a state law or regulation, the greater restriction shall control.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mayor

NOTE: Matter in **bold** is new. Matter ~~struck through~~ is existing law to be omitted. Three asterisks (\*\*\*) indicate existing law, which remains unchanged by this ordinance but was omitted for the sake of brevity.



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 60.2

www.ci.medford.or.us

**DEPARTMENT:** Fire & City Manager  
**PHONE:** (541) 774-2300  
(541) 774-2657

**AGENDA SECTION:** Ordinances and Resolutions  
**MEETING DATE:** October 15, 2015

**STAFF CONTACT:** Brian Fish, Fire Chief  
Greg McKown, Facilities & Project Manager

**COUNCIL BILL 2015-106**

An ordinance amending the contract with Ogden Roemer Wilkerson Architecture pertaining to redesign services of Fire Stations #2, #3, and #4 in an amount not to exceed \$136,500.

**ISSUE STATEMENT & SUMMARY:**

The Fire Department and Facilities Management Division of the City Manager's Office are requesting approval of an ordinance to amend the existing contract with Ogden Roemer Wilkerson Architecture for redesign services of Fire Station #2, Fire Station #3 and Fire Station #4. The amendment will adjust the contract in an amount not-to-exceed \$136,500.

**BACKGROUND:**

**A. Council Action History**

On December 18, 2014, Council Bill 2014-162 was approved by a vote of 3 to 2 and required a second reading.

On December 29, 2014 Ordinance 2014-162 was approved and a contract was awarded to Ogden Roemer Wilkerson Architecture (ORW) in the amount of \$535,000.00 to complete the design of the three fire stations for the last phase of design development through project completion.

On September 17, 2015 Council approved a motion directing staff to proceed with the existing CMGC and modify the architect contract to redesign the three fire stations to incorporate the value engineering presented to Council.

On October 1, 2015 Council approved a motion directing staff to proceed with subcontractor solicitation and development of a construction GMP on Fire Station #2 and Fire Station #4 after redesigning the three fire stations to incorporate the value engineering presented to Council.

**B. Analysis**

After Council direction on September 17, 2015 to proceed with the existing CMGC and redesign the three fire stations to incorporate the value engineering presented to Council, a cost has been received by ORW for redesign services and is before Council for consideration.

**C. Financial and/or Resource Considerations**

\$10,631,960 of bond proceeds were allocated to the Fire Station 2, Fire Station 3, and Fire Station 4 projects BR0071, BR0072, and BR0073. Therefore, acceptance of the amendment for an amount not-to-exceed \$136,500 is within the funds available for the project.

**D. Timing Issues**

The redesign schedule will impact the project's time line to solicit subcontractor proposals and develop a construction GMP. In order to have these projects move forward to construction, it is imperative that the redesign be completed as quickly as possible.



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.2

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## STRATEGIC PLAN:

### Theme: Safe Community

Goal 1: Ensure a safe community by protecting people, property and the environment.

Objective 1.7: Fund and implement a phased-in approach to update all Fire facilities as identified in the Fire Facilities *Master Plan*.

Action Item 1.7a: Implement a combined "work group" to assist in the planning and development of the finalized plans for the proposed new Fire facilities #2, 3 & 4.

## COUNCIL OPTIONS:

1. Approve the ordinance authorizing the amendment of the ORW contract for re-design services on Fire Station 2, 3, 4 in an amount not-to-exceed \$136,500.
2. Deny the ordinance authorizing the amendment of the ORW contract for re-design services on Fire Station 2, 3, 4 in an amount not-to-exceed \$136,500.

## STAFF RECOMMENDATIONS:

Staff recommends approval of the amendment to the contract with Ogden Roemer Wilkerson Architecture in an amount not-to-exceed \$136,500 for redesign services of three fire stations.

## SUGGESTED MOTION:

I move to approve the ordinance authorizing approval of Amendment No.1 in an amount not to exceed \$136,500 to the contract with Ogden Roemer Wilkerson Architecture for redesign services of three fire stations.

## EXHIBITS:

Ordinance  
Contract Amendment on file with the City Recorder

ORDINANCE NO. 2015-106

AN ORDINANCE amending the contract with Ogden Roemer Wilkerson Architecture pertaining to redesign services of Fire Stations #2, #3, and #4 in an amount not to exceed \$136,500.

WHEREAS, on December 29, 2014 Ordinance 2014-162 was approved and a contract was awarded to Ogden Roemer Wilkerson Architecture in the amount of \$535,000 to complete the design of the three fire stations (#2, #3, #4) for the last phase of development; and

WHEREAS, on September 17, 2015 Council approved a motion directing staff to proceed with the existing CMGC and modify the architect contract to redesign the three fire stations to incorporate the value engineering presented to Council; now, therefore

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That an amendment to the existing contract with Ogden Roemer Wilkerson Architecture pertaining to redesign services of Fire Stations #2, #3, and #4 in an amount not to exceed \$136,500, which agreement is on file in the City Recorder's office, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2015

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mayor



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 60.3

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**DEPARTMENT:** Planning Department

**AGENDA SECTION:** Ordinances and Resolutions

**PHONE:** 541-774-2380

**MEETING DATE:** October 15, 2015

**STAFF CONTACT:** James E. Huber, AICP, Planning Director

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**COUNCIL BILL 2015-107**

A resolution initiating the vacation of approximately 10,379 square feet of public right-of-way located at the southwest corner of the intersection of South Holly Street and Garfield Street.

**ISSUE STATEMENT & SUMMARY:**

A resolution initiating a vacation and establishing a public hearing date of January 07, 2016, for the vacation of approximately 10,379 square feet of public right-of-way, located at the southwest corner of the intersection of South Holly Street and Garfield Street. (SV-15-114)

**BACKGROUND:**

**A. Council Action History**

The Council has not previously considered an action pertaining to the vacation of public right-of-way at the subject location.

**B. Analysis**

The applicants request that City Council initiate a vacation pursuant to Oregon Revised Statute 271.130. The initiation of this vacation allows consideration of the request and establishes a public hearing date of January 07, 2016.

**C. Financial and/or Resource Considerations**

No fiscal impacts have been identified.

**D. Timing Issues**

No timing issues have been identified.

**STRATEGIC PLAN:**

Theme: Quality Public Services

Goal 11: Provide efficient and state-of-the-art development application review.

**COUNCIL OPTIONS:**

1. Approve the resolution.
2. Modify the resolution.
3. Deny the resolution.

**STAFF RECOMMENDATIONS:**

Staff recommends approving the resolution initiating the vacation and establishing the public hearing date of January 07, 2016.

**SUGGESTED MOTION:**

I move to approve the resolution initiating the vacation and establishing the public hearing date of January 07, 2016.



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 60.3

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**EXHIBITS:**

Resolution

Letter from Kenneth Parducci, City of Medford Public Works/Engineering Department, requesting initiation of street vacation, dated July 28, 2015

Vacation Area Detail, received August 07, 2015

Vicinity Map

RESOLUTION NO. 2015-107

A RESOLUTION initiating the vacation of approximately 10,379 square feet of public right-of-way located at the southwest corner of the intersection of South Holly Street and Garfield Street.

WHEREAS, the City Council has determined that the vacation of approximately 10,379 square feet of public right-of-way located at the southwest corner of the intersection of South Holly Street and Garfield Street more particularly described in Exhibit "A" attached hereto and incorporated herein, be considered for vacation; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON, that the City Council initiates vacation proceedings with regard to the vacation of approximately 10,379 square feet of public right-of-way located at the southwest corner of the intersection of South Holly Street and Garfield Street and that at 7:00 p.m. on the 7th day of January 2016, in City Hall Council Chambers, 411 W. 8th Street, Medford, Oregon, there shall be a public hearing before the City Council on the question of vacating said property and the City Recorder is directed to give notice of the hearing in accordance with ORS 271.110.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor



RECEIVED

AUG 07 2015

PLANNING DEPT.

EXHIBIT A

HOLLY STREET IMPROVEMENT PROJECT # P-1561
PARTIAL VACATION
SOUTH HOLLY STREET
CITY OF MEDFORD
371W31C
RW# 7400

VACATION

A TRACT OF LAND LYING IN THE SOUTHWEST 1/4 OF SECTION 31, TOWNSHIP 37 SOUTH, RANGE 1 WEST OF THE WILLAMETTE MERIDIAN, JACKSON COUNTY, OREGON AND BEING A PORTION OF THAT PROPERTY DEDICATED TO THE CITY OF MEDFORD AS PUBLIC RIGHT OF WAY ON WOODSIDE PARK SUBDIVISION FILED AS VOLUME 17 PAGE 7 OF RECORDS OF JACKSON COUNTY, RECORDED APRIL 20TH, 1992 AND FILED AS SURVEY NUMBER 12955 IN THE JACKSON COUNTY SURVEYORS OFFICE, ALSO SHOWN ON SURVEY NUMBER 21256 AS FILED IN THE JACKSON COUNTY SURVEYORS OFFICE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE DONATION LAND CLAIM LINE AND THE CONSTRUCTION CENTERLINE OF SOUTH HOLLY STREET AS SHOWN ON SAID FILED SURVEY 21256; THENCE ALONG SAID DONATION LAND CLAIM LINE SOUTH 89°58'36" WEST A DISTANCE OF 21.45 FEET; THENCE SOUTH 89°58'10" WEST A DISTANCE OF 120.23 FEET; THENCE LEAVING SAID DONATION LAND CLAIM LINE SOUTH 00°01'50" EAST A DISTANCE OF 20.00 FEET, TO A POINT ON THE NORTH LINE OF WOODSIDE PARK SUBDIVISION ALSO BEING A POINT ON THE DEDICATED RIGHT OF WAY LINE OF SOUTH HOLLY STREET PER SAID WOODSIDE PARK SUBDIVISION AND THE POINT OF BEGINNING; THENCE ALONG SAID RIGHT OF WAY ALONG THE ARC OF A 20.00 FOOT RADIUS CURVE TO THE RIGHT (THE CHORD OF WHICH BEARS: SOUTH 44°51'10" EAST A DISTANCE OF 28.37 FEET) AN ARC DISTANCE OF 31.54 FEET; THENCE SOUTH 00°19'30" WEST A DISTANCE OF 160.00 FEET; THENCE ALONG THE ARC OF A 20.00 FOOT RADIUS CURVE TO THE RIGHT (THE CHORD OF WHICH BEARS: SOUTH 45°08'50" WEST A DISTANCE OF 28.20 FEET) AN ARC DISTANCE OF 31.29 FEET, TO A POINT OF CUSP ON THE NORTHERLY RIGHT OF WAY OF DOVE LANE AS DEDICATED IN SAID WOODSIDE SUBDIVISION; THENCE LEAVING SAID RIGHT OF WAY NORTH 89°58'10" EAST A DISTANCE OF 14.13 FEET; THENCE ALONG THE ARC OF A 20.00 FOOT RADIUS CURVE TO THE LEFT (THE CHORD OF WHICH BEARS: NORTH 54°56'18" EAST A DISTANCE OF 22.96 FEET) AN ARC DISTANCE OF 24.46 FEET, TO A POINT OF REVERSE CURVATURE AND BEING 36.50 FEET WHEN MEASURED RADIAL FROM THE AFOREMENTIONED CONSTRUCTION CENTERLINE OF SOUTH HOLLY STREET; BEING 36.50 FEET PARALLEL AND CONCENTRIC TO SAID CONSTRUCTION CENTERLINE THE FOLLOWING THREE CALLS: THENCE ALONG THE ARC OF A 336.50 FOOT RADIUS CURVE TO THE RIGHT (THE CHORD OF WHICH BEARS: NORTH 25°46'04" EAST A DISTANCE OF 68.71 FEET) AN ARC DISTANCE OF 68.83 FEET; THENCE NORTH 31°37'40" EAST A DISTANCE OF 7.89 FEET; THENCE ALONG THE ARC OF A 263.50 FOOT RADIUS CURVE TO THE LEFT (THE CHORD OF WHICH BEARS: NORTH 21°14'30" EAST A DISTANCE OF 95.01 FEET) AN ARC DISTANCE OF 95.53 FEET TO A POINT OF COMPOUND CURVATURE; THENCE ALONG THE ARC OF A 25.00 FOOT RADIUS CURVE TO THE LEFT (THE CHORD OF WHICH BEARS: NORTH 39°35'16" WEST A DISTANCE OF 38.55 FEET) AN ARC DISTANCE OF 44.02 FEET TO A POINT ON THE NORTH LINE OF SAID WOODSIDE PARK SUBDIVISION; THENCE ALONG SAID NORTH LINE SOUTH 89°58'10" WEST A DISTANCE OF 75.89 FEET, TO THE POINT OF BEGINNING.

THIS TRACT OF LAND TO WHICH THIS DESCRIPTION APPLIES CONTAINS 10,379 SQUARE FEET, MORE OR LESS.

BEARINGS BASED ON COUNTY SURVEY NUMBER 21256, FILED AT THE JACKSON COUNTY SURVEYORS OFFICE.

THE GRAPHIC DEPICTION OF THE ABOVE DESCRIPTION IS SHOWN ON EXHIBIT "B" ATTACHED HERETO.

EXHIBIT A

CITY OF MEDFORD
EXHIBIT #
File # SW-15-114

a



RECEIVED  
AUG 07 2015  
PLANNING DEPT.

Continuous Improvement Customer Service

**CITY OF MEDFORD**

PUBLIC WORKS DEPARTMENT  
ENGINEERING & DEVELOPMENT DIVISION

200 S. IVY STREET  
MEDFORD, OREGON 97501  
[www.ci.medford.or.us](http://www.ci.medford.or.us)

TELEPHONE (541) 774-2100  
FAX (541) 774-2552

July 28, 2015

City Council  
City of Medford  
411 West 8<sup>th</sup> Street  
Medford, OR 97501

Subject: Request for Street Vacation located at the southwest corner of the intersection of Holly Street and Garfield Street

The City of Medford Public Works Department requests that the City Council initiate the vacation of a portion of the existing street right-of-way at the subject location.

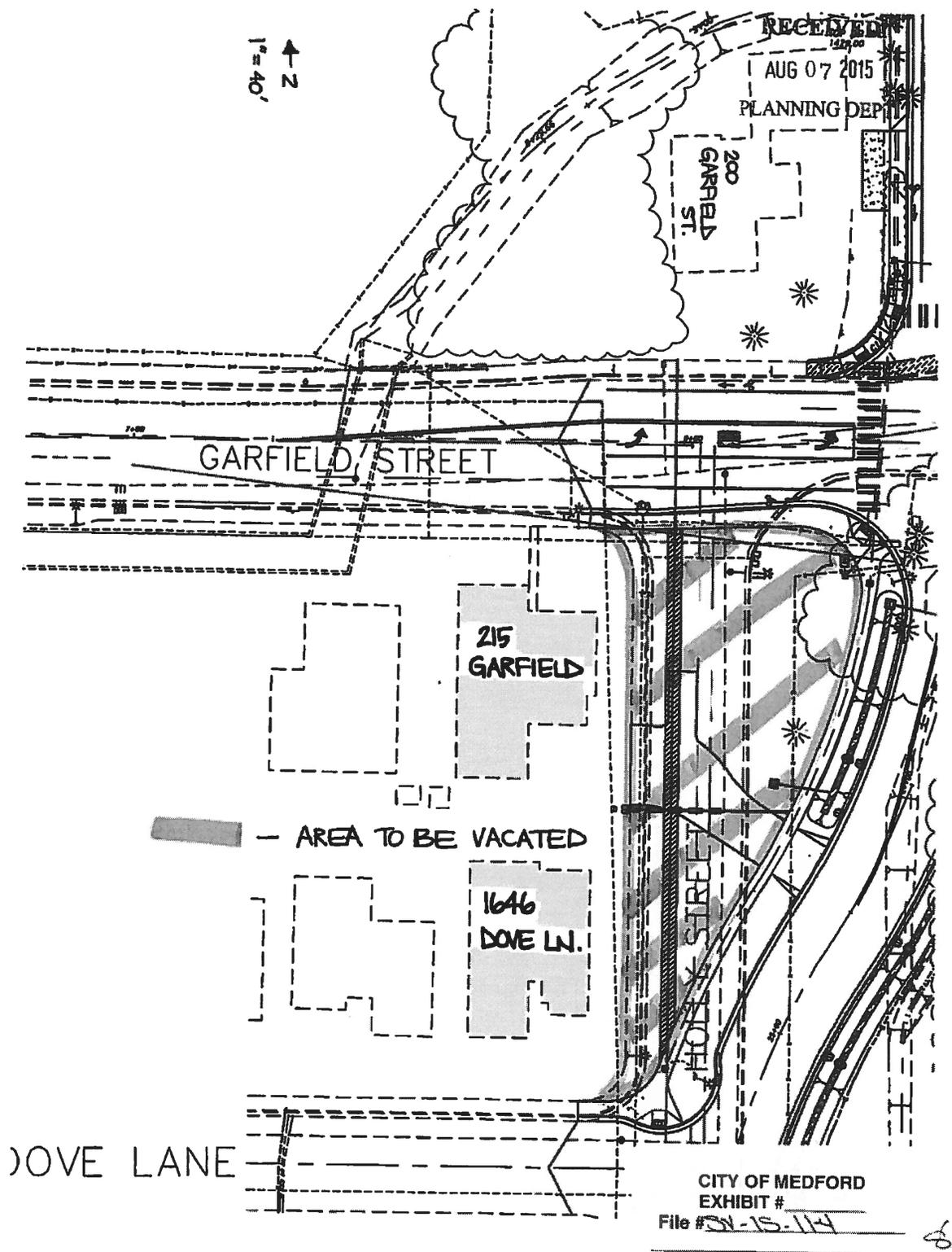
Surplus right-of-way exists at the southwest corner of the intersection of Holly Street and Garfield Street. This right-of-way is currently under the jurisdiction of the City of Medford. Public Works/Engineering agreed to vacate the surplus right-of-way per the City Council meeting of October 19, 2006.

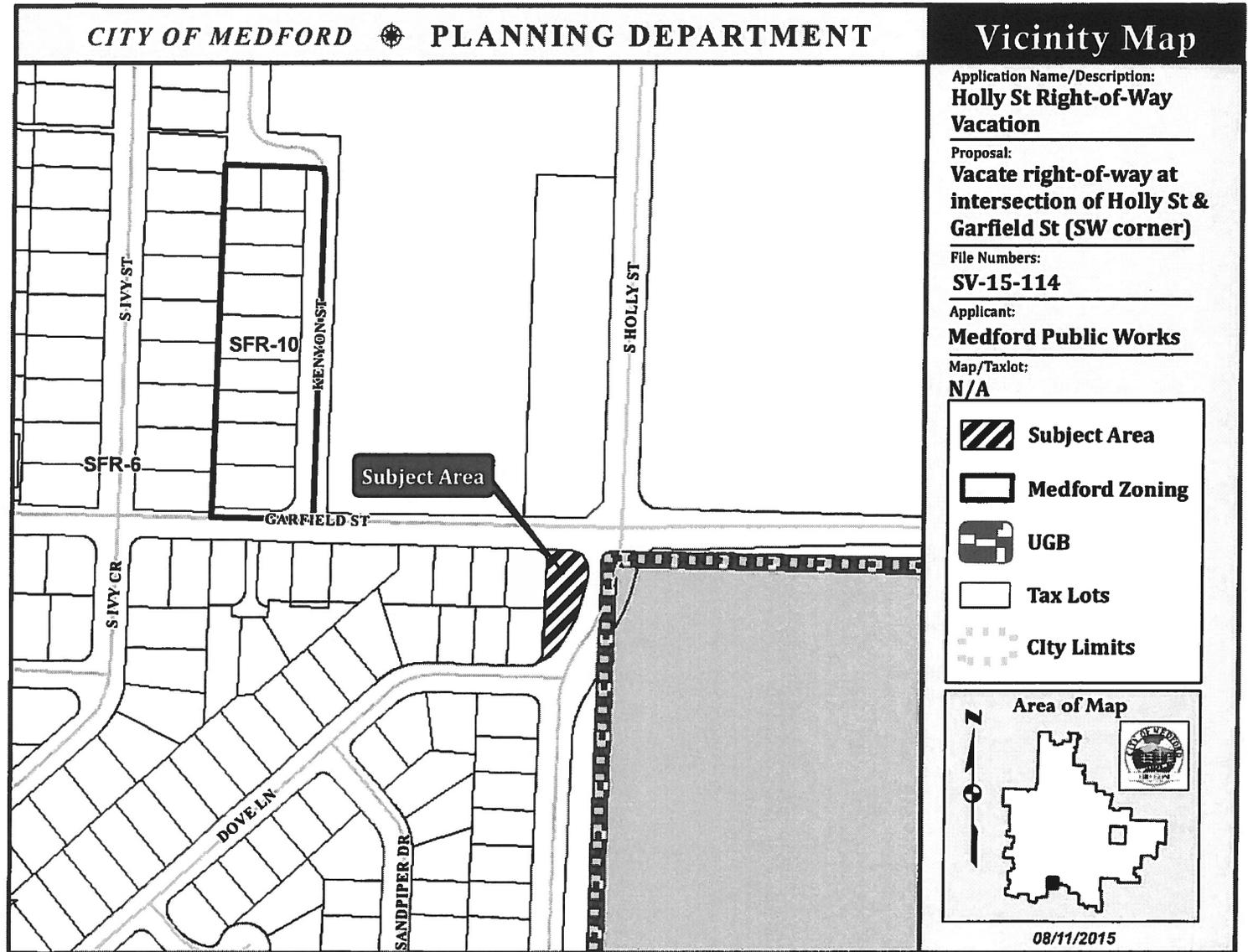
Respectfully Submitted,

Kenneth Parducci  
CITY OF MEDFORD – PUBLIC WORKS/ENGINEERING DEPT.

CITY OF MEDFORD  
EXHIBIT # \_\_\_\_\_  
File # SV-15-114 2









# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.4

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**DEPARTMENT:** Parks and Recreation  
**STAFF CONTACT:** Rich Rosenthal  
**STAFF PHONE:** 541-774-2400

**AGENDA SECTION:** Ordinances and Resolutions  
**MEETING DATE:** October 15, 2015

## COUNCIL BILL 2015-108

An ordinance authorizing execution of an Intergovernmental Agreement with Medford 549C School District pertaining to sharing recreational facilities through December 31, 2016.

## ISSUE STATEMENT & SUMMARY:

The Parks and Recreation Department and the Parks and Recreation Commission request approval of an Intergovernmental Agreement between the City of Medford and Medford 549C School District. The agreement pertains to sharing recreational facilities for recreation and athletics programming.

## BACKGROUND:

### A. Council Action History

None.

### B. Analysis

The proposed facility-use agreement is the culmination of negotiations with Medford 549C School District administrative leadership for sharing recreational facilities. The agreement also formalizes permission of existing use of City property for school playgrounds and parking lots.

For several decades until 2011, the Parks and Recreation Department utilized School District gyms at McLoughlin Middle School and/or Central High to operate adult volleyball and basketball leagues. In 2010, the School Board instituted facility rental fees for adult-program user groups, including the Medford Parks and Recreation Department (MPRD), which made operating leagues at School District gyms unfeasible from a cost-for-service standpoint. Consequently, MPRD discontinued use of School District facilities for recreation programs in 2011 and shifted program operations to the Santo Community Center gym and non-District gyms at St. Mary's and Cascade Christian high schools.

Despite use of the alternate facilities, overall facility capacity is insufficient to achieve adult volleyball league team counts at 2010 levels. The capacity of the popular adult volleyball league is currently a maximum of 36 teams, down from 52 when MPRD used School District gyms on Tuesday and Thursday evenings.

In this agreement, the City receives formal permission to:

- Utilize McLoughlin Middle School black and gold gyms, restrooms and spectator areas on Wednesdays and Thursdays, 7-10 p.m., for adult recreation programming, at no charge.
- Utilize McLoughlin Middle School gold gym, cafeteria, restrooms and classrooms for a summertime youth day camp coordinated by MPRD, at no charge.
- Continue its use, facility scheduling and maintenance of two Jefferson Elementary ball fields along Kenyon and Garfield streets, at no charge.

In this agreement, the School District receives:

- Use of select U.S. Cellular Community Park and Fichtner-Mainwaring Park soccer, baseball and softball fields during the respective interscholastic seasons, at no charge.



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.4

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- Use of playgrounds and parking lots at Jackson, Howard and Lone Pine elementary schools that are situated on City property, including authorization to restrict access to playgrounds during school operational hours for security purposes. (Maintenance responsibilities are also outlined.)
- Access to the five City-owned tennis courts on the North Medford High campus for intramural and interscholastic use, at no charge.

If approved, the agreement allows MPRD to increase capacity of the adult volleyball program, freeing the Santo Community Center gym for alternate programs. In addition, MPRD would have the ability to accept an additional 75 children in its perennially sold-out summer youth day camp program, which currently accommodates as many as 130 kids per day at Santo Community Center, Carnegie Building and Orchard Hill Elementary sites.

School District administration requested a one-year agreement through 2016 for assessment purposes with the intention of considering a multi-year agreement starting in 2017.

The Parks and Recreation Commission unanimously recommended City Council approval of the IGA on Sept. 22, 2015.

## **C. Financial and/or Resource Considerations**

None.

## **D. Timing Issues**

If the IGA is approved, MPRD intends to begin use of McLoughlin Middle School gyms for adult volleyball league play in January 2016.

## **STRATEGIC PLAN:**

Theme: Quality Public Services

Goal 8: Provide recreational activities and opportunities to improve the lives of Medford residents.

Objective 8.3: Establish more revenue-generating programs to help fund or subsidize other programs or services.

## **COUNCIL OPTIONS:**

1. Approve the IGA.
2. Recommend modifications or clarifications to the agreement.
3. Deny the IGA.

## **STAFF RECOMMENDATIONS:**

Staff recommends approval of the IGA.

## **SUGGESTED MOTION:**

I move approval of the Intergovernmental Agreement between the City of Medford and Medford 549C School District.

## **EXHIBITS:**

Ordinance

Intergovernmental Agreement on file in the Recorder's office

ORDINANCE NO. 2015-108

AN ORDINANCE authorizing execution of an Intergovernmental Agreement with Medford 549C School District pertaining to sharing recreational facilities through December 31, 2016.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of an Intergovernmental Agreement with Medford 549C School District pertaining to sharing recreational facilities through December 31, 2016, which agreement is on file in the City Recorder's office, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mayor



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 60.5

www.ci.medford.or.us

**DEPARTMENT:** Public Works  
**PHONE:** (541) 774-2100  
**STAFF CONTACT:** Cory Crebbin, Director

**AGENDA SECTION:** Ordinances and Resolutions  
**MEETING DATE:** October 15, 2015

**COUNCIL BILL 2015-109**

An ordinance awarding a contract to Professional Credit Service to provide utility collection services for three years beginning November 1, 2015; with two three-year renewal options.

**ISSUE STATEMENT & SUMMARY:**

An ordinance appointing Professional Credit Service to provide utility billing collection agency services for a three-year term beginning November 1, 2015, with options to renew for up to two additional three-year terms.

**BACKGROUND:**

Utility billing services were brought in-house on July 1, 2013. At that time, the ability to shut-off water for non-payment of utility fees was lost and the City commenced using a collection agency to pursue unpaid fees. The City is able to attach unpaid sewer and late fees to property owners' property tax bills, but has no similar process to recover unpaid street, storm drain, parks and public safety utility fees.

**A. Council Action History**

None.

**B. Analysis**

The City solicited proposals and received qualified responses from ten firms. A selection committee appointed by the Mayor included two staff members from the City and one from Rogue Valley Sewer Services. The committee reviewed the proposals and determined that Professional Credit Service is the most qualified firm. The appointment will be for a three-year term.

**C. Financial and/or Resource Considerations**

Professional Credit Service charges 23% of the outstanding balance for all costs related to collection services, which will be added to the past-due amounts referred by the City to them. There will be no cost to the City.

**D. Timing Issues**

This contract is for three (3) years, with options to renew for up to two (2) additional three-year terms.

**STRATEGIC PLAN:**

Theme: Responsive Leadership

Goal 12: Ensure adequate long-term municipal financial stability for City services, assets and facilities.

Objective 12.4: Continue to address financial best practices to ensure financial stability now and into the foreseeable future.

**COUNCIL OPTIONS:**

1. Approve ordinance
2. Modify the ordinance
3. Deny the ordinance



**CITY OF MEDFORD  
AGENDA ITEM COMMENTARY**

**Item No: 60.5**

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**STAFF RECOMMENDATIONS:**

Adopt the ordinance appointing Professional Credit Service to provide utility billing collection agency services for a three-year term beginning November 1, 2015, with options to renew for up to two additional three-year terms.

**SUGGESTED MOTION:**

I move to approve the ordinance appointing Professional Credit Service to provide utility billing collection agency services for a three-year term beginning November 1, 2015, with options to renew for up to two additional three-year terms.

**EXHIBITS:**

Ordinance  
Contract on file in City Recorder's office.

ORDINANCE NO. 2015-109

AN ORDINANCE awarding a contract to Professional Credit Service to provide utility collection services for three years beginning November 1, 2015; with two three-year renewal options.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That a contract to provide utility billing collection agency services for a three-year term beginning November 1, 2015 with two three-year renewal options, which is on file in the City Recorder's office, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mayor



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 60.6

www.ci.medford.or.us

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**DEPARTMENT:** Finance

**PHONE:** (541) 774-2030

**STAFF CONTACT:** Alison Chan, Finance Director

**AGENDA SECTION:** Ordinances and Resolutions

**MEETING DATE:** October 15, 2015

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**COUNCIL BILL 2015-110**

An ordinance adding Section 2.448 to the Medford Code pertaining to the Hospital Facilities Authority Board.

**ISSUE STATEMENT & SUMMARY:**

Consider additions to Chapter 2 of the Medford City Code as it pertains to the Hospital Authority Board. The Hospital Authority Board is requesting changes to residency requirements and changes to the terms of appointment. Currently Medford City Code does not address the Hospital Authority Board.

The Hospital Authority Board recommends: 1) Removal of the residency requirements for one of the five board positions and allow one member of the board be a resident of Jackson County, 2) Change the terms of appointment to five years with one board position expiring every year and 3) Retain the current limit of two consecutive terms.

**BACKGROUND:**

One member of the board has moved outside the City limits and has expressed a desire to remain on the board. The Board has requested that Council consider allowing one member of the board be a resident of Jackson County. Additionally, currently board members serve for four year terms. The Board is requesting that the terms be lengthened to five year terms.

**A. Council Action History**

None

**B. Analysis**

None

**C. Financial and/or Resource Considerations**

None

**D. Timing Issues**

The Hospital Authority Board would like the changes to happen rapidly as the member has already moved and terms are expiring at the end of the year.

**STRATEGIC PLAN:**

Responsive Leadership: In an open and transparent manner effectively deliver municipal services that Medford citizens need, want and are willing to support.

**COUNCIL OPTIONS:**

1. Approve the ordinance
2. Modify the ordinance
3. Deny the ordinance

**STAFF RECOMMENDATIONS:**

Staff makes no recommendation



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 60.6

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**SUGGESTED MOTION:**

I move to approve the ordinance adding Section 2.448 to the Medford City Code pertaining to the Hospital Authority Board.

**EXHIBITS:**

Ordinance  
Revised Medford City Code  
Letter received from the legal counsel of the Hospital Authority Board

ORDINANCE NO. 2015-110

AN ORDINANCE adding Section 2.448 to the Medford Code pertaining to the Hospital Facilities Authority Board.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

SECTION 1. Section 2.448 of the Medford Code is added to read as follows:

**2.448 Hospital Facilities Authority Board.**

**(1) The Board shall consist of five members appointed by the Mayor and City Council. Four members of the board must be residents of Medford. One member may not be a resident of Medford, but must be a resident of Jackson County. All five members shall be voting members.**

**(2) Term of office. Each appointed member shall serve a term of five years, with a limit of two consecutive five-year terms. Members of the Board shall be appointed by the Mayor and City Council for a five-year term, except that shorter terms may be used to stagger appointments so that one term expires each year.**

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mayor

NOTE: Matter in **bold** is new.

## **2.448 Hospital Authority Board**

2.448 Hospital Authority Board.

(1) The Board shall consist of five members appointed by the Mayor and City Council. Four members of the board must be residents of Medford. One member may not be a resident of Medford, but must be a resident of Jackson County. All five members shall be voting members.

(2) Term of office. Each appointed member shall serve a term of five years, with a limit of two consecutive five year terms. Members of the Board shall be appointed by the Mayor and City Council for a five year term, except that shorter terms may be used to stagger appointments so that one term expires each year.

# *Davis, Freudenberg, Day & Galli*

*John E. "Jack" Davis  
Benjamin E. Freudenberg  
Gregory T. Day  
Matthew G. Galli*

*Attorneys at Law  
Six Hundred Northwest Fifth  
Grants Pass OR 97526-2024  
☎ 541-476-6627 - Fax 541-476-7048  
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*Richard D. Adams  
Of Counsel*

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*Sharon J. Starke, Legal Assistant  
to John E. [Jack] Davis*

September 28, 2015

John Huttli, Deputy City Attorney  
City of Medford  
411 West 8th Street  
Medford OR 97501

Dear John:

The Board of Directors of The Hospital Facilities Authority of the City of Medford, Oregon (the Board) met on September 22, 2015. The Board has asked that I write you this letter. They would request that the City clarify the residency requirement for Authority Board Members. The Board would propose that the City adopt a policy that would clarify that Authority Board Members can be a resident of Jackson County and still serve on the Authority Board.

Jefferson Works, a current Authority Board Member, was appointed to our Board in 2012. His term expires in January 2016. I understand the City of Medford added a City of Medford residency requirement for all Boards of the City. Mr. Works was a resident of the City of Medford when he was appointed. He has subsequently moved to Eagle Point. (after the change requiring Board members to be residents of the City of Medford).

It is the feeling of the Authority that this residency limitation should not apply to the Authority and should be expanded to all of Jackson County for the following reasons.

1. I expect other City of Medford boards deal strictly with matters within the city limits of Medford. Such is not the case with the Authority. The Authority is a municipal corporation authorized to issue bonds to fund medical care and hospital facilities pursuant to ORS 441.525 to 595. Although most of the Authority Bonds have been issued for projects for the Manor or Asante in the City of Medford, the Authority does have the power to issue bonds for health care facilities around the State of Oregon. Presently this Authority has issued bonds for a Manor facility in Eugene, for an Asante facility in Grants Pass and for an Asante facility in Ashland.
2. It is difficult to find qualified people to serve on the Authority Board who have the expertise in this specialized area. It also takes some time for new Board members to get up to speed. It would be helpful if we could draw on a larger population base. In addition Mr. Works is a valued member of our Board and has the skill and expertise to be a productive Board member. The Board wishes for him to be able to remain a Board member.

3. Now that Asante has acquired Ashland Community Hospital it would make sense to be able to appoint a member to our Board from the Ashland area.

Thank you for considering our request. We look forward to hearing from you.

Very truly yours,

John E. [Jack] Davis

JED/sjs

cc: Authority Board Members via Teddi Nakamoto,  
Alison Chan City of Medford



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 60.7

www.ci.medford.or.us

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**DEPARTMENT:** City Manager's Office      **AGENDA SECTION:** Ordinances and Resolutions  
**PHONE:** (541) 774-2003      **MEETING DATE:** October 15, 2015  
**STAFF CONTACT:** Winnie Shepard  
Assistant to the City Manager I

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**COUNCIL BILL 2015-111**

A resolution adopting recommendations for funding General Fund Grants for the 2015-17 biennium.

**ISSUE STATEMENT & SUMMARY:**

A resolution adopting recommendations for funding General Fund Grants for the 2015-17 biennium.

**BACKGROUND:**

The Budget Committee recommended funding General Fund grants for the 2015-17 biennium in the amount of \$300,100. The grants are awarded through a competitive process to non-profit agencies that provide essential safety net services to Medford citizens. These services include emergency, but are not limited to, emergency care, rape crisis intervention, substance abuse treatment, medical care, legal services, shelter for women and children, programs for the homeless and services for seniors. Twenty-nine applications were received, of which 20 met the essential safety net criteria.

**A. Council Action History**

The City Council adopted the 2015-17 Biennial Budget on June 4, 2015 which included \$300,100 for General Fund grants. The Council appointed nine members to the General Fund Grant Subcommittee (Subcommittee) consisting of two Council members, five Budget Committee members, and two citizens at-large.

**B. Analysis**

The Subcommittee reviewed all 29 applications, listened to presentations by all applicants, determined 20 of the 29 applications met the essential safety net criteria, scored each of these twenty applications, and determined a funding recommendation for those eligible. The funding recommendation is outlined in the attached memo.

**C. Financial and/or Resource Considerations**

\$300,100 from the General Fund

**D. Timing Issues**

None

**STRATEGIC PLAN:**

Theme: Healthy Economy  
Goal 6: Maintain and enhance community livability

**COUNCIL OPTIONS:**

1. Approve the resolution
2. Modify the resolution
3. Deny the resolution

**STAFF RECOMMENDATIONS:**

Staff recommends approval of the resolution adopting the funding recommendation of the General Fund Grant Subcommittee.



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 60.7

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**SUGGESTED MOTION:**

I move to approve the resolution authorizing the funding recommendation of the General Fund Grant Subcommittee.

**EXHIBITS:**

Resolution  
Recommendation memo and recommended funding option.

RESOLUTION NO. 2015-111

A RESOLUTION adopting recommendations for funding General Fund Grants for the 2015-17 biennium.

WHEREAS, the City of Medford has budgeted General Fund dollars toward funding essential safety net services within the City of Medford; and

WHEREAS, the General Fund Grant Subcommittee reviews all applications, listens to presentations by all applicants, determines which applications meet essential safety net criteria, scores the applications and makes a funding recommendation to the City Council based on their findings; and

WHEREAS, the General Fund Grant Subcommittee received 29 applications, of which 20 were determined to meet the essential safety net criteria, and recommends funding the applicants listed on Exhibit "A" attached hereto and incorporated herein for the 2015-17 biennium; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON, that the attached recommendations for General Funds Grants for the 2015-17 biennium are hereby adopted.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

City of Medford General Fund Grants  
 General Fund Grants 2015-2017  
 Sub-Committee's Recommended Funding

|    | Agency                                     | Request   | Adj Request | Funding Recom'd |
|----|--|-----------|-------------|-----------------|
| 1  | CASA of Jackson County                     | \$20,000  | \$20,000    | \$20,000        |
| 2  | Maslow Project                             | \$40,000  | \$40,000    | \$40,000        |
| 3  | Comm. Wrks. - Sexual Assault Victim Svcs   | \$3,000   | \$3,000     | \$3,000         |
| 4  | ACCESS                                     | \$76,500  | \$60,000    | \$50,000        |
| 5  | Hearts with a Mission                      | \$20,000  | \$20,000    | \$19,550        |
| 6  | Comm. Wrks - Dunn House Shelter            | \$20,000  | \$20,000    | \$20,000        |
| 7  | RVCOG - Food & Friends                     | \$37,000  | \$37,000    | \$25,900        |
| 8  | J.C. - Sexual Assault Acute Response       | \$16,000  | \$16,000    | \$16,000        |
| 9  | St. Vincent de Paul                        | \$50,000  | \$50,000    | \$25,000        |
| 10 | Comm. Wrks - Helpline                      | \$6,000   | \$6,000     | \$6,000         |
| 11 | J.C. Child Abuse Task Force                | \$10,000  | \$10,000    | \$10,000        |
| 12 | OnTrack                                    | \$30,000  | \$30,000    | \$13,500        |
| 13 | Salvation Army - Hope House                | \$15,000  | \$15,000    | \$7,500         |
| 14 | Medford Senior Center                      | \$30,000  | \$30,000    | \$12,000        |
| 15 | Rogue Retreat - Operating Funds            | \$30,000  | \$30,000    | \$9,000         |
| 16 | Comm.Vol.Netwrk - RSVP                     | \$10,150  | \$10,150    | \$5,070         |
| 17 | Children's Dental Clinic - Sponsor a Smile | \$20,160  | \$20,160    | \$10,080        |
| 18 | Addictions Recovery Center                 | \$50,000  | \$50,000    | \$7,500         |
| 19 | Rogue Comm. Health                         | \$96,000  | \$60,000    | \$0             |
| 20 | Compass House                              | \$44,969  | \$44,969    | \$0             |
|    |  | \$624,779 | \$572,279   | \$300,100       |

\$300,100 Total Available

**Applicants that did not meet the criteria for an essential safety net service**

|    |   |          |
|----|---|----------|
| 4  | Arc Jackson County - Lifespan Respite       | \$20,000 |
| 6  | Comm.Vol.Netwrk - Foster Grandparent        | \$10,150 |
| 11 | Center for Non Profit Legal Services        | \$42,000 |
| 13 | Easter Seals Oregon                         | \$20,000 |
| 14 | Salvation Army - Transportation Assistance  | \$5,000  |
| 23 | Rose Circle                                 | \$10,000 |
| 25 | Roots & Wings - Preschool                   | \$20,000 |
| 28 | Kids Unlimited - Wilson Afterschool Program | \$24,000 |
| 29 | Family Nuturing Center                      | \$73,627 |



OFFICE OF  
THE CITY MANAGER

**CITY OF MEDFORD**  
411 WEST 8TH STREET  
MEDFORD, OREGON 97501

TELEPHONE (541) 774-2000  
FAX (541) 618-1700  
email: [citymanager@cityofmedford.org](mailto:citymanager@cityofmedford.org)  
[www.ci.medford.or.us](http://www.ci.medford.or.us)

**To:** City Council  
**From:** Elizabeth Bunn, Chair of the General Fund Grant Subcommittee  
**Subject:** General Fund Grant Recommendations for 2015-2017  
**Date:** October 15, 2015

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The City of Medford allocated \$300,100 in General Fund dollars to outside nonprofit organizations for the 2015-2017 biennium. This practice has been done for over 25 years. Since 1997, over \$5 million dollars has been granted to outside organizations providing essential safety net programs and services to Medford residents, which the City either cannot, or does not provide due to staffing, facility or funding limitations.

To be eligible for a General Fund grant, the organization, through its program or service, must deliver essential safety net services as "including, but not limited to, emergency care, rape crisis intervention, substance abuse treatment, medical care, legal services, shelter for women and children, programs for the homeless and/or services for seniors."

To determine the attached recommendation for the distribution of this biennium's funds, the General Fund Grant Subcommittee followed this process:

1. Received 29 grant applications through a public service announcement and direct contact with social service agencies.
2. Heard presentations by all 29 applicants during two meetings.
3. Determined which programs met the "essential safety net" criteria. The Subcommittee members reviewed each program and eliminated, by majority vote, those that did not meet the essential safety net definition. Twenty applications moved forward to the scoring process.
4. Scored the remaining 20 applications using the provided score sheets.
5. Reviewed score summaries and determined the funding recommendation to present to City Council.

The Subcommittee recommended funding 18 applications that met the essential safety net definition. The funding scenario includes the following parameters:

- The final score for each agency was determined by averaging the completed score sheets, then ranking them from highest to lowest. Members agreed on a funding scenario wherein the highest scoring applicant would receive 100% of the funds requested, with funding decreasing by 5% for succeeding agencies. Therefore, the highest ranking agency would receive 100%, the second highest would receive 95%, third ranking 90%, etc. with the lowest ranking receiving 5%. Using this option, excess funds remained for distribution.
- The Subcommittee discussed the distribution of the remaining funds. Each applicant was considered for additional funding, resulting with the following decisions:
  - No one organization would be eligible to receive more than 20% of the available funding. This amounted to \$60,000 maximum to any one organization.
  - Dunn House, Jackson County Sexual Assault Acute Response, Community Works Helpline, and the Jackson County Child Abuse Taskforce should be funded at 100%.
  - ACCESS's funding request was reduced to the 20% maximum of \$60,000 and should be funded a flat amount of \$50,000.
  - St. Vincent de Paul should be funded at 50%.
  - Salvation Army Hope House, Community Voluntary Network's RSVP program, Children's Dental Clinic, were increased to 50% funding.
  - Medford Senior Center funding was increased to 40% of their request.
  - RVCOG Food & Friends, Rogue Retreat and Addictions Recovery Center's funding was consistent with the original option selected. Their percentage was determined by their ranking score, with the highest scoring agency receiving 100%, reducing by 5% for each succeeding applicant.

Of the 18 agencies funded, 14 received a higher percentage than the selected finding option, three remained consistent and two agencies (with very large requests) received a specified amount of funding.

Attachment: Funding Recommendation Spreadsheet

City of Medford General Fund Grants  
 General Fund Grants 2015-2017  
 Sub-Committee's Recommended Funding

|    | <b>Agency</b>                              | <b>Request</b>   | <b>Adj<br/>Request</b> | <b>Funding<br/>Recom'd</b> |
|----|--|------------------|------------------------|----------------------------|
| 1  | CASA of Jackson County                     | \$20,000         | \$20,000               | \$20,000                   |
| 2  | Maslow Project                             | \$40,000         | \$40,000               | \$40,000                   |
| 3  | Comm. Wrks. - Sexual Assault Victim Svcs   | \$3,000          | \$3,000                | \$3,000                    |
| 4  | ACCESS                                     | \$76,500         | \$60,000               | \$50,000                   |
| 5  | Hearts with a Mission                      | \$20,000         | \$20,000               | \$19,550                   |
| 6  | Comm. Wrks - Dunn House Shelter            | \$20,000         | \$20,000               | \$20,000                   |
| 7  | RVCOG - Food & Friends                     | \$37,000         | \$37,000               | \$25,900                   |
| 8  | J.C. - Sexual Assault Acute Response       | \$16,000         | \$16,000               | \$16,000                   |
| 9  | St. Vincent de Paul                        | \$50,000         | \$50,000               | \$25,000                   |
| 10 | Comm. Wrks - Helpline                      | \$6,000          | \$6,000                | \$6,000                    |
| 11 | J.C. Child Abuse Task Force                | \$10,000         | \$10,000               | \$10,000                   |
| 12 | OnTrack                                    | \$30,000         | \$30,000               | \$13,500                   |
| 13 | Salvation Army - Hope House                | \$15,000         | \$15,000               | \$7,500                    |
| 14 | Medford Senior Center                      | \$30,000         | \$30,000               | \$12,000                   |
| 15 | Rogue Retreat - Operating Funds            | \$30,000         | \$30,000               | \$9,000                    |
| 16 | Comm.Vol.Netwrk - RSVP                     | \$10,150         | \$10,150               | \$5,070                    |
| 17 | Children's Dental Clinic - Sponsor a Smile | \$20,160         | \$20,160               | \$10,080                   |
| 18 | Addictions Recovery Center                 | \$50,000         | \$50,000               | \$7,500                    |
| 19 | Rogue Comm. Health                         | \$96,000         | \$60,000               | \$0                        |
| 20 | Compass House                              | \$44,969         | \$44,969               | \$0                        |
|    |  | <b>\$624,779</b> | <b>\$572,279</b>       | <b>\$300,100</b>           |

\$300,100 Total Available

**Applicants that did not meet the criteria for an essential safety net service**

|    |   |          |
|----|---|----------|
| 4  | Arc Jackson County - Lifespan Respite       | \$20,000 |
| 6  | Comm.Vol.Netwrk - Foster Grandparent        | \$10,150 |
| 11 | Center for Non Profit Legal Services        | \$42,000 |
| 13 | Easter Seals Oregon                         | \$20,000 |
| 14 | Salvation Army - Transportation Assistance  | \$5,000  |
| 23 | Rose Circle                                 | \$10,000 |
| 25 | Roots & Wings - Preschool                   | \$20,000 |
| 28 | Kids Unlimited - Wilson Afterschool Program | \$24,000 |
| 29 | Family Nuturing Center                      | \$73,627 |



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.8

www.ci.medford.or.us

**DEPARTMENT:** City Manager's Office  
**PHONE:** (541) 774-2091  
**STAFF CONTACT:** Larry Masterman, Emergency Management Coordinator

**AGENDA SECTION:** Ordinances and Resolutions  
**MEETING DATE:** October 15, 2015

## COUNCIL BILL 2015-112

An ordinance authorizing an agreement with the American Red Cross to provide an AmeriCorps member to serve as a Community Emergency Response Team program specialist through August 31, 2016; authorizes City cash match in the amount of \$9,100.

## ISSUE STATEMENT & SUMMARY:

Approval of an agreement between the City of Medford and the American Red Cross, Cascades Region to provide an AmeriCorps member to serve as Community Emergency Response Team program specialist for the next year. The agreement requires a cash match from the City of \$9,100.

## BACKGROUND:

### A. Council Action History

A similar agreement was approved last year, and the program was successful.

### B. Analysis

AmeriCorps provides a member for a minimum of 1,700 hours over an 11-month period. The member is provided a modest living stipend, but no salary. The City's match goes toward that stipend, AmeriCorps member training, and administrative costs.

### C. Financial and/or Resource Considerations

\$9,100 budgeted in the Emergency Management program fund.

### D. Timing Issues

The AmeriCorps term is planned to end August 31, 2016.

## STRATEGIC PLAN:

Theme; Safe Community

Goal 1: Ensure a safe community by protecting people, property and the environment.

Goal 2: Provide public education regarding law enforcement, gang and drug activities and promote emergency preparedness

Action Item 1.3b: Hold annual public outreach events related to fire and life safety

Action Item 1.3e: Increase public emergency preparedness outreach activities to promote all-hazard readiness and resilience

## COUNCIL OPTIONS:

1. Approve the agreement
2. Deny the agreement

## STAFF RECOMMENDATIONS:

Staff recommends approval of the agreement.

## SUGGESTED MOTION:

I move to approve the agreement to receive an AmeriCorps member for the 2015-16 term.

## EXHIBITS:

Ordinance

Agreement on file with the City Recorder

ORDINANCE NO. 2015-112

AN ORDINANCE authorizing an agreement with the American Red Cross to provide an AmeriCorps member to serve as a Community Emergency Response Team program specialist through August 31, 2016; authorizes City cash match in the amount of \$9,100.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

Section 1. That execution of an agreement with the American Red Cross to provide an AmeriCorps member to serve as a Community Emergency Response Team program specialist through August 31, 2016, which is on file in the City Recorder's office, is hereby authorized.

Section 2. A City cash match in the amount of \$9,100 is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mayor



**CITY OF MEDFORD**  
**AGENDA ITEM COMMENTARY**

Item No: 120.1

www.ci.medford.or.us

**DEPARTMENT:** Planning  
**PHONE:** 541-774-2380  
**STAFF CONTACT:** James E. Huber, AICP, Planning Director

**AGENDA SECTION:** Public Hearings  
**MEETING DATE:** October 15, 2015

**PUBLIC HEARING**

CONTINUED. Consideration of a proposed Comprehensive Plan/Urban Growth Boundary Amendment affecting the General Land Use Plan (GLUP) map, the Medford Street Functional Classification Plan of the Transportation Element, and portions of the text of both the Urbanization and GLUP Elements.

**ISSUE STATEMENT & SUMMARY:**

File number CP-14-114 is a proposed Comprehensive Plan/Urban Growth Boundary Amendment affecting the General Land Use Plan (GLUP) map, the Medford Street Functional Classification Plan of the Transportation Element, and portions of the text of both the Urbanization and GLUP Elements.

The proposed UGB amendment contains a total of nearly 3,800 acres of land, of which about 400 acres are either already developed or unbuildable, resulting in a total of almost 3,400 usable acres: 1,520 acres for future development and 1,877 acres for Prescott and Chrissy Parks. The developable acres consist of 884 acres for residential development and 636 acres for employment uses.

**BACKGROUND:**

The process of expanding the City's UGB has been ongoing in some capacity for the past 10 years and staff has been actively working on the expansion proposal since the adoption of the Regional Plan in 2012. The Planning Commission held a hearing on staff's recommendation for expansion on March 12, 2015. The Commission then met with staff at an April 6, 2015 study session to work through issues related to the project before continuing deliberation on the matter at the May 14, 2015 meeting. At that meeting, the Commission passed the attached recommendation for UGB expansion on a 4-3 vote.

**A. Council Action History**

Council approved UGBA Phase 1 (city file number CP-13-032) in December 2014, which intensified land uses for more than 500 acres of land within the existing UGB.

Council held hearings on this second phase on August 6, 13, and 20, 2015. The hearing was closed and the record was left open indefinitely. Council conducted additional public meetings on September 17 and October 1.

**B. Analysis**

UGBA Phase 1 allowed the City to meet a greater portion of its residential and employment land need for the next 20 years within its existing UGB, but more land is still needed to meet the overall demand. The City is limited to selecting from its identified Urban Reserve when choosing where to expand to meet the need. The Planning Commission used the boundary locational factors of statewide planning Goal 14 in selecting properties from the Urban Reserve to include in its recommendation for boundary expansion.

**C. Financial and/or Resource Considerations**

Discussion of water, sewer, and transportation conditions is contained in the commission report.



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 120.1

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## **D. Timing Issues**

The Department of Land Conservation and Development (DLCD) has agreed that the City can continue to use the population figures from the Population Element of the Comprehensive Plan because the City had initiated the UGB amendment process prior to the adoption of the Portland State University (PSU) population figures. This agreement does not have a specific expiration date, but it could be argued that the City must use the new population numbers if the process is stopped, or restarted.

## **STRATEGIC PLAN:**

Theme: Healthy Economy

Goal 6: Maintain and enhance community livability

Action 6.2b: Maintain a current inventory of buildable residential land and periodically compare it to the needs identified in the Housing Element of the Comprehensive Plan.

Goal 7: Encourage a diverse economy

Objective 7.1: Ensure there is a long term supply of appropriately located and serviceable commercial and industrial land.

Theme: Quality Public Services

Goal 8: Provide recreational activities and opportunities to improve the lives of Medford residents.

Action 8.1b: Pursue the inclusion of Prescott and Chrissy Parks into the City's Urban Growth boundary.

Goal 9: Provide a safe, multi-modal, efficient and well planned transportation system.

Goal 10: Provide efficient and effective sewer and storm water services.

## **COUNCIL OPTIONS:**

1. Adopt the recommendation of the Planning Commission as amended by staff as indicated in the commission report dated July 21, 2015
2. Modify the recommendation of the Planning Commission

## **STAFF RECOMMENDATIONS:**

The Planning Commission recommended approval of the urban growth boundary amendment, as shown in "Exhibit A" of the commission report (minus the three additions from staff indicated in the commission report dated July 21, 2015), at their May 14, 2015 hearing by a 4-3 vote.

## **SUGGESTED MOTION:**

I move to adopt the comprehensive plan and urban growth boundary amendment included in the commission report dated July 21, 2015 and supplements to it, and to direct staff to prepare an ordinance for adoption at a later date.

## **EXHIBITS:**

None



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 120.2

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**DEPARTMENT:** Parks & Recreation

**PHONE:** (541) 774-2408

**STAFF CONTACT:** Angela Durant, Grants Administrator

**AGENDA SECTION:** Public Hearings

**MEETING DATE:** October 15, 2015

## **COUNCIL BILL 2015-113**

A resolution adopting the Consolidated Annual Performance and Evaluation Report (CAPER) pertaining to Community Development Block Grant (CDBG) funds for the 2014-15 program year.

## **ISSUE STATEMENT & SUMMARY:**

The City of Medford recently completed its fifth year of the 2010-2014 Consolidated Plan, which is the governing document for the Community Development Block Grant (CDBG) program. As per federal regulations, the City is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD) on or before October 19, 2015. The CAPER details accomplishments of the 2014 Annual Action Plan and outlines the goals and strategies of the 2010-2014 Consolidated Plan that have been met with HUD entitlement funds during the program year. Staff seeks approval of a resolution adopting the CAPER dated July 1, 2014 through June 30, 2015.

## **BACKGROUND:**

### **A. Council Action History**

HUD mandates all entitlement jurisdictions submit a CAPER, annually. Council approved the previous program year's CAPER on October 16, 2014.

On April 1, 2010, Council approved a resolution to adopt the 2010-2014 Consolidated Plan for Housing and Community Development.

On April 17, 2014, Council approved a resolution to adopt the 2014 Action Plan.

### **B. Analysis**

As per HUD regulations, the City is required to initiate a 15-day public comment period and hold a public hearing to solicit citizen input pertaining to the CAPER. The comment period began September 28, 2015 and ends October 15, 2015. This public hearing is the final step prior to seeking Council approval of a resolution to adopt the 2014/15 CAPER for submission to HUD on or before October 19, 2015.

The CAPER provides an assessment of the annual accomplishments of the programs and activities funded under the 2014 Action Plan as well as a summary of how well those activities have met the needs and goals of the 2010-2014 Consolidated Plan for Housing and Community Development. The CAPER also evaluates progress in meeting affordable housing objectives, identifies actions the City and outside agencies have taken to affirmatively further fair housing and provides narrative on the progress made to address homeless issues and overall program management.

### **C. Financial and/or Resource Considerations**

None

### **D. Timing Issues**

The 2014/15 CAPER must be approved by Council and submitted to HUD no later than October 19, 2015.



# CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 120.2

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## STRATEGIC PLAN:

### *Theme; Healthy Economy*

Goal 6: Maintain and enhance community livability.

Objective 6.2: Ensure that the City's codes enable developers, for-profit and non-profit housing providers to meet the housing needs of the residents of Medford.

Action Item 6.2c: Support the affordability and sustainability of safe and sanitary housing for residents.

Objective 6.5: Support and encourage community driven efforts to establish identity and a sense of place.

Action Item 6.5b: Continue to encourage neighborhood revitalization efforts.

Objective 6.7: Improve the ability of residents to become self-sustaining.

Action Item 6.7a: Support public service agencies to provide safety net services to residents.

Objective 6.8: Work with community and regional partners and stakeholders to gain understanding regarding homeless issues in the community and potential opportunities to address the issues.

Action Item 6.8a: Provide City participation on the Jackson County Homeless Task Force.

## COUNCIL OPTIONS:

1. Approve the resolution.
2. Modify the resolution.
3. Deny the resolution.

## STAFF RECOMMENDATIONS:

Staff recommends approval of a resolution to adopt the City of Medford 2014/15 CAPER.

## SUGGESTED MOTION:

I move to approve the resolution to adopt the City of Medford 2014/15 CAPER.

## EXHIBITS:

Resolution

Exhibit A: 2010-2014 Consolidated Plan Summary of Goals & Strategies

The 2014 CAPER is on file at the City Recorder's Office, Santo Community Center and on the City's website.

RESOLUTION NO. 2015-113

A RESOLUTION adopting the Consolidated Annual Performance and Evaluation Report (CAPER) pertaining to Community Development Block Grant (CDBG) funds for the 2014-15 program year.

WHEREAS, each year a CAPER is developed and adopted indicating how the activities funded during the program year will meet the needs identified in the City's Consolidated Plan for Housing and Community Development which is a comprehensive planning document identifying the City's overall housing and community development issues and outlining a five-year strategy to address those issues which was adopted by the City Council on April 1, 2010; and

WHEREAS, this public hearing is a Housing and Urban Development (HUD) requirement to solicit citizen input regarding the City's CAPER to use CDBG funds for the 2014-15 program year and outlines the goals and strategies that have been met during this fifth program year; and

WHEREAS, the City Council must approve the 2014-15 CAPER prior to submitting it to HUD for approval which document in its entirety is available in the City Manager's Office and as required by HUD, is available for public comment for a 15-day period which ends on October 15, 2015; and

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON that the Consolidated Annual Performance and Evaluation Report (CAPER) pertaining to Community Development Block Grant (CDBG) funds for the 2014-15 program year, which is 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 \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST: \_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

## Exhibit A 2010-2014 Consolidated Plan Summary of Objectives Met

**GOAL 1: INCREASE THE AFFORDABILITY OF HOUSING FOR THE CITY’S WORKFORCE, LOW/MODERATE INCOME AND SPECIAL NEEDS HOUSEHOLDS.**

**STRATEGY 1-1:** Improve the quality and long-term affordability of existing rental and/or homeowner housing occupied by low/moderate income households.

**OBJECTIVES**

- Maintain housing currently owned or rented by low/moderate-income households through rehabilitation and/or weatherization assistance.

|   |                |
|---|----------------|
| <u>2010</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County     | \$200,000 CDBG |
| <u>2011</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County     | \$137,700 CDBG |
| <u>2012</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County     | \$132,540 CDBG |
| <u>2013</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County     | \$200,000 CDBG |
| <u>2013</u> Substandard Apartment Rehabilitation - PH0111 – The Arc of Jackson County   | \$48,406 CDBG  |
| <u>2014</u> Completion of Apartment Rehabilitation – PH0111 – The Arc of Jackson County |                |
| <u>2014</u> Homeowner Repair Program–PH0001 - Housing Authority of Jackson County       | \$225,713 CDBG |
| <u>2014</u> Homeowner Repair Program–Housing Authority Urban Renewal (Liberty Park)     | \$7,070        |

- Improve housing safety through reduction of lead based paint hazards.

|   |
|---|
| <u>2010</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |
| <u>2011</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |
| <u>2012</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |
| <u>2013</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |
| <u>2014</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |

- Continue to support efforts to improve the maintenance and habitability of rental properties including publicly owned housing.

2011 Thirteen low/moderate income apartments purchased and rehabbed by Housing Authority of Jackson County – NSP3

- Improve the ability of homeowners to maintain their properties.

|   |
|---|
| <u>2010</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |
| <u>2011</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |
| <u>2012</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |
| <u>2013</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |
| <u>2014</u> Homeowner Repair Program - PH0001 - Housing Authority of Jackson County |

**STRATEGY 1-2:** Increase the supply of affordable, safe and code compliant rental and/or homeowner housing for low/moderate income households.

**OBJECTIVES**

- Provide assistance to acquire land and/or improve infrastructure in support of new affordable housing.

|  |                  |
|--|------------------|
| <u>2012</u> Sweet Place Development - PH0109 - Habitat for Humanity                              | \$72,000 CDBG    |
| <u>2013</u> Two Homes Rehabilitated & Sold to Homeowners – Habitat for Humanity                  | \$35,777.57 NSP3 |
| <u>2013</u> Orchard Home Land Acquisition – PH0073 - Habitat for Humanity                        | \$150,000 CDBG   |
| <u>2013</u> Completion50-Unit Low Income Apartment Complex - Housing Authority of Jackson County |                  |
| <u>2014</u> Morian Park Land Acquisition - PH0073 – Habitat for Humanity (2013)                  | \$150,000 CDBG   |
| <u>2014</u> Infrastructure Installation for 50 units - PH0051 – Housing Authority of JC          | \$24,000 CDBG    |

- Support regional efforts to increase the supply of workforce housing.

2012 Sweet Place Development - PH0109 - Habitat for Humanity

- Support the creation of higher density, mixed-income and mixed-use housing in the redevelopment of the downtown.

**STRATEGY 1-3:** Reduce barriers to affordable housing by developing a plan to address the Regulatory Barriers Report for Medford, which will include plans to reduce these barriers.

**OBJECTIVES**

- Revise City policies and/or procedures to encourage long-term affordability of housing in Medford.

2010 Remodel of Annex to centralize services

2011 Code amendments were adopted by Council to promote transit-oriented design in Planned Unit Developments, eliminating the maximum density standard in commercial areas and reducing the minimum lot depth for attached units.

2012 Council successfully negotiated an agreement that will provide a subsidized 50-unit complex on a site in east Medford and an additional 50-unit complex downtown on land owned by the City.

2014 City of Medford implemented a change in the way Level of Service is calculated to allow for approval of residential development at higher densities.

2014 City of Medford amended the Medford Land Development Code, Chapter 10, Articles I-VI of the Municipal Code to eliminate Site Plan and Architectural Review for approval of duplexes creating a more simplified means of building duplexes.

- Support efforts to make more land available for affordable housing, such as land set-asides, land trusts, land aggregation for housing purposes, and the development of an urban reserve.

2014 City of Medford is progressing with an amendment to its Urban Growth Boundary to increase housing supply acreage and allowable density for residential development.

- Maintain and update the Housing Element and the Neighborhood Element of the Comprehensive Plan.

**2011** Work continues in developing the West Main Transit Oriented District and Southeast Medford Transit Oriented District, with emphasis on public transit and pedestrian friendly neighborhood.

**2012** Code amendments were adopted by Council and updates made to the Southeast Plan of the Neighborhood Element of the Comprehensive Plan that will allow the adoption of the Master Plan for the Southeast Medford Transit Oriented District (TOD).

**2013** Work continues relating to the Southeast Plan of the Neighborhood Element of the Comprehensive Plan that will allow adoption of the Master Plan for the Southeast Medford TOD.

**2014** City Council adopted Southeast Village Commercial Center Core Master Plan to allow zone changes in the Commercial Core promoting high density development.

**STRATEGY 1-4:** Expand homeownership opportunities for low/moderate-income households.

**OBJECTIVES**

- Assist prospective low/moderate-income homebuyers to obtain affordable housing through programs such as down payment assistance and other forms of assistance. Target underserved populations through outreach efforts.

|  |                         |
|--|-------------------------|
| <b>2011</b> Down Payment Assistance - PH0107 – ACCESS                    | <b>\$34,500 CDBG</b>    |
| <b>2012</b> Down Payment Assistance - PH0107 - ACCESS                    | <b>\$19,791 CDBG</b>    |
| <b>2012</b> Southern Oregon Housing Resource Center – Housing Counseling |                         |
| <b>2013</b> Down Payment Assistance – PH0107 - ACCESS                    | <b>\$13,687 CDBG</b>    |
| <b>2013</b> Homebuyer & Lender Education Classes – ACCESS                |                         |
| <b>2013</b> Down Payment & Closing Cost Assistance – ACCESS              |                         |
| <b>2013</b> New Beginnings Home Loan Program – Bank of Cascades          |                         |
| <b>2014</b> Down payment assistance – PH0107 – ACCESS                    | <b>\$22,489.54 CDBG</b> |
| <b>2014</b> Homebuyer & lender education classes – ACCESS                |                         |
| <b>2014</b> Down payment & closing cost assistance – ACCESS              |                         |

- Encourage public/private partnerships to bundle Individual Development Accounts (IDA’s) to assist potential homebuyers to save for home purchases.

**2011** ACCESS, Housing Authority of Jackson County and NeighborWorks Umpqua assisted 187 people with Individual Development Accounts.

**2012** ACCESS, Housing Authority of Jackson County and College Dreams assisted 117 people with Individual Development Accounts.

**2013** ACCESS, Housing Authority of Jackson County and NeighborWorks Umpqua assisted 53 people with Individual Development Accounts.

**2014** NeighborWorks Umpqua partnered with ACCESS and Housing Authority of Jackson County to assist 55 people with Individual Development Accounts.

**STRATEGY 1-5:** Affirmatively further Fair Housing choices.

**OBJECTIVES**

- Assist residents, particularly minority and other households who are traditionally underserved, to remain in affordable housing by improving their budgeting and life skills.

2010 Stevens Place/Sky Vista Apts - PH0024 - OnTrack Inc \$8,880 CDBG  
2013 Steps to Success – PH0075 - Goodwill of Southern Oregon \$11,326 CDBG  
2013 Foreclosure Prevention Classes – ACCESS  
2014 Foreclosure & credit counseling – ACCESS  
2014 Credit counseling - Consumer Credit Counseling of Southern Oregon

- Support programs that provide assistance to address & prevent discrimination in housing and lending practices and provide educational opportunities for improving household credit ratings.

2010 Promotion of Fair housing by providing brochures at City Hall, information on City website, sponsored traveling fair housing exhibit displayed at Library  
2011 Pathways to Self-Sufficiency - PH0015 - Center for Non Profit Legal Services Inc. - \$5,600 CDBG  
2011 Promotion of Fair housing by providing brochures at City Hall, information on City website, sponsored traveling fair housing exhibit displayed at Library, purchased civil rights video that was aired on RVTV  
2011 Housing counseling classes provided by ACCESS focusing on predatory lending and loan modification scams  
2012 Pathways to Self-Sufficiency - PH0015-Center for Non Profit Legal Services Inc. - \$11,600 CDBG  
2012 Promotion of Fair Housing by providing brochures at City Hall, information on City website, broadcasted fair housing video on RVTV, helped support the salary of a Fair Housing Education and Outreach Specialist through the Fair Housing Council of Oregon.  
2012 Housing Counseling - Southern Oregon Housing Resource Center  
2013 Fair Housing Month Proclamation by Mayor  
2013 Public broadcast of “Brick by Brick” fair housing video  
2013 Housing and Community Development Commission “Rental Round-Up” event  
2013 Foreclosure Prevention, Lending & Credit Counseling Classes – ACCESS  
2013 Education and Legal Support Services – Center for Non-Profit Legal  
2013 Fair Housing Education & Outreach Events – Fair Housing Council of Oregon  
2014 City of Medford completed the 2015-19 Analysis of Impediments to Fair Housing Choice - \$45,500 CDBG  
2014 Legal services – Center for NonProfit Legal Services \$8,494 CDBG  
2014 Fair housing education & outreach events – City of Medford & Fair Housing Council of Oregon  
2014 Foreclosure prevention, lending & credit counseling classes – ACCESS

## NEIGHBORHOOD REVITALIZATION

### GOAL 2: IMPROVE THE QUALITY OF LIFE OF LOW/MODERATE INCOME RESIDENTS THROUGH NEIGHBORHOOD REVITALIZATION.

**STRATEGY 2-1:** Preserve and restore existing housing resources in key neighborhoods.

#### OBJECTIVES

- Actively enforce City codes to improve the habitability and safety of housing and eliminate blighting influences in neighborhoods

2011 Code Enforcement continues to target CDBG eligible neighborhoods  
2012 Code Enforcement continues to target CDBG eligible neighborhoods  
2013 Code Enforcement continues to target CDBG eligible neighborhoods  
2014 Code Enforcement continues to target CDBG eligible neighborhoods

- Maintain housing currently owned or rented by low/moderate-income households in targeted neighborhoods through rehabilitation and/or weatherization assistance.

2010 Homeowner Repair Program - PH0001 - Housing Authority of Jackson County

2011 Homeowner Repair Program - PH0001 - Housing Authority of Jackson County

2012 Homeowner Repair Program - PH0001 - Housing Authority of Jackson County

2012 Weatherization of 47 homes in Medford – ACCESS

2013 Homeowner Repair Program - PH0001 - Housing Authority of Jackson County

2013 Weatherization of 53 homes in Medford – ACCESS

2013 Substandard Apartment Rehabilitation - PH0111 – The Arc of Jackson County

2014 Housing Authority of Jackson County continues to administer City’s Homeowner Repair Program

2014 Completion of Apartment Rehabilitation – PH0111 – The Arc of Jackson County

2014 ACCESS continues to offer weatherization assistance

**STRATEGY 2-2:** Build community through strengthened neighborhood associations.

**OBJECTIVES**

- Continue to support the development of strong community-based organizations to organize and plan community events and improvement programs

2011 Senior Advocacy Program - PH0021 - Medford Senior Center

**\$8,600 CDBG**

2013 Homeless Task Force Member & Project Community Connect Sponsor – City of Medford

2014 Homeless Task Force Member & Project Community Connect Sponsor – City of Medford

- Encourage volunteerism to build neighborhood capacity.

2014 Foster Grandparent Program – PH0074 – Community Volunteer Network

**\$11,558 CDBG**

**STRATEGY 2-3:** Improve the community infrastructure/facilities and reduce blighting influences in predominately low/moderate income neighborhoods.

**OBJECTIVES**

- Provide assistance to targeted neighborhoods.

2014 Homeowner Repair Program–Housing Authority Urban Renewal (Liberty Park)

- Provide assistance to improve basic neighborhood infrastructure such as water and sewer improvements, sidewalks, street improvements, lighting and street trees utilizing several funding mechanisms, including paying local improvement district assessments of low/moderate-income households.

2011 The City completed sidewalks and bike lanes utilizing Congestion Mitigation Air Quality grant funds through the Department of Transportation

2012 The City continued its efforts to complete sidewalks and bike lanes in low income neighborhoods

2012 Sweet Place Development - Habitat for Humanity

2013 Construction of 12,305 LF of sidewalks and bike lanes in two targeted neighborhoods

2013 Neighborhood Street Tree Program – Medford Parks & Recreation

**\$15,000 MPRD**

2014 Construction of 12,305 LF of sidewalks and bike lanes in two targeted neighborhoods

**2014 Neighborhood Street Tree Program – Medford Parks & Recreation** **\$15,000 MPRD**

- Provide assistance to develop neighborhood facilities such as youth centers, parks/recreational facilities, open space and community centers.

|   |                         |
|---|-------------------------|
| <b>2010</b> Parking Lot Project - PH0022 - Medford Senior Center                          | <b>\$57,355 CDBG</b>    |
| <b>2012</b> Liberty Park Neighborhood Park - City of Medford Parks & Recreation           | <b>\$83,074 CDBG</b>    |
| <b>2012</b> Mission HOPE Neighborhood Center - Kids Unlimited of OR                       | <b>\$133,000 CDBG</b>   |
| <b>2013</b> Completion of Multi-Zone Replacement Project - PH0022 – Medford Senior Center |                         |
| <b>2013</b> Roof Replacement Project Phase I – PH0022 – Medford Senior Center             | <b>\$18,336 CDBG</b>    |
| <b>2013</b> Completion of Liberty Park – PH0045 – Medford Parks & Recreation              |                         |
| <b>2013</b> Renovation of Union Park – PH0067 – Medford Parks & Recreation                | <b>\$162,000 CDBG</b>   |
| <b>2014</b> Renovation of Hawthorne Park – Medford Parks & Recreation                     |                         |
| <b>2014</b> Roof Replacement Project Phase II – PH0022 – Medford Senior Center            | <b>\$75,180.27 CDBG</b> |

**GOAL 3: IMPROVE THE ABILITY OF LOW/MODERATE-INCOME HOUSEHOLDS TO BECOME SELF-SUSTAINING.**

**STRATEGY 3-1:** Pursue strategies to improve opportunities of low/moderate income households to obtain and retain family wage employment.

**OBJECTIVES**

- Support community strategies and programs that prepare low/moderate-income and special needs populations to access family wage jobs.

|  |                      |
|--|----------------------|
| <b>2010</b> Stevens Place/Sky Vista Apts - PH0024 - OnTrack Inc                                  |                      |
| <b>2011</b> Microenterprise Business Assistance - PH0068 - SOU Small Business Development Center | <b>\$9,750 CDBG</b>  |
| <b>2012</b> Pathways to Self Sufficiency-PH0015-Center for Non Profit Legal Services             | <b>\$11,600 CDBG</b> |
| <b>2013</b> Foster Grandparent Program – PH0074 - RV Manor Community Services                    | <b>\$9,000 CDBG</b>  |
| <b>2013</b> Steps to Success - PH0075 - Goodwill of Southern Oregon                              | <b>\$13,934 CDBG</b> |
| <b>2014</b> Afterschool Care Program – PH0049 – Rogue Valley YMCA                                | <b>\$9,176 CDBG</b>  |
| <b>2014</b> Legal Services – Center for NonProfit Legal Services                                 |                      |
| <b>2014</b> Foster Grandparent Program – PH0074 – Community Volunteer Network                    |                      |

- Support the development of mechanisms for encouraging micro-enterprises such as the creation of small business incubator facilities.

**2011 Microenterprise Business Assistance - PH0068 - SOU Small Business Development Center**

- Support and promote independence and economic opportunity

**2011 Microenterprise Business Assistance - PH0068 - SOU Small Business Development Center**

**STRATEGY 3-2:** Assist public service agencies to provide safety net services to persons in need.

**OBJECTIVES**

- Support programs that provide healthy youth activities, such as youth and family programs, youth shelter and after school programs.

|   |               |
|---|---------------|
| <u>2010</u> Homeless Youth Outreach - PH0043 - Maslow Project                         | \$20,259 CDBG |
| <u>2010</u> Children's Advocacy Center - PH0008 - J. C. Child Abuse Task Force        | \$25,000 CDBG |
| <u>2011</u> Children's Advocacy Center - PH0008 - J. C. Child Abuse Task Force        | \$22,000 CDBG |
| <u>2011</u> Street Outreach - PH0043 - Maslow Project                                 | \$10,340 CDBG |
| <u>2011</u> Wilson Afterschool Project - Rogue Valley Family YMCA                     | \$4,000 CDBG  |
| <u>2012</u> Street Outreach - PH0043 - Maslow Project                                 | \$20,259 CDBG |
| <u>2012</u> Children's Advocacy Center - PH0008 - J. C. Child Abuse Task Force        | \$12,707 CDBG |
| <u>2012</u> Jackson Elementary After School Program - PH0041 - Kids Unlimited         | \$18,000 CDBG |
| <u>2013</u> Wrap-Around Case Management – PH0043 - Maslow Project                     | \$20,740 CDBG |
| <u>2013</u> Core Services – PH0008 - Children's Advocacy Center                       | \$22,500 CDBG |
| <u>2013</u> Foster Grandparent Program – PH0074 - RV Manor Community Services         | \$9,000 CDBG  |
| <u>2014</u> Foster Grandparent Program – PH0074 – Community Volunteer Network         | \$11,558 CDBG |
| <u>2014</u> Wrap-Around Case Management – PH0043 - Maslow Project                     | \$17,931 CDBG |
| <u>2014</u> Wrap-Around Case Management – Medford General Funds - Maslow Project      | \$15,942 CDBG |
| <u>2014</u> 24/7 Youth Shelter & Safety Net Services – PH0050 – Hearts with a Mission | \$20,066 CDBG |
| <u>2014</u> Afterschool Care Program – PH0049 – Rogue Valley YMCA                     |               |

- Support programs that provide basic health care services to people in need.

|  |                |
|--|----------------|
| <u>2010</u> Facility Improvement - PH0017- Community Health Center Inc.              | \$180,948 CDBG |
| <u>2010</u> Senior Advocacy Program - PH0021 - Medford Senior Center                 | \$20,000 CDBG  |
| <u>2010</u> Parking Lot Project - PH0022 - Medford Senior Center                     | \$57,355 CDBG  |
| <u>2011</u> Integrated Medical Services - PH0071 - Addictions Recovery Center Inc.   | \$6,000 CDBG   |
| <u>2011</u> Senior Advocacy Program - PH0021 - Medford Senior Center                 |                |
| <u>2012</u> Pathways to Self Sufficiency-PH0015-Center for Non Profit Legal Services | \$11,600 CDBG  |

- Support programs to reduce dependency on drugs and alcohol.

2011 Integrated Medical Services - PH0071 - Addictions Recovery Center Inc.

**STRATEGY 3-3:** Provide opportunities for homeless persons and those at risk of becoming homeless to achieve self-sufficiency.

## OBJECTIVES

- Support the efforts of the Jackson County Continuum of Care to plan and implement activities reducing homelessness in the community.

2010 The City's Cultural Outreach Coordinator attends Homeless Task Force meetings. This task force is responsible for implementation of the Continuum of Care plan for Jackson County

2011 The City's Cultural Outreach Coordinator continues to attend the Homeless Task Force meetings and assists in the implementation of the Continuum of Care plan for Jackson County.

2011 Street Outreach - PH0043 - Maslow Project

2012 The City Manager's office staff and the City's Cultural Outreach Coordinator attend the monthly Homeless Task Force meetings and assist in the implementation of the Continuum of Care plan for Jackson County.

2012 Reducing Homelessness - PH0110 - St Vincent de Paul

2012 Street Outreach - PH0043 - Maslow Project

2013 Wrap-Around Case Management – PH0043 - Maslow Project

2013 Reducing Homelessness – PH0110 - St. Vincent de Paul

2013 Homeless Task Force Member & Project Community Connect Sponsor – City of Medford

2014 Homeless Task Force Member & Project Community Connect Sponsor – City of Medford

2014 Wrap-Around Case Management – PH0043 - Maslow Project

**2014 Reducing Homelessness – PH0110 - St. Vincent de Paul** **\$22,741 CDBG**  
**2014 24/7 Youth Shelter & Safety Net Services – PH0050 – Hearts with a Mission**

- Support activities that expand service-enriched housing for the homeless and other special needs populations, including increased shelter, transitional and permanent supportive housing resources.

**2010 Advocacy Program - PH0042 - DASIL** **\$27,000 CDBG**

**2011 Five units for permanent supportive housing for the homeless were purchased by the Housing Authority of Jackson County - NSP3**

**2011 Six units for permanent supportive housing for the homeless were purchased by Housing Authority of Jackson County with State funding**

**2011 Thirteen low/moderate income apartments purchased and rehabbed by Housing Authority of Jackson County - NSP3**

**2013 Two homes rehabilitated & sold to low income homeowners – Habitat for Humanity – NSP3**

**2014 24/7 Youth Shelter & Safety Net Services – PH0050 – Hearts with a Mission**

**2014 Three lots acquired for construction of permanent low-income homes - Habitat for Humanity**

**2014 Two permanent low-income homes constructed – Habitat for Humanity/Community Partnership**

- Assist non-profit service providers to deliver effective supportive services for homeless persons and those at risk of homelessness.

**2010 Homeless Youth Outreach - PH0043 - Maslow Project**

**2010 Stevens Place/Sky Vista Apts - PH0024 - OnTrack Inc**

**2011 Pathways to Self-Sufficiency - PH0015 - Center for Non Profit Legal Services** **\$5,600 CDBG**

**2011 Community Service Center - PH0042 - DASIL**

**2011 Street Outreach - PH0043 - Maslow Project**

**2012 Reducing Homelessness - PH0110 - St Vincent de Paul**

**2012 Street Outreach - PH0043 - Maslow Project**

**2013 Wrap-Around Case Management – PH0043 - Maslow Project**

**2013 Reducing Homelessness – PH0110 - St. Vincent de Paul**

**2014 Wrap-Around Case Management – PH0043 - Maslow Project**

**2014 Reducing Homelessness – PH0110 - St. Vincent de Paul**

**2014 Legal Services – Center for NonProfit Legal Services**

**2014 24/7 Youth Shelter & Safety Net Services – PH0050 – Hearts with a Mission**

**2014 Homeless prevention and rental assistance – ACCESS**