

COMMUNITY SERVICES & DEVELOPMENT COMMISSION MEETING AGENDA



MEDFORD
OREGON

MARCH 6, 2024

5:30 p.m.

City Hall, Room 275

411 W. 8th Street, Medford, Oregon

This meeting will be held in-person and virtually. To attend virtually, click [here](#).

10. **Roll Call**

20. **Approval or Correction of the Minutes from the February 14, 2024, Meeting**

30. **Oral Requests and Communications from the Audience**

The Community Services & Development Commission encourages written comments, which may be submitted by regular mail to: Community Services and Development Commission, 200 S. Ivy Street, Medford, OR 97501 or by email to hcd@cityofmedford.org. Comments must be received by 12:00 p.m. on the date prior to the meeting to be noted in the record. Please include the date of the meeting with your comments.

40. **Continued Commission Business**

None.

50. **New Commission Business**

50.1 Community Development Block Grant Presentations (I)

60. **Commissioner Remarks**

70. **Commission Chair Remarks**

80. **Staff Liaison Remarks**

90. **Adjournment**

Key

(R) = Commission Recommendation Needed

(D) = Discussion Item

(I) = Informational Item

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

COMMUNITY SERVICES & DEVELOPMENT COMMISSION SPECIAL MEETING MINUTES



MEDFORD
OREGON

FEBRUARY 14, 2024

12:00 p.m.

Virtual

The special meeting of the Community Services & Development Commission was called to order at 5:30 p.m. virtually on the above date with the following members and staff present:

Commissioners Marissa Barrientos, Rick Bennett, Diana Bennington, Marie Quinn Cabler, Rebecca Erickson, Shannon Holland, Denise James, and Tyler Jasper; Grants Manager Sheila Giorgetti, Housing Project Coordinator Zac Thompson, and City Attorney Eric Mitton. Commissioner Rowena Reeley was absent.

20. Approval or Correction of the Minutes from the February 7, 2024, Meeting

There being no additions or corrections, the minutes were approved as presented.

30. Oral Requests and Communications from the Audience

None.

40. Continued Commission Business

None

50. New Commission Business

50.1 Community Development Block Grant (CDBG) Orientation

Grants Manager Sheila Giorgetti gave the commission an orientation on the CDBG program. The CDBG program is the U.S. Department of Housing and Urban Development's (HUD's) longest running grant program, enacted in 1974 by President Ford to develop viable urban communities by: providing decent housing, building sustainable living environments, and expanding economic opportunities.

The City completes a Consolidated Plan (required by HUD) once every five years to determine community goals and needs, used to prioritize funding for housing and community development programs/projects for five years. CDBG funded programs and projects must align with goals and needs identified in the Consolidated Plan; for the 2024/25 CDBG funding cycle, funded programs/projects must be aligned with the 2020-2024 Consolidated Plan.

Additional minimum requirements for CDBG also include:

- Serve Medford residents,
 - Meet a HUD national objective (primarily serving low-to moderate-income individuals)
 - Identify as an eligible activity per HUD regulations, and
 - Comply with regulatory requirements and the environmental review process.
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Ms. Giorgetti provided an overview of the 2024/25 CDBG applications received.

Public Service Programs		
Applicant	Program Name	Amount Requested
Maslow Project	Maslow Project Wrap Around Advocacy and Navigation Services for Homeless Youth and Families	30,000
Opportunities for Housing, Resources and Assistance	Housing Resource Navigation for Medford Residents	51,964
Rogue Retreat	Rogue Retreat Crossings & Kelly Shelter	60,000
The Salvation Army Medford	Homeless to Housing	25,000
Center For NonProfit Legal Services, Inc	Building Housing Stabilization and Resiliency	20,000

CDBG Total Funding Requests for Public Service Programs	186,964
Estimated Funding Availability for Public Service Programs	103,500
Funding Deficit	(83,464)

Capital Improvement Projects		
Applicant	Program Name	Amount Requested
Habitat for Humanity/Rogue Valley	Critical Home Repair	200,000
ColumbiaCare Services	Royal Court Apartments	331,845
City of Medford Department of Parks, Recreation and Facilities	Jackson Park Pool Demolition and Site Revitalization	226,443

CDBG Total Funding Requests for Capital Improvement Projects	758,288
Estimated Funding Availability for Capital Improvement Projects	648,500
Funding Deficit	(109,788)

The commission will receive the applications for review on Friday, February 16, 2024.

60. Commissioner Remarks

Commissioners thanked staff for all their work.

70. Commission Chair Remarks

Chair Cabler reminded commissioners about declaring conflict of interest during the scoring and funding recommendation process.

80. Staff Liaison Remarks

Ms. Giorgetti informed the commission that OnTrack's 404 S. Grape Street project moved forward without using their CDBG award. These funds will be returned to available funding and staff will have a recommended use in the near future.

Ms. Giorgetti updated commissioners on the status of the Rebuilding Together Rogue Valley ADA improvements project. This project has suffered many setbacks and is very close to beginning their first ramp build.

City Attorney Eric Mitton advised commissioners that the scoring mechanism for CDBG is the same as the General Fund Grant.

90. Adjournment

There being no further business, this meeting adjourned at 6:27 p.m.

The City Recorder maintains a record of these proceedings with the agenda, minutes and documentation associated with this meeting.

Sheila Giorgetti
Grants Manager / Recording Secretary

Attachments



**2024/25 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
Presentation Schedule**

Date: Wednesday, March 6, 2023, at 5:30 PM
Location: Room 275, City Hall, 411 W. 8th Street, Medford, Oregon
[Zoom Link](#)

ORGANIZATION	PROGRAM/PROJECT
Start Time - 5:30 PM <i>All PSP presenters must arrive by 5:30 PM</i>	
PUBLIC SERVICE PROGRAMS (PSPs) – LIMITED TO 5 MINUTES	
Maslow Project	Wrap Around Advocacy and Navigation Services for Homeless Youth and Families
Opportunities for Housing, Resources and Assistance	Housing Resources Navigation for Medford Residents
Rogue Retreat	Crossings & Kelly Shelter
The Salvation Army Medford	Homeless to Housing
Center for NonProfit Legal Services	Building Housing Stabilization and Resiliency
Estimated Break Time - 6:30 PM - 6:45 PM <i>All CIP presenters must arrive by 6:30 PM</i>	
CAPITAL IMPROVEMENT PROJECTS (CIPs) – LIMITED TO 10 MINUTES	
Habitat for Humanity Rogue Valley	Critical Home Repair
ColumbiaCare Services	Royal Court Apartments
City of Medford Department of Parks, Recreation and Facilities	Jackson Park Pool Demolition and Site Revitalization
Estimated End Time - 7:30 PM Question and Answers - Limited to 5 minutes	
Housing and Community Development Division City of Medford Planning Department hcd@cityofmedford.org Office: (541) 774-2380	