

MINUTES OF A REGULAR MEETING OF THE HOUSING
AUTHORITY OF PORTLAND, OREGON, HELD THURSDAY,
DECEMBER 7, 1944, AT 3:00 P.M., IN ROOM 415
OF THE CITY HALL, PORTLAND, OREGON.

Roll Call
Minutes of Previous Meeting
Report of Secretary-Treasurer
 Audit - Bellaira Court Cafeteria
 " Vanport City Check Cashing Concession
Report on Proposal of Building Construction
 Trades Council to Increase Hourly Rate of
 Pay for Mechanics.
Proposal for Authorizing Automobile Expense for
 Wm. S. Bruckner, Operator, Vanport Cafeteria.
Proposal of Walter Mallory to Sell Christmas Trees -
 University Homes Project.
Proposal to Authorize Use of Facsimile Signatures
 on Check Signing Machine for Payroll Account.
General:
 Proposed Disposition of Vanport City
 Publicity

The Commissioners of the Housing Authority of Portland, Oregon, met in regular session on Thursday, December 7, 1944, in Room 415 of the City Hall, Portland, Oregon. The meeting was called to order by the Chairman at 3:00 P. M. and, upon roll call, those present and absent were as follows:

Commissioners present:	C. A. Moores	Absent: H. J. Detloff
	H. J. Dahlke	
	H. T. Capell	
	S. E. Norby	

Also present were: Lester W. Humphreys, Legal Counsel; and Kenneth E. Eckert, Director, Management Division.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting were accepted as submitted.

REPORT OF SECRETARY-TREASURER

Audit Report - Bellaira Court Cafeteria
 " " Vanport City Check Cashing Concession

The Chairman announced that copies of the above-mentioned audit reports had been received by the Commissioners.

Chairman Moores mentioned briefly the possibility of the Federal Public Housing Authority taking over the operation of the Vanport City Cafeteria, probably with the idea of minimizing expense. Commissioners unanimously disapproved such action, recommending that operation of the cafeteria be kept local. The Legal Counsel assured the Committee that the Federal Public Housing Authority would definitely be obliged to consult with the local Authority regarding such a plan.

REPORT ON PROPOSAL OF BUILDING CONSTRUCTION TRADES COUNCIL TO INCREASE HOURLY RATE OF PAY FOR MECHANICS

The Chairman moved that this subject be held over until the next meeting, when Commissioner Detloff will be present. The motion was seconded by Commissioner Dahlke and, upon roll call, the vote was as follows:

AYES	NAYS
Moores	None
Dahlke	
Capell	
Norby	

The Chairman declared the motion unanimously passed.

PROPOSAL FOR AUTHORIZING AUTOMOBILE EXPENSE FOR WM. S. BRUCKNER, OPERATOR, VANPORT CITY CAFETERIA.

The Legal Counsel presented the proposal that all expenditures previously incurred by Wm. S. Bruckner, operator of the Vanport City Cafeteria, for operation of his car on company business be allowed as presented, and, effective December 1, 1944, Mr. Bruckner should maintain a record of mileage driven and that he be reimbursed at the usual rate of .05¢ per mile. Mr. Humphreys explained that the contract provides for transportation expense but that recently Federal auditors had suspended Mr. Bruckner's travel expense in determining the profit or loss of the cafeterias and set up the item as an indeterminate amount pending a definite statement from the Authority as to how transportation costs should be paid.

Following brief discussion, Commissioner Capell moved that the proposal be approved and that Mr. Humphreys be authorized to prepare the proper resolution. The motion was seconded by Commissioner Norby and, upon roll call, the vote was as follows:

AYES	NAYS
Moores	None
Dahlke	
Capell	
Norby	

The Chairman declared the motion unanimously passed.

PROPOSAL OF WALTER MALLORY TO SELL CHRISTMAS TREES - UNIVERSITY HOMES

The proposal of Walter Mallory to lease a portion of a certain parking area at the corner of Chautauqua Boulevard and Willis Boulevard, and in a grove of trees opposite Fred Meyer's store, on Project ORE-35051, University Homes, for the period from December 1, 1944 to and including December 24, 1944, for the purpose of selling Christmas trees, was presented and recommended for approval.

Commissioner Dahlke moved that the proposal be accepted, subject to approval of the Legal Counsel, at a rental rate of 10% of the gross sales. The motion was seconded by Commissioner Capell and, upon roll call, the vote was as follows:

AYES	NAYS
Moores	None
Dahlke	
Capell	
Norby	

The Chairman declared the motion unanimously passed.

PROPOSAL TO AUTHORIZE USE OF FACSIMILE SIGNATURES ON CHECK SIGNING MACHINE FOR PAYROLL ACCOUNT.

The proposal to authorize use of facsimile signatures on a check-signing machine for the payroll account was presented to the Commissioners. The Legal Counsel stated that the Authority should actually have had this check-signing machine all during its operation and that he had long ago recommended the purchase of such a machine. Commissioners Capell and Dahlke inquired regarding the price of the check-signing machine. Mr. Eckert reported the cost to be approximately \$86.00 and explained the large amount of time required in signing payroll checks, stating that it has often been necessary to spend an evening or a Saturday afternoon signing checks. Mr. Humphreys stated the two keys would be placed in custody of the Auditor and the Executive Director.

The proposal was unanimously accepted and Commissioner Norby moved that the purchase of the check-writing machine be approved and that facsimile signatures of Harry D. Freeman and Kenneth E. Eckert and John A. Klopfenstein be authorized. The motion was seconded by Chairman Moores and, upon roll call, the vote was as follows:

AYES	NAYS
Moores	None
Dahlke	
Capell	
Norby	

The Chairman declared the motion unanimously passed.

GENERAL:

Proposed Disposition of Vanport City

The Chairman announced that there was no further progress to report at this time regarding the proposed disposition of Vanport City because of the complete reversal of general conditions. He said, however, if agreeable with the Committee, he would maintain contact with Senator Wayne Morse, and the Port of Portland. Members unanimously agreed. Mr. Eckert stated that the only reason Vanport City

is not completely filled at the present time is because of the lack of furniture. He said that the Regional Office of the Federal Public Housing Authority had previously been informed that the project would probably be dismantled by January and, therefore, the furniture orders were held back.

Publicity

Commissioner Dahlke suggested, now that the housing situation is in its final status, that the various members subscribe to some national journal, or magazine, and then offer a story of the local Authority as the largest housing authority in the United States, and outline a conversion program. It was his suggestion that each member send in his individual story to one of such papers, advising that they are a subscriber, which might make it possible to enter the publication free of charge. He further suggested that the writer of each article also submit a photograph of himself as a member of the Authority. Mr. Dahlke pointed out that the Legal Counsel might contact the law journals; Mr. Eckert, Administration; Mr. Detloff, Labor; Etc., all articles to be released simultaneously. He explained that these publications would be read by several million people all over the United States and that many favorable results would no doubt be derived by the City of Portland. Mr. Humphreys proposed that the Authority employ a regular writer to write up the various divisions as a whole and then submit the complete article for reconstruction by the department heads.

The Chairman then inquired regarding the suggestion made some time ago that Mr. Humphreys contact various writers regarding an article on Vanport City for the magazine section of local papers. Mr. Humphreys recalled that that suggestion was made at the time of many vacancies in Vanport City and explained that now the project is almost entirely filled.

Chairman Moores agreed regarding possibilities and advantages of the plan outlined by Commissioner Dahlke but did not believe it could be satisfactorily accomplished by members of the local staff alone. Commissioner Dahlke then suggested that a writer be employed.

Mr. Eckert reported that, some months ago, he also had made a similar suggestion to the former Chairman, that an article containing the complete history of the local Authority, photographs of the Commissioners and a description of their activities, be published, but that nothing further was done about it. Mr. Eckert reported that the Authority has an established fund of some \$7500 per year for

such purpose, according to the size of the project.

Chairman Moores appointed Commissioner Dahlke and the Legal Counsel to work out a plan together. Mr. Humphreys agreed to make inquiries.

ADJOURNMENT

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

Chester Moores
Chairman

Sam A. Freeman
Secretary-Treasurer

MINUTES OF A REGULAR MEETING OF THE HOUSING
AUTHORITY OF PORTLAND, OREGON, HELD THURSDAY,
DECEMBER 21, 1944, AT 2:00 P.M., IN ROOM 404
ALDERWAY BUILDING, PORTLAND, OREGON.

Roll Call

Minutes of Previous Meeting

Secretary-Treasurer's Report

Financial Statement Form 621

Proposed Amendment to local Housing Authority Laws
in State of Oregon to Extend Authority for Ini-
tiating War Housing Projects to December 31, '47.

Proposed Change in Policy of Operation of Cafeterias
in War Housing Projects.

Application of A. O. Berbersek & N. S. Griffin to
Sell Fire Wood in East Vanport.

Application of G. F. Johnson Music Company to place
Juke-Boxes in Apartments in Vanport City.

Request of R. L. Hathaway to Transfer his Business
Interest in Barber Shop at East Vanport to H.E.
Meredith.

Report on Negotiations for New Labor Agreement for
1945.

Resolution Approving Travel by Employees of Construc-
tion Division.

Resolution Authorizing Sale of Christmas Trees in
University Homes Project.

Resolution Authorizing Travel Expense for Wm. S.
Bruckner, Operator, Vanport City Cafeteria.

Resolution Amending Resolution No. 279 Entitled
"Resolution Establishing Schedule of Rents
for Military Personnel for all Projects Ex-
cepting Columbia Villa.

General:

Report on NAHO Conference

Annual Meeting

Proposed Publicity Program

Public Housing for Ex-Servicemen

Current Status of Bellaira Court

Occupancy Report

Armored Car Service

Unused Lumber from East Vanport

Coal Situation

Fire Loss

Proposed Overpass for N.W. Kittredge Street

Reorganization of Management Division

Adjournment

The Commissioners of the Housing Authority of Portland, Oregon, met in regular session on Thursday, December 21, 1944, at 2:00 P. M., in Room 404 Alderway Building, Portland, Oregon. In the absence of the Chairman, the meeting was called to order by Mr. H. J. Dahlke, Vice-Chairman, and upon roll call, those present and absent were as follows:

Commissioners present:

H. J. Dahlke

H. T. Capell

H. J. Detloff

S. E. Norby

Absent: C. A. Moores

Also present were: Harry D. Freeman, Executive Director; and Lester W. Humphreys, Legal Counsel.

MINUTES OF PREVIOUS MEETING

The Vice-Chairman moved approval of the minutes of the previous meeting as submitted. The motion was seconded by Commissioner Norby and, upon roll call, the vote was as follows:

AYES	NAYS
Dahlke	None
Capell	
Detloff	
Norby	

The Vice-Chairman declared the motion unanimously passed.

SECRETARY-TREASURER'S REPORT

Mr. Freeman stated that the Commissioners had already received copies of the financial statement, Form 621, for the month of November, 1944. He pointed out that, anticipating fuel costs, the budget for November had been set up at \$27.00 per unit but that the per unit cost per month averaged but \$19.00 for the last three months. The Vice-Chairman approved and commended the statement.

PROPOSED AMENDMENT TO LOCAL HOUSING AUTHORITY LAWS IN THE STATE OF OREGON TO EXTEND AUTHORITY FOR INITIATING WAR HOUSING PROJECTS TO DECEMBER 31, 1947.

Mr. Freeman recalled that in 1943 the local Housing Authority Act was amended to permit Housing Authorities to become agents of the Government and to permit construction of war-time housing as required until December 31, 1945. He explained that, because of the possibility of a further need of war housing units, it has been recommended that the state law be amended to extend the time until December 31, 1947. The Legal Counsel also explained that, under the present state law, after December 31, 1945, the local Authority would be unable to construct any further projects. He expressed approval of the recommended extension to the present lease, for war housing construction only.

Following general discussion, Commissioner Norby moved that the proposed amendment of the state law extending authority for initiating war housing projects to December 31, 1947, be approved. The motion was seconded by Commissioner Dahlke and, upon roll call, the vote was as follows:

AYES	NAYS
Dahlke	None
Capell	
Detloff	
Norby	

The Vice-Chairman declared the motion unanimously passed.

PROPOSED CHANGE IN POLICY OF OPERATION OF CAFETERIAS IN WAR HOUSING PROJECTS

The Executive Director presented the following telegram received by the local Authority from Robert J. Flood, Assistant Director for Management, Federal

Public Housing Authority, R-VII:

"CONFIRMING RECENT CONVERSATION CAFETERIAS MUST BE TAKEN OUT OF THE RED OR CLOSED WHERE NOT SERVING A DORMITORY. SUGGEST YOU ATTEMPT TO LEASE ON A PERCENTAGE BASIS AND IF ADVISABLE LEASE AS AN AMUSEMENT CENTER WITH LUNCH COUNTER. LETTER TO FOLLOW."

Mr. Freeman reported that the subject had been discussed earlier in the week and he recommended that the Management Division be authorized to invite bids, with the idea of operating project cafeterias on a commercial percentage-lease basis.

Commissioner Dahlke said that, at the present time, the Vanport City Cafeteria is showing some profit, which fact might exclude this cafeteria from the above order which refers to "cafeterias in the red." Commissioner Dahlke pointed out that the project cafeterias were not originally set up to show a profit but for the purpose of providing proper meals for war workers and that, under control of the Authority, the quality of food and service is guarded. He further expressed the opinion that the war production program would proceed full speed ahead until the emergency is over, and reported that the Oregon Shipyard has additional orders for 9000 aluminum pontoons and 4000 landing craft (which orders have not yet been announced). Mr. Dahlke believed the cafeteria would be needed for some time. Commissioner Detloff agreed that the cafeteria should be operated solely as a cafeteria for war workers and not for the purpose of deriving a profit.

Mr. Freeman proposed a plan whereby one portion of the dining room would be operated as a cafeteria and another portion would be equipped with a lunch counter. He added that a juke-box and pool tables might be installed for recreational purposes. Commissioner Detloff asked if such an arrangement would involve two separate operations. Mr. Freeman advised it would be operated under one management. Commissioner Detloff approved the restaurant and lunch counter combination but definitely opposed pin ball machines, punch boards and juke-boxes, expressing the opinion that these items would only lead to other gambling elements. Commissioner Norby also said he would have no objection to the above plan provided the two operations are combined under the same management. The Legal Counsel stated that the Authority would have the privilege of barring pin ball machines and punch boards as well as retaining control over the operation of the cafeteria.

Mr. Freeman then stated that the local staff desires authority to make necessary negotiations to learn what response might be obtained regarding a revised schedule for cafeteria operation. Commissioner Detloff asked if a person placing a bid would be lead to believe that contracts would be awarded, stating he did not believe bids should be invited unless the Authority intends to award

a contract, calling attention to expenses incurred in preparing bids. Commissioner Detloff suggested that it be expressly understood by those bidding that anyone submitting a proposal would be doing so voluntarily and that the change in operation may not actually take place and, further, that pin ball machines and punch boards would not be permitted, which items were unanimously considered undesirable in cafeterias.

Commissioner Capell made inquiries regarding the contract of the present operator of the Vanport City cafeteria. The Legal Counsel advised that Mr. Bruckner's contract could be terminated on a 30-day notice. Commissioner Capell also asked the extent of Mr. Bruckner's investment in the cafeteria. Mr. Freeman estimated this between five and seven thousand dollars, and advised that Mr. Bruckner would be willing to place a bid for the cafeteria on a percentage-lease basis.

Commissioner Capell then moved that the Management Division be authorized to obtain proposals to operate project cafeterias as a private enterprise on a percentage rental basis, and that it be expressly understood that anyone submitting a proposal would be doing so voluntarily and that the change in operation may not actually take place; also, that the operation would be strictly on a restaurant-cafe or lunch counter basis, with no punch board or pin ball operation. The motion was seconded by Commissioner Dahlke and, upon roll call, the vote was as follows:

AYES	NAYS
Dahlke	None
Capell	
Detloff	
Norby	

The Vice-Chairman declared the motion unanimously passed.

APPLICATION OF A. O. BERBERSEK AND N. S. GRIFFIN TO SELL FIRE WOOD IN EAST VANPORT

Mr. Freeman advised that Warren Hyde, who was previously authorized to sell kindling wood in East Vanport, finds it impossible to carry out his part of the agreement and now wishes to cancel his contract. The two above-named parties have applied for this concession and the application has already been recommended by the Management Division.

Commissioner Detloff moved that the application of A. O. Berbersek and N. S. Griffin to sell kindling wood in East Vanport be accepted. The motion was seconded by Commissioner Norby and, upon roll call, the vote was as follows:

AYES	NAYS
Dahlke	None
Capell	
Detloff	
Norby	

The Vice-Chairman declared the motion unanimously passed.

APPLICATION OF G. F. JOHNSON MUSIC COMPANY TO PLACE JUKE-BOXES IN APARTMENTS IN VANPORT CITY

Mr. Freeman presented the proposal of the G. F. Johnson Music Company to lease juke-boxes to tenants of Vanport City. He also presented a letter from the Management Division opposing installation of juke-boxes in apartments because of tenant complaints and because juke boxes have recently been a contributing factor to gambling conditions in the project. The Management Division recommended that the proposal of the G. F. Johnson Company be rejected.

Mr. Freeman explained that a number of juke boxes were picked up in recent raids and placed in the warehouse. The Legal Counsel reported that Mr. Johnson has been notified that the next time such machines are taken in raids they may be confiscated.

In his letter Mr. Johnson stated that the Negro is very fond of music and that frequent requests are received for juke boxes. Commissioner Detloff questioned whether these might be installed in apartments upon permit from the police department. The Legal Counsel advised that the Sheriff's Office will not issue such a permit. Mr. Freeman explained that the Project Manager of Vanport City also is definitely opposed to placing juke boxes in apartments and that he recommended the request of the Johnson Music Company be denied.

Following detailed discussion, installation of juke boxes in apartments was unanimously considered undesirable. Commissioner Norby then moved that no coin-operated music box be permitted in project apartments and that the application of the G. F. Johnson Music Company be rejected. The motion was seconded by Commissioner Detloff and, upon roll call, the vote was as follows:

AYES	NAYS
Dahlke	None
Capell	
Detloff	
Norby	

The motion was declared unanimously passed.

REQUEST OF R. L. HATHAWAY TO TRANSFER HIS BUSINESS INTEREST IN BARBER SHOP AT EAST VANPORT TO H. E. MEREDITH.

Mr. Freeman presented a letter from R. L. Hathaway, operator of the barber shop at East Vanport, requesting permission, because of the limited volume of business, to transfer his lease and business operation of the barber shop in this project to H. E. Meredith who has been working for Mr. Hathaway on a percentage basis. He also presented the application of Mr. Meredith, along with the recommendation for approval from the Management Division. Following brief discussion, Commissioner Norby moved that the request of Mr. Hathaway be approved and that the application of H. E. Meredith be accepted. The motion was seconded by Commissioner Capell and, upon roll call, the vote was as follows:

AYES	NAYS
Dahlke	None
Capell	
Detloff	
Norby	

The Vice-Chairman declared the motion unanimously passed.

REPORT ON NEGOTIATIONS FOR NEW LABOR AGREEMENT FOR 1945

The Executive Director recalled that this subject was held over from the previous meeting and stated that he would like to make a progress report regarding it. Mr. Freeman explained a petition received from building service employees requesting that, as of January 1, 1945, their wage rate be changed from 81.6 to .95¢ per hour. He advised that these employees are now working on a 48-hour week but are asking for a 40-hour week with 12 days vacation and 12 days sick leave. Mr. Freeman reported that Thomas Saxton, Senior Labor Relations Adviser, Federal Public Housing Authority, had made a wage-scale survey, but that the proposal must be presented to the War Labor Board. He did not know just what the opinion of the War Labor Board would be but said that the Union desires the proposed change to take effect January 1, 1945.

Mr. Freeman also reported that maintenance mechanics are requesting that their wage scale be raised from \$1.20 to \$1.35 and that they be given additional vacation and sick leave. He said that Mr. Saxton expressed the opinion that he might recommend \$1.26 with vacation and sick leave. Commissioner Detloff did not consider these changes out of line. Mr. Freeman, however, estimated that this change would create an additional payroll expense of \$130,000.00. He said that the Building Trades Council would be willing to wait until July for this change in wage rates but that the Building Services Union desires the change to take effect January 1, 1945.

Vice-Chairman Dahlke recommended that this subject be held over for the next meeting, January 4, 1945. Commissioner Capell suggested that, in the meantime, the Executive Director obtain figures to be studied by the Commissioners.

It was the suggestion of the Executive Director that, in order to avoid confusion in preparing budgets, the effective dates of the Labor Agreement be changed to read from July 1 to July 1, fiscal year of the Authority.

RESOLUTION APPROVING TRAVEL BY EMPLOYEES OF CONSTRUCTION DIVISION

Mr. Freeman explained travel expense incurred by certain employees of the Construction Division using their own cars and recommended that they be reimbursed by the Authority for mileage traveled during the period July 1, 1944 thru December 31, 1944, and that the Legal Counsel be authorized to prepare the necessary resolution. Mr. Humphreys suggested that the travel period be extended to March 31, 1945, to avoid the necessity of duplicating the resolution in the immediate future. Members unanimously agreed. Mr. Humphreys was authorized to prepare the necessary resolution, which was later submitted as follows:

RESOLUTION NO. 283

RESOLUTION APPROVING & AUTHORIZING TRAVEL BY
MOTOR VEHICLE BY CERTAIN EMPLOYEES OF THE
HOUSING AUTHORITY OF PORTLAND, OREGON, BETWEEN
JULY 1, 1944 TO & INCLUDING MARCH 31, 1945.

WHEREAS, the Housing Authority of Portland, Oregon, finds that in order for the Authority to be reimbursed from development funds of various Projects for the necessary travel of the employees of the Authority in connection with their employment and that such travel of such employees must be specifically authorized; and

WHEREAS, the Authority finds that the employees below listed have and will travel in connection with their employment by the Housing Authority of Portland, Oregon, and that such travel was and is necessary and should be specifically authorized;

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

Section 1. The following employees of the Housing Authority of Portland, Oregon, are hereby specifically authorized to travel on, to, and from the following projects:

35021	35029	35124	35092
35024	35051	35201	35095
35025	35052	35202	35096
35026	35053	35279	35097
35027	35061-T	35282	35098
35028	35123	35091	35099
			35059

and the Housing Authority Central Office and Warehouse; and be paid therefor at

the regular rate of .05¢ per mile when such travel is necessary in connection with their employment from the 1st day of July, 1944, to and including the 31st day of March, 1945. Such employees so authorized to travel are:

C. H. Wick, Director, Development Division
Edward J. Green, Cost Control Engineer
John H. Lewis, Utilities Engineer
John Borthwick, Plumbing Inspector
C. W. Timmons, General Construction Inspector
Henry Keller, Material Checker
W. R. Wilhelm, Street Inspector

Section II. This resolution shall take effect as of July 1, 1944.

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

AYES	NAYS
Dahlke	None
Capell	
Detloff	
Norby	

The Vice-Chairman declared the motion unanimously passed and the resolution adopted.

Adopted:

Vice-Chairman

Attest:

Secretary-Treasurer

Commissioner Detloff stated he had received a report that certain officials of Vanport City are also requesting auto repairs to privately-owned cars and questioned whether such service is in order. The Executive Director advised that such practise has never been authorized and agreed to investigate the report.

RESOLUTION AUTHORIZING SALE OF CHRISTMAS TREES - UNIVERSITY HOMES

The Legal Counsel presented the following resolution, authorized at the meeting held December 7, for approval of the Commissioners:

RESOLUTION NO. 284

RESOLUTION AUTHORIZING AND APPROVING THE EXECUTION OF A CONTRACT BETWEEN THE HOUSING AUTHORITY OF PORTLAND, OREGON, AND WALTER MALLORY FOR THE SALE OF CHRISTMAS TREES.

WHEREAS, Walter Mallory desires to sell Christmas trees in University Homes Housing Project, ORE-35051-52; now, therefore,

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

Section I. That the sale of Christmas trees on vacant ground in University Homes Housing Project ORE-35051-52 by Walter Mallory for a gross percentage from the sale of said trees be and the same hereby is approved.

Sect. II. The Chairman is hereby authorized and directed to execute for and on behalf of the Authority such contract between the Authority and said Walter Mallory as may be approved by the Management Division of the Authority and the Legal Counsel thereof and the Secretary-Treasurer is hereby authorized and directed to attest the same and impress the corporate seal of the Authority thereon.

Sect. III. This resolution shall take effect immediately upon its adoption. Commissioner Capell moved that the resolution be adopted. The motion was seconded by Commissioner Detloff and, upon roll call, the vote was as follows:

AYES	NAYS
Dahlke	None
Capell	
Detloff	
Norby	

The Vice-Chairman declared the motion unanimously passed and the resolution adopted.

ADOPTED:

Vice-Chairman

ATTEST:

Secretary-Treasurer

RESOLUTION AUTHORIZING TRAVEL EXPENSE FOR WM. S. BRUCKNER, OPERATOR, VANPORT CAFETERIA

The Legal Counsel presented the following resolution, authorized at the meeting held December 7, 1944, for approval of the Commissioners:

RESOLUTION NO. 285

RESOLUTION AUTHORIZING THE CHARGING OF TRAVEL EXPENSE
IN CONNECTION WITH THE OPERATION OF UNIVERSITY HOMES
AND VANPORT CAFETERIAS BY WM. BRUCKNER, THE OPERATOR
THEREOF, AND AUTHORIZING PAYMENT THEREOF.

WHEREAS, it is necessary in the operation of University Homes and Vanport Cafeterias, Projects ORE-35051-52 and ORE-35053, that William Bruckner, the operator thereof, do certain traveling by automobile in connection therewith and that the cost thereof should be charged and paid for as an expense of operation of the business of said cafeterias;

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

Sect. I. That the automobile traveling expenses of Wm. Bruckner heretofore incurred in connection with the operation of University Homes and Vanport Cafeterias be and the same is hereby approved, and

Sect. II. That William Bruckner be and he hereby is authorized to travel by automobile in connection with the operation of University Homes and Vanport Cafeterias, Projects ORE-35051-52 and ORE-35053, and that the cost be charged and paid for at the rate of 5 cents per mile for such travel as is necessary in connection with the operation of said cafeterias.

Sect. III. This resolution shall take effect as of December 1, 1944.

Commissioner Norby moved that the resolution be adopted as read. The motion was seconded by Commissioner Detloff and, upon roll call, the vote was as follows: -

AYES

NAYS

Dahlke

None

Capell

Detloff

Norby

The Vice-Chairman declared the motion unanimously passed and the resolution adopted.

Adopted:

Vice-Chairman

Attest:

Secretary-Treasurer

RESOLUTION AMENDING RESOLUTION NO. 279 ENTITLED "RESOLUTION ESTABLISHING SCHEDULE OF RENTS FOR MILITARY PERSONNEL, FOR ALL PROJECTS EXCEPTING COLUMBIA VILLA.

The Legal Counsel presented the following resolution amending Resolution No. 279, correcting the rental charge listed therein on no-bedroom units to read \$18.50 instead of \$18.00.

RESOLUTION NO. 286

RESOLUTION AMENDING RESOLUTION NO. 279

WHEREAS, the Housing Authority of Portland, Oregon, has heretofore adopted a schedule of rents for military personnel for all Projects excepting Columbia Villa, ORE-2-1, by Resolution No. 279 and it appearing that there was an error in said resolution; now, therefore,

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

Section 1. That resolution No. 279 be and the same is hereby amended to read as follows:

"RESOLUTION NO. 279

RESOLUTION ESTABLISHING A SCHEDULE OF RENTS FOR MILITARY PERSONNEL FOR ALL PROJECTS EXCEPTING COLUMBIA VILLA.

WHEREAS, this Authority now wishes to establish a schedule of shelter rents for all projects, with the exception of Columbia Villa, to be charged military personnel in accordance with the National Rent Schedules established by the War and Navy Departments pursuant to the provisions of the Lanham Act:

BE IT RESOLVED, THEREFORE, by the Housing Authority of Portland, Oregon as follows:

Section 1. The following schedule of monthly shelter rental rates shall apply to military personnel assigned to military or Naval reservations, posts, bases, or industrial plants served by the projects, to which shall be added basic furniture rental and utility charges as determined by the Authority Management:

Size of Unit	Commissioned Officers and Warrant Officers	Enlisted Personnel	
		First Three Grades	Grades Four through Seven
0-Bedroom	\$25.00	\$18.50	\$ 9.00
1-Bedroom	27.50	21.00	11.00
2-Bedroom	30.00	23.50	13.00
3-Bedroom	32.50	26.00	15.00
4-Bedroom	35.00	28.50	17.00

Said shelter rentals plus utilities shall in no event exceed the monthly shelter rents heretofore established.

Section II. That rentals to other persons shall remain in full effect, except insofar as the same are modified by the provisions of this Resolution.

Section III. This Resolution shall take effect as of December 1, 1944."

Section 2. This Resolution shall take effect as of December 1, 1944.

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

AYES	NAYS
Dahlke	None
Capell	
Detloff	
Norby	

The Vice-Chairman declared the motion unanimously passed and the resolution adopted.

Adopted:

Vice-Chairman

Attest:

Secretary-Treasurer

GENERAL:

Report on NAHO Conference

Mr. Freeman reported favorable comment on the recent NAHO Regional Conference held in Portland on December 7 and 8 and said that numerous complimentary letters had also been received.

Annual Meeting

The Executive Director announced the Annual Meeting of the Authority, to be held on Monday, January 8, 1945.

Proposed Publicity Program

The Executive Director agreed regarding advantages that might be derived from a publicity program such as outlined by the Vice-Chairman at the previous meeting. For the benefit of Commissioner Detloff, who was absent from the meeting held December 7, Mr. Dahlke described briefly the publicity program he proposed at that meeting. Mr. Dahlke pointed out that housing itself is not new, but that the conversion of a war housing project, such as Vanport City, into an industrial area would be news. He believed that, through the correct story written by an experienced writer on the war housing program in this area, beneficial results could be obtained.

Commissioner Detloff expressed the opinion that, because of the fact that the general public has no true conception of what the war housing program really consists of, the local Authority is subjected to much undue criticism. He emphasized the importance of publicity regarding a "sixty-million dollar" expenditure of Federal funds (Vanport City), and recommended that the public be kept informed on project operations. Mr. Detloff further pointed out the possibility of unfavorable reflections being cast upon the local Committee by lack of proper information on the part of the public.

Mr. Freeman described articles published sometime ago in the Western City Magazine and American City Magazine and reported that a story more recently forwarded to the Saturday Evening Post had been rejected. Mr. Freeman advised that all other housing authorities are printing an annual report and that the local Authority, too, is required to present an annual report although no date is specified. He added that, sometime ago, Mrs. Hedges gathered data for an annual report, along with photographs, but that this needs to be brought up to date. Mr. Freeman thought perhaps this material could be modified and submitted as a basis for the annual report. Commissioner Detloff considered an annual report somewhat inadequate for publicity purposes but suggested the "high lights" might be extracted for such use.

Mr. Freeman reported that at the present moment material consisting of various statistics, and stories describing changes in the projects, is being prepared for Mr. Turner of The Oregonian for a year-end summary on war housing.

Members unanimously concurred regarding the importance of proper publicity in order that the general public may become better acquainted with the war housing program. Commissioner Dahlke and the Legal Counsel agreed to make the necessary inquiries.

Public Housing for Ex-Servicemen

The Vice-Chairman read a complaint which had been received by Commissioner Detloff from Mr. N. A. Broeren of N. A. Broeren, Inc., Guardian Building, Portland, regarding an ex-service man who, in financial straits, experienced considerable difficulty trying to secure a defense house. In his complaint, Mr. Broeren stated the veteran made his first inquiry at the USO where he was referred to the Oregon Relief Committee. The Oregon Relief Committee in turn referred him to the War Housing Center where he was told that that office could make no exception to their rule, even though he may have proper credentials showing he

was recently discharged from the armed services. Upon returning to the Relief Committee, the veteran was then sent to the Red Cross, who, Mr. Broeren stated, either guaranteed or advanced the money so that he could move into one of the defense units. Mr. Broeren stated that, in his opinion, a man with proper discharge papers should be entitled to a weeks rent until such time as he would receive his first pay check.

Commissioner Detloff pointed out the possibility of many service men returning in financial difficulty and urged that this problem be given prompt consideration and that the Authority establish a schedule whereby housing accommodations may be furnished an ex-service man until he has obtained employment. All present agreed that it should be unnecessary for an ex-service man to call at all the various agencies in the city before he is taken care of. Mr. Detloff reported that a certain Union Local frequently extends a free initiation to an ex-service man so he may go to work. Mr. Detloff asked how much cash must be put up before a person can move into a defense unit. Mr. Freeman explained the rental procedure for the security and payment of rent in advance. The Legal Counsel stated that the rent schedule is actually quite flexible and that, in certain cases, deposits have been made as low as \$8.75. Mr. Humphreys said that the Welfare Agency or the Red Cross would care for destitute cases and recommended that, in the case of an ex-service man with a wife and child, who has no place to go, Mrs. Marie Robinson, Chief of the Tenant Placement Section of the local Authority, be consulted.

Commissioner Detloff pointed out that when the above-mentioned veteran called at the War Housing Center he should have been referred directly to the Housing Authority. The Vice-Chairman then gave Mr. Broeren's letter to the Executive Director with the request that he write a letter to Mr. Victor, Manager of the War Housing Center.

Members unanimously concurred in the recommendation of the Legal Counsel that the Authority furnish complete information to the USO and the George White Center regarding rules concerning service men and discharged service men applying for public housing, including a schedule of military rents and information as to security deposits and payments of rent in advance, as well as information as to where a veteran may apply for financial aid. The Executive Director agreed to assemble the proper information and transmit it to these two agencies.

Current Status of Bellaira Court

Mr. Freeman reported that Bellaira Court is still in a stand-by status since the Authority could not reasonably operate this dormitory. Mr. Freeman said that the Authority had always acted upon recommendations of the Army regarding tenant placement in that project and suggested the possibility of the Army taking it over in the future, if the need arises.

Occupancy Report

Members discussed the Occupancy Report of December 16, 1944, which indicated a total project occupancy of 94.2%. The report also showed a large waiting list and but few vacancies, with the exception of 119 units at Fairview Homes. Mr. Freeman explained that only the long driving distance to the city prevents complete occupancy of Fairview Homes. Commissioner Detloff stated that a recent survey indicated that approximately 35% of 11,000 persons living outside the city limits of Portland drive to their work in the city. Mr. Detloff expressed the opinion that, because of the excellent bus service from Troutdale directly to the shipyards, it should not be so difficult to fill that project during the present housing emergency.

Mr. Freeman gave a brief account of damage done by the recent windstorm to dwelling units at Fairview, as submitted by Don Byers, Maintenance Engineer.

Armored Car Service

Commissioner Detloff recommended that the year-to-year contract for armored car service for collecting money from housing projects be opened to new bids. The Executive Director agreed to review the present contract and make a report at the next meeting.

Unused Lumber from East Vanport Project

Commissioner Dahlke inquired regarding unused lumber from East Vanport which was stored by the FPHA. Mr. Freeman reported this has been used elsewhere in the Region.

Coal Situation

Commissioner Dahlke inquired regarding the present coal situation. Mr. Freeman reported that the coal supply has been taken care of and that the Authority is not purchasing any further coal at the present time.

Fire Losses

The Legal Counsel brought up the question of charging off fire losses. He explained the present procedure of charging fire losses caused by carelessness

on the part of a tenant to the tenant's rent card, as a result of which such amounts are usually left showing as collection loss. Mr. Humphreys said, in his opinion, this procedure needs to be revised, and recommended that fire losses be carried in a separate account so that the Authority may have a complete record of such losses. He also advised that the Federal Government does not carry fire insurance on buildings and suggested that the subject of insurance be referred to the Regional Office of the FPHA and that he might make a trip to Seattle sometime after the 1st of the year. Mr. Humphreys stated that no motion would be required, that he was only requesting the opinion of the Commissioners on this question. Mr. Freeman stated that the method of accounting for fire losses had been revised at various times during the past two years but the FPHA accounting manual had never been revised as it should be.

Commissioners unanimously concurred in the recommendation of the Legal Counsel and requested that fire losses no longer be charged to the tenant's rent record card, but that a separate account be established for such losses.

Proposed Overpass for N. W. Kittredge Street

Commissioner Capell inquired regarding the proposed pedestrian overpass at N. W. Kittredge Street. Mr. Freeman reported that he recently called the City Engineer's Office and that only last week they were writing specifications for the overpass. Mr. Freeman was of the opinion that the FWA guaranteed payment for bus service at that point for ninety days and that no doubt the bus service could be prolonged thru the Winter and coming Spring. He stated the need for the overpass still existed.

Reorganization of Management Division

Mr. Freeman reported the recent reorganization of the Management Division of Region VII, which affects the local area as follows:

Mr. Charles R. Kearny was transferred as Supervisor to Area No. 1, Puget Sound, with most of his present staff. Mr. Albert A. Pierson has been appointed Supervisor over Area No. 2, which includes Portland, Vancouver, and the western coast of Oregon. Mr. Robert L. Nelson, formerly in the Puget Sound area, was transferred to Area No. 2 as Assistant to Mr. Pierson. Mr. Freeman expressed utmost confidence that the same cooperative relationship with the Management Division of the FPHA would continue under this new arrangement.

ADJOURNMENT

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

Herbert D. Ahlbe
Vice-Chairman

Harry Freeman
Secretary-Treasurer