

# **City of Medford**

## **Community Development Block Grant**

### **(CDBG) Program**



**MEDFORD**  
OREGON

## **2024/25 Consolidated Annual Performance Evaluation Report (CAPER)**

**July 1, 2024, through June 30, 2025**

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- Robert Field, City Manager

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## CR-05 - Goals and Outcomes 91.520(a), 91.520(g)

**Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)** *This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.*

The City of Medford is an entitlement jurisdiction that receives Community Development Block Grant (CDBG) funds annually from the U.S. Department of Housing and Urban Development (HUD). As a recipient, the City is required to prepare a Consolidated Plan. This is a 5-year strategic plan that identifies housing and community needs, prioritizes those needs, identifies resources to address the needs, and establishes annual goals and objectives to meet the identified needs.

The outcome indicators for the 5-year and annual plans are estimates made months and years before actual funding levels and project applicants are known; therefore, there are uncertainties, especially in the number and unit of measure.

The 2024/25 Program Year (PY), referred to hereafter as PY 2024, marked the fifth year of the 2020-24 Consolidated Plan. Throughout the year, the City focused primarily on strategies to increase services and emergency shelter options for individuals experiencing homelessness, reduce barriers to the development of affordable housing, improve housing stability for households at risk of becoming homeless, and increase overall sustainable community capacity to address homelessness, including the aftermath of the Coronavirus pandemic and the Almeda Fire.

Since development of the 5-year Consolidated Plan, the Medford City Council further defined funding goals to prioritize individuals experiencing homelessness. Council Goals for the 2023-25 biennium proactively addressed the health and safety of residents and implemented goals to increase the supply, accessibility, and safety of affordable and supportive housing.

CDBG funding was provided to seven service providers during PY 2024; of these, two were carry-over projects from prior program years. Combined, partner agencies served 3,433 people during the year.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Table 1 provides comparisons of expected versus actual outcomes accomplished during PY 2024 – see Table 1 for descriptions of objectives referenced in this section.

**Table 1 – Accomplishments – 2024/25 Program Year**

Goal	Description	Indicator	Expected Outcome	Actual Outcome	Unit of Measure	Percent Complete
1	<b>Affordable Housing</b>  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>Homeowner Housing Rehabilitated</b> <ul style="list-style-type: none"> <li>- Habitat for Humanity – Homeowner Repair Program 2024 (0)</li> <li>- Rebuilding Together Rogue Valley - Accessible Ramps for Medford Elders &amp; Persons With Disabilities 2021 (0)</li> <li>- Rebuilding Together Rogue Valley - Accessible Ramps for Medford Elders &amp; Persons With Disabilities 2020 (1)</li> </ul>	19	1	Housing Units	5%
		<b>Housing for Homeless Added</b> <ul style="list-style-type: none"> <li>- (none)</li> </ul>				
		<b>Rental Units Rehabilitated</b> <ul style="list-style-type: none"> <li>- ColumbiaCare – Royal Court Apartments Rehab (Veteran Housing) 2024</li> </ul>				

Goal	Description	Indicator	Expected Outcome	Actual Outcome	Unit of Measure	Percent Complete
2	<b>Support and Strengthen Homeless Services and Housing</b> 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>Homeless Person Overnight Shelter</b> - Rogue Retreat Crossings & Kelly Shelter PSP 2024 (780)	500	780	Persons Assisted	52%

Goal	Description	Indicator	Expected Outcome	Actual Outcome	Unit of Measure	Percent Complete
	<p><b>Public Service Activities other than LMI Housing Benefit:</b></p> <ul style="list-style-type: none"> <li>- Center for NonProfit Legal Services 2024 (28)</li> <li>- Maslow Project Wrap-Around Family Services 2024 (1,456)</li> <li>- Salvation Army – Homeless to Housing 2024 (317)</li> </ul>		648	1,828	Persons Assisted	282%
		<b>Public Facility or Infrastructure Activities other than LMI Housing Benefit:</b>	1,150	762	Persons Assisted	66%
		<b>Overnight/Emergency Shelter/Transitional Housing Beds Added:</b>	0	0	Beds Added/ Persons Assisted	N/A

Goal	Description	Indicator	Expected Outcome	Actual Outcome	Unit of Measure	Percent Complete
3	<p><b>Increase Opportunities for Low- to Moderate-Income and Special Needs Residents to Become Self-Sustaining</b></p> <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>	<p><b>Public Service Activities other than LMI Housing Benefit:</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul> <p>* Not listed in IDIS table</p>	0	0	Persons Assisted	N/A
		<p><b>Homelessness Prevention</b></p> <ul style="list-style-type: none"> <li>- None</li> </ul> <p>* Not listed in IDIS table</p>	0	0	Persons Assisted	N/A

Goal	Description	Indicator	Expected Outcome	Actual Outcome	Unit of Measure	Percent Complete
4	<p><b>Improve Quality of Life through Neighborhood Revitalization</b> 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>	<p><b>Public Facility or Infrastructure Activities other than LMI Housing Benefit:</b></p> <ul style="list-style-type: none"> <li>- City of Medford Parks, Recreation &amp; Facilities – Jackson Pool Demolition &amp; Site Revitalization (0)</li> <li>- City of Medford Parks, Recreation &amp; Facilities – Santo Community Center Structural Improvements (0)</li> </ul> <p>*Not listed in IDIS table</p>	3,935	0	Persons Assisted	0%

Goal	Description	Indicator	Expected Outcome	Actual Outcome	Unit of Measure	Percent Complete
5	<p><b>Support and Promote Community and Economic Development Efforts that Support Economic Stability</b></p> <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>	<p><b>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit:</b></p> <ul style="list-style-type: none"> <li>- Youth 71Five Ministries – VoTech Expansion 2021 (47)</li> </ul> <p>* Not listed in IDIS table</p>	40	47	Persons Assisted	118%

**Table 2 – Strategic Plan to Date (2020-24 Consolidated Plan)**

Goal	Description	5-Year Funding	Indicator	Expected Outcome	Actual Outcome	Unit of Measure	Percent Complete
1	<b>Affordable Housing</b>	\$2,280,099	Homeowner Housing Rehabilitated	110	21	Housing Units	19%
			Rental Housing Rehabilitated	45	5	Housing Units	11%
			Housing for Homeless Added	30	32	Housing Units	107%
			Homeowner Housing Added *Not listed in ConPlan	N/A	3	Housing Units	N/A *Not listed in ConPlan
2	<b>Homeless Services &amp; Housing</b>	\$277,500	Homeless Person Overnight Shelter	1,440	4,702	Persons	327%
			Overnight/Emergency Shelter/Transitional Housing Beds Added *Not listed in ConPlan	0	26	Beds/Persons Assisted	N/A *Not listed in ConPlan
			Public Service Activities other than Low/Moderate Income Housing Benefit	3,240	4,457	Persons	138%
			Public Facility or Infrastructure Activities other than Low-/Moderate-Income Housing Benefit	650	782	Persons	120%
3	<b>Public Services</b>	\$272,500	Public Service Activities other than LMI Housing Benefit	775	395	Persons	50%
			Homelessness Prevention	375	342	Persons	91%
4	<b>Neighborhood Revitalization</b>	\$710,000	Public Facility/Infrastructure other than LMI Housing Benefit	4,787	4,973	Persons	104%
5	<b>Community &amp; Economic Development</b>	\$125,000	Businesses Assisted	475	0	Businesses	0%

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The City of Medford's Consolidated Plan and Action Plan call for CDBG investments to accomplish five goals. The goals and accomplishments made during PY 2024 are referenced below:

**Goal 1) Expand and Improve Affordable Housing Options**

Under the 2020-24 Consolidated Plan, the City allows for the use of several strategies to improve and maintain existing housing and to create more opportunities for LMI residents to secure affordable and livable housing. Strategies incorporated during PY 2024 included no-interest loans for housing rehabilitation for homeowners, rental housing rehabilitation for veterans, and increasing accessibility through modular ramps for persons of disabilities.

Homeowner Housing Rehabilitated:

City staff worked closely with Rebuilding Together Rogue Valley (RBTRV) following prior staff turnover, to implement a work plan to help increase accessibility and safety for income eligible households with persons of disabilities through the implementation of modular ramps. There was one ramp installed during PY 2024 and this project was closed out.

Rental Housing Rehabilitated:

The City of Medford worked with ColumbiaCare Services to rehabilitate 16 rental units occupied by veterans. Improvements included new windows, siding, paint, and gutters.

**Goal 2) Support and Strengthen Homeless Services and Housing**

Medford City Council continues to support and strengthen homeless services and housing through prioritizing and addressing homelessness, utilizing the City's Homeless System Action Plan (HSAP) as a driving force to identify key goals and actions to help assist with reducing homelessness in the community.

Homeless Person Overnight Shelter:

Rogue Retreat served 780 individuals experiencing homelessness at the Crossings (formerly the Urban Campground) and Kelly Shelter in PY 2024.

Public Service Activities other than LMI Housing Benefit:

Maslow Project served 1,456 youth and families with services and outreach. All were homeless or at risk of experiencing homelessness.

Center for Non-Profit Legal Services provided legal services to 55 individuals at the Kelly Shelter.

The Salvation Army's Hope House Transitional Living program provided transitional housing for 317 individuals in PY 2024.

#### Public Facility or Infrastructure Activities other than LMI Housing Benefit

The Medford Navigation Center Expansion provided navigation services to 762 individuals. Of these, 161 people exited to positive destinations such as permanent housing, transitional housing, staying with family or friends, adult foster care home, or other residential projects.

#### **Goal 3) Increase Opportunities for Low- to Moderate-Income and Special Needs Residents to Become Self-Sustaining**

As in past program years, City Council granted the HUD allowable CDBG public service allocation for PY 2024 of \$103,099 to four nonprofits addressing priority needs, particularly homeless services and emergency shelter services. Public service activities were supported through Rogue Retreat (under Goal 2), Maslow Project (under Goal 2), The Salvation Army (served under Goal 2), and Center for Non-Profit Legal Services (under Goal 2), collectively serving 2,430 individuals with public services aimed at increasing self-sufficiency.

#### **Goal 4) Improve Quality of Life through Neighborhood Revitalization**

The City of Medford Parks, Recreation and Facilities Department will serve 3,835 LMI individuals (1,380 households) in Census Tract 2.01 by demolishing an aged and failing swimming pool and revitalizing the site for neighborhood use. The pool, located in Jackson Park, will be demolished and the ground filled in, followed by site preparation for future public use. This project is undergoing the Environmental Review process and work is expected to begin in late-Summer 2025.

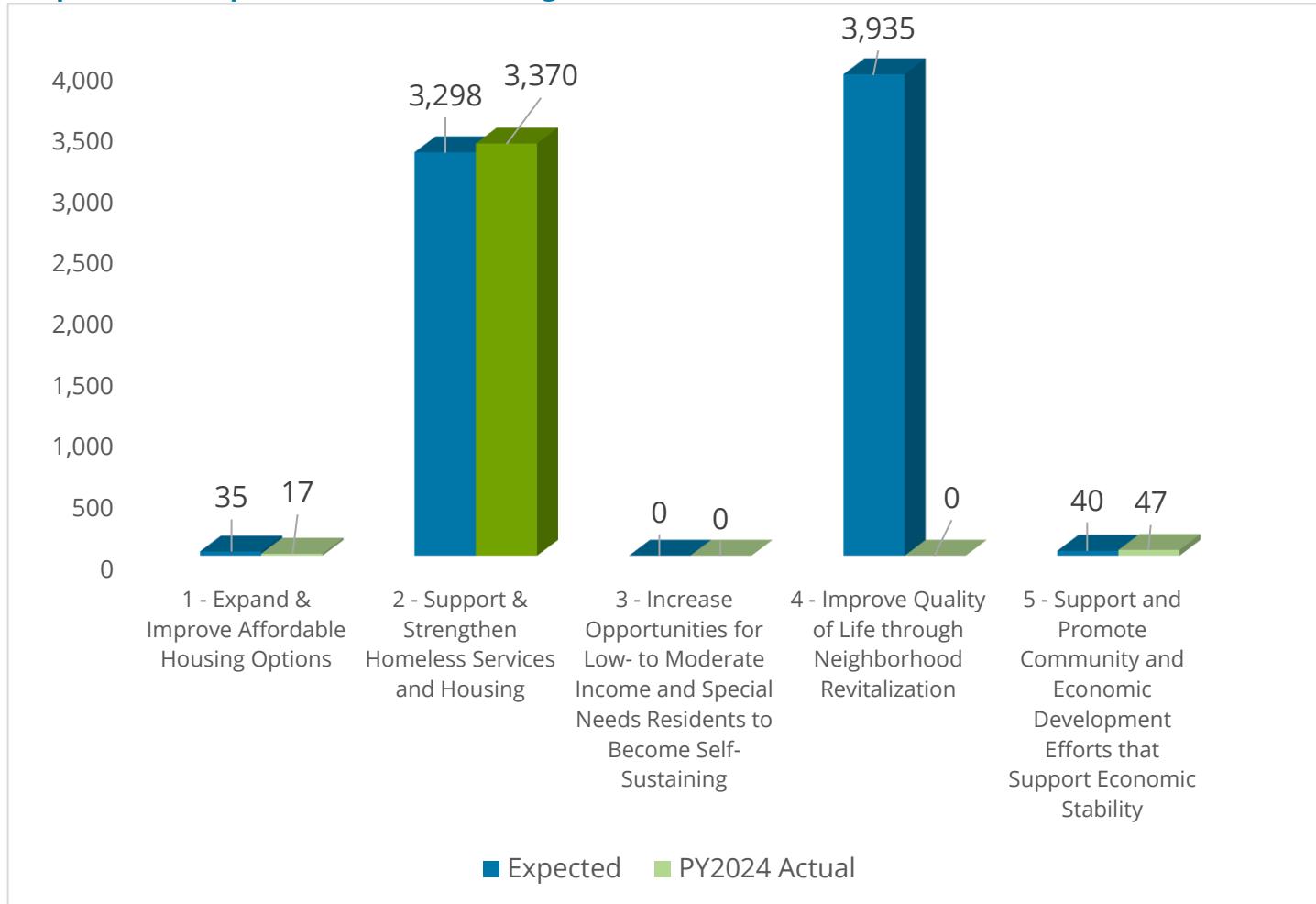
The City of Medford Parks, Recreation and Facilities Department will serve 100 individuals through structural improvements to the Santo Community Center, which is located in Census Tract 2.01. Work is expected to begin mid-Summer 2025 and be completed by Fall 2025.

#### **Goal 5) Promote Community and Economic Development Efforts that Support Economic Stability**

##### Public Facility or Infrastructure Activities other than LMI Housing Benefit:

Youth 71 Five Ministries completed the acquisition of property to expand the vocational training program in October 2022. Construction was done by program participants and completed in PY 2024. Program beneficiaries included 47 individuals who participated in VoTech training in PY 2024.

## Graph 1 – Accomplishments 2024/25 Program Year



### \*Explanations for Reporting Adjustments

The City adjusted data to report accomplishments of CDBG activities from years prior to 2024 that expended funding and achieved performance in PY 2024. The above graph shows anticipated and actual performance outcomes from all open CDBG activities, including those funded in prior years. The following sections have been adjusted to account for this: CR-05, CR-10, and CR-20.

## CR-10 - Racial and Ethnic Composition of Families Assisted 91.520(a)

Describe the families assisted (including the racial and ethnic status of families assisted).

**Table 3 - Assistance to Racial and Ethnic Populations by Source of Funds**

	CDBG
White	2,211
Black or African American	109
Asian	17
American Indian or Alaskan Native	109
Native Hawaiian or Other Pacific Islander	47
<b>Total</b>	<b>2,493</b>
Hispanic/Latino	487
Not Hispanic/Latino	2,946

### Narrative

The City invested in nonprofit agencies providing assistance to LMI and special needs beneficiaries of varying race and ethnicity. Table 3 above reflects the total number served as reported in HUD's IDIS. A total of 3,417 people were served under the categories listed in Table 3. Among all single race beneficiaries, 14% were Hispanic/Latino; and 86%, not Hispanic/Latino.

Additional races not listed in the IDIS-generated table include:

- 23 American Indian/ Alaskan Native and White
- 12 Asian and White
- 11 Black or African American and White
- 5 American Indian/Alaskan Native and Black/African American
- 889 Other Multi-Racial

This data differs from the PR-23, CDBG and CDBG-CV Summary of Accomplishments. The total number of persons served reported in the PR23, 1,857, is lower than staff calculations, which is 3,433.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

**Table 4 – Resources Made Available**

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year*
CDBG	Public – Federal	\$ 1,949,978.94	\$1,183,863.52
CDBG-CV	Public - Federal	\$188,323.64	\$826,564.60

*\*As directed by HUD's IDIS system, the CDBG-CV amounts above are cumulative, reflecting PY 2020, 2021, 2022, 2023, and 2024.*

### Narrative

Resources made available and amounts expended during PY 2024 were calculated through the IDIS reporting system. Amounts were verified during a review of the CDBG Financial Summary Report (PR-26) and program year vouchers reported under Drawdown Report by Voucher Number (PR-07).

**Table 5 – Geographic Distribution and Location of Investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
<b>Eligible Block Groups</b>	22%	0%	Eligible Census Tract/Block Benefit
<b>Citywide</b>	78%	100%	LMI Individual Benefit

### Narrative

The City expended 100% of available CDBG funding for LMI individual benefit. Two capital improvement activities are planned for Census Tract 2.01; both activities are undergoing the Environmental Review process and did not incur expenses during PY 2024.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

**Please include if any publicly owned land or property located in the city was used to address Action Plan needs.**

The City strongly encourages a leverage component among CDBG subrecipients. Annual applications proposing leverage funds typically score more favorably through the competitive rating system. The City identifies leverage funds through its program administration reporting component. Leverage funding sources during PY 2024 included foundations, other federal funds, other state/local funds, private contributions, and program fees or dues.

Excluding program administration funds, projects and programs funded by CDBG dollars during the year, whether the project was completed during the year or not, equaled \$4,340,394.23. Among the leverage sources:

- State or local
- Other Federal funds
- Foundations
- Private Contributions
- Program Fees/Dues

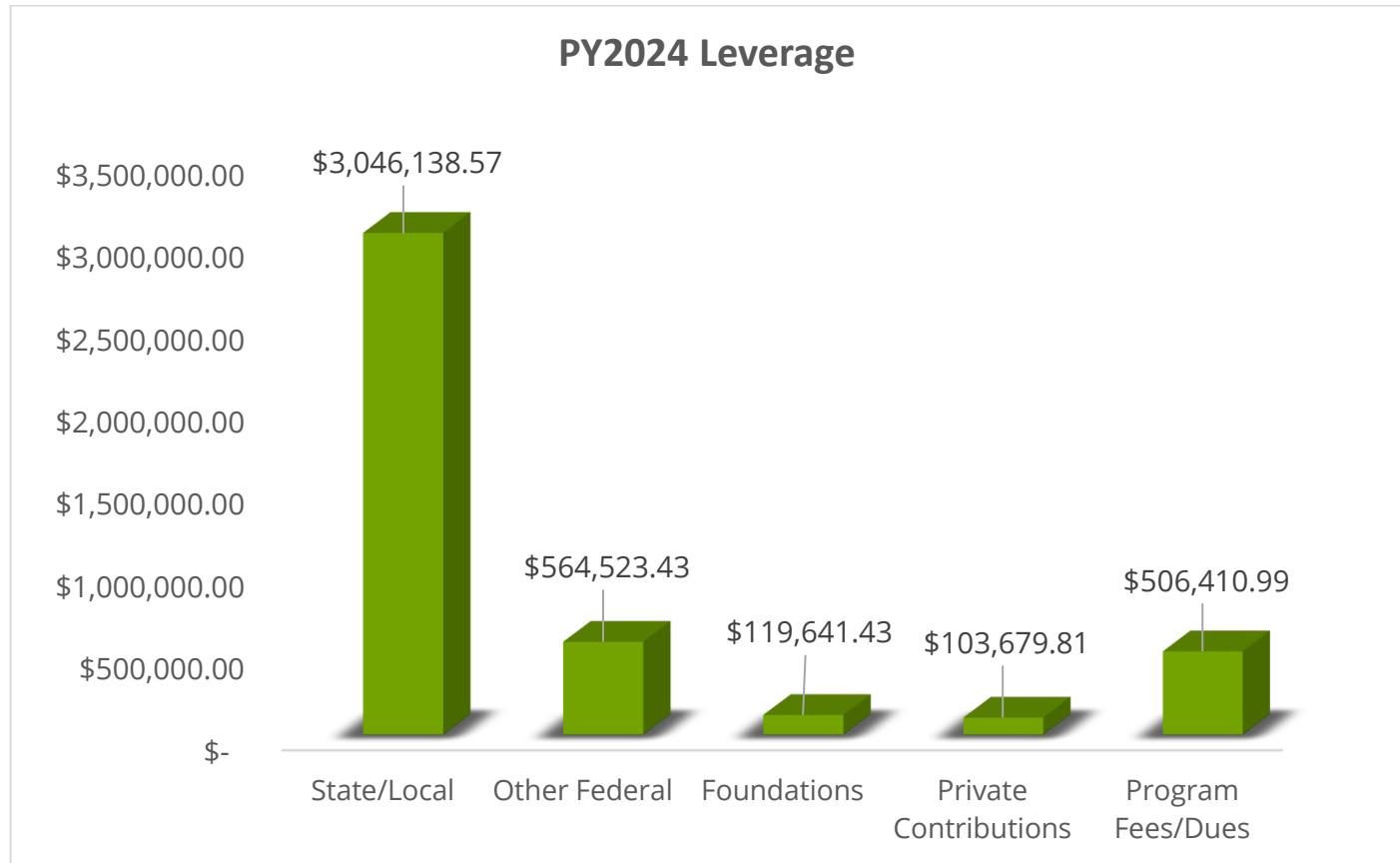
In addition, the City leases at no cost, City-owned land to sustain Hope Village, Southern Oregon's first tiny house community through Rogue Retreat, providing transitional supportive housing for individuals experiencing homelessness, located on City of Medford owned property, adjacent to Medford City Operations Facilities at the corner of North Columbus and West McAndrews Road.

The City also supports the Crossings homeless campground. Crossings is in partnership with Rogue Retreat, the Medford Police Department/Livability Team, and several other community partners. This 3.69 acre site is owned by the City.

To support individuals experiencing homelessness, City Council approved an operations and real property use agreement with Rogue Retreat for the operations of the city-owned Medford Navigation Center/Kelly Shelter on Market Street.

In the 2023-2025 biennium, \$692,100 dollars in total General Fund Grant (GFG) leverage was provided to support 12 essential safety net programs.

## Graph 2 – Leverage – 2023/24 Program Year



## CR-20 - Affordable Housing 91.520(b)

**Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.**

**Table 6 – Households Provided Affordable Housing Units**

Number of households/persons to be supported	One-Year Goal	Actual
<b>Number of Homeless households to be provided affordable housing units</b>	0	0
<b>Number of Non-Homeless households to be provided affordable housing units</b>	15	0
<b>Number of Special-Needs households to be provided affordable housing units</b>	16	16
<b>Total</b>	<b>31</b>	<b>16</b>

**Table 7 – Households Provided Affordable Housing Support**

Number of households/persons to be supported	One-Year Goal	Actual
<b>Number of households supported through rental assistance</b>	0	0
<b>Number of households supported through the production of new units</b>	0	0
<b>Number of households supported through rehab of existing units</b>	31	16
<b>Number of households supported through acquisition of existing units</b>	0	0
<b>Total</b>	<b>31</b>	<b>16</b>

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

Number of Non-Homeless Households to be Provided Affordable Housing Units:

Habitat for Humanity will utilize CDBG funds to provide home repair to low- to mid-income homeowners. Repairs could include heating systems, windows, insulation, roofing, electrical and plumbing. This program experienced delays getting started and work will begin in PY 2025.

Number of Special Needs Households to be Provided Affordable Housing Units:

ColumbiaCare Services utilized CDBG funding to renovate 16 veteran-occupied apartments. Renovations included siding, window replacement, gutter repair, and paint. All work was completed on schedule.

### Number of Households Supported Through Rehab of Existing Units

Habitat for Humanity's Homeowner Repair Program will target low- to moderate income households, focusing on older homes and senior homeowners. Correcting home repair issues will keep homeowners in their home and reduce the risk of becoming homeless.

ColumbiaCare's apartment rehabilitation project improved energy efficiency and water drainage for 16 units. The apartments are occupied by veterans and their families and the improvements ensured better quality of living environment.

### **Discuss how these outcomes will impact future annual action plans.**

As barriers are worked through, development associated with the environmental review, procurement processes, and staffing capacity issues is expected to positively impact future annual action plans. The division continues to consult with Camas Consulting for assistance regarding most environmental review processes. In PY2024, City staff implemented a grant management software system to further assist with building administrative capacity.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

**Table 8 - Extremely Low- and Low-Income Households Served**

Number of Persons Served	CDBG Actual	HOME Actual
Extremely low-income	12	n/a
Low-income	4	n/a
Moderate-income	0	n/a
<b>Total</b>	<b>16</b>	<b>n/a</b>

### **Narrative Information**

**Please include a summary of the efforts to address “worst case needs,” and progress in meeting the needs of persons with disabilities. Worst-case housing needs are defined as low-income renter households who pay more than half of their income for rent, live in seriously substandard housing, which includes homeless people, or have been involuntarily displaced. The needs of persons with disabilities do not include beds in nursing homes or other service-centered facilities.**

### **Describe other actions taken to foster and maintain affordable housing 91.220(k); 91.520(a).**

The City seeks to address and prioritize the most vulnerable populations, including persons with disabilities, low-income renter households, and homeless individuals.

In June 2022, Council approved the allocation of \$682,310 to new affordable housing projects. Two of these projects completed construction and leased up during PY 2024. These projects are summarized below:

- Housing Authority of Jackson County: \$400,000 to develop two projects totaling 196 units. Each project provides 98 units and primarily serves General Family/Workforce individuals and family households earning up to 60% Area Median Income (AMI). These projects were completed and began leasing during Fall 2024.
- CASA of Oregon: \$122,310 for the construction of 34 housing units for agricultural workers displaced by the 2020 Alameda Fire. The Summit Gardens project will dedicate 33 units for households at or below 60% AMI and one for a resident manager. Construction is complete and leasing began in early 2025.

In 2023, City Council approved \$200,000 for a Habitat for Humanity project to support infrastructure for eight homes located at 1900 Grandview Avenue. In 2024, another \$378,000 was approved, bringing the total number of new homes to 13. Infrastructure includes excavation, street, and sidewalk. Homes will be built and sold to low-income qualified people in need of housing.

The ADU SDC Reduction program was designed to further encourage naturally occurring affordable housing by reducing system development charges (SDC). The reduction of fees includes city-assessed SDC fees: Transportation, Sanitary Sewer Collection, Stormwater, and Parks (excluding Sanitary Sewer Treatment). Historically, 8-10 units were produced per year; 35 units were completed in PY 2024. This program has been extended through June 30, 2027.

In April 2024, Council approved \$1,400,000 through the city's Housing Opportunity Fund which will result in 67 new affordable housing units and eight new transitional beds. These projects are summarized below:

- North Development Group: \$475,000 to acquire property and a city-approved site plan for the development of 36 affordable rental units. Construction is underway.
- Proud Ground: \$297,149 to support construction of 18 affordable homes. The property is owned by a land trust and individuals will own the homes. This project will remain affordable in perpetuity. Several units are completed and sales are underway.
- Golden Rule ReEntry: \$249,850 to support acquisition of a boarding house-style home. This project will produce eight new transitional housing beds for men previously incarcerated and re-entering society.

In June 2025, Council approved \$200,000 through the city's Housing Opportunity Fund to support the acquisition of a fixer-upper home. The project will produce five new transitional housing beds and a workforce development program for formerly incarcerated women.

## CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.**

The City awarded \$103,099, or 100%, of allowable CDBG public service allocation to four agencies serving homeless persons. Supporting Rogue Retreat, Maslow Project, Salvation Army, and Center for NonProfit Legal Services, the City helped collectively serve 2,608 individuals.

The City awarded \$500,000 for expansion of the Medford Navigation Center. Renovations were completed on a portion of the building to accommodate the addition of navigation services. Access to these services are low-barrier and available to homeless persons.

Using CDBG-CV funding, the City supported structural improvements to the Santo Community Center. A day care center is also operated within this facility. Work is underway to provide structural improvements that will support an HVAC system replacement.

Outside of CDBG funding, the City allocated \$265,300 in valuable leverage funding from the City's local General Fund Grant (GFG) program to directly support homeless persons and services.

The City continues to capitalize on a \$23,375 PY 2018 investment in the completion of the Medford Homeless System Action Plan (HSAP), which identifies 32 actions within five goals, including: 1) Support the development of affordable and supportive housing; 2) Increase leadership, collaboration and funding; 3) Address unsheltered homelessness and encampments; 4) Increase temporary housing programs and successful placements; and 5) Increase diversion and prevention strategies.

The City's Livability Team (LVT), created in September 2019 and referenced in previous CAPER's, continued to improve the City's ability to address unsheltered homelessness and encampments, or Goal 3 of the HSAP. Members from the LVT partner with non-uniformed professionals from agencies including, but not limited to, Jackson County Mental Health, ACCESS, Rogue Retreat, La Clinica, Maslow Project, Addictions Recovery Center, Veteran's Administration, Options, Mercy Flights, and the Medford Gospel Mission. Together, members from this partnership, known as the Chronically Homeless Outreach Partnership (CHOP), have been successful at building impactful relationships with the community's unhoused residents, on a person-by-person basis. The City anticipates the CHOP will continue to successfully connect the City's unhoused community to services, and ideally will for years to come.

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

Rogue Retreat's Crossings, a campground for people experiencing homelessness, and the Medford Navigation Center provided 780 homeless individuals with emergency shelter and services using \$41,837 in CDBG funding.

The roadway into Crossings is unpaved and treacherous during rainy weather. CDBG funding will provide \$130,000 to pave the roadway and improve access to the campground. This project is currently undergoing an Environmental Review and work will begin once this is completed.

The Housing Opportunity Fund (HOF) funding recommendations, a local funding source derived from a construction excise tax of 1/3 of 1% on residential, commercial and industrial building permit valuations, addressed transitional housing needs by recently funding Golden Rule ReEntry's Newtown Street project for formerly incarcerated women reentering society. The HOF was established to provide a flexible, dedicated funding source to support the development of affordable housing and to provide developers with leverage to capture additional resources from funders with aligning goals and objectives.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Four public service agencies collectively expended \$103,099 in CDBG funds, serving 2,608 individuals, targeting LMI individuals and families that were homeless or at risk of experiencing homelessness. Services provided by Rogue Retreat, Maslow Project, Salvation Army, and Center for NonProfit Legal Services were summarized in the previous sections.

In addition, Habitat for Humanity's Homeowner Repair Program will mitigate home repair needs, keep people in their homes, and improve quality of life. This program will receive \$200,000 in CDBG funds to repair 15 homes, with an estimated average cost of \$15,000 per unit.

The annual community meeting, a requirement of Oregon House Bill (HB) 4006, discussed rent burden causes and potential solutions in November 2024.

The GFG program awarded \$265,300 to support services for low-income households and individuals, including assistance through food/nutrition; therapy and services for child abuse victims; emergency shelter, transitional housing, and services for those experiencing homelessness and victims of domestic violence; emergency shelter for homeless youth, medical care for individuals experiencing homelessness, and homelessness prevention through rental

assistance. The City's merged funding platform, with staff coordinating CDBG and GFG funding and establishment of funding priorities as discussed previously above, will continue to drive enhanced performance and leveraged opportunities for low-income individuals and families for years to come.

**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.**

All public service agencies receiving PY2024 CDBG funding served homeless persons with outreach, services, and assistance to help transition to permanent housing, as discussed above, collectively serving 2,608 individuals.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing.**

Housing Authority of Jackson County (HAJC) is the region's Public Housing Agency (PHA).

All original aged units owned by the HAJC, subsidized under HUD's old Public Housing Program, went through a disposition process with HUD in 2007. The proceeds were used to leverage construction of hundreds of new units such as The Concord and Newbridge Place. HUD no longer offers Public Housing Program funds to construct new public housing.

Council prioritized affordable housing development through a biennial goal to support the development of 200 affordable housing units for households earning up to 120% of AMI from 2021-23. In June 2022, Council approved the allocation of \$682,310 (\$400,000 from the local Construction Excise Tax and \$282,310 from Council Vision Funds) to fund four new affordable housing projects that created 272 new residential units. This included funding HAJC with \$400,000 to support the development of two projects, totaling 196 units. Construction is complete for each project, with 198 units that primarily serve General Family/Workforce individuals and family households, earning up to 60% Area Median Income (AMI). The Prescott Gardens project is located at the 2100 block of Keene Way Drive and the Orchard Meadows project is located at 1652 and 1634 Orchard Home Drive.

City staff also actively consults with the expertise of HAJC's Development Director Ryan Haynes through participation as a commissioner of the City's Housing Advisory Commission.

In addition to local funding opportunities, the HAJC also continues to apply for available funding through Oregon Housing and Community Services to develop housing to address the affordable housing needs in the community.

With a regional vacancy rate of 2%, the HAJC currently serves 2,515 Housing Choice Vouchers (HCVs) and Project-Based Vouchers (PBVs), 313 HUD-Veterans Affairs Supportive Housing (HUD-VASH) vouchers, and 16 Homeownership program participants in Jackson County, along with a housing portfolio of 1,692 long-term affordable units.

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

HAJC operates a Section 8 Voucher Homeownership program and a Family Self Sufficiency program within their HCV program, which offers clients homeownership education and opportunities. HAJC also offers homeownership education opportunities through Resident Services to residents residing in HAJC's affordable housing units.

The City prioritizes homeownership in multiple ways through support of Proud Ground and Habitat for Humanity. In addition, this year the City proclaimed April 2023 as Fair Housing Month, increasing awareness of fair housing issues.

In addition, the City's HOF contributed 15% of the revenue from construction excise tax to Oregon Housing and Community Services (OHCS) for homeownership assistance passed through ACCESS; the City's contribution helps ACCESS increase the number of households provided with homeownership assistance.

**[Actions taken to provide assistance to troubled PHAs.](#)**

There are no troubled PHAs operating in Medford.

## CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

**Actions taken 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. 91.220 (j); 91.320 (i)**

Medford continues to be a collaborative, solutions-based community. With Council support and responsiveness to community input, the City's Housing Advisory Commission recommendations vehemently led to direct and effective policy changes. The following are examples of City actions/ordinances taken to address barriers to affordable housing:

- The City received a \$2,700,000 grant from the Oregon Business Development Department (OBDD) for water and sewer infrastructure improvements for southwest Medford. Work began in PY 2023 and continued through PY 2024.
- The Crossings (Council Bill 2022-56) – The City's purchase of land resulted in the Urban Campground being relocated to the Crossings, which is a permanent location. This new location provides a homeless campground and transitional housing with tiny homes, permanent showers, bathrooms, and laundry facilities as well as an indoor community space.
- Multiple Unit Property Tax Exemption (MUPTE) and (Council Bill 2022-93) – Council adopted the MUPTE program to provide a tax abatement for housing in a specified geographic area (downtown and surrounding areas) for 600 units over a six-year period.
- Nonprofit Corporation Low Income Housing Property Tax Exemption (NCLIHPTE) (Council Bill 2022-94) – Council adopted the NCLIHPTE program for qualifying properties that support affordable housing for tenants earning 60% or less of Area Median Income (AMI) in the first year and 80% or less of AMI for subsequent years.
- ADU SDC Reduction (Council Bill 2025-49) - To further encourage naturally occurring affordable housing, Council approved the Accessory Dwelling Unit (ADU) Systems Development Charge (SDC) Reduction Program to continue through June 30, 2027. The reduction of fees includes city-assessed SDC fees: Transportation, Sanitary Sewer Collection, Stormwater, and Parks (excluding Sanitary Sewer Treatment). Historically, 8-10 units were produced per year; due to the program implementation, 47 units were completed in PY 2023.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City continued to strengthen and support the Medford Severe Weather Shelter which also provides opportunities to connect homeless residents to other services during declared events.

ACCESS assumed the primary shelter operator role during the FY2022. This shelter was a direct result of the City's efforts to secure state funding and bring partners together.

The City's ongoing efforts to implement the Homeless System Action Plan (HSAP) continued to strengthen relationships with community partners to uncover opportunities that can more efficiently address obstacles. The City looks forward to up to 22 agencies providing on-site services to Kelly Shelter guests at the Medford Navigation Center. This will significantly reduce transportation and barriers resulting from staffing availability and funding.

In order to maintain focus on the priority needs of the underserved, the City appoints the Community Services and Development Commission (CSDC) as the advisory body to administer the CDBG program and to help identify and address priority needs. The CSDC is comprised of community members including a current member from the City Budget Committee; one representative from healthcare, social services, local business, workforce development, education, affordable housing; two members-at-large encouraging representation from throughout the whole community; and two members with lived experience regarding homelessness. This holistic approach was designed to have representation from multiple areas that directly interact with meeting underserved needs.

The CSDC also works directly with the Housing Advisory Commission (HAC) to help prioritize the affordable housing needs of underserved residents of Medford. The HAC is rostered with experts in the fields of lending, affordable housing development, multi-family housing operation, construction and development, and real estate services' tenant organization. The HAC will further review housing policy, economic incentives, and potential partnerships to cultivate affordable housing development for all residents including those that are underserved and homelessness.

The CSDC assists with administering the General Fund Grant (GFG) along with CDBG. In PY2023, City Council approved GFG program funds of \$265,300, with 100% designated to essential safety net services. Using this platform, staff combined the funding cycles and application processes for both the CDBG & GFG programs, in order to increase efficiency with limited staff capacity.

As mentioned previously, completion of the HSAP has also helped ensure prioritization of the needs of persons who are homeless or at risk of becoming homeless through the funding priorities established by Council in years to come.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City's Consolidated Plan identified an extensive need for rehabilitation programs in Medford targeting the improvement of the City's oldest housing stock. Consolidated planning data directed attention to the 46% of owner housing and 51% of rental housing built prior to 1980 as potential lead-based paint hazards. Data also concluded 36% of owner housing units and 64% of rental units built prior to 1980 are occupied by families with children, a combined 2,535 units. With this in mind, the City applied for the Housing and Urban Development (HUD) Office of Healthy Homes

and Lead Hazard Control (OHHLHC) Lead Hazard Reduction Grant in July 2021 and was awarded the full request of \$2,140,542 in combined Lead Hazard Reduction (LHR) and Healthy Homes (HH) supplemental grant program funding. The primary objective of the LHR funding is to control lead-based paint hazards in 78-income eligible households and to leverage HH funding to address non-lead-related housing deficiencies in housing units with lead-based paint hazards by March 2025. A sub-goal of the program was to also build local contractor capacity needed to complete the specifications of this work.

The City of Medford, in conjunction with the partner agency and subrecipient, Habitat for Humanity (HfH), worked to build staff and contractor capacity. HfH hired a dedicated Program Manager who received certifications to conduct lead inspections, risk assessments, and clearance examinations to administer and support the grant program and operations. The City of Medford hired a dedicated Housing Project Coordinator to support the grant program and operations.

Two homes successfully completed lead hazard removal.

#### **[Actions taken to reduce the number of poverty-level families. 91.220\(k\); 91.320\(j\)](#)**

The City's actions to reduce the number of poverty-level families during PY 2024 primarily consisted of supporting nonprofit agencies providing social services to poverty-level families and improving the availability and affordability of housing for homeowners, renters, and individuals seeking to transition out of homelessness.

##### **Public Service Availability:**

All public service agencies receiving CDBG support during PY 2024 worked to reduce the immediate and/or future poverty-level of those served. Families received emergency shelter, family reunification, safety net services, legal assistance to assist with eviction and homelessness prevention, homelessness prevention through emergency rental housing assistance, referral services, comprehensive case-management, mentorship, services to help transition out of homelessness, legal services and education, medical care for those experiencing homelessness, and vocational training for homeless youth.

In addition, the City continues to support public service agencies through the GFG. Eleven agencies supported essential safety net services: ACCESS, Community Works, Consumer Credit Counseling Services, La Clinica, Rogue Retreat, Rogue Valley Council of Governments' (RVCOG) Food and Friends, Set Free Services, St. Vincent de Paul, The Salvation Army, United Way, and Youth 71Five.

#### **[Actions taken to develop institutional structure. 91.220\(k\); 91.320\(j\)](#)**

Medford residents are fortunate to live in a community that over the past several years has begun to see the outcomes of increased political will and community collaboration. Examples of City

actions to develop and strengthen institutional structure during PY 2024 include but are not limited to the following:

- 1) Continued City staff participation on the Continuum of Care (CoC) Board and other CoC workgroups at a level that allows Council to stay connected with the priority needs and efforts of the CoC in addressing homelessness;
- 2) The City continued to work to achieve the following Council goals, established for the 2023-25 Biennium:
  - a) Supported Council's goal to produce 400 affordable housing units for households earning under 120% AMI by allocating \$200,000 to developers of affordable housing. The expected result will be five new transitional beds.
  - b) Continued addressing unsheltered homelessness and encampments by funding the Medford Livability Team with City General Fund dollars and continuing the Chronically Homeless Outreach Partnership, a 24-agency partnership working to help chronically homeless one person at a time with individualized and coordinated plans.
  - c) Collaborated with nonprofits, faith-based organizations, businesses and other government agencies through the CHOP to support the Redwood Inn, also referred to as Project Turnkey.
- 3) Continued to work with Council-appointed advisory bodies, including the CSDC and HAC, to impact housing development and address homelessness;
- 4) Maintained an institutional arrangement with Camas Consulting to improve services as a Responsible Entity under the National Environmental Policy Act to complete environmental assessments for the development of affordable housing projects involving both CDBG and non-CDBG funds;
- 5) Continued to provide nonprofits, private businesses, faith-based organizations and other jurisdictions with technical assistance that can help cultivate collaborative community leveraging, partnership-ready initiatives, shovel-ready projects, and the implementation of economic incentives and policy change for the development of housing; and
- 6) The City's HCD staff continued to develop expertise in the administration of the CDBG program, which has improved capacity to manage two commissions, administer 6+ funding sources, seek additional grant funding, and implement 32 homeless actions and five goals.

#### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City maintained actions throughout the year to enhance coordination between public and private housing and social service agencies through active participation on the CoC Board and

other CoC housing and services workgroups; collaborative actions taken during the completion of the Homeless System Action Plan (HSAP); and participation by several City staff from Planning, Police and Legal on the Chronically Homeless Outreach Partnership.

The Development Director of the Housing Authority of Jackson County, Ryan Haynes, continues to serve on the Housing Advisory Commission, providing valuable insight into public and affordable housing.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdiction's analysis of impediments to fair housing choice. 91.520(a)**

The City previously consulted with Root Policy Research to update the 2020-2024 Analysis of Impediments, identifying two main challenges with development of seven proposed actions to improve knowledge and awareness of fair housing laws and the City's requirement to Affirmatively Further Fair Housing (AFFH).

The two main challenges identified were:

1. High rates of housing problems and poverty within many of Medford's minority communities creates disproportionate housing needs
2. Some zone districts limit opportunities for residential housing types that help expand housing affordability

City staff utilized a Fair Housing Matrix to appropriately track the progress of overcoming all impediments identified in the City's 2020 Analysis of Impediments.

Progress made to address impediments include:

- **Reduce disproportionate housing needs**
  - Action 1: Support the increased production of affordable housing through public private partnerships:
    - *Action 1.1: Leverage new sources of federal and state funds as they become available, prioritizing the product types and subsidy levels needed to reduce disproportionate housing needs among protected classes;*
      - Council approved supporting the development of five new transitional beds through the allocation of \$200,000 in local funding (\$556,000 from Construction Excise Tax).
      - The City secured a \$2,700,000 grant through the Oregon Business Development Department for infrastructure improvements in southwest Medford. These improvements will benefit the affordable

housing development under construction by the Housing Authority of Jackson County.

- *Action 1.2: Require effective affirmative marketing of developers receiving public support;*
  - To be taken in future years.
- *Action 1.3: Develop and utilize a language access plan consistent with federal guidelines; make available to development partners.*
  - To be taken in future years.
- *Action 2: Continue the City's rental and owner home rehabilitation programs to address substandard housing conditions, focusing on areas of the city with older housing stock, concentrations of poverty, and concentrations of ethnic minorities.*
  - The City, in partnership with subrecipient Habitat for Humanity, worked to administer the LHR and HH supplemental funding to mitigate the health and safety hazards of lead-based paint in the community.
- *Action 3: Expand access to home mortgage products among minority households with high denial rates and mitigate vulnerability to predatory lending:*
  - *Action 3.1: Encourage traditional financial and community development institutions to offer products addressing the needs of households utilizing and/or vulnerable to predatory lenders; and*
    - To be taken in future years.
  - *Action 3.2: Support counseling and predatory lending awareness services with a focus on high poverty neighborhoods in Medford.*
    - The City funded CNPLS with CDBG-CV to provide legal services to prevent, prepare for, and respond to the COVID-19 pandemic.
    - The City also relies on the Homeownership Center at ACCESS to help educate potential homebuyers on predatory lending through homeownership counseling and homebuyer education courses, educating prospective homebuyers to help protect against predatory lending practices.

For struggling homeowners within the region, the Homeownership Center also participates in the OHCS Oregon Homeowner Stabilization Initiative (OHSI), which helps homeowners remain in their homes, using funding secured from Hardest Hit Funds (HHF) from the U.S. Department of Treasury, including during the current COVID pandemic.

- Prior actions:

- The City funded CNPLS (in PY 2020, 2021, 2022, 2023, and 2024) with CDBG to assist with legal services (including fair housing issues, which may include predatory lending) for CDBG funding expended in this PY served 55 LMI individuals.

- **Expand distribution of affordable housing throughout Medford**

- *Action 1: Expand zone districts in which multifamily uses are allowed by right. Given that minority residents have lower incomes, higher mortgage loan denial rates, and lower ownership rates, allowing multifamily products in more districts could reduce income segregation and broaden access to economic opportunity for minority households.*
  - HB 2001 passed, expanding the type of housing units permitted in all of the SFR zones to encourage development of affordable housing.
    - Prior actions:
      - Three City-initiated zone changes were approved by the Planning Commission, helping to create multi-family zoning in different areas of the City to enable new development. The amount of land rezoned was 20.65 acres and 22 parcels. Properties were rezoned from single family zones to the multi-family zones. (ZC-20-256, ZC-20-324, & ZC-21-073)
- *Action 2: Expand zone districts in which small residential living facilities, such as Accessory Dwelling Units (ADUs) and/or fully self-contained tiny homes; manufactured homes; and duplexes and townhomes are allowed by right.*
  - The City extended the ADU SDC reduction program to stimulate naturally occurring affordable housing types and increased affordability through permit-ready ADU plans to further reduce the cost of development for homeowners.
    - Prior actions:
      - Executive Order 2020-03 provided for the use and establishment of temporary Recreational Vehicles (RV) outside of established RV parks and allowed for the use of manufactured homes as ADUs.

- **Further the City's commitment to affirmatively furthering fair housing and improving access to opportunity**

- *Action 1: Improve knowledge and awareness of fair housing laws and the City's requirement to AFFH*
  - *Action 1.1: Target fair housing education and outreach activities to populations with disproportionate housing needs*

- The CNPLS provided legal services, including fair housing, for 184 LMI individuals using CDBG-CV funding.
- CNPLS staff presented during the December 14, 2021, Rent Burden Community meeting virtually and educated the community and staff regarding landlord tenant law and fair housing law.
- *Action 1.2: Continue organizing fair housing workshops and information sessions, focusing on expanding knowledge of rights among Hispanic and immigrant populations*
  - Staff worked with the CNPLS to organize fair housing trainings for the following target audience groups utilizing CDBG funding: Medford Planning Commission, Site Plan & Architectural Commission, Landmarks & Historic Preservation Commission, and Housing Advisory Commission.
  - CNPLS staff presented during the virtual Rent Burden Community meeting, educating the community and staff regarding landlord tenant law and fair housing law.
    - Prior actions:
      - The City developed the 6-Step Toolkit for the Development of Affordable Housing through consulting with Luken Solutions and an adhoc team created with HAC commissioners, Housing Pipeline members, and CSDC commissioners to assist with helping garner community support for affordable housing projects. Project is anticipated to complete in December 2021.
- *Action 1.3: Implement affirmative marketing and language access plan initiatives*
  - To be taken in future years.
- *Action 2: Improve fair housing information on the city's website by making the information more user-friendly and less technical in nature, and linking directly to fair housing resources.*
  - Medford Mayor Michael Zarosinski proclaimed April 2025 as Fair Housing Month to help build support, education, and awareness around fair housing rights.
    - Prior actions:
      - During the first PY, the City linked to Fair Housing Council of Oregon's website under the division's Affordable Housing Program webpage.
      - Medford Mayor Randy Sparacino proclaimed April 2021, April 2022, April 2023, and April 2024 as Fair Housing Month to help

build support, education, and awareness around fair housing rights.

## CR-40 - Monitoring 91.220 and 91.230

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements.**

**Include if the public notice was published in languages other than English and share if there were access to translation services, TDD/TTY services or a state relay number, or reasonable accommodations and/or access to related meetings for persons with disabilities.**

Monitoring of all activities funded under the CDBG program is carried out on an ongoing basis by the City's CDBG program administrative staff. Quarterly updates and financial reports are required of all subrecipients who include both public service programs and capital improvement projects receiving CDBG funds. Subrecipients are also required to submit a grantee performance report with each reimbursement request. This report allows staff to monitor expected outcomes with actual results. The City collects current lists of Board of Directors and notification of single annual audit from all agencies receiving CDBG funding. Audit tracking is maintained to ensure subrecipient's compliance with 2 CFR Part 200. All projects are administered under procurement standards governed by 2 CFR Part 200, Subpart D, and all capital improvement projects adhere to Federal Labor Standards. Records are maintained for a minimum of five years.

During PY 2024, one subrecipient was monitored. This subrecipient was Rebuilding Together Rogue Valley and was considered high risk due to the challenges over the course of the activity. Monitoring included program eligibility, administration, reporting requirements, record keeping, client files, and financial reporting.

Staff continued to work closely with individual agencies to ensure efficiency and accuracy. Staff recently incorporated virtual training to assist with learning enhanced income verification procedures, as needed. In the future, staff plans to conduct a pre-recorded virtual training to be published on the City's website along with a manual to be used to train future subrecipients.

In addition, staff implemented a new grant management system that will streamline reporting. This software will also assist with administrative capacity.

While the CAPER public notice was posted in English, accessibility and translation notices are posted on agendas of City meetings and will continue to be posted on public notices in the future. City meetings are generally accessible to persons with disabilities. 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. Interpreters for hearing impaired or other accommodations for persons with disabilities can be requested by contacting 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 Plan 91.105(d); 91.115(d)

### Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Medford developed a Citizen Participation Plan under the 2020-2024 Consolidated Plan to assure citizens are presented with opportunity to provide input and be informed of program performance. During the development of the Consolidated Plan, the City solicited community discussions, collaborative nonprofit agency meetings, and one-on-one discussions with citizens and private businesses to identify community needs, resources and services available, and potential barriers to development.

The Community Services and Development Commission (CSDC) and Housing Advisory Commission (HAC) hold monthly public meetings to solicit public feedback and formulate recommendations to City Council. Notifications of all public meetings, comment periods, and public hearings associated with the City's CDBG program are advertised in the Grants Pass Daily Courier, on the City's website, and by email to interested parties. Minutes of all public meetings held for purposes of planning for the use of CDBG funds, evaluating performance of the program, and soliciting public comments are recorded and maintained through the City Recorder. Draft documents are made available on the City's website, at the City Recorder's office and through the Planning Department. CDBG-related documents and records are maintained for a minimum of five years.

Citizen participation pertaining to the 2024/25 CAPER, referred to hereafter as the 2024 CAPER, was facilitated through a mandatory public comment period and two public meetings. The public comment period opened on August 3, 2024, and concluded on September 3, 2024. The Housing and Community Development Commission (HCDC) held a meeting on August 13, 2025. City staff will present the CAPER during these meetings, and if approved, the HCDC will pass a motion recommending the CAPER for approval. City Council will hold a public hearing at Medford City Hall, Council Chambers on Wednesday, September 3, 2024, at 6:00 p.m. to solicit additional feedback and consider the CAPER for approval. Pending Council approval, City Council will then approve Resolution 2025-XX adopting the 2024 CAPER for submission to HUD.

## CR-45 - CDBG Misc. 91.520(c)

### **Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

The City's CDBG program objectives were not altered during PY 2024, even with the extenuating circumstances caused by the coronavirus pandemic and Almeda Fire. Consolidated Plan goals focus on improving and increasing affordable housing, improving access to public services and improving neighborhood conditions. Of the strategies identified in the Consolidated Plan, the following have not yet been implemented during the first four years of the Consolidated Plan:

- 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.
- Support weatherization programs and incentives to support landlords in improving rental properties serving low- to moderate-income households.
- 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.
- 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.
- 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.

### **Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No.

## CR-58 – Section 3

**Table 9 - Total Labor Hours - Section 3**

Total Labor Hours	CDBG
Total Number of Activities	0
Total Labor Hours	0
Total Section 3 Worker Hours	0
<b>Total Targeted Section 3 Worker Hours</b>	<b>0</b>

**Table 10 - Qualitative Efforts by Program - Section 3**

Qualitative Efforts - Number of Activities by Program:	CDBG
Outreach efforts to generate job applicants who are Public Housing Targeted Workers	
Outreach efforts to generate job applicants who are Other Funding Targeted Workers	
Direct, on-the job training (including apprenticeships)	
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training	
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching)	
Outreach efforts to identify and secure bids from Section 3 business concerns	X
Technical assistance to help Section 3 business concerns understand and bid on contracts	X
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns	X
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services	
Held one or more job fairs	
Provided or connected residents with supportive services that can provide direct services or referrals.	
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation	
Assisted residents with finding child care	
Assisted residents to apply for, or attend community college or a four year educational institution	
Assisted residents to apply for, or attend vocational/technical training	
Assisted residents to obtain financial literacy training and/or coaching	
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns	
Provided or connected residents with training on computer use or online technologies	

Qualitative Efforts - Number of Activities by Program:	CDBG
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses	
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act	
Other	

## Narrative

Two CDBG-funded projects required compliance with Section 3 during PY 2024.

### Navigation Center Expansion:

The City of Medford established employment and training benchmarks that subrecipients, contractors and subcontractors should meet to comply with Section 3 requirements on applicable projects as outlined in 24 CFR Part 75.19. An applicable Section 3 Project is any housing rehabilitation, housing construction, and other public construction project that exceeds \$200,000 or more of housing and community development financial assistance from one or more HUD programs. The City of Medford Navigation Center Project was determined to be a Section 3 project due to the project receiving more than 200k in total federal financial assistance from the CDBG Program.

Despite efforts to target Section 3 firms and workers, the City and its subcontractors were unable to meet the Section 3 labor hour benchmark requirements for this project.

Since the benchmark hours could not be met, The City of Medford provides a narrative to demonstrate the qualitative efforts that were conducted in an effort to hire Section 3 workers. The primary qualitative efforts that were conducted were:

1. Engaging in outreach efforts to identify and secure bids from Section 3 workers and business concerns.

The City of Medford includes Section 3 preference and contracting requirements in the Request for Proposal, associated bid documents and all construction contracts. The City published the RFP in multiple locations and advertised the project statewide. Unfortunately, due to the scale and complexity of the project, no qualified section 3 business concerns submitted interest to complete the project during the RFP process. Some subcontractors and trade professionals that attended the bid walkthrough indicated that they qualified as minority or women owned, but did not indicate they qualified as a Section 3 Businesses.

2. Divide contracts into smaller jobs where feasible and appropriate to facilitate participation by Section 3 workers and business concerns

Where feasible and appropriate, the City also contracted with smaller firms and divided the project scope into separate activities to facilitate participation by Section 3 workers. Although the labor

hour benchmarks were not be met, the City was successful in contracting with Pathways Enterprises for the exterior painting portion of the project scope separate from the rest of the remodel project. Pathway's Enterprises is an Oregon Forward Contractor. The Oregon Forward Program provides meaningful work opportunities to Oregonians living with physical and mental disabilities.

3. Promoted the use of business registries designed to create opportunities for disadvantage and small businesses.

The City utilized the HUD Opportunity Portal until it was discontinued in September 2023 to look for disadvantaged and small businesses that had the potential to qualify as a Section 3 Business.

Despite not meeting the safe harbor labor hour benchmarks, the City of Medford conducted good faith efforts throughout the duration of the project to target and hire works who are disadvantaged, small business, women and minority owned business, and workers who have physical or mental disabilities.

Royal Court Apartments:

ColumbiaCare Service's Royal Court Apartments project rehabilitated 16 veteran-occupied rental units.

The City of Medford established employment and training benchmarks that subrecipients, contractors and subcontractors should meet to comply with Section 3 requirements on applicable projects as outlined in 24 CFR Part 75.19. An applicable Section 3 Project is any housing rehabilitation, housing construction, and other public construction project that exceeds \$200,000 or more of housing and community development financial assistance from one or more HUD programs. The ColumbiaCare Royal Court Apartments Project was determined to be a Section 3 project due to the project receiving more than \$200,000 in total federal financial assistance from the CDBG Program.

Despite efforts to target Section 3 firms and workers, ColumbiaCare and its subcontractors were unable to meet the Section 3 labor hour the benchmark requirements for this project.

Since the benchmark hours could not be met, The City of Medford provides a narrative to demonstrate the qualitative efforts that were conducted in an effort to hire Section 3 workers. The primary qualitative efforts that were conducted were:

1. Engaging in outreach efforts to identify and secure bids from Section 3 workers and business concerns.

ColumbiaCare includes Section 3 preference and contracting requirements in the Request for Proposal, associated bid documents and all construction contracts. ColumbiaCare published the RFP in multiple locations and advertised the project statewide. Unfortunately, due to the scale and complexity of the project, no qualified section 3 business concerns submitted interest to complete

the project during the RFP process. Some subcontractors and trade professionals that attended the bid walkthrough indicated that they qualified as minority or women owned, but did not indicate they qualified as a Section 3 Businesses.

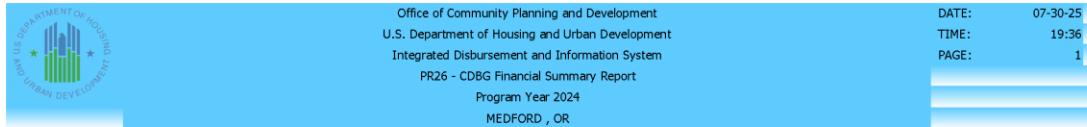
2. Divide contracts into smaller jobs where feasible and appropriate to facilitate participation by Section 3 workers and business concerns.

Where feasible and appropriate, ColumbiaCare also contracted with smaller firms and divided the project scope into separate activities to facilitate participation by Section 3 workers.

3. Promoted the use of business registries designed to create opportunities for disadvantage and small businesses.

Despite not meeting the safe harbor labor hour benchmarks, ColumbiaCare conducted good faith efforts throughout the duration of the project to target and hire works who are disadvantaged, small business, women and minority owned business, and workers who have physical or mental disabilities.

## Appendix A – Financial Summary (PR-26)



### PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	1,262,646.94
02 ENTITLEMENT GRANT	687,332.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	85,469.50
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,035,448.44

### PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	1,065,617.87
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	1,065,617.87
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	118,245.65
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,183,863.52
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	851,584.92

### PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	741,055.87
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	741,055.87
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	69.54%

### LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITTING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

### PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	103,098.98
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	103,098.98
32 ENTITLEMENT GRANT	687,332.00
33 PRIOR YEAR PROGRAM INCOME	149,766.22
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	837,098.22
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.32%

### PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	118,245.65
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	118,245.65
42 ENTITLEMENT GRANT	687,332.00
43 CURRENT YEAR PROGRAM INCOME	85,469.50
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	772,801.50
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.30%

### LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2022	5	483	6936043	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$458.34
2022	5	483	6936169	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$2,264.02
2022	5	483	6958345	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$2,786.63
2022	5	483	6964521	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$2,920.21
2022	5	483	6977005	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$2,267.48
2022	5	483	6986130	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$3,411.14
2022	5	483	6996557	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$3,451.70
2022	5	483	7011854	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$259,427.20
2022	5	483	7014444	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$80,279.45
2022	5	483	7020173	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$243,003.07
2022	5	483	7026021	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$1,215.68
2022	5	483	7036358	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$1,010.80
2022	5	483	7049285	City of Medford - Navigation Center Expansion (2022)	03C	LMC	\$1,884.55
					<b>03C</b>	<b>Matrix Code:</b>	<b>\$614,388.27</b>
2024	7	495	6977005	CoM Parks-Jackson Pool Demolition & Site Revitalization	03F	LMA	\$642.77
2024	7	495	6986130	CoM Parks-Jackson Pool Demolition & Site Revitalization	03F	LMA	\$672.15
2024	7	495	6996557	CoM Parks-Jackson Pool Demolition & Site Revitalization	03F	LMA	\$187.16
2024	7	495	7011854	CoM Parks-Jackson Pool Demolition & Site Revitalization	03F	LMA	\$311.63
2024	7	495	7014444	CoM Parks-Jackson Pool Demolition & Site Revitalization	03F	LMA	\$467.04
2024	7	495	7026021	CoM Parks-Jackson Pool Demolition & Site Revitalization	03F	LMA	\$1,558.92
2024	7	495	7036358	CoM Parks-Jackson Pool Demolition & Site Revitalization	03F	LMA	\$11,204.74
2024	7	495	7049285	CoM Parks-Jackson Pool Demolition & Site Revitalization	03F	LMA	\$1,096.90
					<b>03F</b>	<b>Matrix Code:</b>	<b>\$16,142.11</b>
2024	11	502	7026021	Crossings Paving Improvements	03G	LMC	\$717.38
2024	11	502	7036358	Crossings Paving Improvements	03G	LMC	\$196.51
2024	11	502	7049285	Crossings Paving Improvements	03G	LMC	\$143.83
					<b>03G</b>	<b>Matrix Code:</b>	<b>\$1,057.72</b>
2024	2	497	6996557	Maslow Project- Wrap Around Family Advocacy Services (2024)	03T	LMC	\$11,956.47
2024	2	497	7014444	Maslow Project- Wrap Around Family Advocacy Services (2024)	03T	LMC	\$11,952.19
2024	3	500	7014444	Rogue Retreat- Crossings & Kelly Shelter (2024)	03T	LMC	\$10,459.40
2024	3	500	7020173	Rogue Retreat- Crossings & Kelly Shelter (2024)	03T	LMC	\$12,625.67
2024	3	500	7049285	Rogue Retreat- Crossings & Kelly Shelter (2024)	03T	LMC	\$18,752.48
2024	4	498	7014444	The Salvation Army- Homeless to Housing (2024)	03T	LMC	\$25,000.00
					<b>03T</b>	<b>Matrix Code:</b>	<b>\$90,746.21</b>
2024	1	499	7014444	Center for NonProfit Legal Services- Building Housing Stabilization and Resiliency (2024)	05C	LMC	\$5,000.00
2024	1	499	7020173	Center for NonProfit Legal Services- Building Housing Stabilization and Resiliency (2024)	05C	LMC	\$3,677.00
2024	1	499	7049285	Center for NonProfit Legal Services- Building Housing Stabilization and Resiliency (2024)	05C	LMC	\$3,675.77
					<b>05C</b>	<b>Matrix Code:</b>	<b>\$12,352.77</b>
2020	9	452	6958345	Rebuilding Together RV - Accessible Improvements for Medford Elders & Person with Disabilities 2020	14A	LMH	\$1,442.25
2020	9	452	7049285	Rebuilding Together RV - Accessible Improvements for Medford Elders & Person with Disabilities 2020	14A	LMH	\$3,087.00
2024	5	496	7026021	Habitat for Humanity Rogue Valley - Critical Home Repair Program	14A	LMH	\$124.54
					<b>14A</b>	<b>Matrix Code:</b>	<b>\$4,653.79</b>
2024	6	493	6958345	ColumbiaCare Royal Court Apartments ADC	14H	LMH	\$243.32
2024	6	493	6977005	ColumbiaCare Royal Court Apartments ADC	14H	LMH	\$411.55
2024	6	493	6986130	ColumbiaCare Royal Court Apartments ADC	14H	LMH	\$208.62
2024	6	493	6996557	ColumbiaCare Royal Court Apartments ADC	14H	LMH	\$218.33
2024	6	493	7011854	ColumbiaCare Royal Court Apartments ADC	14H	LMH	\$69.39
2024	6	493	7026021	ColumbiaCare Royal Court Apartments ADC	14H	LMH	\$498.28
2024	6	493	7036358	ColumbiaCare Royal Court Apartments ADC	14H	LMH	\$65.51
					<b>14H</b>	<b>Matrix Code:</b>	<b>\$1,715.00</b>
							<b>\$741,055.87</b>
<b>Total</b>							

**LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount	
2024	2	497	6996557	No	Maslow Project- Wrap Around Family Advocacy Services (2024)	B23MC41 PI 0005	03T	LMC		\$11,956.47	
2024	2	497	7014444	No	Maslow Project- Wrap Around Family Advocacy Services (2024)	B24MC41 EN 0005	03T	LMC		\$11,952.19	
2024	3	500	7014444	No	Rogue Retreat- Crossings & Kelly Shelter (2024)	B24MC41 EN 0005	03T	LMC		\$10,459.40	
2024	3	500	7020173	No	Rogue Retreat- Crossings & Kelly Shelter (2024)	B24MC41 EN 0005	03T	LMC		\$12,825.87	
2024	3	500	7049285	No	Rogue Retreat- Crossings & Kelly Shelter (2024)	B24MC41 EN 0005	03T	LMC		\$13,448.10	
2024	3	500	7049285	No	Rogue Retreat- Crossings & Kelly Shelter (2024)	B24MC41 PI 0005	03T	LMC		\$5,304.38	
2024	4	498	7014444	No	The Salvation Army- Homeless to Housing (2024)	B24MC41 EN 0005	03T	LMC		\$25,000.00	
				No	Activity to prevent, prepare for, and respond to Coronavirus		03T	Matrix Code		<b>\$90,746.21</b>	
2024	1	499	7014444	No	Center for NonProfit Legal Services- Building Housing Stabilization and Resiliency (2024)	B24MC41 EN 0005	05C	LMC		\$5,000.00	
2024	1	499	7020173	No	Center for NonProfit Legal Services- Building Housing Stabilization and Resiliency (2024)	B24MC41 EN 0005	05C	LMC		\$3,677.00	
2024	1	499	7049285	No	Center for NonProfit Legal Services- Building Housing Stabilization and Resiliency (2024)	B24MC41 PI 0005	05C	LMC		\$3,675.77	
				No	Activity to prevent, prepare for, and respond to Coronavirus		05C	Matrix Code		<b>\$12,352.77</b>	
										<b>\$103,098.98</b>	
<b>Total</b>										<b>\$103,098.98</b>	

**LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2023	8	491	6936043	Program Administration - 2023/24 PY (2023)	21A		\$25.16
2024	9	494	6964521	Program Administration - 2024/25 PY (2024)	21A		\$44,251.51
2024	9	494	6977005	Program Administration - 2024/25 PY (2024)	21A		\$5,908.68
2024	9	494	6986130	Program Administration - 2024/25 PY (2024)	21A		\$6,912.17
2024	9	494	6996557	Program Administration - 2024/25 PY (2024)	21A		\$10,553.96
2024	9	494	7011854	Program Administration - 2024/25 PY (2024)	21A		\$16,475.44
2024	9	494	7014444	Program Administration - 2024/25 PY (2024)	21A		\$9,014.28
2024	9	494	7026021	Program Administration - 2024/25 PY (2024)	21A		\$10,484.36
2024	9	494	7036358	Program Administration - 2024/25 PY (2024)	21A		\$6,903.31
2024	9	494	7049285	Program Administration - 2024/25 PY (2024)	21A		\$7,716.78
					21A	Matrix Code	<b>\$118,245.65</b>
<b>Total</b>							<b>\$118,245.65</b>



**PART I: SUMMARY OF CDBG-CV RESOURCES**

01 CDBG-CV GRANT	958,225.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL CDBG-CV FUNDS AWARDED	958,225.00

**PART II: SUMMARY OF CDBG-CV EXPENDITURES**

05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	733,898.42
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	92,666.18
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	826,564.60
09 UNEXPENDED BALANCE (LINE 04 - LINE8)	131,660.40

**PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT**

10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	733,898.42
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	733,898.42
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	733,898.42
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	100.00%

**PART IV: PUBLIC SERVICE (PS) CALCULATIONS**

16 DISBURSED IN IDIS FOR PUBLIC SERVICES	589,517.95
17 CDBG-CV GRANT	958,225.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	61.52%
<b>PART V: PLANNING AND ADMINISTRATION (PA) CAP</b>	
19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	92,666.18
20 CDBG-CV GRANT	958,225.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	9.67%

**LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11**

No data returned for this view. This might be because the applied filter excludes all data.

**LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	14	436	6473109	CV - St. Vincent de Paul COVID-19 Rent Relief Program	05Q	LMC	\$90,985.10
			6535814	CV - St. Vincent de Paul COVID-19 Rent Relief Program	05Q	LMC	\$59,546.24
	15	438	6535814	CV - Community Works Emergency Rent Payments Program	05Q	LMC	\$24,526.63
			6619392	CV - Community Works Emergency Rent Payments Program	05Q	LMC	\$15,473.37
	17	437	6554491	CV - Center for Nonprofit Legal Services Related to COVID-19 Program	05C	LMC	\$61,890.00
			6619392	CV - Center for Nonprofit Legal Services Related to COVID-19 Program	05C	LMC	\$32,110.00
	18	459	6627972	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$21,527.80
			6649772	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$50,067.73
			6666834	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$5,094.70
			6674645	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$4,198.87
			6737666	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$35,228.63
			6749799	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$1,881.42
			6761841	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$28,266.04
			6777404	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$9,375.00
			6802632	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$22,916.18
21	462		6554491	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$12,000.00
			6619392	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$10,800.00
			6627972	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$1,800.00
			6649772	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$1,800.00
			6802632	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$9,600.00
22	463		6627972	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$21,766.97
			6649772	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$1,477.36
			6666834	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$18,742.39
			6674665	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$8,584.23
			6737666	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$8,963.42
			6749799	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$224.01
23	464		6649772	CV - ACCESS - Homeless Outreach Specialist	03T	LMC	\$37.86
			6666834	CV - ACCESS - Homeless Outreach Specialist	03T	LMC	\$138.09
			6674665	CV - ACCESS - Homeless Outreach Specialist	03T	LMC	\$29,959.66
			6737666	CV - ACCESS - Homeless Outreach Specialist	03T	LMC	\$836.25
25	484		6894750	CV - City of Medford - Navigation Center Expansion (CARES Act 2019)	03C	LMC	\$34,064.00
			6903652	CV - City of Medford - Navigation Center Expansion (CARES Act 2019)	03C	LMC	\$15,875.00
			6925530	CV - City of Medford - Navigation Center Expansion (CARES Act 2019)	03C	LMC	\$27,542.47
			6986130	CV - City of Medford - Navigation Center Expansion (CARES Act 2019)	03C	LMC	\$66,899.00
<b>Total</b>							<b>\$733,899.42</b>

**LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	14	436	6473109	CV - St. Vincent de Paul COVID-19 Rent Relief Program	05Q	LMC	\$90,965.10
			6535814	CV - St. Vincent de Paul COVID-19 Rent Relief Program	05Q	LMC	\$59,946.24
15	438		6535814	CV - Community Works Emergency Rent Payments Program	05Q	LMC	\$24,526.63
			6619392	CV - Community Works Emergency Rent Payments Program	05Q	LMC	\$15,473.37
17	437		6554491	CV - Center for Nonprofit Legal Services Related to COVID-19 Program	05C	LMC	\$61,850.00
			6619392	CV - Center for Nonprofit Legal Services Related to COVID-19 Program	05C	LMC	\$32,110.00
18	459		6627972	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$21,527.80
			6649772	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$50,067.73
			6668834	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$5,094.70
			6674645	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$4,198.87
			6737666	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$35,228.63
			6749799	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$1,881.42
			6761841	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$28,266.04
			6777404	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$9,375.00
			6802632	CV3 - Rogue Retreat - Project Turnkey Longer-Term Shelter/Transitional	03T	LMC	\$22,616.18
21	462		6554491	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$12,000.00
			6619392	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$10,800.00
			6627972	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$1,600.00
			6649772	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$1,600.00
			6802632	CV - City of Medford - Urban Campground Property Lease	03T	LMC	\$9,600.00
22	463		6627972	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$21,766.97
			6649772	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$1,477.36
			6668834	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$18,742.39
			6674665	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$8,564.23
			6737666	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$8,963.42
			6749799	CV - La Clinica - Urban Campground Mobile Medical Clinic	05M	LMC	\$224.01
23	464		6649772	CV - ACCESS - Homeless Outreach Specialist	03T	LMC	\$37.86
			6668834	CV - ACCESS - Homeless Outreach Specialist	03T	LMC	\$138.09
			6674665	CV - ACCESS - Homeless Outreach Specialist	03T	LMC	\$29,959.66
			6737666	CV - ACCESS - Homeless Outreach Specialist	03T	LMC	\$836.25
<b>Total</b>							<b>\$589,517.95</b>

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	19	460	6619392	CV3 - City of Medford Diversity, Equity, and Inclusion Plan	20		\$30,900.00
			6668834	CV3 - City of Medford Diversity, Equity, and Inclusion Plan	20		\$19,100.00
20	461		6554491	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$809.66
			6619392	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$7,522.64
			6627972	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$2,196.14
			6668834	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$4,958.35
			6737666	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$19,176.27
			6749799	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$731.59
			6777404	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$192.14
			6802632	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$355.15
			6894750	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$5,546.70
			6903652	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$1,112.03
			7036358	CV3 - City of Medford CDBG - CV3 General Program Administration	21A		\$65.51
<b>Total</b>							<b>\$92,666.18</b>

## Appendix B – Resolution 2025-XX

### RESOLUTION NO. 2025-74

A RESOLUTION adopting the Consolidated Annual Performance Evaluation Report (CAPER) pertaining to Community Development Block Grant (CDBG) for the 2024/25 program year.

WHEREAS, each year a CAPER is developed and adopted indicating how the activities funded during the program year met the needs identified in the City's Consolidated Plan for Housing and Community Development;

WHEREAS, the City's Consolidated Plan is a comprehensive planning document that identifies the City's overall housing and community development issues and outlining a five-year strategy to address those issues;

WHEREAS, City Council adopted the 2020-2024 Consolidated Plan on May 7, 2020;

WHEREAS, this public hearing is a U.S. Department of Housing and Urban Development (HUD) requirement to solicit citizen input regarding the City's CAPER to use CDBG funds for the 2024/25 program year and outlines the goals and strategies that have been met during the fifth of the five consolidated plan program years;

WHEREAS, the City Council must approve the 2024/25 CAPER prior to submitting it to HUD for approval; and

WHEREAS, the City initiated a 30-day public comment period, which ended on September 3, 2025; now, therefore,

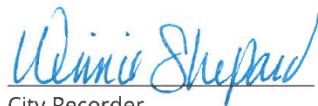
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON:

Section 1. The Consolidated Annual Performance and Evaluation Report (CAPER) pertaining to Community Development Block Grant (CDBG) funds for the 2024/25 program year, which is on file in the City's Recorders' Office, is hereby adopted.

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

PASSED by the Council and signed by me in authentication of its passage this 3rd day of September 2025.

ATTEST:



Winnie Shepard  
City Recorder



Michael Zarosinski  
Mayor

APPROVED: September 3, 2025



Michael Zarosinski  
Mayor

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Ordinance No. 2025-74

2024 CAPER

## Appendix C – Affidavit

### 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:

August 3, 2025.

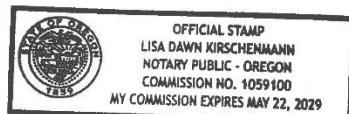
LEGAL NOTICE	
NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING	
NOTICE IS HEREBY GIVEN that a public comment period for the City of Medford's Consolidated Annual Performance and Evaluation Report (CAPER) for 2024/25 Community Development Block Grant (CDBG) program funds will commence on Sunday, August 3, 2025, and close on Wednesday, September 3, 2025. The 2024 CAPER details goals and objectives of the 2020-2024 Consolidated Plan that were accomplished during the program year July 1, 2024, through June 30, 2025. The report includes performance outcomes of public service programs, housing projects, and other development projects eligible under program regulations. The CAPER also reports data associated with beneficiaries, resources, and leveraging, affordable housing, homelessness, program monitoring, and other community actions to address the priority needs of low-income and special needs populations.	
The purpose of this notice is to solicit citizen input on the CAPER prior to submission to the U.S. Department of Housing and Urban Development (HUD) on or before September 28, 2025. The Medford Housing and Community Development Commission will hold a public meeting on Wednesday, August 13, 2025, at 12:00 p.m. to solicit public comments on the CAPER. This meeting may occur virtually. Please visit <a href="http://www.medfordoregon.gov">http://www.medfordoregon.gov</a> for the latest details.	
A public hearing will be held on Wednesday, September 3, 2025, at 6:00 p.m. in the City of Medford Council Chambers, located at 411 West 8th Street. Please visit <a href="http://www.medfordoregon.gov">http://www.medfordoregon.gov</a> for the latest details. The public hearing offers a second opportunity to comment on the CAPER. All comments received will be included as official record in the final CAPER submission to HUD.	
Copies of the CAPER are available for public review on the City's website at <a href="http://www.medfordoregon.gov/">http://www.medfordoregon.gov/</a> and upon special request. To obtain a copy, submit comments, or for additional information on the hearing, please contact the Housing and Community Development Division at <a href="mailto:hcd@cityofmedford.org">hcd@cityofmedford.org</a> or 541-774-2380. Citizens needing translation services or other special accommodations may contact City staff 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. 00518874 - August 3, 2025	



Subscribed and sworn to before me this  
fifth day of August, 2025.



Notary Public of Oregon



RECEIVED  
AUG 12 2025

RECEIVED

## Appendix D - Public Comments

No public comments were received.