



Medford City Council Meeting

Agenda

May 5, 2016

12:00 Noon AND 7:00 P.M.

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

10. Roll Call

Introduction of McLoughlin Middle School Students of the Month

20. Approval or Correction of the Minutes of the April 21 Regular Meeting

30. Oral Requests and Communications from the Audience

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

30.1 RVTD Request

30.2 Landmarks & Historic Preservation Commission Update by Cathy deWolfe

40. Consent Calendar

50. Items Removed from Consent Calendar

60. Ordinances and Resolutions

60.1 COUNCIL BILL 2016-52 An ordinance authorizing acceptance and expenditure of a grant from the State of Oregon Parks and Recreation Heritage Program in the amount of \$6,000.

60.2 COUNCIL BILL 2016-53 An ordinance authorizing execution of a quitclaim deed to release City interest in a 15-foot sanitary sewer easement located in Sky Lakes Village at Cedar Landing.

60.3 COUNCIL BILL 2016-54 An ordinance authorizing execution of Intergovernmental Agreement No. 30817 with the Oregon Department of Transportation to design and construct signal upgrades on Jackson Street between Court Street and Crater Lake Avenue and on McAndrews Road between Central Avenue and Crater Lake Avenue.

60.4 COUNCIL BILL 2016-55 An ordinance authorizing execution of Intergovernmental Agreement No. 31209 with the Oregon Department of Transportation to define right-of-way acquisition roles and responsibilities for street improvements on Foothill Road between Hillcrest Road and McAndrews Road.

60.5 COUNCIL BILL 2016-56 An ordinance repealing sections 9.350 and 9.400, amending section 9.660, and adding sections 9.990 through 9.914 to adopt the International Property Maintenance Code.

70. Public Hearing

- 70.1 COUNCIL BILL 2016-57 A resolution adopting the Action Plan for use of the City's Community Development Block Grant (CDBG) fund for fiscal year 2016-17.

80. Council Business

90. City Manager and Other Staff Reports

- 90.1 Quarterly Financial Report by Finance Director Alison Chan

- 90.2 Further reports from City Manager

100. Propositions and Remarks from the Mayor and Councilmembers

- 100.1 Proclamations issued:
National Public Works Week – May 15-21, 2016

- 100.2 Further Council committee reports

- 100.3 Further remarks from Mayor and Councilmembers

110. Adjournment to the Evening Session

EVENING SESSION
7:00 P.M.

There are no items for Council consideration.



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.1

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DEPARTMENT: Planning
PHONE: (541) 774-2380
STAFF CONTACT: James Huber, AICP, Planning Director

AGENDA SECTION: Ordinances and Resolutions
MEETING DATE: May 5, 2016

COUNCIL BILL 2016-52

An ordinance authorizing acceptance and expenditure of a grant from the State of Oregon Parks and Recreation Heritage Program in the amount of \$6,000.

SUMMARY AND BACKGROUND

An ordinance authorizing the acceptance and expenditure of a \$6,000 matching grant from the State of Oregon Parks and Recreation Heritage Program to be used for historic preservation activities. (GF-16-014)

PREVIOUS COUNCIL ACTIONS

The City Council authorized the request for the City to obtain status as a Certified Local Government (CLG) through Ordinance #2009-278 on December 17, 2009. The City's approval through the State Historic Preservation Office made Medford eligible to apply for Historic Preservation grant funding. The historic preservation grant offered through the Oregon Parks and Recreation Heritage Program occurs every two years. The City Council authorized acceptance of Ordinances 2010-65, 2012-50, and 2014-56. The grant requires a fifty (50) percent match from the jurisdiction.

ANALYSIS

The City proposes two activities to be accomplished in this grant cycle. The first includes funding to send two Landmarks and Historic Preservation Commissioners to training at the following conferences for a total of \$5,000: 1) National Alliance of Preservation Commissions Conference and 2) National Trust for Historic Preservation Conference. The second project involves the funds for historic preservation awards for a total of \$1,000.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

Receipt of specific purpose grants, gifts, or donations can be appropriated after enactment of a resolution under ORS 294.338. A supplemental budget is not required.

- \$6,000 from Oregon Parks and Recreation Heritage Program and
- \$6,000 in kind match from City of Medford Planning Department

Total of \$12,000 towards historic preservation.

TIMING ISSUES

The grant funding can be spent once the agreement between the City and State has been signed. The grant cycle begins upon the time the grant agreement is signed through August 2017.

COUNCIL OPTIONS

Approve, modify, or deny the ordinance

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.

SUGGESTED MOTION

I move to approve the ordinance authorizing the acceptance and appropriation of a \$6,000 matching grant from the State of Oregon Parks and Recreation Heritage Program to be used for historic preservation activities.

EXHIBITS

Ordinance

Grant agreement available in the City Recorder's Office.

ORDINANCE NO. 2016-52

AN ORDINANCE authorizing acceptance and expenditure of a grant from the State of Oregon Parks and Recreation Heritage Program in the amount of \$6,000.

WHEREAS, ORS 294.338 authorizes acceptance and expenditure of a grant without adopting a supplemental budget or other procedural requirements of local budget law; now, therefore,

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

Section 1. That acceptance and expenditure of a grant in the amount of \$6,000 from the State of Oregon Parks and Recreation Heritage Programs to be used for historic preservation activities, as shown on the Appropriation Modifications Form attached as Exhibit A and incorporated herein, is hereby authorized.

Section 2. That the matching of City of Medford in-kind staff time to be used for historic preservation activities is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2016.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2016.

Mayor

CITY OF MEDFORD Appropriation Modifications per ORS 294.338(2)

Requesting Department: Planning

Biennium **FY15/16 - FY16/17**

Date of Proposed Council Action: 05/4/2016

Date **April 14, 2016** *ald*

Explanation of Requested Transfer: See AIC

Account Number	Description	Project Number	Debit	Credit
001-51101-661.23-02	Travel & Training	PL0023	5,000	
001-5101-661.24-20	Award	PL0023	1,000	-
001-0000-330.01-05	Federal Grant	PL0023		6,000
TOTALS			6,000	6,000

Requested by *James E. Heber*
 Department Head

Approved by *[Signature]*
 City Manager
 CITY MANAGER PRO TEM



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.2

www.ci.medford.or.us

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

AGENDA SECTION: Ordinances and Resolutions
MEETING DATE: May 5, 2016

COUNCIL BILL 2016-53

An ordinance authorizing execution of a quitclaim deed to release City interest in a 15-foot sanitary sewer easement located in Sky Lakes Village at Cedar Landing.

SUMMARY AND BACKGROUND

A 15-foot sanitary sewer easement is no longer needed in Sky Lakes Village at Cedar Landing; the sanitary sewer has been relocated into the public right-of-way and the sanitary sewer within the easement has been abandoned. The original location of the sanitary sewer was there to serve up gradient properties prior to development of the Cedar Landing PUD.

PREVIOUS COUNCIL ACTIONS

None.

ANALYSIS

A 15-foot sanitary sewer easement is no longer needed because the sanitary sewer has been relocated into the public right-of-way. The sanitary sewer within easement has been abandoned.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

None.

TIMING ISSUES

The developer would like to have the easement extinguished prior to finalizing Plat.

COUNCIL OPTIONS

Approve or deny the ordinance.

STAFF RECOMMENDATION

Approve the ordinance to Quitclaim the sanitary sewer easement.

SUGGESTED MOTION

I move to approve the ordinance authorizing a Quitclaim Deed to release City interest in the sanitary sewer easement.

EXHIBITS

Ordinance
Map of easement location

ORDINANCE NO. 2016-53

AN ORDINANCE authorizing execution of a quitclaim deed to release City interest in a 15-foot sanitary sewer easement located in Sky Lakes Village at Cedar Landing.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of a quitclaim deed to release City interest in a 15-foot sanitary sewer easement located in Sky Lakes Village at Cedar Landing, which is on file in the City Recorder's office, is hereby authorized.

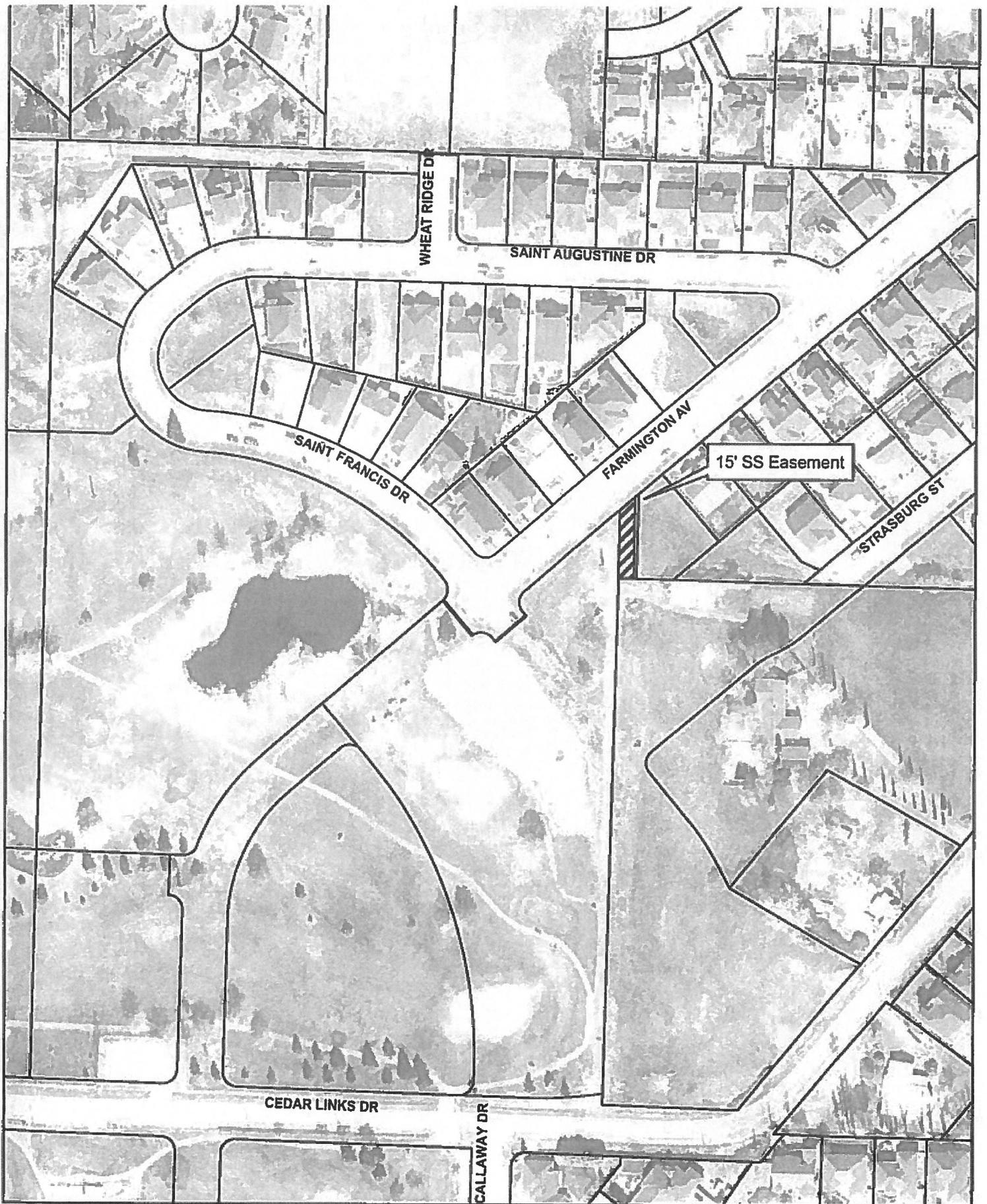
PASSED by the Council and signed by me in authentication of its passage this _____ day of _____, 2016.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2016.

Mayor



Sanitary Sewer Easement to be Extinguished
East of Saint Francis Dr., South of Farmington Ave.
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CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.3

www.ci.medford.or.us

DEPARTMENT: Public Works **AGENDA SECTION:** Ordinances and Resolutions
PHONE: (541) 774-2100 **MEETING DATE:** May 5, 2016
STAFF CONTACT: Cory Crebbin, Public Works Director

COUNCIL BILL 2016-54

An ordinance authorizing execution of Intergovernmental Agreement No. 30817 with the Oregon Department of Transportation to design and construct signal upgrades on Jackson Street between Court Street and Crater Lake Avenue and on McAndrews Road between Central Avenue and Crater Lake Avenue.

SUMMARY AND BACKGROUND

An ordinance authorizing the City of Medford to enter into an Intergovernmental Agreement (IGA) with the Oregon Department of Transportation (ODOT) to design and construct signal upgrades on Jackson Street, between Court Street and Crater Lake Avenue, and on McAndrews Road, between Central Avenue and Crater Lake Avenue. The project will be funded from the federal Highway Safety Improvement Program (HSIP). The total project cost is estimated at \$517,000 to be paid 100% with HSIP funds.

PREVIOUS COUNCIL ACTIONS

None.

ANALYSIS

This agreement will allow the City of Medford to complete this signal upgrade project at no cost to the City. Signal upgrades will include safety features such as changing "dog-house" signals to 4-section flashing yellow arrow, reflectorized backplates, lighting, and pedestrian improvements. The specific work scope will be developed after the IGA is approved.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

The total project cost is estimated at \$517,000. There will be a \$517,000 increase in revenues and a \$517,000 increase in expenditures.

TIMING ISSUES

This project will not start until the IGA is approved.

COUNCIL OPTIONS

Approve, modify or deny the ordinance.

STAFF RECOMMENDATION

Approve the ordinance.

SUGGESTED MOTION

I move to approve the ordinance authorizing the HSIP agreement with ODOT.

EXHIBITS

Ordinance

Map

Signal Upgrade Photographs

Local Agency Agreement 30817 is on file in the City Recorder's office

ORDINANCE NO. 2016-54

AN ORDINANCE authorizing execution of Intergovernmental Agreement No. 30817 with the Oregon Department of Transportation to design and construct signal upgrades on Jackson Street between Court Street and Crater Lake Avenue and on McAndrews Road between Central Avenue and Crater Lake Avenue.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of Intergovernmental Agreement No. 30817 with the Oregon Department of Transportation to design and construct signal upgrades on Jackson Street between Court Street and Crater Lake Avenue and on McAndrews Road between Central Avenue and Crater Lake Avenue, which is on file in the City Recorder's office, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2016.

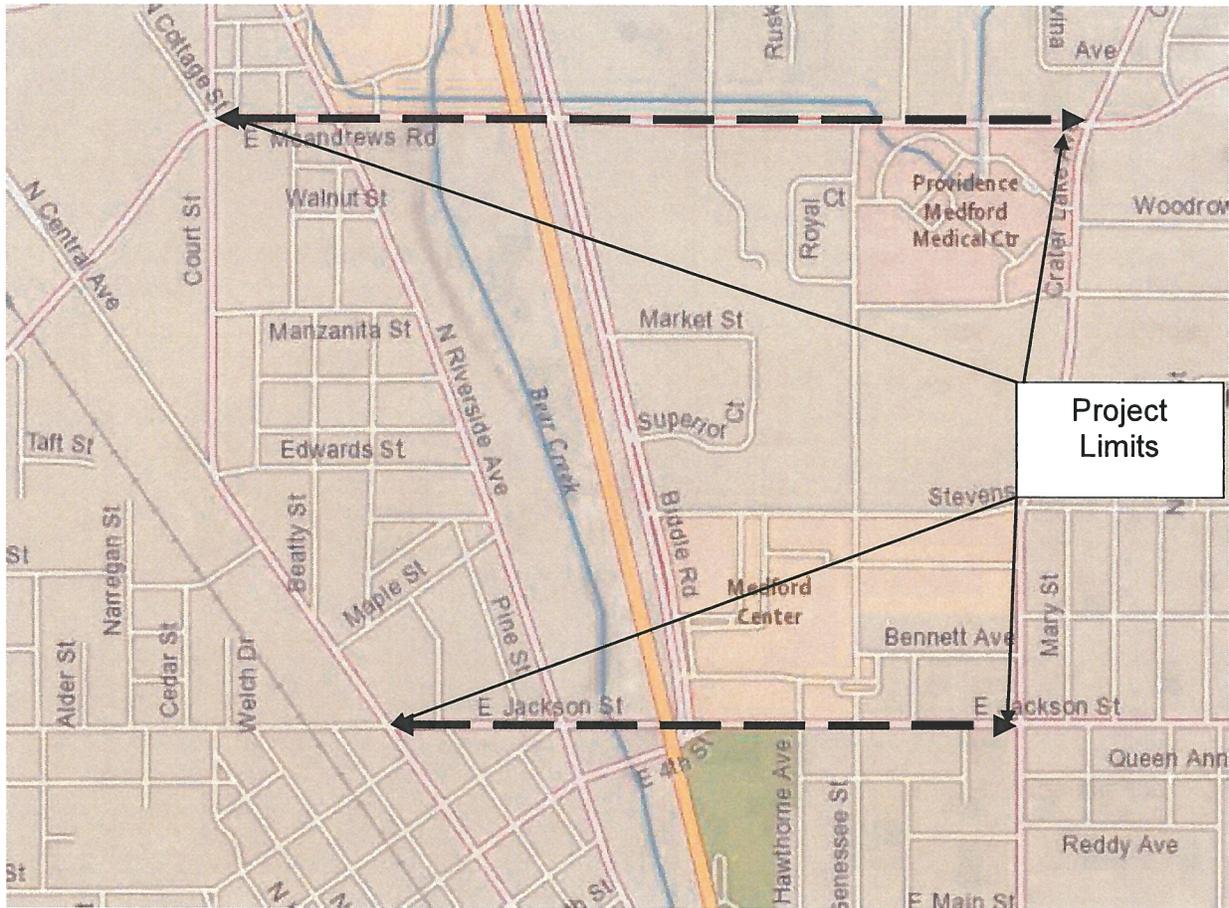
ATTEST: _____
City Recorder

Mayor

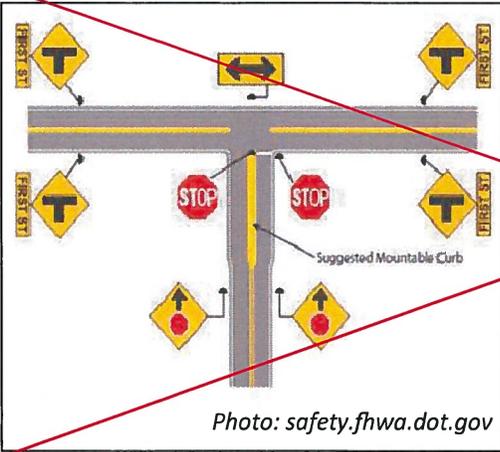
APPROVED _____, 2016.

Mayor

EXHIBIT A – Project Location Map



Countermeasures — Intersections



Basic and Enhanced Sign and Marking Improvements – Unsignalized Intersections

Application	Single through-lane, high-crash, stop-controlled intersections
Crash Types	Right-angle and rear-end crashes
Cost	\$6,000 per intersection
Expected Reduction	30% for right-angle and rear-end crashes

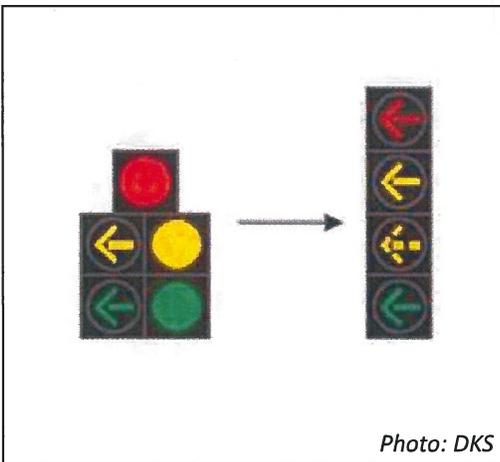


Basic Signalized Intersection Improvements (Reflectorized Back Plates, 12" Signal Heads, Supplemental Signal Heads)

Application	Signalized intersections with a high crash history
Crash Types	Crashes at signalized intersections
Cost	\$8,000 to \$30,000 per intersection
Expected Reduction	30% for all three measures

* May have some structural restrictions

* May have longer project development timeline



Change Protective-Permissive Phasing to Flashing Yellow Arrow

Application	Signalized intersections with significant number of left-turn, opposing flow crashes, and/or meet protected-permissive phasing requirements
Crash Types	Left-turn versus opposing flow crashes
Cost	\$5,000 to \$15,000 per intersection
Expected Reduction	20% for left-turn crashes



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.4

www.ci.medford.or.us

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

AGENDA SECTION: Ordinances and Resolutions
MEETING DATE: May 5, 2016

COUNCIL BILL 2016-55

An ordinance authorizing execution of Intergovernmental Agreement No. 31209 with the Oregon Department of Transportation to define right-of-way acquisition roles and responsibilities for street improvements on Foothill Road between Hillcrest Road and McAndrews Road.

SUMMARY AND BACKGROUND

An ordinance authorizing Intergovernmental Agreement (IGA) No. 31209 between the City and the Oregon Department of Transportation (ODOT) defining right-of-way acquisition roles and responsibilities for street improvements on Foothill Road between Hillcrest Road and McAndrews Road.

Previously approved IGA No. 30421 authorized ODOT and the City of Medford to fund, design, and construct street improvements on Foothill Road between Hillcrest Road and McAndrews Road. IGA No. 31209 defines right-of-way acquisition roles and responsibilities as needed to acquire real property for the project and is referenced as a condition within IGA No. 30421 (Attachment No. 2 – Item 34).

PREVIOUS COUNCIL ACTIONS

IGA No. 30421 was approved on September 17, 2015 (Ordinance 2015-95).

ANALYSIS

Approval of this ordinance allows right-of-way acquisition duties to be performed by Medford Public Works staff, thus reducing overall project costs.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

None – all costs associated with IGA No. 31209 are estimated and accounted for under the previously considered Foothill Road – Hillcrest Road to McAndrews Road IGA No. 30421.

TIMING ISSUES

Right-of-way acquisition functions will not begin until all IGA's between ODOT and the City of Medford are approved.

COUNCIL OPTIONS

Approve or deny the ordinance. If approved, preliminary Design and Professional Engineering will begin following ODOT and Oregon Department of Justice (DOJ) approval. If denied, the project will be delayed while an alternative process for right-of-way acquisition and design is determined and implemented.

STAFF RECOMMENDATION

I move to approve the ordinance authorizing IGA No. 31209 between the City and ODOT.

SUGGESTED MOTION

I move to approve an ordinance authorizing IGA No. 31209 between the City and ODOT.

EXHIBITS

Ordinance

IGA No. 31209 is on file in the City Recorder's office.

ORDINANCE NO. 2016-55

AN ORDINANCE authorizing execution of Intergovernmental Agreement No. 31209 with the Oregon Department of Transportation to define right-of-way acquisition roles and responsibilities for street improvements on Foothill Road between Hillcrest Road and McAndrews Road.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

That execution of Intergovernmental Agreement No. 31209 with the Oregon Department of Transportation to define right-of-way acquisition roles and responsibilities for street improvements on Foothill Road between Hillcrest Road and McAndrews Road, which is on file in the City Recorder's office, is hereby authorized.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2016.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2016.

Mayor



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 60.5

www.ci.medford.or.us

DEPARTMENT:	Building Department	AGENDA SECTION:	Ordinances and Resolutions
PHONE:	(541) 774-2351	MEETING DATE:	May 5, 2016
STAFF CONTACT:	Chris Reising, Deputy City Manager for Development Services		

COUNCIL BILL 2016-56

An ordinance repealing sections 9.350 and 9.400, amending section 9.660, and adding sections 9.990 through 9.914 to adopt the International Property Maintenance Code.

SUMMARY AND BACKGROUND

An ordinance amending Medford Municipal Code deleting sections 9.350 and 9.400; amending section 9.660, and adding new sections 9.900 through 9.914, adopting the International Property Maintenance Code.

Medford adopted the Uniform Housing Code and the Uniform Code for the Abatement of Dangerous Buildings nearly two decades ago. These codes are no longer published, and have been replaced with the International Property Maintenance Code. This code combines the two previous codes and provides more detailed guidelines for dealing with properties and buildings that have fallen into disrepair. Although administration of this code will be the responsibility of the Medford Police Department's Code Enforcement section, this updated code better aligns with the building codes now used by the Building Safety Department. Adoption of this code will provide Code Enforcement staff the necessary tools by which they can address the growing problem of abandoned buildings and boarded-up structures, and urban blight in general.

PREVIOUS COUNCIL ACTIONS

In late 2014, City Council directed staff to look into the issue of boarded-up abandoned buildings and urban blight. In April 2015 staff presented at a study session, outlining the scope of the problem and recommending adoption of the International Property Maintenance Code with amendments. On March 24, 2016 staff presented a second study session detailing the suggested amendments to the code along with council directions for additional changes.

ANALYSIS

The ordinance will apply to all residential and commercial properties in the city.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

No change to the current budget.

TIMING ISSUES

None.

COUNCIL OPTIONS

Approve, modify, or deny the ordinance.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.

SUGGESTED MOTION

I move to approve the ordinance amending Medford Municipal Code, deleting sections 9.350 and 9.400; amending section 9.660, and adding new sections 9.990 through 9.914 adopting the International Property Maintenance Code.

EXHIBITS

Ordinance.

ORDINANCE NO. 2016-56

AN ORDINANCE repealing sections 9.350 and 9.400, amending section 9.660, and adding sections 9.990 through 9.914 to adopt the International Property Maintenance Code.

THE CITY OF MEDFORD ORDAINS AS FOLLOWS:

SECTION 1. Section 9.350 of the Medford Code is hereby repealed:

~~9.350 Adoption of the Uniform Housing Code, as Modified.~~

~~(1) The Uniform Housing Code, 1997 Edition, published and copyrighted by the International Conference of Building Officials is hereby adopted in its entirety, except as hereinafter specifically modified, as an ordinance of the City of Medford, to be hereinafter referred to as the Housing Code; one copy of which is on file in the City of Medford Building Safety Department.~~

~~(2) Section 204 of the Housing Code is modified to read as follows:~~

~~204. Citations for violations shall be issued in conformance with Medford Code Section 2.855 "Uniform Short Form Complaint and Citation."~~

~~(3) Section 302.1 is added to Section 302 of the Housing Code to read as follows:~~

~~302.1. When a building permit is not required but inspection to insure compliance with the provisions of the Housing Code is required as a condition of sale or as a condition of financing the sale or improvement of the property in question, the following fees shall be paid to the Building Safety Department to defray the costs of such inspection:~~

~~———— 1. \$50.00 for a Single Family Residence.~~

~~———— 2. \$75.00 for a Multiple Family Residence up to three (3) dwelling units.~~

~~———— 3. \$200.00 for a Multiple Family Residence over three (3) dwelling units.~~

~~(4) Section 1401(a) is modified by deleting the last sentence of the paragraph.~~

SECTION 2. Section 9.400 of the Medford Code is hereby repealed:

~~9.400 Adoption of the Uniform Code for the Abatement of Dangerous Buildings.~~

~~(1) The Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition, published and copyrighted by the International Conference of Building Officials is hereby adopted in its entirety, except as hereinafter specifically modified, as an ordinance of the City of Medford, to be hereinafter referred to as the Dangerous Building Code; at least one copy of which is on file in the City of Medford Building Safety Department.~~

~~(2) Section 203 of the Dangerous Building Code is modified to read as follows:~~

~~203. Citations for violations shall be issued in conformance with Medford Code Section 2.855 "Uniform Short Form Complaint and Citation."~~

~~(3) Section 701(1) is modified by deleting the last sentence of the paragraph.~~

~~(4) Sections 901, 902 and 903 of the Dangerous Building Code are modified by substituting the term "City Recorder" for the term "Clerk."~~

~~(5) Section 905 of the Dangerous Building Code is modified to read as follows:~~

~~905. Assessment. After the proceedings described in Section 904 of this Code, the City Council may order that the said charge be imposed as a special assessment against the real property involved.~~

~~If the Council orders that the charge be assessed against the property, it shall impose the assessment by ordinance, cause the same to be entered in the docket of City Liens, and thereafter the said assessment shall constitute a lien against said property, enforceable in the same manner as liens for street improvements and shall bear interest at the rate specified in Section 3.470(2) of the Medford Code, beginning 10 days after the entry of the lien in the lien docket.~~

~~(6) The Dangerous Building Code is further modified by omitting therefrom Sections 906, 908, 909, 910, 911 and 912.~~

SECTION 5. Section 9.660 of the Medford Code is amended to read as follows:

9.660 Violations; Penalties; Remedies.

(1) No person, **firm, corporation or other entity however organized**, shall erect, **construct**, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain a building or structure in the city, or cause the same to be done, contrary to or in violation of this chapter.

~~(2) Violations of a provision of this chapter constitutes a violation, and is punishable by an administrative civil penalty in accordance with ORS 455.895.~~ **shall be subject to an administrative civil penalty not to exceed \$5,000 or, in the case of a continuing violation as defined in subsection (3) of this section, not more than \$1,000 for each day of the violation and shall be processed in accordance with the procedures set forth in this code.**

(3) Each day that a violation of a provision of this chapter exists constitutes a separate violation.

(4) The penalties and remedies provided in this Section are not exclusive and are in addition to other penalties and remedies available to the City under the Code or other law.

SECTION 6. Section 9.990 of the Medford Code is added to read as follows:

This article shall be known and may be cited as the Property Maintenance Code of Medford, hereinafter referred to as the "IPMC", one copy of which is on file in the City of Medford Police Department, Code Enforcement Division.

SECTION 7. Section 9.901 of the Medford Code is added to read as follows:

(1) **The International Property Maintenance Code, 2012 Edition, published and copyrighted by the International Code Council, Inc., is hereby adopted in its entirety, except as added, repealed or amended below, as an ordinance of the City of Medford, to be administered and enforced along with such further amendments contained herein.**

(2) **When the phrase "the code official shall" is used in the IPMC with respect to enforcement, it refers to the Manager's discretionary option, rather than a mandatory obligation, to choose the course of action that would be appropriate when a violation of the code is found. The phrase "code official shall" does not impose on the city a mandatory duty to implement particular enforcement procedures.**

(3) **The following sections are ADDED to the IPMC:**

304.13.3 Window Sill Height. Windows in sleeping rooms that are provided to meet emergency escape or rescue requirements shall meet the requirements of the Oregon Residential Specialty Code, Section 310.1.

Exception: Window sill heights constructed in accordance with code requirements in place for sleeping rooms at the time of construction.

304.13.4 Ability to Open. Every window required for ventilation or emergency escape shall be capable of being easily opened and held open by window hardware and shall meet the requirements of the Oregon Residential Specialty Code, Section 310.1.4.

304.13.5 Minimum Dimensions. Windows in sleeping rooms that are required to meet emergency escape or rescue requirements shall meet the requirements of the Oregon Residential Specialty Code, Section 310.1.1.

Exception: Window dimensions constructed in accordance with code requirements in place for sleeping room at the time of construction. [Added]

705.1 Carbon Monoxide Detectors. Carbon monoxide alarms shall be installed, maintained and repaired in residential units in accordance with the Oregon Residential Specialty Code, Section 315.

(4) The following sections of the IPMC are REPEALED in their entirety:

102.6	Historic Buildings.
103.3	Deputies.
103.5	Fees
106	Violations
111	Means of Appeal
304.14	Insect Screens.

(5) The following sections of the IPMC are AMENDED to read as follows:

101.1 Title. 101.1 Title. These regulations shall be known as the International Property Maintenance Code of the City of Medford, hereinafter referred to as the "IPMC." [Amended]

102.3 Application of other codes. Repairs, additions or alterations to a structure, changes of *occupancy* and all other work required under the IPMC shall be done in accordance with the procedures and provisions of the Oregon Specialty Codes. Nothing in this code shall be construed to cancel, modify or set aside any provision of Chapter 9 of the Medford Municipal Code. [Amended]

SECTION 103 RESPONSIBILITIES FOR PROPERTY MAINTENANCE INSPECTION [Amended]

103.1 General. Property maintenance inspection is hereby the responsibility of the Medford Police Department. [Amended]

103.4 Liability. The provisions and protections of the Oregon Tort Claims Act, ORS 30.265 et. seq. shall apply to all city officials, agents and employees charged with the enforcement of the IPMC. The IPMC shall not be construed to relieve from or lessen the responsibility of any non-city agent or employee, including but not limited to any owner, owner's agent, builder, contractor, agent or employee of any builder or contractor, or any person owning, operating or controlling any building, structure or premises, for any damages to persons or property caused by defects or violations of this code, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspections authorized by this code or any permits or certificates issued under this code. [Amended]

110.1 General. The *code official* shall order the *owner* of any *premises* upon which is located any structure, which in the *code official's* judgment after review is so deteriorated or dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary, or to board up and hold for future repair or to demolish and remove at the *owner's* option; or where there has been a cessation of normal construction of any structure for a period of more than six months, the *code official* shall order the *owner* to demolish and remove such structure, or board up until future repair. Boarding the building up for future repair shall not extend beyond six months, unless *approved* by the building official. [Amended]

111.1 Application for appeal. Any person directly affected by a decision of the code official or a notice or order issued under this code shall have the right to appeal to the Unified Board of Appeals, pursuant to Medford Municipal Code 9.662. [Amended]

112.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be considered to be committing a violation and will be subject to a notice of civil penalty as prescribed in Medford Municipal Code, Chapter 9.660 (2). [Amended]

201.3 Terms Defined in Other Codes. Where terms are not defined in the IPMC and are defined in the Oregon Specialty Codes and Chapter 9 of the Medford Municipal Code, such terms shall have the meanings ascribed to them as stated in those codes. [Amended]

SECTION 202. GENERAL DEFINITIONS

Where terms are not defined in the IPMC or other code section and are defined in the Oregon Specialty Codes, such terms shall have the meanings ascribed to them as in

those codes. Where terms are not defined through the methods authorized by this section, such terms shall have ordinarily accepted meanings such as the context implies. Whenever the words “premises,” “building” or other similar words are stated in the IPMC, they shall be construed as though they were followed by the words “or any part thereof.” Unless otherwise expressly stated, the following terms shall, for the purposes of the IPMC, have the following meanings:

ATTRACTIVE NUISANCE. A condition that can attract children and be detrimental to the health or safety of children whether in a building, on the premises of a building or upon an unoccupied lot. This includes, but is not limited to: abandoned buildings, abandoned wells, shafts, basements, excavations, abandoned freezers or refrigerators with self-latching doors, motor vehicles, structurally unsound fences or structures, lumber, trash, fences, debris, or water feature that may prove hazardous for inquisitive minors.

BOARDED BUILDING. An unoccupied or derelict building that has been secured against entry by material such as plywood, boards or other similar material placed over openings that are designed for and/or are required for windows and doors, and which is visible off the premises and is not both lawful and customary to install on an occupied structure.

BUILDING. Any structure occupied or intended for any occupancy.

DERELICT STRUCTURE. Any structure that meets any one of the following:

- (1) unoccupied and unsecured,
- (2) partially constructed without an active building permit,
- (3) maintained in a condition that is unfit for human habitation,
- (4) maintained in a condition that is an imminent threat to public health and safety, or
- (5) while vacant, has been subject to a city- initiated abatement pursuant to Medford Municipal Code 5.520.

DETERIORATION. A lowering in quality of the condition or appearance of a building, structure or parts thereof characterized by holes, breaks, rot, crumbling, cracking, peeling, rusting, or any other evidence of physical decay, neglect, excessive use, or lack of maintenance

MANAGER. The City Manager or appointed representative(s) who is responsible for supervising, administering and enforcing all aspects of this code.

PARTIALLY CONSTRUCTED. An occupied or vacant structure, or portion thereof, that has been left in a state of partial construction for more than six months or after the expiration of any building permit, or that has not had a

required permit inspection within any six-month period.

RENEWABLE ENERGY SYSTEM. Systems which produce energy from sources that do not use up finite natural resources. Examples include, but are not limited to, solar, wind, biomass, geothermal, and micro-hydro systems.

UNOCCUPIED. Vacant or not being used for a lawful occupancy. [Amended]

302.4 Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in accordance with Medford Municipal Code 7.410, 7.420, 7.430 and 7.440. [Amended]

Motor Vehicles. Except as provided for in other provisions of the IPMC, no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled pursuant to Medford Municipal Code 5.505 (2). [Amended]

302.8 Defacement of Property. The owner or occupant of the property, or person in charge of property, shall comply with the requirements of Medford Municipal Code 5.519. [Amended]

304.3 Premises identification. Each structure to which a street number has been assigned shall have such number displayed in a position easily observed and readable from the public right-of-way as required by the Oregon Fire Code, and maintained. [Amended]

304.13.1 Glazing. All glazing materials shall be maintained free from cracks and holes. Glazing with holes, cracks, or that is partially or wholly missing shall be replaced within thirty (30) calendar days of the incident that caused the defect. [Amended]

401.3 Alternative devices. In lieu of the means for natural light and ventilation herein prescribed in Sections 402 and 403 of this code, artificial light or mechanical ventilation complying with the Oregon Specialty Codes shall be permitted. [Amended]

403.4 Process ventilation. Where injurious, toxic, irritating or noxious fumes, gases, dusts or mists are generated, a local exhaust ventilation system that is in compliance with the Oregon Specialty Codes shall be provided to remove the contaminating agent at the source. Air shall be exhausted to the exterior and not be recirculated to any space.

Exception: Range hoods constructed in accordance with code requirements in place at the time of construction. [Amended]

505.1 General. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities,

bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the provisions of the Oregon Specialty Codes. [Amended]

505.4 Water heating facilities. Water heating facilities shall be properly installed, maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a temperature of not less than 120°F (49°C). A gas-burning water heater shall not be located in any bathroom, toilet room, bedroom (or in a closet serving that room), or any other occupied room normally kept closed, unless adequate combustion air is provided (exception only applies to "other occupied room".) An approved combination temperature and pressure- relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters. [Amended]

602.2 Residential Occupancies. Dwellings shall be provided with heating facilities capable of maintaining a room year-round temperature of 68°F (20°C) in all habitable rooms. Cooking appliances shall not be used to provide space heating to meet the requirements of this section. Portable space heating devices shall not be used to meet the dwelling heat requirements of this code. No inverted or open flame fuel-burning heater shall be permitted. All heating devices or appliances shall be of an approved type. [Amended]

602.3 Heat Supply. Every dwelling unit shall be provided with heating facilities capable of maintaining a minimum room temperature of 68°F (20°C) at a point 3 feet (914 mm) above the floor and 2 feet (610 mm) from exterior walls in all habitable rooms at the design temperature. [Amended]

602.4 Occupiable Work Spaces. Indoor occupiable work spaces shall be supplied with heat to maintain a year-round temperature of not less than 68°F (20°C) during the period the spaces are occupied. [Amended]

603.1 Mechanical appliances. All mechanical appliances, fireplaces, solid fuel-burning appliances, cooking appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function. Mechanical ventilation systems for range hoods and bathrooms shall be maintained in sound working order meeting manufacturer specifications for operation and function. [Amended]

604.2 Service. The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with the Oregon Specialty Codes. Dwelling units shall be served by a three-wire, 120/240 volt, single-phase electrical service having a rating of not less than 60 amperes. [Amended]

606.1 General. Elevators, dumbwaiters and escalators shall be maintained in compliance with the Oregon Elevator Specialty Code. The most current certificate of inspection shall be on display at all times within the elevator or attached to the escalator or

dumbwaiter, be available for public inspection in the office of the building operator or be posted in a publicly conspicuous location approved by the code official. The inspection and tests shall be performed at not less than the periodic intervals listed in the Oregon Elevator Specialty Code, except where otherwise specified by the authority having jurisdiction. [Amended]

702.1 General. A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the Oregon Specialty Codes. [Amended]

702.2 Aisles. The required width of aisles in accordance with the Oregon Specialty Codes. [Amended]

702.3 Locked Doors. All means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the Oregon Specialty Codes. [Amended]

704.1 General. All systems, devices and equipment to detect a fire, actuate an alarm, or suppress or control a fire or any combination thereof shall be maintained in an operable condition at all times in accordance with the Oregon Specialty Codes. [Amended]

704.2 Smoke Alarms. Single or multiple-station smoke alarms shall be installed and maintained in Groups –R-2, R-3, R-4 and in dwellings not regulated in Group R, regardless of *occupant* load at all of the following locations:

1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of *bedrooms*.
2. In each room used for sleeping purposes.
3. In each story within a *dwelling unit*, including *basements* and cellars but not including crawl spaces and uninhabitable attics. In dwellings or *dwelling units* with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level. Single or multiple-station smoke alarms shall be installed in other groups in accordance with the Oregon Specialty Codes. [Amended]

SECTION 8. Section 9.902 of the Medford Code is added to read as follows:

9.902 Responsibility.

Unless otherwise provided for, the Manager shall be responsible for the ultimate enforcement of all of the provisions of the IPMC. The Manager may appoint such enforcement officers, technical assistants,

inspectors and other employees as may be necessary for the administration of the IPMC. For the purpose of the IPMC, any person so appointed will be deemed a “code official” as defined in the IPMC. The Manager is authorized to designate an employee who shall exercise all the powers of the Manager during the temporary absence or disability of the Manager.

Where work is required to be done to correct violations under the IPMC any and all permits required for such work by the Building Code shall be obtained. All final inspections shall be approved for the associated permits prior to the violations being considered resolved.

SECTION 9. Section 9.903 of the Medford Code is added to read as follows:

9.903 Modifications.

In the event of extreme hardships involved in carrying out provisions of the IPMC relating to external conditions and derelict structures, the Manager shall have the right to vary or modify the provisions of the IPMC upon application of an owner, provided that the spirit and intent of the law is observed and that the public health and safety is assured.

SECTION 10. Section 9.904 of the Medford Code is added to read as follows:

9.904 Emergency Repair.

The use of tarps or similar material for the purpose of an emergency repair, or temporarily in place of a customary building component such as a roof, siding or a door, shall not exceed 90 days in any consecutive 12 month period; provided, however, that this subsection is subject to, and does not supersede, the requirements of the Building Code and Fire Code. The use of tarps or similar material in place of a customary building component is not permitted under the Building Code.

SECTION 11. Section 9.905 of the Medford Code is added to read as follows:

9.905 Weather Proofing and Screens.

Where windows and doors have been sealed by plastic or other materials for weather proofing, said materials shall be maintained in a workmanlike manner. Window and door screens, while not required by the IPMC, shall be maintained in a sound working condition.

SECTION 12. Section 9.906 of the Medford Code is added to read as follows:

9.906 Derelict Structures Prohibited.

Derelict structures are prohibited.

SECTION 13. Section 9.907 of the Medford Code is added to read as follows:

9.907 Closing and Securing of Derelict Structures.

The Manager may order appropriate measures to render a derelict structure secure from

entry. The securing of the structure shall be by methods calculated to render entry very difficult, including, but not limited to, the use of lag screws in the boarding of entry points, instead of nailing. In order to perform the function or duty authorized or required under this section, city representatives and their agents shall have the right at reasonable times to enter upon the property and render a derelict structure secure from entry. If consent to inspect or secure the property is refused, the City shall apply for an inspection warrant. The costs incurred by the city in boarding or securing a derelict structure may be assessed to the property owner and collected as costs of abatement under Medford Municipal Code 5.520.

SECTION 14. Section 9.908 of the Medford Code is added to read as follows:

9.908 Derelict Structure Registration.

- (1) The Manager shall maintain a list of derelict structures.
- (2) The owner of a derelict structure shall register the structure with the Manager within 10 calendar days of the Manager's written direction to register. Registration shall be completed on forms provided by the Manager, and shall include:
 - (a) the location of the property;
 - (b) the ownership of the property, including address, phone number, and email address;
 - (c) the expected period of its vacancy;
 - (d) a schedule for inspection and maintenance of the property during the period of vacancy;
 - (e) the agent responsible for inspection and maintenance, including address, phone number, and email address;
 - (f) a plan for re-occupancy and use of the structure, or its demolition; and
 - (g) a provision whereby the owner of the structure shall indemnify, defend and hold the city harmless from any and all claims asserted against the city by third parties stemming from injuries to persons or to property as a result of the condition or accessibility of the structure.
- (3) The registration and plan are subject to review and approval by the Manager.
- (4) Any change in the information provided pursuant to this subsection shall be given to the Manager within 30 calendar days of the change. When the owner believes the structure is no longer derelict the owner shall contact the Manager and request an inspection to determine that the structure is no longer derelict.

SECTION 15. Section 9.909 of the Medford Code is added to read as follows:

9.909 Temporary Waivers of Enforcement Action.

- (1) The Manager may issue a temporary waiver of enforcement action, which will give a period of time that the Manager determines is reasonable, but no longer than six months, to correct the violations found. The length of time given will depend on several factors, such as the extent and cost of the repairs, seriousness of the conditions, financial capacity of the owner, and the time of year. During the waiver period, the affected residential rental unit(s) may not

be occupied.

(2) The Manager may revoke the waiver if any of the conditions that allowed the owner to qualify for a waiver change. Because the waiver is granted to a specific property owner, the waiver automatically terminates upon change in ownership. The Manager may, assist the owner in obtaining information regarding financial or other assistance to make the necessary repairs.

SECTION 16. Section 9.910 of the Medford Code is added to read as follows:

9.910 Hardship Waivers of Enforcement Action.

(1) The Manager may issue a hardship waiver of enforcement action only if the owner currently Legally resides on the property. A hardship waiver may be issued only in those instances when the owner is found by the Manager to be over 65 years of age, disabled, or classified as “very low income” under the US Department of Housing and Urban Development (HUD) standards. Hardship waivers shall not exceed three years. The income level of the owner will be reevaluated before the end of the three year waiver period. Application for a hardship waiver must be filed with the Manager in writing. The Manager may require the owner to supply all information necessary to demonstrate the owner’s eligibility for the waiver. The owner must submit a separate application for waiver for each notice of complaint and violation.

(2) The Manager may revoke the waiver if any of the conditions that allowed the owner to qualify for a waiver change. Because the waiver is granted to a specific property owner, the waiver automatically terminates upon change in ownership or tenure of the property.

(3) The owner may reapply for new hardship waivers to become effective at the expiration of the term of any hardship waiver previously granted.

(4) The Manager may assist the owner in obtaining information concerning financial or other assistance to make the necessary repairs.

SECTION 17. Section 9.911 of the Medford Code is added to read as follows:

9.911 Penalty and Appeal Rights

Violation of any section of the IPMC/Oregon Specialty codes shall be subject to the violation, penalties and remedies of Medford Municipal Code Section 9.660 to 9.662.

SECTION 18. Section 9.912 of the Medford Code is added to read as follows:

9.912 Liens and Assessments

Abatement costs, late payment charges, reinspection fees, or other fees or charges imposed under the IPMC, shall be paid within 30 calendar days of imposition of the fees. The City Council may order that the said charge be imposed as a special assessment against the real property involved. If the Council orders that the charge be assessed against the property, it shall impose the assessment by ordinance, cause the same to be entered in the docket of City Liens, and thereafter the said assessment shall constitute a lien against said property,

enforceable in the same manner as liens for street improvements and shall bear interest at the rate specified in section 3.470(2) of the Medford Code, beginning 15 days after the entry of the lien in the lien docket.

SECTION 19. Section 9.913 of the Medford Code is added to read as follows:

9.913 Application of Other Codes.

Nothing in the IPMC shall be construed to relieve a person from complying with any federal, state or local law, including any other provisions of the Oregon Specialty Codes, or the requirement to obtain all necessary permits and approvals.

SECTION 20. Section 9.914 of the Medford Code is added to read as follows:

9.914 Coordination of Enforcement.

The Manager shall make reasonable effort to arrange for the coordination of enforcement efforts and any necessary inspections in an effort to minimize conflicts between the activities of affected city departments.

PASSED by the Council and signed by me in authentication of its passage this ____ day of _____, 2016.

ATTEST: _____
City Recorder

Mayor

APPROVED _____, 2016.

Mayor

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



CITY OF MEDFORD AGENDA ITEM COMMENTARY

Item No: 70.1

www.ci.medford.or.us

DEPARTMENT: Parks & Recreation
PHONE: 541-774-2408
STAFF CONTACT: Angela Durant, Grants Administrator

AGENDA SECTION: Public Hearing
MEETING DATE: May 5, 2016

COUNCIL BILL 2016-57

A resolution adopting the Action Plan for use of the City's Community Development Block Grant (CDBG) fund for fiscal year 2016-17.

SUMMARY AND BACKGROUND

The Parks & Recreation Department is requesting approval of a resolution to adopt the 2016 Action Plan for the purpose of fulfilling the regulatory requirements of the Community Development Block Grant (CDBG) Program, enforced by the U.S. Department of Housing and Urban Development (HUD). The City of Medford is an entitlement community receiving an annual allocation of CDBG funds from HUD. This public hearing, as well as a preceding 30-day public comment period, is a HUD requirement to solicit citizen input regarding the City's 2016-17 funding allocation set forth in the Action Plan. The Action Plan is developed based upon the goals, objectives, and strategies documented within the 2015-19 Consolidated Plan. The Action Plan outlines specific programmatic activities and projects to be implemented during the next program year that will accomplish the Consolidated Plan's goals, objectives and strategies. The Consolidated Plan is a comprehensive planning document identifying the City's overall housing and community development needs for assisting low/moderate-income persons and outlining a five-year strategy to address those needs. The purpose of the Consolidated Plan is to provide a framework for annual decisions on the use of CDBG funds provided by HUD.

PREVIOUS COUNCIL ACTIONS

The City's 2015-19 Consolidated Plan and 2015-16 Action Plan was approved by Council on May 7, 2015.

ANALYSIS

This public hearing is a HUD requirement to solicit citizen input regarding the City's Action Plan for use of CDBG funds for the 2016 program year. The Housing and Community Development Commission formulated the proposed funding recommendation of CDBG funds outlined in the Action Plan on March 9, 2016. A working draft of the Action Plan is available in the Parks and Recreation Office and on the City's website. As required by HUD, a 30-day public comment period, which ended on April 15, 2016, was held to solicit public input. Any public comments received during the public comment period and during this hearing will be included with the final document submitted to HUD.

FINANCIAL AND/OR RESOURCE CONSIDERATIONS

2015-16 CDBG Expected Resources	
Annual Entitlement	\$633,060
Estimated Program Income	80,000
Prior Year Resources	77,019
Prior Year Carryover	339,256
Prior Year Carryover Program Income	30,000
TOTAL	1,159,335

TIMING ISSUES

The City Council must approve the 2016 Action Plan prior to submitting the document to HUD for approval. The HUD submission deadline is May 16, 2016.

COUNCIL OPTIONS

Approve, amend or deny the resolution



CITY OF MEDFORD
AGENDA ITEM COMMENTARY

Item No: 70.1

www.ci.medford.or.us

STAFF RECOMMENDATION

Staff recommends approval of the resolution to adopt the 2016 Action Plan.

SUGGESTED MOTION

I move to approve the resolution to adopt the City of Medford 2016 Action Plan for Housing and Community Development.

EXHIBITS

Resolution

Housing and Community Development Commission's 2016 Funding Recommendation Narrative
Action Plan available in the Parks Department and on the City's website.

RESOLUTION NO. 2016-57

A RESOLUTION adopting the Action Plan for use of the City's Community Development Block Grant (CDBG) fund for fiscal year 2016-17.

WHEREAS, the City Council must adopt the 2016 Action Plan before it is sent to the Department of Housing and Urban Development (HUD) for approval; and

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

WHEREAS, a Resolution is a required step to officially adopt the proposed expenditures as the City's Action Plan with respect to its 2016-17 HUD CDBG Grant; and,

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

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON that the Action Plan for use of the City's CDBG funds in fiscal year 2016-17, on file in the City Recorder's Office, is hereby adopted.

PASSED by the Council and signed by me in authentication of its passage this _____ day of _____, 2016.

ATTEST: _____
City Recorder

Mayor

**Housing and Community Development Commission
Community Development Block Grant Program
Funding Recommendation Narrative**

A) Program Year: July 1, 2016 to June 30, 2017

This is the second year of the five-year 2015-2019 Consolidated Plan for addressing the needs, goals, and strategies in the plan.

B) Total Funding Available:

Funding Categories	Percentage	Total Requested	Total Funded/Available
Administration	17.83%	\$126,612	\$126,612
Public Services (PS)	13.37%	\$193,700	\$94,959
Capital Improvement (CIP)	68.80%	\$530,218	\$488,508
Total	100%	\$850,530	\$710,079

Additional Carryover CIP funding was available for FY 2016 from returned program income and estimated unexpended program administration funds.

CIP: Provide funding for eligible CIP including housing rehabilitation, land acquisition and infrastructure improvements.

PS: Provide funds for the daily operations of eligible public services.

With each CDBG program year, there are a number of worth-while programs applying for limited funds. As the years go by, decisions become more challenging.

C) Applicant Evaluation Methodology:

Scoring criteria include, but is not limited to:

1. Program Need (max 35 points)
Does this program truly address an unmet need? Is this the only program of its kind in the City?
2. Program Effectiveness (max 20 points)
How effective is the agency at attaining the goals and objectives in the City's Five Year Consolidated Plan? Does it address more than one goal or objective?
3. Cost Effectiveness (max 30 points)
What is the balance between agency operating expenses versus benefits to the community? How well do they leverage CDBG funding?
4. Agency Effectiveness (max 20 points)
Does the Agency have the capacity to administer the grant?
5. Capital Improvement Projects (max 10 points, in addition to the above).
Is the project expanding or improving housing units in Medford for low/moderate income residents?
6. Deductions for negative audit findings, blank application fields, and required items not included with application.

7. The amount requested versus the applicants scoring and rank.

D) Funding Recommendation:

Based on our scoring and discussion we recommend the following allocation of funds:

Recommended funding for Public Services

Rank	Public Service	Amount Requested	Recommended	Percent of PS Funding Amount
#1	St. Vincent de Paul	\$25,000	\$25,000	26.33%
#2	Maslow Project	\$25,000	\$22,500	23.69%
#3	Center for Nonprofit Legal	\$15,000	\$12,000	12.64%
#4	Hearts with a Mission	\$25,000	\$17,500	18.43%
#5	Community Volunteer Network	\$15,000	\$9,000	9.48%
#6	Medford Senior Center	\$20,000	\$8,959	9.43%
Unfunded Requests (4)		\$68,700	\$0	0.00%
	Total	\$ 193,700	\$94,959	100%

- **St. Vincent De Paul (Reducing Homelessness):** Rent and utility assistance for households at risk.
- **Maslow Project (Wrap-around Case Management):** Operational expenses to provide essential and emergency safety-net services, street outreach, family advocacy, case management, and enrichment/harm reduction opportunities to local at-risk youth.
- **Center for Non Profit Legal (Pathways to Self Sufficiency):** Operational expenses to support fair housing outreach, education and legal representation for low-income, minority, senior and disabled residents.
- **Hearts with a Mission (24/7 Emergency Shelter and Safety Net Services):** Operational expenses to provide emergency sheltering and safety net services to help stabilize youth in crisis.
- **Community Volunteer Network (Foster Grandparent Program):** Operational expenses to support a senior citizen mentoring program for local children obtaining services at various non-profit organizations and schools.
- **Medford Senior Center (Senior Advocacy Program):** Operational expenses to provide essential safety net assistance for seniors in need of subsidized housing, meals and other services.

Recommended funding for Capital Improvement Projects

Rank	Project Description	Amount Requested	Recommended	Percent of CIP Funding Amount
#1	Housing Authority of Jackson County - Homeowner Repair	\$200,000	\$192,257	39.36%
#2	Habitat for Humanity – Land Acquisition for Construction SF Affordable Housing	\$100,000	\$96,251	19.70%
#3	Housing Authority of Jackson County Supportive Infrastructure for Construction of MF Affordable Housing	\$200,000	\$200,000	40.94%
	Unfunded Requests (2)	\$30,218	\$0	0.00%
	Total	\$530,218	\$488,508	100%

- **Housing Authority of Jackson County (Homeowner Repair Program):** Funds will provide zero-interest, deferred loans to approximately 16-17 low-income homeowners to perform deferred maintenance and sometimes emergency home repairs.
- **Habitat for Humanity (Land Acquisition):** Provide funds to purchase land in the Morian Park Subdivision to construct 6 new single-family affordable homes.
- **Housing Authority of Jackson County (Supportive Infrastructure):** Provide funds to construct off-site improvements for required transportation connections of the construction of a 64-unit apartment complex.