

citizens  
planning  
board



# portland model cities

CITY DEMONSTRATION AGENCY  
5329 N.E. UNION AVENUE  
PORTLAND, OREGON 97211  
288-6923

October 11, 1972

Dear Members of Citizens Planning Board:

On Monday, October 16, 1972, will be an Orientation Session at 5 p.m. for old and new Board members. It is most important to have a meeting with the newly elected representatives to the Board, as well as answer any questions that may be in the minds of those who previously served on the Board.

Please note - The Orientation will be held on Monday, October 16, 1972 at 5 p.m. at the Model Cities Office at 5329 N. E. Union Avenue, Conference Room #226.

I look forward to seeing you all then.

Sincerely,

LeRoy Patton,  
Chairman,  
Citizens Planning Board.

citizens  
planning  
board



# portland model cities

CITY DEMONSTRATION AGENCY  
5329 N.E. UNION AVENUE  
PORTLAND, OREGON 97211  
288-6923

## ORIENTATION OF CITIZENS PLANNING BOARD

- |       |   |                |
|-------|---|----------------|
| I.    | Greetings   | LeRoy Patton   |
| II.   | History of Citizens Planning Board<br>(a) Concept<br>(b) Inception Model Cities Program<br>(c) Boundaries | Harry Ward     |
| III.  | Relationship of Working Committees  | Marian Scott   |
| IV.   | Relationship of City Council and Mayor<br>to Citizens Planning Board                                      | Jane Carroll   |
| V.    | Relationship of Model Cities Staff  | Mr. Jordan     |
| VI.   | Conduct at Citizens Planning Board Meetings   | John Gustafson |
| VII.  | Citizens Planning Board Agenda  | LeRoy Patton   |
| VIII. | Importance of Citizens Participation  | James Loving   |
| IX.   | Reimbursement of Citizens Planning Board  | Edna Robertson |
| X.    | Reports submitted to Citizens Planning Board<br>(Quarterly and Monthly)                                   | Staff          |

*h.p.*

citizens  
planning  
board



# portland model cities

CITY DEMONSTRATION AGENCY  
5329 N.E. UNION AVENUE  
PORTLAND, OREGON 97211

288-8261

June 19, 1974

Mrs. Clara Mae Peoples  
Community Care, Inc.  
2022 N. E. Alberta  
Portland, OR 97212

Dear Mrs. Peoples:

The Citizens Planning Board respectfully requests that you attend a meeting with representatives of the Citizens Planning Board on Tuesday, June 25, 1974, at 4:00 p.m. in the director's office at Model Cities.

The primary purpose of this meeting is to discuss the current audit findings of the Community Care Project as they relate to:

- (1) Refund of FICA Taxes
- (2) Rent Payments
- (3) Ineligible Expenses
- (4) Budget Overruns
- (5) Audit findings that existed during prior examinations that have not been fully implemented to date.

Any documentation you have relating to the above named items, should be brought to the meeting. We have also invited your accountant, Mr. Allan Bowens and Mr. Ralph Sweeney, to the meeting.

We are looking forward to seeing you on Tuesday and hope that the meeting proves productive.

Sincerely,

*Gregg C. Watson*  
Gregg C. Watson  
Chairman

cc: Commissioner Jordan  
Jamison/CDA  
Official Files

TO: Citizens Planning Board

FROM: Mr. Charles Jordan  
Model Cities Director

DATE: October 19, 1972

RE: Action to be taken: Police Community Relations Project  
- Approval of \$5,907 for the Community Service Officers' Raises

Background

When the Police Community Relations project was originally funded by Model Cities, the salary for the ten Community Service Officers was set at \$500 per month, with no provisions made for raises. Since many of the individuals working as Community Service Officers were supporting families on this salary, the necessity of setting up a pay scale with interval raises became apparent.

During Second Action Year, the effort was made to upgrade the Community Service Officer's salary to Grade 33 of the City Wage Plan (see attached sheet). Application was made to City Hall for approval of this action and on June 29, 1972, the City Council passed an ordinance setting the Community Service Officer's salary at Grade 33, retroactive to January 1, 1972.

Funds were found in the Second Action Year Police Community Relation's budget to cover the cost of the Community Service Officers' raises from January 1, 1972, to June 15, 1972. In letters dated June 1, 1972, and June 29, 1972, the Police Community Relations project requested that their unexpended funds from Second Action Year, in the amount of \$5,907, be held over to Third Action Year to cover the cost of the pay raise. These funds (\$5,907) would then be used to give the Community Service Officers the raise.

Working Committee Action

1. On January 24, 1972, the Law and Justice Working Committee moved to accept the proposed pay scale for the Community Service Officers. At that time, the committee gave their support and sanction of the pay scale as the first step in getting it approved by City Hall.
2. On October 16, 1972, the Law and Justice Working Committee voted to approve the specific dollar amount (\$5,907) for the Community Service Officers' raises and to forward to the Citizens Planning Board, through the proper channels, their recommendation of an additional allocation of \$5,907 to the PCR budget to cover the cost of the Community Service Officers' raises.

Staff Recommendation

As part of their jobs,

1. The civilians who work in the position of Community Service Officer in the Police Community Relations project cover many of the same situations which uniformed Police Officers encounter. Many of these situations are violent and endangering to the lives of these civilians, who are without the protections which a Police Officer has. Although the proposed pay raise would not raise their level of pay to that of the Sworn Police Officer, it would begin to equitably compensate the Community Service Officers for the type of job they are expected to perform.
2. Without the pay scale, the Community Service Officer's job is a dead-end one, with no chance for advancement. The salary of \$500 per month is also barely a livable one for an individual supporting a family. The pay scale would provide both upgrading and a more livable wage for the Community Service Officers.
3. Fourteen persons are employed at present as Community Service Officers by the Police Community Relations project. (Four of these are Public Employment Program employees, with 1 PEP position to be filled.) Of these 14, 11 are Model Neighborhood residents and 13 are supporting families.

For the above reasons, the City Demonstration Agency staff recommends approval of an additional allocation of \$5,907 to the Police Community Relations project for Third Action Year to cover the cost of the Community Service Officers' raises. It is the feeling of staff that the civilians working in the Police Community Relations project should be fairly compensated for the job they are performing and that this action would be in line with the Model Cities program's intent to upgrade the lives of Model Neighborhood residents.

CJ

  
\_\_\_\_\_

PAY SCALE - COMMUNITY SERVICE OFFICERS

Grade 33

Annual

	Start	6 mos.	1yr.	2 yr.	3 yr.
	264.00*	273.60	282.20	301.60	320.80
	6864.00	7114.00	7363.00	7842.00	8341.00

\*bi-weekly

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Interoffice Memorandum

DATE: October 16, 1972  
TO: ✓ Citizens Planning Board  
FROM: Charles Jordan, Executive Director  
SUBJECT: 4-C PROJECT

The Metropolitan 4-C Council is currently in a state of crisis. At a press conference October 12, 4-C Central Administrator, Ed Klumpp, and Ms. Frances K. Ousley, Chairman of the Confederation of Provider Agencies, released the following information:

"At this time it is a foregone conclusion that Federal legislation coupled with revenue sharing with limitation on funds for social services, including Title IV A Social Security Amendments, will pass the Congress. This legislation will force the Oregon State Department of Human Resources to make cuts in the social services programs. Strong indications are that Children's Services Division will propose to reduce its budget by making drastic cuts in Federal funds available for day care programs."

Unofficial figures prepared by Metro 4-C (attached) show that the anticipated funding level of \$4,385,000 has been reduced by almost \$2 million, thus leaving 4-C far short of the necessary funds with which to operate their programs. Metro 4-C's anticipated budget now appears to be \$2.4 million, although these figures are mere conjecture. To date during Third Action Year, 4-C has spent \$1.2 million, leaving a balance of approximately \$1.27 million. With the current rate of spending at \$400,000 per month, 4-C will not be able to operate at its current level for more than 60 to 90 days.

While the figures prepared by 4-C appear extremely grim for local child care services, the figures are not a matter of public record yet and 4-C is attempting to affect State decisions on future fundings, and to request that the State spread cuts evenly among programs.

The primary vehicles for influencing State funding decisions will be the parent councils at each day care center and their composite body, the Confederation of Provider Agencies. Representatives from the central 4-C staff, the Central 4-C Council and the Confederation of Provider Agencies met with representatives from the Children's Services Division in Salem today to discuss the 4-C dilemma.

Effect of budget cuts on 4-C day care programs in the Model Cities Area:

1. Approximately 2,000 children are now receiving day care services in the Model Neighborhood. There are roughly 1,300 enrolled in before and after school supervisory day care, 200 enrolled in the family day and night care program, 160 enrolled in the pre-school expansion program, and 300 enrolled in small group day care centers. The degree to which cuts may be necessary

To: Citizens Planning Board  
4-C Project  
October 16, 1972  
Page 2

has not yet been determined. However, data on families receiving services is now being gathered and will be used to reassess the needs of the families.

2. If cuts are inevitable, the sliding fee scale through which some parents pay for child care may be tightened, thus bringing in more revenue to 4-C.
3. Some administrative overhead may be reduced to include a combination of bookkeeping contracts, a reduced transportation component and a review of all staff positions.

As previously stated, the actual amount of budget cuts has not yet been determined; however they do appear inevitable. Decisions on cuts will be made by the Central 4-C Board with input from the parent councils at each center. No decisions will be made until official word is received from the State on the degree of cuts. As decisions are made, both CDA staff and the Citizens Planning Board will be consulted for input into those decisions.

Respectfully,

Charles Jordan  
Executive Director

CJ/DK/nv  
Attachment



PROPOSED USE OF CHILD CARE MONIES . FY 1972-73

OREGON SOCIAL SERVICES MONIES WITH LIMITING  
AMENDMENT TO REVENUE SHARING BILL 1972-73

STATE 4-C COUNCILS' REQUEST TO CHILDREN'S  
SERVICES DIVISION FY 1972-73 ..... \$9,000,000.

STATE BUDGET CUT FOR SOCIAL SERVICE ... \$3-6,000,000

EMERGENCY BOARD ALLOCATION TO CHILDREN'S  
SERVICES DIVISION FOR STATE 4-C COUNCILS  
1972-73 ..... \$7,000,000.

PROPOSED STATE 4-C ALLOCATION  
FY 1972-73 ..... \$3,826,247.

METROPOLITAN AREA 4-C SHARE ..... \$4,385,000.

PROPOSED METROPOLITAN 4-C  
ALLOCATION FY 1972-73 ..... \$2,416,610.

PROPOSED METRO BUDGET FY 1972-73 ..... \$5,603,684.

JULY 1972 - OCTOBER 1972  
METRO 4-C EXPENDITURES ..... \$1,200,000.

DEFICIT ..... \$1,218,684.

BALANCE ..... \$1,217,000.

NUMBER OF CHILDREN SERVING ..... 4,000

MONTHLY EXPENDITURES ..... \$ 400,000.

CPB

TO: The Citizens Planning Board Executive Committee  
Leroy Patton, Chairman

FROM: ✓ Charles Jordan, Executive Director  
Model Cities

DATE: November 6, 1972

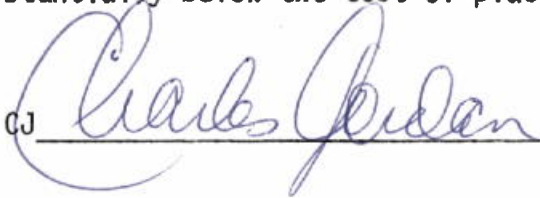
SUBJECT: Freedom House Project Description Addendum

As originally prepared, the budget justification for the Freedom House Project Description included renovation and rent payments to support the housing or space requirements of Freedom House at their present location (2505 N. E. 15th). It has come to the attention of the CDA that the existing housing cannot be made suitable for occupancy under the new uniform building code adopted by the City. I have instructed my staff to seek alternative housing sites within the Model Neighborhood and such a site has been located. While we had originally hoped that Freedom House would qualify for relocation benefits, as code displaces, we have been advised by the City Attorney that this type of code enforcement would not be approved by their office at this time. In order for Freedom House to exist at all, whether with Model Cities funds or as an entirely private program, it must have a building suitable for occupancy by 21 people. Had we been able to provide relocation benefits, Freedom House would have received approximately \$6,000. The house located by the Physical staff has been inspected by the Bureau of Buildings and can be made suitable for occupancy for 21 people. This house is for sale at a price of \$31,000. The owner of the house would accept \$6,000 as a down payment in the sale of this house. The City Attorney has agreed to amortize an additional \$6,000 from Model Cities over a six-year period.

In order to provide the financial support previously allocated by the CPB (\$20,000), it will be necessary to add \$6,000 to cover the purchase of the new house. If the decision of the Executive Committee and the Board is not in favor of adding these funds, Freedom House will not be able to receive any funds at all because their existing location is an illegal occupancy. In this event, Freedom House would be evicted by the City of Portland with no other housing arrangements. Should the Board agree to the addition of \$6,000 to cover the down payment of a new house, the \$20,000 allocation under the Health Plan can be completed. The staff of Model Cities strongly recommends the additional \$6,000. Upon Board approval, a revised Project Description increasing the space line item in the Freedom House Project Description by \$6,000 would be prepared prior to submission to City Hall. The entire budget for Freedom House would

To the Citizens Planning Board Executive Committee  
Leroy Patton Chairman  
From Charles Jordan, Executive Director, Model Cities  
November 6, 1972  
Re: Freedom House Project Description Addendum  
Page 2

then be \$26,000 for one year for 21 drug addicts. This works out to slightly more than a thousand dollars a person, per year, which is substantially below the cost of placing these addicts in jail.

CJ 

cc: A. Raubeson/Deputy Director  
M. Henniger/Physical Prog. Coord.  
M. Lyons/Physical Prog. Specialist  
Official Files (2)  
11-6-72/MH/pl

C.P.B.

Transcript from tape: CPB 10-3-72

Mr. Loving: Mr. Chairman on behalf of Mr. Ben Bernhard who is the Boards assigned member to the Health Working Committee who is ill today, asked me to introduce his particular concern. As you know Mrs. Bea Gilmore gave the comprehensive Health Plan Report at our last meeting and since that time the Health Working Committee have prioritized their program and in point of their ? concludes the mental retardation which they have moved up to number one in priority which Mrs. Gilmore and also Mr. Trotter will give you the mental retardation concerns at this time.

Mrs. Gilmore: Mr. Chairman as Mr. Loving has explained the action that was taken by the Health Working Committee in that they have placed the mental health as top priority. This, I would like to give you the brief background as - the Mental Health sub-committee worked quite diligently last fall on putting together the proposal correcting - remedying summary not proposal - to the mental health problems that we face and - so now at this time the proposal has been revised and was approved by Health Working Committee on 28th last Thursday. We would like to have this added as an addendum to the first year of the final plan that was presented. Additional funds will be needed in order to implement the program. Mr. Trotter and Mr. Barnett gave a brief summary of the proposal and answered any questions.

CPB

# COMMUNITY CARE ASSOCIATION, INCORPORATED

## THE PEOPLES PROGRAM

2022 N. E. Alberta Street

Portland, Oregon 97211

Telephone: 288-8321

Clara Peoples, Director

December 1, 1972

Mr. Le Roy R. Patton  
4910 N. E. 14th Place  
Portland, Oregon

Dear Mr. Chairman and Executive Board:

Following is my recommendation for action, which I hope you will present to the board for discussion and approval. These are the ideas that seem to me to offer the best hope for increased cooperation and constructive activity, and are meant to serve as a springboard to participation by the board in outlining an ongoing course of action.

As a representative of the community, and having to be in an unbiased position, and not using any snap judgement, I would strongly recommend the following to the Executive Board. Before any more proposals or contracts are accepted or acted upon, that the assignment to us should be to ask all present contracting and operating agencies what their overall personnel policies are going to be; that is, their operative policies, and to whom the said groups will be responsible, and how the internal problems will be handled and resolved. Will there be boards within boards in their operation? Will there be a liason person working with agency personnel to trouble-shoot, coordinate, etc.?

Instead of the wolf being cited after the fact, I am not trying to make complaints, get uptight, or get on the defensive. However, I, as one member of the board, feel that if a different approach is used at this time, all of the operating agencies and contractors will be able to continue to do an important job and service in making viable an important impact on the neighborhoods. The positive effect of the agencies is already an established fact, and we should make every effort to see that it is possible for them to continue to work effectively together.

Sincerely,

*Clara M. Peoples*

Clara M. Peoples

Director

CMP/fz

CPB

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Inter-Office Memorandum

November 30, 1972

TO: LeRoy Patton, Citizens Planning Board  
FROM: Edna M. Robertson, Acting C.P. Coordinator  
RE: CITIZENS PLANNING BOARD STANDING COMMITTEE APPOINTMENTS/SPECIAL TASK FORCES

Citizens Planning Board (CPB) Representative to Working Committees:

It has been a standard practice of past Chairmen of the Citizens Planning Board, that a representative from the Citizens Planning Board represent the Board at Working Committee elections time each year.

Several Working Committees have held their yearly elections without this representation from the Citizens Planning Board.

As stated in the Model Cities Citizens Planning Board Rules and Operating Procedures for Working Committees; Section VI: Officers: (b) -

"Officers of the Working Committee shall be elected from its members by the voting members of the Working Committee at a meeting called for the purpose of electing officers by the members present at such meeting at such time as shall be determined by the Executive Committee of the Model Cities Citizens Planning Board."

In the past the Chairman has always appointed the 1st Vice Chairman to hold this position to represent the Executive Committee.

The appointed representative from the Citizens Planning Board to over-see the Working Committees needs also to contact all Board Members to find out their preferences for assignment before assigning them to Working Committees.

Standing Committees:

New and/or additions of appointments to Standing Committees by the Chairman should be made soon for the following :

- Personnel Hiring Committee
- Hospitality Committee
- Rules Committee
- Evaluation Committee
- Budget Review Committee

11/30/72

Page 2

Task Forces:

Special Task Forces appointed by the Board are:-

- 1) Human Resources Bureau Task Force
- 2) Possibly M.E.D.I.A. Investigating Task Force
- 3) Emanuel Liaison Committee
- 4) And the Task Force that was established to review all Model Cities Working Committees - namely the Citizens Planning Board Working Committee Task Force.

A brief description as I view the above Task Forces are as follows :-

The Human Resources Task Force; is the Task Force that worked along with the Portland Metropolitan Steering Committee Task Force to put together the joint proposal that was approved by the Citizens Planning Board on June 29, 1972. This Task Force should continue in light of any new developments of the Human Resources Bureau. At least until the decision of the 'Green Amendment' has been decided.

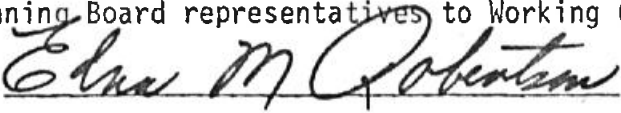
The M.E.D.I.A. Investigation Task Force - it would be the decision of the Board if this committee is to stay in tact. At this time they have not been active. However, it is my impression that the Citizens Planning Board had a consensus of continuing the investigating team.

The Emanuel Liaison Committee - they have worked continuously with Emanuel on behalf of the Citizens Planning Board.

The Citizens Planning Board Working Committee Task Force - Mrs. Marian Scott, former 1st Vice Chairman, served as the Co-Chairman to this Task Force along with Mr. Fred Ehelebe, Chairman of the Citizens Participation Working Committee. The purpose as I understand it to be, was after the Human Resources Bureau was developed all Model Cities Working Committees would possibly need reorganization and restructuring.

Attached are copies of the past Committee Appointments, and the past Citizens Planning Board representatives to Working Committees.

EMR:



cc: Dir/Jordan  
Acting Dir/Raubeson  
C.P. Acting Coord/Author/Robertson  
EMR:ck

PORTLAND



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# portland model cities

CITY DEMONSTRATION AGENCY  
5329 N.E. UNION AVENUE  
PORTLAND, OREGON 97211  
288-8261

COMMITTEE APPOINTMENTS BY THE CHAIRMAN: MR. FRED FLOWERS, JR., AUGUST 8, 1972

## EXECUTIVE BOARD

LeRoy Patton  
Marian Scott  
Clara Peoples  
Opal Strong  
James Loving  
Bob Rogers  
Josiah Nunn  
Ben Bernhard

## PERSONNEL HIRING COMMITTEE

Chairman: Ella Mae Gay  
Martha Warren  
Debby Norman  
Gregg Watson  
Walter Ready  
(Special Advisors: Opal Strong & James Loving)

## HOSPITALITY COMMITTEE:

Marian Scott

## RULES COMMITTEE:

Chairman: Harry Ward  
Hasten Payne  
Bessie Bagley  
Jack Deyampert

## EVALUATION COMMITTEE:

Chairman: LeRoy Patton  
Bill Newborne  
Harry Ward  
John Gustafson  
Herb Simpson

## BUDGET REVIEW COMMITTEE:

Chairman: James Loving  
Lee Kell  
Josiah Nunn  
Opal Strong  
Ben Bernhard

## TASK FORCES

### HUMAN RESOURCES TASK FORCE:

Chairman: Opal Strong  
Clara Peoples  
Marian Scott  
Debby Norman  
Herb Simpson  
Lee Kell  
Josiah Nunn  
Bob Rogers  
LeRoy Patton

### WORKING COMMITTEE TASK FORCE:

Co-Chairman: Marian Scott  
Ben Bernhard  
Debby Norman  
Harry Ward  
James Loving

Co-Chairman: Fred Ehelebe  
Gracie Baldwin

### MEDIA INVESTIGATION TASK FORCE:

Chairman: Gregg Watson  
Herb Simpson  
Hasten Payhe  
Charles Ford  
Ella Mae Gay  
Josiah Nunn

### EMANUEL LIAISON COMMITTEE:

Robert Rogers  
Harry Ward  
Jack Deyampert



MODEL CITIES MEETING SCHEDULE November 21, 1972

\*MCCR Model Cities Conference Room  
5329 N.E. Union Avenue 97211

\*Matt Dishman Memorial Center  
\*77 N.E. Knott Street

\*NEIGHBORHOOD DEVELOPMENT OFFICES(1,2,3 and 4) (N.D.O.)

WORKING COMMITTEES	MC PLANNING ASSIGNED STAFF	CHAIRMAN	TIME	PLACE	CPB REPS	CP ASSGNI STAFF
Citizens Participation		Mr. Fred Ehelebe 229 N.E. Fargo 287-9726 97212	2 & 4 Wed. 7:30 P.M.	*MCCR Room 218	F. Flowers B. Bagley J. Loving	Darnell Lowery
Economic Develop- ment & Transporta- tion		Jesse J. Hudson 1135 N.E. Stanton 97212	2 & 4 Mon. 7:30 P.M.	*MCCR Room 218	Rev. Jackson	Theresa Mallory
Employment	Walt Kuust	Brozie Lathan 4716 N. Gantenbein 287-7219 97227	1 & 3 Wed. 7:30 P.M.	*MCCR Room 226	E. Mae Gay B. Rogers	Corrine Hammick
Education	LeRoy Albert	Harold Williams 6204 N.E. 11th Ave. 287-6607 97211	2 & 4 Thur. 7:30 P.M.	N.D.O.#2 3605 N.E. 15th Ave.	J. Nunn L. Patton	Corrine Hammick
Health	Sol Peck Martha Warren-Co 4756 N.E. 14th	Joseph Reuben- CO 1632 N.E. Jarrett 287-2981 97211	4th Thur. 7:30 P.M.	*MCCR Room 218	B. Bernhard W. Ready	Edna Robertson
Law & Justice	Beth Hoover	Peter Wolmut 5824 N.E. 22nd 284-7248 97212	2 & 4 Mon. 7:30 P.M.	N.D.O.#1 5630 N.E. Union Ave.	C. Ford W. Ready	Corrine Hammick
Recreation and Culture	Diana Davis	Clifton David G/D main P/O Carol Kahn, Sec. 6224 N.E. 13th Bus.:289-8839	1 & 3 Thur. 7:30 P.M.	*MCCR Room 226	J. Loving	Corrine Hammick
Physical Environ- ment & Housing		Rosadelle Summers 627 N.E. Sumner 281-5433 97211	1 & 3 Mon. 7:30 P.M.	*MCCR Room 226	H. Simpson J. Deyampert	Darnell Lowery
Social Services	Faye LyDay	Dick Celsi 2814 N.E. 16th 284-3512 97212	2 & 4 Tues. 7:30 P.M.	*MCCR Room 226	C. Peoples	Theresa Mallory

CPS 11-7-72

TO: The Citizens Planning Board Executive Committee  
Leroy Patton, Chairman

FROM: Charles Jordan, Executive Director  
Model Cities

DATE: November 6, 1972

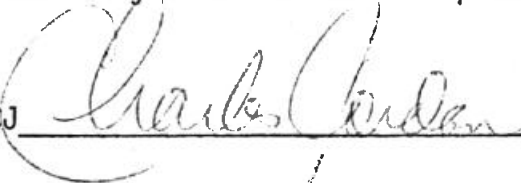
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To the Citizens Planning Board Executive Committee  
Leroy Patton Chairman  
From Charles Jordan, Executive Director, Model Cities  
November 6, 1972  
Re: Freedom House Project Description Addendum  
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then be \$26,000 for one year for 21 drug addicts. This works out to slightly more than a thousand dollars a person, per year, which is substantially below the cost of placing these addicts in jail.

CJ 

cc: A. Raubeson/Deputy Director  
M. Henniger/Physical Prog. Coord.  
M. Lyons/Physical Prog. Specialist  
Official Files (2)  
11-6-72/MH/pl

File CPB  
Election

August 23, 1972

Mr. John Weldon, Director  
Department of Records and Elections  
1040 S.E. Morrison Street  
Portland, Oregon 97214

Dear Mr. Weldon:

Thank you again for taking the time to provide Mrs. Edna Robertson and me with information and direction for the upcoming Citizens Planning Board Election to be held on September 30, 1972.

I appreciate the cooperation and courtesy you and your staff extends to this Agency in our efforts to plan, develop and implement the Model Cities Election each year.

If we can be of any assistance to your office, please feel free to contact me.

Sincerely,

(Mrs.) Brenda J. Green  
Coordinator  
Citizens Participation

cc: Official Files (2)  
Director/Jordan  
Deputy Director/Raubeson  
C.P. Prg. Spec./Robertson  
1972-73 CPB Elec. Comm. Chairman/Don Herzog  
C.P. Coordinator/Author/Green  
8-23-72  
BJG/jvs

RECEIVED

AUG 23 1972

Deputy Director

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Inter-Office Memorandum

June 29, 1972

JL: CPB

TO: Ed. Warmoth, Model Cities Coordinator  
FROM: Brenda J. Green, C.P. Coord  
RE: CITIZENS PLANNING BOARD ELECTIONS 1972/73

Attached is the up-dated roster for seats vacant on the Citizens Planning Board 1972/73 elections.

Please note that the elections are normally held the last Saturday in September of each year. CDA normally requests that the Mayor's office take appropriate action on or before election day in naming the Appointees.

The filing deadline for candidates to make application for a vacant seat is normally thirty (30) days prior to elections. This year's Election Committee has not met to date, but I anticipate their meeting the first week of July.

If you have any suggestions, and/or recommendations, please feel free to contact my office.

BJG: 

BJG:ck

cc: Dir./Jordan  
Dep. Dir./Raubeson  
All Coordinators  
C.P. Spec./Robertson  
C.P. Pl. Ast's.  
C.P. Coord/Author/Green  
Official Files (2)  
CPB Chairman/Flowers

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Inter-Office Memorandum

TO: Official Files

FROM: Brenda J. Green, Citizens Participation Coordinator

SUBJECT: Elected and Appointed Seats Vacant for Citizens Planning Board, 1972-73 Elections

DATE: June 29, 1972

The following persons elected seats are vacant for the up-coming Citizens Planning Board Elections:

- 1) Boise - Charles Ford - Appointed by Boise Improvement Association to fill the unexpired term of Carl Bowels, who was elected to fill a one-year term, (1971-72).
- 2) Eliot - Arthur Palmer - Appointed by Eliot Improvement Association to fill the unexpired term of the late Pastor Edgar Jackson.
- 3) Humboldt - Opal Strong - Elected in the 1970 Citizens Planning Board election for a two-year term.
- 4) Humboldt - Gregg Watson - Appointed by Humboldt Improvement Association to fill the unexpired term of Robert Boyer, a one-year term is vacant.
- 5) King - Marian Scott - Elected in the 1970 Citizens Planning Board election for a two-year term.
- 6) Sabin - Ted Baugh - Appointed by Sabin Community Association to fill the unexpired term of Barbara Friday, who was elected in the 1970 Citizens Planning Board election.
- 7) Vernon - LeRoy Patton - Elected in the 1970 Citizens Planning Board election for a two-year term.
- 8) Woodlawn - Hasten Payne - Appointed by Woodlawn Improvement Association to fill the unexpired term of Daryle Griffin, elected for a one-year term. Mr. Griffin was elected to fill a one-year term created by Joe Nunn, whose residence changed, causing a vacancy.

The following persons, appointed by the Mayor, seats are vacant:

- 1) Fred Flowers - Appointed in 1970 to fill a two-year term.

- 2) John Jackson - Appointed in 1970 to fill a two-year term.
- 3) Chalmers Jones - Appointed in 1970 to fill a two-year term.
- 4) Bill Newborne - Appointed in 1970 to fill a two-year term.
- 5) Josiah Nunn - Appointed in 1971 to fill the unexpired term of Dick Wintermute, who was appointed in 1970 for a two-year term.

BJG

*Prenda J. Green*

BJG:glm

cc: Jordan/Director  
Flowers/CPB Chairman

BCC: Robertson/CP Spec  
Raubeson/Dep Dir  
Derrow/CP Info  
Warmoth/City Hall  
All Coordinators  
Green/Author/CP Coord

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

File: CPB

**RECEIVED**

JUN 20 1972

Deputy Director

Inter-Office Memorandum

TO: Official Files  
FROM: Brenda J. Green, Citizens Participation Coordinator  
SUBJECT: Elected and Appointed Seats Vacant for Citizens Planning Board, 1972-72 Elections  
DATE: June 20, 1972

The following persons elected seats are vacant for the up-coming Citizens Planning Board Elections:

- 1) Boise - Hasten Payne - Appointed by Boise Improvement Association to fill the unexpired term of Carl Bowels, who was elected to fill a 1 year term, (1971-72).
- 2) Eliot - Arthur Palmer - Appointed by Eliot Improvement Association to fill the unexpired term of the late Pastor Edgar Jackson.
- 3) Humboldt - Opal Strong - Elected in the 1970 Citizens Planning Board election for a two-year term.
- 4) Irvington - Herb Amerson - Appointed by the Irvington Community Association to fill the unexpired term of Chris Thomas, who was elected in the 1970 Citizens Planning Board election.
- 5) King - Marian Scott - Elected in the 1970 Citizens Planning Board election for a two-year term.
- 6) Sabin - Ted Baugh - Appointed by Sabin Community Association to fill the unexpired term of Barbara Friday, who was elected in the 1970 Citizens Planning Board election.
- 7) Vernon - LeRoy Patton - Elected in the 1970 Citizens Planning Board election for a two-year term.
- 8) Woodlawn - Hasten Payne - Appointed by Woodlawn Improvement Association to fill the unexpired term of Daryle Griffin, elected for a 1 year term. Mr. Griffin was elected to fill a 1 year term created by Joe Nunn, whose residence changed, causing a vacancy.



The following persons, appointed by the Mayor, seats are vacant:

- 1) Fred Flowers - Appointed in 1970 to fill a two-year term.
- 2) John Jackson - Appointed in 1970 to fill a two-year term.
- 3) Chalmers Jones - Appointed in 1970 to fill a two-year term.
- 4) Bill Newborne - Appointed in 1970 to fill a two-year term.
- 5) Josiah Nunn - Appointed in 1971 to fill the unexpired term of Dick Wintermute, who was appointed in 1970 for a two-year term.

BJG

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BJG:glm

cc: Jordan/Director  
Flowers/CPB Chairman

**BCC; Robertson/CP Specialist**  
**Raubeson/Dep Director** ✓  
**Derrow/CP Information**  
**Warmoth/City Hall**  
**All Coordinators**  
**Green/Author/CP Coordinator**

C PB

TO: Citizens Planning Board  
FROM: Don Herzog, Chairman of Election Committee  
DATE: September 5, 1972  
SUBJECT: 1972-73 Election Committee Progress Report

July 6, 1972

The first meeting of the 1972-73 Election Committee was held in the Model Cities Conference Room #218, July 6, 1972 with the Citizens Participation staff member and the Citizens Participation Coordinator.

The election of a Chairman and Secretary was discussed and since there were not enough people present to form a quorum, a temporary Chairman was appointed, Mr. Philip Bryant of Eliot. A motion was made that as long as there were two (2) neighborhoods absent and a alternate from another of the Committees should not take any action. The motion was seconded.

Information was passed out on which Citizens Planning Board seats will be up for election in September and length of terms.

It was also explained that two (2) seats were vacant in Humboldt, one (1) year vacancy and a two (2) year vacancy.

July 13, 1972

Mr. Philip Bryant, Eliot Representative was elected Chairman of the Election Committee, Mr. Glen Childs - Vice Chairman, Woodlawn Representative and Mrs. Vivian Parker - Secretary, Boise Representative.

July 20, 1972

It was suggested that the following be used as identification.

1. Student Body Card
2. Library Card
3. Social Security Number
4. Drivers License
5. Bus Card ( Student)

It was stated that any identification would have to have an address on it and that residents should present identification when voting.

Other tasks accomplished at this meeting were; 1) Approval of Filing Applications and Brief Biographical Sketch attachment, 2) A motion was made and amendment added to the motion for the applications to read "I will be at least eighteen (18) years of age on or before September 30, 1972.", 3) Press Release suggestion was made and approved by the Committee, 4) Mr. Fred Flowers, Citizens Planning Board Chairman, Mr. Glen Childs, Vice Chairman of the Election Committee and Mrs. Vivian Parker, Secretary of the Election Committee was contacted and requested to make the initial election announcement August 9, 1972.

August 2, 1972

Filing dates for the Election was delayed one (1) week due to the passing of Mr. E.J. Baskett, First (1st) Chairman of the Citizens Planning Board.

August 8, 1972

Citizens Planning Board declared Mr. Arthur Palmer, Citizens Planning Board Representative of Eliot and Mr. Philip Bryant, Chairman of the Election Committee seats invalid as they are both residents of the Boise area.

Mr. Bryant was asked to continued on the Committee as a consultant or advisor.

Mr. Glen Childs gave the Election report and the two (2) important recommendations were:

1. Filing Certification will be done weekly as applications are received. Certification will be by interview to ascertain if,
  - a) Applicant does reside in appropriate neighborhood and,
  - b) Applicant and name on the application are the same.
2. The Filing Application is to be changed slightly, in that the Brief Biographical Sketch should be filled out as a requirement rather than optional. Also twenty-five (25) signatures from area of residency should be attached to the Filing Application. One (1) signature may appear on more than one (1) signature list of a Candidate.

August 9, 1972

A Press Conference was held and response was received from three (3) television stations, (KATU - Channel Two (2), KGW - Channel Eight (8) and KPTV - Channel Twelve (12) and was announced on the 6:00 P.M., 10:00 P.M. and 11:00 P.M. News. The Oregonian and Oregon Journal papers also carried the Press Release.

August 10, 1972

The fourth meeting of the Election Committee was held at Model Cities Conference Room #226.

The Chief Objectives of this meeting was to discuss nomination and election of officers.

Mr. Don Herzog was nominated Chairman and Mrs. Betty Walker - Vice Chairman. Other discussion centered around:

1. Establishing Certification procedures.
2. Certification of Applicants on the night the Election Committee meets.
3. Applying in the correct district.

4. Discussion on the number of Poll Workers for each Poll.
5. Publicity (setting up talk shows with the Hi-Neighbor Program and spot announcements on KGAR and KISN radio. Also Press Releases announcing Candidates.)
6. Fliers and posters will be distributed.
7. September Newsletter will have the Candidates who are running.

August 16, 1972

An appointment was made with Mr. John Weldon, Registrar of Elections, for the purpose of examining official election forms and obtaining useful information to assist the Citizens Participation staff and the 1972-73 Election Committee in the Citizens Planning Board Election. Mr. Weldon volunteered to supply the following materials necessary in order to carry out the Election.

1. 16 Tally Sheets
2. Indelible Pencils
3. 16 Statement Sheets
4. 8 Poll Books
5. Seals for Ballot Boxes and Vote Here Signs
6. Stub Boxes

August 17, 1972

The fifth meeting of the Election Committee met to discuss the following:

1. Sample Ballot
2. League of Women Voters and the Albina Women's Voters participation in the counting of the ballots.
3. Model Neighborhood Maps where residents area and block numbers could be checked.
4. Candidates Fair

Mr. Bob Moore, Assistant of the Assistant Secretary, Mr. Floyd Hyde had contacted Model Cities and stated he would like to talk about Functions and Activities of Citizens Participation. Staff recommended Mr. Moore could be the keynote speaker for the Candidates Fair.

August 24, 1972

The sixth meeting of the Election Committee met to discuss the Candidates Fair and Orientation Sessions.

1. Candidates Fair - It was stated that the dates open which Mr. Bob Moore could attend would be September 16th and September 23rd, 1972. The Committee would like for first (1st) choice to be September 16th and second (2nd) choice to be September 23, 1972.
2. There was also discussion on whether to have the Candidates Fair in Peninsula Park or Cascade College. Cascade College was selected.
3. There will be four (4) Orientation Sessions held September 14th at 7:30 P.M., September 23rd at 10:00 A.M., September 28th at 7:30 P.M. and September 29th at 7:30 P.M.

August 31, 1972

The Election Committee met to certify Candidates who had filed on/or before the deadline date for filing - August 31, 1972 at 5:00 P.M.

Candidates Certified are:

Jan Childs - Woodlawn

Martha Warren - Sabin

Burnett Austin - Irvington

Opal Strong - Humboldt

Gregg Watson - Humboldt

LeRoy Patton - Vernon

Candidates not Certified as of this date September 5, 1972:

Marcus Glen - King

Charles Ford - Boise

Lawrence Alberti - Eliot

It was stated that the deadline for certifying Candidates would be September 7, 1972 and if the Candidates did not appear before the Committee they would not be able to run for the Citizens Planning Board on September 30, 1972.

September 1, 1972

Letters of Certification were mailed out to the six (6) Certified Candidates.

Three (3) letters were sent out to Candidates to be Certified before the final Certification date. If Candidates do not appear they are automatically disqualified.