

7/12

Currie, Chuck
Burnside Advocates Group
PO Box 3783
Portland, OR 97208

Prendergast, Pat
333 SW 5th Avenue
Portland, OR 97204

from Mayor's Office list (non City-employees not listed above)

Shiels, Roger
River District Association
115 NW 1st
Portland, OR 97209

Emmons, Susan
NW Pilot Project
1137 SW Broadway
Portland, OR 97205

Stein, Bev
Multnomah County Commission Chair
1120 SW 5th, Room 1515
Portland, OR 97204

~~Hathaway, Paul~~
NW District (old)
220 NW 2nd Ave
Portland, OR 97209

mailed 7/20/95 by Auditor

Wentworth, Greg
101 SE Grand
Portland, OR 97214

Wong, Robert
3210 SE Risley Ave
Portland, OR 97267

Currie, Chuck
Burnside Advocos Group
PO Box 3783
Portland, OR 97208

Eng, Ron
5025 SW 77th
Portland, OR 97225

Fry, Peter
Central Eastside Industrial Council
722 SW 2nd, #330
Portland, OR 97204

Richmond, Paul
PO Box 454
Portland, OR 97207

Browning, David
521 SE 18th
Portland, OR 97214

Byrnes, Eileen
Albina Ministerial Alliance
1425 NE Dekum
Portland, OR 97212

Smith, Eveyln
Albina Ministerial Alliance
1425 NE Dekum
Portland, OR 97212

Ille, Marge
Housing Authority of Portland
135 SW Ash
Portland, OR, 97223

Mailing list for temporary homeless shelter resolution (No 35419)

persons testifying (or signed up to testify) at 7/5 and 7/12 Council meetings

Espana, Rey
Multnomah County Community Action & Development
2115 SE Morrison
Portland, OR 97214

Spofford, Cathy
Multnomah County Community Action & Development
2115 SE Morrison
Portland, OR 97214

Hogan, Major Neal
Salvation Army
134 W Burnside
Portland, OR 97209

Ragland, Dick
510 NW 3rd
Portland, OR 97209

Naito, Bill
5 NW Front
Portland, OR 97209

Lewis, John E
820 NW Front, #64
Portland, OR 97209

Girard, Renita
Community Action
2853 SE Kelly
Portland, OR 97202

Whitlow, Mark
Attorney at Law
Bogle & Gates
2221 SW Columbia, #1400
Portland, OR 97204

Baca, Jimmy
310 NW 6th Avenue, #332
Portland, OR 97209

m

35419

*mailed
7/17
into office
map not visible*

City offices (inter-office)

Mayor Katz - 131/300
Commissioner Blumenauer - 131/407
Commissioner Hales - 131/404
Commissioner Kafoury - 131/211
Commissioner Lindberg - 131/414

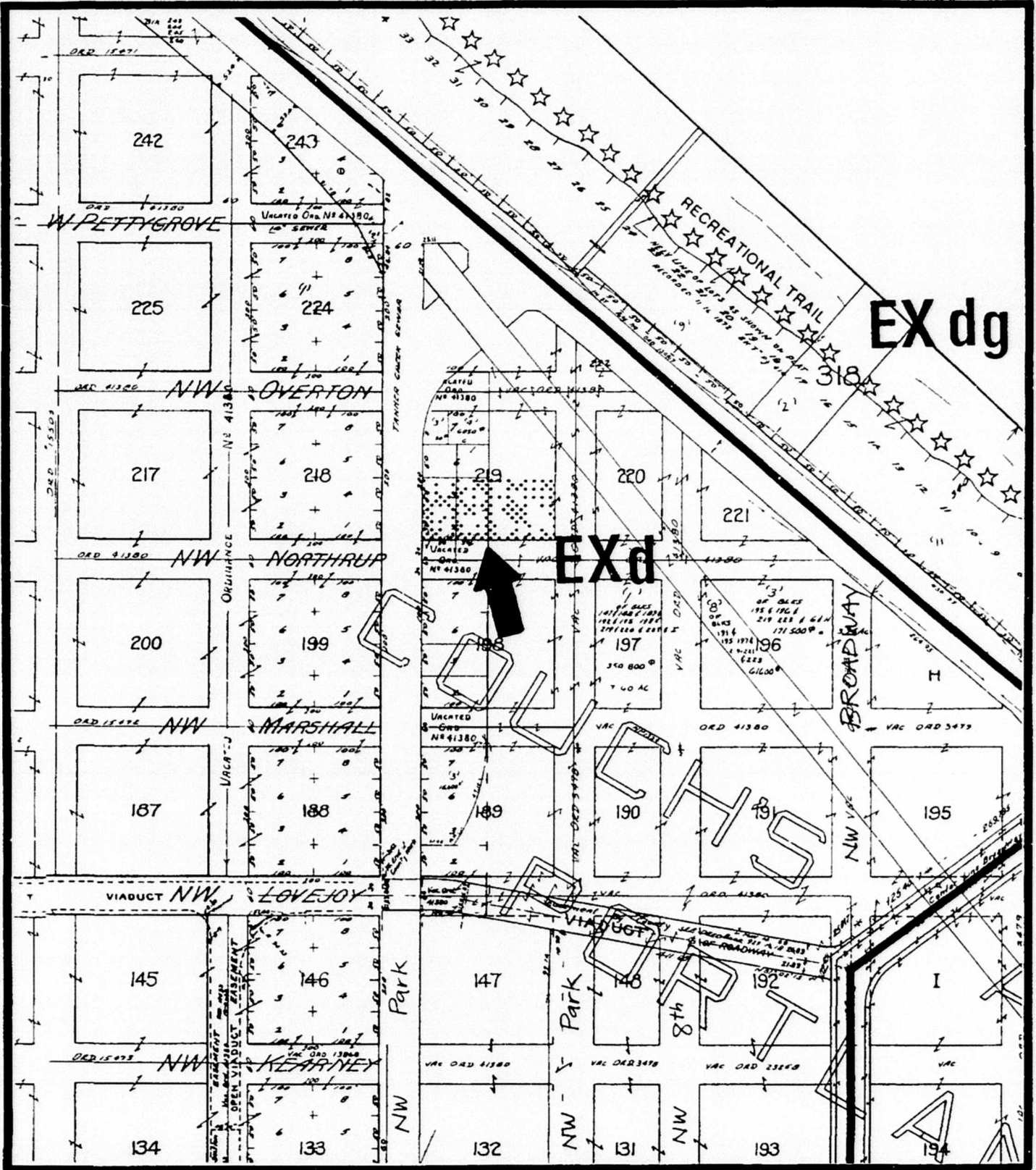
David Kish
Karen Kramer
BGS
106/1204

Jan Burreson
Bruce Allen
PDC
106/1100

Mike Holstun
City Attorney
131/315

Tim Grewe
Carol Ford
OFA
131/1050

Rachel Silverman
BHCD
157/600



Zoning

This site lies within the CENTRAL CITY PLAN DISTRICT



| | |
|-------------|------------------|
| File No. | Homeless Shelter |
| 1/4 Section | 2929 |
| Scale | 1" = 200' |
| Request | |
| Exhibit | |



CITY OF
PORTLAND, OREGON
OFFICE OF CITY AUDITOR

Barbara Clark, City Auditor
Council/Contracts Division
1220 SW 5th, Rm 202
Portland, Oregon 97204
(503) 823-4082
Fax. (503) 823-4571

July 19, 1995

NOTICE OF DECISION

RE: Designation of Health and Safety Emergency and Authorization for a Temporary Homeless Shelter North of the Police Mounted Patrol Barn on NW 9th Avenue (Block 219, Lots 1-4 of Couch's Addition).

Dear Property Owner and Interested Party

On July 12, 1995, the Portland City Council passed a resolution declaring a health and safety emergency under PCC 33 296 as a result of the closure of Recovery Inn. The resolution directs that the Bureau of General Services lease property immediately north of the Police Mounted patrol Barn on NW 9th Avenue and construct on that site a temporary homeless shelter by November 1995, when the lack of basic homeless shelter provided by the Recovery Inn will become critical.

The resolution directs that the Bureau of General Services consult with the Portland Planning Commission and take all reasonable steps to mitigate any impacts on adjoining properties or land uses, and comply with all zoning requirements that can be met, consistent with the overriding need to open the temporary facility not later than November 1995. The resolution also directs that a Good Neighbor Plan be developed and adopted in accordance with the requirements for certification of mass shelters set forth at PCC 33.285.050 B.1.

Separate resolutions adopted by the council direct the Portland Development Commission to take the lead in locating a site for and constructing a permanent facility to replace the temporary homeless shelter which will be removed not later than March 1, 1998.

The council's decision was final on July 12, 1995. If you wish to appeal the city council's decision, you must do so within 21 days of the day the decision became final. Such an appeal must be filed with the Oregon Land Use Board of Appeals (LUBA) as specified in ORS 197 830 and OAR 661-10-015. You may call LUBA at 503-373-1265 for further information on filing an appeal.

| Name | Company | Fax |
|------------------------------|--|---------------------|
| New Recipient | | |
| Adams, Samuel | Office of the Mayor | 503 823-3588 |
| Alexander, Art | Office of Commissioner Mike Lindb | 823-3017 |
| Allen, Bruce | Portland Development Commission | 823-3368 |
| Anderson, Terry | Office of Commissioner Kafoury | 823-3036 |
| Beteher, Diane | Auditor's Office | 823-4571 |
| Burreson, Jan | Portland Development Commission | 823-3368 |
| Cume, Chuck | | 503 222-4782 |
| Dully, Larry | Portland Development Commission | 823-3368 |
| Farver, Bill | Office of Multnomah County Chair | 1248-3093 |
| Ford, Carol | Office of Finance and Administrator | 823-5384 |
| Fry, Peter | | 503 274-2744 |
| Holstun Mike | City Attorney's Office | 823-3089 |
| Kafoury, Gretchen | Office of Commissioner Kafoury | 823-3036 |
| Katz, Vera | Office of the Mayor | 823-3588 |
| Kish, David | Bureau of General Services | 823-6924 |
| Knowles, David | Bureau of Planning | 823-7800 |
| Enn, Diane | Neighborhood Assoc | 823-3050 |
| McKeevar, Jeanne | Office of Commissioner Charlie Hal | 823-4040 |
| Moose, Charles | Bureau of Police | 823-0342 |
| Pomeroy, Julia | Office of Commissioner Earl Blumer | 823-3596 |
| Rudman, Steve | Housing/Community Development | 823-2387 |
| Shields, Roger | River District Assn | 503 299-6769 |
| Stein, Beverly | 1120 SW 5th, Rm 1515 | 97204 248-3093 |
| Sten, Enk | Office of Commissioner Gretchen K | 823-3036 |
| Whitlow, Mark | | 503 721-3666 |

131 | 303
 106 | 1100
 106 | 1100
 106 | 1100
 131 | 315
 131 | 300
 106 | 1204
 106 | 1002

131/407 Mark Zoltou
 Elize Ainsfield
 131/211 Terry Anderson
 Austin Reglone

People of Gates
 1400 Koin Ltr
 222 SW Columbia
 PH 97201

Keeyen Kreemer - 131/303
 Paul Hathaway - NW
 Pat Kuehler -
 Greg Wentworth - Central Eastside
 Susan Ewins - NW Pilot Project / 1137 SW Broadway / 97205
 BHCD people & other people - ask Terry Anderson

274-2744 - Peter Fry



CITY OF
PORTLAND, OREGON

OFFICE OF CITY ATTORNEY

Jeffrey L. Rogers, City Attorney
 1220 SW 5th Avenue
 Portland, Oregon 97204
 (503) 823-4047

July 13, 1995

RECEIVED
 JUL 13 10 16 AM '95
 BARBARA CLARK, AUDITOR
 CITY OF PORTLAND, OR
 BY _____

INTEROFFICE MEMORANDUM

TO Cay Kershner
 Council Clerk

FROM Michael A Holstun *MAH*
 Sr Deputy City Attorney .

SUBJ Notice of the City Council's Decision
Regarding the Temporary Homeless Shelter

In order to ensure the deadline for filing a LUBA appeal will expire 21 days after the date the resolution declaring the health and safety emergency was adopted, the city needs to give notice of the decision to the persons who testified at the July 13, 1995 and July 6, 1995 meetings on this matter. I have prepared a notice of decision, and it is attached to the memorandum.

The notice of decision also should be sent to property owners within 400 feet of the property and to recognized organizations within 1000 feet of the site. Susan Feldman at the Bureau of Planning can help you with addresses for the property owners and recognized organizations. She will need a map showing the exact location of the property. If you don't already have such a map, Karen Kramer at BGS can provide you with one.

Finally, the notice of decision should be sent to the list of stakeholders. Sam Adams in the Mayor's office has a list of these persons. Call me if you have any questions.

MAH/krl

Attachment

c Sam Adams
 Susan Feldman
 Karen Kramer

ping\misc mah\homeless not

July 13, 1995

NOTICE OF DECISION

RE: Designation of Health and Safety Emergency and Authorization for a Temporary Homeless Shelter North of the Police Mounted Patrol Barn on NW 9th Avenue (Block 219, Lots 1-4 of Couch's Addition).

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TESTIMONY SIGN-UP FOR

35419

10:30 am Time Certain

1091 - Construct temporary homeless shelter

**IF YOU WISH TO SPEAK TO THE CITY COUNCIL,
PLEASE PRINT YOUR NAME AND ADDRESS BELOW**

NAME

ADDRESS & ZIP CODE

| | NAME | ADDRESS & ZIP CODE |
|------|----------------|---|
| ✓ 1 | JOHN E. Lewis | 820 N W. FRONT AV. PORTLAND OR 97209 #6-9 |
| 2 | Renita Garard | 2853 SE Kelly Community Action 97202 |
| ✓ 3 | Mel Williams | 222 SW Columbia attorney rep the choir Dist #1400 97201 |
| 4 | Jimmy Baea | 310 NW 6th AVENUE #332 97209 |
| 5 | Robert Wong | 3210 SE Riskey AVE 97267 |
| ✓ 6 | Chuck Curran | BAG |
| 7 | RON Eng | 5025 S.W. 77th |
| ✓ 8 | Peter Fry | |
| 9 | Paul Richmond | |
| ✓ 10 | David Browning | 521 SE 18th |
| ✓ 11 | Eileen Bures | Albina Ministerial Alliance |
| | Evelyn Smith | 1425 NE DeRum 9722 |
| 12 | Jim Baca | Sisters of the Road Cafe |
| 13 | Marge Gilly | Housing Authority |
| 14 | Doug Stiles | no address stated |
| 15 | | |
| 16 | | |
| 17 | | |

Date: 7/5/95

Page 1 of

John Pearson, Mult Co
Cathy Spofford, " Co

35419



CITY OF
PORTLAND, OREGON

OFFICE OF FINANCE AND ADMINISTRATION
BUREAU OF FINANCIAL PLANNING

Vera Katz, Mayor
Tim Grewe, Director
1120 SW Fifth, Room 1250
Portland, Oregon 97204
(503) 823-5288
FAX (503) 823-5384

MEMORANDUM

TO Mayor Vera Katz
Commissioner Earl Blumenauer
Commissioner Charlie Hales
Commissioner Gretchen Miller Kafoury
Commissioner Mike Lindberg
Auditor Barbara Clark

FROM Carol M Ford, Bureau of Financial Planning *Carol Ford*

DATE July 3, 1995

SUBJECT Temporary Homeless Shelter Replacement Analysis

Attached is the analysis as requested by City Council. After meeting with Mayor Katz and Commissioner Kafoury on Friday, I have made revisions as requested. The analysis itself is fairly short, the bulk of this package are the attachments and documentation used in the review.

I will be available for questions on Wednesday morning prior to the Council meeting. I will also be available for questions at the Council Time Certain 10:30 a.m. I want to thank Terry Anderson from Commissioner Kafoury's Office, Bruce Allen, Portland Development Commission and Karen Kramer, Bureau of General Services for their assistance and for providing information included in this analysis.

Temporary Homeless Shelter Replacement Analysis

TABLE OF CONTENTS

| Page | Section |
|--------------------|--|
| 1 | Introduction |
| 3 | Major Findings |
| 3 | Multi-Year Financial Forecast and Funding Issues |
| 5 | Operating Proposal Cost Estimates |
| 5 | Capital Construction Estimates |
| 9 | Project Time Line Issues and Impact on City Initiatives |
| 11 | Summary of Issues |
| ATTACHMENTS | |
| A1 | June 6, 1995 memorandum, Mayor Katz to Council Re Year End Fund Balance |
| A2 | June 13, 1995 memorandum from Commissioner Kafoury to Council Re Temporary Shelter Replacement |
| A3 | June 23, 1995 memorandum from Carol M Ford to Council Re Recovery Inn Analysis and Workplan |
| A4 | Resolution - Designate a health and safety emergency and direct the Bureau of General Services to construct a temporary homeless shelter |
| A5 | Resolution - Authorize the Bureau of General Services to negotiate and execute a Lease Agreement for \$1/year with the Portland Development Commission for temporary use of a site at Union Station for a homeless shelter |
| A6 | Multnomah County Operating Plan Proposal |
| A7 | June 23, 1995 memorandum from Bruce Allen, PDC, to Carol Ford Re Proposed Temporary Shelter for the Homeless at Union Station |
| A8 | June 27 memorandum from David Kish, BGS, to Tim Grewe Re Homeless Shelter - Option Sites and Site Issues |
| A9 | July 3, 1995 memorandum from Carol M Ford to Mayor Katz Comparison of Proposed Temporary Shelter and Recovery Inn Operations |

Temporary Homeless Shelter Replacement Analysis

1

INTRODUCTION

On May 10, 1995 Multnomah County notified Recovery Inn clients and homeless service providers that Recovery Inn would close as of June 30, 1995 and the County would begin relocating clients. This was due to Salvation Army's decision that they could not continue to operate the shelter.

A June 6, 1995 memorandum from Mayor Katz to the City Council outlined recommendations for allocating additional year-end balance available due to strong trends in Business License revenues (See Attachment 1). After addressing the requirements for the Fire District 10 settlement and additional Police overtime, the memorandum recommended the allocation of the remaining \$295,000 toward responding to the Recovery Inn closure. The memo also recommended that if additional funds become available, another \$205,000 would be allocated to Recovery Inn, totaling \$500,000.

On June 21, 1995, Commissioner Kafoury presented a replacement proposal for Recovery Inn (Attachment 2, June 13, 1995 memorandum). The proposal included the City building a metal structure on a Union Station site which the County would operate as a temporary homeless shelter for 100 women and men.

At that time the City Council asked several questions:

- What time frame is needed to have facility ready for winter months?
- What are the operating costs and who will be responsible?
- What other sites were examined?
- What is the 2-3 year impact on River District development?
- How does this fit into the Shelter reconfiguration plan?

Based on Council's vote to move forward with the proposal for a temporary facility which would be removed in two years, the Bureau of Financial Planning was directed to facilitate an analysis and to prepare:

- A multi-year financial plan for the project and
- An analysis of operating funding issues

For the financial analysis, the Bureau of Financial Planning worked directly with Commissioner Kafoury's Office, the Bureau of General Services, and Portland Development Commission (See Attachment 3, June 23, 1995 memorandum to City Council from Carol M. Ford for scope of analysis and workplan). The focus of this review was the completeness of the operating and construction budgets and whether they adequately addressed the proposed Operating Plan and other issues. It does not cover the appropriateness of the services to be provided or the level of staffing proposed in the Operating Plan. In these areas, Commissioner Kafoury's Office and the Bureau of Housing and Community Development reviewed the original County proposal and negotiated the operating plan as presented in this analysis. The Bureau of General Services provided the cost estimates included in the proposed construction budget.

Temporary Homeless Shelter Replacement Analysis

replacement proposal (Attachments 4 & 5)

- 1 To designate a health and safety emergency and directing the Bureau of General Services to construct a temporary homeless shelter on a site next to the Police mounted patrol barn
- 2 To authorize BGS to negotiate a lease agreement with the Portland Development Commission for the temporary use of the site

MAJOR FINDINGS:

Major findings from this review are

Multi-year Financial Forecast and Funding Issues

The first column of Table 1 shows current available resources and total start-up, annual operating and close-up costs. Table 1 then spreads the costs over the 30-month operating period, by fiscal year.

1 CURRENT AVAILABLE RESOURCES

- The County has set aside \$250,000 in FY1995-96 for the Recovery Inn replacement needs. This is \$200,000 from their Community Services Block Grant funds plus \$50,000 from other federal grant funds which they have redirected to this purpose. In FY1994-95, the County allocated \$133,000 to Recovery Inn.

In FY1995-96, the City's Bureau of Housing and Community Development budget allocates \$2.3 million to Homeless Services. Of this amount, \$819,000 goes to the County, of which \$545,000 is for homeless services for single adults. The County uses these funds plus their own funds to support women, men, drug and alcohol and mentally ill programs and shelter services.

- For FY1995-96, the City has allocated about \$300,000 of available one-time General Fund resources for Recovery Inn replacement, with an additional \$200,000 if further resources become available for FY1995-96.

2 CONSTRUCTION, ANNUAL OPERATING AND CLOSING COSTS

General requirements include

| | |
|----------------------------|-----------|
| Construction costs | \$330,820 |
| Annualized operating costs | \$490,412 |
| Closeout/demolition costs | \$ 30,900 |

There are a few operating and construction cost issues that need to be resolved which may change this total (discussed in the Operating and Construction findings below).

3 30 MONTH COSTS BY FISCAL YEARS

- **FUNDING GAP: \$529,000.** Construction, operating and closeout costs are shown spread over the proposed 30-month period. This multi-year analysis shows that over the 30 months, there is a funding gap of \$529,000, these funds are required to support

Temporary Homeless Shelter Replacement Analysis

the temporary shelter proposal This assumes that the City constructs the structure for a cost of \$330,000 and that the County continues to appropriate \$250,000 per year for operations

- General Service thinks that the "salvage value" of the type of metal structure will be small, if any, after 30 months of this type of heavy use It may be functional as a storage structure for the Parks bureau However, it is not the type of structure that is easily moved to another site, therefore limiting its use after the 30 months Council discussion focused on being able to move and reuse the structure after two years

TABLE 1
Recovery Inn Temporary Replacement Multi-Year Financial Forecast and Funding Issues

| | Current Available Resources | Costs Breakdown by Fiscal year | | | 30-Month Total |
|--|-------------------------------------|--------------------------------|------------------|------------------|--------------------|
| | | FY95-96 | FY96-97 | FY97-98 | |
| RESOURCES | | | | | |
| County Funds | \$250,000 | \$250,000 | \$250,000 | \$250,000 | \$750,000 |
| City General Fund | \$300,000 | \$300,000 | | | \$300,000 |
| TOTAL RESOURCES | \$550,000 | \$550,000 | \$250,000 | \$250,000 | \$1,050,000 |
| | | | | | |
| | Construction, Annual Ops, & Closing | Costs Breakdown by Fiscal year | | | 30-Month Total |
| | | FY95-96 | FY96-97 | FY97-98 | |
| REQUIREMENTS | | | | | |
| Construction Budget | | | | | |
| Original Allocation | \$300,000 | \$300,000 | | | \$300,000 |
| Additions/Changes | \$30,820 | \$30,820 | | | \$30,820 |
| | \$330,820 | \$330,820 | \$0 | \$0 | \$330,820 |
| <i>Construction cost may need to increase for site prep, testing and exterior lighting</i> | | | | | |
| Operating Budget | | | | | |
| Personal Services | \$413,037 | \$272,600 | \$429,560 | \$372,270 | \$1,074,430 |
| Operating Expenses | \$40,975 | \$27,040 | \$42,610 | \$36,930 | \$106,580 |
| Operating Capital | \$36,400 | \$36,400 | \$0 | \$0 | \$36,400 |
| Operating Total | \$490,412 | \$336,040 | \$472,170 | \$409,200 | \$1,217,410 |
| <div style="display: flex; justify-content: space-between; font-size: small;"> 8 months All major capital 12 months w/CPI No major capital 10 months w/CPI No major capital Total 30 months </div> | | | | | |
| <i>Direct operating costs may decrease if Client Services and program management staff costs are assumed by County</i> | | | | | |
| Closeout and Demolition Estimate | \$30,900 | | | \$30,900 | \$30,900 |
| TOTAL REQUIREMENTS | \$852,132 | \$666,860 | \$472,170 | \$440,100 | \$1,579,130 |
| | | | | | |
| FUNDING GAP/SHORTFALL | | \$116,860 | \$222,170 | \$190,100 | \$529,130 |

4 FUTURE FUNDING ISSUES

Besides the additional \$529,000 resources required for the Recovery Inn temporary replacement proposal, there are other funding issues which the City will need to address in the future

- Will the City need continue to provide operating support for the new permanent facility for men?
- What are the funding options for the construction of the permanent facility?
- What are the ongoing emergency shelter needs? How will it be handled?

- Operating Proposal Cost Estimates.** The operating proposal totals \$490,012 (Table 2) The County's operating proposal totals \$454,012, an additional \$36,400 has been included for furnishings

The primary operating cost is for housing and client services staffing. The proposed operation's emphasis is on assessment and placement of clients with other service providers and into permanent housing. A detailed description of the proposed operating program is presented in Attachment 6, "Multnomah County's Proposed Operating Plan"

There are two unresolved areas where additional costs may increase the operating budget

- 1 Office equipment costs (telephones, computers, FAX, copiers, etc) and operating supplies were not included in the operating plan budget
- 2 The issue of overall safety and security has been raised (Attachment 7, June 23, 1995 memorandum from Bruce Allen, PDC). In addition to fencing (included under the Construction discussion), additional staffing may need to be considered. This issue needs to be discussed with Commissioner Kafoury's Office, the Police Bureau, PDC, General Services and other affected agencies. If additional security is deemed necessary, the cost should be included in the operating plan budget

- Capital Construction Estimates.** The preliminary cost estimate was \$300,000 for a 4,436 square foot metal structure to house fifty women and fifty men (Table 3). The preliminary estimate was based on very general program requirements. Review of the proposed operating plan and other operating issues show that there are several requests which may affect the structure design and cost

- 1 General Services will reconfigure the design to keep the size to a maximum 4,500 square feet to address the following issues with the objective of not increasing the basic

Temporary Homeless Shelter Replacement Analysis

construction costs

- 14 women and 86 men, rather than the original 50/50 split
- Two offices (one for program/shift coordinator, one for service partners), preliminary plan has space for only one office
- Day use area (capacity of fifty people) with tables, chairs, and televisions
- Area for two washing machines and dryers, minimal kitchen area (microwave type meals, hot drinks)

2 Items which were not included in the \$300,000 estimate

- Parking spaces The resolution to be discussed on July 5 would allow less than the 9 parking spaces required by City code BGS has provided a \$10,000 estimate for 4 gravel parking spaces (of which one is handicapped accessible)
- Fencing for safety and security BGS has provided a \$12,900 estimate for chain-link fencing at the facility This is a minimum cost estimate If additional fencing is deemed necessary for additional security along rail road tracks, the estimate will increase
- Environmental testing and mitigation Currently General Services is reviewing an environmental testing done for the 9th Avenue street improvements From this information they will determine what level of testing should be done and get an idea of what problems may require mitigation
- Additional exterior lighting BGS agrees that existing street lighting alone is not adequate
- An outdoor, partially covered smoking area with fencing was requested in the operating plan Also requested as optional is space for 100 lockers for personal belongings and a pet run

The parking and fencing adds \$30,820 to the original \$300,000 cost estimate The other issues need to be decided on as part of the final design of the facility and may also increase the original \$300,000 estimate

- 3 Demolition and clean up costs after the shelter is closed were not included in the original \$300,000 construction estimate These are necessary to allow future development of the site Based on a General Services review of an initial estimate, \$30,900 is being used in the multi-year financial plan It is to be viewed as a "high-end" estimate

TABLE 2
Recovery Inn Temporary Replacement
Operating Plan Proposal

| | Personal Services | Operating Expenses | Operating Capital | TOTAL |
|---|----------------------|-----------------------|----------------------|----------------------|
| Building Operations | | | | |
| Janitorial | | | | |
| Staff | \$28,644 | | | \$28,644 |
| Supplies | | \$1,200 | | \$1,200 |
| Furnishings (Note 1) | | | \$12,000 | \$12,000 |
| 50 bunks beds, mattresses, blankets, sheets | | | | |
| 2 desks & chairs for offices | | | | |
| Dayroom furnishings (10 tables, 50 chairs, 2 televisions) | | | | |
| 5 picnic tables | | | | |
| Commercial washer & dryer - two sets | | | \$24,000 | \$24,000 |
| Utilities & General Operating Maintenance | | \$27,000 | | \$27,000 |
| Electricity, Water, sewer, garbage, and general maintenance (See Note 1) | | | | |
| Telephones | | ???? | \$400 | \$400 |
| Housing Staff | | | | |
| M-F 4 Case Mgr Assts | \$111,544 | | | \$111,544 |
| 2 Case Mgr Asst Leads | \$57,340 | | | \$57,340 |
| S-S 1 2 Case Mgr Asst | \$33,463 | | | \$33,463 |
| 1 2 Case Mgr Asst Lead | \$34,404 | | | \$34,404 |
| Replacement Case Mgr | \$21,451 | | | \$21,451 |
| | \$258,202 | | | \$258,202 |
| Client Services | | | | |
| Client Services Staff (Note 3) | | | | |
| 1 Case Mgr 1 | \$31,292 | | | \$31,292 |
| 1 Case Mgr 2 | \$39,207 | | | \$39,207 |
| Client Services | | | | |
| Food | | \$7,300 | | \$7,300 |
| Washing supplies | | \$5,475 | | \$5,475 |
| Office supplies | | ???? | | Cost estimate needed |
| Postage, printing and copying | | ???? | | Cost estimate needed |
| Office machines & maintenance | | ???? | ???? | Cost estimate needed |
| Computers, printers, FAX, answering machine | | | | |
| Program Management | | | | |
| Program Management (Note 3) | | | | |
| Development Specialist | \$41,747 | | | \$41,747 |
| 5 Office Asst II | \$13,945 | | | \$13,945 |
| TOTAL | \$413,037 | \$40,975 | \$36,400 | \$490,412 |

Note 1 The \$12,000 estimate includes \$10,500 for the bunkbeds, mattresses and bedding leaving \$1,500 for the remaining items. Donations are anticipated, along with use of City and County surplus furniture.

Note 2 \$6/sq ft X 4 500 sq ft = \$27,000. BGS uses \$6/sq ft to estimate general utilities (electricity, water, sewer, and garbage) plus general maintenance costs, including basic janitorial. Due to the use of the facility there are additional janitorial staffing budgeted.

Note 3 Final program design may shift the Client Service staff and the Program Management staff responsibility and costs directly to Multnomah County and would reduce the operating cost estimate.

TABLE 3
Recovery Inn Temporary Replacement
Construction Budget

| | Preliminary Estimate | Additions/Changes | TOTAL |
|---|----------------------|-------------------|--|
| Construction | | | |
| INTERIOR | | | |
| 4,436 sq ft x \$40/sq ft | \$177,500 | | \$177,500 |
| Insulation & wall finishes | | \$5 000 | \$5 000 As per BGS estimate |
| As per County Operating Proposal | | | Note 1 |
| Reconfigure for 14 women/86 men | | | |
| Reconfigure Interior Space for | | | |
| Day Room (50 person capacity) | | | |
| 1 additional office (total 2) | | | |
| Area for 2 Washing machine/2 Dryers | | | |
| Minimal cooking area (microwave meals hot drinks) | | | |
| Area for 100 lockers - optional | | | |
| EXTERIOR | | | |
| Landscaping | \$20,000 | | \$20,000 |
| Parking (4 spaces-gravel) | | \$10 000 | \$10 000 |
| Exterior fencing - Minimum 860 ft @\$15/ft | | \$12,900 | \$12,900 |
| Site Preparation Fill material/soil compaction | | ???? | Cost estimate needed |
| Exterior lighting | | ???? | Cost estimate needed |
| As per County Operating Proposal | | | |
| Outdoor smoking area partially covered & fenced Optional - Pet runs | | ???? | Cost estimate needed |
| Testing | \$6,000 | | \$6,000 |
| Environmental Testing & Mitigation (if needed) | | Note 2 | Cost estimate needed |
| Survey | \$4 000 | | \$4 000 |
| Utility Connection | | | |
| Sewer | \$16 500 | | \$16 500 |
| Water | \$8,800 | | \$8,800 |
| Electrical | \$2 500 | | \$2 500 |
| Utility Installation to Building | \$6,000 | | \$6,000 |
| Fees | | | |
| Storm Development fees | \$400 | | \$400 |
| Building Permits | \$3,500 | | \$3 500 (Check possibility for waiver) |
| Planning Fees | \$4,000 | | \$4,000 (Check possibility for waiver) |
| Phones/Data | \$400 | | \$400 |
| Printing Costs | \$1,500 | | \$1,500 |
| Project Management | | | |
| Provided by Bureau of General Services | \$12,000 | | \$12,000 |
| (Based on 6% of construction cost BGS project mgt rate is \$60/hr) | | | |
| Consultant/Architect | | | |
| (Based on 6% of construction cost) | \$12 000 | | \$12 000 |
| (Updated proposal, 6/23/95 to \$14 920) | | \$2,920 | \$2 920 |
| 1 33% for Art | \$2,500 | | \$2,500 (Check possibility for waiver) |
| Contingencies (13% of construction cost, or 8% of all costs) | \$22,400 | | \$22 400 |
| TOTAL | \$300,000 | \$30,820 | \$330,820 |

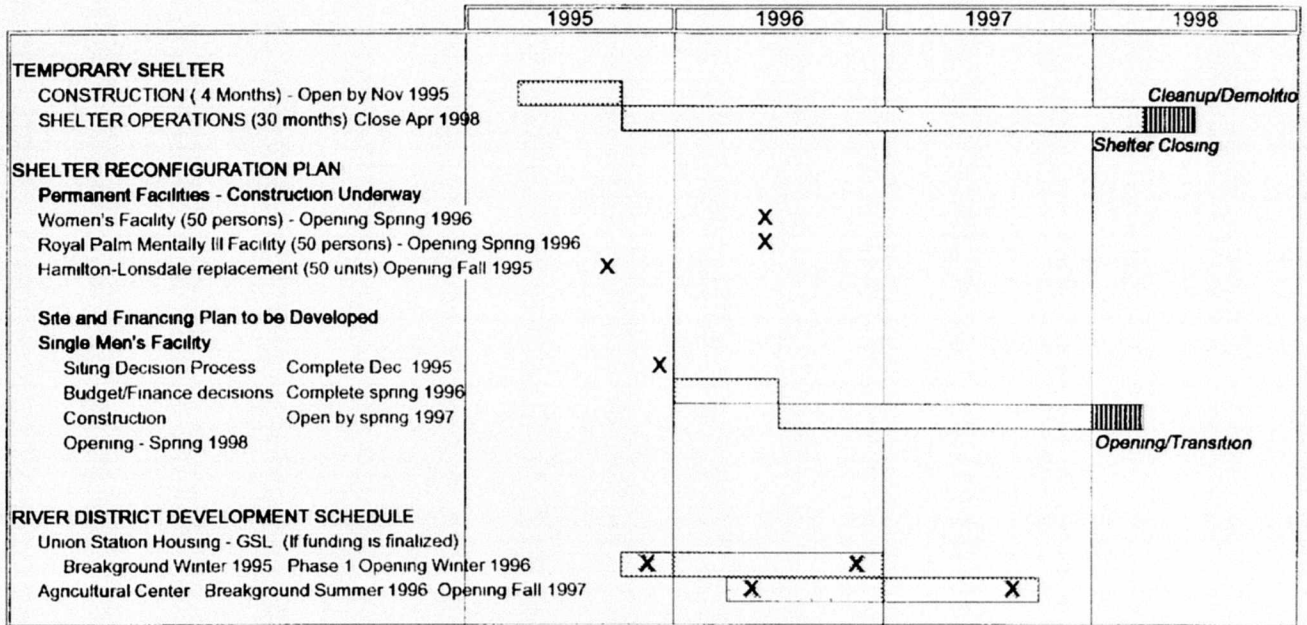
Note 1 The structure is to be kept at 4 436 - 4 500 square feet These additional program requirements will be included by reconfiguring included without increasing the square footage of the structure

Note 2 BGS is reviewing PDC's environmental testing results from the construction of the 9th Ave street improvement project This should will give them an idea of the type and extent of problems if any BGS will be able to determine the extent of the kinds of testing the need to do The cost of environmental mitigation can be determined after testing is complete

Temporary Homeless Shelter Replacement Analysis

□ Project Time Line Issues and Impact on City Initiatives.

CHART 1
Recovery Inn Temporary Shelter Timelines



There are three issues concerning the project time line (Chart 1)

- 1 The original construction time line covered 19 weeks. General Services is now working on a four month schedule with the shelter opening by November 1. This will require compressing a normal construction schedule as much as possible. This schedule assumes no major delays due to process issues.
 - Design Review - The original schedule assumed a minimal design review requirement. However, it now appears that a Type II Design Review will be required. Type II design review normally takes about 45 days. Type II review requires notice to the community about the facility, but there is no hearing unless requested.
 - Shelter certification is required due to EX Zone (a permitted use with certification). The certification process requires the development of a Good Neighbor Plan (working with neighbors to identify important issues), establishment of a mediation plan, etc.) This process is coordinated by the Bureau of Housing and Community Development and normally takes about three months. This process can be happening concurrently with design review and other construction activities.

Any major delays in any of these processes or other City requirements may delay the facility opening by the start of the cold weather season. Commissioner Kafoury has filed a resolution which designates the need for the temporary replacement facility as a "health and safety" emergency and that the temporary facility will be "short-term and minor" because a permanent facility is planned to be available within three years. This designation allows the siting and construction of the facility to proceed immediately in order to be completed before the winter of 1995 begins. The facility would not be required to go through city processes such as design review and additional use permit regarding parking and other zoning requirements. The resolution also states that they will comply with the standards set forth for in the shelter certification process to the extent those standards can be met within the time frame for opening the facility.

- 2 On June 22, the City Council discussed a two year timeframe for siting the temporary facility at the Union Station site. The resolutions which have been filed include a three year period and the operating proposal covers 30 months during the three years.

On a multi-year perspective, the closing of the temporary shelter in 30 months (April 1998) needs to be coordinated with an established schedule for the siting and construction of a permanent shelter for single men, as outlined in the Shelter Reconfiguration Plan. This permanent shelter is needed to complete a trio of shelters, the women's and the mentally ill facilities to open in summer of 1996. A delay in the permanent facility would delay the scheduled closing of the temporary shelter.

- 3 The 30 month operating schedule for the temporary facility overlaps the opening of several River District developments. If funding is secured for them, both Phase 1 of the Union Station housing project and the Agricultural Center project are scheduled to be complete by fall of 1997.

List of Optional Sites Reviewed by Bureau of General Services

As requested, BGS has prepared a summary of the optional sites that were reviewed for siting the temporary facility. (See Attachment 8, June 27, 1995 memorandum from David Kish)

Additional analysis: Salvation Army Recovery Inn Operations

As requested by the Mayor's Office, a general comparison of the proposed facility's services and costs against the Salvation Army's Recovery Inn services and costs was prepared. (See the Attachment 9, July 3, 1995 Financial Planning memorandum to Mayor)

SUMMARY OF ISSUES:

- How to address the \$529,000 funding gap over 30 months
- Finalize structure design As a temporary building which will need to be removed from site, determine how to maximize its use beyond two-three years
- Match operating program and facility design within budget
- Timeframe
 - The need to have temporary replacement facility by start of winter 1995
 - The need to finalize permanent facility siting and funding issues
- Other options and alternatives Does Council require additional analysis/review?

**ATTACHMENT 1: June 6, 1995 memorandum, Mayor Katz to Council.
RE: Year End Fund Balance.**



City of Portland
Vera Katz
Mayor

June 6, 1995

To Commissioner Earl Blumenauer
Commissioner Charlie Hales
Commissioner Gretchen Kafoury
Commissioner Mike Lindberg

From Mayor Vera Katz *ok*

Subject Year-End Balance

You are in receipt of the *Financial Outlook* for Accounting Period 11 from the Bureau of Financial Planning. The report signals that as a result of continued strong Business License revenues, the year-end balance will likely be \$135 million higher than anticipated in the FY 1995-96 Approved Budget. Contingent upon year-end bureau expenditure levels, the balance could be even higher by year-end. As you are aware since our last work session on the FY 1995-96 budget, some new and necessary requirements have surfaced that the Council will need to take action on in the near future. Attached is a chart listing known additional requirements. I will discuss these with you during our next regular meeting.

In allocating any additional resources, we must first address requirements for which we have little or no discretion. As such I recommend that we allocate \$969,024 of the \$1,349,237 in new business license revenues to meet the following two requirements prior to the end of the current fiscal year:

- Allocation of \$769,024 for the settlement of litigation between the City and Multnomah County Rural Fire District 10. Council authorized this settlement agreement at its June 7 session. This appropriation is required prior to the end of the current fiscal year in order to cover retroactive retirement payments and attorney fees.

- Allocation of \$200,000 for additional Police Bureau overtime President Clinton will be visiting Portland later this month for an Economic Development Summit This two day visit will require additional unbudgeted overtime expenditures by the Police Bureau estimated at \$200,000 The estimate was derived from the amount of overtime expended during the Timber Conference

Funding these requirements leaves a balance of \$380,213 for allocation in the FY 1995-96 Adopted Budget As indicated in the attachment the City faces other time critical and presently unbudgeted requirements I recommend allocating this balance to the following requirements in next year's budget

- \$85,000 ongoing adjustment to cover the annual cost of the District 10 Settlement
- Options are currently under review for responding to the closure of the Recovery Inn Homeless Shelter Cost estimates may be as high as \$500,000 Until recommendations are finalized I believe it would be prudent to set-aside appropriation to cover these potential costs I recommend proceeding now with the allocation of \$295,000 toward the estimated \$500,000 If additional resources become available, or once final recommendations become available, Council may need to consider allocating additional appropriation

Should additional resources become available next fiscal year, I recommend allocation to the following items listed in their order of priority

- The remaining \$205,000 of the \$500,000 that may be required for the replacement of homeless shelter space eliminated by the closure of Recovery Inn
- \$210,000 to cover the three year shortfall in support for the Union Station Housing program
- \$200,000 for a one-time adjustment to the Police Bureau budget to cover additional overtime associated with future Presidential and other VIP visits during the election year
- \$120,000 for a one-time special appropriation to continue support for after-school programs that can no longer be funded by Golf fee surcharges in accordance with Council's recent deliberations on this matter This amount assumes an increase in play and a resulting improvement in the financial condition of the Golf Fund However, projections provided by the Bureau of Financial Planning indicate that if the current low levels of play continue, this requirement could be as high as \$700,000

All of these represent necessary and unavoidable requirements that have arisen since Council last deliberated on the budget. Again, I will be discussing these issues with you at our next regularly scheduled meeting. In the meantime I have asked the Bureau of Financial Planning to prepare the necessary amendments to the current and FY 1995-96 Budgets.

c c Steve Bauer
Tim Grewe
Executive Assistants

FY 1994-95

RESOURCES

Business License 1,349,237

REQUIREMENTS

District 10 Settlement 769,024
 Economic Conf Overtime 200,000
 969,024

Balance Remaining 380,213

FY 1995-96

RESOURCES

Carryover of Balance 380,213

REQUIREMENTS

District 10 Settlement 85,000
 Homeless Shelter 295,213
Total 380,213

Balance Remaining 0

Other Known Unfunded Requirements

Homeless Shelter 204,787
 Golf Surcharge Replacement 120,000
 Election Overtime 200,000
 Union Station Housing/3 yr shortfall 210,000
Total 734,787

ATTACHMENT 2: June 13, 1995 memorandum from Commissioner Kafoury to Council. RE: Temporary Shelter Replacement.



CITY OF
PORTLAND, OREGON

Gretchen Kafoury, Commissioner
1220 S W 5th Avenue
Portland, Oregon 97204
Telephone (503) 823-4151

MEMORANDUM

Date: June 13, 1995
To: City Council
From: Gretchen Miller Kafoury *Gretchen Kafoury*
Re: Replacement for Recovery Inn

I am now prepared to recommend to you the best course of action available to us for replacement of the shelter beds being closed at Recovery Inn.

Several weeks ago, I distributed a status report to your offices through the Executive Assistants. After exploring each of the options outlined in that report, I believe our most viable alternative is to construct a temporary building on city-owned land North of the Broadway bridge. General Services estimates the cost of that project to be \$300,000. I have attached a drawing and cost sheet for your review, as well as a map of the site.

This approach is good for several reasons. First, it can be constructed quickly and at a reasonable cost. Secondly, it is in a Central City location that is not scheduled to be developed for approximately five years. The site's only adjoining neighbor is the police horse barn. Finally, this strategy represents a city investment in a temporary structure that could be put to a variety of uses after the shelter is no longer needed.

As you know, there is still considerable debate in the community as to how many shelter beds are needed on an ongoing basis. The Shelter Reconfiguration Plan anticipated the closing of Recovery Inn, but not until after we had completed the permanent facilities for women and the mentally ill. By investing in this shelter on a temporary basis, we will buy the time needed to finish the shelter reconfiguration plan correctly, and to avoid the problems caused by the lack of shelter beds. I would estimate that this facility would be in use for a maximum of three years. It could be closed sooner if we find the funding and site for the permanent facility envisioned in the Shelter Reconfiguration Plan.

I hope that I will have your support to move immediately on this project. If we move right away, we should have this facility in

use by the beginning of October -- before it gets cold.

As you are well aware, this is a difficult facility to site. Over the last twelve months, City staff have issued an RFP for sites, engaged real estate brokers and explored all government owned resources. We have also worked with the Central Eastside Industrial Council, the Chamber of Commerce, APP and other interested groups. All of that work has led to the conclusion that this proposal is the best alternative available.

I have discussed this plan with Chief Moose, community advocates, and several key members of the River District Steering Committee. The police and the advocates both agree that this could be a critical piece of maintaining order in the Central City, and will be an important piece of the negotiations concerning our anti-camping ordinance. The representatives of the River District that I have spoken with believe that this facility is preferable to having the population on the street, and agree that the timeline is reasonable.

I will now need to determine the operating costs and return to you with a proposal on how to join with Multnomah County to fund the project.

I hope you can give this proposal your immediate attention, and that I have your support.

cc: Council Executive Assistants
David Kish
Jan Burreson
Steve Rudman



CITY OF
PORTLAND, OREGON

Gretchen Kafoury, Commissioner
 1220 SW 5th Avenue
 Portland Oregon 97204
 Telephone (503) 823-4151

TO CEIC and Chamber of Commerce Ad Hoc Task Group
 FROM Gretchen Miller Kafoury *gm*
 DATE May 23, 1995
 RE Status of Closure of Recovery Inn

The following provides the latest information I have on City and County efforts to respond to the closure on June 30th. Anticipated impacts are also highlighted. We need your help to find workable and appropriate responses at this point.

The City and County are working in tandem on 2 fronts to address the closure: assessment of current shelter users with relocation assistance and replacement of shelter beds (both year-round and winter).

I ASSESSMENT AND RELOCATION

112 people (18 women, 94 men) were deemed eligible for relocation assistance on May 10. To date 96 have been assessed by one of the four agencies cooperating on the project. Each agency has up to \$1200 per person available from County funds to help relocate a person into appropriate housing.

Northwest Pilot Project is assigned those over 50 years of age (20 clients), Oregon Hispanic Development Council works with Spanish speakers (22), Mental Health Services West is assessing all the women and will work with others as appropriate. Transition Projects, Inc is assigned all others including several younger, disabled residents (approx. 45 clients). 15 people have left on their own, 6 have obtained housing through agency effort, 1 person has gone into the Harbor Light A & D recovery program.

An estimated 20-30 people may not be "houseable" through agency efforts for a number of reasons largely due to mental illness. Waiting lists for structured programs are long--e.g. 170 for the case management program at TPI, it should not be assumed that such structured programs would be chosen or successfully used in all cases.

The agencies have done exceptional work in a short period of time. The Recovery Inn staff have been most helpful in their cooperation and knowledge of the shelter users.

p 2 Closure status

II REPLACEMENT ACTIVITIES

Efforts described below address year-round shelter beds (an estimated 50-100 needed), winter shelter needs (300-400 beds) are not included

Facilities, an operator, and siting are the three components of a workable solution

- 1 Harbor Light -- Conditional use and building rehabilitation issues Not feasible
- 2 Solicitation for small shelters (10 - 30 beds each) -- no interest expressed
- 3 Temporary structures such as school type portables, construction camp units, inflatable dome, prefab building -- approx \$300,000 for purchase and site placement
- 4 Vacant land for siting

City properties incl lots at NW 6th and Glisan, near Convention Center, N of Broadway Bridge in River District area, Bridgeport Hotel site,

No County property has been identified as feasible State property search is still occurring,

Leasing agents and realtors have been asked for possibilities by Kafoury, consultants, PDC, and service agencies have been alerted No viable options presented to this point
- 5 Emergency use of municipal or military facility -- to be assessed but not a likely possibility
- 6 Park for camping with portable showers/toilets (e g "Stand Down") -- not being pursued as feasible option
- 7 Reopen Recovery Inn with a different operator or rules

III PREDICTED IMPACTS OF CLOSURE

1. Increased stress on agencies, homeless people as crowding, uncertainty, and dislocation occur. More agitation is reported now. TPI and St Francis Dining Hall will probably be the most impacted.

p 3 Closure Status

- 2 Loss of 150 winter beds, 130 year-round
- 3 Police will have no drop off place for vulnerable people, increased camping activity
- 4 Hospitals and Hooper Detox have been using Recovery Inn as a release place for some patients
- 5 More street activity, particularly in Central Eastside
- 6 Businesses will probably see more people in doorways, loading docks
- 7 Neighborhoods will see more homeless people in parks, etc.
- 8 Some of the women who may not be able to be placed and cannot live out on their own very successfully are especially vulnerable
- 9 Sanitation issues -- showers and public toilets

IV ASSISTANCE AND COOPERATION NEEDED

We have found no feasible site as a temporary replacement.

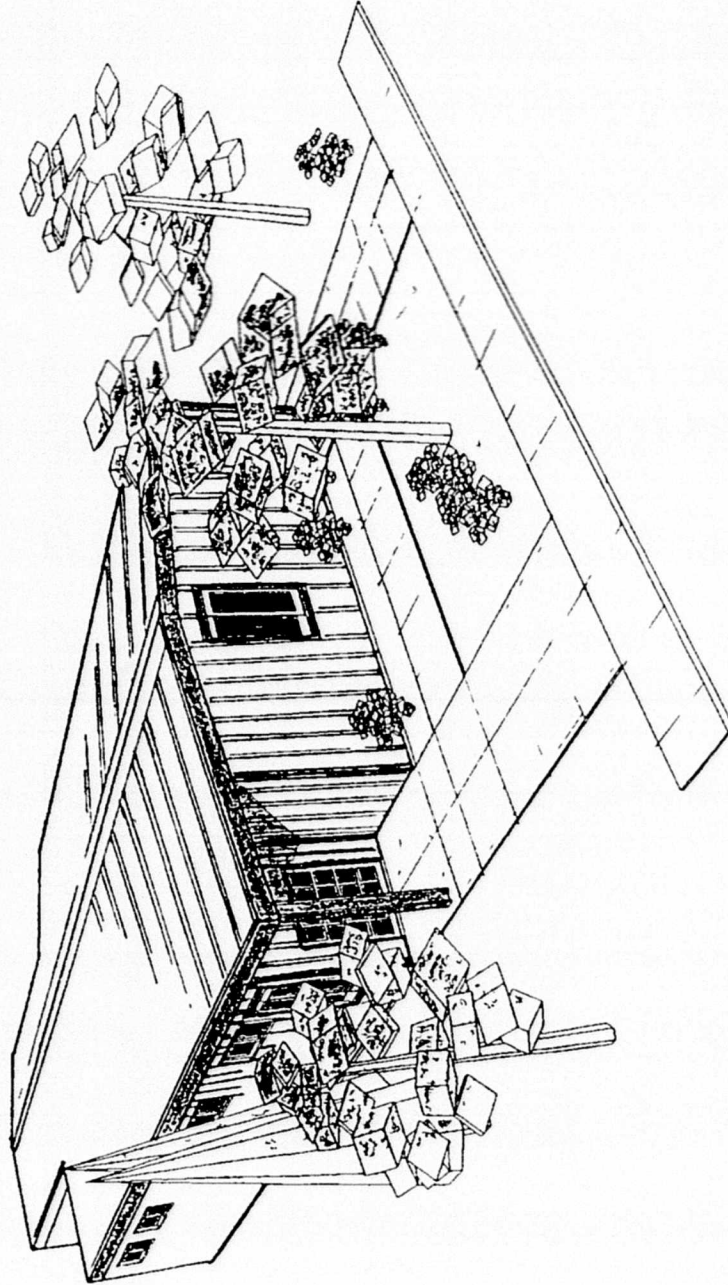
There is no readily available service provider or facility operator

There needs to be wider recognition, "ownership", and contending with this as a complex community problem of broad scope and impact

35419

HOMELESS SHELTER

35419



**HOMELESS SHELTER
VIEW OF ENTRY**

City of Portland
Bureau of General Services

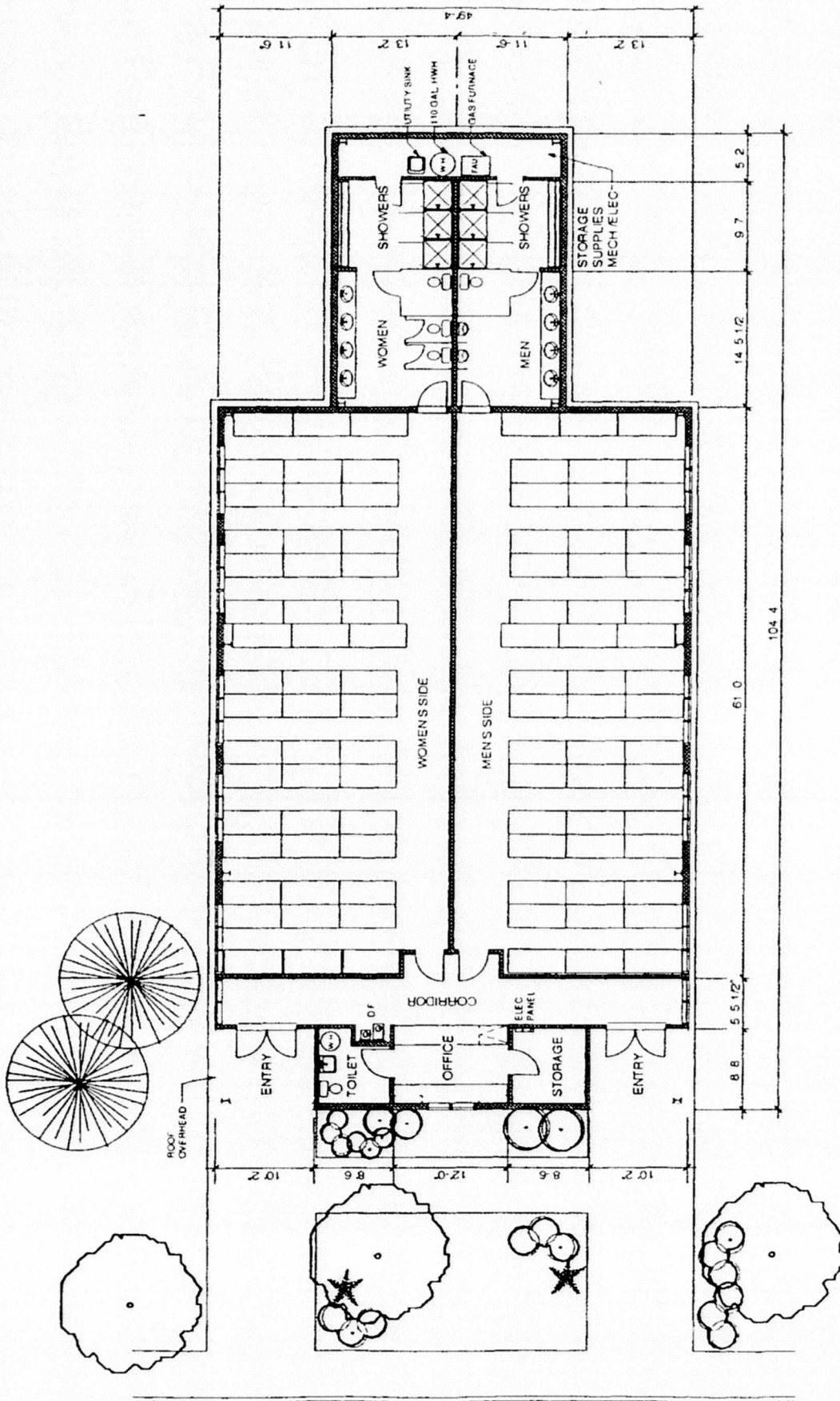
June 5 1995

35419

HOMELESS SHELTER PRELIMINARY PLAN

City of Portland
Bureau of General Services

June 5 1985



| AREA SUMMARY | |
|-----------------------|-------|
| OFFICE/TOILET/STORAGE | 252 |
| CORRIDOR | 291 |
| SLEEPING ROOMS | 2,991 |
| TOILETS | 608 |
| END MECH/ELEC | 116 |
| SUB-TOTAL ENCLOSED | 4,258 |
| COVERED ENTRIES | 178 |
| BUILDING UNDER ROOF | 4,436 |

06/07/95

HOMELESS SHELTERCOST ESTIMATE

| | |
|--|---------------|
| CONSTRUCTION | |
| 4436 sq ft x \$40/sq ft. | \$177,500 |
| LANDSCAPE | 20,000 |
| TESTING | 6,000 |
| SURVEY | 4,000 |
| UTILITY CONNECTION | |
| SEWER | 16,500 |
| WATER | 8,800 |
| ELECTRICAL | 2,500 |
| UTILITY INSTALLATION TO BUILDING | 6,000 |
| STORM DEVELOPMENT FEE | 400 |
| BUILDING PERMIT | 3,500 |
| PLANNING FEES | 4,000 |
| PHONES/DATA | 400 |
| PRINTING COSTS | 1,500 |
| PROJECT MANAGEMENT | 12,000 |
| CONSULTANT | 12,000 |
| 1 33% ART | 2,500 |
| CHANGE ORDER CONTINGENCY | 9,000 |
| ESTIMATING CONTINGENCY | <u>13,400</u> |
| TOTAL | \$300,000 |

Notes

As of this date a specific site has not been selected, therefore these numbers may need adjusting and/or unknown factors may have additional costs

Off-street parking has not been considered.



MULTNOMAH COUNTY OREGON

35419

COMMUNITY & FAMILY SERVICES DIVISION
COMMUNITY ACTION PROGRAM OFFICE (503) 248-5464
426 SW STARK, 6TH FLOOR
PORTLAND OREGON 97204
FAX # (503) 248-3332

BOARD OF COUNTY COMMISSIONERS
BEVERLY STEIN • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: HOMELESS SERVICES PROVIDERS
INTERESTED PARTIES

FROM: REY ESPAÑA

SUBJECT: RECOVERY INN CLOSURE AND RELOCATION

DATE: MAY 10, 1995

On Friday, June 30, 1995 Multnomah County will lose one of it's most well known homeless shelters when The Salvation Army's Recovery Inn shelter closes. The Salvation Army has made a business decision that they cannot continue to operate the shelter past June 30, 1995

The loss of this shelter will have a significant effect on the homeless services system in Multnomah County even before the official closure date. To help ensure an orderly and planned closure of the Recovery Inn shelter the Community Action Program Office in conjunction with The Salvation Army and service providers are proceeding with a relocation effort for current shelter clients. On Wednesday May 10, 1995 the population eligible for relocation assistance will be fixed at the persons on the roster at Recovery Inn that night. Beginning then no new persons will be sheltered there. This means that after that date Recovery Inn will not be a shelter resource for single men and women except for persons there the night of May 10, 1995.

At this time the community's need for basic shelter resources is being evaluated as to the implementation of the Strategy for Serving Homeless Single Adults in Portland/Multnomah County, Oregon. The City of Portland and Multnomah County are continuing to research the development of basic shelter facilities ranging in size from 10 to 75 beds and to plan for expanded winter shelter capacity.

For information on the limited shelter resources available contact United Way I&R at 222-5555. For information concerning the single adult service system contact John Pearson at 248-5464, ext 2612.



MULTNOMAH COUNTY OREGON

35419

COMMUNITY & FAMILY SERVICES DIVISION
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TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

May 10, 1995

DEAR RECOVERY INN SHELTER RESIDENT:

On Friday, June 30, 1995 the Recovery Inn shelter will close

As a person staying at the shelter tonight and signing the roster you can continue to stay at the shelter until June 30th (if necessary) if you continue to come to the shelter each night. There will be times when you may need to be gone from the shelter for a night or two. You must let the shelter staff know about your time away from the shelter before you leave. If you leave without letting the staff know you will not be allowed to stay at the shelter or receive social services to help you find a place to live.

Starting tomorrow, Thursday, May 11, 1995 staff from social service agencies will begin talking to you about services to help you move out of the shelter and find another place to live. To help make this easier for everyone the shelter will be open during day so that you can meet with the social service providers. For those of you who work during the day, agency staff will be able to come to the shelter at night to talk with you. For those of you who do not want to see a social services worker you may continue to stay at the shelter until June 30, 1995 as long as you follow the shelter rules. If you leave without the shelter staff's approval you will not be let back in at night after that time.

The chiropractic clinic will remain open. This program is not restricted to shelter clients.

To help you move out of Recovery Inn the social services workers will need to ask you questions and get information from you. The social services workers will need to talk to you more than just one time. You may not be able to talk to someone the very first day. Some people may go ahead of you. Everybody will get a chance to talk with someone.

If you have questions ask the Recovery Inn staff and they will see that someone answers your question.

Thank you for your cooperation.

35419

N o t i c e

May 11, 1995

**Until further notice,
only those clients
signed in for
May 10, 1995
will be admitted into
shelter**

Effective June 30, 1995

**Recovery Inn
will be
permanently
closed**

RELOCATION TEAM CONTACT LIST

AGENCY

CONTACTS

MULTNOMAH COUNTY
COMMUNITY ACTION PROGRAM

JOHN PEARSON, 248-5464, EXT 2612
CATHY SPOFFORD, EXT 6693
FAX 248-3332

TRANSITION PROJECTS, INC.

RICHARD KUCZEK & EMILY CARSON,
222-9361 FAX 299-6800

NORTHWEST PILOT PROJECT

BOBBY WEINSTOCK, 227-5605
FAX 274-8559

OREGON HUMAN DEVELOPMENT
CORPORATION

ODALLIS PEREZ, 245-2600
FAX 245-9602

MENTAL HEALTH SERVICES WEST

DISPATCHER, 8 00 a m - 10 45 pm
For an immediae response -- 228-0373
For Project Respond, FAX 273-4545

VETERANS SERVICES OFFICER

FRANK FREYER,
TUES 248-5470,
THUR 248-5480

THE SALVATION ARMY

MAJOR NEAL HOGAN & NICK GIESCH,
HARBOR LIGHT 239-1259,
RECOVERY INN 239-1233
FAX 239-1262



CITY OF
PORTLAND, OREGON

35419

Gretchen Kafoury, Commissioner
1220 S W 5th Avenue
Portland, Oregon 97204
Telephone (503) 823-4151

MEMORANDUM

TO Interested Agencies

FROM Gretchen Miller Kafoury *gmK*

DATE May 6, 1995

RE Solicitation of Interest in Providing Shelter Beds

As part of our response to the impending closure of Recovery Inn, City and County staff working on the problem want to know if it is feasible to create small, temporary shelters to cover some of the need. The idea is that we would contract with several agencies to provide a certain number of agreed upon beds in scattered sites -- some 10, 20, or 30 beds each. These would probably be paid for by vouchers under a contract with Multnomah County.

We are simply trying to get an idea of possibilities. Details will be developed as we receive expression of interest from agencies. In broad outline, here are some factors to consider in your response

- 1 Facilities would be provided by the sponsoring agency;
- 2 Public funds to support the operation would probably be \$6 50 per bed per night,
3. Religious elements may not be required for those sheltered with public funds;
- 4 Clientele are not required to be "clean and sober" but no drinking would be allowed within the shelter (e.g. it would be "wet" shelter with no case management or other program participation required);
5. Agencies are encouraged to provide other amenities such as an evening meal, showers, change of clothes or to be open during daylight hours with their own funds or through volunteer efforts. The per bed rate is to subsidize shelter bed operations only;
- 6 A TB screening card should be required;
7. The shelter space would need to be operational by June 26th (and preferably sooner). We expect to operate these temporary shelters for one year at minimum;
- 8 Offering shelter to a particular group (e.g. women) would be a possibility;

35419

Agencies, p 2

9. Funds to cover minimal rehab costs for an agency's facility in order to provide these added beds might be possible.

If you have questions, please call Terry Anderson at 823-3035. We would like to have preliminary responses in writing to us by Wednesday, May 24th Send to

City Hall Room 211
1220 SW 5th
Portland, OR 97204

Perhaps we can find some different options in working together as we face the difficulties of replacing Recovery Inn's services to our community.

35419

ATTACHMENT 3:

**June 23, 1995 memorandum from Carol. M. Ford to
Council. RE: Recovery Inn Analysis and Workplan.**

July 3, 1995

OF&A Recovery Inn -- ANALYSIS WPD

35419



CITY OF
PORTLAND, OREGON
OFFICE OF FINANCE AND ADMINISTRATION
BUREAU OF FINANCIAL PLANNING

Vera Katz, Mayor
Tim Grewe, Director
1120 SW Fifth, Room 1250
Portland, Oregon 97204
(503) 823-5288
FAX (503) 823-5384

MEMORANDUM

TO Mayor Vera Katz
Commissioner Earl Blumenauer
Commissioner Charle Hales
Commissioner Gretchen Miller Kafoury
Commissioner Mike Lindberg
Auditor Barbara Clark

FROM Carol M Ford, Bureau of Financial Planning *Carol*

DATE June 23, 1995

SUBJECT Recovery Inn Replacement Facility Proposal - Analysis

Based on Council's vote to approve Commissioner Kafoury's report and to move forward with the proposal, the Bureau of Financial Planning will facilitate an analysis and review which will focus on a multi-year financial plan for the project and analysis of the operating funding issue I have attached the scope of work for the analysis with which I am proceeding I have reviewed this workplan with Commissioner Kafoury's Office and the Mayor's office If Council Offices have any questions about the workplan or have additional directions, please call me at 823-6960

cc Jan Burreson, PDC
David Kish, BGS

**Bureau of Financial Planning
WORKPLAN AND SCHEDULE
for Recovery Inn Temporary Replacement Facility Analysis**

At their June 21, 1995 discussion of Commissioner Kafoury's Recovery Inn temporary replacement proposal, the City Council voiced several questions and issues, including

- What timeframe is needed to have facility ready for winter months?
- What are the operating costs and who will be responsible?
- What other sites were examined?
- What is the 2-3 year impact on River District development?
- How does this fit into the Shelter reconfiguration plan?

Based on Council's vote to approve Commissioner Kafoury's report and to move forward with the proposal, the Bureau of Financial Planning will facilitate an analysis and review which will focus on a multi-year financial plan for the project and analysis of the operating funding issue

The Workplan and Schedule for this analysis follows

- Wed, June 21 - met with
Davis Kish, BGS - to provide list of properties/sites reviewed and issues
Terry Anderson, Commissioner Kafoury's Office - to provide proposal background data
Bruce Allen, PDC - to provide information on safety and security issues for proposed site, also info/issues on Trailways block
- Thur - Wed, June 22 - 28
Collect and review information
BGS - outline timeframe for design, construction and installation of facility, review cost estimates, etc
BHCD - current City funding of homeless services, including Recovery Inn, partnership with County, other providers, shelter certification process, etc
PDC - River District development schedule, safety and security issues, etc
Other bureaus as needed
- Fri, June 23
Operating cost estimate and program design due from County
- Finalize draft Recovery Inn analysis by Wed June 28
- Review draft with Mayor's Office and Commissioner Kafoury's Office
Thurs-Fri, June 29 - 30
- Distribute Recovery Inn analysis to Council by Monday, July 3 Analysis available for Council actions on proposal

Recovery Inn Temporary Replacement Facility Analysis

Analysis to include

Financial Plan

Schedule of Tasks, including transition to permanent facility

To develop Financial Plan and schedule, the following areas will be reviewed/analyzed

- 1 Project Time Line -
 - Design, construction and placement of temporary structure
 - Schedule of Council actions
 - Design review
 - Purchasing process
 - Construction process - design review, permitting, construction, etc

- 2 Construction costs of temporary structure
 - Cost assumptions and options

- 3 Other siting options
 - Listing of other sites considered and issues with each
 - Other County properties

- 4 Operation Issues
 - Program design and cost estimate Funding sources
 - Partners County, etc

- 5 Two - three year term
 - River District development schedule
 - Shelter Reconfiguration Plan schedule permanent facility siting decision

Schedule Summary

| | |
|-----------------------|--|
| Wed-Thurs, June 21-22 | BFP meet with Kafoury's Office, BGS, BHCD and PDC |
| Fri, June 23 | Operating cost estimate due from County |
| Wed, June 28 | Draft analysis finalized |
| Thurs-Fri, June 29-30 | Review draft with Mayor's Office and Comm Kafoury's Office |
| Mon, July 3 | Distribute review to Council |

35419

ATTACHMENT 4:

**Resolution - Designate a health and safety
emergency and direct the Bureau of General Services
to construct a temporary homeless shelter**

July 3, 1995

OF&A Recovery Inn -- ANALYSIS WPD

RESOLUTION No.

Designating a health and safety emergency and directing the Bureau of General Services to construct a temporary homeless shelter on Block 219, Lots 1-4 of Couch's Addition, located north of the police mounted patrol barn on NW 9th Avenue (Resolution)

WHEREAS, the City of Portland has responsibility for addressing the housing needs of all its citizens, including homeless persons, and

WHEREAS, the Recovery Inn has provided critically needed shelter for a portion of Portland's homeless population, and

WHEREAS, the Recovery Inn closed on June 30, 1995, leaving the homeless population, previously served by that facility, without a shelter because no other shelter of this type exists, and

WHEREAS, the lack of shelter caused by the closing of the Recovery Inn will become critical the winter of 1995-96, and

WHEREAS, the only way the City can be certain a facility will be available to meet this critical homeless shelter need is immediately to take the steps necessary to locate or site a temporary homeless shelter to meet the need formerly met by the Recovery Inn, and

WHEREAS, the City has been unable to locate a satisfactory existing structure to serve as a replacement homeless shelter Existing structures suitable for homeless shelters are difficult to locate, and costly, and time consuming to retrofit The closure of Recovery Inn was unexpected and there has been insufficient time to find an existing building and accomplish necessary adaptations for shelter use, and

WHEREAS, the City has reviewed a number of potential sites owned by government agencies and available for rapid, temporary development The City inventoried city-owned sites that could meet five criteria and polled other public agencies to establish the availability of sites Ten sites were identified and evaluated, and

WHEREAS, Block 219, lots 1-4 of Couch's Addition, located on NW 9th Avenue, (hereafter the subject site) is a satisfactory site because it's location is in accord with the Shelter Reconfiguration Plan, appropriately zoned, within walking distance to downtown, in proximity to social service providers, and in public ownership, and

WHEREAS, the subject site is owned by the Portland Development Commission and is available for use as a temporary homeless shelter for three years, until redevelopment is scheduled to occur, and

WHEREAS, the subject site is located in the River District and the Central City Plan District and is subject to design review, and

WHEREAS, requiring a replacement homeless shelter at the subject site to complete design review and fully satisfy all other zoning code requirements that would apply to a permanent homeless shelter could prevent construction at the proposed site altogether and would be certain to prevent construction and occupancy of a replacement shelter before the winter of 1995 begins, and

WHEREAS, the City is presently exploring permanent solutions for the homeless shelter need created by the closing of the Recovery Inn, but those solutions will not be in place for the 1995 winter and may not be in place until after the winter of 1997-98, and

WHEREAS, PCC 33 296 allows for "short-term and minor deviations from the requirements of the zoning code for uses which are truly temporary in nature, will not adversely impact the surrounding area and land uses, and which can be terminated and removed immediately", and

WHEREAS, the City Council finds that a temporary homeless shelter on the subject site will be "short-term and minor" because a permanent facility is planned to be available within three years, and the City will ensure the temporary facility will comply with as many applicable zoning code requirements as can reasonably be satisfied while at the same time ensuring the temporary facility is open for operation not later than November, 1995, and

WHEREAS, the temporary facility will not adversely impact the surrounding area and land uses because the land within 400 ft surrounding the facility is either vacant or in uses such as a police mounted patrol facility, parking lots, a flour mill, a locomotive fueling station, and railroad tracks which can coexist in harmony with a properly run temporary homeless facility, which this facility will be This temporary facility actually will have a beneficial impact on the area and the Central City by providing homeless persons places other than the streets to sleep, and

WHEREAS, the building that will house the temporary homeless facility will be of a temporary type and design that can be removed immediately after the short-term need caused by the closure of the Recovery Inn can be met at a permanent facility, and

WHEREAS, under PCC 33 296 030, temporary activities and structures needed as the result of health and safety emergencies, such as this sudden loss of housing for people who formerly received shelter at Recovery Inn, are allowed for the duration of the emergency, and

WHEREAS, the legislative procedures provided at PCC 33 740 for "establishment and modification of land-use plans, policies, regulations and guidelines", do not apply to Council legislative declarations of emergency under PCC 33 296,

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Portland, that

- a Pursuant to PCC 33 296 a health and safety emergency is declared to exist
- b The Bureau of General Services is directed to continue steps already taken and to take all appropriate additional steps necessary, working with appropriate city bureaus, to

site, construct and ensure operation of a temporary homeless facility on the subject site not later than November, 1995

- c This facility will be a temporary facility and will be removed after the winter of 1997-98, when a permanent replacement facility is available, and will be removed sooner than the winter of 1997-98, if a permanent replacement facility is available prior to that time
- d The Bureau of General Services shall consult with and seek input from the Portland Bureau of Planning and consider incorporating any recommendations, consistent with the overriding council directive that the facility be open on or before November, 1995
- e The Bureau of General Services shall ensure that the proposed facility complies with the standards set forth at PCC 33 285 050 b(1-7,10) for permanent Mass Shelters, to the extent those standards can be met consistently with the overriding council directive that the temporary facility be open on or before November, 1995
- f The Bureau of General Services shall take all reasonable steps to mitigate any impacts on adjoining properties or land uses by the proposed temporary facility, consistent with the council directive that the temporary facility be open on or before November, 1995

Adopted by the Council,
Commissioner Kafoury
Karen Kramer SGraham
June 28, 1995

BARBARA CLARK
Auditor of the City of Portland
By
Deputy

35419

ATTACHMENT 5:

Resolution - Authorize the Bureau of General Services to negotiate and execute a Lease Agreement for \$1/year with the Portland Development Commission for temporary use of a site at Union Station for a homeless shelter.

RESOLUTION No.

Authorize the Bureau of General Services to negotiate and execute a Lease Agreement for \$1/year with the Portland Development Commission for temporary use of a site at Union Station for a Homeless Shelter (Resolution)

WHEREAS, the City of Portland desires to site and construct a temporary facility for a homeless shelter in the downtown area and, after a lengthy search of possible sites owned by governmental agencies, the City Council desires to pursue a site on land currently owned by the City of Portland, by and through the Portland Development Commission, and

WHEREAS, the site of 11,000 sq ft along N W 9th Avenue, including portions of Lots 1 through 4 on Block 219, Couch's Addition, appears to meet the major siting criteria for the shelter of 5,000 sq ft, and

WHEREAS, the site is currently vacant and available for temporary use for a homeless shelter provided that such use shall be terminated and all improvements constructed thereon be removed in their entirety not later than June 30, 1998, and

WHEREAS, the Bureau of General Services is hereby directed to enter into lease terms with the Portland Development Commission that provides for the development, operation, maintenance and security for the facility and surrounding area as well as the removal of the facility and restoration of the site within the time frame described above, and

WHEREAS, as part of the City's Shelter Reconfiguration Plan, a 40-bed facility for homeless women is anticipated to open in late 1996 The Bureau of General Services is directed to close down that portion of the temporary shelter at Union Station and remove it from the premises, if practical, when the new facility is operational but, in any event, this shall occur not later than June 30, 1998, and

WHEREAS, the Shelter Reconfiguration Plan also calls for construction of a 90-bed facility for homeless men The Bureau of General Services is directed to close down that portion of the temporary shelter at Union Station and remove it from the premises when the new facility is operational but, in any event, this shall occur not later than June 30, 1998, and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Portland, a municipal corporation of the State of Oregon, that the Council authorizes the Bureau of General Services to negotiate and execute a Lease Agreement for \$1/year with the Portland Development Commission for a site on the Union Station property under the terms described herein, for the purpose of establishing a temporary shelter for the homeless

Adopted by the Council,
Commissioner Kafoury
Diana Lee Holuka SGraham
June 28, 1995

BARBARA CLARK
Auditor of the City of Portland
By

Deputy

35419

ATTACHMENT 6: Multnomah County Operating Plan Proposal

Temporary Homeless Shelter Replacement Analysis

ATTACHMENT 6

MULTNOMAH COUNTY'S PROPOSED OPERATING PLAN

Although the City's immediate funding issue is the construction budget for the proposed Recovery Inn temporary replacement facility, Multnomah County's operating proposal influences the final design requirements for the structure. Construction costs may be influenced by additional public safety requirements such as fencing and exterior lighting.

Temporary Shelter and Housing Assessment Center Proposal From The Multnomah County Community Action Program Office (CAPO)

A draft proposal was submitted to Commissioner Kafoury's Office on June 23, 1995, from that point the Commissioner's staff has been working with the County to finalize the design of the temporary facility's operation.

The program is envisioned to act like the hub of the wheel whose spokes lead to the broader service system and aid in the movement from temporary to permanent housing. The program's goal is to provide basic shelter and services, with individual assessment and intensive housing and service placement. This is a new approach which combines the shelter and assessment aspects and relies on partners and linkages to other services. This approach fits with the goals the Shelter Reconfiguration Plan.

The County's shelter and assessment center program proposal includes

- County to be responsible for contracting with an operator for the shelter facility who will
 - Run the housing program,
 - Provide initial client assessments,
 - Facilitate case management and services networking
 - Coordinate the interdisciplinary team which staff all clients and makes placement with service providers
- To serve 14 single women and 86 single men
- Provide 24 hour operations, shelter services at night and assessment center services during the day. Required to accommodate this operation: beds and facilities for 100 persons, a day room for 50 persons, and two offices for shelter and client services staff
- Serve as a wet shelter, clients do not have to undergo case management
- No regular meals served, food limited to hot drinks and occasional late-night microwave type meals

The proposal lists desired outcomes of the program to include

- House homeless single men and women
- Provide services on a more timely basis and structured assessment for intake and shelter
- Reduce/eliminate waiting lists for individual programs
- Reduce the length of average stay in emergency shelters, increase placements into

Temporary Homeless Shelter Replacement Analysis

permanent housing, and increase maintenance in permanent housing

The proposal does not list how they will measure these outcomes, what the current level is and what target they will use to determine if progress is being made

Cost Estimate for Operating Proposal

The County proposal estimates the annual cost of providing the services described above for \$490,012. Table 1 within the body of this analysis shows a breakdown of proposed costs. As outlined on Table 1, the cost estimate is primarily housing and client services staff costs. This is in line with the emphasis on assessment and placement of clients with other service providers and into permanent housing. Two areas have not been included in the budget: office equipment and security issues. They may increase the operating budget.

Impact of Operation Design on Preliminary Design and Construction Costs

The Bureau of General Services had only very general program requirements for preparing the preliminary construction cost estimate. They included capacity for 100 persons (50 women/50 men), toilets and showers, no meals, and minimal shelter staff. Review of the County's proposed operating program shows that there are several requests which may be added to the structure design and cost estimates prepared.

General Services will reconfigure the design to keep the size to a maximum 4,500 square feet to address the following issues with the objective of not increasing the basic construction costs:

- 14 women and 86 men, rather than the original 50/50 split
- Two offices (one for program/shift coordinator, one for service partners), preliminary plan has space for only one office
- Day use area (capacity of fifty people) with tables, chairs, and televisions
- Area for two washing machines and dryers, minimal kitchen area (microwave type meals, hot drinks)

Also, the following have not been included in the construction budget:

- Environmental testing and mitigation
- Additional exterior lighting. BGS agrees that existing street lighting alone is not adequate
- An outdoor, partially covered smoking area with fencing was requested in the operating plan. Also requested as optional is space for 100 lockers for personal belongings and a pet run.

35419

ATTACHMENT 7:

**June 23, 1995 memorandum from Bruce Allen, PDC,
to Carol Ford. RE: Proposed Temporary Shelter for
the Homeless at Union Station**

July 3, 1995

OF&A Recovery Inn -- ANALYSIS WPD

PORTLAND DEVELOPMENT COMMISSION
MEMORANDUM

35419

RECEIVED

JUN 23 1995

FINANCE & ADMINISTRATION

4:00 pm

DATE: June 23, 1995
TO: Carol Ford
Office of Finance & Administration
FROM: S. Bruce Allen, Project Manager
SUBJECT: Proposed Temporary Shelter for the Homeless at Union Station

Vern B. Ryles, Jr.
Chairman

Gale Castillo
Commissioner

John D. Eskildsen
Commissioner

E. Kay Stepp
Commissioner

Carl B. Talton
Commissioner

Following is information we have assembled at your request relating to the proposed shelter for the homeless at Union Station. This proposal is moving ahead very rapidly so we have not had adequate time to look at all of the issues, however, this information should provide a good starting point for your analysis.

First, let me summarize the local planning and zoning requirements necessary to implement the shelter. Our staff worked with the Planning Bureau to obtain this information, however, some questions still remain which may require interpretation by the Planning Director. Basically, the proposed shelter itself will not require a conditional use permit, but a conditional use permit may be required for the parking component of the project. The project will also be subject to design review and may require adjustments from other provisions of the zoning code. I would recommend that a point person from the Planning Bureau be designated to be liaison with the other bureaus on this project.

Second, you asked that we help assess the cost estimates for this project. To do so, we looked at available information for the site and met with the Bureau of General Services, who handled the building design and prepared and developed the cost estimates. Following are some thoughts and observations for your information.

1. BGS indicated that the program they were given was for that the shelter would accommodate 100 beds. The Oregonian article on June 22, 1995 stated that this would be a 50 to 70 bed facility. Obviously, this needs to be resolved in order to determine actual capital and operating costs.

Vera Kutz
Mayor

Janet S. Burreson
Executive Director

Mun. Office
1120 S.W. Fifth Avenue
Suite 1100
Portland, OR 97204
503/823-3200
FAX 503/823-3368

Eastside Office
1425 N.E. Irving
Suite 200
Portland, OR 97232
503/823-3400
FAX 503/823-3435

TDD 503/823-6868



June 23, 1995

Page 2

- 2 One of our biggest concerns is related to the presence of the five operating railroad tracks, including the two mainline freight tracks, immediately adjacent to this site. Given the fact that the users of the shelter are presumed to be pedestrians, we feel it is essential that the development program include the construction of a security fence along the railroad tracks to prevent persons crossing the tracks and risking injury. Fencing should also be installed to discourage shelter residents from walking through Union Station to gain access to the shelter. (Note June 23, 1995 letter from Amtrak, also attached.) We would recommend that the architect include such a fence in the development program.
- 3 The development program does not include any exterior lighting. Given the fact that there will be a large number of people in and around this facility in the evening, exterior lighting of the site is essential.
- 4 The Portland Mounted Horse Patrol division should be consulted regarding additional capital improvements that they might feel are necessary for their safety and security.
- 5 Overall security in the area should be addressed. We have consulted with our security officers at Union Station and it is their recommendation that the operating program for this facility include additional security personnel. This could be accomplished through a private security firm and/or the City of Portland Police Bureau. Additional consideration should be given to increasing the police presence in the surrounding area, particularly in the adjacent railyards, the vacant land under the Lovejoy bridge ramps, along NW 9th Avenue, etc.
- 6 Control of litter is also a concern. We would anticipate that some level of regular litter control clean-up will be required. The operating program should provide sufficient budgeted funds to do this.
- 7 Finally, it is very important to us that the precise siting of the temporary homeless shelter be carefully coordinated with PDC since this site is frequently used for other activities associated with Union Station or the surrounding area. For example, we permit use of the site every year during Rose Festival for overflow parking, RV parking, etc. During the holiday season, the US Post Office uses the site to accommodate their additional 1,000 employees that are needed during that period. Additionally, in May 1996, we will be using almost the entire site as part of the 100-Year Birthday Celebration for Union Station to accommodate various pieces of historic rail equipment, displays, booths, parking, etc.

June 23, 1995

Page 3

With regard to the capital costs identified above, I have met with the Bureau of General Services and we have identified some additional capital cost items which have not been included in the cost estimate. BGS assures me that they will look at these items and revise their cost estimate now that the development site has been identified. Items not included in their cost estimate include

- Interior building insulation and wall finishes
- Fill material and compaction of soil for building
- Exterior fencing along active railroad tracks
- Exterior lighting
- Environmental testing and mitigation
- Sufficient funds for design and construction contingencies (typically 30%)
- Costs of removal of improvements at end of use and restoration of site

Please feel free to call me at ext 3357 if you have any additional questions

SBA cw

Attachments

National Railroad Passenger Corporation 800 N W 6th Avenue Portland Oregon 97209

35419



June 23, 1995

Mr. S. Bruce Allen
Project Manager
Portland Development Commission
1120 S. W. Fifth Avenue, Suite 1100
Portland, OR 97204

Dear Mr. Allen.

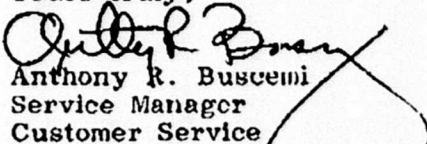
I was quite concerned upon reading in the Oregonian yesterday the article about the shelter that the City of Portland is proposing to build adjacent to Union Station.

I do not believe that this is the appropriate location for such a facility. However, if the city is insistent upon building the facility here then they should provide fencing that will prohibit access to the rail yard, platforms, and station building.

This fence line should start at N. W. Ninth and follow the outer edge of the rail yard to the Lovejoy viaduct or enclose the property where the shelter will be built.

As you are aware, the transient problem in and around the Union Station is a major concern. Amtrak would appreciate your efforts to assist us in restricting access to the site.

Yours truly,


Anthony R. Buscemi
Service Manager
Customer Service

cc: D. Sopa
R. Mason

35419

ATTACHMENT 8:

June 27 memorandum from David Kish, BGS, to Tim Grewe. RE: Homeless Shelter - Option Sites and Site Issues.

July 3, 1995

OF&A Recovery Inn -- ANALYSIS WPD



CITY OF
PORTLAND, OREGON
BUREAU OF GENERAL SERVICES

35419

Gretchen Kafoury, Commissioner
David O Kish, Director
1120 S W 5th Ave., Rm 1204
Portland, Oregon 97204 1972
(503) 823-5252
Fax (503) 823-6924
TDD (503) 823-6868

June 27, 1995

MEMORANDUM

TO: Tim Grewe & Carol Ford

FROM: David O Kish, BGS *DOK*

RE: Homeless Shelter

Last week you asked for information on the proposed temporary homeless shelter

- 1 Design Review - We have consulted with the City Attorney's Office and the Planning Bureau and believe design review may not be necessary since this is a "temporary" facility. Further research by the City Attorney will draw this to conclusion.

If review is required, it would be type 2 which could take several months with appeal.

- 2 Sites - At Commissioner Kafoury's request, we examined several sites for a temporary shelter.

Our criteria were

- Habitable before cold weather (Nov 1). This criteria is difficult to meet for sites needing a zone change or conditional use.
- Proximity to concentration of social services in downtown.
- Easy access to reduce need for transportation.
- Minimum impact on neighbors.
- Price.

Since PDC conducted an outreach process last winter, admittedly for a more permanent site, we did not solicit sites through an RFP. Instead, we inventoried City and PDC-owned sites that met the criteria and polled other public agencies to see what sites might be available.

The following are sites we looked at

- 1 PDC property in south waterfront - (Lincoln Steam Plant) - very difficult access
- 2 PDC - N W Broadway & Glisan - (Old Trailways site) - needs conditional use, would face opposition due to proximity to Transition Projects and new mental health facility recently sited
- 3 PDC - convention hotel site - would require conditional use
- 4 PDC - N W 9th Avenue - near police stables - recommended site, fits criteria
- 5 ODOT - S E Clay - warehouse - available from State but currently leased to Cummings Storage - price \$2 5 million
- 6 ODOT - Water Avenue between Clay & Market - available from State but leased to OMSI for parking - price \$750,000
- 7 ODOT - Water Avenue between Salmon & Taylor - available from State but leased to Wonder Industries - price \$740,000
- 8 ODOT - building - S E Water between Salmon & Main - leased to Speeds Towing - price \$847,000
- 10 Masonic Building - E 10th & Burnside - privately owned - expensive to renovate

The Port, the School District, and the County have also been consulted. The County may be willing to transfer the old Bridgeport Hotel site to the City, but the site is not prepared for a temporary building and neighborhood opposition would be strong.

State properties that are available are being negotiated as a package. The State has refused to sell individual properties and even if they were, prices are high and legal problems would arise if leases were broken.

Thus, the N.W 9th site emerged as the best site which fits our criteria.

DOK gk

c Commissioner Kafoury
Erk Sten

35419

ATTACHMENT 9:

July 3, 1995 memorandum from Carol M. Ford to Mayor Katz. Comparison of Proposed Temporary Shelter and Recovery Inn Operations.



CITY OF
PORTLAND, OREGON
OFFICE OF FINANCE AND ADMINISTRATION
BUREAU OF FINANCIAL PLANNING

35419

Vera Katz, Mayor
Tim Grewe, Director
1120 SW Fifth, Room 1250
Portland, Oregon 97204
(503) 823-5288
FAX (503) 823-5384

DATE July 3, 1995
TO Mayor Katz
FROM Carol M Ford, Financial Planning *Carol*
SUBJECT Analysis and Comparison of the Temporary Homeless Shelter Services and Operating Costs to Salvation Army's Recovery Inn Services and Budget

As requested, I have prepared two worksheets that compare the proposed temporary shelter with the Salvation's Army's Recovery Inn operations

1 Comparison of Temporary Facility and Recovery Inn Alternatives

- This worksheet shows primary services, number of clients, resources/income, annual operating costs, construction or rehabilitation costs and amount of public support I have talked with Major Neal Hogan, Salvation Army, about the services that were provided at recovery Inn
- Salvation Army relies on a significant level of gift-in-kind support from the community In looking at the budget, it is important to separate the direct resources and costs and the gifts-in-kind Both the comparison worksheet and the budget summary worksheet separate them In the FY1995 budget, \$93,500 out of a total \$373,600 expenses was to be covered by gift-in-kind, primarily in the form of food for evening meals
- The Salvation Army has indicated that they anticipate a \$75,000 operating shortfall at the end of FY1994-95 for Recovery Inn I have not had to opportunity to review Recovery Inn's actual revenues and expenses to verify this estimate
- Under Construction/Rehab costs, I have included the construction cost estimate for the temporary facility but I do not have costs for necessary rehabilitation at Recovery Inn Major Hogan indicated that he though resurfacing of showers, floors, ceiling, and front door area was needed, along with some plumbing and kitchen upgrading If this option is to be pursued, the facility would need to be fully inspected and rehab estimates made
- Public Support In FY1994-95, Salvation Army received \$133,000 from the County to support its operations Under the proposed temporary shelter, the first year funding

(construction and operations) total \$666,860 that requires County and City funding, an increase of \$533,860 annually over the FY1995 level of public support that Recovery Inn had been receiving

2 Recent Salvation Army Financial Changes

The Salvation Army has indicated that instead of the \$133,000 they received from the County in FY1995, \$500,000 would now be required to keep Recovery Inn open. This is due to a projected \$75,000 operating shortfall and due to changes in resources to their Harbor Light facility. Salvation Army did not receive the \$130,000 the contract for an alcohol & drug program at Harbor Light facility that they received from the County in FY1995. These are state funds that come through the County. Loss of this program also reduced federal food stamps funds and VA funds that Harbor Light is eligible to receive. Salvation Army has told me that they have shifted their private resources that had been going to Recovery Inn to the Harbor Light facility. This created the \$500,000 requirement. Again, I have not had time to review Salvation Army data to verify the \$500,000 estimate.

However, based on this estimate, the difference between keeping the Recovery Inn open (\$500,000) and first year of the new proposed temporary shelter (\$66,860) is about \$166,860. This does not include the cost of rehabilitation/renovating the Recovery Inn.

3 Salvation Army Budget Summary - Recovery Inn

- The Recovery Inn total budget is made up of three program areas

Shelter Services Provided shelter space, shower, and evening meal (gift-in-kind)

Jobs Program Primarily for day labor. Call-ins for day laborers, some commercial requests. Some jobs turned into multi-day jobs, a few permanent or part-time. No transportation to jobs provided, clients were picked up at site.

Clinic Service provided by Chiropractic College

- Elimination of a program area does not necessarily eliminate all the costs currently budgeted under it. While some of the budgeted costs are specific to a program area, the "fixed costs" (lease costs, janitorial, etc.) of the facility have been spread over the three areas. This means that if one program area is eliminated, the fixed costs are still the same and are simply spread over two areas, rather than three.

Summary.

If the Recovery Inn alternative is to be pursued, there needs to be a detailed review of the Salvation Army's budget and actual expenditures and resources at both Recovery Inn and Harbor Light. Also, City building staff should inspect the Recovery Inn facility.

Proposed Temporary Facility/Recovery Inn
Comparison of Alternatives

35419

| | Proposed Temporary Facility | Existing Facility - Recovery Inn |
|---------------------------------|---|---|
| Primary Services | <p>Night - shelter/showers</p> <p>Day - Initial client assessment - Facilitate case mgt placement - Coordinate placement with other service providers - Day room</p> <p>Wet shelter</p> <p>No meals Persons at shelter to use current soup kitchen providers</p> <p>Drop off point for police and hospitals</p> | <p>Night - shelter/showers</p> <p>Day - No assessment and placement services</p> <p>- No day room - Contact point for day labor calls - Clinic/Chiropractic college</p> <p>Wet shelter</p> <p>Evening meals Not a direct cost - Covered by gifts-in-kind</p> <p>Drop off point for police and hospitals</p> |
| Number of Clients | 14 Women + 86 Men = 100 | 18 women + 94 men = 112 deemed eligible for relocation assistance on May 10 |
| Resources/Income | <p><u>Proposed Annual Costs</u></p> <p>County Funds \$250 000</p> <p>Other Direct Funds \$240,412</p> <p>SUBTOTAL \$490 412</p> <p>Gifts-n-kind \$0</p> <p>TOTAL \$490 412</p> | <p><u>FY1994 Actual</u> <u>Y1995 Budget</u></p> <p>\$83 232 \$133 263</p> <p>\$230,799 \$178,304</p> <p>\$314 031 \$311 567</p> <p>\$153,349 \$93,500</p> <p>\$467 380 \$405 067</p> |
| Annual Operating Costs | <p><u>Proposed Annual Costs</u></p> <p>Staff Costs \$413 037</p> <p>Direct Operating Costs \$77 375</p> <p>Lease/Occupancy \$0</p> <p>SUBTOTAL \$490 412</p> <p>Gifts-n-kind \$0</p> <p>TOTAL \$490 412</p> | <p><u>FY1994 Actual</u> <u>Y1995 Budget</u></p> <p>\$135 296 \$140 195</p> <p>\$60 993 \$78 892</p> <p>\$59,532 \$61,000</p> <p>\$255 821 \$280 087</p> <p>\$154,450 \$93,500</p> <p>\$410 272 \$373 587</p> |
| Surplus/Deficit | \$0 | \$57 109 \$31 480 (\$75 000)* <i>* Salvation Army projects a \$75 000 shortfall in FY95 OF&A has not reviewed this projection</i> |
| Construction/Rehab Costs | \$330 820 | Recovery Inn Impts \$\$\$ Cost estimate needed |
| Public Support | <p>First Year Funding</p> <p>County \$250 000</p> <p>City \$300,000</p> <p>Funding Gap \$116,860</p> <p>\$666 860</p> | <p>FY1994-95</p> <p>\$133 000 From County</p> <p>Diff \$533 860</p> <p>Salvation Army currently estimates that about \$500 000 is required to keep Recovery Inn open now This is due to a shift of their private funds to other facilities</p> <p>Diff \$166 860</p> |

**SALVATION ARMY BUDGET SUMMARY
RECOVERY INN**

| | Shelter Services | | | Jobs Program | | | Clinics | | | Total Recovery Inn | | |
|------------------------------|------------------|-------------|-------------|--------------|-------------|-------------|-------------|-------------|-------------|--------------------|-------------|-------------|
| | 1993 Actual | 1994 Actual | 1995 Budget | 1993 Actual | 1994 Actual | 1995 Budget | 1993 Actual | 1994 Actual | 1995 Budget | 1993 Actual | 1994 Actual | 1995 Budget |
| RESOURCES/INCOME | | | | | | | | | | | | |
| County Funds | \$60,000 | \$83,232 | \$133,263 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$60,000 | \$83,232 | \$133,263 |
| City Funds | \$58,700 | \$121,150 | \$117,011 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$58,700 | \$0 | \$0 |
| Other Direct Funds | \$120,496 | \$204,381 | \$250,274 | \$44,904 | \$41,237 | \$35,746 | \$45,911 | \$68,413 | \$25,547 | \$211,311 | \$230,799 | \$178,304 |
| SUBTOTAL | \$239,196 | \$204,381 | \$250,274 | \$44,904 | \$41,237 | \$35,746 | \$45,911 | \$68,413 | \$25,547 | \$330,011 | \$314,031 | \$311,567 |
| Gifts-in-Kind | \$82,822 | \$65,629 | \$6,500 | \$270 | \$2,089 | \$2,000 | \$125,795 | \$85,631 | \$85,000 | \$208,887 | \$153,349 | \$93,500 |
| TOTAL INCOME | \$322,018 | \$270,010 | \$256,774 | \$45,174 | \$43,326 | \$37,746 | \$171,706 | \$154,044 | \$110,547 | \$538,898 | \$467,380 | \$405,067 |
| REQUIREMENTS/EXPENSES | | | | | | | | | | | | |
| Staff Costs | \$129,928 | \$119,424 | \$123,005 | \$20,993 | \$7,466 | \$17,190 | \$17,256 | \$8,406 | \$0 | \$168,177 | \$135,296 | \$140,195 |
| Direct Operating Costs | \$53,406 | \$39,455 | \$54,567 | \$11,647 | \$10,512 | \$11,130 | \$10,112 | \$11,027 | \$13,195 | \$75,165 | \$60,993 | \$78,892 |
| Lease/Occupancy | \$50,372 | \$41,737 | \$42,500 | \$9,217 | \$5,915 | \$6,150 | \$15,223 | \$11,880 | \$12,350 | \$74,812 | \$59,532 | \$61,000 |
| SUBTOTAL | \$233,706 | \$200,616 | \$220,072 | \$41,857 | \$23,893 | \$34,470 | \$42,591 | \$31,312 | \$25,545 | \$318,154 | \$255,821 | \$280,087 |
| Gifts-in-Kind | \$83,642 | \$66,670 | \$6,500 | \$270 | \$2,119 | \$2,000 | \$125,795 | \$85,661 | \$85,000 | \$209,707 | \$154,450 | \$93,500 |
| TOTAL EXPENSES | \$317,348 | \$267,286 | \$226,572 | \$42,127 | \$26,012 | \$36,470 | \$168,386 | \$116,973 | \$110,545 | \$527,861 | \$410,272 | \$373,587 |
| SURPLUS/DEFICIT | | | | | | | | | | | | |
| Only Direct Incomes/Exps | \$5,490 | \$3,766 | \$30,202 | \$3,047 | \$17,344 | \$1,276 | \$3,320 | \$37,101 | \$2 | \$11,857 | \$58,210 | \$31,480 |
| Total With Gifts-In-Kind | \$4,670 | \$2,724 | \$30,202 | \$3,047 | \$17,314 | \$1,276 | \$3,320 | \$37,071 | \$2 | \$11,037 | \$57,109 | \$31,480 |

RECOVERY INH

RECOVERY ROAD SERVICES & PROGRAMS

| Category | Shelter | | Jobs Program | | Clinica | | Recovery Inh | |
|-------------------------|------------|------------|--------------|------------|------------|------------|--------------|------------|
| | '93 Actual | '94 Actual | '93 Actual | '94 Actual | '93 Actual | '94 Actual | '93 Actual | '94 Actual |
| INCOME | | | | | | | | |
| Contributions | 935.75 | 1696.00 | | | 87.00 | 18675.00 | 1,022.75 | 1,696.00 |
| Foundations/Spcil Funds | 1500.00 | 22312.52 | | | 18675.00 | 10426.62 | 20,175.29 | 69,101.63 |
| SA Approp - DIHQ | 9203.87 | 9202.93 | 29061.40 | 7633.00 | 46789.11 | 12053.00 | 52,899.09 | 38,940.11 |
| Approp - Special | -4089.27 | 12776.00 | 6508.15 | 65.00 | 6821.80 | 2500.00 | 19,286.15 | 19,305.11 |
| Approp - Dther | 65130.02 | 5938.45 | 958.98 | 959.00 | 4995.74 | 959.00 | 76,621.50 | 7,990.11 |
| United Way Approp. | 17780.58 | 15187.08 | | | | | 17,780.58 | 15,187.08 |
| United Way Donor Des | 264.69 | 113.79 | | | | | 264.69 | 113.79 |
| Black United Fund | | | | | | | | |
| Gov Fees - Federal | 262.50 | 0.00 | | | | | 262.50 | |
| Food Stamps | | | | | | | | |
| State Government | 60000.00 | 83231.50 | | | | | 60,000.00 | 83,231.50 |
| County Government | 58700.00 | 0.00 | | | | | 58,700.00 | |
| City Government | 21751.77 | 34831.50 | | | 40.00 | 1321.34 | 21,791.77 | 36,152.84 |
| Service Fees | | | | | | | | |
| Canteen Sales | 458.63 | 882.94 | | | 4864.93 | 4708.59 | 458.63 | 882.94 |
| Machine Sales | | | | | | | | |
| Interest Income | 7297.40 | 18208.39 | | | | | 17,027.26 | 27,625.57 |
| Investment Income | | | | | | | | |
| Miscellaneous Revenue | 239195.94 | 204384.10 | 44904.25 | 41237.12 | 45911.09 | 68412.78 | 330,011.28 | 314,031.00 |
| SUBTOTAL | 82822.03 | 65629.26 | 270.00 | 2089.00 | 125795.07 | 85631.00 | 208,887.10 | 153,349.26 |
| Gifts-in-kind | | | | | | | | |
| INCOME TOTAL | 322017.97 | 270010.36 | 45174.25 | 43326.12 | 171706.16 | 154043.78 | 538,898.38 | 467,380.26 |
| EXPENSES | | | | | | | | |
| Officer Allowances | 3675.43 | 4073.31 | 2450.31 | 2715.55 | 2450.31 | 2715.55 | 8,576.05 | 9,504.41 |
| Other Prof Staff | 24571.71 | 22261.96 | 7601.15 | 1739.63 | 9243.13 | 1429.34 | 61,415.99 | 25,630.93 |
| Clerical Staff | 7350.32 | 3150.47 | 4611.64 | 2376.10 | 1649.36 | 1797.97 | 13,611.32 | 7,328.54 |
| Other Staff | 68769.29 | 69869.06 | 2199.49 | 662.10 | 978.94 | 1282.58 | 17,947.72 | 71,813.74 |
| Emp. Benefits | 11185.72 | 6888.44 | 1961.29 | 391.85 | 1200.61 | 1572.56 | 14,347.62 | 8,852.85 |
| Payroll Taxes | 14375.54 | 13180.86 | 2169.67 | -378.27 | 1733.43 | -392.46 | 18,278.64 | 12,610.13 |
| Professional Fees | 9821.51 | 8005.95 | 3217.19 | 4410.35 | 904.44 | 2129.10 | 13,943.34 | 16,545.40 |
| Supplies | 2680.37 | 4738.47 | 349.86 | 1866.15 | 683.11 | 1198.54 | 3,713.34 | 7,803.16 |
| Telephone | 2228.70 | 893.81 | 2052.60 | 876.78 | 2052.59 | 876.78 | 6,333.89 | 2,647.37 |
| Postage & Shipping | 51.25 | | | | | | 51.25 | |
| Occupancy | 50372.26 | 41756.89 | 9217.17 | 5915.46 | 15223.13 | 11879.55 | 74,812.56 | 59,531.90 |
| Insurance | | | | | | | (1,428.00) | |
| Rental | 622.88 | 504.50 | 340.77 | 235.02 | 340.77 | 235.02 | 1,304.42 | 974.54 |
| Slcg & Grounds | | | | | | | | |
| Janitor Supplies | 2270.06 | 3452.43 | 421.45 | 1133.75 | 715.21 | 1138.01 | 3,346.72 | 5,724.19 |
| Equip & Furnishings | 7669.23 | 740.21 | 914.73 | 178.17 | 1017.98 | 231.64 | 9,601.94 | 1,150.02 |
| Printing & Publication | 306.93 | 1163.90 | 204.63 | 525.16 | 242.78 | 589.18 | 754.34 | 2,278.24 |
| Travel & Meals | 5659.44 | 1336.23 | 3057.25 | 375.84 | 3057.25 | 375.84 | 11,773.94 | 2,087.97 |
| Conf., Meetings & Trip | 2299.58 | 684.13 | 251.52 | 415.42 | 251.52 | 415.42 | 2,802.62 | 1,516.97 |
| Spec. Assist to Indiv. | 1.50 | 313.35 | | | | | 1.50 | 313.35 |
| Organization Dues | 62.36 | 30.45 | 62.36 | 20.30 | 62.36 | 20.30 | 187.08 | 71.05 |
| Awards & Grants | 382.50 | 380.00 | 255.00 | 255.00 | 255.00 | 255.00 | 692.50 | 890.00 |
| Miscellaneous Expenses | 275.00 | 0.00 | 50.00 | 0.00 | 50.00 | 0.00 | 375.00 | |
| Support Service Pymt | 19134.73 | 17591.18 | 469.27 | 434.06 | 478.47 | 5245.11 | 20,082.47 | 23,270.35 |
| SUBTOTAL | 233706.31 | 200615.60 | 41857.35 | 23893.42 | 125795.07 | 85661.00 | 318,154.25 | 255,821.05 |
| Fd/Aat Gift-in-kind | 83641.99 | 66670.48 | 270.00 | 2119.00 | 2000.00 | 2000.00 | 289,707.04 | 154,450.48 |
| EXPENSE TOTAL | 317548.30 | 267286.08 | 42127.35 | 26012.42 | 168395.66 | 116973.03 | 527,861.31 | 410,271.53 |
| PLUS/DEFICIT | 6669.67 | 2724.28 | 3046.90 | 17513.70 | 3320.50 | 37070.75 | 11,037.07 | 57,108.73 |

* '95 budget based on a 4% increase over actuals with 9 payments made to selected line items (ex. salaries 3x)
 * '95 budget based on actuals for: United Way Approp. 1, contracts

RR COMPOSITE

RECOVERY ROAD SERVICES & PROGRAMS

| Category | Harbor Light | | Recovery Im- | | West Women's | | Composite | | |
|------------------------|--------------|------------|--------------|------------|--------------|------------|------------|------------|------------|
| | '93 Actual | '94 Actual | '95 Budget | '93 Actual | '94 Actual | '95 Budget | '93 Actual | '94 Actual | |
| CONTRIBUTIONS | 1055.93 | 931.25 | 970.00 | 1022.75 | 1696.00 | 1,765.00 | 5460.00 | 2099.36 | 2,090.00 |
| Foundations/Spec Funds | 1000.00 | 1000.00 | 1,000.00 | 20175.00 | 69101.63 | 31,860.00 | 29950.00 | 31321.69 | 31,300.00 |
| SA Approp - DMG | 50550.92 | 26030.46 | 38,940.00 | 43019.29 | 52899.09 | 38,940.00 | 51444.75 | 69424.18 | 40,120.00 |
| Approp - Special | 4754.75 | 27621.97 | 27,495.00 | 12887.31 | 19284.15 | 19,305.00 | 80963.43 | 69647.44 | 70,200.00 |
| Approp - Other | 17901.30 | 4783.25 | 4,760.00 | 76621.50 | 7856.41 | 7,990.00 | 38576.70 | 4227.68 | 4,250.00 |
| United Way Approp. | 78663.93 | 67128.00 | 60,000.00 | 17780.58 | 15187.08 | 12,965.00 | 27140.00 | 27140.04 | 25,376.00 |
| United Way Donor Des | 368.17 | 209.32 | 215.00 | 264.69 | 113.79 | 115.00 | 284.47 | 3764.08 | 3,800.00 |
| Black United Fund | 48789.81 | 64824.94 | 65,500.00 | 262.50 | 0.00 | 0 00 | 4888.35 | 3717.75 | 0.00 |
| Gov Fees - Federal | 28498.11 | 38517.00 | 39,000.00 | 60000.00 | 83231.50 | 133,263.00 | 18282.00 | 22317.00 | 44,403.00 |
| Food Stamps | 125095.90 | 125054.54 | 129,903.00 | 58700.00 | 21791.77 | 37,375.00 | 59906.72 | 38532.98 | 65,812.00 |
| County Government | 96762.03 | 89715.53 | 89,725.00 | 458.63 | 882.94 | 900.00 | 1369.87 | 1578.15 | 1,600.00 |
| City Government | 60567.75 | 27625.56 | 27,910.00 | 17027.26 | 27625.57 | 27,089.00 | 14594.82 | 23679.20 | 27,089.00 |
| Service Fees | 481.54 | 1501.44 | 1,545.00 | 33011.28 | 314031.00 | 311,567.00 | 564003.56 | 557098.22 | 564,799.00 |
| Canteen Sales | 1975.98 | | | 208887.10 | 153349.26 | 93,500.00 | 82551.78 | 71896.86 | 72,200.00 |
| Machine Sales | | | | 538898.38 | 467380.26 | 405,067.00 | 646555.34 | 628995.08 | 636,999.00 |
| Investment Income | | | | | | | | | |
| Interest Income | | | | | | | | | |
| Miscellaneous Revenue | 516665.92 | 473443.76 | 487,483.00 | 8576.05 | 9504.41 | 9,795.00 | 7352.15 | 8148.29 | 8,400.00 |
| Gifts-In-Kind | 55608.95 | 37464.72 | 37,450.00 | 41615.99 | 25430.93 | 26,195.00 | 155015.34 | 162308.51 | 167,375.00 |
| SUBTOTAL | 57274.87 | 510908.48 | 524,913.00 | 13611.32 | 7324.54 | 7,545.00 | 17105.86 | 13937.38 | 14,355.00 |
| INCOME TOTAL | 8576.05 | 9504.41 | 9,800.00 | 71947.72 | 71813.74 | 73,965.00 | 140010.28 | 131523.20 | 135,475.00 |
| EXPENSES | 74582.90 | 65732.38 | 54,230.00 | 14347.62 | 8852.85 | 9,120.00 | 46968.19 | 45627.70 | 47,005.00 |
| Other Prof Staff | 83159.08 | 70274.81 | 72,375.00 | 18278.64 | 12410.13 | 13,575.00 | 20928.96 | 25033.91 | 26,020.00 |
| Clerical Staff | 5414.18 | 24123.46 | 24,845.00 | 13943.34 | 14545.40 | 15,120.00 | 3097.76 | 8500.39 | 8,800.00 |
| Other Staff | 22661.80 | 18185.41 | 18,730.00 | 3713.34 | 7803.16 | 8,085.00 | 5239.84 | 4581.75 | 4,740.00 |
| Emp. Benefits | 29299.80 | 21096.96 | 21,730.00 | 6333.89 | 2647.37 | 2,750.00 | 1465.36 | 239.71 | 1,000.00 |
| Payroll Taxes | 17634.72 | 31919.32 | 33,200.00 | 74812.56 | 59331.90 | 61,000.00 | 48008.68 | 34229.84 | 35,595.00 |
| Professional Fees | 42315.19 | 59889.87 | 58,235.00 | 0.00 | 0.00 | 0.00 | 779.32 | 470.60 | 490.00 |
| Supplies | 4386.73 | 4443.86 | 4,625.00 | 1306.42 | 974.54 | 1,015.00 | 387.07 | 495.46 | 515.00 |
| Telephone | 1332.67 | | | 3346.72 | 3724.19 | 5,860.00 | 12025.75 | 8316.86 | 8,650.00 |
| Postage & Shipping | 89662.26 | 65846.80 | 68,480.00 | 9601.94 | 1150.02 | 14,425.00 | 1614.93 | 4299.74 | 3,000.00 |
| Insurance | 1598.06 | 1159.21 | 1,210.00 | 754.34 | 2278.24 | 2,365.00 | 2350.42 | 1913.23 | 1,900.00 |
| Rental | 8428.18 | 11272.04 | 11,680.00 | 11773.94 | 2087.91 | 2,170.00 | 3109.19 | 1780.78 | 1,850.00 |
| Bldg & Grounds | 5836.57 | 3053.60 | 3,185.00 | 2802.62 | 1514.97 | 1,570.00 | 3284.50 | 4288.10 | 4,395.00 |
| Janitor Supplies | 755.19 | 4782.54 | 4,975.00 | 187.08 | 313.35 | 325.00 | 187.12 | 60.90 | 60.00 |
| Printing & Publication | 14958.09 | 4356.44 | 4,535.00 | 892.50 | 71.05 | 890.00 | 1029.06 | 2599.06 | 0.00 |
| Travel & Meals | 1441.59 | 1661.39 | 1,515.00 | 375.00 | 0.00 | 0.00 | 150.00 | 2418.62 | 1225.77 |
| Conf., Meetings & Trip | 13483.49 | 11622.27 | 12,080.00 | 20082.47 | 23270.35 | 24,195.00 | 37257.49 | 41174.24 | 42,700.00 |
| Spec. Assit to Indiv. | 269.44 | 71.05 | 73.00 | 318154.25 | 255821.05 | 280,087.00 | 557403.70 | 528709.92 | 545,685.00 |
| Organization Dues | 637.50 | | | 209707.06 | 154450.48 | 93,500.00 | 83425.28 | 72783.82 | 72,200.00 |
| Awards & Grants | 1893.62 | | | 527861.31 | 410271.53 | 373,587.00 | 640828.98 | 601493.74 | 617,885.00 |
| Miscellaneous Expense | 32325.14 | 37657.88 | 39,000.00 | 11037.07 | 57108.73 | 31,480.00 | 5728.36 | 27501.34 | 19,114.00 |
| Support Service Pymt | 500632.20 | 447377.93 | 446,453.00 | | | | | | |
| SUBTOTAL | 56737.88 | 39761.43 | 37,650.00 | | | | | | |
| Id/ast Gift-In-Kind | | | | | | | | | |
| EXPENSE TOTAL | 557370.06 | 461139.36 | 483,903.00 | | | | | | |
| SURPLUS/DEFICIT | 14904.79 | 29769.12 | 41,010.00 | | | | | | |

* '95 budget based on a 4% increase over actual; * '95 budget based on actuals for: United Way Ad. & Gov. contracts

09/19/04

1995 Budget

4,825.00
64,160.00
118,000.00
117,000.00
17,000.00
98,341.00
4,130.00
0.00
175,466.00
39,000.00
44,403.00
379,309.00
66,312.00
149,750.00
0.00
4,045.00
0.00
82,088.00
0.00
1,363,029.00
203,150.00
1,566,979.00

27,995.00
247,600.00
94,275.00
234,285.00
60,520.00
82,310.00
74,340.00
75,120.00
12,115.00
2,345.00
165,075.00
0.00
2,715.00
0.00
18,055.00
26,260.00
10,340.00
8,695.00
4,935.00
16,800.00
205.00
2,335.00
0.00
105,895.00
1,272,225.00
203,150.00
1,475,375.00
914,606.00

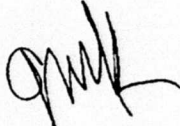
35419



CITY OF

PORTLAND, OREGON

Gretchen Miller Kafoury, Commissioner
1220 S W 5th Avenue
Portland, Oregon 97204
Telephone (503) 823-4151

Date: July 11, 1995
To: Mayor's Work Group
From: Commissioner Gretchen Kafoury 
Re: Implementation of Shelter Reconfiguration Plan

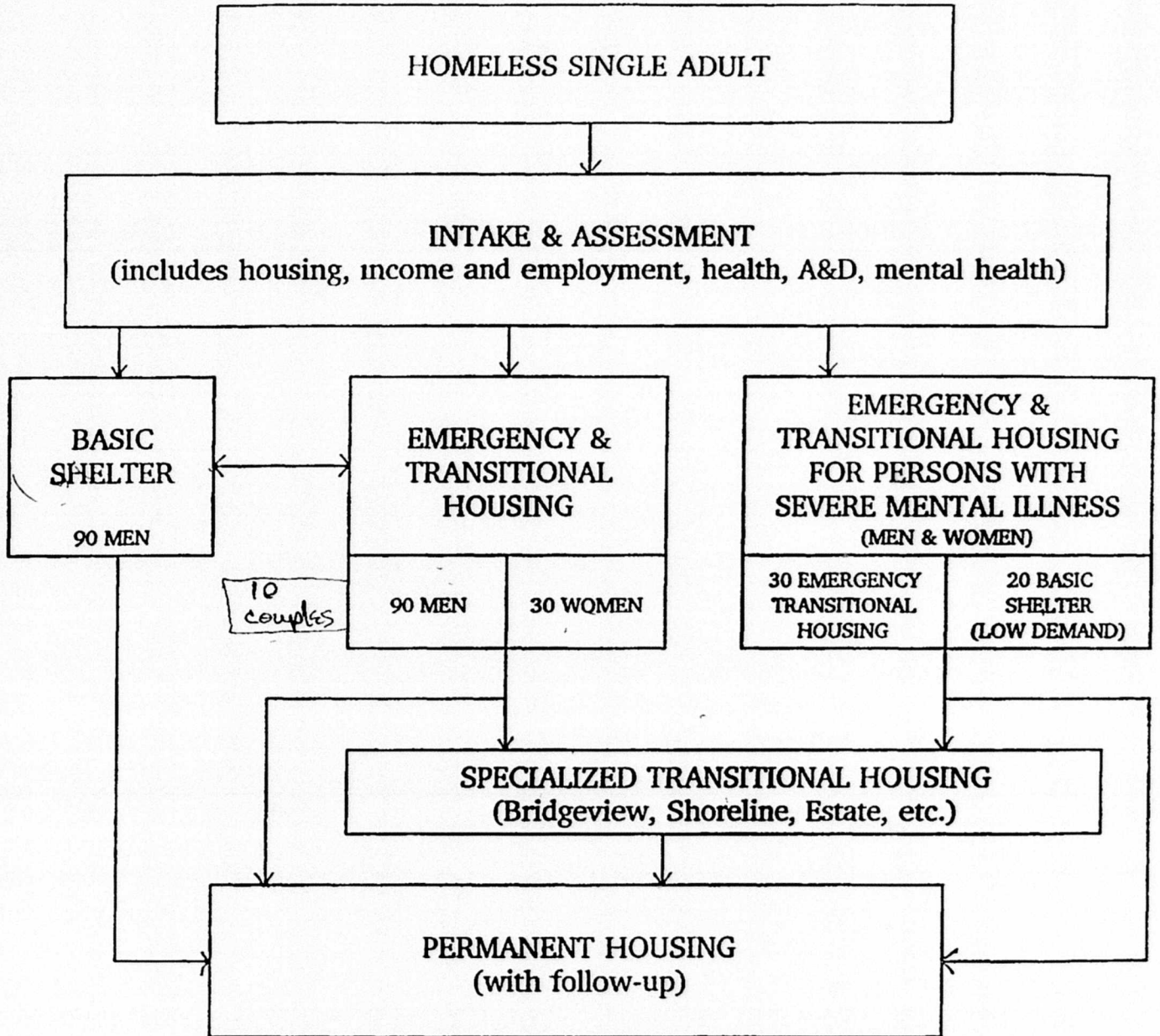
There seems to have been some confusion during yesterday's meeting as to the goals outlined in the Shelter Reconfiguration Plan. I have attached for your review, a chart outlining what would need to be done to achieve full implementation of the facilities outlined in the plan. Erik Sten will be attending your meeting today to walk you through it.

Please keep in mind the following premises:

- 1) The Shelter Reconfiguration Plan calls for a 90 bed basic shelter and 90 beds of emergency/transitional housing for men. Until last week, Recovery Inn served as the basic shelter and the Glisan Street Service Center has been used as emergency/transitional housing. In order to sleep at Glisan Street, one must be enrolled in an intensive case management program.
- 2) For the short term, the temporary facility will be the basic shelter. When it closes, we will still need 90 beds of basic shelter. These can be developed in several ways. Those options are outlined in the attached chart.
- 3) The Shelter Reconfiguration Plan itself is based on two premises that have not turned out to be true:
 - a) the development of several hundred new permanent housing units
 - b) the maintenance of private mission beds as basic shelter

Clearly, we will need to keep moving forward together on all of these issues. I hope you can find a way to do that.

PROPOSED HOUSING / SHELTER PLAN **35419**



NOTES:

- ▶ All housing is available 24 hours a day.
- ▶ All housing, with the exception of Basic Shelter, is clean and sober only.
- ▶ Persons in Emergency and Transitional housing will participate in case management.
- ▶ Persons in Basic Shelter will meet weekly with a staff member to renew stay and get referrals (as desired) for services and housing.

PROPOSED SEQUENCE OF ACTIONS TO IMPLEMENT SHELTER RECONFIGURATION PLAN

| STEPS | IMPLEMENTATION OF SHELTER RECONFIGURATION PLAN | ACTION NEEDED BY CITY COUNCIL AND OTHERS |
|---|--|---|
| I Create temporary shelter to replace Recovery Inn | Temporary Basic Shelter for 90 men | 1 Lease site 2 Fund development 3 Fund operating costs |
| ACTIONS OVER NEXT 24 months | | |
| (a) Construct facility for women | Women 15 - shelter 35 - emerg/transitional | Completed: 1 Site acquired 2 Funding secured for development and operations |
| (b) Construct facility for mentally ill | Mentally ill 20 - shelter 30 - emerg/transitional | Completed: 1 Site acquired 2 Funding secured for development and operations Needed: Approval of string |
| (c) Develop 100 unit SRO/studio bldg | Emerg/transitional housing for up to 90 men | 1. Acquire Bridgeport site 2. Secure funding for development City, other (LIHTC, State Trust Fund, HOME, etc.) |
| II. Transition Glisan Street facility into permanent shelter | Permanent Basic Shelter for 90 men | None. Facility exists now and has been remodeled |
| III Investigate alternatives | | |
| (a) Maintain 90 beds at Glisan St. facility as Basic Shelter | Permanent Shelter for 90 men | None. Facility exists now and has been remodeled |
| (b) Create two 45-bed permanent shelters for men | Permanent Shelter for 90 men | Need 1 Acquire acceptable 2nd site 2. Secure funding for development and operation of 2nd shelter (Each 45-bed shelter requires 2 staff on 24-hours, double the staff of a 90-bed) |
| RESULT: Full implementation of facility part of Shelter Reconfiguration Plan | | |

From Marjorie M. H. HCDC staff, 7/11/86

TESTIMONY BEFORE THE PORTLAND CITY COUNCIL

CHUCK CURRIE
BURNSIDE ADVOCATES GROUP
P O Box 3783
Portland, Oregon 97208

229-3842

JULY 12, 1995

For the third time in as many weeks I am before you today to support the creation of a temporary homeless shelter in the River District. By agreement of all parties involved the temporary shelter will operate for no longer than three winters and will close as a permanent replacement facility opens.

However, reduction of shelter beds and the opening of a permanent facility does not complete the agreements made under the shelter reconfiguration plan. Two critical elements of the plan are missing.

It was assumed that the religious missions would provide basic, emergency shelter and would act as the safety net for the system. They no longer provide this service, which means the safety net is gone.

The plan also assumed the creation of several hundred units of low-cost housing which would be available for people moving out of the shelters. That housing has not been built, and in fact we have lost housing for this population with the closure of the Hamilton Hotel.

Without these two issues being resolved Burnside Advocates Group retains our right and purpose as an advocacy organization to challenge the plan were we find fault. We also retain the right to advocate for more emergency shelter beds as they are needed, certainly during the winter.

If these issues are resolved, and there is resolution to the community's concerns about the anti-camping ordinance, Burnside Advocates Group will remain a full partner in the City's efforts to end homelessness.

CMC



CITY OF

PORTLAND, OREGON

OFFICE OF CITY ATTORNEY

Jeffrey L. Rogers, City Attorney
1220 S W 5th Avenue
Portland, Oregon 97204
(503) 823-4047

July 12, 1995

INTEROFFICE MEMORANDUM

TO Mayor Vera Katz
Commissioner Earl Blumenauer
Commissioner Charlie Hales
✓ Commissioner Gretchen Kafoury
Commissioner Mike Lindberg

FROM Michael A Holstun MAH
Sr Deputy City Attorney

SUBJ Substitute Resolutions (Agenda Items 1167 and 1168)

The substitute resolutions included for these two agenda items both have been changed to refer consistently to the proposed facility as a "temporary mass shelter" and to reflect a March 1, 1998 termination date for the lease and temporary mass shelter operations.

Paragraph "e" of the substitute resolution for agenda item 1167 was revised to require development and adoption of a Good Neighbor Plan

The substitute resolution for agenda item 1168 deletes the next-to-last "whereas" clause that refers to a 40-bed facility for homeless women, and revises the last "whereas" clause to make its reference to a 90 person capacity facility consistent with the permanent 90 person capacity facility referenced in one of the new resolutions

MAH/krl

ping\misc mah\memohmls 711

January 12, 1995

MEMORANDUM

**TO: Commissioner Gretchen Kafoury
Greg Wentworth, CEIC
Michael Miller, CEIC**

**FROM: Peter Finley Fry AICP
Erik Sten, Commissioner Kafoury's Office
Bob Durston, Bureau of Housing & Community Development**

RE: Recommended Action Plan - Men's Facility

ISSUE

The Homeless Reconfiguration Plan calls for replacing the two mass dormitory shelters with 90-bed men's facility (in one or two facilities), a 45-bed women's facility, and a 50-bed Chronically Mentally Ill (CMI) facility. These numbers assume that the homeless population does not increase and existing missions maintain current operations.

On July 1, 1995, Recovery Inn is scheduled to close. In order to avoid securing a new operator in that facility, replacement beds need to be programmed and a transition program developed. Otherwise, the facility will need to remain open despite its obvious flaws.

The NW Glisan facility has been renovated and can accept up to 90 shelter beds. The CMI facility is being developed in northwest Portland and is expected to open by October, 1995. The women's facility is being developed in southeast Portland and is expected to open in fall of 1995. Capital funds are available for these facilities.

PROPOSAL

We propose to pursue two concurrent strategies. The first is to replace the space provided by Recovery Inn with a small 45-bed men's facility. The second is to renovate or construct a facility modeled after the Portland Rescue Mission or Peniel Mission to include Single Room Occupancy (SRO) units and space for winter overflow.

Strategy One

A men's facility is programmed to contain 5,635 square feet for the building. Additional site area will be required to meet parking, landscaping, and outdoor area requirements. The facility will include offices, sleeping areas, a warming kitchen, showers and toilets, and storage areas.

Areas were surveyed utilizing four criteria:

- o The facility should be close-in to access transit and other services
- o The facility should not be located on a commercial corridor with a mix of retail and residential uses
- o The facility cannot be located in the Industrial Sanctuary as it is a prohibited use
- o The facility cannot be located near residential neighborhoods

Property along the west side of MLK fits these criteria. Two sites were identified. Two sites should be pursued to provide the necessary flexibility to implement one of the sites.

1 **Existing Site - Burnside & MLK**

Issues: The site would need to be redeveloped to provide a modern facility.

Size: The site consists of approximately 5,000 square feet of land under a single ownership.

Land Use: A zone change to EXD in conformance with the Comprehensive Plan would be required. Its location on a highly visible commercial corridor and the shelter's history is a serious constraint. However, due to the bridgehead, the area directly around the shelter is not a viable retail area.

Neighborhood: Kern's Neighborhood

2 Clay and MLK - southwest corner

Size: This site is a vacant lot of 10,000 square feet. The site has excellent access to transit.

Issues: The site is large enough to build a proper facility.

Zone: The zone and plan designation across the street would need to be extended onto this property and would take approximately six months.

Neighborhood: Hosford Abernethy Neighborhood

Actions

City

- 1 Produce a transition Plan for closing Recovery Inn
- 2 Create a development team

CEIC

- 1 Generate support for the facility from surrounding and affected property owners and Business District Associations

City/CEIC

- 1 Choose the appropriate site
- 2 Develop public support including Neighborhood Associations

Strategy Two

Identify an existing building or site to be developed as a Single Room Occupancy facility with some winter overflow capacity.

As the building would be essentially affordable housing, the area of potential sites includes the commercial corridors of Central Eastside, Grand/King, Burnside, Morrison/Belmont, and Sandy.

This facility would not be a drop-in men's shelter. It would be similar to the Rescue Mission, Peniel Mission, or the Rose Apartments.

The capital required for this type of facility is greater than programmed for the Reconfiguration Strategy, requiring private support to augment the funding available.

Action

City

- 1 Develop an architectural program for renovation or new development
- 2 Identify sites
- 3 Create a development team

CEIC

- 1 Generate capital funds to pay for the incremental cost
- 2 Generate support for the project from surrounding and affected property owners and business districts

City/CEIC

- 1 Choose the appropriate site
- 2 Develop public support including Neighborhood Associations

Willamette Block, 722 SW 2nd Avenue, #330, Portland, Oregon 97204, (503) 274-2744, Fax (503) 274-1415

December 1, 1994

MEMORANDUM

**TO: Commissioner Gretchen Kafoury, City of Portland
Michael Miller, Central Eastside Industrial Council
Greg Wentworth, Central Eastside Industrial Council**

FROM: Peter Finley Fry, AICP

RE: Eastside 45-Bed Men's Facility

Summary

The current eastside facility (Recovery Inn) is programmed to be closed July, 1995. Regardless of closing, the facility is clearly substandard and cannot effectively provide services under the concept of "Breaking the Cycle of Homelessness." A new facility will need to be sited to replace the capacity.

Siting a men's facility is problematic, due to the strong perception that men are aggressive and abusive.

Areas were surveyed utilizing four criteria:

- o The facility needs to be close-in to access transit and other services
- o The facility should not be located on a commercial corridor with a mix of retail and residential uses
- o The facility cannot be located in the industrial sanctuary as it is a prohibited use
- o The facility can not be located near residential neighborhoods

Property along the west side of MLK fits these criteria. Four representative sites are identified.

SITES

Existing Site- Burnside & MLK

Issues: The site would need to be redeveloped to provide a modern facility.

Size: The site consists of approximately 5,000 square feet of land under a single ownership.

Land Use: A zone change to EXD in conformance with the Comprehensive Plan would be required. Its location on a highly visible commercial corridor and the shelter's history is a serious constraint.

Neighborhood: Kern's Neighborhood

322-328 SE Morrison

Size: The site encompasses 5,000 square feet and the building 3,000 square feet

Issues: The property has been home to a small printing company (Watson's Printing) for years. It is hidden away, but would have excellent access to transit. The building's size is the most significant constraint, but it could be renovated and expanded. Property owners around the site would probably oppose its use for this purpose.

Zone: EXD. It is zoned correctly.

Neighborhood: Buckman Neighborhood

1305 SE Martin Luther King Boulevard & Madison

Size: This full-block, two story building contains 72,000 square feet on a 36,000 square foot site.

Issues: The facility could be placed in a portion of the building. Acquisition of the entire building would be expensive. Industrial or commercial uses would need to be placed in the remaining portion of the building to satisfy surrounding neighbors, the Neighborhood Association, and Business Association.

Zone: A zone change to EXD in conformance with the Comprehensive Plan would be required.

Neighborhood: Buckman Neighborhood

Clay and MLK - southwest corner

Size: This site is a vacant lot of 10,000 square feet. The site has excellent access to transit.

Issues: The site is large enough to build a proper facility.

Zone: The zone and plan designation across the street would need to be extended onto this property and would take approximately six months.

Neighborhood: Hosford Abernethy Neighborhood

November 8, 1994

MEN'S FACILITY PRELIMINARY LAND OWNERSHIP REPORT

STEPHENS ADD

Block 41

| | | | | |
|-----|---------|--------------------------------|-------------|----------------|
| TL3 | Address | | Tax Number | R-79400-2240 |
| 1&2 | Owner | Multnomah County | Site | Bldg |
| | | c/o Property Management | | Date |
| | | 2505 SE 11th, Portland, Oregon | 97202-1006 | |
| TL4 | Address | w/1532 SE 3rd | Tax Number | R-79400-2250 |
| 1&2 | Owner | A C Sears to | Site 5,226 | Bldg |
| | | Phoenix Bldg Venture | | Date |
| | | 1532 SE 3rd | | |
| 3&4 | Address | 1532 SE 3rd | Tax Number | R-7940-2260 |
| | Owner | A C Sears to | Site 10,000 | Bldg 10,712(2) |
| | | | | Date 1902 |
| TL1 | Address | | Tax Number | R-79400-2280 |
| 5&6 | Owner | Multnomah County | Site | Bldg |
| | | | | Date |
| TL2 | Address | 1525 SE MLK | Tax Number | R-79400-2290 |
| 5&6 | Owner | Carolyn & Betty Sammis | Site 4,124 | Bldg 4,124 |
| | | 1525 SE MLK, Portland, Or | 97214-3328 | Date 1951 |
| 8 | Address | | Tax Number | R-79400-2310 |
| | Owner | Multnomah County | Site 4,500 | Bldg |
| | | | | Date |

FRUSH SQUARE

Block 4

| | | | | |
|------|---------|-------------------------|-------------|-----------------|
| 1,4, | Address | 306-309 SE pine | Tax Number | R-29910-0400 |
| 5,8 | Owner | Augusta Olshen | Site 20,000 | Bldg 24,000 (2) |
| | | 6813 SW Raleighwood | | Date 1932 |
| | | Portland, Or 97225-1973 | | |
| 2 | Address | 237 SE MLK | Tax Number | R-29910-0480 |
| | Owner | Donald McCullough | Site 4,000 | Bldg 4,000 |
| | | 6423 SE Norma Cir | | Date 1931 |
| | | Milwaukie, Or 97267 | | |
| 3 | Address | 225 SE MLK | Tax Number | R-29910-0500 |
| | Owner | Lana/Donald McCullough | Site 4,000 | Bldg 4,000 |
| | | | | Date 1942 |

Frush Square; Block 4 (continue)

6&7 Address 205 SE MLK Tax Number R-29910-0520
Owner Louis & Jacquelin Crow Site 8,000 Bldg 5,232
10260 NW Leahy Date 1940
Portland, Oregon 97229-6231
& Billboards Ackerley Communications

EAST PORTLAND

Block 82

W90' Address 312 SE Stark Tax Number R-22650-5370
1&2 Owner Marcus Mesher Site 9,000 Bldg 18,000 (2)
312 SE Stark, Portland, 97214 Date 1940

1&2 Address Tax Number R-22650-5390
7&8 Owner Amato Brothers Enter Site 9,000 Bldg
2517 SE 14th, Portland, 97202-1104 Date

3&4 Address 307 SE Washington Tax Number R-22650-5420
Owner Louise Rampkis Site 10,000 Bldg 10,000
Joyce Nedemeyer Date 1922
307 SE Washington, Portland, Or 97214

5&6 Address 525 SE MLK Tax Number R-22650-5440
Owner K M Enebo Site 8,000 Bldg 8,000
19909 SE Stark, Portland, 97233-6041 Date 1932

Block 83

1&2 Address 302 SE Washington Tax Number R-22650-5460
Owner Nick & Grace Spada Site 10,000 Bldg 10,000
7235 SW Benz Park, Portland, 97225-3207 Date 1940

3&4 Address 307 SE Alder Tax Number R-22650-5480
Owner Jack Burns & D A Mosley Site 10,000 Bldg 8,000
621 SE MLK, Portland, 97214 Date 1952
Chevron, Inc Mineral Rights, P O Box 7611 SE, CA, 94120-7611

5-8 Address 612 SE MLK Tax Number R-22650-5500
Owner Burns Brothers Site 16,000 Bldg 8,400 (2)
612 SE MLK, Portland, 97214 Date 1925

East Portland (continue)
Block 84

| | | | | |
|-------------|---------|---|-------------|------------------------------|
| 1&2 | Address | 304 SE Alder | Tax Number | R-22650-5540 |
| | Owner | XDP, Inc to Walter Pelett 823 SE 3rd, Portland, 97214 | Site 10,000 | Bldg 9,900 Date 1925 |
| E1/2 3&4 | Address | MLK/Morrison | Tax Number | R-22650-5560 |
| | Owner | XDP, Inc to Walter Pelett 823 SE 3rd, Portland, 97214 | Site 5,000 | Bldg vacant Date |
| W1/3 3&4 | Address | 301 SE Morrison | Tax Number | R-22650-5570 |
| | Owner | XDP, Inc to Walter Pelett 823 SE 3rd, Portland, 97214 | Site 5,000 | Bldg 15,000 (3) Date 1905 |
| 5-7 | Address | 719-739 SE MLK | Tax Number | R-22650-5580 |
| | Owner | XDP, Inc to Walter Pelett 823 SE 3rd, Portland, 97214 | Site 8,120 | Bldg Date |
| 7&8 | Address | 711 SE MLK | Tax Number | R-22650-5610 |
| | Owner | XDP, Inc to Walter Pelett 823 SE 3rd, Portland, 97214 | Site 7,880 | Bldg 7,840 Date 1924 |

Block 85

| | | | | |
|------------|---------|--|-------------|------------------------------|
| 1&2 | Address | MLK/Morrison | Tax Number | R-22650-5630 |
| | Owner | Paula Ohlgren (1/2) 3615 Wasatch, L A , CA , 90066-2714 | Site 10,000 | Bldg Date |
| 1&2 | Address | MLK/Morrison | Tax Number | R-22650-5631 |
| | Owner | Tonie Lee (1/2) 8403 Lin Mar Mdws, Garden Grove, CA , 92641-2229 | Site 10,000 | Bldg Date |
| 3&4 | Address | 840 SE 3rd | Tax Number | R-22650-5650 |
| | Owner | Walter Pelett 830 SE 3rd, Portland, 97214 | Site 10,000 | Bldg 29,124 (3) Date 1910 |
| 5&6 7&8 | Address | 831 SE MLK | Tax Number | R-22650-5670 |
| | Owner | Kenedy & Kenedy Consolidated Business Machines 831 SE MLK, Portland, 97214 | Site 8,000 | Bldg 2,050 Date 1930 |

East Portland: Block 85 (continue)

W1/2 Address 322-328 SE Morrison Tax Number R-22650-5700
7&8 Owner Elizabeth McDowell Site 5,000 Bldg 3,000
4445 SW Melville, Portland, 97201-1360 Date 1930

Block 90

Address 1305 SE MLK Tax Number R-22650-5900
Owner Morton & Edy Edy Site 36,000 Bldg 72,000 (2)
1305 SE MLK, Portland, 97214 Date 1923

Block 91

1&2 Address 316 SE Morrison Tax Number R-22650-5980
Owner Carmela & George Smith Site 10,000 Bldg 20,000 (2)
5010 NE Oregon, Portland, 97213-2847 Date 1925

3&4 Address 307 SE Hawthorne Tax Number R-22650-6000
Owner Beaver Sales Co, Inc Site 9,500 Bldg 28,500 (3)
307 SE Hawthorne, Portland, 97214-3311 Date 1923

5&6 Address 325 SE Hawthorne Tax Number R-22650-6020
Owner Charles & Judith Kienlen Site 7,600 Bldg 7,600
1235 Rosemont, West Linn, 97068-9234 Date 1910

7&8 Address 1403-1415 SE MLK Tax Number R-22650-6040
Owner Janet & Will Wright Site 8,000 Bldg 8,000
4530 SW Kelly, Portland, 97201 Date 1928

LAW OFFICES

1400 KOIN Center
222 S W Columbia
Portland, Oregon 97201

Seattle
Anchorage
Bellevue
Tacoma
Vancouver, B C
Washington, D C

MARK D WHITLOW

Main Office (503) 222-1515
Facsimile (503) 721-3666
Direct Dial (503) 721-3647

July 5, 1995

Mayor Vera Katz
Commissioner Earl Blumenauer
Commissioner Charlie Hales
Commissioner Mike Lindberg
Commissioner Gretchen Kafoury
1220 SW Fifth Avenue, Room 303
Portland, OR 97204

Re River District/Proposed Mass Shelter

Dear Mayor and Commissioners:

This office represents the River District Association (Association) regarding the above matter. The Association wishes to reiterate the request of its Chair, Roger Breazley, that the Council defer taking action on the resolutions and ordinance for one week (copy of June 30 letter enclosed). If this matter is not continued, the Council should not adopt the resolutions and ordinance. They appear to be legally deficient and their adoption may result in protracted litigation which could only increase the amount of delay in opening a new facility.

Council Agenda Item No. 1091 erroneously designates the closure of the Recovery Inn as a "health and safety emergency" and wrongfully seeks to establish a new mass shelter for the homeless as a "temporary activity" under PCC 33 296 (Temporary Activities - copy enclosed). As more fully discussed below, the proposed mass shelter for the homeless clearly does not conform with the limitations and regulations imposed by PCC 33 296 for temporary activities.

- PCC 33 296 010 (Purpose) This chapter allows *short-term* and *minor* deviations from the requirements of the zoning code for uses which are *truly* temporary in nature, will *not* adversely impact the surrounding area and land uses, and which can be terminated and removed *immediately*.

- PCC 33 296 020 (Description) Temporary activities are characterized by their *short term* or seasonal nature and by the fact that permanent improvements are *not* made to the site
- PCC 33 296 030 (Zone and Duration).
 - B. (RX, C, E, and I Zones)
 - 5. Natural disasters and emergencies Temporary activities and structures needed as the result of a natural disaster *or other health and safety emergencies* are allowed *for the duration of the emergency*
- PCC 33 296 040 (General Regulations).
 - A Permanent changes to the site are *prohibited*.

The City's proposal to declare a "health and safety emergency" coupled with the designation of a new mass shelter for the homeless as a "temporary activity" are both inconsistent with the express language of, purpose for, and underlying policy that provides the basis for the provisions of PCC 33 296 (Temporary Activities) Under the circumstances presented in the proposed resolutions and ordinance, there is no natural disaster or similar emergency, nor is the deviation from the zoning code short-term or minor, nor is the proposed facility truly temporary, all as more specifically set forth below

- There is no natural disaster or other health and safety emergency.

The closure of the Recovery Inn is not the functional equivalent of a natural disaster or other similar type of sudden health and safety emergency (such as earthquake, explosion, fire, flood, etc) clearly envisioned by the express language, purpose and underlying policy of the PCC's temporary activities chapter Even then, temporary housing and medical facilities for such a disaster or emergency would not foreseeably span a term of years Political difficulty in siting a facility does not constitute an "emergency" under PCC 33 296

Other alternatives are available to the City for temporary shelter One obvious alternative is to remodel and retain the Recovery Inn for the interim period Otherwise, the City could revert to a plan that was proposed by Multnomah County approximately five months ago whereby 90 beds would be added to the Salvation Harbor Light facility and 36 residents would be moved out of Glisan Street to more permanent housing (see copy of related Oregonian article enclosed) Other alternative solutions are also available (see copy of June 19, 1995 letter from Union Gospel Mission and copy of June 13, 1995 Oregonian article enclosed).

The plan to close Recovery Inn is not a surprise. The closure of Recovery Inn has been known about for many months Land use approval procedures and applications for land use permits could have been initiated some time ago or, alternatively, a

legislative process to modify the land use approval process for the facility under Chapter 33.740 (copy enclosed) could have been initiated allowing the public a sufficient amount of input through appropriate notices and hearings.

- The deviations proposed from the requirements of the zoning code are not *short term* and the proposed use is not *truly* temporary in nature

The truly temporary activities envisioned by the PCC for employment zones (parking lot sales, seasonal outdoor sales, fairs and carnivals, etc) anticipate that such activities would last for a period of weeks or months, not years. The natural disasters and emergencies clearly envisioned by PCC 33 296 030B5 are events of a sudden nature and relatively short duration which justify the short-term siting of a temporary activity without permanent improvements, all of which would constitute a minor deviation from the requirements of the zoning code. Such natural disasters and similar emergencies would include earthquakes, explosions, fires, floods and other similar catastrophic events where the duration of the "emergency" would yet remain short term. The political difficulties attendant to siting a permanent mass shelter for the homeless and the declaration of an emergency until a permanent replacement facility is available is inconsistent with the express language, purpose and policy of the emergency provisions of PCC 33 296, both as to the nature and duration of the purported emergency.

The temporary activities envisioned in PCC 33 296 are characterized by their short term or seasonal nature and by the fact that permanent improvements are *not* made to the site. The temporary activities regulations do not apply where, as in this case, permanent improvements are to be made to the site. The City intends to construct permanent improvements on the site having an approximate value of \$300,000 (see three-page Bureau of General Services materials dated June 5, 1995 enclosed). The improvements will require site preparation, foundation, sanitary sewer and water, and other structural improvements of a permanent nature. The resolution envisions permanent changes to the site which are *prohibited* by PCC 33 296 040A. The proposed facilities are clearly outside the intended scope and purview of the temporary activities regulations contained in PCC 33 296.

- The deviations from the requirements of the zoning code are major instead of minor as envisioned by the PCC.

The City's proposed waiver of its quasi-judicial and legislative procedures for the exemption of its own project from all attendant land use approvals and review criteria are substantial and *major* deviations and not minor deviations from the requirements of the zoning code, as otherwise required by PCC 33 296. The siting of the proposed mass shelter for the homeless would otherwise be subject to a number of use regulations and development standards and would be subject to more than one

land use approval process. At a minimum, the proposed use would require a conditional use permit or certification under the provisions of PCC 33 285 050 (copy of BHCD's Information Packet on Certification for Mass Shelters for the Homeless enclosed), design review approval under the provisions of PCC 33.420, adherence to or adjustment(s) from the use regulations and development standards of the Central City Plan District under PCC 33 510, adherence to or adjustment(s) from the residential development standards in the EX base zone contained in PCC 33.140 265, adherence to the shelter facility siting policies and requirements of the Central City Homeless/Singles Shelter Reconfiguration Program (copy enclosed), and the quasi-judicial procedures contained in PCC 33 730.

Further, the proposed resolution would illegally exempt the City's project from the legislative procedures contained in PCC 33 740 (copy enclosed), the provisions of which appear to be otherwise applicable to modifications of land use regulations and guidelines for circumstances such as those presented in this case. Those legislative procedures require at least one public hearing before the Commission recommending action for City Council consideration, with public notice for the hearing to be mailed at least 30 days prior to the hearing. Thereafter, further public notice is required at least 14 days prior to the City Council consideration hearing.

Based upon the above, the proposed deviations from the requirements of the zoning code are major instead of minor. The provisions of the resolution itself (at page 2, paragraph 1) admit to that fact by saying "Requiring a replacement homeless shelter at the subject site to complete design review and fully satisfy all other zoning code requirements that would apply to a permanent homeless shelter *could prevent construction at the proposed site altogether*." The resolution admits that the proposed facility may not be susceptible to siting in this location under applicable requirements of the zoning code. Therefore, waiving the zoning code requirements in total is a major deviation and not a minor deviation. PCC 33.296 permits minor deviations only. Accordingly, the proposed waivers of the relevant quasi-judicial and legislative procedures are illegal and are objected to by the Association.

- The proposed use will adversely impact the surrounding area and land uses

The impact analysis contained in the proposed resolution is deficient because it confines its analysis to land within 400 feet surrounding the proposed facility. The River District Development Plan area encompasses over 40 acres of undeveloped property. Introduction of a new mass shelter for the homeless in this economically sensitive area will have significant adverse impacts upon the ability to redevelop the entire area pursuant to the Development Plan. Examples of these adverse impacts are discussed below. As also discussed in greater detail below, the site is unsatisfactory because its location is *not* consistent with the siting policies and requirements of the Central City Shelter Reconfiguration Program.

The temporary shelter could have enormous economic impact on adjacent development programs. The shelter will represent the City's first physical development commitment within the River District. As a temporary and non-conforming building, it will create doubt about the future of the River District and the commitment of the City to insure that the River District Plan is implemented without compromise.

Three developers are currently contemplating investing nearly \$100 million in development on land parcels near the proposed site. This includes GSL Properties, Inc., negotiating an agreement with PDC for development of 725 housing units on the Union Station parcel to the southeast of the site; H Naito Properties, Inc., negotiating an agreement with PDC for the development of the Oregon Agricultural Marketing Center, an 80,000 s f building on a parcel just to the east of the proposed site, and Hoyt Street Partners, who own land between 9th and 12th and are now selling condominiums and have plans for other residential and commercial projects south of Lovejoy.

All of these projects will be seeking financing commitments, engaging in marketing programs and committing to construction within the two or three year life of the "temporary" shelter. Further, the proposed site is the subject of a land exchange negotiation between PDC and Hoyt Street Properties that will likely be adversely influenced by the use. (See copies of letters enclosed from Hoyt Street Properties and PDC.)

- The proposed site is not in conformance with the Central City Shelter Reconfiguration Program.

That Program calls for locating shelters in areas with appropriate services which are disbursed throughout the Central City. With this proposed siting, all singles shelters will be located within the boundaries of the River District.

- The proposed use and development cannot be terminated and removed *immediately* as required in the temporary activity regulations in PCC 33.296.

Since the facility will provide housing, its very nature is not the type of use which may be terminated and removed *immediately* as required by PCC 33.296. Moreover, the proposed resolution requires that the temporary facility will remain until a permanent replacement facility is available. That condition is inimicable to the requirement that the facility be capable of being removed immediately. If the facility can only be removed when a permanent replacement facility is available, the shelter cannot be removed immediately.

Mayor Vera Katz and Commissioners
July 5, 1995
Page 6

Should this matter not be continued, the Association will be deprived of any substantive notice and opportunity to present evidence or offer meaningful alternatives to the proposal. The resolutions and ordinance were filed on the day before and the public hearing is being conducted by Council on the morning of the day after the 4th of July holiday. There has been virtually no time for the Association to notify its members and prepare for the hearing. The Association's Chair and Executive Director are out of town today and unavailable to attend the hearing.

The Association respectfully requests that this matter be continued for Council consideration or, in the alternative, that these resolutions and ordinance not be passed by the Council. Thank you for your attention to this important matter.

Very truly yours,

BOGLE & GATES



Mark D. Whitlow

MDW/jrm

cc: River District Association Bd of Directors

[89]c:\riverdis\mayor 1

River District Association
Pursuing a 20-year Vision for Portland

Roger L. Breazley
 Chair

Robert Ames
 Secretary

Donald W. Magnusen
 Treasurer

Jim L. Edwards

John Eskildsen

Marshall Glickman

Greg Goodman

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Paul I. Hathaway

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Michael Powell

Patrick R. Prendergast

Robert L. Ridgley

James Sanger

Mike Thorne

Ronald E. Timpe

Tom Walsh

Homer G. Williams

Ted Winnowski

Roger Shuels
 Executive Director

115 N W First Avenue
 Portland, OR 97209
 (503) 242-0084
 fax (503) 299-6769

June 30, 1995

Mayor Vera Katz
 Commissioner Earl Blumenauer
 Commissioner Charlie Hales
 Commissioner Mike Lindberg
 Commissioner Gretchen Kafoury
 1220 S W. Fifth Avenue
 Portland, OR 97204

Dear Mayor and Commissioners:

We did not receive a copy of the draft resolution of the proposal for a temporary homeless shelter on Union Station property until noon today. As I will be unable to attend the July 5 City Council meeting, I am writing to explain the reason for my requesting you to delay action for one week on the proposal.

Our group, the River District Association, represents 22 businesses and other organizations. Its principal interest is preserving the integrity of the River District Vision, an interest that I am sure you have heard me say I share. The City is a partner with us in the River District. The City and our Association have adopted a development plan, a housing strategy and an implementation financing plan. We have a formal agreement for the joint financing and management of River District implementation. Just three months ago, the City adopted amendments establishing the River District in the Central City Plan. For a number of years, we have worked with the City, county and social service interests to fashion social service policies, and nearly three years ago arrived at a mutually acceptable plan for reconfiguring shelters in the Central City. A significant amount of public and private money and effort has been expended.

Next Wednesday, the City Council is being asked to waive all of the newly adopted River District Central City Plan amendments (less than a week after they become effective) and to vote to site what appears to be a non-conforming use in the district. I do not believe this is the correct solution to the immediate problem. I am disappointed by the process being used, circumventing our involvement as partners.


Mayor and Commissioners

June 30, 1995

Page 2

On the other hand, we understand the need to close Recovery Inn and to maintain the shelter space it provides for the homeless. Despite serious reservations about the proposal, I believe that we could support it, with further discussion regarding the shelter reconfiguration plan, including permanent siting, some minor modifications and additional assurances. The Association and its members do not want to pursue this in an adversarial manner. We would like to continue to work with you in our partnership role and to help you bring this matter to a successful conclusion. Another week might make this possible.

Truly yours,



Roger Breezley

cc River District Association Board of Directors

CHAPTER 33.296 TEMPORARY ACTIVITIES

Sections

- 33.296.010 Purpose
- 33.296.020 Description
- 33.296.030 Zone and Duration
- 33.296.040 General Regulations

33.296.010 Purpose

This chapter allows short-term and minor deviations from the requirements of the zoning code for uses which are truly temporary in nature, will not adversely impact the surrounding area and land uses, and which can be terminated and removed immediately. Temporary uses have no inherent rights within the zone in which they locate.

33.296.020 Description

Temporary activities are characterized by their short term or seasonal nature and by the fact that permanent improvements are not made to the site. Temporary activities include: construction trailers, leasing offices, garage sales, temporary carnivals and fairs, parking lot sales, retail warehouse sales, and seasonal sales such as Christmas tree sales and vegetable stands. There are two categories of temporary activities. First, there are those which are allowed by the zone but do not meet the development standards. Examples include Christmas tree sales and a parking lot sale in a commercial zone. Second, there are temporary activities which if permanent, would not be allowed by the base zone. Examples include church carnivals in residential zones and retail warehouse sales in industrial zones.

33.296.030 Zone and Duration

(Amended by Ord. No. 164264, effective 7/5/91. Amended by Ord. No. 167054, effective 10/25/93)

- A. **IR and RF through RH zones.** The regulations for temporary uses in the IR and RF through RH zones are as follows:
 - 1. **Mobile home use during construction.** Mobile homes may be used for a residence while a permanent residence is being constructed. Mobile homes may remain on the site until the completion of the construction, or for not more than 2 years, whichever time period is less. The mobile home must be removed within 1 month of issuance of certificate of occupancy. A performance bond or other surety must be posted in conformance with 33.700.050, Performance Guarantees, to ensure removal of the mobile home.
 - 2. **Residential sales offices.** Sales offices for major subdivisions or planned unit developments are allowed at the development site until all lots or houses are sold. Use of the sales office for sites outside of the project is prohibited.

3. Sales
 - a. Garage sales. Garage sales and other sales for items from the site may occur for no more than three consecutive days on two different occasions during a calendar year. The sale of products brought to the site for the sale is not allowed.
 - b. Seasonal outdoor sales. Seasonal outdoor sales of plants and produce are allowed twice a year for up to five consecutive weeks each time.
4. Fairs, carnivals and other major public gatherings.
 - a. Fairs, carnivals and other major public gatherings in the RF through RH zones. Fairs, carnivals and other major gatherings are allowed for up to nine consecutive days at a site with an existing institutional use. Two events are allowed per calendar year.
 - b. Fairs, carnivals and other major public gatherings in IR zone. Fairs, carnivals and other major gatherings are allowed for up to nine consecutive days at a site with an existing institutional use. Two events are allowed per calendar year. Temporary events must be listed in the institution's approved mission statement and impact mitigation plan.
5. Show of model homes. The viewing of model homes within a subdivision for a fee is allowed for a period not to exceed one month. Only one showing is allowed per phase of a subdivision.
6. Natural disasters and emergencies. Temporary activities and structures needed as the result of a natural disaster or other health and safety emergencies are allowed for the duration of the emergency.
7. Staging areas for public utility installation. Staging areas for public utility improvement projects such as the installation of sewer pipes, water pipes, and road improvements, are subject to the regulations below.
 - a. Length of project. Except as provided in subparagraph b. below, only projects that last one year or less are allowed as temporary activities. Projects that last over one year are subject to the regulations for permanent uses. Adjustments to the one year time period are prohibited.
 - b. Overlay zones. Projects located within an Environmental, River Natural, or Interim Resource Protection overlay zone are subject to the regulations for permanent uses regardless of the length of the project.
 - c. Dust, mud and erosion control. During the project, operational procedures must include steps to reduce dust and mud on the site and to reduce dust and mud on adjacent streets from vehicles entering and leaving the site. During the length of the project, the site must be enclosed or protected in a manner to prevent on-site erosion and to prevent sediment from leaving the site.
 - d. Noise. The project must meet the noise regulations of Title 18 – Nuisance Abatement and Noise Control. Any variances to the noise regulations will be processed as provided in Title 18.

- e. **Final site condition** At the end of the project, the site must be prepared and seeded with a mixture of 100 percent perennial rye grass to create a low maintenance vegetative ground cover. An exception to this requirement is sites that have paving prior to the start of the project. In these cases the portion of the site that has paving may remain in paving. All other portions of the site must be seeded as provided above. The ground cover or paving must be installed to the applicable standards in Standard Construction Specifications published by the City of Portland, Department of Public Works.
 - f. **Building permit.** Prior to the start of the project, a building permit must be obtained from the City. Applications for the building permit must contain evidence that the project will comply with the requirements above. If the project will be implemented through a contract with the City, then the evidence of compliance may be shown as specifications in the contract. If the project does not involve a contract with the City, then at a minimum, evidence of compliance must include performance guarantees to guarantee compliance with the requirements in Subsubparagraphs c. Dust, mud, and erosion control, and e. Final site condition, above. Performance guarantees must comply with the provisions of Section 33.700.050, Performance Guarantees
- B. RX, C, E, and I zones.** The regulations for temporary uses in the RX, C, E, and I zones are as follows:
1. **Parking lot sales.** Parking lot sales in zones where outdoor display is not otherwise allowed, are allowed for up to two consecutive weeks at any one time
 2. **Seasonal outdoor sales.** Seasonal outdoor sales are allowed for up to one month at any one time.
 3. **Fairs and carnivals.** Fairs and carnivals are allowed for up to two consecutive weeks at any one time
 4. **Warehouse sales.** In industrial zones, retail warehouse sales are allowed for up to one week at any one time.
 5. **Natural disasters and emergencies** Temporary activities and structures needed as the result of a natural disaster or other health and safety emergencies are allowed for the duration of the emergency.
 6. **Staging areas for public utility installation.** Staging areas for public utility improvement projects such as the installation of sewer pipes, water pipes, and road improvements, are subject to the regulations for the RF through RH zones stated in Subparagraph 33.296.030 A.7. above. An exception to the regulations is the inclusion of alternatives to the requirements for final site condition (stated in 33.296.030 A.7.e.) In the RX, C, E, and I zones, the site may be seeded for vegetative ground cover, or it may be graveled or paved. However, gravel or paving is not allowed within 5 feet of the lot lines
- C. OS zone.** The regulations for temporary uses in the OS zone as follows:
1. **Fairs, carnivals, and other special events.** Fairs, carnivals, and other special events are allowed by right in the OS zone. A permit is required from the Bureau of Parks when such activities occur in public parks and open spaces.

- 2 Natural disasters and emergencies. Temporary activities and structures needed as a result of a natural disaster or other health and safety emergencies are allowed for the duration of the emergency.
 - 3 Staging areas for public utility installation. Staging areas for public utility improvement projects such as the installation of sewer pipes, water pipes, and road improvements, are subject to the regulations for the RF through RH zones stated in Subparagraph 33.296.030 A.7 above.
- D. Time between activities. For Subsection A. and B. above, except for mobile homes, construction trailers, and residential sales offices, the time between temporary activities must be four times as long as the duration of the last event.

33.296.040 General Regulations

All temporary activities are subject to the regulations listed below.

- A. Permanent changes to the site are prohibited.
- B. Temporary parking areas are allowed only during construction on the site. They must be removed within 1 month of issuance of a certificate of occupancy for the construction. The land must be restored to the condition it was in before the development of the temporary parking area unless an alternative development has been approved for the location. A performance bond or other surety must be posted in conformance with 33.700.050, Performance Guarantees, to ensure removal.
- C. Permanent signs are prohibited. All temporary signs associated with the temporary activity must be removed when the activity ends.
- D. Temporary activities may not cause the elimination of required off-street parking
- E. Temporary activities in C, E, and I zones that are maintained beyond the allowed time limits are considered permanent uses, and are subject to the use and development standards of the base zone.
- F. Temporary activities on sites where the primary use is a conditional use may not violate the conditions of approval for the primary use
- G. These regulations do not exempt the operator from any other required permits such as sanitation facility permits or electrical permits.