

Justification For Senior Typist Clerk

Needed to gather, maintain and prepare the Status Report, on monthly basis, of the Low and Medium Income Housing Program. The report consists of three (3) Sections: Project Inventory, Summary and Index. It currently contains 109 separate projects and the number is constantly growing. The status of each project is constantly changing during planning and development, which in the large projects may extend several years.

It is very important that the Status Report on the Low-income Housing Program be maintained and kept current, as it is the only composite record of low and medium income housing in the City. The data is assembled from periodic reports specially requested from, and submitted by, the Planning Department, Building Division, Housing Code Division, Housing Authority and FHA, as well as information obtained directly from builders and developers; and from other Departments and Agencies on certain projects. Project sponsors, owners and managers should also be contacted to determine breakdown of units by bedroom composition and verification of rental prices, etc.

Detailed information such as number of units, with bedroom composition, rentals or purchase prices, extent of utilities furnished and status of development of each project is necessary for providing essential and timely information on the projects to Relocation Services and to the Public who may be interested in occupying the units.

Requirements are constantly increasing from the Public and government officials for information contained in this report. The information is also invaluable to the City in documenting annual revisions of the Workable Program and in providing data on relocation capabilities of the City in connection with applications for Urban Renewal and Neighborhood Development Program projects throughout the City, and especially as pertains to the Model Cities area.

The person charged with this function could be administratively assigned to another Department, but, to be most effective, should work directly with and under the supervision of the Housing Coordinator.

To date, this report has been prepared, only sketchily and produced much too infrequently, by the Housing Coordinator, who cannot devote the time to it which is required, and still perform his other promotional and coordinating functions in connection with the Low-income Housing Program.

If the Low-income Housing Program should change direction soon to reflect expanding activities in the Model Cities program and the placing of greater emphasis in other directions, on more involved activities such as the Urban Coalition, it will be more important than ever that someone be available, familiar with and able to keep up the Low-income Housing Status Report on a current and continuing basis.

Justification for Housing Consultant

Financial support for the services of Mr. W. W. Gates, former Chief Underwriter of FHA in Atlanta (and subsequently at national level) as a Housing Consultant to the HRC, has been provided thus far by Urban America, Inc. However, Urban America feels that the Atlanta program has advanced sufficiently so that its financial support for the services of Mr. Gates should now be withdrawn and be assumed by the City.

Mr. Gates' experience as a Chief Underwriter and trouble shooter for FHA, together with his many contacts with FHA officials on a personal basis and intimate knowledge of Metropolitan Atlanta, makes his services a very valuable asset to the Housing Resources Committee in a Consultant capacity for the Low-income Housing Program.