

# **City of Medford Community Development Block Grant Program**



## **2018/19 Action Plan**

This Plan Covers the Period Beginning  
July 1, 2018 and Ending June 30, 2019

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## **Medford City Council**

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Paul Tanner, Housing Developer – Project Manager  
Angela Durant, Staff Liaison  
Laura Stewart, Staff Liaison  
Dick Gordon, City Council Liaison  
Kay Brooks, City Council Liaison (alternate)

## **Prepared by Community Development Block Grant Program Staff**

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# Executive Summary

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

### 1. Introduction

The City of Medford is an entitlement community receiving annual grant funding from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) program. The grant funds are allocated annually based on the goals, objectives and strategies documented in the 2015-19 Consolidated Plan. The Consolidated Plan is a comprehensive planning document that identifies the city's overall housing and community development needs for assisting low- to moderate-income (LMI) persons and families and provides a framework for annual decisions on the use of CDBG funds.

The 2018/19 Action Plan outlines specific projects, programs, and administrative and planning activities that can help increase and improve affordable housing, revitalize neighborhoods and provide public services to Medford residents during the program year July 1, 2018 through June 30, 2019. The proposed actions serve to help the City accomplish the goals and objectives of the Consolidated Plan through performance outcomes documented in the Action Plan.

### 2. Summarize the objectives and outcomes identified in the Plan

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

The Consolidated Plan outlines a set of five-year objectives and strategies that the City aims to accomplish through annual entitlement funds and subrecipient leverage. Partnership and collaboration with agencies from the nonprofit and private sector are essential to achieving outcomes through implementation of targeted projects and programs. The following goals and objectives serve as a foundation for annual funding allocations to accomplish outcomes also presented below:

#### **Goal 1      Improve the Condition and Availability of Affordable Housing**

- Objective 1**    Improve and maintain living conditions, safety and long-term affordability of rental and/or homeowner housing occupied by low/moderate-income and special needs households
- Objective 2**    Create more opportunities for low/moderate-income and special needs residents to secure affordable and livable rental and/or homeowner housing

**Goal 2**      **Improve the ability of low/moderate-income (LMI) and special needs residents to become self-sustaining**

**Objective 1**    Improve the opportunities of low/moderate-income and special needs residents to become self-sustaining through the availability and accessibility of essential support services offered directly through public service agencies

**Goal 3**      **Improve living conditions by addressing community development projects that improve public infrastructure, public facilities, and neighborhood revitalization**

**Objective 1**    Improve community infrastructure and facilities, reduce blighting influences, and preserve and build community through neighborhood revitalization in low/moderate-income neighborhoods

**Table 1 - Five-Year Goal Outcome Indicators**

<b>Goal 1</b>	Objective 1	Homeowner Housing Rehabilitated	76 Units
	Objective 2	Tenant-based Rental Assistance/Rapid Re-housing	35 Households
<b>Goal 2</b>	Objective 1	Homeless Person/Overnight Shelter	1,875 Persons
		Public Service Activities other than LMI Housing Benefit	7,166 Persons
<b>Goal 3</b>	Objective 1	Public Facility or Infrastructure Activities other than LMI Housing Benefit: 6,030 persons	6,030 Persons
		Public Facility or Infrastructure Activities for LMI Housing Benefit	50 Households
		Buildings Demolished/Blight Removal	27 Properties

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

Entitlement jurisdictions receiving HUD funds are accountable for performance outcomes measured annually. The City is allocating CDBG funds to 16 projects and programs during the 2018/19 program year to achieve outcomes referenced in Section **AP-20 Annual Goals and Objectives – 91.420, 91.220(c)(3)&(e)**.

### **3. Evaluation of past performance**

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

The City’s past performance and relevant actions to address homelessness, increase affordable housing and reduce blighted properties contribute to the projects and activities presented in the Action Plan.

*Homelessness.* Rising need; combined with concerns relating to the number of homeless service providers participating in the Homeless Management Information System (HMIS), declining Continuum of Care (CoC) funds, and deficient housing for households earning  $\leq 30\%$  Area Median Income (AMI) prompted a prioritization of homelessness. As defined by the US Department of Interagency Council on Homelessness (2015), the City interprets “ending homelessness” as putting in place a systematic response that ensures homelessness is prevented whenever possible or is otherwise a rare, brief and non-recurring experience. A delayed regional response to addressing homelessness through systematization inspired the City to continue its efforts to champion the cause.

The Housing and Community Development Commission (HCDC), a CDBG advisory body to Council, passed a motion on November 1, 2017 approving 25 bonus points for applications proposing actions to address homelessness. Project addressing homelessness and/or participating in the HMIS and Coordinated Entry System (CES), were eligible. Complexity of the CES system prompted the HCDC to later remove bonus criteria associated with CES.

*Affordable Housing.* The 2010 Housing Element identifies the need for buildable residential land and dwelling units by housing type and plan designation. A deficit of roughly 465 gross acres of Urban Residential (UR), 49 High Density Residential (UH), 39 Urban Medium Density Residential (UM) were noted. In 2014, the City converted roughly 500 acres to maximize development use in General Land Use Plan designations to accommodate residential land need within the Urban Growth Boundary (UGB). This action was instrumental in gaining state approval of the UGB expansion in May 2018.

The City formed an ad hoc Housing Advisory Committee (HAC) in August 2017 to identify and recommend regulatory code changes and economic incentives to address affordable housing and mixed-use development. The HAC identified 19 code amendments and 17 economic incentives for Council’s review. Recommendations were a product of Regional Problem Solving. A Regional Housing Strategy was required as part of the City's adoption of the Regional Plan. Medford was required to develop its strategy by March 2018. In February 2018, Council directed staff to move forward with the HAC’s recommendations. The City later secured a technical assistance grant, approved by Council in May 2018, to hire a consultant to assist with further review and potential implementation. This stimulated movement to utilize CDBG resources to address the housing needs of residents earning  $\leq 80\%$  AMI.

*Blighted Unsafe Properties.* The City addressed legal obstacles to carrying out a 2015 blighted property project by adopting a receivership ordinance and building code in alignment with the International Property Maintenance Code. The City replaced much of the project funding with General Fund dollars to avoid untimely CDBG expenditure. Maintaining a small percentage of the funding allowed for continued CDBG performance. An inter-departmental approach, community partnerships, and shared resources will help the City address more properties while utilizing less CDBG resources.

#### 4. Summary of Citizen Participation Process and Consultation Process

The City of Medford allocates CDBG funds through a competitive process. Nine members of the HCDC reviewed all grant applications and formulated a funding recommendation during a public meeting on March 14, 2018. The Commission also met on May 16, 2018 to review a proposal change request made by the highest ranked capital project; Rogue Valley Youth for Christ. The agency requested the HCDC approve a change in the property location of its original proposal prior to presenting the Action Plan to Council. The new property zoning supports the proposed use of transitional housing/vocational training for youth and is closer to transport and services.

The Commission's funding recommendation was presented to City Council during a public hearing on June 21, 2018 at 6:00 p.m. in Medford City Hall Council Chambers. The public comment period for the draft 2018/19 Action Plan commenced on May 22, 2018 and concluded at the public hearing on June 21, 2018. Both public participation requirements were noticed in the Legal Notices section of The Medford Mail Tribune, on the City's website, and emailed to past CDBG and City General Fund Grant applicants.

The City engages in conversations with residents, nonprofit agencies, private businesses, faith-based organizations, other planning and government agencies, elected officials, educational institutions, employers, healthcare providers, financial institutions, real estate professionals, housing providers and developers, contractors, legal professionals, and City departments to ensure the Consolidated Plan and annual action plans are carried out based on the needs of CDBG targeted populations. Please refer to Table 4 for a list and summary of consultations that occurred in preparation for the 2018/19 Action Plan.

#### 5. Summary of public comments

Sixteen (16) public comments were contributed or recorded through the close of the public hearing on June 21, 2018. Compass House contributed to their project's description and estimated performance in section AP-38 Projects Summary Information.

- **Mr. George Adams emailed the following comment on 6/20/2018 relating to the Newbridge Place Project:** "Six of the 64 households are anticipated to be special needs. I feel that there should be 26 out of 64 that should be for special needs which is referred to people with all types of disabilities and seniors. 6 out of 64 units or households, will not be enough due to the growing population."

**Andrea Miranda** with Housing Authority provided a response to staff's inquiry related to Mr. Adam's concern on June 21, 2018 via email: "Newbridge Place accessibility is thus: Fully accessible- 4; Hard of Hearing- 1; Visitable- 32; and Adaptable- 26. Our initial plan was to do 6, which we proposed to the state. But the architect only had 4 on the plans, which is the 5% required. After consultation with our leasing dept, OHCS, and the architect, we are now doing only the four. Thank you for bringing it to my attention."

**Elizabeth Hazelwood**, Executive Director of Compass House emailed the City between the dates of June 15, 2018 and June 20, 2018 to refine the Compass House Property Renovation project description to read as follows: “Renovate a historic building to create a career center expanding services to address Employment/Job Training, Education, Workforce Readiness, Mental Health/Disability Services, Substance Abuse & Homelessness Prevention.” The estimated number and type of families served should read: “Compass House provides services to adults living with mental illness. Services including education, life, job and skills training, case management, housing, other public service referrals and job placement assistance are expected to be made available to approximately 680 members during the program year.”

Ms. Hazelwood also requested staff forward six project support letters to City Council as part of public record. Initial letters were received from **Elizabeth Hazlewood, Jenny Woods, Karen Campbell, Stephanie Nick, David Mitchell, and Gary Fesler.**

**Chris Folden**, Compass House Development Coordinator, contributed a seventh letter via email on June 20, 2018; and **Joann Cleckner**, CPA, contributed an eighth letter on June 21, 2018 via email. A final letter was received at the close of business on June 21, 2018 from Dale Verger. All letters are documented in Table 2.

- **Connie Wilkerson**, CoC Coordinator working through ACCESS provided the following email comment on June 20, 2018: “I have a question on page 3, homelessness paragraph, you mention lack of data through HMIS -- is there a particular data point or something else that was lacking? Can I address this in any way before it is submitted?” Staff amended the sentence to read: *Rising need; combined with concerns relating to the number of homeless service providers participating in the Homeless Management Information System (HMIS), declining Continuum of Care (CoC) funds, and deficient housing for households earning ≤30% Area Median Income (AMI) prompted a prioritization of homelessness.*
- Staff took a call from **Alessandro Vene**, owner of 17, 19 and 21 Almond Street, adjacent to proposed Youth for Christ project at 11 Almond Street. The neighbor expressed concerns with locating a youth transitional and vocational training center next door to a liquor store and the Medford Senior Center. Other concerns included architectural limitations of the building, a potential increase in the number of people hanging out in the ally, neighborhood or liquor/convenience store, the overall appearance of the renovation, and placement of the existing businesses. Staff suggested that Youth for Christ consider adding adequate lighting in front of the building and in the alleyway.

**Sharre Witson**, Development Direction with Youth for Christ responded to staff’s inquiry as follows: “Thank you for the thoughtful questions. I appreciate you being proactive regarding concerns that might arise. Below are answers to your questions. *Loitering* - After Rogue Valley YFC moves into a neighborhood we have consistently witnessed a decline in loitering, crime and negative behaviors. We believe the reason for this is due to the presence of staff members and positive community activities

occurring at the site. *Lighting* - The current location does have a street light. In addition, the remodeling plans include additional lighting and cameras. *Location to Liquor Store* - The age of the youth residing in the Transitional Housing Unit is between 18-24. Youth under the age of 18 will only be onsite when staff and/or volunteers are present. Unfortunately, temptations and liquor stores are all around the community. Real Life offers comprehensive wrap around services to each participant, so they can be victorious and make healthy choices regardless of temptations surrounding them. *Business in Current Location* – The business located at the Almond Street building is the current property owner. He does not desire to maintain the business in the current location.”

- Front counter Planning Department staff received feedback from a neighboring property owner of 1241 W 8<sup>th</sup> Street. The gentleman voiced his frustration with City Council approving a “tree removal” years after he had requested removal on several occasions. He did not leave his name or contact information.

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

The City did not reject or dismiss any public comments.

## **7. Summary**

The Action Plan outlines the activities the City will undertake or support during the one-year period of July 1, 2018 - June 30, 2019. These activities meet one or more of the city’s priority needs identified in the Consolidated Plan. The City is committed to serving households earning at or below 80% of the AMI, as defined by HUD regulations. At minimum, 51% the beneficiaries of projects and programs that are income restricted, whether by individual or area, will meet this requirement. The City is committed to ongoing consultation with nonprofits, businesses, stakeholders, surrounding jurisdictions and residents to ensure progressive growth and strategic investment of valuable community resources.

**Table 2 - Compass House Letters of Support Submitted as Public Comment**



June 15, 2018

Medford City Council  
City of Medford Planning Department  
Lausmann Annex  
200 South Ivy Street  
Medford, OR 97501

Dear City of Medford and Medford City Council Members,

I am writing you to thank you for your consideration in awarding CDBG funding to Compass House. It is an honor to be approved to go before the council with the housing committee's recommendation to be awarded this funding. So many projects are doing great work in the rogue valley, Compass House and the 615 members we currently serve are proud to be recognized as one of them. We believe the only way to create stronger thriving communities is by reducing socio-economic disparity through accessible mental health services, education and employment while creating purposeful opportunities for adults living with severe and persistent mental illness.

Changing people's lives and building the community, Compass House is empowering people by giving them access and opportunities from employment to housing, education, socialization, and wellness. Adults living with mental illness often face many barriers that span from employment to housing due to lack of financial stability, often buried in debt, have little to no way access to resources, poor rental or sporadic job history, and have no confidence or support system in place to help guide them through these hurdles that keep surmounting on top of them. 34% of Compass Houses membership report homelessness. That equates to 209 members who are willing to admit that they are living in homelessness. In 2017 alone, Compass House had 8,097 member visits, provided 29,440 service hours to our members and have assisted 43 members to gain employment within the community, achieving this with only 6 paid staff.

Compass House is now asking for our community's help to make a difference and impact Medford by funding the Compass House request for funding the renovation of our Career Center. This renovation will not only expand our space accommodating our steady growth in membership but also will afford us the opportunity to expand services to our homeless members. This new facility and services will include an ADA accessible shower for our homeless members and a Member Bank so members can gain financial stability with the ability to save while learning financial literacy. This space will bring access to resources as it will be the center for our Employment, Transportation and Transitional Housing Programs. Here members will learn skills needed to overcome barriers to housing, employment and transportation by working side-by-side with staff as colleagues. This space will also facilitate new member orientation, so every member gets the opportunity to address these issues.

With this funding Compass House can make even more of an impact as part of the solution to both the housing and mental health crisis our community is currently facing. It is with respect and gratitude that I write this letter knowing that however this money is spent, that our community is working to make the greatest impact and change for the people of the beautiful city we live in. Compass House is honored to be recommended to be a catalyst this change by the purposed expansion of services and resources to the City of Medford. I thank both the City Council and the Housing Committee for the time and effort in hours spent in preparing, presenting as well as the consideration of this proposal. On behalf of Compass House members, board and staff I thank you.

Sincerely,

Elizabeth Hazlewood  
Executive Director  
Compass House

*A community rebuilding lives and hope through purposeful opportunities for adults living with mental illness*

To: Medford City Council

Going to Compass House on a regular basis has changed my life and has given me strength and happiness to get out of bed each day.

I am greeted by everyone; members and staff every morning as I make my appearance and say "Hi, I'm home!" It's a warm friendly feeling, walking through the doors.

There's always the aroma of home-cooked lunches traveling from room to room. Smiling faces greeting me for the day and people happy to have me around them each day.

I am learning computer skills, which was one of my phobias. No matter how many times I ask the same question each day, nobody gets upset, they just help me out and we keep going.

I have so many more friendships being at Compass House. I told the employment specialist how shy I have been all my life. I was told I wasn't shy, and somehow, I believed it.

After that I ran meetings, helped in the kitchen, conquered the computers, ran the thrift shop, answered phone calls, did interviews, took a college class, got a job, and I have conversations with everyone who walks through the door at Compass House.

Getting funding to expand to our new building will be such a blessing for so many more people out there with mental illness. It will provide them with great opportunities and a friendly, safe place to be. A place to not be judged and to find out who they really are.

*Jenny Woods*

Medford City Council

Compass House saves lives. I know this from personal experience because last September I'd lost all hope for the future. I thought that because I'm older I had nothing to offer anyone. This belief was proved false the first day I walked through the door at Compass House. I was greeted by members who had a genuine interest in me that was surprising. Also, I wasn't judged for who I was, but I was encouraged to find my potential and challenge myself to rise beyond it.

I volunteer in the Business Unit and we've recently grown to capacity. There isn't enough room for everyone to work on the computers or have desk space to do other jobs. I can't wait to move into our new building so we can have more space and be an efficient, organized Unit.

Of all the things I've learned this year, the most important is that I'm a person first who lives with a mental illness. Compass House bridges the gap between hospitalization and being at home in isolation. It has empowered me to learn new things and I've felt productive which has restored my self-worth and my dignity.

Thank You

Karen Campbell

Compass House Member

June 13, 2018

To The Medford city council,

My name is Stephanie Nick and I have suffered from depression disorder and anxiety disorder for primarily my entire life. I moved to Oregon to live with family and better my life. I came to compass house feeling super depressed, alone and like I didnt fit in to much. Its been very lonely. The day I became part of the Compass house family I suddenly felt a huge void filled. Im now part of something wonderful. I dont want to imagine what my life would be like without compass house. I have confidence that is really awesome. The sense of relief to know that my fellow members enjoy my company has given me self worth that means the world to me. Im not saying I dont suffer anxiety anymore but I feel relief knowing I can go to compass house and feel welcome, safe and people or members and staff understand me and I feel the love when I am there. I look forward to our new location and our family growing. Since Ive become a member I have obtained employment, confidence and I thank my higher power for showing me the path that led me to Compass House. Best Regards  
Stephanie Nick

6/13/18

What Compass House Means To Me

Hi, my name is David Mitchell, and I've been a member of compass house for about 3 ½ years. I started coming here because I was looking for a place where I can make new friends and have someone to talk to when I need to. Lunch was healthy and affordable here at compass house and I like that. Having lunch at compass house is cheaper than having lunch out, which I used to do when started college at Rogue Community College. On days that I have school, I try to be sure that I have time to eat lunch here at compass house.

Compass house has been a place for me, where I can make new friends and have someone to talk to when necessary. The staff have really been there for me and they don't judge me for who I am. They've been there when I needed someone to talk to, and they've accepted me for who I am, even though I'm hard of hearing, I'm slow, and I have a spectrum of autism.

There was one time I didn't know what to do with my life, and I felt like giving up on myself because college is hard for me. I was able to talk to one of the staff privately and he was able to encourage me not give up. He told me to think of my higher power, my family and friends. How would they feel if I gave up on myself? I was reminded that I'm a hard worker and not a quitter.

So, from these things I feel that compass house is a warm and safe place to hang out and have lunch. Since coming here I learned to have humility, be loving, and show empathy when needed. At least I try to show empathy when needed. I like having lunch here, hanging out and doing my school work here. I know I can trust the staff, make friends and have someone here to talk to if I need it. So compass house has helped me a lot and means to me, more than words can describe.





Empowerment

Partnership

Respect

June 19, 2018

Medford City Council  
City of Medford Planning Department  
Lausmann Annex  
200 South Ivy Street  
Medford, OR 97501

Dear City of Medford and Medford City Council Members,

I am writing to ask for your support by awarding CDBG funding to Compass House to help address this urgent need in our community. Compass House is making a difference and playing a vital role in the solution to the homeless epidemic effecting the City of Medford. Mental illness is often the underlying and contributing factor for unemployment and homelessness and it has been recognized that untreated mental health is a barrier that many adults face trying to find or secure safe and stable housing or employment. It is no coincidence that these three issues are directly linked and form a perfect trifecta compounding an already complex issue. The triad of housing, employment and mental health services and support are vitally interlinked and cannot be sustained if one of the three factors are missing.

The Community Health Assessment in 2013 for Jackson County identified mental health problems as the number one problem facing the community. According to the National Alliance on Mental illness (NAMI) 1 in 4 adults experience mental illness. That equates to over 20,000 people in the City of Medford alone. Hospitals do not have the capacity to accommodate the overwhelming mental health needs and the legal system has become inundated, absorbing the high cost of housing people who society does not have ample resources to treat.

The Jackson County Continuum of Care performed an extensive survey in January and the numbers released this month show an increase of 99 homeless individuals living in Jackson County from last year coming to a total of 732 homeless individuals at the point of the count. Compass House currently serves 615 individuals and out of that 615 members, 209 of our members report homelessness. If all 209 homeless members of Compass House were recorded within this count, 28.5% of the 732 total individuals reported homeless in Jackson County, Compass House is working with to help better the lives and living situations of these individuals. These numbers attest to the need for programs like Compass House that are working to make a positive impact in the community in the lives of those of the mentally ill who are historically underserved and marginalized the most.

Compass House is making a difference in the lives of people with mental illness in Jackson County. The only fully accredited evidenced based non-clinical mental health agency in Oregon, Compass House is taking a radical approach to treating mental health and taking an active approach to solving the homelessness equation. Not to be confused with peer support models, Compass House works by empowering and engaging people with resources and purposeful opportunities working side-by-side with staff as colleagues. Compass House provides engaging staff and services that help people work through their mental illness by building skills, confidence and by helping to remove the barriers they face to reach or achieve their life's goals. With 50 members currently working within the community, Compass House has recognized the need to expand services to provide financial services as well as teach financial literacy. This is an integral component to acquiring and maintaining stable housing as well as overcoming the financial hurdles that prevent our members from obtaining housing.

With the funding of the Compass House Career Center, members will have access to innovative programs and services that are not currently provided elsewhere in Southern Oregon. The renovation of the Compass House Career Center will bring much needed space, resources and services to our members by creating a center that will house an ADA compliant shower for our homeless members, a Member Bank and home for our highly successful Transitional Housing, Transportation, Education and Employment Programs. This new space will also facilitate our new member orientation as well as employment, education and wellness workshops.

*A community rebuilding lives and hope through purposeful opportunities for adults living with mental illness*



Empowerment

Partnership

Respect

As someone who is able to witness firsthand the growth and transformation our members experience, it is an enormous honor and privilege to be a part of Compass House as it plays a key role in the growth of our members. Almost daily we get to celebrate our members' accomplishments as they gain housing, a job, get their GED/degree, a car or have become debt free due to the hard work they have put forth thanks to the skills, confidence and hope they have gained from Compass House. Helping people overcome barriers and combating socio-economic disparity that effects our community is what Compass House accomplishes on surface level; the bottom line is that Compass House saves lives. Building a foundation for the future and changing lives for adults living with mental illness is at the heart of what we do and with the funding of the Community Development Block Grant will help us continue do this great work to strengthen the community. I thank you for your consideration in this proposal and for the support of the community as we work together to make a more equitable community for everyone.

Sincerely,

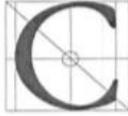
A handwritten signature in blue ink, appearing to read "Chris Folden".

Chris Folden  
Compass House

To City Council,

Having this money would help me as a person to be in a bigger place and it wont trigger me and my triggers like Claustrophobia type. Having a bigger place will help with my anxiety.

A handwritten signature in black ink, appearing to read "Gary Fesler".



**Joann Z. Cleckner**  
Certified Public Accountant JD

3861 Windgate Street  
Medford, Oregon 97504

Tel: (541) 500-8382

jzccpa@sonic.net

June 21, 2018

Medford City Council  
City of Medford Planning Department  
Lausmann Annex  
200 South Ivy Street  
Medford, OR 97501

Re: Community Development Block Grant for Compass House

Dear Members of the Medford City Council:

This letter is coming to you on behalf of Compass House and the Community Development Block Grant you are considering granting to Compass House.

Although I am an agent of Compass House as current President of the Compass House Board of Trustees, I am also a member of the Medford community and I write to you as the former – a member of the community.

Compass House is assisting adults with mental illness here in our community reintegrate back into the community by assisting with job skills and assisting with job placements, also by assisting with life skills as well as transitional housing.

In order to better serve our Members and the community at large, Compass House has purchased the property located at 37 North Ivy Street here in Medford. This Block Grant will assist in the construction and repurposing of the Ivy Street facility. It will allow Compass House to serve more Members in this important work.

As a community member, I urge you to approve the Community Block Grant in the proposed amount of \$129,661.50 for this very worthy organization

Sincerely yours,

Joann Z Cleckner

To: City of Medford Planning Department notice of public hearing for June 21, 2018

From: Dale Verger, Realtor

Subject: Letter in favor of granting Compass House a Community Development Block Grant

Dear members of the City Council,

I am writing in support of the proposal to grant Compass House a Community Development Block Grant. The building and parking lot at 37 N Ivy Street will be the permanent home of Compass House. The rehabilitation of the building will enable Compass House to support and provide services for more adults living with mental illness. At a time in our society where mental health is under scrutiny, it is indeed an appropriate moment to fund organizations who encourage adults living with mental health illness to improve their life skills.

This organization helps all of us in the community by reducing costs to taxpayers by reducing inpatient hospitalizations and incarcerations.

Compass House provides instruction in life skills and re-socialization. It also helps members obtain and maintain adequate, safe, and stable housing/living situations. Programs for members facilitate appropriate employment.

Compass House assists and cooperates with other agencies working in the mental health field and promotes community-wide acceptance and awareness of mental illness and the work of Compass House.

Finally, Compass House takes an active part in research programs and community outreach movements designed to promote the welfare and healing of adults living with mental illness.

I encourage the Council to approve the funding proposed for this application.

Sincerely,

Dale Verger

## The Process

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

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

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

**Table 3 – Responsible Agencies**

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator	MEDFORD	Medford Planning Department

The City of Medford, through the Housing and Community Development Division of the Planning Department, is the lead agency for delivery of CDBG program funding through this Action Plan for the City's fiscal year 2018-2019.

#### **Consolidated Plan Public Contact Information**

City of Medford contact for Consolidated Plan, Action Plan and CDBG Program:  
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541-774-2390 (direct)  
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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

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

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

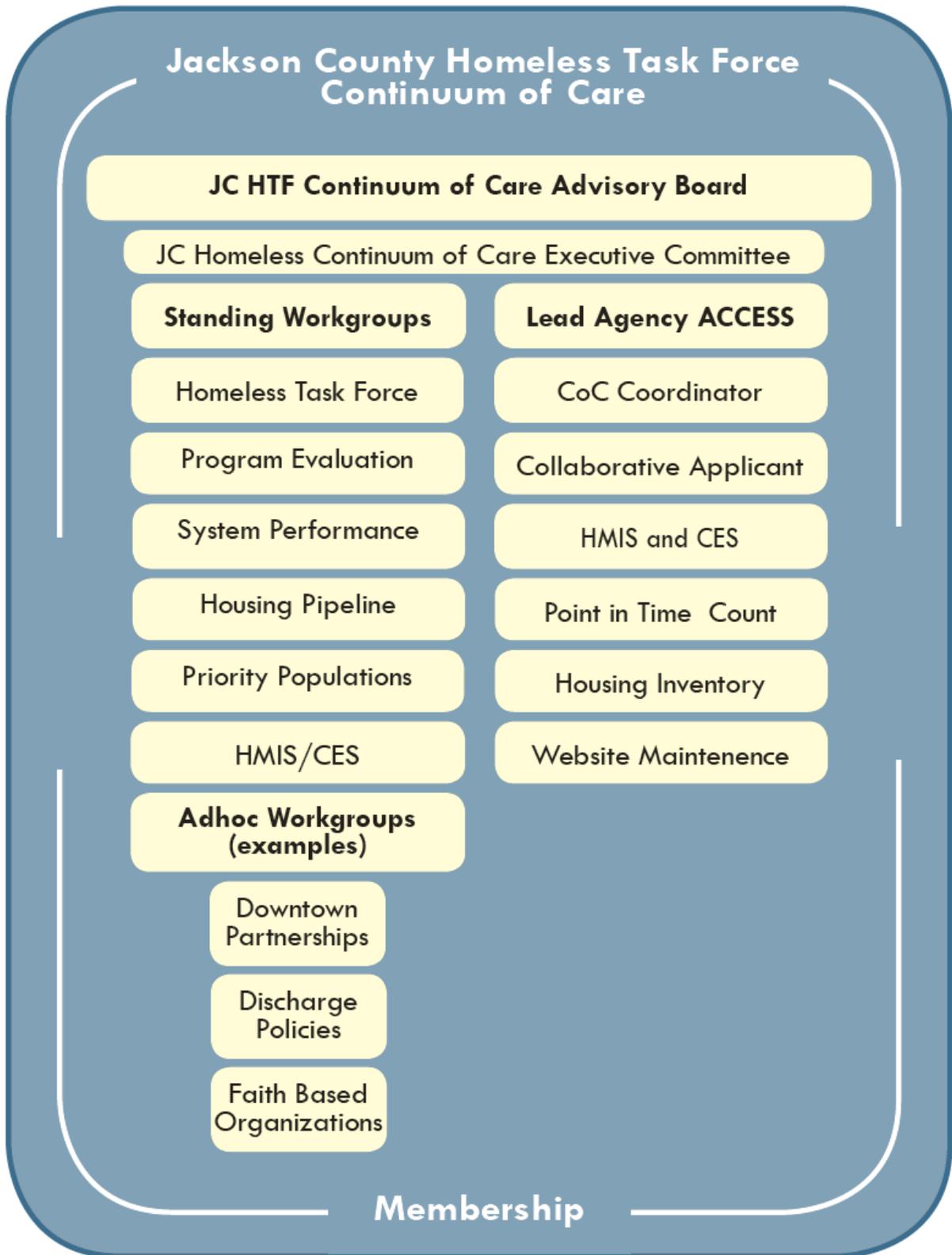
The City of Medford utilizes the HCDC and City staff to enhance coordination between social service agencies, advocates, housing providers and developers, and community stakeholders. The HCDC holds public meetings on the first Wednesday of each month from 5:30 p.m. to 7:00 p.m. Meetings are held at City Hall, Medford Room 330, located at 411 W. 8th Street. Throughout the 2017-18 program year, commissioners and City staff have participated in conversations and/or collaborative efforts with the agencies listed in this section.

The City’s most recent efforts to enhance coordination between housing providers, healthcare organizations and other service agencies has been through active participation in the restructuring and governance of the Jackson County Continuum of Care (CoC). Planning Department staff served as a member of the Interim CoC Board to review final Board composition, governance, workgroups, regulatory compliance, alignment with the CDBG program, and the funding landscape. Medford’s City Manager now serves as the CoC Board Chair and staff members from Planning and Code Enforcement serve on the Housing Pipeline and Homeless Task Force workgroups, respectively. The City also contributed \$30,000 non-CDBG funds to create a new CoC Coordinator position through ACCESS, the CoC Lead Agency.

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

As referenced above, the City is actively participating in establishing a systematic approach to addressing the needs of homeless persons through coordination with the CoC. City staff helped implement the following CoC Organization Chart reflecting stronger coordination. Homeless subpopulations and persons at risk of homelessness are represented through the Priority Populations workgroup in addition to other targeted groups such as the Housing Pipeline, Homeless Task Force and HMIS/CES.

Table 4 - Jackson County Continuum of Care Organization Chart



As the largest city in Jackson County, the City recognizes that financially supporting a CoC Coordinator can help improve coordination especially through the Coordinated Entry System, collection of homeless data and resource sharing within the CoC.

The City will be allocating CDBG program administration/planning funds to hire Luken Solutions to coordinate a two-phase gaps analysis on the existing homeless system within the context of HUD’s expected components and best practices. Work completed will include recommendations on how to achieve gap outcomes, options for engaging stakeholders to help achieve expected components, estimated unit numbers for permanent housing options to serve homeless populations, housing inventory chart of specialized housing, financial analysis on how to fill gaps over the next 5 to 10 years, and facilitate the convening of key community leaders to identify partners and develop a systematic approach to addressing homelessness.

By focusing on stimulating a regional approach through the CoC, the City hopes to help streamline services and spur on development of appropriate housing types. This focus is opening the door to a better understanding of the needs of service providers, developers and vulnerable homeless subpopulations.

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

The City of Medford does not currently receive ESG funds. See the Table 5 on the pages to follow for explanation of consultations held in conjunction with the 2018/19 Action Plan.

**Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities.**

**Table 5 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	<b>ACCESS</b>
	<b>Agency/Group/Organization Type</b>	Housing Housing Needs Assessment Services - Housing Services - Elderly Persons Services - Persons with Disabilities Services - Homeless Community Action Agency Continuum of Care Lead Agency Regional Organization Planning Organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied Youth Homelessness Strategy Market Analysis Economic Development Anti-poverty Strategy Weatherization
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff worked with ACCESS housing, support services staff and the executive director to identify strategies and partnerships to address homelessness and increase affordable housing
2	<b>Agency/Group/Organization</b>	<b>HOUSING AUTHORITY OF JACKSON COUNTY (HAJC)</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services - Fair Housing Planning Organization Affordable Housing Developer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Medford maintains an ongoing relationship with the HAJC through the City's Homeowner Repair Program and support of development projects through public infrastructure and environmental review of housing projects. This relationship provides the City with essential information relating to Medford's affordable housing needs and the process and costs thereof. Increasing support to HAJC is anticipated to result in an increase in the number of affordable rental units.
3	<b>Agency/Group/Organization</b>	<b>John L. Scott Real Estate</b>
	<b>Agency/Group/Organization Type</b>	Business Leaders Real Estate Professionals

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Housing Trends and Vacancy Rates
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Shanon Pewtress, a previous member of the HCDC, is a real estate agent with John L. Scott. Ms. Pewtress has provided the HCDC with ongoing housing related information to improve education and awareness of the housing market.
4	<b>Agency/Group/Organization</b>	<b>St Vincent de Paul</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services - Homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Rich Hansen, Government Liaison, provides Council, the HCDC and City staff with ongoing consultation associated with reducing and eliminating homelessness in Medford.
5	<b>Agency/Group/Organization</b>	<b>City of Eugene</b>
	<b>Agency/Group/Organization Type</b>	Housing Other Government - Local Rental Rehabilitation Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Rental Rehabilitation Demand
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted with Nicole Nowak, Community Development Analyst, regarding the City of Eugene's active rental rehabilitation program. Community demand, funding caps and regulatory guidelines were discussed.
6	<b>Agency/Group/Organization</b>	<b>Rogue Retreat</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services - Homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied Youth Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Rogue Retreat's Executive Director, Chad McComas, served as a HCDC and provided ongoing consultation relating to Medford's homelessness. Heather Hassett serves on the CoC Housing Pipeline and provides valuable expertise that is anticipated to help develop appropriate housing types for the homeless.
7	<b>Agency/Group/Organization</b>	<b>Habitat for Humanity</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Blighted Properties
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Denise James, Executive Director of Rogue Valley Habitat for Humanity, serves on the HCDC and provides ongoing consultation relating to new affordable housing construction as well as alternative funding and community collaboration opportunities. Mrs. James has been an integral part of the City's efforts to address blighted properties through a community collaborative approach that can replenish the city's depleted affordable housing stock through acquisition, demolition, reconstruction and rehabilitation activities.
8	<b>Agency/Group/Organization</b>	<b>FAIR HOUSING COUNCIL OF OREGON</b>
	<b>Agency/Group/Organization Type</b>	Housing Service - Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Affirmatively Furthering Fair Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City consults with Fair Housing Council of Oregon (FHCO) on matters of Fair Housing Law. The City will look at utilizing FHCO to investigate on landlord discrimination based on "source of income" prior to the conclusion of the Consolidated Plan period.
9	<b>Agency/Group/Organization</b>	<b>Center for Nonprofit Legal Services</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services - Elderly Persons Services - Persons with Disabilities Services - Fair Housing Services - Victims Legal Services
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs LMI Legal Representation

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Center for Nonprofit Legal Services provides City staff with consultation associated with landlord/tenant violations, eviction prevention and instances of protected class discrimination.
10	<b>Agency/Group/Organization</b>	<b>Medford Senior Center</b>
	<b>Agency/Group/Organization Type</b>	Services - Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homelessness Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff consulted with members of the Medford Senior Center Board and the facility supervisor regarding status and value of the Center to serve a rising senior population. Other discussions fell on concerns of concentrated homeless populations stagnating near the facility. The Board continues to work with Medford Parks and Recreation Department and City Council to develop solutions.
11	<b>Agency/Group/Organization</b>	<b>Maslow Project</b>
	<b>Agency/Group/Organization Type</b>	Services - Children Services - Homeless Services - Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs – Chronically Homeless Homeless Needs – Families with Children Homeless Needs – Unaccompanied Youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Maslow Project provides the City of Medford with data relating to youth homelessness, graduation rates and other information relating to the need for specific youth services in the community. City staff consulted with Mary Ferrell, Executive Director, to identify the needs of at risk and homeless youth through Ms. Ferrell’s involvement with the Interim CoC Board.
12	<b>Agency/Group/Organization</b>	<b>Compass House</b>
	<b>Agency/Group/Organization Type</b>	Services - Persons with Disabilities Services - Homeless Services - Health Services - Education Services - Employment Mental Health

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically Homeless Homelessness Strategy Mental Illness Barriers
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff conducted an interview regarding housing and employment barriers caused from mental health issues. Staff also provided consultation to Compass House staff regarding a potential 2018/19 project that could increase services for participants with mental health barriers.
13	<b>Agency/Group/Organization</b>	<b>Hearts with A Mission</b>
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Hearts with a Mission provides the City with valuable information and data relating to the needs of homeless youth in our community including sustainability issues of youth transitioning out of programming.
14	<b>Agency/Group/Organization</b>	<b>Jackson Care Connect</b>
	<b>Agency/Group/Organization Type</b>	Services-Health Coordinated Care Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Housing Related Health Issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Jackson Care Connect staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County. Co-Chair of the Community Advisory Committee (CAC) advocated for senior citizens and disabled persons during forums and interviews. Heidi Hill, JCC's Community Health Manager, serves on the Medford Housing and Community Development Commission and provides valuable insight in the area of housing related community health issues.

15	<b>Agency/Group/Organization</b>	<b>Veterans Administration</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities Services-homeless Services-Health Health Agency Publicly Funded Institution/System of Care Other government - State Services - Veterans
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County, in support of veteran housing needs. City CDBG staff toured the Southern Oregon Rehabilitation Center & Clinic (SORCC). Topics of conversations during the visit focused on the characteristics of Southern Oregon's homeless veteran population, discharge procedures, and anticipated changes to future capacity.
16	<b>Agency/Group/Organization</b>	<b>La Clinica</b>
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Housing Related Health Issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	La Clinica staff continues to be active in community forums to develop housing solutions to positively impact the health of community members.
17	<b>Agency/Group/Organization</b>	<b>Consumer Credit Counseling Service of Southern Oregon</b>
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Education Services-Employment Credit Counseling
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Economic Development Financial Budgeting for LMI members

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The agency has increased outreach to serve LMI members struggling to secure rental housing, home ownership and employment resulting from poor credit scores and other financial issues.
18	<b>Agency/Group/Organization</b>	<b>United Way of Jackson County</b>
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Funding Source
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	United Way staff continues to provide consultation to the City through involvement with Jackson County Community Services Consortium and the Homeless Task Force. United Way staff has also been actively involved in assessing the impact of the Continuum of Care.
19	<b>Agency/Group/Organization</b>	<b>Rogue Valley Council of Governments</b>
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Regional Organization Planning Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency staff is actively involved in assessing the Continuum of Care and developing community solutions through a pending Regional Housing Strategy to be completed in partnership with the City of Medford, Ashland, Central Point, Eagle Point, Phoenix, Talent and White City during the 2018/19 program year. The City also partnered with RVCOG in conjunction with the completion of a Regional Housing Strategy through ECONorthwest.

20	<b>Agency/Group/Organization</b>	<b>Oregon Housing and Community Services</b>
	<b>Agency/Group/Organization Type</b>	Housing Other government - State Neighborhood Stabilization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Market Analysis Funding Resource
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff is engaged in ongoing consultation with Program Analyst, Alycia Howell, to research funding sources and regulatory barriers associated with housing development and mixed funding.
21	<b>Agency/Group/Organization</b>	<b>JOIN</b>
	<b>Agency/Group/Organization Type</b>	Housing Nonprofit Housing Developer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Housing Development Barriers
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	JOIN is a Portland nonprofit agency that works with homeless individuals and families to transition off the streets and into permanent housing. Rob Justus, JOIN's founder, participated in a community housing forum in March. Mr. Justus has been a valuable resource for uncovering ways to work through the complicated funding process of affordable housing development. Staff will continue conversations throughout the 2018/19 program year.
22	<b>Agency/Group/Organization</b>	<b>Coleman Creek Consulting Inc.</b>
	<b>Agency/Group/Organization Type</b>	Environmental Consulting
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Barriers - Environmental
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Coleman Creek provides consultation regarding asbestos and lead issues and abatement which have and may continue to impact the timeliness of demolition and larger rehabilitation projects.

23	<b>Agency/Group/Organization</b>	<b>PeopleFirst Properties</b>
	<b>Agency/Group/Organization Type</b>	Private Affordable Housing Developer
	<b>What section of the Plan was addressed by Consultation?</b>	Rental Housing Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	PeopleFirst Properties has been active in the pursuit of increasing affordable rental housing for LMI residents through purchase and rehabilitation of units in Medford. City staff is working with PeopleFirst Properties to explore implementation of a rental rehabilitation program through a pilot project in the 2018/19 year.
24	<b>Agency/Group/Organization</b>	<b>Columbia Care Services</b>
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Services-Health Services - Mental Health Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Permanent Supportive Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Columbia Care is a valuable resource in the development of permanent supportive housing, veteran services, rental assistance programming, and mental health services.
25	<b>Agency/Group/Organization</b>	<b>Camas Consulting</b>
	<b>Agency/Group/Organization Type</b>	Environmental Consulting
	<b>What section of the Plan was addressed by Consultation?</b>	NEPA Environmental Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff is utilizing Camas Consulting for environmental impact issues that may affect existing and future CDBG projects. Increased efficiency in the completion of complex environmental assessments is warranted.
26	<b>Agency/Group/Organization</b>	<b>Rogue Valley Youth for Christ</b>
	<b>Agency/Group/Organization Type</b>	Services – Children Other – Vocational Training Other – Transitional Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Homeless Needs – Unaccompanied Youth Economic Development Anti-Poverty Strategy Other: Vocational Training

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff working with Youth for Christ to develop viable projects that would target youth transitional housing and vocational training as a combined model.
27	<b>Agency/Group/Organization</b>	<b>Ford Real Estate</b>
	<b>Agency/Group/Organization Type</b>	Business Leaders Real Estate Professionals
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Housing Trends and Vacancy Rates
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff worked with Mike Hilaire to identify potential property sites for acquisition under the CDBG and NSP programs in partnership with Habitat for Humanity.
28	<b>Agency/Group/Organization</b>	<b>Medford Housing Advisory Committee</b>
	<b>Agency/Group/Organization Type</b>	Other: City Council appointed ad hoc housing advisory
	<b>What section of the Plan was addressed by Consultation?</b>	Other: Housing Development Strategies
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Planning Department Staff worked with members of the committee to identify and prioritize affordable housing strategies including policy changes and economic incentives to be presented to Council.
29	<b>Agency/Group/Organization</b>	<b>City of Bend</b>
	<b>Agency/Group/Organization Type</b>	Housing Other government - Local Other: Affordable Housing Program Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Affordable Housing Program Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City hosted a presentation by Jim Long, Bend's Affordable Housing Manager, to educate City staff, and members of the Medford Housing Advisory Committee and Housing and Community Development Commission to learn more about affordable housing program strategies. City staff continued to work with Mr. Long throughout the year to identify strategies, funding sources, partnerships and programmatic guidelines for a potential Construction Excise Tax.
30	<b>Agency/Group/Organization</b>	<b>City of Corvallis</b>

	<b>Agency/Group/Organization Type</b>	Housing Other government - Local Other: Affordable Housing Program Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Affordable Housing Program Development Leverage Funding Sources - HOME
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Planning Department staff consulted with Kent Weiss, City of Corvallis Housing and Neighborhood Services Manager, to analyze alternative funding sources including a Construction Excise Tax and the HOME program.
31	<b>Agency/Group/Organization</b>	<b>ECONorthwest</b>
	<b>Agency/Group/Organization Type</b>	Planning Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Affordable Housing Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City partnered with RVCOG, Ashland, Central Point, Talent and Phoenix to complete a Regional Housing Strategy that would uncover potential policy changes and economic incentives to increase affordable housing development in Medford.
32	<b>Agency/Group/Organization</b>	Southern Oregon University
	<b>Agency/Group/Organization Type</b>	Other: Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Planning Department staff worked with three SOU graduate research teams to complete a local assessment of attitudes, perceptions and recommended solutions to address homelessness. This was three-sector approach including businesses, residents and service providers. The City will incorporate the students' findings and recommendations in future efforts to develop a systematic approach to ending homelessness.
33	<b>Agency/Group/Organization</b>	Department of Land Conservation and Development (DLCD)
	<b>Agency/Group/Organization Type</b>	Other Government – State Planning Organization
	<b>What section of the Plan was addressed by Consultation?</b>	UBG Expansion Housing Strategies

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Josh LeBombard provided consultation during the UGB expansion and development of Housing Strategies. Mr. LeBombard served on the City's ad hoc Housing Advisory Committee and subsequently joined the CoC Housing Pipeline workgroup. He will continue to serve as a valuable consultant as the City proceeds with development of an affordable housing program.
34	<b>Agency/Group/Organization</b>	Home First Development Partners
	<b>Agency/Group/Organization Type</b>	Housing Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Development Homelessness Strategy Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Planning Departments staff, together with PeopleFirst Properties, held a meeting with Rob Justus to learn about his success with developing affordable housing. Discussion points included creative financing, developer incentives, prevailing wage restrictions, utilizing small contractors, long-term affordability, waiving SDC fees, working with agencies supporting communities of color and utilizing LIFT funds to support projects and developing smaller units (400 sq. ft. or less) to target people coming out of homelessness, and the cost barriers of developing smaller units.
35	<b>Agency/Group/Organization</b>	NeighborWorks Umpqua
	<b>Agency/Group/Organization Type</b>	Housing Planning Organization Other: Nonprofit Private
	<b>What section of the Plan was addressed by Consultation?</b>	Other: Housing Development Other: Housing Rehabilitation Other: Medford's Receivership Program Other: Land Banking
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff initiated consultation with Arielle Reid, Director of Policy and Advocacy for NeighborWorks Umpqua to explore future development opportunities. Planning Department and Legal staff will meet with NeighborWorks Umpqua in July 2018 to consider options for partnering with the City's Receivership Program.

36	<b>Agency/Group/Organization</b>	George Adams (as a Medford citizen)
	<b>Agency/Group/Organization Type</b>	Citizen
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Other: ADA Compliant Housing and Community Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff consults with Mr. Adams on an ongoing basis to develop projects and programs that are ADA compliant and that can better serve persons and families with disabilities. Mr. Adams serves as the Chair of the Oregon State Disabled/Senior Advisory Committee, Special Transportation Advisory Committee, Trans-Link Medical Board, Jackson Care Connect Board; and member of the medical records Reliance Board and the State of Oregon Rules Advisory Committee.
37	<b>Agency/Group/Organization</b>	Hayden Homes
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Other: Housing Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City worked with Hayden Homes to develop a multi-sector housing project to rebuild a veteran's home that was discovered through Code Enforcement. Hayden Homes also provided the City with valuable insight on barriers to affordable housing development.
38	<b>Agency/Group/Organization</b>	FirstStory
	<b>Agency/Group/Organization Type</b>	Housing Services – Housing Services - Children Other – Nonprofit Housing Development
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs Other: Housing Development Other: Housing Rehabilitation
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	FirstStory is the nonprofit organization that works with Hayden Homes to provide grants to families in need of affordable housing. The organization helped the City establish a new culture in the community, where a public, private, nonprofit partnership formed to provide housing for a veteran on the verge of homelessness.
39	<b>Agency/Group/Organization</b>	Luken Solutions

	<b>Agency/Group/Organization Type</b>	Services – Housing Services – Homeless Planning Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff consulted with Sally Luken about strategies to end homelessness. Ms. Luken provided consultation for the development of a six-step toolkit to build community support for affordable housing. The City will continue to work with Ms. Luken to develop the toolkit and complete a homeless system gaps analysis.
40	<b>Agency/Group/Organization</b>	City of Medford Building Department
	<b>Agency/Group/Organization Type</b>	Housing Other Government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Blighted Properties
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff discussed the needs for additional housing and the new systems in place to increase the speed and decrease the costs to Housing Developers.
39	<b>Agency/Group/Organization</b>	City of Medford Code Enforcement
	<b>Agency/Group/Organization Type</b>	Other Government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Blighted Properties
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff attended monthly Neighborhood Livability Partnership meetings to discuss Non-homeless special needs and ways to create additional affordable housing.
41	<b>Agency/Group/Organization</b>	Jackson County Continuum of Care
	<b>Agency/Group/Organization Type</b>	Civic Leaders Business and Civic Leaders Regional Organization Planning Organization Other Government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff works with the CoC to address homelessness at all levels and identify solutions. Conversations are ongoing.

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

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

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

**Table 6 – Other Local/Regional/Federal Planning Efforts**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
City of Medford 2015-20 Strategic Plan	City of Medford	Several of the City’s Strategic Plan goals and objectives align with the CDBG Strategic Plan/Consolidated Plan including <b>Objective 1.1</b> : Continue effectively enforcing residential housing standards; <b>Objective 1.4</b> : Direct law enforcement strategies to respond most effectively to crime trends and emerging issues; <b>Objective 1.5</b> : Enhance community partnerships to address crime and emerging crime trends; <b>Objective 5.1</b> : Promote retention and expansion of existing businesses and development of new businesses; <b>Objective 5.3</b> : Collaborate with other agencies, non-profits, and educational institutions to prepare a workforce for the 21st century; <b>Objective 6.1</b> : Promote the aesthetic quality of the urban environment; <b>Objective 6.2</b> : Ensure that the City’s codes enable developers, for-profit and nonprofit housing providers to meet the housing needs of the residents of Medford; <b>Objective 6.5</b> : Support and encourage community driven efforts to establish identity and sense of place; <b>Objective 6.7</b> : Improve the ability of residents to become self-sustaining; <b>Objective 6.8</b> : Work with community and regional partners and stakeholders to gain understanding regarding homeless issues in the community and potential opportunities to address the issues; <b>Objective 9.2</b> : Encourage pedestrian friendly design near activity centers; <b>Objective 11.1</b> : Reduce development application cycle time, <b>Objective 11.2</b> : Assist applicants in submitting thorough and complete development applications; and <b>Objective 14.5</b> : Provide adequate opportunities for public input.

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
State of Oregon Statewide Housing Plan	Oregon Housing and Community Services	The City's Plan goals are aligned with state priorities to develop quality affordable housing through the implementation of tools to address the housing need, strategies and partnerships; and specially, the allocation of CDBG resources to support housing development through off-site public infrastructure, acquisition, rehabilitation and planning activities.
Jackson County 10-Year Plan to End Homelessness	Continuum of Care	Many goals, objectives, and implemented strategies of the City's Consolidated and Strategic plans align with the Jackson County 10-Year Plan to End Homelessness including efforts to increase opportunities for new affordable housing and accessible decent existing housing; financial and technical assistance to programs that provide essential support services to low-income and special needs populations; neighborhood revitalization in low-income areas; participation in the CoC; and strategic allocations from the City's General Fund Grant program to service agencies providing direct assistance to the homeless.
A Home for the Hope: A 10-Year Plan to End Homelessness in Oregon	Governor's Office - Ending Homelessness Advisory Council	The City is coordinating with the region's CoC system to help end homelessness through adoption of housing policy and economic incentives to develop permanent housing with support services. Priorities within this Action Plan are meant to improve the homeless systematic approach to collecting homeless data, streamlining the chronically homeless and providing all homeless subpopulations with decent, safe, stable and permanent housing.
Opening Doors: Federal Strategic Plan to End Homelessness	The White House	The City's Consolidated Plan identifies strategies and anticipated outcomes to increase permanent housing, homeless sheltering and services to persons that are homeless or at risk of becoming homeless.

## **AP-12 Participation – 91.105, 91.200(c)**

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

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

As a CDBG entitlement jurisdiction, the City of Medford is required to implement a Citizen Participation Plan under Federal law. The City's citizen participation process is documented under the Consolidated Plan and has been in practice since inception of the program. Priority needs, goals, objectives, and strategies have been identified through a comprehensive and collaborative approach to citizen participation. An extension of this process has assisted in the development of a targeted Action Plan. As during past years, a public hearing preceded by a 30-day public comment period was conducted to solicit public participation prior to obtaining Council approval. This process assisted the City make a final funding determination and refine goals for future plans. All feedback and comments received during the 30-day comment period and public hearing have been considered and documented herein.

Obtaining direct input from low- to moderate-income (LMI) citizens is a priority within the City's Citizen Participation Plan yet found to be a challenge even when participation is highly encouraged. Consequently, the City places great value in the collaborative relationships with local nonprofit agencies providing direct services to CDBG targeted populations. Collecting information and data from these agencies builds a better understanding of the immediate and future needs of Medford's LMI residents.

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

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

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

*Public Participation.* Prior to amending an annual action plan, the City shall provide citizens with 30 days' notice and opportunity to comment on substantial amendment(s). Notice shall be given by public notice and electronic mail or letter to persons and organizations which have previously been involved in the consolidated planning process or have requested their name be placed on the consolidated plan mailing list. All comments received in writing or orally at public hearings will be considered, and if deemed appropriate, the City shall modify the amendment(s). A summary of

these, and a summary of any comments not accepted, and the reasons therefore shall be attached to the substantial amendment(s) of the action plan.

### Citizen Participation Outreach

**Table 7 – Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of Response - Attendance	Summary of comments received	Summary of comments not accepted and reasons	URL
1	Newspaper	Broad community	None recorded	None Received	None	N/A
2	City Website	Broad community	None recorded	None Received	None	<a href="#">Public Notice</a>
3	Public Hearing	Council/Community	Zero (0) testifiers spoke during the Action Plan public hearing held on 6/21/18.	One (1) representative spoke of the impact Compass House has had on her life during public comments prior to the Action Plan public hearing.	None	N/A
4	Internet/Email	Applicants/Recruited Candidates	Sixteen (16) comments were collected and recorded herein. Associated projects/topics include: 1) Compass House-rehabilitation of 37 N. Ivy; 2) Youth for Christ (YFC)-acquisition of 11 Almond; 3) YFC-rehabilitation of 1241 W 8 <sup>th</sup> ; 4) ADA accessible units at Housing Authority’s Newbridge Place; and 5) HMIS data.	See pages 4-15 above for a summary of all comments received.	None	N/A
5	Proximity Mailings	Residents within 200 feet of new projects	Associated addresses include: 2541 W 8 <sup>th</sup> Street, 11 Almond Street and 37 Ivy Street.	Comments were received relating to 11 Almond Street and 1241 W 8 <sup>th</sup> Street. See pages 4-5 for a summary of comments received.	None	N/A

## Annual Action Plan

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

#### Introduction

The City’s 2018/19 entitlement award is \$722,034, a 14.68 percent increase from the previous year. Level funding is anticipated for the remaining year Consolidated Plan period. Estimated additional budget allocations include budgeted 2018 program income of \$100,000; 2017 returned, but not programmed carryforward program income of \$51,544.78; and 2017 carryforward projects totaling \$589,527.11. The City anticipates an estimated 2018 CDBG budget of \$1,463,105.89 for the projects and programs referenced in AP-35 Projects 91.220(d). The City proposes to allocate \$1,411,561.11 to 10 projects and 6 programs referenced herein with the remaining \$51,544.78 to be allocated during the 2018 program year. The actual 2018 CDBG budget is subject to further change from unspent 2017 Program Administration and possible variances in project expenditures through June 30, 2018.

**Table 8 - Expected Resources Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:	Total:		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$722,034	\$151,544.78	\$589,527.11	\$1,463,105.89	\$822,034	See section <b>AP-38 Projects Summary</b> , for detailed description

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

During the City's request for proposals, the HCDC encourages and favorably scores projects and programs proposing strong leverage. During the 2018/19 program year, the combined leverage of all new and carryforward projects and programs is \$19,151,340. Subrecipients have secured or intend to secure leverage from the following sources:

- ACCESS – SHAP Housing
- Agency Cash Contributions
- Agency Fundraising Revenue
- Ames-Fluhrer Fund
- Anna May Foundation
- Arthur Dubs Foundation
- Asante Hospital
- Banner Bank
- Ben Cheney
- Business Donations
- CACFP Monthly Meals
- Carpenter Foundation
- Carrico Family Foundation
- Chaney Family Foundation
- City of Medford General Grant
- Coleman Fund
- DHS-Child Welfare
- DHS-Fee for Service
- Employment Development Grant
- ESG Pass-through
- Events and Fundraising
- Federal Basic Center Program
- Federal Street Outreach Program
- Head Start
- Individual Donations
- In-Kind Support
- Interest Income
- Jackson County
- Low-Income Housing Tax Credits
- Medford School District
- Oregon Law Foundation
- Oregon State Bar Legal Services Program
- Oregon Youth Development Grant
- Permanent Loan
- PRS Foundation
- Rogue Valley Council of Governments

- Senior Nutrition Program
- United Way
- YMCA
- Walker Foundation
- West Family Foundation

Categorical leverages are as follows:

- 1) Increase opportunities for transitional housing and vocational training: \$1,454,050
- 2) Increase opportunities for new rental housing: \$15,703,373
- 3) Improve public facilities, community centers and neighborhood parks: \$14,072
- 4) Assist public service agencies targeting Fair Housing and housing support: \$267,777
- 5) Assist Public Services providing public services to seniors and youth: \$1,512,068
- 6) Assist community centers serving individuals with mental illness: \$200,000

Subrecipient leverage obligations are monitored through the CDBG funding agreement, voucher reimbursement requests, grantee performance reports, and onsite monitoring visits. The City recognizes that it is not feasible for all projects and programs to bring strong leverage in an environment of declining resources. However, the 2018 Action Plan is well-balanced across the overall funding landscape.

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

The old Fire Station No. 2 located at 1241 W. 8<sup>th</sup> Street has been identified for eventual acquisition by Rogue Valley Youth for Christ (YFC), pending completion of the environmental assessment and approval of a conditional use permit. YFC would convert the facility to a multi-use community center focusing on serving the kids and families in the high-risk neighborhoods surrounding the facility.

**Discussion**

The City’s 2018/19 subrecipient pool exceeds leverage expectations under CDBG guidelines. The largest leverage of \$15,703,373 is from the HAJC to construct a new 64-unit affordable housing complex. Carryforward CDBG funds totaling \$323,504.40 will go towards required off-site public infrastructure improvements. The HCDC’s efforts to recommend prioritization of projects and programs targeting homelessness resulted in two new projects. YFC and Compass Housing bring a combined leverage of \$1,654,050. YFC will purchase a building to convert to a transitional housing and vocational training center; and Compass House will rehabilitate an existing building to expand services to individuals with mental illness including job training, employment search services and housing assistance programs. The holistic approach of targeting housing services with jobs training is a performance gap the City is eager to accomplish in the 2018 program year.

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

### Goals Summary Information

Table 9 - Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing - Objective 1	2015	2019	Affordable Housing	Citywide	Major Home Improvements Minor and Emergency Home Improvements	CDBG: 267,715.22	Homeowner Housing Rehabilitated: <b>23</b> Rental Housing Rehabilitated: <b>1</b>
2	Affordable Housing - Objective 2	2015	2019	Affordable Housing Public Housing Homeless	Citywide	Major Home Improvements Affordable Housing Development for Owner/Rental Public Infrastructure Homeless Prevention/Emergency Emergency Assistance/Operations and Services Homeless Prevention/Rapid Re-housing	CDBG: \$632,290.40	Public Facility or Infrastructure Activities for LMI Housing: <b>64</b> Households Assisted Rental units rehab: <b>0</b> Homeowner Housing Added: <b>3</b> Tenant-based rental assistance/Rapid Rehousing: <b>26</b> households or <b>68</b> persons Homeless/Transitional Beds: <b>84 youth</b>

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Public Services Availability - Objective 1	2015	2019	Homeless Non-Homeless Special Needs Non-Housing Community Development	Citywide	Youth Services Fair Housing Youth Centers Homeless Facilities/Services Homeless Facilities Homeless Prevention/Emergency Emergency Shelter Emergency Assistance/Operations and Services	CDBG: \$54,519	Public service activities other than LMI Housing Benefit: <b>1,380</b> Public service activities for LMI Housing Benefit: <b>53 persons</b> Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: <b>0</b>
4	Community Development - Objective 1	2015	2019	Non-Housing Community Development	Citywide CDBG Eligible Block Groups	Public Infrastructure Code Enforcement Demolition and Blight Clearance Community Facilities/Park and Recreation Senior Center Youth Center	CDBG: \$312,630.49	Buildings Demolished: <b>0</b> Buildings through Housing Code Enforcement/Foreclosed: <b>7 properties</b> Public Facility or Infrastructure Activities other than LMI Housing Benefit: <b>1,250 households</b> and <b>1,296 persons</b> broken down as follows: Parks and Recreation Facility: <b>1250 households</b> Senior Center: <b>516 persons</b> Youth Center: <b>100 persons</b> Community Center/Mental Illness: <b>680 persons</b>

## Goal Descriptions

**Table 10 – Goal Descriptions**

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

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

The HCDC awarded bonus points to applicants proposing projects or programs in alignment with the CoC and participating in or intending to participate in HMIS. The HCDC’s recommendation to prioritize projects was stimulated by community education and awareness throughout the year. This effort is expected to lead to development of 14 transitional housing beds for youth. During their stay, residents will receive vocational training and case management through partnering agencies to elevate chances of becoming self-sufficient home dwellers. In addition, 23 LMI homeowners are expected to benefit from home repair loans, 3 homebuyers through development of new townhouse-style homes, 64 residents through new affordable rentals and one renter through rehabilitation of one blighted rental unit.

## AP-35 Projects – 91.220(d)

### Introduction

This section lists and describes the projects and programs that have received new 2018 grant awards and those that have been carried forward. Housing projects with Habitat for Humanity and PeopleFirst Properties fully expended in the prior year but have not yet reported occupancy. These projects are not listed below but will be reported in 2018/19 Consolidated Annual Performance Evaluation Report.

**Table 11 – Project Information**

#	Project Name
1	Rogue Valley Youth for Christ Acquisition and Rehabilitation of Real Property
2	Compass House Property Renovation
3	Housing Authority of Jackson County Homeowner Repair Program – 2018
4	Housing Authority of Jackson County Homeowner Repair Program – 2017
5	Rogue Valley Youth for Christ Public Facility Rehabilitation
6	Housing Authority of Jackson County Newbridge Place
7	Medford Senior Center Facility Improvement
8	Medford Parks & Recreation Jackson Park ADA Upgrade
9	Children's Advocacy Center Porch Replacement
10	City of Medford Code Enforcement of Blighted Properties
11	St. Vincent de Paul - Reducing Medford Homelessness in 2018
12	Maslow Project - Safety Net and Case Management Services for Homeless Youth and Families
13	Hearts with a Mission - Shelter and Extended After Care
14	Center for Nonprofit Legal Services - Furthering Fair Housing in Medford
15	Community Volunteer Network - Foster Grandparent Program
16	Program Administration

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

Funding allocations and technical assistance during the 2018/19 CDBG program year are primarily focused on improving access to essential safety-net services for the underserved, increasing opportunities for housing development, and reducing blight and homelessness in Medford. Obstacles to addressing underserved needs are hovering around the lack of housing of all types. Housing developers and providers have expressed barriers to development including a lack of available land and flexible funding sources; restrictive zoning and building code requirements; expensive development charges; lengthy application review processes; and insufficient access to construction labor. According to Oregon Housing and Community Services 2015 Demographic and Housing Profiles report, the construction industry job growth was down 22.9% since 2009. Another contributing factor is the wage gap of low-income underserved renters. One out of 3 of all renters are paying more than 50% of their income in rent, but four out of five renters with

extremely low incomes are paying more than 50% of their income to rent (OHCS, 2015).

Addressing blight is challenged by the City’s ability to reach abandoned property owners and working against legislative boundaries of giving nonprofit developers first right to properties channeled through the Receivership Program.

Ending homelessness is restricted by the effectiveness of the region’s CoC system.

## AP-38 Projects Summary Information

Table 12 – Project Summary

<b>1</b>	<b>Project Name</b>	Rogue Valley Youth for Christ Acquisition and Rehabilitation of Real Property
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Community Development - Objective 1
	<b>Needs Addressed</b>	Transitional Housing/Vocational Rehabilitation Homeless Prevention Transitional Housing
	<b>Funding</b>	CDBG: \$250,000
	<b>Description</b>	Youth for Christ will acquire 11 Almond Street to convert the building to a dormitory-style transitional housing complex and vocational training facility for homeless youth.
	<b>Target Date</b>	06/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project is estimated to benefit approximately 40 homeless and at-risk youth during the first year of operation. Fourteen (14) transitional housing beds will be created.
	<b>Location Description</b>	11 Almond Street, Medford, Oregon 97501
	<b>Planned Activities</b>	CDBG funds will be used for acquisition.
<b>2</b>	<b>Project Name</b>	Compass House Property Renovation
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Community Development – Objective 1
	<b>Needs Addressed</b>	Employment/Job Training and Workforce Readiness Mental Health/Substance Abuse Senior and Disabled Services
	<b>Funding</b>	CDBG: \$129,661.50 plus 50% of the ending balance of 2017 CDBG Program Administration funds

	<b>Description</b>	Renovate a historic building to create a career center expanding services to address Employment/Job Training, Education, Workforce Readiness, Mental Health/Disability Services, Substance Abuse and Homelessness Prevention.
	<b>Target Date</b>	06/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Compass House provides services to adults living with mental illness. Services including education, life, job and skills training, case management, housing, other public service referrals and job placement assistance are expected to be made available to approximately 680 members during the program year.
	<b>Location Description</b>	37 N. Ivy Street, Medford, Oregon 97501
	<b>Planned Activities</b>	Renovate existing structure and parking lot to bring up to ADA and City Code standards.
<b>3</b>	<b>Project Name</b>	Housing Authority of Jackson County Homeowner Repair Program – 2018
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Affordable Housing - Objective 1
	<b>Needs Addressed</b>	Major Home Improvement Minor and Emergency Home Improvements
	<b>Funding</b>	CDBG: \$89,661.50 and estimated program income of \$95,000 plus 50% of the ending balance of 2017 Program Administration funds
	<b>Description</b>	The Homeowner Repair Program provides zero-interest, deferred loans to LMI homeowners for the correction of recognized home hazards to health and safety. Loans are secured by a lien on the property with repayment due upon sale or transfer of property by owner(s).
	<b>Target Date</b>	06/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The average home repair cost is \$12,000. HAJC anticipates serving 12 homeowners depending on the total amount of program income returned during the year.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Rehabilitation activities may include the repair of leaking roofs, failed heating systems, unsafe wiring, failed plumbing, installation of ADA improvements and other necessary repairs as deemed necessary and eligible.
<b>4</b>	<b>Project Name</b>	Housing Authority of Jackson County Homeowner Repair Program – 2017
	<b>Target Area</b>	Citywide

	<b>Goals Supported</b>	Affordable Housing - Objective 1
	<b>Needs Addressed</b>	Major Home Improvement Minor and Emergency Home Improvements
	<b>Funding</b>	CDBG: \$83,053.72
	<b>Description</b>	The Homeowner Repair Program provides zero-interest, deferred loans to low-and moderate-income homeowners for the correction of recognized home hazards to health and safety. Loans are secured by a lien on the property with repayment due upon sale or transfer of property by owner(s).
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Estimating the average home repair cost at \$12,000, HAJC anticipates serving 11 homeowners.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	Rehabilitation activities may include the repair of leaking roofs, failed heating systems, unsafe wiring, failed plumbing, installation of ADA improvements and other necessary repairs as deemed necessary and eligible.
5	<b>Project Name</b>	Rogue Valley Youth for Christ Public Facility Rehabilitation
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Community Development – Objective 1
	<b>Needs Addressed</b>	Youth Services Youth Centers
	<b>Funding</b>	\$24,429.78
	<b>Description</b>	YFC plans to lease the property to request a conditional use permit to purchase the property and convert the existing structure to a multi-use community center focusing on serving the kids and families in the high-risk neighborhoods surrounding the facility. CDBG funds will be used to rehabilitate the building.
	<b>Target Date</b>	06/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	YFC anticipates serving up to 100 youth during the first program year.
	<b>Location Description</b>	1241 W. 8 <sup>th</sup> Street, Medford, Oregon 97501

	<b>Planned Activities</b>	Rehabilitation activities include upgrades to windows and doors, corrections to violations of City Code and ADA standards, and tree removal. The building would be converted to a multi-use community center serving youth and families.
6	<b>Project Name</b>	Housing Authority of Jackson County Newbridge Place
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Affordable Housing – Objective 2 Community Development – Objective 1
	<b>Needs Addressed</b>	Public Infrastructure Affordable Housing Development for Owner/Rental
	<b>Funding</b>	CDBG: \$323,504.40
	<b>Description</b>	Extensive off-site public infrastructure improvements for required transportation connections supporting construction of a 64-unit affordable housing complex.
	<b>Target Date</b>	6/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Units will be made available to households earning up to 60% gross annual AMI. Twelve units will be set aside for very low-income family reunification households who fall under the 185% poverty level. Eight two-story buildings will contain 16 one-bedrooms, 32 two-bedrooms and 16 three bedrooms. Total low-income households served will be 63. Four units will be fully accessible, one hard of hearing, 32 visitable, and 26 adaptable.
	<b>Location Description</b>	217 N. Ross Lane, Medford, Oregon 97501
	<b>Planned Activities</b>	Planned activities (utilizing CDBG funds) include installation of required off-site public infrastructure improvements such as streets, curbs, sidewalks, street lights, landscaping, fire hydrants; and related sewer, water, and storm drainage connections for the development of a 64-unit affordable housing complex.
7	<b>Project Name</b>	Medford Senior Center Facility Improvement
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Community Development - Objective 1
	<b>Needs Addressed</b>	Senior Center
	<b>Funding</b>	CDBG: \$106,386.30
	<b>Description</b>	Medford Senior Center will undergo a formal ADA assessment and complete improvements to interior flooring, entry and exit safety upgrades, and undergo asbestos testing and potential abatement.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Senior Center expects to serve 516 seniors during the program year.

	<b>Location Description</b>	510 E. Main Street, Medford, Oregon 97501
	<b>Planned Activities</b>	Planned activities include a formal ADA assessment, asbestos testing, possible asbestos abatement, floor renovations in the main hall and beyond as necessary, and entry/exit safety improvements.
<b>8</b>	<b>Project Name</b>	Medford Parks & Recreation Jackson Park ADA Upgrade
	<b>Target Area</b>	CDBG Eligible Block Groups
	<b>Goals Supported</b>	Community Development - Objective 1
	<b>Needs Addressed</b>	Parks and Recreation Infrastructure Community Facilities/Park and Recreation
	<b>Funding</b>	CDBG: \$24,852.91
	<b>Description</b>	The City of Medford Parks and Recreation Department will upgrade Jackson Park to provide ADA amenities.
	<b>Target Date</b>	9/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Jackson Park serves a neighborhood of 1,250 with 64.4% or 805 residents reported as LMI by HUD Low Mod Income Summary Data.
	<b>Location Description</b>	West Clark Street, Medford, Oregon 97501
	<b>Planned Activities</b>	Install ADA benches, picnic tables, ramps and routes, and a drinking fountain.
<b>9</b>	<b>Project Name</b>	Children's Advocacy Center Porch Replacement
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Community Development - Objective 1
	<b>Needs Addressed</b>	Domestic Violence and Child Abuse Youth Services Health Services
	<b>Funding</b>	CDBG: \$21,800
	<b>Description</b>	Children's Advocacy Center will address safety concerns of the facility's entry porch through repair and upgrade to ADA standards.
	<b>Target Date</b>	09/03/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Children's Advocacy Center anticipates serving approximately 1,178 participants during the program year.
	<b>Location Description</b>	816 W 10th Street, Medford, Oregon 97501

	<b>Planned Activities</b>	The project will involve removing existing decking and substructure and installing a sloped concrete porch approximately 128.5. x 5' with the ramp area approximately 21' x 6'.
<b>10</b>	<b>Project Name</b>	City of Medford Code Enforcement of Blighted Properties
	<b>Target Area</b>	CDBG Eligible Block Groups
	<b>Goals Supported</b>	Community Development - Objective 1
	<b>Needs Addressed</b>	Code Enforcement
	<b>Funding</b>	CDBG: \$5,500
	<b>Description</b>	The Medford Code Enforcement and Building Safety Divisions will jointly address code violations of blighted unsafe properties.
	<b>Target Date</b>	6/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City anticipates addressing 5-7 blighted properties during the program year through activities that will initiate and complete action plans with property owners.
	<b>Location Description</b>	CDBG Eligible Block Groups
	<b>Planned Activities</b>	Activities include property inspections for code violations and enforcement of codes. Other costs will be related to legal proceedings and general administration to provide notice of code requirements and assistance to property owners.
<b>11</b>	<b>Project Name</b>	St. Vincent de Paul - Reducing Medford Homelessness in 2018
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Affordable Housing - Objective 2
	<b>Needs Addressed</b>	Emergency Assistance Homeless Prevention/Emergency Homeless Prevention/Rapid Re-housing
	<b>Funding</b>	CDBG: \$28,794; plus \$5,000 eligible program income
	<b>Description</b>	This program will follow HUD guidelines regarding income and affordable rent calculations when offering eligible residents rent and utility assistance. St. Vincent will work with clients to help them qualify and pay security deposits and first and/or last month's rent, as well as provide guidance during the following 12 months to help keep tenants in their homes.
	<b>Target Date</b>	6/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Based on previous year's performance and an average cost of \$1,100 per family or \$425 per person, St. Vincent anticipates serving approximately 26 families or 68 individuals.
	<b>Location Description</b>	Project benefits low-and moderate-income families, city-wide.
<b>Planned Activities</b>	Provide rent and utility assistance to households at risk.	

12	<b>Project Name</b>	Maslow Project – Safety Net and Case Management Services for Homeless Youth and Families
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services Availability - Objective 1
	<b>Needs Addressed</b>	Emergency Assistance Youth Services Youth Centers Emergency Assistance/Operations and Services Employment/Job Training, Workforce Readiness
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	This program serves Medford homeless youth (ages 0-21) and families with intensive, integrated support services. All services are aimed at assisting homeless youth and families reach stability and progress toward self-sufficiency.
	<b>Target Date</b>	6/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CDBG funds are estimated to serve approximately 1,350 youth and families currently experiencing, or are at high risk of, homelessness through safety-net services that lead to stability.
	<b>Location Description</b>	Maslow Project is located at 500 Monroe Street, Medford, Oregon 97501; however, program services are conducted city-wide.
<b>Planned Activities</b>	The City will provide funds that will directly impact Medford’s homeless, or at risk of becoming homeless, youth and families by reimbursing a percentage of staff salaries.	
13	<b>Project Name</b>	Hearts with a Mission - Shelter and Extended After Care
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services Availability - Objective 1
	<b>Needs Addressed</b>	Youth Services Youth Centers Homeless Facilities/Services Emergency Shelter Homeless Prevention/Rapid Re-housing Transitional Housing
	<b>Funding</b>	CDBG: \$24,992
	<b>Description</b>	This program provides emergency sheltering and after care options to help stabilize youth in crisis while decreasing the possibility of victimization. Once crisis situations are stabilized, services focus on the therapeutic support, education, and strategic intervention that attend to the individualized needs.
	<b>Target Date</b>	6/29/2019

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will be reported under a HUD defined homeless shelter expecting to serve approximately 70 youth at the shelter during the program year. Hearts with a Mission is estimated to serve approximately 370 youth and family members through broad services.
	<b>Location Description</b>	The emergency shelter is located at 521 Edwards Street in Medford; however, Hearts with a Mission serves homeless youth and families on a city-wide basis.
	<b>Planned Activities</b>	CDBG funds will go to hire a new case manager to focus on after care services and supports for youth and families.
<b>14</b>	<b>Project Name</b>	Center for Nonprofit Legal Services Furthering Fair Housing in Medford
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services Availability - Objective 1
	<b>Needs Addressed</b>	Fair Housing Legal Services Homeless Prevention (through eviction prevention)
	<b>Funding</b>	CDBG: \$20,826
	<b>Description</b>	This program supports the City of Medford's priority of increasing Fair Housing education, awareness and outreach among minority groups, low-income residents, seniors and persons with disabilities.
	<b>Target Date</b>	6/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This program will serve an estimated 73 clients through four Fair Housing presentations and outreach sessions of which a percentage are expected to require legal advice and/or representation.
	<b>Location Description</b>	Services take place at 225 W Main, Medford Oregon 97501; however, outreach is conducted citywide.
	<b>Planned Activities</b>	Provide funding to further Fair Housing education and outreach through four targeted community sessions in addition to providing targeted populations with access to the justice system that may help enable tenants to become self-sufficient and landlords accountable.
<b>15</b>	<b>Project Name</b>	Community Volunteer Network Foster Grandparent Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services Availability - Objective 1
	<b>Needs Addressed</b>	Senior & Disabled Services Youth Services
	<b>Funding</b>	CDBG: \$8,693

	<b>Description</b>	The Foster Grandparent program matches senior volunteers with children being served in local non-profits, public schools, after school youth facilities and Head Start centers to provide one-on-one tutoring and guidance at critical times in the children’s lives.
	<b>Target Date</b>	6/28/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Community Volunteer Network is estimated to serve approximately 30 senior volunteers during the program year.
	<b>Location Description</b>	City-wide.
	<b>Planned Activities</b>	Funds will reimburse a percentage of program staff wages.
16	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services Availability - Objective 1
	<b>Needs Addressed</b>	Affordable Housing Development for Owner/Rental Emergency Assistance Major Home Improvement Minor and Emergency Home Improvements Domestic Violence and Child Abuse Youth Services Fair Housing Senior and Disabled Services Health Services Employment/Job Training, Workforce Readiness Public Infrastructure Parks and Recreation Infrastructure Code Enforcement Community Facilities/Park and Recreation Senior Centers Youth Centers Homeless Facilities/Services Mental Health/Substance Abuse Homeless Prevention/Emergency Emergency Shelter Emergency Assistance/Operations and Services Homeless Prevention/Rapid Re-housing Transitional Housing
	<b>Funding</b>	CDBG: \$144,406
	<b>Description</b>	City of Medford Community Development Block Grant 2018/19 program administration.
	<b>Target Date</b>	6/30/2019

<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>Program administration funds will be allocated to administrative expenses necessary to administer the CDBG program. Anticipated performance outcomes can be summarized as serving:</p> <ul style="list-style-type: none"> <li>• 40 youth with transitional housing and vocational training</li> <li>• 100 youth with programs to build character and purpose at a community youth center</li> <li>• 70 with overnight emergency shelter at a homeless youth shelter</li> <li>• 1,350 youth and families through wrap-around case management services</li> <li>• 1,178 participants at an advocacy center for children</li> <li>• 26 families or 68 persons with emergency rental assistance</li> <li>• 23 homeowners with home repair loans</li> <li>• 680 adults with life skills to cope with mental illness and disabilities</li> <li>• 516 seniors through a safer community senior center</li> <li>• 30 volunteer seniors through child mentor opportunities</li> <li>• 73 residents/tenants through Fair Housing education, outreach and legal services</li> <li>• 1,250 households with an ADA upgraded neighborhood park</li> <li>• 5-7 blighted unsafe properties in Code violation with staff assistance</li> <li>• 64 residents/households with new affordable rental housing*</li> <li>• 3 homebuyers with new affordable housing**</li> <li>• 1 rental household with a newly rehabilitated rental unit**</li> <li>• 1 homeless system gaps analysis</li> </ul> <p><i>*Project is likely to carryforward into the 2019 program year due to a construction delay</i></p> <p><i>**Projects expended funds in 2017 but will report results in 2018</i></p>
<p><b>Location Description</b></p>	<p>City-wide. Program administration staff is located at 200 S. Ivy Street, Medford, Oregon 97501.</p>
<p><b>Planned Activities</b></p>	<p>Planned program administration activities include but may not be limited to City CDBG staff wages, benefits, training, materials, Fair Housing outreach and education, community planning, and environmental review/assessment costs.</p>

## **AP-50 Geographic Distribution – 91.220(f)**

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

Medford will not be distributing CDBG resources through a geographic targeting approach during the 2018/19 program year. However, roughly 2.3 percent of funding will be allocated to projects that are eligible based on CDBG criteria of "Low Income Area Benefit" (LMA).

### **Geographic Distribution**

**Table 13 - Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Citywide	97.7
CDBG Eligible Block Groups	2.3

### **Rationale for the priorities for allocating investments geographically**

The Jackson Park ADA Upgrade and Code Enforcement of Blighted Properties projects are allocated CDBG resources based on an LMA benefit. The rationale behind not prioritizing more geographically based investments is fueled by other top priorities such as a lack of affordable housing, homelessness and the need for support services, all of which are citywide issues.

### **Discussion**

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

## **AP-55 Affordable Housing – 91.220(g)**

### **Introduction**

The City continues to support projects and programs that increase new housing and improve the condition and affordability of existing housing, while focusing on rental and homeownership opportunities. Both homeless and non-homeless persons will be assisted with resources to help develop affordable housing.

The City complies with HUD 24 CFR 91.220 when defining “affordable housing” for performance reporting purposes. Activities proposed under the Action Plan include rental assistance, production of new units, rehabilitation of existing units and acquisition of existing units using funds made available to the jurisdiction. The term affordable housing is defined as follows per 24 CFR

92.252 for rental housing and 24 CFR 92.254 for homeownership.

*Rental Housing.* CDBG-assisted rental housing must be occupied by households that are eligible as LMI families as per the most recent HUD Income Limits. Housing projects will be occupied within six months of completion by tenants paying fair market rent based on 24 CFR 888.111. Rent limits apply to rent plus the utilities and combined should not exceed 30% of the tenant’s adjusted gross income.

*Homeownership.* According to 24 CFR 92.254, housing must be modest single family in type with a purchase price not to exceed 95% of the median purchase price for the area. The home must serve as the primary residence for an income eligible buyer earning  $\leq$  80% of the AMI.

Transitional housing units are not included in the following one-year expectations based on HUD definitions of affordable housing. The tables to follow identify numbers of households to be served based on the forecasted status at the time of service and associated project costs. Actual numbers may vary.

**Table 14 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	13
Non-Homeless	98
Special-Needs	6
Total	<u>117</u>

**Table 15 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	26
The Production of New Units	67
Rehab of Existing Units	24
Acquisition of Existing Units	0
Total	117

## **Discussion**

The 117 households supported through affordable housing is the result of four agencies including St. Vincent de Paul, Housing Authority of Jackson County, Habitat for Humanity and PeopleFirst Properties. St. Vincent de Paul estimates serving 26 households with rental assistance, 50% of which are likely to be homeless at the time of service. Housing Authority is set for two projects. The first will serve roughly 23 homeowners with emergency home repairs, and the second will serve 64 households through the development of a new apartment complex. The City is supporting the housing development project with funds to install an off-site street and associated improvements. Four units will be fully accessible, one hard of hearing, 32 visitable, and 26 adaptable. Two additional projects that expended funds in 2017 but have not yet reported outcomes are expected to contribute four housing units. PeopleFirst Properties will complete rehabilitation of one rental unit; and Habitat for Humanity will build three new homeowner units, one of which will serve a special needs family.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

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

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

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

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

Not applicable.

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

Not applicable.

### **Discussion**

Not applicable.

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

### **Introduction**

The first step in serving homeless and special needs individuals and families is assessing and prioritizing their needs. The HCDC, serving as the advisory body to Council on matters related to the CDBG program, solicits projects and programs that propose activities to address those needs. Maintaining the CDBG annual grant competition and holding monthly public meetings for advocates to share concerns are two ways the HCDC stays connected. Heightened awareness has been directed to the needs of persons with disabilities, homeless individuals and families, veterans, victims of domestic violence, mentally ill, unaccompanied homeless youth and those suffering from HIV/AIDS.

City Council is supportive in the community's battle to address homelessness. In fact, "Working with the CoC to ensure homeless mitigation strategies are completed and acted on" is one of Council's 2017/19 Biennium Goals. This strong political will has been a driving force in the development of the 2018/19 Action Plan. A key strategy already implemented by the City is maintaining active involvement with the CoC. As previously mentioned, the City Manager serves as the CoC Board Chair; a member of the HCDC serves as a Board member and workgroup chair; and two other staff members serve on CoC workgroups including the Homeless Task Force and Housing Pipeline. Efforts to improve the effectiveness of the CoC is a time intensive commitment that utilizes valuable City resources.

A summary of actions the City will take to address the needs of homeless and special needs populations is listed below and further explained in the sections to follow:

- Allocate City resources to nonprofit agencies specializing in homeless outreach;
- Working closely with nonprofit agencies to address emergency shelter and transitional housing needs;
- Better identify and assess homeless persons and families through prioritization and encouragement of participation in the HMIS;
- Assist with streamlining chronically homeless subpopulations through the prioritization of improving the region's Coordinated Entry System;
- Help low-income individuals and families avoid becoming homeless through emergency rental assistance;
- Provide financial assistance to the operations of an emergency shelter working with homeless youth and their families;
- Acknowledge the need to better serve individuals with mental illness through funding the rehabilitation and expansion of a community facility;
- Provide homeless and at-risk youth with transitional housing and vocational training through acquisition funds;
- Help prevent youth gang violence that can lead to incarceration and eventual homelessness

- by supporting the rehabilitation of a new youth center; and
- Help end homelessness through the development of a region wide systematic approach.

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

A significant percentage of the expected resources listed under **AP-15 Expected Resources** are allocated to either affordable housing or homeless service programs that are focused on preventing or ending homelessness in Medford. Council also awards funding to agencies that provide direct services to homeless and other special needs subpopulations on a biannual basis through the City's General Fund Grants program.

During the 2018/19 CDBG grant cycle, the City will allocate 72.74% of the allowable 15% entitlement funding to three programs that provide homeless outreach or prevention services in Medford: 1) Maslow Project, \$25,000; 2) St. Vincent de Paul, \$28,794 (plus \$5,000 in eligible program income); and 3) Hearts with a Mission, \$24,992. Together, these agencies will provide outreach and services to an estimated 1,488 individuals that are homeless or at risk of becoming homeless. Services include overnight shelter, emergency rental assistance, healthcare referrals, mental health counseling, food, clothing, transportation, life skills, transitional planning, education planning, financial assistance, referral services, and other basic needs. In addition, Council allocated \$300,000 to agencies that provide direct services to homeless and at-risk subpopulations through the City's General Fund Grants (GFG) program. Collectively, Maslow Project, Hearts with a Mission and St. Vincent de Paul were awarded \$106,000 during the 2017/19 biennium. An additional \$30,000 non-GFG dollars were awarded to the staffing of a new CoC Coordinator. This position is expected to pay dividends during the 2018 program year in the form of increased collaboration and strategic action.

Additional City resources will go to the completion of a homeless system gaps analysis. This study will compare national benchmarks with anticipated and actual outcomes, deficient objectives, homeless housing type needs, pipeline projects and actions, and suggested future actions. A consultant will facilitate a convening of key regional government staff, elected officials, top executives and community leaders to identify strategies and partnerships that can work in collaboration with the CoC and the City to implement actions.

**Addressing the emergency shelter and transitional housing needs of homeless persons**

Emergency shelters and transitional housing have been identified by several agencies to be a strong need over the next two years. As referenced above, the City will allocate funds to Hearts with a Mission's homeless youth shelter. A new project with Rogue Valley Youth for Christ will allocate \$250,000 for the acquisition of an existing building close to services that will be converted to a youth transitional housing complex that also provides vocational training. The facility will provide 14 dormitory style beds for students to reside for up to 24 months while completing courses in one or more of five vocational disciplines. The City attributes its receipt of this proposal to: 1) proactive community outreach to promote the development of transitional housing with job training; 2)

engaging the faith-based community when appropriate for the CDBG program; 3) prioritizing projects proposing actions to address homelessness; and 4) building positive relationships within the real estate sector.

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

Investing in the operations of Hearts with a Mission’s homeless youth shelter will help re-unite youth with their families, transition to a temporary host family, or independently transition to permanent supportive housing. The program serves homeless, runaway and at-risk youth. The shelter program is tailored to meet the needs of youth ages 10-17, while their host home program, “Safe Families for Children,” serves youth up to age 22. Hearts with a Mission anticipates providing 70 homeless youth with shelter accommodations and services during the 2018/19 program year.

A contribution to St. Vincent de Paul’s \$220,000 Housing Program will help create more opportunities for homeless and at-risk residents to secure or sustain affordable rental housing. St. Vincent estimates assisting approximately 26 families or 68 people living in Medford. On average, approximately 50 percent of those served are homeless at the time of service.

The YFC transitional housing and vocational training center referenced above will work to enable youth to live more self-sustainable lives through job skills and placements that can lead to their ability to obtain permanent housing. YFC estimates serving 28 homeless youth during their first year of operation.

Compass House will receive \$129,661.50 to expand and rehabilitate the agency’s clubhouse that serve adults with mental illness. Many of the 680 forecasted members to be served will gain essential life and job skills training, employment placement and mentorship, housing referrals and assistance, referrals, social interaction and assistance with monitoring medications. Approximately 32% of Compass House’s members report homelessness at the time of entry.

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

Several CDBG-funded activities will help LMI individuals and families avoid becoming homeless by either providing essential safety net and supportive services, case management, referrals, rental

assistance, or housing rehabilitation or development.

The following four projects previously reference help LMI individuals and families avoid becoming homeless:

- Although Hearts with a Mission is expecting to serve approximately 70 homeless youth, an additional 300 troubled youth and their family members are expected to be served through the program;
- Fifty percent of those served by St. Vincent de Paul's rental assistance program are anticipated as non-homeless at the time of service, which equates to roughly 13 household or 34 individuals;
- YFC's transitional housing/vocational training project is anticipating serving 13 non-homeless youth many of which will be discharged from Hearts with a Mission's youth shelter or other publicly funded or corrections programs; and
- Compass House estimates 68% or 462 of the estimated 680 adults with mental illness will not be homeless at the time of service.

Maslow Project was awarded CDBG funds to serve 1,350 youth and family members with a mix of prevention and intervention services that increase resiliency, improve individual outcomes and reduce risk factors associated with social determinants of health. The overarching goal of the program is to bring stability to the lives of youth by helping them complete their education, and transition to the workforce, permanent housing and adulthood.

Center for Nonprofit Legal Services (CFNPLS) will receive \$20,826 to provide approximately 73 clients with legal services relating to Fair Housing outreach, education and legal services. Legal representation may include legal advice, counsel, negotiation with landlords, and representation in court. Services are geared to help these individuals avoid homelessness.

Community Volunteer Network will receive \$8,693 to support 30 Medford seniors through the Foster Grandparent Program (FGP). This program offers seniors 55 years of age and older a small non-taxable stipends of \$2.65 per hour for their service mentoring the youth of our community. The average monthly household income of Medford FGP volunteers in 2017 was \$1,036.97. The stipend received is often applied to monthly bills such as rent, food and utilities.

CDBG funding in the amount of \$323,504.40 will be carried forward to provide HAJC off-site public infrastructure support for the development of a 64-unit, LMI affordable apartment complex at 217 N. Ross Lane known as the "*Newbridge Place*." The project will be available to households earning up to 60 percent gross AMI. Twelve units will be set aside for very low-income family reunification households who fall under the 185 percent poverty level. These units will have rent subsidy which limits the tenants rent portion to 30 percent of household income. In addition, 12 units will be VASH units for veterans and six units will be fully ADA accessible.

The City also funds a homeowner repair program administered by HAJC. This program is expected to serve approximately 23 homeowners with emergency repairs, often needed to prevent

homelessness triggered by unabsorbent housing costs, associated medical expenses or extreme code violations that create uninhabitable conditions.

**Discussion**

The City will continue its efforts to provide technical assistance to all agencies working to end and prevent homelessness. Collaboration among local government, elected officials, nonprofit agencies, private businesses, stakeholders, homeless individuals and the public is a priority of the new program year. Council has directed staff to bring back several housing strategies for review and potential approval during the 2018 program year. Potential policy changes and economic incentives would help increase housing production of all types leading to the prevention of homelessness by offering affordable alternatives to residents earning  $\leq 30\%$  of the AMI. Driving rents down through supply would also provide residents earning up to 120% of the AMI with more housing options.

**HOPWA Funding**

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

**Table 16 – One Year Goals for HOPWA by Support Requirement**

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

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

### **Introduction**

The City recognizes that barriers to the development of affordable housing exist at the federal, state and local levels. According to 24 CFR 91.220(j), actions to remove or ameliorate negative effects of public policies that serve as barriers to affordable housing may include but are not limited to land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. The following potential barriers were identified during the 2015-19 consolidated planning process:

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

Additional barriers uncovered during the first three years of the Consolidated Plan period include:

- Compliance and timeliness challenges when utilizing multiple regulated funding sources
- Scarcity of flexible-use funding
- Lack of cross-sector collaboration
- Substandard affordable rental housing stock
- High rental market rates coupled with lagging wage rates
- Insufficient capacity to develop creative projects that are competitive in state/federal grant competitions
- Cost barriers to developing smaller units

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

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

The City works to address barriers to affordable housing through Council directed actions. On February 15, 2018, Council approved adopting a Construction Excise Tax (CET) to promote affordable housing, effective upon State acknowledgement of the UGB expansion; Council passed a second motion directing staff to move forward on the Housing Advisory Committee's (HAC) housing strategies and recommendations; and a third to establish a permanent HAC and Systems Development Charge (SDC) Deferral program.

On May 3, 2018, Council authorized a grant agreement with DLCD to hire a consultant to assist in code amendments and economic incentives recommended by the HAC.

Priority regulatory reforms include:

- Make minor lot partitions an administrative decision
- Implement residential design standards and streamlined review process
- Review how density is calculated and where it might be adjusted
- Review lot sizes for multi-family residential (MFR)
- Allow cottage housing
- Increase maximum building height in MFR zones
- Reduce minimum off-street parking requirements in some cases
- Allow residential care facilities >15 residents in MFR zones
- Provide legal status to nonconforming residential buildings in commercial zones with building department review only

Medium to low priority include:

- Expand zones where ADUs may be located
- Build in flexibility for site design and lot layout
- Density bonuses to avoid closure of mobile home parks

High priority economic incentives include:

- Multi-Unit Property Tax Exemption
- Establish a permanent HAC
- SDC deferral/exemption
- Finance permit fees
- Incentive ADUs

DLCD announced approval of Medford's UGB expansion on May 18, 2018. Approval demonstrates Medford's commitment to meeting statewide planning goals and addressing local

needs for housing and employment opportunities. The expansion is an extension of the regional planning process to increase efficiency of land use in residential development and encourage development of affordable housing for households earning less than 60% of AMI.

Medford's UGB expansion is comprised of 1,032 acres residential, 637 employment, and 1,877 wildland parks. Residential includes 885 acres zoned UR, 27 UM, and 120 UH. Employment includes 222 service commercial, 318 commercial, and 97 general/heavy industrial. Increasing Medford's buildable land inventory through residential and commercial acres will undoubtedly address one of the most notable affordable housing development barriers.

The City will continue to attract developers to build in Medford through strategies like the Building Division's newly launched Master Plan Review program, which increases turnaround time to 3-5 days and allows for a 50% discount on subsequent reviews for an approved Master Plan.

### **Discussion**

The City is increasing housing opportunities through regulatory reform, economic incentives and additional buildable land in areas close to work, education and amenities that will continue to develop Medford as a desirable city to live, work and play.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

The City plans to facilitate other actions that can help address the needs of underserved persons, foster and maintain affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies. Actions may extend beyond what is referenced in this section based on Council direction and community consultations throughout the program year.

### **Actions planned to address obstacles to meeting underserved needs**

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

City staff will continue to seek consultation from agencies and individuals specializing in the needs of seniors and persons with all types of disabilities to help maintain their independence through suitable housing.

### **Actions planned to foster and maintain affordable housing**

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

Other actions to foster and maintain affordable housing involves the City's recent reservation of \$720,000 in Neighborhood Stabilization Program (NSP) funds from Oregon Housing and Community Services (OHCS) for the acquisition of three blighted properties. These homes will be developed by Habitat for Humanity and made available to two homebuyers earning  $\leq 50\%$  AMI and one up to 120%. One unit is reserved for a special-needs family.

As part of the Comprehensive Plan, the City completed an inventory of mobile/manufactured home parks as of 2007. Fourteen parks containing 1,265 spaces were identified at that time. The Plan referenced a need for 395 new mobile dwellings in parks by 2029; an average of 20 new dwellings per year. The average added between 1996 and 2009 was 13. Unknown performance in the area of restoration and development has prompted staff to engage in conversations with Southern Oregon manufactured housing developers and advocates to analyze potential utilization of CDBG funds

for rehabilitation of owner-occupied mobile homes that are part of Medford's housing stock. The City will participate in a manufactured housing convening in October 2018. The agenda is expected to include discussion of the manufactured housing landscape, ownership models, replacement and energy efficient upgrades, public agency roles, dispute resolution, homebuyer education, repairs and maintenance issues, and local zoning and planning issues. State agencies will be in attendance to discuss agency roles, pilot and energy programs, statewide initiatives, financing, and policy updates.

During the 2017 program year, the City consulted with Luken Solutions to stimulate affordable housing awareness and collaboration through a four-part winter series to build community support for homeless and LMI housing projects. A conceptual plan to create a six-step tool kit for nonprofit developers proposing controversial projects was initiated, but not completed. City staff will seek additional funding through Meyer Memorial Trust and OHCS to help complete this project in the 2018 program year.

Fostering affordable housing development through blighted properties has been an ongoing effort. The City will continue to seek nonprofit agencies interested in taking on the role of "Receiver" of properties that have gone through Medford's Property Maintenance Code/Receivership Process. Staff will consult with NeighborWorks Umpqua; a private housing, financing and community development and advocacy agency to explore new opportunities.

Lastly, Housing and Community Development Division staff intends to explore potential partnerships between churches, private developers and nonprofit housing providers to foster the development of affordable housing.

### **Actions planned to reduce lead-based paint hazards**

HAJC administers the City's Homeowner Repair Program. This program provides the City with an avenue to continue to meet HUD lead-based paint abatement standards through housing rehabilitation. The City also supports identifying Housing Code violations through the combined efforts of the Code Enforcement and Building Safety divisions. These programs target some of the oldest housing stock in the city which is typically in the worst condition and the most likely to have lead-based paint hazards. The City seeks to aid projects and programs that will help expand the stock of lead-safe housing units.

The City will allocate a combined \$172,715.22 from 2017 carryforward and 2018 entitlement funds plus an additional estimated \$95,000 in program income to rehabilitate owner-occupied homes in need of emergency repairs. These homes could involve the presence of lead. Other projects that may require lead abatement involve rehabilitation of four facilities, totaling \$510,478 in CDBG funding. Properties include 510 E. Main Street, 11 Almond Street, 1241 W. 8<sup>th</sup> Street and 37 Ivy Street. When a project requires lead abatement, the abatement will be completed by a licensed abatement contractor and comply with all environmental laws and regulations.

## **Actions planned to reduce the number of poverty-level families**

During the 2018/19 program year, City CDBG staff will provide technical assistance to 12 agencies that work to reduce the number of poverty-level families through safety-net services and essential referrals to other service providers:

- Center for Nonprofit Legal Services
- City of Medford Building Safety Division
- City of Medford Code Enforcement Department
- Community Volunteer Network
- Compass House
- Habitat for Humanity
- Hearts with a Mission
- Housing Authority of Jackson County
- Maslow Project
- PeopleFirst Properties
- Rogue Valley Youth for Christ
- St. Vincent de Paul

Supporting these agencies is the primary planned action to reduce poverty through the CDBG Program. Combined CDBG funding allocated to these twelve subrecipients totals \$1,045,502. Other actions include increasing community and staff awareness of barriers to preventing a reduction in poverty as well as the need for job training and education assistance programs to promote self-sufficiency. City staff stays connected with local nonprofits serving residents living in poverty to assess the needs of these individuals and the agencies serving them. This commitment opens doors for future actions to reduce poverty in Medford.

## **Actions planned to develop institutional structure**

The institutional delivery system in Medford is well coordinated and spans a range of community needs. The City has many years of experience managing and implementing the programs addressed in the Consolidated Plan, as well as working with outside agencies that fill needs outlined in the Consolidated Plan. The City's institutional delivery structure has grown to over 30 agencies all of which have contributed to the City's 2018/19 Action Plan.

To further develop institutional structure, the City will increase collaboration with the CoC Board, and all associated workgroups, ad hoc committees and agencies of membership to identify solutions to address homelessness. The City will also work to facilitate a convening of key members of community leadership to develop homeless strategies, consider reorganization of certain advisory commissions to capture a broader community representation, and continue to focus on developing housing strategies that can reduce barriers to development.

## **Actions planned to enhance coordination between public and private housing and social**

## **service agencies**

The City intends to help strengthen coordination between private housing and social service agencies by engaging private sector business through consultation and inclusion in focus group meetings held during the program year. Other actions that may help enhance coordination include:

- Continue to cultivate cross-sector partnerships by collaborating with housing developers to engage faith-based organizations in housing development partnerships which is an area that has not been explored directly by the City in previous action plan years.
- Continue to enhance efforts to convert blighted properties to decent affordable housing stock by cultivating owner options including voluntary self-rehabilitation and selling to a philanthropic developer.
- Explore opportunities with Jackson County to offer nonprofit developers priority during foreclosure auctions which may help expand the city's long-term affordable housing stock.

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

### Introduction

The Action Plan describes activities planned with respect to all CDBG resources expected to be available during the program year. Program income is anticipated throughout the year, but exact amounts are unknown during the Action Plan development process. The City's 2018/19 Action Plan does not include activities related to section 108 loan guarantees, surplus funds from urban renewal settlements, line of credit returns or income from float-funded activities. The City proposes no urgent needs activities and plans to allocate 100% of available CDBG resources to benefit persons or areas of LMI during the 2018/19 one-year Action Plan.

### Community Development Block Grant Program (CDBG)

#### Reference 24 CFR 91.220(1)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the section AP-35 Projects. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$51,544.78
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>\$51,544.78</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

### Discussion

The total amount of program income received but not reprogrammed includes \$42,544.78 from the HAJC 2017 Homeowner Repair program and \$9,000 from ACCESS's previous down payment assistance program. HAJC has requested a return of the program income, which will be presented to the HCDC for approval on July 11, 2018; and ACCESS is not requesting a return.

# Appendix A – Citizen Participation Plan

## 1. INTRODUCTION

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

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

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

## 2. CONSOLIDATED PLAN PREPARATION

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

- The amount of assistance Medford expects to receive.
- The range of activities that may be undertaken.

- Estimated amount that will benefit persons of low and moderate income.
- Efforts to minimize displacement of persons and assistance if displacement occurs.

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

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

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

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

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

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

### 3. AMENDMENTS TO THE CONSOLIDATED PLAN

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

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

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

#### 4. AMENDMENTS TO THE ONE YEAR ACTION PLAN

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

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

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

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

#### 5. PERFORMANCE REPORTS

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

#### 6. MISCELLANEOUS

##### (1) Bilingual Opportunities

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

##### (2) Accessibility

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

##### (3) Access to records

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

#### (4) Technical Assistance

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

#### (5) Complaints

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

#### (6) Use of the Citizen Participation Plan

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

# Appendix B – Application for Federal Assistance

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

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: 06/25/2018	4. Applicant Identifier: _____	
5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: B-16-MC-41-0005	
<b>State Use Only:</b>		
6. Date Received by State: _____	7. State Application Identifier: _____	
<b>B. APPLICANT INFORMATION:</b>		
* a. Legal Name: City of Medford		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 93-6002207	* c. Organizational DUNS: 0307885170000	
<b>d. Address:</b>		
* Street1: 200 S. Ivy Street	Street2: _____	
* City: Medford	County/Parish: Jackson	
* State: _____	OR: Oregon	
Province: _____	* Country: _____	
* Zip / Postal Code: 97501/97501	USA: UNITED STATES	
<b>e. Organizational Unit:</b>		
Department Name: Planning Department	Division Name: Housing/Community Development	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix: Mrs.	* First Name: Angela	
Middle Name: Renae	* Last Name: Durant	
Suffix: _____	Title: Principal Planner	
Organizational Affiliation: _____		
* Telephone Number: 541-774-2390	Fax Number: 541-610-1708	
* Email: angela.durant@cityofmedford.org		

Application for Federal Assistance SF-424	
<p><b>* 9. Type of Applicant 1: Select Applicant Type:</b></p> <input type="text" value="C: City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p><b>* 10. Name of Federal Agency:</b></p> <input type="text" value="US Department of Housing and Urban Development"/>	
<p><b>11. Catalog of Federal Domestic Assistance Number:</b></p> <input type="text" value="14-218"/> <p>CFDA Title:</p> <input type="text" value="Community Development Block Grant Program"/>	
<p><b>* 12. Funding Opportunity Number:</b></p> <input type="text" value="N/A"/> <p>* Title:</p> <input type="text" value="N/A"/>	
<p><b>13. Competition Identification Number:</b></p> <input type="text" value="N/A"/> <p>Title:</p> <input type="text" value="N/A"/>	
<p><b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b></p> <input type="text"/> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
<p><b>* 15. Descriptive Title of Applicant's Project:</b></p> <input type="text" value="The 2018/19 Action Plan for year four of the 2015-19 Consolidated Plan for Housing and Community Development for the City of Medford, Oregon."/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**  
 \* a Applicant  \* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**  
 \* a Start Date:  \* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="722,034.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="589,527.11"/>
* f. Program Income	<input type="text" value="151,544.78"/>
* g. TOTAL	<input type="text" value="1,463,105.89"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**  
 a. This application was made available to the State under the Executive Order 12372 Process for review on   
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.  
 c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**  
 Yes  No  
 If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**  
 \*\* I AGREE  
 \*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
 Middle Name:   
 \* Last Name:   
 Suffix:   
 \* Title:   
 \* Telephone Number:  Fax Number:   
 \* Email:   
 \* Signature of Authorized Representative:  \* Date Signed:

## Appendix C – Certifications

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

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

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

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

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

### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing certification.



“Conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violation of the Federal or State criminal drug statutes;

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

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

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

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

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

### **Specific CDBG Certifications**

The Entitlement Community certifies that:

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

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

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

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

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available);

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

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

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

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

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

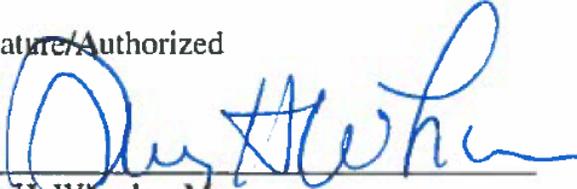
## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING:**

#### **A. Lobbying Certification**

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

Signature/Authorized

  
\_\_\_\_\_  
Gary H. Wheeler, Mayor  
City of Medford

June 21, 2018  
\_\_\_\_\_  
Official Date

# Appendix D - Notice of Public Hearing and Affidavit of Publication

TO: MAIL TRIBUNE-LEGAL  
 PUBLISH: Tuesday, May 22, 2018

CITY OF MEDFORD  
 411 W 8TH ST #380  
 MEDFORD, OR 97501

Affidavit of Publication  
 \*\*\*THIS IS NOT A BILL\*\*\*

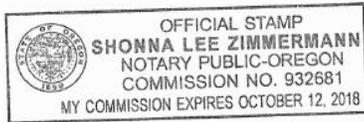
State of Oregon  
 County of Jackson

CASE NO.

I, Jeremy St. George, being first duly sworn, depose and say that I am the principal clerk of Medford Mail Tribune, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; printed at Medford in the aforesaid county and state; that the PUBLIC NOTICE, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 (ONE) successive and consecutive insertion(s) in the following issues 5/22/2018 (HERE SET FORTH DATES OF ISSUE)

*[Signature]*

Subscribed and sworn to before me this 1 day of June, 2018.



*[Signature]*  
 NOTARY PUBLIC FOR OREGON

My commission expires 12 day of October, 2018.

Rosebud Multimedia - Mail Tribune - Ashland Daily Tidings  
 111 N Fir St  
 Medford, OR 97501

PUBLICATION	EXPIRE DATE	AD CAPTION	# TIMES	AMOUNT	PO
Mail Tribune	5/22/2018	NOTICE OF OPENING OF PUBLIC COMMENT PERIOD	1 (ONE)	411.04	GAD1001731

**NOTICE OF OPENING OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a 30-day public comment period for the City of Medford's 2018/19 Action Plan for Housing and Community Development will commence on Tuesday, May 22, 2018, and close on Thursday, June 21, 2018, to solicit citizen input regarding the Action Plan. The City Council, City of Medford, will hold a public hearing on Thursday, June 21, 2018, at 6:00 p.m. in the Council Chambers of Medford City Hall for the purpose of soliciting citizen input on the Action Plan.

The City of Medford is an entitlement jurisdiction for Community Development Block Grant (CDBG) funds. The Action Plan is an update of the 2015-2019 Consolidated Plan, which outlines and establishes priorities for the upcoming program year. The Consolidated Plan is a comprehensive planning document for CDBG that identifies the City's overall needs for housing and community development and outlines a five-year strategy to address those needs adopted by Medford City Council. The purpose of the Consolidated Plan is to provide the framework for annual decisions on the use of CDBG funds provided by the U.S. Department of Housing and Urban Development (HUD). The City's entitlement award for the 2018/19 program year is \$722,034. Estimated additional budget allocations include 2018 program income of \$100,000, 2017 carryforward program income of \$31,685, and 2017 carryforward project funds totaling \$594,728.39. The City anticipates an estimated 2018 CDBG budget of \$1,448,447.39 for the projects and programs referenced below. The actual 2018 CDBG budget is subject to change resulting from unspent 2017 Program Administration and individual project expenditures through June 30, 2018.

**HOUSING & COMMUNITY DEVELOPMENT PROJECTS**

**1. Property Acquisition for Rehabilitation - \$250,000**

A 2018 grant to Rogue Valley Youth for Christ (YFC) to purchase 11 Almond Street. The building will be renovated for use as a transitional housing complex and vocational training center for youth transitioning out of homelessness.

**2. Property Renovation – \$129,661.50; plus 50% of the ending 2017 CDBG Program Administration balance to be determined after June 30, 2018**

A 2018 grant to Compass House to renovate existing structure and parking lot located at 37 N. Ivy Street. Project will bring facility up to ADA and City code standards. Compass House provides services for adults living with mental illness.

**3. Homeowner Rehabilitation - \$89,661.50 and estimated program income of \$95,000; plus 50% of the ending 2017 CDBG Program Administration balance to be determined after June 30, 2018**

A 2018 grant to the Housing Authority of Jackson County (HAJC) to provide zero interest, deferred loans to low/moderate income homeowners for the correction of recognized hazards to health and safety.

**4. Homeowner Rehabilitation - \$88,255 and estimated program income of \$31,685**

A 2017 carryforward grant to the HAJC to provide zero interest, deferred loans to low/moderate income homeowners for the correction of recognized hazards to health and safety.

**5. Public Facility Rehabilitation - \$24,429.78**

A 2017 carryforward grant to Rogue Valley Youth for Christ, pending acquisition of existing City owned property located at 1241 W. 8th Street. Rehabilitation activities include upgrades to windows and doors, tree removal, and other upgrades required to meet current ADA and City code standards. The building would be converted to a multi-use community center serving youth and families.

**6. Affordable Housing Infrastructure Support - \$323,504.40**

A 2016 carryforward grant to the HAJC to fund off-site infrastructure improvements required for transportation connections supporting development of Newbridge Place; a 64-unit affordable housing complex to be located at 217 N. Ross Lane.

**7. Public Facility Improvement - \$106,386.30**

A 2017 carryforward grant to the Medford Senior Center for facility improvements to bring the property up to ADA and City code standards.

**8. Public Facility ADA Upgrade - \$24,852.91**

A 2017 carryforward grant to the City of Medford Parks and Recreation to upgrade Jackson Park with ADA benches, picnic tables, ramps and routes, and a drinking fountain.

**9. Public Facility Renovation - \$21,800**

A 2017 carryforward grant to the Children's Advocacy Center to repair and upgrade the facility's entrance porch to remove unsafe conditions and upgrade to ADA standards.

**10. Elimination of Slums and Blight – estimated \$5,500**

The City of Medford Code Enforcement and Building Safety departments will expend carryover funds to address code violations of blighted unsafe properties in low- to moderate-income areas.

**PUBLIC SERVICES - \$108,305 plus program income of \$5,000**

The following public service agencies will be receiving grants for operating expenses during the 2018/19 program year:

St. Vincent de Paul	\$ 28,794; and estimated program income of \$5,000
Maslow Project	\$ 25,000
Hearts with a Mission	\$ 24,992
Center for Nonprofit	
Legal Services	\$ 20,826
Community Volunteer	
Network	\$ 8,693

**PROGRAM ADMINISTRATION - \$144,406**

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

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

Angela Durant  
Principal Planner – Housing and Community Development  
City of Medford

May 22, 2018

## Appendix E – Resolution No. 2018-66

### RESOLUTION NO. 2018-66

A RESOLUTION adopting the Action Plan for use of the City's Community Development Block Grant (CDBG) funds for fiscal year 2018-19.

WHEREAS, the City Council must adopt the 2018-19 Action Plan before it is sent to the Department of Housing and Urban Development (HUD) for approval; and

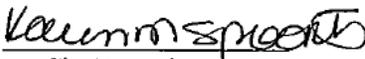
WHEREAS, a public hearing is required to receive citizen input which public hearing has been duly held in accordance with HUD requirements; and

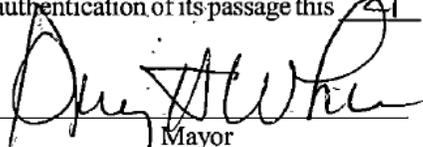
WHEREAS, a Resolution is a required step to officially adopt the proposed expenditures as the City's Action Plan with respect to its 2018-19 HUD CDBG Grant; and

WHEREAS, each of the items is consistent with the goals and strategies of the City's five-year HUD 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 2018-19, 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 21 day of June, 2018.

ATTEST:   
City Recorder

  
Mayor