



**2012-2016 CONSOLIDATED PLAN  
FOR HOUSING AND  
COMMUNITY DEVELOPMENT**

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**APPENDICES 1 THROUGH 8**

**CLACKAMAS COUNTY  
COMMUNITY DEVELOPMENT DIVISION**



**April 2012**

# **APPENDIX 1: GLOSSARY**

**Accessibility:** All new construction of covered multifamily buildings must include certain features of accessible and adaptable design. Units covered are all those in buildings with four or more units and one or more elevators, and all ground floor units in buildings without elevators.

**Action Plan:** The Action Plan includes the following: an application for federal funds under HUD's formula grant programs (CDBG, ESG, HOME); identification of federal and other resources expected to be used to address the priority needs and specific objectives in the strategic plan; activities to be undertaken including the following; activities to address homeless and other special needs (persons with mental, physical or developmental disabilities, battered and abused spouses, victims of domestic violence, etc.); activities to address other actions (affordable housing, lead-based paint hazards, poverty reduction, public housing improvements, etc.); and, a description of the areas targeted given the rationale for the priorities for allocating investment geographically.

**Affordable Housing:** That housing within the community which is decent and safe, either newly constructed or rehabilitated, that is occupied by and affordable to households whose income is very low, low, or moderate. Such housing may be ownership or rental, single family or multi-family, short-term or permanent. Achieving affordable housing often requires financial assistance from various public and private sources and agencies.

**Agency:** Any department, agency, commission, authority, administration, board, or other independent establishment in the executive branch of the government, including any corporation wholly or partly owned by the United States that is an independent instrumentality of the United States, not including the municipal government of the District of Columbia.

**Brownfields Economic Development Initiative (BEDI) Grant Program:** BEDI is designed to help cities redevelop abandoned, idled, or underutilized industrial and commercial properties and facilities where expansion or redevelopment is complicated by real or perceived environmental contamination e.g., brownfields. BEDI accomplishes this by providing funding to local governments to be used in conjunction with Section 108 loan guarantees to finance redevelopment of brownfields sites. BEDI-funded projects must meet one of the CDBG program's national objectives.

**Certification:** A written assertion based on supporting evidence that must be kept available for inspection by HUD, by the Inspector General of HUD, and by the public. The assertion shall be deemed to be accurate unless HUD determines otherwise, after inspecting the evidence and providing due notice and opportunity for comment.

**Community Development Block Grant Program (CDBG):** A Community Development Block Grant is a federal grant to states, counties or cities. It is used for housing and community development including housing construction and rehabilitation, economic development, and public services which benefit low- and moderate- income people. Grant funds can also be used to fund activities which eliminate slums and blight or meet urgent needs.

**Community and Housing Development Organization (CHDO):** A federally-defined type of nonprofit housing provider that must receive a minimum of 15% of all Federal HOME Investment Partnership

funds. The primary difference between CHDO and other nonprofits is the level of low-income residents' participation on the Board of Directors.

**Comprehensive Grant Program (CGP):** HUD grant program via an annual formula to large public housing authorities to modernize public housing units.

**Consolidated Annual Performance and Evaluation Performance Report (CAPER):** The CAPER allows HUD, local officials, and the public to evaluate the grantee's overall performance, including whether activities and strategies undertaken during the preceding year actually made an impact on the goals and needs identified in the Consolidated Plan.

**Consolidated Plan:** The Consolidated Plan services four separate, but integrated functions – a planning document for the jurisdiction which builds on a participatory process with County residents; an application for federal funds under HUD's formula grant programs which are: CDBG, HOME, ESG, HOPWA; a three- to five-year strategy to be followed in carrying out HUD programs; and, an action plan describing individual activities to be implemented.

**Cost Burden:** The extent to which gross housing costs, including utility costs, exceeds 30% of gross income, based on data available from the U.S. Census Bureau.

**Economic Development Initiative (EDI) Grant Program:** EDI is designed to enable local governments to enhance both the security of loans guaranteed through HUD's Section 108 Loan Guarantee Program and the feasibility of the economic development and revitalization projects that Section 108 guarantees finance. EDI accomplishes this by providing grants to local governments to be used in conjunction with Section 108 loan guarantees. A locality may use the grant to provide additional security for the loan (for example, as a loss reserve), thereby reducing the exposure of its CDBG funds (which by law must be pledged as security for the loan guarantees). A locality may also use the EDI grant to pay for costs associated with the project, thereby enhancing the feasibility of the 108-assisted portion of the project. EDI-funded projects must meet one of the CDBG program's national objectives.

**Elderly:** The CDBG low and moderate-income limited clientele national objective at 570.208(a)(2)(i)(A) includes the elderly as a presumptive group. However, the CDBG regulations do not define the term "elderly". Therefore, a grantee can use its own definition of elderly for non-housing activities. As such, the County defines elderly as 55 years of age or older. With regard to housing activities, the Consolidated Plan requires identification of housing needs for various groups, including the elderly, which is defined as 62 years of age or older at 24 CFR 91.5 and 24 CFR 5.100. Because of this, housing activities to be counted toward meeting a Consolidated Plan goal of housing for the elderly must use the definition in 24 CFR 5.100, 62 years or older.

**Emergency Solutions Grant (ESG):** Emergency Solutions Grant Program is a federally-funded program designed to help, improve and maintain the quality of existing emergency shelters for the homeless. ESG helps emergency shelters meet the costs of operating emergency shelters and of providing certain essential social services to homeless individuals so that these persons have access to a safe and sanitary shelter, and to the supportive services and other kinds of assistance they need to improve their situations. The program is also intended to prevent the increase of homelessness through the funding of preventive programs and activities.

**Emergency Shelter:** Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific populations of the homeless.

**Entitlement:** An underlying formula governing the allocation of Block Grant funds to eligible recipients. Entitlement grants are provided to larger urban cities (i.e., population greater than 50,000) and larger urban counties (greater than 200,000).

**Federal National Mortgage Association (Fannie Mae):** A federally chartered, stockholder owned corporation which supports the secondary market for both conventional mortgages and mortgages insured by the FHA and guaranteed by VA.

**Financing:** Functions necessary to provide the financial resources to fund government operations and federal assistance including the functions of taxation, fee and revenue generation, public debt, deposit funds, and intra governmental collections.

**First-time Homebuyer:** An individual or family who has not owned a home during the three-year period preceding the assisted purchase of a home that must be occupied as the principal residence of the homebuyer. Any individual who is a displaced homemaker or a single parent may not be excluded from consideration as a first-time homebuyer on the basis that the individual, while a homemaker or married, owned a home with his or her spouse or resided in a home owned by the spouse.

**Fiscal Year:** Any yearly accounting period, regardless of its relationship to a calendar year.

**Full Time Equivalent (FTE):** One FTE is 2,080 hours of paid employment. The number of FTEs is derived by summing the total number of hours (for which included categories of employees) are paid by the appropriate categories of employees and dividing by 2,080 hours (one work-year). Appropriate categories include, but are not limited to, overtime hours, hours for full-time permanent employees, temporary employees, and intermittent employees who may not have been paid for an entire reporting period.

**Grant:** A federal grant may be defined as a form of assistance authorized by statute in which a federal agency (grantor) transfers something of value to a party (the grantee) usually, but not always, outside the federal government, for a purpose, undertaking, or activity of the grantee which the government has chosen to assist, to be carried out without substantial involvement on the part of the federal government. The thing of value is usually money, but may, depending on the program legislation, also include property or services. The grantee, again depending on the program legislation, may be a state or local government, a nonprofit organization, or a private individual or business entity.

**HOME:** The Home Investment Partnership Program, authorized by Title II of the National Affordable Housing Act. This federally-funded program is designed to expand housing for very low-income people, and to make new construction, rehabilitation, substantial rehabilitation, and acquisition of such housing feasible, through partnerships among the federal government, states and units of general local government, private industry, and nonprofit organizations able to utilize effectively all available resources.

**HOME Funds:** Funds made available under the HOME Program through allocations and reallocations, plus all repayments and interest or other return on the investment of these funds.

**Homeless Family:** A family that includes at least one parent or guardian and one child under the age of 18, a homeless pregnant woman, or a homeless person in the process of securing legal custody of a person under the age of 18.

**Homeless Individual:** An unaccompanied youth (18 years or younger) or an adult (18 years or older) without children who is homeless (not imprisoned or otherwise detained pursuant to an Act of Congress or a State law), including the following:

- 1) An individual who lacks a fixed, regular, and adequate nighttime residence; and
- 2) An individual who has a primary nighttime residence that is a supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill); an institution that provides a temporary residence for individuals intended to be institutionalized; or, a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

**Homeless Subpopulation:** Includes but is not limited to the following categories of homeless persons: severely mentally ill only, alcohol/drug addicted only, severely mentally ill and alcohol/drug addicted, fleeing domestic violence, youth and persons with HIV/AIDS.

**HOPWA:** Housing Opportunities for People with AIDS is a federal program designed to provide States and localities with resources and incentives to devise long-term comprehensive strategies for meeting the housing needs of persons with acquired immunodeficiency syndrome (AIDS) or related diseases and their families. The program authorizes entitlement grants and competitively awarded grants for housing assistance and services.

**Household:** Household means all the persons who occupy a housing unit. The occupants may be single family, one person living alone, two or more families living together, or any other group of related or unrelated persons who share living arrangements.

**HUD:** Created as part of President Lyndon B. Johnson's War on Poverty, the Department of Housing and Urban Development (HUD) was established as a Cabinet Department by the Department of Housing and Urban Development Act (42 U.S.C. 3532-3537), effective November 9, 1965. It consolidated a number of other older federal agencies. The Department of Housing and Urban Development is the Federal agency responsible for national policy and programs that: address America's housing needs; improve and develop the Nation's communities; and enforce fair housing laws. HUD's mission is helping create a decent home and suitable living environment for all Americans. It has given America's cities a strong national voice at the Cabinet level.

**HUD Income Levels:** Income levels serve as eligibility criteria for households participating in federally funded programs.

**Extremely Low-income:** Family whose income is between 0% and 30% of the median income for the area, as determined by HUD with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 30% of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes.

**Low-income:** Family whose income does not exceed 50% of the median income for the area, as determined by HUD with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 50 % of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes.

**Middle Income:** Family whose is between 80% and 95% of the median area income for the area, as determined by HUD, with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 95% of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes.

**Moderate-income:** Family whose income does not exceed 80% of the median income for the area, as determined by HUD, with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 80% of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes.

**Jurisdiction:** A State or unit of general local government.

**Large Family:** Family of five or more persons.

**Lead-based paint hazards:** Any condition that causes exposure to lead from lead contaminated dust, lead-contaminated soil, lead-contaminated pain that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects as established by the appropriate Federal agency.

**Letter of Credit:** Line of credit to a grant recipient established at a time of approval of application.

**Liability:** Assets owed for items received, services received, assets acquired, construction performed (regardless of whether invoices have been received), an amount received but not yet earned, or other expenses incurred.

**Overcrowded:** For purposes of describing relative housing needs, a housing unit containing more than one person per room, as defined by U.S. Census Bureau, for which the Census Bureau makes data available.

**Person with a Disability:** A person who is determined to 1) have a physical, mental or emotional impairment that is expected to be of long-continued and indefinite duration; substantially impedes his or her ability to live independently; and, is of such a nature that the ability could be improved by more suitable housing conditions; or 2) have a developmental disability, as defined in section 102(7) of the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001-6007); or, 3) be the surviving member or members of any family that had been living in an assisted unit with the deceased member of the family who had a disability at the time of his or her death.

**Private Nonprofit Organization:** A secular or religious organization described in section 501 (c) of the Internal Revenue Code of 1988 which: (a) is exempt from taxation under subtitle A of the Code; (b) has

an accounting system and a voluntary board; and, (c) practices nondiscrimination in the provision of assistance.

**Program:** An organized set of activities directed toward a common purpose or goal that an agency undertakes or proposes to carry out its responsibilities.

**Program Income:** Gross income received by the recipient and its subrecipients (see definition) directly generated from the use of CDBG funds. For those program income-generating activities that are only partially assisted with CDBG funds, such income is prorated to reflect percentage of CDBG funds that were used. *Reference 24 CFR 570.500(a)*

Examples (not an exclusive list) include: *Reference: 570.500(a)(1)*

- Proceeds from the disposition by sale or long-term lease (15 years or more) of real property purchased or improved with CDBG funds.
- Proceeds from the disposition of equipment bought with CDBG funds.
- Gross income from the use or rental of real property that has been constructed or improved with CDBG funds and that is owned (in whole or in part) by the recipient or subrecipient. Costs incidental to the generation of the income are deducted from the gross income.
- Payments of principal and interest on loans made using CDBG funds.
- Proceeds from the sale of loans made with CDBG funds.
- Proceeds from the sale of obligations secured by loans made with CDBG funds.
- Any interest earned on funds held in a revolving fund account.
- Any interest earned on program income pending its disposition.
- Funds collected through special assessments that are made against properties owned and occupied by non-low and moderate-income households where the assessments have been made to recover some or the entire CDBG portion of a public improvement.

Program income does not include the following examples (also no an exclusive list):

- Interest earned on grant advances from the U.S. Treasury. Any interest earned on grant advances is required to be returned to the U.S. Treasury.
- Proceeds from fund-raising activities carried out by subrecipients that are receiving CDBG assistance to implement eligible activities.
- Funds collected through special assessments that have been made to recover the non-CDBG portion of a public improvement.
- Proceeds from the disposition by the grantee of real property acquired or improved with CDBG funds when the disposition occurs after grant closeout for entitlement grantees.
- Proceeds from the disposition of real property acquired or improved with CDBG funds where the disposition occurs within a five-year period (or more if so determined by the grantee) after the expiration of the agreement between the grantee and subrecipient for that specific agreement where the CDBG funds were provided for the acquisition or improvement of the subject property.

**Project:** A planned undertaking of something to be accomplished, produced, or constructed, having a finite beginning and finite end. Examples are a construction project or a research and development project.

**Rehabilitation:** Labor, materials, tools, and other costs of improving buildings, including repair directed toward an accumulation of deferred maintenance; replacement of principal fixtures and components of existing buildings; installation of security devices; and improvement through alterations or incidental additions to, or enhancement of, existing buildings, including improvements to increase the efficient use of energy in buildings, and structural changes necessary to make the structure accessible for persons with physical handicaps. Rehabilitation also includes the conversion of a building to an emergency shelter for the homeless, where the cost of conversion and any rehabilitation costs do not exceed 75% of the value of the building before conversion. Rehabilitation must meet local government safety and sanitation standards. For projects of 15 or more units where rehabilitation costs are 75% or more of the replacement cost of the building, that project must meet the accessibility requirement of Section 504 of the Rehabilitation Act of 1973; or where rehabilitation costs are less than 75% of the replacement cost of the building, that project must meet the requirements of 24 CFR 8.23b.

**Rental Assistance:** Rental assistance payments provided as either project-based rental assistance or tenant-based rental assistance, otherwise known as the Section 8 Rental Assistance Payments Program and variations thereof.

**Renovation:** Rehabilitation that involves costs of 75% or less of the value of the building before rehabilitation.

**Request for Proposals (RFP):** The instrument used to solicit proposals/offers for proposed contracts using the negotiated procurement method.

**Section 108 Loan Guarantee Program:** The Section 108 Loan Guarantee Program involves a federal guarantee on local debt allowed under Section 108 of the Housing and Community Development Act of 1974, as amended. This section of the Act allows public entities, such as Clackamas County, to issue promissory notes through HUD to raise money for eligible large-scale community and economic development activities. HUD guarantees these notes, which are sold on the private market in return for a grantee's pledge of its future CDBG funds and other security for the purpose of debt repayment. Section 108 activities must satisfy CDBG eligibility and national objective criteria as well as Section 108 regulations and guidelines.

**Senior:** A person who is at least 55 years of age. For senior housing activities, a senior is a person who is at least 62 years of age. (Seniors and elderly are terms that are often interchangeably.)

**Shelter Plus Care:** A federally-funded McKinney Act Program designed to provide affordable housing opportunities to individuals with mental and/or physical disabilities.

**SRO (Single Room Occupancy):** A unit for occupancy by one person, which need not but may contain food preparation or sanitary facilities, or both.

**State:** Any State of the United States and the Commonwealth of Puerto Rico.

**Subrecipient:** A public or private nonprofit agency, authority, or organization or an authorized for-profit entity receiving CDBG funds from the recipient or another subrecipient to undertake activities eligible for such assistance. The term excludes an entity receiving CDBG funds from the recipient unless the grantee explicitly designates it as a subrecipient. The term includes a public agency designated by a unit

of general local government to receive a loan guarantee, but does not include contractors providing supplies, equipment, construction, or services subject to the procurement requirements as applicable.

**Subsidy:** Generally, a payment or benefit made where the benefit exceeds the cost to the beneficiary.

**Substantial Rehabilitation:** Rehabilitation of residential property at an average cost for the project in excess of \$25,000 per dwelling unit.

**Supportive Housing:** Services provided to residents of supportive housing for the purpose of facilitating the independence of residents. Some examples are case management, medical or psychological counseling and supervision, childcare, transportation, and job training.

**Supportive Housing Program (SHP):** Promotes the development of supportive housing and supportive services, including innovative approaches that assist homeless persons in the transition from homelessness and enable them to live as independently as possible. SHP funds may be used to provide transitional housing, permanent housing for persons with disabilities, innovative supportive housing, supportive services, or safe havens for the homeless.

**Transitional Housing:** Housing designed to provide housing and appropriate supportive services to persons, including (but not limited to) deinstitutionalized individuals with disabilities, homeless individuals with disabilities, and homeless families with children. Also, it is housing with a purpose of facilitating the movement of individuals and families to independent living within a time period that is set by the County or project owner before occupancy.

# **APPENDIX 2: HOUSING INVENTORY**

## HOUSING RESOURCES

Project Name	City/Area	POP	Owner	Units
300 Main	Estacada	ELD	Foundation Prop.	26
85th & Causey	Happy Valley	FAM	Geller Silvis	41
Arbor Terrace	Molalla	FAM	Housing Authority of Clackamas County	25
Arlington Triplex	Gladstone	DIS	Housing Authority of Clackamas County	3
Autumn Park	Wilsonville	FAM	NW Housing Alt, Autumn Park Associates LLP	144
Avalon	Oak Grove	DIS	The Inn	7
B2H Duplex	Milwaukie	FAM	Northwest Housing Alternatives	2
Canby Village Apartments	Canby	ELD	Guardian Mngt.	52
Canby West Apartments	Canby	ELD	Guardian Mngt.	24
Carman Oaks Manor	Lake Oswego	ELD		126
Carriage Court	Canby	ELD	Guardian Mngt.	30
Casa Verde	Canby	FAM	Caritas - Casa Verde LLP	26
Cascadia Village Ret. Center	Sandy	ELD		84
Cedar Park Gardens	Sandy	ELD	Caritas	20
Charleston Apartments	Wilsonville	DIS	Northwest Housing Alternatives	52
Chez Ami	Clackamas	DIS	Central City Concern	40
Clackamas Apartments	Clackamas	DIS	Housing Authority of Clackamas County	21
Country Garden Apts.	Sandy	ELD	Robert G. Montgomery	10
Creekside Woods	Wilsonville	ELD	Northwest Housing Alternatives	84
Deerfield Village	Milwaukie	ELD		40
Easton Ridge	Happy Valley	FAM	Housing Authority of Clackamas County	264
Estacada Village Apartments	Estacada	FAM	Guardian Mngt.	48
Evans Street Senior Apts.	Sandy	ELD-DIS	Era Town & Country	28
Fairfiled Apartments	Gladstone	MFH	Housing Authority of Clackamas County	4
Fenton - Rondel Court	Molalla	FAM	Fenton Rondel Court Ltd. Partnership	30
Firwood Village Apartments	Sandy	FAM	Guardian Mngt.	24
Fisher Ridge Apartments	Oregon City	DIS	Clackamas Residential Options	19
Fox Pointe Apartments	Milwaukie	FAM		96
Greenbriar Apartments	Canby	FAM	GSL Properties	86
Group Homes	scattered	DIS	Housing Authority of Clackamas County	17
Hollyfield Village	Lake Oswego	ELD	M & M Management	30
HOME-funded scattered sites	scattered		Clackamas Community Land Trust	51
Hope Village - Cascade House	Canby	ELD	Hope Village, Cascade House at HV, Inc.	50
Hope Village - Meadows	Canby	ELD	Hope Village, Meadows at HV Ltd. Partnership	50
Housing Choice Vouchers	scattered	FAM	Housing Authority of Clackamas County	1542
Hummingbird Apartments	Sandy	ELD	Robert G. Montgomery	6
Ikoi So Terrace	Milwaukie	ELD	Guardian Mngt.	35
Jackson Place	Oregon City	FAM	Housing Authority of Clackamas County	7
Jannsen Road Transitional	Clackamas	FAM	Housing Authority of Clackamas County	9
King Bell Apartments	Milwaukie	ELD	NHPMN Management	62
Kings Berry Heights	Oregon City	FAM	ILP Corp	260
Lake Crest Apartments	Milwaukie	FAM	GSL Properties	229
Longbourn	Milwaukie	FAM	Northwest Housing Alternatives	5
LRPH - Clackamas Heights	Oregon City	FAM	Housing Authority of Clackamas County	100
LRPH - Hillside Manor	Milwaukie	ELD	Housing Authority of Clackamas County	101
LRPH - Hillside Park	Milwaukie	FAM	Housing Authority of Clackamas County	100
LRPH - Oregon City View Manor	Oregon City	FAM	Housing Authority of Clackamas County	100
LRPH - Scattered Sites	scattered	FAM	Housing Authority of Clackamas County	159
Meadowlark Apartments	Oregon City	DIS	Housing Opportunities Team	15
Montebello	Wilsonville	FAM	Landura Mgmt	50
Montecino Apts.	Wilsonville	FAM	Landura Mgmt	34
Mt. Scott Terrace	Portland	FAM	Geller Silvis	52

## HOUSING RESOURCES

Project Name	City/Area	POP	Owner	Units
North Main Village	Milwaukie	FAM	North Main Village LLC	64
NSP-funded scattered sites	scattered		Clackamas Community Land Trust	6
Oakridge Park Apartments	Lake Oswego	ELD	Northwest Housing Alternatives	45
Oregon City Terrace	Oregon City	FAM	Neel Management	48
Our Apartments (Otter Lane)	Oregon City	DIS	Northwest Housing Alternatives	4
Plaza Los Robles	Molalla	FAM	Hacienda	24
Princeton Village ALF	Clackamas	ELD		53
Rackleff House	Canby	ELD		25
Rain Garden	Wilsonville	DIS	Caritas	29
Renaissance Court	Wilsonville	DIS	Caritas	21
Ridings Terrace I	Mollala	FAM	Commonwealth Mgmt	20
Ridings Terrace II	Mollala	FAM	Commonwealth Mgmt	14
River Glenn Apartments	Gladstone	FAM	River Glen Associates (NHA)	44
Rosewood Terrace	Oregon City	FAM	Guardian Mngt.	38
Sandy Vista I	Sandy	FAM	Caritas	30
Sandy Vista II	Sandy	FAM	Caritas	24
Schmidt & Son	Boring	FW		3
Seneca Terrace	Milwaukie	FAM	NW Housing Alternatives - Seneca Terrace LLP	31
Sixth Street Apartments	Oregon City	MFH	Housing Authority of Clackamas County	4
Star House (Edwards Ctr SRO)	Milwaukie	DIS	Edwards Center (NSP-funded SRO)	5
Summit at Government Camp	Government Camp	WF	Government Camp Low-Income Housing, Inc.	48
Swan House	Milwaukie	DIS	Northwest Housing Alternatives	5
Toliver Terrace Apts.	Molalla	ELD	Grace Manor Ltd. Partnership	32
Toliver Terrace Apts.	Mollala	ELD	Grand Mgmt Services	32
Town Center Station	Happy Valley	Work	Geller Silvis	52
Weidemann Park	Wilsonville	ELD	Weidemann Park Apartments	84
Whispering Pines SR Village	Estacada	ELD	Estacada VOA Elderly Housing, Inc.	63
Willamalane	Milwaukie	FAM	Guardian Mngt.	52
Wilsonville Heights	Wilsonville	FAM	Guardian Mngt.	24
Windfield Village Senior	Wilsonville	ELD	Wilsonville Retirement LLC	84

# **APPENDIX 3: COMMUNITY SURVEY**

# CLACKAMAS COUNTY COMMUNITY NEEDS SURVEY 9-30-11

Total responding 492

First help us understand where you live and work.

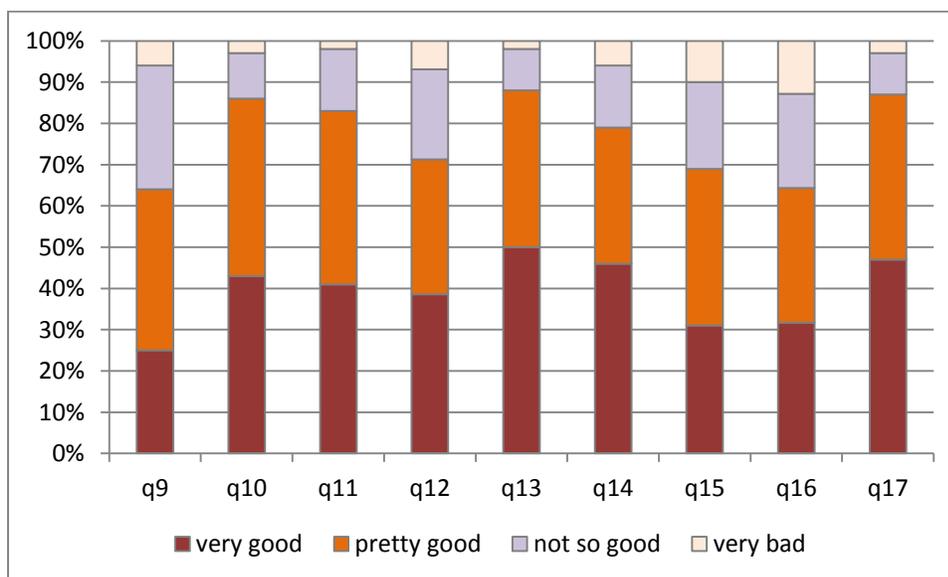
(Check “yes” or “no” for each statement.)

	Yes	No	N
1. I live in Clackamas County	85%	15%	478
2. I work in Clackamas County	65%	35%	472
3. I work for the Clackamas County government	14%	86%	447
4. I work for a city government	5%	95%	435
5. I work for a non-profit agency	20%	80%	444
6. I work for a housing authority or housing agency	5%	95%	437
7. I am an elected official	7%	93%	442
8. I work in the private housing industry	8%	92%	441

How good are these ideas to make housing affordable to people with lower incomes?

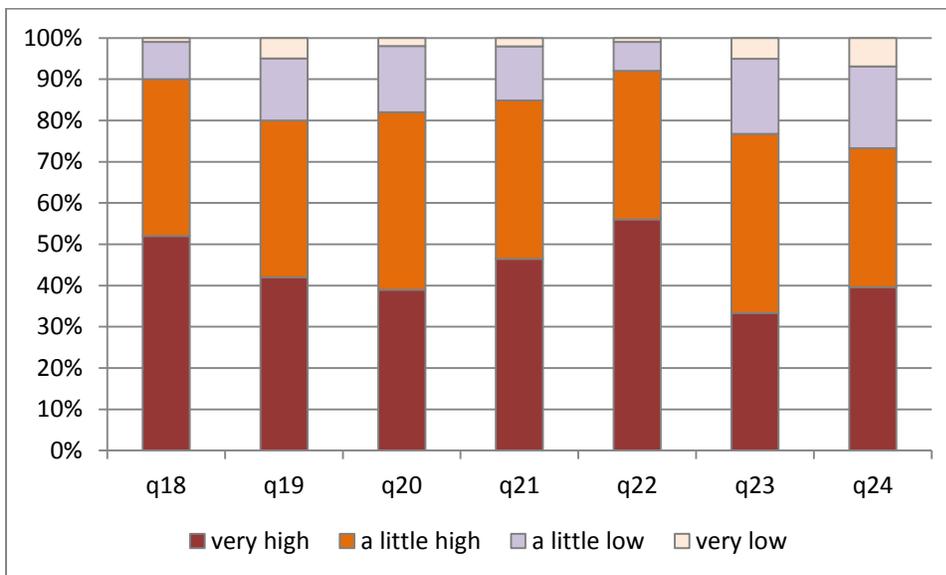
(Check the box that fits your answer for each idea.)

	This idea is:	Very good	Pretty good	Not so good	Very bad	N
9.	Encourage private development of apartments	25%	39%	30%	6%	467
10.	Financial help with utility costs based on need	43%	43%	11%	3%	480
11.	Home repair/maintenance for low-income owners	41%	42%	15%	2%	475
12.	Down payment help for first-time homebuyers	39%	33%	22%	7%	480
13.	Weatherization projects to improve energy efficiency	50%	38%	10%	2%	479
14.	Support non-profit agencies develop rental housing	46%	33%	15%	6%	474
15.	Zoning for more density near transit & business centers	31%	38%	21%	10%	471
16.	Acquire and hold land for affordable housing (land trust)	32%	33%	23%	13%	470
17.	Housing with case management for people with special needs	47%	40%	10%	3%	474



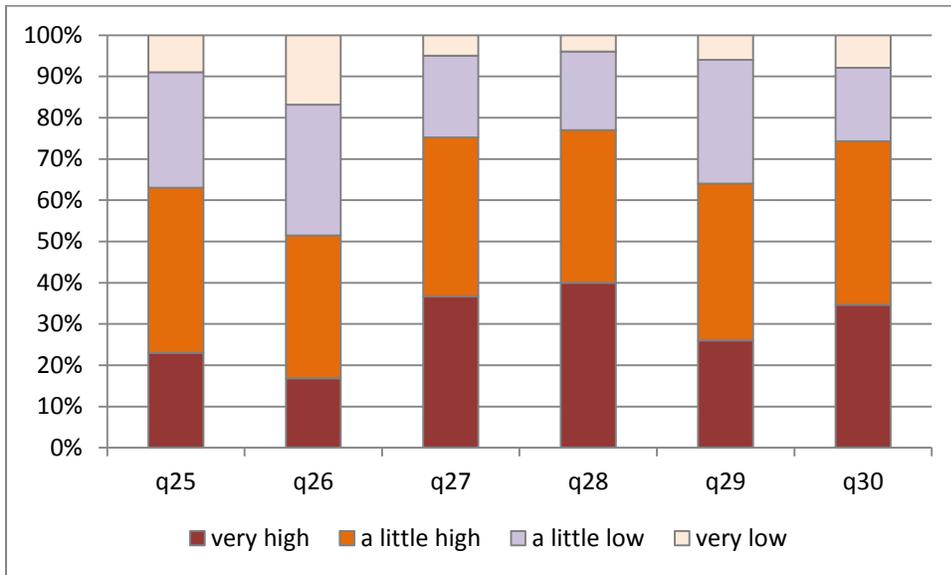
Some people are vulnerable to rising costs and falling incomes. Where do you think priorities in housing strategies should focus? (Check the box.)

The priority level should be:		Very high	A little high	A little low	Very low	N
18.	People with disabilities	52%	38%	9%	1%	484
19.	Families with children under 18	42%	38%	15%	5%	482
20.	Victims of domestic violence	39%	43%	16%	2%	482
21.	People with mental illness	46%	38%	13%	2%	484
22.	Seniors living on low fixed-incomes	56%	36%	7%	1%	484
23.	People working for low wages	33%	43%	18%	5%	487
24.	People who are homeless	40%	34%	20%	7%	486



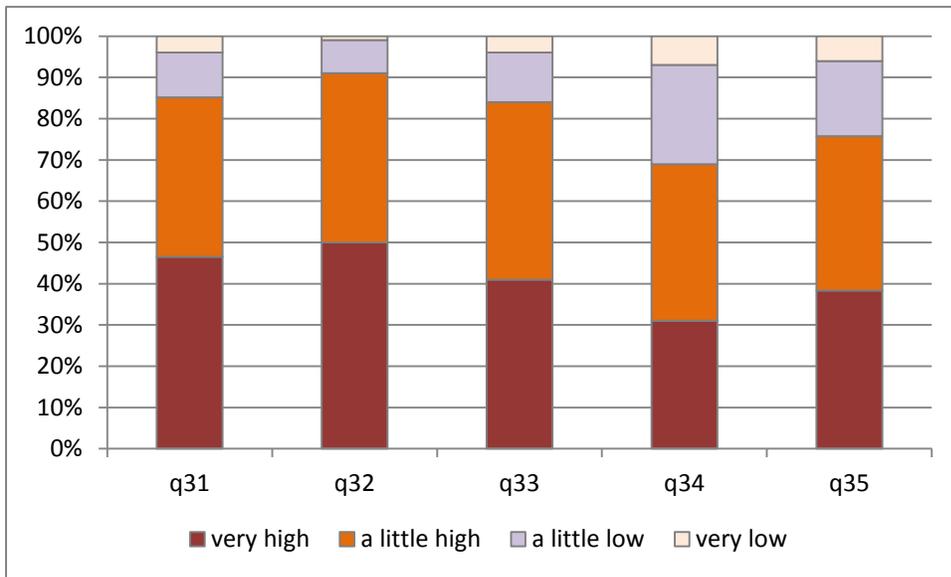
Public facilities and infrastructure are possible under grant guidelines, as long as they benefit lower income neighborhoods or households. Which are priorities in your opinion? (Check the box.)

The priority level should be:		Very high	A little high	A little low	Very low	N
25.	Improvements to parks	23%	40%	28%	9%	471
26.	New recreational facilities	17%	35%	32%	17%	472
27.	Water/sewer lines	37%	39%	20%	5%	473
28.	Street and sidewalks improvements	40%	37%	19%	4%	470
29.	Drainage improvements	26%	38%	30%	6%	472
30.	Handicap access projects	35%	40%	18%	8%	472



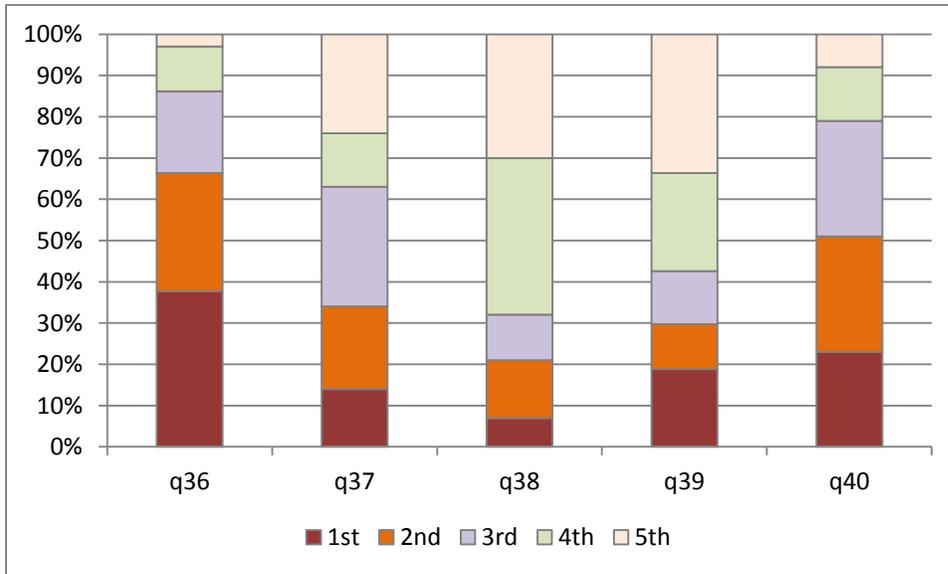
Public services are also possible under grant guidelines. Which are priorities in your opinion? *(Check the box.)*

The priority level should be:		Very high	A little high	A little low	Very low	N
31.	Services for youth	47%	39%	11%	4%	475
32.	Services for seniors	50%	41%	8%	1%	478
33.	Support for food banks	41%	43%	12%	4%	475
34.	Counseling to prevent eviction	31%	38%	24%	7%	470
35.	Services for homeless persons	38%	37%	18%	6%	475



If you had the following 5 projects to work with, how would you order them, starting with 1 as first and 5 as last?  
*(Order projects from 1 to 5.)*

		1st	2nd	3rd	4th	5th	N
36.	Project to maintain existing affordable housing	38%	29%	20%	11%	3%	435
37.	Project to build new subsidized housing	14%	20%	29%	13%	24%	438
38.	Project to develop public facilities	7%	14%	11%	38%	30%	436
39.	Project to improve streets and sidewalks	19%	11%	13%	24%	34%	450
40.	Project to provide services for low-income persons	23%	28%	28%	13%	8%	449

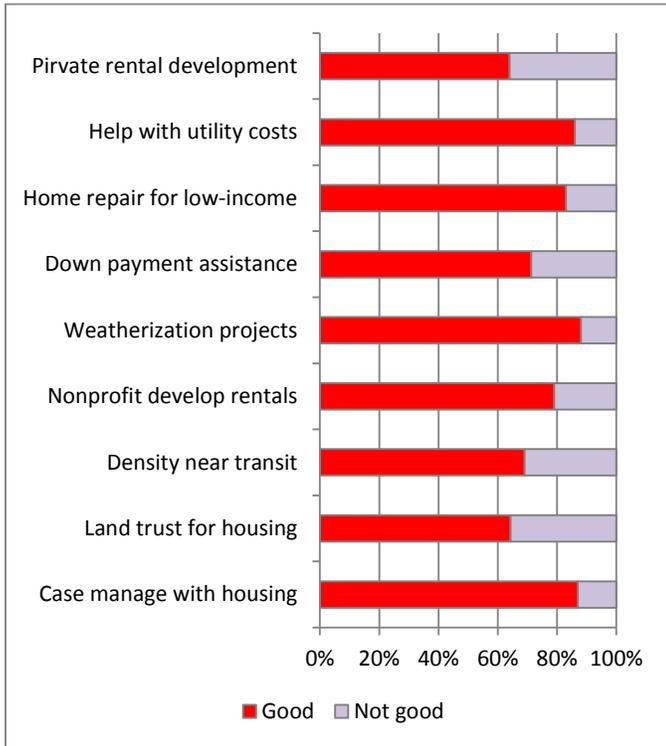


I have a special interest in this survey because: *(Check "yes" or "no" for each statement.)*

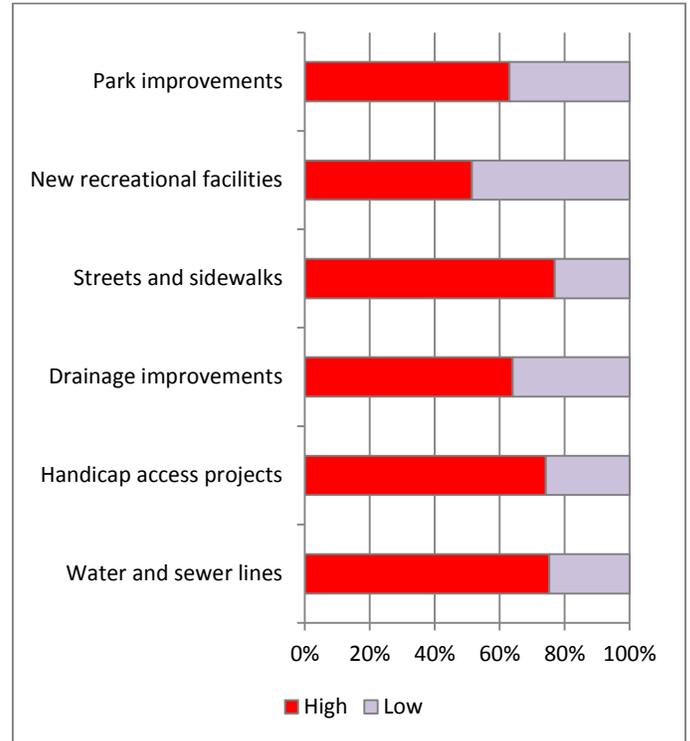
		Yes	No	N
41.	I am a senior 65 or older	13%	87%	454
42.	I have children under age 18 living with me	35%	65%	454
43.	I have received help with meals or groceries	26%	74%	452
44.	I have received housing assistance	10%	90%	451
45.	I live in a house I am renting	22%	78%	451
46.	I live in a house I own or am buying	67%	33%	462

**CLACKAMAS COUNTY COMMUNITY NEEDS SURVEY**  
**Summer 2011**

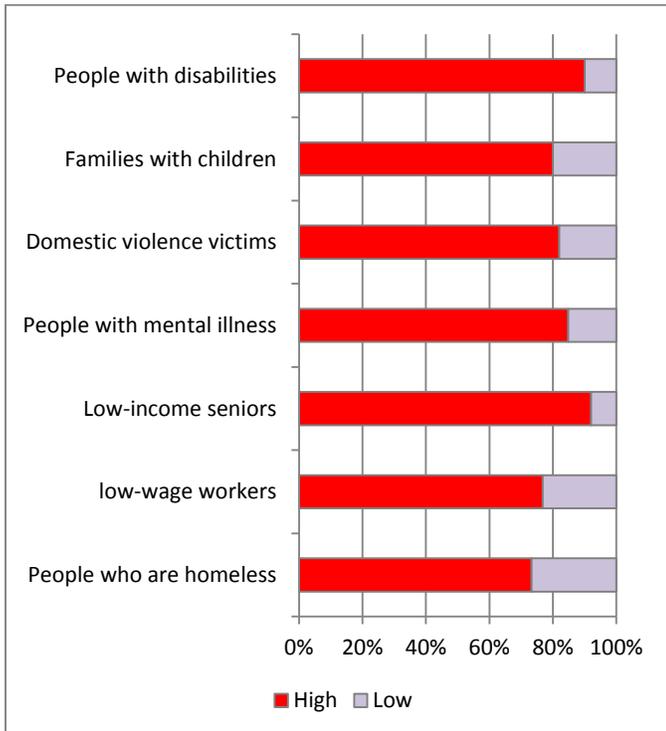
Questions 9-17: How good are these ideas to make housing affordable to people with lower incomes?



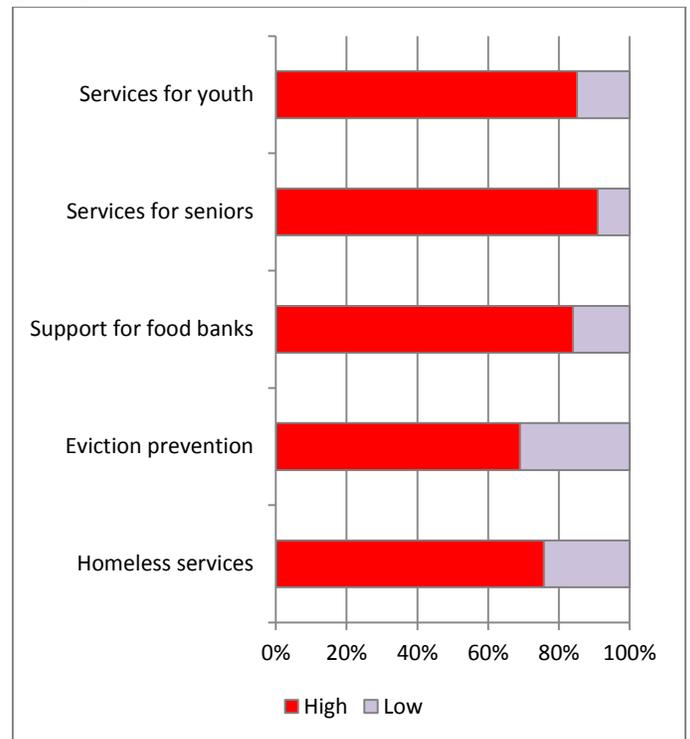
Questions 25-30: Public facilities and infrastructure are possible under grant guidelines, as long as they benefit lower income neighborhoods or households. Which are priorities in your opinion?



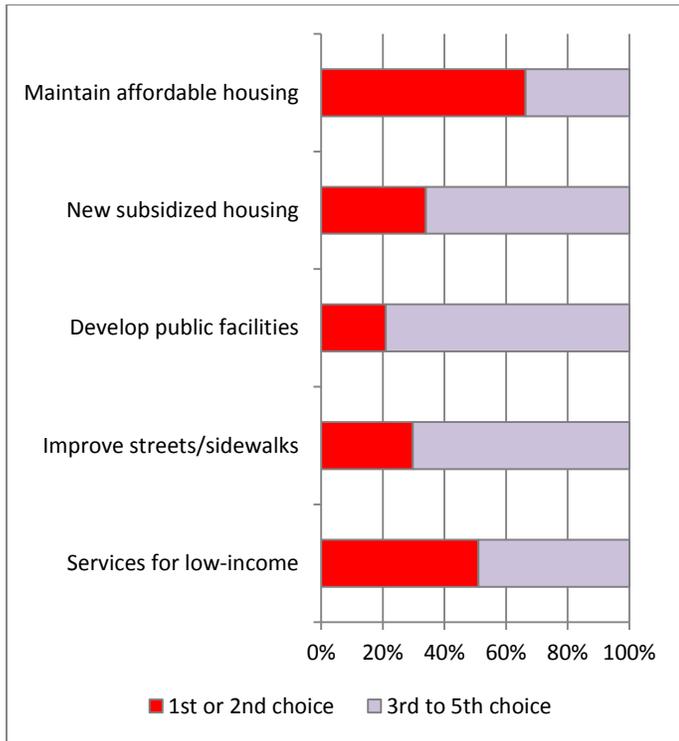
Questions 18-24: Some people are vulnerable to rising costs and falling incomes. Where do you think priorities in housing strategies should focus?



Questions 31-35: Public services are also possible under grant guidelines. Which are your priorities in your opinion?



Questions 36-40: If you had the following 5 projects to work with, how would you order them, starting with 1 as first and 5 as last?



**Survey Respondents:**

- Number: 492
- Live in Clackamas County: 85%
- Work in Clackamas County: 65%
- Senior 65+: 13%
- Children living at home: 35%
- Received food assistance: 26%
- Received housing assistance: 10%
- Homeowner: 67%

# Clackamas County Wants Your Opinions About Our Community



## Share Your Voice!

Are residents of the county struggling to afford housing?  
Are neighborhoods in need of improvements?  
How can we use limited federal grants most effectively?



### How You Can Help

1

#### Fill Out a Short Survey

Find the 5-minute survey at  
<http://co.clackamas.or.us/cd/>

2

#### Pass it On

Tell your friends their opinion  
matters, too!

### What's at Stake

Scarce resources now and even less funds in the years ahead mean we have to make hard choices. Your voice will help us set priorities!

### Shared Funds with a Shared Plan

Our 5-Year Consolidated Plan includes Clackamas County, all 15 cities, 3 hamlets and the unincorporated areas. It also impacts non-profit and government agencies serving these communities.

### Who Benefits

The federal grant programs involved can benefit people with low incomes who need help with making housing more affordable or safe, persons or families in need of supportive services and low-income neighborhoods in need of facilities or improvements.

## Add Your Voice in Setting Our Community Priorities!

<http://co.clackamas.or.us/cd/>

If you have questions, please contact  
Mark Sirois, Clackamas County Community Development:  
[MarkSir@co.clackamas.or.us](mailto:MarkSir@co.clackamas.or.us)

The 5-Year Consolidated Plan (2012-2016) will establish needs and set priorities for projects funded with several grants: CDBG (Community Development Block Grant), ESG (Emergency Solutions Grant), and HOME (Home Investment Partnership).



# CLACKAMAS COUNTY COMMUNITY NEEDS SURVEY

Your answers will help shape the use of federal grant funds in the county over the next 5 years. These funds can be used for many types of projects, help lower-income neighborhoods and residents, and also improve the whole community.

First help us understand where you live and work.  
(Check "yes" or "no" for each statement.)

	Yes	No
1. I live in Clackamas County		
2. I work in Clackamas County		
3. I work for the Clackamas County government		
4. I work for a city government		
5. I work for a non-profit agency		
6. I work for a housing authority or housing agency		
7. I am an elected official		
8. I work in the private housing industry		

*"AFFORDABLE" HOUSING: Housing (including utilities) is "affordable" when the cost is no more than 30% of household income. Some people don't earn enough in their jobs to "afford" to live near their work. Single parents, elderly persons, people with disabilities or illnesses may struggle with costs, even risk being homeless.*

How good are these ideas to make housing affordable to people with lower incomes?  
(Check the box that fits your answer for each idea.)

		This idea is:			
		Very good	Pretty good	Not so good	Very bad
9.	Encourage private development of apartments				
10.	Financial help with utility costs based on need				
11.	Home repair/maintenance for low-income owners				
12.	Down payment help for first-time homebuyers				
13.	Weatherization projects to improve energy efficiency				
14.	Support non-profit agencies develop rental housing				
15.	Zoning for more density near transit & business centers				
16.	Acquire and hold land for affordable housing (land trust)				
17.	Housing with case management for people with special needs				

Some people are vulnerable to rising costs and falling incomes. Where do you think priorities in housing strategies should focus? (Check the box.)

		The priority level should be:			
		Very high	A little high	A little low	Very low
18.	People with disabilities				
19.	Families with children under 18				
20.	Victims of domestic violence				
21.	People with mental illness				
22.	Seniors living on low fixed-incomes				
23.	People working for low wages				
24.	People who are homeless				

*These federal grants are used for many types of projects. In 2011, for example:*

- 59% went for housing
- 18% for public improvements
- 7% for public services
- 16% for planning & administration

Public facilities and infrastructure are possible under grant guidelines, as long as they benefit lower income neighborhoods or households. Which are priorities in your opinion? (Check the box.)

The priority level should be:		Very high	A little high	A little low	Very low
25.	Improvements to parks				
26.	New recreational facilities				
27.	Water/sewer lines				
28.	Street and sidewalks improvements				
29.	Drainage improvements				
30.	Handicap access projects				

**COST TO COMMUTE**  
*Working families have to set aside about as much for transportation as housing. Lower housing costs farther from work means higher commute costs.*

Public services are also possible under grant guidelines. Which are priorities in your opinion? (Check the box.)

The priority level should be:		Very high	A little high	A little low	Very low
31.	Services for youth				
32.	Services for seniors				
33.	Support for food banks				
34.	Counseling to prevent eviction				
35.	Services for homeless persons				

If you had the following 5 projects to work with, how would you order them, starting with 1 as first and 5 as last? (Order projects from 1 to 5. Use numbers only once.)

	Order
36. Project to maintain existing affordable housing	
37. Project to build new subsidized housing	
38. Project to develop public facilities	
39. Project to improve streets and sidewalks	
40. Project to provide services for low-income persons	

*Check out the Consolidated Plan at:*  
<http://www.co.clackamas.or.us/cd/>

I have a special interest in this survey because: (Check "yes" or "no" for each statement.)

	Yes	No
41. I am a senior 65 or older		
42. I have children under age 18 living with me		
43. I have received help with meals or groceries		
44. I have received housing assistance		
45. I live in a house I am renting		
46. I live in a house I own or am buying		
47. My home zip code is: _____		

*Return this to the person who gave it to you.*  
**OR send to:**  
**MARK SIROIS**  
*Clackamas County Community Development*  
 2051 Kaen Road #245  
 Oregon City, Oregon 97045  
*OR fill out the survey on-line at:*  
<http://www.co.clackamas.or.us/cd/>

THANK YOU VERY MUCH! Please add your comments:

# **APPENDIX 4: CITIZEN PARTICIPATION PLAN**

# Citizen Participation Plan

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Part of the 2012 – 2016 Consolidated Plan



*Healthy Families. Strong Communities.*

Chuck Robbins, Director  
Clackamas County  
Community Development Division



June 2012

## **Citizen Participation Plan**

### **TABLE OF CONTENTS**

A. General Policies .....	3
B. Policy Advisory Board.....	5
C. Public Meetings.....	6
D. Notice of Funding Available.....	7
E. Public Comments.....	8
F. Community Outreach.....	9
G. Amendments to the Consolidated Plan.....	10
a. Substantial Amendments.....	
H. Consolidated Annual Performance & Evaluation Report (CAPER)...	11
I. Anti-Displacement Policy and Relocation Assistance .....	11
J. Furthering Fair Housing Choice and Civil Rights.....	11
K. Complaints and Grievance Process .....	13
L. Contacts and Resources.....	14

## **A. General Policies**

The purpose of this Citizen Participation Plan is to provide a framework to guide Clackamas County's efforts to encourage citizen participation in the process governing the County's community planning and development programs. Community Development (CD) programs include: the Community Development Block Grant (CDBG), the Emergency Solutions Grant (ESG), the HOME Investment Partnership (HOME), and Housing Opportunities for Persons with AIDS (HOPWA). The CD programs are all funded by the U.S. Department of Housing and Urban Development and governed by federal regulations. Clackamas County is categorized by HUD as an "urban county" and is required to adhere to the regulations for an "urban county". The Citizen Participation Plan is part of the Consolidated Plan adopted by Clackamas County and is subject to the same public review and comment process for adoption and amendment. *Federal Regulation Reference: 24 CFR 91.105*

The primary goal of the Citizen Participation Plan is to provide for and encourage participation in all phases of the CD program by low and moderate-income persons, especially those residing in neighborhoods which are considered slum and blighted areas, are predominately low and moderate-income, or are areas where program funds are proposed to be used. Staff will provide technical assistance in developing proposals for CD program funding to any individuals or groups requesting such assistance.

Citizens, public agencies, and other interested parties will be provided with access to program records and information related to the Consolidated Plan, amendments to the Consolidated Plan, performance reports, and the use of CD program funds during the preceding proposal funding period at the CD program office during normal working hours. Copies of program documents and reports will be available, and will be available in a form accessible to persons with disabilities upon request. Availability of key documents will be included in the legal notices published to solicit comments on the program documents.

**Citizen Participation List:** A citizen participation electronic distribution mailing list shall be the primary method of notifying interested persons of CD program activities. Interested persons who do not have access to electronic notifications will be mailed paper notices via the postal system. The Citizen Participation list (CP List) is made up of members of the Policy Advisory Board, representatives of government agencies, community planning organizations, public housing developments, neighborhood associations, all persons who have submitted project proposals in the last project proposal cycle, and any persons requesting to be placed on the mailing list and email distribution list.

**Annual Action Plan:** The annual Action Plan is a listing of the CDBG and HOME projects that will be completed during the program year. The Annual Action Plan also serves as the County's application for funding that is submitted to HUD every year for approval or "release" of funds to the County.

**Consolidated Plan:** The Consolidated Plan is a five (5) year plan of projects and serves as a strategic plan for how funds will be used to meet the housing and community development goals of HUD and the County Community Development Division.

**Newspaper of Record:** Notification of public hearings and advisory committee meetings will be given electronically and by public notices which will be placed in the two County newspapers of record. Notifications in the form of legal advertisements will be placed in newspapers so as to appear a minimum of ten (10) days prior to the meetings.

Community Development uses two papers of record that have the most circulation in Clackamas County. The two papers of record are:

**Clackamas Review**  
503-786-1996  
www.clackamasreview.com

**Lake Oswego Review**  
503 - 546-0752  
www.lakeoswegoreview.com

Both newspapers have the same business address:  
4728 SE International Way, Suite F  
Milwaukie, Oregon 97222-8825

## **Non-English Speakers**

According to the U.S. Census Bureau 2006-2008 American Community Survey, Clackamas County has an estimated 40,008 persons who speak a language other than English in their homes. Non-English speakers (children and adults) represent 11.3% of the total County population. The Department of Labor (DOL) (2000) further estimated that in Clackamas County the number of persons that are over 18 years old who either did not speak English “at all” or “not well” was 5,525 person or 2.2% of the total population. DOL also reported that 3,555 of this group were Spanish or Spanish Creole which represents 1.5% of the total County adult population. The next largest group of Clackamas County residents who were Limited English Proficiency speakers were the 460 Russian adults who reported that they either did not speak English “at all” or “not well” representing one tenth of one percent (0.1%) of the total adult (over 18 years old) population.

Due to the small size of the LEP population in Clackamas County the Community Development has elected to address the need in this area as a requested accommodation.

### **POLICY:**

1. Language interpreters will be provided for all CDD clients at no cost to the client.
2. Documents may be translated for CDD clients who do not communicate in English.
3. A TTY telephone shall be provided for CDD clients.
4. CDD shall provide printed materials in alternate formats for CDD clients.
5. CDD and its staff shall make whatever reasonable accommodations are needed to improve accessibility to programs, activities and services.

### **B. Policy Advisory Board**

A primary forum for making recommendations to the Board of County Commissioners on proposed projects or programs to be funded by the CD program shall be the Policy Advisory Board (PAB). The PAB is comprised of 16 members, each representing one of the cities which are partners with the County in the CD program. PAB members are selected by their respective cities usually from city representatives such as the city

manager, community development director, public works director or the planning director. The PAB committee meets at least once per year or more on an "as needed" basis to review the list of proposed projects and discuss program policies. The meetings are open to all interested persons. Notification of the meetings and periodic packets of information are sent electronically and via postal service to PAB members as well as the Citizen Participation (CP) list.

### **C. Public Meetings**

In the Fall of each program year a planning schedule is prepared and distributed to the Citizen Participation list. The planning and meeting schedule informs persons of the date and purpose of any public hearings, advisory committee meetings and key events in the consolidated or annual planning process.

Public meetings are held in the evening at a centrally located public building convenient for potential beneficiaries of the CD program to attend. Public meetings provide opportunities for citizens to dialogue with CD program staff and ask about the amount of CD program funds available, the application process and the range of eligible activities. The public meeting is publicized in the two County newspapers of record as well as by a notice sent to the CP List via email and the postal service mail.

Public hearings and advisory committee meetings dates and locations are included in the agency schedule which is mailed to persons and groups on the CP list. All meetings and public hearings held for the purpose of discussing the CD program are held in locations accessible to people with physical disabilities.

#### **Meetings are often held at the following location:**

Clackamas County Public Services Building  
2051 Kaen Road  
Oregon City, Oregon 97045

Local project specific meetings may be held in other locations throughout the County with neighborhood groups and affected citizens on an as needed basis. These meetings will be publicized through direct contact with representatives of the affected citizens, flyers, or newspaper ads where appropriate.

**Reasonable accommodation** will be provided for any individual with a disability pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting the Section 504 Coordinator. Determinations on requests for reasonable accommodation will be made on a case-by-case basis. All requests must be made at least 5 days before the meeting date.

Section 504 Coordinator Contact: Chuck Robbins, Clackamas County Community Development, 2051 Kaen Road – Suite 245, Oregon City, Oregon 97045.  
Telephone: (503) 655-8591. E-Mail: [chuck@co.clackamas.or.us](mailto:chuck@co.clackamas.or.us).

#### **D. Notice of Funding Available**

Solicitation of proposals for grant funds for the CDBG program will be done on a three-year cycle and a two - year cycle to complete the 5-year 2012 – 2016 Consolidated Plan funding period. Legal notices announcing the availability and amount of the funds and the program's intent will be published in the two newspapers of record and all other newspapers printed within the County in the Fall prior to the beginning of the new CDBG funding cycle. The CDBG program's national objective of benefit to lower income persons and neighborhoods will be emphasized. Cities, organizations and individuals will be encouraged to submit project proposals for consideration by the Community Development Division and the Policy Advisory Board.

Proposals for ESG and HOME programs will be solicited annually according to the ESG and HOME program policies and regulations. Any other new funding that becomes

available will be advertized in accordance with the particular federal funding rules and regulations.

**D. Public Comments**

The Policy Advisory Board (PAB) will hold one or more meetings as needed to discuss and recommend a list of projects to be funded during the next 3 or 2 year period and/or the annual Action Plan list of projects. The PAB recommendations will be presented to the Board of County Commissioners (BCC) at an annual public hearing held in the Spring during daytime hours at the BCC hearing room in Oregon City. The hearing will be publicized in the two County newspapers of record as well as by a notice sent to the Citizen Participation List.

This public hearing will provide an opportunity for citizens to review and comment on the proposed projects and the entire Consolidated Plan as well as comment on the past use of program funds and CD program performance in general.

Comments from the public will be considered by staff and a final Consolidated Plan will be prepared and submitted to the BCC for their approval. In the years of the CDBG program cycle that no solicitation for new projects has occurred, the project selection process will be minimized however annual Action Plans that include the list of project selected in prior year Consolidated Planning will be available for viewing and comment.

Activity	Comment Period
Draft 5-year Consolidated Plan	30-Day Comment Period
Draft Action Plans -Annually	30-Day Comment Period
Amendments to Consolidated Plan	30-Day Comment Period

While the 5-year Consolidated Plan is being developed, citizens, public agencies, and interested parties will be kept informed of the amount of funds available, the range of eligible activities, and the estimated amount of program funds which will benefit low and

moderate-income persons. Public communications will be accomplished through a combination of public notices, posting to websites and mailings to the CP list. Once a proposed Consolidated Plan is prepared, a public notice containing a summary of the plan will be published in the two County newspapers of record.

A draft copy of annual Action Plans and the Consolidated Plan with a summary that contains contents and purpose of the plan will be posted on the Clackamas County Community Development Division website. The summary will also be sent to the CP list. Complete copies of the proposed plan will be available at the 13 County libraries and the Community Development Division website. The publication date of the summary of the proposed plan will begin a thirty day period during which citizen comment on the plan will be accepted.

CD program staff will consider all comments received during the thirty day period, and a summary of all comments received, and the reason for not accepting any particular comments will be attached to the final Consolidated Plan or Action Plan. After the close of the 30-day comment period the plans will be submitted to the BCC for final approval of the plan, a request for authorization to sign funding applications and a request for authority to approve all amendments to the plan.

#### **E. Community Outreach**

Program staff will attempt to involve affected citizens in project development and management where feasible. Depending on the type of project the involvement effort will vary. Some projects such as a senior center construction or park improvements will be designed and constructed in cooperation with local advisory groups or neighborhood associations. Mailings to residents will be used to encourage participation in neighborhood improvement type programs as applicable.

The primary focus of the CD program's outreach effort to residents of publicly assisted housing will be through consultation with the Housing Authority of Clackamas County (HACC). The appropriate staff persons will be kept informed of CD program activities

during all phases of the program year. Residents will be kept informed of CD program activities through contact with the staff liaison to the HACC Comprehensive Grant Committee and through mailings to the committee members that are included on the CP list. CD program staff will provide HACC staff with information about Consolidated Plan activities which are related to its housing developments and the surrounding communities through direct contact, mailings, or project specific meetings where appropriate. Prior to the annual public hearing held by HACC to satisfy Comprehensive Grant requirements, CD staff will make relevant Consolidated Plan information available to HACC staff and/or the Comprehensive Grant Committee.

#### **F. Amendments to the Consolidated Plan**

Clackamas County's CD program will amend its Consolidated Plan when any of the following events occur:

##### **Minor Amendment**

A Minor Amendment shall occur when the budget for a funded activity is adjusted by less than 25%. In this case the amendment to the Consolidated will occur through an administrative process. Approval of the change is at the discretion of the Community Development Director and involves a determination that all of the following criteria have been met:

1. The proposed change is not Substantial,
2. The proposed change is consistent with the intent of the original scope of work.
3. The proposed budget change is reasonable and,
4. Adequate funds are available in the Contingency Fund to finance the proposed change.

##### **Substantial Amendment**

A change shall be considered Substantial and shall follow the formal Substantial Amendment Process when the budget for a funded activity is adjusted by more than 25% and/or involve actions described below:

1. An activity described in the annual Action Plan is cancelled;
2. A new activity not described in the annual Action Plan is planned;

3. The location of an activity described in the annual Action Plan is changed so that it is located in a different service area than originally described;
4. The beneficiaries of an activity described in the annual Action Plan are changed so that the predominant group of beneficiaries is different from those which were described;
5. The purpose or scope of work of an activity described in the annual Action Plan are changed in essential, important, or significant ways from those described, as determined by the Community Development Director; or

Activity	Comment Period
Substantial Amendments to Consolidated Plan	30-Day Comment Period

**Substantial Amendment Process:**

Notice of proposed Substantial Amendment to the Consolidated Plan will be published in the two County newspapers of record. Amendments may also be posted on the Clackamas County Community Development Division website. Citizens will be given a 30-day period in which to comment on the proposed amendment, and CD program staff will consider all comments received. A summary of all comments received, and the reason for not accepting any particular comments will be attached to the amendment.

At the end of the program year, Substantial Amendments are communicated to the public and to HUD through the Consolidated Annual Performance Report (CAPER) public notification process and detailed in the Program Narratives section of the CAPER annual report.

**G. Consolidated Annual Performance and Evaluation Report CAPER**

Notice that annual performance reports have been prepared will be published in the two County newspapers of record. Citizens will be given a 15-day period in which to comment on the performance reports and CD program staff will consider all comments received. A summary of all comments received, and the reason for not accepting any particular comments will be attached to the performance reports.

Activity	Comment Period
CAPER	15-Day Comment Period

**H. Anti-Displacement Policy and Relocation Assistance**

The CD program shall avoid, whenever possible, and in all cases minimize, the permanent involuntary displacement of persons as a direct result of activities assisted under the CD program. The CD program's Funding Policies discourage proposals for grant funds that cause individuals or businesses to be displaced. Projects with potential for displacement, will, whenever feasible, be structured to reduce the occurrence of displacement by phasing the work, or providing temporary housing.

Clackamas County's CD program will provide assistance to persons displaced in compliance with the Housing and Community Development Act of 1974, as amended, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as amended, and HUD regulations pursuant to the Acts. Generally, this assistance consists of reasonable moving and related expenses, assistance in relocating, and financial assistance to secure replacement housing.

Information regarding assistance to displaced persons will be provided by contacting the affected persons as soon as the possibility of displacement is determined. The appropriate HUD booklets explaining relocation assistance will be provided, and technical assistance will be offered.

*Federal Regulations Reference: 24 CFR Section 570.606*

**I. Furthering Fair Housing Choice and Civil Rights**

Title VIII of the Civil Rights Act of 1968 is known as the Fair Housing Act. The Act, as amended in 1974 and 1988, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status, and disability. These seven classifications are collectively

termed federally protected classes. The federal familial status provision protects children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18.

Clackamas County conducted an Analysis of Impediments to Fair Housing Choice in 2005 and is currently conducting another analysis. During the course of the 2005 analysis, several impediments to fair housing choice were found to exist in Clackamas County. These housing access barriers were attributable to various aspects of the housing and housing service provider industries, such as rental markets, credit and lending practices, non-effective outreach and education, and housing service provider coordination.

In response to the findings of the 2005 analysis Clackamas County Community Development provided additional funding for the Housing Rights and Resources (HRR) Program as a primary contact point for low and moderate income persons residing or wishing to reside in Clackamas County who are seeking assistance with fair housing issues, information about affordable housing, homeless prevention services, landlord/tenant disputes, rental assistance, and emergency housing needs. HRR program personnel are required to maintain a working relationship with the State of Oregon Civil Rights Division, U.S. Department of Housing and Urban Development, and Oregon Legal Services Corporation in order to promote fair housing rights. HRR program personnel may assist clients with filling out and filing HUD discrimination complaint forms. HRR program personnel and partner agencies conduct training with landlords regarding their rights and obligations under the fair housing law. HRR program personnel and partner agencies provide assistance to persons seeking help in securing their rights under the Civil Rights Act of 1964, Title VII, and the Fair Housing Amendments Act of 1988.

#### **K. Complaints and Grievance Process**

CD program staff will provide a substantive written response to all written citizen complaints received related to the Consolidated Plan, plan amendments, and performance

reports, within 15 working days from receipt of the complaint. Citizens not satisfied with the staff response may request a review of the complaint by the CD Program Director. Reviews may be requested by telephone, email or letter to the CD Program Director and should include a summary of the complaint as well as the summary of the response from the CD program staff.

Activity	Response Period
Complaint received	15 days

## **L. Contacts and Resources:**

### **Community Development Division**

Public Services Building  
2051 Kaen Road – Suite 245  
Oregon City, Oregon  
Phone number: 503-655-8591

Chuck Robbins, Director  
[chuck@co.clackamas.or.us](mailto:chuck@co.clackamas.or.us)

Steve Kelly, Project Coordinator  
[stevekel@co.clackamas.or.us](mailto:stevekel@co.clackamas.or.us)

Mark Sirois, Project Coordinator  
[marksir@co.clackamas.or.us](mailto:marksir@co.clackamas.or.us)

Clackamas County Community Development website includes maps of low/mod income areas, funding policies, meeting notices, meeting schedules, Consolidated Plans, annual Action Plans, information on HOME repairs grants and loans, and other programs.

Website: [www.clackamas.us/cd](http://www.clackamas.us/cd)

HUD Portland Office  
400 SW Sixth Ave. Suite 700  
Portland, OR 97204-1632  
Phone number: 971-222-2600

**HUD in OREGON** Website: <http://portal.hud.gov/hudportal/HUD?src=/states/oregon>

**HUD Community Development and Planning** website:

[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/comm\\_planning](http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning)

The HUD **Office of Fair Housing and Equal Opportunity** (FHEO) administers and enforces [federal laws](#) and establishes policies that make sure all Americans have equal access to the housing of their choice. [Learn more about FHEO](#), or contact the Housing Discrimination Hotline by [email](#), or at **1-800-669-9777 (Voice)** | **1-800-927-9275 (TTY)**.

**HUD Fair Housing** website:

[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/fair\\_housing\\_equal\\_opp/FH Laws](http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/FH_Laws)

### **Clackamas County Housing Rights and Resources**

Housing Rights Hotline: 503-650-5750

Website: <http://www.clackamas.us/socialservices/housing.jsp>

### **The Fair Housing Hotline**

503/223-8197 (Portland metro area), 800/424-3247, or

[information@FHCO.org](mailto:information@FHCO.org)

**Fair Housing Council of Oregon (FHCO)** is a statewide civil rights organization whose mission is to eliminate housing discrimination through enforcement and education. FHCO is a non-profit corporation.

Website: <http://www.fhco.org/index.html>

Address: 506 SW Sixth Avenue, Suite 1111, Portland OR 97204

Main office: 503/223-8197 Office fax: 503/223-3396

**Legal Aid Services of Oregon (LASO)** provides legal assistance to low-income individuals and advocacy for individual clients and as a class to assure indirect benefits as mandated by the law with regard to housing discrimination.

Website: <http://www.lawhelp.org/program/694/index.cfm>

LASO Local Office:

421 High Street, Suite 110 Oregon City, OR 97045

(503) 655-2518 or 1-800-228-6958

# **APPENDIX 5: PUBLIC COMMENTS**

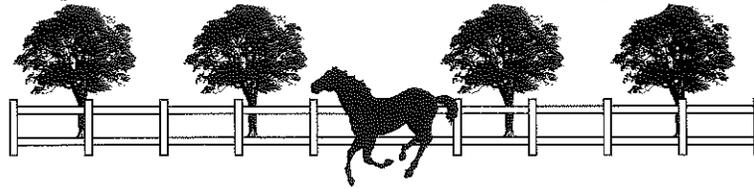
In addition to the focus group meetings and the community survey of housing and community development needs, the County held public meetings on October 18, 2011 and April 12, 2012 to obtain input on the needs and priorities of the community, and to inform the public of the resources available and potential activities that could be funded with those resources.

Summaries of the public meetings, public notices and comments received are included in this appendix. All public testimony was positive and supportive of the Community Development staff and the process used to select and fund the proposed projects and services. Those comments which urged funding specific activities or types of activities were considered in the process of developing priorities and allocating funds.

All public comments were accepted and included in this Consolidated Plan. At the public meeting on April 12, 2012, a County Commissioner suggested that a project be moved from the 2013 fiscal year to the 2012 fiscal year due to increased safety considerations. Community Development staff were able to reorganize the projects to incorporate the Commissioner's suggestion into the final funding recommendations listed in the 2012 Action Plan.

No public comments were rejected.

## Sycamore Lane Therapeutic Riding Center



Suzanne S. Cleland-Zamudio, M.D.  
Executive Director  
Sycamore Lane Therapeutic Riding Center  
13921 S. Clackamas River Dr.  
PO Box 3007  
Oregon City, Oregon 97045  
July 6, 2011

Mark Sirois  
Project Coordinator  
Clackamas County Community Development Division  
2051 Kaen Road #245  
Oregon City, Oregon 97045

Dear Mr. Sirois:

We are interested in commenting on your proposed consolidated plan and future federal funding allocations. I am the Executive Director of Sycamore Lane Therapeutic Riding Center. Our mission is to provide and promote therapeutic riding and recreation in a safe, professional, nurturing environment to the children and adults of the Portland metropolitan area. We work to enhance the lives and well-being of people in our community including individuals with mental and physical disabilities.

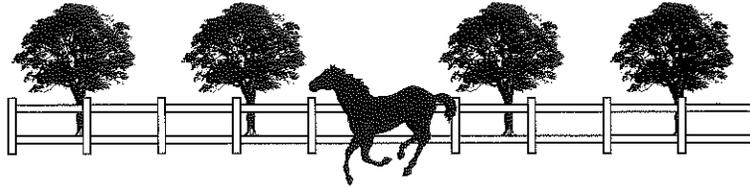
Peer review research indicates that equine therapy is an effective method of therapy, especially when tailored to enhance a specific riders needs, whether it be for strength, balance, sensory integration or spatial awareness. Therapeutic riding is supervised, dynamic, recreational riding for children and adults with a variety of physical, mental and emotional disabilities. Lesson plans are directed towards the needs of the individual rider to enhance outcome physically, emotionally and cognitively.

Our certified handicap riding instructors offer therapeutic riding lessons Tuesday through Saturday. Each session is one hour in duration and includes therapy that involves riding as well as grooming and tacking the horses. We also offer equine-related activities that do not involve riding. We offer programs and field trips for schools, day facilities, retirement centers and other treatment centers. Our hippotherapist offer occupational therapy and physical therapy techniques using the horse as a dynamic platform. This type of therapy is coordinated through a client's medical insurance or paid privately.

These types of therapy improves muscle tone, strength, coordination, balance responses, postural dysfunction and sensorimotor problems while providing the warmth, grace and healing effect of horses and ponies.

13921 S. Clackamas River Dr. • Oregon City, OR 97045  
P.O. Box 3007 Oregon City, OR 97045  
Phone: 503.593.7084 • Fax: 503.656.3227 • [www.sycamorelane.org](http://www.sycamorelane.org)

## Sycamore Lane Therapeutic Riding Center



### Conditions such as:

- Autism spectrum disorder
- Cerebral palsy
- Down's syndrome
- Developmental Delay
- Genetic syndromes
- Learning disabilities
- Sensory Integration disorders
- Speech-Language disorders
- Multiple Sclerosis
- Traumatic brain injury
- Stroke
- Alzheimer's disease
- Dizziness
- ADHA

Nonprofit medical and social facilities such as the Sycamore Lane Therapeutic Riding Center work hard to obtain operational funding to support our services. In particular, we have capital needs to procure land and retire debt on buildings and facilities that would allow us to serve an even greater number of residents of Clackamas County.

I urge you to consider supporting these types of facilities in your upcoming capital funding allocations. I further understand that the Community Development Block Grant (CDBG) prioritizes or supports capital facilities for the disabled.

Thank you for considering our input into your funding allocation planning process.

Sincerely,

Suzanne S. Cleland-Zamudio, M.D.

<http://www.sycamorelane.org/>

# COLTON WATER DISTRICT

P.O. BOX 171 • 20987 S. HIGHWAY 211 • COLTON, OREGON 97017  
TELEPHONE (503) 824-2500 • FAX (503) 824-2546  
TTY 1-800-735-2900

September 21, 2011

Mark Sirois  
Clackamas County Community Development Division  
2051 Kaen Rd. – Suite 245  
Oregon City, OR 97045

Dear Mr. Sirois:

This will confirm Colton Water District's interest in applying for Clackamas County's Community Development Block Grant Program for the 2012-2014 funding cycle. Please enter this letter of interest into the public record file at the public hearing being held on October 18, 2011.

The District's project of interest is updating the district's master engineering plan.

Updating the master engineering plan is a priority to satisfy Oregon's state mandate. It is also a priority for the purpose of obtaining professional assistance in evaluating and determining the needs of the district's infrastructure.

The purpose of updating the master engineering plan is to explore and answer as specifically as possible some of the major questions on how best to continue to provide customers with adequate quantities of safe, reliable, potable water now and into the future.

Thank you for your attention to this matter.

Sincerely,



Jan Kaforski  
District Manager



## Department of Human Services

### Community Development Division

Chuck Robbins  
Director  
2051 Kaen Road Ste 245  
Oregon City OR 97045

**DATE:** September 27, 2011

**TO:** Interested Citizens of Clackamas County  
Interested agency professionals serving the needs of residents of Clackamas County

**RE: Public Meeting for the 2012-2016 Consolidated Plan**  
Public Services Building  
2051 Kaen Road – 2nd Floor, Room 255  
Oregon City, Oregon  
**Tuesday, October 18, 2011, 6:00 p.m.**

A public meeting has been scheduled for 6:00 PM, Tuesday, October 18, 2011 to discuss Clackamas County's future Housing and Community Development needs.

The meeting will consist of:

- 1) A review of the preliminary findings of the Community Development Needs Assessment;
- 2) An open discussion period during which citizens may comment on the County's housing and community development needs; and
- 3) An opportunity to discuss the Community Development Block Grant project funding and review process.

For additional information, or to submit comments, contact Mark Sirois at the Clackamas County Community Development Division, [marksir@co.clackamas.or.us](mailto:marksir@co.clackamas.or.us) or (503) 655-5891, Public Services Building – Suite 245, 2051 Kaen Road, Oregon City, Oregon 97045.

## **NOTICE OF PUBLIC MEETING**

The Clackamas County Community Development Division will hold a

### **PUBLIC MEETING**

Clackamas County Public Services Building  
2051 Kaen Road – 2nd Floor, Room 255  
Oregon City, Oregon  
Tuesday, October 18, 2011  
6:00 p.m.

The purpose of the meeting will be to receive testimony from citizens on housing and community development needs for the County's Housing and Community Development Program.

Citizen's views received at the hearing will be considered during the preparation of the County's 2012-2016 Consolidated Plan.

For more information contact Chuck Robbins or Mark Sirois at 503.655.8591.

**Clackamas County Community Development  
Public Meeting Summary**

**Tuesday October 18, 2011  
2051 Kaen Road, Rm 255  
Oregon City, Oregon**

In Attendance:

Loretta Walker Kelly, Clackamas Community Land Trust  
Steven McDowell, Clackamas Community Land Trust  
Jennifer Ortiz, Los Niño's Cuentan  
Cara Wem, Los Ninos Cuentan  
Lorena Connelly, Los Ninos Cuentan  
Gabriella Nunez Marin, Los Ninos Cuentan  
Guillermina Mora, Los Ninos Cuentan  
Angela Trimble, Northwest Housing Alternatives  
Rosalba Medina, Los Ninos Cuentan  
Merab, Los Ninos Cuentan  
Erica, Los Ninos Cuentan  
Matt Dale, Gaffney Lane PTA  
Ron Rubino, Oregon Legal Aid  
Chuck Robbins, Director, Clackamas County Community Development  
Mark Sirois, Project Coordinator, Clackamas County Community Development

The meeting opened at 6 p.m. with Mark Sirois welcoming attendees and reviewing the agenda. Meeting attendees introduced themselves and their organizations.

Mark presented the results of the Community Needs Survey and other findings from economic and demographic data sources. 492 persons responded to the survey, 85% lived in Clackamas County and 76% did not work for a government agency. An attendee asked if the economic data included Latino families. Chuck replied that if those Latino families were part of the census the information would be included. Mark also listed all the data sources that were used to develop the Community Development Funding Priority Needs Chart (HUD Table 2B).

Chuck reviewed the Needs Chart and talked about funding uncertainty in the future and the anticipated 10% cut to CDBG funding levels for the County and the anticipated 5% cut to HOME funding. Chuck also described some program changes including development of a 5 year plan with 3 years of projects budgeted then a 2 year supplemental budget. This funding cycle will award 3 years worth of projects however because of uncertainty about the funding levels, there will be Tier 1 and Tier 2 projects.

Tier 1 projects will be funded and Tier 2 projects will be funded only if funding is available.

Another program change is the use of American Community Survey data by HUD to determine eligible census tracts. Chuck discussed the possibility of needed to conduct more surveys to determine project eligibility. Each project will be evaluated against this need.

Chuck also discussed changes to the application process. Although the application process is still informal, an application cover page and a budget worksheet will be added to the packet. Applications will need to place a greater emphasis on the service area boundary and the number of persons being impacted by the project. For housing projects this is easier to determine due to eligibility requirements. The County Health, Housing and Human Services Depart may also require housing projects to set aside 10 or 15% of units for special needs persons. Ron Rubino also mentions that the County needs to comply with ADA accessibility requirements as listed in the Section 504 regulation.

Chuck continued with the explanation of Tier 1 and Tier 2 projects as a way to avoid having to cut all projects should there be a funding reduction. Tier 1 projects would be the priority projects to receive funding and Tier 2 projects would be eliminated if funding levels are reduced.

Mark reviewed the application process and due dates and offered technical assistance with applications. Chuck said that Steve Kelly and He were also available to provide technical assistance to anyone needing help with the application.

Ron Rubino asked if the applications would be compared to the County's 5 year housing plan or the recently completed Opportunity Maps. Chuck responded that these would also be factored into whether or not an application was funded.

**Public Comments:**

The meeting was opened up to comments and questions. Mark said that written comments could also be submitted by email. The discussion was focused on possible projects.

Written public comments were provided by the Colton Water District, Clackamas Community Land Trust and the Albertina Kerr Center.

Meeting concluded at 7:30p.m.



# MEMORANDUM

Kerr Administration Center

TO: Mark Sirois  
Clackamas County Community Development

FROM: Jodi Lippert, Chief Development Officer

DATE: October 18, 2011

RE: Clackamas County Community Development and Housing Needs

The Oregon Developmental Disabilities Coalition reports there are approximately 3,780 people in Clackamas County that have a developmental disability and many families in the county are not receiving any type of funded support. In Clackamas County, the need for group homes that can provide 24-hour care and treatment for youth and adults with developmental disabilities challenges far exceeds the present capacity. According to the Oregon Developmental Disabilities Coalition, many eligible youth and adults, struggling with developmental disability are waitlisted to receive critical services.

The Oregon Developmental Disabilities Coalition estimates that Clackamas County is home to an additional 65 children receiving long term or intensive supports in their own homes. These children may require significant supports because of behavior or medical needs in a group home setting.

A group home – a community-based residential program – provides a high level of care and support for children or adults in neighborhood settings. Group homes provide for basic, daily living needs as well as oversight of medical and health needs, behavior management, life skills training, participation in community, leisure and recreational activities.

Youth are placed in group home care by the State of Oregon because they need the intensive supports and treatment offered in this setting and cannot be maintained at home or in a foster care placement. Many of these children have a history of abuse or neglect, family disruption and poor school performance. Most have experienced multiple life failures and placements outside their own home.



## Clackamas Community Land Trust

5427 Glen Echo Avenue  
Gladstone, OR 97027-2603

Phone: 503-659-1618  
Fax: 503-496-5113  
[www.clackamasclt.org](http://www.clackamasclt.org)

Chuck Robbins - Director  
Clackamas County Community Development  
2051 Kaen Road, Suite 245  
Oregon City, OR 97045

Mr. Robbins,

I would like to thank you for the opportunity to provide testimony for the Consolidated Plan.

The Clackamas Community Land Trust (CCLT) provides permanently affordable home ownership opportunities and related educational resources to the lower-income citizens of Clackamas County.

Most recently our organization was recognized by the United States Green Building Council (USGBC) by being awarded "Outstanding Affordable Housing Project" for the Oregon City based LEED Platinum certified development. I am also pleased to announce that the CCLT has won the State of Oregon 2011 Excellence Award in the Best Home Ownership Partnership category for Juneberry Lane from Oregon Housing & Community Services.

Since our founding in 1999 the Clackamas Community Land Trust has created 47 home ownership opportunities either through acquisition and rehabilitation or new construction. We have helped 46 households purchase affordable homes through CCLT and assisted 60 children by providing affordable home ownership opportunities for their families.

The Community Land Trust model has allowed us to serve households averaging 58% of area median income and we boast a zero foreclosure rate.

Our goal is to provide 10 affordable home ownership opportunities in Clackamas County every year. This is only possible with the continued availability of HOME and CDBG funds to help make our homeownership opportunities affordable.

Thank you for your past support of our organization and we look forward continuing our partnership with CCCD through this consolidated plan. As a vital community partner in affordable home ownership opportunities the CCLT is committed to serving the residents of Clackamas County.

Sincerely,

Steve McDowell  
Executive Director  
Clackamas Community Land Trust

Email Sun 10/30/2011 6:38 AM

Hi Mark,

If it is not too late, I'd like to submit this email as written testimony on the housing and community needs for the County's Consolidated Plan.

The County needs to continue to support connectivity of housing , jobs, and educational and training resources, by investing in transit facilities, accessibility features and safe pathways to transit stops and shelters. These improvements would increase the number of community members using transit and the number of community members accessing resources in the community.

Thank you for your time. Please call me at 503-297-0307 if you have any questions.

Tamara Holden  
Geller Silvis & Associates, Inc.  
Tamara Holden [THolden@gellersilvis.com]

**DATE:** February 9, 2012  
**TO:** CDBG Policy Advisory Board (PAB)  
**FROM:** Chuck Robbins, Community Development Director  
**SUBJECT: Advisory Board Meeting on Feb 21**

Clackamas County allocates CDBG funds over a three year funding period. On February 16<sup>th</sup>, you will be sent a copy of our draft Three Year Funding Recommendations which lists projects and possible funding levels during Program Years 2012 – 2014.

**On Tuesday, February 21st**, at 2:00 PM, we have scheduled time to discuss the recommendations and answer any questions you might have regarding the list of projects. We will also discuss:

- Federal Budget Impacts
- Funding Policies and Priorities
- Program Changes

For those interested in attending, the meeting will be in Room #369A on the 3rd floor of the County's Public Services Building located at 2051 Kaen Road in Oregon City. For directions, feel free to call Tie Berrett at 655-8591.

Final Recommendations of the 2012 - 2014 projects will be included in the County's Consolidated Plan which will be considered by the Board of Commissioners during a public hearing on Thursday, April 5, 2012. The Consolidated Plan needs to be submitted to HUD by the end of May in order for the County to be eligible to receive 2012 funds.

Persons with disabilities needing reasonable accommodations to attend this meeting may contact Chuck Robbins at (503) 655-8591 or email: [chuck@co.clackams.or.us](mailto:chuck@co.clackams.or.us).

If you have any questions please feel free to contact me at 655-8591 or Mark Sirois at 503-650-5664.

**Clackamas County Community Development  
Policy Advisory Board Meeting Summary**

**Tuesday, February 21, 2012  
2051 Kaen Road, Rm 369A, Oregon City, Oregon**

In Attendance:

Matilda Deas, City of Canby  
Eric Underwood, City of Oregon City  
Ken Warner, City of West Linn  
Scott Archer, City of Oregon City  
Peggy Waters, City of Wilsonville  
Kenny Asher, City of Milwaukie  
Chuck Robbins, Community Development Director  
Mark Sirois, Project Coordinator

Chuck Robbins, Director, Community Development Division, opened the meeting at 2:00p.m. by welcoming everyone and explaining the reason for the meeting. Everyone present introduced themselves.

Chuck explained that each city signs an agreement every three years that allows Clackamas County Community Development Division to use the population and poverty statistics from each city to apply for CDBG funds annually. Chuck distributed a list of anticipated funding available for the next three years (2012, 2013, and 2014) including carryover funds, contingency funds and program income funds. Chuck anticipates that the CDBG amounts will be reduced by 10% every year. The CDBG funding limits for Public Services (15%) and Admin and Planning (20%) were also reviewed.

Chuck reviewed the CDBG Proposal submittal and review process which is open and flexible and explained that CDBG funds must be used for eligible activities in low-income areas. When considering which project to fund CDBG Program staff first ask if a proposed activity is eligible, second, if the project is fundable, third, if the people served, the site or area appears to be low-income and last, the list is assembled with city priorities and geographic distribution kept in mind.

Chuck and reviewed the Consolidated Planning process and the dates of the comment period, BCC hearing and when the Consolidated Plan including the list of projects needed to be submitted to HUD. Several representatives asked if they're city could re-submit the application. Chuck agreed that the cities could re-submit their applications if they were considering a project that might be more beneficial to the community.

Members asked how the CDBG staff decided on the funding levels. Chuck responded that the requested amounts were reduced in an attempt to fund as many eligible activities as possible and to have the impact on the largest number of low-income persons.

Members asked if there might be more funding available in the future. Chuck responded that funding may be increased for projects if other projects were cancelled for any reason or if the total CDBG funding for the year was not reduced as currently anticipated.

Members asked about phasing projects and whether or not phasing might be re-doing the work. Chuck answered that phasing of projects should be done to make the best use of the funds and that phasing might be more flexible for agencies needing to raise additional funds particularly since agencies would be getting award letters which could demonstrate a commitment of funds to a project.

Chuck added that a second Policy Advisory Board meeting could be held in March to review the recommendations if needed. Members agreed that a second meeting would be helpful.

Chuck Robbins asked for any additional comments or questions and hearing none thanked participants for attending the meeting.

Meeting concluded at 3:30 p.m.

**DATE:** February 27, 2012  
**TO:** CDBG Policy Advisory Board (PAB)  
**FROM:** Chuck Robbins, Community Development Director  
**SUBJECT:** **2<sup>nd</sup> Advisory Board Meeting on March 8**

Clackamas County allocates CDBG funds over a three year funding period. On February 20th, you were sent a copy of our draft Three Year Funding Recommendations which listed projects and possible funding levels during Program Years 2012 – 2014.

**On Thursday, March 8th**, at 2:00 PM, we have scheduled additional time to discuss the recommendations and answer any questions you might have regarding the list of projects. We will also discuss:

- Federal Budget Impacts
- Funding Policies and Priorities
- Program Changes

For those interested in attending, the meeting will be in Room #238 on the 2nd floor of the County's Public Services Building located at 2051 Kaen Road in Oregon City. For directions, feel free to call Tie Berrett at 655-8591.

Final Recommendations of the 2012 - 2014 projects will be included in the County's Consolidated Plan which will be considered by the Board of Commissioners during a public hearing on Thursday, April 5, 2012. The Consolidated Plan needs to be submitted to HUD by the end of May in order for the County to be eligible to receive 2012 funds.

Persons with disabilities needing reasonable accommodations to attend this meeting may contact Chuck Robbins at (503) 655-8591 or email: [chuck@co.clackams.or.us](mailto:chuck@co.clackams.or.us).

If you have any questions please feel free to contact me at 655-8591 or Mark Sirois at 503-650-5664.

**Clackamas County Community Development  
Policy Advisory Board Meeting Summary**

**Thursday, March 8, 2012  
2051 Kaen Road, Rm 238, Oregon City, Oregon**

In Attendance:

Matilda Deas, City of Canby  
Scott Archer, City of Oregon City  
Chuck Robbins, Community Development Director  
Mark Sirois, Project Coordinator

Chuck Robbins, Director, Community Development Division, opened the meeting at 2:00p.m. by welcoming everyone and explaining the reason for the meeting. Everyone present introduced themselves.

Chuck reviewed the list of Three Funding Recommendations and pointed out changes to the list that was discussed in the previous PAB meeting. The Cities of Canby and Milwaukie had re-submitted their proposals and both had been accepted and recommended for funding. Chuck also explained that one project had been funded by a CD Float loan that allows Community Development to borrow against a line of credit. The CD Float loan must be repaid at a 1% interest rate as soon as the project is completed. Chuck also pointed out that a few projects had been moved from one year to the next to allow organizations more time to secure funding for the projects.

Mark explained that an ad would be placed in the newspapers on March 20<sup>th</sup> and reviewed the Consolidated Planning process, the dates of the comment period, BCC hearing. Mark explained that the Consolidated Plan including the list of projects needed to be submitted to HUD by May 15<sup>th</sup>.

Chuck Robbins asked for any additional comments or questions and hearing none thanked participants for attending the meeting.

Meeting concluded at 3:00 p.m.

## **PUBLIC HEARING**

The Clackamas County Board of County Commissioners will hold a

PUBLIC HEARING

at:

Public Services Building  
Hearings Room - 4<sup>th</sup> Floor, Room 409  
2051 Kaen Road  
Oregon City, Oregon

Thursday, April 12th

10:00 A.M.

This hearing will satisfy a U.S. Department of Housing and Urban Development requirement that the public annually be given an opportunity to review the past performance of the County's Housing and Community Development programs. The hearing is also to review the Proposed 2012-2016 Housing and Community Development Consolidated Plan and the Proposed 2012 Housing and Community Development Action Plan.

The Proposed 2012-2016 Consolidated Plan will become the basis for the County's annual applications under the three grant programs. The Proposed Action Plan consists of projects selected for funding in 2012.

Submission of grant application materials will enable the County to receive \$1,952,933 in Community Development Block Grant (CDBG) funds, \$743,155 in Home Investment Partnership (HOME) funds, and \$167,232 in Emergency Solutions Grant (ESG) funds during the 2012 program year.

The hearing will consist of three parts:

- 1) A review of the past performance of the County's Housing and Community Development programs;
- 2) A review of the Proposed 2012-2016 Housing and Community Development Consolidated Plan and the Proposed 2012 Housing and Community Development Action Plan; and
- 3) An open discussion period during which citizens may testify on the two plans or the County's housing and community development needs.

The Consolidated Plan is available for review at your local library. A copy of the Plan will also be available on the Clackamas County Community Development web site at: [www.clackamas.us/cd](http://www.clackamas.us/cd). For additional information contact Mark Sirois at the Clackamas County Community Development Division (503-655-8591), Public Services Building, 2051 Kaen Road - Suite 245, Oregon City, Oregon, 97045.

## **PUBLIC HEARING MEETING SUMMARY**

At the Public Services Building, Hearings Room - 4<sup>th</sup> Floor, Room 409  
2051 Kaen Road, Oregon City, Oregon  
Thursday, April 12, 2012

Commissioner Charlotte Lehan opened the public hearing at 10:30 a.m. All 5 County Commissioners were present. Chuck Robbins, Director of the Community Development Division introduced himself to the Board and to the audience. Chuck Robbins explained the purpose of the meeting was to review the 2012-2016 Consolidated Plan that includes 3 years of project recommendations and the 2012 Action Plan that is the one-year implementation plan and application to HUD. Chuck stated that these plans were in a public review period and that the 30 day comments period would end on April 23<sup>rd</sup> at which point the plan would come back to the Board of County Commissioners for final approval on April 26<sup>th</sup> before the plan was submitted to HUD. Today's public hearing was also part of the public review process in which citizens could provide feedback to the Community Development Program and the funding recommendations.

Chuck briefly mentioned the CDBG program received a 1% increase due to the increase in poverty in the County and although the increase funding was good news the increased poverty made the need greater.

The HOME program which funds housing projects will have a 30% decrease in funding. The HOME program has recently completed 2 affordable housing projects including Hollyfield Apartments in Lake Oswego and the Acadia Gardens in Clackamas that provides workforce housing.

Chuck also listed the Emergency Solutions Grant program is expecting a 25% increase in funding and provides for shelter services at the Inn Home, the Annie Ross House and the Clackamas Women's Services. The additional ESG funds will be used to hire a person to administer the Homeless Management Information System (HMIS) that produces reports for HUD.

The public hearing was opened for public comment.

Mike Wells from Sandy and Board member of the Clackamas Womens Services testified that he was very pleased with the CD program and the staff that assisted with the CWS shelter expansion project. And that he was very supportive of the plan and program as a whole. Mike encouraged the Board to support the Consolidated Plan.

Scott Archer, Community Services Director of Oregon City testified that he was also very please that the CD staff had been very helpful in during the application process. Scott expressed that the Ermatinger House project was a significant historical resources for the city and the county. Scott stated that although Oregon City's project had not received all the funding requested, they were very pleased with what was funded and the process used to allocate the CDBG funds. Scott expressed his support for the Consolidated Plan and the funding recommendations in the plan.

Ron Rubino of Legal Aid Services of Oregon testified that as part of the Housing Rights and Resources program Legal Aid received funding and provided legal services. Ron express

support for the plan and was impressed with the scope and wide range of projects recommended for funding. Ron said that the CD staff partner to make a sincere efforts to address a wide range of services and projects that serve clients with dire needs.

Melissa Erlbaum, Executive Director of Clackamas Women's Services expressed her support and thanks to Chuck Robbins and the CD staff. She supported the project recommendations particularly the seed money for a One-Stop Domestic Violence Center that was recommended for the 2014 fiscal year. Melissa also said that the ESG funding that is 10% of the CWS shelter budget is consistent and very helpful in shelter operations.

Martha McLennan, Executive Director of Northwest Housing Alternatives (NHA) testified in support of the Consolidated Plan and gave accolades to the CD staff for their assistance in completing affordable housing projects including the Sandy Family Apartments and the Hollyfield Apartments acquisition project.

Martha also expressed support for the Wilsonville Senior Center kitchen expansion project which is located next to the recently completed Creekside Woods senior apartments. Martha also expressed NHA's appreciation for the ESG funding to the Annie Ross House which represents only 10% of the program budget but is reliable and vital to the shelter operations.

Martha continued by thanking the Board for support of the Annie Ross House redevelopment project and the support of the Home Base program to help families avoid homelessness.

Commissioner Savas requested that the Risley/Kellogg Ave street improvement project be started earlier if possible due to the safety concerns for pedestrians on Kellogg Ave.

There being no additional testimony or comments that public hearing was closed at 11:00 a.m.

# **APPENDIX 6: 504 GRIEVANCE PROCEDURES**

## **Section 504 Grievance Procedure Clackamas County Community Development Division**

It is the policy of Clackamas County not to discriminate on the basis of race, color, national origin, sex, disability or age in its services, programs or activities. The Clackamas County Community Development Division has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) of the U.S. Department of Housing and Urban Development regulations implementing the Act.

Section 504 states, in part, that "no otherwise qualified handicapped individual...shall solely by reason of a handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal assistance... "The ADA extends this guarantee to the private sector." The Law and Regulations may be examined at the Community Development office.

Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for Clackamas County to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.

Complaints should be addressed to the Section 504 Coordinator at:

Chuck Robbins, Director  
Community Development Division  
2051 Kaen Road – Suite 245  
Oregon City, Oregon 97045

### **Procedure:**

- Grievances must be submitted to the Section 504 Coordinator within 30 calendar days of the date the person filing the grievance becomes aware of the alleged discriminatory action.
- A complaint must be in writing, containing the name and address of the person filing it. The complaint must state the problem or action alleged to be discriminatory and the remedy or relief sought.
- The Section 504 Coordinator (or her/his designee) shall conduct an investigation of the complaint. This investigation may be informal, but it must be thorough, affording all interested persons an opportunity to

submit evidence relevant to the complaint. The Section 504 Coordinator will maintain the files and records of the Clackamas County Community Development Division relating to such grievances.

- The Section 504 Coordinator will issue a written decision on the grievance no later than 30 days after its filing.
- The person filing the grievance may appeal the decision of the Section 504 Coordinator by writing to the Clackamas County Board of Commissioners within 15 days of receiving the Section 504 Coordinator's decision. The Clackamas County Board of Commissioners shall issue a written decision in response to the appeal no later than 30 days after its filing.

The Clackamas County Community Development Division will make appropriate arrangements to ensure that disabled persons are provided other accommodations, if needed, to participate in this grievance process. Such arrangements may include, but are not limited to, providing interpreters for the deaf, providing taped cassettes of material for the blind, or assuring a barrier-free location for the proceedings. The Section 504 Coordinator will be responsible for such arrangements.

The availability and use of this grievance procedure does not prevent a person from filing a complaint of discrimination on the basis of disability with the U. S. Department of Housing and Urban Development, Office of Fair Housing and Equal Opportunity.

Office of Fair Housing and Equal Opportunity  
U.S. Department of Housing and Urban Development  
400 SW Sixth Avenue, 7<sup>th</sup> Floor  
Portland, Oregon 97204-1632

# **APPENDIX 7: CDD LEP PLAN**

## Clackamas County Community Development Division LEP Accessibility Policies and Procedures

### **Federal Requirement**

On February 21, 2007, the Department of Housing and Urban Development (HUD) published the final “Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient (LEP) Persons” (Guidance) as required by Executive Order (EO) 13166. Executive Order 13166 directs federal agencies that extend assistance, subject to the requirements of Title VI, to publish Guidance to clarify recipients’ obligations to LEP persons.

Clackamas County Community Development Division (CDD) is federally funded to provide assistance to low-income residents and communities.

### **Clackamas County Demographics**

According to the U.S. Census Bureau 2006-2008 American Community Survey, Clackamas County has an estimated 40,008 persons who speak a language other than English in their homes. Non-English speakers (children and adults) represent 11.3% of the total County population. The Department of Labor (DOL) (2000) further estimated that in Clackamas County the number of persons that are over 18 years old who either did not speak English “at all” or “not well” was 5,525 person or 2.2% of the total population. DOL also reported that 3,555 of this group were Spanish or Spanish Creole which represents 1.5% of the total County adult population. The next largest group of Clackamas County residents who were Limited English Proficiency speakers were the 460 Russian adults who reported that they either did not speak English “at all” or “not well” representing one tenth of one percent (0.1%) of the total adult (over 18 years old) population.

Due to the small size of the LEP population in Clackamas County the Community Development has elected to address the need in this area as a requested accommodation.

### **POLICY:**

1. Language interpreters will be provided for all CDD clients at no cost to the client.
2. Documents may be translated for CDD clients who do not communicate in English.
3. A TTY telephone shall be provided for CDD clients.
4. CDD shall provide printed materials in alternate formats for CDD clients.
5. CDD and its staff shall make whatever reasonable accommodations are needed to improve accessibility to programs, activities and services.

## **PROCEDURES:**

1. If a client requests an accommodation, or if staff is aware that a client requires special accommodations, staff should make arrangements in advance.
2. Staff shall consult with their supervisors to arrange for special needs.
3. Translation Services
  - a) AT&T Language Line  
CDD has access to the AT&T Language Line to provide translation services. Instructions on using the AT&T Language Line are posted on the Trillium Net.
  - b) Document Translation  
Documents may be translated for CDD clients who do not communicate in English. The contractor, IRCO-ILB will translate the document and send the translation and the original to the client.

IRCO-ILB  
Attn. Gunta Mets  
FAX # (503) 233-4724  
PHONE# (503) 234-0068

## **Conclusion and further Implementation**

The Clackamas County CDD can provide LEP services in two main ways:

1. oral interpretation in person or via telephone interpretation service; and
2. through written translation.

Oral interpretation ranges from on-site interpreters through commercially available telephonic interpretation services. Written translation, likewise, range from translations of an entire document to translation of a short description of the document.

Currently CDD does not have any fluent on-staff interpreters. Should any persons request assistance or services from the CDD program, those requests will be directed to the Clackamas County Social Services Division program for oral interpretation or other language services.

Based on the available population information on persons who do not speak English “well” or “not at all” in Clackamas County and based on the actual number of persons assisted with LEP services, the current Accessibility Policy and Procedures response to LEP requests is adequate to meet the current demand for LEP services.

The Community Development Division staff will re-assess the need for expanded LEP services on an annual basis.

Data Source:

Link for Special Tabulation of LEP Information from Census 2000 as developed by the US Department of Labor

[http://www.doleta.gov/reports/censusdata/LWIA\\_by\\_State.cfm?state=OR](http://www.doleta.gov/reports/censusdata/LWIA_by_State.cfm?state=OR)

U.S. American Community Survey, American Fact Finder

# **APPENDIX 8: HUD TABLES**

**CLACKAMAS COUNTY COMMUNITY DEVELOPMENT**

**Table 1A: HOMELESS AND SPECIAL NEEDS POPULATIONS**

**CONTINUUM OF CARE: HOUSING GAP ANALYSIS CHART**

<b>Individuals</b>		<b>Current Inventory</b>	<b>Under Development</b>	<b>Unmet Need/Gap</b>
Beds	Emergency shelter	4	0	78
	Transitional housing	16	0	127
	Permanent supportive housing	57	6	328
	<b>Total</b>	<b>77</b>	<b>6</b>	<b>533</b>
<b>Persons in Families with Children</b>				
Beds	Emergency shelter	30	0	54
	Transitional housing	102	0	58
	Permanent supportive housing	235	2	180
	<b>Total</b>	<b>367</b>	<b>2</b>	<b>292</b>

Source: Clackamas County Social Services Division

**POINT-IN-TIME SUMMARY CLACKAMAS COUNTY CONTINUUM OF CARE  
January 2011**

<b>Persons in HH with at least one adult and one child</b>	<b>Sheltered</b>		<b>Unsheltered</b>	<b>Total</b>
	<b>Emergency</b>	<b>Transitional</b>		
Households	9	33	785	827
Persons (adults & children)	29	88	1,542	1,659
<b>Persons in HH without children</b>				
Households	5	9	661	675
Persons (adults)	5	10	925	940
<b>Persons in HH with only children</b>				
Households	0	1	141	142
Persons (age 17 or under)	0	1	141	142
<b>Total HH and persons</b>				
Households	14	43	1,587	1,644
Persons	34	99	2,608	2,741
<b>Chronically homeless persons</b>				
Individuals				352
Families				391
<b>Homeless subpopulations (persons)</b>				
Veterans				120
Severely mentally ill				288
Chronic substance abuse				163
Persons with HIV/AIDS				
Victims of domestic violence				323
Unaccompanied child (<18)				142

Source: Clackamas County Social Services Division.

**2012-2016 CLACKAMAS COUNTY CONSOLIDATED PLAN**  
**TABLE IB: SPECIAL NEEDS (NON-HOMELESS) POPULATIONS**

<b>SPECIAL NEEDS SUBPOPULATIONS</b>	<b>Priority Need Level</b> High, Medium, Low, No Such Need	<b>Unmet Need</b>	<b>Dollars to Address Unmet Need</b>	<b>Multi-Year Goals</b>	<b>Annual Goals</b>
Elderly	H	11,446		100	20
Frail Elderly	M	1,223		0	0
Severe Mental Illness	H	2,879		30	6
Developmentally Disabled	M	1,248		0	0
Physically Disabled	M	575		0	0
Persons w/ Alcohol/ Other Drug Addictions	H*	3,069		0	0
Persons w/HIV/AIDS	M	278		0	0
Victims of Domestic Violence	H	218		50	10
Other					
<b>TOTAL</b>		<b>20,936</b>		<b>180</b>	<b>36</b>

\*Housing and Services for persons with alcohol/other addictions are a high priority of the County. The County will work to develop other resources to meet these needs.

**2012-2016 CLACKAMAS COUNTY CONSOLIDATED PLAN**  
**TABLE 1C/2C: SUMMARY OF SPECIFIC OBJECTIVES**

<b>Decent Housing with Purpose of New or Improved Availability/Accessibility (DH-1)</b>							
<b>Specific Objective</b>		<b>Source of Funds</b>	<b>Year</b>	<b>Performance Indicators</b>	<b>Expected Number</b>	<b>Actual Number</b>	<b>Percent Completed</b>
<b>DH1 .1</b>	Housing Goal I. <b>Increase/improve affordable rental housing</b> (HOME units)	<b>HOME</b>	2012	Households with new or improved rental housing	41		
			2013		86		
			2014		60		
			2015		60		
			2016		60		
<b>MULTI-YEAR GOAL</b>					<b>307</b>		
<b>DH1 .2</b>	Housing Goal II. <b>Stabilize existing homeownership and provide opportunities for new homeowners</b> (CHAP program and Housing Rehab)	<b>HOME CDBG</b>	2012	Households assisted to maintain housing (repaired) & Households assisted to become homeowners or remain homeowners	60		%
			2013		60		%
			2014		50		%
			2015		50		%
			2016		50		%
<b>MULTI-YEAR GOAL</b>					<b>270</b>		%
<b>Decent Housing with Purpose of New or Improved Affordability (DH-2)</b>							
<b>DH 2.1</b>	Housing Goal III. <b>Reduce homelessness and meet housing needs of special needs populations</b> (HomeBase and ESG)	<b>CDBG ESG</b>	2012	Homeless or at-risk households receiving new affordable housing	50		%
			2013		50		%
			2014		50		%
			2015		50		%
			2016		50		%
<b>MULTI-YEAR GOAL</b>					<b>250</b>		%
<b>DH 2.2</b>	Housing Goal IV. <b>Promote affordable housing and assure equal access to housing</b> (Housing Rights and Resources)	<b>CDBG</b>	2012	Households receiving assistance to find affordable housing and assisted to obtain equal access to housing	2,000		%
			2013		2,000		%
			2014		2,000		%
			2015		2,000		%
			2016		2,000		%
<b>MULTI-YEAR GOAL</b>					<b>10,000</b>		%
<b>Suitable Living Environment with Purpose of New or Improved Availability/Accessibility (SL-1)</b>							
<b>SL 1.1</b>	Human Services Goal I. <b>Stabilize families and individuals who are in crisis</b>	<b>CDBG</b>	2012	Persons receiving intervention services	50		%
			2013		50		%
			2014		50		%
			2015		50		%
			2016		50		%
<b>MULTI-YEAR GOAL</b>					<b>250</b>		%

Suitable Living Environment with Purpose of New or Improved Availability/Accessibility (SL-1)							
Specific Objective		Source of Funds	Year	Performance Indicators	Expected Number	Actual Number	Percent Completed
SL 1.2	Human Services Goal II. <b>Increase self-sufficiency of residents in need of community supports and services</b> (Rent Well)	CDBG	2012	Persons receiving self-sufficiency services	150		%
			2013		150		%
			2014		150		%
			2015		150		%
			2016		150		%
			<b>MULTI-YEAR GOAL</b>				750
SL 1.1	Community Development Goal I. <b>Improve community infrastructure and facilities</b>	CDBG	2012	Households benefitted by community improvements	275		%
			2013		115		%
			2014		100		%
			2015		100		%
			2016		100		%
			<b>MULTI-YEAR GOAL</b>				690
Suitable Living Environment with Purpose of Sustainability (SL-3)							
SL 3.1	Community Development Goal II. <b>Revitalize low-and moderate-income neighborhoods</b>	CDBG	2012	Households benefitted by neighborhood improvements	60		%
			2013		60		%
			2014		60		%
			2015		60		%
			2016		60		%
			<b>MULTI-YEAR GOAL</b>				300

HUD Outcome/Objective Codes			
	Availability/Accessibility	Affordability	Sustainability
<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**2012-2016 CLACKAMAS COUNTY CONSOLIDATED PLAN**  
**TABLE 2A: PRIORITY HOUSING NEEDS/INVESTMENT PLAN TABLE**

PRIORITY HOUSING NEEDS (households)		Priority		Unmet Need
<b>Renter</b>	Small Related	0-30%	H	1,595
		31-50%	H	1,779
		51-80%	H	1,421
	Large Related	0-30%	H	360
		31-50%	H	640
		51-80%	H	554
	Elderly	0-30%	H	1,074
		31-50%	H	1,101
		51-80%	H	915
	All Other	0-30%	M	1,446
		31-50%	M	1,415
		51-80%	M	1,156
<b>Owner</b>	Small Related	0-30%	M	784
		31-50%	H	1,020
		51-80%	H	3,011
	Large Related	0-30%	M	210
		31-50%	H	359
		51-80%	H	1,180
	Elderly	0-30%	M	1,255
		31-50%	H	1,687
		51-80%	H	1,229
	All Other	0-30%	M	575
		31-50%	M	445
		51-80%	M	1,165
<b>Non-Homeless Special Needs</b>	Elderly	0-80%	H	11,446
	Frail Elderly	0-80%	M	1,223
	Severe Mental Illness	0-80%	H	2,879
	Physical Disability	0-80%	M	575
	Developmental Disability	0-80%	M	1,248
	Alcohol/Drug Abuse	0-80%	H*	3,069
	HIV/AIDS	0-80%	M	278
	Victims of Domestic Violence	0-80%	H	218

Non-Homeless Special Needs Data Source – Oregon Office of Housing & Community Service Report 2/19/10

All others - HUD CHAS database

\*Housing and Services for persons with Alcohol/Other Addictions are a high priority of the County. The County will work to develop other resources to meet these needs.

Housing investment priorities indicated on the previous page were based upon the following three considerations:

1. A general priority for the housing needs of the elderly and frail elderly;
2. A general priority for the needs of renters and a recognition that, due to the current high housing values, the County cannot realistically provide sufficient subsidies to make homeownership feasible to the lowest income households; and,
3. Clackamas County Funding Priorities which are outlined as follows:

#### **TARGET POPULATIONS**

- Special needs (mental health housing, alcohol and drug housing)
- Homeless families with children
- Survivors of Domestic Violence
- Low- and moderate-income neighborhoods

#### **HOUSING GOALS**

- Development of new affordable rental housing units.
- Preservation and improvement of quality of low-income rental units and owner-occupied housing units.
- Reduction of homelessness and increased support services to individuals and families who are homeless or at risk of becoming homeless.
- Develop projects and programs that affirmatively address and promote fair housing rights and further housing opportunities for all County residents in accordance with the Fair Housing Act.

**TABLE 2A: PRIORITY HOUSING NEEDS/INVESTMENT PLAN GOALS**

Priority Need	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
<b>Renters</b>						
0 - 30 of MFI	46	9	9	10	9	9
31 - 50% of MFI	77	15	15	17	15	15
51 - 80% of MFI	184	36	36	40	36	36
<b>Owners</b>						
0 - 30 of MFI	0	0	0	0	0	0
31 - 50 of MFI	27	5	5	7	5	5
51 - 80% of MFI	243	48	48	51	48	48
<b>Total Renters &amp; Owners</b>	577					
<b>Homeless*</b>						
Individuals	20	4	4	4	4	4
Families	60	12	12	12	12	12
<b>Non-Homeless Special Needs</b>						
Elderly	100	20	20	20	20	20
Frail Elderly	0	0	0	0	0	0
Severe Mental Illness	30	6	6	6	6	6
Physical Disability	0	0	0	0	0	0
Developmental Disability	0	0	0	0	0	0
Alcohol/Drug Abuse	0	0	0	0	0	0
HIV/AIDS	0	0	0	0	0	0
Victims of Domestic Violence	50	10	10	10	10	10
<b>Total Homeless &amp; Non-Homeless Special Needs</b>	260	156	156	156	156	156
<b>TOTAL ASSISTANCE</b>	837					
<b>Total Section 215</b>						
215 Renter	307	60	60	67	60	60
215 Owner	0	0	0	0	0	0

\* Homeless individuals and families assisted with transitional and permanent housing

**TABLE 2A: PRIORITY HOUSING ACTIVITIES**

Priority Need	5-Yr. Goal Plan/Act	Yr. 1 Goal Plan/Act	Yr. 2 Goal Plan/Act	Yr. 3 Goal Plan/Act	Yr. 4 Goal Plan/Act	Yr. 5 Goal Plan/Act
<b>CDBG</b>						
Acquisition of existing rental units	0	0	0	0	0	0
Production of new rental units	0	0	0	0	0	0
Rehabilitation of existing rental units	0	0	0	0	0	0
Rental assistance	0	0	0	0	0	0
Acquisition of existing owner units	0	0	0	0	0	0
Production of new owner units	0	0	0	0	0	0
Rehabilitation of existing owner units	243	48	48	51	48	48
Homeownership assistance	0	0	0	0	0	0
<b>HOME</b>						
Acquisition of existing rental units	57	11	11	11	12	12
Production of new rental units	150	30	30	30	30	30
Rehabilitation of existing rental units	100	20	20	20	20	20
Rental assistance	0	0	0	0	0	0
Acquisition of existing owner units	0	0	0	0	0	0
Production of new owner units	0	0	0	0	0	0
Rehabilitation of existing owner units	0	0	0	0	0	0
Homeownership assistance	27	5	5	7	5	5
<b>HOPWA</b>						
Rental assistance	0	0	0	0	0	0
Short term rent/mortgage utility payments	0	0	0	0	0	0
Facility based housing development	0	0	0	0	0	0
Facility based housing operations	0	0	0	0	0	0
Supportive services	0	0	0	0	0	0
<b>Other</b>						
<b>Homeless and Non-Homeless Special Needs</b>	260	52	52	52	52	52

## Community Development Priority Needs Table

During the Needs Assessment phase of this Consolidated Plan, a community survey was completed, meetings were held with focus groups and interviews with key stakeholders were conducted. Based on the findings of the needs assessment and the development of the following broad short- and long-term non-housing community development goals, the Priority Needs Tables (HUD Table 2A and 2B) were completed.

- Development of public facilities to benefit low-income neighborhoods and special needs populations.
- Improvement to the infrastructure in low-income areas to ensure personal safety and welfare, and access to services.
- Development and expansion of public services that ensure the health and welfare of low-income individuals.

Priority need rankings were assigned to households to be assisted according to the following HUD categories:

- High Priority:** Activities to address this need will be funded by the County during the five-year period. Identified by use of an 'H' or 'High'.
- Medium Priority:** If funds are available, activities to address this need may be funded by the County during the five-year period. Also, the County may take other actions to help other entities locate other sources of funds. Identified by use of an 'M' or 'Medium'.
- Low Priority:** The County will not directly fund activities to address this need during the five-year period, but other entities' applications for federal assistance might be supported and found to be consistent with this Plan. In order to commit CDBG, HOME or ESG Program monies to a Low Priority activity, the County would have to amend this Consolidated Plan through the formal process required by the Consolidated Plan regulations at 24 CFR Part 91. Identified by use of an 'L' or 'Low'.
- No Such Need:** The County finds there is no need or that this need is already substantially addressed. The County will not support other entities applications for federal assistance for activities where no such need has been identified. Identified by use of an 'N'.

Priority need rankings have been assigned to each of the required categories for HUD Priority Needs Table 2A and 2B. The HUD Table 2B is listed below and also in the appendix.

**CLACKAMAS COUNTY COMMUNITY DEVELOPMENT**

**Table 2B: 2012 - 2016 CDBG & HOME FUNDING PRIORITY NEEDS**

Priority Need	Priority Need Level	Unmet Priority Need	Dollars to Address Need	5-Year Goal Plan/Act	Annual Goal Plan/Act	Percent Goal Completed
<b>Public Facility Needs (Projects)</b>						
Homeless facilities	High					
Domestic violence facilities	High					
Mental health facilities	High					
Senior centers	High					
Abused/neglected children facilities	High					
Non-residential historic preservation	High					
Parks and/or recreation facilities	Medium					
Community centers	Medium					
Child care centers	Medium					
Youth centers	Medium					
Healthcare facilities	Medium					
Police/law enforcement centers	Low					
ADA improvements to public buildings	Low					
Handicapped centers	No Need					
Parking facilities	No Need					
Fire stations	No Need					
Jails	No Need					
<b>Infrastructure (Projects)</b>						
Water/sewer improvements	High					
Street/alley improvements	High					
Curbs and sidewalks	High					
Bike paths	High					
Drainage improvements	Medium					
Solid waste disposal improvements	Medium					
Street lights	Medium					
Bridges	Medium					
<b>Public Services Needs (People)</b>						
Fair housing activities	High					
Homeless services	High					
Youth services	High					
Neglected/abused child services	High					
Renter/foreclosure training	High					
Employment/training services	High					
Transportation services	Medium					
Legal services	Medium					
Seniors services (in-home)	Medium					
Substance abuse services	Medium					
Health services	Medium					
Handicapped services	Low					

Lead hazard screening	Low					
Crime awareness	Low					
Tenant landlord counseling	Low					
Mental health counseling services	Low					
<b>Housing Groups</b>						
Housing for families with children	High					
Housing for homeless families	High					
Senior housing	High					
Disabled accessible housing	High					
Victims of domestic violence	High					
Homeless youth	High					
Mentally/physically disabled	High					
Persons with drug/alcohol problems	High					
Single adults	Medium					
Small families (2 adults)	Medium					
Aids/HIV clients	Medium					
<b>Affordable Housing Needs (Projects)</b>						
Affordable for-sale housing	High					
Affordable rental housing	High					
Residential rehabilitation	High					
Rehabilitation of rental units	High					
FTHB downpayment assistance	High					
Emergency rental assistance	High					
Transit oriented development	High					
Long-term rental assistance	Medium					
Home repair grants	Medium					
Homebuyer loan program	Medium					
FTHB classes	Medium					
Home weatherization grants	Low					
Foreclosure prevention counseling	Low					
renter utility assistance	Low					
<b>Economic Development (General)</b>						
ED assistance to for-profit (businesses)	Medium					
C/I infrastructure development	Medium					
ED technical assistance (businesses)	Low					
Micro-enterprise assistance (businesses)	Low					
Rehab; publicly- or privately-owned Commercial/Industrial (projects)	Low					
Develop business incubator	Low					
Develop business parks	No Need					