

Mayor's file

68C

July 21, 1970

Mr. Andrew J. Bell, III
Assistant Regional Administrator
U. S. Department of Housing
and Urban Development
450 Golden Gate Avenue
San Francisco, California 94102

Dear Mr. Bell:

It has come to my attention that approval and forward action on our Model Cities Project 3.121 (b), Supplement to Planning Proposal (Comprehensive and Pre-NDP Neighborhood Planning) has been delayed pending final approval of our Model Cities Relocation Plan.

It is very important to us locally to move the planning project along and extend this activity to the six of our eight sub-neighborhoods not covered as yet. Use of supplemental funds for this purpose was discussed in advance with HUD officials, and a project proposal was approved locally and submitted to you April 27, 1970.

Anything you can do to expedite this project will be appreciated. A draft of the proposed Relocation Plan (3.123) was included in the Portland submission of July 3, 1970; and steps are underway to secure official approval for it. By the way, detailed Relocation Plans are on file for the Woodlawn and Irvington Neighborhood Improvement Projects and the Emanuel Hospital Project.

Thank you for your attention to this request.

Yours truly,

MAYOR

TDS/amb
cc: Lee Kell
Charles Jordan

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From the Desk of

EDWARD J. WARMOTH
MODEL CITIES COORDINATOR
OFFICE OF THE MAYOR
CITY HALL
PORTLAND, OREGON 97204

April 22, 1970

CC: DOCKHAM

~~Mayor Schrunk--~~

I discussed the Pre-NDP Proposal #2 with both Ken Hampton and John Kenward today, and they talked with each other.

No decision has been reached regarding further action.

Both Ken and John have strong feelings about the matter. It is a fact that the proposal which was prepared by the CDA and sent to HUD is more specific than the draft which was presented when action was taken by the CPB and the City Council. John contends that PDC must not be bound by these modifications, because they might not be able to get a plan completed within the one year period.

Ken has offered to send any kind of a letter from PDC through to the RIC meeting on next Tuesday.

John has raised a fine legal point that the CPB actually voted on the original draft and that this is the document which the City Council must accept, rather than the CDA version which actually went to HUD. The packet which went to HUD included a resolution from PDC referring to approval of "the Supplement to Planning Proposal", meaning the original draft.

Needless to say, the CDA revised application should have been cleared with PDC...but it's too late.

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April 27, 1970

Mr. Andrew J. Bell III
Model Cities Coordinator
Dept. of Housing & Urban Development
450 Golden Gate Avenue, P.O. Box 36003
San Francisco, California 94102

Attention: Zoltan Szigethy

Dear Mr. Bell:

On March 25, 1970, the City of Portland transmitted to you for approval a Supplement to Planning Proposal 3.121 for Comprehensive and Pre-NDP Neighborhood Planning with related attachments.

Subsequently we have found out that certain changes had been made by the CDA staff in adapting the approved planning proposal to the required Model Cities' format. Unfortunately, the proposal as adopted does not conform to the approved program.

I am, therefore, transmitting herewith a revised Supplement to Planning Proposal 3.121 for approval. It is revised in accordance with the Supplement to Planning Proposal 3.121 as approved by the Citizens Planning Board Special Projects Committee, the Citizens' Planning Board (2/3/70), the City Council (2/26/70) and the Portland Development Commission (3/11/70). It replaces the proposal you have previously received.

This material is being delivered to you by Mr. Ed Warmoth of the Mayor's Office. Mr. Warmoth is familiar with this proposal and the respective roles of the neighborhood citizens' committees, the Citizens' Planning Board, the City Planning Commission, and the Development Commission, and will be available for your questions regarding this proposal. I would like to urge again the earliest possible approval of this proposal which is so vital to our Portland Model City Program.

Yours truly,

MAYOR

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TDS.m

cc John Howard

3.121 SUPPLEMENT TO PLANNING PROPOSAL (Comprehensive and Pre-NDP
Neighborhood Planning)

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MAYOR	<i>[Signature]</i>
EXEC. ASST. II	<i>[Signature]</i>
EXEC. ASST. I	<i>[Signature]</i>
COMM. ASST.	
ADM. ASST.	
YOUTH COORD.	
M. C. COORD.	

INTRODUCTION

Section 3.121 (herein called Pre-NDP) of the Application for Comprehensive City Demonstration Program as approved by the Department of Housing and Urban Development (HUD) provided for (1) developing more detailed and comprehensive plan for the Model Neighborhood and (2) beginning neighborhood planning prior to funding of the Neighborhood Development Program (NDP). Both Sections 3.121 (Pre-NDP) and 3.122 (NDP) anticipated that the entire Model Cities Area would be included in the NDP. Pre-NDP was intended simply to give a headstart to the NDP by taking all necessary preliminary actions required to get the NDP underway.

The inadequacy of the Pre-NDP budget and the delay in funding the NDP, for which application has been made, have resulted in the necessity of directing activities to those particular areas in which action activities were contemplated under the Model Cities Program during the first action year. Those areas are the Woodlawn and Irvington neighborhoods. HUD has now informally advised the City of Portland that NDP funds will be available for only areas in which action activities will be undertaken in the first year. It appears, therefore, that planning funds will not be available under NDP for the remainder of the Model Cities Area as originally contemplated. The planning areas which would not be funded under NDP during the first action year are (1) Eliot, (2) Humboldt/Boise, and (3) Vernon/King/Sabin.

Since it is necessary to undertake planning activities in these remaining areas if the housing and physical planning and environment activities are to be carried out in future years, funds must be made available from Model Cities Supplemental Funds. The following Supplement to Section 3.121 (Pre-NDP) is intended to provide funding for commencing necessary planning and preparation of applications for NDP or similar

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3.121(2)
(SUPPLEMENT)

activities within the Model Cities Area not included under NDP for the first year. In addition, provision is made for implementing action activities under other programs which may be available under Federal, State or local law prior to more general activities under NDP.

A. Purpose and Beneficiaries

The specific purpose of this Supplement to Section 3.121 remains substantially the same as that contained in the Pre-NDP proposal as approved; that is, to obtain an overall physical plan for the Model Cities Area and to develop the essential elements in the planning process and to begin survey and planning activities required to qualify all parts of the Model Neighborhood for NDP or similar activities. The planning and action activities as proposed by this Supplement, however, will relate only to those areas which are not contained in an NDP area approved and funded by the Federal Government for action activities. The planning areas to be covered under this Supplement are (1) Eliot, (2) Humboldt/Boise and (3) Vernon/King/Sabin. In addition, an important part of this proposal will be to implement any programs within these areas which may be available under Federal, State or local law prior to more general activities under the NDP or a similar program.

The beneficiaries of this Supplemental Proposal will be all of the residents in those areas of the Model Neighborhood which are not included in the initial NDP action areas.

B. Content and Operation

The physical planning will relate only to those areas which are not contained in an NDP area approved and funded by the Federal Government for action activities. The planning activities will include not only comprehensive and neighborhood

3.121(3)
(SUPPLEMENT)

planning, but will include instituting survey and planning activities necessary to prepare those areas for action activities under NDP or a similar program. The key elements described in the approved Pre-NDP proposal will be a part of the activities undertaken pursuant to this Supplemental Proposal. In particular, the neighborhood planning will be done with neighborhood organizations recognized by the Citizens' Planning Board, and adequate Neighborhood Development Offices, staffs and consultants will be made available to carry out these activities. Planning consultants employed to do neighborhood planning shall be satisfactory to the Recognized Neighborhood Organizations. The present intention is to establish a Neighborhood Development Office for each of the three planning areas described. It is recognized, however, that the neighborhoods may be served by combining some facilities and staff if separate facilities are not available. The decision concerning the establishment of the Neighborhood Development Offices will be made in consultation with the Recognized Neighborhood Organizations and the Citizens' Planning Board. Consideration will be given to dealing with the special planning and development problems raised by the commercial areas including their impact upon the entire Model Neighborhood and the manner in which they serve or may serve the neighborhoods and the City as a whole.

The comprehensive planning will be coordinated by the City Planning Commission incorporating ideas and information obtained from the Citizens' Planning Board, the neighborhood groups and the residents of the area. Action activities which will be of benefit to these neighborhoods will be implemented at an early date. These will include the use of the Certified Area Program, Open Space, Beautification and similar Federal programs, if available, as well as those which may be available through State or local means.

3.121(4)
(SUPPLEMENT)

It is not expected that all of the required survey and planning activities can be completed and applications filed within a one-year period because the process will directly involve and be dependent upon decisions to be made by residents of the areas covered by this Supplement. Further, experience has shown that the one-year period provided for under this Supplement is only adequate to commence the planning and action activities proposed and that these activities on a continuing basis will be necessary, either under NDP, an extension of the activities provided under this Supplement, or through other programs, if major changes are to be accomplished.

C. Timetable

First through Fourth Months: Establish Neighborhood Development Offices; hire and assign staff; employ and train community workers.

First through Sixth Months: Initiate formation or assist existing citizen organizations recognized by the Citizens' Planning Board; select and assign planning assistants or consultants; identify and collect data and information required for NDP planning.

Fourth through Twelfth Months: Undertake all necessary planning and preparation for NDP or similar activities preparatory to filing of applications at earliest possible date; commence neighborhood planning in cooperation with recognized neighborhood organizations, Citizens' Planning Board, City Planning Commission and Model Cities Agency; identify, in cooperation with residents, areas suitable for immediate action activities which may be available under Federal, State or local law, and commence such activities.

D. Funding

All funds for this Program will come through Model Cities Supplemental Funds except such funds for action activities as may be available under Federal, State or local programs.

E. Project Administration

Except for the services to be performed by the City Planning Commission under this Supplement, the Program proposed will be administered by the Portland Development Commission who will establish the Neighborhood Development Offices and employ staff, community workers and consultants. The City Planning Commission, as well as being responsible for the development of the Comprehensive Plan, shall also be responsible for coordinating the development of neighborhood plans which are compatible with each other and with the Comprehensive Plan, and shall work with the Recognized Neighborhood Organizations in conducting such activities. Action activities will be undertaken by the appropriate agencies with full assistance by the Portland Development Commission and the City Planning Commission.

F. Coordination

This Program will require the active participation of the Portland Development Commission, the City Planning Commission and the City Demonstration Agency, as well as the Citizens' Planning Board and the Model Cities Area residents. The Development Commission will supervise the neighborhood planning in order to ensure performance by staff and consultants and also to ensure that improvement plans are being developed which are compatible with funding possibilities which are or may become available under Federal, State or local law. The City Planning Commission will be responsible for coordination in development of neighborhood plans consistent with each other and with the Comprehensive Plan. All of the activities will be

coordinated with activities being carried out by other operating agencies in the Model Neighborhood through the Model Cities Agency. The total program will be coordinated through regular meetings, as in the existing Pre-NDP Program, with representatives of the above-named agencies and residents.

G. Evaluation

The success of the effort proposed under this Supplement will be measured by the progress in developing plans for the neighborhoods in sufficient detail to permit the filing for NDP or similar programs and commencing action activities which will benefit the neighborhoods prior to the funding of a more general development program, the number of Model Cities residents hired and trained by the program; and in involving residents of the area in such planning and action through identification of problems, establishment of priorities and active participation in the community improvement program. The Portland Development Commission and the City Planning Commission will cooperate with the City Demonstration Agency in establishing a program of monitoring and evaluation which will measure the progress of activities under this Supplement. Such program shall include budgetary allocation to the various elements of the program.

H. Citizen Participation

The residents of the Model Neighborhood will be intimately involved in all phases of this Supplemental Proposal, both in the planning activities and the action activities, through membership in Recognized Neighborhood Organizations and Citizens' Planning Board-sponsored Working Committees, and through responses to information disseminated throughout the neighborhoods by the Community Workers concerning the planning and action activities.

3.121(7)
(SUPPLEMENT)

1. Resident Employment

This Program will make available a number of employment opportunities for residents of the Model Neighborhood. It is recognized and understood that, to the greatest extent practicable, residents of the Model Neighborhood will be employed to fill the positions which may be created as a result of this Program. It is intended that employment of Community Workers will consist entirely of residents of the Model Neighborhood.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

(Use This Form as a Budget for Each Activity (Including Relocation)
Funded Under Section 105 of Title I of the Demonstration Cities and
Metropolitan Development Act of 1966)

1. NAME OF CITY DEMONSTRATION AGENCY

CITY OF PORTLAND, OREGON

2. BRIEF DESCRIPTIVE TITLE OF ACTIVITY

3.121 SUPPLEMENT TO PLANNING PROPOSAL
(Comprehensive & Pre-NDP Neighborhood Planning)

3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Portland Development Commission		Portland City Planning Commission
1700 S. W. Fourth Avenue	and	424 S. W. Main Street
Portland, Oregon 97201		Portland, Oregon 97204

4. TYPE OF ENTITY - Is the entity a (Check applicable box or boxes):

☐ City Department ☒ Public Agency ☐ Neighborhood-Based
☐ Private (Nonprofit) ☐ Private (Profit Making) ☐ Other (Specify)

5. PREVIOUS APPLICATION - Has this activity, in substantially its present form, ever been the subject of a previous application for Federal financial assistance?

☐ NO ☒ YES If "YES", attach an explanatory statement.

See Section 3.121 of the Comprehensive City Demonstration Program for the City of Portland approved in August, 1969, and the Introduction to this Application.

6. MAINTENANCE OF EFFORT - Any activity which is an extension to the Model Neighborhood or an upgrading of existing services must be accompanied by an explanatory statement which shows that the extension or upgrading being funded by this budget is an addition to and not a substitution of local efforts.

The activities proposed in this Application were to be funded through the NDP which it now appears is not available for such purposes. No local funds are available for the activities proposed.

7. METHOD OF ALLOCATION - If cost is to be shared by others add an explanatory statement which identifies the sharing entity (or entities) and the method of allocation.

Not Applicable

8. BUDGET		
a. COST CATEGORY	b. ESTIMATED COST	MCA SHARE (If cost is being shared with others)
(1) Personnel	\$239,366	
(2) Consultants and Contract Services	102,750	
(3) Travel	9,000	
(4) Space - Neighborhood Development Offices Central Office (Overhead Factor)	15,000 9,685	
(5) Consumable Supplies	2,700	
(6) Rental, Lease, or Purchase of Equipment	9,000	
(7) Other: Office Renovation	9,000	
TOTAL	\$396,501	

9. SUBMISSION:

a. _____
Signature & Title of Authorized Officialb. _____
Date

10. APPROVAL:

a. _____
Signature & Title of Authorized HUD Officialb. _____
Date

Attachment 3a

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

BUDGET JUSTIFICATION

(Attach This Form to Each Budget for A Capital Project,
Activity, and to the Program Administration Budget)

1. NAME OF CITY DEMONSTRATION AGENCY

CITY OF PORTLAND, OREGON

2. BRIEF DESCRIPTIVE TITLE OF CAPITAL PROJECT OR ACTIVITY

3.121 SUPPLEMENT TO PLANNING PROPOSAL
(Comprehensive and Pre-NDP Neighborhood Planning)

3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Portland Development Commission
1700 S. W. Fourth Avenue
Portland, Oregon 97201

and

Portland City Planning Commission
424 S. W. Main Street
Portland, Oregon 97204

4. DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM	
(2) Planning Consultants - Quotation by Consulting Firms City Planning Commission - City Estimate Legal - Quotation by Legal Counsel Personnel Training - Estimate by Trade School	\$60,000 22,500 11,250 <u>9,000</u>	\$102,750
(3) Travel - Experience in Existing Site Offices	<u>9,000</u>	9,000
(4) 3 Offices 1500 sq. ft. ea. x \$.20/sq. ft./mo. x 10 mos. (Average area quotes) 3 Offices @ \$200 ea. x 10 mos. operating - experience in existing site offices 10% overhead on Central Office gross person- nel cost (City Fin. Code Sec. 4-1403-7)	9,000 6,000 <u>9,685</u>	24,685
(5) Consumable supplies & postage - experience in existing site offices	<u>2,700</u>	2,700
(6) Equipment - Contract prices through City Purchasing Agent - 3 offices @ \$3,000/ea.	<u>9,000</u>	9,000
(7) Office Renovation - Average cost of existing site offices - 3 offices @ \$3,000/ea.	<u>9,000</u>	9,000

* For personnel costs use Personnel justification form.

** Describe the item in sufficient detail to insure that it is adequately identified and indicate the basis for determining or computing its value. For example, office space rental for two professionals: 150 sq. ft. at \$2.00 per square foot, including utilities and janitorial services.

Attachment 3b

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

PERSONNEL

(Attach This Form to Each Activity Budget Justification)

1. NAME OF CITY DEMONSTRATION AGENCY

CITY OF PORTLAND, OREGON

2. BRIEF DESCRIPTIVE TITLE OF PROJECT OR ACTIVITY

3.121 SUPPLEMENT TO PLANNING PROPOSAL
(Comprehensive and Pre-NDP Neighborhood Planning)

3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Portland Development Commission
1700 S. W. Fourth Avenue
Portland, Oregon 97201and Portland City Planning Commission
424 S. W. Main Street
Portland, Oregon 97204

a. NUMBER OF PERSONS	b. POSITION OR TITLE	c. AVERAGE SALARY MONTH	d. PERCENT OF TIME ON UNDERTAKING	e. MONTHS TO BE EMPLOYED AVERAGE	f. COST
NEIGHBORHOOD OFFICES:					
3	Community Serv. Supvr	\$2,400	100	10	\$ 24,000
3	Community Info. Spec.	1,950	100	9	17,550
3	Steno/Clerks	1,350	100	9	12,150
30 or Equivalent	Part-time Comm. Wkrs.	13,000	50	9	58,500
CENTRAL OFFICE:					
4	Supervisory	6,500	30	12	23,400
4	Planning & Applications	3,850	44	12	20,300
9	Supporting Staff (Actg., Real Estate, Housing, Reloc., Engineering)	8,100	40	10	32,400

PERSONNEL SUBTOTAL \$188,300

COST OF FRINGE BENEFITS
(Indicate Basis for Estimate)

13.5% - Vac., Sick Leave, Etc. (City Finance Code Sec. 4-1403-1)

25,420
\$ 213,720

12.0% - Payroll Taxes, Etc. (City Finance Code Sec. 4-1403-6)

25,646

TOTAL PERSONNEL \$239,366