

MINUTES OF A SPECIAL MEETING OF THE HOUSING AUTHORITY
OF PORTLAND, OREGON, HELD ON FRIDAY, APRIL 9, 1943, AT
11:00 A.M. IN ROOM 404 ALDERWAY BUILDING, PORTLAND, ORE.

Bid Opening - ORE. 35123 - 75 D.U.'s.

The Commissioners of the Housing Authority of Portland, Oregon, met in special session Friday, April 9, 1943, at 11:00 A. M., in Room 404 Alderway Building. The meeting was called to order by the Chairman, and upon roll call, those present and absent were as follows:

Commissioners present:	C. M. Gartrell	Absent: None
	C. A. Moores	
	D. E. Nickerson	
	H. J. Dahlke	
	H. T. Capell	

Also present were: Harry D. Freeman, Executive Director; Lester W. Humphreys, Legal Counsel; Clarence H. Wick, Director, Development Division; Joseph A. Lowe, Project Manager; and Gifford Sobey, representing the Regional Office of the Federal Public Housing Authority.

The Secretary read the call of the meeting, which was ordered spread on the minutes as follows:

The NOTICE OF SPECIAL MEETING with the CERTIFICATE AS TO SERVICE OF NOTICE OF SPECIAL MEETING attached thereto, and the WAIVER OF NOTICE OF AND CONSENT TO SPECIAL MEETING, as signed by all the Commissioners of the Authority, were read and ordered spread upon the minutes of this special meeting and filed for record.

NOTICE OF SPECIAL MEETING

TO: C. M. Gartrell
C. A. Moores
D. E. Nickerson
H. T. Capell
H. J. Dahlke

You are hereby notified that the Commissioners of the Housing Authority of Portland, Oregon, are called to meet in special session at 11:00 A. M., on Friday, April 9, 1943, at 404 Alderway Building, in the City of Portland, Oregon, for the following purpose:

Bid Opening - Project ORE-35123 (75 Units)

HOUSING AUTHORITY OF PORTLAND, OREGON

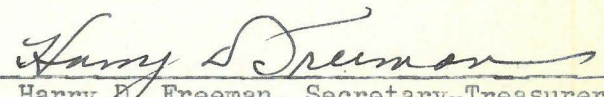
C. M. GARTRELL
Chairman

Dated: April 5, 1943

CERTIFICATE AS TO SERVICE OF NOTICE OF SPECIAL
MEETING

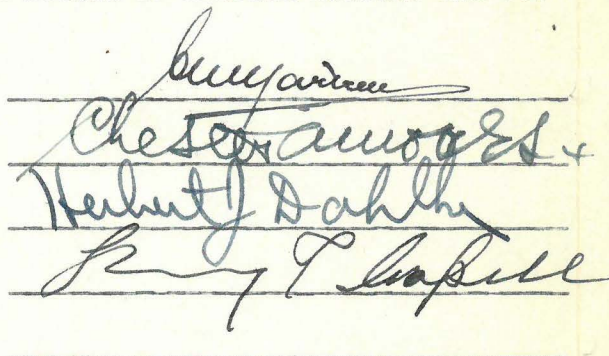
I, Harry D. Freeman, the duly appointed, qualified, and acting Secretary-Treasurer of the Housing Authority of Portland, Oregon, do hereby certify that on April 5, 1943, I served, in the manner provided in the By-laws of said Authority, on each of the Commissioners named in the foregoing NOTICE OF SPECIAL MEETING, a true and correct copy of the foregoing NOTICE OF SPECIAL MEETING.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 14th day of April, 1943.


Harry D. Freeman, Secretary-Treasurer

WAIVER OF NOTICE OF AND CONSENT TO SPECIAL
MEETING

We, the undersigned Commissioners of the Housing Authority of Portland, Oregon, do hereby accept service of the foregoing NOTICE OF SPECIAL MEETING, waiving any and all irregularities in such service and in said NOTICE OF SPECIAL MEETING and do hereby consent and agree that the said Commissioners of said Authority shall meet at the time and place named in said NOTICE OF SPECIAL MEETING and for the purpose therein stated.



BID OPENING - ORE. 35123

The Chairman announced that all bids were received by 11:00 A.M., except the bid of Arthur Hansen, which was submitted three minutes after 11:00 A.M. Upon motion of Commissioner Capell, seconded by Commissioner Moores, it was unanimously agreed to accept the bid of Arthur Hansen inasmuch as none of the bids had been opened or read. Bids were then opened and read in the following order:

Barham Brothers	\$175,000.00
A. T. Beckertt	139,885.00
C. M. Corkum	169,890.00
Howard Halvorson	137,306.00
Arthur Hansen	124,340.00
Julius Johnson	142,879.00
Knott, Rogers & Dunbar	134,310.00
M. A. Leslie	138,700.00
Frank Lohse	165,000.00
Robertson, Hay & Wallace	157,570.00

E. E. Settergren	\$132,670.00
Tristate Construction Co.	141,365.21
Waale-Camplan	154,980.00


Commissioner Moores moved that the low bid of Arthur Hansen, in the amount of \$124,340.00, be recommended to the Regional Office of the Federal Public Housing Authority in Seattle, for acceptance. The motion was seconded by Chairman Gartrell, and upon roll call, the vote was as follows:


AYES	NAYS
Gartrell	None
Moores	
Nickerson	
Dahlke	
Capell	

The Chairman declared the motion unanimously passed.

ADJOURNMENT

There being no further business to come before the meeting, and upon motion duly made, seconded, and passed, the Chairman declared the meeting adjourned at 11:30 A. M.


Chairman


Secretary-Treasurer

MINUTES OF A REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF PORTLAND, OREGON, HELD AT 2:00 P. M.,
APRIL 12, 1943, IN THE COUNCIL CHAMBERS OF THE CITY HALL.

Roll Call

Adoption of Formal Management Program for
Each Project

Adoption of Supplemental Development Contracts-
ORE-35123, ORE-35124, ORE-35201, ORE-35202

Report of Executive Director on Coal Costs

Problem of Authorizing Architects to Prepare
Plans, Specifications, for Maintenance
Building on ORE-2-1

Contract Agreement with Portland General Electric
General

The Commissioners of the Housing Authority of Portland, Oregon, met in regular monthly meeting at 2:00 P. M., on Monday, April 12, 1943, in the Council Chambers of the City Hall. The Chairman called the meeting to order, and upon roll call, those present and absent were as follows:

Commissioners present:	C. M. Gartrell	
	C. A. Moores	Absent: D. E. Nickerson
	H. T. Capell	
	H. J. Dahlke	

Also present were: Harry D. Freeman, Executive Director; Lester W. Humphreys, Legal Counsel; and C. Thomas Saxton, Senior Labor Relations Adviser of the Federal Public Housing Authority.

ADOPTION OF FORMAL MANAGEMENT PROGRAM FOR EACH PROJECT

Mr. Freeman advised the Management Program pertains to established rent, stating that it does not require a resolution, simply a motion of the Authority agreeing to certain procedure. It was the opinion of Commissioner Moores that no action should be taken on this matter until the Authority had received a reply from the Federal Public Housing Authority regarding rent. Chairman Gartrell stated he was under the impression that this had already been set up on other projects. Mr. Freeman stated it had been, that this is what the Authority is operating under, but that it had never been filed. He advised this program includes rates for eligibility, definitions of civilian war worker, and the like.

Commissioner Moores stated he would be willing to approve this program on Columbia Villa, but as far as the balance is concerned, he would like to know what the rent schedule would be and whether the rentals have been checked by the

Office of Price Administration. Mr. Freeman advised the Authority files all rents with the OPA, but Commissioner Moores recommended a check be made on same, that it was his opinion that the rents should be fixed according to costs of operation and what other people pay for comparable properties. He stated at first, the Authority was advised that the rent would be approximately 20% or 25% of income, but that he doubts now whether some of the rents are as much as the tenant's income. He said the Commissioners were to receive a report from Brooks on same, and asked regarding the person whom the Authority employed to investigate this matter. Mr. Gantrell moved that the Seattle Office of the Federal Public Housing Administration be informed that the Management Program for the various projects was pending a reply from them to our previous letter requesting that they report on the basis that fuel and other utilities would be paid individually to the tenant. The motion was seconded by Commissioner Moores, and upon roll call the vote was as follows:

NOTE: No. 126 omitted in numbering resolutions.

AYES

Gantrell
Moores
Dahlke
Capell

NAYS

None

The Chairman declared the motion passed.

SUPPLEMENTAL CONTRACTS, ORE-35123, ORE-35124, ORE-35201, ORE-35202

As much as the Supplemental Development Contracts for ORE-35123, 35124, 35201, and 35202, met with the approval of the Legal Counsel, the following resolutions were introduced by Commissioner Moores, read in full and considered:

RESOLUTION NO. 127

RESOLUTION APPROVING SUPPLEMENTAL DEVELOPMENT CONTRACTS BETWEEN THE UNITED STATES OF AMERICA AND THE HOUSING AUTHORITY OF PORTLAND, OREGON, FOR PROJECTS ORE-35123, ORE-35124, ORE-35201, AND ORE-35202, AND AUTHORIZING THEIR EXECUTION.

IT RESOLVED BY THE HOUSING AUTHORITY OF PORTLAND, OREGON:

Section I. That the Supplemental Development Contracts set forth in Section III hereof between the Housing Authority of Portland, Oregon and the United States of America be and the same are hereby approved and accepted both as to form and substance; that the Chairman of the Local Authority be and he is hereby authorized and directed to execute each of said contracts in sextuplicate in the name of said Local Authority, and the Secretary-Treasurer be and he hereby is authorized and directed to impress the Corporate Seal of said Local Authority on six copies of each of said Contracts and to attest the same.

Office of Price Administration. Mr. Freeman advised the Authority files all rents with the OPA, but Commissioner Moores recommended a check be made on same, that it was his opinion that the rents should be fixed according to costs of operation and in line with what other people pay for comparable properties. He stated at first the Authority was advised that the rent would be approximately 20% or 25% of the tenant's income, but that he doubts now whether some of the rents are as much as 10% of the tenant's income. He said the Commissioners were to receive a report from Mr. Brooks on same, and asked regarding the person whom the Authority was to employ to investigate this matter.

Chairman Gartrell moved that the Seattle Office of the Federal Public Housing Authority be informed that the Management Program for the various projects would be held up pending a reply from them to our previous letter requesting that rents be placed on the basis that fuel and other utilities would be paid individually by the tenant. The motion was seconded by Commissioner Moores, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Dahlke
Capell

NAYS

None

The Chairman declared the motion passed.

ADOPTION OF SUPPLEMENTAL CONTRACTS, ORE-35123, ORE-35124, ORE-35201, ORE-35202

Inasmuch as the Supplemental Development Contracts for ORE-35123, 35124, 35201 and 35202, met with the approval of the Legal Counsel, the following resolution was introduced by Commissioner Moores, read in full and considered:

RESOLUTION NO. 127

RESOLUTION APPROVING SUPPLEMENTAL DEVELOPMENT CONTRACTS BETWEEN THE UNITED STATES OF AMERICA AND THE HOUSING AUTHORITY OF PORTLAND, OREGON, FOR PROJECTS ORE-35123, ORE-35124, ORE-35201, AND ORE-35202, AND AUTHORIZING THEIR EXECUTION.

BE IT RESOLVED BY THE HOUSING AUTHORITY OF PORTLAND, OREGON:

Section I. That the Supplemental Development Contracts set forth in Section III hereof between the Housing Authority of Portland, Oregon and the United States of America be and the same are hereby approved and accepted both as to form and substance; that the Chairman of the Local Authority be and he is hereby authorized and directed to execute each of said contracts in sextuplicate in the name of said Local Authority, and the Secretary-Treasurer be and he hereby is authorized and directed to impress the Corporate Seal of said Local Authority on six copies of each of said Contracts and to attest the same.

Section II. That the Secretary-Treasurer be and he is hereby authorized and directed to forward forthwith six (6) counterparts of each of said contracts as so executed, together with five (5) certified extracts from the minutes of the meeting of the Local Authority showing the adoption of and containing this resolution and such further documents of proof in connection with the approval and execution of said Supplemental Development Contracts as may be requested by the Federal Public Housing Authority to the Regional Office, Federal Public Housing Authority, Skinner Building, Seattle, Washington.

Section III. The Supplemental Development Contracts referred to in Section I hereof are in words and figures as follows:

* * * * *

Section IV. The Secretary-Treasurer of the Local Authority is hereby authorized and directed to certify the costs incurred under the said Supplemental Development Contracts and to submit vouchers to the Federal Public Housing Authority for reimbursement under said contracts.

Section V. This resolution shall take effect immediately upon its adoption.

Commissioner Moores moved that the foregoing resolution be adopted as introduced and read. The motion was seconded by Chairman Gartrell, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Dahlke
Capell

NAYS

None

The Chairman declared the motion passed and the resolution adopted.

Adopted:

Chairman

Secretary-Treasurer

REPORT OF EXECUTIVE DIRECTOR ON COAL COSTS

The Secretary-Treasurer distributed to members a copy of a report on coal costs. Discussion followed regarding tonnage and prices of coal, coal purchased, consumed, and on hand. Mr. Freeman advised that the total orders last year and to date amounted to 55,000 tons and that still more is to be delivered on the present contract. Commissioner Moores suggested the Authority place an order for coal immediately, stating that Mr. Brooks recommends ordering 15,000 tons, and asked

the opinion of members present. Chairman Gartrell stated that in his opinion the Authority should patronize the same six dealers who furnished the coal before, and Commissioner Dahlke stated he deemed it advisable that the Authority place an order immediately for 30,000 tons of coal for protection. Commissioner Moores stated that Mr. Brooks had recommended two dealers in place of six. Commissioner Moores suggested inquiring from dealers regarding stoker coal before placing an order. Chairman Gartrell questioned whether it would be in order to request the Federal Public Housing Authority to act on the stoker coal situation, or to get some idea regarding installation of grates and removal of stokers, using lump coal at Vanport. It was his suggestion that the Authority buy another coal for the stoves.

Chairman Gartrell moved that the Executive Director invite bids from the six companies from whom the Authority had been purchasing coal, including bids on lump, stoker and nut coal, with a minimum order of 6,000 tons to each dealer when placing requisitions. The motion was seconded by Commissioner Dahlke, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Dahlke
Capell

NAYS

None

The Chairman declared the motion unanimously passed.

REPORT OF SECRETARY-TREASURER

Income and Expense Statement by projects for February, 1943 to be held in abeyance until recessed meeting of April 20, 1943.

PROBLEM OF AUTHORIZING ARCHITECTS TO PREPARE PLANS & SPECIFICATIONS FOR MAINTENANCE BUILDING - ORE-2-1

Following a short discussion regarding need for a maintenance building on Ore-2-1, it was suggested this subject be held in abeyance.

CONTRACT AGREEMENT WITH PORTLAND GENERAL ELECTRIC COMPANY - ORE-2-1

Commissioner Dahlke introduced the following resolution:

RESOLUTION NO. 128

RESOLUTION APPROVING THE CONTROL WIRE ATTACHMENT AGREEMENT BETWEEN THE HOUSING AUTHORITY OF PORTLAND, OREGON AND THE PORTLAND GENERAL ELECTRIC COMPANY WITH RESPECT TO PROJECT ORE-2-1 AND AUTHORIZING ITS EXECUTION.

WHEREAS, the Housing Authority of Portland, Oregon is the owner of the property of Housing Project ORE-2-1 and in the operation of said project provides street lighting for said project; and

WHEREAS, the Portland General Electric Company, who furnishes electricity to such project, has a pole located at North Houghton Street and North Woolsey Avenue, being the Company's pole No. 11213; and

WHEREAS, it is necessary that control wires be attached to the Company's pole for the purpose of controlling street lighting during blackouts occasioned by the war emergency; and

WHEREAS, the Authority and the Portland General Electric Company have agreed upon the terms of a control wire attachment agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF PORTLAND, OREGON:

Section I. The control wire attachment agreement in the form attached hereto and by reference made a part hereof, be and the same is hereby approved and the Chairman is hereby authorized and directed to execute said control wire attachment agreement in duplicate for and on behalf of the Authority and the Secretary-Treasurer is hereby authorized and directed to attest the same and impress the corporate seal of the Authority thereon.

Section II. This resolution shall take effect immediately upon its adoption.

Commissioner Moores moved that the resolution be adopted as introduced and read, which motion was seconded by Chairman Gartrell, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Capell
Dahlke

NAYS

None

The Chairman declared the motion passed and the resolution adopted.

Adopted:

Chairman

Secretary-Treasurer

GENERAL

Mr. Freeman asked if there were any questions to be placed before Mr. Saxton, Senior Labor Relations Adviser of the Federal Public Housing Authority, but Chairman Gartrell stated the Authority was only awaiting the solution of the

classification question regarding stationary engineers by the Seattle Office.

Mr. Saxton stated he did not have sufficient time while there to learn just what it really consisted of but that in Seattle they have some stationary engineers who operate with apprentice engineers. Chairman Gartrell explained the classification situation regarding stationary engineers to Mr. Saxton.

The meeting was recessed at 3:30 P. M. to Tuesday, April 20, 1943, at 2:00 P. M. in room 404 Alderway Building.

Harry A. Freeman
Secretary-Treasurer

W. J. Gartrell
Chairman

MINUTES OF A RECESSED MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF PORTLAND, OREGON, HELD ON WEDNESDAY,
APRIL 14, 1943 AT 11:00 A. M., ROOM 404 ALDERWAY BUILDING,
PORTLAND, OREGON.

Bid Opening - Conversion Project, ORE-35202.

The Commissioners of the Housing Authority of Portland, Oregon, met in a recessed meeting on Wednesday, April 14, 1943 at 11:00 A.M., in room 404 Alderway Building. The meeting was called to order by the Vice-Chairman, and upon roll call, those present and absent were as follows:

Commissioners present:	C. A. Moores	C. M. Gartrell
	H. J. Dahlke	Absent: D. E. Nickerson
		H. T. Capell

Also present were: Harry D. Freeman, Executive Director; Joseph A. Nance, Director, Administration Division; Clarence H. Wick, Director, Planning Division; Gifford Sobey, representing the Federal Public Housing Authority of Seattle; and Harry R. Gamble, Area Project Manager of the Federal Public Housing Authority.

BID OPENING - CONVERSION PROJECT, ORE-35202 (498 Unit Dormitory Reception Center)

Vice-Chairman Moores announced that the purpose of this meeting was to open bids for conversion of the Powers Warehouse into a 498-unit dormitory reception center. Bids were opened and read in the following order:

Beckett & Bridges	\$76,910.00
Northwest Construction Co.	77,721.93
L. L. Quigley	55,764.00
Ralph & Horwitz	58,687.00
Robertson, Hay & Wallace	75,000.00
E. E. Settergren	61,746.00

After reading of the bids, Commissioner Dahlke moved that the low bid of L. L. Quigley, in the amount of \$55,764.00, be recommended to the Regional Office of the Federal Public Housing Authority for acceptance, subject to the customary examination. The motion was seconded by Commissioner Moores, and upon roll call, the vote was as follows:

<u>AYES</u>	<u>NAYS</u>
Moores	None
Dahlke	

The Vice-Chairman declared the motion passed.

Vice-Chairman Moores asked if there were any further business to come before the meeting. Mr. Freeman advised that inasmuch as a quorum was not present, the regular business of the meeting would be further recessed to April 20, 1943, at 2:00 P. M., in Room 404 Alderway Building.

Chester Moore +
Vice-Chairman

Harry D. Freeman
Secretary-Treasurer

MINUTES OF RECESSED MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF PORTLAND, OREGON, HELD ON TUESDAY,
APRIL 20, 1943 AT 2:00 P. M., AT 404 ALDERWAY BUILDING.

Roll Call

Bid Opening - ORE-35124 (325 D.U. Commercial Iron)

Report of Secretary-Treasurer

Income & Expense Statement by Projects for
February, 1943

Coal Supply for Coming Year

Ice Supply for Projects in Guild's Lake Area

Classification of Stationary Engineers

New Business:

Request for Approval of Sub-Lease (Armitage)

Amendment to Lease for Office Space in Alderway
Building

Contract for Washing Machines-ORE-2-1

List of Materials - Guild's Lake Project

Report on Bids - Fire and Theft Insurance

General

Adjournment

The Commissioners of the Housing Authority of Portland, Oregon, met in a recessed session on Tuesday, April 20, 1943, at 2:00 P. M., in room 404 Alderway Building. The meeting was called to order by the Chairman, and upon roll call, those present and absent were as follows:

	C. M. Gartrell	
	C. A. Moores	
Commissioners present:	H. J. Dahlke	Absent: None
	H. T. Capell	
	D. E. Nickerson	

Also present were: Harry D. Freeman, Executive Director; Joseph A. Nance, Director, Administration Division; Clarence H. Wick, Director, Planning Division; Lester W. Humphreys, Legal Counsel; and Gifford Sobey, representing the Federal Public Housing Authority, Seattle.

BID OPENING - ORE-35124: (325 D.U. For Commercial Iron Works)

Bids for the construction of project ORE-35124 were opened and read in the following order:

<u>Contractor</u>	<u>Basic Bid A</u>	<u>Basic Bid B</u>
James G. Barnes	\$675,000.00	\$690,000.00
Brennan & Cahoun	727,664.00	775,296.00
L. F. Dow	836,380.00	867,900.00
Ralph & Horwitz	719,159.00	727,662.00
E. E. Settergren	757,000.00	782,000.00
Tri-State Construction	616,399.00	624,809.00
Waale-Camplan	646,197.00	675,699.00

After reading of the bids, Commissioner Moores moved that the low bid of the Tri-State Construction Company, in the amount of \$616,399.00, be recommended to the Regional Office of the Federal Public Housing Authority, for acceptance, subject to the customary examination. The motion was seconded by Chairman Gartrell, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Dahlke
Capell
Nickerson

NAYS

None

The Chairman declared the motion passed. The bidding contractors then left the meeting and the regular order of business was taken up by the Commissioners.

BILLS AND COMMUNICATIONS

Mr. Freeman distributed a list of bills payable for the review and consideration of members present. Following a short discussion of same, Commissioner Dahlke moved approval of the list as presented. The motion was seconded by Commissioner Moores, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Nickerson
Capell
Dahlke

NAYS

None

The Chairman declared the motion passed.

REPORT OF SECRETARY-TREASURER ON INCOME & EXPENSE STATEMENT BY PROJECTS
FOR FEBRUARY, 1943

Members discussed the profit and loss of the various projects. Commissioner Nickerson stated he believed the overhead costs were too high. Chairman Gartrell stated he would like to see a complete breakdown statement of expenses and income, and suggested that Mr. Freeman consult with Mr. Nance, and, after having prepared a complete report, a special meeting of the Commissioners be called for further discussion of the subject.

COAL SUPPLY FOR COMING YEAR

The coal situation was discussed at length, regarding procurement, costs, and type; also, the possibility of obtaining coal from the Elrod and Shainholz mines. It was considered more advisable to purchase the coal supply from the same six

dealers from whom the Authority had previously secured coal, inasmuch as prospects of the Elrod and the Shainholz mines did not seem too promising for the present year, but might prove much better for 1944.

Mr. Freeman suggested proceeding with the recommendations made at a previous meeting, that orders be placed for 36,000 tons of coal, and that consideration be given a stockpile, even though it would be necessary to place a fence around it, and suggested further checking with the Union Pacific to learn what might be accomplished regarding stock.

Following further discussion, Chairman Gartrell suggested holding this matter in abeyance until a report is received by the Authority from the coal dealers.

ICE SUPPLY

A discussion was held regarding the price lists on ice which had previously been mailed to the Commissioners of the Authority. Chairman Gartrell stated that Mr. Riddell is eager to know whether he will be awarded a contract to furnish ice to the Guild's Lake Project. Mr. Gartrell stated members should determine definitely whether Mr. Henningsen has, or will have, a commitment to proceed with a building on the Guild's Lake Project, that if not, the Authority might go ahead with Mr. Riddell, as Mr. Henningsen had advised that with conditions as they are at present he could not even supply sufficient ice for Vanport City. Commissioner Dahlke asked whether Mr. Riddell would build the ice house himself. Mr. Freeman advised that Mr. Riddell has one that he could place on the project and that he also would make house-to-house deliveries. Chairman Gartrell suggested that Mr. Freeman contact Mr. Henningsen regarding the ice situation to learn whether or not he had received approval for a building, and if not, recommended approval of awarding the ice contract for Guild's Lake to Mr. Riddell, providing he would be able to supply sufficient quantity of ice. Mr. Freeman stated that a concession may also be placed on the project where the tenants might go to call for ice.

Following further discussion, Chairman Gartrell suggested that unless Mr. Henningsen could produce some definite commitment that he would be able to supply ample ice for the Guild's Lake Project, that the Authority go ahead with

Mr. Riddell and inform him that as far as they know, Mr. Henningsen does not have the necessary supply of ice to furnish this project and that there is nothing to prevent any other ice company from supplying the needs of the project.

CLASSIFICATION OF STATIONARY ENGINEERS

Mr. Gartrell advised there would be nothing further to do regarding the classification of stationary engineers until the requested report is received from the Regional Office of the Federal Public Housing Authority, Seattle.

REQUEST FOR APPROVAL OF SUB-LEASE (Armitage)

Mr. Eckert, Director of Management Division, entered the meeting and advised the Authority that he had not heard further from Mr. Armitage regarding sub-leasing. Chairman Gartrell read a letter from Mr. Armitage requesting permission to sub-lease space, and suggested that the Authority obtain the opinion of Mr. Therkelsen on the request to sub-lease.

AMENDMENT TO LEASE FOR OFFICE SPACE IN ALDERWAY BUILDING

Following considerable discussion regarding additional office space for the administrative offices of the Housing Authority, Commissioner Moores introduced the following resolution:

RESOLUTION NO. 129

RESOLUTION AUTHORIZING THE RENTING FROM MONTH-TO-MONTH OF ADDITIONAL OFFICE SPACE IN THE ALDERWAY BUILDING.

WHEREAS, the Authority finds that it is necessary that during the present additional construction program to have additional office space in the Alderway Building;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF PORTLAND, OREGON:

Section I. That the Executive Director is hereby authorized to procure such additional office space as is necessary in the Alderway Building, on a month-to-month tenancy.

Section II. This resolution shall take effect immediately upon its adoption.

Commissioner Moores moved that the resolution be adopted. The motion was seconded by Commissioner Dahlke, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Nickerson
Dahlke
Capell

NAYS

None

The Chairman declared the motion passed and the resolution adopted.

Adopted:

Chairman

Secretary-Treasurer

Chairman Gartrell then moved that the necessity of renting additional space be reviewed by the Authority in three or four months. The motion was seconded by Commissioner Moores, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Capell
Nickerson
Dahlke

NAYS

None

The Chairman declared the motion unanimously passed.

CONTRACT FOR WASHING MACHINES - ORE-2-1

Following considerable discussion of a contract with W. L. May Company, for furnishing washing machines to Columbia Villa, Chairman Gartrell stated that he would like to have a letter from W. L. May to the effect that he was not interested in furnishing washing machines for any other housing project, particularly Vanport City and University Homes, and suggested that a resolution on the contract be held until such letter could be obtained. No further action was taken by the Authority on this question. Chairman Gartrell mentioned that he had received an inquiry as to the attitude of the Authority regarding private enterprise establishing a commercial facility in the vicinity of the Troutdale or Fairview project.

Commissioner Moores did not participate in this discussion.

LIST OF MATERIALS NEEDED FOR GUILD'S LAKE PROJECT

Chairman Gartrell presented a letter from Seattle outlining equipment necessary for the Guild's Lake Area, including administrative equipment, etc. Mr. Freeman advised the usual list of equipment is made up locally and is then checked by the Seattle Office. After further discussion, Commissioner Dahlke introduced the following resolution and moved its adoption:

RESOLUTION NO. 130

RESOLUTION AUTHORIZING THE PURCHASE OF ADMINISTRATIVE EQUIPMENT, MAINTENANCE TOOLS AND EQUIPMENT FOR PROJECT ORE. 35059.

WHEREAS, it appears to the Authority that it is necessary that administrative equipment and maintenance tools and equipment be purchased for project ORE-35059, which equipment will amount to the sum of \$3,572.66, and an emergency exists which permits of no delay in the acquiring of said equipment, and it is impracticable to procure competition in acquiring said equipment, and under present war conditions adequate competition cannot be secured for calling of bids for said equipment;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF PORTLAND, OREGON:

Section I. The Executive Director is hereby authorized to purchase the administrative equipment and maintenance tools and equipment required for project ORE-35059, to the amount of \$3,572.66, if said amount be within the existing project budget for such equipment.

Section II. Said purchases of such equipment for said project may be made in the open market and at such prices as may be most advantageous to the Authority and without calling for competitive bids.

Section III. Purchases of said equipment for said project shall first receive the approval of the Regional Director of the Federal Public Housing Authority.

Section IV. This resolution shall take effect immediately upon its adoption.

The motion was seconded by Commissioner Capell, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Nickerson
Capell
Dahlke

NAYS

None

The Chairman declared the motion passed and the resolution adopted.

Adopted:

Chairman

Secretary-Treasurer

NORTHWESTERN ELECTRIC CO. - PERMIT FOR USE OF LAND FOR RECREATIONAL PURPOSES

The Executive Director presented to the Authority a permit of the Northwestern Electric Company granting to the Authority the right to use some of its

land for recreation purposes. Chairman Gartrell introduced the following resolution and moved its adoption:

RESOLUTION NO. 131

RESOLUTION ACCEPTING PERMIT FOR USE OF LAND OF NORTHWESTERN ELECTRIC COMPANY FOR RECREATIONAL PURPOSES.

WHEREAS, the Northwestern Electric Company owns said land in Section I, T.I., NRLW W.M., Multnomah County, Oregon, being part of the D.S. South Mayd DLC located at Swift Boulevard and Charleston Avenue, and said Electric Company desires to grant permission to the Housing Authority of Portland, Oregon, to use said property for recreational purposes in connection with one of the projects under lease by the Authority; and

WHEREAS, the Authority finds it is advisable to accept the permit to use said land without payment of rental, said permit being in the form heretofore approved by the Legal Counsel for the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF PORTLAND, OREGON:

Section I. That the act of the Executive Director in accepting said permit on the 6th day of April, 1943, be and the same is hereby in all respects ratified and confirmed, and the Authority hereby accepts as of April 6, 1943, said permit of the Northwestern Electric Company for the use of the above-mentioned property by the Authority for recreational purposes pursuant to terms of said permit.

Section II. This resolution shall take effect immediately upon its adoption.

The motion was seconded by Commissioner Capell, and upon roll call, the vote was as follows:

<u>AYES</u>	<u>NAYS</u>
Gartrell	None
Moores	
Nickerson	
Capell	
Dahlke	

The Chairman declared the motion passed and the resolution adopted.

Adopted:

Chairman

Secretary-Treasurer

REPORT ON BIDS - FIRE AND THEFT INSURANCE

Mr. Humphreys read the Authority a letter from the Traveller's Insurance Company, by Phil Grossmayer, that an error had been made in submitting the bid for outside robbery and hold-up insurance, in that no mention was made of the minimum policy premium of \$25.00, and Mr. Humphreys recommended that new bids be requested for outside robbery and hold-up insurance.

Commissioner Moores moved that new bids be asked for outside robbery and hold-up insurance. The motion was seconded by Commissioner Dahlke, and upon roll call, the vote was as follows:

AYES

Gartrell
Moores
Nickerson
Capell
Dahlke

NAYS

None

The Chairman declared the motion unanimously passed.

GENERAL

Commissioner Nickerson advised Chairman Gartrell of a report that he had received that non-union maintenance men were again working on some of the housing projects, and mentioned University Homes as one of the projects. He stated he just wanted to call this to the attention of the Authority.

A short discussion was held regarding mosquito control at Vanport City. Mr. Freeman advised this would come under the Management Division and that he had already taken the question up with Mr. Eckert.

ADJOURNMENT

There being no further business to come before the meeting, and upon motion duly made, seconded and passed, the Chairman declared the meeting adjourned at 4:30 P. M.


Secretary-Treasurer


Chairman

MINUTES OF A SPECIAL MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF PORTLAND, OREGON, HELD ON WEDNESDAY,
APRIL 21, 1943, AT 2:00 P.M., ROOM 404 ALDERWAY BUILDING.

Bid Opening, Ore.35024-St. Johns Woods
Community House

The Commissioners of the Housing Authority of Portland, Oregon met in special session Wednesday, April 21, 1943, at 404 Alderway Building, at 2:00 P.M., for the purpose of opening bids on project ORE-35024. The meeting was called to order by the Chairman, and upon roll call, those present and absent were as follows:

Commissioners present:	C. M. Gartrell	Absent:	D. E. Nickerson
	H. T. Capell		C. A. Moores
	H. J. Dahlke		

Also present were: Harry D. Freeman, Executive Director; Joseph A. Nance, Director, Administration Division; and Lester W. Humphreys, Legal Counsel.

The Secretary read the call of the meeting, which was ordered spread on the minutes as follows:

The NOTICE OF SPECIAL MEETING with the CERTIFICATE AS TO SERVICE OF NOTICE OF SPECIAL MEETING attached thereto, and the WAIVER OF NOTICE OF AND CONSENT TO SPECIAL MEETING, as signed by all the Commissioners of the Authority, were read and ordered spread upon the minutes of this special meeting and filed for record.

NOTICE OF SPECIAL MEETING

TO: C. M. Gartrell
C. A. Moores
H. J. Dahlke
H. T. Capell
D. E. Nickerson

You are hereby notified that the Commissioners of the Housing Authority of Portland, Oregon are called to meet in special session at 2:00 P.M., Wednesday, April 21, 1943, at 404 Alderway Building, in the City of Portland, Oregon, for the following purpose:

Bid Opening, Ore.35024-St. Johns Woods Community House

Dated: April 15, 1943

HOUSING AUTHORITY OF PORTLAND, OREGON

C. M. GARTRELL

Chairman

CERTIFICATE AS TO SERVICE OF NOTICE OF SPECIAL
MEETING

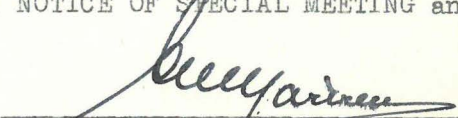
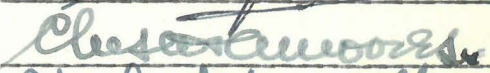
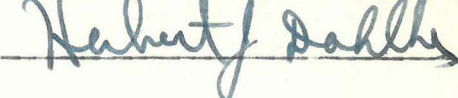
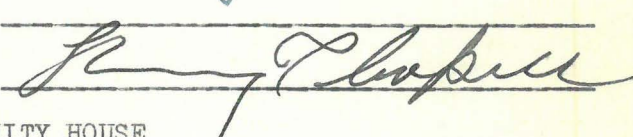
I, Harry D. Freeman, the duly appointed, qualified, and acting Secretary-Treasurer of the Housing Authority of Portland, Oregon, do hereby certify that on April 15, 1943, I served, in the manner provided in the By-Laws of said Authority, on each of the Commissioners named in the foregoing NOTICE OF SPECIAL MEETING, a true and correct copy of the foregoing NOTICE OF SPECIAL MEETING.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 21st day of April, 1943.


Harry D. Freeman, Secretary-Treasurer

WAIVER OF NOTICE OF AND CONSENT TO SPECIAL
MEETING

We, the undersigned Commissioners of the Housing Authority of Portland, Oregon, do hereby accept service of the foregoing NOTICE OF SPECIAL MEETING, waiving any and all irregularities in such service and in said NOTICE OF SPECIAL MEETING and do hereby consent and agree that the said Commissioners of said Authority shall meet at the time and place named in said NOTICE OF SPECIAL MEETING and for the purpose therein stated.

BID OPENING, ORE-35024, ST. JOHNS WOODS COMMUNITY HOUSE

Chairman Gartrell announced that the purpose of this meeting was to open bids for the construction of a community house at project ORE-35024. Bids were opened and read in the following order:

Knott, Rogers & Dunbar	\$52,885.00
Beckett & Bridges	48,795.00
C. M. Corkum	45,880.00
Howard Halvorson	52,748.00
Arthur Hansen	57,338.00

Chairman Gartrell moved that the low bid of C. M. Corkum, in the amount of \$45,880.00, be recommended to the Regional Office of the Federal Public Housing Authority for acceptance, subject to the customary examination. The motion was seconded by Commissioner Capell, and upon roll call, the vote was as follows:

AYES

Gartrell
Dahlke
Capell

NAYS

None

The Chairman declared the motion unanimously passed.

There being no further business to come before the meeting, and upon motion duly made, seconded and passed, the Chairman declared the meeting adjourned at 2:25 P. M.

Harry A. Freeman
Secretary-Treasurer

Benjamin
Chairman

MINUTES OF A SPECIAL MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF PORTLAND, OREGON, HELD APRIL 30, 1943,
ROOM 404 ALDERWAY BUILDING, PORTLAND, OREGON.

Sub-Leases (W. B. Armitage)
Theater Contract - Vanport City

The Commissioners of the Housing Authority of Portland, Oregon, met in special session on Friday, April 30, 1943, in Room 404 Alderway Building. The meeting was called to order by the Chairman at 2:00 P. M. Upon roll call, those present and absent were as follows:

Commissioners present:	C. M. Gartrell	Absent: None
	C. A. Moores	
	H. T. Capell	
	H. J. Dahlke	
	D. E. Nickerson	

Also present were: Harry D. Freeman, Executive Director; Joseph A. Nance, Director, Administration Division; Kenneth E. Eckert, Director, Management Division; and Lester W. Humphreys, Legal Counsel.

The Secretary read the call of the meeting, which was ordered spread on the minutes as follows:

The NOTICE OF SPECIAL MEETING with the CERTIFICATE AS TO SERVICE OF NOTICE OF SPECIAL MEETING attached thereto, and the WAIVER OF NOTICE OF AND CONSENT TO SPECIAL MEETING, as signed by all the Commissioners of the Authority, were read and ordered spread upon the minutes of this special meeting and filed for record.

NOTICE OF SPECIAL MEETING

TO: C. M. Gartrell
D. E. Nickerson
C. A. Moores
H. T. Capell
H. J. Dahlke

You are hereby notified that the Commissioners of the Housing Authority of Portland, Oregon, are called to meet in special session at 2:00 P.M., Friday, April 30, 1943, at 404 Alderway Building, in the City of Portland, Oregon, for the following purposes:

Sub-Leases (W. B. Armitage)
Theater Contract - Vanport City

HOUSING AUTHORITY OF PORTLAND, OREGON

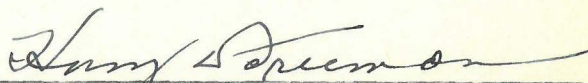
C. M. GARTRELL
Chairman

Dated: April 26, 1943

CERTIFICATE AS TO SERVICE OF NOTICE OF SPECIAL
MEETING

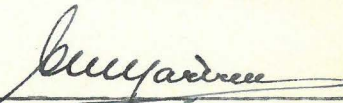
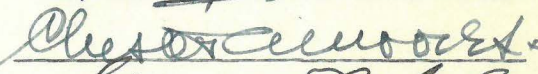


I, Harry D. Freeman, the duly appointed, qualified, and acting Secretary-Treasurer of the Housing Authority of Portland, Oregon do hereby certify that on April 26, 1943, I served, in the manner provided in the By-laws of said Authority, on each of the Commissioners named in the foregoing NOTICE OF SPECIAL MEETING, a true and correct copy of the foregoing NOTICE OF SPECIAL MEETING.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 4th day of May, 1943.


Harry D. Freeman, Secretary-Treasurer

WAIVER OF NOTICE OF AND CONSENT TO SPECIAL
MEETING

We, the undersigned Commissioners of the Housing Authority of Portland, Oregon, do hereby accept service of the foregoing NOTICE OF SPECIAL MEETING, waiving any and all irregularities in such service and in said NOTICE OF SPECIAL MEETING and do hereby consent and agree that the said Commissioners of said Authority shall meet at the time and place named in said NOTICE OF SPECIAL MEETING and for the purpose therein stated.

SUB-LEASES (W. B. ARMITAGE)

Mr. Eckert advised the lease with Wm. Armitage varies on different goods, and questioned whether, on sub-leases which pay 15%, the Authority shouldn't receive a part of this. Mr. Gartrell replied that the Authority made the original lease, but added that he would like to have Mr. Therkelsen justify the fact that the lease had originally been made with such a low percentage to the Authority. Other members advised that Mr. Therkelsen previously explained that he was unable to secure a party to go out there for any smaller percentage. Mr. Gartrell did not believe a sub-lease could be refused Mr. Armitage unless the Authority had a very definite reason for doing so, since Mr. Armitage already has a clothing concession, novelties, and optical services in his building.

Mr. Gartrell then asked Mr. Eckert if he wished approval on any certain party for whom he might have in mind for the optical concession. Mr. Eckert presented a recommendation on Mr. Butterfield, registered optometrist from Hills-

boro and a member of the Oregon Optometric Association, which recommendation was rejected after review. Mr. Eckert then advised he had another applicant for the sub-lease, by the name of Mr. Brayman. Mr. Gartrell stated this applicant would be willing to pay 15% but that he did not believe amounts should vary on sub-leases. Mr. Nance reported that Dr. King, also, expects to pay 15% unless advised otherwise.

Following further discussion of sub-leases, Chairman Gartrell moved that the Management Division be authorized to place no more than four optometrists in the project, including the one sub-leased by W. B. Armitage, on the basis of a minimum rental of \$8.75 per week for the apartment, or 15% of the gross, whichever is the larger, and that selection of those optometrists be based on the priority of their application, experience, and ability. The motion was seconded by Commissioner Nickerson, and upon roll call, the vote was as follows:

AYES	NAYS
Gartrell	None
Moore	
Nickerson	
Dahlke	
Capell	

The Chairman declared the motion unanimously passed.

THEATER CONTRACT - VANPORT CITY

Chairman Gartrell reported that several persons had called about leasing the theater at Vanport City but that no action would be taken until the Commissioners had an opportunity to make a recommendation regarding an operator. He stated that Mr. Crutsinger and Mr. Flood both denied having received any information from Washington on same but suggested that the Commissioners recommend an operator immediately for the theater at Vanport City.

In reply to the question as to whether the Federal Public Housing Authority or the operator would furnish the theater completely, Mr. Gartrell stated that the Federal Public Housing Authority would be in favor of furnishing the theater completely, for the following reasons: (1) That the individual operator would not be able to secure equipment, (2) If the operator is not successful difficulty might be experienced in placing another operator without a break in operation of the theaters, and (3) With the difference in percentage the FPHA would be repaid for the equipment within one year after operation. The Chairman added that, by the Authority owning all equipment in the theater,

they would be in position to establish terms regarding use of the theater.

Mr. Gartrell opened and read the following bids on the theater contract, members present considering in turn the previous experience, ability, personality, and the like, of the various bidders.

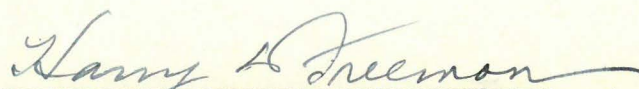
1. Noble & Serodka
2. Capitol Theater (Ted Gamble)
3. Carl Porter (Operating theater in Salem, Ore.)
4. Bob White Theater (Proposal No. 1 & 2)
5. W. E. Tibbetts

Mr. Gartrell recommended that, inasmuch as Messrs. Crutsinger and Flood of the Regional Office requested an immediate recommendation of a theater operator, members present make their suggestions at this time. Mr. Eckert recommended Ted Gamble as an excellent showman, a superior operator, and a person of fine community spirit, wholly capable of providing the proper entertainment which the FPHA is so eager to obtain for citizens of Vanport City. Mr. Gartrell then read the letter of recommendation written by Mr. Eckert regarding the qualifications of Ted Gamble. Both Chairman Gartrell and Commissioner Moores concurred with Mr. Eckert in his enthusiastic recommendation.

General discussion followed regarding qualifications of the various bidders, during which other bidders were also given due consideration. The Chairman then suggested that the Legal Counsel take the bids to his office to analyze them, secure information regarding type of pictures to be secured, etc., and that selection of an operator for the theater in Vanport City be made the following day. Members unanimously agreed.

Commissioner Nickerson called attention to the fact that the operator necessarily would have to be a union operator. Mr. Eckert replied that the FPHA has already taken this into consideration.

At 3:30 P. M. the meeting was declared recessed until 2:00 P. M. on Wednesday, May 5, 1943.


Executive Director


Chairman