HMP

HOUSING AUTHORITY OF PORTLAND, OREGON

1605 N.E. 45th AVENUE • PORTLAND, OREGON 97213 • (503) 249-5511

COMMISSIONERS:
Fred M. Rosenbaum
Chairman
James O. Brooks
Vice Chairman
Thomas J. Malloy
Dorothy McCammack
David N. Smith
Ocie W. Trotter
Janet S. Yocom
Lyndon R. Musolf
Executive Director

TO: Jim Marshall

FROM: W. E. Hunter

DATE: August 3, 1979

SUBJECT: OPD STATUS REPORTS

Per your request attached is the Monthly Status Report as of June, 1979. Below is a list of projects for FY 79-80:

PROGRAM/PROJECT NAME	FY 79-80 BUDGET *	PROPOSED COMPLETION DATE
* SLAVIN ROAD (26 Unit-Family)	$1,560,000	Sept '80
* ELIOT II, (30 Unit-Family)	1,400,000	Mar '81
* IRVINGTON (95 Unit-Elderly)	3,400,000	Sept '80
* 54 UNIT FAMILY (30 & 24 Unit Sites)	6,886,688	Mar '81
* 85 UNIT ELDERLY	Included in above	June '81
* 45 UNIT-FAMILY (Subst Rehab)	3,164,263	Aug '80
* 13 UNIT-ELDERLY (Subst Rehab)	Included in above	Aug '80
* 48 UNIT-FAMILY (Sect 8 Subst Rehab)	3,695,328	
* 70 UNIT-ELDERLY	3,714,984	June '81
* 60 UNIT-FAMILY (Two 30-unit Sites)	5,087,419	Mar '81

* Development Cost Estimates

and new projects as they develop.

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attach

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Lyndon R. Musolf
Executive Director

SUBJECT: SPECIAL OPD STATUS REPORT

TO: Mike Lindberg

FROM: Lyndon Musolf

DATE: September 17, 1979

In accordance with your request attached is the special Status Report listing the projects currently in the production stage.

If you have any questions please contact me.

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attach
cc: Jim Marshall
B Burt

OPD STATUS REPORT

PROGRAM/PROJECT NAME: Slavin Road (Conventional)

DESCRIPTION: Twenty-six unit housing development for families

COMPLETION DATE: Original 9-79; revised 9-80

CURRENT STATUS: 5% complete
The Bureau of Buildings has refused to issue a building permit due to site deficiencies. However, it appears that the problems involving the site design have been resolved; The engineers are working on a footing design concept that involves pilings.

NEXT THREE MONTHS: Contingent upon HUD's approval to reduce the number of units by two, construction is expected to be under way within the next thirty days with forty percent completion by December 31, 1979.

PROGRAM/PROJECT NAME: Irvington (Section 8)

DESCRIPTION: Ninety-five unit housing development for the elderly (one bedrooms)

COMPLETION DATE: Original 4-79; revised 9-80.

CURRENT STATUS: Fifteen percent complete. Construction is progressing as scheduled.

NEXT THREE MONTHS: Project is expected to be fifty percent completed by December 31, 1979.

PROGRAM/PROJECT NAME: Eliot II Family (Section 8)

DESCRIPTION: Thirty unit housing development for families consisting of two-bedroom, three-bedroom and four-bedroom units to be constructed on N. Williams and Russell.

COMPLETION DATE: Original 11-77; revised 3-81.

CURRENT STATUS: Five percent complete. Financing for this project is scheduled to be finalized by October 15, 1979. After financing is in place, RFP will be published shortly after.

NEXT THREE MONTHS: Request for proposal is tentatively scheduled to be published by November 15, 1979 with the selection of a developer by December 31, 1979.

PROGRAM/PROJECT NAME: Conventional Public Housing - New Construction

PROGRAM/PROJECT NAME: Conventional Public Housing - New Construction

DESCRIPTION: Fifty-four unit housing development for families located on at least two sites consisting of thirty-six 2-bedroom and eighteen 3-bedroom units.

COMPLETION DATE: Original, March 1981; revised, N/A

CURRENT STATUS: The Developer's Packet is being written and will be submitted to HUD for approval by 9-17-79. Once approval is received, RFP will be published.

NEXT THREE MONTHS: HUD is scheduled to approve the developers' packet no later than October 15, 1979. Final selection of developer is to be completed by March, 1980.

PROGRAM/PROJECT NAME: Conventional Public Housing - New Construction

DESCRIPTION: Eight-five unit housing development for the elderly consiting of all one-bedroom units.

COMPLETION DATE: Original, June 1981; revised, N/A.

CURRENT STATUS: The Developers' Packet is being written and will be submitted to HUD for approval by 9-17-79. Once approval is received, RFP will be published.

NEXT THREE MONTHS: HUD is scheduled to approve the Developers' Packet no later than October 15, 1979. Final selection of developer is to be completed by March, 1980.

PROGRAM/PROJECT NAME: Conventional Public Housing - Acquisition w/Substantial Rehabilitation

DESCRIPTION: Fifty-eight units of existing housing consisting of thirteen 1-bedroom, eighteen 2-bedroom and twenty-seven 3-bedrooms to be acquired and an average of $4000 per unit to be required to bring each unit up to HUD's MPS.

CURRENT STATUS: The development and cost budget/program has been submitted to HUD for approval. HUD's approval is expected by October 5, 1979.

NEXT THREE MONTHS: The Annual Contribution Contract is expected to be executed and the initial Site Reports and Work and Cost Write Ups for the first site to be acquired are to be submitted by December 31, 1979.

PROGRAM/PROJECT NAME: Section 8 Acquisition w/Substantial Rehabilitation

DESCRIPTION: Forty-eight units of existing housing consisting of forty-two 2-bedroom,

PROGRAM/PROJECT NAME: Section 8 Acquisition w/Substantial Rehabilitation, contd.

DESCRIPTION, continued

four 3-bedroom and two 4-bedroom units to be acquired and an average of $4000 per unit to be required to bring each unit up to code.

COMPLETION DATE: Original August, 1980; revised N/A.

CURRENT STATUS: The final proposal has been submitted to HUD for approval.

NEXT THREE MONTHS: Contingent upon final proposal approval. Financing for the acquisition and rehabilitation should be in place by December 31, 1979.

PROGRAM/PROJECT NAME: Section 8 New Construction

DESCRIPTION: Sixty units housing development for families located on two sites consisting of thirty-six 2-bedroom, twenty 3-bedroom and four 4-bedroom units.

COMPLETION DATE: Original, March 1981; revised N/A.

CURRENT STATUS: The preliminary proposal has been submitted to HUD for approval.

NEXT THREE MONTHS: If preliminary approval is given by September 31, 1979 the final proposal will be submitted by November 15, 1979.

PROGRAM/PROJECT NAME: Section 8 New Construction

DESCRIPTION: Seventy unit housing development for elderly consiting of all one bedroom units.

COMPLETION DATE: Original, June 1981; revised N/A.

NEXT THREE MONTHS: If preliminary approval is given by September 31, 1979, the final proposal will be submitted by November 15, 1979.

PROGRAM/PROJECT NAME: Property Value Impact Study

DESCRIPTION: Evaluation of the impact of public housing projects on property values in low and medium density urban neighborhoods.

COMPLETION DATE: Original, March 1980, revised N/A.

CURRENT STATUS: Responses to the RFP are being evaluated

NEXT THREE MONTHS: Contract is scheduled to be awarded by October 1, 1979; the project is scheduled to be fifty percent complete by December 31, 1979.

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CITY HOUSING DEVELOPMENT, INC.

BOARD OF DIRECTORS
H. Gerald Bidwell
Neil Goldschmidt
Harry E. Mangan
John R. Olsen
Fred M. Rosenbaum
Louis Scherzer

August 13, 1979

MEMORANDUM

Paul J.C. Yang
Executive Director

620 S.W. 5th Avenue
Room 922
Portland, Oregon 97204
(503) 248-4714

To: Jim Marshall
From: Bob Willoughby
Subject: OPD Status Report

CHDI's total budget for FY 79-80 is $97,096. This money was not budgeted by project, but rather for the following general purposes:

Salaries	56%
Rent	6%
Supplies & Equipment	6%
Fees & Services	28%
Miscellaneous operating expenses (e.g. photo-copies, insurance, travel, advertising, dues, subscriptions, etc.)	4%
TOTAL	100%

The personnel funded by this budget work full time to accomplish the following tasks: (1) locate development sites, (2) request development proposals, (3) assist developers in processing applications, (4) assist in arranging financing, and (5) provide expertise as needed regarding housing questions.

A complete list and description, with completion dates, of the projects pending on this date is as follows:

1) Quadreplegics United Against Dependency, new construction of a residential housing facility; groundbreaking scheduled this month. Address: N. Williams between Knott and Russell

2) Fred Meyer donated property, new construction of a senior citizen housing project; groundbreaking scheduled for September 1979. Address: N.E. Sixth and Roselawn.

3) Western International Properties, new construction of condominiums; groundbreaking scheduled for late this month. Address: block bounded by Clay/10th/Market/Park.

4) H.C. Perry property, new construction of 19-story residential/ commercial project; now taking reservation for the residential units. Address: South side of Clay between Broadway and Park Streets.

5) Lutheran Church property, plans still in development stage. Address: S.E. corner of 10th and Jefferson.

6) Old Jewish Temple property; currently being used as a parking lot and long range plans call for new residential building with an estimated completion date of August 1980. Address: N.E. corner of Park and Clay.

7) Jack Jarvis property, new condimium project; estimated completion date of October 1979. Address: Park at Columbia.

8) Nina Vallion property, new residential project; plans still in the development stage with no completion date yet estimated. Address: S.W. Park/Clay/Columbia.

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and new projects as they develop

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Quadriplegics United Against Dependency

Project Description: To help QUAD determine from among several development options the most feasible housing development, and to help the QUAD Board package the development as proposed and coordinate among state. local and federal agencies.

Completion Date: Original: August 1979
Revised: June 1, 1980

Current Status: 100 % Complete

Following the issuance of the firm commitment by HUD on May 5, 1980, HUD closed its mortgage on the project on May 30, 1980 and construction began immediately.

During this period the Executive Director arranged an appointment between the QUAD President and the City's Federal Grants Coordinator to discuss an invitation which the QUAD group has received from HUD to apply for a Congregate Services Grant for up to $80,000 per year for five years.

The possibility of this grant, together with the negotiations to date between QUAD and the State DHR and Voc Rehab, insure that the project will likely operate successfully once the building is completed. For that reason, CHDI involvement with this project is successfully completed, and we will no longer report on this project.

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Fred Meyer Donated Property
Broussard & Associates

Project Description: To help the developer package the development as proposed and coordinate among local, state and federal agencies.

Completion Date: Original: August 1979
Revised: February 1980

Current Status: 100 % Complete

The dispute between CHDI and the developer over the distribution of the proceeds in a special escrow account continues unchanged. These funds represent the balance of the selling price of the property on which the project is being built. The property was donated to the City by Fred Meyer, Inc., and, therefore, no HCD money is involved in that dispute.

For that reason, and because construction continues uninterrupted, with an SHD take-out loan awaiting the completion of construction, CHDI has successfully completed its involvement in this project. We will no longer be reporting on it.

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Western International Properties
Jim Neuman

Project Description: To help the developer develop the condominium project on the Park Blocks property.

Completion Date: Original: August 1979
Revised: August 1980

Current Status: 65 % Complete

There has been no change since last month's report. The developer expects to decide within the next reporting period whether or not he will begin construction of this project this summer.

CHDI continues to do whatever it can to be of assistance.

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: The Tower on the Park
H.C. Perry Company

Project Description: To help the H.C. Perry Company of California develop a high-rise condominium project on a 20,000 s.f. property located at the S.E. corner of Park and Clay.

Completion Date: Original: August 1979
Revised: March 1980

Current Status: 96 % Complete

During this period the Executive Director met with the project architect. The construction drawings and specifications for excavation and construction of the lower floors are completed. Construction could begin very shortly after the interest rates reach an acceptable level. If that happens after June 30, 1980, it will be necessary to re-bid the project, which may result in further cost increases and delays.

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Old Jewsih Temple Property
Ted Miller

Project Description: To help the property owner develop the property for residential use on a parcel 100' x 100'.

Completion Date: Original: August 1979
Revised: late 1980

Current Status: 15 % Complete

There has been no change since the report in the last reporting period. CHDI will continue to do whatever it can to assist the developer in designing a project for this site.

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Jack Jarvis Property
Jack Jarvis

Project Description: To help the property owner develop the property located at Park and Columbia for residential use.

Completion Date: Original: June 1980
Revised:

Current Status: 70 % Complete

Because of declining interest rates during this period, the developer is renewing his interest in this project and has instructed the architect to finish the construction drawings.

The Executive Director met with the developer to discuss the financial package for the project and explained several new financing mechanisms which may be available for the project.

NEXT THREE MONTHS: It is hoped that interest rates will continue to decline and that this project can begin construction during the summer or fall.

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: McCormick Pier Project
Bill Naito

Project Description: To assist the developer to package the development as proposed and coordinate among local, state and federal agencies.

Completion Date: Original: Summer 1982
Revised:

Current Status: 70 % Complete

During this period the developer made his final plans, cost estimates, and final preparations for construction.

NEXT THREE MONTHS: Construction should begin during the month of July.

OPD STATUS REPORT

FY 1979/80

for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: T.L. Brandt Project
Terry Brandt

Project Description: To assist the developer in determining the feasibility of a 20-unit condominium project above the proposed Oregonian Credit Union commercial structure on 12th between Main and Jefferson.

Completion Date: Original: unknown
Revised:

Current Status: 20 % Complete

During this period the Executive Director arranged several appointments for the developer to meet with representatives of the finance community to discuss their participation in a mixed-use project.

The Director of the UDAG program was in Portland, and while here, inspected the site.

NEXT THREE MONTHS: It is still planned to obtain City Council approval for a UDAG application, and to submit that application to HUD in July.

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Oregon Historial Society Project
Chet Orloff, Development Officer

Project Description: To help the Oregon Historical Society determine the feasibility of adding a housing element above its proposed museum and office expansion on the quarter block at S.W. and Madison adjace to their existing facility.

Completion Date: Original: Unknown
Revised:

Current Status: 5 % Complete

Because there has been no progress or activity on this project for several months, it has been decided to put this project on an "inactive" status; we will no longer report on it unless there are new developments.

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Thomas Mann Building
John Russell

Project Description: To help the developer obtain financing for the renovation of and addition of two floors to the Thomas Mann Historic Landmark building in the Yamhill Historic District, resulting in a mixed-use facility which would include commercia space, office rental, and eight units of middle income rental housing.

Completion Date: Original: October 1980
Revised:

Current Status: 72 % Complete

The UDAG application is being processed by HUD. The Director of the UDAG program, David Kardish, was in portland and visited the site.

NEXT THREE MONTHS: HUD must make a decision on the UDAG Grant by July 31, 1980. As soon as the grant is awarded, the construstion will begin.

OPD STATUS REPORT

FY 1979/80
for the period ending June 4, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Program to Develop New Projects Robert S. Willoughby

Project Description: This is a summary of the major activities undertaken by the CHDI Executive Director to stimulate new housing projects in the City of Portland, and especially in the downtown area.

Completion Date: Original: Ongoing
Revised:

Current Status: N/A % Complete

During this period the Executive Director:

-met with a general contractor to discuss his desire to build affordable housing for the handicapped.

-explained to a local developer some of the new financing mechanisms being created.

-met with investment representative to explain possible use of subsidies for his client's project.

-arranged a meeting for a developer and his architect with a member of the City UDAG staff to discuss new UDAG grant programs.

-discussed with a local developer protential financing for a mixed-use project.

-met with local consultant to discuss feasability of downtown housing project.

-met with local architect to discuss feasibility study of downtown housing project.

-discussed with a developer his plans for a handicapped project on his property.

OFFICE OF PLANNING
& DEVELOPMENT
MAY 21 1980

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Quadriplegics United Against Dependency

Project Description: To help QUAD determine from among several development options the most feasible housing development, and to help the QUAD Board package the development as proposed and coordinate among state. local and federal agencies.

Completion Date: Original: August 1979
Revised: June 1, 1980

Current Status: 95 % Complete

During this period QUAD's request for a $23,780 grant from the City's HCD block grant money was filed. The contractor (Bob Walsh) completed his rebidding process and certified to HUD that he can build the project for $553,000. The Executive Director briefed each of the Commissioner's assistants on the QUAD's HCD request. He also coordinated the preparation of the final draft of the lease for the property on which the project is to be built. He also requested and obtained expressions of support for the project and the QUAD HCD application from the Eliot Neighborhood Association, State Senator Ted Hallock, Congressmen Robert Duncan and Les Aucoin.

On April 2, 1980, the City Council approved the QUAD HCD request. An ordinance was approved amending CHDI's contract with the City of Portland by increasing it in the amount of the QUAD HCD request so that CHDI can supervise and administer the distribution of the money to QUAD as reimbursement for HCD eligible expenses at the time of the HUD closing.

In anticipation of receiving the HCD grant, QUAD submitted a request for a firm commitment to HUD on March 26, 1980.

NEXT THREE MONTHS: HUD should complete its processing of the request for a firm commitment and issue that firm commitment before the end of April 1980. The Mayor will announce the awarding of the firm commitment at a press conference and ribbon cutting ceremony on May 5, 1980. The HUD closing should occur within 2-3 weeks of the issuance of the firm commitment. Construction should begin immediately after the HUD mortgage closes.

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Fred Meyer Donated Property
Broussard & Associates

Project Description: To help the developer package the development as proposed and coordinate among local, state and federal agencies.

Completion Date: Original: August 1979
Revised: February 1980

Current Status: 99 % Complete

During this period the excavation and foundation work continued. Four old basements and four cisterns were found beneath the proposed location for the building's footings. Until that work is completed, CHDI's consultant will be unable to issue his opinion which will enable us to close the special escrow and our file on this project. (Note: There is no HCD money involved in this special escrow account.)

Construction continued during this period; concrete slabs and footings were poured.

NEXT THREE MONTHS: The special escrow will be closed, and construction will continue (the estimated completion date is August or September 1980).

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Western International Properties
Jim Neuman

Project Description: To help the developer develop the condominium project on the Park Blocks property.

Completion Date: Original: August 1979
Revised: August 1980

Current Status: 65 % Complete

There has been no change since last month's report. CHDI will continue to assist the developer in redesigning and rebidding the project. Increasing interest rates are obviously compounding the problems.

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: The Tower on the Park
H.C. Perry Company

Project Description: To help the H.C. Perry Company of California develop a high-rise condominium project on a 20,000 s.f. property located at the S.E. corner of Park and Clay.

Completion Date: Original: August 1979
Revised: March 1980

Current Status: 96 % Complete

During this period the developer obtained detailed cost estimates and bids, which were well within the project budget. Unfortunately, this encouraging news was offset by increasing interest rates which have made the starting of construction impossible. The developer has a commitment for a construction loan and take-out financing, but the current interest rate for such loans has caused him to conclude that he cannot start construction during this period as he had planned.

The developer intends to do those things that are necessary to begin construction as soon as possible after the interest rates drop to at least 14% for construction financing. In the meantime the project is on hold.

NEXT THREE MONTHS: It is impossible to predict what will happen in the complex and dynamic lending industry. However, in several respects the market is less uncertain and more encouraging now, than it was three months ago.

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Old Jewsih Temple Property
Ted Miller

Project Description: To help the property owner develop the property for residential use on a parcel 100' x 100'.

Completion Date: Original: August 1979
Revised: late 1980

Current Status: 15 % Complete

During this period the developer met with his architect and discussed several ideas for reducing the cost of the housing project for this site. The architect indicated that he will explore serveral of those possibilities and get back to the developer. Because of the high interest rates, neither party seems particularly anxious to complete this process.

NEXT THREE MONTHS: Unless interest rates come down we do not expect any significant change in the status of this project.

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Jack Jarvis Property
Jack Jarvis

Project Description: To help the property owner develop the property located at Park and Columbia for residential use.

Completion Date: Original: June 1979
Revised: June 1980

Current Status: 65 % Complete

Because there has been no progress or activity on this project for several months, it has been decided to put this project on an "inactive" status, and we will no longer report on it unless there are new developments.

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: McCormick Pier Project
Bill Naito

Project Description: To assist the developer to package the development as proposed and coordinate among local, state and federal agencies.

Completion Date: Original: Summer 1982
Revised:

Current Status: 60 % Complete

During this period the developer's application for tax abatement was considered by the City Countil on April 2, 1980. It was approved on that date for a 3/1 vote. Because it was not unanimous, an emergency was not declared and a second reading of the ordinance without the emergency clause was given on April 9, 1980, and the ordinance passed 3/2.

NEXT THREE MONTHS: The developer's architect will begin preparing detailed construction drawings. The developer will finalize his negotiations for the purchase of the property.

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: T.L. Brandt Project
Terry Brandt

Project Description: To assist the developer in determining the feasibility of a 20-unit condominium project above the proposed Oregonian Credit Union commercial structure on 12th between Main and Jefferson.

Completion Date: Original: unknown
Revised:

Current Status: 15 % Complete

As instructed by the CHDI Board of Directors at its March meeting, the CHDI Executive Director worked with the developer to put together a financing package for this mixed-use project. Among other things, he arranged a meeting with the UDAG project staff in the Office of Planning and Development. At that meeting the developer formally requested UDAG assistance to subsidize the high interest rates that otherwise make his project infeasible.

NEXT THREE MONTHS: The UDAG staff will determine whether they will accept the developer's application. HUD will only accept UDAG applications during the first month of each quarter. If the application is endorsed by the City Council sometime during the next three months, the application will be submitted to HUD during the month of July.

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Oregon Historial Society Project
Chet Orloff, Development Officer

Project Description: To help the Oregon Historical Society determine the feasibility of adding a housing element above its proposed museum and office expansion on the quarter block at S.W. and Madison adjacer to their existing facility.

Completion Date: Original: Unknown
Revised:

Current Status: 5 % Complete

There was no change in the status of this project during this period. CHDI will continue to do whatever it can to assist the Oregon Historical Society in determining the feasibility of its proposed project.

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Thomas Mann Building
John Russell

Project Description: To help the developer obtain financing for the renovation of and addition of two floors to the Thomas Mann Historic Landmark building in the Yamhill Historic District, resulting in a mixed-use facility which would include commercial space, office rental, and eight units of middle income rental housing.

Completion Date: Original: October 1980
Revised:

Current Status: 70 % Complete

The developer has detailed plans for the above described renovation and new construction. He has received approval for this project from the Historic Landmarks Commission, the Downtown Housing Advisory Committee, and the CHDI Board of Directors. He has obtained a commitment from Benj. Franklin Savings & Loan Assoc. for construction and long-term financing. In addition, he has applied for and has been granted a historic landmark rehabilitation loan from PDC. The PDC loan was $250,000 less than the amount the developer had applied for.

IRL

When the developer obtained a detailed cost estimate from his contractor, it confirmed his estimate that the project will cost $1,250,000. The developer is investing $250,000; PDC has agreed to loan $250,000; and Benj. Franklin has agreed to loan $500,000. The developer came to CHDI for assistance in financing the $250,000 shortfall.

The CHDI Executive Director arranged for the developer to meet with, among others, the UDAG staff in the Office of Planning and Development. After accepting an application, the UDAG staff worked literally day and night to prepare a staff report recommending approval of a UDAG loan in the amount of $250,000 to be combined with the PDC loan and the Benj. Franklin loan.

NEXT THREE MONTHS: The UDAG application will be evaluated on a competitive basis by the HUD central office. A decision will be announced within 60 days. Construction should begin shortly after that.

OPD STATUS REPORT

FY 1979/80
for the period ending April 9, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Program to Develop New Projects Robert S. Willoughby

Project Description: This is a summary of the major activities undertaken by the CHDI Executive Director to stimulate new housing projects in the City of Portland, and especially in the downtown area.

Completion Date: Original: Ongoing
Revised:

Current Status: N/A % Complete

-Met with developer to discuss preliminary plans for a project to use a combination of federal and state funds. Made tentative arrangements for a second meeting.

-Met with person interested in using CETA personnel to build pre-fab housing and explained CHDI's functions.

-Discussed with out-of-state developer possible downtown sites and packaging for a middle income rental project.

-Met with developer interested in renovating an Old Town building; made arrangments for him to meet City staff and financiers.

-Met with architect interested in downtown sites; gave him printed materials.

-Discussed with out-of-state developer a site he is interested in in the Southeast and made tentative arrangements to meet when he is in town.

-Discussed with local architect obtaining financing for a 20-unit project.

-Discussed with realtor and developer his client's proposal to buy an existing apartment building as well as the entire block and perhaps other properties.

-Discussed with local developer possible sites and tandem projects.

-Met with City staff to discuss current projects and coordinate activities.

APRIL

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Quadriplegics United Against Dependency

Project Description: To help QUAD determine from among several development options the most feasible housing development, and to help the QUAD Board package the development as proposed and coordinate among state. local and federal agencies.

Completion Date: Original: August 1979
Revised:

Current Status: 90 % Complete

The CHDI Executive Director, at the request of QUAD, investigated the availability of CETA employees through the City of Portland to be used for the operation of this facility when and if it is constructed. The Executive Director arranged a meeting between the developer and the Director of Program Development for the City CETA program.

During this period a second bid had not yet been received from the Robert Randall Company. The contractor who made the first bid (Bob Walsh) can no longer guarantee his $614,000 bid, so that if the Randall bid comes in higher than that original figure, the developer will need to begin renogiating and negotiation. The Executive Director contacted Bob Walsh during this period and Mr. Walsh remained willing to work on the project, but can no longer remain committed to the $614,000 construction figure.

During this period the QUAD organization moved its offices to 3231 SE 39th. They have received between $5-10,000 in additional grants for the project.

Because there is no longer a firm construction figure available it is unknown at this time how much of a defecit remains to be made up by QUAD before construction can begin.

Based upon events during this period, a revised HUD closing date has been set for April 1, 1980, with construction projected to begin by June 1, 1980. For that reason, a revised completion date had been indicated above.

During this period, Congressman Duncan's office called to discuss the project. They expressed support for the project and indicated a willingness to contact federal officials whenever we feel it would be helpful.

A $6,000 loan from CHDI to QUAD was converted to a grant for the project because the QUAD group was successful in raising more than $40,000 for the project during the last twelve months.

The Robert Randall Co. completed its bid for constructing the project, and the total bid came to $669,000. This compares with the bid received from Walsh Contruction Co. in the amount of $614,000. Since the Randall bid made it quite obvious that it is not possible to build the project as originally designed without raising at least 70,000 in additional dollars, a meeting was arranged between the CHDI Director, QUAD representatives, and representatives of the local and national HUD offices. HUD made it clear at that meeting that they felt a reasonable project could be built with the HUD mortgage available ($544,000). HUD indicated that they would not be willing to increase the contract authority, which left QUAD with two choices: 1) Delay closing and start of consturction indefinitely until $70,000 in donations could be raised or, 2) trim $70,000 from the project and close it and begin construction on the revised project as soon as possible. Since HUD was anxious to close this project as soon as possible, and since the first option left the project in a very precarious and indifinite status, the QUAD architect, contractor, and consultant decided to meet with HUD's architects to see if $70,000 in mutually agreeable deletions could be trimmed from the project.

During this period the CHDI Executive Director met with PDC's attorney to determine the status of the proposed lease between PDC and the QUAD group. A copy of the latest draft of the lease was forwarded to QUAD for its consideration and approval.

During this period the developer met with HUD architects. They were able to agree on three deletions which reduced the cost of this project by approximately $70,000. It was agreed to delete the common dining room area and kitchen, the interior courtyard, and the cedar siding. With these deletions, the project is within $25,000 of closing the HUD mortgage and beginning construction.

The CHDI Executive Director assisted QUAD in preparing an application to the City Council for $23,780 in HCD block grant money. Approximately $14,000 of that amount would pay for City permit fees and hook-up charges. The balance represents a small fraction of the HCD eligible expenses associated with this project.

The CHDI Executive Director also met with the PDC attorney to work out the final details necessary to complete the lease between QUAD and PDC for the site. The target date for having the lease and the HCD money available is April 1, 1980, which is the earliest date that HUD could close the mortgage. It is doubtful that Bob Walsh can rebid the project and submit the contractor's form to HUD in time to close by that date.

Next Three Months: If the City Council approves the HCD request the following events should occur:

-Walsh Construction should submit a new bid.

-HUD should complete the final commitment processing.

-The HUD mortgage should close.

-Construction should begin.

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Western International Properties
Jim Neuman

Project Description: To help the developer develop the condominium project on the Park Blocks property.

Completion Date: Original: August 1979
Revised: August 1980

Current Status: 65 % Complete

The developer has decided to re-bid some of the major construction items which came in substantially over budget in the previous bidding process. He hopes that the downturn in construction will stimulate greater interest in the project and result in more reasonable bids. His architect and consultant are considering re-design of the project for the purpose of realizing some economies and also to maximize the potential return from the sale of the project.

The developer feels that the delay caused by the bids coming in over budget has benefited the project because the re-design and re-evaluation will result in a better product. The developer remains confident that he can build the project. The developer is now hoping for construction to begin in the spring or summer.

During this period the CHDI Executive Director met with the developer's architectural consultant and discussed the re-bidding and re-design process. It appears preliminarily the costs are looking much better as a result of the re-bidding. The project had not received final design review approval from the City, so that any re-design will not cause any additional delay in that process.

The developer attended the CHDI January Board of Director's meeting and expressed optimism that the re-bidding and re-design process will result in a better and less expensive project. He is confident that construction can begin next summer.

Next Three Months: Even if the developer successfully rebids the project and gets his costs down to an acceptable level, high interest rates make it unlikely that construction can begin during the next three months.

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting:	City Housing Development, Inc. (HUD Code # (17)D2,3)
Contact Person:	Robert S. Willoughby
Project/Program Title:	Housing Assistance
Neighborhood:	All
Project Name:	The Tower on the Park H.C. Perry Company
Project Description:	To help the H.C. Perry Company of California develop a high-rise condominium project on a 20,000 s.f. property located at the S.E. corner of Park and Clay.
Completion Date:	Original: August 1979 Revised: March 1980
Current Status:	96 % Complete

The developer feels that his project is progressing on schedule and anticipates that the costs will come in within the budget for the project.

The progress on this projeet has encouraged the developer to begin looking for another site for a rental project in downtown Portland. The CHDI Executive Director will be meeting with the developer to begin the process of finding another site and developing a project for it.

According to the realty company marketing the project, two-thirds of the units have been reserved.

The costs continue to come in on target as the project is let out for bid. The construction drawings were about 60% completed during this period. They should be able to begin taking earnest monies sometime in March, and it is hoped that construction will begin during that same month.

The CHDI Executive Director met several times with the project architect to discuss construction costs for this project and ways to deal with the sky-rocketing interest rates. It was estimated during this period that construction drawings and preliminary work would be done in time to allow for construction to begin in the middle of April. It is doubtful now that that can be accomplished.

Next Three Months: Since the developer's construction costs are tied to the prime interest rate, it is doubtful that he will be able to begin construction until interest rates have peaked and started to come down. That makes the status of this project for the next three months very uncertain.

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Fred Meyer Donated Property
Broussard & Associates

Project Description: To help the developer package the development as proposed and coordinate among local, state and federal agencies.

Completion Date: Original: August 1979
Revised: February 1980

Current Status: 99 % Complete

During this period the developer entered into a limited partnership agreement with Bruce Kamhoot & Associates, and received an agreement from Harry Thomsen (a general contractor) to assist in the construction phase of the project. SIMCO Mortgage Company has given the partners a commitment for the construction financing.

The State Housing Division has received a copy of the partnership agreement and all of the documents they need to finish their final review of this project. In the aniticipation of closing the project in the near future, the Executive Director of CHDI has established an escrow and instructed CHDI's attorney to begin preparation of a deed to convey the property to the developer. The project should close and construction should begin during the month of February.

During this period, the CHDI Executive Director arranged to have a deed prepared conveying the property from PDC to CHDI. He also negotiated the final terms and conditions for closing the transfer of the property from CHDI to the developer. A deed was prepared consistent with those terms and conditions.

Bruce Broussard complied with all of the terms for closing his mortgage with the State Housing Division after a conditional commitment was issued during this period.

The transaction conveying the property to the developer closed on February 11,1980. The developer began working at the site by February 13, 1980.

Because a portion of the proceeds have been kept in a special escrow until excavation and site preparation work have been completed, we will not close this project out until that special escrow is closed.

Next Three Months: The escrow will be closed and CHDI's involvement with this project will be completed. The project itself should be completed sometime this summer.

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: St. James Lutheran Church Property
Rev. Joe Smith

Project Description: To assist the St. James Lutheran Church in designing and developing a residential project on the quarter-block located at 10th and Jefferson.

Completion Date: Original: unknown
Revised:

Current Status: 2 % Complete

Because there has been no progress or activity on this project for several months, it has been decided to put this project on an "inactive" status, and we will no longer report on it unless there are new developments.

Next Three Months: N/A

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Old Jewsih Temple Property
Ted Miller

Project Description: To help the property owner develop the property for residential use on a parcel 100' x 100'.

Completion Date: Original: August 1979
Revised: late 1980

Current Status: 15 % Complete

During this period the developer's conditional use permit to operate an unpaved surface parking lot on the site expired.

Since thecosts for the project he had designed for the site were beyond the market he had hoped to accomodate, he is now considering selling the site and the project. While that is pending he has applied for another conditional use permit to continue the parking use in the interim. It is interesting to note that he has spent more to develop the plans for housing than he has generated from the parking on the site.

The Executive Director will continue to work with the developer to either reduce the cost of the project or to sell the site to another developer for the development of housing.

During this period the developer's request for a new conditional use permit to allow the use of the site as an unpaved surface parking lot was processed. The CHDI Executive Director expects to make a recommendation on that request.

During this period the developer's request for a new conditional use permit to allow the site to be used as an unpaved surface parking lot was approved. The CHDI Executive Director recommended this action based upon an understanding from the developer that the approval would not affect when and if he develops housing on this site.

The CHDI Executive Director continued to meet with the developer and his architect to explore ways to reduce the constructions costs of the first proposal.

Next Three Months: Redesign work will continue, but because of high interest rates it's doubtful that substantial steps toward beginning construction will be made even if the project is successfully redesigned to reduce costs.

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Jack Jarvis Property
Jack Jarvis

Project Description: To help the property owner develop the property located at Park and Columbia for residential use.

Completion Date: Original: June 1979
Revised: June 1980

Current Status: 65 % Complete

There is no change from last period's report. CHDI will assist in whatever way possible to help him either develop the site or to sell it to someone who will build housing.

Next Three Months: N/A

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: McCormick Pier Project
Bill Naito

Project Description: To assist the developer to package the development as proposed and coordinate among local, state and federal agencies.

Completion Date: Original: Summer 1982
Revised:

Current Status: 50 % Complete

During this period the developer's request for tax abatement received a recommendation for approval from the Planning Commission. A final decision of abatement should be made by the City Council in February.

The HUD committment expired January 4, 1980. An extension was requested and has been granted.

The developer is negotiating the Fire Marshall's request that the project be fully sprinklered.

If abatement is approved, the construction drawings will be started and should be presented to HUD sometime in March. HUD's review of the drawings should take about 60 days. Construction could begin sometime next summer.

During this period a soils problem was discovered which required that the project be redesigned. Approximately 100 units have been lost in this process. Although the density has been reduced, the lay-out and the quality of the project appear to have been improved. The CHDI Executive Director met with the developer's architect during this redesign phase.

Next Three Months: City Council will decide on April 2nd whether to grant the project tax abatement. The HUD commitment expires on March 28th; hopefully it will be extended until after the April 2nd Council decision. If abatement is approved the developer will begin the construction drawings.

ORD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting:	City Housing Development, Inc. (HUD Code # (17)D2,3)
Contact Person:	Robert S. Willoughby
Project/Program Title:	Housing Assistance
Neighborhood:	All
Project Name:	T.L. Brandt Project Terry Brandt
Project Description:	To assist the developer in determining the feasibility of a 20-unit condominium project above the proposed Oregonian Credit Union commercial structure on 12th between Main and Jefferson.
Completion Date:	Original: unknown Revised:
Current Status:	15 % Complete

During this period the developer applied for an amendment to the approved design for a three-story commercial building. His amendment would allow for the construction of a two-story commercial building covering the entire parcel (instead of half the parcel) and a second phase consisting of three stories of housing.

During this period the Design Review Committee approved the amendment for a mixed use. The proposed amendment will be heard by the Hearings Officer on January 28, 1980.

Fred Meyer Savings and Loan has agreed to provide stand-by financing for the mixed-use project.

Regardless of whether the change to allow housing is granted, construction of the commercial office space should begin by the end of summer.

The amendment requires two conditional use permits to accomodate 40% commercial in the AX Zone and to accomodate up to 35 parking spaces for the residential units.

During this period the developer's application to amend his approved design for a commercial building to allow three floors of housing was considered by the Hearings Officer. The CHDI Executive Director prepared comments and recommended that this amendment be allowed. On February 28, 1980, the Executive Director testified before the Hearings Officer on behalf of the developer's proposal.

The issues involved whether the developer should be allowed a conditional use permit for additional parking to accomodate the housing and whether he should be granted a conditional use permit for a curb cut on 12th Avenue, which is a non-auto oriented street.

On February 4, 1980, CHDI was informed that both conditional use permits had been approved by the Hearings Officer.

During this period the developer's approval of two conditional use permits to allow housing to be stacked on the commercial building became final. The developer appeared before the CHDI Board of Directors on March 14, 1980. The CHDI Board endorsed the project and instructed the Executive Director to assist the developer in arranging a financial package that allows the construction of the housing element as soon as possible.

Next Three Months: The CHDI Executive Director and the developer will begin analyzing available subsidy programs in an effort to begin construction on both phases of the project as soon as possible.

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting:	City Housing Development, Inc. (HUD Code # (17)D2,3)
Contact Person:	Robert S. Willoughby
Project/Program Title:	Housing Assistance
Neighborhood:	All
Project Name:	Oregon Historial Society Project Chet Orloff, Development Officer
Project Description:	To help the Oregon Historical Society determine the feasibility of adding a housing element above its proposed museum and office expansion on the quarter block at S.W. and Madison adjacen to their existing facility.
Completion Date:	Original: Unknown Revised:
Current Status:	5 % Complete

The CHDI Executive Director contacted the Assistant Manager and the Development Officer of the Oregon Historical Society. Conceptual drawings have been prepared by Bob Frasca of Zimmer Gunsel Frasca Architects, which would allow an expansion of the Oregon Historical Society's existing museum and office space and would also provide 40-50 units of housing on the top ten or eleven floors.

The CHDI Executive Director met with the officers of the Historical Society to offer his assitance in evaluating the feasibility of the housing element and to encourage them to keep that element of the project. It was pointed out that this quarter block lies within the AX Zone and may require at least 60% housing.

During this period, the CHDI Executive Director met with the project architect to discuss the propsed project. He then met with Mr. John B. Briscoe from St. Paul, Minnesota, who has been hired by the Oregon Historical Society as a consultant to examine the feasibility of building a mixed-use (museum and office space and housing) project on this site.. Mr. Briscoe was in Portland during the end of January to do some preliminary research, and the CHDI Executive Director provided him with detailed information concerning downtown housing projects and the market for housing in downtown Portland.

The Executive Director will continue to assist the Historical Society in doing this feasibility analysis, and Mr. Briscoe expects to continue his analysis during the last quarter of February, 1980.

During this period the consultant hired by the Oregon Historical Society (John B. Briscoe) met with the developer's Board of Directors to discuss various options and the estimated cost of each. The Society's Board instructed Mr. Briscoe to pursue two or three of those options in more detail and to develop a more definite cost estimate for each. The developer's architect has begun working with Mr. Briscoe to assist him in this regard.

Next Three Months: The Historical Society should begin to narrow its development options and, as that happens, they have informed the CHDI Executive Director that he will be called upon to help them make any final decision and also to implement whatever option is chosen.

OPD QUARTERLY STATUS REPORT

FY 1979/80
for the period ending March 31, 1980

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Program to Develop New Projects Robert S. Willoughby

Project Description: This is a summary of the major activities undertaken by the CHDI Executive Director to stimulate new housing projects in the City of Portland, and especially in the downtown area.

Completion Date: Original: Ongoing
Revised:

Current Status: na % Complete

Arranged a luncheon to discuss with an experienced developer his building a rental project in the downtown or AX Zones.

Discussed with a real estate agent the procedural steps, financing possibilities, etc., necessary for his client to develop condominiums in the downtown area. Made appointments for him to discuss the project with financial experts.

Met with an associate of a proven developer to discuss a possible senior citizen project in the NE area.

Met with the potential developer of a cooperative housing project. Supplied names of persons with expertise in this area.

Met with proven developer to discuss proposed project for the AX Zone. Will review possible sites and investigate further.

Supplied information on the Tandem 27 program to an interested developer.

Testified to Hearings Officer about a proposed senior/handicapped project in the SE area.

During this reporting period the Executive Director:

-Met with an experienced developer to review the list of available housing sites in the downtown area.

-Discussed with a developer a project going in on Marine Drive, giving information about financing, funding, amenities in other projects, etc.

-Obtained conceptual drawings of a proposed mixed use project in the downtown area.

-Testified to the Portland City Council regarding the AX Zone notebook.

-Met with director and officers of the society for which I had previously obtained the conceptual drawings.

-Met with consultant to proposed downtown housing project to provide him with detailed information regarding existing housing and financing.

-Discussed with a local consultant to an out-of-state developer a proposed project for condo conversion in the $30-50,000 range. Arranged appointments for him to meet other City people.

-Discussed with a local developer the possible conversion of a warehouse to condos; prepared a list of steps necessary to go through the City process.

-Provided a copy of the Leland Report to a potential developer.

-Talked to a property owner who wants to add three condo units to the back portion of her lot; will help with the take-out financing process.

-Met with planning consultant to discuss the possible conversion to housing of a medical building in the downtown. Information about current programs was provided.

-Met with City staff to discuss potential changes in policy and specific projects which may be affected by those changes.

-Discussed with City staff the financing of a certain project and ways in which the housing element could be preserved.

-Met with private developer and his architect to discuss the development of a specific site.

-Discussed with an out-of-state developer the potential sites in the Portland area; made an appointment to meet with him.

-Met with City staff and private developer in preliminary discussion of criteria and procedure for applying for federal and state subsidies.

-Discussed with City staff the recent formation of a church coalition interested in improving the downtown.

-Met with private consultant to discuss potential sites and projects for his client.

-Met with out-of-state developer experienced in subsidized projects who would like assistance in locating a 3-5 acre Portland site. Made appointments for him to meet members of the City staff.

-Discussed with City staff the potential of packaging some of the Mt. Hood corridor properties.

-Obtained list of abandoned and vacant buildings for private developer.

-Met with City staff to discuss helping a new downtown project which needs assistance in applying for subsidies.

-Discussed with architect a 'packaging' program and other prgrams which CHDI might develop to assist construction of new projects downtown in the spiraling financial situation.

-Discussed with private developer a 'packaging' program and specific potential sites which may be involved.

-Discussed with private developer the zone variance request to be heard shortly by City Council.

-Discussed with City staff two specific projects now in the preliminary stages.

Next Three Months: N/A

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Quadriplegics United Against Dependency

Project Description: To help QUAD determine from among several development options the most feasible housing development, and to help the QUAD Board package the development as proposed and coordinate among local, state and federal agencies.

Completion Date: Original: August 1979
Revised:

Current Status: 80 % Complete

A groundbreaking ceremony was conducted on August 23, 1979. On August 20, 1979, QUAD received from HUD a final commitment on the Section 202 financing. The QUAD Board of Directors appealed the designation of this project as an "I" type construction and asked instead that it be built as an "R-1". On August 30, 1979, the Bureau of Buildings granted the request that the building permit be issued for this project for R-1 construction.

The CHDI Executive Director and QUAD representatives are meeting with the architect and builder to modify the specifications so that the project may be let out for bids during the week of September 17, 1979. The contractor, Bob Walsh, is hoping that he can bring the project in at $576,000. The HUD loan is $544,000 ($516,000 of which is for construction). QUAD has at least $75,000 available at closing.

QUAD is continuing its fund raising efforts and is waiting for several corporations and trusts which will make a decision during the month of September. PDC has prepared a lease for $1 per year which has been approved by the Commission and which will take effect on or after October 11, 1979.

The CHDI Executive Director and QUAD representatives met with representatives of the State Human Resources Department, the Vocation and Rehabilitation Division, and the Adult Family Services Division on August 8, 1979, to begin negotiations on a contract for services and funding after the building is built. A second meeting is scheduled for September 20, 1979.

Three Month Projection

During the next three months we expect that:

- the modified plans to be completed and let to bid during the week of September 17, 1979.

- QUAD would solicit an additional $11,000 to meet the requirments of a $15,000 challenge grant from the Murdock Foundation.

- the terms of the contract with the State Human Resources Department, the Vocation and Rehabilitation Division, and the Adult Family Services Division to be worked out and written agreements executed where necessary.

- the lease should be signed.

- the HUD closing should occur.

- construction should begin (assuming sufficient donations and contributions have been received to make up the difference between the HUD loan and the cost of construction).

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Fred Meyer Donated Property
Broussard & Associates

Project Description: To help the developer package the development as proposed and coordinate among local, state and federal agencies.

Completion Date: Original: August 1979
Revised: September 1979

Current Status: 80 % Complete

The amendments to the Land Sales Contract for the site of this project were negotiated between CHDI and the developer. Both have executed a written copy of those amendments. Only minor details are left to be worked out before the developer receives his final commitment letter from the State Housing Division for funding this project. He must receive the final commitment before September 20, 1979.

Three Month Projection

During the next three months we expect that:

- the developer will receive the final commitment.
- the HUD closing will occur within two weeks of receiving that commitment.
- the groundbreaking ceremony will be held.

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Western International Properties
Jim Neuman

Project Description: To help the developer develop the condominium project on the above described property.

Completion Date: Original: August 1979
Revised: October 1979

Current Status: 75 % Complete

The CHDI Executive Director assisted the developer in obtaining a commitment from Benjamin Franklin Savings & Loan Association to be the lead lender for take-out financing for this project. Benjamin Franklin agreed to finance 15 of the 70 units. The developer will need commitments for take-out financing for at least 30 more units before construction will begin.

The bids came in during the week of September 3, 1979, and all of the bids were rejected by the developer because they were substantially higher that his estimates. CHDI will continue to work with the developer to obtain additional take-out commitments and to obtain bids which make the project feasible.

Three Month Projection

During the next three months we expect that:

- the developer will obtain take-out commitments for at least 45 units.
- the developer will modify the plans and/or seek new bids to bring the project cost down.
- the groundbreaking will occur (assuming the developer obtains satisfactory bids).

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: The Tower on the Park
H.C. Perry Company

Project Description: To help the H.C.Perry Company of California develop a high-rise condominium project on a 20,000 sf property located at the S.E. corner of Park and Clay.

Completion Date: Original: August 1979
Revised:

Current Status: 90 % Complete

The developer is waiting until he has obtained 65 unit reservations before beginning construction. As of August 29, 1979, he had obtained 53 reservations. The developer has made several trips to Portland from California to introduce to the CHDI Executive Director potential investors for this and other projects in downtown Portland. The developer has obtained several limited partners who are investing in this project. The CHDI Executive Director is assisting the developer and his potential investors in locating another development site in downtown Portland.

The ratio of 1-bedroom and 2-bedroom apartments in the project has been changed because of the greater-than-anticipated demand for 2-bedroom apartments. The number of units in the total project was reduced from ~~130~~ 139 to ~~130~~ 132.

Three Month Projection

During the next three months we expect that:

-the developer will obtain at least 65 reservations.

-the construction should begin.

-efforts will continue toward locating another project site in downtown Portland.

OPD SPECIAL REPORT

FY 1979/80
for the period ending August

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: St. James Lutheran Church Property
Rev. Joe Smith

Project Description: To assist the St. James Lutheran Church in designing and developing a residential project on the quarter block located at 10th and Jefferson.

Completion Date: Original: Unknown
Revised:

Current Status: 2 % Complete

There is no change from last month's report. CHDI will continue to assist in any way that it can in finding a residential development that is suitable for this site.

Three Month Projection

During the next three months we expect that:

-efforts will continue to locate a residential development suitable for this site.

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Old Jewish Temple Property
Ted Miller

Project Description: To help the property owner develop the property for residential use on a parcel of 100' x 100'.

Completion Date: Original: August 1979
Revised: late 1980

Current Status: 10 % Complete

Last year the property owner obtained a revocable conditional use permit from the City to use the property as a parking lot for up to one year with the understanding that during the interim he would be developing a housing project for the site.

In July of this year the owner hired a firm of realtors and an architect to design and build a condominium project. The rough drawings are being completed at this time for the purpose of approaching prospective lenders. The estimate now is for 38-units of approximately 1100 s.f. each. CHDI will begin helping the developer arrange financing as soon as the drawings are completed.

Three Month Projection

During the next three months we expect that:

- the rough drawings should be completed.
- CHDI will begin assisting the developer to arrange financing for the project.

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting: City Housing Development, Inc.
(HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Jack Jarvis Property
Jack Jarvis

Project Description: To help the property owner develop the property located at Park and Columbia for residential use.

Completion Date: Original: June 1979
Revised: June 1980

Current Status: 65 % Complete

The developer's architect has completed 95% of the work on the construction drawings and specifiactions for letting the project out to bid. The developer remians concerned about the increasing interest rates and may put the project on 'hold' until the interest rates go down.

Three Month Projection

During the next three months we expect that:

- the construction drawings and specifications should be completed, but the project probably will not be let for bid until more favorable interest rates are available.

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting:	City Housing Development, Inc. (HUD Code # (17)D2,3)
Contact Person:	Robert S. Willoughby
Project/Program Title:	Housing Assistance
Neighborhood:	All
Project Name:	Nina Vallion Property Nina Vallion
Project Description:	To assist a potential property purchaser in determining whether a downtown property which is for sale is suitable for a residential development. If the developer purchases the property, to assist her in designing and implementing that project.
Completion Date:	Original: Unknown Revised:
Current Status:	1 % Complete

The CHDI Executive Director met with the developer and representatives of several City bureaus to discuss the feasibility of a project on this site. It is recognized by the developer that Park Avenue is a non-auto oriented street. Since this lot abuts only on Park Avenue, it will be difficult to gain approval of a parking structure in conjuntion with any housing project on this site unless the property is combined with one of the other undeveloped parcels in this block. The developer's initial negotiations with the owners of these other parcels for a sale or easement have been fruitless. The developer may apply for a permit for parking with the access off Park Avenue. The present owner of the property has agreed to accept an earnest money conditional on approval of parking for this site. Further, the CHDI Executive Director and a representative from PDC have arranged a meeting with the owner of the vacant property on the corner of 10th and Columbia which abuts this 50 x 100 lot, to discuss the possibility of developing a parking structure to accomodate the parking needs of the church which owns the parcel and the parking needs for any residential development which may occur on the 50 x 100 lot.

Three Month Projection

During the next three months we expect that:

- the developer will make an earnest money offer and thereby gain control of the development site.

Three Month Projection (con't)

- the developer will apply for design review approval, including approval for parking off of Park Avenue.

- negotiations will continue concerning the possibility of developing all the vacant property in the block so that parking can be accomodated off of 10th or Columbia rather than Park Avenue.

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: Mc Cormick Pier Project
Bill Naito

Project Description: To assist the developer package the development as proposed and coordinate among local, state and Federal agencies.

Completion Date: Original: Summer 1982
Revised:

Current Status: 20 % Complete

The CHDI Executive Director attended several staff meeting on this proposal. The developer will be applying for tax abatement for the project and met with the City Council informally on September 4, 1979.

Three Month Projection

During the next three months we expect that:

- the developer will receive his conditional commitment from HUD and apply for FHA Tandem 27-29 long-term GNMA financing.
- the developer will formally apply for tax abatement because it is necessary in order to make the project economically feasible and because HUD has required in its conditional commitment that the project obtain tax abatement before it will be eligible for the GNMA mortgage.
- the developer will present his application for tax abatement to the CHDI Board of Directors at its next meeting for its recommendation to City Council.

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: T.L. Brandt Project
Terry Brandt

Project Description: To assist the developer in determining the feasibility of an 84-unit condominium project on a parking lot bounded by S.W. Yamhill and S.W. Taylor Streets, and to assist in designing and implementing the project.

Completion Date: Original: unknown
Revised:

Current Status: 1 % Complete

The CHDI Executive Director is assisting the developer in doing a feasibility study for the project described above. He was provided with a copy of CHDI's Marketability and Financial Analysis on Housing Development Alternatives in Downtown Portland (Leland Study), and has been provided with other data and referrals as requested.

Three Month Projection

During the next three months we expect that:

- the feasibility of the project will be determined and the rough drawings begun.
- the developer has discussed other projects in downtown Portland with the Executive Director. Those discussions will continue at a meeting arranged with Sam Galbreath of PDC to review the possibility of a specific project over the proposed Oregonian Credit Union building.

OPD SPECIAL REPORT

FY 1979/80
for the period ending August 29, 1979

Organization Reporting: City Housing Development, Inc. (HUD Code # (17)D2,3)

Contact Person: Robert S. Willoughby

Project/Program Title: Housing Assistance

Neighborhood: All

Project Name: S.W. Water Street Condominium Project
Don Vallister

Project Description: To assit the developer in financing and building a 3-unit condominium project on S.W. Water Street near Corbett Avenue.

Completion Date: **Original:** November 1979
Revised:

Current Status: 40 % Complete

The CHDI Executive Director assisted the developer in obtaining a loan commitment from Fred reyer Savings & Loan Association. When the developer applied for a building permit to begin construction in September 1979, he was told by the Bureau of Planning that he would need to apply for a variance for this project. This is different from the advice he received several months ago from the Bureau of Planning. The CHDI Executive Director will assist as necessary in obtaining an extension of the loan commitment and in expediting his request for a variance.

Three Month Projection

During the next three months we expect that:

-the variance will be considered and approved by the Variance Board.

-the loan commitment will be extended.

-construction should begin.

FY 1978-79

AU — O P D BUREAUS AS OF JUNE 30th RUN 2

AU		Revised Appropriation	Expenditures	Encumbered	Balances
510	Planning	1,780,243	1,408,032	98,814	273,397
140	Traffic	2,594,763	2,293,008	80,815	220,940
520	Buildings	2,335,454	2,272,397	14,793	48,264
532	HCD	17,121,909	10,741,744	454,536	5,925,629
500	OPD - Central	169,035	162,039	28	6,968
	OPD - URTF	25,000	0	25,000	0
	OPD - HUD Innovative	600,000	313,000	287,000	0
	OPD - EDA Tech. Asst.	2,000	1,500	500	0
	OPD - Policy Section	826,396	377,149	31,157	418,090
	UDAG	500,000	206,000	294,000	0
	Total OPD AU	2,122,431	1,059,688	637,685	425,058

FY 1978-79

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MONTHLY WORKPL . STATUS REPORT

MONTH June, 1979

ECONOMIC DEVELOPMENT WORK PROGRAM FY 1978-79

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	% Completed	Status Code	COMMENTS
1.0 1.3	Preparation of City-wide Economic Development Policy	June, 1979		100%	2	Schedule revised to have City Council adopt in September, 1979.
2.0- 2.2	Management of Economic Development Program	On-going		100%	2	On-going
3.1	Central Eastside Follow-up	On-going		100%	2	On-going. Relates primarily to capital improvements LID formation. Grant application submitted on time.
3.2	Lents Industrial District Planning	Sept. 1 - Oct. 1979 - grant application		100%	2	EDAC recommended withdrawal of Lents; substitution of Albina, Inner Northeast.
3.3	Produce Row	On-going		100%	2	Implementation transferred to PDC. Grant application submitted on time.
3.4	Special reports	On-going		100%	2	All reports scheduled for fiscal year completed.

MONTHLY WORKPl STATUS REPORT

MONTH June, 1979

ECONOMIC DEVELOPMENT WORK PROGRAM FY 1978-79 (cont.)

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	% Completed	Status Code	COMMENTS
4.0 4.3	Public Works Coordination/ Investment Programs	June 1979		100%	2	Includes work on CEDS.
5.1	Commercial Districts Survey	February 1979		0%	3	Project delayed to FY 79-80, as part of 302(a) work program.
5.2	Special Report on Small Businesses	May 1979		100%	2	Printed-April, 1979.
5.3 5.4	Economic Facts Booklet Comprehensive Plan Consultation	June, 1979 On-going		0% 100%	3 2	Not yet initiated. Deferred to FY 79-80 On-going
6.1	Staff CEDS Steering Committee and EDAC	On-going		100%	2	EDAC reorganized.
6.2	Development of CEDS projects	On-going		100%	2	1980 CEDS document approved by City Council and submitted on schedule.
6.3	Coordinate CEDS grant application process	On-going		100%	2	Grant applications for full $12 million submitted on schedule. Exception: $600,000 deferred to FY 1980.

MONTHLY WORKP STATUS REPORT

MONTH June, 1979

ECONOMIC DEVELOPMENT WORK PROGRAM FY 1978-79 (Cont.)

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	% Completed	Status Code	COMMENTS
6.4	Coordinate CEDS project implementation	On-going		100%	2	On-going
6.5	Coordinate public involvement in CEDS program	On-going		100%	2	Minority Task Force Recommendations adopted. 1980 CEDS Review Process Completed.
6.6	Preparation of CEDS Document	June 30, 1979		100%	2	Document approved by City Council and submitted on time.
7.1	Coordinate Commerce/Cities Program	On-going		100%	2	On-going. Commerce Cities in general is a bust "except for OMBE grant for FY 80.

MONTHLY WORKPLAN ATUS REPORT

MONTH FINAL REPORT FY 78-79

AIR QUALITY WORK PROGRAM 1978-79

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	Percent Completed	Status Code	Comments
	Parking and Circulation Plan	May 1, 1980		- - - - -	- - -	Contract goes to Council August 1. Management has been moved to the Bureau of Planning.
	Review and revise TCS for Downtown	Review Jan. '79 Revisions May '80	Jan. '79	100% - - - -	- - -	Review completed; revisions are a part of Parking and Circulation Study.
	Develop control strategies for other areas as necessary	July 1, 1980		35%	3	Working with DEQ, MSD and Advisory Committee to complete.
	Identify funding sources	On-going				
	Develop policy process and outline of policy options	Sept. 1, 1979		90%	2	Draft is completed; staff recommendation will be presented to OPD Administrator in August.
	Review Federal regulations and provide information to City staff	On-going				
	Coordination with other agencies	On-going				
	Execute DEQ contract, including workshop	Sept. 1, 1979		90%	2	Workshop was held for City staff; follow-up booklets are being prepared.
	Swan Island Project	April 1980		8%	2	Contract has been awarded and work with selected firms begun.
	Growth Management Study	April 1980		8%	2	Contract to Seton, Johnson and Odell will be reviewed by Council Aug. 1.

CJK:fa

MONTHLY WORKPLAN STATUS REPORT

MONTH June 30, 1979

ENERGY WORK PROGRAM FY 1978-79

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	Percent Completed	Status Code	Comments
1.0-1.5	Energy Policy Development	July 1979		95%	2	Revised Policy to Council in August
2.0 - 2.8	Electric Energy Curtailment Plan	April 1979		60%	1	Some bureaus failed to respond; worked around them. Consultant to finish up by August 15.
3.0-3.3	Energy Policy Research and Evaluation	June 1979		-	2	Ongoing.
4.1	Energy Audit Follow-up	June 1979		95%	2	Came within $12,000 of obligating fund; considered good for late start.
4.2	Weatherization	June 1979		90%	1	This work item will never clear until Congress acts...still a problem area.
4.3	Other Special Projects	June 1979		-	2	
5.0	Solar '78	December 1978	December '78	100%		
5.1	Staff support to City Energy Management Task Force	June 1979		-	2	Next year's agenda will respond to Policy.
5.2	Energy Information & Analysis	June 1979		-	2	Ongoing

MONTHLY WORKPLAN STATUS REPORT

MONTH June 30, 1979

ENERGY WORK PROGRAM FY 1978-79 (cont.)

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	Percent Completed	Status Code	Comments
6.3	Regional Energy Issues	June 1979		-	2	
6.4	Utility Rate Regulation	December 1978		100%		Council adopted 5-0.
6.5	Energy Status Report to Council	June 1979	June 1979	100%		Oral presentation given to Council; data problems explained along with note that new system must be put in place ASAP.

MONTHLY WORKPLAN STATUS REPORT

MONTH June 1979

HOUSING WORK PROGRAM FY 1978-79

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	Percent Completed	Status Code	Comments
5.1	Housing Management Plan	6-30-79		100%	2	Draft completed, circulated to relevant agencies and bureaus, discussed, revised and submitted to OPD.
5.2	Housing Assistance Plan	4-14-79		100%	2	Approved by HUD
5.3	Sec. 8, 202. State Housing Division, A-95 Project Review	Continuing 6-30-79		100%	2	A report will be prepared specifying assosted housing projects in process by 8/79.
5.4	Housing-related legislative support	Continuing		100%	2	
5.5	Housing-related information	Continuing 6-30-79		100%	2	
5.6	Special Projects	Continuing 6-30-79		100%	2	Revenue Bond Project
5.7	Management and supervision	Continuing 6-30-79		100%	2	Ongoing
5.8	Housing Opportunity Plan	12-78		100%	2	MSD adoption March 1979
5.9	Downtown Citizen Advisory Committee and Downtown Task Force advisory staff	11-78		100%	2	Ongoing
6.0	Monitor Southeast Asian Resettlement Issue	Ongoing		100%	2	At Mayor's request

MONTHLY WORKPLAN ATUS REPORT

MONTH June 1979

POPULATION WORK PROGRAM FY 1978-79

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	Percent Completed	Status Code	Comments
7.1	Manage Population Estimate	Dec. 15, 1978	Dec. 15, 1978	100%	2	
7.2	Update Portland employment and population data; update federal employment data	7-1-79		60%		Position was unfilled for almost all of the last quarter.
7.3	Contact state and federal officials to obtain unemployment/employment information for City	7-1-79		62%	2	Position was unfilled for almost all of the last quarter.
7.4	Develop sub-City statistical areas to qualify for 1980 sub-City census data	7-1-79		80%	2	Comments back from community; map revised and sent to Census for review and comment for final copy. Not yet returned from Census.
7.5	Develop industrial district map and boundaries	7-1-79		80%	2	Industrial district work completed by Marti Mackey and included in SCSA map (see comment in 7.4).
7.6	Further utilization of residential mobility study	7-1-79		60%	2	Position was unfilled for almost all of the last quarter.
7.7	Assist Census in developing neighborhood indicator system	7-1-80		85%	2	Gained support from School District, PDC, HRB and others; met with lenders, Census, FHLBB and others.

City of Portland
Bureau of Management and Budget

APPROPRIATION UNIT
BUDGET REQUEST SUMMARY

DEPARTMENT
FINANCE AND ADMINISTRATION

APPROPRIATION UNIT
OFFICE OF PLANNING AND DEVELOPMENT

'NDITURE SIFICATION	FY 77-78 Actual Expenditures	FY 78-79 Approved Budget	FY 79-80 AU Request
PERSONAL SERVICES	326,813	369,411	608,328
MATERIALS AND SERVICES	175,845	139,456	6,998,010
CAPITAL OUTLAY	9,067	1,901	924
OTHER	0	0	0
TOTAL	511,725	510,768	7,607,262

FUNDING SOURCES	FY 78-79 Approved	FY 79-80 Request	% of FY 78-79 Approved Leve
Operating Fund	235,216	259,601	110%
Grants	83,200	7,107,778	8,543%
Interagencies	89,228	176,922	198%
Contracts	5,000	15,000	300%
ier	98,124	47,961	49%

AU GOALS: To coordinate and monitor the activities of the OPD bureaus and agencies in order to maintain, and, when possible, improve, the quality of life in the City. This effort encompasses a well-coordinated, efficient community development effort, including comprehensive land use planning, zoning and building code enforcement, and timely, productive physical facility implementation programs. Projects and programs within the OPD purview include:

AU HIGHLIGHTS

1) economic development,
2) housing,
3) neighborhood enhancement,
4) downtown revitalization,
5) transportation,
6) energy conservation, and
7) air quality management.

City of Portland
Bureau of Management & Budget

APPROPRIATION UNIT
PERSONNEL SUMMARY Full-Time Positions Only

APPROPRIATION UNIT:
OFFICE OF PLANNING AND DEVELOPMENT

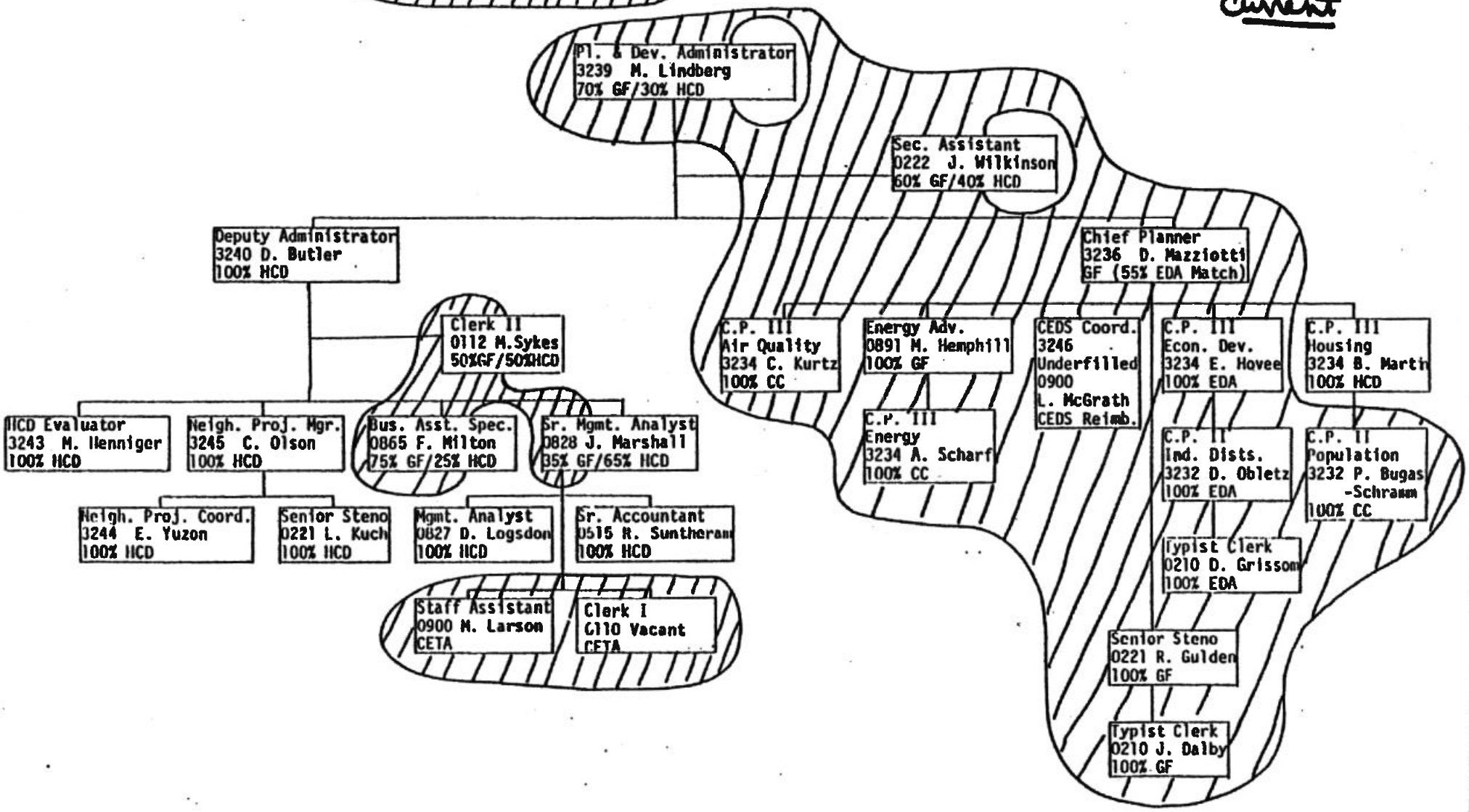
NOTE: Personnel in Requested Budget only.

Class No.	Civil Service Classification	FY 78-79 Approved	FY 78-79 Revised (A/P 6)	FY 79-80 Request	Line Item 110 Amount
2329	Planning and Development Administrator	1	1	1	41,572
3246	CEDS Coordinator	-	1	1	24,743
3236	Chief Planner	1	1	1	28,919
3234	City Planner III	4	4	4	87,779
3232	City Planner II	2	2	3	53,290
3230	City Planner I	-	-	1	12,486
0900	Staff Assistant*	-	-	~~3~~ 1	30,853
0891	Energy Advisor	1	1	1	26,460
0865	Business Assistance Specialist	1	1	1	23,690
----	Business Assistance Representative	-	-	1	18,416
0828	Senior Management Analyst	1	1	1	24,092
0826	~~Assistant Management Analyst**~~	-	-	1	13,237
0819	Administrative Assistant I	-	-	1	14,950
0222	Secretarial Assistant	1	1	1	14,031
0221	Senior Stenographer Clerk	1	1	2	22,428
0210	Typist Clerk	1	1	3	29,983
0112	Clerk II	1	1	1	12,069
		15	16	~~27~~ ~~25~~ 24	478,998

* Two Staff Assistants full-time for 8 months
** Full-time for 10 months

OFFICE OF PLANNING AND DEVELOPMENT/HOUSING AND COMMUNITY DEVELOPMENT

February 5, 1979
Current



POLICY ISSUES

- Issue - This budget proposes an expansion of the Business Assistance function.

  Background - A Business Assistance Package is recommended which would provide an additional position to meet the demand.

- Issue - This budget provides funds for relocation staffing to aid businesses which will have to relocate due to the I-505 alternative in NW Portland.

  Background - A non-freeway alternative to I-505 has been chosen by the City, which necessitates relocation of businesses in the area. Relocation services will aid in the process, and would be analogous to relocation aid given when homes are eliminated by a public project without actual relocation funds. The State is responsible for relocation and the City would deal specifically with industrial/commercial related problems.

  Bureau Recommendation - HCD and other non-City funds are recommended to fund this service.

- Issue - Industrial technical assistance is included in two packages in this budget for two industrial/commercial areas of the City; requires private sector match.

  Background - One previous project of this type has been carried out in the Central Eastside. The idea is to provide technical assistance to the businesses, as a group, in the area so that they can promote economic growth. A requirement that the group provide the match for the Federal funds to be used is built into each project.

  Bureau Recommendation - These projects are recommended for approval.

GOAL AREA I: POLICY DEVELOPMENT

To develop and implement policies, strategies, and programs to ensure the preservation and orderly development of the City's Economic Base, Housing Stock, Neighborhoods and Environment.

Objective: To prepare policy proposals as authorized by Council.

Objective: To propose comprehensive policies, programs, and regulatory ordinances which will direct public and private use of the City's ecology; to involve the public in the processes.

GOAL AREA II: INTERNAL MANAGEMENT

To develop and implement cost effective management policies and programs in achieving OPD goals and objectives.

Objective: To achieve greater efficiency by coordinating activities and programs, and by developing management programs to maximize personnel and resource effectiveness.

Objective: To coordinate and monitor the activities of the OPD bureaus and agencies to ensure efficient progress toward implementation of the OPD Integrated Work Program.

Objective: To ensure compliance with Federal requirements for grant funded activities.

GOAL AREA III: ECONOMIC DEVELOPMENT

To actively encourage the diversity, stability and targeted growth City's Economic Base.

Objective: To make physical improvements and provide technical assistance in industrial and business districts.

Objective: To promote the targeted development of new business and industry.

Objective: To assist, where possible, existing businesses in the City.

GOAL AREA IV: DOWNTOWN REVITALIZATION

To improve and enhance the livability, function, vitality and appearance of the Downtown.

Objective: To enhance the Downtown as a regional commercial and retail center by increasing commercial and retail space, increasing hotel space, and by encouraging private investment in the Downtown.

GOAL AREA IV: DOWNTOWN REVITALIZATION (continued)

Objective: To enhance public open space with emphasis on linking Downtown with the waterfront.

Objective: To identify, protect, preserve, and support rehabilitation of historic districts and structures in the Downtown.

GOAL AREA V: HOUSING

To eliminate slums and blight and prevent blighting influences by creating and maintaining a growing inventory of safe and sanitary housing units at prices and rents which households of all incomes can afford--with special emphasis on the preservation of housing when deterioration is evident but not actue.

Objective: To encourage and assist in the continuing maintenance of existing residential properties.

Objective: To ensure the construction of new housing through programs coordinated with private sector housing development.

Objective: To ensure equal access to safe and sanitary housing for all people regardless of race, age, sex, religion, national origin, or physical disabilities.

Objective: To provide access to a variety of funding options for persons seeking to rehabilitate housing.

GOAL AREA VI: NEIGHBORHOOD REVITALIZATION

To improve and maintain the livability of the residential neighborhoods of the City through planned public investment and the promotion of private responsibility, initiative and investment in private property.

Objective: To improve the quality of neighborhood revitalization proposals by providing technical assistance to neighborhood associations.

Objective: To plan and implement concentrated improvements in neighborhood revitalization areas.

Objective: To rehabilitate historic districts, structures, and communities within City neighborhoods.

Objective: To ensure citizen participation in the neighborhood enhancement process.

GOAL AREA VI: NEIGHBORHOOD REVITALIZATION (continued)

Objective: To continue the development of the data base necessary for effective neighborhood enhancement.

Objective: To develop ways of handling neighborhood traffic circulation needs and problems.

GOAL AREA VII: TRANSPORTATION

To ensure a balanced transportation system that moves people and materials efficiently, safely, economically, and with minimal damage to the environment.

Objective: To maintain communication and coordination with other jurisdictions, agencies, and the public to maximize the effectiveness and efficiency of City transportation planning.

Objective: To undertake transportation planning activities in response to problems and opportunities.

Objective: To manage and operate the City's transportation control system.

GOAL AREA VIII: LAND USE DEVELOPMENT, CONTROL, AND MANAGEMENT

To enhance and ensure the livability of Portland through the enforcement of City codes and development regulations.

Objective: To improve the capacity, efficiency, and speed of effective enforcement of relevant City codes.

Objective: To manage and implement a City-wide annexation plan.

GOAL AREA IX: ENERGY CONSERVATION AND THE ENVIRONMENT

To develop and implement programs that will result in the conservation of energy for the City and its residents, while protecting and preserving our natural resources and environment.

Objective: To develop the necessary policies, and implementing programs to conserve energy.

Objective: To develop the necessary programs to meet mandated air quality standards in the City.

PACKAGE RANK AND SUMMARY

AU 500 - Office of Planning and Development

1 Rank	2 Package Name/Number	3 F/T Pos.	4 General Fund Package	5 General Fund Cumulative	6 Total Cost Package	7 Total Cost Cumulative	8 GF 78-79 Cost Fund Cost	9 GF 78-79 Cost Total Cos
1	ADM 1 OPD Administration	3.95	138,952	138,952	138,952	138,952	161,510	161,510
2	HCD 1 General Fund HCD Reimbursement	1.95	---	138,952	50,034	188,986	---	47,213
3	BA 1 Economic Development/Business Assistance	1	24,544	163,496	31,752	220,738	14,142	21,212
4	ED 1 Economic Development Policy and Planning	3.70	19,019	182,515	102,119	322,857	30,000	105,759
5	UDG 1 UDAG Contract with PDC	0	---	182,515	6,717,051	7,039,908	---	---
6	CED 1 CEDS Administration	3.25	14,155	196,670	103,305	7,143,213	8,287	25,470
7	HO 1 Housing Policy Management	1,10	---	196,670	39,596	7,182,809	---	36,695
8	AQ 1 Air Quality Planning	1	20,581	217,251	35,581	7,218,390	---	54,194
9	EN 1 Energy Advisor	1	42,350	259,601	42,350	7,260,740	41,304	41,304
10	BA 2 Business Asst. Staff Support	1	---	259,601	24,956	7,285,696	---	---
11	ED 3 Inner Northeast Economic Planning	2.50	---	259,601	82,617	7,368,313	---	---
12	ED 2 Albina Industrial Technical Assistance	1.55	---	259,601	44,167	7,412,480	---	---
13	POP 1 Population Research & Analysis	1	---	259,601	29,255	7,441,735	---	32,269
14	CED 2 Minority Economic Planning Coordination	1.00	---	259,601	27,200	7,468,935	---	---
15	BA 3 I-505 Relocation Project	0	---	259,601	40,500	7,509,435	---	---

PACKAGE RANK... AND SUMMARY

AU 500 - Office of Planning and Development

1 Rank	2 Package Name/Number	3 F/T Pos.	4 General Fund Package	5 General Fund Cumulative	6 Total Cost Package	7 Total Cost Cumulative	8 78-79 Cost Fund Cost	9 78-79 Cost Total Cos
16	AQ 2 Air Quality Management Part I	2.30	---	259,601	76,113	7,585,548	---	---
17	AQ 3 Air Quality Management Part II	0	---	259,601	21,714	7,607,262	---	---

APPROPRIATION SUMMARY

Appropriation Unit: Office of Planning and Development

Department: Finance and Administration

Operating Fund: General

Expenditure Classification	FY 76-77 Actual	FY 77-78 Actual *	FY 78-79 Adopted Budget	FY 79-80 Proposed	FY 79-80 Approved
Personal Services	$ 114,484	$ 326,813	$ 369,411	$ 591,782	$ 589,912
Materials and Services	99,358	175,844	139,456	6,983,010	7,082,753
Capital Outlay	452	9,067	1,901	924	924
Other	0	0	0	0	0
Total Appropriation	$ 214,294	$ 511,724	$ 510,768	$ 7,575,716	$ 7,673,589

*Includes the Policy Development and Research Section previously budgeted in the Bureau of Planning.

Funding Sources:

General	$ 243,055
Grants	
Urban Development Action Grant	6,817,051
Economic Development Administration 302 (a)	83,100
Office of Minority Enterprise Department of Commerce	27,200
Grants (continued)	
Economic Development Administration Technical Assistance	$182,600
Air Quality Technical Assistance	82,827
Interagencies	181,922
Contracts	55,834

AU GOAL(S) To coordinate and monitor the activities of the OPD bureaus and agencies in order to maintain, and, when possible, improve, the quality of life in the City. This effort encompasses a well-coordinated, efficient community development effort, including comprehensive land use planning, zoning and building code enforcement, and timely, productive physical facility implementation programs.

Package Category Summary:

Package Category	Approved # Positions	Approved Amount
1 Administration -- Coordinate and monitor the activities of the Office of Planning and Development bureaus.	2.95	$ 122,406
2 Business Assistance -- Encourage businesses to stay, locate and/or expand in the City.	2	97,208
3 Housing and Community Development Reimbursement -- Support activities and ensure compliance with Federal requirements for the Housing and Community Development program.	1.95	50,034
4 St. Johns Riverfront Development -- Transfers Urban Development Action Grant funds to the Portland Development Commission.	0	6,817,051
5 Economic Development -- Provides City-wide Economic Development policy, planning, liaison and information for economic development.	6.45	228,903
6 Comprehensive Economic Development Strategy -- Coordinates and assists other bureaus in CEDS grant projects.	4.25	130,505
7 Housing -- Implement Housing Policy and prepare the Housing Management Plan and Housing Assistance Plan.	1.1	39,596
8 Population Research -- Coordinate design and implementation of neighborhood-level information system for the City of Portland.	1	27,128

Package Category Summary: Office of Planning and Development

Package Category	Approved	
	# Positions	Amount
9 Air Quality -- Provide air quality guidelines and studies in regard to economic and industrial development in Portland.	3.3	$ 118,408
10 Energy -- Adopt City-wide Energy Policy, reduce City energy consumption and provide energy information and analysis.	1	42,350
TOTAL PACKAGES	24	$7,673,589

PERSONNEL DETAIL

Appropriation Unit: Office of Planning and Development

Class	Title	FY 76-77 Approved	FY 77-78 Approved	FY78-79 Approved *	FY 79-80 Proposed	FY 79-80 Approved	Amount
3239	Planning and Development Administrator	1	1	1	1	1	$ 41,572
3246	CEDS Coordinator	0	0	0	1	1	24,743
3236	Chief Planner *	0	0	1	1	1	28,919
3234	City Planner 3 *	0	0	4	4	4	87,779
3232	City Planner 2 *	0	0	2	3	3	51,684
3230	City Planner 1	0	0	0	1	1	12,486
0900	Staff Assistant	0	0	0	1	1	14,261
0891	Energy Advisor *	0	0	1	1	1	26,460
0865	Business Assistance Specialist	1	1	1	1	1	23,690
	Business Assistance Representative	0	0	0	1	1	18,416
0828	Senior Management Analyst	0	0	1	1	1	24,092
0819	Administrative Assistant 1	0	1	0	1	1	14,950
0545	Administrative Services Officer 2	1	0	0	0	0	0
0514	Associate Accountant	0	1	0	0	0	0
0222	Secretarial Assistant	1	1	1	1	1	14,031
0221	Senior Stenographer Clerk *	0	0	1	1	1	12,222
0220	Stenographer Clerk	0	0	0	1	1	8,862
0210	Typist Clerk *	0	0	1	3	3	29,983
0112	Clerk 2	1	1	1	1	1	12,069
	TOTAL FULL-TIME POSITIONS	5	6	15	24	24	$ 446,219

* A total of 9 positions from these categories was formerly budgeted in the Bureau of Planning.

City of Portland
Bureau of Management & Budget

BUDGET (revised)
BED established.

APPROPRIATION UNIT
LINE ITEM WORKSHEET

	Object Title	50000001 ADM-1	50001008 HCD-1	50508609 UDG-1	50000061 POP-1	50000044 EN-1
	Full-Time Employees	50,779	40,985	0	10,231	26,460
120	Part-Time Employees	300	0	0	0	0
130	Federal Program Enrollees	0	0	0	0	0
140	Overtime	0	0	0	0	0
150	Premium Pay	0	0	0	0	0
170	Benefits	10,761	9,049	0	3,307	5,398
190	Less-Labor Turnover	0	0	0		
100	Total Personal Services	61,840	50,034	0	13,538	31,858
210	Professional Services	7,500	0	6,817,051	0	1,200
220	Utilities	0	0	0	0	0
230	Equipment Rental	1,500	0	0	2,556	867
240	Repair & Maintenance	1,080	0	0	0	0
260	Miscellaneous Services	650	0	0	109	0
310	Office Supplies	1,620	0	0	104	450
320	Operating Supplies	0	0	0	146	200
330	Repair & Maint. Supplies	0	0	0	(50)	0
340	Minor Equipment & Tools	250	0	0	50	0
350	Clothing & Uniforms	0	0	0	0	0
380	Other Commodities—External	1,000	0	0	0	0
410	Education	0	0	0	250	1,100
420	Local Travel	1,180	0	0	200	200
	Out-of-Town Travel	4,150	0	0	500	1,500
	Space Rental	318	0	0	5,625	0
450	Interest	0	0	0	0	0
460	Refunds	0	0	0	0	0
470	Retirement System Payments	0	0	0	0	0
490	Miscellaneous	1,550	0	0	0	0
510	Fleet Services	69	0	0	100	350
520	Printing Services	4,500	0	0	500	2,000
530	Distribution Services	2,930	0	0	325	500
540	Electronic Services	0	0	0	0	0
550	Data Processing Services	0	0	0	1,500	0
560	Insurance	1,681	0	0	300	300
570	Telephone Services	4,339	0	0	250	700
580	Intra-Fund Services	0	0	0	0	0
590	Other Services—Internal	0	0	0	0	0
200-500	Total Materials & Services	34,317	0	6,817,051	12,465	9,367
610	Land					
620	Buildings					
630	Improvements					
640	Furniture & Equipment	424				
600	Total Capital Outlay	424	0	0	0	0
	Other					
	TOTAL	96,581	50,034	6,817,051	26,003	41,225

Page ____ of ____

City of Portland
Bureau of Management & Budget

OPD-AU 500
Revised

APPROPRIATION UNIT
LINE ITEM WORKSHEET

6/27/79

	Object Title		OPD-AU 500 (Central) Revised			
	Full-Time Employees		128,455			
120	Part-Time Employees		300			
130	Federal Program Enrollees		0			
140	Overtime		0			
150	Premium Pay		0			
170	Benefits		28,515			
190	Less-Labor Turnover					
100	Total Personal Services		157,270			
210	Professional Services		6,825,751			
220	Utilities		0			
230	Equipment Rental		4,923			
240	Repair & Maintenance		1,080			
260	Miscellaneous Services		759			
310	Office Supplies		2,174			
320	Operating Supplies		346			
330	Repair & Maint. Supplies		(50)			
340	Minor Equipment & Tools		300			
350	Clothing & Uniforms		0			
380	Other Commodities—External		1,000			
410	Education		1,350			
420	Local Travel		1,580			
	Out-of-Town Travel		6,150			
	Space Rental		5,943			
450	Interest		0			
460	Refunds		0			
470	Retirement System Payments		0			
490	Miscellaneous		1,550			
510	Fleet Services		519			
520	Printing Services		7,000			
530	Distribution Services		3,755			
540	Electronic Services		0			
550	Data Processing Services		1,500			
560	Insurance		2,281			
570	Telephone Services		5,289			
580	Intra-Fund Services		0			
590	Other Services—Internal		0			
200-500	Total Materials & Services		6,873,200			
610	Land					
620	Buildings					
630	Improvements					
640	Furniture & Equipment		424			
600	Total Capital Outlay		424			
	Other					
	TOTAL		7,030,894			

Page ____ of ____

FY 1978-79

O P D BUREAUS AS OF JUNE 30th RUN 2

AU		Revised Appropriation	Expenditures	Encumbered	Balances
510	Planning	1,780,243	1,408,032	98,814	273,397
140	Traffic	2,594,763	2,293,008	80,815	220,940
520	Buildings	2,335,454	2,272,397	14,793	48,264
532	HCD	17,121,909	10,741,744	454,536	5,925,629
500	OPD - Central	169,035	162,039	28	6,968
	OPD - URTF	25,000	0	25,000	0
	OPD - HUD Innovative	600,000	313,000	287,000	0
	OPD - EDA Tech. Asst.	2,000	1,500	500	0
	OPD - Policy Section	826,396	377,149	31,157	418,090
	UDAG	500,000	206,000	294,000	0
	Total OPD AU	2,122,431	1,059,688	637,685	425,058

THE CITY OF
PORTLAND
OREGON

NEIL GOLDSCHMIDT
MAYOR

BUREAU OF
PLANNING
424 S.W. MAIN STREET
PORTLAND, OR 97204

DOUGLAS WRIGHT
DIRECTOR
248-4253

CODE
ADMINSTRATION
248-4250

LONG RANGE
PLANNING
248-4260

SPECIAL
PROJECTS
248-4509

TRANSPORTATION
PLANNING
248-4254

August 10, 1979

MEMORANDUM

TO: Jim Marshall

FROM: Terry Hofferber

SUBJECT: Final FYE 1979 Monthly Report

As an agreement was reached sometime prior to now between your office and the Bureau of Planning which cancelled the monthly reporting requirements of the latter for the balance of the 1979 fiscal year, I have not prepared a final monthly report for submission to your office.

The Bureau's year-end and fourth quarter report are included in the Allotment Report submitted quarterly to you and to the Budget Office. Please refer to the Fourth Quarter Report for Work Program status.

Thank you for helping resolve this matter.

TH:sb

cc: Doug Wright

Note: A final monthly report is not what was asked for, but what was asked for was not prepared either.

Jim

City of Portland Bureau of Management and Budget	APPROPRIATION UNIT BUDGET REQUEST SUMMARY
DEPARTMENT Finance and Administration	APPROPRIATION UNIT Bureau of Planning

EXPENDITURE CLASSIFICATION	FY 77-78 Actual Expenditures	FY 78-79 Approved Budget - 7/1/78	FY 79-80 AU Request
PERSONAL SERVICES	1,067,419	1,252,978	1,442,550
MATERIALS AND SERVICES	356,379	447,122	358,579
CAPITAL OUTLAY	9,089	11,775	2,525
OTHER	0	0	0
TOTAL	1,432,887	1,711,875	1,803,654

FUNDING SOURCES	FY 78-79 Approved - 7/1/78	FY 79-80 Request	% of FY 78-79 Approved Level
Operating Fund	1,023,457	1,033,089	100.9
Grants	300,000	250,000	83.3
Interagencies	288,018	401,243	139.3
Contracts	79,200	69,322	87.5
Other	21,200	50,000	235.8

AU GOALS:

- To administer existing City land use control Codes and development regulations in a timely, equitable, and professional manner.
- To improve the livability of Portland neighborhoods.
- To develop more efficient use of the city's transportation facilities.
- To propose for Council adoption a comprehensive set of policies, programs and regulatory ordinances which will direct the use and development of land and the provision of major public facilities.
- To achieve maximum efficiency and cost-effectiveness in the use of public resources.

AU HIGHLIGHTS:

This budget provides for improved efficiency in delivery of mandated public services. Processing of land use control applications will continue to be a primary focus, with expanded response capability for sign and design reviews. Funds from the State Land Conservation and Development Commission will enable completion of Portland's first Comprehensive Plan and Land Use Map since 1959; City Council adoption of the final plan will occur by June 30, 1980. Project planning for local and regional transportation and land use projects will continue, with the capability to respond to mid-year demands provided by the Special Projects Section. Citizen Involvement remains a top priority for the Bureau in the Comprehensive Plan adoption process, and as an integral part of all transportation and special projects. Management changes have resulted in improved graphics services while reducing both staff and expenditures. The Planning Library services will be curtailed and staffed part-time, available only to Bureau personnel.

PORTLAND BUREAU OF PLANNING

OBJECTIVE HIERARCHY

FOR THE FISCAL YEAR ENDING JUNE 30, 1980

I. TO ADMINISTER CITY CODES AND DEVELOPMENT REGULATIONS.

A. To provide information, advice and counsel to the public on City land use control regulations.

B. To process land use control applications, permits, requests and hearings in a timely, equitable and professional manner.

II. TO PRESERVE AND ALLOW FOR THE ORDERLY EVOLUTION OF THE CITY'S ECONOMIC BASE, HOUSING STOCK, NEIGHBORHOODS AND ENVIRONMENT.

A. To develop programs, Ordinances and strategies for implementation of Comprehensive Plan policies.

B. To involve the public in policy development.

III. TO DEVELOP MORE EFFICIENT USE OF THE CITY'S TRANSPORTATION FACILITIES.

A. To maintain and enhance the livability and viability of residential neighborhoods and commercial districts.

B. To maintain and enhance the efficient movement of people and goods.

C. To reduce traffic impacts on residential neighborhoods.

D. To coordinate land use decisions and transportation investments.

E. To develop alternative modes of transportation.

IV. TO IMPROVE THE LIVABILITY OF PORTLAND NEIGHBORHOODS.

A. To provide technical planning & project development assistance.

B. To preserve historic districts, structures and communities.

C. To prepare a Capital Improvement Program consistent with comprehensive planning activities and City policies.

V. TO ACHIEVE MAXIMUM EFFICIENCY AND COST EFFECTIVENESS IN THE USE OF PUBLIC RESOURCES.

A. To direct and coordinate programs, projects and activities.

B. To promote esprit de corps and maximize personnel effectiveness.

C. To ensure legal and fiscal integrity of all activities.

City of Portland
Bureau of Management & Budget

APPROPRIATION UNIT
PERSONNEL SUMMARY Full-Time Positions Only

APPROPRIATION UNIT: Bureau of Planning

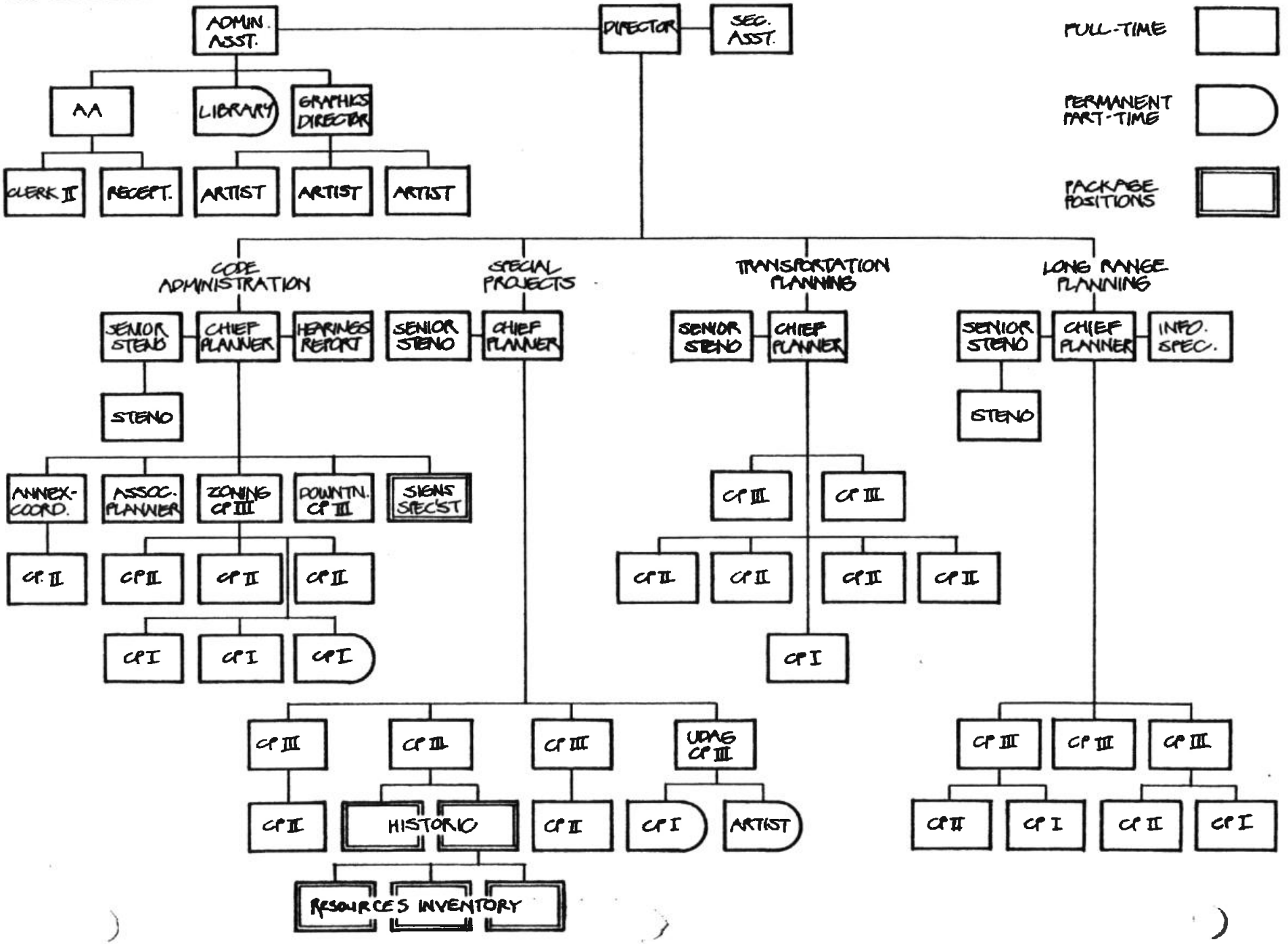
NOTE: Personnel in Requested Budget only.

Class No.	Civil Service Classification	FY 78-79 Approved	FY 78-79 Revised (A/P 6)	FY 79-80 Request	Line Item 110 Amount
3238	Director	1	1	1	36,790
3236	Chief Planner	4	4	4	111,458
3234	City Planner III	14	16	11	248,048
3232	City Planner II	9	10	13	235,600
3230	City Planner I	5	5	5	71,137
3233	Associate Planner	1	1	1	21,214
3235	Annexation Coordinator	1	1	1	27,666
	Sign Specialist	0	0	1	16,808
3271	Graphic Illustrator II	1	1	1	17,226
3270	Graphic Illustrator I	4	4	3	47,349
0900	Staff Assistant	2	1	3	30,756
0845	Information Specialist	0	0	1	14,971
0820	Administrative Assistant II	1	1	1	24,367
0819	Administrative Assistant I	0	1	1	18,329
0250	Hearings Reporter	1	1	1	18,124
0222	Secretarial Assistant	1	1	1	14,031
0221	Senior Stenographer	4	4	5	59,252
0220	Stenographer Clerk	3	3	1	9,617
0210	Typist Clerk	1	1	1	11,004
0112	Clerk II	0	0	2	18,290
		53	56	58	$1,052,037

PORTLAND BUREAU OF PLANNING

ORGANIZATION

for the fiscal year ending June 30, 1980



THE CITY OF
PORTLAND
OREGON

NEIL GOLDSCHMIDT
MAYOR

OFFICE OF
PLANNING AND DEVELOPMENT

MIKE LINDBERG
ADMINISTRATOR

BUREAU OF
PLANNING

424 S.W. MAIN STREET
PORTLAND, OR 97204

ZONING
248-4250

COMPREHENSIVE
PLANNING
248-4260

TRANSPORTATION
PLANNING
248-4254

SPECIAL
PROJECTS
248-4509

INISTRATION
248-4253

Jim

cc OPD
MNGT Team
Jean
(note this material is
printed on
both sides
of paper)

February 7, 1979

MEMORANDUM

TO: Doug Capps, Office of the Mayor

FROM: Doug Wright, Director DW

SUBJECT: Planning Commission's 1979 Goals/Guidelines

Attached, for your information, is a copy of the Planning Commission's 1979 Goals. These Goals were developed and discussed at the Commission's retreat. They were formally adopted at the Commission meeting on February 6.

Also attached is a statement concerning operating guidelines, determined by the Commission at the retreat. This statement was the product of the "Role and Function" discussion, on the retreat agenda. The intent here, in addition to the procedural items set forth in the last Goal statement, provide considerable clarification on the nature of, and process by which, the Commission will address subject matters. The impact of these decisions has been immediate, with February 6 decisions to hold a second public hearing on the Transportation Center, and to become involved - via public hearing - in the decision-making process on the Hollywood Circulation Study.

Please call if you have questions or comments.

DW:hm

Attachments: 2

cc: Mike Lindberg

1979 Goals for
the Portland City Planning Commission

Goal: Complete a recommended Comprehensive Plan.

Actions:

1. Adopt the Process for Adoption of Comprehensive Plan, Page 3, Discussion Draft, Comprehensive Plan.
2. Encouragement of a Historic Landmark Inventory by the Portland Landmarks Commission.
3. Reassure community that Comprehensive Plan is not a static instrument and will be subject to change and review by a process to be determined during the formulation and adoption of the Plan.

Goal: Identify and solve conflicting issues with adjoining jurisdictions.

Actions:

1. Schedule joint meetings and compile agenda.

Goal: Improve the Planning Commission's ability to convince City Council of the Commission's points of view.

Actions:

1. Suggest to the Mayor that new Planning Commission members be introduced to the Council after confirmation.
2. A Planning Commissioner shall be present at Council hearings on major issues.
3. Implement joint meetings with Council.
4. Implement either a delegation of the Commissioners or an individual Commissioner assigned to each Council member.

Goal: Foster Commission responsiveness to citizen views.

Actions:

1. Hold hearings in the neighborhoods where appropriate. 3-5 per year.
2. Continue to work with the CCI, ONA and other citizen groups to facilitate citizen input.
3. Continue voluntarily to hold hearings that are not manditory.
4. Improve notification to the neighborhood associations and other interested parties.
   a. Early notice where possible.
   b. Work with the Auditor's Office.
5. Continue to send out letters thanking those people who testify at Commission hearings.

Goal: Hear and adopt major code revisions designed to carry out city policy.

Actions:

1. Hear and adopt sign regulations for the City of Portland.
2. Hear and adopt recommended amendment to reduce the number and confusion of code provisions dealing with "accessory buildings".
3. Consider revisions of set back requirements for major city arterials.
4. Hear and adopt a revision to the appeal procedure.
5. Hear and adopt a Flood Plain Ordinance.

Goal: More closely control matters which come before the Planning Commission.

Actions:

1. Each regular meeting the Commission will review:
   a. Discretionary issues the Commission will address and the way in which all major issues will be addressed.
   b. A status report of major issues heard by the Commission that are not fully resolved.

DRAFT

"Role and Function of the Planning Commission"

Summary of Decisions

1. The Planning Commission shall address, through a public hearing and formal recommendation:

   "Any proposal that directly affects the type, density, and location of any land use element of the City's Comprehensive Plan which represents a substantive change from adopted policies."

2. The Planning Commission has the discretion to address matters which do not meet the above (#1) definition in a manner which the Commission finds appropriate.

3. All matters brought before the Planning Commission for public hearing will be accompanied by a preliminary draft staff (Bureau of Planning) recommendation, which will then be amended as appropriate by staff and/or Commission following the public hearing.

4. Every effort will be made by Bureau staff and the Planning Commission to arrive at a formal recommendation at the time of the Commission public hearing in order to avoid the following difficulties which occur when the hearing date and decision date are separate:

   a. Delay in process;

   b. Public suspicion of a "private" decision-making process;

   c. Forgotten testimony;

   d. The burden of additional meeting upon the Commission and the public.

5. In the event that a hearing and decision require two separate meetings, and this can be ascertainted in advance of the hearing, the staff shall make every effort to inform the public of this in advance of the hearing.

6. At the Commission's monthly meeting, the Planning Director will, as a matter of routine, review matters scheduled to appear before the Commission in future months in order that the Commission has the opportunity to discuss the manner in which the matter(s) will be addressed, the location of a public hearing if required, and other considerations as needed.

over

7. The Planning Director will compile and maintain a status report on the disposition of important matters upon which the Commission has acted. This report will be provided monthly and up-dated on a monthly basis.

8. At the discretion of the Commission, members representing the Commission's actions will provide statements regarding such actions to the City Council, in person. These statements will generally be limited to matters which the Commission considers especially important.

PACKAGE RANKING AND SUMMARY

AU Bureau of Planning

1 Rank	2 Package Name/Number	3 F/T Pos.	4 General Fund Package	5 General Fund Cumulative	6 Total Cost Package	7 Total Cost Cumulative	8 78-79 Cost Fund Cost	9 78-79 Cost Total Cost
1	Code Administration	14	406,008	406,008	420,852	420,852	310,877	354,577
2	Long Range Planning	11	25,975	431,983	345,099	765,951	80,088	461,607
3	Transportation Planning	9	190,540	622,523	314,131	1,080,082	148,712	276,062
4	Special Projects	8	163,235	785,758	277,982	1,358,064	122,649	204,773
5	Management Support	10	251,025	1,036,783	300,319	1,658,383	367,331	399,856
6	Sign Reviews	1	11,306	1,048,089	21,727	1,680,110	15,000	15,000
7	Historic Resources Inventory	5	0	1,048,089	88,544	1,768,654	0	0
8	Hook/Johnson Creek Study	0	35,000	1,083,089	35,000	1,803,654	0	0
		58	1,083,089		1,803,654		1,044,657	1,711,875

5

APPROPRIATION SUMMARY

Appropriation Unit: Bureau of Planning

epartment: Finance and Administration

Operating Fund: General

Expenditure Classification	FY 76-77 Actual	FY 77-78 Actual	FY 78-79 Adopted Budget	FY 79-80 Proposed	FY 79-80 Approved
Personal Services	$ 988,487	$ 1,067,419	$ 1,252,978	$ 1,367,601	$ 1,367,601
Materials and Services	195,347	390,039	447,122	302,834	342,834
Capital Outlay	14,572	9,908	11,775	1,775	1,775
Other	0	0	0	0	0
Total Appropriation	$ 1,198,406	$ 1,467,366	$ 1,711,875	$ 1,672,210	$ 1,712,210

Funding Sources:

General	$ 1,048,089	Interagencies	$ 344,799
Grants		Contracts	69,322
Land Conservation & Development Commission	250,000		

AU GOAL(S) To administer existing City land use control Codes and development regulations; to develop more efficient use of the City's transportation facilities; and to propose for Council adoption a comprehensive set of policies, programs and regulatory ordinances which will direct the use and development of land and the provision of major public facilities.

Package Category Summary:

Package Category	Approved # Positions	Approved Amount
1 Code Administration -- Administer existing City land use control codes and development regulations.	15	$ 442,579
2 Long Range Planning -- Develop programs and strategies for implementation of Comprehensive Plan policies.	11	345,099
3 Transportation Planning -- Coordinate transportation projects relative to the City's adopted Arterial Streets Classification Policy.	9	342,131
4 Special Projects -- Provide technical planning support and project development assistance.	8	277,982
5 Management Support -- Provide administrative and central service functions for the bureau.	10	304,419
TOTAL PACKAGES	53	$1,712,210

PERSONNEL DETAIL

Appropriation Unit: Bureau of Planning

Class	Title	FY 76-77 Approved	FY 77-78 Approved	FY78-79 Approved	FY 79-80 Proposed	FY 79-80 Approved	Amount
3238	City Planning Director	1	1	1	1	1	$ 36,790
3271	Graphics Illustrator 2	0	0	1	1	1	17,226
3270	Graphics Illustrator 1	0	0	4	3	3	47,349
3236	Chief Planner *	4	5	4	4	4	111,458
3235	Annexation Coordinator	0	1	1	1	1	27,666
3234	City Planner 3 * ***	10	14	14	11	11	248,048
3233	Associate Planner	1	1	1	1	1	21,214
3232	City Planner 2 *	8	9	9	12	12	218,792
3230	City Planner 1 * ***	18	13	5	5	5	71,137
3208	Transportation Coordinator	1	0	0	0	0	0
0900	Staff Assistant	0	1	2	0	0	0
0891	Energy Advisor **	0	1	0	0	0	0
0845	Information Specialist	0	0	0	1	1	14,971
0820	Administrative Assistant 2 *	1	1	1	1	1	24,367
0819	Administrative Assistant 1	0	0	0	1	1	18,329
0250	Hearings Reporter	1	1	1	1	1	18,124
0222	Secretarial Assistant	1	1	1	1	1	14,031
0221	Senior Stenographer Clerk *	5	5	4	4	4	49,376
0220	Stenographer Clerk	2	0	3	1	1	9,617
0210	Typist Clerk *	2	2	1	1	1	11,004
0112	Clerk 2	0	0	0	2	2	18,290
	Sign Specialist	0	0	0	1	1	16,808
	TOTAL FULL-TIME POSITIONS	55	56	53	53	53	$ 994,597

* A total of 9 positions from these categories is budgeted in the Office of Planning and Development in FY 78-79.

**This position was budgeted in the Office of the Commissioner of Public Utilities prior to FY 77-78.

***A total of 3 positions from these categories transferred from Housing and Community Development in FY 77-78.

FY 1978-79

AU O P D BUREAUS AS OF JUNE 30th RUN 2

		Revised Appropriation	Expenditures	Encumbered	Balances
510	Planning	1,780,243	1,408,032	98,814	273,397
140	Traffic	2,594,763	2,293,008	80,815	220,940
520	Buildings	2,335,454	2,272,397	14,793	48,264
532	HCD	17,121,909	10,741,744	454,536	5,925,629
500	OPD - Central	169,035	162,039	28	6,968
	OPD - URTF	25,000	0	25,000	0
	OPD - HUD Innovative	600,000	313,000	287,000	0
	OPD - EDA Tech. Asst.	2,000	1,500	500	0
	OPD - Policy Section	826,396	377,149	31,157	418,090
	UDAG	500,000	206,000	294,000	0
	Total OPD AU	2,122,431	1,059,688	637,685	425,058

BUREAU OF BUILDINGS

WORKPLAN STATUS REPORT

FOURTH QUARTER

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	% Completed	Status Code	COMMENTS
IWP Pg. 8	To achieve uniform code interpretation and enforcement . .	Ongoing	- - - -	- - - -	- - -	Ongoing as planned.
IWP Pg. 10	Rate Analysis Project	7/79	- - - -	100%		On Schedule. Phase I completed. Phase II completed. All fees have been revised. Welder Certification fee and Microfilming fee have been implemented.
IWP Pg. 20	Re-evaluate Housing Code . . Develop c/o requirement . .	3/79	- - - - -	98%		Final Draft Completed. Ready to submit to Council for approval.
IWP Pg. 20	Permit and Inspection Workload.	Ongoing	- - - -	- - - -	- - -	Ongoing as planned.
IWP Pg. 45	Flood Plain Enforcement	Ongoing	- - - -	- - - -	- - -	
IWP Pg. 45	Pre-Application Conferences	Ongoing	- - - -	- - - -	- - -	Ongoing as planned. 89 initial pre-application meetings completed during FY 78/79.

BUR' OF BUILDINGS

WORKPLAN STATUS REPORT

FOURTH QUARTER

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	% Completed	Status Code	COMMENTS
-	Dangerous Building Enforcement	Ongoing	- - - -	- - - -	- - -	As of July 13, 1979 - 1068 vacant buildings reported. 924 inspections completed. 8 buildings demolished. 0 buildings repaired 24 Demolition permits issued. 18 Repair permits issued.
						idea of Jim G's to get Bypass into field
	Supervisory Field Inspection Program	Ongoing	- - - -	- - - -	- - -	Supervisors spend three days each week with inspectors in order to increase inspection standardization, & increase employee productivity.

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City of Portland
Bureau of Management and Budget

APPROPRIATION UNIT
BUDGET REQUEST SUMMARY

DEPARTMENT: BUREAU OF BUILDINGS

APPROPRIATION UNIT: BUREAU OF BUILDINGS

EXPENDITURE CLASSIFICATION	FY 77-78 Actual Expenditures	FY 78-79 Approved Budget	FY 79-80 AU Request
PERSONAL SERVICES	1,917,757	2,026,340	2,231,624
MATERIALS AND SERVICES	208,342	330,460	327,052
CAPITAL OUTLAY	2,498	3,000	3,243
OTHER	-0-	-0-	-0-
TOTAL	2,128,597	2,359,800	2,561,919

FUNDING SOURCES	FY 78-79 Approved	FY 79-80 Request	% of FY 78-79 Approved Level
Operating Fund	2,359,800	2,517,143	106.7
Grants			
Interagencies	-	44,776	-
Contracts			
Other			

AU GOALS: To safeguard life, limb, health, property and public welfare by assuring compliance with zoning and construction codes; to abate dangerous structures and to encourage the stabilization and rehabilitation of existing structures through code formulation and compliance.

AU HIGHLIGHTS

1. Continuation of required building related inspections.
2. Implementation of Council approved Dangerous Building Ordinance.
3. Proposed fee schedule for:
    1. Dangerous Building Code enforcement.
    2. Microfilming of building documents.

PACKAGE COST VS ESTIMATED REVENUE GENERATED*

	Package Cost	Estimated Revenue	% Self-Supporting
A1	382,170	176,992	46.3
PE1	238,156	157,500	66.1
PM1	199,727	179,570	89.9
C1	250,727	-0-	-0-
E1	471,054	288,296	61.2
B1 (B2)	416,187 **	673,486	161.8
H1	230,925	9,670	4.2
P1	294,048	376,182	127.9
HO1	34,149	-0-	-0-
H2/C2	44,776	44,776	100
BUREAU TOTAL	2,561,919	1,906,472	74.4

* Assumes current cost of permit fees.

** Combined cost of Packages B1 and B2.

City of Portland
Bureau of Management & Budget

APPROPRIATION UNIT
PERSONNEL SUMMARY Full-Time Positions Only

APPROPRIATION UNIT:

NOTE: Personnel in Requested Budget only.

Class No.	Civil Service Classification	FY 78-79 Approved	FY 78-79 Revised (A/P 6)	FY 79-80 Request	Line Item 110 Amount
2144	City Buildings Inspections Director	1	1	1	31,842
3223	Building Plan Manager	1	1	1	26,810
3222	Building Permit Supervisor	1	1	1	25,912
3221	Building Plan Examiner 2	5	5	5	109,371
3220	Building Plan Examiner 1	3	3	3	50,906
3167	Engineer 5	1	1	1	29,984
3166	Engineer 4	2	2	2	58,840
3112	Engineering Aide	2	2	3	40,571
2210	Field Representative	2	2	2	29,302
2146	Code Policy Officer	1	1	1	30,360
2143	Building Inspector Manager	1	1	1	27,415
--	Building Inspector 4	Ø	Ø	2	51,824
--	Building Inspector 3	Ø	Ø	2	48,442
2142	Building Inspector 2	2	2	13	285,455
2140	Building Inspector 1	14	14	Ø	-0-
2135	Housing Inspector 1	3	3	3	52,690
2131	Heating Inspector 2	1	1	1	24,743
2130	Heating Inspector 1	2	2	2	44,224
2125	Electrical Inspector 4	1	1	1	25,912
2124	Electrical Inspector 3	1	1	1	24,743
2123	Electrical Inspector 2	4	3	3	68,277
2122	Electrical Inspector 1	10	10	10	221,120
2120	Sign Inspector	1	1	1	22,112
2112	Plumbing Inspector 3	1	1	1	25,912
2111	Plumbing Inspector 2	1	1	1	24,743

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City of Portland
Bureau of Management & Budget

APPROPRIATION UNIT
PERSONNEL SUMMARY Full-Time Positions Only

APPROPRIATION UNIT:

NOTE: Personnel in Requested Budget only.

Class No.	Civil Service Classification	FY 78-79 Approved	FY 78-79 Revised (A/P 6)	FY 79-80 Request	Line Item 110 Amount
2110	Plumbing Inspector 1	8	8	8	176,229
0820	Administrative Assistant 2	1	Ø	Ø	-0-
0819	Administrative Assistant 1	Ø	1	1	18,582
0222	Secretarial Assistant	1	1	1	14,031
0221	Senior Stenographer Clerk	4	1	1	13,196
0210	Typist Clerk	6	6	8	77,936
0117	Clerk 4	1	1	1	16,558
0114	Clerk 3	1	1	1	13,509
0112	Clerk 2	3	6	6	69,546
		86	85	89	1,781,097

BUREAU OF BUILDINGS

(1) Director
Griffith

(1) Admin. Asst.
Kelsay

(1) Code Policy Officer
Christiansen

(1) Plans Mgr.
Ross

(1) Insp. Manager
Beckman

Plans Exam	Permit	Clerical	Electrical	Building	Housing	Plumbing
(1) Eng. V	(1) Plan Supvr.	(1) Clerk IV	(1) Elect Insp IV	(1) Bldg Insp II	(1) Bldg Insp II	(1) Plbg Insp III
(2) Eng. IV	(2) Plan Exam II	(1) Sec Assist	(1) Elect Insp III	(1) Htg Insp II	(3) Bldg Insp I	(1) Plbg Insp II
(3) Plan Exam II	(2) Plan Exam I	(1) Clerk III	(3) Elect Insp II	(2) Htg Insp I	(3) Hous.Insp I	(8) Plbg Insp I
(1) Plan Exam I	(2) Engr. Aide	(1) Sr. Steno	(10) Elect Insp I	(10) Bldg Insp I	(2) Field Rep	10
(1) Bldg Insp I	7	(6) Clerk II	(1) Sign Insp.	14	9	
8		(6) Type Clerk	16			
		16				
	(1) Engr Aide*	(1) Type Clk*			(New Request)	
		(New Request)			(1) Bldg Insp I	
		(1) Type Clk				

VACANT POSITIONS

(1) Plan Examiner II
(2) Plan Examiner I
(1) Engineering Aide
(1) Field Representative
(1) Typist Clerk

1/30/79

Total Authorized Positions	85
Vacant Positions	6
FY 79/80 Requested Positions	89

*Funds for these two positions were appropriated under interagency agreements during FY 78/79

BUREAU OF BUILDINGS OBJECTIVE HIERARCHY

AU MISSION

To safeguard life, limb, health, property, and public welfare by assuring compliance with zoning and construction codes; to abate dangerous structures and to encourage the stabilization and rehabilitation of existing structures through code formulation and compliance.

1. GOAL — ENFORCEMENT

To ensure effective enforcement of zoning, housing and construction regulations.

Objectives

a. To ensure the proper construction or alteration of all buildings within the city limits by effectively enforcing building codes and ordinances.

b. To ensure effective housing code enforcement by increasing the number of corrected housing code violations from 80% to 90% by F.Y. 79-80.

c. To ensure the repair or removal of dangerous or abandoned buildings by identifying and enforcing compliance with the Dangerous Building Code in order to reduce dangerous buildings by 20%.

d. To help safeguard against shock and fire hazard by enforcement of the National Electrical Code and therefore increasing the percentage of corrected electrical violations.

e. To increase the number of plumbing inspections by 5% in order to insure the increased maintenance of our potable water systems.

f. To reduce the number of uncorrected plumbing violations by 5%.

2. GOAL — PRODUCTIVITY IMPROVEMENTS

To minimize the cost of providing building services and to maximize community services through the creating and implementation of management improvements and cost reduction measures.

Objectives

a. Develop and execute management improvements and cost reduction policies.

b. To improve the efficiency of the plan review process by reducing the man-hours per plan reviewed by 5% for F.Y. 79-80.

2. GOAL PRODUCTIVITY IMPROVEMENTS

Objectives

c. To reduce the number of man-hours required to issue building permits 5% for F.Y. 79-80.

d. To improve the cost efficiency of permit related inspections per inspection by increasing the number of inspections by 3,100 in F.Y. 79-80.

e. To increase the efficiency of Electrical Inspections by reducing the number of inspections required in dwellings by 15%.

3. GOAL LEGISLATIVE REVIEW AND IMPLEMENTATION

To ensure that building-related city code provisions are implemented, that Council policy reflects the needs of the community and to ensure that such policies are included in State Legislation to the maximum extent possible.

Objectives

a. To enhance the accessibility of bureau services to the public through increasing participation in Homeowner's Night.

b. To provide for repair or demolition of dangerous buildings by inspection and enforcement of the Dangerous Buildings Ordinance to reduce dangerous buildings by 20%.

c. Coordination of inspection activities for the implementation and enforcement of mandated building related code requirements.

4. GOAL CITIZEN PARTICIPATION

To allow for citizen input in the formulation of building-related codes and policies.

Objectives

a. Continue active participation in various citizen committees such as the Citizen's Budget Task Force and the Zone and Enforcement Committee.

b. Encourage feedback of information through the Code Policy Officer.

PACKAGE RANKING AND SUMMARY

AU BUREAU OF BUILDINGS

1 Rank	2 Package Name/Number		3 F/T Pos.	4 General Fund Package	5 General Fund Cumulative	6 Total Cost Package	7 Total Cost Cumulative	8 78-79 Cost Fund Cost	9 78-79 Cost Total Cost
1	Administration	A1	5	382,170	382,170	382,170	382,170	346,449	346,449
2	Plan Examination	PE1	8	238,156	620,326	238,156	620,326	250,629	250,629
3	Permits	PM1	9	199,727	820,053	199,727	820,053	177,541	177,541
4	Clerical	C1	16	250,727	1,070,780	250,727	1,070,780	254,190	254,190
5	Electrical Inspection	E1	16	471,054	1,541,834	471,054	1,541,834	477,568	477,568
6	Building Inspection	B1	14	411,020	1,952,854	411,020	1,952,854	431,910	431,910
7	Housing Inspection	H1	9	230,925	2,183,779	230,925	2,183,779	194,075	194,075
8	Plumbing Inspection	P1	10	294,048	2,477,827	294,048	2,477,827	276,289	276,289
9	Home Owner's Night	HO1	-0-	34,149	2,511,976	34,149	2,511,976	20,632	20,632
**									
11	H2/C2		2	-0-	2,511,976	44,776	2,556,752	- -	- -
12	B2		-0-	5,167	2,517,143	5,167	2,561,919	- -	- -

*From A/P 6 FMS Reports
**Package #10 was deleted due to the fact that the Auditor's Office is requesting essentially the same equipment.

APPROPRIATION SUMMARY

Appropriation Unit: Bureau of Buildings

Department: Finance and Administration

Operating Fund: General

Expenditure Classification	FY 76-77 Actual	FY 77-78 Actual	FY 78-79 Adopted Budget	FY 79-80 Proposed	FY 79-80 Approved
Personal Services	$ 1,778,728	$ 1,917,757	$ 2,026,340	$ 2,226,457	$ 2,226,457
Materials and Services	207,094	208,342	330,460	319,560	319,560
Capital Outlay	22,089	2,498	3,000	3,243	3,243
Other	0	0	0	0	0
Total Appropriation	$ 2,007,911	$ 2,128,597	$ 2,359,800	$ 2,549,260	$ 2,549,260

Funding Sources:

General Fund	$ 2,504,484
Interagency Interfund	44,776

AU GOAL(S) To safeguard life, limb, health, property and public welfare, to encourage the stabilization, maintenance and rehabilitation of structures and installations, and to support community development activities through formulation and enforcement of zoning, housing and construction regulations.

Package Category Summary:

Package Category	Approved # Positions	Approved Amount
1 Administration -- Supports all management activities.	5	$ 374,678
2 Plans Examination -- Supports the examination of plans to ensure compliance with codes.	8	238,156
3 Permits -- Supports the issuance of permits for new construction and improvements, and provides microfilming of plans.	9	199,727
4 Clerical -- Provides all clerical activities of the bureau.	16	250,727
5 Electrical Inspections -- Supports enforcement of Electrical Code.	16	471,054
6 Building Inspection -- Supports enforcement of Building, Zoning and Heating Codes.	14	411,020
7 Housing Inspection -- Supports enforcement of the City's Housing Code, including the abatement of dangerous or deteriorated buildings and structures.	11	275,701
8 Plumbing Inspection -- Supports enforcement of plumbing regulations.	10	294,048
9 Homeowners' Night -- Provides staff support for extending business hours one night each week.	0	34,149
TOTAL PACKAGES	89	$2,549,260

PERSONNEL DETAIL

Appropriation Unit: Bureau of Buildings

Class	Title	FY 76-77 Approved	FY 77-78 Approved	FY78-79 Approved	FY 79-80 Proposed	FY 79-80 Approved	Amount
2144	City Buildings Inspections Director	1	1	1	1	1	$ 31,842
3223	Building Plan Manager	1	1	1	1	1	26,810
3222	Building Permit Supervisor	1	1	1	1	1	25,912
3221	Building Plan Examiner 2	4	4	5	5	5	109,371
3220	Building Plan Examiner 1	3	3	3	3	3	50,906
3167	Engineer 5	1	1	1	1	1	29,984
3166	Engineer 4	2	2	2	2	2	58,840
3112	Engineering Aide	1	1	2	3	3	40,571
2210	Field Representative	1	2	2	2	2	29,302
2146	Code Policy Officer	1	1	1	1	1	30,360
2143	Building Inspector Manager	1	1	1	1	1	27,415
2142	Building Inspector 2	0	2	2	2	2	51,824
2141	Senior Building Inspector	3	0	0	0	0	0
2140	Building Inspector 1	20	18	14	15	15	329,679
2135	Housing Inspector 1	0	0	3	3	3	52,690
2131	Heating Inspector 2	1	1	1	1	1	24,743
2130	Heating Inspector 1	3	2	2	2	2	44,224
2125	Electrical Inspector 4	0	1	1	1	1	25,912
2124	Electrical Inspector 3	2	1	1	1	1	24,743
2123	Electrical Inspector 2*	3	4	4	3	3	68,277
2122	Electrical Inspector 1	10	10	10	10	10	221,120
2120	Sign Inspector	1	1	1	1	1	22,112
2112	Plumbing Inspector 3	0	1	1	1	1	25,912
2111	Plumbing Inspector 2	1	1	1	1	1	24,743
2110	Plumbing Inspector 1	9	8	8	8	8	176,229
0820	Administrative Assistant 2	1	1	1	0	0	0
0819	Administrative Assistant 1	0	0	0	1	1	18,582
0222	Secretarial Assistant	1	1	1	1	1	14,031
0221	Senior Stenographer Clerk	6	5	4	1	1	13,196
0210	Typist Clerk	6	6	6	8	8	77,936
0117	Clerk 4	0	1	1	1	1	16,558
0114	Clerk 3	2	2	1	1	1	13,509
0112	Clerk 2	3	3	3	6	6	69,546
	TOTAL FULL-TIME POSITIONS	89	87	86	89	89	$ 1,776,879

*Formerly Industrial Electrical Inspector

FY 1978-79

O P D BUREAUS AS OF JUNE 30th RUN 2

AU		Revised Appropriation	Expenditures	Encumbered	Balances
510	Planning	1,780,243	1,408,032	98,814	273,397
140	Traffic	2,594,763	2,293,008	80,815	220,940
520	Buildings	2,335,454	2,272,397	14,793	48,264
532	HCD	17,121,909	10,741,744	454,536	5,925,629
500	OPD - Central	169,035	162,039	28	6,968
	OPD - URTF	25,000	0	25,000	0
	OPD - HUD Innovative	600,000	313,000	287,000	0
	OPD - EDA Tech. Asst.	2,000	1,500	500	0
	OPD - Policy Section	826,396	377,149	31,157	418,090
	UDAG	500,000	206,000	294,000	0
	Total OPD AU	2,122,431	1,059,688	637,685	425,058

mail's

BUREAU OF TRAFFIC ENGINEERING

MONTHLY STATUS REPORT

August 1, 1979

* through accounting period 13
FY Ending 6-30-79

BUREAU OF TR...IC ENGINEERING

Monthly Work Plan Status Report

August 1, 1979

FY Ending 6-30-79

PROGRAM	PROJECT/ACTIVITY DESCRIPTION	PLANNED UNIT/LEVEL OF ACTIVITY	Y.T.D. ACTUAL	PLANNED	ACTUAL	% COMPLETE/ LEVEL OF ATTAINMENT	STATUS
Accident Reduction	Neighborhood Traffic Control Plans	10	4	6-30-79	6-30-79	40%	Complete
	New Signals Completed	13	7	6-30-79	--	54%	Carry over to 79/8
	Signal Improvements Completed	1	2	3-14-79	3-14-79	200%	Complete
	Signal Replacement Completed	1	1	3-14-79	3-14-79	100%	Complete
	H.C.D. Signals Completed	4	1	6-30-79	--	25%	Carry over to 79/8
	City Engineer Signals Completed	1	-	6-30-79	--	0%	Carry over to 79/8
	Signal Modifications Completed	30	39	6-30-79	6-30-79	130%	Complete
Congestion Reduction	Traffic Studies	5	4	6-30-79	6-30-79	80%	Complete
	New Signals Completed	5	4	6-30-79	--	80%	Carry over to 79/8
	Signal Improvements Completed	8	8	3-14-79	3-14-79	100%	Complete
	Signal Replacements Completed	18	18	12-20-78	12-20-78	100%	Complete
	City Engineer Signals Completed	13	0	6-30-79	--	0%	Carry over to 79/8
	Signal Modifications Completed	15	18	6-30-79	6-30-79	120%	Complete
	Signal Timing Revision	160	172	6-30-79	6-30-79	108%	Complete
Environment Improvement	Neighborhood Traffic Plans	4	1	6-30-79	6-30-79	25%	Complete
	New Signals Completed	2	2	3-14-79	3-14-79	100%	Complete
	Signal Improvements Completed	10	5	6-30-79	--	50%	Carry over to 79/8
	H.C.D. Signals Completed	3	2	6-30-79	--	67%	Carry over to 79/8
	E-4 Signals Completed	9	4	6-30-79	--	44%	Carry over to 79/8
	City Engineer Signals Completed	-	-	-------	-------	--	----------
	Signal Modifications Completed	10	17	6-30-79	3-14-79	170%	Complete
Traffic Control Uniformity	Signal Replacements Completed	51	30	6-30-79	--	59%	Carry over to 79/8
Public Response	Investigations & Studies Completed Operations	850	1180	6-30-79	6-30-79	140%	Complete
	Investigations & Studies Completed Signals	300	286	6-30-79	6-30-79	95%	Complete

BUREAU . TRAFFIC ENGINEERING
FY Ending 6-30-79
August 1, 1979

PROGRAM	PROJECT/ACTIVITY DESCRIPTION	PLANNED UNIT/LEVEL OF ACTIVITY	Y.T.D. ACTUAL	PLANNED	ACTUAL	% COMPLETE/ LEVEL OF ATTAINMENT	STATUS
Parking	Space Turnover Rate:						
	Meter-Walking	80%	84%	6-30-79	6-30-79	105%	Complete
	Meter-Scooter	70%	78%	6-30-79	6-30-79	111%	Complete
	Non-Meter	65%	75%	6-30-79	6-30-79	115%	Complete
Meter Utilization	Utilization Rate:						
	Meter-Walking Use Combined	75%	44%	6-30-79	6-30-79	88%	Complete
	Meter-Scooter at 50%	30%					
Special Enforcement	Meter	900	1282	6-30-79	6-30-79	142%	Complete
	Non-Meter	4200	4617	6-30-79	6-30-79	110%	Complete
Parking Control	Public Response-Investigation Completed	750	618	6-30-79	6-30-79	82%	Complete
Permits and Hoods	Issuance	2600	2827	6-30-79	6-30-79	109%	Complete
Special Events	Coordination of Events	70	49	6-30-79	6-30-79	70%	Complete
School Safety	Adult Guard (days)	1780	1942	6-30-79	6-30-79	109%	Complete
	School Safety Requests Processed	700	484	6-30-79	6-30-79	69%	Complete
Safety Coordination	Safety Meetings	12	45	6-30-79	6-30-79	375%	Complete
	Press Releases	55	57	6-30-79	6-30-79	104%	Complete
	Film Rentals	200	214	6-30-79	6-30-79	107%	Complete
	Administrative Meetings	170	94	6-30-79	6-30-79	55%	Complete
	Pedestrian Program (HRS)	26	35	6-30-79	6-30-79	135%	Complete
	Young Driver Program (HRS)	160	95	6-30-79	6-30-79	59%	Complete
Defensive Driving	Classes Coordinated	118	242	6-30-79	6-30-79	205%	Complete
	Profit/Loss	Break Even	+$4,085	6-30-79	6-30-79	120%	Complete

ACTIVITY	COMPLETION DATE PLAN	COMPLETION DATE ACTUAL	% COMPLETED	STATUS	COMMENTS
The following are unbudgeted activities but are controversial or non-routine and are included for informational purposes					
Neighborhood Parking Permit (Lair Hill Test)	7-8-79	------	40%	Discontinued	Program tentatively scheduled for revival in 1st quarter 79/80
S. W. Park & 9th Avenue	8-79 R	------	--%	Pending	Alternative plans formulated for Council decision. Decision pending completion of Morrision Park East.
Driveway Ordinance	1-79 R	------	60%	Pending	Current City thinking (i.e., Mayor's Offic City Attorney & BTE) is not to proceed wit ordinance but rather to deal with problem locations on a one-by-one basis.
39th & Wistaria Traffic Diverter	6-30-79	6-30-79	100%	Construction Complete	Inspection and billing to occur in 1st Quarter 79/80.
Lair Hill Traffic Diverters	6-30-79	------	50%	Behind Schedule	Preliminary designs currently being developed for 2nd & Arthur and 1st & Barbur. 2nd & Woods in limbo and may not be completed at request of Neighborhood House. Oth two should be completed in 2nd Quarter 79/

City of Portland
Bureau of Management and Budget

APPROPRIATION UNIT
BUDGET REQUEST SUMMARY

DEPARTMENT: Finance and Administration

APPROPRIATION UNIT: Bureau of Traffic Engineering

E NDITURE C IFICATION	FY 77-78 Actual Expenditures	FY 78-79 Approved Budget	FY 79-80 AU Request
PERSONAL SERVICES	1,143,005	1,272,936	1,418,541
MATERIALS AND SERVICES	1,655,740	1,047,389	1,455,074
CAPITAL OUTLAY	37,622	227,505	37,200
OTHER			
TOTAL	2,836,367	2,547,830	2,910,815

FUNDING SOURCES	FY 78-79 Approved	FY 79-80 Request	% of FY 78-79 Approved Level
Operating Fund	1,792,566	1,911,326 OP 3	106.6%
Grants	412,592	-BMB 129,472 382,631 +BTSG LWRQ +245,000 PM	92.7%
Interagencies (1) 108,620 SS (2) 1,000 SS (3) 5,000 DOC (PA)	98,122 (BIKE PATH)	BMB 113,620 114,620 1,000-14A BIKE PATH	116.8%
Contracts	220,000	ok 465,374* ✓ PP-1 P 210,830 2 116,734 3 137,810	211.5%*
her	24,550	36,864	150.2%

* See Cover Memo

AU GOALS:

The Bureau of Traffic Engineering is responsible for the safe and effective movement of people and goods in order to support livability of neighborhoods and the economic viability of commercial and industrial areas within the City of Portland.

AU HIGHLIGHTS

The General Fund request of $2,144,059 is off-set by revenues generated to the General Fund totaling $188,900 through the issuance of various parking hoods and permits, Carpool Permits, and the administration of the Defensive Driving Course Program.

Make traffic engineering investigations and studies necessary to answer 850 traffic control requests concerning traffic problems.

Write work orders to install 1,000 new traffic signs, 1,400 square feet of pavement markings, and 55 miles of new painted lanes. Specify the maintenance for 30,000 traffic signs and 820 electrical signals and devices.

ide design for 51 Capital Improvement projects and 140 minor signal system modifications.

Furnish traffic engineering data, make special studies, participate on projects such as: Union Avenue, Powell Blvd., Macadam Ave., Hollywood Study, Banfield LRT, S.E. Division and S.E. 39th Ave. Corridor Improvement, St. Johns Truck Route, Beaverton-Hillsdale Highway and 20 other arterial projects.

City of Portland
Bureau of Management & Budget

APPROPRIATION UNIT
PERSONNEL SUMMARY Full-Time Positions Only

APPROPRIATION UNIT:

NOTE: Personnel in Requested Budget only.

Class No.	Civil Service Classification	FY 78-79 Approved	FY 78-79 Revised (A/P 6)	FY 79-80 Request	Line Item 110 Amount
3207	City Traffic Engineer	1	1	1	34,911
3206	Assistant City Traffic Engineer	1	1	1	31,383
3205	Sr. Traffic Engineer	2	2	2	58,840
3204	Parking Operations Manager	1	1	1	25,479
3203	Traffic Engineer	9	8	8	187,553
3202	Traffic Engineer in Training	2	2	2	40,418
3201	Parking Control Supervisor	1	1	1	23,928
*	Assistant Parking Control Supervisor	0	0	0	2,750
3131	Sr. Drafting Specialist	1	1	1	20,066
3130	Drafting Specialist	2	2	2	35,538
3113	Sr. Engineering Aide	1	1	1	15,806
3112	Engineering Aide	2	2	2	28,640
2242	Parking Patrol Supervisor	1	1	1	19,544
2241	Assistant Parking Patrol Supervisor	2	2	2	35,288
2240	Parking Patrol Deputy	21	21	21	315,893
2210	Field Represenative	4	4	4	68,307
0840	Traffic Safety Coordinator	1	1	1	21,026
0514	Associate Accountant	1	1	1	16,683
0315	Service Dispatcher	1	1	1	14,449
0221	Sr. Steno Clerk	2	2	2	26,392
0210	Typist Clerk	2	3	3	29,894
117	Clerk 4	1	1	1	16,558
0112	Clerk 2	2	2	2	22,391
		61	61	61	$1,091,737

*One Field Rep to be promoted to
Asst. Parking Control Supervisor

BUREAU OF TRAFFIC ENGINEERING

CITY TRAFFIC ENGINEER
D. E. Bergstrom - 3207

OFFICE STAFF - 140

CLERK 4 - 0017
M. Nishikawa

1 Assoc. Accountant	0514
1 Sr. Steno Clerk	0221
1 Typist Clerk	0210
1 Clerk 2	0112

TRAFFIC SAFETY COMMISSION - 142

TRAFFIC SAFETY COORD. - 0840
Maury Wilson

1 Senior Steno Clerk	0221
1 Typist Clerk	0210

ASSISTANT CITY TRAFFIC ENGINEER - 3206
R. C. Speer

PARKING OPERATIONS MANAGER - 3204
C. J. Masco

SIGNALS - 580

SR. TRAFFIC ENGINEER - 3205
J. K. Wilson

2 Traffic Engineers	3203
2 Traffic Engineers in Training	3202
2 Drafting Specialist (Vacant)	3130

OPERATIONS - 581

SR. TRAFFIC ENGINEER - 3205
M. J. Martini

6 Traffic Engineers	3203
1 Sr. Drafting Specialist	3131
1 Sr. Engr. Aide	3113
2 Engineering Aide (One Vacant)	3112

PARKING PATROL - 141

PARKING PATROL SUPERVISOR - 2242
D. Heinz

2 Asst. Supervisors	2241
21 Parking Patrol Deputies	2240
1 Service Dispatcher	0315
1 Clerk II	0112

PARKING CONTROL - 582

PARKING CONTROL SUPERVISOR - 3201
T. P. James

3 Field Reps.	2210
1 Typist Clerk	0210
1 Asst. Parking Control Suprvr	*

TOTAL REQUESTED POSITIONS 61

POLICY ISSUES

Issue

Should the Bureau of Traffic Engineering become certified with the Federal Highway Administration to perform traffic control projects using Federal Aid funding independent of the Oregon Highway Division.

Background

Under the current process, the City provides the designs for traffic signal projects to the State Highway Division, provides 6% of the cost and provides joint inspection during the project. The State advertises awards and acts as the contracting agency. If the Bureau of Traffic Engineering were to become certified, the State Highway Division would not have a role in the process; the City would deal directly with the Federal Highway Administration. This would reduce by approximately 6 months the time required to complete these projects. However, the City would be required to hire additional personnel to do the contracting and the City would be required to fund the entire projects with all but 6% of the cost being reimbursed on a monthly basis by the Federal Highway Administration.

Bureau Recommendation

That the Bureau of Traffic Engineering be directed by the Council to investigate the certification process with the Federal Highway Administration and the State Highway Division and prepare a report for Council which would include cost, funding arrangement, personnel and time savings.

Alternative Possibilities

A. Continue present arrangement participating with the State and Federal Highway Administration in Federal Aid projects.

B. Become certified and do those projects under the certification program, which are most advantageous in terms of time savings or cost to do under the process with the remainder of the projects to be done under the process with the remainder of the projects to be done as per the existing process, the option to be with the City of Portland.

Policy Issues

Issue

Should the City charge the sponsors of special events (parades, marathons, demonstrations, etc.) the costs incurred by the City resulting from such events?

Background

The bureaus of Traffic Engineering, Maintenance, Police and Parks have historically incurred manpower and material expense in the co-ordination of public events without reimbursement to the City from the sponsors of such events. The number (and size) of parades, marathons and major events' (i.e., Artquake) have been increasing each year, as have the bureaus subsequent expenses.

Bureau Recommendation

The Bureau recommends that the City be reimbursed for the bureaus' expenses incurred in the conduction of public special events.

Alternative Possibilities

a. Do not charge sponsors for City expenses resulting from special events.

b. Charge sponsors the City costs resulting from special events.

Policy Issues

Issue

Should the City install parking meters in the Central Eastside District (Willamette River to 12th Avenue, Burnside Street to Division Street) for the purpose of regulating and controlling on-street parking?

Background

Considerable on-street parking congestion exists as a result of the highly retail and industrial nature of this area. A Central Eastside Revitalization Study was completed in March 1978, offering numerous recommendations to ease the parking and traffic congestion.

Bureau Recommendation

The Bureau recommends that up to 1,500 parking meters be installed in the Central Eastside. After the costs of installation, maintenance and enforcement of the meters are recovered through the parking meter revenue generated, excess revenue would be "ear marked" to fund traffic improvement projects proposed in the study including possible land acquisition for the construction of an employee parking facility.

Alternative Possibilities

a. Do not install parking meters in the Central Eastside:
   1. use alternative methods to ease parking congestion
   2. locate alternate funding sources to finance proposed improvements

b. Install parking meters in the Central Eastside with co-ordination with the Central Eastside Parking Committee.

Policy Issues

Issue

Should the City increase the rates for parking meters?

Background

The Bureau of Traffic Engineering presented this same matter in its 78/79 budget proposal. The City Council directed the Bureau of Management and Budget to conduct a rate analysis of the current parking meter operation. (Please refer to report dated February 9, 1979.) The Bureau of Management and Budget does not recommend a rate increase at this time as the additional revenue generated by a rate increase would drastically exceed the inflationary increases in the expenses of parking meter maintenance and enforcement.

Bureau Recommendation

From the original installation of parking meters in Portland in 1938 to 1972, all parking meter funds generated were used to support Bureau of Traffic Engineering activities. That is, up to 1972 the Bureau of Traffic Engineering operated solely under the Parking Meter Fund. In 1972, the Bureau became funded by the General Fund. However, Chapter 16.36 Section 090 of the City Code maintains that parking meter revenue, in addition to funding the maintenance and enforcement of parking meters, be used to support the regulation and control of the flow of traffic to and from the parking meter districts. As such, this would include all signal installation and maintenance, pavement marking, lane stripping, etc. in the metered districts.

The Bureau of Traffic Engineering's recommendation, therefore, is for an increase in the meter rates to recoup all police, traffic engineering, and maintenance expense for the traffic system in the parking meter districts.

Alternative Possibilities

a. Do not raise the parking meter rates.

b. Instruct the rate analysis section of the Bureau of Management and Budget to review current expenses in the traffic system management and regulation in the metered areas with the intention of off-setting increased expenses with a meter rate increase.

PACKAGE RANKING AND SUMMARY

AU Bureau of Traffic Engineering

1 Rank	2 Package Name/Number	3 F/T Pos.	4 Fund Package	5 Fund Cumulative	6 Total Cost Package	7 Total Cost Cumulative	8 78-79 Cost Fund Cost	9 78-79 Cost Total Co
1	Signals 1, (SIG 1)	2	210,650	210,650	230,650	230,650		
2	Operations 1, (OP 1)	4	127,782	338,432	127,782	358,432	Not Available In	
3	Parking Control 1, (PC 1)	3	155,462	493,894	155,462	513,894	This Breakdown.	
4	Parking Patrol, (PP 1)	12	119,264	613,158	330,094	843,988	See Totals	
5	Administration 1, (ADM 1) —	3.9	115,723	728,881	115,723	959,711	Below.	
6	Signals 2, (SIG 2)	2	169,836	898,717	198,711	1,158,422		
7	Operations 2, (OP 2)	5	151,122	1,049,839	203,522	1,361,944		
8	Parking Control 2, (PC 2)	2	85,369	1,135,208	85,369	1,447,313		
9	Parking Patrol 2, (PP 2)	7	37,482	1,172,692	175,294	1,622,607		
10	Administration 2, (ADM 2)	1.8	58,643	1,231,335	58,643	1,681,250		
11	Traffic Safety Commission 1, (TSC 1)	1	73,899	1,305,234	90,763	1,772,013		
12	Signals 3 (SIG 3)	3	210,877	1,516,111	366,752	2,138,765		
13	Operations 3, (OP 3)	2	109,260	1,625,371	364,361	2,503,126		
14	Parking Control 3, (PC 3)	1	95,020	1,720,391	95,020	2,598,146		
15	Parking Patrol 3, (PP 3)	7	82,359	1,802,750	199,093	2,797,239		
16	Administration 3, (ADM 3)	2.3	61,491	1,864,241	61,491	2,858,730		
17	Traffic Safety Commission 2, (TSC 2)	1	19,158	1,883,399	19,158	2,877,888		
18	Traffic Safety Commission 3, (TSC 3)	1	27,927	1,911,326	32,927	2,910,815		
	TOTAL	61	1,911,324	+2	2,910,815		1,959,400	2,714,660

Page ____ of ____ BUD 12

APPROPRIATION SUMMARY

Appropriation Unit: Bureau of Traffic Engineering

Department: Finance and Administration

Operating Fund: General

Expenditure Classification	FY 76-77 Actual	FY 77-78 Actual	FY 78-79 Adopted Budget	FY 79-80 Proposed	FY 79-80 Approved
Personal Services	$ 1,006,618	$ 1,143,005	$ 1,272,936	$ 1,293,940	$ 1,397,693
Materials and Services	1,251,488	1,655,739	1,047,389	1,427,166	1,425,525
Capital Outlay	396,219	37,622	227,505	7,200	7,200
Other	0	0	0	0	0
Total Appropriation	$ 2,654,325	$ 2,836,366	$ 2,547,830	$ 2,728,306	$ 2,830,418

Funding Sources:

General Fund	$2,023,685	Interagencies	
Grants		Intrafund	$109,620
Federal Aid Urban	112,875	Interfund	5,000
Federal Highway Administration E-4	41,771	Other	
Title 2 Safety	245,000	Multnomah County	246,800
Environmental Protection Agency		School District #1	17,508
Air Quality Technical Assistance	8,159	State Cost Sharing	20,000

AU GOAL(S)

To manage the City traffic system in order to reduce traffic accidents, congestion and negative environmental impacts; to provide optimum parking availability through control and enforcement of curb parking; to prevent traffic accidents by education and coordination of traffic safety programs.

Package Category Summary:

Package Category	Approved # Positions	Approved Amount
1 Administration -- Coordinate and monitor traffic engineering, parking control, parking patrol and traffic safety activities.	8	$ 235,755
2 Traffic Signals -- Plan, design, inspect and monitor the traffic signal system.	7	800,543
3 Traffic Operations -- Plan, design, inspect and monitor the traffic system.	10	631,222
4 Parking Control -- Coordinate, plan, inspect and monitor the parking control system.	6	320,046
5 Parking Patrol -- Enforce parking regulations.	26	704,481
6 Traffic Safety -- Coordinate traffic safety programs and education.	3	138,371
TOTAL PACKAGES	60	$2,830,418

CAPITAL IMPROVEMENT PROJECTS

PKG NO.	PROJECT DESCRIPTION	FY 79-80		TOTAL COSTS ALL YEARS		PROJECT YEARS BEGINNING/ ENDING
		CITY SHARE	TOTAL	CITY COSTS	TOTAL COSTS	
SIG-2	Traffic Signal Replacement	$ 54,683	$ 856,700	$ 267,700	$3,961,000	Ongoing
SIG-3	Eastside Transportation Improvements	7,000	50,000	28,000	200,000	Ongoing
	TOTALS:	$ 61,683*	$ 906,700	$ 295,700	$4,161,000	

*An additional $68,681 appropriation is reserved in line 260 for City match of capital projects, pending Council review of the bureau's total capital improvement program.

in the budget

load this figure then add projects matched against this $68,681 and any others.

PERSONNEL DETAIL

Appropriation Unit: Bureau of Traffic Engineering

Class	Title	FY 76-77 Approved	FY 77-78 Approved	FY78-79 Approved	FY 79-80 Proposed	FY 79-80 Approved	Amount
3207	City Traffic Engineer	1	1	1	1	1	$ 34,911
3206	Assistant City Traffic Engineer	1	1	1	1	1	31,383
3205	Senior Traffic Engineer	2	2	2	2	2	58,840
3204	Parking Operations Manager	0	0	1	1	1	25,479
3203	Traffic Engineer	8	8	9	6	8	187,553
3202	Traffic Engineer-in-Training	2	2	2	2	2	40,418
3201	Parking Control Supervisor	0	1	1	1	1	23,928
3131	Senior Drafting Specialist	1	1	1	1	1	20,066
3130	Drafting Specialist	2	2	2	1	2	35,538
3113	Senior Engineering Aide	2	1	1	1	1	15,806
3112	Engineering Aide	1	1	2	1	1	14,588
2242	Parking Patrol Supervisor	1	1	1	1	1	19,544
2241	Assistant Parking Patrol Supervisor	1	2	2	2	2	35,288
2240	Parking Patrol Deputy	25	22	21	21	21	315,893
2210	Field Representative	3	4	4	4	4	68,307
1223	Senior Utility Worker	0	0	0	0	0	0
1218	Utility Worker	1	1	0	0	0	0
0842	Traffic Safety Director	1	1	0	0	0	0
0840	Traffic Safety Coordinator	0	0	1	1	1	21,026
0840	Driver Education Program Coordinator	1	1	0	0	0	0
0514	Associate Accountant	1	1	1	1	1	16,683
0315	Service Dispatcher	1	1	1	1	1	14,449
0221	Senior Stenographer Clerk	2	2	2	2	2	26,392
0210	Typist Clerk	3	3	2	1	3	29,894
0117	Clerk 4	1	1	1	1	1	16,558
0112	Clerk 2	1	1	2	2	2	22,391
	TOTAL FULL-TIME POSITIONS	62	61	61	55	60	$ 1,074,935

BED established after budget printed.

7

ORDINANCE NO. 147977

An Ordinance establishing a Bureau of Economic Development Appropriation Unit; transferring appropriations and positions from the Office of Planning and Development Appropriation Unit to the Bureau of Economic Development Appropriation Unit; reducing the appropriation of the Office of Planning and Development by $36,603; transferring appropriations from Materials and Services to Personal Services within the Housing and Community Development Appropriation Unit; transferring one position from the Office of Planning and Development to Housing and Community Development; creating one position of Director of the Bureau of Economic Development; abolishing one position of Chief Planner in the Office of Planning and Development; and declaring an emergency.

The City of Portland ordains:

Section 1. The Council finds:

1. Ordinance No. 147789 amended the Code of the City of Portland and created a Bureau of Economic Development (BED).

2. In order to establish a system for distinct financial accountability for this bureau, separate Appropriation Units are appropriate for the Office of Planning and Development and the Bureau of Economic Development.

3. Funds budgeted in the FY 1979-80 City budget must be transferred from the OPD Appropriation Unit to the BED Appropriation Unit, as per Exhibit "A."

4. Personnel approved in the FY 1979-80 City budget must be transferred from the OPD Appropriation Unit to the BED Appropriation Unit, as per Exhibit "B."

5. The appropriation of OPD in the FY 1979-80 City budget must be reduced by $36,603.

6. Appropriations within the Housing and Community Development Appropriation Unit must be transferred from Materials and Services to Personal Services.

7. One position of City Planner III approved in the FY 1979-80 City budget must be transferred from the Office of Planning and Development to Housing and Community Development, as per Exhibit "B."

8. One position of Chief Planner in the Office of Planning and Development is no longer required.

9. One position of Director of the Bureau of Economic Development is required to effectively manage the Bureau of Economic Development.

10. The Bureau of Personnel Services has reviewed and concurs with this action.

NOW, THEREFORE, the Council directs:

a. The establishment of the Bureau of Economic Development Appropriation Unit.

b. The FY 1979-80 Budget of the City of Portland is hereby amended by transferring appropriations as follows, with line item detail as per Exhibit "A":

	OPD AU	BED AU
Personnel Services	($402,532)	$402,532
Materials and Services	(203,060)	203,060
Capital Outlay	(500)	500
	($606,092)	$606,092

c. Positions be transferred to the BED Appropriation Unit as shown in Exhibit "B."

d. The appropriation of the OPD Appropriation Unit in the 1979-80 City budget be reduced by $36,603 as follows:

General Fund Requirements	
Personnel Services	($30,110)
Materials and Services	(6,493)
	($36,603)
Unforeseen Reimbursable Expenses	$36,603

e. Appropriations within the HCD Appropriation Unit be transferred from Materials and Services to Personal Services as follows:

HCD Fund Requirements	
Materials and Services	($36,603)
Personnel Services	$30,110
Materials and Services	6,493
	$36,603

f. One position of City Planner III be transferred from the Office of Planning and Development to Housing and Community Development as per Exhibit "B."

ORDINANCE No.

g. One position of Director of the Bureau of Economic Development is hereby created, effective July 1, 1979, as follows:

Number of Positions	Position Classification Title
1	Director of the Bureau of Economic Development

h. Hourly rates for the new position classification not in the current Compensation Plan of the City of Portland are established as follows:

Position Classification Title	Flat Rate
Director of the Bureau of Economic Development	$16.33

f. The following position in the Office of Planning and Development, Policy Development and Research Section, is hereby abolished:

Number of Positions	Position Job Class Number	Position Classification Title
1	3236	Chief Planner

Section 2. The Council declares that an emergency exists because the actions described in Section 1 above are required to implement new financial management procedures for the Office of Planning and Development and its subordinate agencies during the next fiscal year; therefore, this Ordinance shall be in force and effect from and after its passage by the Council.

1980 Sunset clause added by Com. McCready

Passed by the Council,

~~Sec~~ 6/27/79

Mayor of the City of Portland

Mayor Neil Goldschmidt
Doug Butler:djr
21 June 1979

Attest:

Auditor of the City of Portland

EXHIBIT A

City of Portland
Bureau of Management & Budget

APPROPRIATION UNIT
LINE ITEM WORKSHEET

de	Object Title	TOTAL BED AU FY 1979-80 BUDGET		HCD TRANSFER		
0	Full-Time Employees	293,146		24,618		
120	Part-Time Employees	36,211		0		
130	Federal Program Enrollees	0		0		
140	Overtime	0		0		
150	Premium Pay	0		0		
170	Benefits	73,175		5,492		
190	Less-Labor Turnover	0		0		
100	Total Personal Services	402,532		30,110		
210	Professional Services	107,439		170		
220	Utilities	0		0		
230	Equipment Rental	14,042		877		
240	Repair & Maintenance	175		75		
260	Miscellaneous Services	5,400		1,000		
310	Office Supplies	4,815		500		
320	Operating Supplies	3,445		146		
330	Repair & Maint. Supplies	325		0		
340	Minor Equipment & Tools	749		200		
350	Clothing & Uniforms	0		0		
380	Other Commodities—External	0		0		
410	Education	4,060		350		
420	Local Travel	2,189		200		
430	Out-of-Town Travel	10,700		500		
40	Space Rental	16,464		0		
0	Interest	0		0		
460	Refunds	0		0		
470	Retirement System Payments	0		0		
490	Miscellaneous	165		0		
510	Fleet Services	1,810		100		
520	Printing Services	16,400		1,500		
530	Distribution Services	4,330		325		
540	Electronic Services	0		0		
550	Data Processing Services	500		0		
560	Insurance	3,722		300		
570	Telephone Services	5,830		250		
580	Intra-Fund Services	500		0		
590	Other Services—Internal	0		0		
200-500	Total Materials & Services	203,060		6,493		
610	Land	0		0		
620	Buildings	0		0		
630	Improvements	0		0		
640	Furniture & Equipment	500		0		
600	Total Capital Outlay	500		0		
700	Other	0		0		
	TOTAL	606,092		36,603		

EXHIBIT B

Bureau of Economic Development Personnel

Number of Positions	Position Classification Title	Job Class Number
1	CEDS Coordinator	3246
3	City Planner III	3234
2	City Planner II	3232
1	City Planner I	3230
1	Staff Assistant	0900
1	Business Assistance Specialist	0865
1	Business Assistance Field Representative	--
1	Administrative Assistant I	0819
1	Senior Stenographer Clerk	0221
1	Stenographer Clerk	0220
3	Typist Clerk	0210

10

Housing and Community Development Personnel

Number of Positions	Position Classification Title	Job Class Number
1	City Planner III	3234

BUREAU OF ECONOMIC DEVELOPMENT

City of Portland
Bureau of Management & Budget

B.ED

APPROPRIATION UNIT
LINE ITEM WORKSHEET

Code	Object Title	ADM 1	BA 1	BA 2	BA 3	ED 1
110	Full-Time Employees	18,124	27,143	18,416	0	67,869
120	Part-Time Employees	0	0	868	0	4,144
130	Federal Program Enrollees	0	0	0	0	0
140	Overtime	0	0	0	0	0
150	Premium Pay	0	0	0	0	0
170	Benefits	3,459	5,806	4,472	0	16,006
190	Less-Labor Turnover	0	0	0	0	0
100	Total Personal Services	21,583	32,949	23,756	0	88,019
210	Professional Services	0	0	0	40,500	2,500
220	Utilities	0	0	0	0	0
230	Equipment Rental	55	0	0	0	0
240	Repair & Maintenance	0	0	0	0	0
260	Miscellaneous Services	0	0	200	0	0
310	Office Supplies	500	0	100	0	540
320	Operating Supplies	0	0	0	0	700
330	Repair & Maint. Supplies	0	0	0	0	0
340	Minor Equipment & Tools	100	0	0	0	0
350	Clothing & Uniforms	0	0	0	0	0
380	Other Commodities—External	0	0	0	0	0
410	Education	100	0	0	0	550
420	Local Travel	192	0	0	0	400
430	Out-of-Town Travel	0	2,500	0	0	1,500
440	Space Rental	0	0	0	0	3,545
450	Interest	0	0	0	0	0
460	Refunds	0	0	0	0	0
470	Retirement System Payments	0	0	0	0	0
490	Miscellaneous	0	0	0	0	65
510	Fleet Services	500	0	0	0	200
520	Printing Services	2,000	0	0	0	2,000
530	Distribution Services	600	0	0	0	700
540	Electronic Services	0	0	0	0	0
550	Data Processing Services	0	0	0	0	0
560	Insurance	620	421	0	0	650
570	Telephone Services	700	0	400	0	550
580	Intra-Fund Services	0	0	0	0	200
590	Other Services—Internal	0	0	0	0	0
200-500	Total Materials & Services	5,367	2,921	700	40,500	14,100
610	Land	0	0	0	0	0
620	Buildings	0	0	0	0	0
630	Improvements	0	0	0	0	0
640	Furniture & Equipment	0	0	500	0	0
600	Total Capital Outlay	0	0	500	0	0
700	Other	0	0	0	0	0
	TOTAL	26,950	35,870	24,956	40,500	102,119

City of Portland
Bureau of Management & Budget

APPROPRIATION UNIT
LINE ITEM WORKSHEET

Code	Object Title	ED 2	ED 3	CED 1	CED 2	AQ 1
110	Full-Time Employees	18,430	11,576	58,922	20,650	21,861
120	Part-Time Employees	1,722	20,863	2,867	1,800	0
130	Federal Program Enrollees	0	0	0	0	0
140	Overtime	0	0	0	0	0
150	Premium Pay	0	0	0	0	0
170	Benefits	4,848	8,061	13,366	4,750	4,416
190	Less-Labor Turnover	0	0	0	0	0
100	Total Personal Services	25,000	40,500	75,155	27,200	26,277
210	Professional Services	13,100	17,999	8,400	0	2,500
220	Utilities	0	0	0	0	0
230	Equipment Rental	1,300	5,570	4,750	0	1,167
240	Repair & Maintenance	25	100	50	0	0
260	Miscellaneous Services	0	0	0	0	0
310	Office Supplies	500	1,750	675	0	250
320	Operating Supplies	300	1,200	600	0	100
330	Repair & Maint. Supplies	0	50	50	0	0
340	Minor Equipment & Tools	117	337	120	0	0
350	Clothing & Uniforms	0	0	0	0	0
380	Other Commodities—External	0	0	0	0	0
410	Education	200	700	1,000	0	900
420	Local Travel	200	500	500	0	192
430	Out-of-Town Travel	0	500	3,500	0	900
10	Space Rental	1,745	3,595	3,040	0	1,125
.0	Interest	0	0	0	0	0
460	Refunds	0	0	0	0	0
470	Retirement System Payments	0	0	0	0	0
490	Miscellaneous	0	0	100	0	0
510	Fleet Services	200	460	200	0	50
520	Printing Services	500	4,900	3,000	0	800
530	Distribution Services	340	1,255	715	0	320
540	Electronic Services	0	0	0	0	0
550	Data Processing Services	0	500	0	0	0
560	Insurance	320	761	650	0	300
570	Telephone Services	220	1,840	700	0	700
580	Intra-Fund Services	100	100	100	0	0
590	Other Services—Internal	0	0	0		0
200-600	Total Materials & Services	19,167	42,117	28,150	0	9,304
610	Land	0	0	0	0	0
620	Buildings	0	0	0	0	0
630	Improvements	0	0	0	0	0
640	Furniture & Equipment	0	0	0	0	0
600	Total Capital Outlay	0	0	0	0	0
700	Other	0	0	0	0	0
	TOTAL	44,167	82,617	103,305	27,200	35,581

City of Portland
Bureau of Management & Budget

APPROPRIATION UNIT
LINE ITEM WORKSHEET

Code	Object Title	AQ 2	AQ 3	TOTAL FY 1979-80 REQUEST	
110	Full-Time Employees	30,155	0	293,146	
120	Part-Time Employees	3,947	0	36,211	
130	Federal Program Enrollees	0	0	0	
140	Overtime	0	0	0	
150	Premium Pay	0	0	0	
170	Benefits	7,991	0	73,175	
190	Less-Labor Turnover	0	0	0	
100	Total Personal Services	42,093	0	402,532	
210	Professional Services	18,720	3,720	107,430	
220	Utilities	0	0	0	
230	Equipment Rental	900	300	14,042	
240	Repair & Maintenance	0	0	175	
260	Miscellaneous Services	5,200	0	5,400	
310	Office Supplies	400	100	4,815	
320	Operating Supplies	545	0	3,445	
330	Repair & Maint. Supplies	225	0	325	
340	Minor Equipment & Tools	0	75	749	
350	Clothing & Uniforms	0	0	0	
380	Other Commodities—External	0	0	0	
410	Education	420	190	4,060	
420	Local Travel	150	55	2,189	
430	Out-of-Town Travel	1,200	600	10,700	
440	Space Rental	2,550	864	16,464	
450	Interest	0	0	0	
460	Refunds	0	0	0	
470	Retirement System Payments	0	0	0	
490	Miscellaneous	0	0	165	
510	Fleet Services	150	50	1,810	
520	Printing Services	2,780	420	16,400	
530	Distribution Services	300	100	4,330	
540	Electronic Services	0	0	0	
550	Data Processing Services	0	0	500	
560	Insurance	0	0	3,722	
570	Telephone Services	480	240	5,830	
580	Intra-Fund Services	0	0	500	
590	Other Services—Internal	0	0	0	
200-500	Total Materials & Services	34,020	6,714	203,060	
610	Land	0	0	0	
620	Buildings	0	0	0	
630	Improvements	0	0	0	
640	Furniture & Equipment	0	0	500	
600	Total Capital Outlay	0	0	500	
700	Other	0	0	0	
	TOTAL	76,113	6,714	606,092	

FY 1978-79

AU O P D BUREAUS AS OF JUNE 30th RUN 2

AU		Revised Appropriation	Expenditures	Encumbered	Balances
510	Planning	1,780,243	1,408,032	98,814	273,397
140	Traffic	2,594,763	2,293,008	80,815	220,940
520	Buildings	2,335,454	2,272,397	14,793	48,264
532	HCD	17,121,909	10,741,744	454,536	5,925,629
500	OPD - Central	169,035	162,039	28	6,968
	OPD - URTF	25,000	0	25,000	0
	OPD - HUD Innovative	600,000	313,000	287,000	0
	OPD - EDA Tech. Asst.	2,000	1,500	500	0
	OPD - Policy Section	826,396	377,149	31,157	418,090
	UDAG	500,000	206,000	294,000	0
	Total OPD AU	2,122,431	1,059,688	637,685	425,058

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City of Portland
Bureau of Management and Budget

APPROPRIATION UNIT
BUDGET REQUEST SUMMARY

DEPARTMENT
FINANCE AND ADMINISTRATION

APPROPRIATION UNIT
HOUSING AND COMMUNITY DEVELOPMENT

EXPENDITURE CLASSIFICATION	FY 77-78 Actual Expenditures	FY 78-79 Approved Budget	FY 79-80 AU Request
PERSONAL SERVICES	83,526	157,565	203,262
MATERIALS AND SERVICES	6,392,473	14,072,126	14,641,362
CAPITAL OUTLAY	52,882	3,354	300
OTHER	0	0	0
TOTAL	6,528,881	14,233,045	14,844,924

FUNDING SOURCES	FY 78-79 Approved	FY 79-80 Request	% of FY 78-79 Approved Level
Operating Fund	0	0	-
Grants	13,182,349	14,694,924	111%
Interagencies	0	0	-
Contracts			
Other	1,050,196	150,000	14.2%

AU GOALS:

To enhance and improve neighborhood livability, preserve and improve the City's housing stock, eliminate blighting influences, and preserve and expand the City's economic base. To revive a sense of community pride, expand economic opportunities for low and moderate income persons, match public funds with private and other public funds, and to concentrate physical improvements for maximum effect.

AU HIGHLIGHTS

This year's HCD Program proposes to continue an emphasis on housing rehabilitation (1300 single family loans are anticipated), neighborhood public improvements (streets, sewers, parks, street trees, lighting, signalization, etc.), with an increased emphasis on business assistance and economic development.

City of Portland
Bureau of Management & Budget

APPROPRIATION UNIT
PERSONNEL SUMMARY Full-Time Positions Only

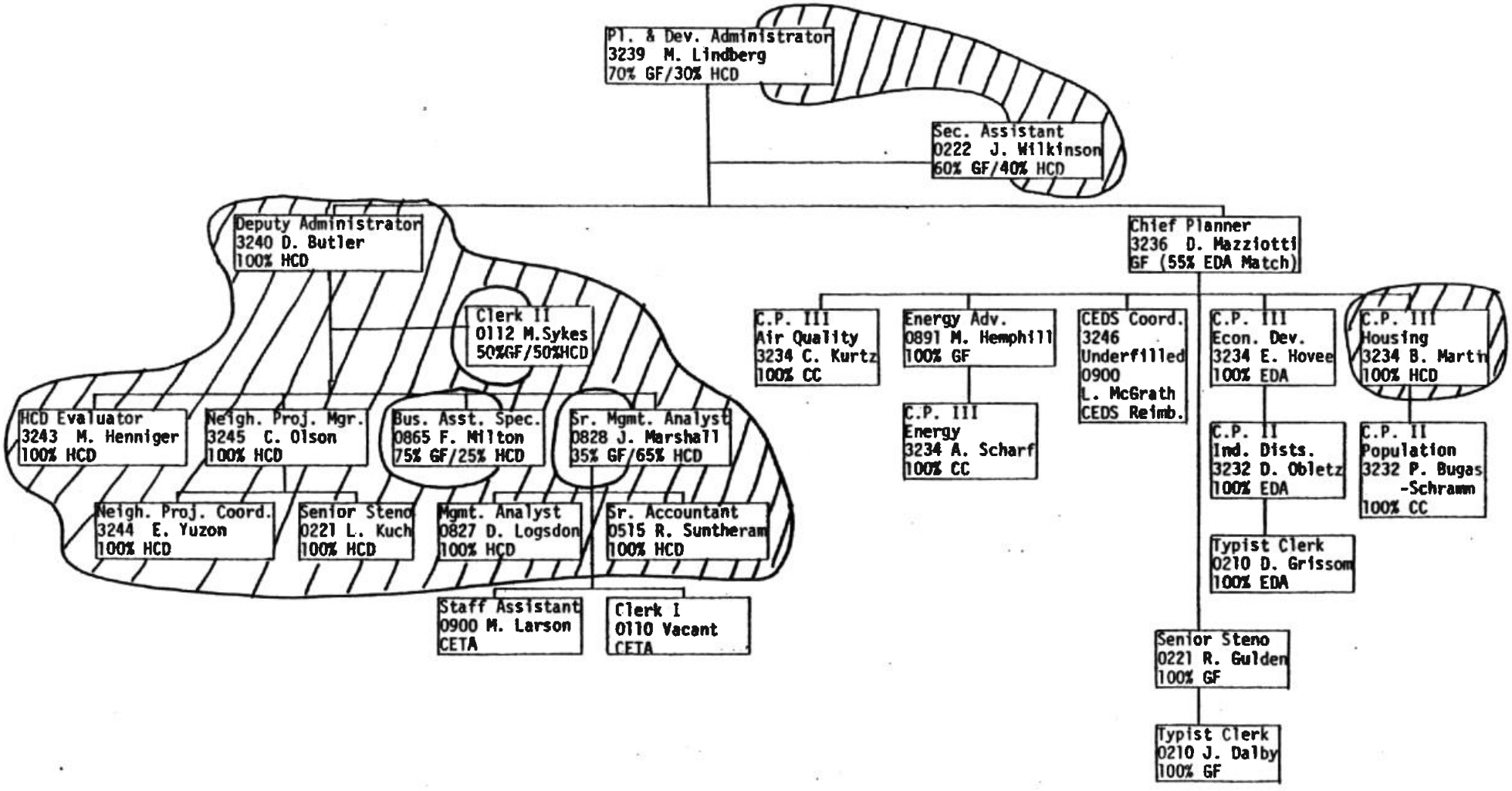
APPROPRIATION UNIT:
HOUSING AND COMMUNITY DEVELOPMENT

NOTE: Personnel in Requested Budget only.

Class No.	Civil Service Classification	FY 78-79 Approved	FY 78-79 Revised (A/P 6)	FY 79-80 Request	Line Item 110 Amount
3240	Planning&Dev. Deputy Administrator	1	1	1	32,155
3245	HCD Neighborhood Program Mgr.	1	1	1	28,919
3244	HCD Neighborhood Project Coordinator	1	1	1	25,244
3243	HCD Evaluator	1	1	1	25,244
0827	Management Analyst	0	1	1	21,504
0515	Senior Accountant	1	1	1	17,936
0221	Senior Steno Clerk	1	1	1	12,709
		6	7	7	163,711

OFFICE OF PLANNING AND DEVELOPMENT/HOUSING AND COMMUNITY DEVELOPMENT

February 5, 1979



GOAL AREA I: HOUSING

To eliminate blight and prevent blighting influences by creating and maintaining a growing inventory of safe and sanitary housing units at prices and rents which households of all incomes can afford--with special emphasis on the preservation of housing when deteriorated.

Objective: To provide for the emergency repair and winterization of homes.

Objective: To provide funds for rehabilitation of residential property through a variety of loan programs, and to provide for historical architectural rehabilitation.

Objective: To provide demolition, clearance, and disposition of real property where deterioration has been deemed actue.

Objective: To provide funds for the housing packaging assistance.

Objective: To provide for housing and policy/program evaluation and development of a housing assistance plan.

Objective: To provide for the administration and delivery of housing services and programs.

GOAL AREA II: NEIGHBORHOOD REVITALIZATION

To improve and maintain the livability of residential neighborhoods through planned public investment and the promotion of private responsibility, initiative, and investment in private property.

Objective: To provide for the physical improvement of the City through park improvements.

Objective: To improve traffic control.

Objective: To provide for the physical improvement of streets within the City; to provide for the construction of curb ramps; to provide for curb/sidewalk improvements; and to provide for the drainage sewer improvements in connection with streets.

Objective: To provide neighborhood and comprehensive planning.

Objective: To provide for neighborhood design and architectural services.

Objective: To improve the quality of HCD proposals; to coordinate projects; and to provide engineering support.

Objective: To enhance the quality of neighborhood request; coordinate and evaluate neighborhood programs; and to fulfill Federal regulations.

GOAL AREA III: ECONOMIC DEVELOPMENT

To actively encourage the diversity, stability, and targeted growth of the City's economic base.

Objective: To improve the economic base and provide job opportunities for low and moderate income residents.

Objective: To improve the economic vitality of St. Johns and Powell Blvd. through improvements to the business district.

Objective: To provide assistance to businesses, existing or new.

Objective: To provide relocation assistance for firms affected by the I-505 alternative.

GOAL AREA IV: POLICY

To develop and implement policies, strategies, and programs, to ensure the preservation and orderly development of the City's economic base, housing, neighborhoods and environment.

Objective: To ensure that all resources are effectively allocated in a manner which achieves the greatest success; to determine which neighborhoods should be included; and to categorize neighborhoods based upon need through the finalization of a community development strategy.

GOAL AREA V: INTERNAL MANAGEMENT

To maintain fiscal integrity, to deliver a high quality of City services, and to develop and implement cost effective management policies and programs.

Objective: To provide for administration and the delivery of services.

POLICY ISSUES

- ISSUE: This budget provides for direct funding to the School District to provide $80,000 to upgrade school playgrounds in the Sabin and Richmond Neighborhoods.

  BACKGROUND: In the past these projects have been accomplished by funding the Parks Bureau which in turn worked with the School District to construct the improvements. This year the two projects would be directly funded and monitored by OPD.

  BUREAU RECOMMENDATION: Two small projects which can be managed in this fashion are recommended.

- ISSUE: Site hardening staffing costs in the Police Bureau.

  BACKGROUND: The Police Bureau has run out of CETA funding to staff the site hardening project. HCD, which has been funding the hardware portion of the project, has been asked to fund for staffing as well. Funds for staffing do not appear in this HCD budget.

  BUREAU RECOMMENDATION: HCD funds have not been recommended for staffing costs on this project.

- ISSUE: Lents sumps and related road construction funds are included in this budget.

  BACKGROUND: Last year during the budget hearings, Council declared its intent not to commit HCD funds for a major sewer/street construction program in the Lents area until another major funding source was identified and secured, to fund the sewer construction.

  City Staff has evaluated the street drainage problem in the Foster/Powell Lents Area and now propose to install percolation sumps in lieu of conventional storm sewers for the majority of the project area west of the freeway. The sump alternative reduces the cost of sewer work to $2.1 M ($1.4 M for storm sewers in the area not servicable by sumps, and $.7 M for sumps). Street construction cost is estimated at $9.8 M for a total project cost for the area west of the freeway of $11.9 M.

  Due to the sump alternative, the overwhelming cost of the project, as proposed, is for the street improvements (when this project was discussed last year, the cost of the storm sewers far exceeded the street improvement costs). Staff now feels that is economically feasible to install the sumps and make the necessary street improvements with the initial phase funded by HCD.

BACKGROUND (continued):

Public Works proposes to phase the project over 6 years, which may in the end take 8 years to accomplish.

Staff proposes to contract out the first phase next fiscal year ($1.8 M), but only provide appropriation ($729,018) to cover actual payments on the contract that would occur in fiscal year 1979-80. The remaining funds for the contract would be appropriated in F.Y. 1980-81. ($400,000 of street construction budget falls outside the drainage problem area and would have been budgeted without the sewer improvements).

Splitting the contract appropriation has two major attributes:

1. It will free up approximately $1 M in the 1979-80 budget that can be programmed for other activities that would have been carried over if the full project cost was budgeted for next year.

2. Signing one contract for the entire project will result in savings in construction costs of approximately $250,000, in that the entire street construction package will be bid at the same time - as opposed to phasing construction whereby a phase II would be bid from 6 to 12 months after the first phase. (The current per annum inflation rate for street construction is 37%).

APPROPRIATION SUMMARY

Appropriation Unit: Housing and Community Development

Department: Finance and Administration

Operating Fund: Housing and Community Development

Expenditure Classification	FY 76-77 Actual	FY 77-78 Actual	FY 78-79 Adopted Budget	FY 79-80 Proposed	FY 79-80 Approved
Personal Services	$ 93,720	$ 83,526	$ 157,565	$ 203,262	$ 203,262
Materials and Services	6,291,072	6,392,472	14,072,126	14,930,830	15,498,372
Capital Outlay	10,639	52,883	3,354	300	300
Other	0	0	0	0	0
Total Appropriation	$ 6,395,431	$ 6,528,881	$14,233,045	$15,134,392	$15,701,934

Funding Sources:

Housing and Community Development

AU GOAL(S) To enhance and improve neighborhood livability, preserve and improve the City's housing stock, eliminate blighting influences, and preserve and expand the City's economic base. To revive a sense of community pride, expand economic opportunities for low and moderate income persons, match public funds with private and other public funds, and to concentrate physical improvements for maximum effect.

Package Category Summary:

Package Category	Approved # Positions	Approved Amount
1 HCD Administration -- Provide support for the administration of the City's Housing and Community Development program.	7	$ 478,855
2 Housing -- Provide Housing and Community Development support for the City's efforts to preserve, improve, and increase the City's housing stock.	0	7,522,329
3 Neighborhood Improvements -- Support programs to preserve and improve the livability, attractiveness and vitality of City neighborhoods.	0	4,293,721
4 Economic/Business Development -- Provide resources to support the City's efforts to attract and retain businesses and industries, to improve business districts, and to expand employment opportunities.	0	3,407,029
TOTAL PACKAGES	7	$15,701,934

PERSONNEL DETAIL

Appropriation Unit: Housing and Community Development

Class	Title	FY 76-77 Approved	FY 77-78 Approved *	FY78-79 Approved **	FY 79-80 Proposed	FY 79-80 Approved	Amount
3240	Deputy Administrator	0	1	1	1	1	$ 32,155
3245	Housing & Community Development Neighborhood Program Manager **	0	0	1	1	1	28,919
3244	Housing & Community Development Neighborhood Project Coordinator **	0	0	1	1	1	25,244
3243	Housing & Community Development Evaluator	1	1	1	1	1	25,244
3241	Housing & Community Development Director	1	0	0	0	0	0
3234	City Planner *	2	0	0	0	0	0
3230	Planning Aide *	1	0	0	0	0	0
0827	Management Analyst	0	0	0	1	1	21,504
0515	Senior Accountant **	0	0	1	1	1	17,936
0221	Senior Stenographer Clerk **	0	0	1	1	1	12,709
	TOTAL FULL-TIME POSITIONS	5	2	6	7	7	$ 163,711

*Two City Planners and one Planning Aide are funded by HCD, but have been transferred to the Bureau of Planning.

**Transfer of HCD Neighborhood Programming Section from PDC to HCD.

MONTHLY WORKI I STATUS REPORT

MONTH FISCAL YEAR ENDING June 30, 1979

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	% Completed	Status Code	COMMENTS
78-1	Quadriplegics Unted Against Dependency; N. Williams between Knott and Russell	August 1979		75%	2	
78-2	Taco Time Property 611 N.W. 9th	December 1978		100%	3	CHDI involvement completed
78-3	Fred Meyer Donated Property N.E. 6th and Roselawn	Rev: September 1979		65%	2	Completion date revised due to delays in preparing plans and loan application
78-6	Parcel D, International Land Block bounded by Clay/10th/ Market and Park	August 1979		70%	2	
78-7	Parcel G, Perry Property South side of Clay between Broadway and Park Streets	August 1979		80%	2	
78-8	Lutheran Church Property S.E. Corner of 10th and Jefferson	August 1979		5%	3	
78-9	Lekas Property 11th between Jefferson and Columbia	August 1979		20%	3	Project abandoned because property was leased for parking
78-11	Oddfellows Building Rehab S.W. corner of Salmon and 10th	March 1979		60%	3	PDC is doing the follow-up
78-15	Hood Street Apartment Project Hood Street at Curry	May 1979		100%		CHDI involvement completed

MONTHLY WORKP_N STATUS REPORT

MONTH FISCAL YEAR ENDING JUNE 30, 1979

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	% Completed	Status Code	COMMENTS
78-17	Jewish Temple Property N.E. corner of Park and Clay	Rev: August 1980		10%	2	Original completion date revised
78-19	PSU Parking and Student Housing Project at Montgomery and SW 12th	July 1979		15%	3	Housing element of project abandoned by developer as not ~~economically feasible.~~
79-1	Drafting of legislative amendment for Housing Revenue Bond issue	June 1979		100%	2	Legislation passed
79-2	Promotion of modification of Administrative Policy Changes by SHD	June 1979		100%	2	Some changes effected
79-3	Investigation and Coordination of GNMA 27-29 programs	May 1979		100%	2	
79-4	Jack Jarvis property development at Park and Columbia	Rev: October 1979		80%	2	
79-5	Hickman/Lansky property S.W. Park/Clay/Columbia	December 1979		15%	2	Project abandoned by developer; unable to get curb cuts
79-6	First Assembly of God Church senior citizen housing project S.W. Dosch Road	December 1979		5%	2	Project abandoned because of neighborhood resistance
79-7	S.W. Jackson Neighborhood housing development	December 1979		2%	2	Project abandoned because of neighborhood ~~resistence~~

MONTHLY WORKI I STATUS REPORT

MONTH FISCAL YEAR ENDING JUNE 30, 1979

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	% Completed	Status Code	COMMENTS
79-8	Bingham Brothers property at Main/10th/11th	December 1979		2%	2	Project abandoned; property owner disinterested.

PROJECT STATUS REPORT

anned ▨ MONTH FISCAL YEAR ENDING June 30, 1979 Actual ▨

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
itial			1979									
vised/Actual												
te of vision												

oject Description: *QUAD (78-1)*

To help QUAD to determine from among several development options the most feasible housing development, and to help the QUAD Board package the development as proposed and coordinate among local, state and federal agencies.

oject Status:

1. *Have investigated project development alternatives.*
2. *Have contacted 40 local real estate agents to locate possible sites.*
3. *Have investigated and studied three potential sites for conversion and rehabilitation.*
4. *Have helped QUAD's Board in making final determination to develop a new facility.*
5. *Have obtained agreement from PDC to sell the site at Williams Street between Knott and Russell to QUAD for the project.*
6. *Have helped QUAD and its consultant to complete the HUD 202 application*
7. *Have regularly contacted the HUD local and national offices to lobby for approval.*
8. *The local HUD office has completed its review and recommended approval to the national office.*
9. *Contacted HUD central office with favorable reaction.*
10. *On September 14. 1978, Governor Straub announced the approval of the QUAD application by HUD at a press conference conducted by his office.*
11. *The architect and the housing consultant are preparing the second-stage application.*
12. A reorganization of the QUAD Board of Directors was organized and accomplished. Inactive members were eliminated and new members appoin
13. A resolution to convey the property to QUAD at a maxumum price of $18,000 was passed by PDC and submitted for City Council action.
14. An application for conditional mortgage commitment was submitted to HUD on November 15. HUD is expected to respond in 30-45 days.
15. Additional information is being prepared per HUD requirements, such as the real estate property tax exemption, etc.
16. A meeting was held with the Mayor on December 19, 1978 about the additional funding requirement. The Mayor's office will contact PDC about the possibility of a further reduction of the land price.
17. The architect has begun construction drawings. Additional information was submitted to HUD. The conditional commitment for financing is expected in three weeks.
18. The conditional commitment for financing was received from HUD.
19. CHDI negotiated with QUID to hire Cherie MacGillivray to coordinate a fund raising drive for the balance of the money needed for construction.

PROJECT STATUS REPORT

anned ▨ MONTH FISCAL YEAR ENDING JUNE 30, 1979 Actual ■

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Initial													
Revised/Actual													
Date of Revision													

Project Description: QUAD PROJECT (PAGE 2)

Project Status:

20. Fund raising efforts were begun.
21. PDC is considering a land lease at a minimal fee.
22. Revised construction drawings have been completed.

PROJECT STATUS REPORT

anned ▨ MONTH FISCAL YEAR ENDING June 30, 1979 Actual ▩

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Initial													
Revised/Actual													
Date of Revision													

Project Description: TACO TIME PROPERTY (78-2)

(continued)

Project Status:

14. The applications for a zone change and variances were both approved by the Hearing Officer.
15. The title to the property was transferred on December 22, 1978, and CHDI returned the City funds per the ordinance immediately thereafter.
16. Applicants submitted the construction plan to the Building Department for the building permit. Construction is expected to begin in mid-March.
17. CHDI coordinated the groundbreaking ceremony on March 12, 1979.
18. Construction is well under way.
19. CHDI has terminated its involvement.

PROJECT STATUS REPORT

anned ▨ MONTH FISCAL YEAR ENDING June 30, 1979 Actual ■

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Initial													
Revised/Actual				1979									
Date of Revision				6/79									

Project Description: Fred Meyer Donated Property (78-3)

Continued

Project Status:

17. A possible adverse possession claim has been discovered on the property site and is being investigated by PDC.
18. The developer's soils analysis has disclosed a ptorential problem from old excavations and fills.
19. The Board is considering a land-lease instead of an outright sale to alleviate some of the financial problems causes by the adverse possesion and the soil problems.
20. Verbal commitment for financing has been received from the State.

PROJECT STATUS REPORT

anned ▨ MONTH FISCAL YEAR ENDING June 30, 1979 Actual ▩

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JU
nitial			1979										
Revised/Actual													
ate of evision													

Project Description: INTERNATIONAL LAND BLOCK bounded by Clay, 10th, Market and Park (78-6) To help the developer, represented by Jim Newman, develop the condominium project on the above described property.

Project Status:

1. Several meetings have been arranged with the City's Building and Fire Bureaus to discuss various construction methods which would be permitte for the property.
2. The developer has decided to proceed with a design on the basis of a 3-story frame construction with a sprinkler system which the Fire Marshall indicated may be acceptable.
3. The developer is in the process of gathering the materials needed to subm to the City for appeal of the City's Building and Fire Code.
4. It is currently contemplated that there will be a total of 72 condominium units with underground parking, and that there will also be some commercial space on the ground level. The projected sales minimum sales price is $85,000 per condominium unit.
5. Plans for the condominium complex have been approved by the Downtown Design Review Committee. The parking and commercial space arrangement for the project have been approved by the Planning Commission. The developer is prepared to start the construction drawings.
6. The developer presented the construction drawings to the CHDI Board and received its endorsement for the project.
7. The variance application to the electrical board of appeals was denied.
8. The developer is in the process of filing an appeal with the City Council on the electrical variance denial.
9. The developer has arranged construction financing.
10. The developer has established an office in Portland.

PROJECT STATUS REPORT

anned ▨ MONTH FISCAL YEAR ENDING June 30, 1979 Actual ▩

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JU
Initial			1979										
Revised/Actual													
Date of Revision													

Project Description: PARCEL G, THE PERRY PROPERTY (78-7)

To help the H.C. Perry Company of California develop a high-rise condomimiun project on a 20,000 s.f. property located at the SE corner of Park and Clay.

Project Status:

1. A project concept plan has been developed and a rendering presented to th CHDI Board of Directors at the November meeting.
2. There will be 160 condominium units with the first two stories for commercial use.
3. Under the proposed downtown AX Zoning regulations, the building height wi be severely limited since it is in the Mt. Hood view-corridor. In order to comply with the restriction one-third of the total units will have to be eliminated; the feasibility of the project will be severely jeopardized.
4. The City Council has removed the AX Zone heighth restriction in order to accomodate this project.
5. The developers are currently seeking preliminary commitment for interim and long-term financing of this project.
6. The developer has arranged construction financing.
7. Final construction drwaings have been submitted to the Design Review Committee, which recommended the re-design of the blank wall facing Park Street.
8. The drawings were presented to the CHDI Board and a favorable recommendation received.
9. The drawings were redesigned to eliminate the blank wall on Park Street.

PROJECT STATUS REPORT

anned ▨ MONTH FISCAL YEAR ENDING June 30, 1979 Actual ▩

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
nitial			1979									
Revised/Actual			Rev:1980									
ate of Revision												

Project Description: JEWISH TEMPLE PROPERTY (78-17)

To help the property owner develop the property for a combination of office and residential use on a parcel of 100' x 100'. Further, to assist the property owner to assemble adjoining property.

Project Status:

1. Have discussed with property owners the possibility of housing developm
2. The property owners have agreed to pursue the idea of a combination of housing and commercial development of the property.
3. Have contaced adjoining property owners Jack Jarvis and Standard Oil of USA.
4. Attempts by the property owner to acquire the adjoining properties have failed. The property owner has decided to proceed with the plan to develop a project on this single piece of property.
5. Property owners have applied to the Planning Commission for a temporary permit to operate the property as a parking lot while making preparations for a housing project.
6. The Planning Commision approved a temporary permit to operate the propert as a parking lot subject to continued progress on the housing proposal.
7. The property owner is in the process of interviewing a selecting a architect for the project. Meanwhile, they are negotiating with the adjoining property owner for possible acquisition of addistional land.
8. The developer is continuing to use the property as a parking lot on an interim basis.

PROJECT STATUS REPORT

anned

MONTH FISCAL YEAR ENDING June 30, 1979 Actual

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JU
Initial	79												
Revised/Actual													
Date of Revision													

Project Description: Drafting of Legislative Amendment for Housing Revenue Bond Issue (79-1)

Project Status:

1. An agreement has been reached that the City will not promote a change of the SHD income limits. The Oregon Savings and Loan League has agreed not to oppose any effort by the City to obtain authorization from the State legislature for issuing housing revenue bonds for the downtown and designated HCD areas.
2. Working in close liaison with Marc Kelley, a Housing Revenue Bond bill was drafted.
3. Paul Yang and members of the CHDI Board of Directors testified several times in Salem on behalf of the bill.
4. Compromises were negotiated with the Oregon Savings & Loan League.
5. The revised bill was passed by the State Legislature.

January 22, 1979
Revised January 26, 1979

CITY HOUSING DEVELOPMENT, INC.
Preliminary Revenue Budget
(July 1, 1979 to June 30, 1980)

		1978-79 Budget	Proposed 1979-80 Budget
I.	City Contract(H.C.D. Funds)	$ 118,400	$ 97,096
II.	Projected Revenue from Property Disposition	-0-	71,500*
	TOTAL	$ 118,400	$ 168,596

* CHDI anticipates receiving $52,500 from Bruce Broussard and Associates in the sale of the Fred Meyer donated property at N.E. 6th and Roselawn. CHDI should also receive a net income for $11,000 from the sale of the Cooley-Lyons duplexes to the Housing Authority of Portland. The projected profit from the sale of 4016 N.E. 9th Avenue is $8,000. Therefore, the total anticipated revenue from property disposition is $71,500.

The CHDI Board of Directors would like to use the funds for high impact special housing projects which require short-term cash outlay. CHDI will seek City Council concurrance prior to the initiation of special projects.

CITY HOUSING DEVELOPEMENT, INC.

Budget Comparison and Preliminary Operating Budget
(July 1, 1979 to June 30, 1980)

ITEM	78-79 Budget	Spent to 1-31-79	Proposed 79-80 Budget
Salaries	$ 42,800	$ 23,770.88	$ 43,092
Fringe Benefits	11,400	4,958.81	11,204
Contract Services			
Attorney's Fees	5,000	-0-	4,500
Accountant	2,400	220.00	2,000
Auditing	1,000	500.00	1,000
Office Supplies	1,000	177.15	500
Telephone	1,500	479.98	1,500
Postage	500	131.00	400
Vehicle Operation & Parking	2,800	1,702.76	2,500
Travel	1,000	70.00	1,000
Photocopies	1,000	512.91	1,000
Advertising	350	13.34	350
Rental Payments			
Office Space	4,200	1,575.00	4,700
Office Equipment	1,600	207.00	1,000
Insurance	600	-0-	600
Office Furniture	600	-0-	500
Dues and Subscriptions	450	64.50	450
Miscellaneous Office Expenses	-0-	46.20	300
	$ 78,200	$ 34,429.53	$ 77,096
Consultant Services	$ 40,200	$ 10,805.00	$ 20,000
SUB TOTAL	$118,400	$ 45,234.53	$ 97,096 (-18%)
Special Project Fund*	-0-	-0-	$ 71,500
TOTAL	$118,400		$168,596

* Revenue from Property Disposition

Janaury 22, 1979
Revised January 26, 1979

CITY HOUSING DEVELOPMENT, INC.
Preliminary Operating Budget
(July 1, 1979 to June 30, 1980)

Item	1978-79 Budget	Proposed 1979-80 Budget
Salaries	$ 42,800	$ 43,092
Fringe Benefits	11,400	11,204
Contract Services		
Attorney's Fees	5,000	4,500
Accountant	2,400	2,000
Auditing	1,000	1,000
Office Supplies	1,000	500
Telephone	1,500	1,500
Postage	500	400
Vehicle Operating & Parking	2,800	2,500
Travel	1,000	1,000
Photocopies	1,000	1,000
Advertising	350	350
Rental Payments		
Office Space	4,200	4,700
Office Equipment	1,600	1,000
Education	-0-	500
Insurance	600	600
Office Furniture	600	500
Dues & Subscriptions	450	450
Miscellaneous Office Expenses	-0-	300
	$ 78,200	$ 77,096
Consultant Services	40,200	20,000
SUBTOTAL	$ 118,400	$ 97,096 (-18%)
Special Project Fund *	-0-	$ 71,500
TOTAL	$ 118,400	$ 168,596

* Revenue from Property Disposition

January 22, 1979
Revised January 26, 1979

CITY HOUSING DEVELOPMENT, INC.
Program Budget
(July 1, 1979 to June 30, 1980)

Program Description	Hours	% of Total Staff Time	Budget
I. General Administration A. Bookkeeping & Accounting B. Preparation of Board meeting C. Public Information & Relations	416	10%	$ 7,710
II. Downtown Housing Development A. Packaging assistance to developers B. Coordinating among Federal, State, and local agencies for project development. C. Working with local lending institutions for innovative financing assistance to developers D. Working with Planning Bureau and PDC on overall downtown housing development	2,080	50%	38,548
III. Other Housing Project Development A. Follow-up on specific project development for completion, such as QUAD, Fred Meyer, Taco Time properties. B. Marketing and providing packaging assistance to other high priority or opportunity projects, such as Mt. Hood corridor properties, Slavin Rd. land full site, city reservoir at Division St., etc.	1,664	40%	30,838
IV. Consultant Services Consultant services may be required for providing site plan preparation, design concept development and project feasibility studies.			20,000
SUBTOTAL	4,160	100%	$ 97,096
V. Special Project Fund			$ 71,500
TOTAL			$ 168,596

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MONTHLY WORKPLAN STATUS REPORT

MONTH JUNE 1979

Code	Project Activity Description	Planned/Revised Completion Date	Actual Completion Date	% Completed	Status Code	COMMENTS
	ELIOT II 80 Unit Elderly	Rev: Oct 1, 1978		October '78	1	Occupied
	ELIOT II 30 Unit Family				3	Increase in FMRs approved. RFP to be published by Sept '79.
	IRVINGTON 95 Unit Elderly				2	Construction start by August 1979
	TURNKEY (SLAVIN ROAD) 26 Unit Family				2	Construction Start by August 1979
	CONVENTIONAL Two 30 Unit Family				3	Awaiting preliminary application approval
	ACQUISITION W/O REHAB 76 Units - Various Sizes, Scattered Sites	September 1979			3	89% Completed
	ACQUISITION W/O REHAB 50 Units, Various Sizes				1	Application not approved
	Section 8 Existing 125 Units	Rev: September '79				Proposal amended to 112 units. Awaiting HUD approval.
	INNOVATIVE GRANT					30 Unit Application submitted to HUD. Awaiting approval.

HAP's budget is <u>not</u> reviewed by OPD.