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# portland model cities

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

Executive Board Meeting  
April 22, 1975

APPROVED MAY 6, 1975

Present: James Loving  
Opal Strong  
Dick Celsi  
Ella Mae Gay  
Charles Ford  
LeRoy Patton

Harry Ward

Absent: Gregg Watson  
Ernest Hartzog

- (1) Mr. Ward moved that the Model Cities Agency rent a safety deposit box at U. S. National Bank for the safekeeping of the incorporation papers and other important documents and after June 30, 1975, the key be turned over to the new Chairman. Seconded. Motion Carried. Charles Ford opposed.
- (2) Mr. Ford moved that the Executive Board recommends that the director re-review his decision to stay on board through the duration of the Model Cities Program. Seconded. Motion Carried.
- (3) Mr. Patton moved that we form a task force to go to City Hall and confer with Commissioner Schwab regarding all the factors relating to the Office of Neighborhood Associations budget. Seconded. Motion Carried.

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

EXECUTIVE BOARD MEETING  
MAY 5, 1975

## ACTION ITEMS

APPROVED MAY 6, 1975

- (1) MR. GLENN MOVED THAT WE WRITE A LETTER TO THE PORTLAND CITY COUNCIL REQUESTING THEM TO REVIEW THEIR COMMUNITY DEVELOPMENT APPLICATION FOR THE PURPOSE OF ALLOCATING FUNDS TO OUR MODEL CITIES' SOCIAL SERVICE PROGRAMS WITH CARBON COPIES GOING TO HUD AND NAACP. SECONDED. MOTION CARRIED.
- (2) MR. WATSON MOVED THAT WE IMMEDIATELY DRAFT A LETTER TO THE NAACP ACKNOWLEDGING THAT WE WANT TO WORK WITH THEM AND MEET WITH THEIR BOARD TO DEVELOP STRATEGIES FOR ITEMS REFLECTED IN THE LETTER FROM THE NATIONAL NAACP. SECONDED. MOTION CARRIED.
- (3) MR. WATSON MOVED THAT THE BOISE MODEL CITIES AND SEATTLE MODEL CITIES BE CONTACTED AS SOON AS POSSIBLE TO FIND OUT WHAT THEY ARE DOING IN TERMS OF THEIR PUBLIC SERVICE. SECONDED. MOTION CARRIED.
- (4) MR. GLENN MOVED THAT THE BOARD REQUEST A MEETING WITH MR. JON STEPHENS, PERSONNEL DIRECTOR, REGARDING A MODEL CITIES' EMPLOYEE'S FUTURE EMPLOYMENT AND TRANSITION, AND THE MEETING BE HELD ON MAY 7, 1975, OR MAY 12, 1975. SECONDED. UNANIMOUSLY CARRIED.
- (5) MR. GLENN MOVED THAT THE EXECUTIVE BOARD REAFFIRM AND REESTABLISH THE ROLES OF BOARD MEMBERS ON VARIOUS CITIZENS PLANNING BOARD TASK FORCES AND COMMITTEES. SECONDED. MOTION CARRIED.
- (6) MR. WATSON MOVED TO APPROVE SENDING FIVE (5) DELEGATES TO ATLANTA, GEORGIA, TO ATTEND THE REGION IV TRAINING CONFERENCE ON MAY 8-11, 1975. SECONDED. MOTION CARRIED.

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

EXECUTIVE BOARD  
BUDGET REVIEW COMMITTEE  
RECOMMENDATIONS  
MAY 8, 1975

PRESENT: ELLA MAE GAY  
          JAMES LOVING  
          GREGG WATSON

          LEROY PATTON  
          BILLIE COX  
          MARTHA WARREN

HARRY WARD

ABSENT: BOB ROGERS  
          NICK BARNETT  
          CHARLES FORD

          OPAL STRONG  
          DICK CELSI  
          ERNIE HARTZOG

- (A) MRS. WARREN MOVED THAT THE READING TREE PROGRAM BE ALLOCATED \$5,595 OF THE \$61,409.86. SECONDED. MOTION CARRIED.
- (B) MRS. GAY MOVED TO ADOPT MARTIN LUTHER KING SCHOLARSHIP FUND AS NUMBER THREE (3) PRIORITY. SECONDED. MOTION CARRIED. GREGG WATSON OPPOSED.
- (C) MR. WATSON MOVED THAT 4-C CHILD CARE BE ADOPTED AS PRIORITY NUMBER FOUR (4). SECONDED. MOTION CARRIED.
- (D) MRS. GAY MOVED THAT SENIOR ADULT SERVICE CENTER BE ADOPTED AS NUMBER FIVE (5) PRIORITY. SECONDED. MOTION CARRIED.
- (E) MR. PATTON MOVED TO ALLOCATE \$2,500 TO THE LITTLE LEAGUE PROGRAM. SECONDED. MOTION CARRIED. GREGG WATSON, MARCUS GLENN OPPOSED.
- (F) MR. GLENN MOVED THAT THE BALANCE OF THE FUNDS, \$53,314.86 BE EQUALLY DIVIDED BETWEEN THE FOLLOWING PROJECTS: ALBINA HEALTH CARE CENTER, MARTIN LUTHER KING FUND, SENIOR ADULT SERVICE CENTER, AND ALBINA YOUTH OPPORTUNITY SCHOOL; AND THAT ADDITIONAL FUNDS WOULD BE GIVEN TO THOSE PROJECTS JUST LISTED FROM UNCOLLECTED LOANS FROM THE MEDIA, INC. PROGRAM AND PROCEDURES WILL BE DEVELOPED BETWEEN THE CITY OF PORTLAND AND THE MODEL CITIES' CITIZENS PLANNING BOARD, PRIOR TO JUNE 30, 1975. SECONDED. MOTION CARRIED. GREGG WATSON OPPOSED.

- (G) MR. WARD MOVED THAT ANY FUTURE DOLLARS THAT ARE AVAILABLE, INCLUDING THE \$9,000 TO BE RETURNED FROM MR. JON TORAN'S RETAINER FEE, BE PLACED WITH THE CITIZENS PLANNING BOARD, INCORPORATE BODY. SECONDED. MOTION CARRIED.
- (H) MR. WARD MOVED TO RECONSIDER THE \$53,314.86 ALLOCATION DISTRIBUTED BETWEEN ALBINA HEALTH CARE CENTER, MARTIN LUTHER KING FUND, SENIOR ADULT SERVICE CENTER AND ALBINA YOUTH OPPORTUNITY SCHOOL. SECONDED. MOTION CARRIED. MARCUS GLENN AND LEROY PATTON OPPOSED.
- (I) MR. WARD MOVED THAT THE \$53,314.86, ALONG WITH ANY OTHER MONIES, INCLUDING THE UNCOLLECTED MEDIA ACCOUNTS, THAT COMES INTO MODEL CITIES, BE TRANSFERRED TO THE CITIZENS PLANNING BOARD, INC. SECONDED. MOTION CARRIED.
- (J) MR. WATSON MOVED THAT THE CHAIRMAN TAKE THE ACTION THAT THE BUDGET REVIEW COMMITTEE AND EXECUTIVE BOARD HAS INITIATED AND AS CHAIRMAN IMPLEMENT THE NECESSARY PROCEDURES. SECONDED. MOTION CARRIED.

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PORTLAND, OREGON 97211  
288-6923

## EXECUTIVE BOARD ACTION MAY 27, 1975

- (A) MR. WATSON MOVED THAT THE EXECUTIVE BOARD ENDORSE THE SABIN COMMUNITY ASSOCIATION'S EFFORTS TO CONTINUE THE SABIN COMMUNITY SCHOOL PROGRAM AND DRAFT LETTERS TO THE PORTLAND PUBLIC SCHOOL BOARD, WITH COPIES TO MS. DONNA MURRAY, CHAIRPERSON, SABIN COMMUNITY ASSOCIATION. SECONDED. MOTION CARRIED.
- (B) MRS. STRONG MOVED TO POSTPONE ACTION ON DR. ERNEST HARTZOG'S RECOMMENDATION. SECONDED. MOTION CARRIED.
- (C) MR. WARD MOVED THAT TWO (2) DELEGATES AND ONE (1) STAFF MEMBER BE SENT TO THE NATIONAL CITIZENS PARTICIPATION COUNCIL BOARD OF DIRECTORS MEETING, TO BE HELD IN WASHINGTON, D. C., JUNE 20-22, 1975. SECONDED. MOTION CARRIED. CHARLES FORD ABSTAINED.

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CITY DEMONSTRATION AGENCY  
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288-6923

## EXECUTIVE BOARD ACTION APRIL 9, 1975

PRESENT: JAMES LOVING  
GREGG WATSON  
CHARLES FORD  
OPAL STRONG  
HARRY WARD  
DICK CESI  
LEROY PATTON

ABSENT: ELLA MAE GAY  
ERNEST HARTZOG

- (I) MR. WATSON MOVED FOR ADOPTION OF THE PERSONNEL/GRIEVANCE COMMITTEE'S REPORT. SECONDED. MOTION CARRIED.  
THE COMMITTEE'S RECOMMENDATIONS ARE AS FOLLOWS:
  - (A) AN EVALUATION BE GIVEN OF EACH EMPLOYEE PRIOR TO THE MONTH OF JUNE, 1975, AND THE SUPERVISOR DISCUSS WITH THE EMPLOYEE THE EVALUATION REPORT.
  - (B) PERSONNEL/GRIEVANCE COMMITTEE RECOMMENDS THAT THE CITIZENS PLANNING BOARD REQUEST A LETTER OF COMMITMENT IN WRITING TO THE CITIZENS PLANNING BOARD FROM MS. MARY PEDERSEN, STATING THAT THE CITIZENS PARTICIPATION DEPARTMENT WILL BE TRANSFERRED TO THE OFFICE OF NEIGHBORHOOD ASSOCIATIONS WITH COURTESY COPIES GOING TO COMMISSIONER JORDAN AND COMMISSIONER SCHWAB; AND REQUEST THAT MS. PEDERSEN REAFFIRM THE CITIZENS PARTICIPATION DEPARTMENT STAFF MEMBERS CIVIL SERVICE STATUS.
  - (C) PERSONNEL/GRIEVANCE COMMITTEE RECOMMENDS THAT THE CITIZENS PLANNING BOARD WRITE A LETTER TO MR. JON STEPHENS TO CONSIDER THE ACCOUNTING ASSISTANTS CASE AND ASKING THAT SHE BE GIVEN AN OPPORTUNITY TO TAKE AN EXAMINATION, AND/OR ALTERNATIVE EXAMINATION IF SHE SO DESIRES, AND SHOULD SHE PASS, SHE BE GIVEN THE SAME OPPORTUNITY AS OTHER MODEL CITIES EMPLOYEES. IF THE ACCOUNTING ASSISTANT FAILS THIS EXAMINATION, THE CPB WILL NO LONGER PURSUE THE ISSUE.
  - (D) MR. READY MOVED THAT A LETTER OF APPRECIATION BE SENT TO MR. JON STEPHENS THANKING HIM FOR HIS

COOPERATION. SECONDED. MOTION CARRIED.

- (2) MR. WARD MOVED THAT THE EXECUTIVE BOARD REAFFIRM ITS PREVIOUS POSITION IN TERMS OF MEDIA, INC. SECONDED. MOTION CARRIED.
- (3) MR. CELSI MOVED THAT WE QUESTION THE FINDINGS OF THE HUD AUDIT, WHICH FAILED TO CONSIDER THE SOCIAL AND HIGH RISK FACOTRS INVOLVED IN THE MEDIA LOANS AND MADE NO ALLOWANCES FOR THE OUTSTANDING ACCOMPLISHMENTS OF THE PRESENT DIRECTOR. IT IS OUR CONTENTION THAT PROPER JUSTIFICATION FOR THE FINDINGS CAN BE SHOWN AND WE INSTRUCT OUR CDA DIRECTOR TO BEND EVERY EFFORT IN WORKING WITH THE MEDIA ORGANIZATION AND THE CITY COMMISSIONER-IN-CHARGE TO DEVELOP AND PRESENT THAT JUSTIFICATION TO HUD. SECONDED. MOTION CARRIED. CHARLES FORD OPPOSED.
- (4) MR. WARD MOVED THAT THE EXECUTIVE BOARD ENDORSE THE STATEMENT BY PASTOR JACKSON AND SUPPORT THE EFFORTS OF THE LEADERSHIP OF AMA, IN ITS EFFORTS TO SECURE BETTER POLICE/COMMUNITY RELATIONS AND ACCOMODATIONS. SECONDED. MOTION CARRIED.
- (5) MR. FORD MOVED THAT THE EXECUTIVE BOARD SUPPORT THE UNION AVENUE REDEVELOPMENT TASK FORCE RECOMMENDATION THAT A POLICE PRECINCT BE ESTABLISHED IN THE WALNUT PARK AREA. SECONDED. MOTION CARRIED.  
(SEE ATTACHED STATEMENT FROM ALBINA MINISTERIAL ALLIANCE.)

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CITY DEMONSTRATION AGENCY  
5329 N.E. UNION AVENUE  
PORTLAND, OREGON 97211  
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TO: CITIZENS PLANNING BOARD  
FROM: JAMES LOVING, CHARIMAN  
RE: EXECUTIVE BOARD REQUEST  
DATE: MARCH 12, 1975

THE EXECUTIVE BOARD AT THEIR MARCH 11, 1975, MEETING, REQUESTED THAT THE MODEL CITIES DIRECTOR FURNISH THE CITIZENS PLANNING BOARD WITH A COMPLETE DOCUMENTED REPORT ON THE FOLLOWING ITEMS:

- (1) TOTAL AMOUNT OF DOLLARS BEING SAVED IN IN-HOUSE BUDGET BY EMPLOYEES BEING TRANSITIONED; SPECIFICALLY ALL EMPLOYEES DESIGNATED TO LEAVE WITHIN THE IMMEDIATE FUTURE.
- (2) PROGRESS OF NEIGHBORHOOD ASSOCIATIONS AND THEIR RELATION TO OFFICE OF NEIGHBORHOOD ASSOCIATIONS.
- (3) REPORT ON CITIZENS PARTICIPATION IN THE NORTHEAST MODEL NEIGHBORHOOD AREA, CITIZENS PARTICIPATION AS RELATED TO THE OFFICE OF NEIGHBORHOOD ASSOCIATIONS. HOW MANY STAFF WILL BE IN THE NORTHEAST AREA OFFICE? HOW MUCH MONEY WILL BE ALLOCATED TO THE NORTHEAST AREA OFFICE? CAN MODEL CITIES' CITIZENS PARTICIPATION UNEXPENDED FUNDS BE TRANSFERRED TO THE NORTHEAST AREA OFFICE?
- (4) PROGRESS REPORT ON MODEL CITIES' COMPREHENSIVE PLAN, WHERE IT IS AT, POLITICS INVOLVED IN RECEIVING APPROVAL OF THE PLAN, RECOMMENDATIONS FROM THE DIRECTOR OF CDA IN TERMS OF THE NET RESULT AS HE SEES IT.
- (5) REPORT ON MODEL CITIES' DIRECTOR'S TRIP TO WASHINGTON, D. C. RATIONALE FOR TRIP AND THE RESULTS OF THE TRIP.

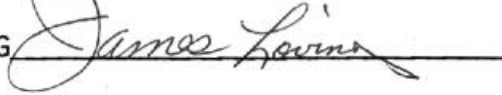
EACH CITIZENS PLANNING BOARD MEMBER WILL RECEIVE A COPY OF THE REPORT AS SOON AS THE REPORT IS SUBMITTED



TO THE CHAIRMAN.

IF YOU HAVE ANY FURTHER QUESTIONS, PLEASE DO NOT  
HESITATE TO CONTACT ME.

JAMES LOVING  
CHAIRMAN

A handwritten signature in cursive script that reads "James Loving". The signature is written over a solid horizontal line.

JL:GLM

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CITY DEMONSTRATION AGENCY  
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PORTLAND, OREGON 97211  
288-6923

## EXECUTIVE BOARD ACTION February 25, 1975

- (1) Mr. Watson moved that the Chairman write a letter to the Mayor and Commissioner-In-Charge of Model Cities, regarding the Model Cities Comprehensive Plan and have a conference meeting with the Mayor and key people involved to move the total Model Cities Comprehensive Plan immediately. Seconded. Motion Carried.
- (2) Mr. Watson moved that the following recommendation of the Media Task Force be approved: "We recommend that the Commissioner-In-Charge issue a thirty (30) day notice immediately, to cancel the community development contract with Media and during that time a new contract be considered which would limit the functions of Media, to the collection of outstanding loans, and management counseling to the companies that have outstanding loans." Seconded. Motion Carried.
- (3) Mr. Ward moved that all Media trust funds, with the exception of administrative funds, be frozen forthwith for thirty (30) days, after which the Citizens Planning Board will make a determination as to what to do with them. Seconded. Motion Carried. Dick Celsi opposed.
- (4) Mr. Celsi moved that the Chairman be authorized to develop a letter expressing the sentiments of the Citizens Planning Board concerning the use of loan funds from Media and that letter be sent to all recipients of loan funds. Seconded. Motion Carried. Charles Ford opposed.
- (5) Mr. Ward moved that the unexpended funds from the Woodlawn Pilot Housing Project be referred to the Budget Review Committee. Seconded. Motion Carried. Dick Celsi opposed.

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PORTLAND, OREGON 97211  
288-6923

TO: Executive Board Members  
FROM: James Loving, Chairman  
RE: Executive Board Meeting  
DATE: January 23, 1975

There will be a meeting of the Executive Board on Thursday, January 30, 1975, at 6:00 p.m. in the Model Cities Conference Room #226, instead of Tuesday, January 28, 1975. All members are requested to be in attendance.

Following is the agenda:

- (1) Chairman's Resignation
- (2) Human Resources Working Committee Resolutions
- (3) Budget Review Committee Report

James Loving  
Chairman

glm

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CITY DEMONSTRATION AGENCY  
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PORTLAND, OREGON 97211  
288-6923

Executive Board Action  
December 10, 1974

Present:	Charles Ford	Opal Strong
	Ella Mae Gay	Harry Ward
	James Loving	Gregg Watson
Absent:	Dick Celsi	LeRoy Patton
	Ernest Hartzog	

- (A) Mr. Ford moved that the following four (4) resolutions be adopted:
- (1) Be it resolved that Model Cities concept is not phasing out, but it is phasing into a new process.
  - (2) Be it resolved that the quorum stated on page twenty (20), number five (5) of our Constitution and By-Laws be waived by deleting the number fourteen (14) for a quorum and inserting the numeral seven (7) on a transitory basis of no more than ninety (90) days, if one-half (1/2) of the Executive Board is present. Any other article in this Constitution which comes in conflict with the resolution is hereby waived also.
  - (3) Be it resolved henceforth of this date, each month a special Board of Directors meeting will be called at the discretion of the Chairman.
  - (4) Be it resolved henceforth of this date that all merchandise, equipment, supplies, and any other paraphernalia that is owned by CDA, does not leave the auspices and jurisdiction of its owners without the knowledge of the Citizens Planning Board.

Seconded. Motion Carried.

- (B) Mr. Watson moved that on the first and third Wednesday of every month, the Chairman, 1st Vice-Chairman, 2nd Vice-Chairman, Director and Citizens Participation Coordinator meet to review actions and recommendations for the Citizens Planning Board meetings. Seconded.  
Motion Carried.

A G E N D A

- (A) Union Avenue Redevelopment Program - Dennis Wilde
- (B) Recommendations from Chairman - James Loving

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CITY DEMONSTRATION AGENCY  
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## Executive Board Meeting

November 26, 1974

The meeting was called to order by the Acting Chairman, Mr. James Loving, at 6:15 p.m. The meeting was held in the Model Cities Conference Room #26, at 5329 N.E. Union Avenue.

The following members were present or arrived before the meeting adjourned:

LeRoy Patton	James Loving
Harry Ward	Charles Ford
Marlene Bayless	Obal Strong
Dick Celsi	Ernest Hartzog

The following staff members were present:

Al Jamison	Edna Robertson
Phil Eggert	Mike Henniger
Neva VerMeer	

Mr. Loving stated the main item on the agenda is the King Neighborhood Facility. If the committee wishes to bring up other items of lesser importance, please feel free to do so.

Mr. Jamison passed out copies of the transcript of the City Council meeting where they discussed the approval of the bid for the Neighborhood Facility. Mr. Jamison stated the Board had authorized \$90,000 to be spent toward the deficit of the Neighborhood Facility and ordered the staff to go back and get a rebid on the facility. Only one bid was received and this was from Bart Hess who bid \$120,000 less than before. We took it to Council and they approved the overall bid but there was some question about where the money was coming from. Commissioners Schwab and McCready said they didn't want to allocate money out of Community Development funds and suggested we take all the money out of Relocation, and since the City is ultimately responsible by law for relocation anyway, this is the way they want to go. The amount needed is \$159,405, of which the Board previously approved the \$90,000 allocation.

Mr. Jamison read excerpts of a letter from Commissioner Jordan to all the other Commissioners in which he mentioned the City's legal obligation for relocation, and also gave the current status of the Relocation project budget of which there is a balance of \$215,000.

Mr. Jamison continued by saying what it amounts to is that we have a deficit. The City Council does not want to take money out of Community Development funds. They want to take it out of Relocation and accept the responsibility of any relocation to occur thereafter.

Discussion followed in which Mr. Loving stated that in order to not run into problems what they hope to do is reduce relocation in the Model Neighborhood until Community Development money is ready to be disbursed.

Ms. Strong said she would like to see a list of names waiting for relocation. Mr. Henniger stated we only cover relocation when the Bureau of Buildings will condemn. They are on a housing rehabilitation waiting list. There is nobody waiting. We will have a balance of \$55,000 for anybody we should find out about between now and June 1. Mr. Ford asked why it is so urgent that we respond very quickly without thought? Mr. Jamison answered that the time limit has run out for the bids to expire, and the Council is meeting tomorrow. Mr. Ford remarked that he still has reservations about stripping Relocation for the purpose of building a neighborhood facility. What in essence will we gain out of it? What do you foresee? Mr. Jamison said that what goes in there and what happens to the Facility is up to you. The City has a 20 year commitment for maintenance of that facility after it is built. Mr. Loving reminded that the issue is our approval or disapproval of additional dollars to continue.

HARRY WARD MOVED THAT \$159,405 BE WITHDRAWN FROM THE RELOCATION FUNDS AND APPLIED ON THE KING NEIGHBORHOOD FACILITY. SECONDED BY MR. CELSI.

Discussion followed the motion in which Ms. Bayless explained the Policy Advisory Board which will be making decisions for the Neighborhood Facility. Mr. Loving added that it includes two residents from each of the eight neighborhoods. Mr. Henniger said there are also two members from the CPB serving on the Advisory Board.

A vote by show of hands was taken on the motion. 4 - For, 0 - Opposed, 1 abstained. MOTION CARRIED.

Ms. Strong asked if we could have an itemized list of all the monies spent to date on the Facility. Mr. Loving said he intends to request the Director to do just that.

Mr. Loving stated the next item on the agenda would be problems closely related to the Neighborhood Facility. He read a letter from the Chairman of the King Improvement Association to Mr. Gregg Watson asking that \$12,000 be held up until the Neighborhood Facility is built. The money was to be set aside to pay the wages of coordinator. Mr. Loving said that King Neighborhood was not allowed the curtesy of working with the School Board on the coordinator's job.

Mr. Ward stated that if the School Board is going to have the responsibility of the operation he doesn't see where King has any more to say about it than they do about teachers. They do have representation - two from each school district - and if those people are not functioning in keeping the King Association advised, it is up to King's group to see that they do.

Page 3/Continued

Further discussion followed on the issue and Mr. Henniger pointed out that the matter of the coordinator and his salary was discussed at two meetings. It was approved by the Policy Board members at a meeting which Mrs. Parker, Past President of King, was present. The salary for the position was established by the CPB.

Mr. Patton suggested we send a letter to the new chairman of the King Association and include all the information we have discussed here tonight and suggest she contact Mrs. Parker for information. Mr. Loving said we will send the letter. Mr. Ford suggested we take a look at the Task Force and see if they are functioning as they should be.

Mr. Ford mentioned a Task Force from the Boise Association meeting with the Police Chief concerning the crime rate in the neighborhood. The Task Force recommends that a sub-police station be put in the neighborhood. They also would like to expand the Task Force into other neighborhoods in the Model Cities area.

Mr. Loving agreed that it was of grave concern and mentioned a re-designing of the working committees and in particular, the Law & Justice Working Committee as being of assistance in this proposal.

Mr. Loving stated that Channel 6 TV has contacted him in regards to Community Care and since we have not received an audit report from HUD, he suggested that no one give out a report to the media until we have received the audit report. Mr. Ford suggested a memo go to Board members to that effect.

Mr. Celsi brought up the subject of the necessity of having a quorum in order to conduct business at a meeting. Mr. Loving said he intends to come up with some new ideas that will give a little flexibility to our existing rules. We are going to draft some recommendations to the Executive Board along these lines. Mr. Patton mentioned the inconvenience of holding meetings at 5:45 p.m. Mr. Loving said that will also be considered and all Board members will be polled.

Mr. Jamison announced that the CP component will be on the Council calendar tomorrow and asked Mr. Celsi if he would try to be there to represent the Board.

With no further business, the meeting adjourned at 7:30 p.m.

Neva VerMeer  
Transaction Secretary



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## Executive Board Meeting

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The following members were present or arrived before the meeting adjourned:

- |                 |                |
|-----------------|----------------|
| LeRoy Patton    | James Loving   |
| Harry Ward      | Charles Ford   |
| Marlene Bayless | Ooal Strong    |
| Dick Celsi      | Ernest Hartzog |

The following staff members were present:

- |              |                |
|--------------|----------------|
| Al Jamison   | Edna Robertson |
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| Neva VerMeer |                |

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Mr. Ward stated that if the School Board is going to have the responsibility of the operation he doesn't see where King has any more to say about it than they do about teachers. They do have representation - two from each school district - and if those people are not functioning in keeping the King Association advised, it is up to King's group to see that they do.

Page 3/Continued

Further discussion followed on the issue and Mr. Henniger pointed out that the matter of the coordinator and his salary was discussed at two meetings. It was approved by the Policy Board members at a meeting which Mrs. Parker, Past President of King, was present. The salary for the position was established by the CPB.

Mr. Patton suggested we send a letter to the new chairman of the King Association and include all the information we have discussed here tonight and suggest she contact Mrs. Parker for information. Mr. Loving said we will send the letter. Mr. Ford suggested we take a look at the Task Force and see if they are functioning as they should be.

Mr. Ford mentioned a Task Force from the Boise Association meeting with the Police Chief concerning the crime rate in the neighborhood. The Task Force recommends that a sub-police station be put in the neighborhood. They also would like to expand the Task Force into other neighborhoods in the Model Cities area.

Mr. Loving agreed that it was of grave concern and mentioned a re-designing of the working committees and in particular, the Law & Justice Working Committee as being of assistance in this proposal.

Mr. Loving stated that Channel 6 TV has contacted him in regards to Community Care and since we have not received an audit report from HUD, he suggested that no one give out a report to the media until we have received the audit report. Mr. Ford suggested a memo go to Board members to that effect.

Mr. Celsi brought up the subject of the necessity of having a quorum in order to conduct business at a meeting. Mr. Loving said he intends to come up with some new ideas that will give a little flexibility to our existing rules. We are going to draft some recommendations to the Executive Board along these lines. Mr. Patton mentioned the inconvenience of holding meetings at 5:45 p.m. Mr. Loving said that will also be considered and all Board members will be polled.

Mr. Jamison announced that the CP component will be on the Council calendar tomorrow and asked Mr. Celsi if he would try to be there to represent the Board.

With no further business, the meeting adjourned at 7:30 p.m.

Neva VerMeer  
Transaction Secretary

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# portland model cities

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

288-8261

TO: Executive Board  
FROM: Gregg C. Watson, Chairman  
RE: Executive Board Meeting  
DATE: November 8, 1974

There will be a meeting of the Executive Board, on Tuesday, November 12, 1974, at 5:45 p.m., in the Model Cities Conference Room #226.

All Board members are urged to attend.

Gregg C. Watson  
Chairman

glm

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

288-8261

TO: Executive Board Members

FROM: Gregg C. Watson, Chairman

RE: Executive Board Meeting

DATE: October 7, 1974

There will be a meeting of the Executive Board on Tuesday, October 8, 1974, at 5:45 p.m., in the Model Cities Conference Room #226.

Gregg C. Watson

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# portland model cities

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288-8261

## EXECUTIVE BOARD - BUDGET REVIEW COMMITTEE

September 19, 1974

Mr. Celsi moved that the Executive Board and Budget Review Committee direct, that should budget cuts by the City Council result in surplus funds, such funds be reallocated in the following manner and in the priority order listed;

- (1) Martin Luther King Fund - \$9,025
- (2) MEDIA - \$7,000

and the remaining monies be divided evenly among Albina Youth Opportunity School, MARC, Albina Health Care Center, and Freedom House. Seconded. Motion Carried.

Mr. Celsi moved that should the budget be cut in excess of \$60,000, the Chairman will call a Citizens Planning Board meeting for Tuesday, September 24, 1974. Seconded. Motion Carried.

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5329 N.E. UNION AVENUE  
PORTLAND, OREGON 97211

288-8261

## Executive Board - Budget Review Committee September 4, 1974

- (1) Mr. Loving moved that the Executive Board exercise its authority in disposing of the recommendations made in the absence of the Budget Review Committee members. Seconded. Motion Carried.
- (2) Mr. Loving moved that the Executive Board support the position of the Citizens Participation Working Committee to strongly urge the filling of the position of the Citizens Participation Specialist I. Seconded. Motion Carried. Marlene Bayless abstained.
- (3) Mr. Ward moved to adopt the Citizens Participation budget package as amended. Seconded. Motion Carried.
- (4) Mrs. Bayless moved to allocate \$6,000 of the \$8,366 surplus funds to 4-C Child Care. Seconded. Motion Carried.
- (5) Mr. Ward moved to put \$2,366 in a contingency fund for close down costs. Seconded. Motion Carried.

Ex Bvd

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# portland model cities

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

288-8261

TO: Executive Board Members

FROM: Gregg C. Watson, Chairman

RE: Executive Board Meeting

DATE: July 19, 1974

There will be a meeting of the Executive Board on Tuesday, July 23, 1974, at 5:45 p.m., in the Model Cities Conference Room #226. Items for discussion will be the Albina Health Care Center and the approved budget for 1974-75.

It is requested that all members be present.

Gregg C. Watson  
Chairman

GCW:glm





# portland model cities

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

Executive Board Meeting  
June 25, 1973  
6:00 P.M.

Since a quorum was not present, the meeting was held for information purposes only. Mr. Gregg Watson chaired the meeting.

The following Board members were present:

Gregg Watson  
Jan Childs

Charles Ford  
Opal Strong

Absent:

LeRoy Patton  
James Loving  
Kay Toran

Brozie Lathan  
Bob Rogers

Staff Present:

Gail Myers  
Andy Raubeson

Mr. Raubeson stated that the Executive Board was charged with the responsibility of having input into the City Council Work Session, Tuesday, June 26, 1973. The Board moved to keep the Program but not to consider Oregon Consumer League, but to consider others for submission to the Council.

Mr. Raubeson explained that he had talked to Erma Hepburn, and John Mitchell concerning the Family Action Credit Union. They said that they have no room for more staff and they would have to maintain an office over here. Family Action Credit Union is funded only through December 31, 1973, so they would also have a funding problem.

The District Attorney's Office, Mr. Raubeson stated, was very receptive. He talked with Eric Stend, and Mr. Stend stated that he would talk to Harl Haase about it, but he was not in a position to make any commitments.

Mr. Raubeson stated that NAACP was not open in the mornings and only have one (1) staff member who is paid a minimum salary, and he works afternoons. Mr. Raubeson asked Faye LyDay to speak with the manager and get a report back to Mr. Raubeson, but he has not received any word as of yet.

Community Care seems very receptive and Mrs. Peoples feels that she could run the program effectively and economically, but she could not pick up a director.

Mr. Raubeson stated that Commissioner Schwab feels this is a function of the District Attorney's Office.

Mr. Watson stated that they should consider an extension of time and appeal for this at City Council.

Mr. Ford stated that he felt City Council would respond to the abrupt ending of OCL.

Mr. Watson stated that if City Council does not allow an appeal for an extension of time then he felt they should reprogram the money.

Mrs. Childs stated that if City Council denies their appeal and will not let them come back to City Council again, then it should be taken back to the full Board.

It was decided that an appeal to City Council be made for an extension of time and that the Consumer Protection Program's 12 month budget be presented to them.

Meeting adjourned at 7:15 p.m.



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PORTLAND, OREGON 97211

288-8261

## EXECUTIVE BOARD MEETING April 30, 1974

The meeting was called to order by the Chairman, Gregg Watson. The following Board members were present or arrived before the meeting adjourned:

Marlene Bayless  
Dick Celsi  
Charles Ford  
James Loving

Opal Strong  
Kay Toran  
Harry Ward  
Gregg Watson

The following Board members was absent:

Burnett Austin

The following guests were present:

Clara Mae Peoples  
Haley Peoples

Chris Thomas  
Eugene Jackson

The following staff was present:

Gail Myers  
Andrea Sharp

Edna Robertson  
Al Jamison

Mr. Watson stated that the \$75 million dollars which had been impounded by the Administration has been released and Region X should be receiving notification by next week (5-6-74).

Mr. Watson stated that out of the four (4) programs the Bureau said they would fund (MARC, 4-C, Senior Adult Service Center, and Community Care), the City will only pick up 4-C Child Care. Model Cities budget allocation for Community Care is \$63,000 and the City budget is zero.

Mrs. Sharp responded that the Bureau has said they will not pick up Community Care. The Bureau feels that Community Care has become a personal benefit to the director. The Bureau was concerned about the storage of meats, staff doing more than what they were supposed to do, Mr. Peoples being employed at Community Care, etc.

Mrs. Sharp went on to say that when the Model Cities evaluator went to Community Care, Mrs. Peoples was not available.

Mrs. Peoples replied that when Mrs. Pat Ollison came over, she was present and made all information available.

Mr. Ford asked what the reason was for not funding Community Care. Mrs. Sharp responded that it was because of lack of internal management. The staff at Community Care related that they have to clean Mrs. People's home stay with her mother when she is ill and help her to dress and draw her bath.

Mrs. Peoples related that these statements were false that she was very capable of doing the things Mrs. Sharp mentioned.

Mr. Watson stated that if there are internal problems at Community Care, then the Executive Board should address themselves to these problems.

Mrs. Strong asked if the problems at Community Care are alleviated, do we have an guarantee that the Bureau will fund Community Care?

Mr. Watson replied none whatsoever.

Mr. Watson stated that if HUD is satisfied with the program and it meets HUD's approval then Model Cities can continue to fund Community Care and this is not only Community Care, but a number of other projects.

After further discussion regarding Community Care, Mrs. Peoples recommended that Community Care be closed and be reprogrammed and replanned. She also stated that maybe Community Care needs a specialist to come in and do a comprehensive in-depth study from now until June, 1974.

Mr. Loving asked how many programs the Bureau will fund? Mr. Watson responded that the Bureau recommended four (4) programs and the City accepted one.

Mr. Watson asked Mr. Patton what the Community Care Advisory Board has been doing? Mr. Patton stated, as Chairman, of the Advisory Board, he has not called a meeting in three (3) or four (4) months. There are twelve to fifteen Board members.

Mr. Jamison asked Mrs. Peoples if she had a business manager or felt this would be necessary? Mrs. Peoples replied that she did not have a business manager, but she felt it very necessary.

Mr. Watson stated that a letter was received from Ms. Jackie Sherril in regard to her being fired. She stated in the letter that her job responsibilities are not what she was hired to do. She was hired for clerical functions.

Mrs. Peoples said that Ms. Sherril was hired as a cook and not a secretary and Model Cities has not been allocating Community Care their funds. Mr. Chris Thomas asked what the regulations are that Community Care is not in compliance with and how can they comply.

Mr. Watson explained that they could look at audit reports, by-laws, and contracts, which would address themselves to this.

After further discussion Mr. Celsi moved that the matter of Community Care be referred to the Community Care Advisory Board and that that Board report back to the Executive Board on May 28, 1974, and the Citizens Planning Board Chairman appoint a Task Force to meet with the Community Care Advisory Board. Seconded. Motion Carried. Four (4) favor. Charles Ford opposed.

Mrs. Peoples stated that she felt a Task Force would be necessary.

Mr. Loving stated that he felt thirty (30) days was too long and Community Care should only be closed two (2) weeks.

Mr. Loving moved a substitute motion that Community Care sponsor a two (2) week workshop for reorganizational purposes and the Executive Board appoint a special task force to help in that effort to consist of the Evaluation staff, Model Cities Director, and Vice-Chairman in-charge of Social Programs, and anyone else that may be of assistance. Seconded. Motion Failed. Charles Ford, James Loving favor. Dick Celsi, Harry Ward, Kay Toran, Opal Strong opposed.

\*Vote on Substitute Motion.

\*Vote on Motion.

There was further discussion on this issue.

Mr. Jackson presented the Executive Board with a document regarding the utilization of minority contractors and excerpts from CDA Letter #11.

Mr. Watson asked for a position from the Executive Board.

Mrs. Strong moved that the Executive Board support the document as presented by Mr. Jackson of Albina Contractors Association. Seconded.

Mr. Ward stated that he felt that ACA and PDC should work out a proposal between themselves and Model Cities should not be involved.

Mr. Jackson stated that Mr. Kennedy, PDC, had discussed the proposal with him and he agreed with it.

Mr. Ward moved a substitute motion that staff review the document before the Executive Board takes any action on it, for its accuracy and give us their opinion. Seconded.

Mr. Ward withdrew his substitute motion and Mrs. Strong withdrew her previous motion.

Mrs. Strong moved that CDA Letter #11 be sent to the City Planning Commission in support of Albina Contractors Association and affirmative action. Seconded. Motion Carried.

Mr. Ford stated that he was concerned about the defunding of ACA.

Mr. Ford moved that the Executive Board recommend to the full Citizens Planning Board to reopen the negotiations of funding for fiscal year 1974-75 and refer it back to the Budget Review Committee. Seconded. Motion Carried.

Meeting adjourned at 8:35 p.m.



# portland model cities

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

288-8261

## EXECUTIVE BOARD MEETING April 23, 1974

The Executive Board meeting was called to order by the Chairman, Mr. Gregg Watson.

The following Board members were present or arrived before the meeting adjourned:

Marlene Bayless	Kay Toran
Dick Celsi	Harry Ward
Charles Ford	Gregg Watson
Opal Strong	

The following Board members were absent:

James Loving	Burnett Austin
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The following guests were present:

Claudia Powers	Chuck Olsen
Les McKants	Tom Kennedy
Andrew Smith	Eugene Jackson
Don Silvey	Annie Whitlow

The following staff was present:

Phil Eggert	Al Jamison
Gail Myers	Michael Henniger

Mr. Watson gave background information on the Boise request to open the entire Boise-Humboldt area to housing rehabilitation.

Mr. Olsen, PDC, stated that since the Citizens Planning Board meeting, PDC met with the Boise-Humboldt Coordinating Committee and the Boise Executive Board and discussed the material that was supplied to the Board through the Model Cities Office pertaining to the Boise-Humboldt Area. The Boise-Humboldt Committee voted in the affirmative to accept the presentation.

Mr. Watson asked if it was included in the proposal and it will stay in the proposal?

Mr. Olsen replied that this was correct.

Mrs. Strong asked if more people would be hired at the Boise-Humboldt Site Office, since she is not satisfied with the current staff performance.

Mr. Tom Kennedy responded that PDC is trying to function with the existing staff and the City has established that staff must be kept to the very minimum.

There was further discussion on Area Three (3) in Boise-Humboldt.

Mr. Watson asked Mr. Silvey to relate to the complaints received by the PDC on Housing Rehabilitation.

Mr. Silvey gave explanation and responded that there are definite flaws in the program, but the program is initially good.

Mr. Watson referred to the case of Mrs. Annie Whitlow. Mr. Kennedy replied that PDC is not at liberty to discuss Mrs. Whitlow's case because legal proceedings are now in progress against PDC, Model Cities, and HUD.

Mr. Henniger stated that if he gets a complaint he notifies Mr. Silvey. He then asks Mr. Silvey for a memorandum of the disposition when it is through.

Mrs. Strong asked if the case goes to court and it is at the owners expense, what happens if they cannot afford to pay for it?

Mr. Silvey responded that they have not had any go to court but legal aid does offer some assistance.

After further discussion Mr. Ward moved that a Review Board be appointed, made up of Citizens Planning Board members, not less than three (3) nor more than five (5) to hear any complaint registered with PDC, that results from a rehabilitation project. Seconded. Motion Carried.

Mr. Watson referred to the request from the Albina Contractors Association President, Mr. John Craig.

Mr. Jackson stated that he must have ample time to draw up a proposal



between Albina Contractors Association and the Portland Development Commission.

Mr. Watson stated that if Mr. Jackson would put together a proposal by April 30, 1974, he would be allowed time to make a short presentation to the Executive Board at that meeting. Mr. Jackson stated that this would be acceptable to him

Mr. Ford moved that when a grant or a loan is allocated in the Model Neighborhood, the area coordinator will inform the recipient of the procedures for abating housing rehabilitation complaints, which are available. Seconded. Motion Carried.

Mr. Celsi moved that the Executive Board accept the Fifth Action Year (5AY) NDP Plan as presented tonight, April 23, 1974. Seconded. Motion Carried. Opal Strong Abstained.

Meeting adjourned at 8:15 P.M.



# portland model cities

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5329 N.E. UNION AVENUE  
PORTLAND, OREGON 97211

288-8261

## EXECUTIVE BOARD MEETING APRIL 9, 1974

The meeting was called to order by the Chairman, Gregg Watson. The following Board members were present or arrived before the meeting adjourned:

James Loving	Dick Celsi
Gregg Watson	Harry Ward
Charles Ford	Opal Strong
Marlene Bayless	

The following Board members were absent:

Kay Toran	Burnett Austin
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Staff present: Edna Robertson  
Gail Myers  
Al Jamison

(A) Budgets: Mr. Watson stated that the Mayor had reviewed the budget and he said that he would not vote for the amended budget, until he received a transition plan for the phase out of Model Cities. He stated that they were working on a transition prospectus paper specifically stating how the transition plan can be developed.

After a limited amount of discussion Mr. Ford moved that the Executive Board support the transitional plan to be submitted to the Mayor. Seconded. Motion Carried.

Mrs. Bayless stated that Mr. Jason Boe would be meeting with all interested Board members concerning the Model Cities Program on Wednesday, April 10, 1974, at 12:00 Noon in the Model Cities Conference Room.

She also stated that Mr. James Redden and Mr. Robert Duncan will write letters in support of the Model Cities Agency.

(B) Working Committee Consolidation: Mr. Watson stated that somehow the Board had voted to send back the issue of Working Committee consolidation to the Neighborhood Organizations.

Mrs. Strong stated that she felt that it should be sent back to Neighborhood Organizations since participation comes from Neighborhood Organizations.

Mr. Celsi spoke in agreement to Mrs. Strong.

Mr. Watson explained that the Board will make the final decision. He has no authority to deal with Neighborhood Organizations. The Board only has jurisdiction over Working Committees and projects.

Mrs. Strong asked the director to look into the Ross B. Hammon Project and bring a report back to the Executive Board meeting on May 14, 1974, as she does not like the construction of the building.

After a short discussion the meeting was adjourned.

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288-8261

Executive Board Meeting  
March 26, 1974

The meeting was called to order by the Chairman, Gregg Watson.  
The following Board members were present or arrived before the  
meeting adjourned:

Burnett Austin  
Marlene Bayless  
Dick Celsi  
James Loving

Opal Strong  
Harry Ward  
Gregg Watson

The following Board members were absent:

Kay Toran

Charles Ford

Guests present were:

Betty Walker  
Juanita Jones

Ray Brewer  
Peter Wolmut

Staff present were:

Edna Robertson  
Al Jamison

Gail Myers

Mr. Watson explained that the Working Committee Chairmans were present to discuss the consolidation of Working Committees. The Chairman had recommended that Community Development Working Committee remain separate and the Citizens Participation Working Committee also remain as a separate entity. Employment, Education, and Recreation and Culture Working Committees would be combined as would Health, Social Services, and Law and Justice Working Committees.

It was the consensus of the Chairmen present to combine Working Committees.

There was some discussion on the combining of Community Development Working Committee and Employment Working Committee.

Mr. Celsi moved that the Executive Board accept the recommendation of the Working Committee and so recommend approval to the Citizens Planning Board. Seconded. Motion Carried.

Mr. Wolmut suggested that each Working Committee write a letter to the Citizens Planning Board stating how the various Working Committees function.

Mr. Watson asked that the letter be written to him within two weeks.

(B) Operation Step-Up: Mr. Watson stated that Operation Step-Up is scheduled to be relocating. Mr. Gomez, Director, was asked to attend the meeting but he is in Washington, D. C.

A letter dated March 15, 1974, was received from Operation Step-Up on March 20, 1974, stating that within the next two weeks Operation Step-Up will receive a notice asking that within the next thirty days they vacate the present premises. Operation Step-Up will relocate in the Model Neighborhood and Model Neighborhood Residents and agencies will be notified as soon as the move is to be made.

Mr. Clarence Harper, Vocational Counselor with Operation Step-Up, attended the meeting representing Mr. Gomez.

Mr. Ward asked if Mr. Harper has authority from Operation Step-Up or Mr. Nero to make decisions or commitments to the Citizens Planning Board or Model Cities Agency? Mr. Harper replied no, he did not. He stated that they were to be moving to the George Christian Electric Building, three doors down from the present location.

Mr. Ward asked why Operation Step-Up was moving?

Mr. Harper responded that since Operation Step-Up is not receiving any more funds from Model Cities it is necessary to move to smaller facilities and pay a lesser amount of rent.

Mrs. Bayless stated that as a member of the Operation Step-Up Advisory Board, had not been informed of the move until they received a letter a week and a half ago.

Mr. Harper stated that when Mr. Gomez returns there will be a detailed report concerning the relocation. Mr. Harper said that the Board is asking him questions that he cannot answer.

Mr. Ward asked if Model Cities is involved in the Maternal and Infant Care Project. Mr. Ward then stated several concerns regarding the relocation of the Maternal and Infant Care Project (M & I Project), to the Nero Industries Building.

Mrs. Robertson explained that she sits on the Maternal & Infant Care Board and no one in the Agency knew about the move. Dr. Penn had stated that he did not know where Operation Step-Up would be moving. Mrs. Robertson contacted Mr. Jamison and Mr. Peck and they did not know anything about the move. She asked Dr. Penn to contact Mr. Loving, Chairman of Boise, because Operation Step-Up is located in the Boise Area, and she then informed Mr. Watson that the situation should be dealt with immediately.

Mr. Loving spoke in favor of the Maternal & Infant Care's relocation and the moving of Operation Step-Up.

Mr. Loving moved that Operation Step-Up be granted contract changes, whenever they are submitted, for the purpose of moving next door, in order that they continue Operation Step-Up for a three month period. Seconded. Motion Carried. Mr. Ward opposed.

There was further discussion on the Maternal and Infant Care Project.

Mr. Ward moved that the Executive Board recommend to the Citizens Planning Board to rescind its action on the Maternal & Infant Care Project, that was taken at the last Citizens Planning Board meeting of March 19, 1974, and open the matter up again for total reconsideration. Motion died for lack of second.

A memorandum was passed to the Executive Board which was from Bill Oberhue to Ira Blalock, asking that Blalock sign off on the hiring of Model Cities staff.

Mr. Loving stated that the memo entirely circumvents the Model Cities Program. Mr. Loving then moved that the Executive Board notify the existing Commissioner that the Model Cities Program is responsible only to the Commissioner in-charge, and we should not have to give an accountability to any other Bureau head. Seconded. Motion Carried.

Meeting adjourned at 7:30 P.M.

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5329 N.E. UNION AVENUE  
PORTLAND, OREGON 97211

288-8261

Executive Board  
March 12, 1974

The meeting was called to order by the Chairman Mr. Gregg Watson. The following Board members were present or arrived before the meeting adjourned:

- |                 |              |
|-----------------|--------------|
| Burnett Austin  | James Loving |
| Marlene Bayless | Opal Strong  |
| Dick Celsi      | Harry Ward   |
| Charles Ford    | Gregg Watson |

The following Board members was absent:

Kay Toran

The following staff were present:

- |                |            |
|----------------|------------|
| Edna Robertson | Al Jamison |
| Gail Myers     |            |

(A) Yaun and Acheson Houses: Mr. Jamison gave background information on the Yaun and Acheson Houses, stating that Yaun Center was funded by Model Cities and they in turn sub-contracted to Acheson House, loaning them funds to operate on. Yaun Center is now requesting that Acheson House repay the loan and Acheson House is no longer in operation.

Mr. Loving stated that there is no excess money in terms of funding more programs. Mr. Jamison read a letter from Rev. Sam Johnson regarding Acheson House and Yaun Center.

Mr. Ward moved that the Executive Board not honor the request of Yaun Center and Acheson House. Seconded. Motion Carried. Charles Ford and Dick Celsi Abstained.

There was further discussion on this issue.

\*Vote on Motion.

(B) HELP Grant: Mr. Watson stated that regarding Mr. Ward's motion taking money from the HELP Grant and putting it in the HRP Program, there had been some new developments. Mr. Watson explained that the initial thinking was that the HRP Program started with \$198,000 for 1973-74. It was then thought that they would have enough money to run until June and then continue for six (6) months. Then getting with Mr. Henniger we found out that there would be no carry over dollars and those carry over dollars would run out.

Mr. Watson asked if the Executive Board should wait until June and give HRP \$79,650 or give them \$50,000 now plus the \$79,650 in June?

Mrs. Bayless asked if the funds could be transferred now. Mr. Henniger replied yes.

Mr. Loving stated that the Board moved \$50,000 into HRP and he asked Mr. Watson if he was suggesting that we take the \$50,000 and put it back in HELP for the time being.

Mr. Watson stated that it was the Board's policy to not increase any budgets.

After further discussion Mr. Ford moved to table the action of transferring money from the HELP Program into HRP until the special Board meeting tonight, March 12, 1974. Seconded. Motion Carried. James Loving Abstained.

Mr. Ford asked about the management plan which was mentioned previously.

Mr. Watson stated that the motion was to pursue a management plan. The full Citizens Planning Board did not take action on that plan. With the political changes that have been made, we met with Mr. Jordan today and if things go the way they are directed, it is very possible that the new Commissioner may have charge of the Bureau of Human Resources and Model Cities. In that case we would have a new approach.

Mr. Watson stated that Sol Peck, Health Planner, has informed him that the Family Residency Training Program has already been approved according to the regional representative.

Mr. Loving responded that he did not feel it had been approved, as of yet, because it has not come before the CHPA Board, of which he is a member.

Mr. Watson read some remarks made by Mr. Simpson at the previous Board meeting regarding NPO's and DPO's.

Meeting adjourned at 7:15 p.m.



EX BIA

Executive Board Meeting

March 12, 1974

- (1) Yaun - Acheson House
- (2) HELP Grant Transfer

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5329 N.E. UNION AVENUE  
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288-8261

## Executive Board Meeting February 26, 1974

The Executive Board meeting was called to order by the Chairman Gregg Watson. The following Board members were present or arrived before the meeting adjourned:

Burnett Austin  
Marlene Bayless  
Dick Celsi  
Charles Ford  
James Loving

Opal Strong  
Kay Toran  
Harry Ward  
Gregg Watson

Guests: Gary Stout, Office of Planning and Development  
Eugene Jackson, Albina Contractors Association  
John Coldesenia, HUD

Staff: Edna Robertson  
Gail Myers  
Al Jamison

Mr. Watson stated that Model Cities has an item on City Council agenda regarding staff positions of an Evaluation Specialist, Accounting Assistant, and Physical Specialist I. The CPB has already allocated dollars for staff persons until June 30, 1974.

Mr. Watson explained a Management Plan which several Board members were aware of. He asked for a recommendation to make to the full CPB.

Mr. Ward moved that we pursue a Management Plan with the City.  
Seconded. Motion Carried.

Mr. Loving asked why ACA is coming to the Board? Mr. Watson replied that ACA wanted the Board to take another look at not funding them at all and reconsider that.

Mr. Watson explained to the Board that Monday at the Management Services Committee meeting of the City, Mr. Rogers, Mr. Jamison and Mr. Watson were present. The Committee was looking at some of our programs. They recommended that we identify within our budget \$50,000 savings in administration.

They felt that those dollars could be reprogrammed at a later time.

Mr. Watson stated that they did this and went back this morning, (2-26-74).

Gary Stout, Office of Planning and Development: Mr. Watson stated that Mr. Henniger submitted a report on our Physical dollars. At the present time we are looking at Media, where we have a commitment for \$30,000, July through December, 1974. Housing Repair Program, commitment of \$79,000; HELP Grant, carryover of \$50,000 for six month period, we initiated the program with \$113,914. Union Avenue Redevelopment Program commitment of \$50,000; Neighborhood Facility, originally \$505,000, it is now down to \$402,000; Relocation, trying to reprogram into projects, \$100,000. Contractors Management Program has run out of money and no new money is to be awarded to that particular project.

Mr. Watson gave brief background information on Mr. Henniger's recommendations. Mrs. Strong asked why it is taking the HELP grant so long to get off the ground? Mr. Henniger replied that inflation hurt the cost of the programs, and low-income families just cannot afford the loans at this time.

Mr. Ward asked if it was possible to move some money from HELP to HRP? Mr. Watson replied yes, if the Board agrees to it.

Mrs. Strong asked if the Board could take half of the money in HELP and put it in HRP? Mr. Celsi questioned the Chairman if the Budget Review Committee had taken a look at this item?

Mr. Loving responded no, the Budget Review Committee hasn't reviewed it and it is not necessary for this particular item.

Mr. Ward moved that \$75,000 be transferred from HELP to HRP Project which leaves \$28,000 in the HELP Program. Seconded. Motion later withdrawn.

Mr. Ward withdrew his previous motion and moved that \$50,000 be transferred from the HELP Grant to the HRP Program and leave the balance in the HELP Grant. Seconded. Motion Carried.

Mr. Watson asked for Mr. Stout's perspective on some of the physical programs. Mr. Stout responded that he didn't really understand the details of the HRP Program. Mr. Stout stated that he is ready to recommend to City Council that Union Avenue be continued out of general funding. Mr. Watson asked if there was a level of funding that he was recommending?

Mr. Stout stated that he had dropped back to \$32,000 from \$50,000, and the planning staff will be made available.

Mr. Watson asked what happens if City Council doesn't approve the \$32,000 request?

Mr. Stout stated that if it is not approved it will be a loss to a certain extent.

Mr. Watson asked when Model Cities considers our programs for physical funding, where are you in the cycle of consideration?

Mr. Stout replied that my budget is already gone in; but I could accept amendments to the budget.

After further discussion Mr. Watson thanked Mr. Stout for taking the time to come to the Executive Board.

Albina Contractors Association (ACA), Eugene Jackson: Mr. Watson stated that ACA is asking for reconsideration of their program for continued funding. Mr. Watson explained that since ACA come to the Board last time the Board had some definite concerns about ACA.

Mr. Jamison read a position paper from ACA in regard to the progress ACA has made over the last few months.

Mr. Jackson explained that at that time ACA was having a number of difficulties, and he expressed that things have changed. Mr. Jackson then proceeded to give background information on ACA.

Mrs. Toran asked Mr. Jackson how much money ACA is requesting? Mr. Jackson replied \$40,000, for June 1974, through December, 1974.

Mr. Austin asked if members pay dues? Mr. Jackson replied yes, \$20 per month from 20 members, plus a 1% assessment.

Mr. Watson reiterated that we are at a point of prioritizing our programs. The Board selected the Programs which they would like to continue. ACA was not one of the programs prioritized. We have allocated our dollars to those prioritized programs.

Mr. Loving stated that based on what Mr. Watson is saying in terms of what the Board has done at this point, as Chairman of the Budget Review Committee at my last Budget meeting, we had, there was no additional dollars. Mr. Loving asked that it be referred to the Budget Review Committee for final disposition.

Mr. Loving stated that he had to attend another meeting but he wanted the Board to know that he was very concerned about the CP Budget and the recommendation submitted to us from the Mayor's Office. He asked that the CP Budget be dealt with at a later date when he could be present.

Mrs. Toran moved that the Budget Review Committee reconsider ACA with input from the Evaluation Committee and make a recommendation to the Executive Board. Seconded. Motion Carried.

Citizens Participation Budget: Mr. Watson stated regarding the Citizens Participation Budget (CP) that the Mayor looked at the CP budget which we had applied for, for \$111,000, which was 77% of last years budget. The Mayor felt that it should be decreased \$50,000, or reduce it down to \$69,200.

Mrs. Robertson stated that the budget before you is one that the director told me to breakdown from \$111,000 to \$69,200, and fringe benefits and vacation accrual are not computed since we do not have a controller at this time.

Mr. Ward stated that CP involves much more than any other program. Mr. Watson indicated that the Mayor stated that this money from CP would be available for reprogramming. This will go before City Council tomorrow.

Mr. Ward stated that it was his understanding that any action that this Board takes where they feel the need exists, then the City should approve it. They have gone beyond that, not only are they not approving but they are telling us how to do it. We have set down the need for this program. I don't see how CP can operate on \$69,200.

Mrs. Bayless asked Mrs. Robertson how she felt about the revised budget.

Mrs. Robertson replied that CP cannot function as far as the staff that is there. The Citizens Participation Working Committee should also have input into the revised budget before it goes to City Council.

After extensive discussion Mr. Celsi moved that the Executive Board express its dissatisfaction with the projected budget changes and inform City Council that we are not in accordance with the budget for Citizens Participation. Seconded. Motion Carried. Kay Toran abstained.

Meeting adjourned at 8:00 p.m.

Wt

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board



# portland model cities

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

288-8261

## Executive Board Meeting February 26, 1974

The Executive Board meeting was called to order by the Chairman Gregg Watson. The following Board members were present or arrived before the meeting adjourned:

Burnett Austin  
Marlene Bayless  
Dick Celsi  
Charles Ford  
James Loving

Opal Strong  
Kay Toran  
Harry Ward  
Gregg Watson

Guests: Gary Stout, Office of Planning and Development  
Eugene Jackson, Albina Contractors Association  
John Coldesenia, HUD

Staff: Edna Robertson  
Gail Myers  
Al Jamison

Mr. Watson stated that Model Cities has an item on City Council agenda regarding staff positions of an Evaluation Specialist, Accounting Assistant, and Physical Specialist I. The CPB has already allocated dollars for staff persons until June 30, 1974.

Mr. Watson explained a Management Plan which several Board members were aware of. He asked for a recommendation to make to the full CPB.

Mr. Ward moved that we pursue a Management Plan with the City.  
Seconded. Motion Carried.

Mr. Loving asked why ACA is coming to the Board? Mr. Watson replied that ACA wanted the Board to take another look at not funding them at all and reconsider that.

Mr. Watson explained to the Board that Monday at the Management Services Committee meeting of the City, Mr. Rogers, Mr. Jamison and Mr. Watson were present. The Committee was looking at some of our programs. They recommended that we identify within our budget \$50,000 savings in administration.

They felt that those dollars could be reprogrammed at a later time.

Mr. Watson stated that they did this and went back this morning, (2-26-74).

Gary Stout, Office of Planning and Development: Mr. Watson stated that Mr. Henniger submitted a report on our Physical dollars. At the present time we are looking at Media, where we have a commitment for \$30,000, July through December, 1974. Housing Repair Program, commitment of \$79,000; HELP Grant, carryover of \$50,000 for six month period, we initiated the program with \$113,914. Union Avenue Redevelopment Program commitment of \$50,000; Neighborhood Facility, originally \$505,000, it is now down to \$402,000; Relocation, trying to reprogram into projects, \$100,000. Contractors Management Program has run out of money and no new money is to be awarded to that particular project.

Mr. Watson gave brief background information on Mr. Henniger's recommendations. Mrs. Strong asked why it is taking the HELP grant so long to get off the ground? Mr. Henniger replied that inflation hurt the cost of the programs, and low-income families just cannot afford the loans at this time.

Mr. Ward asked if it was possible to move some money from HELP to HRP? Mr. Watson replied yes, if the Board agrees to it.

Mrs. Strong asked if the Board could take half of the money in HELP and put it in HRP? Mr. Celsi questioned the Chairman if the Budget Review Committee had taken a look at this item?

Mr. Loving responded no, the Budget Review Committee hasn't reviewed it and it is not necessary for this particular item.

Mr. Ward moved that \$75,000 be transferred from HELP to HRP Project which leaves \$28,000 in the HELP Program. Seconded. Motion later withdrawn.

Mr. Ward withdrew his previous motion and moved that \$50,000 be transferred from the HELP Grant to the HRP Program and leave the balance in the HELP Grant. Seconded. Motion Carried.

Mr. Watson asked for Mr. Stout's perspective on some of the physical programs. Mr. Stout responded that he didn't really understand the details of the HRP Program. Mr. Stout stated that he is ready to recommend to City Council that Union Avenue be continued out of general funding. Mr. Watson asked if there was a level of funding that he was recommending?

Mr. Stout stated that he had dropped back to \$32,000 from \$50,000, and the planning staff will be made available.

Mr. Watson asked what happens if City Council doesn't approve the \$32,000 request?

Mr. Stout stated that if it is not approved it will be a loss to a certain extent.

Mr. Watson asked when Model Cities considers our programs for physical funding, where are you in the cycle of consideration?

Mr. Stout replied that my budget is already gone in; but I could accept amendments to the budget.

After further discussion Mr. Watson thanked Mr. Stout for taking the time to come to the Executive Board.

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Mr. Jamison read a position paper from ACA in regard to the progress ACA has made over the last few months.

Mr. Jackson explained that at that time ACA was having a number of difficulties, and he expressed that things have changed. Mr. Jackson then proceeded to give background information on ACA.

Mrs. Toran asked Mr. Jackson how much money ACA is requesting? Mr. Jackson replied \$40,000, for June 1974, through December, 1974.

Mr. Austin asked if members pay dues? Mr. Jackson replied yes, \$20 per month from 20 members, plus a 1% assessment.

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Mr. Loving stated that based on what Mr. Watson is saying in terms of what the Board has done at this point, as Chairman of the Budget Review Committee at my last Budget meeting, we had, there was no additional dollars. Mr. Loving asked that it be referred to the Budget Review Committee for final disposition.

Mr. Loving stated that he had to attend another meeting but he wanted the Board to know that he was very concerned about the CP Budget and the recommendation submitted to us from the Mayor's Office. He asked that the CP Budget be dealt with at a later date when he could be present.

Mrs. Toran moved that the Budget Review Committee reconsider ACA with input from the Evaluation Committee and make a recommendation to the Executive Board. Seconded. Motion Carried.



Citizens Participation Budget: Mr. Watson stated regarding the Citizens Participation Budget (CP) that the Mayor looked at the CP budget which we had applied for, for \$111,000, which was 77% of last years budget. The Mayor felt that it should be decreased \$50,000, or reduce it down to \$69,200.

Mrs. Robertson stated that the budget before you is one that the director told me to breakdown from \$111,000 to \$69,200, and fringe benefits and vacation accrual are not computed since we do not have a controller at this time.

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Mr. Ward stated that it was his understanding that any action that this Board takes where they feel the need exists, then the City should approve it. They have gone beyond that, not only are they not approving but they are telling us how to do it. We have set down the need for this program. I don't see how CP can operate on \$69,200.

Mrs. Bayless asked Mrs. Robertson how she felt about the revised budget.

Mrs. Robertson replied that CP cannot function as far as the staff that is there. The Citizens Participation Working Committee should also have input into the revised budget before it goes to City Council.

After extensive discussion Mr. Celsi moved that the Executive Board express its dissatisfaction with the projected budget changes and inform City Council that we are not in accordance with the budget for Citizens Participation. Seconded. Motion Carried. Kay Toran abstained.

Meeting adjourned at 8:00 p.m.

*from  
Dir  
Office*

# HOUSE MEMORANDUM

DO NOT GIVE VERBAL ORDERS — USE THIS FORM

*Date* February 1, 1974

**TO** Gail Myers/Edna Robertson

**Subject:** Cancellation of CPB Meeting/February 5, 1974

Gail, please see that the following letter is mailed today to the CPB members and the people shown on the attached two pages:

"CPB meeting for February 5th, has been cancelled at the request of the Chairman. You will <sup>be</sup> notified when the meeting date has been re-scheduled.

*G.C.W.*  
Gregg Watson

224-1197  
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# portland model cities

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

288-8261

## Budget Review Committee - Executive Board February 6, 1974

The meeting was called to order by the Chairman Gregg Watson. The following Board members were present:

Burnett Austin  
Marlene Bayless  
Dick Celsi  
Charles Ford  
James Loving  
Opal Strong

Kay Toran  
Harry Ward  
Gregg Watson  
Bob Rogers  
James Bucciarelli

Al Jamison  
Edna Robertson  
Gail Myers  
Gary Holliday

Mr. Watson gave background information on the application submitted by the Human Resources Bureau for Model Cities Projects. Mr. Watson went over the allocations for the projects. The additional dollars have brought the programs to the level that they were at last year.

Mr. Jamison stated that it is doubtful that the Bureau will receive the amount of money they want through City Council.

Mr. Watson stated that Mr. Holliday felt that the Bureau might possibly get 50% of the amount requested. Mr. Loving stated concern about who would operate these programs if the Bureau puts in funds also.

After further discussion Mrs. Toran moved that we ratify the plan submitted to the Executive Board and Budget Review Committee by Ira Blalock. Seconded.

Mr. Ward moved an amendment to state "with a contract for continued operation of Model Cities Programs by the Citizens Planning Board through December 31, 1974. Seconded.

Mrs. Toran accepted the amendment.

Mrs. Toran's full motion reads: "Mrs. Toran moved that we ratify the plan submitted to us by Ira Blalock with a contract for continued operation of Model Cities Programs by the Citizens Planning Board through December 31, 1974. Seconded. Motion Carried.

Mr. Watson announced that the Articles of Incorporation have been completed and filed with the State of Oregon.

*See Aug 7, 1974*  
Mr. Watson explained that there was a request from the Health Working Committee to support their efforts in seeking funds for health in the Model Neighborhood. They are meeting tomorrow with Multnomah County Commissioners in reference to the Multi-Service Center Medical and Dental Clinics.

Mr. Watson presented a plan to combine the eight (8) Working Committees. Mr. Loving moved that Law and Justice Working Committee, Employment Working Committee and Community Development Working Committee be combined into one Committee; Health Working Committee, Social Service Working Committee, Recreation and Culture Working Committee, and Education Working Committee be combined into one Committee and Citizens Participation be left as a separate entity. Seconded. Motion Carried. Charles Ford opposed.

Mrs. Robertson stated that the Committees either had to be deleted or combined because of lack of participation. Further discussion ensued.

Mr. Watson stated that there was a request from the Eliot Neighborhood Association for traffic signalization in their neighborhood.

Mr. Loving moved to approve the request for traffic signalization for the Eliot Neighborhood Association. Seconded. Motion Carried.

The discussion concerning Albina Art Center was off the record as requested by Mr. Watson and Mrs. Strong.

Mr. Loving recommended that we draft a letter to the Albina Art Center Board indicating that we are aware of their problems and we hope that they would get their house in order in the near future as soon as possible, and that our Board representative on the Albina Art Center Board and Evaluation Department keep us informed of their proceedings for the next sixty (60) days.

Meeting adjourned at 8:10 p.m.

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# portland model cities

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

Executive Board Meeting  
January 22, 1974

The meeting was called to order by the Chairman, Mr. Gregg Watson. The following Board members were present or arrived before the meeting adjourned:

James Loving  
Marlene Bayless  
Gregg Watson  
Harry Ward

Kay Toran  
Opal Strong  
Charles Ford

The following Board members were absent:

Burnett Austin

The following staff was present:

Edna Robertson  
Gary Holiday  
Gail Myers

Guests present were:

Human Resources Bureau Staff  
Health Working Committee  
Multi-Service Center Medical and Dental Clinic Staff  
Dr. Goss, Mult. County Health Division  
Michael Opton, City Hall

Mr. Watson introduced Dr. Goss from the Multnomah County Health Division. Dr. Goss gave background information on the Multi-Service Center Medical and Dental Clinics.

Dr. Goss stated that they are in a position to go to the County Commissioners with a recommendation but they hope to continue the same County funding level as 1974. The funding will remain essentially the same.

Mr. Watson explained that the position of the Board is that they would put in 50% funding if the County would put in

the additional 50%, but now we are asking you to pick it up 100% from the agreement last year.

Dr. Goss replied that there was no such agreement.

Mr. Watson proceeded to state that they would have to continue along the lines of not funding at all. Mr. Watson asked if Dr. Goss had a developed package of what would be there without Model Cities dollars?

Dr. Goss replied no, not yet.

Mr. Watson stated that the fact that we are not putting dollars in at all doesn't close the door. The Health Working Committee may be able to put through a special request for funding.

Mr. Watson asked that Dr. Goss develop a package as to what would be at the Multi-Service Center, and bring that to the Health Working Committee.

Dr. Goss replied yes.

There was further discussion on the issue of the Medical and Dental Clinics at the Multi-Service Center.

(2) Human Resources Bureau - Ira Blalock, Director: Mr. Blalock stated that he would be concerned about the future of the Model Cities Program. He stated that it is essential to find out how Model Cities want to spend their money in the coming year. He explained that some type of communication needed to be established and the Human Resources Bureau also needs to know where you want to spend money and where are your most pressing needs and what kind of assistance can we be to you.

Mr. Blalock gave areas which he felt the Bureau could fund, i.e. Senior Adult Service Center, 4-C, Community Care, MARC, RETP and possibly Martin Luther King and AYOS.

Mr. Celsi stated that Model Cities anticipates a funding level close to half. You are giving the rest of the money to carry them to July. What does that do in terms of our budget?

Mr. Blalock replied that Model Cities should go ahead and budget programs for a half year.

Mr. Watson asked if that means that the Bureau takes over our programs. Are we out of it as a Model Cities Agency, January 1, 1975.

Mr. Blalock responded that the Bureau doesn't contemplate separating programs directly. Senior Adult Service Center would continue to have the same relationship to the Commission on Aging.

Mr. Watson asked for written documentation on the HRB budgets.

Page 3/Continued

After further discussion Mr. Loving moved that we table complete ratification of this recommendation at this time, until we receive complete documentation in writing from the Human Resources Bureau in conjunction with the Citizens Planning Board. Seconded. Motion Carried.

Regarding the confidential discussion at the end of the Executive Board meeting, the following actions were made:

Mr. Loving moved that the Executive Board of the Citizens Planning Board recommend to City Council that Mr. Elvin Roberts be suspended until vindicated by the Courts. Motion died for lack of second.

Mrs. Bayless moved that the Executive Board empower the Chairman to make an investigation to see whatever information needs to be necessary and act in our behalf. Seconded. Motion Carried.

Meeting adjourned at 8:15 p.m.





# portland model cities

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

Executive Committee - Budget Review Committee  
January 16, 1974

The meeting was called to order by Gregg Watson, Chairman.  
The following Board members were present or arrived before  
the meeting adjourned:

Executive Board

Gregg Watson  
Harry Ward  
Opal Strong  
Dick Celsi  
James Loving

Budget Review Committee

James Loving

The following Board members were absent:

Executive Board

Burnett Austin  
Charles Ford  
Marlene Bayless  
Kay Toran

Budget Review Committee

James Bucciarelli  
Robert Rogers  
Kay Toran  
Jan Childs

Guests

Hildress Benson, Citizens Participation Working Committee  
Brozie Lathan, Citizens Participation Working Committee  
Al Green, Citizens Participation Working Committee  
Al Jamison

Staff

Elvin D. Roberts  
Edna M. Robertson  
Gail L. Myers

Mr. Roberts distributed the budgets for CDA ( Administration, Evaluation, and Citizens Participation)

Mr. Watson stated that the Budget Review Committee met last Friday night and reviewed the budget package. Mr. Watson stated that in regards to the Information Systems-Evaluation budget, the Committee moved to approve the budget at \$96,596 with the understanding that there was \$25,885 surplus.

The Committee moved to accept the budget submitted by the

Citizens Participation Working Committee and staff for \$111,721, with the transfer of a Planning Assistant from the Social Department to the Citizens Participation Department if the situation arises.

The Committee then pulled out \$5,500 from the Information Systems-Evaluation Budget to extend the position of Accounting Assistant in the Administrative Budget.

Mrs. Strong asked if they were transferring someone from Evaluation to CP? Mr. Watson stated no, if it is necessary they will move someone from Social to CP.

Mrs. Benson stated that there is supposed to be a petty cash fund is it under miscellaneous expenses? Mr. Roberts response was that petty cash is never in a budget. It is an advance to what your expenditures might be. Petty cash is not itemized in a budget.

Mr. Loving agreed with Mrs. Benson and reiterated that it is time for a new policy. We need petty cash on hand, available somehow, for the Citizens Participation Component, \$50 to \$100 available at all times.

Mr. Roberts explained that if CP feels they want petty cash we will have to petition the City and go before City Council.

Mr. Loving stated that a resolution should be drafted to submit to the Citizens Planning Board and then submit it to City Council for ratification. Mr. Watson asked where the resolution should begin? Mr. Loving replied at the Citizens Participation Working Committee. Mr. Watson then requested that the Citizens Participation Working Committee prepare a statement in regard to petty cash.

There was further discussion regarding petty cash in the Citizens Participation Department.

Mr. Ward stated that CP is the most important part of the hole program. He stated that he has yet to see an evaluation on CP.

Mrs. Robertson responded that an evaluation had been done on CP. The last time CP was evaluated Mr. Patton, Mr. Loving and myself were asked questions. Then evaluation went out and evaluated our input and output.

Mrs. Strong moved that the budget as it is presented for Administration, Information Systems-Evaluation, and Citizens Participation Components be approved. Seconded. Motion Carried.

Mr. Ward moved that no action be taken on the \$13,134 unallocated funds until it goes through the Budget Review Committee and Evaluation Committee. Seconded. Motion Carried.

Mr. Loving requested the Chairman to bring the Executive Board up-to-date on the latest activities in terms of the new director coming on Board.

Mr. Watson replied that the number one candidate would be meeting with the Mayor on Monday, January 21, 1974, and a final decision will be made on Monday.

Meeting adjourned at 8:00 P.M.

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board



# portland model cities

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

## Executive Board Meeting January 8, 1974

The meeting was called to order by the Chairman Gregg Watson. The following Board members were present or arrived before the meeting adjourned:

Marlene Bayless	Kay Toran
James Loving	Charles Ford
Gregg Watson	
Dick Celsi	

The following Board members were absent:

Opal Strong	Harry Ward
Burnett Austin	

### Guests

Mary Pedersen	Art Stubbs
John Coldesenia	

### Staff

Elvin Roberts  
Edna Robertson  
Gail Myers

Mr. Watson introduced Ms. Mary Pedersen, who is Coordinator for the District Planning Organizations (DPO).

Mr. Watson announced that the DPO Ordinance would go before City Council on January 17, 1974. Ms. Pedersen gave background information on the history of DPO's. The Ordinance has to go back to the City Attorney so he can edit it for style.

Mr. Watson asked what the make up of the DPO Board was and what are the regulations for the Board. Ms. Pedersen replied that the first step is for Neighborhood Organizations to ask for recognition.

Mr. Watson asked if each neighborhood will be recognized. Ms. Pedersen stated yes. Ms. Pedersen then referred to the formation of the DPO Boards.

Mr. Watson asked if each Neighborhood Organization will have a DPO Board. Ms. Pedersen response was that each set of Neighborhood Organizations will have a DPO Board.

Mr. Watson asked who would do the planning? Ms. Pedersen stated that the Neighborhood Organization will do the planning. The City cannot force a Neighborhood Organization to become a district.

Ms. Pedersen stated that there is a difference between a district and a District Planning Board.

Ms. Bayless asked if the City Council would have to ratify that district or area as suitable for a district planning board.

Mr. Watson asked if there is a vehicle that could represent more than one district.

Ms. Pedersen replied that the Task Force considered a Board with one representative from each area, but a part from the Neighborhood Organization.

Mr. Loving asked who is to say that three to four neighborhoods are not suitable for planning or are suitable for planning.

Ms. Pedersen stated that whether or not the people in the district want to do their own planning or not.

Mr. Loving wanted more definitive guidelines before submitting applications for recognition.

Mr. Celsi stated that at the workshop it was the consensus of all participants that they supported the ordinance as proposed.

After further discussion Mr. Celsi moved to support the action of the Model Cities Workshop which took place on January 5, 1974, and recommend that the Citizens Planning Board send a representative to the City Council hearing on the 17th of January in support of the proposal with the changes that were recommended at that Workshop. Seconded. Motion Carried. 4 favor. Charles Ford opposed.

Mr. Art Stubbs, Chairman of Southeast Uplift Board (SEUL) stated that SEUL had a lot of concerns regarding the DPO Ordinance. He explained that SEUL will be meeting on January 15, 1974, at 7:00 P.M. to discuss their position on the DPO Ordinance. He asked that the Citizens Planning Board send a representative to that meeting.

Mr. Watson replied that the Citizens Planning Board would send a representative to the SEUL meeting but he asked that

the Citizens Planning Board representative be back to the CPB meeting no later than 8:30 p.m. to report and give input from the SEUL meeting.

Mrs. Toran asked what Mr. Stubbs was against. Mr. Stubbs replied that he was not against the concept, but he was against the Ordinance.

Mr. Watson asked Mr. Coldesenia to share with the Board the budget passed at the last meeting.

Mr. Coldesenia replied that the budget was made with the past knowledge of the CDA. The amount of money you will receive will be mailed tomorrow (January 9) and you will receive it Thursday (January 10).

Concerning the Articles of Incorporation, Mr. Coldesenia stated that HUD's attorney look at it and it is HUD's feeling that this appears to be something the Citizens Planning Board would be doing individually. HUD doesn't have any concern over the incorporation.

Mr. Watson explained that the Articles of Incorporation would be going to the Citizens Planning Board on January 15, 1974, for ratification by our organization to move ahead and incorporate as a separate entity, CPB Inc.

Mr. Watson asked Mr. Coldesenia about the E.J. Baskett case and HUD's opinion regarding their position.

Mr. Coldesenia stated that they have not received enough information to determine their position.

Mr. Watson stated that the case is still pending and the Executive Board needed to make a decision. Mr. Roberts stated that staff is not aware to much of what is going on. Mrs. Bayless asked what the figure was?

Mr. Watson replied \$1,800. It was later stated that the figure was half of the \$1,800, which would be \$900.

Mr. Ford moved that we recommend to the Citizens Planning Board that we increase Mr. Baskett's contract with the City. Seconded. Motion Carried.

Mr. Loving asked where we would get the money if it came out of the Model Cities budget?

Mr. Roberts replied he would put it in a certain category, Cascade College, but he has no recommendations as to where they would get the funds.

\*Vote on Motion.

Mr. Loving stated that it was requested at the last CPB meeting by Charles Ford from the Budget Review Committee, which in turn request Mr. Roberts to submit to the Budget Review Committee an itemized list of the people on loan to the Bureau or at the City level.

Mr. Roberts replied that as he indicated at the last Board meeting there is no list to compile. There has not been since July 1, 1973, any person on loan to the Bureau.

We do have one individual at the Bureau who is on our payroll, however, he is not being paid from our payroll. He is being paid through a special grant, Patrick Borrunda. He is on our payroll because he is on loan to the Bureau and he might come back.

Mr. Loving replied that he would like to have the report in documentation to him so he may give the report to the total Board.

Mr. Loving indicated that he is still hung up on the administrative budget, especially in the areas of evaluation. He still doesn't understand the rationale of spending \$140,000 for evaluation when we are closing out a program as opposed to CP, which is the nucleus of this organization and which is getting the crumbs. The CP budget is way down and below par. Even with the additional \$10,000 allocated to a special area in the budget.

Mr. Loving moved that the CP budget be allocated an additional \$10,000, making the total figure of new monies \$20,000, and the additional \$10,000 to come out of the reserve of \$45,000 which is laying in abeyance in the administrative budget. Motion died for lack of second.

Mr. Watson spoke in reference to the motion. One of the things that is pending in our CP Department is the fact that in some of our other projects and agencies they have the availability to go outside and pickup additional resources for funding.

CP is a separate entity from CDA but included in the total package of CDA. It does not have the power to go outside and pickup anything more then the additional 40%.

Mr. Loving is saying that there is no way CP can pick-up any additional funds other than what we are giving them.

Mr. Celsi stated that he felt that it should go to the Budget Review Committee and look at the situation. The Budget Review Committee should reevaluate the CP component.

Mr. Loving stated that the 40% allocation to the CP component only came to \$59,000. The majority of that money is for staff, \$50,000 of the \$59,000 is for staff. There is \$9,000 left to put together things for citizens reimbursement, leaflets, fliers, etc. How far can you go with \$9,000.

Mr. Loving stated that there was no need for him to be sitting on all these committees if they were not going to accept his recommendations and input.

Mr. Loving stated that the motion was alluding to money laying in abeyance.

Mr. Ford stated that the Executive Board needs to come up with some type of budget. Mr. Watson asked if the Budget Review Committee could be given the chance to speak to the Executive Board about increasing or decreasing the budget.

Mr. Loving agreed with Mr. Watson.

Mr. Loving stated that in terms of administration's budget he would like to see how Mr. Roberts will allocate monies within the three areas of administration, physical and social, in terms of depreciation of staff, who you intend to maintain and who you intend to let go in order to fit within the budget. He would like to see a categorical itemized list.

Mr. Roberts stated that all of that will be presented to the Budget Committee at their next meeting.

Mr. Coldesenia explained to the Executive Board that the Evaluatio process can be beneficial to the Model Cities process.



Mr. Watson requested that the Budget Committee meet with the controller and come up with some recommendations regarding staff and line item computations.

Mr. Loving stated that he realized that evaluation is an essential part of the program, but, what bothers him about evaluation is, has HUD ever evaluated the evaluators?

Specifically the evaluators in this department and since we are closing out the program, it seems to me that more emphasis has been put on evaluation than the CP component. We have four or five evaluators down there and they haven't been doing anything the last three or four years so why do we have to maintain them at full staff for the last six months. I am proposing that they be cut 75%.

Mr. Watson stated that the Executive Board must begin to take a look at staff making the transition to city employment and also the situation, he is sure, is being reflected in the staff's morale and all these things need to be taken into consideration immediately.

Mr. Loving asked if they were saying that some staff will be dismissed before June 30, 1974, or are you talking about after June 30, 1974.

Mr. Watson stated that we are operating at about 100% of our 3AYE level. If we go beyond June 30, 1974, at 40% it appears that we will have to cut staff.

Mr. Loving asked if they were cutting staff prior to June 30, 1974.

Mr. Watson replied that they are not.

Mr. Roberts stated that even with the moratorium on firing there might be some exceptions to that case, where it would be brought to the Board prior to that person being dismissed, i.e., insubordination, gross neglect of duty, etc.

Mr. Watson stated that the Executive Board needed to meet with Mr. Roberts and staff and clear the air about where jobs are.

Mr. Ford asked if the records have been returned by Mr. Raubeson? Mr. Celsi responded that he thought the files that were taken were copies.

Mr. Watson replied some of it was, but there were some original copies.

Mr. Loving recommended that the Executive Board request the Acting Director, Mr. Roberts, to submit a letter to

Mr. Raubeson's superior and a copy to Commissioner Schwab indicating that Mr. Raubeson did not voluntarily return the items and see that Mr. Raubeson does so.

Mr. Coldesenia asked for a copy of the letter.

Meeting adjourned at 8:35 p.m.

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# portland model cities

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

## Executive Board Action

December 27, 1973

Present: James Loving  
Dick Celsi  
Kay Toran  
Burnett Austin  
Charles Ford  
Gregg Watson

Absent: Harry Ward  
Marlene Bayless  
Opal Strong

- (1) Mr. Celsi moved that the Executive Board recommend to the Board, in regard to that one-time project, that we put the Albina Health Care Center into Group 1 and fund them for a six (6) month budget of \$60,000 and that we reduce the 46% that was originally allocated to various programs to 40% to accommodate the \$60,000 needed for Albina Health Care Center. Seconded.  
\*Motion Carried. Kay Toran and Burnett Austin Opposed.
- (2) Mrs. Toran moved that we fund these programs at 40%, except for Mental Retardation, Martin Luther King, Albina Youth Opportunity School and Media. Seconded.  
Motion Carried.
- (3) Mr. Celsi moved that we fund Martin Luther King Scholarship Fund at \$18,000, Albina Youth Opportunity School at \$80,000, Media at \$30,000, and Mental Retardation at \$6,000. Seconded. Motion Carried.
- (4) Mr. Ford moved that the \$45,000 surplus be put back into the CDA budget and the Board set aside \$10,000 of the \$45,000 for the Citizens Participation Department. Seconded. Motion Carried.

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# portland model cities

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

Executive Board Meeting  
December 27, 1973

The meeting was called to order by the Chairman, Mr. Gregg Watson. The following Board members were present or arrived before the meeting adjourned:

James Loving	Burnett Austin
Dick Celsi	Charles Ford
Kay Toran	Gregg Watson

The following Board members were absent:

Harry Ward	Opal Strong
Marlene Bayless	

Staff which was present:

Gail Myers	Elvin Roberts
Andy Raubeson	Andrea Sharp

Guest: LeRoy Patton

Mr. Watson gave background information on the budget. He explained that the budget for 1974-75 had to be submitted to City Hall somewhere after January 3, 1974.

It has been stated publicly and informally that HUD is going to release to Region 10, X amount of dollars. We have broken that down to project that our dollars that we would receive would be around \$300,000. We also have some carryover money that we can realize from this years budget, if we can somehow control agency spending to ~~get~~ *help* us obtain \$460,000.

We have already submitted a base to work from. The base to work from came from the Evaluation Committee on a number of policy decisions.

Those policy decisions are (1) not to fund any new programs; (2) not to increase budgets of existing programs; (3) not to refund one shot programs.

The Budget Review Committee recommended allocations by priority. Mr. Patton asked regarding Senior Adult Service Center, are you saying that the \$78,000 is 46% of the previous years funding? What is the \$30,000.

Mr. Watson explained that the \$30,000 is what we foresee we can give the Senior Adult Service Center out of the \$460,000. Then if we receive funding from HUD they would receive an additional \$48,000 for a cumulative total of \$78,000.

Mr. Celsi asked where the 46% figure came from? Mr. Patton responded that it came out of the Evaluation Committee, Budget Review Committee meetings.

Mr. Watson stated that the programs were prioritized by the Evaluation Committee; the Budget Review Committee then took the recommendations of the Evaluation Committee and then fixed the budget allocations.

Mr. Ford asked for clarity and asked if they were speaking of the new monies from HUD that is still in limbo. Are they talking about the \$851,000.

Mr. Watson replied yes. Mr. Ford asked how they came up with the \$78,000 for the Senior Adult Service Center.

Mr. Watson stated that it is 46% of their Third Action Year Extension (3AYE) funding.

Mr. Ford asked if the other dollars out of the \$851,000 applied only to administrative purposes.

Mr. Watson stated that there were \$851,000 for 3AYE. New HUD dollars would be approximately \$375,000.

Mr. Raubeson interjected that this is everything CDA does, it includes three (3) components.

Mr. Ford asked if streamlining the program was considered? Mr. Watson replied that at the present time we are about twenty-nine to thirty-one, this projects cutting back to about fifteen to seventeen.

The Executive Board then went over the budget submitted by the Evaluation Committee, Budget Review Committee and Mr. Roberts.

Mr. Loving asked what explanation regarding Citizens Participation

budget of \$68,000. Where does this money come from? Mr. Watson responded that the \$68,000 comes out of the administration portion of \$375,000.

Mr. Loving asked what does \$68,000 consume, salaries or what? Mr. Roberts stated that that is up to Citizens Participation. Citizens Participation prepares their budget.

Mr. Loving asked how far will \$68,000 go in terms of staff, based on staff in Citizens Participation Department now? Mr. Roberts replied that surprisingly enough he has not had a chance to look at the Citizens Participation Department.

Mr. Loving directed his question to Mr. Raubeson. Mr. Raubeson explained that he would give the figures in a few minutes.

Mr. Loving stated concern as Citizens Participation is a program and Citizens Participation has not been allocated one dime and he wants to see Citizens Participation get some money like everyone else and he doesn't mean staff in Citizens Participation, he means money in various areas so the Citizens Participation Component can function. He requested that at least \$10,000 be put in two areas of the Citizens Participation budget and this doesn't include staff.

Mrs. Toran stated that it would be helpful if a rationale statement is printed with each figure particularly with CDA.

Mr. Roberts stated that agencies must first know what their allocation is, second phase is to submit a budget based on dollars.

Mr. Raubeson stated that \$10,000 should be set aside for special purposes such as Citizens Participation Workshops or whatever, that would leave about \$58,000, given our correct salaries, positions etc, that would allow for space cost, fringe benefits, and supplies needed, to support a staff of Coordinator, Specialist, Planning Assistant and Senior Stenographer. One Planning Assistant less and one Clerk Typist less for a full year.

Mr. Loving stated that this answered his prior question but it doesn't please him. In relation to Evaluation, \$140,000 for Evaluation Component and \$68,000 for the Citizens Participation Component, when Citizens Participation is the nucleus of the whole ball of wax. What will we be evaluating in a phase out period in terms of \$140,000 worth.

Mr. Raubeson stated that there will be special needs for end time evaluations as part of the close out.

Mr. Loving stated that he is not saying that we don't need some evaluation, but we don't need \$140,000.

Mr. Raubeson gave explanation. Mr. Loving responded that if there are four or five people in Evaluation he feels that they can get rid of three of them. We don't need \$140,000 worth of Evaluation during the close out period. What we need is Citizens Participation or we won't have anything.

Mr. Ford stated that he was concerned about the Albina Contractors Association not being refunded.

Mr. Patton stated that the determination was made on three basises: (1) Evaluation Committees evaluation of; (2) staff evauation of administrative problems (3) Evaluation Committee's concern for how ACA would be continued given it was funded at all.

Mr. Patton stated that in terms of funding the Evaluation Committee discussion centered around the demise its been in, and they didn't have any assurance it would live, given it was funded.

Mr. Ford asked if there was a budget submitted from ACA? Mr. Roberts replied yes.

Mr. Patton stated that one problem was that they made alot of committments and then came back for more money.

Mr. Patton further explained that one of the things that came out of the information we received from them was that a very few contractors seem to do the most benefiting from the contracts they have let.

Ms. Andrea Sharp, Evaluation Supervisor, stated that there were three contractors getting 80% of the input and output of Contractors Management. The three that are benefiting can do without us.

Mr. Roberts stated that ACA is not living up to their prjection.

#### Albina Health Care Center

There was further discussion on the Albina Health Care Center and information which was submitted by Ms. Sharp regarding this project.

Ms. Sharp gave background information on the Albina Health Care Center.

Mr. Watson asked where Albina Health Care Center foresees money coming from in the future? Ms. Sharp replied Medicare and Medichex.

Mr. Raubeson stated that they have a good chance of outside fundability.

Mrs. Toran asked if any Model Neighborhood Resident may use the facility. Ms. Sharp replied welfare or below, but it is not restrictive.

Mr. Raubeson replied that they have opted to provide services for any one who has a Model Neighborhood address.

After further discussion regarding the budget and Albina Health Care Center, Mr. Celsi moved that the Executive Board recommend to the Board, in regard to that one time project, we put Albina Health Care Center into Group One, and fund them for a six (6) month budget of \$60,000, and that we reduce the 46% that was originally allocated to various programs to 40% to accomodate the \$60,000 needed for Albina Health Care Center. Seconded. \*Motion Carried. Three favor. Two Opposed. (Kay Toran and Burnett Austin Opposed)

Mr. Roberts stated that five (5) agencies are at 40% of last years funding. There are three agencies that are less than or more than the 46% depending upon the agency. Also Martin Luther King doesn't need 46%.

Further debate ensued regarding the motion.

\*Vote on Motion.

Mr. Loving stated that in freeing up additional dollars from 46% to 40%, it puts CDA at \$340,000 which leaves surplus of \$35,000. What additional surplus in lieu of that do we have in relation to reducing prospective programs.

Mr. Watson stated that there would not be a total surplus, the \$35,000 would be spread around to the other programs.

Mrs. Toran moved that the Board fund these programs at 40% except for Mental Retardation, Martin Luther King, Albina Youth Opportunity School, and Media. Seconded. Motion Carried.

Mr. Celsi moved that we fund Martin Luther King at \$18,000; Albina Youth Opportunity School at \$80,000; Media at \$30,000; and Mental Retardation at \$6,000. Seconded. Motion Carried.



Mr. Watson stated that that motion frees up \$45,000 for reprogramming.

Mr. Loving stated that in terms of Citizens Participation in relation to the budget, as he pointed out earlier the money that has been allocated here for that particular component will be consumed all up in staff. He is concerned about putting money into the Citizens Participation budget to help citizens and the Board function.

Mr. Loving moved that \$10,000 of the \$45,000 be specifically earmarked for the Citizens Participation component in areas of citizens travel, reimbursement, consultants, etc. Seconded.

Mr. Loving later withdrew his motion.

After further discussion regarding the Citizens Participation budget Mr. Loving moved that we allocate \$10,000 in this action years budget for categorical change and also an additional \$5,000 for next years budget. Motion died for lack of second.

Mr. Ford then moved that the \$45,000 surplus be put back into the CDA budget and we set aside \$10,000 for the Citizens Participation Department of the \$45,000. Seconded. Motion Carried.

Meeting adjourned at 8:10 p.m.

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# portland model cities

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

TO: Executive Board Members  
FROM: Gregg Watson, Chairman  
RE: Meeting  
DATE: December 20, 1973

There will be a special Executive Board Meeting on Thursday, December 27, 1973, at 5:45 P.M. in the Model Cities Conference Room #226.

Please be prompt.

Attached you will find the agenda.

Gregg C. Watson

glm

AGENDA

Executive Board Meeting  
December 27, 1973

- (1) Review Entire Budget at Executive Board Level
- (2) Discuss Citizens Planning Board's needs for  
Phase-Out

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# portland model cities

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

## Executive Board Minutes December 12, 1973

The meeting was called to order by the Chairman, Gregg Watson.  
The following Board members were present:

- Marlene Bayless
- Dick Celsi
- Charles Ford
- James Loving
- Opal Strong
- Kay Toran
- Harry Ward
- Gregg Watson

The following Board member was absent:

Burnett Austin

### (1) Report on Union Avenue Redevelopment Project:

Mr. Watson stated that at the last Citizens Planning Board meeting it was suggested that we find out what has happened to the Union Avenue Redevelopment Project in relation to minorities which were to be hired.

Mr. Wilde stated that he transmitted a letter from Mr. Gary Stout to Mr. Gregg Watson informing him of progress to date in terms of two (2) Union Avenue staff persons.

As you know on December 1, 1973, City Council approved an ordinance establishing the Union Avenue Redevelopment Project and designating two (2) temporary positions.

Mr. Wilde stated that he was hired as Community Development Coordinator, and Herman Brame was hired for the other position. He is a past Model Cities employee and Media employee and is presently working for Mier and Frank and is a Woodlawn Resident.

Mr. Wilde stated that a Steering Committee would be established that will provide policies.

Mr. Ward asked how will it be established? Mr. Wilde replied that fifteen (15) to seventeen (17) members will be appointed by the Mayor.

Mr. Ward asked if they would all be Model Neighborhood Residents. Mr. Wilde replied no, three (3) members will be CPB members, as well as Media and other agencies.

Mr. Ford stated concerns regarding communications between the Union Avenue Redevelopment Project and Model Cities.

Mr. Ward moved that the working agreement that has been verbally accepted by Dennis Wilde as representative to the Union Avenue Redevelopment Project, which in essence is that all communications that he receives of importance, that a copy of it be made and sent to our Chairman, Mr. Watson; and to the best of his ability request that a copy of important mail going to Mr. Wilde be sent to our Chairman, Mr. Watson. Seconded. Motion Carried.

Mr. Ford asked if a liaison person would be assigned to the project? Mr. Watson stated that he would be making individual assignments to the various projects.

(2) Report on Progress of Incorporation by Mr. John Toran:

Mr. Toran stated that he understood that all the authority that PDC and the City of Portland has, the Model Cities' Citizens Planning Board wanted it also.

Mr. Watson stated that at this point the Executive Board has not identified if they want enough power to be an agency.

Mr. Raubeson explained that the Board could not administer HUD funds. The purpose in getting incorporated is that when DPO's are recognized throughout the City, the Board can dispense those funds.

Mr. Toran stated that he did not know if the CPB can be put in the same position as the City of Portland.

Mr. Watson stated that they were primarily interested in private funding.

Mr. Ford asked what category would revenue sharing fall into in city funding? Mr. Raubeson stated that when it passes into the City it is city money.

Mr. Toran asked if Mr. Coldesenia could give him the information on HUD regulations.

Mr. Coldesenia replied yes. Mr. Toran asked if Mr. Coldesenia has a copy of regulations that govern HUD grants. Mr. Coldesenia responded that if he is speaking about the specific Model Cities Program, then this would be the contract.

Mr. Toran went over the Articles of Incorporation for the Citizens Planning Board. After further discussion it was decided that the Executive Board should have a special work session to go over the Articles of Incorporation drawn up by Mr. Toran.

It was decided that a work session be held on January 5, 1974, at 9:00 A.M. and the place of the work session would be designated later.

(3) Budget Recommendations by James Loving:

Mr. Loving stated that the Budget Review Committee has been meeting in conjunction with the Evaluation Committee.

Hopefully, they want to extend the Program to December 31, 1974.

That total amount as he is reporting it reflects \$413,000 surplus funds from Operating Agencies. \$75,000 surplus from Third Action Year Extension. There is a total of \$488,571 surplus. Four (4) Programs were allocated funds from that total amount.

Albina Contractors Association - \$6,000

Media - \$4,800

CHPA - \$3,100

Human Resources Bureau - \$14,000

When these amounts are deducted from the total amount of surplus, it leaves \$460,603 available at this time.

Mr. Loving stated that out of the surplus money costs will have to be taken out for phasing out. There is also a fifteen day close out period where various agencies will be allowed so much money, which runs approximately \$6,000 per program. Administration costs for the Agency will run approximately \$200,000.

Mr. Watson gave explanation of the fifteen-day grace period.

Mrs. Strong asked how do you propose to lower administrative costs with staff?

Mr. Loving replied that staff would be cut. For example, there is no need for Physical Planning, so the Physical Department, could be cut from four (4) to two (2) employees.

There was further discussion after which time Mr. Ward moved that all monies held in abeyance, for any reason, that they be forthwith cleared. Seconded. Motion Carried.

Mr. Loving stated that he would like to bring to the Board's attention a memorandum submitted by Mr. Raubeson and Mr. Roberts recommending that a freeze be placed on all Operating Agency contract changes.

Mr. Ford moved that the Executive Board accept the recommendation of staff and allow staff to place a freeze upon contractual changes for Operating Agencies. Motion died for lack of second.

Discussion centered upon the negative aspects of placing a freeze on contractual changes.

Mr. Loving moved that the Executive Board go on record as opposing the agencies recommendation as proposed in placing a freeze on Operating Agencies in terms of a request for a contract change. Seconded. Four opposed. Two Favor. Motion Failed.

Mr. Ward moved that any request for a contract change be submitted to the Budget Review Committee for determination. Seconded. Motion Failed. Four Opposed. Two Favor.

Mr. Celsi moved that the request for a freeze on Operating Agencies be submitted to the Citizens Planning Board without a recommendation from the Executive Board. Seconded. Motion Failed. Four Opposed. Two Favor.

Mr. Raubeson replied that staff would withdraw the recommendation.

Meeting adjourned at 7:40 P.M.

Due to a malfunction in the tape recorder the Executive Board minutes of December 11, 1973, were not recorded; therefore, Executive Board discussion is brief and incomplete in the minutes; but all motions are in the minutes.

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# portland model cities

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

## Executive Board Minutes November 27, 73

The meeting was called to order by the Chairman, Mr. Patton.  
The following Board members were present:

Charles Ford  
Jan Childs  
Gregg Watson  
LeRoy Patton

Dick Celsi  
Burnett Austin  
Opal Strong

The following Board members were absent:

James Loving  
Kay Toran  
Brozie Lathan  
Robert Rogers

Guests: Mrs. Edna Baskett

Staff: E. Robertson  
G. Myers  
E. Roberts  
A. Raubeson  
M. Henniger

(1) Operation Step-Up Report by Elvin Roberts: Mr. Roberts gave explanation of performing audits on Operating Agencies.

Mr. Raubeson called the Executive Board's attention to the cover letter from Mr. Andrew Branch, Auditor.

Mr. Roberts stated that he performed an audit on October 15, 1973, as a result of that audit he found certain findings and then in turn notified the Agency and they in turn responded to the findings, by either correcting it or questioning it. In this case some of the things found have been corrected to the point that even resulted in a contract change.

Mr. Ford asked if Mr. Roberts is satisfied with the Operation Step-Up, and if he is then the Executive Board is wasting their time.

Mr. Roberts stated that there hasn't been any fraud committed.



He doesn't think there has been an excessive misuse of funds; unless there is some specifics he cannot see anything wrong with the fiscal management operation.

Mrs. Strong stated concern about out-of-town and local travel. Mr. Roberts replied that the travel category has been approved.

Mr. Raubeson stated that there is a certain amount of question that should be resolved.

Mr. Roberts stated that he does respond to those rumors and inuendos when he hears these things over and over again just to satisfy himself and he will rarely say anything to Mr. Raubeson or the Board.

Mr. Watson referred to the anonymous document at the last Board meeting, stating that copies had gone to Commissioner Schwab, Mayor Goldschmidt, and Senator Packwood. He asked if Mr. Roberts is addressing himself to that particular document.

Mr. Roberts responded no, that he couldn't even get a copy of that document, and until he does he will not even take the accusations seriously.

Mr. Watson stated that if the document has gone that far he thought they needed to put their hands on something about the document.

Mr. Roberts stated that if the Board will supply him with a copy of the document he will be happy to look at it.

Mr. Roberts explained that he felt that he has reacted to some degree to a letter he has not even seen. He has requested Andrew Branch to drop whatever audits he is doing and bring Operation Step-Up to date, to June 1973. Once he gets that copy he can investigate it himself or he can turn the letter over to Mr. Branch. But the answer would not be forthcoming until after Mr. Roberts can give him the information, which would be thirty (30) days.

Mrs. Strong replied that all Board members did not receive a copy of the letter, only some received it and the person did not sign their name.

Mr. Ford asked if Citizens Planning Board members have anything to do with the hiring of a director for Step-Up?

Mr. Patton replied no. Mr. Roberts said other than the CPB having a representative on the Operation Step-Up Board.

Mr. Ford moved that the Executive Board recommend to the full Citizens Planning Board that they accept the financial report

submitted by Elvin Roberts, and close the issue of Operation Step-Up for the time being. Seconded. Motion Carried.

Mr. Ford suggested that the report go to the full Citizens Planning Board in the package.

Mr. Roberts stated that he would supply a cover letter with the report. Mr. Watson recommended that Mr. Patton contact Kay Toran, Chairman, and clear whatever transaction we have done this evening, so that she will be apprised of the situation.

Mr. Watson suggested that Mrs. Toran report since she has been following through on the issue.

(2) Mrs. Edna Baskett: Mrs. Baskett asked Mr. Henniger to explain her problem to the Executive Board. The problem concerns the settlement of the estate of the late E. J. Baskett. It has to do with the demolition of buildings at Cascade College.

She explained that Mr. Baskett bid 25% to low on the contract, and he hired Mr. Bun Cannon as a sub-contractor. In the process of doing that particular job there was some sidewalk damage done which cost \$1,800. It was the suggestion of the City Attorney that Mrs. Baskett and her lawyer meet with the Citizens Planning Board, and ask them if they would recommend that half the sum of the damage, \$900 to City Council be paid for the damage of the sidewalk.

Mr. Raubeson agreed with the presentation and stated that the sub-contractor did do the damage. The sidewalk was well over forty (40) years old and the City does collect in all like instances the full replacement value. There should be an adjustment made.

We could enter into a supplemental contract to make up the difference. The Board has stated that they would like to look at the total funding picture. Mr. Raubeson stated that the attorney has a considerable amount of correspondence but was called out of town at the last minute.

Mrs. Baskett stated that if the Board would tell her what they wanted she will get copies of that information.

Mrs. Strong asked how liable the sub-contractor was?

Mrs. Baskett replied that he skipped the country but he is not liable. They did have a litigation against him though.

After further discussion Mr. Watson moved that the Board support the efforts of staff to ascertain the possibility

of providing the \$1800 for recovery for the contractual loss and all legal terms of the contract and once the legalities and feasibility is determined a recommendation be forwarded to the full Citizens Planning Board for approval. Seconded.

Mrs. Strong asked if Model Cities had this money? Mr. Raubeson responded yes.

Mrs. Childs moved a substitute motion that the Executive Board recommend to the Budget Review Committee the allocation of \$1,800 as a supplement to the contract of the former E. J. Baskett. Seconded. Motion Carried.

There was further discussion on this matter.

(3) Emergency Housing Repair: Mr. Patton stated that the Executive Board needs to look at what they are going to present to the Board regarding Mrs. Benson's case.

Mrs. Strong moved that Mrs. Benson receive the money for a bathroom facility. Motion died for lack of a second.

Mr. Henniger responded that \$2,870 from Emergency Housing Repair was in one house, the \$3,500 was in a different house, the house she is requesting the bathroom facility for.

The wilet she has now meets the City Code. The 115 grant is a federal program and it is limited to code violations on a first priority basis and project rehabilitations on a second priority basis and may not be used for remodeling; under HUD guidelines the addition of a bathroom is remodeling. She is not eligible to do that with the money and there were enough other things wrong with the house to use the \$3,500 for code violations.

Mr. Austin asked if she was aware of this? Mr. Henniger responded yes, she was offered relocation when her first request for housing repair assistance was tendered and she did not want to be relocated and pursued the housing repair option.

Mrs. Strong moved that the Board allocate money for Hildress Benson for a bathroom facility. Motion died for lack of a second.

Mr. Watson asked which home was it that was recommended that Mrs. Benson be relocated out of? Mr. Henniger replied 835 North Humboldt.

Mr. Watson asked where did we put the money? Mr. Henniger stated 835 North Humboldt.

Mr. Watson asked if there is a guideline that indicates that we can only give a resident one one-time grant on the property they own.

Mr. Henniger stated that under the guideline the Review Committee is limited to giving any applicant more than \$1,000.

Mr. Henniger stated that it means that the Operating Agency must reject the applicant if he has been in before even if they live in a different property.

Mr. Henniger stated that there are three separate reasons in the contract why the Operating Agency couldn't approve it and why the Review Committee turned it down:

- (1) Because Housing Repair according to the contract may only be used to repair or replace existing structural features in the house. Mrs. Benson wants to add something to the house that is now not there.
- (2) Mrs. Benson has already had \$2,800 and under the existing contract any applicant is limited to \$1,000. She exceeds the limit.
- (3) Mrs. Benson has presented what she feels is a hardship and the Review Committee did not feel it was a hardship.

There was further discussion regarding Mrs. Benson's case and several options were discussed.

Mrs. Childs moved that the Executive Board recommend denial of Mrs. Benson's request for additional Housing Repair funds. Motion died for lack of second.

Mr. Ford moved that the Executive Board table the matter until it goes back to the total Citizens Planning Board. Motion died for lack of second.

Mr. Watson stated that there should be some other avenues to pursue in behalf of Mrs. Benson.

After further discussion Mr. Watson moved that the Executive Board list the facts that are relevant to the case and recommend to the Citizens Planning Board that outside sources be provided for pursuit for the lavatory facility and staff list some of the alternatives available to us. Seconded. Motion Carried. Opal Strong Opposed.

Meeting adjourned at 8:00 P.M.

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

Executive Board  
November 13, 1973

The meeting was called to order by the Chairman, LeRoy Patton. The following Board members were present or arrived before the meeting adjourned:

LeRoy Patton  
Jan Childs  
Charles Ford

James Loving  
Opal Strong  
Gregg Watson

The following Board members were absent:

Kay Toran  
Brozie Lathan

Robert Rogers

Mr. John Coldesinia introduced himself as the HUD representative from Seattle, Wahsington, who was representing Mr. Scalia, from the HUD Regional Office in Seattle. He stated that he didn't have any specific input but he would like to be available.

Mr. Raubeson stated that he asked the census of the Executive Board from the request he had received from Mrs. E. J. Baskett. Model Cities gave a grant to secure title to land for Portland Community College to have a site in the neighborhood. E. J. Baskett, as a minority contractor was awarded the contract. Mr. Baskett hired a sub-contractor and the sub-contractor tore up a considerable amount of curbing and sidewalk which was over forty (40) years old, and city rules call for replacement. The City reduced the contract by \$1,800 wiping out any profit and the only asset in the estate of E. J. Baskett. Mr. Raubeson asked for the opinion of the Executive Board as to the possibility of reopening the contract and raising actual payment. He explained that one request by the Executive Board was that before they consider the case further they check into the legality of the problem with a proper HUD official.

Mr. Coldesenia replied that as far as that particular problem was concerned he would prefer to have some time to check out the legal ramifications before he could make a response.

Mr. Loving stated that at the last Executive Board meeting that particular item was tabled and one of the reasons why it was tabled was because the Committee did not have enough information and at this point they still do not have that information.

Mr. Loving said that he was sure that staff could dig up some of the contracts, sub-contracts, and the city's point of view.

Mr. Raubeson responded that the first thing requested was the submission to HUD on the general idea and to find out if it was at all possible.

Mrs. Strong stated that the Board was supposed to receive a summary of the contract.

Mr. Coldesenia replied that in order to make a proper response he would have to know a fair amount of information about it.

Mr. Loving explained that he felt that HUD's opinion at that point was premature because the Executive Board has not made up their minds about the situation.

Mr. Patton pointed out that the Executive Board asked for a summary report of the E. J. Baskett case.

Mr. Raubeson asked if the Board wanted an initial determination from HUD?

Mrs. Strong asked how soon Mr. Raubeson could get some information to the Board? Mr. Raubeson replied at the Executive Board meeting Mrs. Baskett's attorney could be invited to make a presentation.

Mr. Watson expressed concern that he felt they couldn't release the \$1,800 until they have reviewed the budget.

After further discussion Mr. Watson moved that the E. J. Baskett case be tabled until after the Executive Board has reviewed the fiscal budget. Motion died for lack of second.

Mr. Watson withdrew his motion.

Mr. Loving stated that he wanted to know the City's point of view, Mrs. Baskett's and her attorney's point of view and the negotiation process of the contract.

Mr. Watson moved that the Chairman of the Citizens Planning Board request pertinent information from the City Attorney and the Baskett estate and any other information that would be brought to the Executive Board in the form of information and not releasing any funds until after the Budget Review Committee has made a fiscal review. Seconded. Motion Carried. Charles Ford abstained.

Mr. Raubeson stated that the Committee was interested in getting audits completed at a time earlier enough to have a bearing on re-programing. He stated that the Executive Board has already written to the City and the next step was to make a request of HUD. HUD is having auditors here next week. That audit is not a complete audit of every program. It is an audit here of everything through

and then a random sampling of agencies to do complete audits.

Mr. Watson asked Mr. Coldesenia if he was involved with the auditing of programs?

Mr. Coldesenia replied that he is not involved in the auditing process. Mr. Watson asked if it was Mr. Coldesenia's understanding that the random audit of projects is sufficient?

Mr. Coldesenia replied that the HUD auditors do not make a random auditing of projects. What they do do is to make a random sampling of the auditing that the Model Cities Program has been doing of Operating Agencies.

Mr. Watson asked if HUD samples the audits that Model Cities does.

Mr. Coldesenia responded that Model Cities is required to perform audits on all Operating Agencies.

Mr. Watson asked if they can go outside and request an outside audit to be done and completed.

Mr. Coldesenia stated that Model Cities is already required to perform audits on all Operating Agencies. There is a certain minimum requirement for audits to be done and this could be done oftener or to a greater degree than that.

Mr. Watson asked if HUD would actually come in itself and do an audit. Mr. Coldesenia responded no.

Mr. Loving asked if the HUD auditing people have always been at the Board's disposal upon their request? Mr. Coldesenia replied that a copy of the HUD report would be at the Board's disposal. There have been at least two audits of this program that he knew of and they do plan on beginning soon again to audit.

Mr. Watson asked whose audit are they auditing? Mr. Coldesenia explained that they are auditing the program, CDA. This includes in addition to the CDA, business transactions, the Model Cities dealings with her Operating Agency.

Mr. Watson asked if HUD does their own audits. Mr. Coldesenia responded that HUD reviews those audits. Mr. Patton asked what a random sampling is? Mr. Raubeson replied six (6) programs.

Mr. Loving alluded to the fact that two (2) years in which the Budget Review Committee has been functioning they have never been asked to be involved in an audit, consulted by the auditors, and the acting director never did want the Budget Review Committee in the first place. It appears that there is something going on and the Budget Review Committee is being locked out.

Mr. Watson stated that the sub-committee which is looking for a new director is concerned about what this new person is being handed and they also don't even know what we have got to give that person.

Mr. Patton asked how the Committee addressed that? Mr. Watson replied that the Committee is trying to address that with the help of HUD.

Mr. Coldesenia answered that he has relied on the fact that the HUD auditors get the final determination. Mr. Patton stated that this then would be available as a result of the audit.

Mr. Coldesenia replied yes.

Mr. Raubeson stated that Mr. Roberts has shared the financial reports with the Budget Review Committee. Mr. Coldesenia stated that HUD expects before very long to receive from their central office a copy of the procedures for closing out of the Model Cities Program. One thing is the auditing of Model Cities Operating Agencies. There will be some guidelines for setting up a schedule of audits and it will be required that the audits take place before the phase out. Within a month they may have a document for Model Cities and it will be his staff who familiarize the CDA Staff with it.

Mrs. Strong asked if there is funds for this. Mr. Coldesenia replied that Model Cities Agency is required to reserve funds for that purpose.

Mr. Ford asked if there will be a complete audit at the ending of the program? Mr. Coldesenia stated that eventually there will be a complete audit of Model Cities and each Operating Agency.

There was further discussion on this subject.

Mr. Loving stated that in the beginning of Third Action Year Extension (3AYE) the Board requested a quarterly audit. The first quarterly audit came in September and we were told that this was a misunderstanding on the administrations part, now we are approaching the second quarter and the administration has not conceded. We (the Board) requested that at the beginning of 3AYE and we have yet to receive it and we have not seen the previous audit books by HUD. This was the Budget Review Committees biggest complaint and we have subsequently been shut out.

Mr. Watson asked what is the method you would consider appropos to bring a new director abreast of the Agency.

Mr. Coldesenia replied that it would probably be of great interest to a new person to read the previous HUD audits reports and the correspondence and to which clears the findings likewise to the Operating Agency audits.



Mr. Watson asked if HUD's liaison man can provide that information. Mr. Coldesenia replied that CDA has a copy of the audit reports.

Mr. Coldesenia asked if the Board has received monthly financial statements.

Mr. Roberts answered no they have not.

Mr. Loving reiterated that Mr. Robert's cooperation in the last two (2) months has been excellent. Up until the last couple of months we did not get cooperation from anyone. He is also concerned about how money is moved around.

Mr. Ford asked about HUD's liaison person to Model Cities.

Mr. Coldesenia gave background information on the HUD liaison person, and gave explanation as to why a HUD man has not been present as HUD Regional Office in Seattle has responsibility for Model Cities now.

Mr. Watson stated that because of the critical nature of the Screening Committee in selection of a new director, we request that the HUD liaison man or representative attend the Screening Committee meetings in regard to the selection of a director, upon request with the proper notification.

Mr. Coldesenia stated that this would be fine however, he would be cautious in that type of a decision, they could however, suggest some criteria.

Mr. Loving stated that we have received a copy of a letter from the Regional Office stating that the program may last as long as there is money.

Mr. Coldesenia responded that within reason he saw at one time, some type of proposal that would enable the program to last till June, 1975.

Discussion followed on the next Citizens Planning Board agenda.

Mr. Michael Opton introduced Mr. Jon Stephens, City Personnel Manager.

Mr. Loving stated that Region 10 has been in the formative stage of putting together Region 10's Citizens Participation structure. Out of Tacoma, Washington, we have Junior Ellis, President and he has drafted a proposal of hopefully being funded for Region 10's structure. Mr. Ellis is the Chairman of Region 10 and in the proposal he submitted he has designated himself as Executive Director of Region 10, based on funding, without the approval of Region 10 participants.

Mr. Loving asked Mr. Coldesenia how HUD will view this as Mr. Ellis

being in the proposal and also being President of Region 10.

Mr. Coldesenia answered that he cannot comment to directly on anything that has to do with that particular proposal, but he would tend to agree that if Mr. Ellis has done this without any approval from the other members of the organization he is wrong.

Mr. Loving stated that in terms of all the other nine (9) regions being funded HUD put some money in abeyance, consequently everyone was funded but Region 10. The money that was laying in abeyance for Region 10 was stolen by the National Citizens Participation Conference. He asked where Region 10 is going to get their money from.

Mr. Coldesenia replied that he has no idea as to the answer to that question.

Mr. Loving asked what is the Region doing in terms of trying to recapture new money.

Mr. Coldesenia stated that he was not aware of the situation.

Mr. Loving stated that he hoped Mr. Coldesenia would take notes and take his concerns back to the Regional Office and put it to the person who is above Alan Avery.

There was further discussion on the subject of funds for Region 10.

Meeting adjourned at 8:00 P.M.

citizens  
planning  
board



# portland model cities

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

Executive Board Meeting  
October 30, 1973

The meeting was called to order at 6:00 P.M. by the Chairman, LeRoy Patton. The following Board members were present or arrived before the meeting adjourned:

James Loving  
Robert Rogers  
LeRoy Patton  
Gregg Watson

Charles Ford  
Opal Strong  
Kay Toran  
Brozie Lathan

The following Board member was absent:

Jan Childs

Staff present: A. Raubeson  
E. Robertson  
G. Myers

Mr. Loving stated that he understood that Albina Contractors Association (ACA) has a permanent plan to present for the \$6,000 allocation. Mr. Loving suggested that they deal with the number two item on the agenda since Mr. R. L. Anderson, ACA's representative had not shown up yet.

## (1) Comprehensive Health Planning Association Budget Request:

Mr. Patton stated that he received a letter from Comprehensive Health Planning Association (CHPA) to support them in getting some money and getting them funded. One of the problems was that we had a write off of 50% by the county and 50% by Model Cities. They wanted us to continue to support them, therefore we have received a budget request from them.

Mr. Raubeson stated that CHPA previously asked Model Cities to support them at City Council, for money. They now asked us to put up 25% and they will come up with 25%.

Mr. Raubeson stated that it is a little over \$3,000, or approximately \$3,300.

Mr. Loving stated that his understanding was that when Ms. Warren made her presentation at the Board meeting she wanted to increase Model Cities share of the health planner from 50% to 75%, and that she had gotten a verbal committment from CHPA to pick up the other 25%. But in talking with Mr. Raubeson he is saying that the proposal was presented to us and we would ask City Hall to pay 25% out of their general fund money. Mr. Loving stated that if that was her input at the Board then he doesn't agree with it. As he sees it he is recommending that Model Cities pay 75% and it is reasonably assured by Richard Rix, Director of CHPA, that he will get a consensus from their Board to pick up 25%. The reason they are making us pay more this time is because they don't have any money, their funds are based on contributions.

Mr. Loving stated that it is essential that Model Cities stay apart of CHPA, and try to work out something in the future that we will be an intricate part of that organization even when Model Cities dollars run out.

Mr. Rogers asked if Mr. Loving was recommending that the Board support the CHPA request.

Mr. Loving replied yes and then moved that the Executive Board support the CHPA planning grant and Model Cities pay 75% and CHPA pay 25%. Seconded. \*Motion Carried.

Mrs. Strong asked if Model Cities will get more benefits.

Mr. Patton replied that Mr. Loivng just stated that the benefits will be that when Model Cities is gone we are still an intricate part of that organization.

Mr. Watson asked what are we talking about as far as actual dollars. Mr. Raubeson replied \$3,300.

Mr. Watson asked what is the 50% level? Mr. Loving replied \$7,000 and an additional \$3,300 would be approximately \$11,000.

\*Vote on Motion.

(2) Albina Contractors Association, R. L. Anderson:

Work Program -

- 1) \$4,400 Salary -(\$550 month for 8 months). Increase in Model Cities share of Business Manager's salary.
- 2) \$1,200 Spare Cost - Increase Model Cities share of rent from \$150 a month to \$250 per month.
- 3) \$400 long distance travel (one trip to D.C. for Contractors Development Conference.)

Mr. Anderson thanked the Board members for their tentative

approval of the \$6,000 allocation to ACA at the last Board meeting and stated that ACA is trying to develop an economical base in the community.

Mr. Rogers moved for approval of the Albina Contractor's Association work program for \$6,000. Seconded. Motion Carried.

Mr. Raubeson stated that he had contacted Mrs. Edna Basket, E. J. Basket's widow, and there is some problem with the contract that was performed for Model Cities in the past to do some clearance over at the Cascade Campus. One of the sub-contractors that worked for Mr. Basket caused some damage to the sidewalk and the curbing and the City has withheld \$1800, the cost of replacing that from the payment of that contract.

Mr. Raubeson stated that he has also spoke with Mrs. Basket's attorney and apparently that contract was one of the major, if not the only major asset from Mr. Basket's estate to his widow.

Mr. Raubeson stated that he would like to take to the Board a proposal to increase the cost of that past contract by that amount. He did bid very low and lost money on that contract. It is an old contract and has already been completed but Mr. Raubeson would like to reopen it and request the City to increase that contract by \$1,800 the amount of the damage.

Mrs. Strong asked if this had been done before. Mr. Raubeson replied that it was a little odd, but he would like to try it.

Mr. Rogers stated that once before they went to Court and the City won. Mr. Rogers stated that E. J. Basket was supposed to be paid monthly and this did not happen so the interest on the payable receipts has come up to \$2,000 or more. Mr. Rogers explained that the Executive Board could recommend that the City pay Mrs. Basket for the work that was done.

Mrs. Strong asked for the original contract. Mr. Raubeson stated that it will not be the first time that a contract was reopened and renegotiated. Mr. Raubeson is suggesting that Model Cities increase the contract by \$1,800.

Mr. Rogers stated that the contract was over three years old.

Mr. Loving asked if the City owes the Baskett estate \$2,000.

Mr. Rogers stated that that was correct.

Mr. Rogers explained that we (AGC) tried to negotiate with the City, the Mayor said it was out of his hands and he would call Lloyd Anderson. Lloyd Anderson said he would wait until it went to trial and consequently the City won.

Mr. Rogers stated that the sidewalk was sixty (60) years old and it was not worth \$1,800.

Mr. Raubeson asked if Model Cities staff would do the staff work to bring it up would the Executive Board support it on the Board level.

Mr. Rogers moved to support the request to look into the E. J. Basket problem, by Mr. Raubeson. Motion died for lack of second.

Mr. Watson and Mr. Loving asked that the Executive Board receive more information.

Mr. Raubeson asked if the Board would like Ms. Basket and her attorney to be on the next Executive Board meeting's agenda.

Mrs. Toran suggested that the Board receive a summary of exactly what has transpired.

Mr. Watson asked who was now assigned to Model Cities as the lead man from HUD.

Mr. Raubeson replied Doug Manelly. Mr. Watson asked where has he been for the last nine (9) months?

Mr. Raubeson stated that the HUD Regional Office has given things to the Area Office and then pulled them back. The Regional Office wrote a letter to the Mayor and said you should now deal directly with the Regional Office and not the local office on all matters concerning Model Cities.

Mr. Watson asked if they could get that person back at Model Cities? Mr. Raubeson suggested that the Assistant Area Administrator from Seattle, Washington, be brought to Portland, who is Mr. Scalia.

Mr. Watson stated that he felt both men should be present. Mr. Watson requested that the Executive Board make some type of contact with the HUD lead man, and set up some type of liaison in the next eight (8) months. The lead man can also assist with the E. J. Basket case.

Mr. Watson moved that Mr. Scalia coordinate with Model Cities liaison man, Mr. Manelly and they both attend the next Executive Board meeting together and that Mr. Manelly attend on a regular basis. Seconded. Motion Carried.

Mr. Watson suggested that when that liaison person comes we have the information on the Basket case so that we can make a final decision.

Mr. Patton recommended that the information on the Basket case be given to the Executive Board before the next Board meeting.

Mrs. Strong asked if the Board handles this case how many more will the Executive Board have to deal with? Mr. Patton responded that Mrs. Basket is in a peculiar position since she has no husband.

Mr. Raubeson stated that the agenda items for the November 6, 1973, Citizens Planning Board meeting were as follows:

- (1) Martin Luther King Jr. Scholarship Fund
- (2) Red, White, and Blue Thrift Store Revocable Permit.
- (3) Request from Children's Services Division for \$8,000 or \$11,000, additional for group homes.

Mr. Raubeson asked if the Executive Board would like the request referred to the Budget Review Committee.

The Executive members replied yes.

Mrs. Strong stated that the Board needed a report from the Budget Review Committee.

Mr. Loving stated that he would like to give a budget report at the next Citizens Planning Board meeting. Mr. Loving also recommended that the Board start looking into the feasibility of becoming a corporation. He stated that he was looking into this on a neighborhood basis, so that they would be able to be a legal entity in the community in terms of dispersing their own funds, they would be in a position to apply directly for grants etc.

Mr. Patton asked if the Executive Board would consider having an attorney and other individuals make a presentation regarding the feasibility of incorporation.

Mr. Loving responded that in that light of thinking he would like for the Board to ascertain Mr. John Toran to look into these functions for the Executive Board.

Mr. Patton stated that he feel they should have someone with experience and he is referring to other organizations that have incorporated.

Mr. Loving reiterated that the Executive Board has the authority to undergo a study and he is suggesting that the Executive Board obtain John Toran.

Mr. Ford stated that Mr. Ira Blalock said he would like to come to the Board to tell them his feelings on incorporation.

Mr. Watson moved that the Executive Board obtain John Toran to draw up the Articles of Incorporation and they be submitted to the Executive Board and passed on to the total Board. Seconded. Motion Carried. (Kay Toran Abstained).

Mrs. Strong asked who they could get if Mr. Toran was not available?

Mr. Watson stated that the Executive Board should be notified if they cannot obtain Mr. Toran and they will seek other alternatives.

Mr. Watson stated that the Screening Committee would like to give a report at the next CPB meeting, November 6, 1973.

Mrs. Toran asked when elections are held. Mr. Loving replied November 20, 1973.

Mr. Ford asked Mr. Raubeson what right he had to give R. L. Anderson factual information? Mr. Raubeson responded that ACA has engaged R. L. Anderson as their special consultant.

Mrs. Strong stated that she was concerned about Yaun Youth Care Center. She asked who the director is now.

Mrs. Toran replied Mr. Phinese Robinson.

Mr. Loving stated that Mr. Ford mentioned earlier about the Executive Board or Board officially drafting a letter to Mayor Goldschmidt indicating to him the quality of results that they got out of the workshop, and that we felt the workshop was highly successful.

Mr. Raubeson stated that it might be appropriate to ask for a short period of time on the City Council Calendar, Mr. Jordan said he would give a technical report to the Council.

Mrs. Robertson replied that she and her secretary did an outline of the Workshop and Mr. Jordan's secretary was also sending her an outline and they would be combined. She needed to know what directions to take since she thought maybe citizens who attended could get together and draw up a report and designate someone to give a presentation at City Council.

Mr. Loving moved that the Executive Board authorize the Citizens Participation Coordinator to coordinate the activities for the participants of the workshop, in terms of the forty (40) participants, in getting a nucleus group to compile something and out of that group, one person be designated to make a presentation to City Council. Seconded. Motion Carried.

Mr. Watson asked about the motion Mr. Ford made at the last meeting



regarding the Executive Board having a meeting with Mr. Roberts to find where Model Cities is at in regards to the budget. Mr. Watson stated that he thought somewhere he had read that Mr. Ford moved that an audit be conducted.

Mr. Raubeson stated that Mr. Roberts has a considerable amount of work done but Mr. Raubeson assumed he would be ready at the next Executive Board meeting.

Mr. Loving stated clarification that what they were getting from Mr. Roberts was a report not an audit.

Mr. Raubeson stated that Mr. Roberts and his staff do some monitoring audits, but Model Cities has a contract with Andrew Branch who does a much more detailed audit, one every five to six weeks, which are complete audits.

Mr. Watson asked who is selecting what programs Roberts will bring.

Mr. Raubeson replied that he is supposed to be doing it program by program.

Mr. Loving stated that during the Third Action Year Extension (3AYE) calculations, it was his understanding that the Board's consensus was that they would have a quarterly audit not a quarterly report, now Mr. Raubeson and Mr. Roberts interpretates that to me to mean a quarterly report not an audit. It was may understanding that the Board wanted a quarterly audit so that they would know where they stood in terms of surplus dollars. So they would have an opportunity to reprogram these dollars, before the program expired and not wait till the last minute. Since that time Mr. Watson is indicating that he thinks that the word audit was instilled in some prior report but Mr. Loving's thinking goes all the way back to Jantzen Beach that an audit was requested quarterly at that time and he has continually brought that up to the Board. Mr. Roberts and Mr. Raubeson have indicated to Mr. Loving that quarterly audits are very expensive processes and it is best to wait and have an annual audit at the end of the Program. Instead they would give us a reporting of the internal agency which would be done by Mr. Roberts.

Mr. Lathan stated that he cannot see how the Board can make decisions regarding dollar values without receiving a full audit.

Mr. Raubeson asked if the Board would like an estimate of the cost of a complete quarterly audit.

Mr. Ford stated that he would like his motion resinded if the Board cannot deal with it.

Mr. Loving stated that Mr. Raubeson indicated that he would look into the feasibility of having an audit. The Board can request an audit from the City and if they will not do it for free we will ask HUD to do it for free.

Mr. Loving moved that since the City has indicated that they cannot do an audit of the Model Cities Program, in the essence of time, we want them to be cognizant of the fact that we are soliciting that an audit be done from the Federal level. Seconded. \*Motion Carried. Brozie Lathan Opposed.

Mrs. Strong asked how long does an audit take?

Mr. Raubeson stated that an audit of the thirty (30) programs could take anywhere from one (1) year or more.

Mr. Raubeson also said that the Model Cities Program will be very shortly undergoing a HUD audit. They will not do a complete audit, they do a selective audit.

Mr. Watson stated that Model Cities is in the process of looking for a new director, and he feels that it is critical that there should be an up-to-date audit.

Mrs. Toran suggested that Model Cities use on of the mechanisms that Mr. Loving suggested.

Mr. Raubeson responded that the City says that they do not have time nor manpower to do the audit and we have already asked the City to do the audit and they have declined.

\*Vote on Motion.

Mr. Lathan moved an amendment that the Executive Board have the audit presented to the Executive Board before Mr. Raubeson leaves the agency. Motion died for lack of second.

Mr. Loving did not accept the amendment, because he felt that it would be impossible to receive an audit report before Mr. Raubeson leaves. Mr. Loving stated that he felt they should receive an audit report in two or three months.

Meeting adjourned at 7:30 P.M.