



Medford City Council Meeting

Agenda

November 2, 2017

6:00 P.M.

Medford City Hall, Council Chambers
411 West 8th Street, Medford, Oregon

-
10. **Roll Call**
 20. **Recognitions, Community Group Reports**
 - 20.1 Employee of the Quarter
 30. **Oral Requests and Communications from the Audience**

Comments will be limited to 4 minutes per individual, group or organization. PLEASE SIGN IN.
 40. **Public Hearings**
 50. **Approval or Correction of the Minutes of the October 19, 2017 Regular Meeting**
 60. **Consent Calendar**
 70. **Items Removed from Consent Calendar**
 80. **Ordinances and Resolutions**
 - 80.1 COUNCIL BILL 2017-129 A resolution adopting recommendations for funding General Fund Grants for the 2017-19 biennium.
 - 80.2 COUNCIL BILL 2017-130 An ordinance amending section 5.256 of the Medford Municipal Code pertaining to the downtown district exclusion zone.
 - 80.3 COUNCIL BILL 2017-131 A resolution authorizing the Parks, Recreation and Facilities Department to establish a Park Watch outreach program.
 90. **Council Business**
 - 90.1 Proclamations issued:
Veterans' Day – November 11, 2017
 - 90.2 Committee Reports and Communications
 100. **City Manager and Staff Reports**
 - 100.1 Technical Assistance Grant by Carla Paladino
 - 100.2 Further reports from City Manager
 110. **Adjournment**
-



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 80.1

www.ci.medford.or.us

DEPARTMENT: City Manager's Office **AGENDA SECTION:** Ordinances and Resolutions
PHONE: (541) 774-2090 **MEETING DATE:** November 2, 2017
STAFF CONTACT: Donna Holtz, Executive Office Manager

COUNCIL BILL 2017-129

A resolution adopting recommendations for funding General Fund Grants for the 2017-19 biennium.

SUMMARY AND BACKGROUND

The City Manager's Office is requesting approval of a resolution to adopt recommendations for funding of General Fund Grants for the 2017-2019 biennium.

PREVIOUS COUNCIL ACTIONS

Since 1997, City Council has granted over \$5.5 million dollars to outside organizations augmenting 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.

On June 15, 2017 Council Bill 2017-57 adopted the 2017-2019 Biennial Budget which included \$300,100 for General Fund grants.

On July 20, 2017 the City Council revised the definition of essential safety net services to include childcare.

On August 17, 2017 the Council President stated for the record the nine members to the General Fund Grant Subcommittee. Members consisted of two Council members, four Budget Committee members and three citizens at-large.

On September 7, 2017 the City Council voted to fund the ACCESS Food Rescue program on a non-competitive basis out of the General Fund grant allocation reducing the amount available to \$272,850.

ANALYSIS

The budget Committee recommended funding General Fund grants for the 2017-2019 biennium. The grants are awarded through a competitive process to non-profit agencies that provide fundamental essential safety net services to Medford citizens. To be considered an essential safety net, these agencies must provide one of the following services: offering assistance for emergency care, rape crisis intervention, substance abuse treatment, medical care, legal services, shelter for women and children, programs for the homeless, support for seniors and childcare. Twenty-two applications were received, of which 19 met the essential safety net criteria.

The Subcommittee reviewed all 22 applications, listened to presentations by all applicants, determined 19 of the 22 applications met the essential safety net criteria, scored each of these nineteen applications, and determined a funding recommendation for those eligible. The funding recommendation is outlined in the attached memo.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

\$272,850 in social services grants from the General Fund as outlined on page 13-70 of the Adopted Biennial Budget book.

TIMING ISSUES

None



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 80.1

www.ci.medford.or.us

COUNCIL OPTIONS

1. Approve the resolution
2. Modify the resolution
3. Deny the resolution and direct staff to fund according to Council's specified recommendation

STAFF RECOMMENDATION

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

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. 2017-129

A RESOLUTION adopting recommendations for funding General Fund Grants for the 2017-19 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 22 applications, of which 19 were determined to meet the essential safety net criteria;

WHEREAS, the General Fund Grant Subcommittee recommends funding the applicants listed on Exhibit "A" attached hereto and incorporated herein for the 2017-19 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 2017-19 biennium are hereby adopted.

PASSED by the Council and signed by me in authentication of its passage this _____ day of _____, 2017.

ATTEST: _____
City Recorder

Mayor

**City of Medford General Fund Grants
2017-2019
Subcommittee Recommended Funding**

Total Available					\$ 300,100
Funded Applicant-noncompetitive					
ACCESS, Inc.- Fresh Alliance					\$ 27,250
Remaining Funds Available					<u>\$ 272,850</u>
	Agency	Total Pts	Amount Req'd	Adjusted Request	Funding Recommended
1	JC Sexual Assault Res. Team (SART)	397	\$ 18,000	\$ 18,000	\$ 18,000
2	CASA of Jackson County, Inc.	395	\$ 24,000	\$ 24,000	\$ 22,800
3	St.Vincent de Paul	393	\$ 80,000	\$ 40,000	\$ 38,000
4	ACCESS, Inc.- Food Share	389	\$ 49,250	\$ 12,750	\$ 12,050
5	Community Works, Inc. - Dunn House	382	\$ 20,000	\$ 20,000	\$ 20,000
6	Community Works, Inc. - Helpline	376	\$ 12,000	\$ 12,000	\$ 11,400
7	Children's Advocacy Center/JC Child Abuse Task Force	376	\$ 10,000	\$ 10,000	\$ 10,000
8	Community Works, Inc. - Sexual Assault	370	\$ 8,000	\$ 8,000	\$ 8,000
9	Hearts With a Mission	367	\$ 50,000	\$ 40,000	\$ 34,000
10	RVCOG - Food & Friends	360	\$ 36,000	\$ 36,000	\$ 30,600
11	Maslow Project	356	\$ 40,000	\$ 40,000	\$ 34,000
12	YMCA	333	\$ 20,000	\$ 20,000	\$ 17,000
13	Community Volunteer Network - RSVP	296	\$ 20,000	\$ 20,000	\$ 17,000
14	Community Volunteer Network - Foster Grandparent	199	\$ 20,000	\$ -	\$ -
15	Phoenix Counseling Center	187	\$ 45,000	\$ -	\$ -
16	Rogue Retreat	160	\$ 20,000	\$ -	\$ -
17	Center for NonProfit Legal Services	143	\$ 42,000	\$ -	\$ -
18	Set Free Christian Fellowship	136	\$ 20,000	\$ -	\$ -
19	Southern Oregon Child & Family Council-Listo	125	\$ 20,000	\$ -	\$ -
			\$554,250	\$300,750	\$ 272,850

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

ACCESS, Inc.- Continuum of Care	\$ 60,000
Compass House, Inc.	\$ 80,000
Family Nurturing Center	\$ 40,000



City of Medford

Office of the City Manager

Continuous Improvement ~ Customer Service

To: City Council
From: Ed Felan, Chair of the General Fund Grant Subcommittee
Subject: General Fund Grant Recommendations for 2017-2019
Date: November 2, 2017

The City of Medford allocated \$300,100 in General Fund dollars to outside nonprofit organizations for the 2017-2019 biennium. This practice has been done for over 25 years. Since 1997, over \$5.5 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. On September 7, 2017, Council voted to fund the ACCESS Food Rescue program on a noncompetitive basis out of the General Fund Grant allocation leaving a balance of \$272,850.

To be eligible for a General Fund grant, the organization, through its program or service, must deliver essential safety net services offering assistance for emergency care, rape crisis intervention, substance abuse treatment, medical care, legal services, shelter for women and children, programs for the homeless, support for seniors and childcare.”

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

1. Received 22 grant applications through a public service announcement and direct contact with social service agencies.
2. Heard presentations by all 22 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. Nineteen applications moved forward to the scoring process.
4. Scored the remaining 19 applications using the provided score sheets.
5. Reviewed score summaries and determined the funding recommendation to present to City Council.

411 West 8th Street, Medford, OR 97501

Tel. 541.774.2000 • email: citymanager@cityofmedford.org • Fax 541.618.1700

www.cityofmedford.org

The Subcommittee recommends funding 19 applications that met the essential safety net definition. The funding scenario includes the following parameters:

- The final score for each agency was determined by totaling 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, as well as agencies whose services are unique and essential to the community. This resulted in four agencies being funded 100% of the requested amount.
- The Subcommittee discussed the distribution of the remaining funds. Each applicant was considered for funding, resulting with the following decisions:
 - No one organization would be eligible to receive more than \$40,000.
 - No funding for agencies scoring below 295 where the difference in score is significantly lower.
 - Limit the amount of funds for ACCESS to the maximum of \$40,000 less the amount awarded by Council of \$27,250.
 - Jackson County Sexual Assault Acute Response, Dunn House, Community Works Sexual Assault Victim Services (SAVS), and the Jackson County Child Abuse Taskforce should be funded at 100%.
 - CASA, St. Vincent de Paul, ACCESS Food Share and Community Works Helpline should be funded at 95%.
 - Hearts with a Mission, RVCOG Food & Friends, Maslow Project, YMCA and Community Volunteer Network-RSVP should be funded at 85%.
 - The remaining \$63 overage was deducted from ACCESS to bring the suggested funding to a flat amount of \$12,050

Of the 19 agencies meeting the essential safety net criteria, 13 are recommended for funding. Of those, 4 received 100% of requested amount, 2 received 95% of requested amount, 4 received 85% of requested amount and 3 agencies (with very large requests) received 95% or 85% of the adjusted requested amount. Six agencies scoring below the 295 threshold should not be funded.

Attachment: Funding Recommendation Spreadsheet

**City of Medford General Fund Grants
2017-2019
Subcommittee Recommended Funding**

Total Available	\$	300,100
Funded Applicant-noncompetitive ACCESS, Inc.- Fresh Alliance	\$	27,250
Remaining Funds Available	\$	272,850

	Agency	Total Pts	Amount Req'd	Adjusted Request	Funding Recommended
1	JC Sexual Assault Res. Team (SART)	397	\$ 18,000	\$ 18,000	\$ 18,000
2	CASA of Jackson County, Inc.	395	\$ 24,000	\$ 24,000	\$ 22,800
3	St.Vincent de Paul	393	\$ 80,000	\$ 40,000	\$ 38,000
4	ACCESS, Inc.- Food Share	389	\$ 49,250	\$ 12,750	\$ 12,050
5	Community Works, Inc. - Dunn House	382	\$ 20,000	\$ 20,000	\$ 20,000
6	Community Works, Inc. - Helpline	376	\$ 12,000	\$ 12,000	\$ 11,400
7	Children's Advocacy Center/JC Child Abuse Task Force	376	\$ 10,000	\$ 10,000	\$ 10,000
8	Community Works, Inc. - Sexual Assault	370	\$ 8,000	\$ 8,000	\$ 8,000
9	Hearts With a Mission	367	\$ 50,000	\$ 40,000	\$ 34,000
10	RVCOG - Food & Friends	360	\$ 36,000	\$ 36,000	\$ 30,600
11	Maslow Project	356	\$ 40,000	\$ 40,000	\$ 34,000
12	YMCA	333	\$ 20,000	\$ 20,000	\$ 17,000
13	Community Volunteer Network - RSVP	296	\$ 20,000	\$ 20,000	\$ 17,000
14	Community Volunteer Network - Foster Grandparent	199	\$ 20,000	\$ -	\$ -
15	Phoenix Counseling Center	187	\$ 45,000	\$ -	\$ -
16	Rogue Retreat	160	\$ 20,000	\$ -	\$ -
17	Center for NonProfit Legal Services	143	\$ 42,000	\$ -	\$ -
18	Set Free Christian Fellowship	136	\$ 20,000	\$ -	\$ -
19	Southern Oregon Child & Family Council-Listo	125	\$ 20,000	\$ -	\$ -
			\$554,250	\$300,750	\$ 272,850

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

ACCESS, Inc.- Continuum of Care	\$ 60,000
Compass House, Inc.	\$ 80,000
Family Nurturing Center	\$ 40,000



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 80.2

www.ci.medford.or.us

DEPARTMENT: Legal
PHONE: (541) 774-2020
STAFF CONTACT: Lori Cooper, City Attorney

AGENDA SECTION: Ordinances and Resolutions
MEETING DATE: November 2, 2017

COUNCIL BILL 2017-130

An ordinance amending section 5.256 of the Medford Municipal Code pertaining to the downtown district exclusion zone.

SUMMARY AND BACKGROUND

On May 4, 2017, the City Council approved an ordinance expanding and updating section 5.256 of the Medford Code. That update included adding a designated downtown district as an exclusion zone.

Recently, the City received a letter from Jackson County requesting that the downtown exclusion zone be expanded to include various governmental facilities such as the Jackson County Courthouse, the Jackson County Justice Building, the Jackson County District Attorney's office, and the Jackson County Juvenile Justice facility, as well as the parking lots adjacent to or associated with these buildings.

PREVIOUS COUNCIL ACTIONS

On November 3, 2011, Council Bill 2011-217 was approved adding section 5.256 to allow exclusion from city property.

On May 5, 2017, Council Bill 2017-40 was approved to allow exclusion notices to be issued to individuals within a designated downtown district.

ANALYSIS

The County's letter states the following:

- Since the establishment of the current boundaries of the downtown exclusion area, the various County facilities listed above have had a noticeable increase in the occurrence of the criminal activities which the exclusion zones seeks to address.
- These governmental facilities need to be open, available, and inviting for all members of the public to access the services provided at these facilities.
- When an individual engages in harassing behavior, public urination, or other criminal activity at a public building, other members of the public may feel intimidated and unwilling to access the services provided by the County at these facilities. There may also be health hazards posed by public urination and other activities.
- Therefore, expansion of the exclusion zone to include the requested County buildings and parking lots is warranted to protect the public's health, safety, and welfare, as well as access to the public services provided in these facilities.

As discussed in previous AIC's and Council meetings:

- The exclusion period is 90 days long.
- There are exemptions which allow excluded person to be in the exclusion area for various reasons (to seek social or medical services, to attend religious services, to seek employment, to attend public meetings or court hearings).



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 80.2

www.ci.medford.or.us

- The municipal court has discretion to issue variances to excluded persons if the scope of the exclusion is unreasonable under the circumstances.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

None.

TIMING ISSUES

None.

COUNCIL OPTIONS

- Approve the ordinance as presented.
- Modify the ordinance.
- Decline to adopt the ordinance and direct staff regarding further action.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.

SUGGESTED MOTION

I move to approve the adoption of the Civil Exclusion ordinance.

EXHIBITS

Ordinance

Map

ORDINANCE NO. 2017-130

AN ORDINANCE amending section 5.256 of the Medford Municipal Code pertaining to the downtown district exclusion zone.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

SECTION 1. Section 5.256 of the Medford Code is amended to read as follows:

5.256 Civil Exclusion.

(1) Civil Exclusion Zones. Civil exclusion zones are designated to protect the public from those whose illegal conduct poses a threat to the public health, safety, and welfare. In accordance with the provisions of this section, the Chief of Police or designee may exclude any person who is cited to appear, arrested, or otherwise taken into custody for any offense listed in subsection (2) of this section within a civil exclusion zone. Nothing in this section shall be construed to authorize the exclusion of any person lawfully exercising free speech rights or other rights protected by the Oregon or federal constitution. However, a person engaged in such protected activity who commits acts that are not protected shall be subject to exclusion as provided by this section. Civil exclusion zones include the following places:

(a) City Property. Any property owned or managed by the City, including but not limited to parks, greenways, buildings, parking lots, or other land or physical structures. A person shall only be excluded from the city property that the person receives a notice of exclusion for.

(b) The Downtown District. Comprises the area bound by Bear Creek, the north right-of-way of Sixth Street, ~~the west right-of-way of Oakdale Avenue, and the south right-of-way of Tenth Street~~ **the north right-of-way of Main Street, the west right-of-way of Mistletoe Street, the north right-of-way 10th Street, the west right-of-way of Orange Street, the south right-of-way of 11th Street, the east right-of-way of King Street, and the south right-of-way of 10th Street** (as shown on Map A).

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2017.

ATTEST: _____
City Recorder

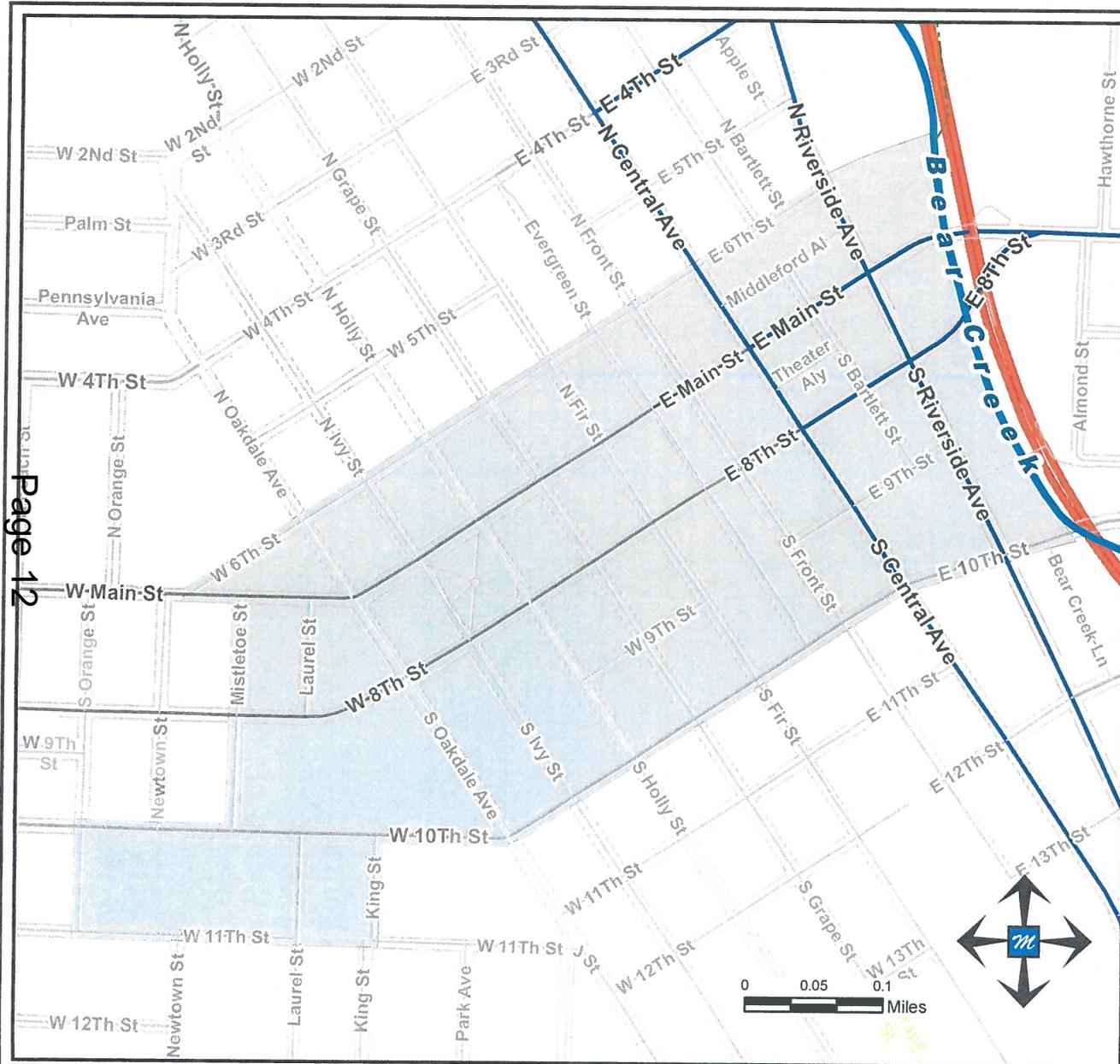
Mayor

APPROVED _____, 2017.

Mayor

NOTE: Matter in **bold** in an amended section 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.

Map A



City of
Medford Downtown District
Civil Exclusion Zone

Legend

- Sidewalks (Updated in 2010)
- Downtown District Civil Exclusion Zone



Date 10/9/2017

No guarantee or warranty is expressed or implied in terms of data accuracy or legitimacy. This product is intended for use as public information and precise interpretations of the official record should be solicited from the City of Medford.

Page 12



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 80.3

www.ci.medford.or.us

DEPARTMENT: Parks, Recreation, Facilities **AGENDA SECTION:** Ordinances and Resolutions
PHONE: (541) 774-2483 **MEETING DATE:** November 2, 2017
STAFF CONTACT: Rich Rosenthal, Director

COUNCIL BILL 2017-131

A resolution authorizing the Parks, Recreation and Facilities Department to establish a Park Watch outreach program.

SUMMARY AND BACKGROUND

The Parks, Recreation and Facilities Management Department requests approval of a resolution to establish a “Park Watch” community outreach program.

PREVIOUS COUNCIL ACTIONS

On June 15, 2017, Council approved Council Bill 2017-57, adopting the 2017-19 biennial budget and making appropriations thereunder, including funds for community outreach programs.

ANALYSIS

The Parks, Recreation and Facilities Department worked with the Medford Parks and Recreation Commission and a local graphic designer to create the proposed “Park Watch” program, a proactive initiative designed to solicit vigilance and volunteerism from the general public to enhance the safety, usability and public perception of City parkland.

Because it is impossible for law enforcement and park maintenance staff to have a continual presence in the City’s 27 developed parks and along Medford’s seven-mile stretch of the Bear Creek Greenway, the Park Watch program encourages residents and park users to help protect these assets by:

- Reporting illegal, dangerous or suspicious activity to law enforcement.
- Reporting park maintenance concerns.
- Volunteering in “Adopt-A-Park” and “Park Host” programs.

The “Adopt-A-Park” program would be an avenue through which individuals could assist park maintenance staff with coordinated park clean-up or beautification efforts.

The “Park Host” program would solicit volunteers and provide them with appropriate training and resources to serve as park advocates and to be “eyes and ears” for the Department in the park system.

The program, which is modeled after initiatives in Grand Junction, Colo. and Wichita, Kansas, includes specially designed park signage and advertisements listing the contact information to report concerns or how to volunteer.

The Parks and Recreation Commission reviewed the Park Watch program, and it recommends approval of the resolution.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

Approximately \$5,000 for program signage, promotional materials and part-time staff time from various Department General Fund accounts, primarily Park Maintenance (1005140), page 5-12 of the biennial budget book. Program sponsorships will be solicited to offset costs.

TIMING ISSUES

If approved, the Department will install signage in all City park by January 2018.



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 80.3

www.ci.medford.or.us

COUNCIL OPTIONS

Approve the resolution as presented.

Modify the resolution as presented.

Deny the resolution and provide staff with direction.

STAFF RECOMMENDATION

Staff recommends approval of the resolution.

SUGGESTED MOTION

I move to approve implementation of the Park Watch program.

EXHIBITS

Resolution

Park Watch sign

RESOLUTION NO. 2017-131

A RESOLUTION authorizing the Parks, Recreation and Facilities Department to establish a Park Watch outreach program.

WHEREAS, the City of Medford owns over 2,500 acres of active and passive parkland for the use and enjoyment of residents and visitors; and

WHEREAS, the Parks, Recreation and Facilities Department should establish a program that encourages residents and park users to help protect parklands; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON:

That the Parks, Recreation and Facilities Department is hereby authorized, empowered and directed to establish a Park Watch outreach program to encourage park users and citizens to be vigilant and to report illegal, dangerous or suspicious activity on City parkland, greenways and trails, and to participate in volunteer programs designed to enhance park safety.

PASSED by the Council and signed by me in authentication of its passage this _____ day of _____, 2017.

ATTEST: _____
City Recorder

Mayor

PARK WATCH



HELP KEEP OUR PARKS SAFE

If you see illegal, dangerous or suspicious activity, report it.

**IN CASE OF EMERGENCY
CALL OR TEXT:**

9-1-1

FOR NON-EMERGENCY CALL:

541-776-7206

**FOR PARK
MAINTENANCE
ISSUES, CALL:
541-774-2691**

**ADOPT
THIS PARK!**

FOR DETAILS VISIT:
PLAYMEDFORD.COM



**GET THE
POLICE APP!**
CITYOFMEDFORD.ORG/MPD



MEDFORD
PARKS & RECREATION
FACILITIES MANAGEMENT

HEALTHY LIVES | HAPPY PEOPLE | STRONG COMMUNITY





CITY OF MEDFORD AGENDA ATTACHMENT

Item No: 100.1



MEMORANDUM

Subject Letter of Support for Technical Assistance Grant application
To Mayor and City Council
From Carla Angeli Paladino CFM, Principal Planner
Date October 16, 2017 *for 11/2/2017 CM Report*

TECHNICAL ASSISTANCE GRANT PROGRAM

Program Description

The Technical Assistance Grant program is offered to Oregon communities by the Department of Land Conservation and Development to provide resources to jurisdictions so they can prepare and update local land use plans and implementing ordinances to address growth management, resource protection issues, and changes in state programs or requirements. The 2017-2019 budget has been approved by the Legislature and DLCD is accepting applications for the biennium. Target funds will be allocated to the projects that result in the highest priority outcomes related to the Department's "Eligible Projects and Evaluation Criteria". The program priorities are those that:

1. Promote economic development
2. Promote provision of affordable and workforce housing
3. Plan for resilience to natural hazards
4. Provide infrastructure financing plans for urbanizing areas
5. Update comprehensive plans and implementing codes to respond to changes in state law or advance regulatory streamlining.

CITY'S PROPOSAL

Grant Application

The Planning Department submitted a grant application on Friday, October 13, 2017. The request is for \$40,000 to hire a consultant to assist staff with drafting new code language related to housing regulations and policies. A local match of \$10,000 was included in the proposal. The Planning Department has the funds in the current budget to provide the match.

Staff is working with the Housing Advisory Committee on establishing a list of recommendations regarding housing regulations and policies for the City Council's review, consideration, and pursuit. Planning staff is also working with EcoNorthwest and the other regional partners (Ashland, Talent, Phoenix, Central Point, Jackson County) on completing a Regional Housing Strategy. Both of these documents are anticipated to be completed by December 2017. They will provide a framework as to which code changes and programs related to housing the City is interested in pursuing. If the City is awarded the grant, a land use consultant will be hired to assist staff in drafting these newly identified topics of interest.

Planning staff has identified four topic areas that will be looked at concurrently with the work of the Housing Advisory Committee and the Regional Housing Strategy. These topics include:

- Parking standards
- Entitlement status and permitted uses of legally nonconforming housing
- Lot size, density review, and incorporating "Missing Middle Housing"
- Residential design standards and review process streamlining

The grant could be used to assist with the topics noted above or the consultant can work on regulatory changes from the new list of code amendment topics recommended by the Housing Advisory Committee. The Housing Advisory Committee includes two Councilors who are involved in the current process of identifying the code amendments and economic incentives/programs intended to increase the amount and type housing constructed in Medford. The recommendations from the Housing Advisory Committee will be presented to the Mayor and City Council during a formal meeting. It is anticipated the list of code amendments will be reviewed and approved by City Council before a consultant is hired through the grant process.

If the City is unsuccessful at receiving the grant, the code amendments recommended by the Housing Advisory Committee will still be pursued and worked on by Long Range Planning staff. The ability to use the grant funds to hire a land use consultant will help offset staff's time on the projects and potentially provide for more work to be accomplished in a shorter period of time.

Depending on the complexity of a code amendment and the timeline for completion, it is estimated that 30 to 40 hours per month would need to be devoted to research and drafting text for at least six to nine months. Having a consultant is like having another planner in the department which helps to offset work load and provides additional capacity for other amendments to be in process on a parallel track.

COUNCIL ACTION

Letter of Support Approval

The application requires a letter of support from the governing body (which can be turned in after the submittal of the grant materials). Attached is a draft letter of support for the Mayor and City Council to review and sign.

Planning staff is requesting approval and signature of the letter for submittal to the State.

Thank you for your consideration!

Attachment: Letter of Support



City of Medford

Office of the Mayor & City Council

October 16, 2017

Tabatha Hoge, Grants Administrative Specialist
Technical Assistance (TA) Grant Program
635 Capital Street, NE, Suite 150
Salem, Oregon 97301

Subject: Letter of Support for submission of a Technical Assistant grant application

Dear Ms. Hoge:

The City Council has identified the development of adequate housing for our community as a priority for the 2017-2019 Biennium. We are working to enhance livability for all residents by providing and safeguarding a range of housing choices for existing and future residents. Medford faces many of the same struggles that other communities across the country are facing, including increased housing costs for renters and homeowners, housing scarcity, and lower wages that make housing affordability a struggle for many. In addition, Medford and Southern Oregon are facing a growing problem with homelessness. Medford is a desirable place to live, work, and play and needs to be affordable and accessible to those residents who live here and those who are choosing to re-locate here.

The City is working on a number of projects that will have a long term impact on the availability of housing. These projects include an Urban Growth Boundary expansion project, a Regional Housing Strategy document in collaboration with partnering cities and Jackson County who are involved with the Regional Plan, and an ad hoc Housing Advisory Committee that is working to identify regulatory reforms and incentive programs to promote a diverse range of housing types and options for the City's residents. This Technical Assistance grant will provide staff will essential resources needed to revise the City's code and provide a long term positive impact on housing development over the coming decades.

The Medford City Council is in support of the Technical Assistance grant application submitted to the Department of Land Conservation and Development on October 13, 2017. The City Council supported this application during the November 2, 2017, City Council meeting.

Thank you for reviewing and considering the City's grant application.

Sincerely,

Gary H. Wheeler
Mayor

411 West 8th Street, Medford, OR 97501

email: mayor@cityofmedford.org, council@cityofmedford.org

Tel. 541.774.2000 • Fax 541.618.1700

www.cityofmedford.org