

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



**MEDFORD**  
OREGON

## **2022/23 Action Plan**

This Plan Covers the Period Beginning  
July 1, 2022 and Ending June 30, 2023

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## **CITY OF MEDFORD**

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Brian Sjothun, City Manager

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- Randy Jones, Construction & Development Representative
- Alexander Knecht, Affordable Housing Developer
- Matt Stranahan, Local Realtor/Multifamily Housing Operator Representative
- Paul Tanner, Construction & Development Representative
- Alex Poythress, City Council Liaison
- Clay Bearnson, City Council Liaison (Alternate)
- Matt Brinkley, Planning Director
- Harry Weiss, MURA Executive Director
- Angela Durant, Staff Liaison
- Eric Mitton, Legal Staff Liaison
- Tricia Hahn, Legal Staff Liaison
- Carla Paladino, Staff Liaison

### **PREPARED BY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM STAFF**

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## 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 2020-2024 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 2022/23 Action Plan outlines specific projects, programs, and administrative and planning activities that can help increase and improve affordable housing, address homelessness, and stimulate economic development through vocational training during the program year July 1, 2022 through June 30, 2023. 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:

**Table 1 - Summary of Five-Year Goals**

1	<b>Goal Name</b>	<b>Expand and Improve Affordable Housing Options</b>
	Goal Description	Provide expanded housing options for all economic and demographic segments of Medford's population, focusing on housing affordable to households with income at or below 80% of HAMFI, while diversifying the housing stock across the city.
2	<b>Goal Name</b>	<b>Support and Strengthen Homeless Services and Housing</b>
	Goal Description	Expand access to housing and supportive services that address homelessness in Medford through collaborative action with the City's partners. Implement the goals and actions identified in the Homeless System Action Plan (HSAP).
3	<b>Goal Name</b>	<b>Increase Opportunities for Low- to Moderate-Income and Special Needs Residents to Become Self-Sustaining</b>
	Goal Description	Support residents to become self-sustaining by increasing the availability and accessibility of essential support services to residents who are low- to moderate-income, residents with special needs, families with children, people living with disabilities, seniors, youth, and people living with mental health and substance use disorders.
4	<b>Goal Name</b>	<b>Improve Quality of Life through Neighborhood Revitalization</b>
	Goal Description	Improve quality of life through neighborhood revitalization and improvements of community infrastructure and facilities. Engage the community in discussions about ways to improve Medford's public facilities and revitalize neighborhoods. Proactively plan for infrastructure needs by providing facilities necessary for the City's residents and visitors in a manner that is financially and environmentally sustainable.
5	<b>Goal Name</b>	<b>Support and Promote Community and Economic Development Efforts that Support Economic Stability</b>
	Goal Description	Pursue community and economic development efforts that support or improve housing development, economic mobility, small business ownership, economic stability, and the community's economic vitality.

**Table 2 - Five-Year Goal Outcome Indicators**

	Goal Name	Goal Outcome Indicator
1	Expand and Improve Affordable Housing Options	Homeowner Housing Rehabilitated: 110 Units Rental Units Rehabilitated: 45 Units Housing for Homeless Added: 30 Other – planning: n/a
2	Support and Strengthen Homeless Services and Housing	Homeless Person Overnight Shelter: 1,440 persons
3	Increase Opportunities for Low- to Moderate-Income and Special Needs Residents to Become Self-Sustaining	Public service activities other than Low/Moderate Income Housing Benefit: 775 persons Homelessness Prevention: 375 Persons
4	Improve Quality of Life through Neighborhood Revitalization	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,900 Persons
5	Support and Promote Community and Economic Development Efforts that Support Economic Stability	Businesses assisted: 475

[Click here](#) to access the City of Medford 2020-24 Consolidated Plan.

Entitlement jurisdictions receiving HUD funds are accountable for performance outcomes measured annually. The City is allocating CDBG funds to four public service programs (PSPs) during the 2022/23 program year (PY) to achieve outcomes referenced in Section AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e). CDBG funds for capital improvement projects (CIPs) will be likely determined at a later date, potentially through a subsequent second Request for Proposals (RFP) process, as applications were not previously received.

### **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 stimulate vocational training opportunities contribute to the projects, programs and activities presented in the Action Plan.

*Homelessness.* One of City Council's 2021/23 biennial goals has been to work within the Continuum of Care (CoC) to ensure homeless mitigation strategies from the City's Homeless System Action Plan (HSAP) are completed and acted on. For the 2022/23 PY, City Council prioritized 100% of the PSP allocation to serve unhoused/homeless community members with 100% of CIP to the development of affordable housing and homeownership opportunities. As the City did not receive any applications for the development of affordable housing or homeownership opportunities for CIPs during the 2022/2023 CDBG Request for Proposals, City Council directed staff to allocate \$500,000 for CIPs to the expansion of the Medford Navigation Center.

Over the course of the previous year, City Manager Sjothun and other staff members from the Planning and Police departments continued to participate on the CoC Board and workgroups including the Executive Committee, Homeless Task Force and Housing Pipeline. The HSAP continues to provide the City with a roadmap that can direct future CDBG allocations that are both appropriate and effective in addressing homelessness with the following primary objectives:

- Leverage recent momentum to accelerate innovation and regional collaboration
- Gain a better understanding of the drivers of homelessness
- Assess strengths and challenges and highlight best practices
- Identify goals and strategies for the City and potential partners
- Develop performance-based funding strategies to accomplish goals
- Share goals and strategies with the larger region for potential adoption

*Affordable Housing.* Working with the CoC and several other community partners has increased the City's awareness of the need for all housing types on the housing continuum including shelter options, transitional housing, and permanent supportive and permanent housing. A severe lack of resources resulted in City Council adopting a Construction Excise (CET) Tax for affordable housing in February 2018. The City allocated \$400,000 during the first grant cycle to support the construction of 16 new permanent supportive housing units for Veterans and 15 new youth emergency shelter beds. In the 2020 year, the City allocated \$150,000 to incentivize the development of Accessory Dwelling Units, which continued through the 2021 year and supported the development of 30 ADUs; the ADU program has been extended into 2022. During the 2021 PY, Council allocated \$682,310 to four projects supporting low-income and homeless households through new construction of permanent rental and supportive housing units. Allocating CET funds to activities that



may not be eligible under CDBG regulations will provide the community with essential local, flexible funding.

During the 2020 program year, the Planning Department and Medford Housing Advisory Commission worked closely with ECONorthwest to update the city's Housing Needs Analysis and to develop housing production strategies to be implemented in the next eight years. This action will help accomplish the City's Consolidated Plan goals and will seek potential approval from City Council in 2022 program year.

*Economic Development through Job Skills and Vocational Training.* Rising costs of living paired with stagnant wage growth have stimulated a strong focus toward programs and projects that can provide youth and adults that are homeless or at risk of becoming homeless with job skills and vocational training, such as Youth 71Five Ministries' VoTech program. The City will continue to consider opportunities to increase the wage potential of the individuals served through CDBG programs.

#### **4. Summary of citizen participation process and consultation process**

The City of Medford allocates CDBG funds through a competitive process. Members from the Council-appointed Community Services and Development Commission (CSDC) reviewed all grant applications and formulated a funding recommendation for PSPs during a public meeting on March 16, 2022, which were amended through a joint special meeting with the Housing Advisory Commission (HAC) on March 23, 2022. City Council directed staff to allocate \$500,000 in 2022/2023 CDBG resources for the expansion of the Medford Navigation Center on March 24 and May 12, 2022. The Commission's funding recommendation was presented to City Council during a public hearing on July 21, 2022 at 6:00 p.m. in Medford City Hall Council Chambers. The public comment period for the draft 2022/23 Action Plan commenced on June 19, 2022 and concluded at the public hearing on July 21, 2022. 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 **AP-10 Consultation - 91.100, 91.200(b), 91.215(I)** for a list and summary of consultations that occurred in preparation for the 2022/23 Action Plan.

## 5. Summary of public comments

The City received X public comments, which were recorded through the close of the public hearing on July 21, 2022.

## 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, 2022 through June 30, 2023. 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% of 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.

## PR-05 LEAD & RESPONSIBLE AGENCIES - 91.200(B)

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

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

Table 3 - Responsible Agencies

Agency Role	Name	Department/Agency
CDBG Administrator	MEDFORD	Medford Planning Department – Housing and Community Development Division

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 2022/23.

## **Consolidated Plan Public Contact Information**

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DRAFT

## 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; mental, physical and behavioral health; substance abuse; domestic violence; child care; vocational training; 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(I))**

The City of Medford utilizes the CSDC, HAC, and City staff to enhance coordination between social service agencies, advocates, housing providers and developers, and community stakeholders. The CSDC 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 or virtually (details available at [www.medfordoregon.gov](http://www.medfordoregon.gov)). The HAC holds public meetings on the second Wednesday of each month from 12:00 p.m. to 1:30 p.m. In-person meetings are held at 200 S. Ivy Street, Conference Room 150 or virtually. Leading up to the development of the 2022/23 Action Plan, commissioners and City staff participated in conversations and collaborative efforts with the agencies listed in this section.

The City also seeks to enhance coordination between housing providers, developers, healthcare organizations, and other service agencies through active participation in the Jackson County Continuum of Care (CoC). The City Manager serves on the CoC Board; the Principal Planner of Housing and Community Development serves on workgroups including the Housing Pipeline and Homeless Taskforce; and the Medford Police Cultural Liaison also serves on the Homeless Taskforce. Housing and Community Development Division staff will also continue to work closely with the two local Coordinated Care Organizations (CCOs), Jackson Care Connect and AllCare Health, to identify opportunities for leveraging resources and community partnerships. Lastly, the City continues to cultivate a partnership with Providence Health & Services, which provides the City with essential knowledge and insight from the healthcare sector.

**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.**

City staff actively participates on the Jackson County Continuum of Care (CoC) Board and workgroups including the Housing Pipeline and Homeless Task Force to better understand the needs of homeless persons and to help develop and support new initiatives, projects and programs serving homeless and at-risk persons and families. City Council allocated \$60,000 from the General Fund non-competitive grant program during the 2021/2023 biennium to support the CoC Coordinator managed by ACCESS. The CoC Coordinator is essential to the success of the CoC, especially regarding the management of the annual Point-in-Time Count, placements through the Coordinated Entry System, and data tracking through the Homeless Management Information System. The City will also be working closely with the CoC during the implementation and operations of the Medford Navigation Center, created by the City through pass-through state and federal funds to address homelessness. The CoC Coordinator will serve on the Navigation Center's Advisory Leadership Team to assist with required data tracking, trauma-informed care trainings and implementation of best practices.

**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**

Housing and Community Development Division staff works with ESG program staff at ACCESS to look for opportunities to blend ESG and CDBG funds, when possible to strengthen the impact of each program and potentially bring additional funds to the city and region. The City also relies on ACCESS and the CoC for guidance on trauma-informed best practices that may be implemented in the City's CDBG-funded activities. See Table 4 on the pages to follow for explanation of consultations held in conjunction with the 2022/23 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 4 - Agencies, Groups, Organizations Who Participated

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
1.	Housing Authority of Jackson County (HAJC)	PHA Publicly Funded Institution/System of Care	<ul style="list-style-type: none"> <li>Housing Need Assessment</li> <li>Public Housing Needs</li> <li>Market Analysis</li> <li>Anti-Poverty Strategy</li> <li>Lead-based Paint Strategy</li> <li>Homelessness Strategy</li> </ul>	HAJC actively participates in the Continuum of Care. The Executive Director also serves on the City's Housing Advisory Commission and also contributed to the completion of the Homeless System Action Plan. Outcomes include removing barriers to affordable housing, housing development, emergency home repairs, and connecting services to housing. HAJC will also serve as a partner to implement a Lead-Based Hazard Removal Program in Medford.
2.	ACCESS	Services - Housing Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Health Services - Education Services - Homeless Regional Organization	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homelessness Strategy</li> <li>Homeless Needs - Chronically Homeless</li> <li>Homeless Needs - Families with Children</li> <li>Homelessness Needs - Veterans</li> <li>Homelessness Needs -</li> </ul>	Agency participated, along with the City, on advisory committee(s) to address unsheltered, chronic homelessness along the Greenway and emergency housing needs created by COVID-19 and the Alameda Fire, which provided the City with valuable feedback for potential homeless and housing action. Agency participated in the City of Medford's convening for the potential development of a navigation center, was actively engaged in the development of Project Turnkey, and helped strategize and financially support the creation of the Medford Severe Weather Event Shelter. Agency also provided consultation of the importance of prioritizing serving homeless youth and families to prevent generational homelessness.

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
			Unaccompanied Youth <ul style="list-style-type: none"> <li>• Non-Homeless Special Needs</li> <li>• Market Analysis</li> <li>• Anti-poverty Strategy</li> </ul>	
3.	Maslow Project	Services – Children Services – Homeless Services – Housing Services – Education	<ul style="list-style-type: none"> <li>• Homeless Needs - Families with Children</li> <li>• Homelessness Needs - Unaccompanied Youth</li> <li>• Homelessness Needs – Chronically Homeless</li> <li>• Homelessness Strategy</li> <li>• Economic Development</li> <li>• Anti-Poverty Strategy</li> </ul>	Agency participated, along with the City, on advisory committee(s) to address unsheltered, chronic homelessness along the Greenway and emergency housing needs created by COVID-19 and the Alameda Fire, which provided the City with valuable feedback for potential homeless and housing action. Agency participated in the City of Medford's convening for the potential development of a navigation center. Agency was also actively engaged in the development of Project Turnkey. Agency provided consultation on the importance of prioritizing serving homeless youth and families to prevent generational homelessness.

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
4.	Hearts with a Mission	Services - Children Services - Homeless Publicly Funded Institution/System of Care	<ul style="list-style-type: none"> <li>Homeless Needs - Families with Children</li> <li>Homelessness Needs - Unaccompanied Youth</li> <li>Housing Needs Assessment</li> <li>Anti-Poverty Strategy</li> <li>Homelessness Strategy</li> </ul>	City staff consulted with the agency during the application process and provided technical assistance.
5.	OnTrack Rogue Valley	Housing Services - Housing Services - Persons with Disabilities Services - Homeless	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homelessness Strategy</li> <li>Homeless Needs - Chronically Homeless</li> <li>Other - Addiction Recovery</li> <li>Anti-poverty Strategy</li> </ul>	OnTrack participated in ongoing consultations with City staff on developing strategies to build new and preserve existing affordable housing units. Ongoing consultations with the Housing Director also provide the City with valuable insight on the housing needs of people recovering from substance use disorders, as well as the connection to mental illness and homelessness. OnTrack may also serve as a partner to implement a Lead-Based Hazard Removal Program in Medford.
6.	St. Vincent de Paul	Services - Housing Services - Homeless	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homelessness Strategy</li> <li>Homeless Needs - Chronically Homeless</li> </ul>	St. Vincent de Paul has administered a rental assistance program for the City for several years using CDBG funds. Ongoing consultations on the urgent need for rent payments and assistance with move-in and utilities to rapidly re-house homeless residents and stabilize housing for residents that are at-risk of homelessness has resulted in an increase in financial and technical support to



Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
			<ul style="list-style-type: none"> <li>Homeless Needs - Families with Children</li> <li>Anti-poverty Strategy</li> </ul>	the agency. Administering a federally funded program of such magnitude through an all-volunteer organization triggered a funding shift during the 2020 program year through the City's General Fund Grant program. Outcomes will include increased capacity and alignment with State target outcomes of 85% remaining housed after 6 months.
7.	Oregon Health Authority (OHA)	Other Government - State Health Agency Publicly Funded Institution/System of Care	<ul style="list-style-type: none"> <li>Lead-Based Paint Strategy</li> <li>Housing Needs Assessment</li> </ul>	OHA provided the City with data and statistics on children affected by lead-based paint in the City of Medford/Jackson County. OHA will also contribute to the implementation of a Lead-Based Paint Hazard Removal program in Medford by providing ongoing data and assistance writing narrative for the federal grant.
8.	Rogue Retreat	Housing Services - Housing Services - Homeless	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homelessness Strategy</li> <li>Homeless Needs - Chronically Homeless</li> <li>Homelessness Needs - Veterans</li> <li>Anti-Poverty Strategy</li> </ul>	City staff conducted consultations with the program directors of the Kelly Shelter, Urban Campground, Hope Village, Project Turnkey and Clean Sweep programs to collect feedback on strategies to remove barriers to ending homelessness and sustaining operations. The City executed an operations agreement with Rogue Retreat to manage the Medford Navigation Center in collaboration with approximately 20 other nonprofit partner agencies. The City provided consultation to Rogue Retreat during the conversion of the Redwood Inn with Project Turnkey funding from the state, of which the City was a co-applicant. The City will continue to work with Rogue Retreat and other agencies to complete renovations and assist with finalizing a long-term sustainable operations plan.
9.	Compass House	Services - Persons with Disabilities Services -	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> </ul>	The City is working with Compass House to renovate the agency's clubhouse to provide community members experiencing mental illness and homelessness with a commercial

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
		Homeless Services - Health Services - Education Services - Employment Housing	<ul style="list-style-type: none"> <li>• Homelessness Strategy</li> <li>• Non-homeless Special Needs</li> <li>• Homeless Needs - Chronically Homeless</li> <li>• Other - Mental Illness Barriers</li> <li>• Economic Development</li> <li>• Anti-Poverty Strategy</li> </ul>	kitchen that will offer new job training and placements. Ongoing consultation allows the City to stay connected with the critical needs of this population. Outcomes will be achieved through employment, housing placements, inclusiveness, and self-sustainability.
10.	Jackson Care Connect	Services - Health Health Agency Publicly Funded Institution/Sys tem of Care Other - Coordinated Care Organization	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homelessness Strategy</li> <li>• Non-Homeless Special Needs</li> <li>• Other - Health Care</li> <li>• Other - Medical Respite</li> </ul>	The City has consulted with Jackson Care Connect staff to understand the behavioral health needs and resources to help address homelessness, in addition to learning how Medicaid and Medicare dollars may be allocated to support clients with housing needs, as a social determinant of health. The agency will provide ongoing consultation to the City as a member of the Navigation Center Advisory Leadership Team.
11.	Jackson County Mental Health	Services - Health Health Agency Publicly Funded Institution/Sys tem of Care Other	<ul style="list-style-type: none"> <li>• Housing - Related Health Issues</li> <li>• Homelessness Strategy</li> <li>• Homeless Needs - Chronically Homeless</li> </ul>	Agency provides ongoing consultation to the City in areas related to behavioral health. Agency participated in the City of Medford's convening for the potential development of a navigation center and was engaged in the development of Project Turnkey. Agency will provide ongoing consultation to the City as a member of the Navigation Center Advisory Leadership Team.

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
		Government – County	<ul style="list-style-type: none"> <li>Non-homeless Special Needs</li> <li>Anti-poverty Strategy</li> </ul>	
12.	Veterans Administration Southern Oregon Rehabilitation Center and Clinics (VA SORCC)	Services – Homeless Services – Veterans Services - Health Agency Publicly Funded Institution/System of Care Other Government – Federal	<ul style="list-style-type: none"> <li>Homeless Needs – Veterans</li> <li>Homelessness Strategy</li> <li>Housing Needs Assessment</li> </ul>	Agency participated in the planning efforts to create a navigation center and will provide ongoing consultation as a member of the Navigation Center Advisory Leadership Team.
13.	AllCare Health	Services – Health Other – Coordinated Care Organization Health Agency Publicly Funded Institution/System of Care	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homelessness Strategy</li> <li>Non-Homeless Special Needs</li> <li>Other – Health Care</li> <li>Other – Medical Respite</li> </ul>	Agency participated in the planning efforts to create a navigation center and will provide ongoing consultation as a member of the Navigation Center Advisory Leadership Team.
14.	La Clinica	Health Agency Services - Health Services – Homeless Publicly Funded/System of Care	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homeless Needs - Chronically Homeless</li> </ul>	City staff consulted with La Clinica during the implementation and funding support for the mobile health clinic at the Urban Campground and Kelly Shelter. As a result, the City learned a great deal about the health care and insurance needs of chronically homeless individuals. Agency participated in the planning efforts to create a navigation center and will provide

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
			<ul style="list-style-type: none"> <li>Homeless Needs - Families with Children</li> <li>Other – Health Equity</li> <li>Homelessness Strategy</li> </ul>	ongoing consultation as a member of the Navigation Center Advisory Leadership Team.
15.	Oregon Housing and Community Services (OHCS)	Housing Other Government – State	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homelessness Strategy</li> <li>Market Analysis</li> </ul>	City staff consults with OHCS on an ongoing basis to develop a better understanding of the state funding platform, align funding strategies, and comply with HB 4006. The City also received additional grant funds to leverage 2022 PY CDBG funds to expand the Medford Navigation Center through potential acquisition of 915 Town Centre and operations of a low-level decompression space at the Navigation Center.
16.	City of Medford Planning Department	Other - Grantee Department Planning Organization	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Public Housing Needs</li> <li>Economic Development</li> <li>Market Analysis</li> <li>Homelessness Strategy</li> <li>Lead-based Paint Strategy</li> </ul>	City CDBG staff is housed in the Planning Department and works closely with current and long-range planners to identify and implement policy change and economic incentives to reduce barriers to the development of all housing types for all income levels. Outcomes will include new housing units and programs.
17.	Oregon Department of Human Services (DHS) Welfare and Self Sufficiency	Child Welfare Agency Services – Children	<ul style="list-style-type: none"> <li>Anti-Poverty Strategy</li> <li>Housing Needs Assessment</li> </ul>	Agency participated in the planning efforts to create a navigation center and will provide ongoing consultation as a member of the Navigation Center Advisory Leadership Team.

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
		Services – Elderly Persons Services – Persons with Disabilities Services – Persons with HIV/AIDS Other Government – State	<ul style="list-style-type: none"> <li>Homelessness Strategy</li> </ul>	
18.	Fair Housing Council of Oregon (FHCO)	Services – Fair Housing	<ul style="list-style-type: none"> <li>Housing Need Assessment</li> <li>Homeless Needs – Chronically Homeless</li> <li>Other – Analysis of Impediments</li> </ul>	Agency provided consultation in preparation for fair housing training events and future remedial action.
19.	Center For Nonprofit Legal Services	Services – Elderly Persons Services – Persons with Disabilities Services – Homeless Services – Employment Services – Fair Housing Services – Victims Regional Organization	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homelessness Strategy</li> <li>Other – Eviction Prevention</li> </ul>	Agency provided expertise during the development of a Fair Housing Awareness and Education training that provided the City's advisory commissions and staff with a foundation for a second training series to be administered in the 2022PY. The Executive Director of the Center for Nonprofit Legal Services provides ongoing consultation through appointment to the Housing Advisory Commission. Agency participated in the planning efforts to create a navigation center and will provide ongoing consultation as a member of the Navigation Center Advisory Leadership Team.

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
20.	Community Services and Development Commission (CSDC)	Other – Council Appointed Advisory Body	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homelessness Strategy</li> <li>Anti-poverty Strategy</li> <li>Lead-based Paint Strategy</li> <li>Non-homeless Special Needs</li> <li>Economic Development</li> </ul>	City Council appoints the CSDC, an eleven-member commission, to serve as the advisory body to Council on matters related to the City's CDBG program. Ongoing consultations with expert representatives in the following industries help align funding recommendations with Consolidated Plan goals, and support programs addressing the most critical community needs: a) healthcare; b) social services; c) local business; d) workforce development; e) education; f) affordable housing; g) homeless Lived Experience; and h) the community at-large.
21.	Housing Advisory Commission (HAC)	Other – Council Appointed Advisory Body	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homeless Needs – Chronically Homeless</li> <li>Homelessness Needs – Veterans</li> <li>Homelessness Needs – Unaccompanied Youth</li> <li>Homelessness Strategy</li> <li>Lead-based Paint Strategy</li> </ul>	The HAC is a Council appointed, nine-member commission serving as advisory body to Council on all matters associated with housing. Commissioners provide ongoing consultation that can impact housing policy and development. Collaborative expertise from various industries creates stronger impact. Representative industries include a) housing development, b) construction, c) lending, d) real estate, e) multifamily housing operation, f) tenant organization, and g) members at large.
22.	Jackson County Health and Human Services	Services – Health Other Government – Local	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Lead-based Paint Strategy</li> </ul>	Jackson County Health and Human Services provides ongoing consultation on housing health and safety concerns related to the presence of lead-based paint. Agency is a partner in the City's Lead Hazard Reduction

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
		Regional Organization Planning Organization		and Healthy Homes program administered by Habitat for Humanity.
23.	Providence Health & Services	Health Agency Services – Health Services – Homeless Other – Hospital	<ul style="list-style-type: none"> <li>Homelessness Strategy</li> <li>Homeless Needs – Chronically Homeless</li> </ul>	Providence Health & Services provided consultation on the development of a decompression care pilot as part of Project Turnkey.
24.	Youth 71Five Ministries	Services – Children Services – Education Services – Homeless Services – Employment	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homeless Needs – Unaccompanied Youth</li> <li>Homelessness Strategy</li> <li>Economic Development</li> <li>Anti-poverty Strategy</li> </ul>	Youth 71Five Ministries administers a vocational training program known as VoTech. The City engages agency staff on an ongoing basis to track outcomes associated with vocational training coupled with transitional housing and case management in partnership with Hearts with a Mission.
25.	Medford Gospel Mission	Services – Homeless Services – Housing Services – Employment	<ul style="list-style-type: none"> <li>Homelessness Strategy</li> <li>Homeless Needs – Chronically Homeless</li> </ul>	The Executive Director of Medford Gospel Mission provides ongoing consultation on homelessness and faith-based shelter options, as a commissioner of the Community Services and Development Commission. Agency participated in the planning efforts to create a navigation center and will provide ongoing consultation as a member of the Navigation Center Advisory Leadership Team.
26.	Community Works	Services – Victims of Domestic Violence	<ul style="list-style-type: none"> <li>Housing Needs Assessment</li> <li>Homelessness Strategy</li> </ul>	Agency participated in the planning efforts to create a navigation center and will provide ongoing consultation as a member of the Navigation Center Advisory Leadership Team.



Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
		Services – Victims Services – Homeless Regional Organization	<ul style="list-style-type: none"> <li>• Non-homeless Special Needs</li> <li>• Anti-poverty Strategy</li> <li>• Other – Domestic Violence</li> </ul>	
27.	Addictions Recovery Center (ARC)	Services – Housing Services – Health Other – Services – Substance Abuse Disorders	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homelessness Strategy</li> <li>• Other – Addictions Recovery</li> </ul>	Agency participated in the planning efforts to create a navigation center and will provide ongoing consultation as a member of the Navigation Center Advisory Leadership Team.
28.	ColumbiaCare Services	Housing Services – Housing Services – Veterans Regional Organization	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homeless Needs – Veterans</li> <li>• Homelessness Strategy</li> <li>• Non-homeless Special Needs</li> <li>• Anti-poverty Strategy</li> </ul>	Agency participated in the planning efforts to create a navigation center and will provide ongoing consultation as a member of the Navigation Center Advisory Leadership Team.
29.	Camas Consulting, LLC	Other – Environmental Services	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Other – Environmental Review Process</li> </ul>	City staff seeks ongoing professional consultation from Camas Consulting to comply with HUD’s environmental review (ER) requirements associated with federally funded projects.



Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
30.	Jackson County Continuum of Care (CoC)	Regional Organization Planning Organization	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homeless Needs – Chronically Homeless</li> <li>• Housing Needs – Families with Children</li> <li>• Housing Needs – Veterans</li> <li>• Housing Needs – Unaccompanied Youth</li> <li>• Homelessness Strategy</li> <li>• HOPWA Strategy</li> <li>• Anti-poverty Strategy</li> <li>• Other – CoC Coordination</li> </ul>	City staff actively participates in the CoC, with the City Manager serving as a Board member; Planning Department staff serving on the Housing Pipeline workgroup, Performance and Evaluation, and Homeless Task Force; and Medford Police Department staff serving on the Homeless Task Force. Members of the CoC provided input during the City's research of the potential creation of a navigation center and will continue to serve as an advisory partner during the 2022 program year.
31.	Business Oregon	Regional Organization Business and Civic Leaders	Economic Development	City staff participated in conversations and meetings with the Regional Development Officer of Jackson and Josephine Counties to help identify small business development critical needs and potential program development opportunities using state CDBG funds.
32.	Luken Solutions	Planning Organization	Homelessness Strategy	Luken Solutions provided consulting services during the 2021PY in the creation of the 6-Step Toolkit to help cultivate "Yes in My Backyard" (YIMBY) for the acceptance of affordable and supportive housing projects.

Ref	Agency, Group, or Organization	Agency, Group, Organization Type	What section of the Plan was addressed by Consultation?	How was the agency/group/organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
33.	Kids Unlimited	Services-Children	Non-Homeless Special Needs	Agency provided consultation regarding the challenges that income verification requirements impose on nonprofits to administer federal funding.
34.	Rogue Valley YMCA	Services-Children	Non-Homeless Special Needs	Agency provided consultation regarding the challenges that income verification requirements impose on nonprofits to administer federal funding.
35.	RPM Team	Planning Organization	Homelessness Strategy Non-Homeless Special Needs	The City contracted with RPM Team to assist in the development of long-term sustainable operations plan at the Navigation Center and Project Turnkey.
36.	The Kaleidoscope Group	Planning Organization	Homelessness Strategy Non-Homeless Special Needs	The City contracted with the Kaleidoscope Group to assess the City's internal capacity and community awareness on diversity, equity, and inclusion. The final assessment resulted in 35 recommended actions.

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

There were no agency types not consulted in preparing the Action Plan.

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

**Table 5 - Other Local/Regional/Federal Planning Efforts**

<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>
2021-23 Biennial Goals for the City of Medford	Medford City Council	The Strategic Plan establishes priorities based on City Council goals to increase development of affordable housing and address homelessness.
Continuum of Care	Medford, Ashland, Jackson County Continuum of Care	The Strategic Plan provides a set of priorities for addressing homelessness, which are supported by the Jackson County Continuum of Care and its participating organizations.
Medford Homeless System Action Plan	City of Medford	The Strategic Plan provides a set of priorities that will help achieve the five goals and 32 actions recommended in the Homeless System Action Plan.
Community Health Improvement Plan	Jefferson Regional Health Alliance	The Strategic Plan provides a set of priorities that support the three goals identified in the Community Health Improvement Plan.
Liberty Park Neighborhood Plan	City of Medford	The Strategic Plan identifies the Liberty Park Neighborhood as a geographic priority, which will help accomplish the goals established in the Liberty Park Neighborhood Plan.
Public Housing Authority 5-Year Plan	Housing Authority of Jackson County	The Strategic Plan provides a set of priorities from which specific needs identified by the PHA could be addressed if funding is available.
Medford Downtown and Residential Market Analysis	City of Medford	The Strategic Plan provides data contributions from the Medford Downtown and Residential Market Analysis completed by Johnson Economics.

## 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 of Medford shall provide citizens with 30 days' notice and opportunity to comment on substantial

amendment(s), unless HUD provides a temporary waiver due to urgent circumstances. Notice shall be given by a public notice, website update, and email notifications, during the 30-day comment period, 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 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 annual action plan.

While the public notice was posted in English, this notice offers translation services or other special accommodations if requested three days prior to the hearing. In addition, the below options for accessibility and translation for public meetings were also offered on CSDC and Council agendas:

City meetings are generally accessible to persons with disabilities. To request interpreters for hearing impaired or other accommodations for persons with disabilities, please contact the ADA Coordinator at (541) 774-2074 or [ada@cityofmedford.org](mailto:ada@cityofmedford.org) at least three business days prior to the meeting to ensure availability. For TTY, dial 711 or (800) 735 1232.

## Citizen Participation Outreach

Table 6 - Citizen Participation Outreach

	Mode of Outreach	Target of Outreach	Summary of Response/ Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons	URL (If applicable)
1	Internet Outreach	Non-targeted, broad community	Community-wide	None	Comments were solicited with intent of accepting all comments. X comments were received.	<a href="https://www.medfordoregon.gov/Government/Departments/Housing-and-Community-Development/Notices">https://www.medfordoregon.gov/Government/Departments/Housing-and-Community-Development/Notices</a> (Legal Notice); <a href="https://www.medfordoregon.gov/G">https://www.medfordoregon.gov/G</a>

						<a href="#">overnment/Departments/Housing-and-Community-Development/Plans-and-Policies (Action Plan)</a>
2	Newspaper Ad	Non-targeted, broad community	Community-wide	None	Comments were solicited with intent of accepting all comments. X comments were received.	N/A
3	Public Meeting	Community Services and Development Commission/Community	Community-wide	Responses will provide the City with key insight into community needs as well as direction in the prioritization of CDBG funding.	Comments were solicited with intent of accepting all comments. X comments were received.	<a href="https://www.medfordoregon.gov/Government/Agendas-and-Minutes/Community-Services-and-Development-Commission/2022/Jul-Sep-2022/07-06-2022-CSDC-Virtual">https://www.medfordoregon.gov/Government/Agendas-and-Minutes/Community-Services-and-Development-Commission/2022/Jul-Sep-2022/07-06-2022-CSDC-Virtual</a>
4	Public Hearing	Council/Community	Community-wide	Responses will provide the City with key insight into community needs as well as direction in the prioritization of CDBG funding.	Comments were solicited with intent of accepting all comments. X comments were received.	<a href="https://www.medfordoregon.gov/Government/Agendas-and-Minutes/City-Council/2022-CC-Minutes-Agendas/Jul-Aug-2022/07-21-2022-CC">https://www.medfordoregon.gov/Government/Agendas-and-Minutes/City-Council/2022-CC-Minutes-Agendas/Jul-Aug-2022/07-21-2022-CC</a>

5	Internet/ Email	Applicants/ Recruited Candidates	CDBG Notification Distributio n List and 2022 Applicants	Responses will provide the City with key insight into community needs as well as direction in the prioritization of CDBG funding.	Comments were solicited with intent of accepting all comments. X comment was received, as documente d in Appendix B.	Via email
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## AP-15 EXPECTED RESOURCES - 91.220(C) (1, 2)

### Introduction

The City's 2022/23 entitlement award is \$734,360, a 2.7 percent decrease from the previous year, due to a nationwide CDBG funding decrease by HUD, plus estimated additional program income anticipated before PY 21/22 year-end of \$100,000 for a total estimated allocation of \$834,360. Additional expected resources include \$100,000 in program income that may be received prior to the 2021/2022 program year-end from previous CDBG programs and Neighborhood Stabilization Program. The City anticipates receiving a 2022/23 CDBG budget of \$834,360 plus \$100,000 in estimated program income for the projects and programs referenced in AP-35 Projects 91.220(d). The City proposes to allocate \$625,000 to the below projects including four public service programs and one capital improvement project referenced herein. Additional returned program income received during PY 2022 will be evaluated by the CSDC for potential allocation to existing or new projects. All CSDC housing-related recommendations will be reviewed by the HAC with final approval granted by Council.

**Table 7 - Expected Resources Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of Con Plan	Narrative Description
			Annual Allocation: (\$)	Program Income: (\$)	Prior Year Resources: (\$)	Total: (\$)		
CDBG	Public – Federal	<ul style="list-style-type: none"> <li>- Acquisition</li> <li>- Admin</li> <li>- Planning and Economic Development</li> <li>- Housing</li> <li>- Public Improvements</li> <li>- Public Services</li> </ul>	\$734,360	\$100,000	\$100,000	\$934,360	\$1,904,542	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 Community Services and Development Commission (CSDC) encourages and favorably scores projects and programs proposing strong leverage. During the 2022/23 program year, the combined leverage of all new projects and programs is approximately \$2,278,991. Subrecipients have secured or intend to secure leverage from the following sources:

- ACCESS
- American Rescue Plan Act (ARPA)
- Basic Center Grant – Family and Youth Service Program
- Carrico Family Foundation
- Chaney Family Foundation
- Coordinated Care Organizations (CCOs)
  - AllCare Health
  - Jackson Care Connect
- Donations
- Emergency Food and Shelter Program (EFSP)
- Federal Street Outreach (FSO)
- Fundraising
- Housing Authority of Jackson County
- In-kind Donations
- Individual Contributions
- Lithia Motors
- MJ Murdock Charitable Trust
- Morris Family Foundation
- Oregon Community Foundation
- Oregon Department of Education - Child and Adult Care Food Program (CAFCP)
- Oregon Department of Human Services (DHS)
- Oregon Housing & Community Services
- Oregon Housing & Community Services - Emergency Housing Assistance (EHA)
- Oregon Housing & Community Services - State Homeless Assistance Program (SHAP)
- Oregon Youth Development
- Oregon Youth Development – Youth Reengagement
- Other grants
- Providence
- Rogue Credit Union
- State of Oregon
- United Way of Jackson County

- US Bank

Categorical leverages are as follows:

1. Support and strengthen homeless services and housing: \$6,678,991

Sources with leverage include: other federal/state funding at 77.10%, contributions at 8.63%, private contributions/fundraising at 8.10%, other city/county funding (including the City's General Fund Grant) at 2.88%, foundations/grants at 2.84%, and program fees/dues at 0.45%.

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.

**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 Medford Urban Renewal Agency (MURA) has executed a Disposition and Development Agreement with Genesis XXI, LLC, for the development of 62 units of rental housing offered at attainable rents for households making between 80% and 120% of Area Median Income at 121 Holly Street in Medford, OR. The 20,000 square foot parcel was previously used as a surface parking lot in the Downtown Parking system. MURA and Genesis closed on the transfer of ownership in February 2022. Construction is slated to begin in April 2022 and completion anticipated in April – June 2023. MURA is providing \$1,200,000 of incentive funding for the \$12,000,000 project cost.

MURA also acquired 703-801 North Central Avenue, a 3.25 acre assemblage of underutilized commercially zoned land, north of the Central Business district in 2019. MURA has entered into an Option Agreement with Rubicon Edlen JV, LLC, for the development of approximately 115 apartments serving households making less than 60% of Area Median Income. Rubicon Edlen is applying for the federal 4% Low Income Housing Tax Credits and the State of Oregon Local Innovation Fast Track (LIFT) programs for project funding. If their proposal is approved, Rubicon Edlen and MURA will enter into a Disposition and Development Agreement describing the full extent of the project and the financial and performance obligations of each party. MURA is contributing the land at \$0 cost and \$4,200,000 of cash from tax increment revenues, and the City of Medford will offer property tax abatement that leverages additional debt capacity. LIHTC and LIFT funding decisions are expected in August 2022; if awarded, A&E will follow immediately thereafter, with construction commencement

anticipated in October – December 2023 and completion in January – December 2024.

**Discussion**

N/A

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## AP-20 ANNUAL GOALS AND OBJECTIVES - 91.420, 91.220(C)(3)&(E)

### Goals Summary Information

Table 8 - Goals Summary

	Goal Name	Start Year	Category	Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Expand Affordable and Improve Housing Options	2022	Affordable Housing	Citywide	Rehabilitation of Existing Units (owner/rental) Services for Seniors and Persons with Disabilities	CDBG: \$0	Rental units rehabilitated: 0  Homeowner Housing Rehabilitated: 0
2	Support and Strengthen Homeless Services and Housing	2022	Homeless Services	Citywide	Emergency Homeless Shelters  Homeless Services  Outreach Services  Youth Services  Legal Services	CDBG: \$625,000	Homeless Person Overnight Shelter: 640  Public service activities other than Low/Moderate Income Housing Benefit: 540  Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 650

	Goal Name	Start Year	Category	Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Increase Opportunities for Low- to Moderate-Income and Special Needs Residents to Become Self-Sustaining	2022	Non-Homeless Special Needs Non-Housing Community Development	Citywide	Need for services to support self-sufficiency	CDBG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 0
4	Improve Quality of Life through Neighborhood Revitalization	2022	Non-Housing Community Development	Citywide	Neighborhood improvements and public facility upgrades	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0
5	Support and Promote Community and Economic Development Efforts that Support Economic Stability	2022	Economic Development Non-Housing Community Development	Citywide	Child Care Services Economic development and workforce development Employment, Job Training and Workforce Readiness	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0  Public service activities other than Low/Moderate Income Housing Benefit: 0

## Goal Descriptions

Table 9 - Goal Descriptions

1	Goal Name	Expand and Improve Affordable Housing Options
	Goal Description	<p>Provide expanded housing options for all economic and demographic segments of Medford's population, focusing on housing affordable to households with income at or below 80% of HAMFI, while diversifying the housing stock across the city.</p> <ul style="list-style-type: none"> <li>• Support development of housing affordable across the city by supporting development of a wider range of housing, including accessory dwelling units (ADUs), cottage housing, duplex/tri-plex/quad-plexes, townhouses, multifamily housing, manufactured housing, fully contained tiny homes and shipping containers, and other affordable housing types that support inclusion and mixed-income housing.</li> <li>• Partner with the affordable housing organizations, the development community, and local employers to support development of housing and identify, lower, or remove barriers to housing development, including infrastructure constraints that discourage residential development.</li> <li>• Create affordable housing opportunities and diversify the types of housing in downtown Medford and other areas by implementing strategies from the City Center Revitalization Plan and Liberty Park Neighborhood Plan.</li> <li>• Develop incentives to support development of a wider range of affordable housing, both market-rate affordable housing (e.g., missing middle housing), and publicly supported housing. These incentives may include tax abatements, systems development charge credits, or use of city surplus property for housing development. Incentives may be funded through the construction excise tax revenue, urban renewal funds, and other funding sources.</li> <li>• Increase accessibility of housing for people with disabilities, mental health challenges, substance abuse issues, and other challenges to accessing housing.</li> </ul>

- Support rehabilitation efforts for housing in poor condition (including manufactured housing), housing in need of repairs (e.g., leaking roofs, failed heating systems, unsafe wiring, failed plumbing, and other eligible repairs), and housing in need of accessibility (ADA) modernization. Efforts should focus on units that are affordable to low- to moderate-income households.
- Support weatherization programs and incentives to support landlords in improving rental properties serving low- to moderate-income households.
- Increase funding and support for programs that increase the inventory of lead-safe housing units.
- Support programs to provide financial assistance to help low- to moderate-income renter households with security deposits, rent, and utility payments.
- Support programs that provide financial assistance to help low- to moderate-income prospective homeowner households with down payment and/or closing cost assistance, weatherization assistance, correction of recognized health and safety hazard assistance, financial literacy, and homebuyer education.
- To reduce barriers to affordable housing development, including reducing development costs, pursue changes to the Medford Development Code by allowing smaller lots, higher densities, more flexible lot dimension standards, and/or reduced parking requirements.
- Support programs that provide fair housing and educational services to low- to moderate-income and special needs residents.

2	Goal Name	<b>Support and Strengthen Homeless Services and Housing</b>
	Goal Description	<p>Expand access to housing and supportive services that address homelessness in Medford through collaborative action with the City's partners. Implement the goals and actions identified in the Homeless System Action Plan (HSAP).</p> <ul style="list-style-type: none"> <li>• Increase the supply of affordable and supportive housing based on City Council's biennial productions goals. Support development of housing to address homelessness through actions such as: identifying publicly-owned land that may be suitable for housing development; identifying incentives to support housing first models, rapid rehousing, and permanent supportive housing units; changing the development code to support the development of affordable housing; and other actions.</li> <li>• Increase leadership, collaboration, and funding to support development of housing and services to reduce homelessness. Continue providing leadership on issues of homelessness by strengthening capacity to implement the HSAP Implementation Plan and increase awareness of the public costs of managing homelessness. Engage stakeholders on issues of homelessness, including faith-based organizations, businesses, and other agencies. Continue to participate and provide leadership within the Continuum of Care.</li> <li>• Address unsheltered homelessness and encampments through efforts such as: continuing to support the Chronically Homeless Outreach Partnership, funding recognized non-uniformed street outreach services, and supporting evidence-based programs that serve homeless individuals experiencing mental illness and substance use disorders.</li> <li>• Increase temporary housing programs and successful placements through efforts such as: supporting the creation of navigation centers including shelters and case management services, allocating funding to the creation of additional scattered sites and year-round low barrier shelter programs, working with interested churches to create safe parking programs, increasing resources for homelessness prevention, increasing funding for legal services targeted to residents facing eviction, and increasing diversion training and activities in collaboration with the Continuum of Care.</li> </ul>



3	Goal Name	<b>Increase Opportunities for Low- to Moderate-Income and Special Needs Residents to Become Self-Sustaining</b>
	Goal Description	<p>Support residents to become self-sustaining by increasing the availability and accessibility of essential support services to residents who are low- to moderate-income, residents with special needs, families with children, people living with disabilities, seniors, youth, and people living with mental health and substance use disorders.</p> <ul style="list-style-type: none"> <li>• Support public service agencies that assist residents in need with safety net services to overcome barriers including substance abuse, domestic violence, child abuse, physical and mental health disorders or disabilities, and homelessness.</li> <li>• Support programs that provide assistance to residents with mental health concerns, such as programs that: mitigate the effects of trauma, decrease social isolation, provide information about behavioral health support, reduce harm associated with mental health disorders, and ensure access and coordination of care for people impacted by mental health disorders.</li> <li>• Support programs that provide assistance to residents with substance use concerns, such as programs that: prevent abuse and misuse of substances, reduce harm associated with substance abuse, and ensure access and coordination of care for people impacted by substance abuse.</li> <li>• Support programs that provide basic health care services to residents in need.</li> <li>• Support programs that assist low- to moderate-income residents in need to become self-sustaining through job skills training, workforce readiness programs, transportation services, and the availability and affordability of childcare and after school care.</li> <li>• Support programs that encourage volunteerism and advocacy programs for special needs populations such as seniors, youth, people living with disabilities, people living with mental health disorders, people living with substance use disorders, and people experiencing homelessness.</li> <li>• Increase funding for projects, programs, and activities that support populations that are aging and/or living with disabilities, such as programs that: support or incentivize modernizing and rehabilitating housing, support new and existing owner and rental properties that promote accessibility, remove architectural barriers, and promote other improvements that increase the supply of housing suitable for all ages and abilities.</li> </ul>

4	Goal Name	<b>Improve Quality of Life through Neighborhood Revitalization</b> <p>Improve quality of life through neighborhood revitalization and improvements of community infrastructure and facilities. Engage the community in discussions about ways to improve Medford's public facilities and revitalize neighborhoods. Proactively plan for infrastructure needs by providing facilities necessary for the City's residents and visitors in a manner that is financially and environmentally sustainable.</p> <ul style="list-style-type: none"> <li>• Support programs that promote a community-wide culture of inclusion, such as neighborhood or outreach programs that engage low- to moderate-income households, people of color, people experiencing homelessness, people living with disabilities and/or mental health issues, seniors, and youth in community discussions.</li> <li>• Provide assistance to repair and improve public infrastructure including street improvements, sidewalks, water and sewer improvements, curbs, gutters, and lighting and street trees in low- to moderate-income neighborhoods.</li> <li>• Provide assistance to develop neighborhood facilities such as youth centers, senior centers, parks and recreation facilities, open space and community centers.</li> <li>• Support the removal of dilapidated structures and other blighting influences in low- to moderate-income areas, designated slum and blight areas, and citywide on a spot-blight basis in accordance with HUD regulations. Actively enforce City codes to improve the habitability and safety of housing and to eliminate blighting influences in neighborhoods.</li> <li>• Provide planning assistance toward the development of a Jackson School Neighborhood Plan and a Washington School Neighborhood Plan. The City identified an intention to provide similar planning assistance for the Union Park Neighborhood and the Cottage Street Neighborhood in the City's next consolidated plan.</li> </ul>
	Goal Description	

5	Goal Name	<b>Promote Community and Economic Development Efforts that Support Economic Stability</b>
	Goal Description	<p>Pursue community and economic development efforts that support or improve housing development, economic mobility, small business ownership, economic stability, and the community's economic vitality.</p> <ul style="list-style-type: none"> <li>• Collaborate with SOREDI, private businesses, government, and educational partners to develop a regional economic development strategy.</li> <li>• Collaborate with the Chamber of Commerce to strengthen and support the local business network.</li> <li>• Support programs that provide job training and workforce readiness services by participating and strengthening relationships with local and regional schools (e.g., K-12, community colleges, and universities), supporting expanded technical education and higher education programming, and partnering with economic development and workforce development agencies.</li> <li>• Support programs that provide technical assistance to small businesses, including business incubators, by ensuring companies have the infrastructure needed to develop and bring products to market, connecting regional networks of entrepreneurs to foster collaboration, and supporting programs that increase access to capital for businesses in Medford.</li> <li>• Work with regional partners to expand the availability of startup capital by building on opportunities from the Southern Oregon Angel Investment Network, grants from federal sources (e.g., US Small Business Innovation Research or the US Small Business Technology Transfer), and City programs that provide loans to small businesses.</li> <li>• Support childcare programs that strengthen the low- to moderate-income workforce, as an economic driver within the city.</li> </ul>

**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 Community Services and Development Commission's recommendation to prioritize projects was stimulated by community education and awareness throughout the year. This year, this jurisdiction will rehabilitate permanent housing for those in addiction recovery, serving four households. Additionally, eleven elderly and disabled low-to moderate-income Medford residents of owner-occupied and rental housing units will also be assisted via the construction of modular ramps, helping to increase both safety and accessibility.

## AP-35 PROJECTS - 91.220(D)

### Introduction

This section lists and describes the projects and programs that will receive 2022/23 grant awards. Allocations comply with HUD's allowable percentages with no greater than 15% awarded to public service programs addressing homelessness (including additional expected resources of \$100,000 in program income that may be received prior to the 2021/2022 program year-end of June 30, 2022), and 20% to planning and program administration, which includes funding dedicated to planning activities. The remaining 65% is awarded to housing and community development projects (including estimates for environmental reviews and anticipated activity delivery costs) focusing on public facility rehabilitation for homeless services to convert existing facility to support behavioral health low-level decompression.

**Table 10 - Project Information**

#	Project Name
1	Center For NonProfit Legal Services - Building Resiliency
2	Hearts With A Mission - Medford Youth Shelter
3	Maslow Project - Maslow Project Wrap-Around Family Advocacy Services
4	Rogue Retreat - Urban Campground Supportive Services
5	City of Medford -Navigation Center Expansion
6	General Program Administration - 2022/23 PY
7	Activity Delivery Costs
8	To Be Allocated/Estimated Program Income - CDBG

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

Funding allocations and technical assistance during the 2022/23 CDBG program year are primarily focused on addressing homelessness through essential safety-net services, emergency shelters, outreach, and increasing access to legal services. A significant lack of community-wide resources including funding, housing, and agency staff capacity are significant obstacles to addressing the needs of Medford's underserved.

Housing developers and providers continue to experience 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. Much of the City's foundational work going into the 2022/23 CDBG program year has been applied to developing policy amendments and economic incentives the may be able to address these barriers during this next program year. The City also continues to address the challenge of existing blighted, abandoned housing units. This challenge is viewed through a lens of opportunity to convert a select number of these units to restricted affordable housing.

Table 11 - Project Summary

1	<b>Project Name</b>	<b>Center For NonProfit Legal Services - Building Resiliency</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Support and Strengthen Homeless Services and Housing
	<b>Needs Addressed</b>	Legal Services Emergency Homeless Shelters Homeless Services Outreach Services
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	This program will provide access to legal outreach, education, representation and support services for individuals experiencing homelessness at the Navigation Center, an emergency shelter with services provided region-wide.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This program will be reported under a HUD-defined homeless shelter, expecting to serve approximately 40 individuals experiencing homelessness during the program year.
	<b>Location Description</b>	The Navigation Center is located at 685 and 691 Market Street in Medford; however, the Navigation Center serves homeless individuals on a citywide basis.
2	<b>Planned Activities</b>	CDBG funds will provide legal support for individuals experiencing homelessness through reimbursing a percentage of staff salaries.
	<b>Project Name</b>	<b>Hearts With A Mission - Medford Youth Shelter</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Support and Strengthen Homeless Services and Housing
	<b>Needs Addressed</b>	Emergency Homeless Shelters Homeless Services Outreach Services Youth Services
	<b>Funding</b>	CDBG: \$25,000
	<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, individualized services will provide therapeutic support, education, and strategic intervention.
	<b>Target Date</b>	6/30/2023

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This program will be reported under a HUD-defined homeless shelter, expecting to serve approximately 100 youth (ages 10-17) at the shelter during the program year.
	<b>Location Description</b>	The emergency shelter is located at 517 Edwards Street in Medford; however, Hearts With A Mission serves homeless youth and families on a citywide basis.
	<b>Planned Activities</b>	CDBG funds will provide program support and case management for runaway, transitional, and homeless youth and families through reimbursing a percentage of staff salaries.
3	<b>Project Name</b>	<b>Maslow Project - Maslow Project Wrap-Around Family Advocacy Services</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Support and Strengthen Homeless Services and Housing
	<b>Needs Addressed</b>	Homeless Services Outreach Services Youth Services
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	This program serves Medford homeless youth (ages 0-21) and families with intensive, integrated support services, including case management, advocacy, and resources. All services are aimed towards supporting homeless youth and families with achieving self-sufficiency and housing stability.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CDBG funds are estimated to serve approximately 500 youth (ages 0-22) 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 citywide.
	<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.
4	<b>Project Name</b>	<b>Rogue Retreat - Urban Campground Supportive Services</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Support and Strengthen Homeless Services and Housing
	<b>Needs Addressed</b>	Emergency Homeless Shelters Homeless Services Outreach Services
	<b>Funding</b>	CDBG: \$50,000

	<b>Description</b>	Funding will support the emergency homeless shelter/campground, the Urban Campground, in order to serve individuals experiencing homelessness by utilizing trauma-informed care and increasing access to essential services and resources, wrap around case management, and navigation to transitional and permanent housing.
	<b>Target Date</b>	6/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This program will be reported under a HUD-defined homeless shelter and estimates serving an estimated 600 unduplicated homeless individuals.
	<b>Location Description</b>	2811 Biddle Road, Medford, Oregon 97504
	<b>Planned Activities</b>	This program will serve community members experiencing homelessness directly through shelter and access to resources by reimbursing a percentage of staff salaries.
5	<b>Project Name</b>	<b>City of Medford – Navigation Center Expansion</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Support and Strengthen Homeless Services and Housing
	<b>Needs Addressed</b>	Homeless Navigation Center/Facilities Emergency Homeless Shelters Homeless Services Outreach Services
	<b>Funding</b>	CDBG: \$500,000
	<b>Description</b>	Funding will support the expansion of the Medford Navigation Center located at 685 and 691 Market Street, supporting individuals experiencing homelessness. Activities at 685 Market Street may include new flooring in the public service delivery areas, exterior paint, an outdoor community space, and fencing. Activities at 691 Market Street may include redevelopment and operational planning costs, roof replacement, exterior paint, new flooring, fencing, an outdoor dog run and kennel area, and other interior renovations necessary to use the building as a “low-stimulus” or “de-escalation” space for individuals experiencing a behavioral health challenge.
	<b>Target Date</b>	06/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	650 chronically homeless individuals
	<b>Location Description</b>	685 and 691 Market Street; however, services will support individuals experiencing homelessness citywide.



	<b>Planned Activities</b>	Activities at 685 Market Street may include new flooring in the public service delivery areas, exterior paint, an outdoor community space, and fencing. Activities at 691 Market Street may include redevelopment and operational planning costs, roof replacement, exterior paint, new flooring, fencing, an outdoor dog run and kennel area, and other interior renovations necessary to use the building as a “low-stimulus” or “de-escalation” space for individuals experiencing a behavioral health challenge.
6	<b>Project Name</b>	<b>Program Administration – 2022/23 PY</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Support and Strengthen Homeless Services and Housing
	<b>Needs Addressed</b>	Emergency Homeless Shelters Homeless Services Legal Services Homeless Navigation Center/Facilities Outreach Services Youth Services
	<b>Funding</b>	CDBG: \$146,872
	<b>Description</b>	City of Medford Community Development Block Grant 2022/23 program administration.
	<b>Target Date</b>	06/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Program administration funds will be allocated to administrative expenses necessary to administer the CDBG program. Anticipated performance outcomes can be summarized as serving: <ul style="list-style-type: none"> <li>• 500 homeless, or at risk of becoming homeless, youth and families through wrap-around case management services</li> <li>• 40 youth with overnight emergency shelter at a homeless youth shelter</li> <li>• 600 homeless individuals with overnight emergency shelter</li> <li>• 40 homeless individuals with access to legal services and education</li> <li>• 650 homeless individuals through the expansion of the Navigation Center</li> </ul>
	<b>Location Description</b>	Citywide. Program administration staff is located at 200 S. Ivy Street, Medford, Oregon 97501.
	<b>Planned Activities</b>	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, technical assistance to subrecipients, environmental review/assessment costs, and other professional consulting services.
7	<b>Project Name</b>	<b>Activity Delivery Costs</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Support and Strengthen Homeless Services and Housing



	<b>Needs Addressed</b>	Homeless Navigation Center/Facilities Emergency Homeless Shelters Homeless Services Outreach Services
	<b>Funding</b>	CDBG: \$62,488
	<b>Description</b>	Project activity delivery costs
	<b>Target Date</b>	06/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	650 chronically homeless adults through the expansion of the Navigation Center
	<b>Location Description</b>	Citywide. Program administration staff is located at 200 S. Ivy Street, Medford, Oregon 97501.
	<b>Planned Activities</b>	Project activity delivery costs
8	<b>Project Name</b>	<b>To Be Allocated/Estimated Program Income - CDBG</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	To be determined
	<b>Needs Addressed</b>	To be determined.
	<b>Funding</b>	CDBG: \$100,000 (estimated Program Income)
	<b>Description</b>	Funding allocation will be determined as received during the 2022/23 PY.
	<b>Target Date</b>	06/30/2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To be determined.
	<b>Location Description</b>	To be determined.
	<b>Planned Activities</b>	To be determined.

## 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 2022/23 program year, and all activities are eligible based on benefiting low- and moderate-income (LMI) persons and/or by presumed benefit, citywide.

### Geographic Distribution

Table 12 - Geographic Distribution

Target Area	Percentage of Funds
Citywide	100

### Rationale for the priorities for allocating investments geographically

N/A

### Discussion

Housing and community development projects and public service activities funded with 2022 CDBG funds are intended to provide citywide benefits, regardless where they reside in Medford.

## 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 rehabilitation of existing housing units for those recovering from addiction and construction of ADA ramps for low- to moderate-income disabled and elderly persons living in homeowner and rental units. 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 13 - One Year Goals for Affordable Housing**

Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	<b>0</b>

**Table 14 - One Year Goals for Affordable Housing**

Number of Households to be Supported	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	<u>0</u>

## **Discussion**

Although the City is prioritizing housing- and homeless-related activities during the 2022/23 program year, no new units will be produced as a result of CDBG funding. The City received no proposals for housing and community development projects. Funding for housing and community development projects will support the expansion of the Navigation Center, serving individuals experiencing homelessness. The City looks forward to continuing to generate a positive impact on the community through assisting the efforts of community nonprofit partners through funded projects and programs.

Outside of the CDBG program, the City continues to support the development of affordable housing and housing stabilization through dedication of local funding from the Housing Opportunity Fund (HOF), derived from Construction Excise Tax revenue, and the General Fund Grant (GFG) program.

During the 2022 program year, the City Planning Department will administer \$682,310 in funding from the HOF to four projects to stimulate the development of affordable housing.

In addition, the City was a co-applicant for Project Turnkey funds through Oregon Community Foundation, which allowed Rogue Retreat to acquire a 47-unit hotel for conversation housing for homeless individuals and families in need of transitional or recuperative care housing. This facility is currently in-development and will be reported in the CAPER.

## 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

N/A

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

N/A

### Discussion

N/A

## AP-65 HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES - 91.220(I)

### Introduction

The CSDC, serving as the advisory body to Council on matters related to the CDBG program and matters associated with homelessness, solicits projects and programs that propose activities to address the needs of homeless and special needs individuals. Maintaining the CDBG annual grant competition and holding monthly public meetings for advocates to share concerns are two ways the Commission stays connected with these needs. Heightened awareness has been directed to the needs of persons experiencing homelessness or at risk of becoming homeless, persons with mental illness and substance abuse disorders, and a general lack of affordable housing for households earning extremely low- to moderate-incomes.

During the 2022/23 program year, the CSDC recommended Council allocate the maximum 15% of entitlement, or \$110,154 plus prior resources of \$14,846 for a total of \$125,000, to agencies that will provide outreach, case management, homeless services, shelter, and legal education/services to individuals and families that are homeless or at risk of becoming homeless. Furthermore, Council recommended the allocation of 65% of entitlement, or \$500,000 to the expansion of the Navigation Center (a community development project) serving individuals experiencing homelessness. In addition to utilizing the advisory capacity of the CSDC, the City continues to rely on the Medford Homeless System Action Plan, adopted by Council for implementation in November 2019, as a road map for future actions and funding decisions that may benefit homeless, at risk, and special needs populations.

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

Of the 1,830 youth, adults, and families estimated to be served during the 2022/23 program year, 100% will be individuals experiencing homelessness or at risk of becoming homeless. As detailed in Table 11, the Community Services and Development Commission recommended City Council allocate funding as follows:

- \$75,000 to emergency 24/7 shelters estimated to serve 600 unsheltered adults and 40 youth;
- \$30,000 to provide approximately 500 homeless, and at risk of experiencing homelessness, youth and families with outreach, case management, and services;
- \$20,000 to provide 40 persons experiencing homelessness with access to legal services and education; and
- \$500,000 to expand the Navigation Center, support 650 persons experiencing homelessness.

Agencies that will help to achieve performance outcomes include Center for NonProfit Legal Services, Hearts With A Mission, Maslow Project, Rogue Retreat, and the City of Medford.

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

Emergency shelters and transitional housing remain strong community needs. As referenced in Table 11, the City will allocate funds to Hearts with a Mission's homeless youth shelter and the emergency homeless shelter/campground Rogue Retreat's Urban Campground, along with Maslow Project, which will provide a seasonal emergency homeless shelter and additional homeless-oriented services and outreach. In addition, the City will support the expansion of the Navigation Center to serve as behavioral health decompression.

Outside of CDBG funding, the local General Fund Grant awarded \$132,800 to support six programs providing emergency shelter and services to individuals experiencing homelessness: Community Works' Dunn House Shelter program serving 375 domestic violence survivors; Community Works' Transitional Housing for Homeless Youth and Youth with Children serving 33 survivors domestic violence survivors with transitional housing; Hearts With A Mission's Youth Emergency Shelter serving 100 youth with emergency shelter; Maslow Project's Family Advocacy Wrap-Around Support Services program serving 500 youth and families experiencing, or at risk of, homelessness; Rogue Retreat's Kelly Shelter serving 700 individuals with emergency shelter; and Set Free Services' Providing Basic Needs program serving 15,000 individuals through homeless outreach services.

The City will also continue to work with Rogue Retreat, Oregon Department of Human Services, Providence Health & Services, and other community partners to further implement Project Turnkey, a 47-unit converted hotel to provide new transitional housing for Alameda Fire victims and unhoused residents. Four of the 47 rooms will serve as recuperative care rooms for homeless patients discharged from Providence Medical Center.

The City will also continue to work with Rogue Retreat to secure a permanent location for the Urban Campground to serve chronically homeless community members residing along the Greenway. During the 2022 program year, community partners will also explore funding needs to sustain long-term operations.

**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 (HWAM's) homeless youth shelter and Rogue Retreat's Urban Campground helps individuals experiencing homelessness. HWAM's programs help homeless, runaway, and at-risk youth to re-unite with their families, transition to a temporary host family, or independently transition to permanent supportive housing. Their shelter program is designed to meet the needs of youth ages 10-17, while their transitional housing program serves youth up to age 22. HWAM anticipates providing 100 homeless youth with shelter accommodations

and services during the 2022/23 program year. Rogue Retreat's Urban Campground serves 600 individuals experiencing chronic homelessness with shelter accommodations, services and support. Additionally, the City will expand the Navigation Center to support individuals experiencing homelessness, and the Center for NonProfit Legal Services will also provide access to legal services and education for individuals experiencing homelessness at the Navigation Center.

In addition, the City's contribution to the operations of the Maslow Project, an organization providing comprehensive services and outreach with referrals to Medford youth up to age 24, along with their parents/guardians, who are experiencing homelessness or at risk of becoming homeless. Maslow has also partnered with the Housing Authority of Jackson County through Newbridge Place, an affordable housing complex, and is assisting youth and families with housing navigation services and potential housing placement opportunities.

Although not funded through CDBG funding, as mentioned above, the local 2021-23 General Fund Grant (GFG) funding awarded \$132,800 to six programs serving a combined anticipated outcome of 16,708 individuals. In addition, La Clinica's Mobile Health Center was also awarded \$7,500 to serve 690 individuals experiencing homelessness with access to medical and health services.

**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, or referrals.

The following, previously referenced projects help LMI individuals and families avoid becoming homeless:

- Hearts With A Mission, helping youth to re-unite with their families, transition to a temporary host family, or independently transition to permanent supportive housing along with outreach and referrals, generating impact through providing stability to youth and
- Maslow Project, providing comprehensive services and outreach with youth up to age 24, and their parents/guardians, who are currently experiencing homelessness or at risk of becoming homeless;

In addition to the previously referenced projects from the local GFG funding serving individuals experiencing homelessness, five programs support LMI individuals and families from becoming homeless through essential safety net services and rental support through \$125,000: ACCESS with food assistance, serving 21,000 households; CASA of Jackson County through via court-appointed



advocacy, serving 700 abused and neglected children and volunteers; Children’s Advocacy Center with therapy services to 250 abused and neglected children; Rogue Valley Council of Governments’ Food and Friends program, serving 240 seniors and individuals with disabilities with meals on wheels; and St. Vincent de Paul via rental assistance to 180 households.

## 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 continued priority of the new program year. City staff, as directed by Council, will also continue to dedicate time to special projects such as Project Turnkey, the Medford Severe Weather Event Shelter, and the creation of a navigation center during the 2022/23 program year.

## HOPWA Funding

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

**Table 15 - One Year Goals for HOPWA by Support Requirement**

One year goals for the number of households to be provided housing through the use of HOPWA for:	
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
Total	N/A

## AP-75 BARRIERS TO AFFORDABLE HOUSING - 91.220(J)F

### 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 continually identified during the 2020-24 consolidated planning process:

- Low vacancy rate of citywide 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 that is available and appropriate for development within the Urban Growth Boundary (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 prior consolidated planning 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 stagnant wage rates and employment opportunities
- High cost of living
- Insufficient capacity to develop creative projects that are competitive in state/federal grant competitions
- Environmental constraints including lengthy and costly assessment requirements
- Cost barriers to developing smaller units

The City Planning Department worked with ECONorthwest, through a grant award from the Department of Land Conservation and Development (DLCD), to update the Medford Housing Needs/Capacity Analysis (HNA) and develop a comprehensive Housing Production Strategy, both of

which will likely be proposed to be recommended for adoption by City Council and implemented over the next seven years to address barriers. The Housing Advisory Commission will review recommendations from ECONorthwest prior to presentation to Council for final approval.

In addition, the Planning Department will implement Middle Housing regulations (per HB 2001) by updating Chapter 10 of the Medford Municipal Code, which was adopted in June 2022 to allow for additional housing types to be permitted in the majority of the City's Single Family Residential zones.

**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**

As previously mentioned, the Planning Department, through the advisory capacity of ECONorthwest and the Housing Advisory Commission, will present to Council for adoption, an updated Medford Housing Needs Analysis and Housing Production Strategy (HPS) during the 2022/23 program year. The HPS will provide a road map to remove and ameliorate the negative effects of public policies. Strategies to incentivize the development of affordable housing will be included in the HPS.

The Planning Department will work on conducting additional city-initiated upzoning in areas as part of the Urban Growth Boundary (UGB) expansion, helping to further prepare land for development.

The City is considering potential implementation of the Multiple Unit Property Tax Exemption (MUPTEx), a state-enabled incentive program used by cities like Medford to support the development and rehabilitation of multi-family units (building with 5 dwelling units or more) in city centers (like downtown Medford), along transit corridors, and in instances where development provides housing that is affordable to individuals and families earning less than 60% of area median income (AMI) based on household size. This program would seek to encourage high quality residential options for multifamily housing by reducing operating costs through awarding a property tax exemption for up to 10 years (excluding the value of the land) and abating property taxes that would be paid on the value of improvements (typically buildings). Eligibility would also be based on meeting specified public benefit criteria including: aligning with housing goals and needs identified by the City, achieving development goals of Neighborhood Plans, providing development features or programs that support community resiliency, achieving equitable outcomes, and resulting in a net neutral fiscal impact to the City over the functional lifetime of the improvement.

The City is also considering potential implementation of the Nonprofit Corporation Low Income Housing (NCLIPTE), a state-enabled incentive program to support the development of multi-family units (building with 5 dwelling units or more) affordable to individuals and families earning less than 60% of area median income (AMI) based on household size. Eligible property owners or developers must be a 501(c)(3) or (4) entity (nonprofit organization). These developments are largely equivalent to housing authority projects that utilize statutory tax exemptions available exclusively to those entities. The effective period of the abatement is left to the discretion of the local jurisdiction. These features make it an excellent match for regulated affordable housing development financed with Low

Income Tax Credits, which require affordability periods that far exceed the effective periods of other tax abatement programs (for example, MUPTE). Program participants would also need to meet public benefit criteria (identified in MUPTE above).

The Planning Department also extended the adopted Accessory Dwelling Unit (ADU) Development program during the 2022/23 program year to provide assistance to property owners by offering permit-ready designs and 100% financial assistance for system development charges through using 55% of the funding from the American Rescue Plan Act (ARPA) and 45% waiving fees through the City of Medford; program has supported the development of 30 units in the last 18 months.

## **Discussion**

The City is increasing housing opportunities through regulatory reform, economic incentives, strategic investing of City resources, and pursuit of additional funding for housing development and preservation and economic development. The City is helping to identify additional buildable land in areas close to work, education, and amenities so that Medford can continue to develop as a desirable place 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, promoting community collaboration to strengthen leverage, and strategically using City resources.

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 rehabilitation of existing housing units and construction of modular ramps for low-to moderate-income seniors and those with disabilities. Fostering and maintaining affordable housing will be attainable through the funding of sustainable activities with experienced agencies. Other actions include:

- City Council recently extended the Accessory Dwelling Unit System Development Charges (SDC) Relief program to June 30, 2023, utilizing \$150,000 from American Rescue Plan Act (ARPA) funding and waiving City-assessed SDCs to fully relieve 100% of SDCs support the development of Accessory Dwelling Units (ADUs), as naturally occurring affordable housing units for low-to moderate-income households;
- City Council will consider the Housing Production Strategies for adoption, developed through the advisory capacity of the Housing Advisory Commission and in consultation with ECONorthwest to foster the development and sustainability of affordable housing; and
- Housing and Community Development Division staff will continue to support the efforts of the Community Services and Development Commission and Housing Advisory Commission to

explore potential partnerships with housing developers and providers, nonprofit agencies, private employers, faith-based organizations, Coordinated Care Organizations (CCOs), and other governmental agencies to foster the development of affordable housing.

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

During the 2022/23 program year, HUD awarded the City of Medford \$2,380,542 to abate lead-based paint for 78 income-eligible renter and owner-occupied households in Medford, Oregon. Funding was awarded from the: Lead Paint Hazard Reduction program with \$1,740,542 and Healthy Homes program with \$400,000 to correct additional health and safety hazards that may accompany homes identified for lead abatement. The City of Medford has partnered with Habitat for Humanity as the subrecipient.

The City will also continue to work with community partners including, but not necessarily limited to, the Housing Authority of Jackson County, Oregon Health Authority, Jackson Care Connect, AllCare Health, OnTrack, and Jackson County Health. As awarded funding, the partnership shall bolster the community's ability to improve the health and safety of Medford's aged housing stock occupied primarily by young children.

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

The City will provide ongoing technical assistance to agencies receiving 2022/23 CDBG funds including:

- Center For NonProfit Legal Services
- Hearts With A Mission
- Maslow Project
- Rogue Retreat

Supporting these agencies is a primary planned action to reduce poverty through the CDBG Program. Combined CDBG funding allocated to these subrecipients totals \$125,000.

Other actions include increasing community and staff awareness of barriers preventing a reduction in poverty as well as the need for job training and education assistance programs to promote self-sufficiency. City staff stay connected with other local nonprofits serving residents living in poverty to assess the needs of these individuals and the agencies serving them. The City's actions have been a driving force in the development and support of programs serving the homeless and underserved communities. The City looks forward to maintaining a commitment to help open 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 administering the activities proposed in this Action Plan as well as the strategies presented in the 2020-2024 Consolidated Plan. The City's institutional

delivery structure has grown to over 70 agencies and departments (identified in Table 4) as providing specific consultation during the completion of the City's 2022/23 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 serve as a convener of key community stakeholders, nonprofits, private businesses, Coordinated Care Organizations, healthcare providers, and faith-based organizations to develop non-CoC specific strategies to address homelessness and to improve housing and economic development.

The City will also continue to strengthen institutional structure through the ongoing implementation of the Medford Homeless System Action Plan (HSAP). The HSAP recommends five goals and 32 actions, including policy related changes to improve efficiency of the region's homeless crisis response system.

### **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:

- Cultivate cross-sector pilot housing partnerships by collaborating with housing developers, nonprofit services providers, private businesses, healthcare organizations, and the faith-based community;
- 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;
- Explore landlord incentive programs where nonprofit agencies and housing providers serve as the tenant for the benefit of individuals dealing with restrictive and challenging circumstances;
- Work with Jackson County Mental Health to explore the development of a mental health crisis intervention mode similar to the CAHOOTS model; and
- Collaborate with community partners including but not limited to ACCESS, the Jackson County Continuum of Care, Medford Urban Renewal Agency, Rogue Retreat, Jackson Care Connect, AllCare Health, the Medford Gospel Mission, Jackson County Mental Health, Maslow Project, La Clinica, and Addictions Recover Center to explore the potential creation of a navigation

center, as defined under HB 2006 and funded under HB 2004.

**Discussion:**

None.

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AP-90 PROGRAM SPECIFIC REQUIREMENTS - 91.220(L)(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 2022/23 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 of LMI during the 2022/23 Action Plan.

Community Development Block Grant Program (CDBG)  
Reference 24 CFR 91.220(l)(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	\$0
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>	\$0

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% LMI

Discussion

None.

## Appendix A - Citizen Participation Plan

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

Opportunities for citizen participation and consultation are required by Federal law. The City's CPP is intended to encourage citizens, community partners, and stakeholders 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 CPP in particular is intended to encourage citizens of low- and moderate-income (LMI), including residents of LMI areas in Medford. The below 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

## **CONSOLIDATED PLAN PREPARATION**

(1) Information will be provided to citizens, public agencies, community partners, stakeholders and other interested parties information during the consolidated 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 low- to moderate-income (LMI) persons and families
- Efforts to minimize displacement of persons and assistance if displacement occurs
- Instructions on how to provide feedback on the critical needs of LMI persons and families
- Instructions on how to provide recommendations on needed programs

Information will be provided by public notices, social media postings, through public input meetings and other public meetings held by City Council's advisory bodies on the development of the Consolidated Plan, 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 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.

## **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), unless HUD provides a public comment period waiver due to urgent circumstances. Notice shall be given by a public notice, website update, and email notifications, during the 30-day comment period, 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.

(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.

## **AMENDMENTS TO THE ONE YEAR ACTION PLAN**

(1) The following process is required for substantial amendments to any annual 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 an annual action plan, the City of Medford shall provide citizens with 30 days' notice and opportunity to comment on substantial amendment(s), unless HUD provides a temporary waiver due to urgent circumstances. Notice shall be given by a public notice, website update, and email notifications, during the 30-day comment period, 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.

(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 annual action plan.

## **PERFORMANCE REPORTS**

(1) The City of Medford will provide citizens with notice and an opportunity to comment on the Consolidated Annual Performance and Evaluation Report (CAPER). Notice will be provided by a public notice, website update, and email notifications (during the comment period) 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. The review and comment period shall be at least 15 days.

(2) The City will hold two public hearings during each action plan year to evaluate performance under the City's Community Development Block Grant (CDBG) program. One meeting will be held through the Community Development Grants Commission, as the advisory body to City Council on the

appropriate implementation of the City's CDBG program, in accordance with Medford Municipal Code 2.441; and one public hearing will be held by City Council.

## **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 3 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 Consolidated Plan will be available at the City Planning Department, City Recorder's Office and the Jackson County Library.

(4) Technical Assistance. The City will provide technical assistance to group representatives of LMI persons and families 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, CDBG program, or any annual action plan can be made to the City of Medford's Housing and Community Development Division's Principal Planner. The City will make every effort to provide a substantive, written response to every written citizen complaint 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, Annual Action Plan and Community Development Block Grant process.

## Appendix B - Public Comments

- 1) To be determined.

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## Appendix C - Application for Federal Assistance

To be determined.

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## Appendix D - Certifications

### CERTIFICATIONS

*July 1, 2022 – June 30, 2023*

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.

**Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 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 subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.



**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 in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

### **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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan 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 a particular 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 (see Optional CDBG Certification);
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.

In addition, 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.

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.

**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.

**Drug-Free Workplace Certification**

1. By signing and/or submitting this application or grant agreement, the grantee is providing certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification or otherwise violates the requirement of the Drug-Free Workplace Act, HUD, in addition to other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority of State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Places of Performance: City of Medford Planning Department  
200 S. Ivy Street  
Medford, Oregon 97501

Check X if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantee's attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

“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).

## 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

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Randy Sparacino, Mayor  
City of Medford

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Official Date

## Appendix E - Assurances

[View Burden Statement](#)

### ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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To be inputted.

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## Appendix F - Affidavit of Publication

Affidavit - To be inputted.

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Proof of Legal Notice – To be inputted.

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## Appendix G - Resolution

To be inputted.

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