

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 01-170**

Approving Project Charter for Ground Leasing Surplus Property at the Mid-County Health Center Site at 12710 SE Division, Portland, Oregon for Development of Approximately 62 Units of New Special Needs Housing

**The Multnomah County Board of Commissioners Finds:**

- a) The Department of Sustainable Community Development proposes to issue a Request for Proposals for one or more developer(s) to develop two new, adjacent special needs housing projects serving different populations on surplus property behind the Mid-County Health Center site at 12710 SE Division, Portland, Oregon.
- b) The Department of Sustainable Community Development and the Facilities and Property Management Division, with the involvement of other stakeholders as listed on the attached charter, are preparing a Request for Proposals that will be issued on about January 4, 2002 seeking one or more developers who will manage all aspects of the development process on the site.
- c) Multnomah County will lease its surplus property at the Mid-County Health Center site to the developer(s) at a market or below-market rate for a period of 60 years, which corresponds to the affordability requirements of the Portland Development Commission for projects of this type.
- d) Multnomah County will provide up to \$100,000 of Strategic Investment Program Housing Funds to the developer(s) to assist with eligible pre-development expenses for this project.
- e) The Board desires to complete the project within the parameters identified in the Project Charter.
- f) The Board wishes to review and approve any material changes, which may be made to the Project Charter.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board approves the attached for ground leasing surplus property at the Mid-County Health Center site at 12710 SE Division, Portland, Oregon for development of approximately 62 units of new special needs housing.
2. If the Chair determines that material change to the Project Charter is required, the Chair will submit the proposed change to the Board for approval in the form of a Project Charter Amendment.

ADOPTED this 20th day of December, 2001.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

Diane M. Linn, Chair

REVIEWED:

THOMAS SPONSLER, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
John Thomas, Assistant County Attorney

## PROJECT CHARTER

12.12.01, revised 12.17.01



Multnomah County  
Facilities and Property Management

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### PROJECT DEFINITION

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Date: 12.12.01

Name: Mid County Health Center Surplus Property  
Project Number: CP 08.19

Chartered by: R. Peter Wilcox, Housing Director / Patrick L. Jones, FPM

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### Project Description

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Mid County Health Services property located at 12710 SE Division has undeveloped land to the south of its parking lot. The property is zoned residential, and the city has determined that expansion of the clinic or the parking lot will not be allowed. The parcel was originally landlocked, but development within the last five years has brought street and infrastructure improvements. It therefore is a surplus property appropriate for development of higher density housing.

The project development anticipates providing up to 62 units of housing for individuals with special needs.

The project is conceived of as a coordinated development by either a single organization or by two compatible but separate organizations. The developer(s) selected should have a good track record of community involvement in siting special needs housing.

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### Stakeholders or Sponsors

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Stakeholder(s):

- Multnomah County Department of Sustainable Community Development
- Multnomah County Division of Facilities and Property Management
- Multnomah County Dept. of Community and Family Services
- Multnomah County Division of Behavioral Health
- Multnomah County Department of Health Services
- Multnomah County Division of Aging & Community Services

Permitting Agencies:

- City of Portland Bureau of Planning
- City of Portland Bureau of Buildings
- City of Portland Bureau of Transportation

Sponsor(s):

- Multnomah County Department of Sustainable Community Development
- Multnomah County Division of Facilities and Property Management

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### Dept(s) for Whom Project is done:

- Multnomah County Department of Sustainable Community Development
- Multnomah County Division of Facilities and Property Management
- Multnomah County Department of Community and Family Services
- Multnomah County Division of Behavioral Health
- Multnomah County Division of Aging & Community Services

### Dept(s) Affected:

- Multnomah County Department of Sustainable Community Development
- Multnomah County Division of Facilities and Property Management
- Multnomah County Department of Community and Family Services
- Multnomah County Department of Health
- Multnomah County Division of Behavioral Health
- Multnomah County Division of Aging & Community Services

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## Goals and Objectives

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### Why is this project being done?

- Meets highest priorities for housing Multnomah County Clients
- Meets defined community needs
- Helps DCSD (through its Housing Director) achieve its mandate to provide special needs housing
- Highest and best use of property, currently underutilized and unavailable for expansion of the County health center or its parking lot

### What will it achieve?

- Provide approximately 62 units of special needs housing
- Develop the protocols for future projects
- Insure highest and best use
- Sixty-year lease will maintain public ownership for the future and coordinate with State or other funders affordability periods
- Will produce a modest but on-going revenue flow to be applied to the General Fund or earmarked for specific or special projects

### Background Reports?

- Housing Disposition Study
- Recommendations of Supported Housing Workgroup
- Key Leaders Housing Summit Briefing Papers
- Fact sheet

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#### Key Personnel Resources

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R. Peter Wilcox	Housing Director, Multnomah County
John Thomas	County Attorney
Patrick Jones	Long-Range Planner, Facilities and Property Management
Bob Oberst	Property Manager, Facilities and Property Management
HC Tupper	Multnomah County Community and Family Services
Dave Boyer	Multnomah County Finance
Richard Swift	Multnomah County Health Dept
Charlotte Comito	Staff to Commissioner Lisa Naito
Thomas Benjamin	Grants and Housing Personal - Contracted Services
Deb Allison	Division of Behavioral Health, Residential Services
Dr. Linda Kaeser	Multnomah County Representative to HCDC
Chareundi Van-Si	Multnomah County Primary Care
Stephani Soden	Multnomah County Public Affairs Office
Betty Dominguez	Regional Field Representative, OR Dept. of Housing & Community Services
Andy Smith	Constituent Services, Representative for the Chairs Office

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#### Deliverables

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- Approximately 62 units of special needs housing, owned and managed by others
  - Disposition Plan for the Mid County Property
  - Letters of agreements and partnerships leading to a development focused on the County's greatest need
  - Ground Lease Revenue-Negotiation of a ground lease rate that is appropriate given each projects financing plan.
  - A return of the property to another appropriate County use in 60 years, which corresponds to the affordability requirements of local affordable housing funding.
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Project Milestone Target Dates	Complete by
• Charter completed and adopted by Steering Committee	Dec. 1
• Charter Approval by BCC	Dec. 20
• Public Affairs and community outreach	Nov-Jan. as appropriate
• RFP issued	Jan. 4
• RFP response received	Feb. 15
• Development agent selected	Feb. 28
• Letters of agreement executed	Mar. 22
• Development of operational protocols	March - April
• BCC Approval of lease	Late April
• Start of Construction	Approximately July, 2002
• Occupancy	Approximately March, 2003

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#### Project Budget Total

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\$100,000 of County SIP (Strategic Investment Program) Housing funds for pre-development costs to be provided to developer(s) for approved billings.

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**Funding Plan**

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SIP Housing Funds to be the source of County provided predevelopment funds,; all other project funds to be provided by developer(s). Support services for residences will be provided at the outset by existing programs, although the County Housing Program will endeavor to develop services linkages allowing for more challenged populations to live in the housing over time.

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**Exclusions**

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None

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**Benefits**

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- Provide up to 62 units of special needs housing
- Demonstrate feasibility of interjurisdictional cooperation in the development of special needs housing
- Demonstrate feasibility of balancing fiscal and social needs through the use of County surplus properties for special needs housing
- Advancing a new model of support services funding for certain special needs populations

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**Impact**

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**Constraints**

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**Risks and Concerns**

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|---|---|--|
| <input type="checkbox"/> SPACE                        | - |  |
| <input type="checkbox"/> SCOPE                        | - |  |
| <input type="checkbox"/> LAND ACQUISITION             | - |  |
| <input checked="" type="checkbox"/> FUNDING/BUDGETING | - | Program and operating budgets  |
| <input checked="" type="checkbox"/> TIMING            | - | Property needs to be available by Jan 1, 2002 for applications for funding to be considered by HUD |
| <input checked="" type="checkbox"/> NEIGHBORHOOD      | - | Neighborhood may be sensitive to a special needs housing development                               |
| <input checked="" type="checkbox"/> OTHER             | - |  |

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**Assumptions**

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That the RFP will need to go through Purchasing.

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**Location and/or Directions to Project Site**

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12710 SE Division

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**Map of Project Location**

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Note: See page six

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**Contracts to Date**

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**Correspondence**

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**Charter Approvals:**

Sponsor     DSCD (see below)     Date                     

Chair's Office     *Crain on file*     Date     12.20.01    

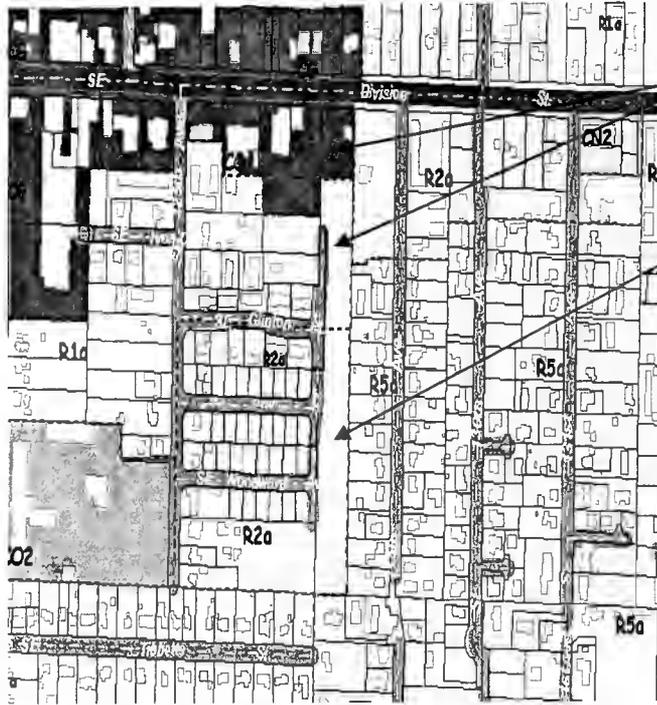
Departments     N/A     Date                     

Budget Office     *David C. Sharr*     Date     12/18/01      
Budget Analyst

DSCD     *Michael Oswald*     Date     12/18/01      
Michael Oswald, Acting Director file

Facilities & Property Mgmt.     *Dan Brown*     Date     12/19/01      
Dan Brown, Director

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Mid County Health

Surplus Property



Surplus Property