

# **City of Medford**

## **Community Development Block Grant**

### **Program**



## **2024/25 Action Plan**

This Plan Covers the Period Beginning  
July 1, 2024, and Ending June 30, 2025

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- Sheila Giorgetti, Staff Liaison
- Zac Thompson, Staff Liaison
- Eric Mitton, Legal Staff Liaison

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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 2024/25 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 (PY) July 1, 2024, through June 30, 2025. 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**

<b>1</b>	<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.
<b>2</b>	<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).
<b>3</b>	<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.
<b>4</b>	<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.
<b>5</b>	<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**

	<b>Goal Name</b>	<b>Goal Outcome Indicator</b>
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) and three capital improvement projects (CIPs) during the 2024/25 PY to achieve outcomes referenced in Section [AP-20](#).

### **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 and increase affordable housing contribute to the projects, programs and activities presented in the Action Plan.

***Homelessness.*** One of City Council's 2023/25 biennial goals is 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 2024/25 PY, City Council prioritized 100% of the PSP allocation to serve unhoused/homeless community members with CIP to eligible housing and community development projects, including supporting transitional housing and public facilities for homelessness.

Over the past year, Deputy City Manager Madding and other staff members from the Planning and Police departments continued to participate on the Continuum of Care (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 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 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 has allocated \$550,000 since PY 2020 to incentivize the development of Accessory Dwelling Units (ADUs), which has supported the development of 84 ADUs. The ADU SDC Reduction program was extended to June 30, 2024 (PY 2023) and may be extended further. During the 2023 PY, Council allocated \$1,400,000 to four projects supporting low-income and homeless households through new construction of permanent rental, homeownership, and supportive housing units; this will produce 67 affordable housing units and eight additional transitional beds. 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 PY, the Planning Department, Planning Commission, and Medford Housing Advisory Commission worked closely with ECONorthwest to update the City's Housing Needs Analysis (HNA) and developed the Housing Production Strategies (HPS) to

be implemented in the next eight years. The revisions were placed on hold in 2021 in order to receive updated population projections from Portland State University's Population Research Center released in 2022. Upon attaining those numbers, the HCA and HPS were updated to reflect those new numbers. Council approved both plans in July 2023. This action will help accomplish the City's Consolidated Plan goals.

*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, along with other community partners. The City will continue to consider opportunities to increase the earning potential of 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 and CIPs during a public meeting on March 13, 2024. The Housing Advisory Commission (HAC) approved the funding recommendation for CIPs on March 20, 2024. HAC approved the 2024/25 Action Plan on April 24, 2024, with the CSDC's approval on May 1, 2024. The Commission's funding recommendation was presented to City Council during a public hearing on Thursday, May 2, 2024, at 6:00 p.m. in Medford City Hall Council Chambers as presented in this Action Plan. The public comment period for the draft 2024/25 Action Plan commenced on Sunday, March 31, 2024, and concluded at the May 2, 2024, public hearing. Public participation requirements were noticed in the Legal Notices section of The Grants Pass Daily Courier, 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. Refer to [AP-10](#) for a list and summary of consultations that occurred in preparation for the 2024/25 Action Plan.

#### **5. Summary of public comments**

The City did not receive any public comments.

## **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, 2024, through June 30, 2025. 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 Area Median Income (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**

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
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 2024/25.

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

City of Medford contact for Consolidated Plan, Action Plan and CDBG Program:

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## AP-10 CONSULTATION - 91.100, 91.200(B), 91.215(L)

### 1. Introduction

The City of Medford coordinates efforts with internal staff and outside public and private entities that focus on affordable housing; homelessness; mental, physical, and behavioral health; substance abuse; domestic violence; childcare; 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(l))**

The City of Medford utilizes the Community Services and Development Commission (CSDC), Housing Advisory Commission (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 12:00 p.m. to 1:30 p.m. Meetings are held virtually or at the Lausmann Annex in Room 151, located at 200 S. Ivy Street (details available at [www.medfordoregon.gov](http://www.medfordoregon.gov)). The HAC holds public meetings virtually on the second Wednesday of each month from 12:00 p.m. to 1:30 p.m. Leading up to the development of the 2024/25 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 Deputy City Manager serves on the CoC Board 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. The City also works closely with Rogue Retreat's operation of the Medford Navigation Center/Kelly Shelter, created by the City through pass-through state and federal funding to address homelessness.

**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 consultations on the pages to follow for explanation of consultations held in conjunction with the 2024/25 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**

#	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)	<ul style="list-style-type: none"> <li>• PHA</li> <li>• Publicly Funded Institution/ System of Care</li> </ul>	<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 Director of Development also serves on the City's Housing Advisory Commission and 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 the Lead-Based Hazard Removal Program in Medford.
2	ACCESS	<ul style="list-style-type: none"> <li>• Services - Housing</li> <li>• Services - Children</li> <li>• Services - Elderly Persons</li> <li>• Services - Persons with Disabilities</li> <li>• Services - Health</li> <li>• Services - Education</li> <li>• Services - Homeless</li> </ul>	<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 Almeda 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 provided consultation regarding the importance of ensuring staff and client safety and security at the Medford Severe Weather Event Shelter, along with support for continued operations. City staff consulted with the agency during the

#	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>• Regional Organization</li> </ul>	<ul style="list-style-type: none"> <li>• Unaccompanied Youth</li> <li>• Non-Homeless Special Needs</li> <li>• Market Analysis</li> <li>• Anti-poverty Strategy</li> </ul>	application process and provided technical assistance.
3	Maslow Project	<ul style="list-style-type: none"> <li>• Services – Children</li> <li>• Services – Homeless</li> <li>• Services – Housing</li> <li>• Services – Education</li> </ul>	<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 Almeda 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.

#	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	<ul style="list-style-type: none"> <li>• Services – Children</li> <li>• Services – Homeless</li> <li>• Publicly Funded Institution/ System of Care</li> </ul>	<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>	<p>City staff consulted with the agency during the application process and provided technical assistance. Agency also provided consultation on the importance of prioritizing serving homeless youth and families to prevent generational homelessness.</p>
5	OnTrack Rogue Valley	<ul style="list-style-type: none"> <li>• Housing</li> <li>• Services – Housing</li> <li>• Services - Persons with Disabilities</li> <li>• Services – Homeless</li> </ul>	<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>	<p>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. City staff also provided technical assistance with existing prior funding awards.</p>
6	St. Vincent de Paul	<ul style="list-style-type: none"> <li>• Services – Housing</li> <li>• Services - Homeless</li> </ul>	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homelessness Strategy</li> <li>• Homeless Needs - Chronically Homeless</li> </ul>	<p>St. Vincent de Paul 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 the agency.</p>

#	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>	Administering a federally funded program of such magnitude through an all-volunteer organization triggered a funding shift during the 2020 PY 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)	<ul style="list-style-type: none"> <li>• Other Government – State</li> <li>• Health Agency</li> <li>• Publicly Funded Institution/ System of Care</li> </ul>	<ul style="list-style-type: none"> <li>• Lead-Based Paint Strategy</li> <li>• Housing Needs Assessment</li> </ul>	OHA, as subject matter expert, 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 Lead-Based Paint Hazard Removal program in Medford by providing ongoing data and assistance writing narrative for the federal grant and continues to coordinate with the City by providing application referrals when data indicates that a household is occupied with a child who is affected by an elevated blood lead level.
8	Rogue Retreat	<ul style="list-style-type: none"> <li>• Housing</li> <li>• Services – Housing</li> <li>• Services – Homeless</li> </ul>	<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/Crossings, Hope Village, Project Turnkey, and Clean Sweep programs to collect feedback on strategies to remove barriers to ending homelessness and sustaining operations and provides Rogue Retreat with technical assistance. The City executed an operations agreement with Rogue Retreat to manage the Medford Navigation Center/Kelly Shelter 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

#	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?
				finalizing a long-term sustainable operations plan.
9	Jackson Care Connect	<ul style="list-style-type: none"> <li>• Services – Health</li> <li>• Health Agency</li> <li>• Publicly Funded Institution/System of Care</li> <li>• Other – Coordinated Care Organization</li> </ul>	<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 and 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.
10	Jackson County Mental Health	<ul style="list-style-type: none"> <li>• Services – Health</li> <li>• Health Agency</li> <li>• Publicly Funded Institution/System of Care</li> <li>• Other Government – County</li> </ul>	<ul style="list-style-type: none"> <li>• Other - Housing - Related Health Issues</li> <li>• Homelessness Strategy</li> <li>• Homeless Needs – Chronically Homeless</li> <li>• Non-homeless Special Needs</li> <li>• Anti-poverty Strategy</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.
11	Veterans Administration Southern Oregon Rehabilitation Center and Clinics (VA SORCC)	<ul style="list-style-type: none"> <li>• Services – Homeless</li> <li>• Other - Services – Veterans</li> <li>• Health Agency</li> <li>• Publicly Funded</li> </ul>	<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.

#	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?
		Institution/System of Care <ul style="list-style-type: none"> <li>• Other Government – Federal</li> </ul>		
12	AllCare Health	<ul style="list-style-type: none"> <li>• Services – Health</li> <li>• Other – Coordinated Care Organization</li> <li>• Health Agency</li> <li>• Publicly Funded Institution/System of Care</li> </ul>	<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 and Medical Respite</li> </ul>	<p>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.</p>
13	La Clinica	<ul style="list-style-type: none"> <li>• Health Agency</li> <li>• Services – Health</li> <li>• Services – Homeless</li> <li>• Publicly Funded/System of Care</li> </ul>	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homeless Needs - Chronically Homeless</li> <li>• Homeless Needs - Families with Children</li> <li>• Other – Health Equity</li> <li>• Homelessness Strategy</li> </ul>	<p>City staff consulted with La Clinica during the implementation and funding support for the mobile health clinic at the Urban Campground/Crossings 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 ongoing consultation as a member of the Navigation Center Advisory Leadership Team.</p>
14	Oregon Housing and Community Services (OHCS)	<ul style="list-style-type: none"> <li>• Housing</li> <li>• Other Government – State</li> </ul>	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homelessness Strategy</li> </ul>	<p>City staff consults with OHCS on an ongoing basis to develop a better understanding of the state funding platform, align funding strategies, comply with HB 4006, and continue to implement best practices for diversity, equity, and inclusion initiatives. The City also received</p>

#	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>Market Analysis</li> </ul>	additional grant funds to leverage 2022 PY CDBG funds to expand the Medford Navigation Center through acquisition of 915 Town Centre.
15	City of Medford Planning Department	<ul style="list-style-type: none"> <li>Optional Designation - Grantee Department</li> <li>Planning Organization</li> </ul>	<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 include new housing units and programs.
16	Oregon Department of Human Services (DHS) Welfare and Self Sufficiency	<ul style="list-style-type: none"> <li>Child Welfare Agency</li> <li>Services - Children</li> <li>Services - Elderly Persons</li> <li>Services - Persons with Disabilities</li> <li>Services - Persons with HIV/AIDS</li> <li>Other Government - State</li> </ul>	<ul style="list-style-type: none"> <li>Anti-Poverty Strategy</li> <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.
17	Fair Housing Council of Oregon (FHCO)	<ul style="list-style-type: none"> <li>Services - Fair Housing</li> </ul>	<ul style="list-style-type: none"> <li>Housing Need Assessment</li> <li>Homeless Needs -</li> </ul>	Agency provided consultation in preparation for fair housing training events.

#	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?
			Chronically Homeless <ul style="list-style-type: none"> <li>• Other – Analysis of Impediments</li> </ul>	
18	Center For Nonprofit Legal Services	<ul style="list-style-type: none"> <li>• Services – Elderly Persons</li> <li>• Services – Persons with Disabilities</li> <li>• Services – Homeless</li> <li>• Services – Employment</li> <li>• Services – Fair Housing</li> <li>• Services – Victims of Domestic Violence</li> <li>• Regional Organization</li> </ul>	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homelessness Strategy</li> <li>• Other – Eviction Prevention</li> </ul>	<p>Agency provided expertise during the development of a Fair Housing Awareness and Education training that provided the City's advisory commissions and staff. 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. The City also provides technical assistance.</p>
19	Community Services and Development Commission (CSDC)	<ul style="list-style-type: none"> <li>• Other – Council Appointed Advisory Body</li> </ul>	<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>	<p>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.</p>

#	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	Housing Advisory Commission (HAC)	<ul style="list-style-type: none"> <li>• Other – Council Appointed Advisory Body</li> </ul>	<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>	<p>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.</p>
21	Jackson County Health and Human Services	<ul style="list-style-type: none"> <li>• Services – Health</li> <li>• Other Government – Local</li> <li>• Regional Organization</li> <li>• Planning Organization</li> </ul>	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Lead-based Paint Strategy</li> </ul>	<p>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 and Healthy Homes program administered by Habitat for Humanity.</p>
22	Providence Health & Services	<ul style="list-style-type: none"> <li>• Health Agency</li> <li>• Services – Health</li> <li>• Services – Homeless</li> <li>• Other – Hospital</li> </ul>	<ul style="list-style-type: none"> <li>• Homelessness Strategy</li> <li>• Homeless Needs – Chronically Homeless</li> </ul>	<p>Providence Health &amp; Services provided consultation on the development of a decompression care pilot as part of Project Turnkey.</p>

#	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?
23	Youth 71Five Ministries	<ul style="list-style-type: none"> <li>• Services – Children</li> <li>• Services – Education</li> <li>• Services – Homeless</li> <li>• Services – Employment</li> </ul>	<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 consults with agency staff on the importance of vocational training and transitional housing for homeless youth. Agency also partners with Hearts with a Mission to provide case management. City staff provides agency with technical assistance.
24	Medford Gospel Mission	<ul style="list-style-type: none"> <li>• Services – Homeless</li> <li>• Services – Housing</li> <li>• Services – Employment</li> </ul>	<ul style="list-style-type: none"> <li>• Homelessness Strategy</li> <li>• Homeless Needs – Chronically Homeless</li> </ul>	The Executive Director of Medford Gospel Mission provided consultation on homelessness, faith-based shelter options, and engaging the faith-based community as a prior 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.
25	Community Works	<ul style="list-style-type: none"> <li>• Services – Victims of Domestic Violence</li> <li>• Services – Victims</li> <li>• Services – Homeless</li> <li>• Regional Organization</li> </ul>	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homelessness Strategy</li> <li>• Non-homeless Special Needs</li> <li>• Anti-poverty Strategy</li> <li>• Other – Domestic Violence</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.

#	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?
26	Addictions Recovery Center (ARC)	<ul style="list-style-type: none"> <li>• Services – Housing</li> <li>• Services – Health</li> <li>• Other – Substance Abuse Disorders</li> </ul>	<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.
27	ColumbiaCare Services	<ul style="list-style-type: none"> <li>• Housing</li> <li>• Services – Housing</li> <li>• Regional Organization</li> </ul>	<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 provides ongoing consultation regarding behavioral health and as a member of the Navigation Center Advisory Leadership Team.
28	Camas Consulting, LLC	<ul style="list-style-type: none"> <li>• Other – Environmental Services</li> </ul>	<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.

#	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?
29	Jackson County Continuum of Care (CoC)	<ul style="list-style-type: none"> <li>• Regional Organization</li> <li>• Planning Organization</li> </ul>	<ul style="list-style-type: none"> <li>• Housing Needs Assessment</li> <li>• Homeless Needs – Chronically Homeless</li> <li>• Homeless Needs – Families with Children</li> <li>• Homeless Needs – Veterans</li> <li>• Homeless Needs – Unaccompanied Youth</li> <li>• Homelessness Strategy</li> <li>• HOPWA Strategy</li> <li>• Anti-poverty Strategy</li> <li>• Other – CoC Coordination</li> </ul>	<p>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 upcoming PY.</p>
30	Business Oregon/Oregon Business Development	<ul style="list-style-type: none"> <li>• Regional Organization</li> <li>• Business Leaders</li> <li>• Civic Leaders</li> <li>• Business and Civic Leaders</li> </ul>	<ul style="list-style-type: none"> <li>• Economic Development</li> </ul>	<p>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.</p>
31	Kids Unlimited	<ul style="list-style-type: none"> <li>• Services-Children</li> </ul>	<ul style="list-style-type: none"> <li>• Non-Homeless Special Needs</li> </ul>	<p>Agency provided consultation regarding the challenges that income verification requirements impose on nonprofits to administer federal funding.</p>

#	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?
32	Habitat for Humanity Rogue Valley	<ul style="list-style-type: none"> <li>• Housing</li> <li>• Services – Housing</li> <li>• Regional organization</li> </ul>	<ul style="list-style-type: none"> <li>• Lead-based Paint Strategy</li> </ul>	Agency continues to partner with the City in the daily administration of the Lead Based Paint Hazard Reduction Program.
33	City of Medford Fire Department/Emergency Management	<ul style="list-style-type: none"> <li>• Emergency Management</li> </ul>	<ul style="list-style-type: none"> <li>• Disaster planning &amp; resilience</li> </ul>	This division is housed in the City of Medford Fire Department. Works with city staff and regional emergency management agencies to coordinate and implement emergency planning and actions.
34	City of Medford Innovation and Technology Department	<ul style="list-style-type: none"> <li>• Information Technology</li> </ul>	<ul style="list-style-type: none"> <li>• Broadband internet</li> </ul>	This department consults with area broadband providers to ensure availability of internet services.

**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**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
<b>2023-25 Biennial Goals for the City of Medford</b>	Medford City Council	The Strategic Plan establishes priorities based on City Council goals to increase development of affordable housing and address homelessness.
<b>Continuum of Care</b>	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.
<b>Medford Homeless System Action Plan</b>	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.
<b>Community Health Improvement Plan</b>	Jefferson Regional Health Alliance	The Strategic Plan provides a set of priorities that support the three goals identified in the Community Health Improvement Plan.
<b>Liberty Park Neighborhood Plan</b>	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.
<b>Public Housing Authority 5-Year Plan</b>	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.
<b>Medford Downtown and Residential Market Analysis</b>	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 to 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 is 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 are also offered on CSDC, HAC and Council meeting 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. No comments were received.	<a href="http://medfordoregon.gov">medfordoregon.gov</a> (Legal Notice); <a href="http://medfordoregon.gov">medfordoregon.gov</a> (Action Plan)
2	Newspaper Ad	Non-targeted, broad community	Community-wide	None	Comments were solicited with intent of accepting all comments. No 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. No comments were received.	<a href="http://Medfordoregon.gov">Medfordoregon.gov</a>

	Mode of Outreach	Target of Outreach	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons	URL (If applicable)
4	Public Meeting	Housing Advisory Commission	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. No comments were received.	<a href="http://medfordoregon.gov">medfordoregon.gov</a>
5	Public Hearing	Council/ Non-Targeted/Broad 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. No comments were received.	<a href="http://Medfordoregon.gov">Medfordoregon.gov</a>
6	Internet/Email	Applicants/ Recruited Candidates	CDBG Notification Distribution List and 2024 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.	

	Mode of Outreach	Target of Outreach	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted and Reasons	URL (If applicable)
7	Town Hall Meetings	Broad Community	Community-wide	Responses provided the City with key insight into community needs as well as direction in the prioritization of CDBG funding.	Homelessness and Housing issues were discussed; all questions and comments were accepted	<a href="http://medfordoregon.gov">medfordoregon.gov</a>

## AP-15 EXPECTED RESOURCES - 91.220(C) (1, 2)

### Introduction

The City's 2024/25 entitlement award is \$687,332, assuming funding levels remain the same, plus estimated additional program income and unallocated CDBG funding of \$377,614 (\$13,359 from PY 2020, \$191,448 from PY 2021, and \$172,807 from PY 2022) for a total estimated allocation of \$1,164,946. Additional expected resources that may be received prior to year-end in upcoming PY 2024/25 include \$100,000 in program income from previous CDBG programs and the Neighborhood Stabilization Program, to be allocated at a future date. Projects and programs are referenced in [AP-35 Projects 91.220\(d\)](#). The City proposes to allocate \$927,480 to the below projects including four public service programs and three capital improvement projects referenced herein. Additional anticipated returned program income (\$100,000) received during PY 2024 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 5				Expected Amount Available Remainder of Con Plan	Narrative Description
			Annual Allocation: (\$)	Program Income: (\$)	Prior Year Resources: (\$)	Total: (\$)		
CDBG	Public - Federal	- Acquisition - Admin - Planning and Economic Development - Housing - Public Improvements - Public Services	\$687,332	\$100,000	\$377,614	\$1,164,946	\$0	See section <b>AP-35 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 2024/25 PY, the combined leverage of all new projects and programs is approximately \$2,614,702. Subrecipients have secured or intend to secure leverage from the following sources:

- City of Medford - General Fund Grant
- Congressionally Directed Funding
- Contributions
- Coordinated Care Organizations (CCOs)
  - AllCare
  - Jackson Care Connect
- Direct Relief
- Emergency Shelter Grants (ESG)
- Federal Street Outreach
- Foundations/Grants
- Health Resources & Services Administration (HRSA) - Bureau of Primary Healthcare
- In-Kind Donations
- Jackson County
- Measure 110 - Behavioral Health Resource Network (BHRN)
- Oregon Housing & Community Services (OHCS)
- Oregon State Bar
- Private Contributions
- Program Fees/Dues
- Rogue Valley Council of Governments
- School Districts
- Supporting Health for All through Reinvestment (SHARE) - Jackson Care Connect
- Substance Abuse and Mental Health Services Administration (SAMHSA) - partnership with OnTrack Rogue Valley
- U.S. Department of Housing and Urban Development (HUD) - Continuum of Care
- United Way of Jackson County
- Veterans Affairs

Categorical leverages are as follows:

1. Expand and Improve Affordable Housing Options: \$282,184

2. Support and strengthen homeless services and housing: \$2,301,518
3. -Improve Quality of Life through Neighborhood Revitalization: \$31,000

Sources with leverage include: foundations/grants at 8%; other federal/state funding at 32.5%, program fees/dues at 12.5%, contributions/in-kind donations at 1.6%, private contributions/fundraising at 1.8%, and other local city/county funding (including the City's General Fund Grant) at 15.7%.

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) acquired properties located at 711, 723, 727, and 801 North Central Avenue, a 3.25-acre assemblage of underutilized commercially zoned land, north of the Central Business district in 2019, to develop approximately a 113 affordable housing unit complex for households earning at or below 60%, with a significant portion reserved to serve larger household sizes. MURA entered into an Option Agreement with Rubicon Edlen JV, LLC, for the development. Rubicon Edlen is applying for the federal 4% Low Income Housing Tax Credits with the State of Oregon Local Innovation Fast Track (LIFT) programs for project funding with funding awards anticipated to be announced in summer 2024. 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. As LIHTC and LIFT funding decisions are expected in summer 2024, if awarded, construction is anticipated to commence in October – December 2024 and complete in January – December 2025.

The City previously secured \$2.5 million for the development of a navigation center, a 24/7 low-barrier emergency shelter with wraparound services, from the State of Oregon Legislature under HB 2004 for funding and HB 2006 for policy, which opened in August 2022. City staff continues to work closely with partners including Rogue Retreat, Center for Nonprofit Legal Services, Department of Human Services, La Clinica and many more to implement a coordinated service delivery model.

The Urban Campground relocated to 842, 846, 848 and 860 W. McAndrews Road and updated the site/project name to Crossings. The 3.69-acre site provides outdoor shelter to

approximately 125 homeless individuals through the use of soft tents, rigid tents, pallet shelters, and mod pods.

## **Discussion**

N/A

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

### Goals Summary Information

Table 8 - Goals Summary

	Goal Name	Category	Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Expand Affordable and Improve Housing Options	Affordable Housing	Citywide	Rehabilitation of Existing Units (owner/rental)  Services for Seniors and Persons with Disabilities	CDBG: \$531,266	Rental units rehabilitated: 16  Homeowner Housing Rehabilitated: 15
2	Support and Strengthen Homeless Services and Housing	Homeless Services	Citywide	Emergency Homeless Shelters  Health Services (physical/mental /behavioral)  Homeless Navigation Center/Facilities  Homeless Services  Legal Services  Outreach Services  Transitional Housing  Youth Services	CDBG: \$103,099	Homeless Person Overnight Shelter: 1,720  Public service activities other than Low/Moderate Income Housing Benefit: 428

	Goal Name	Category	Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Increase Opportunities for Low- to Moderate- Income and Special Needs Residents to Become Self- Sustaining	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	Non- Housing Community Development	Citywide	Neighborhood improvements and public facility upgrades	CDBG: \$225,286	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,380
5	Support and Promote Community and Economic Development Efforts that Support Economic Stability	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:  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>

	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Support weatherization programs and incentives to support landlords in improving rental properties serving low- to moderate-income households.</li> <li>• Increase funding and support for programs that increase the inventory of lead-safe housing units.</li> <li>• Support programs to provide financial assistance to help low- to moderate-income renter households with security deposits, rent, and utility payments.</li> <li>• 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.</li> <li>• 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.</li> <li>• Support programs that provide fair housing and educational services to low- to moderate-income and special needs residents.</li> </ul>
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2	Goal Name	Support and Strengthen Homeless Services and Housing
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 production 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	Increase Opportunities for Low- to Moderate-Income and Special Needs Residents to Become Self-Sustaining
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	Improve Quality of Life through Neighborhood Revitalization
	Goal Description	<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>

5	Goal Name	Promote Community and Economic Development Efforts that Support Economic Stability
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, 15 households will benefit from critical home repairs and 16 rental units will be rehabilitated for veterans and their families. Furthermore, through public services, 2,148 individuals experiencing homelessness will be served through transitional housing and supportive services.

## AP-35 PROJECTS - 91.220(D)

### Introduction

This section lists and describes the projects and programs that will receive 2024/25 grant awards and the use of prior unallocated funds (described above). Allocations comply with HUD's allowable percentages with no greater than 15% awarded to public service programs addressing homelessness (including additional resources from program income that were received prior to the 2024/2025 program year-end of June 30, 2025), 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 anticipated activity delivery costs) focusing on home repairs for low-to moderate-income homeowners, housing rehabilitation for veterans, and revitalization of a park in a low- and moderate-income area.

Anticipated program income of \$100,000 to be allocated during the program year.

**Table 10 - Project Information**

#	Project Name
1	Center For NonProfit Legal Services - Building Housing Stabilization and Resiliency
2	Maslow Project - Wrap-Around Family Advocacy Services
3	Rogue Retreat – Rogue Retreat Crossings & Kelly Shelter
4	The Salvation Army – Homeless to Housing
5	Habitat for Humanity/Rogue Valley – Critical Homeowner Repair Program
6	ColumbiaCare Services – Royal Court Apartments
7	City of Medford Parks, Recreation & Facilities – Jackson Park Pool Demolition and Site Revitalization
8	Planning and Capacity Building – City of Medford 2025-2029 Consolidated Plan
9	Program Administration – 2023/24 PY

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

Funding allocations and technical assistance during the 2024/25 CDBG PY are primarily focused on addressing homelessness through essential safety-net services, emergency shelters and transitional housing, 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. The City will continue to develop policy amendments and economic incentives that 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**

<b>1</b>	<b>Project Name</b>	<b>Center For NonProfit Legal Services - Building Housing Stabilization and 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 Navigation Center/Facilities Homeless Services Outreach Services
	<b>Funding</b>	CDBG: \$12,352
	<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 regionwide.
	<b>Target Date</b>	6/30/2025
	<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 28 individuals experiencing homelessness during the program year.
	<b>Location Description</b>	The Navigation Center is located at 685 Market Street in Medford; however, the Navigation Center serves homeless individuals on a citywide basis.
<b>2</b>	<b>Project Name</b>	<b>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: \$23,908
	<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>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CDBG funds are estimated to serve approximately 400 youth (ages 0-22) and families currently experiencing 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 youth and families by reimbursing a percentage of staff salaries.
3	<b>Project Name</b>	<b>Rogue Retreat – Crossings &amp; Kelly 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
	<b>Funding</b>	CDBG: \$41,837
	<b>Description</b>	Funding will support the emergency homeless shelters, the Kelly Shelter and Urban Campground, to serve individuals experiencing homelessness by utilizing trauma-informed care and increasing access to essential services and resources, wraparound case management, and navigation to transitional and permanent housing.
	<b>Target Date</b>	6/30/2025
	<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 1,500 unduplicated homeless individuals.
	<b>Location Description</b>	The Kelly Shelter is located at 685 Market Street and Crossings at 842, 846, 848 and 860 W. McAndrews Road. These sites serve homeless individuals on a citywide basis.
	<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.
4	<b>Project Name</b>	<b>The Salvation Army – Homeless to Housing</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 Transitional Housing
	<b>Funding</b>	CDBG: \$25,000

	<b>Description</b> Funding will support the Hope House transitional living program by providing transitional housing, case management, employment assistance, and wrap-around supportive services, utilizing trauma-informed care.	
	<b>Target Date</b> 06/30/2025	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b> This program will serve 220 unduplicated homeless individuals.	
	<b>Location Description</b> 304 Beatty Street, Medford, OR; however, services will support individuals experiencing homelessness citywide.	
	<b>Planned Activities</b> This program will serve community members experiencing homelessness directly through transitional housing/shelter and access to resources by reimbursing a percentage of staff salaries.	
5	<b>Project Name</b> <b>Habitat for Humanity/Rogue Valley - Critical Homeowner Repair Program</b>	
	<b>Target Area</b> Citywide	
	<b>Goals Supported</b> Expand and Improve Affordable Housing Options	
	<b>Needs Addressed</b> Rehabilitation of Existing Housing Units (owner)	
	<b>Funding</b> CDBG: \$240,000 (\$200,000 + \$40,000 project delivery)	
	<b>Description</b> The Homeowner Repair Program provides zero-interest, deferred loans to LMI homeowners for the correction of recognized home hazards to health and safety. Loans are secured by a lien on the property with repayment due upon sale or transfer of property by owner(s).	
	<b>Target Date</b> 06/30/2025	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b> The average home repair cost is expected to be \$11,000 with anticipated 15 homeowners served.	
	<b>Location Description</b> Citywide	
	<b>Planned Activities</b> Rehabilitation activities may include the repair of leaking roofs, failed heating systems, unsafe wiring, failed plumbing, installation of ADA improvements and other necessary repairs as deemed necessary and eligible.	
6	<b>Project Name</b> <b>ColumbiaCare Services - Royal Court Apartments</b>	
	<b>Target Area</b> Royal Court	
	<b>Goals Supported</b> Expand and Improve Affordable Housing Options	
	<b>Needs Addressed</b> Rehabilitation of Existing Housing Units (rental)	
	<b>Funding</b> CDBG: \$347,830 (\$331,266 + \$16,563 project delivery)	

7	<b>Description</b>	Rehabilitate existing housing for LMI Veterans
	<b>Target Date</b>	06/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will rehabilitate 16 rental units targeted to veterans and their families. Renovations will replace old building envelope systems including windows, siding, and exterior paint.
	<b>Location Description</b>	Royal Court
	<b>Planned Activities</b>	Housing preservation & rehabilitation activities, specifically to hire licensed local contractors to replace old building envelope systems including; windows, siding and exterior paint.
	<b>Project Name</b>	<b>City of Medford Parks, Recreation &amp; Facilities – Jackson Park Pool Demolition and Site Revitalization</b>
	<b>Target Area</b>	West Medford
	<b>Goals Supported</b>	Improve Quality of Life through Neighborhood Revitalization
	<b>Needs Addressed</b>	Neighborhood Revitalization
	<b>Funding</b>	CDBG: \$236,550 (\$225,286 + 11,264 project delivery)
8	<b>Description</b>	This Project lays the groundwork for implementation of the Jackson Park Master Plan, development of the oldest park in west Medford, located in a 55% LMI neighborhood.
	<b>Target Date</b>	06/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Census Tract 2.01, in which the Project is located, encompasses 1,380 households: 22% of the population is under 19 years old and 35% are between 50-80 years of age. 15% of the children and 18% seniors are in households living under the poverty level and 66% of housing units are rentals (Census Bureau ACS 2022).
	<b>Location Description</b>	815 Summit Avenue
	<b>Planned Activities</b>	Engineering, demolition of swimming pool, dive tank and the infrastructure, ground restoration, site rehabilitation and environmental compliance, mostly contracted work.
	<b>Project Name</b>	<b>Planning and Capacity Building – City of Medford 2025-2029 Consolidated Plan</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Expand and Improve Affordable Housing Options Support and Strengthen Homeless Services and Housing Increase Opportunities for Low- to Moderate-Income and Special Needs Residents to Become Self-Sustaining Improve Quality of Life Through Neighborhood Revitalization Support and Promote Community and Economic Development Efforts that Support Economic Stability

<b>Needs Addressed</b>	Home Improvements Affordable Housing Development for Owner/Rental Homeownership Assistance Emergency Assistance Minor and Emergency Home Improvements Domestic Violence and Child Abuse Senior & Disabled Services Youth Services Fair Housing Childcare Services Health Services Transportation Services Employment/Job Training, Workforce Readiness Technical Assistance to Small Business/Incubators Small Business Loans Public Infrastructure Parks and Recreation Infrastructure Code Enforcement Demolition and Blight Clearance Senior Center Your Centers Homeless Facilities/Services Mental Health/Substance Abuse Domestic Violence Homeless Facilities Homeless Prevention/Emergency Emergency Shelter Emergency Assistance/Operations and Services Homeless Prevention/Rapid Re-housing Transitional Housing
<b>Funding</b>	CDBG: \$25,000
<b>Description</b>	City of Medford planning and capacity building through the completion of the City's 2025-2029 Consolidated Plan.
<b>Target Date</b>	6/30/2025
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To be determined through the administration of CDBG funding during five consecutive action plan years.
<b>Location Description</b>	Citywide. CDBG program administration staff members are located at 200 S. Ivy Street, Medford, Oregon 97501.
<b>Planned Activities</b>	City staff will work with a consulting firm to analyze data, conduct research, and see community participation required to update the City's Five-Year Consolidated Plan.

<b>9</b>	<b>Project Name</b>	<b>Program Administration - 2023/24 PY</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Support and Strengthen Homeless Services and Housing
	<b>Needs Addressed</b>	Provide Decent Housing Create a Suitable Living Environment Expand Opportunities for LMI Persons
	<b>Funding</b>	CDBG: \$112,446
	<b>Description</b>	City of Medford Community Development Block Grant 2024/25 program administration.
	<b>Target Date</b>	06/30/2025
	<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>• 400 homeless youth and families through wrap-around case management services</li> <li>• 1,500 homeless individuals with overnight emergency shelter</li> <li>• 220 homeless individuals with transitional housing and services</li> <li>• 28 homeless individuals with access to legal services and education</li> <li>• 15 households with critical home repairs</li> <li>• 16 Veteran households with rental rehabilitation</li> <li>• 1,380 households through neighborhood revitalization</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, software, and other professional consulting services.

## 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 distribute 22% of CDBG resources through a geographic targeting approach during the 2024/25 PY for the Jackson School Neighborhood. This activity is eligible based on benefitting a low/moderate area (LMA).

The remaining 78% of resources will not be distributed through a geographic targeting approach; all of these 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	78
Jackson School Neighborhood	22

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

N/A

### **Discussion**

Housing and community development projects and public service activities funded with 2024 CDBG funds are intended to provide citywide benefits, regardless of 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. 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**

<b>Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	31
Special-Needs	0
<b>Total</b>	<b>31</b>

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

<b>Number of Households to be Supported</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	31
Acquisition of Existing Units	0
<b>Total</b>	<b>31</b>

## **Discussion**

Although the City is prioritizing housing- and homeless-related activities during the 2024/25 PY, no new units (per HUD's definition) will be produced utilizing CDBG funding. However, the City will leverage CDBG funding to rehabilitate veteran-occupied rental units and owner-occupied homes. 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 2024 PY, the City Planning Department will administer \$1,400,000 in funding from the Housing Opportunity Fund (HOF) to stimulate the development of affordable housing.

Furthermore, through a strong partnership between the City of Medford, Rogue Retreat, and other community partners, the Medford Navigation Center shelter component opened on August 25, 2022, fulfilling a critical need for transitional and emergency housing as well as access to health services, housing navigation, and other benefits. The facility provides shelter and services to approximately 100 residents experiencing homelessness daily.

## AP-60 PUBLIC HOUSING - 91.220(H)

### Introduction

Although federal, state, or local funding subsidizes the affordable housing located in Jackson County, there are no units of public housing within the City of Medford. However, the City of Medford has a strong relationship with the local housing authority, Housing Authority of Jackson County (HAJC). The City has partnered to assist with the production/development of affordable housing units throughout the years, including with Newbridge Place, an affordable housing project that partnered with multiple service providers (including Maslow Project) to develop 64 units for low-to-moderate income households.

The City also actively consults with Housing Authority of Jackson County, as Development Director Ryan Haynes serves on the Housing Advisory Commission on potential projects and policies to increase and address affordable housing in Medford.

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

The City works with the Housing Authority of Jackson County to identify ways in which the City can assist with affordable housing development. The City awarded \$400,000 in funding to assist with development of two combined affordable housing projects through the local Housing Opportunity Fund (HOF), funded through 1/3 of 1% through the Construction Excise Tax (CET). The two developments (with estimated total project budget of \$73.9 million) consist of Prescott Gardens with 98 units and Orchard Meadows with 98 units for a total of 196 units of affordable housing to serve general family/workforce at or below 60% AMI, along with vulnerable populations such as veterans, homeless youth and families, elderly (ages 55 and older), Almeda Fire victims, and seasonal workers. These projects are nearing completion.

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

The City encourages interested public housing residents to consider homeownership opportunities through the annual Homeownership Month in June. In addition, the City promotes fair housing through the annual Fair Housing Month in April and also the health and safety hazards of lead-based paint through Lead-Based Paint Awareness Week in October.

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

## **provided or other assistance**

Not applicable.

## **Discussion**

The City continues to maintain a strong partnership with the Housing Authority of Jackson County to help address the needs of affordable housing within the community. Through this partnership, the City continues to support projects through funding opportunities over the years and anticipates continuing to collaborate in the future, as a crucial community partner and successful developer of affordable housing to address the housing crisis in Medford, Oregon.

## 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 2024/25 PY, the CSDC recommended Council allocate the maximum 15% of estimated entitlement, or \$103,099, to agencies dedicated to serving individuals and families experiencing homelessness through outreach, case management, homeless services, emergency shelter and transitional housing, health and medical services, and legal education/services. Furthermore, the CSDC recommended Council allocate the 65% of estimated entitlement, or \$446,765, plus prior resources of \$377,614, to capital improvement projects serving home rehabilitation for homeowners and veteran-occupied rental units and revitalize an LMI neighborhood park. These recommendations, related to housing, were supported by the HAC, advisory body to Council. 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 2,148 youth, adults, and families estimated to be served by Public Service Programs during the 2024/25 PY, 100% will be individuals and families experiencing homelessness. As detailed in [AP-35](#), the Community Services and Development Commission recommended City Council allocate funding as follows:

- \$41,837 to provide 1,500 persons experiencing homelessness with access to shelter and navigation services
- \$25,000 to transitional housing and services, serving an estimated 220 individuals experiencing homelessness
- \$23,908 to provide approximately 400 homeless youth and families with outreach, case management, and services
- \$12,352 to provide 28 persons experiencing homelessness with access to legal services and education
- \$200,000 to provide critical home repair to LMI households

- \$331,266 to rehabilitate veteran-occupied rental units

Agencies that will help to achieve performance outcomes include Center for NonProfit Legal Services, Maslow Project, Rogue Retreat, The Salvation Army, Habitat for Humanity/Rogue Valley, and City of Medford Parks, Recreation and Facilities.

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

Emergency shelters and transitional housing remain strong community needs. As referenced in [AP-35](#), pending approval, the City will allocate funds to Rogue Retreat's emergency homeless shelters, Crossings (formerly the Urban Campground) and Kelly Shelter; and The Salvation Army's Homeless to Housing program. In addition, Maslow Project, will also provide a seasonal emergency homeless shelter and additional homeless-oriented services and outreach; Center for NonProfit Legal Services will provide legal services and outreach at the Medford Navigation Center. Moreover, the City will continue to support the expansion of the Medford Navigation Center through CDBG funding from prior years.

Outside of CDBG funding, the local General Fund Grant previously awarded \$123,200 to support six programs providing emergency shelter and services to individuals experiencing homelessness: Community Works' Dunn House Shelter program serving 288 domestic violence survivors; La Clinica's health outreach services serving 288 people, Rogue Retreat's emergency services support serving 1,100 individuals; Set Free Services' Providing Basic Needs program serving 25,000 individuals through homeless outreach services, and Youth 71Five's vo-tech case management serving 105 youth.

**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: Center for NonProfit Legal Services' Building Housing Stabilization and Resiliency program at the Medford Navigation Center, Maslow Project's Wrap-Around Family Advocacy Services, Rogue Retreat's Crossings (former Urban Campground) and Kelly Shelter, The Salvation Army's Homeless to Housed helps individuals experiencing homelessness.

In terms of services and performance outcomes,

;

- Center for NonProfit Legal Services anticipates serving 28 chronically homeless individuals with access to legal services and education to promote achieving self-sufficiency at the Navigation Center;
- Maslow Project anticipates serving 400 homeless youth and family with comprehensive wraparound supportive services, outreach, and housing navigation;

- Rogue Retreat anticipates serving 1,500 chronically homeless individuals with emergency shelter and supportive services at Crossings and the Kelly Shelter;
- The Salvation Army anticipates serving 220 homeless individuals through transitional housing and supportive services; and
- The Oasis Center anticipates serving 30 pregnant women recovering from addiction and experiencing homelessness with transitional housing.

Although not funded through CDBG funding, as mentioned above, the local 2023-25 General Fund Grant (GFG) funding awarded \$123,200 to six programs serving a combined anticipated outcome of 26,781 individuals.

**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.

Maslow Project helps LMI individuals and families avoid becoming homeless through 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 20,000 households; Consumer Credit Counseling Services providing financial counseling, serving 450 individuals, Rogue Valley Council of Governments' Food and Friends program, serving 315 seniors and individuals with disabilities with meals on wheels; St. Vincent de Paul via rental assistance to 100 households; and United Way with their Hope Chest, serving 206 individuals.

The Housing Opportunity Fund (HOF) will provide \$249,850 to Golden Rule ReEntry to acquire a transitional home to support men released from correctional institutions. The program supports re-entry into society with shelter, job skills training, and counseling. The home will provide eight additional transitional housing beds; the agency anticipates the program to last 6 months for each participant, serving 16 individuals per year.

## **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 the Medford Navigation Center during the 2024/25 PY.

## **HOPWA Funding**

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

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

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

## AP-75 BARRIERS TO AFFORDABLE HOUSING - 91.220(j)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 (HPS), both of which were adopted by City Council in July 2023 with implementation over the next seven

years to address barriers.

**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**

Council adopted an updated Medford HNA and HPS during the 2023/24 PY. The HPS provides a road map to remove and ameliorate the negative effects of public policies with strategies to incentivize the development of affordable housing.

The Accessory Dwelling Unit (ADU) Development program may be extended during the 2024/25 PY, providing assistance to property owners by offering permit-ready designs and financial assistance for system development charges.

PUD standards are under review as it relates to the deviation of standards and allowing for private streets within developments, expressing concerns over long-term maintenance and access of private streets when related to housing projects serving lower income residents.

The City initiated a zone change in Southwest Medford, modifying the General Land Use Plan (GLUP) for nearly 500 acres in 2014. This change modified the designation of Lower Density Residential designations to Higher Density Residential and Commercial designations, leaving property owners with zoning designations that no longer matched the GLUP designation. In 2020, the City began an initiative to review different areas in the City and proposed to modify property owners' zoning designations at no cost to them. As of 2024, City staff is working on the fourth zone change initiative in Southwest Medford to assist with modifying the zoning designations to spur new housing development.

The City received a Coronavirus State Fiscal Recovery Fund Grant from the Oregon Business Development Department to design and construct subterranean public infrastructure facilities. This project includes the extension of an existing water main that will serve the Housing Authority of Jackson County's newly constructed affordable housing development.

Recent code changes were completed related to Manufacturing Dwelling Parks and Manufactured Homes. The code amendment (Ordinance 2024-21) modified how Manufactured Dwelling Parks are reviewed. This amendment removed the Conditional Use Permit provision, outlined objective criteria to be reviewed, and identified when the project is reviewed by the Planning Director versus the Planning Commission. In addition, changes to state law modified the siting requirements for manufactured homes on individual lots. It also requires jurisdictions to allow prefabricated structures on individual lots.

Forthcoming code amendments will evaluate removal of the maximum density requirement in the City's Multiple Family Residential 30 (MFR-30) zoning district. This is aimed at allowing for more residential units on land based on site development rather than a numerical calculation. The other

amendment is a review of the City's landscape buffer standards as required between single family and multiple family residential. The goal is to remove unnecessary regulations between like uses.

## **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](#) references the City's one-year goals. Fostering and maintaining affordable housing will be attainable through the funding of sustainable activities with experienced agencies.

Other actions include:

- City Council awarded \$400,000 from HOF funding to HAJC to support two housing developments, Prescott Gardens and Orchard Meadows, and the production of 196 units;
- The City received funding in response to Executive Order 23-02, which declared a state of emergency due to homelessness, to support the development of Crossings (formerly known as the Urban Campground) with proposed improvements including a 5,000 square foot Sprung structure, the creation of 60 beds, and development of restroom facilities;
- City Council recently extended the Accessory Dwelling Unit (ADU) System Development Charge (SDC) Reduction program to June 30, 2024, utilizing \$250,000 from American Rescue Plan Act (ARPA) funding and reducing City-assessed SDCs by up to 100% to support the development of ADUs, as naturally occurring affordable housing units for low-to moderate-income

households;

- On December 15, 2022, Council Bill 2022-138 was approved, authorizing execution of a grant agreement with the Oregon Business Development Department for \$2.7 million in American Rescue Plan Act (ARPA) funding to address water infrastructure in the vicinity of Orchard Home Drive and Westwood Drive in southwest Medford. This City-initiated zone change project uncovered infrastructure deficiencies that are a barrier to housing development in the area. The City has distributed this funding from the state through a series of agreements with property owners in the area. The first agreement approved under Ordinance No. 2023-27 is between the City and the Housing Authority of Jackson County and another development who will benefit from the funding and stipulates the responsibility of the parties;
- City Council adopted the HPS and HNA, which was developed through the advisory capacity of the Housing Advisory Commission and in consultation with ECONorthwest to foster the development and sustainability of affordable housing;
- 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; and
- The MUPTE assisted the Northgate Apartments through a pilot project, assisting with 374 market-rate (estimated 100%-150% AMI) apartments. The City anticipates opening up to proposals to help develop 226 units (for a total of 600 units over the biennium).

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

During the 2023/24 PY, 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. In support of these programs, the City of Medford hired a Housing Project Coordinator. The City of Medford has partnered with Habitat for Humanity (HfH) as the subrecipient, and City staff continues to work closely with HfH to implement these programs.

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 2024/25 CDBG funds

including:

- Center for NonProfit Legal Services
- Maslow Project
- Rogue Retreat
- The Salvation Army
- Habitat for Humanity/Rogue Valley
- ColumbiaCare
- City of Medford Parks, Recreation and Facilities

Supporting these agencies is a primary planned action to reduce poverty through the CDBG Program. Combined CDBG funding allocated to these subrecipients (including project delivery) totals \$927,480.

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 [AP-35](#)) as providing specific consultation during the completion of the City's 2024/25 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:

- Providing technical assistance and continuing to assist with coordinating nonprofits for the operations and wraparound services at the Navigation Center, Severe Weather Shelter, and Crossings/Urban Campground;
- Cultivating cross-sector pilot housing partnerships by collaborating with housing developers, nonprofit services providers, private businesses, healthcare organizations, and the faith-based community;
- Exploring opportunities with Jackson County to offer nonprofit developers' priority during foreclosure auctions which may help expand the city's long-term affordable housing stock;
- Exploring landlord incentive programs where nonprofit agencies and housing providers serve as the tenant for the benefit of individuals dealing with restrictive and challenging circumstances;
- Working with Jackson County Mental Health to explore the development of a mental health crisis intervention mode similar to the CAHOOTS model; and
- Collaborating 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 Recovery Center to operate a navigation center, as defined under HB 2006 and funded under HB 2004.

**Discussion:**

None.

## 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 2024/25 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 2023/24 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	100,000\$
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	\$0
5. The amount of income from float-funded activities	\$0
<b>Total Program Income:</b>	<b>\$0</b>

#### Other CDBG Requirements

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

<b>Process</b>	<b>Plan Preparation</b>	<b>Consolidated Plan Amendment</b>	<b>One-Year Action Plan Amendment</b>	<b>Annual Report</b>
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

No public comments were received.

## Appendix C – SF-424: Application for Federal Assistance

OMB Number: 4040-0004  
Expiration Date: 11/30/2025

Application for Federal Assistance SF-424			
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="checkbox"/> Other (Specify): _____	
* 3. Date Received: 05/02/2024	4. Applicant Identifier: _____		
5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: B-24-MC-41-005		
State Use Only:			
6. Date Received by State: _____	7. State Application Identifier: _____		
8. APPLICANT INFORMATION:			
* a. Legal Name: City of Medford			
* b. Employer/Taxpayer Identification Number (EIN/TIN): 93-6002207		* c. UEI: JSWHRXBYEWW3	
d. Address:			
* Street1: 200 S. Ivy Street	Street2: _____	* City: Medford	
County/Parish: _____		* State: OR: Oregon	
Province: _____		* Country: USA: UNITED STATES	
* Zip / Postal Code: 97501-8601			
e. Organizational Unit:			
Department Name: Planning Department	Division Name: Housing/Community Development		
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix: Ms.	* First Name: Sheila		
Middle Name: _____			
* Last Name: Giorgetti			
Suffix: _____			
Title: Grants Manager			
Organizational Affiliation: Grants Manager			
* Telephone Number: 541-774-2380	Fax Number: _____		
* Email: sheila.giorgetti@cityofmedford.org			

**Application for Federal Assistance SF-424****\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14-218

CFDA Title:

Community Development Block Grant Program

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

Entitlement Jurisdiction

**13. Competition Identification Number:**

N/A

Title:

N/A

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

City of Medford 2024/2025 Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

### Application for Federal Assistance SF-424

#### 16. Congressional Districts Of:

\* a. Applicant

OR-002

\* b. Program/Project

OR-002

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

Add Attachment

Delete Attachment

View Attachment

#### 17. Proposed Project:

\* a. Start Date: 07/01/2024

\* b. End Date: 06/30/2025

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

\* a. Federal

687,332.00

\* b. Applicant

\* c. State

\* d. Local

\* e. Other

377,614.85

\* f. Program Income

100,000.00

\* g. TOTAL

1,164,946.85

#### \* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on .

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

#### \* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

#### Authorized Representative:

Prefix:

Mr.

\* First Name:

Randy

Middle Name:

\* Last Name:

Sparacino

Suffix:

\* Title:

Mayor

\* Telephone Number:

541-774-2000

Fax Number:

541-618-1700

\* Email:

Randy.Sparacino@cityofmedford.org

\* Signature of Authorized Representative:

\* Date Signed:

05/02/2024

## Appendix D - Certifications

### CERTIFICATIONS

July 1, 2024 – June 30, 2025

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 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) 2024, (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



Randy Sparacino, Mayor  
City of Medford

5-2-2024  
Official Date

## Appendix E – Assurances

### ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2025

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:

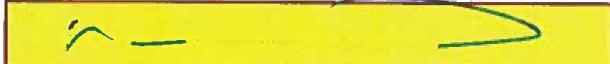
1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give 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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Standard Form 424D (Rev. 7-97)  
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
		Mayor	
APPLICANT ORGANIZATION		DATE SUBMITTED	
City of Medford		05/02/2024	

SF-424D (Rev. 7-97) Back

## Appendix F - Affidavit of Publication

RECEIVED

APR 08 2024

PLANNING DEPT.

### Grants Pass Daily Courier

P.O. Box 1468, 409 S.E. 7th Street • Grants Pass, Oregon 97528

### AFFIDAVIT OF PUBLICATION

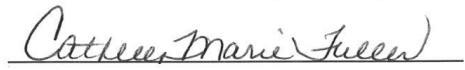
State of Oregon      )      ss.  
County of Josephine      )

I, Sarah Hannon, being first duly sworn, depose and say that I am a manager of Courier Publishing Co., printer of the Grants Pass Daily Courier, a newspaper of general circulation in Josephine and Jackson Counties in Oregon, as defined by ORS 193.010 and 193.020; printed and published at Grants Pass, in the aforesaid counties and state; that the **LEGAL NOTICE**, a printed copy of which is herein enclosed, was published in the entire issue of said paper, for one insertion, on the following date:

March 31, 2024.

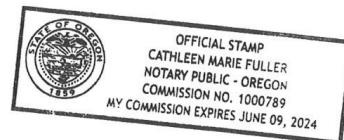


Subscribed and sworn to before me this  
2nd day of April, 2024.



Cathleen Marie Fuller  
Notary Public of Oregon

502994



RECEIVED

APR 08 2024

PLANNING DEPT.

**LEGAL NOTICE**

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

NOTICE IS HEREBY GIVEN that a 30-day public comment period for the City of Medford's 2024/2025 Action Plan will commence on Sunday, March 31, 2024, and close on Thursday, May 2, 2024, to solicit citizen input regarding the Action Plan. The Medford City Council will hold a public hearing on Thursday, May 2, 2024, at 6:00 p.m. for the purpose of soliciting citizen input on the Action Plan. This meeting will be held in the Council Chambers of Medford City Hall located at 411 W. 8th Street, Medford, Oregon. Visit [www.medfordoregon.gov](http://www.medfordoregon.gov) for the latest details.

The City of Medford is an entitlement jurisdiction for Community Development Block Grant (CDBG) funds. The Action Plan establishes priorities and outlines annual funding decisions for the upcoming program year. The City's 2024/2025 annual allocation from the U.S. Department of Housing and Urban Development (HUD) is estimated to be \$690,000. The City also received program income revenue from previous CDBG programs and has unallocated CDBG funding from prior Program Years (PYs) to re-allocate through the City's CDBG program for a total of \$309,788.00. The City also estimates that an additional \$100,000 in program income revenue may be received during the 2023/2024 program year of July 1, 2023, through June 30, 2024, to be allocated in the future. Additional resources may also become available during the 30-day public comment period.

On October 12, 2023, City Council prioritized CDBG funding for the 2024/2025 program year, as follows: public service program funding to provide services to unshoused/homeless community members and capital improvement project/housing and community development funding to eligible housing and community development projects.

The 2024/2025 CDBG funding recommendations listed below were developed by the Medford Community Services and Development Commission (CSDC) on March 13, 2024, and housing-related recommendations were confirmed by the Housing Advisory Commission (HAC) on March 20, 2024. Under Medford Municipal Code 2.441, the CSDC serves as the advisory body to Medford City Council on the implementation of the City's CDBG program.

**PUBLIC SERVICES – anticipated \$103,500**

The following nonprofit agencies will be recommended to receive grants for public service program expenses during the 2024/2025 PY:

The Salvation Army of Medford: \$25,000

Maslow Project: \$24,000

Rogue Retreat: \$42,000

Center for NonProfit Legal Services: \$12,500

**HOUSING & COMMUNITY DEVELOPMENT PROJECTS – \$826,202.40  
(\$448,500 in anticipated 2024 CDBG entitlement, \$309,788 in prior program  
income & unallocated funds, and \$67,914.40 project delivery)**

1. **Habitat for Humanity/Rogue Valley** - \$240,000 (\$200,000 + \$40,000 project delivery)

Funding will rejuvenate a critical home repair program to provide necessary acute home repair to low-income homeowners within the Medford city limits.

2. **ColumbiaCare Services** - \$348,437.25 (\$331,845 + \$16,592.25 project delivery)

Funding will be used for housing preservation & rehabilitation activities at Royal Court Apartments, specifically to hire licensed local contractors to replace old building envelope systems including windows, siding and exterior paint.

3. **City of Medford Parks, Recreation and Facilities** – \$237,765.15 (\$226,443 + \$11,322.15 project delivery)

Funding for the Jackson Park Pool Demolition and Site Revitalization Project will pay for engineering, demolition of the pool, dive tank and the infrastructure, ground restoration, site rehabilitation and environmental compliance.

The City estimates allocating \$138,000 for **CDBG PROGRAM  
ADMINISTRATION**.

The City of Medford 2024/25 Action Plan is available on the City's website at [www.medfordoregon.gov](http://www.medfordoregon.gov), or upon request. To obtain a copy, submit comments, or for additional information on the hearing, please contact the Housing and Community Development Division at [hcd@cityofmedford.org](mailto:hcd@cityofmedford.org) or 541-774-2380. Citizens needing translation services or other special accommodations may contact the Housing and Community Development Division at least three business days prior to the hearing to request these services. A summary of public comments will be incorporated into the final document prior to submission to HUD.

No. 00502994 - March 31, 2024

## Appendix G – Resolution

### RESOLUTION NO. 2024-39

A RESOLUTION approving and adopting the 2024/2025 Action Plan for the purpose of fulfilling the regulatory requirements of the Community Development Block Grant (CDBG) program, as required by the U.S. Department of Housing and Urban Development (HUD).

WHEREAS, the City of Medford is an entitlement jurisdiction receiving annual Community Development Block Grant (CDBG) funding from U.S. Housing and Urban Development (HUD);

WHEREAS, as a prerequisite to receiving the annual entitlement allocations for fiscal year 2024/2025, HUD requires the City to complete an annual Action Plan that outlines the HUD-eligible programs, projects, and administration and planning activities to be implemented during the program year of July 1, 2024, through June 30, 2025;

WHEREAS, the activities identified in the proposed Action Plan must align with the goals and strategies set forth in the City's 2020-2024 Consolidated Plan. The proposed funding allocations would support low- to moderate-income individuals with \$103,500, or 15%, for public service programs; \$138,000, or 20%, for program administration and planning; and \$826,202 or 65% plus prior year and program income funding, for housing and community development projects;

WHEREAS, the proposed funding allocations are based on an expected entitlement amount of \$690,000. Allocations will be adjusted accordingly based on the actual amount awarded by HUD;

WHEREAS, on April 24, 2024, the Housing Advisory Commission reviewed the final draft of the proposed Action Plan and recommended Council approval;

WHEREAS, on May 1, 2024, the Community Services and Development Commission reviewed the final draft of the proposed Action Plan and recommended Council approval;

WHEREAS, HUD regulations require City Council to adopt the 2024/2025 Action Plan before it is submitted to HUD for review; and

WHEREAS, on May 2, 2024, the City Council held a public hearing to receive citizen input in accordance with HUD requirements; now, therefore,

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

Section 1. The City Council hereby approves and adopts the City of Medford's 2024/2025 Action Plan for the Community Development Block Grant (CDBG) program, as required by the U.S. Department of Housing and Urban Development. A summary of the Action Plan is attached as Exhibit A and incorporated by this reference. The Plan is on file in the City Recorder's Office.

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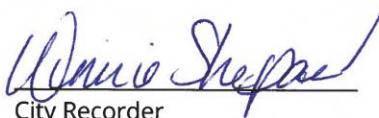
Resolution No. 2024-39

2024 CDBG Action Plan

Section 2. This Resolution shall become effective immediately upon its passage by the Council and approval by the Mayor.

PASSED by the Council and signed by me in authentication of its passage this 2<sup>nd</sup> day of May 2024.

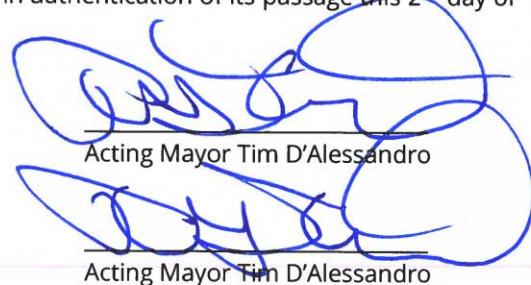
ATTEST:



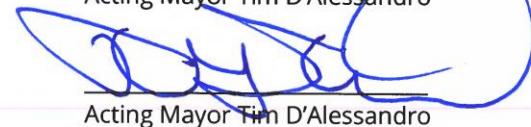
Winnie Shepard

City Recorder

APPROVED: May 2, 2024



Acting Mayor Tim D'Alessandro



Acting Mayor Tim D'Alessandro