

Partnership Agreement

Kenton Women's Village Collaboration

Interested Parties: Joint Office of Homeless Services, Catholic Charities, Village Coalition, Kenton Neighborhood Association, Kenton Business Association, City of Portland - Office of Management and Finance, and City of Portland - Office of Neighborhood Involvement.

Date: _____, 2017

I. Background

- a. This Partnership Agreement (Agreement) was developed by and between the Joint Office of Homeless Services (JOHS), Catholic Charities (CC), Village Coalition (VC), Kenton Neighborhood Association (KNA), Kenton Business Association (KBA), City of Portland Office of Management and Finance (OMF), City of Portland Office of Neighborhood Involvement (ONI). Each is a "Party" and collectively referred to as "the Parties".
- b. Kenton Women's Village is a collaborative effort to provide a safe, dignified, and constructive sanctuary for women who are actively searching for permanent housing.
 - i. Kenton Women's Village ("Village") is a placeholder name for the Village. Village residents will vote on a permanent name after they take residence. The Parties agree to allow the name change without rewriting the Agreement.
 - ii. The Village will be located at 2221 N Argyle St in the Kenton neighborhood. The site is currently owned by the Portland Development Commission through which OMF has a temporary use permit. The Village will exist under an additional temporary use permit between OMF and CC.
 - iii. The parties contemplate that women in the Village will be sheltered in 14 separate dwelling pods which are individual spaces for each village resident.
- c. Portland State University Center for Public Interest Design (PSU CPID) has had a consultant role to the Parties in the design and placement of the living pods. PSU CPID will have an ongoing role as determined by the Parties.

II. Agreement of Good Faith

- a. The Parties agree that they mutually share the concern to preserve the livability and safety of the residents and business owners in the immediate neighborhood and support the safety and well-being of the residents of the Village and the greater neighborhood.
- b. The Parties mutually recognize each other's value to the community.
- c. The Parties agree to communicate in a proactive and respectful manner regarding any issues or concerns of this Agreement.
- d. The positive impact of this Agreement is contingent on the ability of the Parties to operate in good faith.

III. Major Goals

- a. To affirm the Parties' commitment to the standards of conduct/behavior and communication as set forth in this Agreement, and to be responsible collaborators to each other.
- b. To maintain neighborhood safety and livability.
- c. To have an open and productive dialog between Village managers (JOHS, CC, and VC), KNA, KBA, ONI and OMF.
- d. To provide a basis from which the Parties can analyze the commitment and success of this Agreement which may be used as a factor for consideration in determining the ongoing success of the Village in the Kenton community.

IV. The Parties agree to:

- a. Participate in the Agreement.
- b. Use direct communication to express their needs and problems, provide early intervention on issues and ask for assistance in the facilitation of meetings.
- c. Encourage mutual respect and consideration from all community members (Village residents, staff, neighbors, businesses, etc.) in an effort to promote a livable and safe neighborhood.
- d. Provide each Party with updated contact information if there are any changes in leadership at the Village (JOHS, CC, VC) OMF, ONI, or KNA and KBA.
- e. Review this Agreement once every 6 months unless otherwise agreed upon by the Parties.
- f. Village management partners (JOHS, CC, VC) will have a transition plan 60 days in advance of the closure of the Village.

V. CC agrees to:

- a. Provide certain case management services to assist the women to transition to permanent housing, such as: outreach, screening, and selection of Village residents, housing search and placement services, financial assistance, navigation and linkages with other service providers.
 - i. Provide these services only to Village residents.
- b. Provide to the Village certain management services, such as: on-site staffing, organizing Village residents around their self-governance and Village responsibilities, reports issues to case managers and to property management, liaison with the neighborhood, liaison with volunteers and donations, liaison with Neighborhood Crime Prevention, liaison with the Village governing body.
- c. Provide certain property management services, such as: garbage, water, electricity, facilities, safety, lighting, 3rd-party vendors and suppliers, coordination with pod structure placement and removal, site management with OMF, contract management with JOHS.
- d. In performing its property management role:
 - i. Respond to neighborhood concerns and complaints by promptly investigating, transparently sharing information, and implementing corrective action as needed.
 - ii. Secure the perimeter of the Village from unauthorized visitors at all times.
 - iii. Store all trash in City-provided receptacles.

- iv. Adhere to Portland's quiet hours between 10:00pm and 6:00am.
- v. Refrain from storing large objects outdoors, except for bicycles in the designated bicycle parking area.
- vi. Remove any light trash from the portion of Argyle St/Way and N Hunt St that borders the Village.
- vii. Monitor the portion of Argyle St/Way that borders the Village for larger trash items and notify Metro for appropriate disposal.
- viii. Notify the appropriate City bureau of any unauthorized vehicle camping near the portion of Argyle St/Way that borders the Village.

VI. VC agrees to:

- a. Actively support a peaceful and vibrant community life in the Village.
- b. Facilitate the provision of donated materials and time to the Village.
- c. Host social and cultural events for the neighborhood and Village to constructively interact.
- d. Assist in the physical upkeep of Village buildings and landscaping.
- e. Assist in monitoring of the upkeep of Kenton Park.
- f. Monitor Kenton Park and Argyle St/Way for unsanctioned camping and conduct outreach intended to divert campers to alternate sites for shelter.

VII. OMF agrees to:

- a. Establish access to sanitation, water, and utilities to the Village.
- b. Assist in the creation and maintenance of appropriate security measures in the Village.
- c. Assist in the maintenance and upkeep of the pod structures and ensure that appropriate City codes are being adhered to.
- d. Support the efforts to find an alternative site for the Village, and, to the extent needed, to support the transition to alternative temporary or permanent housing for any women still residing in the Village at such time as it is required to shut down for any reason.
- e. Maintain a designated point of contact for the Village and provide contact information for that person to the Parties.
- f. Be the liaison between Police and the appropriate City bureaus to address unsanctioned camping in the area of the Village.

VIII. JOHS agrees to:

- a. Support CC, and the other Parties, in the successful administration of the Village.
- b. Assist the Parties with the resolution of issues arising out of or in connection with the Village to the extent such assistance is needed.
- c. Support efforts to find an alternative site for the Village and, to the extent needed, support the transition to alternative temporary or permanent housing for any women still residing in the Village at such time as it is required to shut down for any reason.
- d. Maintain a designated point of contact for the Village and provide contact information for that person to the Parties.

IX. KNA agrees to:

- a. Encourage and support communication and matters of concern through proper channels by:
 - i. Maintaining contact information provided by parties to the Agreement; and
 - ii. Providing scheduled time at neighborhood meetings to discuss issues/concerns.

- b. Work with members of the community to encourage individuals or parties that may have issues or concerns regarding the Village to properly report them and to promote safety for all neighborhood residents.
 - c. Encourage and participate in positive activities with Village residents.
- X. ONI agrees to:
- a. Provide information and referral services, crime prevention information, and training to the Parties.
 - b. Mediate minor disputes among the Parties.
 - c. Provide technical assistance to the Parties.
 - d. Provide regular representation at the monthly Public Safety Action Committee meetings.
 - e. Contact the Parties and convene meetings to review and amend, if necessary, this Agreement.
- XI. Duration of Agreement
- a. This Agreement will remain in effect until 60 days after the closure of the Village unless otherwise agreed by the Parties.
 - b. The Agreement will be reviewed every 6 months. The Parties may amend the Agreement with a written document that is signed by a duly authorized representative of each Party, clearly recites the Parties' understanding and intent to amend the Agreement, and clearly and with specificity describes the terms to be amended.
- XII. Administration of Agreement
- a. ONI will maintain the original and subsequent copies of this Agreement.
 - b. The Parties will receive copies of the original and all subsequent copies of the Agreement.
 - c. **This Agreement is not legally binding and is intended to provide a framework for communication and understanding between the Parties. The Parties understand that this document expresses the intentions and desires of the Parties with respect to this project. The Parties agree that this document is not binding on the Parties, does not give rise to any legally binding or enforceable obligation, liability or agreement upon any of the Parties.**
- XIII. Signatures of the Parties

Catholic Charities	Print Name/Title	Date

City of Portland - OMF	Print Name/Title	Date

City of Portland – ONI	Print Name/Title	Date
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Joint Office of Homeless Services	Print Name/Title	Date
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Kenton Business Association	Print Name/Title	Date
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Kenton Neighborhood Association	Print Name/Title	Date
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Village Coalition	Print Name/Title	Date
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