

NOTICE

Hello W,
What's this

FILE
HCD Task Force
12/12/74

cost of options on housing
leave in private hands
may up here to meet their standards.
raise rent only to cover loan repayment.

put Chapt 13 priority higher than NH housing.
money's return, units are saved, NHs can wait.

Informed
Tues on HCD
10% included.

Denny
Found some inconsistencies
confusion on sidestepping

\$120,000. (\$180,000 in budget HCD)
40,000 - Maintenance.

Sample canvas in C-T? go to NH Assn.

C-T mtg 12-11.

Priorities. rehab. ①

~~Wm Park~~ OUT THIS YEAR. GUNDERSON.
LAND ACQUISITION - I-5. SLOPE. \$200,000
paving

Ross Island bridge ramps.

Took out Street improvem, added
\$75,000 for ramp study. 8-3-1.
+ 1 Street closure.

2700
2700
1/13
75%

TH

MAIL BUDGET
+ CALL F MTC.

Housing Assistance.

use these criteria & standards, then add others.

772-
6171
JACKSON

4579, 80, 81, 113

4545 - 114

4560 > 415.

4677

Some needs higher than housing
Food, fuel

High Risk Loan Fund - separate track record.

75% by grant.

How maintain rehabd property?

EDA for NE
READ MINUTES.

450
75,000.

THE CITY OF
PORTLAND



OREGON

OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

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

MEMORANDUM

To: HCD Task Force
From: Ken O'Kane
Date: January 8, 1975
Subject: Transmittal of Budget Backup Data

As promised in yesterday's HCD Task force meeting, attached is the back up data to support the preliminary draft budget dated January 7, 1975, that was passed out.

Your comments are invited, as soon as possible, please.

KOK/dym1

cc: Gary Stout

MEMORANDUM

Date January 8, 1975

TO: Ken O'Kane, Office of Planning & Development
FROM: Chuck Olson, Portland Development Commission *CO*
SUBJECT: Draft of HCD Program Budget

Attached please find, per your request, a Budget Summary by neighborhood area and by activity. Also, a detailed breakdown for each neighborhood area is attached.

As you know these budgets are the result of both neighborhood approval and special project needs as identified by Bureau of Planning staff and Development Commission staff.

This program reflects a balanced and fiscally sound management approach to Portland's First Year Housing and Community Development Program. I believe it will have enthusiastic support by our Commission, for its overall priorities substantiate the types of activities that the Commission has carried out in the past and is willing to carry out in the future as evidenced in the program they adopted on October 17, 1974 and transmitted to the Office of Planning & Development.

It is appropriate and proper that any distribution of this information, or modification, be made from your office. We look forward to working with you in this endeavor.

CEO:gc
Encls.

*cc Gary Stout
cc HCD Task Force*

DRAFT

January 7, 1975

SUMMARY OF PROPOSED HCD PROJECT BUDGETS
12 Month Program

<u>Project</u>	<u>Total HCD</u>	<u>Rehab Loans</u>	<u>Total HCD + (Rehab Loans)</u>
1. N.E. - NDP	\$2,500,000	(\$1,320,000)	\$3,820,000
2. Elliot	550,000	-0-	550,000
3. Union Ave.	454,000	-0-	454,000
4. Corbett-Terwilliger	549,000	(180,000)	729,000
5. Northwest	545,000	(120,000)	665,000
6. Thurman - Vaughn	263,000	(30,000)	293,000
7. St. John's	570,000	(180,000)	750,000
8. Buckman	266,000	(120,000)	386,000
9. Downtown-Waterfront Urban Renewal Proj.	1,850,000 *	(330,000)	2,180,000
10. Pioneer Square (for BOR match)	500,000	-0-	500,000
Local Options	297,000	-0-	297,000
PIL Loan Reserve Fund	150,000	-0-	150,000
City Processing/Mgmt. Cost (3%)	<u>263,000</u>	<u>-0-</u>	<u>263,000</u>
TOTALS	\$8,757,000	(\$2,280,000)	\$11,037,000

*To be repaid with Tax Increment funds

MSJ:gc

PROPOSED FIRST YEAR HCD PROGRAM
ACTIVITY SUMMARY

A. RESIDENTIAL

\$1,624,000
(\$2,280,000) Loans &
HRP Grants

1. Single Unit Rehab - 640 Jobs
 - 205 Deferred Pmt. Loans @ \$4,000 ea. = \$820,000
 - 305 PIL/312 Loans (@ \$6,000 ea. = 1,830,000)
 - 50 Critical Maint. Loans @ 1,500 ea. = 75,000
 - 80 Hous. Repair Grants-MC (1,500 ea. = 120,000)
2. 660 Rehab Insp. & Fees 52,000
3. Multi Unit Rehab - 180 units
 - 70 Hskp. Units @ \$7,000 = 490,000
 - 110 Rming. Units (Loan) (@ 3,000 ea. = 330,000)
4. Hsg. Dev. & Rehab Design Contracts 37,000
5. PIL Loan Reserve Fund 150,000

B. COMMERCIAL/INDUSTRIAL

162,000

- Design Services 32,000
- Revolving Fund - Comm. Rehab 80,000
- Comm. Area R/W Impvts. 50,000

C. PUBLIC PROPERTIES

910,000

- Parks, Plazas, etc. 385,000
- Waterfront Esplanade 470,000
- Site Prep - Eliot II 5,000
- Albina Neigh. Ctr. Rehab 50,000

D. REAL ESTATE, RELOCATION & SITE CLEARANCE

1,274,000

1. Real Estate Purch. (25 Par) \$1,021,000
2. Relocation Pmts. 124,000
3. Disposition 12,000
4. Site Clearance 117,000

E. PROJECT IMPROVEMENTS

1,456,000

- Street Impvts. 679,000
- Traffic Impvts. 116,000
- Water & Sewer (Eliot II) 100,000
- St. Furn., Malls & Lighting 389,000
- Street Trees 93,000
- Prelim. Design Studies (2) 79,000

DRAFT

(Proposed 1st Year HCD Program Activity Summary - Con't.)

F.	<u>CONTINGENCIES & LOCAL OPTIONS</u>	\$ 582,000
1.	Identified Project Areas	\$285,000
2.	Special Needs	297,000
G.	<u>OVERHEAD & PERSONAL SERVICES</u>	1,986,000
1.	Overhead	499,000
2.	Personal Services	1,487,000
	Pioneer Square (BOR match)	500,000
	City Processing/Management (3%)	<u>263,000</u>
	TOTAL HCD FUNDS	<u>\$8,757,000</u>
	(Loans & MC HRP Grants)	(\$2,280,000)
	TOTAL	\$11,037,000

1/7/75
MSJ:gc

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PROPOSED HOUSING COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
NORTHEAST (NDP) & ELIOT II (NDP) AREAS
(One year completion program in NDP Action Areas - Start 1/75)

A. RESIDENTIAL

(Housing Rehabilitation)

\$441,000
(\$1,320,000) Loans & M.C.
Grants

1. 100 Deferred Pymt. Loans @ \$4,000 ea. = \$400,000
2. 200 312/PIL Loans @ \$6,000 ea. = (1,200,000)
3. 80 Home Repair Program Grants 1,500 ea. = (120,000)
4. 400 Inspections & Fees 31,000

(Housing Development)

5. Eliot II Housing Design & Development Program 10,000

B. COMMERCIAL/INDUSTRIAL

-0-

C. PUBLIC PROPERTIES

6,000

1. Pacific Univ. Clinic (Eliot II)
Site Prep. In conj. with A-5 above 5,000
2. 13th & Holman - Open Space-Big Toy 1,000

D. REAL ESTATE & RELOCATION

454,000

1. 15th & Prescott & Mississippi & Prescott
Intersection Impvts.
Acquire 8 parcels 140,000
Acq. Expenses & Legal 15,000
Relocation (2 o/o, 3 Ten.) 44,000
Site Clearance 8,000
2. Clearance-No. of Russell St. (Eliot II)
Acq. 6 Parcels 165,000
Acq. Expenses & Legal 15,000
Relocation (2 Ten., 2 Bus.) 20,000
Site Clearance 25,000
Disposition Exp. (To Pacific Univ.) 2,000
3. Site Clearance of Abandoned
Structures 10 @ \$1,100 ea. = 11,000
4. Housing Site (Eliot II)
Purchase of Site from NDP by PDC (\$70,000)
Disposition Expenses 4,000
5. Woodlawn Pilot Housing Site
Disposition Expenses 2,000
6. Scattered Single Res. Lots
Disposition Exp. - 10 Lots 3,000

(Northeast & Elliot II NDP Areas - Con't.)

E. PROJECT IMPROVEMENTS

\$686,000

(Woodlawn Area)

1. Street Reconstruction 3 lg. blks. \$ 44,000 (HCD share)
2. Pilot Ho. Site R/W. Impvts. & 13th Avenue Mall Impvts. 33,000

(King-Vernon-Sabin)

3. Street Reconstruction (3 short blks.) 27,500 (HCD share)
4. 15th & Prescott Inter. Impvts. 70,000
5. Street Lighting (200 lights) 46,000

(Boise-Humboldt Area)

6. Street & Alley Recons. (2 blks., 1 alley) 22,000
7. Street Trees (400 Trees) 17,000
8. Miss. & Prescott Inter. Impvts. 16,500
9. Cascade Center Mall Impvts. 110,000

(Eliot II Area)

10. Russell Street, Lighting, Utilities, Boundary Street Impvts. 300,000

F. CONTINGENCIES (for above items)

82,000

G. OVERHEAD & PERSONAL SERVICES

831,000

1. Overhead - Phy. Plant, Leg., Proj. Insp. etc. 181,000
2. Interest - On Temp. Loan Advance 80,000
3. Personal Services - Salaries, Fringe Benefits, & Employer Taxes 570,000

Sub-Total

\$2,500,000 (HCD)

 1,320,000 (Loans & M.C. Grants)

TOTAL

\$3,820,000

 MSJ:gc
 12/16/74

**PROPOSED HOUSING & COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
ELIOT AREA**

A. <u>RESIDENTIAL</u>		
(Housing Rehabilitation)		\$ 75,000
1.	50 Critical Maint. Loans @ \$1,500 ea. = \$75,000	
B. <u>COMMERCIAL/INDUSTRIAL</u>		-0-
C. <u>PUBLIC PROPERTIES</u>		\$150,000
1.	Dawson Park. Improvements	50,000
2.	Lillis Albina Park Improvements	100,000
D. <u>REAL ESTATE RELOCATION & SITE CLEARANCE</u>		\$202,000
1.	S. W. Corner Area - Russell & Williams (For housing dev. in conjunction with Eliot II Project)	
	Acquire 4 parcels	140,000
	Acquire Expenses & Legal	10,000
	Relocation for Business	20,000
	Site Clearance	20,000
	Disposition Costs	1,000
2.	Site Clearance of Abandoned Structures - 10 @ \$1,100 ea.	11,000
E. <u>PROJECT IMPROVEMENTS</u>		-0-
F. <u>CONTINGENCIES (On above items)</u>		\$ 28,000
G. <u>OVERHEAD & PERSONAL SERVICES</u>		\$ 95,000
1.	Overhead - Physical, plant, legal, project improvement, etc.	20,000
2.	Personal Services - Salaries, fringe benefits, employer taxes	75,000
TOTAL		<u>\$550,000</u>

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PROPOSED HOUSING COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
UNION AVENUE

A.	<u>RESIDENTIAL</u>		-0-
B.	<u>COMMERCIAL/INDUSTRIAL</u>		-0-
C.	<u>PUBLIC PROPERTIES</u>		\$94,000
1.	Mini Plazas - Bus Stops (4) Impvts. & landscaping (locations not yet specified)	\$44,000	
2.	Albina Family Service Center Rehab. & Site impvts.	\$50,000	
D.	<u>REAL ESTATE & RELOCATION</u>		\$72,000
1.	Acquire (4) parcels for Mini Plazas - Bus Stops (incl. acq. exp., & legal)	\$36,000	
2.	Site clearance of abandoned structures (12) @ \$3,000 avg./unit	\$36,000	
E.	<u>PROJECT IMPROVEMENTS</u>		\$158,000
1.	Pedestrian Corridor Impvts. (7) Curb cuts, special lighting, screening & landscaping.	\$35,000	
2.	Union Ave. street tree program. 750, 2"-2'2" Caliper @ 52.00 ea. (incl. master plan), 30' - 40' spacing	\$39,000	
3.	Traffic Signals (2 inters.) Russell/Knott-Union Avenue Killingsworth-Union Avenue	\$48,000 \$36,000	
F.	<u>CONTINGENCIES (for above items)</u>		\$25,000
G.	<u>OVERHEAD & PERSONAL SERVICES</u>		\$105,000
1.	Overhead - rent, equip., supplies, etc.	\$30,000	
2.	Personal Services - salaries, fringe benefits, employers taxes	\$75,000	

TOTAL \$454,000.

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PROPOSED HOUSING & COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
CORBETT/TERWILLIGER AREA

A.	<u>RESIDENTIAL</u> (Housing Rehabilitation)	\$106,000 (180,000) Loans
1.	25 Deferred Payment Loans @ \$4,000 = \$100,000	
2.	30 Var. Int. Loans @ \$6,000 = (180,000)	
3.	75 Rehab Inspection & Fees @ .80 = 6,000	
B.	<u>COMMERCIAL/INDUSTRIAL</u>	-0-
C.	<u>PUBLIC PROPERTIES</u>	-0-
D.	<u>REAL ESTATE, RELOCATION & SITE CLEARANCE</u>	\$200,000
1.	Acquisition of Greenway buffer	
E.	<u>PROJECT IMPROVEMENTS</u>	\$ 75,000
1.	Planning study for Ross Island Bridge ramps & related improvements.	
2.	Street closure, Pendleton at Hood	
F.	<u>CONTINGENCIES</u> (for above items)	\$ 16,000
G.	<u>OVERHEAD & PERSONAL SERVICES</u>	\$152,000
1.	Overhead - Rent, equipment, supplies, etc.	\$ 27,000
2.	Personal Services - Salaries, fringe benefits and employer taxes	125,000
Sub-Total		\$549,000 (HCD)
		<u>(\$180,000) (Loans)</u>
TOTAL		\$729,000

NOTE: Above budget prepared and adopted by the C/T Planning Committee, December 11, 1974.

MSJ:ELY:gc
12/12/74 (Revised)

PROPOSED HOUSING COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
NORTHWEST PROJECT AREA

A. <u>RESIDENTIAL</u> (Housing Rehabilitation)		\$104,000 (\$120,000) Loans
1.	25 Deferred Payment Loans @ \$4,000 ea. = \$100,000	
2.	20 Variable Int. Loans (312/PIL) (\$6,000 ea. = \$120,000)	
3.	50 Rehab Inspections & Fees 4,000	
B. <u>COMMERCIAL/INDUSTRIAL</u>		\$ 15,000
1.	Planning - Comm/Industrial Areas (Adj. to Freeway & Thurman)	
C. <u>PUBLIC PROPERTIES</u>		\$190,000
1.	Neighborhood Center (Budget Amt. pending HCD Eligibility determination & local commitments)	
2.	Couch Park Impvts.	\$150,000
3.	Forest Park Impvts	40,000
D. <u>REAL ESTATE & RELOCATION</u>		-0-
E. <u>PROJECT IMPROVEMENTS</u>		\$ 67,000
1.	Street Closures (2 locations)	30,000
2.	Street Trees, etc. (Model Block & other locations)	37,000
F. <u>CONTINGENCIES</u> (For above items)		\$ 20,000
G. <u>OVERHEAD & PERSONAL SERVICES</u>		\$149,000
1.	Overhead - Rent, equipment supplies, etc.	37,000
2.	Personal Services - Salaries, fringe benefits and Employer taxes	112,000
Sub-Total		\$545,000 (HCD)
		<u>(\$120,000) Loans</u>
TOTAL		\$665,000

MSJ:gc
12/12/74 (Revised)

**PROPOSED HOUSING & COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
THURMAN/VAUGHN AREA PROJECT**

A. <u>RESIDENTIAL</u>		\$ 37,000
(Housing Rehabilitation)		(30,000) Loans
1.	5 Deferred Payment Loans @ \$4,000 = \$ 20,000	
2.	5 312/PIL Loans @ \$6,000 = (\$ 30,000)	
3.	25 Rehab Inspection & Fees@ 2,000	
(Housing Development)		
4.	Design of Thurman-Vaughn Redevelopment Area 15,000	
B. <u>COMMERCIAL/INDUSTRIAL</u>		-0-
(Design of Thurman-Vaughn Redevelopment Area included in Item A-4 above)		
C. <u>PUBLIC PROPERTIES</u>		-0-
D. <u>REAL ESTATE, RELOCATION & SITE CLEARANCE</u>		116,000
1.	Acquisition of Old Forestry Center Site - Including Acquisition Expenses 110,000	
2.	Site Clearance of Abandoned Structures 5 @ \$1200 ea. 6,000	
E. <u>PROJECT IMPROVEMENTS</u>		
1.	Upshur Street Right-of-Way (Including closures, pedestrian improvements, lighting and landscaping. Preliminary plans included in Item A-4 above) 50,000	
F. <u>CONTINGENCIES</u> (On Above Items)		10,000
G. <u>OVERHEAD & PERSONAL SERVICES</u>		50,000
1.	Overhead (Physical plant, legal Project Inspection, etc.) 5,000	
2.	Personal Services (Salaries, fringe benefits and employer taxes) 45,000	
Sub-Total		\$263,000 (HCD)
		(30,000) Loans
TOTAL		\$293,000

MSJ:tji
1/6/75

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PROPOSED HOUSING COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
ST. JOHN'S AREA

A.	<u>RESIDENTIAL</u> (Housing Rehabilitation)		\$105,000 (\$180,000) Loans
1.	25 Deferred Payment Loans @ \$4,000 ea. =	\$100,000	
2.	30 Variable Int. Loans (312/PIL) (\$6,000 ea. =	\$180,000)	
3.	60 Rehab. Insp. & Fees	5,000	
B.	<u>COMMERCIAL/INDUSTRIAL</u>		62,000
C.	<u>PUBLIC PROPERTIES</u>		
1.	Cultural Arts Ctr./Neigh. Fac. (Budget Amt. pending HCD Eligibility Determination & Local Commitments)		
D.	<u>REAL ESTATE & RELOCATION</u>		-0-
E.	<u>PROJECT IMPROVEMENTS</u>		215,000
1.	Street Reconstruction & Lighting	\$183,000	
2.	Traffic Signalization @ Columbia Blvd. & Fessenden (6-way signal)	32,000	
F.	<u>CONTINGENCIES</u> (For above items)		24,000
G.	<u>OVERHEAD & PERSONAL SERVICES</u>		164,000
1.	Overhead - Rent, equipment, supplies, etc.	\$ 34,000	
2.	Personal Services - Salaries, fringe benefits and Employer taxes	130,000	
	Sub-Total		\$570,000 HCD
			(\$180,000) Loans
	Total		\$750,000

MSJ:gc

12/11/74 (Revised)

DRAFT

PROPOSED HOUSING COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
BUCKMAN PROJECT AREA

A.	<u>RESIDENTIAL</u> (Housing Rehabilitation)		\$104,000 (120,000) Loans
1.	25 Deferred Payment Loans @ \$4,000 ea. =	\$100,000	
2.	20 Variable Int. Loans (312/PIL) (6,000 ea. =	\$120,000)	
3.	50 Rehab Inspections & Fees	4,000	
B.	<u>COMMERCIAL/INDUSTRIAL</u>		-0-
C.	<u>PUBLIC PROPERTIES</u>		
1.	Neighborhood Facility (Budget Amount pending HCD eligibility determination and local commitments)		
D.	<u>REAL ESTATE & RELOCATION</u>		-0-
E.	<u>PROJECT IMPROVEMENTS</u>		\$ 42,000
1.	Street Closures & Improvements	\$40,000	
2.	Bicycle Path System (Planning & Impl.)	2,000	
F.	<u>CONTINGENCIES</u> (for above items)		\$ 20,000
G.	<u>OVERHEAD & PERSONAL SERVICES</u>		\$100,000
1.	Overhead Items - Rent, equip., supplies, etc.	\$25,000	
2.	Personal Services - Salaries, fringe bene- fits & employer taxes	\$75,000	
	TOTAL		\$266,000 (HCD) (120,000) Loans
	TOTAL		\$386,000

MSJ:nr
12/17/74 (Revised)

DRAFT

PROPOSED HOUSING COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
DOWNTOWN WATERFRONT URBAN RENEWAL PROJECT

A. <u>RESIDENTIAL</u> (Housing Rehabilitation)		\$502,000 (\$330,000) Loans
1. 12 Structural and economic analyses of potential units for rehabilitation at \$1,000 ea.	\$ 12,000	
2. 70 Housekeeping units involving major rehabilitation at \$7,000 ea.	\$490,000	
3. 110 Loans for rooming units involving moderate rehabilitation at \$3,000 ea.	(\$330,000)	
B. <u>COMMERCIAL</u>		\$ 85,000
1. Design services in support of private rehabilitation, 10 cases at \$500 ea.	\$ 5,000	
2. Funding for revolving rehabilitation loan fund	\$ 80,000	
C. <u>PUBLIC PROPERTIES</u>		\$470,000
1. Waterfront Esplanade design and engineering for first phases	\$ 70,000	
2. Waterfront Esplanade, first phase construction	\$400,000	
D. <u>REAL ESTATE AND RELOCATION</u>		\$230,000
1. Acquisition of property for residential rehabilitation:		
Acquire 1 property	\$175,000	
Acquisition expenses and legal	\$ 15,000	
Relocation (20 tenants)	\$ 40,000	
E. <u>PROJECT IMPROVEMENTS</u>		\$163,000
1. Design services in support of historic district improvement	\$ 10,000	
2. Improvements to Ankeny, First and Burnside Streets	\$153,000	
F. <u>CONTINGENCIES (For above items)</u>		\$ 60,000
G. <u>OVERHEAD & PERSONAL SERVICES</u> (Overhead - \$60,000) (Personal Services - \$280,000)		\$340,000
Sub-Total		\$1,850,000 HCD
		(\$330,000) Loans
TOTAL		\$2,180,000

**PROPOSED HOUSING COMMUNITY DEVELOPMENT
FIRST YEAR PROGRAM & BUDGET
DOWNTOWN WATERFRONT URBAN RENEWAL PROJECT**

Explanation of Budgeted Activities

Note: HCD money will be used in the Waterfront as a temporary loan to fund projects which can begin quickly. A tax increment bond will be issued as soon as possible to pay back this HCD advance and fund additional projects. The money returned will then be re-allocated to other community projects in the HCD program.

A. RESIDENTIAL

The subsidizing of residential development, especially for low income residents, is both legally and financially the most complex of the development proposals. Any project participation in this will also include combining resources with State programs financed through the recent State Housing Bond issue and federal programs for rent subsidy payments, such as Section 8, or federal low interest loans, mortgage insurance or tax abatement.

1. The 12 structural and economic analysis of potential units for residential rehabilitation are feasibility studies which will aid public agencies and private owners to choose the best possible units for rehabilitation.
2. 70 housekeeping units involving major rehabilitation are the second phase of a continuing program to rehabilitate 400 such units as identified by the Social Policy Report and begun with the Foster Hotel. Because of the difficulty in duplicating the Foster model, an amount has been budgeted which would allow outright public purchase. (see Real Estate and Relocation) and direct funding of rehabilitation. If, by combining programs mentioned above, savings can be designed, they will be applied to rehabilitating additional units.
3. 110 loans for rooming units involving moderate rehabilitation would be the first phase of 660 such units targeted by the Social Policy for this project. It is expected that a revolving low interest loan fund can be established in conjunction with local banks similar to that used for private residences in the Model Cities area. As such, it would be self-supporting and require no use of HCD money.

B. COMMERCIAL

1. Design services in support of private rehabilitation would be offered to provide those interested with preliminary design ideas, costs and financing analysis to help determine the best way to proceed with a rehab project.

2. Funding budgeted for the revolving rehabilitation loan fund would be the first step in establishing the Urban Conservation Fund recommended by the City's consultants on historic conservation. Interest bearing loans would be made so the fund would become self sustaining.

C. PUBLIC PROPERTIES

1. Waterfront Esplanade design and engineering for first phase development will be undertaken based on approved work of the City's consultants.
2. Construction costs for initial Waterfront Esplanade first phase development.

D. REAL ESTATE AND RELOCATION

1. Acquisition of property for residential rehabilitation is budgeted in support of A.2., where actual public purchase may be necessary to provide suitable structures to accommodate 70 rehabilitated units. Because some occupancy of buildings acquired may be expected, relocation assistance, as required by federal law, is budgeted. If acquisition is not required, this money will be re-allocated to other activities.

E. PROJECT IMPROVEMENTS

1. Design services in support of historic district improvements will provide the level of design and engineering necessary to proceed with actual construction of improvements.
2. Improvements to Ankeny, First and Burnside would be made based on criteria established in the Parking and Circulation Policy and the Urban Design Plan for the project. They would generally consist of improvements to streets and sidewalks (or, in the case of Ankeny, its development as a pedestrian mall) provision of street furniture and other amenities and would support and encourage private development and rehabilitation in the Skidmore/Old Town area.

F. CONTINGENCIES.

An amount to be allocated, to the above items, as needed.

G. OVERHEAD AND PERSONAL SERVICES

This is the amount required to support office and legal costs, employee salaries, fringe benefits, employer taxes, etc.

SCG:gc



OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

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

Notes on HCD Task Force Meeting

January 7, 1975

Present: Mulvey Johnson, Chuck Olson, Ken O'Kane, Denny Wilde, Mike Henniger, Mary Pedersen, Dale Christiansen, Ed Erickson, Homer Matson, Lyn Musolf, Al Jamison, Tom Benjamin, Miriam McClure, Gerry Mounce, Tom Kennedy, Lew Ross

1. Homer reported on the status of the Housing Assistance Plan. Parts of it are done, other parts are being worked on, the programs are alright, the budget is coming along, organization of the plan is still tentative, and Denny and Homer are working on the only two portions still needing completion. The entire package will be together before we go to Council. Tom Benjamin noted that the State is seeking HUD discretionary funds on a state-wide basis.

2. Denny distributed a draft of the HCD Goals and Strategy. The needs statement is being typed (Denny still needs a response from Ed Erickson) and will be in the mail tomorrow. Chuck is continuing work on the summary. Feedback on these drafts is encouraged and welcome.

Discussion of Goals and Strategy: Denny pointed out item #3 on the top of page 14 concerning an assessment of 50¢ per linear foot of frontage for sidestripping. This provision was requested on principle by the Bureau of Streets and Structures.

Question: Should we keep this assessment in our plan? It was suggested that this be discussed further with Commissioner McCready's office. The legal aspects of inclusion versus exclusion of the fee should be researched. We are dealing with low income neighborhoods which need extra assistance; however, other neighborhoods will object if they don't receive the same discount, and City departments usually like to follow uniform procedures. General

consensus was that no assessment should be made in these neighborhoods and it is hoped that a policy decision will be made at the joint PCPC/PDC hearing on Wednesday. Denny and Ken will meet together to work on this further.

3. The question of the definition of maintenance of effort has still not been resolved. The law hints, but does not specify, that all HCD funds should be used within the same geographic areas (neighborhoods).

4. Lew reported that southeast Portland will receive three miles of sidestripping in the coming fiscal year under maintenance of effort. Nine additional miles will be requested from HCD funds, with even more possibly requested under the new unemployment program. Ken and Lew will work on this together.

5. Mike expressed concern that the general assumptions we have been operating on be firmed up with the Council before we proceed much farther. The Council has specified that they do not want staff setting policy.

6. Ken will arrange a date before Council and will give Mary a week's notice.

7. Maps will be ready tomorrow.

8. Tom Benjamin and Ken will work on the grant review process.

9. There is some confusion about the certification forms required with the application. Tom Benjamin feels that only one form is needed for all eight certifications. Tom Kennedy understands that we need specific certification of a hometown plan. Tom Kennedy, Tom Benjamin and Ken will work together to clarify this with HUD.

10. Ken mentioned a letter he had received from HUD clarifying intent. Copies are available for anyone interested. It was stressed that these letters should be read carefully; they are not as official or binding as publications in the Federal Register.

11. Discussion of the joint PCPC/PDC hearing on January 8th: Current status of the HCD preparations will be presented. A package for each citizen present will include:

- a) goals
- b) strategy
- c) needs
- d) copy of Gary's status report to Council
(dated December 6, 1974)

Response to the ad in the paper was briefly discussed.

It was decided that each citizen present at the hearing will fill in a card upon entering the room which will:

- a) identify the person
- b) indicate if the person wants to testify
- c) specify who the person represents

The OONA will have the cards printed. The meeting will be taped and Denny is making arrangements for a transcribing secretary so that we will have verbatim testimony as well. Ken is arranging for a photographer. Mary will bring an extra tape recorder so that people who must leave early will be able to record their testimony as well.

Ken briefly reviewed the agenda for the hearing.

Suggestions: A time limit for each speaker should be established. Tom Benjamin will ask George Russill to remind the television stations of the hearing. We should have an easel and large pens on hand. The maps, PERT chart, copies of the ad, and the original charts explaining the ad will be displayed on the walls. The chart illustrating the steps in the HCD process will be revised by Tom Kennedy and will be distributed at the hearing.

12. Question: The neighborhoods want to know if any changes have been made in their budgets. Not as yet.

13. Question: The S.E. Coalition wants a decision on project boundaries. Which areas will be included in the Buckman neighborhood? They are apprehensive about not being included in the second or third year programs and want a commitment from us. It was generally agreed that we cannot deal with this issue since it requires a policy decision. Gary will need to refer to the S.E. Coalition

at the hearing and explain why it hasn't been included this year. Dorothy will obtain copies from Gary of the HCD projects submitted by the S.E. Coalition.

14. Chuck distributed copies of a draft budget. Some form of the budget will be distributed at the hearing, including a function breakdown (by type of action) and a listing by neighborhood. All questions about the budget should be referred to Ken in OP&D.

Discussion: This draft budget covers a 12-month program beginning January 1, 1975. Tom Benjamin will check to see if the words "on approval" as used in the regulations mean January 1 or not. It was noted that items under "Local Options" mean one-time only expenditures. The 3% for City processing covers indirect costs but does not include other management costs (i.e., evaluation, maintaining files, etc.). Mulvey has the back up documents by neighborhoods and projects for this budget.

Question: Why is such a large amount allotted for the waterfront?

- a) Because the waterfront is a tax increment project, HCD money will be reimbursed. This is good fiscal planning since the amount of HCD funds will decline each year.
- b) If tax allocation bonds are passed by Council, HCD reimbursement would have first priority.

Question: How does HUD regard these reimbursements? All reimbursed money must still be used as originally intended by the Act.

It was noted that we may need to re-program and use a portion of HCD monies to replace 701 funds (which have been temporarily suspended).

15. Chuck has completed the matrixes for each neighborhood and welcomes any suggestions. Copies can be obtained from Mulvey.

16. Our next meeting will be on Thursday, January 16th.

dym1



OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

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

*File HCD.
Rec'd 12/17/74
OOWA.*

Notes on HCD Task Force Meeting

December 5, 1974

Present: Mike Henniger, Andy Raubeson, Ed Erickson,
Lew Ross, Ken O'Kane, Lyn Musolf, Homer Matson,
Tom Benjamin, Bruce Martin, John Kenward,
Ernie Bonner, Gary Stout, Ernie Yuzon, Chuck
Olson

The following documents were distributed:

- 1) Agenda - HCD Task Force Meeting - December 5, 1974
- 2) HCD Task Force - "Loose Ends"
- 3) Neighborhood Newsletter - December 2, 1974
- 4) Federal Register - Section 8 Substantial Rehab
- 5) Federal Register - Rules Regarding Discretionary Grants
- 6) Draft - HCD Evaluation Plan - prepared by Mike Henniger
- 7) Draft - Citizen Participation Plan - prepared by Mary Pedersen
- 8) Draft - HCD Strategy - prepared by Denny Wilde

1. Changes in the minutes of the last meeting:

- a) add Lew Ross's name to list of those present
- b) Mary Pedersen was supposed to notify the neighborhoods of a public HCD hearing sometime early in January (no specific date).

2. Mary Pedersen informed us that new HUD regulations require that we include two "needs"-oriented public hearings in our HCD Citizen Participation Plan.

3. Mary also noted that there is some indication that HCD funds appropriation may be delayed. It's possible that the 10% drawdown will not be available until February (although we will be reimbursed nevertheless). Tom Benjamin will be in touch with HUD and will keep us informed.

4. Discussion of draft Citizen Participation Plan: Mary noted that she added a new step - page 2 #3. She needs help on the last page regarding other agencies. The PDC list of activities should be expanded. Mary noted that we need to raise the question of neighborhood facilities. Mary also suggested that we advertise the January hearing in the Oregonian and include a list of eligible activities and an outline of a status report.

5. Discussion of draft Community Development Strategy: Ernie Bonner is working on the goals and strategy portion.

The Burnside community believes that they have been excluded. Their first priority, Chapter 13 housing rehabilitation, is already in the HCD program. Their second priority is a community center. Denny, Chuck and Sam Galbreath will be in touch with them.

6. It was noted that the flow chart will be changed again since the dates must be changed. Our next two meetings with Council are very crucial. The present date of February 19 should be changed to March 5 because of the 45-day A-95 approval period. Tom Benjamin and Don Barney will try to obtain expeditious A-95 review at next week's CRAG Board meeting.

7. Discussion of "Loose Ends":

- a) Denny noted that the neighborhoods are confused by the wide variety of City staff saying different things.
- b) Chuck suggested that PDC do a preliminary feasibility survey of rehab capabilities in Buckman.
- c) Denny will have a coordinating meeting with Al Berreth next week regarding the wish lists; this will be discussed at next week's task force meeting.

- d) Tom Benjamin noted that he has available copies of a rough outline of a process for the City's environmental assessment committee.
 - e) Tom Benjamin will work on the possibility of inserting relocation into the 10% funds; this will be discussed at next week's task force meeting.
 - f) Chuck Olson is still working on the matrix of neighborhood requests; this will be discussed at next week's task force meeting.
 - g) An ethnic map (prepared by Tom Kennedy) will be discussed at next week's task force meeting.
8. Discussion of software: Mike state that most of the software activities could be covered by existing personnel.
- a) Marketing could be done by PDC.
 - b) Legal Aide is a possible source for legal counseling, although they are independent.
 - c) Maintenance counseling:
 - 1) Hardware (gutters, etc.) could be handled by PDC rehab advisers or Bureau of Buildings inspectors.
 - 2) Home economics could be covered by HAP home representatives.
 - d) Financial counseling to deal with foreclosures - PDC
 - e) Housing referral - PDC real estate section and/or PDC relocation staff

Mike will contact all the agencies involved for further discussion. The question of where the responsibility for the administration and coordination of all these activities will be placed was put off till a later date.

8. Discussion of draft HCD Evaluation Plan. Gary noted a need for a method of external evaluation. We must have a way of determining if a citizen complaint is valid and, if so, we need a process for following it up. We will look at the evaluation process again in January.

9. Discussion of HCD status report to be presented at informal Council next week. It was stressed that any projects about which we have any doubts should be included in the second year program.
10. Ernie Bonner asked for feedback on Community Development objectives for the entire city. He also expressed a need for a draft budget for the Planning Commission hearing.
11. Mary Pedersen expressed concern that the business community has not yet been involved in HCD work sessions.
12. Homer Matson will have a draft of the Housing Assistance Plan ready next week.

dym1

received
12/12/74
OONA

REQUESTS

ELIGIBLE ~~ACTIVITIES~~ UNDER HCD FISCAL YEAR 1975-76

1. Property Acquisition and Improvement Acquisition

- a) Pedestrian bikeway easement - Corbett/Terwilliger
- b) Street realignments - Eliot/King-Vernon-Sabin/Boise-Humboldt
- c) Property for housing redevelop. site - Eliot/Thurman-Vaughn
- d) Abandoned structures - all neighborhoods
- e) Public activity spaces (bus shelter sites) - Union Ave.
- f) Incidental acquisition for street improvements
- g) Land banking - Union

2. Public Works Construction

(Public ROW)

- a) Street improvements (curb, gutter, parking) - St. John's
- b) Traffic control (signals, diverters, closures) - All neighborhood
- c) Street lighting - St. John's
- d) Street trees - Union/N.W./Corbett/Terwilliger
- e) Street furniture - Union
- f) Storm (sanitary separation) - Sabin
- g) Landscaping improvements

(Parks & Recreation)

- a) Parking improvements - Willamette Park, Couch, Forest.
- b) Pedestrian & bikeways - Corbett/Terwilliger/N.W.
- c) Neighborhood & community centers - St. Johns/N.W./Buckman/
Burnside
- d) Recreational equipment - Woodlawn

3. Code Enforcement

- a) No activity under HCD funding
(check with Homer on Model Cities Code Enforcement Program)

4. Clearance Demolition and Rehabilitation

(Rehab.)

- a) Deferred payment loans (HCD) - all areas
- b) Variable interest (312/P.I.L.) - all areas
- c) Critical maintenance loan - Eliot/Boise/King
- d) Commercial structures (feasibility only) - Union/Downtown

(Demolition and Rehabilitation)

- a) Abandoned structures - All neighborhoods
- b) Landbanking - Union

5. Special projects for elderly or handicapped
 - a) Curbcuts and other ROW improvement - N.W.
 - b) Rehabilitation of structures - N.W.
 - c) Special
6. Temporary Housing
 - a) No
7. Disposition of property
 - a) Section 8 lease option - All neighborhoods
 - b) Housing site disposition - Woodlawn, Eliot
 - c) Transient housing - Burnside
8. Provisions of public services not available elsewhere
None anticipated
9. Payment of local match
 - a) BOR
 - b) Land and water conservation funds - Willamette Park,
Couch, Forest
 - c) LEAA - Union Avenue
 - d) EDA/Economic Development - Bureau of Outdoor
Recreation - NW
10. Completion of Existing Renewal Projects
 - a) NDP - Woodlawn, King-Vernon-Sabin,
Buckman, Humboldt, Eliot
 - b) Emanuel
11. Relocation benefits
 - a) Property acquisition - Eliot #2
 - b) Street realignment - Eliot
 - c) Code enforcement - Model Cities Area
 - d) Land banking - Union
12. Planning and Management
 - a) Community Development Plan & Program Preparation
13. Administration Cost
 - a) Project execution - City wide
 - b) Carrying costs - City wide

Denny Wilde

HCD
Task Force.

Eligibility for CDRS Funding Draft #2
5 September 1974

I. Neighborhood eligibility for first year CDRS funding.

The neighborhood must satisfy the following criteria in order to be eligible for funding the first year of community development revenue sharing. These criteria are:

1. Be an established neighborhood organization recognized by Council. *by April 15.*
2. Show evidence of neighborhood involvement in planning such as a) an established neighborhood plan (pending for or adopted by City Council), b) a list of feasible projects prioritized by the community (pre-NDP programming)
3. Make a specific request to the City for CDRS funding of neighborhood projects.
4. Make specific neighborhood commitments to participate in project implementation. These might include
 - a) Task Force Committees, Block Committees, Community Contact, neighborhood surveys, etc.
 - b) Neighborhood work parties-clean up, special projects
 - c) Direct and indirect financial participation in projects (*funding drives, donations, foundation grants, etc.*)
 - d) Contributions for neighborhood improvements (LID) agreement to participate in voluntary code enforce-

ment programs.

- e) A petition circulated throughout the community demonstrating a majority of signatures of property owners, renters, businesses supporting the neighborhood improvement program.

Based on these criteria, priority lists of eligible neighborhoods will be drawn up which best satisfies the criteria. This would include estimates of when the above conditions might be met by the neighborhoods. Funding for neighborhood improvements through CDRS would then go to neighborhoods in terms of their rank order on the list of eligible neighborhoods.

II. Neighborhood eligibility for second year and beyond CDRS funding.

Two options are outlined here for future funding for neighborhood improvement programs.

- a) assume that community development revenue sharing is one of many funding sources for implementation of neighborhood action programs.

and that CDRS will be treated as a part of an overall program of neighborhood improvements throughout the City. Under this concept of pre-planning period would be required to qualify neighborhoods as target areas. Pre-planning would take place in the following manner:

1. Neighborhoods must be established and recognized

by City Council.

2. Neighborhoods must petition Planning Bureau for technical assistance in planning-related matters.
3. Neighborhoods must show willingness to undertake on a voluntary basis some of the efforts required in the preparation of a planner program. Such efforts might include interview survey, visual survey, task force committees, block committees, etc.
4. Areas where there is evidence of declining neighborhood quality such as demonstrated by declining housing conditions, deteriorating neighborhood physical condition, or poverty as defined by the 1970 census will be given priority.

Based on the above set of criteria priority lists of eligible neighborhoods will be prepared. Those best satisfying the above criteria will be offered planning assistance and personnel will become available. As part of the planning assistance offered to neighborhoods will be the preparation of a pre-planning package to determine qualification of neighborhoods as target areas for CDRS funding. The criteria to be addressed in the pre-planning process for definition of target areas are as follows:

- 1) A determination of income levels capable of supporting PIL or other type rehab loan program.
- b) evidence of neighborhood vulnerability based on:
 1. declining housing condition
 2. evidence of sub-standard housing
 3. declining owner-occupancy
 4. public school data regarding population turnover rate, median income, etc.

- c) demonstration of local neighborhood organizational and boot strap efforts including 1) individual property improvements, 2) support for neighborhood improvement programs (a substantial portion of resident and property owner signatures on a petition of willingness to participate, 3) positive response to neighborhood attitude survey.

Based on a rated satisfaction of the above criteria, neighborhoods that have had planning assistance would be prioritized in terms of CDRS funding of neighborhood improvements.

B. This alternative assumes that the community development revenue sharing program is a special program not necessarily tied to over-all neighborhood planning and improvements. Under this concept, target areas would be defined in the following manner: based on a general assessment of 1970 census data, neighborhoods would be categorized according to the following criteria for funding community development revenue sharing funding of neighborhood improvements. These criteria are:

- a) median income level of between \$11,00-13,000 per family.
- b) evidence of neighborhood vulnerability as defined by 1) declining housing conditions, 2) evidence of sub-standard housing, 3) declining owner occupancy 4) general population characteristic of age and income.
- c) demonstration of local neighborhood support for an improvement program including 1) individual property

improvements, 2) support for neighborhood improvement programs.

Based on the following criteria neighborhoods throughout the City would be prioritized according to their acceptability as "middle ground" neighborhoods. Based on this prioritization, neighborhoods would be provided with technical assistance in the preparation of a program for neighborhood improvements. Technical assistance would be provided by the Planning Bureau and Development Commission.

PHASE I PRIORITY AREAS
Neighborhood Evaluation

0 = N.A. or not satisfied
1 = Partially satisfied
2 = Fully satisfied

NEIGHBORHOOD ELIGIBILITY	Estab. N.O.	Neigh. Plan/Prog	Specific Request for Funding	Neighborhood commit- ments					TOTAL
				a	b	c	d	e	
Buckman	1	1	2	1	1	1	0	0	7
Corbett/Terwilliger	2	2	2	2	2	1	1	0	12
North Portland	2	1	1	2	2	2	0	0	10
Northwest	2	2	2	2	2	2	0	0	12
NDP's									
Boise/Humboldt	2	2	2	2	1	1	1	0	11
Eliot	1	2	2	2	1	1	1	0	10
Irvington	2	2	2	2	2	2	2	0	14
King Vernon Sabin	1	2	2	1	1	1	1	0	9
Woodlawn	2	2	2	2	2	1	2	0	13
OTHER AREAS									
North Burnside	2	1	2	2	1	2	1	0	11

Based on draft #2 CD
Funding Eligibility

*feasibility
need
income level.
public benefit*

CDTF - 9/23 - AGENDA

- Mary Pederson: Report from Sub-ITF on citizen participation
 - Procedures and schedule for public hearings
 - " " " " neighborhood meetings
 - Recommendations re publicity
- Decision on new areas to be added for first Program Period.
- PDC: Discussion of physical program design and budget draft proposals.
- Discussion of procedure for collating and submitting responses to HUD A-85 pub. of HCDA regulations.

Oct 15-17.

Mid-November.

not re-shaping the process.

POPC hearing on proposals & recommendation.

Proposals by mail.

Application for Hearing.

TASK FORCE DOES PREPARATION.

reasons for 1st yr. choices.

PAPER to Commissioner's Asst.

portions of

Are we withholding specifics?

② DEFINITIONS.

① ~~DEFINITIONS.~~
②, ③ eligible activities.

④ regions of prior ^{Communities} SCP.

neighborhoods sh know if they
are going to be included.

DRAFT NOTES FROM HCD MEETINGS(10-24-74)

Decisions, ^C Lose Ends, Etc.

1. It was decided that someone from the HCD Task Force should speak to the School District regarding the 1st Year Program and its plans.
2. It was decided that Mike Lindberg and Dale Christianson be included in the HCD meetings beginning next Thursday (10-31).
3. Housing Assistance Plan: (things to be done)
 - A. See City Attorney, re: tie-ins with the housing question on HCD (can the City legally lend money for private rehabilitation?).
 - B. Remember that the program must be in balance: Housing; Public Works; Parks; etc.
4. Housing Assistance Plan and Section 8:
 - A. The City should have agreement with HUD to review all Section 8 applications that go to the HUD area office.
 - B. HA Plan must have one waiting list.
 - C. HCD Plan must set priorities for all Section 8 applications. These priorities are:
 1. Emmanuel
 2. Woodlawn
 3. Downtown - elderly/alcoholics/students/Foster Hotel
 4. Scattered sites in Pilot Neighborhoods
 5. Eliot II
 6. Mt. Hood Corridor*
 7. Thurmond-Vaughn Corridor*

* Using mobile homes for temporary relocation for residents in these areas was discussed. Also discussed was the idea of buying land with HCD funds and repaying with Section 8.
5. Section 8 allocations will come to the region, then to the area office and finally to the City.
6. HA Plan tie-ins with other programs were discussed:
 - A. State Housing Bond Issue
 - B. Neighborhood Stabilization Program
 - C. Relationship with main C.P. Task Force to be defined.

7. HUD Problems:
 - We must be certain that the private developer is not in conflict with the Housing Assistance Plan; this is difficult because HUD can deal directly with a private developer. This point is presently unclear in the Plan drafts to date.
8. Another problem with the HCD Plan is that there is a very "tight" time line between neighborhood meetings and preparation of the document for Council. Mary Pedersen and Denny Wilde are working on the neighborhood meetings.
9. Gary will assume responsibility for working out the sewer problems with Mike Lindberg. The problems are localized, but all agreed that the solutions should encompass more than specific areas.
10. Pat La Crosse asked about the purpose of these (Director's) meetings. The agreed purposes are:
 - . a general information exchange
 - . to delineate and agree on an outline after everyone grasps the over-all picture
 - . to distribute portions of the outline work among staff agencies for completion.
 - . that the ultimate purpose is to write the application
11. Unsolved issues:
 - A. identification of specific neighborhoods
 - B. relating these meetings to the Task Force

TASK FORCE MEETING

1. A-95 Review is not to be done now because: citizen input is incomplete; there is no concurrence in Council re: types of expenditures; there is no concurrence on areas of work. Instead, attempt to collapse A-95 and HUD Area Review into one time line (concurrently). Denny Wilde and John McCormick will be working on this. Also, they will be adding criteria for future neighborhoods. The Planning Bureau will develop the goals and needs, while Homer Matson will work up objectives and strategy. This should be accomplished by the next meeting (10-31). Also, Denny and John will be comparing NDP areas with new areas to find the correlation between (rough budget figures are available).

2. EPA (EIS) information is being sent to Don Jeffrey.
3. Equal opportunity will be handled by Tom Kennedy.
4. Mary Pedersen will work on the Citizen Participation Plan.
5. Accounting problems go to Ken Hampton via Tom Benjamin.
6. Chuck will work with Denny and Lynn to develop the draft form of Community Development Plan, Housing Assistance Plan and HCD.
7. During the week of November 11, the C.D. draft plan (NOT the application) will go to the Planning Commission. Later, the application will go to the Planning Commission and Council when the neighborhood ideas and budget allocations are available.
8. HTF is developing Software: re:
 - A. Budget
 - B. Program:
 - 1) community organization
 - 2) expanded counseling and training
 - 3) traditional community services function

Mike Henniger is preparing draft for HTF.
9. NDP's: to close out on 5th NDP Action Year, with a continual maintenance function and several special projects (Union, Emmanuel, Eliot, etc.). It was agreed that everyone should try to keep new projects limited to a 2 or 3 year ~~direction~~ *duration*.
10. More about HUD:

Washington League of Cities drafted a formal agreement with HUD concerning funds. Homer will follow this up with the prospect of Oregon doing the same.
11. HUD area office will not assist the City in preparing Environmental Impact statements, except by providing data, as available.
12. Timing Schedules:

Chuck Olson developed a HCD application Activity Schedule Chart.

 - A. The point was raised whether the 10% advance would include the 3% of the 8.6 million dollars (\$258,000) of the Grant which would go toward City indirect costs. Tom Benjamin will make certain that this 3% is not deducted for the Proposed advance.

- B. Council will be asked for this 10% advance on Nov. 27th. PDC will prepare a budget for these funds that will be ready for review by November 14th.
13. Denny Wilde presented his progress report:
- . keyed housing as a high priority
 - . good support from many Bureaus
 - . Commissioners must be kept informed of proceedings
14. Mary Pedersen is looking into active neighborhood participation in planning efforts. As usual, the major problem is having citizens with enough time to devote to planning and implementation. Mary seemed to think it worthwhile to look into using neighborhood citizens in sub-professional capacity. Questions were raised regarding the financial implications of doing this, since it was similar to the current NDP program that PDC has been asked to reduce in cost.
15. It remained undecided whether the City should declare an urban renewal plan for all areas in which PDC is working, or should the City subcontract and delegate authority.
16. October 29th is the due date for bid openings for Neighborhood Facility costs. This may impact the HCD budget.
17. Homer will write an evaluation procedure. Mary Pedersen will contribute. Evaluation will be both internal and external.

HCDP Goals, Policies, etc. - Draft Recommendations

These recommendations have been developed from thorough study, analysis and correlation of a number of relevant sources. These include:

1. The Housing and Community Development Act of 1974, particularly the definitions of national purposes and objectives contained in the Act. (See Appendix__.)
2. Reports of the House Committee on Banking and Currency (principal authors of the Act) and the Conference Committee which produced the Act in its final form. These reports spell out and explain Congressional intent with respect to many provisions of the Act.
3. HUD's draft regulations governing compliance with the Act.
4. Extensive data and numerous reports developed in recent years by a number of agencies such as CRAG, the State Housing Division, the Bureau of Planning, Portland Development Commission, Model Cities, School District No. 1, and others.
5. The records and products of the extensive and intensive citizen participation and neighborhood planning efforts which have been carried out in Portland over the past several years.

The first two sources tell us rather clearly what Congress is giving us, what they are demanding, and their rationale in each case.

The third tells us in broad terms what we must do to qualify for

and receive the assistance provided, and to comply with the demands of Congress; and in more precise terms how we will be held accountable for such compliance.

The fourth item tells us what our local needs are in terms of the Act's purposes and objectives.

And the fifth group of sources tells us what the citizens of many of Portland's neighborhoods have clearly and repeatedly enunciated as their chief concerns and objectives; and in slightly less consistent terms, those alternative solutions which many neighborhoods have found acceptable or unacceptable.

From all this, and working concurrently with citizen groups, the C-D-T-F has distilled the following recommendations for goals, policies and strategies for Portland in planning and carrying out our housing and development activity under the new Act.

GOALS

- Improve and expand housing conditions and opportunities, particularly for low and moderate income households, both existing and anticipated.
- Assure a suitable and attractive living environment for all residents of the City, present and future, particularly those of low and moderate income.
- Expand employment and economic opportunities for target area residents within their neighborhoods; and for lower income persons throughout the city through preservation and enhancement of commercial and industrial areas.
- Eliminate and prevent slums and blight, and revitalize declining neighborhoods sufficiently to attract persons of higher income and facilitate the reversal of trends toward neighborhood disinvestment and deterioration.

POLICIES

- Preserve and improve existing housing stocks to maximum possible extent.
- Facilitate development of new housing, primarily for low and moderate income households, to achieve
 1. Adequate supply of lower-income housing

2. Neighborhood development and revitalization
 3. Expanded locational choices for minorities and lower income households.
- Provide or facilitate provision of full range of consumer and social services needed to
 1. Enable lower income households to take advantage of available resources and opportunities.
 2. Assure on-going conservation and maintenance of housing and neighborhoods.
 3. Expand employment and economic opportunities for target area residents.
 - Improve and expand public improvements, facilities and services as required to facilitate and support our other goals and policies, and to assure a decent living environment in target areas, particularly for low and moderate income households.
 - In summary, mobilize and coordinate all available resources to achieve a balanced community development program including housing, public works, and necessary social and health services, which will most effectively meet with both federal requirements and the needs of Portland's citizens, particularly those of low and moderate income.

STRATEGIES

- Activities must be primarily concentrated in target neighbor-

hoods to achieve

1. Compliance with national goals and priorities as expressed in HCDA '74.
2. Most effective allocation and programming of all resources
3. Maximum impact and achievement with limited resources and time.

- Public funds should be used primarily

1. To leverage and supplement private investment, personal, corporate and onstitutional
2. HCD funds should specifically be used in this manner to maximum possible extent; and also as leverage for additional federal grants for local programs
3. To subsidize programs funded from other sources for lower income persons and neighborhoods.

- The Housing Assistance Program and other portions of the HCDP, where feasible, will operate on a revolving fund principle, with funds provided on the form of whole or partial loans, to be eventually cycled back into the fund. There will be no direct grants to HCDA funds for individual housing rehabilitation or housing construction. Rather, assistance will be provided in the form of low-interest rate loans, repayment of which will be determined by the borrower's ability to pay. In hardship cases, repayment may be deferred entirely until the property is sold or transferred.

- The Section 8 Housing Allowance Program (leased housing) will be integrated into the total HCD Program. Sec. 8 will be used chiefly for provision of new low income housing, to expand housing supply; for rehabilitation of low-income multi-family structures, especially those which might otherwise be removed from the market for various reasons; and to facilitate the Housing Recycle/Homeownership program. These resources will be deployed to (1) support neighborhood revitalization efforts, mainly through appropriate in-fill development; (2) to facilitate other city goals or strategies such as downtown social policy and conservation of "Chapter 13" structures; and (3) to assure expanded housing and locational choices for low income households. In turn, HCD planning and capital improvements programming, and city policy in general, will be directed to the support of these efforts.

HM/vh

10/31/74

4:30

Sept. 23.

HCD Task Force

GOALS

OCT. 30. - NOV. 1.

program ready to float prior to
PCPC Nov. 15
Council hearing

GOALS

info early
Knowledgeable decisions on priorities.
clear misconceptions & allay fears.

9-26. - President's briefing
10-15 town meetings on whys.
10-17 MEET WITH SPECIFIC NEIGHBORHOODS. (invite PCPC).
Nov. 15. PCPC hearing
on the application.

#, DEFINITIONS, eligible actors,
regimes of prior commitments &
the rationale

PRESS RELEASE -

to GARY 8AM
TUES.

COMMRS INFO.

FLIP CARDS on timing

nom → Thursday lunch - DRY RUN

housing portion on top of
budget amts.

Do housing money only go to target priority neighborhoods?

2-phase program - take this concept to neighbors.

alternative ways to split up the money.

If not enough for 5, then how do it?

hold harmless plus reserve to apply for.

PRESENT ALTERNATIVES w/ RECOMMENDATIONS. 5 is outside figure.

findings of fact by town meetings.

DRAFT APPLICATION.

Sept 26 - HED Task Force

building a case for moderate rents

Buckman
Burnside/Hounsdale
Corbett-Tilwilliger
Northwell
St. Johns

701 funds. $\$150\frac{1}{2} \rightarrow \$200,000$

Other resources.

4.5 million 6% mortgage money (State housing bonds)
tax increment

\$200,000.

Econ. dev. (Union Ave).

Housing money separate & on top.

Capital improvements budget City.

TIMING



OFFICE OF
PLANNING AND DEVELOPMENT

GARY E. STOUT
ADMINISTRATOR

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

CD Task Force - November 7, 1974 - HCD Plan and Program

Work Assignments

- I. Introduction - Bruce Martin Nov. 12
- II. *Needs* HCD Act Analysis, etc. - Bruce Martin Nov. 12
Strategy ✓Homer Matson
- III. *Maps of ethnic areas.* Housing Needs - Bruce Martin Nov. 12
General - Bruce Martin Nov. 12
HUD-HA Program Goals Sec. 8 - ✓Lyn Musolf Nov. 12
Other (rehab and new construction) - Nov. 12
Homer Matson
Bruce Martin
General site designation process - Nov. 12
Denny Wilde
Lyn Musolf
- IV. Goals, Policies, etc. - Homer Matson Nov. 12
long & short-term Strategy
- V. Neighborhood Improvements *Needs* Priorities - Nov. 10
Describe process for determining these priorities following citizen participation/budget process -
✓Denny Wilde
✓Chuck Olson *AL Beneth*
Low Ross Dale Christianson
- VI. Housing Priorities - Homer Matson ✓ Nov. 14
Don Silvey
Following Parts III and IV.
- VII. Special Projects - Chuck Olson Nov. 12
Description and analyses of possibilities.
- VIII. Program - 1 and 3 years *WHAT & HOW* Nov. 12
software - Mike Henniger Nov. 13
housing - Homer Matson
Don Silvey
physical improvements - Denny Wilde Nov. 10
Chuck Olson
- IX. Citizen Participation Plan - Mary Pedersen Nov. 13
Describe process for citizen participation for first and subsequent plans and applications.

- Maintenance of Effort.*
- X. Certifications
EO - Tom Kennedy
EPA/EIS - Tom Benjamin — *Peter Tryon*
Don Jeffrey *Mike*
Accounting - Tom Benjamin
Ken Hammon *maybe a consultant*
Relocation - PDC
- XI. *CP* Budget Analysis - OP&D

*PDC.
Nov. 13.
Nov 27
↓
Relocate
Certifn.*

Qwr. tally as Appendix

from the desk of
TOM BENJAMIN

10/29

Gary Stout -

here's Don Jeffer's opinion
on the environmental requirement of
HCOA. As I suspected, the requirements
aren't really any different except:

1) we can be sued: ~~and~~
^{but} more importantly;

2) we must carry out the
environmental process and make
clear decisions about impact.

The second to last sentence of
his memo is the key - ^{the} process must
be followed.

THE CITY OF
PORTLAND



OREGON

OFFICE OF
CITY ATTORNEY

JOHN W. OSBURN
CITY ATTORNEY

1220 S.W. FIFTH AVE.
PORTLAND, OR. 97204
503/248-4047

INTEROFFICE MEMO

96711
copy to HCU
Task Force
members
NH

RECEIVED

OCT 29 1974

MAYOR'S OFFICE

Date: October 28, 1974

To: Tom Benjamin
Federal Grants Coordinator

Subject: Housing and Community Development
Act of 1974

You referred to this office for review copies of the proposed rules published by HUD in the Federal Register for implementation of the captioned Act and the copy of the Congressional Record reprinting the Act. You asked that we review the Act and the implementing rules with particular attention to sections dealing with compliance requirements for the National Environmental Protection Act and comment if we feel there is language in the Act that might give us a special concern.

I have reviewed the documents as well as the United States Code Annotated, Sections 4321, 4431, and 4432. It is my opinion that the City charter and state law do not present any obstacles in receiving and expending funds authorized under the Act in the manner described in the Act and by the Secretary of Housing and Urban Development in the proposed rules.

Section 570.303, Application Requirements (e)(4) states as follows:

"The applicant certifying officer (i) consents to assume the status of a responsible federal official under the National Environmental Policy Act of 1969 insofar as the provisions of such Act apply pursuant to this part, and (ii) is authorized and consistent on behalf of the applicant and himself to accept the jurisdiction of the federal courts for the purpose of enforcement of his responsibilities as such an official."

Tom Benjamin
October 28, 1974
Page 2

And at 570.604(a):

" * * * may provide for release of funds for particular project to recipients who assume all of the responsibilities for environmental review, decision making, and action pursuant to such Act that would apply to the Secretary were he to undertake such projects as federal projects."

The National Environmental Policy Act has no doubt precipitated almost as much complication litigation as any Act of Congress. In the right situation exercising the responsibilities of the Secretary under that Act and the HUD Special Procedures relating to environmental review could be a matter of great concern. I do not believe there are any legal obstacles. However, it is appropriate that we consider at this time the various duties thus imposed. I am assuming that specific authorization for the Mayor to accept these responsibilities should be provided for by ordinance.

The proposed rules for implementation of this section were published by HUD, October 10, 1974, Vol. 39, No. 198, Part 2 of the Federal Register. At 58.15 there is a description of the steps included in the environmental review process. The major ones are as follows:

- (a) Assess the existing condition;
- (b) Identify environmental impact;
- (c) Examine the identified impact and proposed modification or modification of external factors and develop alternatives;
- (d) Arrive at an environmental finding that
(1) the project is not a major federal action significantly affecting the quality of human environment, or (2) the project is a major federal action significantly affecting the quality of the human environment;
- (e) (1) if the project does not have a significant impact, the following procedure is followed (i) give notice of intent not to file an environmental impact statement which notice con-

Tom Benjamin
October 28, 1974
Page 3

tains project name, intent not to file the EIS, and the reasons for the decision. This notice is published and disseminated; (2) if it is a major action, then an environmental impact statement is prepared, and (i) notice of intent to file is given and published and disseminated; (ii) public hearings are held if certain factors are present including primarily public interest and impact; (3) draft and final copies of the environmental impact statement are prepared and disseminated with appropriate time allotted for review and comment by interested persons;

(f) During the environmental review process and pending clearance, the applicant may not use any funds or take any action with respect to the project;

(g) Certain activities clearly do not involve environmental consequences but do require an environmental review record including (1) description of the project; (2) finding that the project is not a major federal action significantly affecting the quality of human environment; (3) certification by the applicant of the fact that no other activities are involved; and (4) may be a statement of the National Environmental Protection Agency in certain cases;

(h) The exempt activities include relocation, comprehensive planning, policy and management planning, administrative costs for the foregoing, administrative costs of providing information and resources to residents of area involved in planning or execution of housing activities, the cost of following the environmental procedure, cost of monitoring programs in progress, continuation of projects previously cleared, etc.

The Act also requires that should the City or an interested person commence litigation in connection with the Environmental Protection Act or HUD's rules applying that Act to the Housing and Community Development Act of 1974, the federal

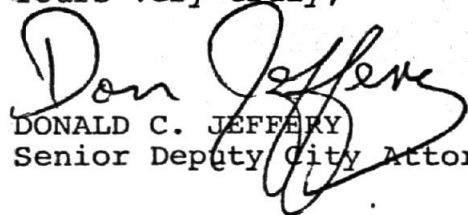
Tom Benjamin
October 28, 1974
Page 4

courts will be the forum and the City accepts its jurisdiction.

Litigation arises because the exact letter of the environmental impact review process is not followed. >

Should you require additional details, please let me know.

Yours very truly,


DONALD C. JEFFERY
Senior Deputy City Attorney

DCJ:at
encl. File retd.

Gary -

DRAFT NOTES ON HCD MEETINGS (10-31-74)

Director's Meeting

1. The possibility of using surplus school property was discussed. The School District had bought alot of land in the belief that new schools would be built; since this is not happening, there may be a chance that the City could use these sites for parks.

2. Mike Lindberg attended the Director's meeting. He will try to attend the HCD meetings that pertain to Public Works.

Public Works Program and Neighborhood Participation - Mike Lindberg raised two points concerning the Public Works Program:

1) Engineers working on the program determined what would benefit the people most. When the program went to the neighborhoods, however, new questions were raised. Therefore,

2) Public Works would like to see the neighborhood "wish lists" before compiling their program.

Public Works has come up with a specific proposal for St. John's which Mike will forward to Gary.

The primary outcome of Mike Lindberg's message was to stress the need for PDC and Public Works to work together.

3. Re: Last Week's Meeting:-

1) Lyn will keep in contact with the School District.

2) Homer is working on the HA Plan; Gary will follow-up with City Attorney.

General Meeting

1. Problems with EIS:

- Neither HUD nor the City Attorney will help us in formulating the EIS.
- We shouldn't concern ourselves with it until other programs are worked out.

2. More on the proposed 10% advance on HUD funding:

- There will be no additional drawdowns on the \$860,000 advance.

3. Mike Henniger reported on the Neighborhood Facilities budget:

- There was one bidder and the total bid is \$479,000. Only \$335,000 is available, but Model Cities has an additional \$90,000. At the moment, it is uncertain whether HCD will provide the deficit. Another question is what share of the costs will Model Cities and HCD split.

4. Homer distributed his draft of policy and goals statements.

The draft is to be reviewed by Monday (11-4-74) and comments returned to Homer.

5. It was agreed that the Housing Assistance Plan should be a part of the Community Development Plan. The dispersal of work is as follows:

- Plan outline - Bruce Martin
- Plan process flowchart - Mike Henniger
- Planning production - Bruce M. & Homer Matson
- Housing needs, objectives, etc. - Bruce, Homer, & Don Silvey
- Community needs, objectives, etc. - PDC

6. Mike Henniger spoke at length about the differences between the neighborhood associations and Software. Mike and Tom will work on the Software staff needs. It was also decided to integrate Software

functions with the Housing Authority. However, participation in compiling data should not be a Software function.

7. Mary Pedersen presented a verbal report on citizen participation per the neighborhood meetings. (A written report will be sent to all members this week). Mary noted that four main topics are discussed at neighborhood meetings:

- 1) How much money is available for neighborhood projects?
- 2) Who decides where the money should go?
- 3) What is the best way to notify people of what is being done?
- 4) How does a relatively new neighborhood association get recognized and get funds?

8. Gary reported on the practices of the Seattle Development Commission. Seattle does not consider neighborhood requests until after the program is adopted.

9. Chuck Olson presented his 12 month budget for NDP areas. It contained the data for the close-out of the 5th Action Year.

10. On agenda for next week:

- Tom Kennedy will present his guideline
- the application will be discussed



OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

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

NOTES ON HCD GENERAL MEETING
October 31, 1974

1. Problems with EIS:

- a. Neither HUD nor the City Attorney will help us in formulating the EIS.
- b. We shouldn't concern ourselves with drafting it until the program elements are worked out.

2. More on the proposed 10% advance on HUD funding - There will be no additional drawdowns (indirect costs, etc.) on the \$860,000 advance.

3. Mike Henniger reported on the Neighborhood Facilities budget. There was one bidder and the total bid is \$479,000. Only \$335,000 is available, but Model Cities has an additional \$75,000. At the moment it is uncertain whether HCD will provide the deficit. Another question is what share of the costs will Model Cities and HCD split?

4. Homer distributed his draft of policy and goals statements. The draft is to be reviewed Monday (November 4, 1974) and comments returned to Homer.

5. It was agreed that the Housing Assistance Plan should be a part of the Community Development Plan. The dispersal of work is as follows:

- . Plan outline - Bruce Martin
- . Plan process flow chart - Mike Henniger
- . Planning production - Bruce Martin and Homer Matson
- . Housing needs, objectives, etc. - Bruce Martin, Homer Matson and Don Silvey
- . Community needs, objectives, etc. - PDC

Deadlines will be established at the next meeting.

6. Mike Henniger spoke at length about the differences between the neighborhood associations question and general "software". Mike and Tom will work on the software staff needs. It was also decided to integrate software functions

with the Housing Authority. However, it was decided participation in compiling rehabilitation data, etc. should not be a software function.

7. Mary Pedersen presented a verbal report on citizen participation per the neighborhood meetings. (A written report will be sent to all members this week.) Mary noted that four main topics are discussed at neighborhood meetings:

- a. How much money is available for neighborhood projects?
- b. Who decides where the money should go?
- c. What is the best way to notify people of what is being done?
- d. How does a relatively new neighborhood association get recognized and get funds?

8. Gary reported on the practices of the Seattle Development Commission. Seattle does not consider neighborhood requests until after the program is adopted in preliminary form.

9. Chuck Olson presented his twelve month budget for NDP areas. It contained the data for the close-out of the 5th Action Year.

10. On the agenda for next week:

- a. Tom Kennedy will present his Civil Rights guidelines
- b. the application will be discussed
- c. the outline of the Community Development Plan will be discussed

HM:dym1

THE CITY OF
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OREGON

OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

1220 S.W. FIFTH AVE.
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AGENDA

HCD Task Force Meeting
November 14, 1974

- Reports on work assignments from November 7, 1974
HCD Task Force meeting
- Review of HCD Plan/Program package to date
- Review of PERT chart for planning/programming —
process (Mike Henniger)
- Schedule for meetings with first year target
neighborhoods

11 - 14th

St. Johns

11 - 20

C-T

11 - 23

SE.

Still to go

NW & Downtown
Eliot.

dym1

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PLANNING AND DEVELOPMENT

GARY E. STOUT
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1220 S.W. FIFTH AVE.
PORTLAND, OR. 97204

Notes on HCD Task Force Directors Meeting
and General Meeting

November 7, 1974

Present: Mary Pedersen, Tom Kennedy, Tom Benjamin, Andy Raubeson, Homer Matson, Lyn Musolf, Dale Christianson, Lew Ross, Mike Henniger, Gary Stout, Bruce Martin, Ernie Bonner, Ernie Yuzon, John Kenward, Pat LaCrosse

At a brief meeting held immediately prior to the task force meeting the directors reviewed the work assignment list and discussed the preliminary budget analysis.

The following documents were distributed and discussed:

- 1) notes from previous week's directors meeting and task force meeting
- 2) Don Jeffrey's opinion on the environmental requirements of HCDA
- 3) Preliminary Budget Analysis in three parts:
 - a) Preliminary HCD Budget - November 4, 1974
 - b) Housing Programs - Current HCD Working Budget - November 4, 1974
 - c) Draft copy - November 7, 1974 - Subject: Housing and Community Development Budget
- 4) Work Assignments
- 5) Appendix I, HCD Plan

1. Comments on the notes from last week's task force meeting - It was noted that the environmental impact statement was not scheduled because no decision has been made on projects.

2. Gary said that he has received from Public Works their review and analysis of the public works that could be done, specifying target neighborhoods. The neighborhood with the largest evident need for public works is St. Johns. Gary stressed, however, that this report is not in final form because Public Works has not yet received neighborhood input. Mike Lindberg has designated Lew Ross to be available to meet with the task force and to also work closely with the neighborhoods. The Bureau of Parks will also appoint someone with a similar role.

3. Preliminary Budget - Based on this draft we may have a two million dollar deficit because we haven't yet included the housing plan and capital improvements in target neighborhoods. It was stressed that this budget is not final, just a review of tentative commitments to date.

It was decided that we would prepare our budget estimates first, in concert with all bureau staff, holding out contingency funds to absorb any unforeseen problems. Then at the end of November we will concentrate on EO, A-95 and EIS. Although we can't list specific activities now in the budget, we should go to Council before the A-95 review. Since A-95 must be ready at the first of each month, Tom Benjamin will have a draft ready for our review the last week in November. If it is approved we will send it to CRAG for processing. NOTE: We should add indirect costs of approximately \$250,000 to the preliminary budget sheet that was distributed today.

4. A PERT chart will be handed out at next week's meeting.

5. Next Thursday we will review Appendix I (the summary of the HCD act) written by Bruce Martin and distributed today.

6. We need a breakdown of specific tasks and people assigned to each (distributed November 12, 1974).

7. Work Assignments: It was decided to delegate responsibility for each assignment to one person in each group. Important points discussed concerning the work assignments were:

II - HCD Act Analysis, etc. - Homer Matson will be responsible for this item. A report containing general strategy and a brief plan about 20 pages long will be ready for review next Thursday. The report will be accompanied by a large number of thick appendices. Bruce Martin will have a brief summary of the constraints that exist, results, etc. typed and ready for review next Thursday.

III - HUD-HA Program Goals Sec. 8 - Lyn Musolf is responsible for this item. HUD has stated that all developers' plans must reinforce the Housing Assistance Plan.

- Other (rehab and new construction) - Homer Matson will be responsible for this item.
- General site designation process - Lyn Musolf will be responsible for this item.

IV - Goals, Policies, etc. - This has already been completed as Appendix V to the HCD Act Analysis, etc. as described in II. All appendices will be copied and passed out next Thursday.

V - It was decided to re-label this item "Neighborhood Improvement Needs and Priorities" - Denny Wilde will be in charge of this item and the following people will be added to the group to work with him: Lew Ross, Dale Christianson, Al Berreth.

VI - Housing Priorities - Homer Matson will be responsible for this item.

VII - Special Projects - This item will be combined with Item V and involve all the people listed therein. Denny Wilde will accept overall responsibility for both items and will structure the agenda to involve the interested and affected members of the group listed. First priority should be given to the neighborhood improvement needs and priorities, second to the special projects.

VIII - Program - 1 and 3 years - These items should assist budget decisions. Software will be discussed next Thursday. Housing and physical improvements will be lumped together with V and VII. The deadline will be changed to November 20.

Mary suggested that we assemble a simple pamphlet explaining the Community Development Program for distribution to the neighborhoods prior to any Planning Commission hearing on the program.

*Sub
Task Force*

X - Certifications - EO - Tom Kennedy gave his report on Equal Opportunity requirements established by HUD. He stressed two points: 1) We don't have to show that we have already accomplished these goals, but must be able to prove that measure to incorporate these practices are in the process of being implemented. 2) The form for certification is not ready yet; however, there is going to be a lot more work required than anticipated. Tom will set up a meeting with us during the first week in December to fill us in on beginning processes for implementing EO. He will also obtain copies of an ethnic map of Portland.

X - Certifications - EIS - will start wround the end of November, is assigned to the Planning Bureau and PDC, with a target date of mid-December.

X - Certifications - Accounting - will be done November 19.

X - Certifications - Relocation - certification by PDC at their second Commission meeting in November.

dym1



OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

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

Notes on HCD Task Force Meeting

November 14, 1974

Present: Gary Stout, Mary Pedersen, Chuck Olson, Tom Kennedy, Homer Matson, Bruce Martin, Tom Benjamin, Don Silvey, Judy Londahl, Ernie Yuzon, John Kenward, Fran Hannan, Denny Wilde, Dale Christianson, Lew Ross

The following documents were distributed:

- 1) Part I Introduction - Rough Draft
- 2) Agenda HCD Task Force Meeting - November 14, 1974
- 3) Preliminary Housing Programs - Outline - November 14, 1974
- 4) Notes on HCD Task Force Directors Meeting and General Meeting - November 7, 1974
- 5) Memo on Information received regarding HUD rules and regs
- 6) Memo regarding HAP Section 8 program criteria

1. It was suggested that the goal of submitting the application for A-95 review by December 1st be broached to Council. If the idea is favorably received, we will approach HUD and have the package together in time. If not, we will submit our application on January 1st and ask HUD to informally accept the application before formal completion of A-95 review. Even if a problem develops, we will receive funds near the end of April.

2. Mike Henniger has a rough draft of the PERT chart. If the final version is not ready next Monday or Tuesday, this assignment will be turned over to Chuck Olson. Chuck will review and comment on the draft in any case.

3. A briefing with HUD regarding EO expectations and guidelines will be held November 21 from 1:00 pm to 2:00 pm. Tom Kennedy would like to have copies of any Affirmative Action proposals now on record. Next week Tom Benjamin will bring a copy of the ordinance passed by Council adopting an Affirmative Action policy.

4. Discussion of Part I Introduction:

- a) Goal III in Part IV should be expanded with a list (compiled by Denny and his group) of activities relative to living environment.
- b) 3. on the following page will be substantiated by the Capital Improvements questionnaire data and will be made available to Public Works (and the task force) as soon as it is tabulated by Mary and Fran.
- c) We need a third policy on Special Projects (like Mt. Hood freeway, Thurman-Vaughn, Union Avenue, etc.).

5. Question discussed: "If the people in a neighborhood decide that they don't want an LID, will the neighborhood be able to use these HCD funds to fill some other need in that same neighborhood? Or will those funds be automatically transferred to another neighborhood upon defeat of the LID?" HUD has provided for some flexibility in the program. If a neighborhood doesn't want LID financing we should be able to move the funds to a neighborhood that does. The general feeling was that this "hold harmless" amount should remain in the original neighborhood if it can be spent within the time limitations we have. If the money can't be spent in time it should be passed on to another neighborhood where it can be, to avoid the loss of funds. It was noted that approval and design time on an LID can consume 7 - 8 months.

6. Question discussed: "Can we carry over unused funds. from year to year?" The law says no, the regs say yes. Lew Ross suggested that some LIDs may be ready and able to utilize some of the unused funds if we are not able to carry money over from year to year.

7. Homer (with the help of Denny, Chuck and Lyn) has the end responsibility of assembling the application. He feels our strategy should be to both: 1) make a determination of housing needs and the amount of money we have to spend and 2) use neighborhood improvement priorities to obtain our general improvement priorities.

8. LIDs were discussed: A problem with LIDs is the time lapse between initiation and time of actual construction. We need an idea of who, what, where, etc. the LIDs will be in order to approximate levels of expenditures so that we can put in a general budget amount in general areas in the application. Lew will work on this.
9. Concern was expressed that HUD not be overly stringent the first year; we will be able to state kinds of activities rather than pinpointing a line item budget amount for everything. According to Tom Benjamin we have some flexibility as we will be able to change our budget categories by 10% without formal approval.
10. Lew Ross announced that there is a program up for review and approval by the Commissioner whereby the City would 100% fund sidestripping (about 12 miles/year).
11. Chuck Olson pointed out that the Eliot neighborhood is going to be applying for some HCD money. The NDP funds being spent there involve only two blocks of the entire Eliot area. Lack of adequate funds to meet all neighborhood requests was again discussed.
12. According to present State law, when a street is vacated, each half of the ROW goes to the adjacent property owners. Lew Ross suggested that we urge the law be changed to allow street vacations to be titled over to the City, greatly increasing the number of building sites the City could put on the market. All agreed this was a good concept.
13. We will be going to Council on November 27th for approval of the 10% advance. PDC is preparing a letter which should be ready today justifying the advance (copies will be sent to all HCD task force members). Basically the 10% is an NDP extension of funding. PDC should prepare:
1) an analysis of any variance from the NDP adoption of the Council and 2) a budget for the 10% advance.
14. Fran Hannan will assume the job of preparing a brochure on CD for the neighborhoods. She will work in conjunction with PDC staff (Gracie) and the due date for the brochure will be mid-December. It was pointed out that the brochure would be very useful to Council as well as the neighborhoods.
15. Mary Pedersen will keep us updated on various neighborhood meetings regarding CD:

November 20 - Corbett/Terwilliger - Alan Fox will present the community's planning priorities

November 23 - Southeast Program (Buckman plus possibly some others) - They will be seeking technical assistance for areas besides Buckman for the first year. Assistance can perhaps come from 701 or Planning Commission funds.

Northwest Portland and Downtown will have meetings soon. Andy Raubeson is obtaining priorities on downtown hotels suitable for rehab.

16. The ethnic map will be available on December 10th from Tom Kennedy.

17. Mary's Citizen Participation Plan is now due on November 20th.

18. We will review the HAP memo next week, at which time Judy will have a breakdown of the specific areas involved for Section 8 allocation.

19. We need to have at least a partial listing of neighborhood needs and priorities (work assignment V). We can have some input from the Capital Improvements Program next week on special projects.

20. Tom Benjamin will have the accounting certification information ready next week.

21. NOTE: Any requests to PDC for HCD information or staff assistance should go through Chuck Olson.

dym1



OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

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

HCD Task Force

M E M O R A N D U M

To: Dennis Wilde

Date: November 15, 1974

From: Gary Stout *JS*

Subject: Buckman Area Planning Effort

Mary Pedersen, Homer Matson and I recently attended a meeting in the Buckman neighborhood. The purpose of the meeting was to determine whether or not there may be an area of Buckman that would be suitable for potential HCD activities. It appeared that the northeastern sector of Buckman may be suitable, and may be an area in which good results could be shown in a relatively short period of time. A planning meeting has been scheduled for November 23 for the purposes of meeting with the people in this area of Buckman to determine whether or not they have interest in pursuing this program. If they do have an interest, it will be necessary to put together a well-reasoned expenditure program within the next few days.

At a subsequent meeting, you should establish planning boundaries for the entire inner southeast neighborhood. If we can find an initial starting point for HCD activities in the inner southeast neighborhood, it seems reasonable to plan for expansion of those activities in the very near future.

I am looking to you to carry out this effort. Please contact Mary Pedersen, Homer Matson, Ernie Bonner for any further information that you may need.

GES:dym1

cc: Chuck Olson

✓ Mary Pedersen

Homer Matson

D-

Don't forget - the Council makes the final decision.

JS

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NOV 18 1974

RECEIVED
NOV 18 1974



HCD
TASK FORCE

Notes on HCD Task Force Meeting

November 21, 1974

Present: Gary Stout, Chuck Olson, Denny Wilde, Mary Pedersen, Homer Matson, Lyn Musolf, John Kenward, Ken O'Kane, Tom Benjamin, Lew Ross, Mike Forzley, Bruce Martin, Dale Christianson, Judy Londahl, Floyd Arms, Harold MacDowell, Ernie Yuzon, Andy Raubeson, Mike Henniger, Tom Kennedy, Bill Lind

The following documents were distributed:

- 1) Neighborhood Housing Rehabilitation Program from the Seattle Department of Community Development
- 2) Memo from Denny Wilde regarding work assignments V and VII - November 20, 1974
- 3) Federal Register - Wednesday, November 13, 1974 - New HUD Regulations
- 4) Resolution No. 31424 regarding I-505
- 5) Agenda for HCD Task Force Meeting - November 21, 1974
- 6) Notes on HCD Task Force Meeting - November 14, 1974

1. It was agreed that we should talk with HUD and obtain any opinions and delineate our broad areas of agreement before going to informal Council. The HUD area office has agreed to give our application a general informal (and off-the-record) review before we actually submit the application. The 10% NDP advance request will be submitted to Council in December, depending on the Commissioners' travel schedule.

2. The draft version of the new State Housing Division handbook has been issued and appears to contain major administrative problems. Copies of the draft are available for anyone interested from Homer.

3. The task force appreciated learning that a developer approached HUD with Section 8 plans and was sent directly to the City. If the developer's plans do not agree with our Housing Assistance Plan, HUD will reinforce our negative decision.

4. Mary Pedersen noted that she is continuing to work on the Citizen Participation Plan. Fran will have the results of the neighborhood questionnaire (regarding CIP requests) to us next week. Some apprehension was expressed that the two sets of "wish lists" resulting from the CIP questionnaire and the neighborhood questionnaire may not be totally reconcilable.

5. Tom Benjamin announced that the forms for the accounting certification would be arriving soon and he is continuing to work out the details. It was suggested that PDC (Spence Benfield or Pat LaCrosse) become involved in this process in case there are any specific technical questions.

6. Lyn Musolf noted that the new Section 8 regulations have been distributed. A response to the new regulations must be sent within 15 days. Lyn will respond for us and send us all copies.

7. We will meet on Wednesday next week, since Thanksgiving is on Thursday.

8. Mike Henniger presented the draft PERT chart entitled "HCD Critical Path". The upper left quadrant concerns the HA and CD plan applications; the upper right quadrant shows what will be happening during the first year; the lower left quadrant concerns the review process we establish for the first year; and the lower right quadrant shows ongoing activities and leading into the second year. Mike stressed that this chart depicts the ideal situation and is not a description of what has actually happened so far. No dates were included because they keep changing. We will have an acetate overlay for the dates next week which will be left with the Office of Planning and Development. Our second year of HCD should actually follow the chart. It was pointed out that the chart serves as an overall organizational tool and also indicates the specific points of citizen input. A need was expressed to note on the chart the events we have complete control over and which events are unpredictable (e.g., neighborhood input). PDC will reproduce the draft chart as is and send it out today for review and comment. Mike and Chuck will prepare a second draft (with dates) which will be discussed next week.

9. Question: Should we do an EIS (which takes a minimum of 90 days after preparation and could delay CD funds) or should we assume that an environmental assessment will be sufficient (thus leaving ourselves open to litigation)? General consensus was that this depends on which Public Works and Parks projects are selected and thus we should leave the question unanswered for the present time. It was suggested that any risky projects be deferred to the second year in order to avoid delays. Tom Benjamin noted that if the NDP is acceptable to HUD as is, there is no need for a new environmental assessment.

10. Ken O'Kane now has staff responsibility for the HCD application.

11. Discussion of Denny's memo, November 20, work assignment V Neighborhood Improvement Needs and Priorities and work assignment VII Special Projects: Denny noted that there has been some progress with the neighborhoods to date. He will have a project list with categories and boundaries on Saturday. The Southeast Coalition is also going to ask for money for some program to be prepared soon. The Coalition will work with Buckman and they will also assemble their own request to Council.

It was suggested that we delegate a contingency amount for each project rather than one large contingency fund. We should remind the neighborhoods to plan for three years as well as this first year to meet the Citizen Participation Plan requirement. There will be an evaluation of what the neighborhood is doing with the first year funds. If the people don't get involved and work, the Council may not wish to appropriate additional money for the following years. Maintenance of effort and how it relates to CIP is described on pages 3 and 4. Item 3) would potentially cover cost increases on LIDs caused by inflation and would allow us to use HCD money instead of going back to the neighborhood. Denny would like opinions on item 4) page 5.

Denny is putting together a neighborhood framework now for the application and time deadline and will send the outline to Gary and Ken today. He will then actually complete the outlines. A need was expressed for an overriding policy on neighborhood revitalization for the whole city as a general concept, not just for HCD.

NOTE: Change the name of the first special project on the last page of the memo from "Eliot-Union Avenue" to "Union Avenue".

12. It was noted that there is a conflict on the housing locations policy which will be worked out by Denny and Homer by next week.

13. Dale Christianson noted that HCD could be used as leverage on land and water conservation in order to pick up an extra \$100,000 (as an example) for projects such as Cathedral Park, Willamette Park, etc.

14. It was agreed to urge tax increment funding as soon as possible for Corbett-Terwilliger.

15. Jim Garfield, HUD Equal Opportunity representative, briefed us on HUD expectations and EO guidelines. Anyone using HCD funds is subject to these guidelines. Jim noted that according to Title 8, our Affirmative Action plan must be effective and insure that someone is directly investigating complaints and/or that a good information and referral service is made available. Executive Order 11246 suggests the equivalent of an ordinance to implement area-wide open fair housing practices. Affirmative Action programs should be city-wide for all City employees and contracts and the City should establish specific employment goals. Section 3 HUD Act of 1968 puts emphasis on using, to the maximum extent feasible, contractors and employees who come from the project area itself (whether they are racial minorities or not). When no minorities are in the area, efforts should be made to use low income people (new definition of low and moderate income for CD and Section 8 - 80% of the city median). It was suggested that the City could use the HAP form which makes the contractor promise to take specific and positive AA steps. Jim noted that an AA complaint has to be specific before HUD will accept it. The question was raised if EEOC reports are sufficient? We must set our priorities and then review the program at the end of the year, keeping supporting statistics along the way. Beware - AA compliance is tightening up! Tom Benjamin and Tom Kennedy will follow up.

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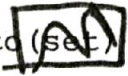
November 20, 1974

MEMORANDUM

TO: Housing and Community Development Task Force
FROM: Dennis Wilde
SUBJECT: Work Assignments
V Neighborhood Improvement Needs and Priorities
VII Special Projects

Tuesday, November 19th, present: Al Berreth, Capital Improve-
ments Program; Bob Gustafson, Park Bureau; Chuck Olson,
Portland Development Commission; ^{SW} ~~Lee~~ Ross, City Engineer;
Homer Matson, OP&D; Ken O'Kane, OP&D; Dennis Wilde, Planning
Bureau.

Item V: Neighborhood Improvement Needs and Priorities

To date ^{work} sessions have been held with Corbett/Terwilliger and
North Portland to ~~(set)~~  identify project lists, boundaries for
project improvement areas, and general categories of priorities
for improvements. The Development Commission has prepared a
preliminary budget for Corbett/Terwilliger and is in the
process of preparing cost estimates for ^{proposed} projects ~~identified~~
~~for~~ North Portland. In addition, meetings are being held this
week with Southeast Coalition ~~Buckman~~, Tuesday ~~night~~, November
19th; Northwest Portland, Tuesday ~~night~~, November 19th;
Corbett/Terwilliger, Wednesday ~~night~~, November 20th, and
North Portland Thursday ~~night~~, November 21st. In addition,

*Emergency:
Do you
want this
as is?
Helen*

~~an~~ all-day workshop^{are} ~~is~~ being held Saturday, November 23rd in Northwest and ~~also a workshop~~ in ~~Southeast~~ Buckman. The object of these workshops is to prepare a list of ~~priority~~ and projects, identify project boundaries, /identify project category priorities. similar^{to what} ~~as~~ has been done for Corbett/ Terwilliger and North Portland. The steps to be followed in each neighborhood are as follows:

- 1) notify the neighborhood association and explain to them the process to be followed. Request the neighborhood association to identify potential project boundaries, target areas within those boundaries and projects that they would wish to see funded prior to workshop.
- 2) meet with the neighborhood association in a workshop format with the purpose of accomplishing three things:
 - a) agree to project boundary and target areas for specific projects.
 - b) establish a wish list of projects to be accomplished within the neighborhood.
 - c) ~~categorize~~^{prioritize} project categories
- 3) Bureau staff will then develop rough cost estimates for each project and submit the project list with costs back to the neighborhood for final prioritizing. This prioritized project list would then provide a rough, three-year strategy for improvements within the neighborhood. The first year program would be ~~based~~^{prepared} on the basis priorities established by the neighborhood ~~and~~^{as} adjusted according to the dollar amounts ~~of~~ staff resources and

timing required to accomplish a given number of projects. ^{This ~~is~~ same procedure would be extended for} ~~And~~ year two and three of the individual neighborhoods program - the neighborhood ~~would~~ each year ^{would} establish priorities for the forthcoming year to pick up new projects or to adjust priorities according to need.

*Sh all Nts be 3 yrs?
Evaluation for impact & need.*

Maintenance of Effort

It is important to recognize that the ~~entire~~ process ~~that~~ the neighborhoods are required to go through ~~for the establish-~~
~~ment of community development priorities.~~ It is similar in many respects to the process being applied to City bureaus under the Capital Improvements Program. To date there is no overriding philosophy of neighborhood revitalization that applies to all monies expended by the City for capital improvements. We feel it is important that the concept of neighborhood revitalization be underscored as a City-wide process applying to all funding sources available to the City. Community development funds as well as the normal general fund ^{Through} apply ^{ed} to the capital improvements process.

The following is an attempt to spell out a mechanism within which this procedure can be accomplished.

- 1) On-going City programs ^{could} ^{upon} capitalize on the community development resources as a means of leveraging further improvements not feasible solely under capital improvements programs. For example, the City presently is capable of delivering

up to 12 miles of sidestripping paving throughout the City in a given year. This is done under the Maintenance Division of the City Engineer's Office.

In the last year, however, they have been able to ~~only~~ ^{less than} deliver ~~somewhat under~~ two miles of sidestripping improvements ~~in the City~~ because of problems of ~~in~~ securing petition signatures, cost-over runs ~~etc.~~ etc.

2) ~~In addition,~~ On a typical LID, it is difficult to acquire the ^{necessary 51% of} ~~appropriate number of~~ signatures with

~~the rapidly escalating costs of LID's,~~ particularly for street improvements. ^{with costs escalating @ 10-15% per year.} ~~With the~~ Community Development

funds as a means of subsidizing to a certain extent the LID and sidestripping program ^{it} would be feasible for the City to carry out ^a much larger scale program than they are presently able to ~~do so~~ ^{do.} And, in addition to more efficiently utilizing ~~the~~ existing City crews and staff.

Similar programs could be carried out with the Park Bureau where they could prioritize improvements keyed to neighborhoods receiving assistance under the concentrated neighborhood improvement program through the Housing and Community Development Act. By dove-tailing capital improvements programming with community development programming we could achieve more in a shorter period of time, ~~by dove-tailing available resources.~~ ~~In addition~~

3) The community development funds could be used to pick up
1 →

cost over runs on capital improvements project where otherwise it would be necessary ~~to go back~~, say on an LID, ^{to} go back to citizens for a resubmission of petition.

If cost-over runs could be picked up by the Community

^{funds} Development it would expedite the entire process. ~~Also~~

- 4) → priorities could be moved up several notches in certain neighborhoods so that activities ^{programmed under C.I.P.} could be carried out in a much more collapsed time period. ~~using~~ ^{can be used} HCD funds to bolster the admittedly insufficient capital improvements budget.

Item VII: SPECIAL PROJECTS

Definition

Special projects are long term commitments of the City to physical improvements within a given geographic area. They are not necessarily tied to residential neighborhoods although they may be a concern to specific neighborhoods and, in fact, a request for assistance through neighborhoods may relate to special projects. However, special projects usually require an intensive planning and implementation effort and usually require multi-agency involvement in ^{both planning and} ~~improvements~~ ^{in order to} accomplish the stated objectives.

Criteria for Prioritizing Special Projects

- 1) An established City commitment to carry out program and project improvements within a given geographic area.
- 2) Specific and detailed planning relating to necessary

improvements to be carried out within the project area.

- 3) The opportunity to match housing and community development funds with other funding sources, i.e., categorical funds, local general fund commitments, etc.
- 4) Manifest problems unable to be addressed through normal planning and development mechanisms.

Based on the following criteria, five special projects have been identified to date. These are listed in order of priority ^{Neighborhood & Special Project} and established by the Subcommittee of the Housing and Community Development Task Force.

	HCD Budget Request
1) Eliot -Union Avenue (LEAA match)	\$ 150,000 - 600,000
2) Pioneer Square (possibly funded thru Tax Increment Bonds)	500,000
3) Thurman-Vaughn Corridor	100,000
4) Burnside-Lownsdale (Tax Increment and Housing Assistance Program)	500,000
5) Mt. Hood Corridor	- 0 -

-...-...-
the end

THE CITY OF
PORTLAND



OREGON

OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

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

Notes on HCD Task Force Meeting

November 27, 1974

Present: Gary Stout, Mary Pedersen, Ken O'Kane, Homer Matson, Chuck Olson, Dale Christianson, Lyn Musolf, Tom Benjamin, Mike Henniger, Mike Forzley, Ernie Yuzon, Andy Raubeson, Bruce Martin, Denny Wilde, Mulvey Johnson, Al Berreth

The following documents were distributed:

- 1) Federal Register - Tuesday, November 19, 1974 - proposed rules on housing assistance payments program - new construction
- 2) Agenda - HCD task force meeting - November 27, 1974
- 3) Section 8 as part of the Housing Assistance Plan - prepared by Lyn Musolf
- 4) Notes on HCD task force meeting - November 21, 1974
- 5) First sections of the Plan for Citizen Participation - prepared by Mary Pedersen

1. Tom Benjamin reported on:

- a) EPA/EIS certification - Tom and Ernie Yuzon are working together to be sure our process follows regulations. There is also a possibility that Commissioner McCready's office will be establishing a City environmental assessment committee. Tom will coordinate our efforts with them.
- b) accounting certification -
 - 1) Ken Hammon has accepted 3% of indirect costs as a just figure. The 3% will be automatically included with each letter of credit (after the initial 10% request that Council will be asked to approve).

F: HCD Task Force.

- 2) Tom noted that a cost allocation plan which justifies expenditures to federal agencies is being renewed and will include both PDC and OP&D.
- 3) We already have our Attachment G certification.
- 4) Tom and Mulvey will work on the possibility of inserting funds from the 10% into the General Fund to cover a portion of relocation expenses.

NOTE: TOM AND MULVEY - FUNDS FROM 10% INTO GENERAL FUND?

2. Lyn Musolf reported on Section 8. He noted that housing needs go beyond simple stabilization. Question: Would a boarding house or group quarters for the handicapped be eligible for HA funds? Yes, as would housing for the elderly. Assistance to already existing care facilities would be included as well. Question: When can we review a list of existing commitments? This is not required as part of the HA plan but: (1) we need specifics supporting the overall rationale and (2) we need a basis for specifying when a developer's plans do not agree with the HA plan. Question: How about using the old Seventh Day Adventist facility for housing? Lyn will list it as a possibility. Question: How about 202? We should use it only when Section 8 won't work. Question: When will we have details on the HA plan? The details are not needed right now since HUD wants just a summary so we will concentrate on the urgent items right now.

3. NOTE: WHENEVER A NEIGHBORHOOD HCD MEETING IS CALLED, KEN O'KANE IS RESPONSIBLE FOR MAKING SURE SOMEONE IS THERE FROM BOTH THE BUREAU OF PARKS AND PUBLIC WORKS.

4. Denny reported on the correlation and cost estimating of CIP/HCD neighborhood improvement needs and priorities.

- a) Northwest Portland is progressing and has identified boundaries, although no target areas have been selected (except for the T-V freeway corridor). The neighborhood has prioritized project areas and is presently reviewing the preliminary cost estimates.
- b) Corbett-Terwilliger has reached the same point. Ernie Yuzon will assume (from Sam Galbreath) the PDC staff responsibilities for this neighborhood.

- c) Both Buckman and the S.E. Coalition evidence some apprehension and suspicion over HCD, and as yet have only a vague plan. They will be submitting a request for funds for their seven selected areas. Concern was expressed that we not deviate from plans and program areas that Council has already approved. Buckman's priorities are: 1) housing rehab 2) streets 3) parks. Their project list will be devised by Chuck.
- d) After we have assembled rough priority budgets, we assign a rough cost estimate and go back to the neighborhoods. If the list meets with neighborhood approval it becomes the framework of the neighborhood request for HCD monies.
- e) Suggestion: Make a list of any and all neighborhood improvement requests and where they originated. Put this information on a matrix so that we can then identify which sources of funding we can use for each project. Chuck and Mulvey will have this ready for us in two weeks (December 11). They will need cooperation from all agencies which receive neighborhood requests. Chuck will request that Al Barreth send a copy of all requests from target neighborhoods to Chuck and Denny.
- f) We have recommended a neighborhood time limit of two to three years. If the community does not prove to be active, the Council may choose to fund projects only for the first year. Note: After receiving the neighborhood packages, we should be frank in notifying the neighborhoods of the evaluation criteria we will be recommending for use by the Council. Concern was expressed that, realistically speaking, few neighborhoods may actually be completed within two years.

NOTE: CHUCK OLSON - PROJECT LIST FOR BUCKMAN

NOTE: CHUCK AND MULVEY - MATRIX OF NEIGHBORHOOD REQUESTS BY DECEMBER 11

NOTE: CHUCK OLSON - GET COPY OF TARGET NEIGHBORHOOD REQUESTS FROM AL BERRETH AND SEND TO DENNY

5. Discussion of draft Citizen Participation Plan:

Mary based the seven steps of the planning and programming process on the PERT chart. She stressed that the steps are very broad, and she would welcome any suggestions. It was noted that steps 4 and 5 have been interchanged as of this morning. All agreed that the initial draft looked good.

Chuck emphasized that we must remember to keep good records of all neighborhood meetings and what transpires at them so that we will have solid support for any challenges to our citizen participation certifications. Mary is attempting to keep all the records in one place so that they can be compiled later.

NOTE: MARY PEDERSEN - WILL COMPLETE THE STEPS IN THE CP PLAN AND MAIL THEM TO US THIS WEEKEND TO BE REVIEWED AT NEXT WEEK'S TASK FORCE MEETING.

6. NOTE: MIKE HENNIGER - WILL HAVE BOTH THE SOFTWARE PACKAGE AND THE EVALUATION SYSTEM READY FOR REVIEW AT NEXT WEEK'S MEETING

7. Discussion of the new time line:

- a) December 10 - status report to Council including:
 - 1) a flip chart of all the CD Act requirements
 - 2) an examination of all decisions which have already been made
 - 3) a description, before we put the final package together, of the current state of affairs
 - 4) a list of upcoming decisions (10% advance, A-95, anything in transition, EIS, any variables)
- b) week of December 16 - go to Council for 10% advance and extension of NDP request
- c) December 17 - working session with the Planning Commission
- d) January 9 - public hearing before the Planning Commission - a "de-bugging" session. By then we should have the package together. Mary will notify the public of the general time of this hearing in a newsletter soon to be issued.

- e) We must be careful to meet all the dates as scheduled. Otherwise we will slide into the Council's CIP review process and the budget process.
- f) Ken will have the PERT chart reproduced and send us all copies.

NOTE: MARY PEDERSEN - NOTIFY PUBLIC OF HCD HEARING
ON JANUARY 9

NOTE: KEN O'KANE - REPRODUCE PERT CHART AND DISTRIBUTE

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RECEIVED

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DEC 01 1974

THE CITY OF
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OREGON

OFFICE OF
PLANNING AND DEVELOPMENT

GARY E. STOUT
ADMINISTRATOR

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

HCD
TASK FORCE

AGENDA

HCD Task Force Meeting

November 27, 1974

- . Review minutes of November 21, 1974 HCD Task Force meeting
- . Reports from:

Tom Benjamin - certifications re.

- EPA/EIS
- Accounting
- Relocation

Tom Kennedy: certifications re.

- Equal opportunity/affirmative action
- ethnic map

Lyn Musolf - Section 8 as part of Housing Assistance Plan

Chuck Olson/Denny Wilde - Correlation and cost estimating of CIP/HCD neighborhood improvement needs and priorities

Denny Wilde - Neighborhood improvements and special projects planning and programming - procedures and schedules: 1 year program/ 3 year summary

Mary Pedersen - Citizen Participation Plan

Ernie Bonner - Re-writing of:

- Part II HCD general strategy
- Part IV CD Goals and Policies
- Part V Housing Goals - broad
- Appendix i "Analysis of Intent"

Agenda
HCD Task Force Meeting
November 27, 1974

Mike Henniger - "Software" package
Proposals for evaluation system

Ken O'Kane - Status/projections re.

- Community Development Plan
 - Housing Assistance Plan
 - Community Development Program
- } application

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THE CITY OF
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OREGON

HCD Task Force

MEMORANDUM

OFFICE OF
PLANNING AND DEVELOPMENT

GARY E. STOUT
ADMINISTRATOR

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

To: Commissioners' Assistants

From: Gary E. Stout *MS*

Date: September 16, 1974

Subject: Summary of Housing and Community Development Act

Planning, programming and budgeting for our Housing and Community Development (HCD) proposals, and preparation of the application for our block grant allocation, must be guided by a number of major constraints. These flow from the Act itself (The Housing and Community Development Act of 1974), statements of Congressional intent as recorded in Committee Reports, HUD's administrative guidelines, economic and fiscal realities, and local social and political considerations.

The most important of these requirements and constraints are outlined here under the headings PURPOSES AND OBJECTIVES; COMMUNITY DEVELOPMENT (Title I of the Act); ASSISTED HOUSING (Title II); FUNDING; APPLICATION; REVIEW AND AUDIT BY HUD; and TIME-LINE.

GES/gr

PURPOSES AND OBJECTIVES

The chief purposes and objectives mandated by the Act, and by which we must be guided, include:

- Development of viable urban communities, by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income.*
**(A: Title 1, Sec. 101, SS(c); D: Sec. 570.2(a))
- The elimination of slums and blight, and the prevention of blighting influences and the deterioration of property and neighborhood and community facilities of importance to the welfare of the community, principally persons of low and moderate income.
(A: Title 1, Sec. 101, SS(c)(1); D: Sec. 570.2(a)(1))
- The elimination of conditions which are detrimental to health, safety and public welfare.
(A: 55(c)(2); D: Sec. 570.2(a)(2)).
- The conservation and expansion of the nation's housing stock in order to provide a decent home and a suitable living environment for all persons, but principally those of low and moderate income.
(A: SS(c)(3); D: Sec. 570.2(a)(3)).

* "Low income" - below 50% of local median income, or some 42,468+ persons in Portland. "Moderate income: = between 50% and 80% of local median, or some 140,550 persons in Portland. (Total below 80% of median = Approx. 183,018 persons.

** See "References" at end of this memo.

-1-

- The expansion and improvement of the quantity and quality of community services, principally for persons of low and moderate income.
(A: SS(c)(4); D: Sec. 570.2(a)(4)).
- The Act amends the National Housing Goals as mandated in the Housing and Urban Development Act of 1968, to express the sense of Congress that achievement of those goals requires a greater effort to preserve existing housing and neighborhoods, with greater concentration on housing in neighborhoods where deterioration is evident though not acute.
(A: Title VIII)

COMMUNITY DEVELOPMENT

- A community development grant shall be made by HUD only if our Housing and Community Development Program (HCDP) has been developed so as to give maximum feasible priority to activities which will benefit low or moderate income families or aid in the elimination or prevention of slums or blight.
(A: Sec. 104(b)(2); D: Sec. 570.303(e)(6)(i))
- Some activities may be included in the HCDP which are designed to meet other community development needs only if a particular urgency can be demonstrated, and if specifically approved by HUD.
(A: Ibid; D: Ibid (6)(ii))

- A HCDP may include provision for "software"-type public services following the MC 5th "Action year," to the extent that (1) these are not otherwise available in HCDP areas; (2) they are essential or appropriate to support other activities in HCDP areas; and (3) if assistance for such services has been applied for from other applicable Federal sources and have either been denied or not made available in a reasonable time. Specific types of eligible services are spelled out in the Act. Both Committee Reports emphasize that the HCDP is primarily a physical development program; that necessary public services should be provided from other sources; and that it is the intent of Congress that in any event no more than 20% of HCDP funds shall be used for public service activities.
(A: Sec. 105(a)(8); B: p. 129 para (8); C: p. 11; D: Subpart ((a)(8))).
- Within these parameters, HCDP funds may be used for the same activities which were permitted under each of the consolidated categorical programs (Open Space - Urban Beautification - Historic Preservation grants, Water and Sewer grants, Neighborhood Facilities grants, Urban Renewal and NDP grants, Rehabilitation loans, and Model Cities Supplemental grants);*

* See attached list of assistance received through each of these programs during the "Hold Harmless" period (FY 68-72)

plus (1) activities necessary to develop a comprehensive plan and policy-management capacity to more effectively determine needs, set goals and objectives, develop and evaluate programs, and carry out management activities necessary for planning implementation; and (2) payment of reasonable administrative costs and carrying charges related to the planning and execution of activities.

(A: Sec. 105; D: Subpart C)

ASSISTED HOUSING

- Title II of the Act provides all of the limited federal assistance which will be available to us for new housing construction (HCDF funds may be used for rehabilitation but not new construction of housing), and the provision of low-income public housing.
- Chief reliance for meeting lower-income housing needs is placed on a limited continuation of the Conventional Public Housing (construction) program; and a revised and greatly expanded public housing leasing program ("Housing Assistance Payments) (the workability of this new leasing program, and particularly its real value as the chief source of lower-income housing assistance, is being seriously questioned by most housing interests).

Nonetheless, an acceptable local Housing Assistance Plan (PHAP) is a prerequisite to eligibility for HCDP funding -- and Title II provides the only federal resources which will be available for designing and carrying out our PHAP.

FUNDING

- Under the terms of the Act, HCDP funding will be made available to metropolitan cities such as Portland on an "entitlement" basis, i.e., we are entitled to receive an annual block grant of funds as determined by formula, subject only to submission of an acceptable plan (application) for using the money in accordance with the requirements of the Act. Our "basic entitlement grant" is approximately \$5,578,000.
- In addition, cities which have been participating in the former categorical grant programs (except Model Cities) are entitled to receive an amount which will prevent a reduction, for a period of three years, in the average amount we have been receiving through those programs. This "hold-harmless" amount is based on the average of all such assistance received during the period FY '68-'72. Model Cities will be funded in full through the 5th "Action Year" (7/1/75), and that amount will be reduced by 20% increments in the 3 subsequent years, then ended completely.

- In the first 3 HCDP years, each city will receive the larger of the amounts arrived at through these two calculations. Portland's "hold-harmless" funding level for the first year (Calendar Year 1975) is approximately \$8,574,000.
- At the end of 3 years, our excess of "hold-harmless" funding over basic entitlement grant will be reduced in 1/3 annual increments, till at the end of 6 years (FY 1980) we will be eligible only for the basic entitlement grant.
- Thus our maximum 6-year HCD expectations are approximately:

FY 1975	\$8,574,000	8.5
FY 1976	8,134,000	8.1
(Reduced by 20% Model Cities cut)		
FY 1977	7,548,000	7.5
(40% MC reduction)		
FY 1978	6,501,000	6.5
(60% MC reduction, plus 1/3 cut in hold harmless)		
FY 1979	5,697,000	5.7
(End of MC funds, plus additional 1/3 cut in hold-harmless)		
FY 1980	5,578,000	5.5
(Final 1/3 cut in hold-harmless)		

- A number of observations on this funding picture should be carefully noted:
 - This is not new money, but the average of funds

we have been receiving and spending under the old programs.

- It is an average of receipts during a 5-year period which ended over 2 years ago, and makes no allowance for the effects of inflation in the interim -- or in the future.
- This average of assistance received was grossly inadequate to the magnitude of our needs then, and is even more inadequate now.
- The bulk of these funds in the past have been concentrated in one area of the city -- the MC/NDP area; while the intent of the new Act is that additional deteriorated or deteriorating areas now be included also.
- The hold-harmless amount will be statutorily decreased in future years to the level of our basic entitlement grant, and
- Even these inadequate and eroded "entitlements" will be subject every year to the vagaries and uncertainties of the Congressional appropriations process, and national administrative decisions based on considerations other than local needs and priorities.
- It is apparent that under this new Act, we will have even less money available for housing and community development purposes than we have had in the past. This means (1) an actual (and progressive) reduction

in program levels, or (2) significant augmentation from local resources, and (3) a serious constraint against initiation of any new program efforts.

- Up to 10% of the first year's estimated grant amount may be drawn in advance to continue ongoing programs till approval of application, or for development and preparation of the HCDP application. This 10% advance will be available on or about Jan. 1, 1975.
- Finally, the Act declares the intent of Congress that HCD funds shall not be used to reduce substantially the amount of local community development expenditures below the current level of such expenditures.

(A: Sec. 101(c)(7))

APPLICATION

The required application for HCD funding will consist of four major elements:

1. A summary of a 3-year Community Development Plan (CDP) which:
 - a. identifies city-wide CD needs, as defined in the Act.
 - b. presents a comprehensive strategy for meeting these needs.
 - c. specifies short and long term objectives compatible with area-wide planning and national urban growth policies.
 - d. presents a program of activities to meet these needs

and objectives, including costs and general locations of activities. These activities must be designed to eliminate slums, blight and deterioration; provide improved community facilities and public improvements, primarily for persons of low and moderate income; and support the local Housing Assistance Plan (PHAP).

e. indicates capital and operating resources in addition to HCD funds which will be available for these purposes.

2. A Housing Assistance Plan which:

- a. accurately surveys the condition of the City's housing and assesses the housing assistance needs of the city's lower income residents (present and future).
- b. specifies realistic annual goals for provision of all forms of housing assistance.
- c. indicates general locations of all assisted housing included in the program.
- d. includes the objectives of (1) revitalizing and stabilizing neighborhoods, (2) promoting increased housing dispersal and choices for lower income persons, and (3) assuring availability of public facilities and services adequate to serve the proposed housing projects.

3. A detailed action program and budget for HCD activities in the first Program Period or Year.

4. A catalog of "certifications" that we have met requirements vis-a vis A-95 review; compliance with Civil Rights Act, and the Uniform Relocation Assistance Act; Citizen participation in determining needs and preparing the

application; compliance of our financial management system with OMB Circular A-102; etc.

HUD expects to be ready to receive applications by mid-December. We expect to have our application ready to submit by that time or shortly thereafter.

HUD must act on all acceptable applications within 75 days of receipt. They may disapprove all or part of an application, and may do so only for the very specific reasons that (1) descriptions of needs and objectives are plainly inconsistent with available facts, (2) activities proposed are plainly inappropriate to the needs, or (3) the application does not comply with Federal laws, or proposes activities ineligible under the Act.

REVIEW AND AUDIT BY HUD

- All grantees will be audited at least annually by HUD. All subgrantees and contractors must be audited at least annually by us. All audits shall determine, as a minimum, (1) if financial operations are properly conducted; (2) if financial reports are accurate; and (3) if programs fully comply with all applicable laws and regulations. (D: Sec. 570.510; A: Sec. 104(d) and (g)).
- If review and audit discloses that any provisions of the Act have not been complied with, or that any HCD funds have been misspent, HUD may (1) make appropriate adjustments in the current grant period,

(2) limit availability of grant funds to specified program elements, (3) reduce payments by the amount not spent in accordance with the Act, (4) terminate payments entirely, and/or (5) refer the matter to the Attorney-General for civil action in the Federal District Court. An extensive provision for arbitration of disputes is outlined in the draft regulations for the Act.

TIME-LINE

- 9/12 - HUD regulations published in FEDERAL REGISTER; 30 days for A-85 review procedure; approximately 30 additional days for revising, publishing and distributing regulations. *Nov. 12*
- No.* *9/19* - *Consideration* Final decision by HCD Task Force on possible number of neighborhoods that could be included for action for the first Program Period.
- 9/24 - Meet with City Council. *YES.*
- 9/26 - Criteria and procedures for selecting future target neighborhoods prepared by HCD Task Force.
- 9/30 - Housing Assistance Administrative Plan for first Program Period completed by Housing Task Force.
- 10/1-31 - Preliminary meetings in possible target neighborhoods regarding needs and application.
- 10/4 - HCD application for first Program Period, and procedures for planning and programming future Program Periods, outlined by HCD Task Force.

10/15-17 - Public ^{town meetings} ~~hearings~~ on HCD applications.

10/21-22 - Meetings in possible target neighborhoods to
10/27-11/1 finalize application for first Program Period.

11/14 - HCD application sent to ~~Council~~ ^{PCR}; informal A-95 distribution.

12/17 - Council approval of HCD application, and request for 10% advance.

12/18 - Request for 10% advance sent to HUD.

- Formal A-95 review and approval of application (45 days max.)

1/1/75 - Continuing preparations and organization to carry out Program

- Planning and programming for subsequent Program Periods, including development of target neighborhoods selection process, approval by Council, and initiation of process.

- Continuation of ongoing HCD component activity (e.g., NDPs)

- Receipt of 10% advance and initiation of new components in HCD Program.

- Deadline for HUD approval of application (may be approved earlier)

- First letter of credit received

1/31 - (or earlier) Application to HUD

- HUD accepts application for review; 75 day maximum review period starts.

REFERENCES

- A: The Housing and Community Development Act of 1974.
- B: Report of the Committee on Banking and Currency of the House of Representatives, on the HCDA of 1974.
- C: Report of the Committee of Conference of the two Houses to accompany S. 3066, the HCDA of 1974.
- D: HUD, draft guidelines for implementation of the Act, dated August 24 & 25, 1974.

THE CITY OF
PORTLAND



OREGON

OFFICE OF
PLANNING AND DEVELOPMENT
GARY E. STOUT
ADMINISTRATOR

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

NEXT MEETING ON JANUARY 7, 1975 at noon, City Hall, Room 321

Notes on HCD Task Force Meeting

December 26, 1974

Present: Judy Londahl, Ken O'Kane, Ed Erickson, Chuck Olson, Pat LaCrosse, Gerry Mounce, Denny Wilde, Lew Ross

1. It was noted that the Housing Assistance Plan will soon be ready and the Community Development Plan is progressing well.

2. Chuck stated a need to know what sources will be funding which projects to what extent. To that effect he distributed a draft listing entitled "Proposed Subsidy Policies for Housing Community Development Program Activities in Project Areas" (attached). We should also see that the various department heads sign off on the matrixes that Chuck is preparing. Two policy questions which should be considered by the Council are:

a) How do we define "maintenance of effort"?

b) Normally, the City's share of a street improvement is 90%; under HCD plans, it will increase to 100%. How can we justify this?

3. No overall HCD budget is prepared to date, although we do have the individual neighborhood budgets ready.

4. Discussion of PDC/PCPC hearing on January 9th: HCD goals, strategy and a statement of needs will be discussed at the hearing. The PDC will not have a quorum there, but we will push for adoption of the goals and policy by the PCPC. They will then consider the program and, after finding it consistent with the goals and policies, will recommend the program for adoption by Council.

We should have summaries of the draft application ready for the hearing. We also need to have a rehearsal before the actual hearing takes place.

5. Note: Anyone needing maps prepared should see Denny. He is setting up a standard format for all HCD reports in addition to the CD Plan and HA Plan.

6. Discussion of the newspaper ad: The ad has a dual purpose - to fulfill federal requirements and to notify the public of the hearing. The ad will be in the paper January 2nd and thus must be sent in to the publisher by December 29th. It will be placed in the Community Press, and perhaps the Portland Observer and the St. Johns newspaper. Denny has a draft of the ad which includes a list of eligible activities, HCD goals, strategy, and the notice of the hearing. The final version will be ready Friday afternoon. Other items which should be included in the ad are:

- a) reference to the fact that HCD funds will not necessarily be \$8.7 million each year, and that it is not "new money".

- b) reference to A-95 and labor standards certification

- c) reference to the fact that HCD funds can only be spent in low and moderate income residential neighborhoods, except for special projects

- d) list of "neighborhoods being actively considered for HCD funding"

Press releases will also go out at the same time as the ad. Contact Denny if anyone thinks of something else that should be included.

7. We have received a letter from the HUD area office regarding the 10% advance. The request for an advance has been reviewed and is now being processed to the Seattle Regional office and then to Washington, D.C.

8. Discussion of site locational policy: We have decided to use HUD criteria. Denny is drafting suggestions for a review process of these criteria and the draft will soon be distributed. The process will basically involve monitoring the criteria and making changes as needed.

9. It was decided to eliminate a relocation policy from the strategy since such a procedure is already established by law.

10. We will not meet on January 2nd. Next meeting is on Tuesday, January 7, noon, City Hall, Room 321.

NOTE: DATE OF THE PUBLIC HEARING HAS BEEN CHANGED TO
JANUARY 8TH!

dym1

PROPOSED SUBSIDY POLICIES FOR
HOUSING COMMUNITY DEVELOPMENT PROGRAM
ACTIVITIES IN PROJECT AREAS

I. Streets - New Construction & Reconstruction

1. Local Improvement Districts (LIDS)

- a. 2/3 HCD Funding, 1/3 abutting property owner based on City Engineer's preliminary estimate of work or actual cost of work if less than the preliminary estimate.
- b. If cost of work is in excess of the preliminary estimate, the amount in excess will be paid by the City. (HCD)
- c. Where an abutting property owner is in the "low income" category, the entire share shall be paid from HCD funds.
- d. Intersection work - the entire amount (100%) to be paid from HCD funds.

2. Sidestripping

All material costs will be paid from HCD funds (100%).

All personal services will be paid from City funds (100%). (city personnel & equit.)

II. The following Eligible Items in Project Areas will be paid in the entire Amount (100%) from HCD Funds.

1. Real Estate Acquisition, Relocation, Site Clearance.
2. Redevelopment Areas - Eligible R/W improvements.
(Streets, sewer, water, lighting, landscaping, etc.)
3. Traffic Controls - where not funded through Bureau of Traffic Engineering.
4. Street Lighting - Standard Residential where not funded through Bureau of Lighting.
5. Street Trees in R/W Areas.
6. Park Improvements - where not funded through Bureau of Parks.
7. Consultant Fees.

III. Where matching funds are required from another funding source for a neighborhood project, HCD funds shall be used as matching funds if project is in conformance with HCD Guidelines local priorities.

MSJ:gc

"FOR DISCUSSION
PURPOSES ONLY"

12/26/74

RECEIVED
DEC 31 1974

THE CITY OF
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OFFICE OF
PLANNING AND DEVELOPMENT

GARY E. STOUT
ADMINISTRATOR

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

RECEIVED
MAY 10 1975

Notes on HCD Task Force Meeting

February 6, 1975

Present: Judy Londahl, Mike Henniger, Chuck Olson, Homer Matson, Ed Erickson, Mulvey Johnson, Tom Kennedy, Ken O'Kane, Denny Wilde, Tom Benjamin, Al Jamison

The following documents were distributed:

1. Budget - second draft
2. Software package
3. Agenda - HCD Task Force Meeting - February 6, 1975
4. Notes on HCD Task Force Meeting - January 16, 1975
5. Housing Assistance Plan Summary
6. Tom Kennedy's chart

1. Miscellaneous items: Copies of the ad announcing the Council hearing on February 12th are available from Ken. Denny has the verbatim transcript of the January 8th PDC/PCPC hearing. Ken is currently maintaining an HCD backup file.

The Housing Assistance Plan will be in final draft form tomorrow, after which it will be sent for one week to the Bureau of Planning for review. The figures used in the HA Plan are total and inclusive as opposed to those in the activity summaries.

Tom Kennedy distributed copies of a projects functional flow chart which gives us an idea of how community services relate to implementation of the program.

Ernie Bonner and Denny are still reworking the Union Avenue figures. Ken and Doug Butler are working on the financial details of the program.

The ordinance authorizing the application will not be filed until March 7th.

2. A-95: The application has been submitted, including summaries of both the CD plan and the HA plan. The full draft of the HA plan will be ready tomorrow and will be sent to CRAG if necessary. We should have an answer from CRAG by March 1st and from the State clearinghouse by March 15th.

3. The 10% advance was published in the latest issue of the Federal Register. We now need to prepare the ordinance which appropriates the funds and establishes a contract between the City and PDC.

4. Chuck distributed copies of the second draft budget. Although Mary's newsletter, which contains the first draft budget figures, will be distributed tomorrow, changes in the figures are not significant enough to warrant alarm. It was noted that the Ross Island Bridge ramp study has been deleted from the Corbett-Terwilliger budget. It was stated that it is better to budget and allow for something than to leave it out and discover later that it is needed. It was stressed that the figures contained in this second draft are not hard and fast. By the middle of Program Year One we must have solid estimates for the remaining six months. Because there is approximately \$1½ million "soft" here, we should have alternatives if the money is not needed as we predict. We could use the list of neighborhood needs on the spread sheets. We should be prepared with a list of alternatives in case the Council eliminates an item. HUD has suggested that we submit alternative projects along with our program. Question: Are changes in the budget going to be discussed with the neighborhoods? This was generally felt to be a good idea. Denny agreed to meet either with each chairman of the neighborhood associations or the entire associations themselves where necessary and discuss the changed figures in this second draft. Due to the state of the economy, Tom Kennedy expressed the need for expanding emergency housing services. Tom Benjamin noted that the 13% processing and management item should include indirect costs. He will compose an accurate definition.

5.5. Mike Henniger distributed copies of the software package relating to social services. Social services are presented as an integral part of rehab and project improvements. We must try to assure a low rate of recidivism among people whose homes qualify for rehabilitation. All services will be provided on a city-wide basis. Comments and reaction to this draft are encouraged and invited. The social services element will be included as an appendix to the Housing Assistance Plan.

Comments on the software package, the second draft budget, and suggestions for prioritized alternatives should be made by February 14th.

dym1

HCD
Task Force meeting

23 staff & 4 citizens

HCD "Task Force"

September 18, 1975

1:00-3:00 PM

AGENDA

1. Downtown Activity Report

Questions and Answers

2. HCD Activities - Current

- a) Progress (monthly) report
- b) Neighborhood activity report
- c) Housing rehabilitation
- d) Citizen participation, Equal Opportunity
- e) Neighborhood planning and programming

resumes from eligibility

3. HCD Activities - Future

- a) 2nd year criteria - draft
- b) Housing Assistance Plan, CD Plan
- c) Schedule of Activities

2/13 in NW
3/11 in SE
4/8 in C-T

NW Committee.
NWDA
NINA
PDC
PCPC
OSHD.

detailed implementation plan.

Weds. Sept 23.

PDC. Oct. 17

due at Council Feb. 1.

170 312
323 funded total \$800,000

JOBS OPEN

Union Avenue coordinator
transportation coordr (Munch).

17%
vacancy
rate,
where?

4,500
units
on
260
letters.

270 in
compliance.

John Lay - ordinance being filed on TV&R.
12+ miles completed.

prob on 15th & Prescott.

3yr. CD Plan - Regrd by the HED Act.

critical needs
strategies & objvs.

Section 8 is not working (private sector wants
no parts of it) HAP will pick up slack
& try to do another Joste Hotel

HCD	}	calendar <u>mesh.</u>
CIP		
Pub Wks		
City Budget		

25 of Jan Appeal Court - Housing case.

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HCD Task Force Meeting

Agenda

January 7, 1975

- 1-Intro ✓
- 2-Comments ✓
- 3-Needs ✓
- 4-Objvs - n complete
- 5-Selection of sites
draft.
- 6-Prag. Services
Budget - PDC.
- 7- Orgzn - up in air

1. The Housing Assistance Plan - status (Homer Matson)
2. The CD Plan, Program and Summary - status (Denny Wilde, Chuck Olson, others) (over)
budget
application
A-95
grant review
Maps ready tomorrow.
3. Joint PCPC/PDC public hearing January 8, 1975 (Gary Stout)
agenda, format
results expected
4. City Council hearing January 15, 1975 (tentative) - status
format, agenda items
special rehearsal meeting
5. Next task force meeting date

Jan 9.

time?
tape recorder
Sign-in Sheets.

KOK/dym1