

City of Medford
Draft Annual Action Plan
July 1, 2016-June 30, 2017
Program Year 42



City of Medford, Massachusetts

Mayor Stephanie M. Burke
Lauren DiLorenzo, Director
Office of Community Development



Executive Summary

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

1. Introduction

This Action Plan provides the basis and strategy for the use of federal funds granted to the City of Medford by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program. This plan presents proposed objectives and outcomes for the second year of the five year Consolidated Plan (2015-2020). The City will apply for \$1,403,910.00 in funds, an approximate 2.1% decrease from the prior program year. The program year extends from July 1, 2016-June 30, 2017.

The primary objective of the CDBG program is to develop viable communities and to meet the needs of the City's low and moderate income residents through a range of activities that provide:

- A suitable living environment,
- Decent, safe and sanitary housing, or
- Economic opportunities.

The City of Medford, under the leadership of the Mayor, administers Community Development Block Grant funds through the Office of Community Development. The City has identified a number of needs through input from agencies and residents, data collection and analysis. As part of the process to establish priorities and strategies the public is invited to provide input and identify needs. Public service agencies submit proposals to be considered for funding. The Office of Community Development works with the Mayor to develop a draft budget and plan for input including proposed projects and funding. The Medford City Council authorizes submission of the application at a public hearing.

2. Summarize the objectives and outcomes identified in the Plan

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

Chart 1 identifies the objectives proposed to achieve the primary goals identified through the consolidated planning process. The goal of providing decent housing includes the following objectives: increase the supply of affordable housing units for low and moderate income households, assist at-risk of homelessness individuals with finding services to prevent homelessness, improve the quality of housing and increase homeownership opportunities.

Housing activities will continue to foster partnerships to create new affordable rental and home ownership units, improve the stock of housing, increase participation in First Time Home Buyer Trainings and Programs and assist individuals with housing issues.

The strategy to achieve the goal of creating a suitable living environment is reflected in expenditures and activities directed toward making physical improvements to the City systems and public facilities. Objectives are to upgrade facilities that provide services to low and moderate income persons, upgrade or replace inadequate infrastructure, remove architectural barriers, eliminate slums and blight conditions, preserve historic resources and encourage energy efficiency. The Forty-Second program year activities include the completion of renovations to the Senior Center; conducting a feasibility study and beginning construction for a barrier removal project at the Medford Public Library and other facilities, and water, sewer, roadway and sidewalk improvements in low and moderate income areas.

Economic Development goals are aimed at fostering job growth and retention. Partnerships are essential to effective economic development strategies and to eliminate the deteriorating effects of disinvestment. In partnership with the Metropolitan Area Planning Council, the City has received a technical services grant to develop an economic development strategy plan for Medford Square. This along with the Mayor's commitment to economic development and small businesses will set a framework for business development related strategies. The Storefront Program will be evaluated for funding.

Funding of public services to low and moderate income residents are aimed at combatting social illnesses and improving quality of life. Services include after-school care, social, recreation and transportation services for seniors, English language instruction, food pantry and meals, referral, counseling and legal services for low and moderate income persons, providing vocational and social opportunities for the developmentally disabled and Alzheimer's daycare and related services. A maximum of fifteen (15%) percent of CDBG funds can be allocated for public services.

3. Evaluation of past performance

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

Affordable Housing

The City works with several partners utilizing CDBG funds and zoning incentives to increase the supply of affordable housing. Medford Community Housing received \$150,000.00 to purchase a two-family home. These funds were leveraged with a mortgage in the amount of \$110,000.00 from Century Bank and \$447,967.00 in HOME funds through the North Suburban Consortium. \$100,000.00 of CDBG funds were allocated from prior year balances targeted for housing activities.

Negotiating the provision of affordable housing in several private developments seeking zoning relief has been the most effective way to create affordable units. Staff resources leveraged these activities. Two condominium units have been sold at the Residences at 1 Saint Clare Road. Both homebuyers utilized NSC closing costs and down payment assistance. One unit has been completed at the 42 Alfred Street project. The lottery process is beginning soon. The City negotiated thirty units at the Modera project and fourteen at River's Edge. Both projects are under construction.

Other activities include participation in First Time Home Buyer Workshops, North Suburban Consortium and assisting residents with referrals to agencies that can help resolve housing issues.

Improvements to Public Facilities and City Systems

Improvements to the Medford Senior Center is a priority project. The project has been awarded and is under construction. Approximately \$419,000.00 has been expended to date on design and construction. The project is expected to be complete by June, 2016. The project includes roof replacement, HVAC upgrades, masonry repairs, energy efficiency and ADA improvements.

The elimination of handicap barriers is proposed at the intersection of South and Winthrop Streets. The project is being funded by CDBG and Chapter 90. The project has been designed. Bid specifications are under review.

The Medford Housing Authority was allocated \$15,000.00 for HVAC improvements at the Walking Court Development. The bids have been received. Construction will begin soon.

Economic Development

The City has leveraged staff resources to increase communication between the State and local businesses in Medford Square impacted by a bridge replacement project. The Mayor has established a business liaison position in her office to improve communication between City Hall and business persons. The City has experienced commercial growth including several new restaurants, an AC Marriot Hotel, permitting of a 60,000 square foot renovation of Meadow Glenn Mall and expansion of Fellsway Plaza.

Public Services

The City allocated fifteen percent of his forty first program year budget to fifteen public agencies. As of the draft annual plan \$124,833.00 had been expended on various public services benefitting low income, elderly and disabled residents.

4. Summary of Citizen Participation Process and consultation process

The Office of Community Development engaged Medford residents, neighborhood stakeholders and public service providers to aid in the development of the July 1, 2016-June 30, 2017 Annual Action Plan. ..A series of public meetings and hearings were conducted by the City of Medford and North Suburban Consortium to discuss community needs and priorities, provide an overview of CDBG and the Action Planning process and summarize year to date expenditures.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

A summary of public comments received through the Citizen Participation and Consultation Process can be found within Section AP-12 Citizens Participation.

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

This will be completed upon completion of the Citizen Participation process.

7. Summary

The 2016-2017 Annual Action Plan is the outcome of a comprehensive planning process that identifies community needs and effective investment strategies toward meeting those needs. The City of Medford has crafted a detailed strategic plan distributing CDBG funds to best achieve desired outcomes with regards to decent housing, expanding economic opportunities, and creating suitable living environments for low and moderate income residents.

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

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	MEDFORD	Office of Community Development

Table 1 – Responsible Agencies

Narrative

The Office of Community Development is the designated City office charged with the development and implementation of the City of Medford's Consolidated and Annual Action Plans. In addition to producing the plans that provide the strategy for the allocation of federal dollars, the office coordinates the process to recommend projects to best address priority needs of low and moderate income residents and provides the necessary financial and programmatic oversight.

The Office of Community Development also participates in the North Suburban HOME Consortium (NSC) and the Massachusetts Balance of State (BOS) Continuum of Care, designating staff to represent and attend regular meetings. The Office ensures that the City of Medford's non-housing community development, economic development, housing, and homeless needs are addressed within the regional programs.

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The July 1, 2016- June 30, 2017 Annual Action Plan was developed by the City of Medford, Office of Community Development through citizen participation efforts. The City engaged residents, stakeholders and service providers to obtain input on priority needs for the year ahead. Building upon the comprehensive consultation process undertaken in the development of the 2015-2019 Consolidated Plan, the Action Plan incorporates feedback provided through community meetings and public hearings conducted by the City and North Suburban Consortium.

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

The Office of Community Development works collaboratively with the Medford Housing Authority, housing providers, planning, government human service and homelessness agencies in the City and region. This ongoing coordination addresses many community needs and ensures the provision of critical services including youth and elderly programming, child care, family support services, crisis prevention, job preparedness training, transitional housing, and recreational opportunities for developmentally disabled persons. In addition, the City supports the Massachusetts Balance of State (BOS) Continuum of Care planning process.

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

This year the Malden/Medford CoC merged with the MA Balance of State CoC. This merger was necessary to continue the Tri-City's ability to address homelessness and engage in implementation closely aligned with the Massachusetts Plan to End Homelessness. The State's goals are 1. increasing the number of permanently supportive housing units; 2. improving job readiness and achieving employments; 3. providing homeless prevention and rapid rehousing assistance; and 4. providing case management services to increase the likelihood of residential stability.

The City of Medford seeks opportunities to support projects and programs that further the MA Balance of State goals and address the needs of homeless, at-risk and special needs families and individuals. In addition, ongoing consultation with the CoC and participating members, will continue to have a direct impact on the allocation of funding. The City annually awards CDBG Public Service funding to community-based agencies Bread of Life, Heading Home, Housing Families and Salvation Army to prevent homelessness, provide basic necessities and facilitate the successful transition of struggling families into permanent housing.

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

Now a member community of the MA Balance of State (BOS) Continuum of Care, the City of Medford remains engaged in the establishment of priorities, coordination efforts and referrals through ongoing Tri-City Task Force meetings and support of homeless prevention initiatives.

While not a direct recipient of ESG funding, the City of Medford has supported CoC partner and public service agency, Housing Families, in its recent application for ESG Homelessness Prevention funding through the Massachusetts Department of Housing and Community Development. If funded, Housing Families will hire an eviction prevention case manager to aid struggling families maintain their tenancies. The program will coordinate with Housing Families’ pro-bono legal team, fellow non-profit, Just-A-Start, and local housing authorities to prevent eviction and stabilize at-risk families.

2. Agencies, groups, organizations and others who participated in the process and consultations

1	Agency/Group/Organization	Medford Housing Authority
	Agency/Group/Organization Type	PHA Services - Housing Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted as part of its participation in a public meeting conducted on 3/24/2016. The MHA identified isolation and access to community resources as a concern among elderly and disabled residents at the Walking Court Development of the Medford Housing Authority. The primary outcome is anticipated to result in coordinated outreach efforts improving access to community amenities, ESOL classes, and wellness activities to assist residents, primarily of Haitian Creole descent, age in place.

2	Agency/Group/Organization	Medford Fair Housing Office
	Agency/Group/Organization Type	Services - Housing Services - Persons with Disabilities Service - Fair Housing Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	A meeting was held with the City's Fair Housing Officer who identified the following areas of concern: education on landlord-tenant law, reasonable accommodations, the need for affordable, accessible housing and focused efforts on the development of fair housing goals, and public participation in the newly available Fair Housing Assessment Tool. The anticipated outcome is to affirmatively further fair housing, promote fair housing choice and foster inclusive communities free from barriers and discrimination.
3	Agency/Group/Organization	Mystic Valley Elder Services
	Agency/Group/Organization Type	Services - Housing Services - Elderly Persons Services - Persons with Disabilities Services - Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The organization attended and participated in a public meeting conducted on 3/24/2016. The agency identified the availability of comprehensive care, transportation and support services for isolated and critically-ill elders as a priority need. The anticipated outcome is increased access to home care services for seniors aging in place.

4	Agency/Group/Organization	Immigrant Learning Center
	Agency/Group/Organization Type	Services - Housing Services - Employment
	What section of the Plan was addressed by Consultation?	Economic Development Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended and participated in a public meeting conducted on 3/24/2016. The agency identified the expanding need for English Language skills, job preparedness training and public education on the positive impact of today's immigrants. The anticipated outcome is additional focus on needs of immigrant populations, revitalized neighborhoods and expansion of economic opportunities.
5	Agency/Group/Organization	Council on Aging
	Agency/Group/Organization Type	Services - Elderly Persons Services - Persons with Disabilities Services - Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended and participated in a public meeting held on 3/24/2016. The agency discussed the ongoing facility improvements at the Medford Senior Center and the continued need for recreational and shopper transportation, home maintenance/modification services, social work and volunteer coordination. . The anticipated outcome is the completion of improvements to the Senior Center and continued support of senior programming.
6	Agency/Group/Organization	City of Medford Public Schools
	Agency/Group/Organization Type	Services - Education Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Anti-Poverty Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City Department attended and participated in a public meeting held on 3/24/2016. The School System identified the expanding need for affordable afterschool programs that provide emotional learning, family resources and support for working parents.. The anticipated outcome is the continued support of afterschool childcare and coordination between families and the Medford Public Schools.
7	Agency/Group/Organization	Community Family, Inc.
	Agency/Group/Organization Type	Services - Elderly Persons Services - Persons with Disabilities Services - Health Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended and participated in a public meeting held on 3/24/2016. The agency identified the need for adult day health services to support individuals with memory loss and respite for the caregivers of elders. Anticipated outcomes are an improved quality of life through a higher level of service, support and continued coordination amongst partnering agencies.
8	Agency/Group/Organization	Bread of Life
	Agency/Group/Organization Type	Services - Elderly Persons Services - Persons with Disabilities Services - Homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with Children Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended and participated in a public meeting held on 3/24/2016. The agency discussed the increasing demand for nutrition and food programs for low income, at-risk and isolated families, elders and immigrant populations. The anticipated outcome is an enhanced focus on food security and improved access to fresh food and nutrition programs.

9	Agency/Group/Organization	Boys and Girls Club of Middlesex County
	Agency/Group/Organization Type	Services - Children Services - Education Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended and participated in a public meeting held on 3/24/2016. The agency provides family support services, educational and recreational resources and identified the need for affordable afterschool care that incorporates a strong academic component. The anticipated outcome is affordable after-school child care and coordination between students, families, teachers and schools.
10	Agency/Group/Organization	West Medford Community Center
	Agency/Group/Organization Type	Services - Children Services - Elderly Persons Services - Persons with Disabilities Services - Health Services - Education Services - Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended and participated in a public meeting held on 3/24/2016. The agency identified the need for community support for low- and moderate income youth and elders through programs that support daily living, wellness, enrichment and recreational activities. The anticipated outcome is continued support for community programs and improved quality of life in the West Medford neighborhood.
11	Agency/Group/Organization	Medford Community Housing
	Agency/Group/Organization Type	Housing Services - Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted as part of ongoing efforts to develop affordable housing in Medford and have highlighted the escalating property values and rents as reaching crisis proportions. They have identified the need for Homebuyer Education, Down Payment Assistance programs and creation of additional affordable housing units. The anticipated outcome is the facilitation of affordable housing creation, an evaluation of condition of housing and appropriate programmatic response.
12	Agency/Group/Organization	SCM Transportation
	Agency/Group/Organization Type	Services - Elderly Persons Services - Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended and participated in a public meeting held on 3/24/2016. The agency identified the increasing demand for community transportation services for elderly, critically-ill and disabled residents and spoke of the strong, coordinated efforts to deliver services. The anticipated outcome agency seeks improved access to program as a result of the consultation.
13	Agency/Group/Organization	North Suburban HOME Consortium
	Agency/Group/Organization Type	Housing Other government - County Other government - Local Planning Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The North Suburban Consortium, a membership organization of 8 surrounding local communities was consulted as part of their ongoing regional partnership to create affordable rental and homeownership opportunities. The consultation process will result in the establishment of housing priorities and HOME funding allocations consistent with Member Community Needs. The anticipated outcome is the identification of affordable housing development opportunities to be pursued by the City when viable.</p>
<p>14</p>	<p>Agency/Group/Organization</p>	<p>Heading Home, Inc.</p>
	<p>Agency/Group/Organization Type</p>	<p>Housing Services - Housing Services - Children Services - Victims of Domestic Violence Services - Homeless Services - Health Services - Education Services - Employment</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children</p>
	<p>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The agency attended and participated in a public meeting held on 3/24/2016.. The agency identified the challenge of responding to shelter and housing issues, continued need to develop supportive programming that serves families effectively, and the agency’s expansion of their Economic Mobility Center to position for program participants to obtain and sustain employment. The anticipated outcome is success in helping families remove obstacles to achieve permanent housing, education and career preparedness.</p>

15	Agency/Group/Organization	Housing Families, Inc.
	Agency/Group/Organization Type	Housing Services - Housing Services - Persons with Disabilities Services - Persons with HIV/AIDS Services - Victims of Domestic Violence Services - Homeless Services - Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended and participated in a public meeting held 3/24/2016. Providing a full continuum of services ranging from homeless prevention and emergency shelter to permanent supportive housing, the agency identified the need for pro-bono legal assistance to support very low-income households in preventing crisis, avoiding eviction and stabilizing at-risk families.. The anticipated outcome is assisting vulnerable populations to maintain their tenancies and provide access to justice and crisis mitigation.
16	Agency/Group/Organization	ABCD Boston
	Agency/Group/Organization Type	Housing Services - Housing Services - Children Services - Victims of Domestic Violence Services - Homeless Services - Health Services - Education Services - Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The agency attended and participated in a public meeting held on 3/24/2016. The agency introduced themselves as the new Community Action Program in the Tri-City region and identified the desire to build alliances within the surrounding community and promoted their mobile homeless outreach program. The agency also identified the need for continued support in addressing homeless and at-risk populations with crisis prevention, housing searches, immigration assistance, Headstart programming and fuel assistance. The anticipated outcome is success in connect very low income families and individuals with crucial community resources.
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Table 2 – Agencies, groups, organizations who participated

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

All relevant agencies were consulted in the development of this plan.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Balance of State	The City of Medford is a participant in the CoC newly merged with the Balance of State.
City of Medford Open Space and Recreation Plan	City of Medford	The 2011 update to the City's Open Space and Recreation Plan assists in the prioritization of public park and open space improvement needs.
City of Medford Impediments to Fair Housing	City of Medford	The Analysis of Impediments to Fair Housing report was used to assess and remove barriers to fair housing, while identifying opportunities to provide appropriate housing to Medford residents.
MetroNorth Land Use Priority Plan	Metropolitan Area Planning Council	The analysis and recommendations of the Land Use Plan provides context for future development. Activities proposed within the Consolidated Plan are consistent with the Land Use Plan.

Table 3 - Other local / regional / federal planning efforts

Narrative

The City of Medford recognizes that its housing and economic development initiatives must be placed in a regional context. Medford enjoys good relations with its neighbors and regularly consults with neighboring jurisdictions about redevelopment initiatives.

The City of Medford through the Office of Community Development coordinates with regional planning agencies to ensure funding priorities are in line and coordinated with current community development goals and objectives. The Office of Community Development is active in the North Suburban HOME Consortium and consults with housing and real estate entities.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

As a recipient of Community Development Block Grant funding, the City of Medford is required to adopt a detailed Citizen Participation Plan that sets forth the jurisdiction’s policies and procedures for public participation. The plan is administered by the Office of Community Development and must facilitate and encourage the participation and input from low and moderate income residents and underserved populations in Consolidated and Annual Action Planning processes; provide for reasonable access for citizens to comment on proposed plans and substantial amendments; allot for public hearings and meetings; and address citizen comments and complaints.

In developing the 2016-2017 Annual Action Plan, the City and the North Suburban Consortium (NSC) conducted public meetings and hearings that solicited citizen and service provider input. This feedback contributed to the identification of priority needs and CDBG investment strategies. A variety of human service agencies, housing providers, municipal officials and residents participated, establishing the continued need for services and improvements impacting low-to-moderate income residents.

Meetings were scheduled as follows:

- Thursday, March 24, 2016 Medford Senior Center Public Meeting
- Tuesday, April 5, 2016 Medford City Hall Committee of the Whole Public Meeting
- Tuesday, May 3, 2016 Medford City Hall Public Hearing

Public Hearings are advertised two weeks prior to the hearing in a local newspaper of general circulation. Notices are also distributed to partnering public service agencies, the Medford City Council, the Medford Senior Center, Medford City Hall and posted on the Medford City website (www.medfordma.org). Public Meetings, such as the Committee of the Whole, are posted at least 48 hours in advance with the Medford City Clerk and on the City website. Citizens, including those with mobility, visual or hearing impairments, were invited and provided the opportunity to make reasonable accommodations.

In addition to providing a community forum for open dialogue, meetings provide participants with a summary of the Action Planning process, anticipated allocations, report on prior year activities and accomplishments and guidance with regards to project selection in the year ahead.

Participants in the planning process have identified the following needs and priorities:

- The provision of legal aid and representation for low-to-moderate income households
- Emergency services, crisis prevention and housing stabilization
- Access to food and basic necessities
- Comprehensive senior care, medical transportation and recreational programming
- Affordable child care and youth activities
- Recreational and vocational opportunities for developmentally disabled individuals and their families
- ESOL, career preparedness and entrepreneur workshops for immigrants

Residents and municipal officials expressed support for these services, crucial in promoting self-sufficiency, reducing isolation and improving quality of life among low income families and individuals.

The above concerns and support have been incorporated in the proposed 2016-2017 Annual Action Plan, made available for public review on Wednesday, April 13, 2016. The Draft Action Plan can be accessed during the 30-day public comment period at the City of Medford, Office of Community Development, Room 308, 85 George P. Hassett Drive, Medford, MA 02155, in addition to the City website, available at www.medfordma.org.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Persons with Disabilities Non-targeted/broad community Residents of Public and Assisted Housing Elders; Public Service Agencies	The City Office of Community Development conducted a public meeting at the Medford Senior Center on March 24, 2016 at 1:00PM to elicit input from low and moderate income residents, social service providers and the public regarding priorities for the 2016-2017 Annual Action Plan.	Service providers highlighted the continued need for supportive services, legal aid, transportation, comprehensive senior programming, recreational opportunities for developmentally disabled individuals, child care and youth programming and homelessness prevention. A resident expressed their gratitude for the availability of these programs to the community and complemented the work of Council on Aging and Immigrant Learning Center.	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Non-targeted/broad community Public Service Providers	On April 5, 2016, the Medford City Council conducted the Committee of the Whole Public Meeting as the Office of Community Development solicited input regarding the development of the 2016-2017 Annual Action Plan and public service priorities.	Service providers presented and discussed their respective programs with Medford City Councilors, reinforcing the collective need for supportive services, emergency assistance, affordable child care, senior programming, homelessness prevention and community transportation for low-to-moderate income Medford residents.	All comments were accepted.	

Table 4 – Citizen Participation Outreach

Year 42 Draft Action Plan

Summary of Statement of Objectives and Budget for The Forty-Second Program Year July 1, 2016 – June 30, 2017

The City's objectives for the use of \$1,403,210.00 in CDBG funds for the 2016-2017 program year are summarized below.

HOUSING **\$ 20,000.00**
24 CFR 570.202(a)(2) & (b)/570.208(a)(3)

The City seeks to improve the quality of housing and increase housing opportunities available to low- and moderate-income households. Specific objectives include the following:

- Oversee affordable housing lotteries and ensure timely delivery of affordable units at market rate developments where affordable units have been required;
- Assist and possibly fund area nonprofit housing developers in identifying appropriate development sites and in accessing funding for the development of those sites;
- Administer the various housing activities;
- Develop affordable rental and home ownership opportunities for low to moderate income households; explore feasibility of the development of a vacant lot on Arlington Street;
- Monitor foreclosures;
- Increase participation in First Time Homebuyer trainings and programs;
- Assist individuals with housing referrals;

PHYSICAL IMPROVEMENTS TO CITY SYSTEMS AND PUBLIC FACILITIES **\$ 792,541.50**
24 CFR 570.201(c)/570.202(b),(d)/570.208 (a) (1),(3)& (b)

The City seeks to reconstruct its infrastructure, recreation, water, sewer, drainage, sidewalk, roadway sand community facilities and to remove architectural barriers. Commitments include the following:

- The upgrading and replacement, where necessary, of the water, sewer, sidewalk, drainage, and street systems including: sewer, water and drainage rehabilitation; fire hydrant and water gate replacement; removal and replacement of lead service connections; sidewalk reconstruction and tree planting in low and moderate income areas;
- Removal of barriers at South Street and Winthrop Street, the Medford Public Library and other public facilities;
- Continuation of roof replacement, HVAC and related exterior improvements as well as interior upgrades, and park and landscaping improvements at the Medford Senior Center.

ECONOMIC DEVELOPMENT **\$ 100,000.00**
24 CFR 570.201(o)

- Create business creation and retention strategy
- Development and implement a storefront improvement program

PUBLIC SERVICES **\$ 210,586.50**
24 CFR 570.201(e)/570.208(a)(2)(i)

The City seeks to provide a variety of public service programs and to continue to support nonprofit community development agencies to encourage the development of affordable housing. The City objectives include:

- Combating social illnesses, public safety and substance abuse, which weaken the stability of the City’s households and neighborhoods;
- Improving quality of life for Medford’s school children, through the provision of after school child care programs;

- Improving the resources available to the City’s population at risk of homelessness, residents in crisis, local consumers, and the physically and emotionally disabled population;
- Improving quality of life for Medford’s elderly population, through the provision of day health and recreational programs and transportation to reduce isolation;
- Encouraging the creation of affordable housing and assisting those with emergency and transitional housing needs. Programs include legal aid, food pantry and meals, and referral and counseling services;
- Providing vocational, social, recreational and educational opportunities for developmentally disabled Medford residents and their families.

PLANNING AND ADMINISTRATION **\$ 280,782.00**
24 CFR 570.206

The City seeks to conduct the above activities in an efficient manner according to an overall strategy. In administering the CDBG program the Office of Community Development shall strive to maximize the impact of the funds expended.

The City will work through the Office of Human Diversity regarding regulations concerning Fair Housing, Section 3 Requirements, and the Americans with Disabilities Act (ADA).

Whenever possible, the City will make every effort to attract discretionary and formula grant funds from federal and state sources to meet community development objectives.

PROGRAM INCOME **\$ 5,000.00**
24 CFR 570.504

Program Income will be utilized for eligible activities pursuant to regulations.

HOME
24 CFR 570.508(a)(1)
570.201(m)

The City may apply for HOME money to fund owner-occupied or investor-owned housing rehabilitation and construction. The proposed HOME accomplishments are:

- Support the development of new rental housing units. This will be a combination of federally assisted units and privately funded units with affordability restrictions;
- Provide a series of certified First-Time Homebuyer Workshops in Medford, with Medford Community Housing as the regional nonprofit leading the classes;
- Assist with the lotteries for affordable units;
- Provide income eligible homebuyers with downpayment and closing cost assistance.

Medford is a member of the North Suburban Consortium (NSC) that is comprised of eight communities located north of Boston (Arlington, Chelsea, Everett, Malden, Medford, Melrose, Revere and Winthrop). The member communities focus cooperative efforts to maintain and create affordable housing for all low-income residents in the region. Medford will continue to promote and increase outreach efforts encouraging participation in the NSC First-Time Homebuyers Program and Medford Community Housing FTHB Workshops. Both programs provide counseling, training and downpayment assistance to low- and moderate-income prospective homebuyers in purchasing affordable housing.

Community Development Block Grant Budget
YR 42 Allocation: \$ 1,403,910.00 (2.1% Cut)

HOUSING PROGRAMS	\$ 20,000.00
PHYSICAL IMPROVEMENTS	\$ 792,541.50
ECONOMIC DEVELOPMENT	\$ 100,000.00
PUBLIC SERVICES	\$ 210,586.50
PLANNING & ADMINISTRATION	\$ 280,782.00
TOTAL:	\$ 1,403,910.00 <i>YR 42 Allocation</i>
	\$ 5,000.00 <i>est. Prog. Inc.</i>
	\$ 1,408,910.00