

City of Medford Oregon



Consolidated Annual Performance and Evaluation Report (CAPER)

Program Year 2011/12

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EXECUTIVE SUMMARY

The City of Medford recently completed the second year of our 2010-2014 Consolidated Plan for Housing and Community Development during the 2011/2012 Program Year. The following activities were funded with Community Development Block Grant dollars:

- Completion of 10 home repair projects throughout the City of Medford with 2 of these homes being in the targeted revitalization neighborhoods of Liberty Park and Washington.
- 13 units were purchased and rehabilitated by the Housing Authority of Jackson County with NSP 3 funds for low/moderate income rental housing.
- First Time Homebuyer Down Payment Assistance given to 2 families.
- Operational funding for the Maslow Project to provide outreach services for homeless youth.
- Operational funding for a community center providing services to disabled and homeless persons by DASIL in downtown Medford.
- Operational funding for the Medford Senior Center to provide safety net services to senior citizens.
- Operational funding for Children's Advocacy Center and their center for child abuse victims.
- Operational funding for SOU Small Business Development Center's Micro-Enterprise Assistance Program.
- Operational funding for Center for NonProfit Legal to provide assistance to Medford veterans, seniors, disabled and low-income persons.
- Operational funding for Addictions Recovery Center's treatment center.
- Operational funding for Rogue Valley Family YMCA's after school child care program at Wilson Elementary School.

There were 3591 low/mod income persons and 26 households who benefited from programs and activities funded with Program Year 2011/2012 dollars.

A draft copy of this report is available for comment at City Hall and on the City's website. The comment period began on September 5, 2012 and will end September 19, 2012. A public hearing will be held on September 20, 2012 to obtain citizen input and Council approval of this report.

I. Summary of Resources and Distribution of Funds

The City of Medford's Fiscal Year 2011/2012 CDBG funding allocation was \$561,934 with \$180,948 in unexpended funds from the previous year plus \$57,684 in program income. The \$561,934 entitlement was fully committed to the following: \$365,259 to capital improvements, \$84,290 to public service, and \$112,385 to administration. The unexpended funds from the previous year were still committed to the same projects, but were unspent at the end of that program year. The program income was committed to the Homeowner Repair Program. The City's expenditures during the reporting period were \$771,070.57. This amount included funds

that were expended on 2010 activities drawn in the 2011 Program Year. The amount drawn after the close of the 2010 program year for 2010 projects was \$404,561.07. In addition to this amount, \$9,601.81 was drawn on 2011 projects after the close of the 2011 program year and will be reflected in next year's report. Of these expenditures, 100% of the program funds went directly to projects benefiting low/mod persons and households except for funds used for administration.

II. Narrative Statements to Accompany the City of Medford Consolidated Annual Performance and Evaluation Report for Fiscal Year 2011/2012 on the Use of CDBG Funds

A. Assessment of Five-Year Goals and Strategies

The following section documents the goals and strategies of the Strategic Plan from Medford's Consolidated Plan for Housing and Community Development 2010-2014 followed by implementation activities undertaken during the 2011/12 program year, the second year of the Consolidated Plan. The breakdown of CDBG funding includes \$195,384 towards housing activities, \$23,512 in direct homeownership assistance, which includes carryover funds from the previous year, \$22,000 in abused/neglected youth services, \$10,340 in youth services, \$8,600 in senior services, \$400,377 in neighborhood facilities, which includes carryover funds from the prior year, \$24,000 in substance abuse/family advocacy services, and a portion of program administration funding for fair housing assistance. The following provides a more detailed description of the projects.

AFFORDABLE AND WORKFORCE HOUSING

GOAL 1: Increase the affordability of housing for the City's lower-income workforce and special needs households.

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

Objectives: 1) Maintain housing currently owned or rented by lower-income households through rehabilitation and/or weatherization assistance; 2) Improve the ability of homeowners to maintain their properties.

Project 1: Ten homes throughout the City of Medford were rehabilitated through the Homeowner Repair Program, helping maintain housing currently owned by lower income homeowners. HAJC received \$137,700 in new CDBG funds and \$57,684.94 in program income for the 2011/2012 program year. Two homes in the Liberty Park Neighborhood and Washington Neighborhood were rehabilitated with targeted homeowner repair funds during this program year, with one additional home in progress that is due to be completed next year. Funds were used citywide for the program. The program was promoted through newsletters, newspaper articles, on the City website as well as the Housing Authority of Jackson County website.

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

Project 2: Thirteen low/moderate income apartments were purchased and rehabilitated by the Housing Authority of Jackson County using NSP3 funding in partnership with the City. Each of these units are rented to low-income individuals including the homeless.

STRATEGY 1-3 Reduce barriers to affordable housing by developing a Housing Affordability Plan for Medford, which will include planning for alternative modes of transportation and connectivity with public transportation.

Objectives: 1) Revise City policies and procedures to encourage long-term affordability of housing in Medford (such as fast tracking planning, building and permitting application and processes); 2) Update the Housing Element and the Neighborhood Element of the Comprehensive Plan.

Project 1: The City Council has adopted several code amendments that will encourage affordability of housing by: 1) Adopting a code amendment that promotes transit-oriented design in Planned Unit Developments. By encouraging transit-oriented design housing becomes more affordable because a car is not a necessity to live there. Other modes of transportation such as transit, walking and bicycling are more convenient; 2) Adopting a code amendment that eliminates the maximum density standard in Commercial areas. This will make it easier to build higher density in Commercial areas, which is generally more affordable as the land cost is reduced; 3) Adopting a code amendment that reduced the minimum lot depth from 100 feet to 90 feet for attached units. This also allows for higher density and reduced land cost with attached units, providing more affordable housing.

Project 2: Ongoing work is being done by the Southeast Committee to develop the Southeast Medford Transit Oriented District. A Master Plan needs to be adopted to allow zone changes in the Commercial Core. The area surrounding the Commercial Core is planned for high density housing convenient to transit, pedestrian, and bicycle paths. The work will culminate in an update to the Neighborhood Element of the Comprehensive Plan. The City Council also purchased land in the area to provide parkland and a greenway path.

Project 3: The City continues working to develop the West Main Transit Oriented District (TOD) with emphasis on public transit and pedestrian friendly neighborhoods. This TOD will be an overlay in the City's Comprehensive Plan. Meetings are continuing with businesses and residents in the TOD to discuss traffic circulation and a Plan.

STRATEGY 1-4: Expand homeownership opportunities for lower-income households.

Objectives: 1) Assist prospective lower-income homebuyers to obtain affordable housing through programs such as down payment assistance and other forms of assistance. Target minority populations through outreach efforts; 2) Encourage public/private partnerships to bundle Individual Development Accounts (IDAs) to assist potential homebuyers to save for home purchases.

Project 1: The Southern Oregon Housing Resource Center (SOHRC) counseled 472 persons from Jackson and Josephine Counties over the past year. Of these, 392 were Medford residents. They conducted five ABC's of Home Buying classes with 131 participants.

Project 2: Down Payment Assistance: ACCESS administered the City's first Time Homebuyer Assistance Program and with \$34,500 assisted 2 low-income households with down payments and closing costs and 14 households with homebuyer counseling. The CDBG Agreement between the City and this agency was extended for 6 months as they have a small amount of unexpended funds that will be carried forward to the 2012/2013 program year.

Project 3: Individual Development Accounts (IDAs) - ACCESS had 54 IDA participants, 14 of which were Medford residents. Of those 14, 3 were saving for education, 9 for home purchases and 2 for businesses. Graduating from the program this year was 1 of the education savers and 2 of the home purchase savers. Both of the homebuyer graduates purchased homes located in Medford. The Housing Authority of Jackson County has 5 open IDA accounts through Valley Individual Development Account (VIDA), a collaborative with CASA of Oregon. There are 3 saving for education, 1 for home purchase and 1 for business. They had 3 graduates from the program, resulting in 2 home purchases and 1 home renovation. DreamSavers, an Asset Building Savings Program administered through NeighborWorks Umpqua, currently has 128 open IDAs in Jackson County, 79 of which are saving for education, 34 for homes and 11 for business. This year they had 13 IDA graduates.

STRATEGY 1-5: Affirmatively further Fair Housing Choices.

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

Project 1: Promotion of fair housing - The city provides brochures at City Hall on fair housing and predatory lending practices. Information is available on the City website as well as at various neighborhood meetings held throughout the year. In addition, the Cities of Medford and Ashland, ACCESS and Jackson County sponsored a traveling exhibit titled "Anywhere but Here". The exhibit consists of photographs, text and personal quotes to chronicle the history of housing discrimination in Oregon. It was on display at the Jackson County Library for several days. The City also purchased and featured on television a civil rights video called "Brick by Brick". It is a story of three families in Yonkers, New York as they confront the social realities, politics and law of racial discrimination in their housing and schools. The Mayor of the City of Medford proclaimed April Fair Housing Month for the City, marking the 44th anniversary of the passage of Title VIII of the Civil Rights Act of 1968 known as the Federal Fair Housing Act. The number of citizens that have benefitted from these activities and information is difficult to determine. Approximately 250 people per day come into City Hall and have access to this information. About 200 brochures per year are picked up from City locations annually.

Project 2: The Center for Nonprofit Legal Services received \$5,600 in CDBG funding to assist low income clients with access to transportation, employment housing, health care and public benefits through defense of clients' legal rights to fair housing and reasonable accommodations. The Center continued their landlord tenant program and handled legal issues related to Fair

Housing. They held 5 Second Chance classes to educate on Fair Housing with 25-30 attendees at each class. Their housing attorney accepted and successfully completed 4 reasonable accommodation cases.

Project 3: ACCESS, which operates the Southern Oregon Housing Resource Center, provided housing counseling to 472 clients. Each of these clients received information on what predatory lending is, how to avoid it and how to report it. In addition to the predatory lending training, these same clients were educated on loan modification scams, what scams are prevalent, how to report scams and how to avoid them.

Project 4: Disability Advocacy for Social and Independent Living (DASIL) provides a Community Service Center where people with disabilities and the homeless can empower themselves personally, socially, financially and civically. DASIL assists the Center for Non Profit Legal Services in holding Second Chance fair housing classes. This year DASIL received \$18,000 in CDBG funds with which they assisted 977 low/moderate income persons.

NEIGHBORHOOD REVITALIZATION

GOAL 2: Improve the quality of life of lower-income residents through neighborhood revitalization.

Strategy 2-1. Preserve and restore existing housing resources in key neighborhoods.

Objectives: 1) Actively enforce City Codes to improve the habitability and safety of housing and eliminate blighting influences in neighborhoods; 2) Maintain housing currently owned or rented by lower-income households in targeted neighborhoods through rehabilitation and/or weatherization assistance.

Project 1: The Code Enforcement Division continued to target CDBG eligible neighborhoods on a complaint basis in an effort to improve neighborhood habitability and the safety of housing and in this program year impacted more than 32,000 people. During 2011/2012 they handled 375 cases in the Liberty park neighborhood, 542 in the McLoughlin neighborhood and 574 in the Washington neighborhood. The majority of those cases were related to graffiti, unlawful storage, weeds, junk and abandoned vehicles. The City Police Department continues its Operation Care program which reaches out to citizens in targeted neighborhoods in an effort to hear questions and concerns regarding livability and other issues affecting their neighborhood. Resource information is also provided to residents with regards to emergency food, shelter, and energy assistance along with contact information to report criminal activity and code violations involving drug houses, gang activity, blighted homes, etc. Two Operation Care walks were conducted in 2011/2012; one in the area of Howard Elementary School and the other in the area of Wilson Elementary School.

Project 2: Through the Housing Authority of Jackson County, the city offers a Homeowner Repair program to help owners of homes throughout the city maintain their homes. Ten homes were assisted through this program during the 2011/2012 Program Year.

Strategy 2-3 Improve the community infrastructure/facilities and reduce blighting influences in predominately lower-income neighborhoods.

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

Project 1: The City of Medford continues to construct sidewalks around schools in low income neighborhoods and completed sidewalks in three areas this year. The City also received Congestion Mitigation Air Quality grant funds through the Oregon Department of Transportation to build sidewalks and bike lanes.

Project 2: The Medford Senior Center received \$57,355 in CDBG funding to improve access to the center. This was a carry forward project that was originally funded with 2010/2011 CDBG monies and was completed in November 2011.

Project 3: The City of Medford Parks and Recreation Department received \$142,074 in CDBG funds to upgrade the Union Park Facility, which includes replacing irrigation and turf, widening and extending walking paths, installing sidewalk, path lights and a barbeque. Union Park is located in Block 2 Census Tract 2.02 which is 72.6% low/moderate income per the 2000 census. This project is being carried forward, in its entirety, to the 2012/2013 program year and is scheduled to be completed by December of 2012.

Project 4: In the 2010/2011 program year, The City of Medford Parks and Recreation Department received \$20,000 to develop a community garden in Union Park, which is located in a neighborhood that is 72.6% low/moderate income. This project has not been started and is therefore being carried forward to the 2012/2013 program year with a scheduled completion date of December 2012.

INDEPENDENCE AND ECONOMIC OPPORTUNITY

Goal 3: Improve the ability of lower income households to become self-sustaining.

Strategy 3-1 Pursue strategies and programs that prepare low/moderate income households to obtain and retain family wage employment.

Objective: Support community strategies and programs that prepare low/moderate income and special needs populations to access family wage jobs. Support and promote independence and economic opportunity.

Project 1: Southern Oregon University Small Business Development Center received \$9,750 in CDBG funds for their Micro-Enterprise Program and assisted 21 people with direct business assistance, job creation, job retention and access to capital or start-up funds. The

CDBG Agreement between the City and this agency was extended for six months as they have a small amount of unexpended funds remaining.

Strategy 3-2. Assist public services to provide safety net services to persons in need.

Objectives: 1) Support programs that provide healthy youth activities, such as youth and family programs, youth shelter, and after school programs; 2) Support programs that provide basic health care services to people in needs, such as female head of households with children and seniors; 3) Support programs to reduce dependency on drug and alcohol

Project 1: Maslow Project

The Maslow Project received \$10,340 in CDBG funds for their Street Outreach Program, through which they assisted 776 homeless and runaway youth with supportive services including shower and laundry facilities, clothing and hygiene supplies, food, mental and health services. Maslow Project also received \$20,785 in City General Fund Grant monies for their Homeless Youth Case Management Program. This program assisted 1,458 youth by placing case managers in Medford schools and at the Maslow Project drop-in center, identifying high-risk and homeless youth in need of basic and supportive services. A continuing partnership with Jackson County Mental Health and the Community Health Center provides both mental health and medical services. Maslow Project also refers homeless youth to the Hearts with a Mission facility, a homeless youth shelter in Medford.

Project 2: Senior Advocacy Program, Medford Senior Center

The Medford Senior Center received \$8,600 in CDBG funds and \$13,560 in General Fund grant monies, with which they assisted 979 seniors with services including meals, transportation, food stamp and medical advocacy and financial and tax assistance, helping them to remain independent in their homes for a longer period of time.

Project 3: Disability Advocacy for Social and Independent Living (DASIL) Community Drop-In Center

DASIL received \$18,000 in CDBG funds and served 977 disabled and homeless clients. More than 80% of their clientele were disabled and 37% were female head of households. The Community Drop-In Center provides community resources to walk in clients who would otherwise be isolated, living on the streets or falling through the cracks. Through DASIL, they gain access to supportive services, attain job skills, and develop support systems.

Project 4: The Jackson County Child Abuse Task Force dba the Children's Advocacy Center received \$22,000 in CDBG funding and \$8,081 in General Fund grant monies for the coordinating center for all child abuse programs in the City of Medford, assisting 531 children with crisis therapy, medical exams, on-going therapy, preteen and teen mentoring groups, community outreach/education and advocacy follow-up.

Project 5: Center for Non Profit Legal Services received \$5,600 to provide legal assistance to 104 Medford veterans, seniors, disabled and low-income persons by increasing their access to transportation, employment, housing, healthcare and public benefits.

Project 6: Addictions Recovery Center, Inc received \$6,000 in CDBG funding for their Integrated Medical Services program, assisting 96 low-income citizens seeking addiction treatment services.

Project 7: Rogue Valley Family YMCA received \$4,000 in CDBG funds for their Wilson School Project, providing after school child care to 30 low-income children.

Project 8: Community Health Center Facility Improvement received \$180,948 in 2010 CDBG funds, which were carried forward and the project completed during the 2011/2012 program year.

Strategy 3-3 Provide opportunities for homeless person and those at risk of becoming homeless to achieve self sufficiency.

Objectives: 1) Support the efforts of the Jackson County Continuum of Care to plan and implement activities reducing homelessness in the community; 2) Support activities that expand service-enriched housing for the homeless and other special needs populations, including increased shelter, transitional and permanent supportive housing resources; 3) Assist non-profit service providers to deliver effective supportive services for homeless persons and those at risk of homelessness.

Project 1: The City's Cultural Outreach Coordinator attends the Homeless Task Force (HTF) meetings. The HTF is responsible for implementation of the Continuum of Care plan for Jackson County. Our Outreach Coordinator serves on the Core Committee and the Accessible Affordable Housing Committee of the Homeless Task Force as well. Approximately 5% of the city's CDBG program year funds went to assist homeless persons.

Project 2: Neighborhood Stabilization Program - The City partnered with the Housing Authority of Jackson County to purchase five units for permanent supportive housing for the homeless. In addition to these five units, the Housing Authority purchased six additional units with State funding for a total of eleven units for permanent supportive housing for the homeless and purchased and rehabilitated thirteen low/moderate income rental units with NSP3 funds.

B. Affirmatively Furthering Fair Housing

The City of Medford continues to educate its citizens on fair housing law through a variety of venues. Fair housing brochures are available at City Hall in brochure racks and Fair Housing posters are displayed throughout City Hall. Brochures and educational materials were available at events such as the annual First Time Homebuyer Fair and Multicultural Fair. The City, in partnership with the City of Ashland, Jackson County, and ACCESS sponsored a traveling display on fair housing. The display was at the Medford library and was available for the public viewing for thirteen days. In addition, the City purchased and featured on television a civil rights video called "Brick by Brick". It is a story of three families in Yonkers, New York as they confront the social realities, politics and law of racial discrimination in their housing and schools. The Mayor of the City of Medford proclaimed April as Fair Housing Month, marking the 44th anniversary of the Federal Fair Housing Act. The City's Housing and Community Development

Commission meets with a representative of the Southern Oregon Rental Owners Association to discuss fair housing issues as well as problem properties.

The Fair Housing Council of Oregon (FHCO) received 69 calls from Medford residents; 29 of these raised issues of fair housing; 20% were related to disability, 7% to familial status, 4% to race, 4% to national origin, 1% to age, 1% to sex, 3% to domestic violence, 3% to sexual orientation, 3% to Section 8, and 1% to Not in My Backyard. Six individuals completed a fair housing intake with the FHCO office of which one was related to race/color, one to national origin, 1 to sex, 2 to familial status, and 1 to disability.

ACCESS is approved by HUD as a Housing Counseling Agency to provide pre/post purchase counseling, default delinquency counseling, foreclosure counseling, and reverse mortgage counseling. ACCESS held five ABC's of Homebuying workshops averaging 26 participants per class. ACCESS provided housing counseling to 472 clients. Each of these clients received information on what predatory lending is, how to avoid it and how to report it. In addition to the predatory lending training, these same clients were educated on loan modification scams, what scams are prevalent, how to report scams and how to avoid them.

The Consumer Credit Counseling Service of Southern Oregon is certified by HUD to offer counseling to its clientele on fair housing issues. Counselors review with clients the protections various laws and regulations provide the consumer. This includes Fair Debt Collections Practices Act, Fair Credit Billing, Fair Credit Reporting, and Fair Lending. They also counsel clients and present educational opportunities in the area of predatory lending

The city provided \$5,600 in CDBG funds for the 2011/2012 fiscal year to the Center for Nonprofit Legal Services to continue to provide legal assistance on landlord-tenant law and on Fair Housing issues.

Response to Hate Crime

The Community Response Team was established approximately four years ago to develop a more proactive response to such racially motivated incidents. Monthly meetings are held throughout the year and responses to hate crimes are developed on a case by case basis.

In the city's current Analysis of Impediments, the following actions were listed for the city to address:

- 1. Continue to support Fair Housing education for consumers, lenders, realtors, landlords, advocacy groups and service providers.**

The Cities of Medford and Ashland, ACCESS and Jackson County funded a traveling display chronicling the history of housing discrimination. The City purchased and broadcasted a fair housing video titled "Brick by Brick" which tells a story of three families in Yonkers, New York as they confront the social realities, politics and law of racial discrimination in their housing and schools. The City also includes fair housing information periodically in the newsletter that is mailed to Medford utility customers throughout the City. The City maintains a link to Housing Quality Standards on our website, which since its inception in July of 2011, has had 4,893 hits. The City also created a Housing Quality Standards handout that was distributed to citizens during the

two Operation Care walks that took place. The Rogue Valley Association of Realtors/Southern Oregon Multiple Listing Service and the Southern Oregon Rental Owners Association regularly sponsor workshops on fair housing as well as provide fair housing educational materials to their members.

- 2. Continue to support actions to increase the availability of affordable housing.** The City of Medford has established the Housing and Community Development Commission to explore and develop strategies to increase affordable housing. The Commission has researched housing trust plans in other communities to determine if one will be feasible for the City of Medford. Due to the economy, the Commission has put their housing trust plan on hold and will revisit it at a later date. The City also continues to fund nonprofit housing agencies in their efforts to develop more affordable housing for low-income persons and for persons with special needs. The City, along with the Housing Authority of Jackson County and Habitat for Humanity jointly applied for an NSP3 grant and was awarded \$1.2 Million. Through this grant, the Housing Authority was able to purchase and rehabilitate 13 low/moderate income rental units. Additional funding will be used to purchase and rehabilitate single family homes through Habitat for Humanity. Homes in the initial target area were limited as developers were purchasing them. An added target area has increased the inventory that Habitat will be able to choose from. Of the six lots that were purchased with NSP2 money, two have been completed and sold to low income families, one is scheduled to close within the next few months and the final three lots are under construction, scheduled to close within the next six months.
- 3. Continue to support the activities of the Fair Housing Council of Oregon (FHCO).** In the 2011/2012 program year, The City of Medford partnered with the City of Ashland, ACCESS and Jackson County to sponsor a traveling historic exhibit outlining the history of housing discrimination in Oregon. The exhibit was on display at the Jackson County Library in Medford for several days.
- 4. Continue to monitor loan activities of lending institutions.** New practices requiring licensed loan originators in all lending facilities have made an impact on predatory lending practices. This licensing requires persons working with the public on mortgage lending be licensed and report all activities
- 5. Support a cooperative effort to investigate the extent of predatory lending in Medford and consider strategies to eliminate the practice.**
The City of Medford continues to monitor this through its partnerships with the Consumer Credit Counseling Service of Southern Oregon, the Southern Oregon Housing Resource Center and through the Oregon Department of Consumer and Business Affairs.

Affordable Housing

The City of Medford provides funding and supports the efforts of non-profit agencies that provide affordable housing in Medford. The Housing Authority of Jackson County provides 1896 Housing Choice vouchers and manages affordable units for low-income residents. This past year, they provided housing choice vouchers to 2002 persons, a 6% increase over the previous year. The Housing Authority of Jackson County received an additional 40 VASH vouchers in 2012. HAJC will continue to apply to HUD for additional Housing Choice vouchers to decrease the waiting list of approximate 5300 applicants, a four-to-five year wait, of persons and families desiring rental assistance. The number of units provided is dependent upon Congressional funding and HUD allocations. They will apply for additional vouchers as the opportunity arises.

In addition, CDBG funds were provided to the Housing Authority to provide loans for emergency repairs to 10 low/moderate-income households. The intent of the program is to help existing homeowners maintain their homes so that they can remain in them.

Weatherization of 178 homes in Jackson County was completed by ACCESS, 62 of which were in the City of Medford. This weatherization project helped reduce energy costs to Medford residents.

The following table indicates the number of households assisted with housing with CDBG funds by income category and by renter and owner over the past program year.

Program	Extremely low-income Owners	Extremely low-income Renters	Very Low-income Owners	Very Low-income Renters	Low-income Owners	Low-income Renters
HAJC Homeowner Emergency Repair	3	0	7	0	8	0
NSP 3	0	0	0	35	0	0
First Time Homebuyer Assistance	0	0	0	0	2	0

Southern Oregon Housing Resource Center

The Southern Oregon Housing Resource Center (SOHRC) counseled over 472 persons from Jackson and Josephine Counties over the past year. Five *ABC's of Home Buying* classes and two program orientations were held during the program year with over 131 participants.

Efforts to address worst case needs (defined as low income renters with severe cost burden, in substandard housing, or involuntarily displaced):

The Problem Properties Committee of the Housing and Community Development Commission meets 2-4 times per year and works to address issues related to substandard housing. Members of the Southern Oregon Rental Owners Association, Neighborhood Resources Division, Medford Police Department and the Building Safety Department served on this committee. The Building Inspector along with Code Enforcement officers crack down on violators of the Housing Code. The City departments have been using the Rental Registration system that was implemented by the Problem Properties Committee and adopted by the Council. This Registration allows the Code Enforcement Division to contact property managers to mitigate issues with rentals such as substandard housing, code infractions, graffiti, etc. The City continues to work with the Problem Properties Committee and the Housing and Community Development Commission to discuss issues in the community such as access to information for low-income renters, including how to report substandard housing, housing inspections, and notification to rental property owners to bring properties up to Code. A magnet that was produced by the Problem Properties Committee is distributed by Housing Authority of Jackson County, City staff through Code Enforcement and Building and Safety Department, and handed out during Operation Care Walks. The magnets provide contact information for Police, Code Enforcement, and Neighborhood Watch and are

available in English and Spanish. In addition, the Housing and Community Development Commission developed an easy to read flyer that is distributed during the Operation Care walks. This information is also accessible on the City website on the home page by clicking on the Housing Quality Standards button.

ACCESS provided outreach to 192 Medford seniors and persons with disabilities, assisting them with basic daily survival needs and medical equipment needs.

ACCESS provided energy assistance to 6,112 persons who were in danger of being disconnected and provided 427 persons with education on money management and methods to reduce energy costs.

Efforts to address the accessibility needs of persons with disabilities: The Housing Authority of Jackson County, through the Homeowner Repair program works to address this issue. There was 1 disabled household assisted with accessibility needs in this program year with the use of CDBG funds. Individuals that apply for rehabilitation and accessibility assistance through the Homeowner Repair program are given a priority status on the list for repairs. ACCESS provided outreach to 192 Medford seniors and persons with disabilities assisting them with basic daily survival needs and medical equipment needs.

C. Continuum of Care Narrative

The Jackson County Homeless Task Force (HTF) is the lead entity for the Continuum of Care. It is a Subcommittee of the Jackson County Community Services Consortium (CSC). The CSC is a nonprofit currently made up of 35 member organizations and agencies and 1 individual member. The Homeless Task Force developed and has been implementing the County's strategy to end chronic homelessness and has achieved many outcomes as a result of an organized community approach. The HTF, which is comprised of 39 public and private organizations, meets on a monthly basis, providing services in Jackson County. The Continuum of Care received McKinney Vento funds that were distributed among several agencies. This year \$320,931 funded five ongoing projects/programs: ACCESS's Woodrow Pines, the Rogue Valley Council of Government's Home At Last Program, the Salvation Army's Hope House Transitional Shelter, Community Work's Transitional Living Program for youth and teens and Oregon Department of Human Service's Oregon Housing Opportunities in partnership program for people living with HIV/AIDS. ACCESS, as the Community Action Agency for Jackson County, is also the designated lead agency by Oregon Housing and Community Services Department for administering many of these funds. In addition, Maslow Project received \$40,000 in McKinney Vento funds for their homeless youth education programs this year. The Southern Oregon Housing Resource Center maintains an online listing of affordable housing. The listing includes housing for low/moderate income, seniors and/or disabled, and families. ACCESS, Cascade Management, Medford Better Housing, Housing Authority of Jackson County, Neel Property Management and several retirement communities provide housing to persons with special needs.

While funding is limited, these organizations continue to work towards increasing the number of units available to persons with special needs. In addition, the Housing Authority of Jackson

County (HAJC) was awarded NSP2 funding as part of the Consortium, Housing Development Grant Program funding, and General Housing Assistance Program for a total of \$1,750,000 to acquire and rehabilitate foreclosed properties. A total of 23 units of permanent supportive housing for the homeless were purchased and rehabilitated with these funds. The HAJC partnered with Rogue Retreat to manage the 23 units. HAJC and Rogue Retreat will receive an additional \$520k over the next five years as subsidies for future tenants. The City was awarded an additional \$1.2 Million in NSP3 monies, funding the purchase and rehabilitation of 13 units of supportive housing for very low income individuals.

The Homeless Task Force developed the Ten Year Plan to End Homelessness. The plan was released in June 2009. It involves the following six broad strategies:

1. Increase the stock of permanent, affordable and supportive housing for individuals and families who earn < 30% of the Area Median Income (AMI).
2. Increase agency coordination and service integration at all levels.
3. Provide case management to help people maintain stable rental housing.
4. Provide financial assistance and life skills training to help people move into stable housing.
5. Develop and increase sustainable emergency and transitional shelter and permanent, supportive housing options for youth and other vulnerable populations as they emerge.
6. Develop an ongoing community campaign to highlight emerging issues in the continuum of homelessness.

The Jackson County Homeless Task Force subcommittees and Core Work Group meet regularly including the Homeless Youth Task Force, Veterans Subcommittee, Project Community Connect Planning Group and the Mental Health Subcommittee. The subcommittees meet to:

- Identify and coordinate mainstream resources and avoid duplication
- Work cooperatively to fill gaps to decrease chronic homelessness
- Support each agency's efforts - one means is through implementation and collaboration of HMIS
- Plan, coordinate and collaborate emergency, transitional and permanent housing strategies to maximize services
- Coordinate discharge planning
- Coordinate and develop parallel intake procedures eventually developing a client universal intake
- Conduct the prioritization process for HUD McKinney/Vento and cooperatively write Exhibit 1
- Generate resources and training to improve capacity and staff development
- Plan and implement community education and outreach events
- Raise community awareness of emerging issues

The third annual Project Homeless Connect, a large service oriented event held in June attracted 650 people including homeless youth, families and individuals. Approximately 45 participating agencies offered assistance with jobs, food, health and dental care as well as sleeping bags, pet vaccines and pet food and haircuts. This will continue to be an annual event for the community.

The Continuum of Care Planning Process

The Jackson County Homeless Task Force (HTF) is the Continuum of Care and the lead entity supporting the primary Continuum of Care planning process. This is the only entity that is actively involved in community-wide coordination of housing and services for the homeless in Jackson County, Oregon. One of the main focuses of the HTF is to enhance coordination of existing homeless programs, conduct county-wide homeless assessments, identify gaps in both housing and services, and facilitate a process for filling those gaps. The Homeless Task Force coordinates agencies and activities directly related to homelessness.

A key element of the HTF role is to raise community awareness about who the homeless are and the issues they face. The HTF hold press conferences and media events to release the results of their studies.

Chronic Homelessness Strategy/Goals

Goal 1: Establish baseline figures for chronically homeless.

Agency representatives surveyed homeless persons who do not access the shelters and other services during this year's one night homeless survey. Counts were conducted in January 2011 resulting in 775 surveys being completed, representing 1049 people. Approximately 17% of those counted said that they were veterans.

Goal 2: Complete Countywide Affordable Housing Needs Assessment and Housing Inventory.

Jackson County completed a countywide housing needs assessment in April 2007. The City of Medford completed its housing needs analysis in May 2008.

Goal 3: Enhance Street Outreach for the Chronically Homeless.

The Maslow Project has two outreach workers for street outreach to homeless youth. They assist approximately 500 youth each year. Project Homeless Connect also reaches out to the chronically homeless each year.

Goal 4: Create an "Urban Rest Stop".

St. Vincent de Paul in Medford provides showers and laundry facilities for homeless persons as well as a transitional shelter.

Goal 5: Support the development of a nonprofit campground.

Goal 6: Increase the # of treatment beds for substance abuse and mental illness.

Goal 7: Increase the number of permanent supportive housing options available, possibly including single room occupancy units for people with disabling conditions or recovering from addiction.

Interfaith Care Community now has 60 beds for veterans funded with two of the target populations being Substance Abuse and Mental Health. Rogue Retreat received Housing Plus funds from the State of Oregon to purchase 8 units from Rogue Valley CDC to use as permanent supportive housing for homeless families and individuals. These units are fully rented. They received additional Housing Plus funds to purchase and renovate an apartment building that they were using on Riverside Ave in Liberty Park. The renovated house has been completed and has 11 one bedroom apartments which are being used as permanent supportive housing for homeless persons. The Housing Authority of Jackson County purchased 23 units with NSP2 and Oregon State funds and partnered with Rogue Retreat for additional permanent supportive housing units for the homeless.

Other Homeless Goals

Goal 1: Create an emergency transitional shelter for unaccompanied youth, ages 11-18.

A new nonprofit, Hearts with a Mission, used its 2008/2009 CDBG funds to purchase a house and renovate it to provide 17 beds as an emergency shelter for homeless youth. The house opened in the Fall of 2009 and has provided 8,322 nights of shelter to 232 teens.

Goal 2: Increase preventive services for youth and families at risk of homelessness.

ACCESS was able to provide homeless eviction prevention funding to 6 Medford households, long term rental subsidy assistance to 11 households, and refundable security assistance to 278 households over the past program year. Assistance was also provided to house 14 homeless households.

The Maslow Project, in partnership with Medford School District 549(c) continued its Youth Service Integration Center. The drop-in center moved to a larger facility which includes showers, a washer and dryer, clothes closet and food pantry. This past year, it was funded with City of Medford CDBG dollars, City of Medford General Fund dollars, McKinney Vento grant funding through the Medford School District as well as private foundation funding through the Walker Fund. The Community Health Center and Community Works are partnering with the Maslow Project, providing health care and mental health counseling services. This past year 1479 youth were assisted.

Goal 3: Increase community and elected official awareness of homelessness: who are the homeless, why, what homelessness means to disabled individuals and families, the impact homelessness has on the greater community, and what can be done about it.

A county-wide planning group including elected officials and agency representatives met to develop the Ten Year Plan to End Chronic Homelessness. The Plan was rolled out in June 2009 as part of the first ever Project Homeless Connect event. The third annual Project Homeless Connect event was held last summer and attracted hundreds of homeless persons who were offered all kinds of services including haircuts, pet care, dental and health care, etc.

Goal 4: Work with other housing interests to plan and implement a regional workforce housing conference.

The Southern Oregon Workforce Housing Summit was held on February 21, 2006 with over 200 participants from Jackson, Josephine and Curry Counties.

Goal 5: Maintain a community focus on the need for handicap accessible housing.

The Housing Authority of Jackson County administers a county-wide homeowner repair program and the City Homeowner Repair program that promotes ADA modifications. One household was assisted with funding this year to provide handicap accessibility.

Remaining Obstacles to Achieving These Goals:

1. Chronic Unemployment and Underemployment: The Medford MSA and the Jackson County unemployment rates in June 2012 were 10.7% which was slightly less than the rate last year at that time and above both the state (8.07%) and national average (8.3%). In the 2011 Community Needs Assessment, 55% of those surveyed stated they were unemployed.

2. **Low Wage Jobs without Benefits:** As new jobs are added, they tend to be low-paying jobs with few, if any benefits. In 2011, the median income increased to \$57,700 in Jackson County compared to the State of Oregon median income which was \$63,100 (family of four). Of those surveyed in the Community Needs Assessment, 44% are families with children and 84% surveyed lived in poverty.
3. **Low Fixed Incomes:** People with disabilities, seniors and families on TANF all receive fixed incomes, which are substantially below poverty level. They require other benefits, such as Food Stamps, Oregon Health Plan, child care and housing subsidy assistance in order to survive. Approximately 15% disabled, 27% seniors and 63% female head of households received assistance through a program funded with City of Medford CDBG dollars during 2011/2012.
4. **Shortage of Affordable Housing:** Housing Choice Vouchers are through the Housing Authority of Jackson County which currently is assisting 2002 persons in Jackson County and currently have 5 IDAs. In 2011, 26% of those surveyed, or 270 people, stated that the primary reason that they were homeless was that they couldn't afford to pay rent.
5. **Shortage of Accessible Affordable Housing:** People with accessibility needs, due to disability, meet further barriers when it comes to finding housing that accommodates their requirements.
6. **Education Issues:** Just as low levels of education are linked to poverty, they are also linked to homelessness. Individuals who drop out of high school are more likely to have low-paying jobs, and are therefore more susceptible to a declining economy and rising costs. The drop out rate in Medford and Jackson County is extremely high. In the Medford School District, approximately 5% of all students dropped out which is almost 2% higher than the state wide dropout rate. The Hispanic dropout rate for Medford was also extremely high at approximately 6%. The Jackson County Commission on Children and Families is focusing its resources on truancy issues over the next couple of years.
7. **Health Issues:** Unmet medical needs lead to chronic illness. People living in poverty can become chronically "un-healthy," making them even more susceptible to acute illness and disease for which they do not have the means to obtain adequate medical treatment. The current economic climate has increased the number of persons without affordable access to health care. The 2011 Homeless Survey indicated 12% of those surveyed were homeless due to health issues.
8. **Substance Abuse and Mental Illness:** Every stage along the Continuum of Care is impacted by the fact that a high proportion of homeless individuals suffer from substance abuse and/or mental health issues. Based on the 2011 Homeless Survey, 33% of those surveyed reported that drug/alcohol was a major reason for their homelessness, an increase of over 20% from last year, and another 15% reported that mental health issues played a major role, an increase of almost 10% over last year.
9. **Domestic Violence:** Domestic violence contributed to the homelessness of 186 people in Jackson County counted in the 2011 survey, which was an increase over last year.

10. **Poor Credit Histories:** Forty-six people or 4% surveyed in the 2011 Continuum of Care Homeless Survey cited poor credit as a cause of their homelessness.

11. **Loss of Housing Due to Eviction:** Stabilizing people in existing housing is far more cost-effective than finding homes for them once they become homeless. Eviction is another stage in the spiral into homelessness for many individuals and families. 88% of those surveyed in 2011 had been evicted by their landlord.

12. **Economic Climate:** The bad economy is taking a hard toll on Oregonians, particularly those living in Jackson County where unemployment rate and home foreclosures remains higher than the state average, along with very high food insecurity. In 2011, 73% of households surveyed reported incomes less than 100% of the federal poverty level, 52% reported that being employed is critical to improving their situation and 42% of households with children in Jackson County received food assistance.

D. Other Actions

1. Actions to address obstacles to serving the underserved – The primary obstacle to serving the underserved continues to be a lack of available resources, especially monetary resources. In 2011/12, the eligible requests for CDBG funds exceeded the amount available for capital improvements by almost \$100,000. Requests for operating grants during the 2011/12 program year totaled nearly \$220,000 and only \$84,290,000 was available from CDBG funds. The significant reduction in CDBG entitlement funds reduced the funding available to assist the underserved.

Some actions taken to serve the underserved needs of the city included providing for the needs of low-income children, seniors and those with disabilities. Low income children were served through the Maslow Project and the Rogue Valley Family YMCA's Wilson School Program. Seniors were served primarily through the Medford Senior Center. More than 33% of the low income individuals assisted through CDBG during the past program year were senior citizens. Another 35% receiving program assistance through CDBG were female head of households and approximately 31% were disabled. The Medford Senior Center, On Track, Inc and DASIL also assisted that population with advocacy programs. The Center for NonProfit Legal Services assisted clients that have mental and physical needs or who face language and cultural barriers with survival needs: food, shelter, medical care, protective services, etc. The Children's Advocacy Center served abused and neglected children with medical exams, counseling, and advocacy. CASA of Jackson County, Children's Dental Clinic and Family Nurturing Center also served low income children through City General Fund Grants. ACCESS and The Rogue Valley Council of Governments, also through City General Fund Grants, assisted seniors and adults with disabilities with meals, in-home care, case management, information and follow-up services.

Twelve percent (12%) of those served were Hispanic, which makes up approximately 10% of the overall City's population. The city's Cultural Outreach Coordinator sits on the Hispanic Interagency Committee, a networking organization of more than 45 agencies, organizations and businesses serving the Latino community in Jackson County. The City's Cultural Outreach

Coordinator also continues to work with the Hispanic population on issues related to domestic violence, gang prevention, hate crime issues and other resources available to the Hispanic population.

2. Foster and maintain affordable housing - The City of Medford provided funds to the Housing Authority of Jackson County (HAJC) for the city's Homeowner Repair Program. This program provides no interest loans to low-income homeowners for emergency repairs to their homes, which helps to maintain the affordable housing stock in the City. The City supported the Housing Authority of Jackson County on the Canterbury Hills low-income housing project; a 48 unit low-income rental complex, which was completed in February of 2012. The Housing Authority of Jackson County purchased six acres with State NSP funds for an affordable housing project. They also purchased and rehabbed the Grand Apartments to preserve 26 units and partially preserve a historic building in downtown. These units are rented by elderly and disabled persons. The Housing Authority of Jackson County also partnered with Rogue Retreat to purchase 23 units for a homeless project.

3. Eliminate barriers to affordable housing - The City of Medford established a Regulatory Barriers to Affordable Housing Task Force which completed a report offering recommendations as to removal of local barriers to affordable housing. One of the primary barriers to providing affordable housing has been affordable and properly zoned land that is close to existing services. The city allows accessory dwelling units (ADUs) in conjunction with all existing single-family residences. The city also has in place a Vertical Housing Development Zone in its central business area to provide a tax incentive to create more affordable housing in the downtown.

4. Overcome gaps in institutional structures – The City of Medford provides operating grants, known as City General Fund Grants, to human service agencies providing services to low-income persons in the city. These funds are intended to fill gaps between the agencies' funding needs and that which is provided by other funding sources. In 2011/12, the city provided \$300,200 in operating grants from the general fund, and \$84,290 in operating grants from the Community Development Block Grant fund. This provided a total of \$384,490 in operating grants to 23 agencies involving 31 separate programs providing social and health services primarily to low-income residents of Medford.

5. Section 8 Housing Choice Vouchers & resident initiatives – The Housing Authority of Jackson County administers a Section 8 Housing Choice Voucher program and operates a Family Self-Sufficiency Program. Under this program, households are given incentives to achieve self-sufficiency. They are expected to work towards self-sufficiency so they no longer need public assistance by the end of their contract period. Those persons involved in this initiative are designated as the Housing Authority's Resident Advisory Board. The Housing Authority of Jackson County offers a home purchase option using its Housing Choice Vouchers to pay mortgage payments for qualified participants. This past year, 13 households used these vouchers for homeownership.

6. Evaluate and Reduce Lead-based paint hazards – During the 2011/2012 program year, the City continued to monitor subrecipients for compliance with lead-based paint regulations. All

homeowners participating in the Homeowner Repair program received educational information about lead based paint as part of their informational packets.

The Housing Authority of Jackson County provides brochures on lead based paint hazards to all those persons in rental housing owned or managed by the Housing Authority that was built prior to 1978. This averages 25 to 30 clients a month.

6. Enhance Coordination: Coordination between public and assisted housing providers, health providers and service agencies along with municipal and county governments continues to occur through a variety of venues. A number of housing providers include service components for the residents of their housing projects. Along with the Homeless Task Force, there is a Jackson County Community Services Consortium, which advocates for the delivery of affordable, accessible and quality community services in Jackson County and provides a networking structure for agencies.

The Hispanic Interagency Committee serves as a networking vehicle and advocate providing services to the Spanish speaking community. The Cultural Outreach Coordinator attends these monthly meetings and promotes City services through outreach and awareness. The Southern Oregon Housing Resource Center serves as a clearinghouse for housing programs in Jackson County. ACCESS, in partnership with the Housing Authority of Jackson County, has been named by the State of Oregon as a housing resource center to serve as an information clearinghouse for all housing related issues and data. Program income derived from State-funded CDBG projects in Jackson and Josephine Counties will be funneled through this organization as well.

The City of Medford's Housing and Community Development Commission addresses issues relating to housing accessibility and affordability within the city. Serving in an advisory capacity to City Council on housing issues, they act as a focal point for all housing related issues for the city.

7. Compliance and Monitoring - The City of Medford is responsible for monitoring funds that it receives from HUD, which are limited to the Community Development Block Grant and now the Neighborhood Stabilization Program funds which come to the city through Oregon Housing and Community Services. City staff is responsible for overseeing the use of CDBG funds. The City maintains a close working relationship with its grant subrecipients. Quarterly financial and beneficiary reports are required of all public service agencies receiving CDBG funds. Annual beneficiary reports are required of all recipients of capital grants. All capital projects are administered under procurement standards governed by OMB Circular A-110 for non-profits. Federal Labor Standards are adhered to for all capital projects as well. The City requires that each agency receiving CDBG funds complete and submit to the City a Notification of Single Annual Audit form and an audit tracking spreadsheet is maintained to document audit reviews. Together these ensure proper monitoring of subrecipient's compliance with OMB circular A-133.

In addition to reviewing all subrecipient draw down requests, program and financial reports, the city assesses all of its subrecipients. The purpose of this assessment is to identify which

subrecipients will require comprehensive monitoring during the program year. Monitoring also involved numerous telephone conversations and working with subrecipients throughout year. Staff continued to review and monitor grantee performance report information as it came in from the subrecipients. Three onsite monitoring visits were conducted this year with Addictions Recovery Center, SOU Small Business Development Center and Rogue Valley Family YMCA. These three agencies were chosen for monitoring as they were new to our CDBG program.

8. Reduce the number of families in poverty - While the city does not have direct control over the household income of families, it is hoped that by funding programs that provide services to low-income families, it will reduce the number living in poverty-induced situations.

E. Leveraging Resources

The City of Medford continues to leverage general fund dollars to supplement CDBG funds to meet the housing and neighborhood development needs of the community. In addition, the city considers the ability of subrecipients to leverage other local, state, and federal funding to complete their projects or continue their programs when considering providing CDBG funds to them. All of this year's subrecipients leveraged funds from sources outside the city to provide on-going programs and to complete their projects.

In 2011/12, the city used \$200,134 from the general fund to leverage \$84,290 in public service grants from the Community Development Block Grant (CDBG) fund. Combined, these funds were used to supply \$284,424 in operating and program grants to agencies providing health and human services to low-income households and persons in the city. There was \$1,713,832 in federal, state and private funds leveraging \$449,549 in CDBG funds over the past year.

F. Citizen Comments

Notice of a 15-day public comment period was published in the *Mail Tribune* for the Consolidated Annual Performance and Evaluation Report (CAPER) beginning September 5, 2012 and ending on September 19, 2012. A draft CAPER was available on the city's website and in The City Manager's Office for review and comment. No comments were received during the comment period. A public hearing was held on September 20, 2012 and no comments were received.

G. Self-Evaluation

The overall goal of the City of Medford's Consolidated Plan is to develop a strong, self-sustainable community by providing decent housing and a suitable living environment and expanding economic opportunities principally for low and moderate income persons. Most activities are on schedule and our major goals are on target.

Timeliness

The City of Medford's timeliness standard was 1.00 times the PY 2011 grant of \$561,934 in May 2012. The majority of the City's CDBG projects were on schedule, however, three capital

improvement projects were behind schedule resulting in approximately \$213,000 in CDBG funds being carried forward to the 2012/2013 program year. These projects are expected to be completed by the end of 2012. One public service program and the First Time Homebuyer program also have funds remaining, both of which are also expected to be expended by the end of December 2012

Barriers

The barriers that may have a negative impact on the City of Medford's ability to fulfill its strategies and achieve the overall vision are primarily market driven. Although the current mortgage crisis has helped to drive down the inflated cost of housing in the Rogue Valley, the affordability and availability of developable land is still a big issue. Land that is available tends to be infill or land that would require redevelopment. This adds to the overall cost of a housing project. Neighborhood Stabilization funds have assisted in purchasing land to develop affordable housing but financing continues to be a barrier in the construction phase. The other barrier is the lack of organizations or entities with the capacity to develop affordable housing.

To meet the microenterprise strategy an organization needs to exist that will provide business counseling and provision of loans to very small businesses. With the demise of Southern Oregon Women's Access to Credit, there is currently a gap involving resources and services for the microenterprise business. However, the Southern Oregon Small Business Development Center is counseling and providing assistance to microenterprises and was funded with CDBG monies in 2011/2012.

Accountability

Now that the City is fully staffed, we are doing regular draws and monitoring the spending to assure timeliness in accountability of the funds. When a sub-recipient requests payment from CDBG, the sub-recipient is asked to submit a standardized voucher stating the total budget and expenditures to date with receipts to verify expenses. Both the Grants Division and Finance Departments monitor this information to make certain that the subrecipient's records and the city's records agree.

During the 2011/12 program year, 16.5% of the city's entitlement was expended for administration. The City expended 11.17% of its entitlement for Public Services during the program year.

H. Monitoring

The City Manager's Office staff monitors its programs during the program year via phone calls, reviews of files and documentation and onsite visits. Staff conducted 3 onsite monitoring visits during the 2011/2012 program year. The recipients monitored were SOU Small Business Development Center, RV Family YMCA and Addictions Recovery Center. The City also monitors subrecipient's A-133 compliance by requiring that they each report to the City the amount of Federal funds expended during their fiscal year and any necessary follow-up with the Federal Audit Clearinghouse is done.

All grant disbursements were made in a timely manner. The funding for the Homeowner Repair program was fully utilized over the past program year. The First Time Homebuyer Program should be fully expended by the end of 2012. Both of these programs had suffered lag times in previous program years.

III. Relationship of Use of CDBG Funds to Goals and Strategies of the Consolidated Plan

The use of CDBG funds in program year 2011/2012 addressed a number of the high priority needs outlined in the *Consolidated Plan*.

The City of Medford has met its coordination goals as outlined in the *Consolidated Plan*. The City has an Executive Support Specialist whose primary duty is administration of the city’s CDBG and General Fund Grant programs. The Assistant to the Deputy City Manager and the Deputy City Manager also work closely with the grant programs. Neighborhood Revitalization and Housing programs are being administered through the City Manager’s Office and have led to a concerted effort to ensure that the needs of the city’s low income, special needs populations and homeless are met and that neighborhoods and housing are safe.

1) The City of Medford continues to leverage general fund money to supplement CDBG funds to meet the needs of the community. In addition, the city considers the ability of subrecipients to leverage other local, state, and federal funding to complete their projects or continue their programs when considering providing funds to them. All of this year’s subrecipients leveraged funds from sources outside the city to provide on-going programs and to complete their projects.

2) During the 2011/12 program year the city provided Certificates of Consistency with the Consolidated Plan for the following projects:

<i>Name of Applicant</i>	<i>Project Name</i>	<i>Location of Project</i>	<i>Program applied to</i>
Continuum of Care	ACCESS – Woodrow Pines	1090 Woodrow Medford, OR 97504	Homeless Assistance Programs
Continuum of Care	RVCOG/DASIL	Scattered locations Medford, OR	Home at Last
Continuum of Care	Salvation Army Medford Citadel Hope House	304 Beatty, Medford OR	Supportive Housing Program
Continuum of Care	Community Works	900 E. Main St. Medford, OR 97501	Transitional Living Program
Housing Authority of Jackson County	Five Year and Annual PHA Plan	2251 Table Rock Road, Medford OR	
ACCESS	ACCESS Housing Counseling Program	3630 Aviation Way, Medford, OR 97504	HUD Housing Counseling Program

3) There is no evidence that the City hindered Consolidated Plan implementation by action or willful inaction.

- All CDBG funds were used exclusively to meet one of the three national objectives. Specifically, all CDBG funds were used to benefit low/mod income residents of Medford. All infrastructure improvements were either completed within a Census Block Group which includes more than 51% low/mod income households according to the 2000 census or an income survey was completed which verified that at least 51% of the residents who will receive an area benefit from the use of CDBG funds are low/mod income.

Those programs which provide services to low/mod income clients are either based on a presumed benefit or the agency providing the benefit is required to maintain income verification for each of its clients and provide the city with data quarterly which indicates that at least 51% of its clients qualify as low/mod. Where children are the beneficiaries of services, no children who are considered wards-of-the-court are allowed to be counted as low/mod income clients.

- All homes rehabilitated through the Housing Authority's emergency repair program were occupied during the repairs and no displacement occurred.

Many activities showed unspent funds at the end of the program year. Several subrecipients spent funds during the program year, however turned in their reimbursement requests along with the performance reports in July. Therefore, the funds were not drawn down during the program year despite the City's requirement that reports and reimbursement requests from all recipients be submitted by June. In addition, two large projects, Union Park Facility Upgrade and Medford Senior Center Multi-zone Replacement are not completed. They are scheduled for completion by December 2012.

**Table 2A
Priority Housing Needs/Investment Plan Table**

PRIORITY HOUSING NEEDS (households)		Priority		Unmet Need
Renter	Small Related	0-30%	H	710
		31-50%	H	771
		51-80%	H	1004
	Large Related	0-30%	H	157
		31-50%	H	207
		51-80%	M	265
	Elderly	0-30%	H	417
		31-50%	H	640
		51-80%	M	405
	All Other	0-30%	M	697
		31-50%	M	422
		51-80%	L	703
Owner	Small Related	0-30%	L	152
		31-50%	M	143
		51-80%	M	234
	Large Related	0-30%	L	149
		31-50%	H	292
		51-80%	H	715
	Elderly	0-30%	M	273
		31-50%	H	284
		51-80%	L	732
	All Other	0-30%	L	143
		31-50%	H	205
		51-80%	H	489
Non-Homeless Special Needs	Elderly	0-80%	M	105
	Frail Elderly	0-80%	M	43
	Severe Mental Illness	0-80%	H	72
	Physical Disability	0-80%	M	69
	Developmental Disability	0-80%	M	41
	Alcohol/Drug Abuse	0-80%	H	112
	HIV/AIDS	0-80%	L	23
	Victims of Domestic	0-80%	H	35

**Table 2A
Priority Housing Needs/Investment Plan Goals**

Priority Need	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
Renters						
0 – 30% of MFI	215	20/26	50	45	50	50
31 - 50% of MFI	220	30/9	40/36	60	50	40
51 - 80% of MFI	130	40/2	20/12	20	20	30
Owners						
0 – 30% of MFI	5	1/1	1	1	1	1
31 - 50% of MFI	40	10/4	10/3	5	10	5
51 - 80% of MFI	55	10/8	10/7	12	13	10
Homeless*						
Individuals	40	5/5	10/23	10	10	5
Families	75	10	15	15	15	20
Non-Homeless Special Needs						
Elderly	20	5/6	4/5	5	4	2
Frail Elderly	5	1	1	1	1	1
Severe Mental Illness	10	2	2	2	2	2
Physical Disability	5	1	1/3	1	1	1
Developmental Disability	0	0	0	0	0	0
Alcohol/Drug Abuse	25	5	5	5	5	5
HIV/AIDS	0	0	0	0	0	0
Victims of Domestic Violence	20	4	5	6	5	0
Total	865	144/61	174/89	188	187	172
Total Section 215						
215 Renter						
215 Owner						

* Homeless individuals and families assisted with transitional and permanent housing

**Table 2A
Priority Housing Activities**

Priority Need	5-Yr. Goal	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
CDBG						
Acquisition of existing rental units	50	0/0	0/0	50	0	0
Production of new rental units	100	0	25/0	75	0	0
Rehabilitation of existing rental units	147	26/0	46/48	25	25	25
Rental assistance	0	0	0	0	0	0
Acquisition of existing owner units	0	0	0	0	0	0
Production of new owner units	0	0	0	0	0	0
Rehabilitation of existing owner units	60	12/13	12/10	12	12	12
Homeownership assistance	10	2/5	2/2	2	2	2
HOME						
Acquisition of existing rental units						
Production of new rental units						
Rehabilitation of existing rental units						
Rental assistance						
Acquisition of existing owner units						
Production of new owner units						
Rehabilitation of existing owner units						
Homeownership assistance						
HOPWA						
Rental assistance						
Short term rent/mortgage utility payments						
Facility based housing development						
Facility based housing operations						
Supportive services						
Other						
Rehabilitation of existing rental units	0/26	0/26	0	0	0	0
Direct Homeownership Assistance	0/15	0/15	0/12	0	0	0
Acquisition of existing rental units	0/11	0/11	0	0	0	0

APPENDIX: TABLE 3A

Table 3A Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
DH-1 Availability/Accessibility of Decent Housing							
DH-1.1	First Time Homebuyer Assistance Program	CDBG	households	2010	2	5	250%
				2011	2	2	100%
				2012	2		
				2013	2		
				2014	2		
				MULTI-YEAR GOAL			
DH-2 Affordability of Decent Housing							
DH-2.1	Home Repair Program	CDBG, private	households	2010	12	13	108%
				2011	12	10	83%
				2012	12		
				2013	12		
				2014	12		
				MULTI-YEAR GOAL			
DH-2.2	Rehabilitation of low-income apartment complexes owned by Housing Authority of Jackson County, ACCESS, Pacific Retirement Services: ~ Grand Hotel; Elk Street; Crater Lake Ave.; Royal Apartments; 11 th Street; Glen Ridge Terrace; Manzanita Street, Canterbury Hills,	NSP, local, private, Urban Renewal, SuperNOFA, General Housing Assistance Program, Housing Development Grant Program	households	2010	26	26	100%
				2011	46	71	154%
				2012	25		
				2013	25		
				2014	25		
				MULTI-YEAR GOAL			

DH-2-3	Increase the supply of safe, decent and affordable rental units for low income persons. <ul style="list-style-type: none"> • Sky Vista • Stevens Place • Maple Terrace • Elk St Apartments 	HOME,LIHTC,CFC, NSP	units	2010	0	26	
				2011	25	13	52%
		2012		75			
		2013		0			
		2014		0			
MULTI-YEAR GOAL				100	39	39%	
Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
SL-1 Availability/Accessibility of Suitable Living Environment							
SL-1.1	Improve the accessibility of a public service agency providing safety net services. All individual Public Services agencies are referenced separately and therefore the goals and achievements are listed below	CDBG Private, foundation	persons	2010	100	0	0
				2011	120	0	0
		2012		25			
		2013		0			
		2014		25			
MULTI-YEAR GOAL				270	0	0	
SL-1.2	Hope House Transitional Shelter Expansion Project- acquisition of land and development of infrastructure	CDBG Private	units	2010	12	12	100%
				2011	0	0	0
		2012					
		2013					
		2014		0	12	100%	
MULTI-YEAR GOAL				12	12	100%	
SL-1.3	Children’s Advocacy Center	CDBG Private, foundation	persons	2010	200	738	369%
				2011	200	531	266%
		2012		225			
		2013		300			
		2014		300			
MULTI-YEAR GOAL				1225	1269	104%	

SL-1.4	Community Health Center	CDBG Private, foundation	persons	2010	3000	2577	86%
				2011	3000	1090	36%
		2012		0			
		2013		0			
		2014		0			
		MULTI-YEAR GOAL				6000	3667
SL-1.5	OnTrack, Inc.	CDBG Private, foundation	persons	2010	105	441	420%
				2011	70	0	
		2012		110			
		2013		80			
		2014		75			
		MULTI-YEAR GOAL				440	441
SL-1.6	Maslow Project Youth Service Integration Center	CDBG Private, foundation	persons	2010	400	829	207%
				2011	400	776	194%
		2012		400			
		2013		400			
		2014		400			
		MULTI-YEAR GOAL				2000	1605
SL-1.7	DASIL Community Center for Disabled and Homeless persons	CDBG Private, foundation	persons	2010	250	1260	504%
				2011	300	977	326%
		2012		325			
		2013		350			
		2014		400			
		MULTI-YEAR GOAL				1625	2237
SL-1.8	Medford Senior Center	CDBG Private, foundation	persons	2010	900	1041	116%
				2011	900	979	109%
		2012		900			
		2013		900			
		2014		900			
		MULTI-YEAR GOAL				4500	2020

SL-1.9	Center for NonProfit Legal Services	CDBG Private, foundation	persons	2010	0	0	
				2011	30	152	507%
		2012					
		2013					
		2014					
MULTI-YEAR GOAL				30	152	507%	
SL-1.10	R. V. Family YMCA	CDBG Private	persons	2010	0	0	
				2011	30	30	100%
		2012					
		2013					
		2014					
MULTI-YEAR GOAL				30	30	100%	
SL-1.11	Addictions Recovery Center	CDBG	persons	2010	0	0	
				2011	100	96	96%
		2012					
		2013					
		2014					
MULTI-YEAR GOAL				100	96	96%	
Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected Number	Actual Number	Percent Completed
NR-1 Neighborhood Revitalization							
NR-1.2	Neighborhood Development projects Street trees Streetlights Neighborhood beautification Code education	General Fund	persons	2010	100	26	26%
				2011	125	2837	2270%
		2012		100			
		2013		50			
		2014		25			
MULTI-YEAR GOAL				400	2863	716%	

EO-1 Economic Opportunity with Purpose of Availability/Accessibility							
EO-1.1	SOU Small Business Development Center	CDBG	microenterprises	2010	0	0	0
				2011	5	21	420%
				2012	0		
				2013	0		
				2014	0		
				MULTI-YEAR GOAL			

TABLE 3B

Grantee Name: City of Medford Program Year- 2011/12	Expected Annual Number of Units to be Completed	Actual Annual Number of Units Completed	Resources used during the period			
			CDBG	HOME	ESG	HOPWA
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)						
Homeless households				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-homeless households				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE RENTAL HOUSING GOALS (SEC. 215)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Rental			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	12	10	X	<input type="checkbox"/>		
Homebuyer Assistance	2	2	X	<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Owner	14	12	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL AFFORDABLE HOUSING GOALS (SEC. 215)						
Acquisition of existing units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Production of new units			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Assistance				<input type="checkbox"/>		<input type="checkbox"/>
Total Sec. 215 Affordable Housing				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ANNUAL HOUSING GOALS						
Annual Rental Housing Goal			X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	14	1	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Annual Housing Goal	14	12	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TO: MAIL TRIBUNE-LEGAL
PUBLISH: Wednesday, September 5, 2012

PUBLIC NOTICE TO THE CITIZENS OF MEDFORD

The City of Medford will be submitting its Consolidated Annual Performance and Evaluation Report (CAPER) to HUD as required by the U.S. Department of Housing and Urban Development (HUD). This report summarizes the individual project status of those improvements and activities funded with HUD entitlement funds for the program year July 1, 2011 through June 30, 2012. Projects included in this report are capital improvements, public service operating grants, and fair housing activities.

Copies of this report are available for public comment in the City Manager's Office in City Hall, Room 310 at 411 W. 8th Street. Comments may be received from September 5, 2012 through September 19, 2012.

To: Mail Tribune- Legal
Publish: September 11, 2012

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council, City of Medford, will hold a public hearing on Thursday, September 20, 2012 at 12:00 p.m. in the City Hall, Council Chambers, 411 West 8th Street, Medford for the purpose of soliciting citizen input regarding the Consolidated Annual Performance and Evaluation Report (CAPER) for the program year 2011/2012 Community Development Block Grant (CDBG) funds. The report summarizes the individual project status of those improvements and activities funded with HUD entitlement funds for the program year July 1, 2011 through June 30, 2012. Projects included in this report are capital improvements, public service operating grants, and fair housing activities.

Copies of this report are available for public review in the City Manager's Office in City Hall, Room 310 at 411 W 8th Street.

MINUTES OF THE MEDFORD CITY COUNCIL MEETING

September 20, 2012

The meeting was called to order at 12:00 noon in Council Chambers, City Hall, 411 W. 8th Street, Medford, OR with the following members and staff present.

Mayor Gary Wheeler; Councilmembers John Michaels, Karen Blair, Al Densmore, Bob Strosser, Chris Corcoran, Greg Jones and Eli Matthews.

Councilmember Dick Gordon was absent.

City Manager Eric Swanson; City Attorney John Huttli; City Recorder Glenda Wilson.

70. Public Hearings

70.1 COUNCIL BILL 2012-150 A resolution adopting the Consolidated Annual Performance and Evaluation Report (CAPER) pertaining to Community Development Block Grant (CDBG) funds for the 2011-12 program year.

Jennifer Sparacino, Executive Support Specialist provided a staff report. She noted that this is the annual report for the Community Development Block Grant funding as required by the Department of Housing & Urban Development. She noted that no comments were received during the 30 day comment period. She reviewed the Summary of Objectives Met 2010/2011 document.

Public hearing opened.

None

Public hearing closed.

Motion: Adopt the resolution.

Moved by: Bob Strosser

Seconded by: Greg Jones

Roll Call: Councilmembers Bob Strosser, Greg Jones, Al Densmore, Eli Matthews, Karen Blair, John Michaels and Chris Corcoran.

Resolution 2012-150 was duly adopted.