

**Ashland Housing and Human  
Services Commission**  
Regular Meeting Agenda



**January 28, 2021: 4:00 – 4:30pm**  
**Siskiyou Room of the Community Development Building**  
**51 Winburn Way**

- 1. (4:00) Approval of Minutes** (5 min)  
November 19, 2020 and December 10, 2020
- 2. (4:05) CDBG and Social Service Grants Schedule Update** (5 min)  
January 23, 2020
- 3. (4:10) Racial Justice Commitment Adoption Discussion** (5 min)  
Rich Rohde, Commission Chair
- 4. (4:15) Covid Homeless Response Update** (5 min)  
Linda Reid, Housing Program Specialist
- 5. (4:20) SOU program report** (10 min)  
Chris Mahan, Commissioner
- 6. (4:30) Upcoming Events and Meetings**  
  
**Next Housing Commission Regular Meeting**  
February 25, 2021
- 7. (4:30) Adjournment**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development office at 541-488-5305 (TTY phone is 1-800-735-2900). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the



# CITY OF ASHLAND

Ashland Housing and Human Services Commission  
Draft Minutes  
November 19, 2020  
Audio

## Call to Order

Commission Chair Rohde called the meeting to order at 4:00pm via Zoom meeting.

<b>Commissioners Present:</b>	<b>Council Liaison</b>
Rich Rohde	Dennis Slattery <b>ABS</b>
Echo Fields	
Gina Duquette	<b>SOU Liaison</b>
Linda Reppond	None appointed at this time
Jackie Bachman	
Tom Gunderson	<b>Staff Present:</b>
Heidi Parker	Linda Reid, Housing Program Specialist
Chris Mahan	
<b>Commissioners Not In Attendance:</b>	
Erin Crowely	

## Approval of Minutes

Commissioners Echo Fields / Gina Duquette m/s to approve the minutes with amendment to section of Affordable Housing Trust fund & CDBG Award Update of October 22, 2020. Voice Vote: All Ayes. Motion passed

## Public Forum - None

## Council Update Debrief

**Linda Reid, Housing Program Specialist**, grand terrace property annexation was on the docket. Developer is waiting for land use changes to happen before they bring their development plans forward

**Echo Fields** stated what she liked about the council meeting.

**Gina Duquette** talked about needing a property to house homeless

## CAPER Review and Approval

Linda Reid, Housing Program Specialist, meet goals for homelessness, facilities and housing rehab. Funded Maslow and they helped 117, St Vincent De Paul 27 households, food angels benefited thousands. CARES act money funded 2 projects from 2019, hotel vouchers for ORHA 57 people housed for 67 days. Peace house ORHA for meal delivery, 125 meals 4 days a week since March. Shower trailer back on line, was an economic development project with hiring cleaner for shower trailer.

JB – page 55 chart for drawn down money amounts. Did everything get drawn down properly? LR – caper only counts what is drawn in the given year, most times there is carry over to next year.

GD – fair housing training for landlords and property management. Where are we with that? LR – on city website we have a housing hotline with info for fair housing.

RR – There is a new fair housing person for Southern Oregon, Meg Tinan. Break down of racial data for people served showed only 4 people of color? LR – Maslow and St Vincent De Paulk keep better records for racial needs. However, Food angels does not as they are not doing a direct service.

CM – Is there long-term penalty for not meeting goals. LR – not really, if we were to continually be lower on our goals.

**Commissioners Chris Mahan / Gina Duquenne m/s to accept the Caper report. Voice Vote: All Ayes. Motion passed**

### **Pam Marsh-Manufactured Housing Discussion**

Pam Marsh got involved with mobile parks because park space rentals went up so high. Rights of park residents when park closes. Own unit, lease space. Wanted Legislation in Oregon requires notification of closure and residents be given option to buy park. Hb 2896 would help private funding to buy parks that would be closing or for sale. 8-10% of total housing stock in Oregon. 104 parks before fire here. 1100 parks statewide 27 are alternate owned. 20 parks destroyed in our fire. 1500 homes in those parks destroyed. Parks that come back will be at a higher price point with all new homes as well as higher space rent to recoup rebuilding. For low income housing parks coming back will not cover low income again. CASA puts together cooperative park running.

### **Pallet Shelter Pilot Project Overview**

Linda Reid, Housing Program Specialist, Ashland failing is lack of location for cold weather shelter. City purchasing 3 pallet shelters, putting them at Unitarian church in parking places. Volunteers will check in evening. 4900.00 per unit. 25K for 3 units set up. Coming from old CDBG money

### **December Retreat Meeting Agenda Discussion**

No speaker yet, possibly Chelsey Gatter (sp?). Zoom training with mental health. Rich, Heidi & Jackie want to focus affordable housing in Ashland. How to learn to break down barriers in getting affordable housing into Ashland. speaker options could be Columbia Care and Umpqua neighbor works.

Dec 10<sup>th</sup> Thursday during the day 2-4:30

### **General Announcements and Updates**

TG - Rogue retreat is expanding the campground to 100 people. Grants Pass shelter is going to 24 hour for 3 months.

RR – implementation of measure 110 decimalizes small amounts of drugs and puts Marijuana into drug treatment. Forum on Dec7th 5pm locally, send to Linda Reid for invite.

CM – gave COVID report at SOU, 61 in quarantine, if students go home for holiday must quarantine when they come back.

Linda Reid – Americourt intern for conservation dept, Bridgette, coming to January meeting with new project.

### **Upcoming Events and Meetings**

#### **Next Housing Commission Regular Meeting**

**Adjournment:** Rich Rohde adjourned the meeting at 6:15p.m.

*Respectfully submitted by Liz Hamilton*

# CITY OF ASHLAND

Ashland Housing and Human Services Commission  
*Draft* Minutes  
December 10, 2020

## Call to Order

Commission Chair Rohde called the meeting to order at 2:00 pm by Zoom

<b>Commissioners Present:</b>	<b>Council Liaison</b>
Rich Rohde	
Echo Fields	
Gina Duquette	<b>SOU Liaison</b>
Linda Reppond	None appointed at this time
Jackie Bachman	
Tom Gunderson	<b>Staff Present:</b>
Heidi Parker	Linda Reid, Housing Program Specialist
Chris Mahan	
<b>Commissioners Not In Attendance:</b>	
Erin Crowley	

## Special Meeting - Presentation on Rent Burden

Linda Reid, Housing Program Specialist. Ashland has a rent burden of 34.7% which is in the top 3 in the State of Oregon for Cities of this size.

**Presenters:** Ryan Haines from Housing Authority of Jackson County. Chad McComas from Rogue Retreat. Brian Shelton-Kelly from Neighbor Works Umpqua

**Ryan Haines:** has had good luck in dealing with City of Ashland. 3 broad categories of barriers in the Rogue Valley of Rent Burden solutions

1. General Construction Barriers: Profit margin is key with land costs. Wages is also an issue, current wages are up in this area. Cost of goods and insurance are escalating.

2. Income and economic factors: A house is considered affordable at 2.5 times the income of the homeowner. The 34.7% rent burden in Ashland is all renters. Of the low-income bracket 75% are paying more than 50% of their income on rent. As a region we need to attract better paying employers.

3. Political Will: In this region a large portion of people do not see having adequate housing for low income a priority.

Questions and answers between Commission and Ryan.

**Chad McComas:** Habitat for Humanity is a great source for low income house owning. More and more homeless these days. Rogue Retreat is looking for shelters, camping land and tiny home communities. The Campground in Medford is going well but the cost is \$30k a month with 24-hour service. Kelly Shelter is a full-time shelter with case managers. Hope Village is a 34-unit tiny home development.

Questions and answers between Commission and Chad.

**Brian Shelton-Kelly :** Neighbor Works is a steward of the 30 land trust units in Ashland to provide permanent homeownership for low income families. Land Trust program is a long-term lease to take the cost of the land out of the cost of the home to make it more affordable. The number 49,000 is the number of housing units that will be needed in SW Oregon between now and 2040. Neighbor Works is expanding both their rental housing and home ownership. Questions and answers between Commission and Brian.

**Adjournment:** Rich Rohde adjourned special meeting portion of the meeting at 3.45p.m.

*Respectfully submitted by Liz Hamilton*

# Housing and Human Services Commission Memo

---

TITLE: CDBG and Social Service Grant Timeline and Meeting Schedule  
Discussion  
DEPT: Community Development  
DATE: January 28, 2021  
SUBMITTED BY: Linda Reid, Housing Program Specialist

---

Below is a spreadsheet that outlines the timelines for CDBG and Social Service Grant processes for the 2021 grant year to assist the Commission in setting a meeting schedule for review of those grant applications.

MONTH	H&HS MEETING	CDBG	SOCIAL SERVICE GRANT
<b>January</b>		RFP Issued-first week of January	RFP Issued-first week of January
<b>February</b>	Regular meeting (receive CDBG apps for review)	Applications Due- February 19 <sup>th</sup>	
<b>March</b>	CDBG App. Review and Recommendation	March 25 <sup>th</sup> -Public Hearing/Recommendations	RFP Issued-March 15 <sup>th</sup>
<b>April</b>		April 20 <sup>th</sup> Council review and final allocation/Annual Action Plan Public Notice	Applications Due-April 23 <sup>rd</sup>
<b>May</b>	Review and Approval of the CDBG Annual Action Plan	May 27 <sup>th</sup> -Annual Action Plan Public Hearing/Approval	Review and Recommendation by H&HSC-May 27 <sup>th</sup>
<b>June</b>			June 15 <sup>th</sup> - Review and final allocation by Council

# Memo

---

DATE: January 28, 2021  
TO: Housing and Human Services Commission  
FROM: Rich Rohde, Commission Chair  
RE: Racial Justice Commitment Adoption Discussion

Commission Chair Rohde is requesting that the Commission adopt a commitment to using a racial justice lens for of the Commission's work in the coming year.



# Memo

---

DATE: January 28, 2021

TO: Housing and Human Services Commission

FROM: Linda Reid, Housing Program Specialist

RE: Covid Homeless Response Update

The City of Ashland Housing Program administers three sources of funding: The Affordable Housing Trust Fund, The Social Service Grant Fund and Community Development Block Grant funds. Together and individually, these funding sources provide resources to assist area non-profit agencies and affordable housing providers in providing a range of services and housing activities to support the continuum of housing needs, from emergency shelter, case management and navigation services, to funding to support the development of affordable rental housing and permanent supportive housing.

Since March 17<sup>th</sup> the City has funded several activities to prevent, prepare and respond to COVID-19 with CDBG-CV funds. Similarly, the City has utilized Affordable Housing trust funds to address some of the urgent needs arising from both the pandemic and the issues arising from the recent wildfire event. Social Service grant funds also provided services to support many of the agencies address the needs of the pandemic and wildfire, though these activities were funded prior to the onset of both disasters. These activities are detailed in the attached table.

The City has provided funding to support a variety of shelter and housing related activities, including OHRA's Winter shelter program, and funding for OHRA and Maslow Project to house vulnerable households in hotels. The City has also continued support for essential services such as operational support for the shower trailer and funding to support meal preparation and delivery to the most vulnerable. However, these resources have not been enough to address the many needs created by the ongoing pandemic which have been amplified by the Almeda wildfire, and City staff has been exploring creative solutions to meet these urgent needs.

The State of Oregon received an additional allocation of Emergency Shelter Grant-Corona Virus (ESG-CV) funds through the CARES Act from the Department of Housing and Urban Development. This funding is required to be used to provide resources and services for homeless populations, specifically to prevent, prepare for, and respond to issues created by the pandemic. For the first time the State has offered this funding to entities throughout the state through a competitive process. The City has submitted an application for funding to address the need for emergency non-congregate shelter. The City has applied for \$300,000 in ESG funding to purchase additional pallet shelter buildings and to work with Rogue Retreat to establish and



oversee an urban campground similar to the one that organization is currently running in Medford. Oregon Housing and Community Services is scheduled to make award announcements in mid-February.

The City is also working with the Rogue Valley Universal Unitarian Fellowship on a pilot program which will provide non-congregate sheltering for homeless populations in three pallet shelters purchased by the City utilizing expiring Capital funding through the CDBG program. This program is a work in progress and some of the forms and processes are currently established and refined. The pallet shelters are expected to be available for use in mid-January.

Options for Helping Residents of Ashland (OHRA) opened an emergency winter shelter at 1615 Clark Ave accommodating up to 40 individuals experiencing homelessness. This shelter was supported by the City through the award of \$174,000 in combined Affordable Housing Trust and CDBG Funds by the City Council on October 6, 2020. In an effort to reduce the risk of spread of COVID 19, a portion of the AHTF grant was utilized to install barrier separations between occupant beds and maintain adequate separation between those utilizing the shelter. The OHRA winter shelter opened on November 1<sup>st</sup> 2020, and is scheduled to continue through March 2021.

Due to the impacts of the wildfire and the pandemic, City staff has taken on the responsibility of organizing the Inclement Weather shelter. This temporary emergency shelter is called in times of extreme weather conditions including hazardous weather events, and extreme temperatures. Traditionally this shelter has been organized and run by community volunteers and utilized donated space. In prior years the City has provided funding to pay organizations to organize the shelters and pay staff and has also provided space for the shelter in Pioneer Hall. However, due to structural deficiencies, Pioneer Hall is no longer a viable option for overnight sheltering. Consequently, City staff has worked with community volunteers to organize staffing, with local non-profit and faith based groups to provide overnight shelter space, and with non-profit partners to supply limited personal protective equipment to shelter volunteers and patrons in an effort to meet Oregon Health Authority guidelines for emergency congregate shelters. So far this winter the City has opened the Inclement Weather shelter for two nights, which served at total of 18 individuals. City staff continues to monitor upcoming weather conditions and communicate with volunteer coordinators to prepare for inclement weather shelter events.

The City has the potential to receive additional funding from the State of Oregon to address the needs of the homeless population. Should the City receive a funding award from the State, the majority of the grant funding will be provided as a pass through grant to Rogue Retreat. City staffing costs to administer the grant funding will be incurred.

The Pallet Pilot Project has utilized \$25,080 in previously unallocated restricted CDBG funding and an additional \$5,000 in Affordable Housing Trust funds.

Inclement Weather Shelter program administration incurs staffing costs to organize shelter volunteers and space, and has the potential to incur costs to rent shelter space as needed. The cost to rent shelter space is estimated to be \$200 per night.

## Covid-19 and Homeless Services Funding Breakdown

### Community Development Block Grant (CDBG) and CDBG-CV Funding

Year	Allocation	Admin- <i>A portion of City Staff's time</i>	Funds Committed	Outcomes: # of people
------	------------	--	-----------------	-----------------------

DEPT. OF COMMUNITY DEVELOPMENT  
 20 E. Main Street  
 Ashland, Oregon 97520  
[www.ashland.or.us](http://www.ashland.or.us)

Tel: 541-488-5305  
 Fax: 541-488-6006  
 TTY: 800-735-2900





		<i>working on homeless related activities</i>		<b>served</b>
2019-ends June 2020	\$178,562	\$35,712	\$10,850-Maslow Project \$15,463-SVDP-Rent, Security Deposit, Utility payments \$18,000-Food Angels-Meals and Food for homeless \$103,808-OHRA-hotels/meals-emergency shelter for the homeless	117-Maslow 26-SVDP  981-AFA 55 -OHRA
2020- begins July 2020	\$176,926	\$35,385	\$13,291-Maslow Project \$5,525-Food Angels \$50,000-OHRA-Rent Assistance for homeless and at risk of households \$20,704.78-Peace House Meals for Homeless \$19,968-OHRA Shower Program	Est. 99-Maslow Est. 1000-AFA TBD  5,840-meals Est. 960- showers
CDBG-CV	\$104,079	\$20,815	\$32,000-Peace House Meals for homeless	Est. 8,000 meals
CDBG-CV3	\$189,741	\$37,941	\$125,483-OHRA Winter Shelter	Est. 40
Pre 2019 carryover <sup>1</sup>	\$165,702.55	Not Available	\$6,446.72 –OHRA Shower Program	Est. 240- showers
<b>Total</b>	<b>\$815,010.55</b>	<b>\$129,853</b>	<b>\$421,539.50</b>	

#### Affordable Housing Trust Funds (AHTF)

<b>Year</b>	<b>Total Amount Available</b>	<b>Funds Committed</b>	<b>Outcomes: # of people served</b>
2020-2021	\$216,986	\$3,500-OHRA Emergency Shelter for the homeless \$1,500-JxCo Greenway Meals \$60,000-Maslow Project-Emergency Shelter Program \$48,500-OHRA Non-Congregate Shelter Program \$43,500-NWU-Pre-development and Capacity Building	10 TBD Est. 12+ Est. 5+ Est. 30+
<b>Remaining Balance</b>	<b>\$59,986</b>	<b>\$157,000-Total of all projects</b>	

#### Social Service Grant (SSG) Funds 2019-2020

Addictions Recovery Center-Crisis/transportation	\$4,000
Community Works-Dunn House Shelter	\$6,500
Food Angels	\$4,500
La Clinica Mobile Health Unit-Uncle Food's	\$5,000
Maslow-Case Management of Homeless Youth	\$8,500
OHRA-Winter Shelter	\$26,500
Peace House-Uncle Food's Diner	\$7,000
Southern Oregon Jobs with Justice-Peace Meal	\$13,000
St. Vincent De Paul-	\$25,000
<b>Total-Annually for two years</b>	<b>\$75,000</b>

<sup>1</sup> Unexpended funds prior to 2019 are not eligible for the CDBG waiver-no public service cap waiver or public comment period suspensions.



Outcome reporting not available for all funded projects as this time.

**All Funding Sources**

CDBG 2019-2020	\$421,539.50
AHTF 2020-2021	\$157,000
SSG-2019-2020	\$150,000
<b>Total</b>	<b>\$728,539.50</b>

---



# Memo

---

DATE: January 28, 2021  
TO: Housing and Human Services Commission  
FROM: Chris Mahan, Commissioner  
RE: SOU program report

Commissioner Mahan will provide an update on programs and the current environment at Southern Oregon University.

