

P.O. Box 14071, Portland, Oregon 97214 (1139 S.E. Third Avenue) March 18, 1975

Mr. Jerry Mounce North Portland Coordinator CITY OF PORTLAND 400 S. W. 6th, Room 440 Portland, OR 97204

> Safeway Store No. 501 8002 N. Burlington Portland, Oregon

Dear Mr. Mounce:

Reference is made to your 3-14-75 letter together with canvassing slip, copies of which are attached.

We would be pleased to participate in a street improvement program for this area and certainly the cost of 50¢ per front foot is nominal. However, we have no frontage on North Leonard between Chicago and Burlington unless what is referred to is the 60-foot terminus of North Leonard at our property.

Would you please clarify what improvement is contemplated and we will hold the canvassing slip pending your response. As an alternate, please give me a phone call and we will be happy to commit for our share.

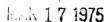
Very truly yours,

SAFEWAY STORES, INCORPORATED

ohn W. Moore by cab John W. Moore

Property Manager

JWM: cab Attachments







OFFICE OF
NEIGHBORHOOD
ASSOCIATIONS
MARY PEDERSEN
COORDINATOR
1220 S.W. FIFTH AVE.

PORTLAND, OREGON 97204 503/248-4519 March 14, 1975

Phyllis Swig % Safeway Stores Inc. P. O. Box 14071 Portland, Or, 97214

SUBJECT: Property Dept.; N. Burlington & N. Leonard

Dear Ms. Swig:

The City of Portland has recently undertaken a major street reconstruction program of which directly effects your property at the above address. We are able to offer this improvement at  $50\phi$  a running foot.

Please find a canvassing slip enclosed. Please sign and return the white slip and retain the yellow copy for your records.

Thank you for your cooperation and immediate response. We are anxious to complete the street for you.

Sincerely,

Jerry Mounce

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North Portland Coordinator

Enclosures

#### CITY OF PORTLAND

#### DEPARTMENT OF PUBLIC WORKS

## STREET RECONSTRUCTION PROGRAM

Federal funding has made it possible to extend an approximate 90% subsidy to property owners for street improvements where curbs exist, the center strip is structurally sound, and drainage is available.

Your street has been surveyed and approved by the City Engineer for improvement under this program.

All owners on a street must agree to pay the cost. If you desire this improvement, please sign the following statement:

I desire that my street be improved in the Street Reconstruction Program and agree to pay my share of the cost when billed at the rate of  $\underline{-50}$ ¢ per front foot for reconstruction.

N.	Burlington &	N. Leon	ard
	(Location o	of improve	ement)
	(Signature)		(Date)
	(Address)		

September 17, 1975

TO:

Mary

FROM:

Jerry

Mary,

Upon dissolution of the Neighbors North Office, what happens to the monies left in the allocated budget and/or checkbook? Do these monies revert back to the City or stay with North Portland Citizens Committee?

Question pertains to Department of Revenue question regarding Excise Tax Law Proof of Exemption required by OAR 150-317.080.

Thanks for your help!

JM/mkr

attachment



## **DEPARTMENT OF REVENUE**

Atr Jevy Sullivan

STATE OFFICE BUILDING • • SALEM, OREGON • • 97310

CORPORATION INCOME AND EXCISE TAX LAW PROOF OF EXEMPTION REQUIRED BY OAR 150-317.080

A corporation is not exempt from the income or excise tax merely because it is not organized and operated for profit. In order to establish its exemption and thus be relieved of the duty of filing returns and paying taxes, each organization claiming exemption must file with the Department:

- (a) An affidavit showing (i) the character of the organization; (ii) the purpose for which it was organized: (iii) its actual activities: (iv) the sources and the disposition of its income; (v) whether or not any of its income is credited to surplus or may inure to the benefit of any private stockholder or individual (see below); and, (vi) in general, all other facts relating to its operations which affect its right to exemption.
- (b) A copy of the articles of association or incorporation.
- (c) A copy of the bylaws of the organization.
- (d) The latest financial statement showing the assets, liabilities, receipts and disbursements of the organization.

The articles should clearly indicate the disposition to be made of surpluses in the event of dissolution. When an organization has established its right to exemption, it need not thereafter voluntarily make a return or any further showing with respect to its status unless it changes the character of its organization or operations from the purpose for which it is organized, or unless the Department requests the filing of returns or the furnishing of other information. Copies of supplemental or amended articles of incorporation and amendments to bylaws should be forwarded promptly to the Department for study as to effect upon exemption. The Department will, from time to time, require the corporation to file an affidavit, on a form which will be furnished, revealing the corporation's current status.

Profits inure to the benefit of an individual when the individual receives an economic advantage as an individual or as a member of a group, whether he receives the advantage as a dividend, money, goods, services or use of property or facilities at less than cost otherwise would be.

Mary Cl.Pedersen
Jerry Mounce

Monies Left in Budget

If the Neighbors North contract were to be dissolved, or if NFCC were to decide they did not wish to continue the contract, it is my understanding that funds which would remain qwould revert back to the City. I believe I checked this verbally with one of the City attorneys and I think also that it stands to reason that if the money is provided from public tax dollars it should revert to the public fund.

In response to your question about auditing the Neighbors North books, I would suggest that the office look into how much it would cost to have the books audited either wholly or inppart. I believe that funds for this work would fit in the line item for Professional Services, or Miscellaneous.

January 30, 1976

TO: Mary Pedersen

FROM: Jerry Mounce

North Portland Citizens Committee has requested having Coonacar, Accounting Firm, take a look at our books to make sure we have ourselves covered with the Feds and State for the 1975 year.

I do have enough money left, however, in inappropriate catagories. We do not have an accounting catagory. Steve Roso projects it would cost approximately \$30.00 (\$15.00 for 2 hrs).

Please respond. Thanks.

Use Misculenens.

February 5, 1976

TO: Mary Pedersen

FROM: Jerry Mounce

Please find enclosed books for January. Also included are three pages of accumulated previous budget and additional five month figures. My checkbook, January bank statement (in balance), and previous books are at the auditor's. Will furnish that information when returned.

Please seek authorization for \$5,000 advance from Ord#141183, extended Contract#14787 by City Council.

We are not seeking reimbursement from Ord#140035 as it was depleted with last month reimbursement.

Thank you for expediting the advance, we are left with 314.00 in the checkbook over the next week.

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URSUANT TO SEC. 5.48.040 OF THE CITY CODE, ACCOUNTS NOT PAID WITHIN THIRTY (30) DAYS FTER THE DATE OF INVOICE, SHALL BE FORWARDED TO THE CITY ATTORNEY FOR COLLECTION.

W/as

North Portland Citizens Committee

DATEO1-23-76

8213 N. Denver Avenue

Portland, Oregon 97217

# WALDEMAR SPLIID

## All Forms of Insurance

418 S.W. Washington St.

Telephone 227-1269

PORTLAND, OREGON

97204

AORTGAGEE:

RENEWAL DATE	POLICY NUMBER	COMPANY	PROPERTY AND COVERAGE	AMOUNT	PREMIUM
-23-77	8788446	Fidelity and Deposit	Form A - Blanket Position Bond	\$10,000.00 Each	\$86.00
23-77	8787865	" "	Scheduled Position Bond	\$10,000.00	(\$100.00)
			Check No. 3187 attached - exce	ss payment	\$14.00
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R. N. CO. PTD. IN U.S.A. -- 01016

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PORTLAND, ORE. STIR N. DENVER

NEIGHEORS NORTH

NORTH PORTLAND CITIZENS COMMITTEE The state of the s

March 1, 1976

TO: Patty Jacobson

FROM: JM

The following is information from Verda Schwabe of the Port of Portland.

March is public information month for the Port of Portland to inform the people of their plans for the Swan Island Ship Repair Development Program. This will give the people an opportunity for public review of their proposal before any action is taken by the Port of Portland Commission to adopt the program later in the spring. Schwabe advises the 186 million dollar capital improvement bond issue with create the largest dry dock on the west coast employing over 1000 people.

March 15 Portland Labor Center 7:30 pm 201 S. W. Arthur, Hall M

March 17 Lake Oswego High School 7:30 pm 2501 S. W. Country Club Rd.

March 24 Hillsboro Airport 7:30 pm Administration Bldg.

March 29 Roosevelt High Cafeteria 7:30 pm 6941 N. Central

For further info, call Verda Schwabe, 233=8331, ext 271

my der ?



March 18, 1976

TO ALL INTERESTED PERSONS:

The Neighbors North Review Board is attempting to enlarge representation of North Portland on the Board of the Neighbors North office.

The Review Board does <u>not</u> set policy for the operation of any organizations in North Portland. It does guide the staff and operation of the Neighbors North office. It also serves as an informational board back to its appropriate organizations and the community.

The office is now furnishing weekly columns to the <u>St. Johns Review</u> and the North addition of the <u>Community Press</u>. The <u>services</u> of the office are freely offered to all citizens and organizations of North Portland. The deadline for the news articles is each Friday. The weekly papers have found it physically impossible to cover all meetings in the community so welcome your articles and the community calendar.

The Review Board, composed of non-profit organizations and citizen groups, is seeking representation from residential, business, industry, churches, schools, and service organizations for an encompassing flow of information to and from City agencies as well as the individual activities of the organizations.

Please know the invitation is extended in good faith to use the office and represent your interest on the Review Board. Please send your representative to the next Review Board meeting of Neighbors North, 8213 N. Denver Avenue, March 31, 1976 at 7:30 pm.

If you have any questions, please do not hesitate to contact the coordinator. Thank you for your time spent. We hope it is worthwhile for you; we know your knowledge and expertise will be worthwhile for the Review Board.

INFORMATION AGENDA for 3/31/76 meeting:

- 1- Contract for 1976-77 Neighbors North
- for 3/31/76 meeting: 2- Involvement of Neighbors North in HCD program
  - 3- Cathedral Park Sharon Roso
  - 4- Newsletter
  - 5- Neighborhood History Fair
  - 6- St. Johns Business District Improvement
  - 7- North/Northwest Neighborhood Grant



JM:ml

## STAFF REPORT - NEIGHBORS NORTH

## November 5, 1975

Please find enclosed a total of the work log for the office from September 1, 1975 through October 31, 1975. The attached Performance 1974-1975 0.0.N.A. reflects work of the North Portland office to the end of the fiscal year (June 30, 1975).

The following is a schematic of what the Neighbors North staff is doing with many of the programs and research continuing on a daily basis. I will attempt to give you a broad idea of some of the highlights of the programs. I will be available to discuss with you any specifics you may desire.

#### I. NOTIFICATIONS:

The Newsletter master mailing list has now increased to 3036 (total monthly printing 3300) with a consistent increase upon request by individuals and organizations throughout the city. The organizations and agencies utilizing the Newsletter for articles and notices are:

- 1- Beach Grade School
- 2- Kenton
- 3- League of Women Voters Unit Seven
- 4- NPCC
- 5- NCAC
- 6- Overlook
- 7- Portland Public Astronomy Center
- 8- Project ABLE
- 9- Portsmouth Community School
- 10- Seniors North
- 11- Youth Service Center
- 12- YWCA
- 13- City Bureaus and Agencies
  - a- Bureau of Planning
  - b- Human Relations
  - c- Lighting
  - d- Portland Development Commission
  - e- Streets and Structures

The print orders reflect flyers for HCD and NPCC and the meeting notices for People of Kenton, St. Johns HCD, St. Johns Boosters (HCD Commercial), North Portland Rotary (Project ABLE), Seniors North and the Neighbors North Review Board,

#### II. INFORMATION AND REFERRAL:

I will detail further under "Consults, Project Assistance and Administration" some of the areas of responsibility reflected in the type of information facilitated by this office for referral. We are receiving a consistent growth pattern of individuals' requests from North Portland in human need services as well as physical planning. The majority of the Bureaus and agencies and Commissioners' offices utilize the office for requests as well as referrals.

#### III. CONSULTS AND

#### IV. PROJECT ASSISTANCE:

Research and communications with Bureaus and agencies to better inform North Portland individuals and organizations of matters affecting daily lives to eliminate the reactionary type of citizen participation alluded to over the last few years. The office files are complete to date and for your utilization upon request.

#### 1 - HCD Task Force

The coordinator is a member of the Expanded HCD Task Force administered by the Office of Planning and Development at the direction of the Mayor. HCD is administered by PDC; however reflects a full representation in advisory capacity

by inter-agencies affected by Federal monies.

a- Up to date on coordination of street reconstruction in St. Johns target area (OPD, PDC, Street and Structures-PDC handling canvassing coordination in St. Johns). Complete inventory on SS, T & R and LID. St. Johns Reconnaisance Study (Mike Lyons) has surfaced and is continuing. NPCC staff Jeaunell Herndon and Neighbors North staff Mark Leslie are both working on the home ownership tax records (two-thirds completed) for the total St. Johns area. Visual Surveys are approximately 75% complete.

b- Commercial Rehabilitation with Dennie Wilde and Chuck Olson tied into St. Johns Boosters. Both have expressed enthusiasm of opportunity in St. Johns.

c- Housing:

The current figures in housing rehabilitation St., Johns as of September 30, 1975:

<u>51</u> - total applications

29 - eligible under (a) DFL

(b) PIL (C) 312

6 - disqualified

16 - still in finance department of PDC to be checked,

Under your first year budget for St. Johns, last revision April 28, 1975, you are entitled to:

1 - 25 Deferred Payment Loans (at \$4,000 each equals \$100,000)

2 - 30 Variable Interest Loans, 312/PIL ( at \$6,000 each equals \$180,000)

At your workshop you advised through motion that . . . "PDC could start their initial canvassing in the concentrated area and the neighbors would canvass the other areas with a flyer, the 312 Loan pamphlet and application cards." The canvassing was not completed, to my knowledge, in the target area. Approximately September 15, 1975 the PDC staff was pulled out of the target area as they were needed in other areas. At that time, per George Lund, there were over 100 applications from St. Johns.

Recommendation: HCD Committee - see copy of housing application and recommend refinement of separate programs for loans and elderly grants (ie, home emergency

repair).

d- Second year funding - I would like to see HCD sub-committee be enlarged and

become stronger in decision-making.

- 1- You will soon have another workshop by PDC in St. Johns. At that time, hopefully, you will be given an up-to-date report on how much will be accomplished under first year funding. I feel this is an extremely important factor in HCD funds. If the work is not dedicated by the end of the fiscal year, the mileage on those monies will be shortened. If the implementing agencies get bogged down, your work will have to be contracted and/or stagnated, thusly losing mileage as well as time.
- 2- Applications for second year funding for the rest of North Portland areas were received by OPD and PDC. I don't truthfully feel any other area of North Portland will be funded in second year.

Recommendation: I would like to see the citizens take a more active individual role in requesting up-date from PDC and a lead role in second year decision-making in St. Johns.

3- The Human Relations Commission, Darrell Lowery, 248-4187, has contacted this office for help in coordinating a Housing Workshop in St. Johns target area on November 19, 1975. Your President, Mike Burton, has drafted details of the

brochure, and distribution of Energy Conservation calendars.

6 - Portland Public Schools:

a- Met with Marlene Bayless, Administrative Assistant to Dr. Blanchard, to work on ideas for neighborhood associations and school advisory committees to tie in better together. We discussed all of Area one (brochure available in files) and separate issues at each grade and high school; schools utilizing Newsletter; representation on the Review Board of Neighbors North. She also chairs the Human Relations Commission and discussed the Roosevelt issue. Economic Development monies are being contracted with the School District for Title 10 and CETA VI for heavy labor intensified rehab. in schools. Extent of rehab. and target not yet determined.

Recommendation: Good source; will be expanded and enhanced.

#### b- Sitton Grade:

1- Investigated Federal funds for school ground equipment and community school. EDA monies unavailable for school ground equipment. Too late for further applications this year. PTA has \$1500 for equipment allocated in \$500 increments over three year period. Requesting teacher will firm up archetectural plans for equipment. Pier Park is only a block away; however, smaller children utilize equipment with supervision; thusly, the equipment must be on playground.

2- Tied into source, Terry Vanderhoef, Coordinator of Portsmouth Community School. All funds allocated for this year on CETA VI. Can utilize these people

for Community School at Linnton.

3- PTA contacted for help for street reconstruction, environmental problem and pedestrian-activated light at school crossing. PDC and Streets and Structures have in survey, Traffic Engineering and North Portland Budget request form reflect school crossing.

c- Beech School: (See Newsletter)

d- Chief Joseph:

Furnished school with City structure of Mayor and Commissioners' responsibilities for bureaus. Intention is to beef up winter classes on city government. We will act as liason for city representatives and citizen expertise.

4- Portsmouth Community Schools:

Met with three CETA VI people. Request is for Newsletter help, feedback from Seniors North, Project ABLE, NPCC for courses in the area and place for classes during the day.

Recommendation: Will furnish Community School people with further contacts.

7 - Bureau of Planning:

a- three tours in last thirty days of multitude of planning problems in North Portland. l- visual surveys

2- tax record home ownership documentation

3- St. Johns Reconnaisance study

4- Mike Lyons hired on as planner for St. Johns; eventually all of North Portland

Recommendation: Will continue to monitor and work closely

b- Annexation:

- 1- Karen Baldwin furnished copies of City viewpoint to the office for your benefit.
- 2- We have a number of copies of Port of Portland proposal on Annexation for distribution.

## 8 - Chapter XIII Violations:

The Mayor's Committee on Chapter XIII Violations is into heavy work on compliance

by January 1, 1976. Violators now realize that the City is serious on compliance. Only North Portland violation is the Kenton Hotel. PDC is extending three percent loans in HCD target area only. The owner of the Kenton Hotel has expressed to me that he intends on compliance but will seek financing on his own. Recommendation: Will continue to monitor and attend meetings,

#### 9 - Research:

a- Federal Programs -

- 1- EDA, heavy labor intensified for Public Works, Schools, etc., not sure of all applications as yet or from whence they came. Will continue further research. 2- EDA for park improvements.
  - b- Tax Increment Loans
  - c- Annexation
- d- Section VIII; worthless at present. Feds and City working on for rent subsidy multi-family dwelling
  - e- Chapter XIII
  - f- HCD- next three years
    - 1- have complete up-to-date files including final application for reimbursement. Very interesting justification.
  - g- Investigating Lighting Tax Levey
  - h- Investigating other funds for non-HCD areas.
- i- CIP for HCD target areas that HCD will not cover (i.e. five million dollars of street reconstruction in St. Johns area HCD will not cover all.
- 10 Community Relations Portland Police Bureau
  - a- Roosevelt Issue
    - 1- YSC
    - 2- North Portland Police Precinct
    - 3- Roosevelt Citizen Advisory
    - 4- Roosevelt Precinct Council
    - 5- Human Relations
    - 6- NE OONA
  - b- Relocation of North Precinct
    - 1- St. Johns Boosters
    - 2- Roosevelt Precinct Council
    - 3- North Precinct
    - 4- Human Relations
    - 5- NE OONA
- 11 Streets and Structures from citizen requests and bureau coordination
  - a- Sidestripping
    - 1- St. Johns
    - 2- North Portland
  - b- Tear up and relay
    - 1- St. Johns
    - 2- North Portland
  - c- LID
    - 1- St. Johns
  - d- Curb ramps
- NOTE: See budget request forms
- 12 St. Johns Boosters
  - a- relocation of North Precinct
  - b- HCD Commercial area
    - 1- meeting notices
    - 2- facilitate requested speakers

- 13 North Portland Rotary:
  - a- Notices, budget and work log copies of Project ABLE to members
- 14 Seniors North:
  - a- meeting notices and minutes to members
- 15 Columbia Blvd. Realignment: Member of Advisory Committee

Recommendation: From committee for pre-engineering with one open access and completely closed. Now in engineering in preparation for City Council.

16 - Swan Island Task Force:

Monitor meetings- Excellent vehicle; would like to see the same concept extended to Rivergate and PIA upon annexation.

- 17 Arterial Streets Coordination:
  - a- now in Budget Requests for North Portland

18 - Public Works:

Worked with John Lang, Streets and Structures for code change in Charter to cover SS LID, T & R LID, and LID, streets, sidewalks and curbs for HCD target area. Should be filed for council approval by November 6, 1975 for implementation.

19 - Streets and Structures:

Worked with Greg Campbell and Don Covill for full inventory of North Portland reconstruction; detailed rest of SS, T&R. No subsidy level presently covering. Into CIP Budget Requests.

- 20 Working with Bureau of Lighting and Planning on identification of lighting needs in North Portland.
- 21 North Portland Businessmen:

A small meeting of North Portland Businessmen instigated by North Portland Citizens Committee and St. Johns Boosters was held with the Mayor and Gary Stout, Director of Planning and Development, to gain committment by City to retain and enhance small business in North Portland. Coordinated business representatives at request of Mike Burton, President of NPCC.

Presently in the process of dissiminating questionnaire of industry done by Bureau of Planning to filter into comprehensive questionnaire of all business in

North Portland.

Recommendation: Work with Steve Roso and Mike Burton on final draft of questionnaire and determine what we will do with information once achieved.

The mayor suggested that North Portland businessmen and service organizations match funds with neighborhoodhood associations and work up two-page flyer for local newspapers detailing:

1- sucess stories of neighborhood associations in North Portland.

2- Business questionnaire

3- residential questionnaire

Recommendation: Need to contact and determine costs. Let's give this a hard look and determine worth.

#### V. ADMINISTRATION

OONA

Compiled data on citizen's participation in North Portland to be used as resource

Committee and the street

by Bureau Chief for OONA Annual Report. Copies available at OONA - 248-4519.

中国 教 医肾髓炎病

2. PDC Commission

Have been attending monthly PDC Commission meetings since March, 1975 to better understand structure, interplay of bureaus and agencies and their area of responsibility. Good education of Commissioners and staff, many not normally seen on day-to-day working relationship.

3. Citizen Budget Requests

Attempted to forerun majority of requests and documents for bureaus to place simultaneously in their budget requests so they would be coming from citizens and bureaucracy at the same time. Also have talked to planners and transportation coordinator about majority of requests as well.

- 4. Staff
  - a- hired Mark Leslie, secretary, September 29, 1975
- b- assimilating NPCC CETA VI, Jeaunell Herndon, into more of total outlook of citizen participation and staff role.
- 5. OONA

City wide staff meeting now changed from weekly to bi-weekly. Excellent source of communication on what's happening in other sections of the city, communication of bureaus and programs.

- 6. Citizen Budget Workshop October 18, 1975: Attended and helped facilitate workshop-
- 7. Working with Verda Schwabe, Port of Portland, on coordination of annexation meetings, Neighbors North Newsletter and the Port's projected Newsletter. Tour of Port facility with city wide staff on November 4, 1975.
- 8. Work Contract

Drew up work contract for Neighbors North staff.

a- NPCC Group Insurance Blue Cross Health covering staff

- b- Neighbors North benefit line item covered last extension of city dental insurance to December 15, 1975 for coordinator. Will have to seek out other dental insurance for staff.
  - c- need to research term life insurance for staff.
- 9. Youth Service Center

a- close contact with Bill Knudsen on matters mutually affecting.
b met with Phelia and Dave of YSC for better communications and help in
Newsletter. YSC consistently using media.

- 10. Non-Profit Bulk Rate
  Permit now acquired for bulk rate cutting costs from (city) 8.6¢ to 1.8¢ per piece,
  Your permit number is 105.
- 11. Met with Score/SBA and volunteer CPA to make sure all tracks are covered with State and Federal government for revenue, unemployments and SAIF. Met with Peter Pedersen, State Unemployment, tie down.
- 12. Federal and State Revenue information compiled. (See Article 2.) Up to date with remittances to governmental agencies.
- 13. Books and bank reconciliation are current and in balance,

- 14. Printing
  Have researched North Portland printing companies. Determination is that it's still cheaper to use the City.
- 15. Working on enlarging representation on Review Board for Quarterly Review.
- 16. Ninety-day goal of the Review Board is for staff to compile pamphlet on North Portland and different organizations facilitating.

#### THE GOVERNOR'S TASK FORCE ON ENERGY CONSERVATION

The mission of the Task Force is to evaluate and recommend to the Department of Energy conservation action programs to be implemented in Oregon's residential, transportation, commercial/industrial, and agricultural energy end-use sectors. The major emphasis shall be on the selection of voluntary and mandatory conservation measures appropriate to the socio-economic needs of Oregon that will produce immediate energy savings. Communications programs to inform the public about selected conservation measures will also be developed by the Task Force.

Additional consideration shall be given to mid and long-term energy conservation opportunities. These recommendations shall be given to the Governor, the Legislature, and the public, upon completion of activities of the Task Force.

## Residential Energy Education

The Residential Subcommittee of the Task Force feels that the most effective way to encourage energy conservation on the family level is to provide information and develop programs on the neighborhood level. The consensus of the Subcommittee is that the most credible source for information is one's neighbors and friends. Therefore, the Department of Energy wishes to work closely with neighborhood associations, PTA's, and the League of Women Voters in developing a neighborhood energy conservation program.

This program would include two elements. The first element would be a public information program with neighborhood officials presenting information on the energy situation in Oregon at one or more of their meetings. This information would be provided by the Department of Energy and would include the following information:

- Description of the types of energy used in Oregon and where it comes from.
- Description of our historical energy growth, future projections, and estimates of our ability to meet those projections.
- Relationship between the economy and energy supply and prices.
- 4. Description of state contingency plans.
- Description of specific energy conservation measures which can be conducted in the home.

The second part of the neighborhood energy conservation program would consist of specific projects to reduce energy use. This might include, but not be limited to:



OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

1220 S.W. FIFTH AVE. PORTLAND, OR. 97204

#### MEMORAN DUM

To:

Jerry Mounce

From:

Morton Michelson

Date:

May 7, 1976

Subject:

GOOD WORK!

I would like to take this opportunity to express my pleasure with the work you performed in assisting me for the visit of Mr. Harry Brunett, assistant director of the Urban Reinvestment Task Force.

Without your talents, efforts, and commitment, his visit would not have come off as well as it did.

You are a credit to your department and a valuable asset to the City of Portland and the people you serve in the field.

MM:ms

cc: Mary Pedersen Gary Stout November 19, 1975

TO: Mary Pedersen

FROM: Jerry Mounce

Please find enclosed a Staff Report from Neighbors North prepared for the NPCC Board of Directors and the Neighbors North Review Board.

The next Review Board meeting is December 10, 1975 at 7:30 P.M. for quarterly review. You will receive a formal notice, however, please pend your calendar.

It is time for an audit by the City accounting department. Do you request this or what?

I have furnished books and the report to NPCC Board of Directors as of November 18, 1975. Hopefully, they will audit and come prepared to the Review Board.

Thanks.

May 7, 1976

TO: Mary Pedersen

FROM: Jerry Mounce

The Review Board of Weighbors North met April 22, 1976 and moved, "that a written request be made to the City of Portland to conduct an audit once a year of the Neighbors North Office".

Please consider this memo written notice. Thanks.

MECEIVED



## "M E M O R A N D U M

April 13, 1976

TO: All Interested Persons

FROM: Jerry Mounce

RE: Review Board Special Meeting

The Review Board of Neighbors North is having a special meeting to deal with where the printing money allocated in the Neighbors North budget should be spent. Neighbors North is presently writing copy for the St. Johns Review and the North edition of the Community Press. Do you still want a Neighbors North newsletter printed? Do you only want printing money spent for special flyers and notices? Currently, Neighbors North is utilizing a mimeograph machine for notices. What's your decision? Policy must be set to make the most advantageous use of the printing budget.

MEETING NOTICE: April 22, 1976, 7:30 pm Neighbors North office

8213 N. Denver, 248-4524

A quick review of the contract is also planned for this evening. You are needed. Please come and represent your special interest at this meeting.

JM:ml

WECEINED

# 8213 n. denver, portland, oregon 97217 bors nort

March 30, 1976

TO: Mary Pedersen
TO: Mary Pedersen FROM: Jerry Mounce
Please find the following daily log tally from 12/19/75 thru 3/3/76:
NOTIFICATIONS
2-Flyers for Neighborhood Environment Project & HCD (we did not pay for printing)4603 3-Meeting Notices2049 4-Phones187 5-Print shop orders1bylaws for NPCC = 4603
INFORMATION & REFERRAL1130 6.6 52
CONSULTS363
PROJECT ASSISTANCES
ADMINISTRATION
The majority of the information and referral and project assistances are coming from the newspaper articles and meetings. One side light that is most helpful is the number of people who say "my friend told me about

Neighbors North and here's my problem ....."

I must admit that my recorded figures are a bit light because I'm not keeping as good track as I should. Will do better from now on. The street work, many meetings, and interagency brainstorming seem to hamper the recording. Do promise to organize it better and keep good track in the future.

A. B. Dick Copy Machine......1558

The mimeograph machine &newspaper columns have held down the photostatic copy machine and the print shop bills.

N. FILE

Neighbors North September 17, 1975 Draft Breakdown of Services

TO: Mary Pedersen

Jerry Mounce

Since our services are becoming more complex on a daily basis, I would like to offer a few ideas for your critique to further identify the questions of "what are they doing?". I'm sure there are some things I may not have covered. Before we adopted such an idea, we could run a thirty day trial on the concept. Let's think on it.

#### NOTIFICATIONS

1-newsletters

2-flyers

a-agencies

b-neighborhood associations

c-others

3-meeting notices

a-agencies

b-neighborhood associations

c-others

4-phones for meetings

a-agency hearings

b-council hearings

c-neighborhood associations

d-others

## A. B. DICK COPY MACHINE

1-notifications

a-agencies

b-neighborhood associations

c-others

2-copies of letters

a-project assist and what agency or bureau

b-neighborhood associations

c-others and for what purpose

## INFORMATION & REFERRALS

1-project asst for agencies or bureaus and purpose 2-neighborhood associations

3-other organizations

4-individual citizens

#### Referred to:

1-agency

3-representatives of associations or organizations

4-individual citizens

5-others

Referred from:

1-Mayor or Commissioners offices

a-physical planning

b-human resources

2-agencies

3-bureaus

4-neighborhood associations

5-others

6-citizens

## CONSULT

## 1-phone

a-agencies

b-bureaus

c-neighborhood associations

d-service organizations

e-business groups or individuals

f-citizens

g-others

# 2-office visit

a-agencies

b-bureaus

c-neighborhood associations

d-service organizations

e-business groups or individuals

f-citizens

g-others

3-outside office research

## a-agencies b-bureaus c-neighborhood associations d-service organizations e-business groups or individuals f-citizens g-others PROJECT ASSISTANCE 1-physical planning a-agency or bureau 1. project b-neighborhood associations 1. project c-service organizations 1. project d-business groups or individuals 1. project e-service organizations 1. project f-citizens 1. project g-others 1. project 2-human resources a-agency or burewu 1. project b-neighborhood associations 1. project c-service organizations 1. project d-business groups or individuals 1. project e-service organizations 1. project f-citizens 1. project g-others 1. project ADMINISTRATION 1-Office of Neighborhood Associations 5-Reports a-who a-OONA 1.what type 2.date of completion b-agencies or bureaus 1.what type 2.date of completion b-what type c-conclusion 2-agencies or bureaus a-who b-what type c-conclusion c-Review Board 3-Review Board members 1. what type a-who 2.date of completion b-what type d-others c-conclusion 1. what type 4-others 2.date of completion a-who b-what type c-conclusion VOLUNTEER HOURS 1-per agency or bureau request a-number of hours b-number of individuals

CONSULT

3-outside office research

2-per field office request

a-number of hours b-number of individuals

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REQUESTED NEEDS
        housing
        financial assistance
        food
        home repairs
        streets
            sidestripping
           tear up and relay local improvement district
        curbs
        sidewalks
        supportive counsel
        health assistance
        environmental
            air emissions
            noise emissions
        yard clean up
        abandoned vehicles
        abused children
        animal control
        abandoned homes
        legal
       medical
        elderly
        staff consultation
        neighborhood association consultation
        neighborhood association assistance
        schools
        small business
        commercial
        industrial
        residential
            _neighborhood conf licts
          -environmental complaints
            assistance
        recycling
        rezoning
        land use
        parking problems
        excessive speed
        misdemeanors
        felonies
        newsletters
            phone contact request per office
            number of hours for layout and implementation
        - others
     COMMUNICATIONS
         1-agencies or bureaus
               a-phones
               b-letters
               c-memos
         d-outside visits
2-neighborhood associations
               a-meetings
               b-speaker
               c-assistance
         3-service organizations
               a-meetings
               b-speaker
               c-assistance
         4-others
     FOLLOW UP ON MAYORS OR COMMISSIONERS STAFF REFERRALS
         1-phones
         2-letters
          3-memos
         4-visits
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BREAKDOWN OF AGENCIES OR BUREAUS UTILIZED OR FACILITATED

NEIGHBORS NORTH DORTH PORTLAND OFFICE, OONA 8213 N BUC#34200041 ORD#141183 CONT#14767 8213 N. Denver April 1976 Initials Date Page LINE TOTAL TOTAL ACCUMULA-BUDGET N.N. REQUESTE COSTS ITEM COSTS YR MONTH TED AVAILABLE REIMBURSE EXPLANATION TO DATE TO DATE BUDGET BUDGET MENT 2/76 6/76 1438 35 od Totals 4257.40 85% 10 2819. Materials 2 Services 5 2140.5 4895.50 5807. 1782 58 Totals 6 Personal 7 Services 8 9 10 4333.85 14 96010 8626.25 2387. 2389.43 299202 Totals. 11 12 13 14 15 16 PLEASE ISSUE WARRANT IN THE AMOUNT OF \$2389.63 TO NORTH PORTLAND GITIZENS COMMITTEE, NEIGHBORS NORTH, 8213 N. DENV FR. PORTLAND, OR, 97227, % JERRY MOUNCE. PLEASE FIND ENCLOSED PHOTOSTATIC COPIES OF BILLS, 17 18 19 VOUCHERS, BANK REC., ETC. 20 21 JEHRY MOUNCE, COORDINATOR NEIGHBORS NORTH 8213 N.DENVER PORTLAND, OR, 97 22 23 97227 24 248-4524 25 26 27 28 29 30

NEIGHBORS NORTH APRIL 1976

North Portland Office, OONA 8213 N. Denver

BUC#34200041 ORD#141183 CONT/14767

Prepared By Approved By Approv

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	Food				250	<b>2</b> (2)	
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.633	Local,	130	390	177.00	13800	3540	//3 ~
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.&r/	Space Renta	15000	450 00	7500	300	1500	150
,454	Missellaneaus.	13 📆	35	15000	1370	30 0	130

APIRL 1976 8213 N. Denver Cont#14767

Pg 1

Prepared By Approved By

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Neighbers North May 1976

North Portland DONA OFFICE, 8213 N. Beaver Pripared By

Buck 34200041 DONA 1411/3 CONT # 19767

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Neighbors North May 1976

North Portland CONA OFFICE, 9213 N. Denver
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Prepared By
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May 1976

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Receptors Tarth Neighborg North May 1976 Approved By AUC# 34200041 Ord #141183 Cont #14767 quest Chech # ten Copylantia 1639 Found #278 Thosel Muleage 1645 Distablistion Took Gester 644 Preating Sumber #308 7/3/7 State of ager Cup Fre Wace 5 00 of 1 659 Mesullium 600 Total 28 29 fold 33 39

4.009.23 **T** 1 4 4.91 -864.32S 46.07-3, 8 1 3, 2 5 S 199.00-619.25S 3 2 5. 1 5 -3.294.10S 2 5. 0 0 -3.269.10S 1 3.00 -3.256.10S 26.00-3.230.10S 77.52-3. 1 5 2. 5 8 S 2 4. 7 0 -3.127.88S 8 9.30 -3.038.58S 5.00-3.033,58S 356.22-2.677.36S 1236-2.665.00S 8.15-2.655.858 5 5 0 0 -2.601.85S 32515-2. 2 7 6. 7 0 S 199.01-2077698 8.36 -206933S 15.59-2.053.74S 9 0.19 -1.963.55S 1 5. 7 3 -1.947.82S 24.72-1.92310S 26.00-1.897.10S 1 5 0. 0 0 -1.747.10S 4 2 0 0 -1.705.10S 22 1 0 -9.00 5 0.00 4 2 0 0 2210 22310T T 1.906.10 223.10-1.683.00 Bank Rec

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NORTH PORTLAND CITIZENS COMMITTEE NEIGHBORS NORTH 8213 N. DENVER PURTLAND OREGON 97217

44	······································			
		SUMMARY		
BEGINNIN		OF APR 23, 1976	A.	4,245.33
PLU	S O DEPO	SITS	.00	
LES			2,339.23	
LES		R DEDUCTIONS	.00	
LES		ICE CHARGE	.00	
ENDING B	SALANCE AS OF	MAY 25, 1976		1,906.10
		- CHECK DETAIL	dear-delity-	
	04-26	5.00	05-18	8.36
	04-26	39.00	05-18	12.36
	04-27	5.00	05-18	89.30
	04-27	6.00	05-18	199.01
	04-27	150.00	05-19	325.15
	05-04	46.07	05-20	8.15
	05-04	199.00	05-21	15.73
	05-04	325.15	05-21	24.70
	05-05	22.10	05-21	24.72
	05-10	144.91	05-21	77.52
	05-11	13.00	05-21	90.19
	05-11	25.00	05-24	15.59
	05-13	356.22	U5-24	26.00
na filosoficio de estados de esta	05-17	26.00	05-24	55.00
	05-18	5.00		
		- DAILY BALANCES		
	04-26	4.201.33	05-17	2.882.88
7 (1) (1) (1) (1) (1) (1) (1) (1) (1) (1)	04-27	4,040.33	05-18	2,568.85
	05-04	3,470.11	05-19	2,243.70
	05-05	3,448.01	05-20	2,235.55
	05-10	3,303.10	05-21	2,002.69
	05-11	3,265.10	05-24	1,906.10
	05-13	2.908.88		

THE FOLLOWING RECONCILEMENT FORM HAS BEEN PROVIDED TO ASSIST YOU IN BALANCING YOUR ACCOUNT. PLEASE EXAMINE AT ONCE. NOTHEY US PROMPTLY OF ANY ERROR

## RECONCILEMENT OF YOUR ACCOUNT

ADD deposits made too late to appear on this statement.

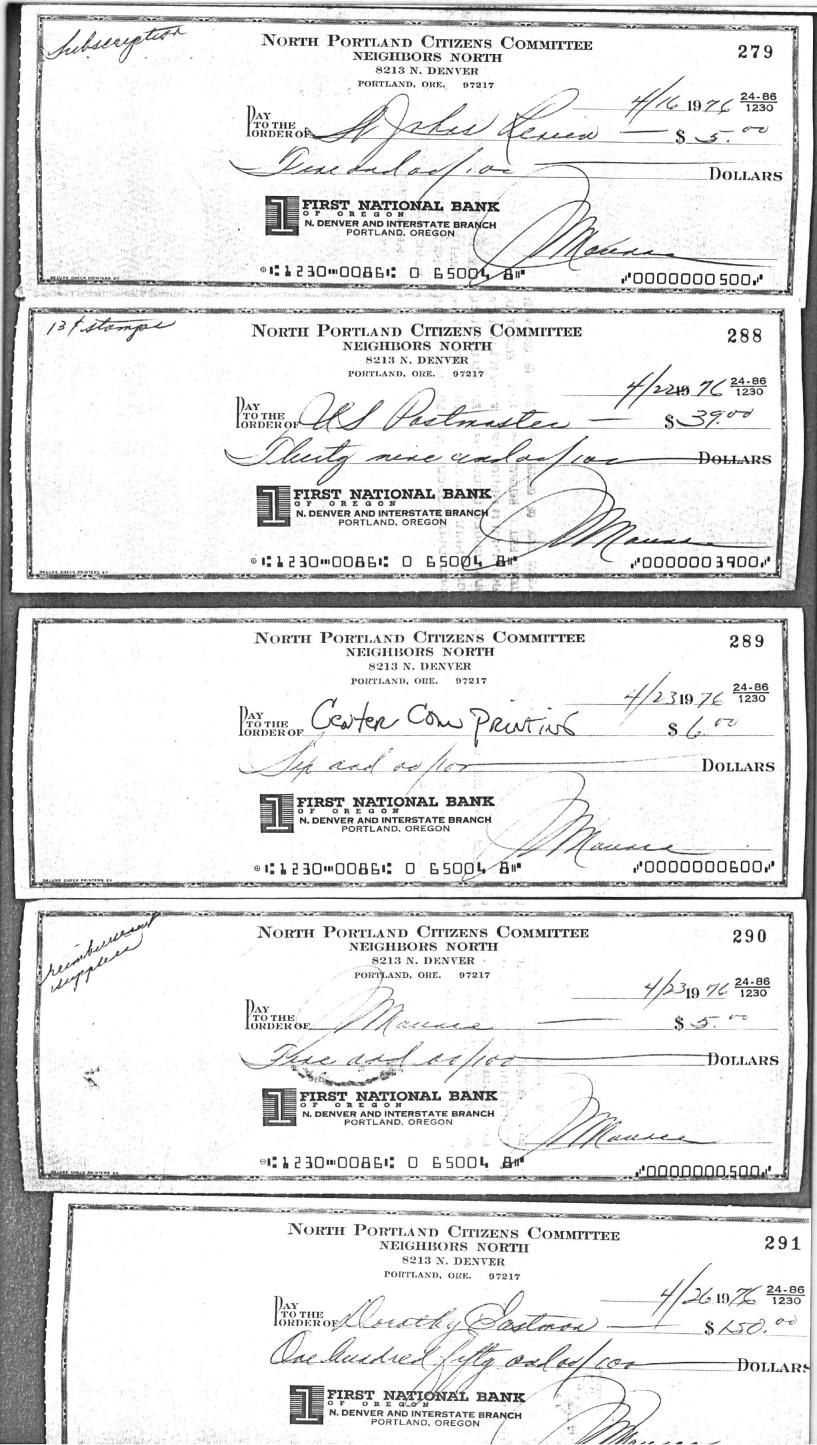
\$ 1906 10

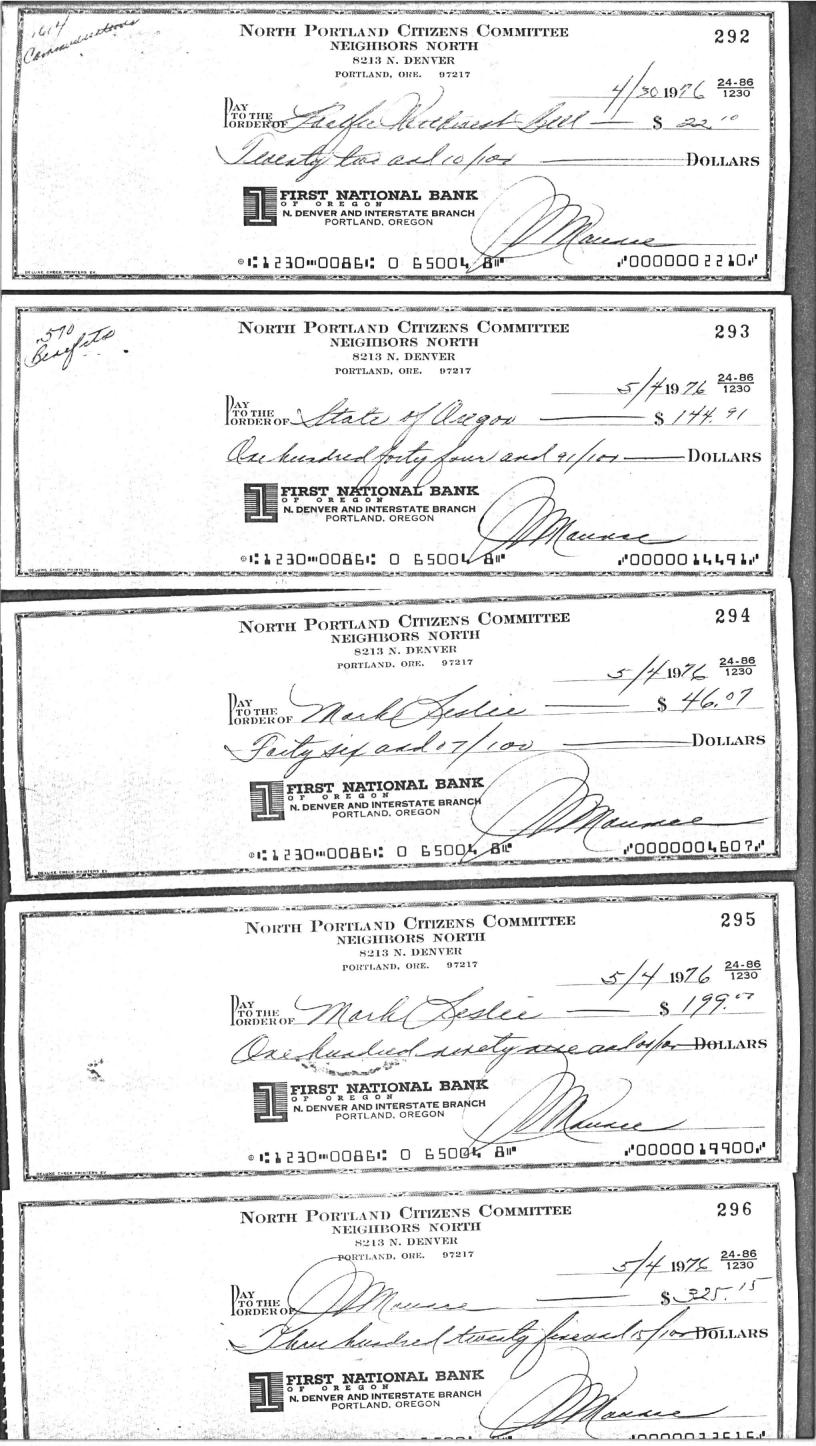
SUBTRACT checks issued but not posted on this scatement

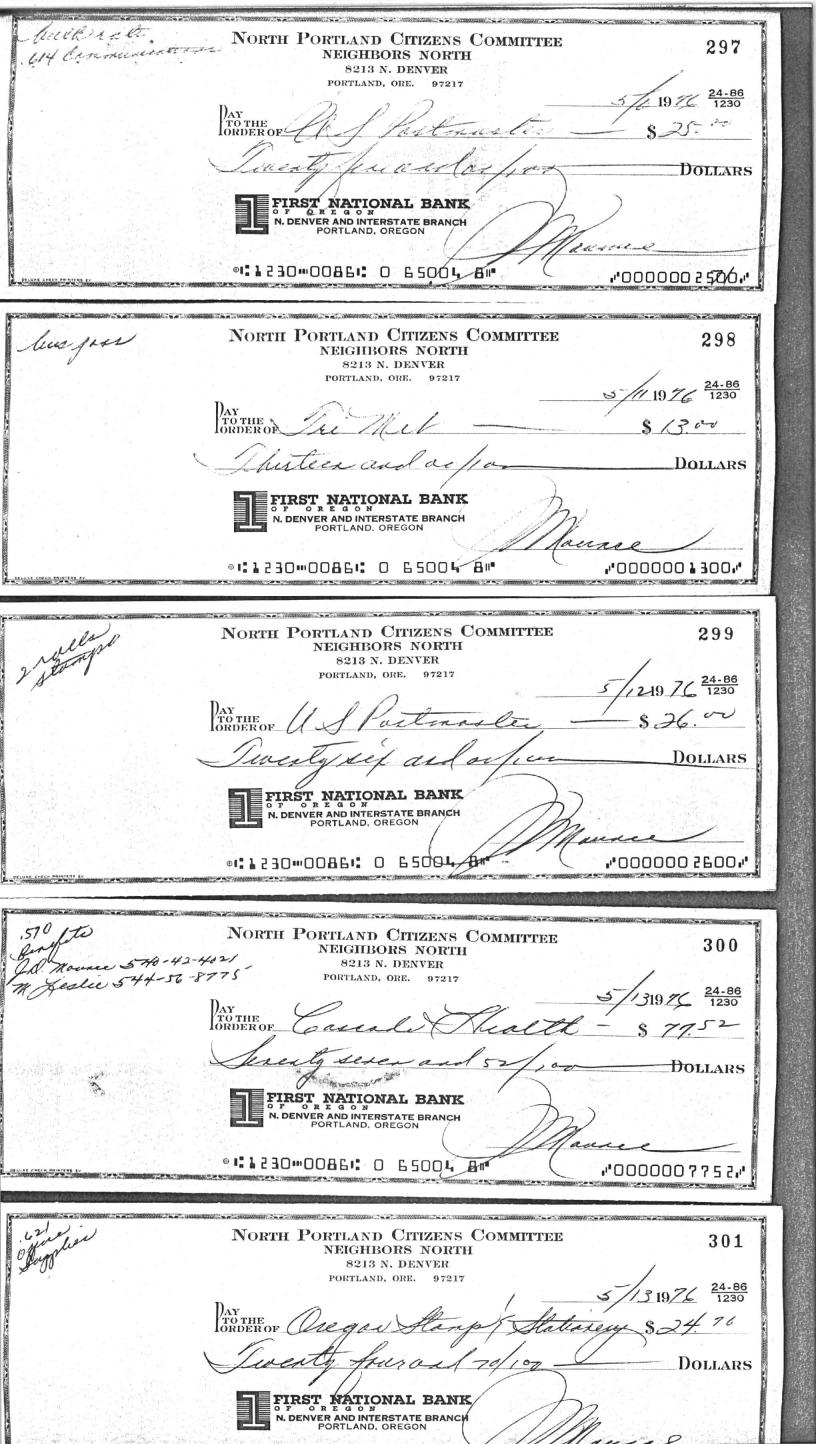
Number *	Amour		Number	Amount			
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#316	150	Bring.					
# 317	42	000					
#318	2.1	10					
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	and the control of the second				X1 (MM)		
			A second of the		\$	22	2.10

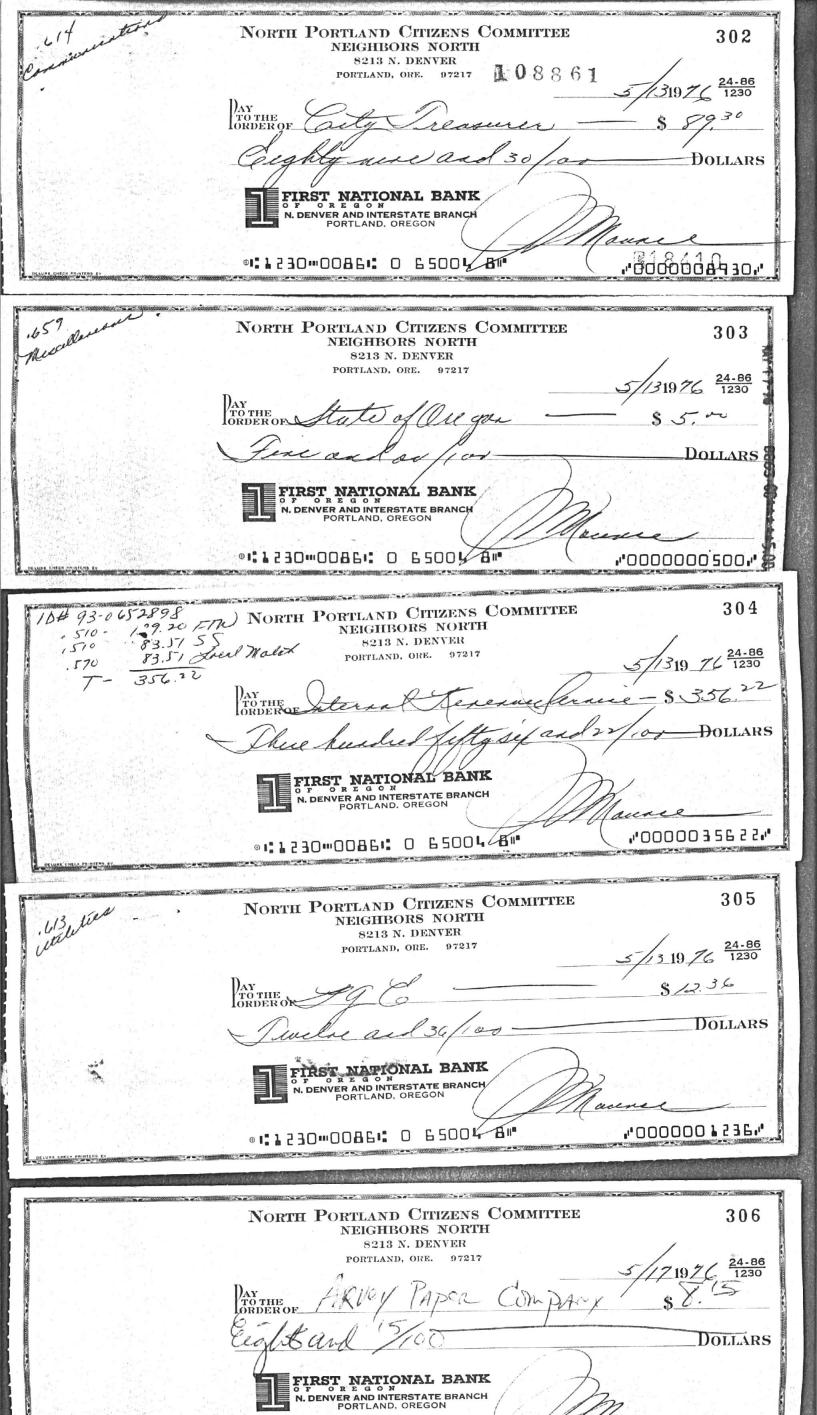
THIS AMOUNT SHOULD AGREE WITH THE FINAL BALANCE SHOWN IN YOUR CHECKBOOK AFTER DEDUCTING SERVICE CHARGE (IF ANY) SHOWN ON THIS STATEMENT.

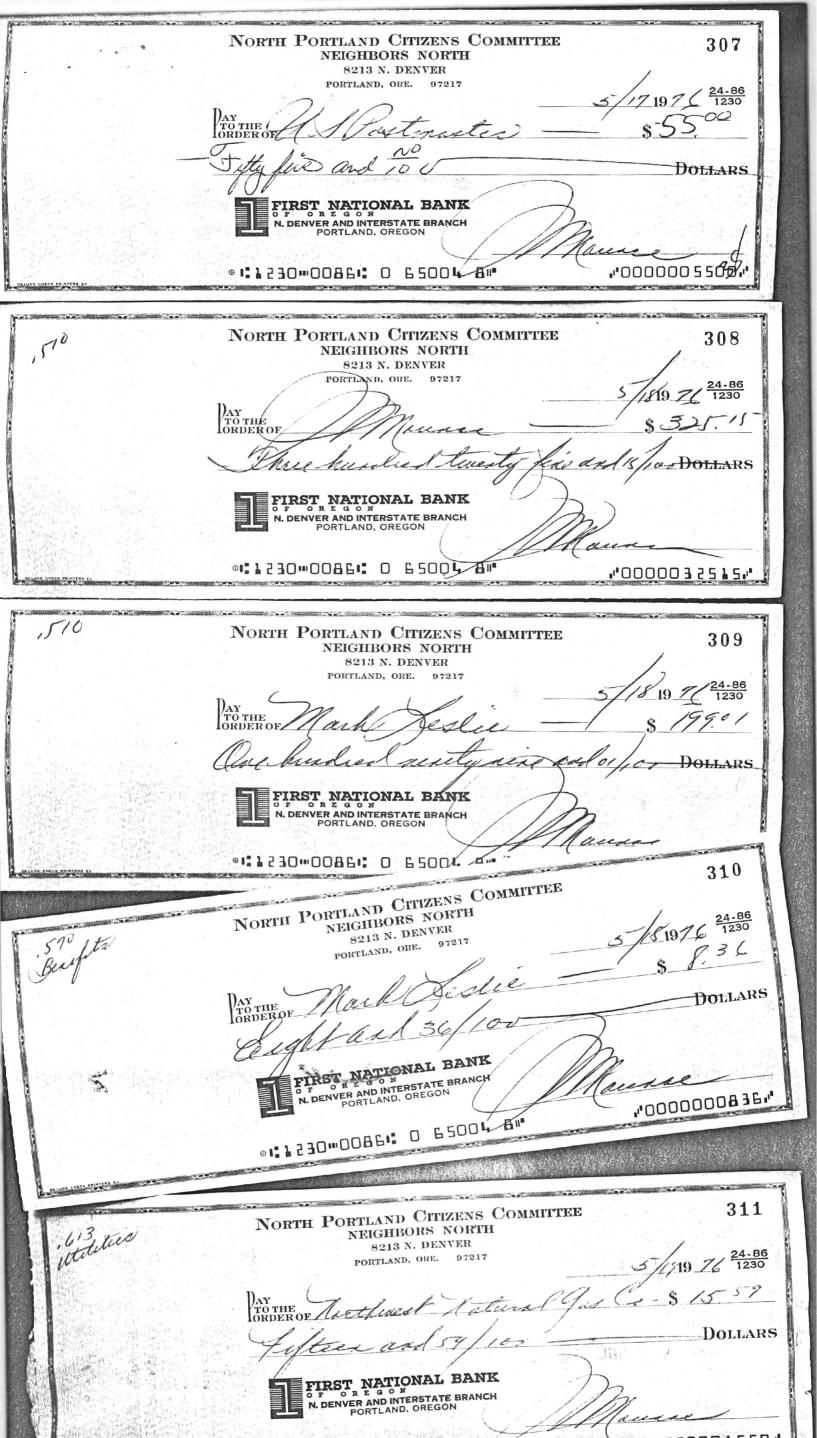
\$ 1683.0V

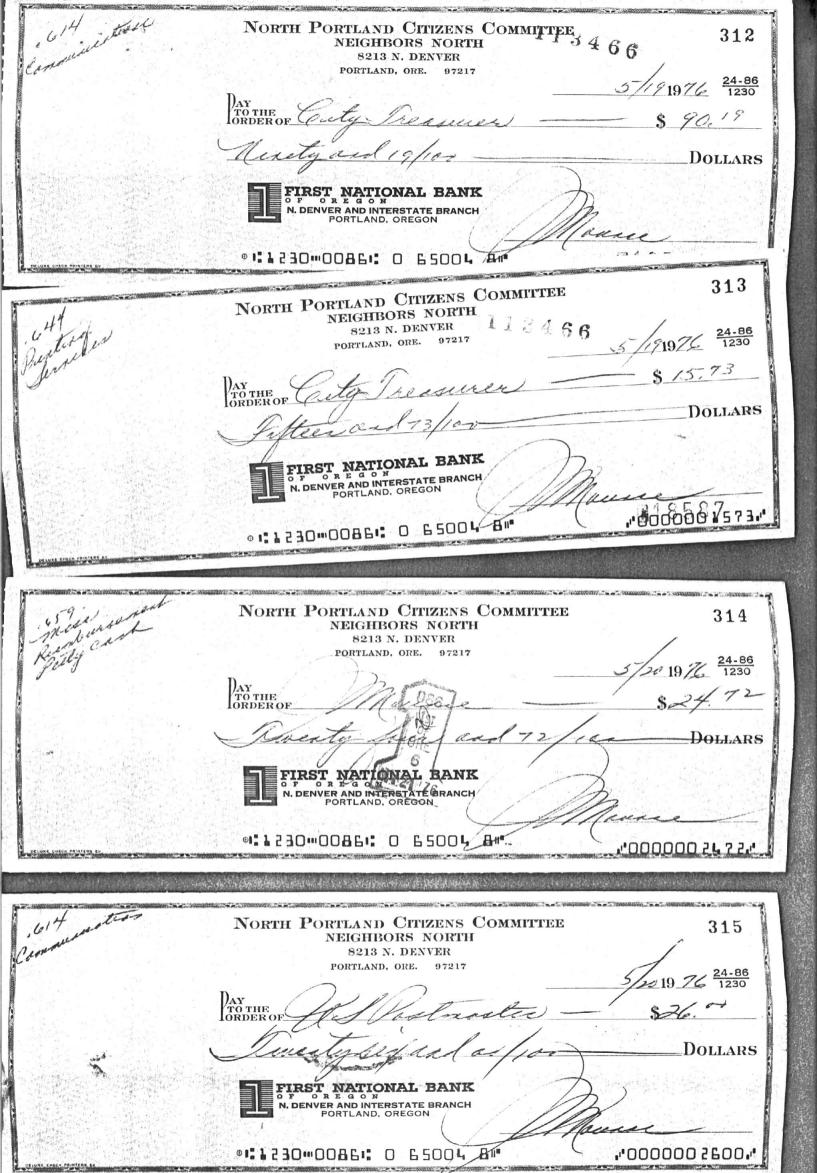


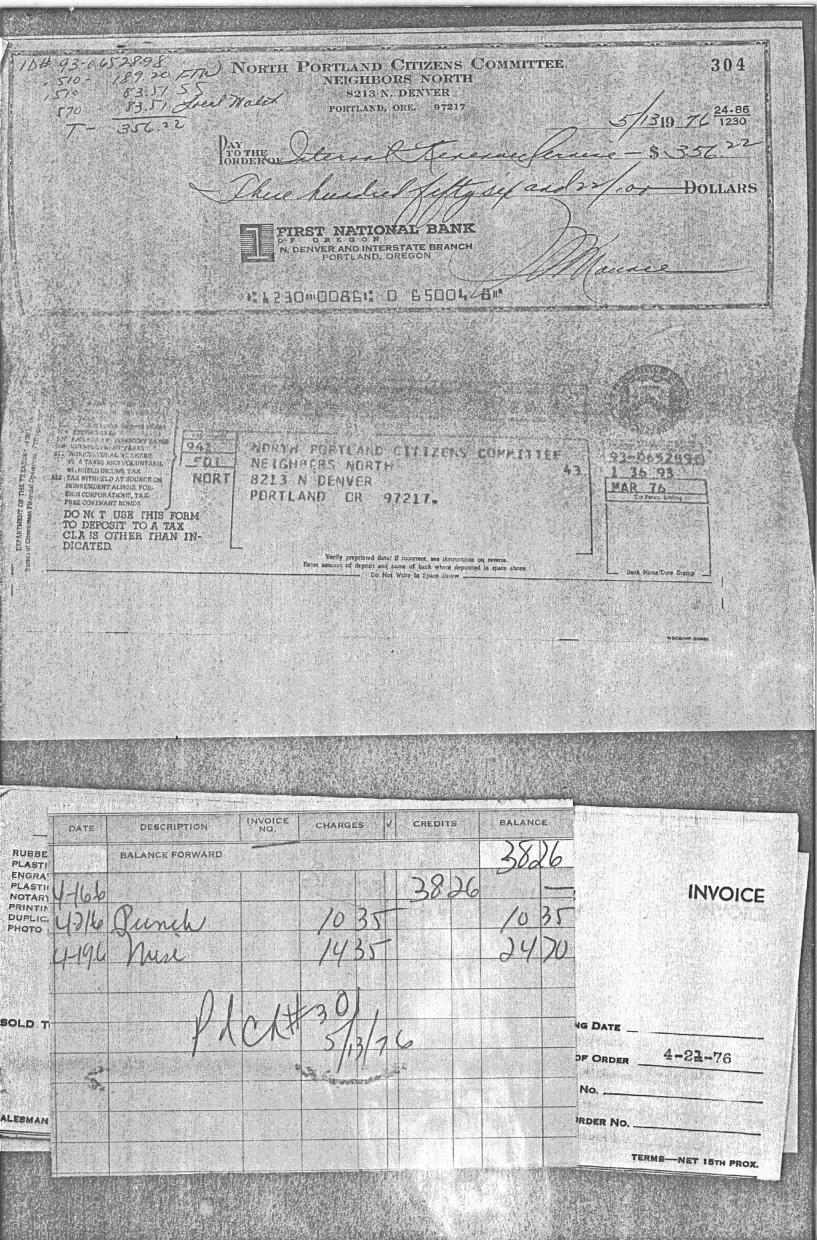












	Class of call—Sea reverse Amount From place	Pacific Northwest  Business Office Number	st Bell
		224-6261 PUM+3/	1-7-76
HOCAL SERVICE TAIN ADVANCET	8213	O8 GHBORS NORTH S MOUNCE 3 N DENVER TLAND OR 97217	
	22.10 - Total	MAX 19 7	6 - Bill Date - Payment Due
	y when receipt is mailed.	PERMIT NO.  / OS  Original	
THE SUM OF  FOR  Standard title)  PS Form: 1096	DATE  100  100  100  20. S. GOVERNMENT PRINTING OFFICE.	Dollars;	
ARVEY PAPER & SUPPLI 238 S.E. YAMHILL -PORTLAN TELEPHONE (503) 235+3135 Hours: 8:30 a.m. to 5:30 p.m Saturdays 9 CASH WILL CALL FREID	ND. OR 97214	DATE 18/76 YOUR ORDER NO.  SINGLE PROJECTED DEL. D.  YEY LIVERY  18-76-0141-000401 TL	
F T	P. To	CUSTOMER PHONE NO.	
DEPT. OUANTITY UNIT STOCK NO.    MM   81/2 x 11 - 2     81/2 x 11     81/2 x 14     63/4 - 24     10 - 24	DESCRIPTION  55 GUM  11111	All and the second seco	UNIT AMOUNT  8
	CHER		

PLEASE PAY TO:	CITY Treasurer 203 City Hall Portland, Oregon 97204	No. 75 - 07620
	DESCRIPTION	Amount Due
Centrex phone c	harges for April 1976.	

PLEASE PAY TO: CITY Treasurer 203 City Hall Portland, Oregon 97204	NO. 75 - 07444
DESCRIPTION	Amount Due
Period from Feb. 13, 1976 through March 14, 1976. Services: Centrex Phone Charges	89.30
Pd Ch # 307/14	
PURSUANT TO SEC. 5.48.040 OF THE CITY CODE, ACCOUNTS NOT PAID WITHIN THIRTY (30) DAYS AFTER THE DATE OF INVOICE, SHALL BE FORWARDED TO THE CITY ATTORNEY FOR COLLECTION.  CUSTOMER'S COPY  TW/as  KEEP THIS PORTION FOR YOUR RECORDS  Total Due	89•30

	DESCRIPTION	NO. 75 . 07621
Acctg. Per Services:	Reproduction 3/29/76 through 4/25/76	Amount Due
	C/+313	15.73
	5//	9/78
PURSUANT TO SEC.	5.48.040 OF THE CITY CODE ACCOUNTS NOT PAID WITHIN THIRTY (30  CUSTOMER'S COPY  KEEP THIS PORTION FOR YOUR RECO	
<b>"/as</b>	CUSTOMER'S COPY  KEEP THIS PORTION FOR YOUR RECORDS  Total	D) DAYS CCTION.

5.3%。到19.9月至6.0	POLICY CUMBER	COMPAN	PROPERTY AND GOVERAGE		
1/29/77	GLA4375217	Gen Acc.	Premises Liability and Auto non-ownership	AMOUNT.	PREMIUM
					\$ 107.00
			011111-19	Paid	65.00
			146431	Balance	\$ 42.00



NT SHOWN ON THIS STATEMENT IS PAYABLE PRIOR TO "INTEREST IS COMPUTED TO" DATE.

PERCENT INTEREST PER MONTH FOR EACH MONTH OR FRACTION THEREOF FOR LATE PAYMENT

UE" (TOTAL). STATE OF OREGON, EMPLOYMENT DIVISION, DEPARTMENT OF HUMAN RESOURCES

Form 27 (11-74)

## 8213 n. denver, portland, oregon 97217

May 25, 1976

Tony LaMarche, President of St. Johns Boosters

FROM: Jerry Mounce

St. Johns Booster Scrapbook RE:

Neighbors North would like to request reimbursement for the costs of the materials for your scrapbook. Please find attached sales slips for your records. Thank you.

-83106.009 bock -83102509

-83102509

-83102509

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Reg. No. 192

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Reg. No. 485

76 23 APR

St. Johns Boosters Scrapbook. Costs to date 5/25/76.

> 1 9. 4 8 5.00 5.00 29.48 T

524

9 2 0 2 1 APR 76

(	Weighbors A North Porti	orth)	1A; 8	1 2 f f 213 N D 3	19 75-75 CONT 41	Prenative Assurance	Jaittals Date
	Line Item Explanation 1400 Total 5	7/1/75-1/31/2	BUKG.	Total Acc.	SHEET	Belance	
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16	107413						
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(							3 3 3

th Partland CONA '8243 N Denver Joans 12 10000 10 10000 10 10000 10 10000 10 10000 10 1										
	LIAT	Balance 7/35 /31/16		Total Asc.	Belaner of Bulg	Bal. Acc	Total			
	Explanation		1/3/2-6/30/2.	Budget		7/25/20	1/16- 6/7			
121	Offer									
1,000	Supplies	4	4020	4000	141.83	141.8	3 218.			
	Sappins									
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.627	Food	2000	4	25-00	1	250	9			
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	Mileage									
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	Services									
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i										
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	0(5412)									
659	Miserlaneou	4	1500	100	89.28	89,28	60,7			

ibers North End of FY 75-76 the PartluckoonA: 8213 N. Denier CONT + 14767 40#3420041 Total ORIGINAL Balaner Balaner Item 1/1/20- 1/31/ BUDGET freumulated of Budget Accumulated costs Explanation Budget 1/31/16-4/20/2 7/25-8/70 Fulltime .510 Employers 78407 7682. ,570 Benefits 207.54 862.70 200000 2862.74 1570.76 1292 ,500 Total 862.70 9840,00 10702.70 1727.86 Personal 865.16 Services 25000 86.31 84.78 330.31 16 ,613 Ut lites 92.09 1003.00 1155.09 66.99 1614 Communications ,415 Insurance 264.00 . 618 Repairs's Walntenance 10000 4 .619 other 3100 31.00 250 44.00 Services