

Commission Members

CHAIR ANNE GRIFFITH
VICE-CHAIR GREGORY D. HARTWIG
COMMISSIONER JANNY CASTILLO
COMMISSIONER LYNETTE JUNG LEE
COMMISSIONER BARBARA MONTGOMERY
COMMISSIONER MARK J. TORTORICH
COMMISSIONER WILLIAM J. MAYES

Executive Director

Patricia Wells

In accordance with Article III, Section 1 and 2, of the Oakland Housing Authority Bylaws, NOTICE IS HEREBY GIVEN that the **Special Meeting** of the Board of Commissioners has been called. The meeting will be held as follows:

HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA

Special Meeting

Monday, December 12, 2022 at 6:00 p.m.
1619 Harrison Street, Oakland, California, Commissioners' Room first floor.

***Meeting In-Person and Via Teleconference Pursuant to Assembly Bill 361
[(Chapter 165, Statutes of 2021) approved by the Governor on September 16, 2021]***

Join Zoom Meeting Online:

<https://oakha-org.zoom.us/j/86838323233?pwd=Y1pMODFrY3hzUHhVjg3ZGRTemFvUT09>

Meeting ID (access code): 868 3832 3233 Meeting Password: 853576

Closed Caption – provided through the link

To participate by Telephone: 1 (669) 219-2599

Meeting ID (access code): 868 3832 3233 Meeting Password: 853576#

If you need special assistance to participate in the meetings of the Oakland Housing Authority Board of Commissioners, please contact (510) 874-1510 (TDD: 800-618-4781). Notification 48 hours prior to the meeting will enable the Oakland Housing Authority Board of Commissioners to make reasonable arrangements to ensure accessibility.

All public comment on action items will be taken at the public comment portion of the meeting. You may comment via zoom by “raising your hand” or by submitting an e-mail to publiccomments@oakha.org or call using the zoom participant number.

- You may request to make a public comment by “raising your hand” through Zoom’s video conference or phone feature, as described below. Requests will be received only during the designated times in which to receive such requests and only for eligible Agenda items. Public comments will be subject to the appropriate time limit of three (3) minutes.
- To comment by Zoom video conference, click the "Raise Your Hand" button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Instructions on how to “Raise Your Hand” is available at: <https://support.zoom.us/hc/en-us/articles/205566129> - Raise-Hand-In-Webinar.
- To comment by phone, please call on one of the phone numbers listed below. You will be prompted to “Raise Your Hand” by pressing “*9” to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Please unmute yourself by pressing *6. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> - Joining-a-meeting-by-phone.



Oakland Housing
Authority

AGENDA

Special Meeting December 12, 2022, 6:00 pm

- I. Pledge of Allegiance
- II. Roll Call
- III. Approval of Minutes:
 - A. Approval of Minutes of the Special Meeting of November 21, 2022
- IV. Recognition of people wishing to address the Commission
- V. Old or Unfinished Business
- VI. Modifications to the agenda
(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists.
- VII. New Business:
 - A. Presentation of the Oakland Housing Authority Key Partner Award to Mayor Libby Schaaf
 - B. Presentation and Public Hearing on the Harrison Tower Rehabilitation Project (Oakland, CA) Relocation Plan
 - C. Authorization to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with Slim Jenkins Court II LLC (Slim Jenkins), a partnership owned by the East Bay Asian Local Development Corporation (EBALDC), for an additional five years for a maximum 20-year term for annual housing assistance payments in the amount of \$317,460 and a total contract amount of approximately \$1,587,300
 - D. Authorization of the conditional award of Housing Choice Voucher Reserves to fund a capitalized operating subsidy reserve in an amount up to \$3,112,566 to Phoenix 801 Pine, LP, for the project, The Phoenix, subject to clearance under the National Environmental Policy Act (NEPA), and authorizing the Executive Director to execute documents evidencing the provision of the capitalized operating subsidy reserve for a 15-year term
 - E. Presentation of the unaudited Financial Status Report for the three month period ending September 30, 2022

- F. Authorization to apply a retroactive Cost of Living Adjustment (COLA) to all positions represented under SEIU Local 1021 Maintenance effective July 1, 2022, to issue cost of living increases effective July 1, 2023, and July 1 2024, to issue a signing bonus to all active employees represented under SEIU Local 1021 Maintenance, and to apply a wage equity adjustment for Building and Grounds Workers positions retroactive to July 1, 2022
- G. Authorization to apply a retroactive Cost of Living Adjustment (COLA) to all positions represented under SEIU Local 1021 HAR/APA/HES effective July 1, 2022, to issue cost of living increases effective July 1, 2023, and July 1 2024, and to issue a signing bonus to all active employees represented under SEIU Local 1021 HAR/APA/HES
- H. Authorization to apply a retroactive Cost of Living Adjustment (COLA) to all Unrepresented positions effective July 1, 2022, to issue cost of living increases effective July 1, 2023, and July 1 2024, and to issue a signing bonus to all non-leadership level Unrepresented employees
- I. Ratification to renew the commercial property (fire) insurance policy with Housing Authority Property Insurance and to make payment of the annual premium in an amount, not to exceed \$283,524
- J. Consent Agenda:
Items on the Consent Agenda are considered routine and do not require separate discussion. If a Commissioner wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately. Questions or clarifications may be considered by the Commission without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.
 - 1. Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361
 - 2. Authorization to execute a two-year contract with up to three one-year option terms with Castillo Plumbing for plumbing services in an amount not to exceed \$650,000

VIII. Written Communications Departments' Monthly Report.

IX. Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission.

X. Reports of Commission Committees.

XI. Announcements by Commissioners.

XII. Adjournment of Public Session

Anne Griffith, Chair of the Commission

By



Patricia Wells, Secretary

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Presentation for Mayor Libby Schaaf's Key Partner Award

Date: December 12, 2022

Mayor Libby Schaaf served as Mayor of Oakland since 2015. During Mayor Schaaf's two terms, the Oakland Housing Authority (Authority) staff worked with the City of Oakland to facilitate many new and successful programs to assist residents of Oakland. From a robust effort to launch the Owner Incentives initiative and increase the number of landlords to the citywide commitment to addressing homelessness through President Biden's House America and Governor Newsom's Homekey initiatives, Mayor Schaaf's partnership has been key to advancing the Authority's housing goals and creating permanent and positive housing outcomes for individuals and families in Oakland.

Staff will present the Mayor with OHA's first Key Partner Award in recognition of her efforts and conviction to resolve affordable housing challenges in Oakland.



MAYOR LIBBY SCHAAF OAKLAND HOUSING AUTHORITY KEY PARTNER



Oakland Housing
Authority

2015-2023

HIGHLIGHTS

- 491 JobsPlus grant participants
- Eight sites completed
 - With over 700 new units built
- MTW Contract was extended until 2028
- 17 new OHA homeowners
- Over \$1M in escrow distributed through FSS



NEW INITIATIVES

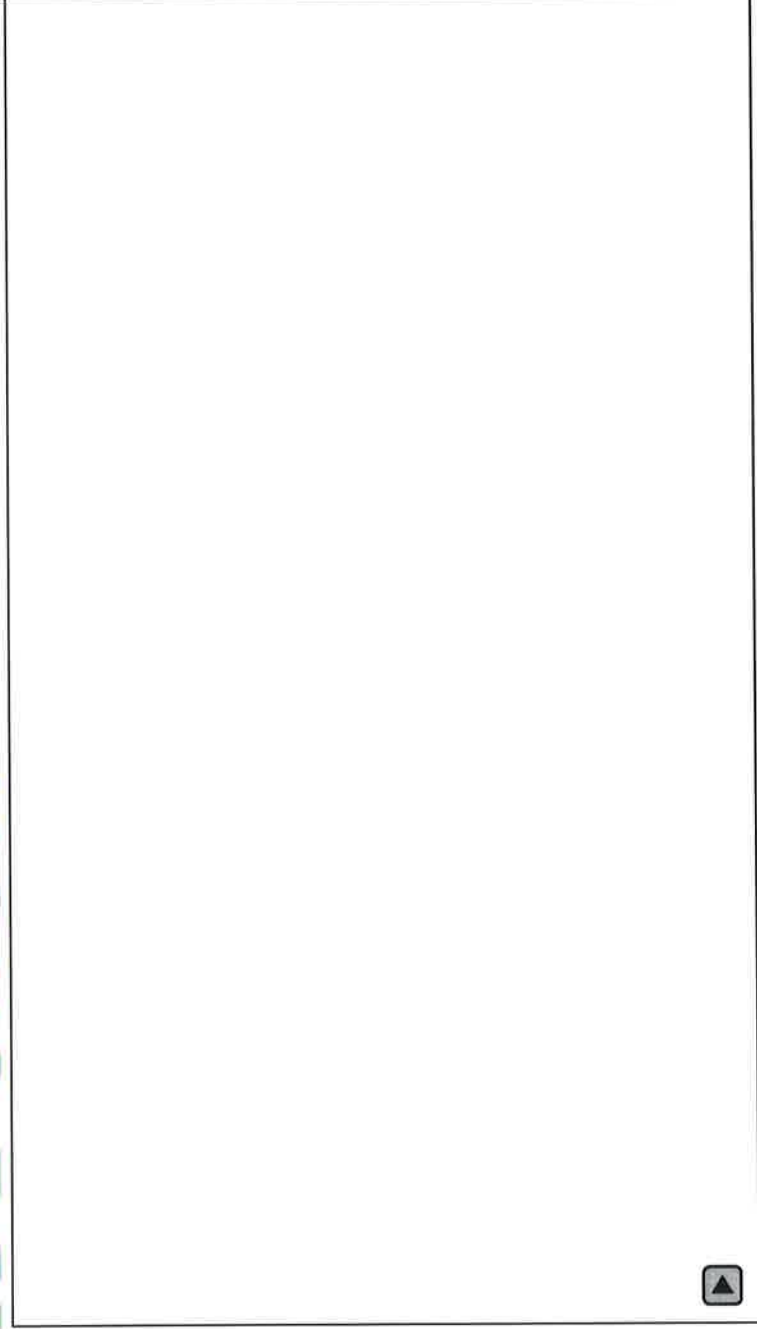
- Emergency Housing Vouchers
- Owner Incentives Program
- Local Program Expansion
 - SBHAP (OPRI) – 80 additional families
 - Building Bridges – 150 new families assisted

5,287 ↑

**New OHA owners
welcomed since
2015**



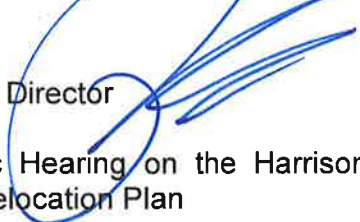
SLIDE SHOW



| COMMENTS

**Executive Office
Oakland Housing Authority MEMORANDUM**

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Request: Presentation and Public Hearing on the Harrison Tower Rehabilitation Project (Oakland, CA) Relocation Plan

Date: December 12, 2022

Purpose: The Oakland Housing Authority is holding a public hearing on December 12, 2022 at 6:00 PM, to hear comments on the Harrison Tower Rehabilitation Project (Oakland, CA) Relocation Plan. The public comment period for the draft Plan began on November 1, 2022. The public comment period must be at least 30 days and will remain open until December 22, 2022.

Funding: No funding is required for this item.

Background:

On October 12, 2017, the Oakland Housing Authority (Authority) submitted a disposition application under Section 18 of the US Housing Act of 1937 and the implementing regulations 24 CFR part 970 to the US Department of Housing and Urban Development for 253 units in three (3) senior public housing properties: Oak Grove North, Oak Grove South and Harrison Tower. The Authority received approval of its application for the three properties on July 5, 2018.

The Authority staff pursued the refinancing and rehabilitation of Oak Grove North and Oak Grove South first, and proceeded to close on all financing in December 2019 and start construction in January 2020. Construction was completed on both sites in Summer 2022. Starting in 2019, the Authority staff initiated predevelopment activities for Harrison Tower.

The Authority procured Overland, Pacific and Cutler (OPC) as the relocation consultant for the Harrison Tower project. OPC's scope of services include: create a culturally appropriate resident communications plan, interview all residents in their first language to ascertain their individual housing needs, draft the Relocation Plan (Plan) that complies with all Federal, State and local regulations, and implement the Plan, once approved. Pursuant to the Plan, OPC will deliver all required notices to households to be displaced, assist all households with finding and relocating to comparable replacement housing, process relocation claims, make any financial assistance payments to displaced households, and facilitate the residents' off-site moves including coordinating all packing

and moving activities. The Relocation Plan also sets forth an appeals process for disputes about eligibility or other matters and set forth policies and procedures necessary to conform with applicable statutes and regulations.

OPC distributed a relocation "General Information Notice" and a "Relocation FAQ's" to all residents (translated into Chinese and Vietnamese) on October 21, 2021. An Updated Informational Letter was distributed on November 14, 2022. In addition, the Authority hosted three (3) resident community meetings (two conducted in Chinese language and one conducted in Vietnamese language) in November 2021 where the renovation project and relocation program were presented. Staff also offered residents the opportunity to voluntarily transfer to the newly renovated apartments at Oak Grove South. To date, thirteen (13) residents have voluntarily transferred to Oak Grove South in January and July 2022. Staff recorded all questions and distributed a Questions & Answers from each of the meetings to all residents (also translated into Chinese and Vietnamese languages respectively).

In August and September 2022, OPC staff interviewed each of the remaining 65 residents individually to explain the relocation program and ascertain each resident's housing needs. The Authority will continue to work with Harrison Tower residents to ensure that the relocation process goes smoothly and that residents are fully supported during this transition.

The Relocation Plan for Harrison Tower was drafted by OPC and has been made available for public comment for at least thirty (30) days. The Authority and OPC proceeded to conduct a public outreach process that extends beyond the Federal and State requirements. On November 1, 2022, copies of the Plan were distributed to all residents. The Plan was translated from English into Chinese and Vietnamese languages respectively upon request. The Plan was also posted on the Authority's website on November 22, 2022 and notice of the availability of the Plan will be published in the East Bay Times the week of November 28, 2022. Staff will consider all written comments received by Thursday, December 22, 2022.

California relocation law requires that public agencies approve a written Relocation Plan whenever a substantial number of residential occupants are displaced by government activity. In compliance with State and Federal requirements, (including the California Code of Regulations, Title 25, Section 6000 et seq. hereinafter referred to as the "State Relocation Regulations"), the Authority has caused the preparation of the Plan to ensure that uniform, fair, and equitable treatment is afforded to residents displaced from their units as a result of the rehabilitation. The implementation of the Plan will ensure that residents do not suffer disproportionate injury as a result of a project created to benefit the public as a whole.

Prior to proceeding with any displacement, the Authority must make certain determinations including:

- Fair and reasonable relocation payments will be provided to eligible displacees;
- A relocation assistance program in conformance with State and federal relocation laws is being provided;

- Displacees will be adequately informed of the assistance, benefits, policies, practices and procedures, including appeals procedures related to the Plan and its implementation;
- Based on the information in the Plan, comparable replacement housing will be available prior to displacement;
- Adequate provisions have been made to provide orderly, timely and efficient relocation of displacees to comparable replacement housing without regard to race, color, religion, sex, marital status or national origin; and
- A relocation plan has been prepared.

The Plan provides evidence necessary for the Authority to make the above determinations, demonstrating that there is adequate replacement housing available for the households to be displaced, that the households will receive relocation assistance to insure that the displaced households housing costs do not exceed 30% of household income and households will be provided with notices and information regarding the relocation program.

Requested Action:

Staff requests that the Board hear public comment on the Harrison Tower Rehabilitation Project (Oakland, CA) Relocation Plan.

Attachment: Harrison Tower Rehabilitation Project (Oakland, CA) Relocation Plan



Oakland Housing
Authority



OPC

Oakland Housing Authority Harrison Tower Rehabilitation Project

December 13th & 14th, 2022

Introductions – Our Relocation Staff



Brett Paulson
SR/WA, R/W-NAC,
R/W-RAC

Sr. Program Manager

- Program Oversight
- Staff Management
- Client contact
- Ensuring relocations are in-compliance with State requirements



Vanessa Ringgold
SR/WA, R/W-RAC

Sr. Project Manager

- Back-Up Management
- Extensive knowledge of both Temp and Perm Relocation
- Senior Housing Experience



Sean Kerr
Senior Agent

- Lead Relocation Specialist
- Project Coordinator
- Extensive Northern California Housing Experience



Rona Cremer
Senior Agent

- Assists Tenants through Relocation Process
- Solid Northern California Housing Experience
- Specializes in temporary and permanent relocation assistance for affordable housing



Ana Vargas
Relocation Specialist

- Assists Tenants through Relocation Process
- Background as Housing Resource Specialist
- Assures Housing Meets Habitability Standards

Project Regulations



Tenant Protection Vouchers

TPV's are Section 8 Payment Vouchers that will ensure direct payment to the landlord, additional payments may be provided by OHA to reduce tenant portion to 30% of GMI

HUD Section 18 Dispositioning Plans

- Utilized for demo or major rehab projects, only provides moving assistance payment and advisory services for help finding replacement housing (**although a Housing Authority may offer Tenant Protection Vouchers (TPV)**)

Government Code 7260 et seq (CA State Relocation Law)

- Provides advisory services (assistance with claims, finding and securing replacement housing, transportation, tenant notices), requires that residents pay no more than their current rent or 30% of their gross adjusted monthly income (whichever is lower, and a moving assistance payment; this law is triggered by permanent residential tenant displacement and the use of tax credits).

Relocation Assistance

1. Inform tenants of available relocation assistance and explain relocation process.
2. Coordinate w/ translators, service providers and assistance agencies, as required.
3. Provide residents with on-going advisory assistance to minimize their hardship.
4. Identify comparable, available replacement housing, and coordinate with property owners/landlords that may be willing to accept and qualify units for the voucher program.
5. Provide written referrals to replacement housing and assist residents in locating replacement housing.
6. Prepare & distribute Informational Letters, Referrals, Notices of Eligibility, 90 Day Notices to Vacate, as required for relocation requirements and tenant requirements.
7. Determine proposed amount of relocation benefits, including moving payments and rental assistance payments (gap payments), if applicable.
8. Coordinate with property owners/landlords regarding actual replacement units, TPV program inspections, and paperwork for the PTV program.
9. Assist household in setup of utility accounts necessary for the replacement site.
10. Coordinate with tenants and prepare for “move readiness” of household as move out date approaches.



Relocation Assistance (continued)

11. Coordinate with the mover, tenants, and property management to coordinate move-out efforts and assist with replacement site efforts as needed.
12. Inspect replacement dwellings to determine if they are "decent, safe, and sanitary" and help facilitate the required TPV program inspections for OHA.
13. Arrange transport of residents to the replacement unit, as applicable.
14. Prepare all applicable benefit forms, obtain claimant's signatures on claim forms, and submit claims for processing and payment, and maintain documentation in the relocation files.
15. Deliver benefit checks to claimants, as applicable, and obtain receipts of delivery.
16. If necessary, set-up and maintain a Trust Account to be funded by OAH wherein OPC may pay security deposits or making payments directly to tenants or to vendors as directed by OAH.
17. Maintain necessary case documentation in compliance with applicable requirements.
18. Upload file documents to electronic files for distribution to OAH at Project completion.



Challenges/ Solutions

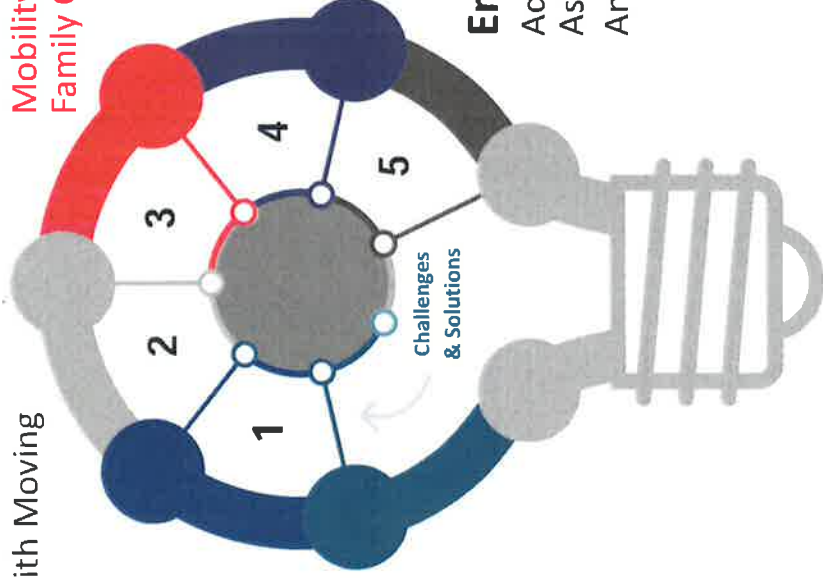
**Movers Availability
& Claims Process**
Plan Early with Moving
Companies

Tenant Challenges
Compassion & Additional Care,
Mobility Issues, Care Giver &
Family Coordination

Available Housing
Proper Planning,
Specific Tenant Needs,
Owner Coordination,
Voucher Program Explanation
& Coordination

**Minimal Life
Disruptions**
Prioritize Most
Important Needs,
Proactive Approach

Enhanced Safety
Additional Steps to
Assure Safety,
And Mental Health



Timeline/Project Schedule

Date	Action
Oct. 2022 - Nov. 2022	OHA and property management staff initiate resident Section 8 eligibility processing for first group of 20 residents who indicated an interest in moving in 2022 or early 2023.
November 2022	OPC begins contact with property owners to confirm availability of comparable units and willingness to participate in TPV program.
December 2022	As residents receive their TPV approvals, begin first tenant relocations (currently in process with 20 ETA Dec/Jan) .
Dec. 13 & 14, 2022	General Informational meeting with OHA/OPC to provide program overview, answer any questions, and provide assurances to tenants.
Dec. 2022 - Jan. 2023	Identify comparable units & prepare first group of Eligibility Notices (NOE's) and issued to tenants that have received vouchers.
Feb. 2023 - March 2023	OHA to obtain remaining 43 TPVs and qualify tenants.
Jan. - July 2023 (Ongoing)	OPC to coordinate the TPV approval process and inspections with willing property owners.
Feb. 2023 - Dec. 2023	OPC to continue identifying and securing replacement units, providing NOE's, advisory services, vacate notices, and move coordination until all tenants have relocated.

Special Circumstances Related to Senior Relocation Assistance

- Transportation arrangements, including medical transport for mobility challenged tenants
- Special equipment coordination for bed-ridden or mobility challenged
- Family/caregiver/custodian coordination
- Meals on Wheels (and other programs) transfer coordination
- Mail forwarding/utility/cable/internet transfer and set-up coordination
- Special move services (packing/unpacking/hospitality services) coordination
- Focus on appropriately accessible replacement units
- Lots of listening, concern and encouragement throughout the process to assure you will receive all benefits, guidance and assistance available
- OHA is able to start its relocation program early thus giving residents plenty of time to find new housing is that is most suitable to them; with well over a year before construction may start, no resident should feel rushed to move





Oakland Housing
Authority

Questions & Answers

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Authorization of the Executive Director to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with Slim Jenkins Court II LLC (Slim Jenkins), a partnership owned by the East Bay Asian Local Development Corporation (EBALDC), for an additional five years for a maximum 20-year term for annual housing assistance payments in the amount of \$317,460 and a total contract amount of approximately \$1,587,300

Date: December 12, 2022

Purpose: This action will approve a five-year extension to the initial 15-year term for a maximum term of 20 years, based on the maximum allowed under regulatory changes authorized by the Housing Opportunity Through Modernization Act of 2016 (HOTMA).

Funding: Approval for the approximately \$317,460 of operating subsidy for each year of the contract, including the funding for the five-year extension, will be proposed in the Authority's corresponding annual operating budget in the Leased Housing Department's budget line item number 4715-05-000 HAP Expense. The annual amount may change in accordance with Fair Market Rents and Annual Adjustment Factor published by the United States Department of Housing and Urban Development.

Background:

On May 4, 2009 the Board of Commissioners adopted Resolution Number 4116 authorizing the Executive Director to conditionally award 11 Section 8 Project-Based Vouchers (PBV) for Slim Jenkins Court.

At the time of the conditional award by the Board of Commissioners, the maximum initial term of 15 years and any optional term of a PBV HAP contract was based on Section 8(0)(13)(F) & (G) of the Housing Act of 1937.

On May 8, 2013, the Executive Director executed a Housing Assistance Payment (HAP) contract with Slim Jenkins Court for the awarded 11 PBV units for an initial 15-year term.

On October 30, 2017, the United States Department of Housing and Urban Development issued Notice PIH 2017-21, which provided guidance to public housing agencies regarding changes to the PBV program made by HOTMA. HOTMA amended Section 8(0)(13)(F) &

(G) of the 1937 Act to provide that both the initial PBV HAP contract and any extension of the contract may have a term of up to 20 years, increased from 15 years.

In 2020, EBALDC conducted a portfolio refinancing and was required to advance funds to become the senior lender of Slim Jenkins. Slim Jenkins Court II LLC has secured a loan commitment from First Republic Bank (FRB) to repay the advanced proceeds back to EBALDC. The loan will carry a 10-year term through approximately December 2032. This five year extension will address FRB's requirement that the HAP contract's expiration date extend beyond the loan's maturation date.

The Office of Real Estate Development (ORED) has worked in collaboration with EBALDC to conduct a review of the project's history, operating statements, and strategies for refinancing in the future to ensure the project's viability.

Staff recommend the approval and authorization of a five-year extension to the HAP contract for 11 PBVs for a maximum 20-year term in alignment with Board and Authority policy as well as with HOTMA to assist Slim Jenkins Court II LLC close on the new First Republic Bank mortgage.

Recommended Action:

It is recommended that the Board of Commissioners adopt the attached resolution to recommend and approve a five-year extension to the initial 15 year HAP contract for a maximum term of 20 years to Slim Jenkins Court II LLC for annual housing assistance payments in the amount of \$317,460 and a total contract amount of approximately \$1,587,300.

Attachments: Resolution 4116
 Resolution
 EBALDC's request for extension

**THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF
THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Hartwig

Seconded by Commissioner: Pitts

and approved by the following vote:

AYES: Commissioners Pittman, Hartwig, Pitts, and Chair Mayne

NAYS:

ABSTAIN:

ABSENT: Commissioners Curry, Hurd and Purvis-Allen

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: 4116

**RESOLUTION APPROVING THE AWARD OF PROJECT-BASED
VOUCHER ASSISTANCE TO DEVELOPERS THAT RECEIVED
AFFORDABLE HOUSING FUNDS IN THE CITY OF OAKLAND'S
COMPETITIVE FUNDING PROCESS**

WHEREAS, the Authority is authorized under its Moving to Work (MTW) Agreement effective March 31, 2004 to develop and adopt reasonable policies and processes for project-basing Section 8 leased housing assistance; and

WHEREAS, the Board of Commissioners approved provisions in its Moving to Work Plan relating to project-based voucher assistance on June 27, 2005 which allow the Authority to utilize other affordable housing competitions to award project-based voucher assistance; and

WHEREAS, those changes included the ability to award project-based voucher assistance through the City of Oakland's affordable housing competition; and

WHEREAS, capacity exists within the Commission approved level of Section 8 units to be project based; and

WHEREAS, five awardees in the City of Oakland's recent affordable housing NOFA and the newly added preservation and rehabilitation NOFA, of which one is

a new construction and four are preservation and rehabilitation projects, requested project-based voucher assistance; and

WHEREAS, all five projects are pre-screened and determined eligible for project-based voucher assistance; and

WHEREAS, the primary goal of the Authority's project-based voucher program is to create new affordable housing units, whether that is through new construction or via preservation of affordable units that are in critical need of rehabilitation and capital improvement; and

WHEREAS, the inclusion of project-based voucher assistance will help developers secure adequate financing to complete these projects, and preserve low income family housing that are "at-risk" of losing their affordability; and thus, increase the supply of affordable housing available to the Authority's clients in the City of Oakland for at least the next 15 years.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA;

THAT, project-based voucher assistance shall be awarded to the Willow Place Senior Homes, Effie's House, Drachma Housing, Marin Way Court, and Slim Jenkins Court projects as outlined in the staff recommendation; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on May 4, 2009.



Secretary / Executive Director

ADOPTED: May 4, 2009

RESOLUTION NO. 4116



December 9, 2021

Patricia Wells
Executive Director
Oakland Housing Authority
1540 Webster Street
Oakland, CA 94612

RE: Slim Jenkins Court / EBALDC Bond 2012, LLC – 700 Willow Street, Oakland
Contract # CA003-PBV-029

Dear Ms. Wells,

EBALDC is in the process of securing a new senior loan for Slim Jenkins Court with First Republic Bank (FRB). EBALDC is currently the lender, as EBALDC had to repay the former loan in August 2020 for the following reasons:

- In 2012, Frank G Mar Apartments (Mar) and Slim Jenkins Court Apartments (Slim Jenkins) were refinanced with 501 c 3 bonds, and both properties were owned jointly and financed with one loan.
- In August 2020, Mar was re-syndicated to provide a much-needed rehabilitation to 119 affordable units, and Mar's portion of the joint loan was to be repaid, with the Slim Jenkins' portion of the loan to remain in place.
- Due to a technicality with the bonds, the Slim Jenkins portion of the loan had to be repaid as well, so EBALDC advanced the funds and became the senior lender.
- We are currently working with First Republic Bank to refinance Slim Jenkins Court and to repay EBALDC.

The Section 8 HAP contract for Slim Jenkins Court Apartments (Contract # CA003-PBV-029) covers 11 units and has a term of 15 years. This contract became effective on May 8, 2013 and expires on May 8, 2028.

FRB is not comfortable with the HAP contract expiring before their 10-year loan matures in 2031. Therefore, we are requesting a 20-year extension of the HAP contract which would bring the new expiration date to May 8, 2048.

Please let me know if any additional information is required. Thank you in advance for your consideration.

Sincerely,

Andy Madeira
Chief Executive Officer

cc: Duane Hopkins, Chief Officer of Program & Finance and Administration



April 25, 2022

Ahmed Karimi
Senior Management Analyst
Lease Housing Department
Oakland Housing Authority
1540 Webster Street
Oakland, CA 94612

**RE: Slim Jenkins Court / EBALDC Bond 2012, LLC – 700 Willow Street, Oakland
Contract # CA003-PBV-029**

Dear Ahmed,

Thank you for your assistance with our request for an extension of the HAP Contract at Slim Jenkins Court. Attached you will find the requested supporting documentation:

- Audited Financial Statements for 2018, 2019, 2020
- Unaudited Financial Statement for 2021
- Current Fiscal Year (2022) Operating Budget
- Preliminary Capital Needs Assessment dated December, 2020
- Project Summary Rent Roll, March 2022

Refinancing and Repositioning Activities for Slim Jenkins Court

The renewal of the HAP will provide for refinancing and repositioning opportunities for the property to continue to engage in a refinance that will provide funds for much needed immediate repairs as well as assist funding the property reserves for long-term capital planning for an aging family property. In addition, Slim Jenkins will be looking to do additional repositioning of the property as tax credits and bonds become more available from the state. The most recent Capital Needs Assessment projects a 20-year plan totaling \$2.3M.

Ownership and Legal Relationship between Frank G. Mar Apartments and Slim Jenkins Court

Slim Jenkins and Frank Mar were both included in a single ownership entity, EBALDC BOND 2012 LLC, until August 2020, when Frank Mar was sold to a new entity, Frank G. Mar, L.P. The two projects no longer share any direct ownership connection.

Resident Services Plan

The Services offered by the Service Provider free of charge to residents of the Property include:

- 1) Financial Education workshops will be offered annually onsite (or within six blocks at either of EBALDC's other two properties in the neighborhood – Marcus Garvey Commons and Oakland Point, L.P.) The workshops will cover the following topics:
 - Learning how to develop a budget or spending plan
 - Goal setting and learning to save
 - Overview of Credit and Debt issues
 - Mainstream banking options

- 2) A bonafide Service Coordinator will be available six hours per week onsite (or within six blocks at either of EBALDC's other two properties in the neighborhood) to provide the following:
- Assistance to residents in maintaining their housing stability
 - Individual assistance and referrals to social service providers
 - Assistance to residents at EBALDC's computer lab at Oakland Point Limited Partnership (within six blocks of Slim Jenkins Court)
 - Coordinating group classes, activities, and social events

The 2022 Annual Budget for Resident Services at Slim Jenkins Court is \$16,471.

Please let us know if there is any clarification or additional requests in order to proceed.

Sincerely,

Felicia Scruggs
Executive Vice President, Property Operations

cc: Karim Sultan, Chief Operating Officer

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**RESOLUTION TO RECOMMEND AND APPROVE THE EXTENSION OF THE INITIAL
TERM OF THE PROJECT-BASED VOUCHER HOUSING ASSISTANCE PAYMENT
CONTRACT FOR AN ADDITIONAL FIVE YEARS FOR A MAXIMUM
20-YEAR INITIAL TERM FOR SLIM JENKINS COURT, AND ANNUAL HOUSING
ASSISTANCE PAYMENTS IN THE AMOUNT OF APPROXIMATELY \$317,460 AND A
TOTAL CONTRACT AMOUNT OF APPROXIMATELY \$1,587,300**

WHEREAS, on May 4, 2009, the Board of Commissioners adopted Resolution Number 4116 authorizing the Executive Director to execute a Housing Assistance Payment (HAP) contract for 11 Project-Based Vouchers (PBV) units for Sim Jenkins Court; and

WHEREAS, At the time of the conditional award by the Board of Commissioners, the maximum initial term of 15 years and any optional term of a PBV HAP contract was based on Section 8(0)(13)(F) & (G) of the Housing Act of 1937; and

WHEREAS, on May 8, 2013, the Executive Director executed a HAP contract with Slim Jenkins Court for the 11 awarded PBV units for an initial 15-year term; and

WHEREAS, on October 30, 2017, the United States Department of Housing and Urban Development issued Notice PIH 2017-21, which provided guidance to public housing agencies regarding changes to the PBV program made by HOTMA; and

WHEREAS, HOTMA amended Section 8(0)(13)(F) & (G) of the 1937 Act to provide that both the initial PBV HAP contract and any extension of the contract may have a term of up to 20 years, increased from 15 years; and

WHEREAS, earlier this year the East Bay Asian Local Development Corporation (EBALDC), the owner of Slim Jenkins court, requested an extension to the initial term of the HAP contract in order to secure a financing commitment from First Republic Bank with a maturation date exceeding the initial term of the HAP contract;

WHEREAS, Resolution Number 4116 did not provide authorization for the full 20-year term. As such, the requested action seeks that approval to bring the HAP contract in alignment with Board and Authority policy as well as with HOTMA to assist EBALDC close on their financing commitment; and

WHEREAS, the annual HAP is approximately \$317,460 and the total contract amount is approximately \$1,587,300.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Board of Commissioners recommend and approve a five-year extension to the initial 15 year term for a maximum initial term of 20 years for the awarded 11 PBV units to Slim Jenkins Court for HAP in the amount of approximately \$317,460 and a total contract amount of approximately \$1,587,300; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority Of the City of Oakland, California on December 12, 2022.

Secretary

ADOPTED:

RESOLUTION NO.

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Resolution approving the conditional award of Housing Choice Voucher Reserves to fund a capitalized operating subsidy reserve in an amount up to \$3,112,566 to Phoenix 801 Pine, LP for the project, The Phoenix, subject to clearance under the National Environmental Policy Act (NEPA), and authorizing the Executive Director to execute documents evidencing the provision of the capitalized operating subsidy reserve for a 15-Year Term.

Date: December 12, 2022

Purpose: This action will authorize the Board to provide a conditional award of Housing Choice Voucher (HCV) Reserves to fund a capitalized operating subsidy reserve in an amount up to \$3,112,566 for The Phoenix, subject to clearance under the National Environmental Review Act (NEPA), and authorize the Executive Director to execute documents evidencing the provision of the capitalized operating subsidy reserve for a 15-Year Term.

Funding: Funding for this item is received by the Oakland Housing Authority (OHA) from the US Department of Housing and Urban Development's (HUD) Housing Choice Voucher (HCV) program.

Background:

The Phoenix is located on 801 Pine Street in the West Oakland Prescott neighborhood and will be comprised of 101 newly constructed units, 49 of which will be set aside for persons who are chronically homeless, and the remainder designated for 50% AMI households. The affordable housing unit mix includes studios, one-bedroom and two-bedroom units that range from 10% - 50% AMI.

The project will also include a 7,000 square foot community building which will be home to a robust resident services program. The project is proposed to be constructed from Factory OS manufactured modules. The manufactured modules will be installed more expeditiously than is typically possible for new construction projects. The Phoenix is fully entitled, in the building permitting process, and is scheduled to close on all financing and start construction in early 2023.

The Phoenix is an integral part of a 316-unit mixed-income, mixed-use master plan. The entire master-planned site is approximately 4.65 acres in size; the Phoenix affordable site is 0.90 acres of that total, and will be developed and owned by Phoenix 801 Pine, LP, an affiliate of the applicant team, East Bay Asian Local Development Corporation (EBALDC) and Allied Housing / Abode.

Project Evaluation

Staff reviewed The Phoenix in December 2021 applying a risk-based approach to underwriting a capitalized operating subsidy to ensure the project's long term financial stability to support units serving households at or below 30% of the Area Median Income (AMI). As such, a primary underwriting objective was to create positive net operating income which is sufficient to sustain the project in the long term over 15 years. In addition, the project met all of OHA's priorities including serving households below 30% AMI and providing comprehensive resident support services and on site property management.

On December 6, 2021, the OHA Board of Commissioners adopted Resolution No. 5013 which allocated \$15 million in Housing Choice Voucher Reserves for Homekey Round 2 projects.

On January 24, 2022, the Board of Commissioners adopted Resolution No. 5030 authorizing the Executive Director to execute a conditional award of Housing Choice Voucher Reserves to fund a capitalized operating subsidy reserve for The Phoenix in an amount up to \$3,226,453 as a Homekey project. The City DHCD and EBALDC / Allied Housing submitted a Homekey application immediately thereafter.

When the City DHCD and EBALDC / Allied Housing received notification that the project would not receive a Homekey award in 2022, the project sponsors restructured the project's financing and were successful in securing new funding through State HCD's California Housing Accelerator Program (CHAP) layered with the Housing for a Healthy California (HHC) funds.

On October 24, 2022, the Board of Commissioners adopted Resolution No. 5108, which, among other things, formally recaptured the \$3,226,453 that was previously approved for The Phoenix as a Homekey project because the project did not receive a Homekey award.

Staff re-evaluated the project utilizing the new funding sources. The project remains a 101 unit new construction modular project with 49 of the units set aside for chronically homeless households whose incomes are at or below 30% AMI. With the change in financing and applying OHA's current capitalized operating subsidy underwriting standards, it was determined that the project's operational needs were \$113,887 less than the \$3,226,453 previously committed for a revised total subsidy in an amount up to \$3,112,566. This action will approve the use of HCV Reserves to subsidize The Phoenix. Additionally, in accordance with the HCV Administrative Plan Chapter 16, Part I any recommended expenditure of HCV Reserves above \$150,000 must be presented to the Board of Commissioners for approval.

While The Phoenix was unsuccessful in securing an award of State HCD Homekey funds and thus was unsuccessful as a City DHCD Homekey project, it was selected for an award in the amount of \$4,350,000 through the City's April 2020 Notice of Funding Availability (NOFA) for new construction affordable housing projects (see the attached Oakland City Council Resolution No. 88249 and Exhibit A). Therefore, in accordance with 24 CFR 983.51(b)(2) and the Authority's Moving to Work (MTW) Agreement, the Authority may award funding to projects using another entity's competition, such as the City of Oakland, and as such, the Authority is relying upon the NOFA competition as the basis for making a conditional capitalized operating subsidy reserve award to The Phoenix.

National Environmental Protection Act (NEPA)

For any projects receiving federal funds, execution of grant documents or other documents legally committing the Authority to fund the projects, shall be expressly conditioned on compliance with the requirements of NEPA.

EBALDC / Allied Housing and the City of Oakland, as the Responsible Entity under NEPA, are nearing completion of the NEPA review with the US Department of Housing and Urban Development.

Davis Bacon Prevailing Wages

Staff have been advised by the Authority's legal counsel, Goldfarb & Lipman LLP and Hawkins Delafield & Wood LLP, that because the Authority's funds will be used exclusively to fund a capitalized operating subsidy reserve following the completion of construction and not for any construction-related activities, Davis Bacon wages should not be triggered under Section 12 of the U.S. Housing Act of 1937.

Section 3

Applicable Section 3 requirements will be included as applicable in the capitalized operating subsidy reserve legal agreements.

Housing Quality Standards

The project must meet Housing Quality Standards prior to any disbursement of capitalized operating subsidy reserves.

Documentation

The capitalized operating subsidy reserve will be evidenced by a Capitalized Operating Subsidy Agreement between the Project Owner and the Authority and a Regulatory Agreement between the Project Owner and the Authority to be recorded against the property, among other ancillary documents, which documents will include all applicable MTW requirements.

Recommendation:

It is recommended that the Board of Commissioners adopt the resolution approving the conditional award of HCV Reserves to fund a capitalized operating subsidy reserve in an amount up to \$3,112,566 to Phoenix 801 Pine, LP for the project, The Phoenix, subject

to clearance under the National Environmental Protection Act, authorizing the Executive Director execute documents evidencing the capitalized operating subsidy reserve for a 15 year term, and authorizing the Executive Director to take all actions necessary to complete the contemplated transaction.

Attachments: Board of Commissioners Resolution No. 5013
 Board of Commissioners Resolution No. 5030
 Board of Commissioners Resolution No. 5108
 Oakland City Council Resolution No. 88249 and Exhibit A
 Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Mark Tortorich

Seconded by Commissioner: Anne Griffith

and approved by the following vote:

AYES: Hartwig, Griffith, Jung-Lee, Wright, Montgomery, Tortorich

NAYS: 0

ABSTAIN: Castillo (recused)

ABSENT: 0

EXCUSED: 0

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: 5013

**AUTHORIZATION TO USE HOUSING CHOICE VOUCHER RESERVES TO FUND
OPERATING SUBSIDY OR CAPITALIZED RESERVES FOR HOMEKEY ROUND II
PROJECTS**

WHEREAS, on October 18, 2021, the City of Oakland Department of Housing and Community Development (DHCD) published a Request for Proposals (RFP) seeking proposals from qualified teams for permanent and/or interim affordable housing for homeless and formerly homeless individuals and households; and

WHEREAS, teams selected will partner with DHCD as co-applicant to submit an application to the State of California (State) in response to the State Homekey Round II competition; and

WHEREAS, Homekey Round II is a statewide funding opportunity for public agencies to act as the lead applicants, for projects that “sustain and rapidly expand housing for persons experiencing homelessness or at risk of homelessness, and who are, thereby, inherently impacted by COVID-19 and other communicable diseases”; and

WHEREAS, Homekey Round II funding is available as the result of Coronavirus State Fiscal Recovery Fund established by the federal American Rescue Plan Act of 2021 (ARPA) and \$250 million from the State General Fund; and

WHEREAS, Homekey Round II and the DHCD RFP funding priorities focus on projects that assist homeless households whose incomes do not exceed 30 percent of the Area Median Income (AMI); and

WHEREAS, the DHCD also highlighted the City's commitment to advancing racial equity and desire to expand deeply affordable apartments as priority criteria for project selection; and

WHEREAS, the deadline for teams to submit proposals to DHCD was November 18, 2021. DHCD will make awards by mid-December; and

WHEREAS, in accordance with 24 CFR 983.51(b)(2) and the Authority's Moving to Work (MTW) Agreement and activity #06-03, the Authority may award funding to projects using another entity's competition; and

WHEREAS, DHCD conducted a competitive process and the Authority will use this competition as the basis for potential funding awards to Homekey Round II projects; and

WHEREAS, OHA Staff will assess each project request to determine whether they meet the Authority's threshold criteria for funding; and

WHEREAS, the State will accept applications until May 2, 2022, or until the available funds are exhausted, whichever occurs first; and

WHEREAS, the City of Oakland is an eligible applicant and through DHCD plans to submit applications before January 31; and

WHEREAS, this action will approve the use of HCV reserves to subsidize the City's Homekey Round II projects; and

WHEREAS, final awards of funding for any project will occur after a thorough review of the proposals against the Authority's funding criteria and priorities; and

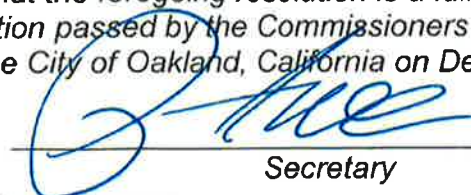
WHEREAS, in accordance with the HCV Administrative Plan Chapter 16, Part I any recommended expenditure of HCV reserves above \$50,000 must be presented to the Board of Commissioners for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Board of Commissioners authorizes the Executive Director to allocate \$15 million in Housing Choice Voucher reserves to support project proposals submitted by the City of Oakland in response to the State Homekey Round II competition; and

THAT, the Executive Director, on behalf of the Oakland Housing Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on December 06, 2021.


Secretary

ADOPTED: December 06, 2021

RESOLUTION NO. 5013

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

Motion of Commissioner: Anne Griffith

Seconded by Commissioner: Mark Tortorich

and approved by the following vote:

AYES: Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich

NAYS: 0

ABSTAIN: 0

ABSENT: 0

EXCUSED: Wright

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: 5030

**AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONDITIONAL
AWARD OF HOUSING CHOICE VOUCHER RESERVES TO FUND A CAPITALIZED
OPERATING RESERVE IN AN AMOUNT UP TO \$3,226,453 FOR HOMEKEY
PROJECT, THE PHOENIX, SUBJECT TO CLEARANCE UNDER THE NATIONAL
ENVIRONMENTAL POLICY ACT (NEPA), AND AUTHORIZING THE EXECUTIVE
DIRECTOR TO EXECUTE A LOCAL MTW CAPITALIZED OPERATING RESERVE
AGREEMENT FOR A 15-YEAR TERM**

WHEREAS, pursuant to Board of Commissioners Resolution No. 5013, which authorized the Executive Director to allocate \$15 million in Housing Choice Voucher Reserves to support project proposals submitted by the City of Oakland to the State Homekey Round II competition; and

WHEREAS, on September 9, 2021, the State of California Department of Housing and Community Development (State) issued a Notice of Funding Availability (NOFA) for the second round of its Homekey Program, making approximately \$1.45 billion in grant funding available to local public entities, including cities, counties, or other local public entities; and

WHEREAS, to sustain and rapidly expand housing for persons experiencing homelessness or at-risk of homelessness; and

WHEREAS, on October 18, 2021, the City of Oakland Department of Housing and Community Development (DHCD) issued a Homekey Request for Proposals (RFP) to solicit proposals from prequalified project sponsors as prospective joint applicants for Homekey funding with DHCD; and

WHEREAS, on December 21, 2021, the Oakland City Council approved The Phoenix to immediately move forward as co-applicant; and

WHEREAS, the DHCD intends to jointly submit an application with project sponsor East Bay Asian Local Development Corporation (EBALDC) and Allied/Abode for The Phoenix as soon as possible prior to January 31, 2022; and

WHEREAS, the State is accepting applications on a rolling basis until May 2022 or until funds are exhausted; and

WHEREAS, in accordance with 24 CFR 983.51 (b)(2) and the Authority's Moving to Work (MTW) Agreement and activity #06-03, the Authority may award funding to projects using another entity's competition; and

WHEREAS, the DHCD conducted a competitive process and the Authority will use this competition as the basis for making a conditional funding award to The Phoenix; and

WHEREAS, the Phoenix will be located at 801 Pine Street in the West Oakland Prescott neighborhood and will be comprised of 101 total newly constructed modular units with 52 Homekey units targeting persons who are chronically homeless and the remainder designated for 50-60% AMI households; and

WHEREAS, the affordable housing unit mix includes 82 studios, 3 one-bedrooms, two 15 bedroom units and one-manager unit that range from 10% - 60% AMI; and

WHEREAS, the Phoenix will include a 7,000 square foot community building, which will be home to a robust resident services program, and

WHEREAS, the Phoenix is an integral part of a 316-unit mixed-income, mixed-use master plan; and

WHEREAS, the Phoenix site is .90 acres and will be owned by applicant team, East Bay Asian Local Development Corporation (EBALDC) and Allied/Abode; and

WHEREAS, the Phoenix site is currently vacant except for a concrete slab, with no structures or occupants; and

WHEREAS, the master developer, Holliday Development, will construct the Phoenix and EBALDC/ Allied Housing will acquire the property fully completed and ready for occupancy; and

WHEREAS, on January 12, 2022, the Oakland Housing Authority (OHA) team met with EBALDC and Allied Housing/ Abode; and

WHEREAS, staff reviewed the Phoenix applying a risk-based approach to underwriting in order to ensure long term financial stability and alignment with OHA mission; and

WHEREAS, a primary underwriting objective was to create positive net operating income which is sufficient to sustain the Phoenix through uncertainty in the long term over 15 years; and

WHEREAS, the Phoenix was evaluated against the Authority's threshold funding criteria and priorities established by the Board of Commissioners and the Phoenix met all criteria; and

WHEREAS, other evaluation criteria were applied such as long term stability, overall project needs and alignment with OHA mission; and

WHEREAS, OHA conditional funding is contingent on the Phoenix receiving an award of HomeKey funding from the State; and

WHEREAS, for any project receiving federal funds, execution of grant documents or other documents legally committing the Authority to fund the project shall be expressly conditioned on compliance with requirements of NEPA; and

WHEREAS, because the Authority's funds will not be used for development or construction activities but will be used exclusively to fund a capitalized operating subsidy reserve following completion of construction, Davis Bacon wages will not be triggered under Section 12 of the U.S. Housing Act of 1937; and

WHEREAS, applicable Section 3 requirements will be included in the capitalized operating reserve agreement to be executed following the completion of construction; and

WHEREAS, the Phoenix must meet Housing Quality Standards prior to execution of the capitalized operating reserve agreement and any disbursement of capitalized operating reserves.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA;

THAT, the Board of Commissioners approves the conditional award of HCV Reserves to fund capitalized operating reserves in an amount up to \$3,226,453 for State Homekey Round II applicant Phoenix 801 Pine, LP for Homekey "project", **The Phoenix**, subject to clearance under the National Environmental Policy Act (NEPA), and authorizing the Executive Director to execute a Local MTW Capitalized Operating Reserve Agreement for a 15-year term; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on January 24, 2022.


Secretary

ADOPTED: January 24, 2022

RESOLUTION NO. 5030

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Gregory Hartwig

Seconded by Commissioner: Mark Tortorich

And approved by the following vote:

AYES: Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

NAYS: 0

ABSTAIN: 0

EXCUSED: 0

ABSENT: 0

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: 5108

**AUTHORIZING THE EXECUTIVE DIRECTOR TO ALLOCATE \$15 MILLION IN
HOUSING CHOICE VOUCHER RESERVES TO SUPPORT ROJECT
PROPOSALS SUBMITTED BY THE CITY OF OAKLAND IN RESPONSE TO
STATE HOMEKEY ROUND III COMPETITION SUBJECT TO CLEARANCE
UNDER THE NATIONAL ENVIRONMENTAL POLICY ACT (NEPA)**

WHEREAS, on October 4, 2022, the City of Oakland Department of Housing and Community Development (DHCD) published a Request for Proposals (RFP) seeking proposals from qualified teams for interim, semi-permanent and permanent affordable Housing for homeless and formerly homeless individuals and households under the State of California Homekey program; and

WHEREAS, the DHCD will rely on the State of California Homekey Notice of Funding Availability (NOFA) and regulations from the 2021-2022 round of Homekey to inform this 2022 RFP; and

WHEREAS, Homekey is a statewide funding opportunity for public agencies to act as the lead applicants, for projects that “sustain and rapidly expand housing for persons experiencing homelessness or at risk of homelessness, and who are thereby inherently impacted by COVID-19 and other communicable diseases”; and

WHEREAS, teams selected will partner with DHCD as co-applicant to submit an application when the State Homekey Round III competition opens which is anticipated in Spring 2023; and

WHEREAS, the goal of DHCD is to have projects approved and ready to immediately submit applications improving the opportunity for a funding award; and

WHEREAS, on December 6, 2021, the OHA Board of Commissioners (BOC) adopted resolution 5013 which allocated \$15 million in Housing Choice Voucher Reserves for Homekey II; and

WHEREAS, on January 24, 2022, the BOC approved conditional funding awards for three projects - Coliseum Way for \$4,572,041, Piedmont Place for \$4,905,755 and The Phoenix for \$3,226,453, for a total of \$12,704,249; and

WHEREAS, two projects have since declined the OHA operating subsidy funding; and

WHEREAS, Piedmont Place elected not to move forward due to requirements of NEPA and the Phoenix declined the award upon receiving State Accelerator funding; and

WHEREAS, a notable addition to 2022 Homekey III RFP is a set-aside pool of funding for projects that reserve 25% or more of their units for Transition Aged Youth (TAY); and

WHEREAS, the DHCD deadline for submission of proposals is November 18, 2022; and

WHEREAS, DHCD has identified City of Oakland capital and operating subsidy for TAY and general pools combined total of \$35,285,134; and

WHEREAS, as a result of the support and guidance of OHA's Board of Commissioners Ad Hoc Development committee, OHA priorities are identified in this RFP including wrap around services, evidence of best practices for healthy and safe communities, on-site property management, proximity to public transportation, commitment to advancing racial equity and more; and

WHEREAS, this action will approve the use of HCV reserves to subsidize the City's Homekey Round III projects; and

WHEREAS, final awards of funding for any projects will occur after a thorough review of the proposals against the Authority's funding criteria and priorities; and

WHEREAS, in accordance with HCV Administrative Plan Chapter 16, Part I any recommended expenditure of HCV reserves above \$50,000 must be presented to the Board of Commissioners for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Board of Commissioners authorize the Executive Director to allocate \$15 million in Housing Choice Voucher reserves to support project proposals submitted by the City of Oakland in response to the State Homekey III competition subject to clearance under the National Environmental Policy Act (NEPA); and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority Of the City of Oakland, California on October 24, 2022.



Secretary

ADOPTED: October 24, 2022

RESOLUTION NO. 5108

Exhibit A

2020 New Construction Pipeline NOFA

Project/Developer	NOFA Rank	Total Score	City Loan Funding	Previous City Funding	CEQA Status
The Phoenix (East Bay Asian Local Development Corporation)	1	87.5% 119.00 pts	\$4,350,000	N/A	Determination Section 15164 & 15168- CEQA analysis consistent with an addendum to the West Oakland Specific Plan's approved EIR Section 15183- projects consistent with a community plan, general plan or zoning Section 15183.3- qualified infill project
Friendship Senior Housing (Community Housing Development Corporation of North Richmond and Friendship Community Development Corporation)	2	82.4% 112.100 pts	\$4,350,000	\$2,000,000	Determination Section 15162 & 15164- No further CEQA review is required Section 15183(f)- projects consistent with a community plan, general plan or zoning Section 15332- qualified infill project
Fruitvale Transit Village IIB (Bridge Housing Corporation & the Spanish Speaking Unity Council of Alameda County, Inc.)	3	80.2% 113.12 pts	\$4,350,000	\$5,229,000	Determination Section 15162 & 15164- CEQA analysis consistent with an approved EIR

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER:

**AUTHORIZING THE APPROVAL OF A CONDITIONAL AWARD OF
HOUSING CHOICE VOUCHER RESERVES TO FUND A CAPITALIZED
OPERATING SUBSIDY RESERVE IN AN AMOUNT UP TO \$3,112,566
TO PHOENIX 801 PINE, LP FOR THE PROJECT, THE PHOENIX,
SUBJECT TO CLEARANCE UNDER THE NATIONAL
ENVIRONMENTAL POLICY ACT (NEPA), AND AUTHORIZING THE
EXECUTIVE DIRECTOR TO EXECUTE DOCUMENTS EVIDENCING
THE PROVISION OF THE CAPITALIZED OPERATING SUBSIDY
RESERVE FOR A 15-YEAR TERM**

WHEREAS, The Phoenix is proposed as a newly constructed affordable development located on 801 Pine Street in West Oakland that will include 101-units, 49 of which will be set aside for persons who are chronically homeless, and the remainder designated for households at or below 50% of the Area Media Income (AMI); and

WHEREAS, The Phoenix will be developed and owned by Phoenix 801 Pine LP, an affiliate of East Bay Asian Local Development Corporation (EBALDC) and Allied Housing/Abode; and

WHEREAS, staff reviewed The Phoenix in December 2021 and applied a risk-based approach to underwriting a capitalized operating subsidy to ensure the project's long term financial stability to support units serving households at or below 30% AMI; and

WHEREAS, the project met all of OHA's priorities including serving households at or below 30% AMI and providing comprehensive resident support services and on site property management; and

WHEREAS, on December 6, 2021, the Board of Commissioners adopted Resolution No. 5013 which allocated \$15 million in Housing Choice Voucher Reserves for Homekey Round 2 projects; and

WHEREAS, on January 24, 2022, the Board of Commissioners adopted Resolution No. 5030 authorizing the Executive Director to execute a conditional award of Housing Choice Voucher Reserves to fund a capitalized operating subsidy reserve to The Phoenix in an amount up to \$3,226,453 as a Homekey project; and

WHEREAS, DHCD submitted a Homekey application with project sponsor East Bay Asian Local Development Corporation (EBALDC) and Allied/Abode for The Phoenix immediately thereafter; and

WHEREAS, when the DHCD and EBALDC and Allied/Abode received notification that the project would not receive a Homekey award in 2022, the sponsors successfully restructured the financing to include funds secured through the State HCD's California Housing Accelerator Program and Housing for a Healthy California; and

WHEREAS, on October 24, 2022, the Board of Commissioners adopted Resolution No. 5108, which, among other things, formally recaptured the \$3,226,453 that was previously (conditionally) approved for The Phoenix as a Homekey project because the project did not receive a Homekey award; and

WHEREAS, Authority staff re-evaluated the project utilizing the new funding sources; and

WHEREAS, the project remains a 101 unit new construction modular project with 49 units set aside for chronically homeless households whose incomes are at or below 30% AMI; and

WHEREAS, with the change in financing and applying OHA's current capitalized operating subsidy underwriting standards, it was determined that the project's operational needs were \$113,887 less than the \$3,226,453 previously committed for a revised total subsidy in an amount up to \$3,112,566; and

WHEREAS, this action will approve the use of HCV Reserves to subsidize The Phoenix; and

WHEREAS, in accordance with the HCV Administrative Plan Chapter 16, Part I, any recommended expenditure of HCV Reserves above \$150,000 must be presented to the Board of Commissioners for approval; and

WHEREAS, the City's DHCD conducted a competitive Notice of Funding Availability process for new construction affordable housing projects in April 2020 and selected The Phoenix as an awardee pursuant to Oakland City Council Resolution No. 88249; and

WHEREAS, in accordance with 24 CFR 983.51 (b)(2) and the Authority's Moving to Work (MTW) Agreement and activity #06-03, the Authority may award funding to projects using another entity's competition; and

WHEREAS, the Authority will use this competition as the basis for making a conditional capitalized operating subsidy reserve award to The Phoenix; and

WHEREAS, for any project receiving federal funds, execution of grant documents or other documents legally committing the Authority to fund the project shall be expressly conditioned on compliance with the requirements of the National Environmental Protection Act; and

WHEREAS, the Phoenix must meet Housing Quality Standards prior to execution of the capitalized operating reserve agreement and any disbursement of capitalized operating reserves; and

WHEREAS, the Capitalized Operating Subsidy Reserve will be evidenced by a Capitalized Operating Subsidy Agreement between the Project Owner and the Authority and a Regulatory Agreement between the Project Owner and the Authority to be recorded against the property, among other ancillary documents, which documents will include all applicable MTW requirements.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF
OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners approves the conditional award of HCV Reserves to fund a capitalized operating subsidy reserve in an amount up to \$3,112,566 to Phoenix 801 Pine, LP for the "project", **The Phoenix**, subject to clearance under the National Environmental Policy Act, and authorizing the Executive Director to execute documents evidencing the capitalized operating subsidy reserve for a 15-year term; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I certify that the foregoing resolution is a full, true and
correct copy of a resolution passed by the Commissioners of the Housing
Authority of the City of Oakland, California on _____, 2022.*

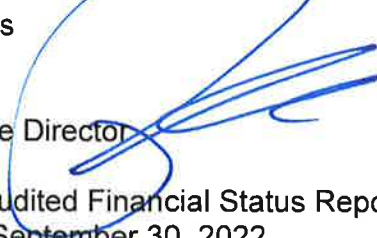
Secretary

ADOPTED:

RESOLUTION NO.

Executive Office
Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Presentation of the unaudited Financial Status Report for the three month's period ending September 30, 2022

Date: December 12, 2022

This presentation provides supplemental information to the Fiscal Year (FY) 2023 Financial Report, July 1, 2022 through September 30, 2022.

Financial Highlights are as follows.

Statement of Activities: FY-23 Actuals vs Budget

Operating Revenue:

- Tenant rent income was slightly over budget due in part to calculated tenant rents adjustments and vacancies.
- Public Housing Operating Subsidy slightly higher based on HUD calculation during the calendar year.
- The Housing Choice Voucher subsidy received was lower than budgeted due to HUD funds disbursed and HAP expenses reported in the Voucher Management System (VMS). FY23 budget includes higher payment standard.
- Other Government Grants received higher than budget due to higher reimbursement submitted to HUD.
- Central Office Cost Center (COCC) revenue from affiliates was lower due to lower actual expenditure for the quarter.

Operating Expenses:

- Administrative expenses were down due to staff vacancies and lower operating expenses during the period, which in turn significantly reduced allocated overhead expenses.
- Actual HAP paid to owners is slightly lower than budgeted.
- Generally, all other operating expenses were lower than expected due to vacant positions.

Overall results show the Authority's operating income (before non-operating expenses) in the 1st quarter with a surplus of \$ 277K.

Non-operating Revenue (expenses)

- Other Postemployment Benefits (OPEB) and employee pension benefits were funded as planned.
- Capital items: (includes development and operating activities)
 - Operating activities are public housing, COCC and administrative building costs.

Attachment: Fiscal Year 2023 1st Quarter Financial Report



Oakland Housing
Authority

Oakland Housing Authority Quarterly Financial Reports

Board of Commissioners Meeting
December 12, 2022



Oakland Housing Authority

1st Quarter FY 2023

Financial Statements

Statement of Revenues, Expenses, and Changes in Net Position



Oakland Housing Authority

OAKLAND HOUSING AUTHORITY

Statement of Revenues, Expenses and Changes in Net Position For the three months ended September 30, 2022 (unaudited)

	FY-23 YTD Actual	FY-23 YTD Budget	% Change	Last Year Actual
OPERATING REVENUE				
Tenant Income	1,243,270	1,206,238	3%	1,116,809
Operating Subsidy-Public Housing	2,777,579	2,560,346	8%	2,480,918
Housing Assistance Payments Revenue	67,390,876	80,980,342	-17%	69,722,371
Other Operating Grants	2,726,564	2,678,156	2%	2,456,159
COCC Affiliates Reimbursement	1,637,870	3,665,258	-55%	1,572,514
Miscellaneous Income	401,574	1,289,717	-69%	258,303
Total Revenue	\$ 76,177,732	\$ 92,380,056	-18%	\$ 77,607,075
OPERATING EXPENSES				
Housing Assistance Payments	62,422,644	67,306,180	-7%	59,344,038
Administrative	7,857,990	15,446,167	-49%	7,213,856
Tenant Services	119,753	816,409	-85%	102,823
Utilities	479,548	548,377	-13%	474,524
Maintenance and Operations	2,096,407	3,569,137	-41%	1,679,941
General Expenses	1,270,519	1,579,762	-20%	988,992
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Total Operating Expenses	\$ 75,701,000	\$ 91,396,409	-17%	\$ 70,933,301
Operating Income (Loss)	\$ 476,732	\$ 983,647	-52%	\$ 6,673,774
Nonoperating (Revenues) Expenses				
Depreciation and Amortization	692,380	484,118	43%	652,953
Investment Income	(21,079)	(22,867)	-8%	(17,342)
Capital Outlay	854,646	6,492,799	-87%	1,727,213
Other nonoperating expenses	627,185	1,319,301	-52%	1,452,414
Total Non Operating (Revenues) Expenses	\$ 2,153,132	\$ 8,273,351	-74%	\$ 3,815,238
Change in Net Position	\$ (1,676,400)	\$ (7,289,704)	-77%	\$ 2,858,536
Net Position, Beginning of Period	484,086,347	484,086,347	0%	456,860,492
Net Position, End of Period	\$ 482,409,947	\$ 476,796,643	1%	\$ 459,719,028

Statement of Revenues, Expenses, and Changes in Net Position HAP Revenue & HAP Payments

OAKLAND HOUSING AUTHORITY Statement of Revenues, Expenses and Changes in Net Position For the three months ended September 30, 2022 (unaudited)

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OPERATING REVENUE				
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	FY23 Actual	FY23 Budget	FY22 Actual
Housing Assistance Revenue:			
HCV Subsidy	\$ 61,783,847	\$ 74,390,366	\$ 63,659,523
HCV-Admin Fees	\$ 5,607,029	\$ 6,589,976	\$ 6,062,848
Total	\$ 67,390,876	\$ 80,980,342	\$ 69,722,371
Housing Assistance Payments:			
	\$ 62,422,644	\$ 67,306,180	\$ 59,344,038

Statement of Revenues, Expenses, and Changes in Net Position Administrative Expenses

OAKLAND HOUSING AUTHORITY
Statement of Revenues, Expenses and Changes in Net Position
For the three months ended September 30, 2022
(unaudited)

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	FY23 Q1 Actuals	FY23 Q1 Budget	FY22 Q1 Actuals
Administrative Expenses:			
Administrative Salaries and Benefits	\$ 6,894,810	\$ 10,895,591	\$ 5,880,404
Consultants/Audit Fees	\$ 72,880	\$ 1,615,133	\$ 130,857
Other Admin Expenses	\$ 890,300	\$ 2,935,443	\$ 1,202,595
	\$ 7,857,990	\$ 15,446,167	\$ 7,213,856

Statement of Revenues, Expenses, and Changes in Net Position

Tenant Services

OAKLAND HOUSING AUTHORITY
Statement of Revenues, Expenses and Changes in Net Position
For the three months ended September 30, 2022
(unaudited)

	FY-23 YTD Actual	FY-23 YTD Budget	% Change	Last Year Actual
OPERATING REVENUE				
Tenant Income				
Operating Subsidy-Public Housing				
Housing Assistance Payments Revenue				
Other Operating Grants				
COCC-Affiliates Reimbursement				
Miscellaneous Income				
Total Revenue				
OPERATING EXPENSES				
Housing Assistance Payments				
Administrative	7,857,990	15,446,167	-49%	7,213,856
Tenant Services	119,753	816,409	-85%	102,823
Utilities	479,548	548,377	-13%	474,524
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Statement of Revenues, Expenses, and Changes in Net Position

Capital Outlay

OAKLAND HOUSING AUTHORITY
Statement of Revenues, Expenses and Changes in Net Position
For the three months ended September 30, 2022
(unaudited)

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Capital Outlay:	FY23 Q1 Actuals	FY23 Q1 Budget	FY22 Q1 Actuals
ORED	\$ -	\$ 2,375,504	\$ -
Operations(IT/Fin/CCGS/PD/FCP)	\$ 16,512	\$ 1,589,571	\$ 207,975
Public Housing	\$ 540,163	\$ 1,968,139	\$ 449,512
CID/Facilities	\$ 225,403	\$ 559,585	\$ 38,928
Extraordinary Maintenance	\$ 72,568	\$ -	\$ 1,030,798
	\$ 854,646	\$ 6,492,799	\$ 1,727,213

Statement of Revenues, Expenses, and Changes in Net Position

OAKLAND HOUSING AUTHORITY Statement of Revenues, Expenses and Changes in Net Position For the three months ended September 30, 2022 (unaudited)

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Executive Summary

1st Quarter Financial Results

The Office of Property Operations goal for fiscal year 2023 is to enhance, streamline and implement a Business Analysis Process on a monthly, quarterly and annual basis. This will be accomplished by moving forward with the consultant's report from FY22 on how to update the business operating system (Yardi) to work better for the department for the day to day and financial oversight.

The Office of Property Operations has been working with Human Resources to hire vacant positions due to separations and retirements including (2) Assistant Directors, Property Administrators. The department is also hiring temporary and project positions to increase capacity in property operations oversight, site upkeep and customer response.

Executive Summary

Uses of Funds:

For the 1st quarter for Office of Property Operations:

Rental Income:

- Public Housing: Trending under budget due to pending rental reimbursement payments and resident nonpayment of rent. Higher than budgeted average rents by tenants (Actual \$426.31 vs. \$368.36). Occupancy is at 96.17% vs. budgeted 98%
- OAHPI: Trending under by 3.74% at the end of Q1. Combination of pending Rental Assistance payments to be received and occupancy trending at 92%. Budgeted 98%

Operations is trending under budget in administrative, maintenance and general expenses.

Variance Explanations:

Actions to be Taken:

The Office of Property Operations will continue to work with CCGS to move forward with the Yardi consultant contract for service and with Finance to review financial reporting and analysis, and begin budget preparation for next fiscal year (FY24)

1st Quarter Financial Results

The Asset Management (AM) department was created to monitor the physical and financial performance of third party management companies that have been contracted to manage OHA public housing sites and the sites within the OHA affiliates' portfolio. The AM team focuses on the long-term sustainability of the properties, compliance with applicable state, federal, local, tax credit requirements, quality control of files, support of non-profit boards, and assurance of provision of multi-faceted services to clients residing in affordable housing properties. Department is underspending in all of the categories. The details are highlighted below.

Sources of Funds:

Salary Reimbursement from Affiliates (OHI/KHI)—Asset Management Contract with OHI/KHI

Asset Management Department

Executive Summary

Uses of Funds:

ADMINISTRATIVE	YTD Actual	YTD Budget	Variance	% Var	Annual	Notes
ADMINISTRATIVE EXPENSES	\$242,495.87	\$377,850.57	\$135,354.70	35.82%	\$1,412,115.16	7 FTE, legal, training, membership, computer
TENANT SERVICES EXPENSES	\$0.00	\$6,624.99	\$6,624.99	100.00%	\$26,500.00	Dial Care
MAINTENANCE EXPENSES	\$248.09	\$1,175.01	\$926.92	78.89%	\$4,700.00	Car expense
GENERAL EXPENSES	\$12,783.92	\$16,253.25	\$3,469.33	21.35%	\$61,144.86	Work Comp, auto and liability
NON-OPERATING ITEMS	\$611,355.48	-\$539,561.52	-\$1,150,917.00	-213.31%	-\$2,158,246.00	Allocated overhead
KEYTOHOME HAP	\$84,700.00	\$165,000.00	\$80,300.00	48.67%	\$660,000	Key To Home HAP

*No direct control over the expenses in red

Variance Explanations:

- Administrative Expenses (Salaries):
 - ✓ Positions vacant during the 1st quarter: Resident Services Portfolio Administrator
- Administrative Expenses (Others)—Reduced training expense is due to the vacancies as well as many institutions switched to online format, no travel, no in-person meetings, no hired interns
- Tenant Services (place holder in case of the discontinued funding from ASSETS)
- Maintenance Expenses –reduced repair expense (vehicle is in good condition)
- Key to Home utilization rate is below projected due to the units being offline (18 out of 23 units are leased).

Actions to be Taken:

- Administrative Expense:
 - ✓ Hired Resident Services Portfolio Administrator
 - ✓ New employees will be enrolled in CHAM/TCAC training (will increase actual training expense)
 - ✓ Continue working on increasing utilization of the Key to Home Program

1st Quarter Financial Results

The Leased Housing department goal for fiscal year 2023 is to fully maximize its voucher allocation across all voucher programs and MTW local subsidy programs. Fully staff the Department to meet the FY23 Objectives including robust customer service focused on the public, owners and residents. The department currently have 14 vacancies.

Uses of Funds:

For the 1st quarter Leased Housing is trending under budget in the following:

- HAP Subsidy (including Admin Fees and Unabsorbed Port-Ins)
- Administrative and General Expenses
- HAP Expenses (including Local Programs and Landlord Incentives)

Leased Housing Department

Executive Summary

Actions to be Taken:

- Increase incentive payouts for EHV Tenants (Welcome Kits) and Landlords (Signing Bonus, Lease-Ups). Outreach and ongoing webinar series.
- Our housing partnership for the Sponsor Based Program with the City of Oakland remains strong with increased enrollments with a goal of maintaining full utilization. We've renewed our grant agreement with the City of Oakland to serve 180 families – an increase of 40 from Fiscal Year 2022
- We are evaluating a project plan and deliverables for the BB-CalWORKS program with Alameda County Social Services; the contract is set to expire in March 2023
- Leased Housing goal is to continue focused efforts to increase voucher issuance for all Emergency Housing Vouchers, Foster Youth Independence and the new 46 Housing Vouchers.

Utilization

Voucher	Allocation	Leased	Searching	In process	Pending Initial Inspections
EHV	515	370	156	44	21
FYI	49	7	11	3	2
New HCV	46	0	0	0	0

1st Quarter Financial Results

During the 1st quarter of FY 2023, FCP continued to provide virtual programming to OHA residents, with expansion of on-site programming and events with continued adherence to COVID safety protocols. FCP also focused on recruitment for several department vacancies: two (2) vacant RCSC positions, three (2) Resident Interns, and four (4) Education Ambassadors. Once filled, these positions will directly affect administrative and tenant services spending. FCP leadership also focused heavily on grants management this quarter – Jobs Plus grant and FSS grant submission, FSS Action Plan Revision, and FSS Redesign implementation.

Uses of Funds:

For Q1 2023, FCP is trending under budget in administrative and tenant services expenses.

Actions to be Taken:

FCP will continue to work on financial planning, analysis and spending throughout this fiscal year (2023).

Executive Summary

➤ **Success- (list 3 items)**

ORED has: 1) Received Mandela Station Affordable Term Sheet Approvals, 2) Received 1600 Harrison Street Approvals, and 3) Received Wings of Love Approvals. ORED continues to work with earlier awarded projects including The Phoenix and Coliseum Way for closing CY Q1 2023.

➤ **Challenges- (list 3 items)**

ORED awaits: 1) Selection of Developer Partner for 77th & Bancroft, 2) Direction on Development Approach for Harrison Tower, 3) Conversion to Permanent Financing for Oak Grove, 4) Mandela Station Affordable associated documents complexities with Leased Option Agreement, and binding Development Loan Agreement (DLA) and 5) Harrison Tower Relocation Plan and related plan execution approvals, followed by assisting tenant with their permanent relocations.

➤ **Look ahead- (list 3 items)**

ORED looks ahead to: 1) Harrison Street Development Master Planning, 2) Faircloth to RAD possibilities, 3) Foothill Financing to complete moderate rehab improvements, 4) Issuing an RFP / NOFA for MTW Project Funding and 5) expedited closing on certain acquisitions including Wings of Love properties.



Oakland Housing
Authority

Thank you for your attention.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Resolution authorizing the Executive Director to apply a retroactive Cost of Living Adjustment (COLA) to all positions represented under SEIU Local 1021 Maintenance effective July 1, 2022, to issue cost of living increases effective July 1, 2023, and July 1 2024, to issue a signing bonus to all active employees represented under SEIU Local 1021 Maintenance, and to apply a wage equity adjustment for Building and Grounds Workers positions retroactive to July 1, 2022.

Date: December 12, 2022

Purpose: This resolution authorizes the Executive Director to 1) execute a six percent (6%) retroactive increase to all positions represented under SEIU Local 1021 Maintenance effective July 1, 2022, 2) to execute a five percent (5%) increase to all positions represented under SEIU Local 1021 Maintenance effective July 1, 2023, 3) to execute a five percent (5%) increase to all positions represented under SEIU Local 1021 Maintenance effective July 1, 2024, 4) to provide Building and Grounds Workers positions with a 4.5% wage equity adjustment effective July 1, 2022, and 5) to provide a one-time net signing payment of \$2,000 to all active employees represented under SEIU Local 1021 Maintenance effective immediately upon the approval by the Board of Commissioners.

Funding: Funding for the FY 2023 increase and the one-time net signing payment will be paid from funds previously approved in the FY 2023 Annual Operating Budget as well as from salary savings due to personnel vacancies in budget line item 4110-00-000, Administrative Salaries. The funding for the increases effective July 1, 2023 and July 1, 2024 will be included in the budgets for Fiscal Years 2024 and 2025 respectively.

Background

The Cost of Living Adjustment (COLA) is an adjustment made to employee salaries with the intent to maintain employee salary value against increases in the cost of purchasing regular life necessities. This adjustment is regularly negotiated as a part of the Memorandums of Understanding (MOUs) with the Authority's four bargaining units, including SEIU Local 1021 Maintenance. It is also the Authority's practice to provide an equivalent COLA to all unrepresented staff.

Due to the COLA being an adjustment for cost of living, during the last negotiations process the Authority and the Unions agreed to a COLA structure that uses a twelve

(12) month average of data provided by the Bureau of Labor Statistics Consumer Pricing Index (CPI). In preparations for negotiations for the July 1, 2022 contract and Fiscal Year 2023 budget, this method was once again used to approximate a five percent (5%) COLA.

Early in the negotiations process, across all the unions, it was made clear that there was a great concern in regards to the COLA. There were two factors that Unions requested to address; the unprecedented rates of inflation across the country, and the uncertainty of the CPI based COLA process. After multiple difficult and earnest conversations, the Authority and the Unions have reached an agreement of six percent (6%) in the first year, and five percent (5%) in each of the two subsequent years of the contract. The initial requests at the bargaining table was for a much larger COLA, which was driven by the highly publicized national CPI data. This was a significant sticking point throughout the negotiations process. Although that 8% CPI was not accurate for the Bay Area, as negotiations continued, more data became available that showed the Bay Area CPI to continue to trend exceedingly high. Going back as far as 2018, CPI data had not gone over 5% one time, however, every 12 month rating for 2022 was over 5%. With October's data, the year's average has reached 5.7%. From anecdotal knowledge, as well as survey data, trends show that many area agencies are issuing significant economic increases which include COLAs of 5% or more, as well as bonuses for reaching agreement on economic matters in the contract.

Unlike increases in base pay, one-time signing bonuses create no long term financial liability for the Authority while still providing an economic incentive. For this reason, the Authority included the concept of the net signing bonus in a counter proposal early in the negotiations process to help address the concerns around the national CPI. This bonus payout is calculated at the post tax amount, which ensures the employee will receive the full amount of the payout.

Lastly, it is a regular part of the negotiations process to evaluate compensation rates for all positions, in comparison to other public agencies in the Bay Area. For negotiations of the contracts, a vendor was procured to perform an analysis of all represented and non-represented positions. In addition to other positions, the Building and Grounds Worker positions were found to be 4.5% under the market average. The Authority's equity goal in previous years has been to remain highly competitive with market averages, which is widely defined as within five percent (5%) of the market average, however, given the difficulty with recruitment for all positions, and in preparation for concerted efforts towards achieving and maintaining customer service excellence, the Authority intends to match the average as a recruitment and retention tool. This will result in a 4.5% increase for building and grounds positions, and a relative increase to the Crew Chief and Landscape Worker positions as their pay is dictated relative to the Building and Grounds Worker II position via language in the Memorandum of Understanding.

The COLA increase constitutes a one percent (1%) increase over what was estimated for the Fiscal Year 2023 budget, however the additional cost of this percentage point

may be easily absorbed with salary savings due to the number of vacancies that have been unfilled since the beginning of Fiscal Year 2023. This is also true for the cost of the signing bonus and equity increases. For Fiscal Years 2024 and 2025, the five percent (5%) increase will be included in budget plans. The Authority has agreed to this increase over the next two years as we are approximately six months away from the July 1, 2023 increase, and market data does not show a significant slowing in the rate of inflation. The most recent data points for the CPI for June through October average to 6.1%, and this data is three of the six points used in our averaging process. In the event that inflation suddenly slows, and the 2024 increase is significantly higher than the market, this will be noted and taken into consideration for negotiations for the July 1, 2025 contracts.

Recommendation:

It is recommended that the Board of Commissioners authorize the Executive Director to execute the tentatively agreed Consumer Pricing Index-based Cost of Living Adjustment across all positions represented under SEIU Local 1021 Maintenance, including a six percent (6%) increase effective July 1, 2022, a five percent (5%) Cost of Living Adjustment effective July 1, 2023, and a five percent (5%) Cost of Living Adjustment effective July 1, 2024. It also recommended that the Board of Commissioners authorize the Executive Director to execute the tentatively agreed 4.5% equity adjustment to the Building and Grounds Worker positions, and the \$2,000 net signing bonus.

Attachments: Resolution for COLA, Signing Bonus and Equity Adjustment for SEIU Local 1021 Maintenance

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: _____

**RESOLUTION APPROVING A THREE-YEAR MASTER AGREEMENT
BETWEEN THE OAKLAND HOUSING AUTHORITY AND
LOCAL 1021, SEIU- MAINTENANCE UNIT**

WHEREAS, the Oakland Housing Authority seeks to be an employer of choice and provide its employees with a competitive salary and benefit package to encourage retention of current staff and to attract skilled and experienced staff into the agency; and

WHEREAS, the Authority has recognized Local 1021, SEIU – Maintenance Unit as the representative of a discreet group of employees, pursuant to Meyers/Milias Brown; and

WHEREAS, the Authority and the Union embarked on the negotiation process on a Master Agreement; and

WHEREAS, the parties have reached tentative agreement on a Cost of Living Adjustment process, and equity adjustment, and a signing bonus;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, approval is hereby given to a three-year (July 1, 2022 – June 30, 2025) Cost of Living Adjustment Agreement between the Housing Authority of the City of Oakland and Local 1021, SEIU – Maintenance Unit. This three-year agreement will provide:

A 6% across-the-board cost-of-living adjustment, retroactive to July 1, 2022

A 5% across-the-board cost-of-living adjustment, effective July 1, 2023

A 5 % across-the-board cost-of-living adjustment, effective July 1, 2024.

A 4.5% increase to the Building and Grounds Worker position pay scales

A \$2,000 Net Signing Bonus effective upon execution of this resolution.

THAT, the Executive Director is hereby authorized to take all necessary action to implement the foregoing resolution.

I certify that the foregoing resolution is a full, true and Correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California December 12, 2022.

Patricia Wells, Secretary / Executive Director

ADOPTED: December 12, 2022

RESOLUTION NO. _____

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Resolution authorizing the Executive Director to apply a retroactive Cost of Living Adjustment (COLA) to all positions represented under SEIU Local 1021 HAR/APA/HES effective July 1, 2022, to issue cost of living increases effective July 1, 2023, and July 1 2024, and to issue a signing bonus to all active employees represented under SEIU Local 1021 HAR/APA/HES.

Date: December 12, 2022

Purpose: This resolution authorizes the Executive Director to 1) execute a six percent (6%) retroactive increase to all positions represented under SEIU Local 1021 HAR/APA/HES effective July 1, 2022, 2) to execute a five percent (5%) increase to all positions represented under SEIU Local 1021 HAR/APA/HES effective July 1, 2023, 3) to execute a five percent (5%) increase to all positions represented under SEIU Local 1021 HAR/APA/HES July 1, 2024, 4) and to provide a one-time net signing payment of \$2,000 to all active employees represented under SEIU Local 1021 HAR/APA/HES effective immediately upon the approval by the Board of Commissioners.

Funding: Funding for the FY 2023 increase and the one-time net signing payment will be paid from funds previously approved in the FY 2023 Annual Operating Budget as well as from salary savings due to personnel vacancies in budget line item 4110-00-000, Administrative Salaries. The funding for the increases effective July 1, 2023 and July 1, 2024 will be included in the budgets for Fiscal Years 2024 and 2025 respectively.

Background

The Cost of Living Adjustment (COLA) is an adjustment made to employee salaries with the intent to maintain employee salary value against increases in the cost of purchasing regular life necessities. This adjustment is regularly negotiated as a part of the Memorandums of Understanding (MOUs) with the Authority's four bargaining units, including SEIU Local 1021 Maintenance. It is also the Authority's practice to provide an equivalent COLA to all unrepresented staff.

Due to the COLA being an adjustment for cost of living, during the last negotiations process the Authority and the Unions agreed to a COLA structure that uses a twelve (12) month average of data provided by the Bureau of Labor Statistics Consumer Pricing Index (CPI). In preparations for negotiations for the July 1, 2022 contract and

Fiscal Year 2023 budget, this method was once again used to approximate a five percent (5%) COLA.

Early in the negotiations process, across all the unions, it was made clear that there was a great concern in regards to the COLA. There were two factors that Unions requested to address; the unprecedented rates of inflation across the country, and the uncertainty of the CPI based COLA process. After multiple difficult and earnest conversations, the Authority and the Unions have reached an agreement of six percent (6%) in the first year, and five percent (5%) in each of the two subsequent years of the contract. The initial requests at the bargaining table was for a much larger COLA, which was driven by the highly publicized national CPI data. This was a significant sticking point throughout the negotiations process. Although that 8% CPI was not accurate for the Bay Area, as negotiations continued, more data became available that showed the Bay Area CPI to continue to trend exceedingly high. Going back as far as 2018, CPI data had not gone over 5% one time, however, every 12 month rating for 2022 was over 5%. With October's data, the year's average has reached 5.7%. From anecdotal knowledge, as well as survey data, trends show that many area agencies are issuing significant economic increases which include COLAs of 5% or more, as well as bonuses for reaching agreement on economic matters in the contract.

Unlike increases in base pay, one-time signing bonuses create no long term financial liability for the Authority while still providing an economic incentive. For this reason, the Authority included the concept of the net signing bonus in a counter proposal early in the negotiations process to help address the concerns around the national CPI. This bonus payout is calculated at the post tax amount, which ensures the employee will receive the full amount of the payout.

The COLA increase constitutes a one percent (1%) increase over what was estimated for the Fiscal Year 2023 budget, however the additional cost of this percentage point may be easily absorbed with salary savings due to the number of vacancies that have been unfilled since the beginning of Fiscal Year 2023. This is also true for the cost of the signing bonus and equity increases. For Fiscal Years 2024 and 2025, the five percent (5%) increase will be included in budget plans. The Authority has agreed to this increase over the next two years as we are approximately six months away from the July 1, 2023 increase, and market data does not show a significant slowing in the rate of inflation. The most recent data points for the CPI for June through October average to 6.1%, and this data is three of the six points used in our averaging process. In the event that inflation suddenly slows, and the 2024 increase is significantly higher than the market, this will be noted and taken into consideration for negotiations for the July 1, 2025 contracts.

Recommendation:

It is recommended that the Board of Commissioners authorize the Executive Director to execute Cost of Living Adjustment across all positions represented under SEIU Local

1021 HAR/APA/HES, including a six percent (6%) increase effective July 1, 2022, a five percent (5%) Cost of Living Adjustment effective July 1, 2023, and a five percent (5%) Cost of Living Adjustment effective July 1, 2024. It also recommended that the Board of Commissioners authorize the Executive Director to execute the tentatively agreed \$2,000 net signing bonus.

Attachments: Resolution for COLA, Signing Bonus and Equity Adjustment for SEIU Local 1021 HAR/APA/HES

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: _____

**RESOLUTION APPROVING A THREE-YEAR MASTER AGREEMENT
BETWEEN THE OAKLAND HOUSING AUTHORITY AND
LOCAL 1021, SEIU- MAINTENANCE UNIT**

WHEREAS, the Oakland Housing Authority seeks to be an employer of choice and provide its employees with a competitive salary and benefit package to encourage retention of current staff and to attract skilled and experienced staff into the agency; and

WHEREAS, the Authority has recognized Local 1021, SEIU – Maintenance Unit as the representative of a discreet group of employees, pursuant to Meyers/Milias Brown; and

WHEREAS, the Authority and the Union embarked on the negotiation process on a Master Agreement; and

WHEREAS, the parties have reached tentative agreement on a Cost of Living Adjustment process, and equity adjustment, and a signing bonus;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, approval is hereby given to a three-year (July 1, 2022 – June 30, 2025) Cost of Living Adjustment Agreement between the Housing Authority of the City of Oakland and Local 1021, SEIU – Maintenance Unit. This three-year agreement will provide:

- A 6% across-the-board cost-of-living adjustment, retroactive to July 1, 2022
- A 5% across-the-board cost-of-living adjustment, effective July 1, 2023
- A 5 % across-the-board cost-of-living adjustment, effective July 1, 2024.
- A 4.5% increase to the Building and Grounds Worker position pay scales
- A \$2,000 Net Signing Bonus effective upon execution of this resolution.

THAT, the Executive Director is hereby authorized to take all necessary action to implement the foregoing resolution.

I certify that the foregoing resolution is a full, true and Correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California December 12, 2022.

Patricia Wells, Secretary / Executive Director

ADOPTED: December 12, 2022

RESOLUTION NO. _____

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Resolution authorizing the Executive Director to apply a retroactive Cost of Living Adjustment (COLA) to all Unrepresented positions effective July 1, 2022, to issue cost of living increases effective July 1, 2023, and July 1 2024, and to issue a signing bonus to all non-leadership level Unrepresented employees.

Date: December 12, 2022

Purpose: This resolution authorizes the Executive Director to 1) execute a six percent (6%) retroactive increase to all Unrepresented position effective July 1, 2022, 2) to execute a five percent (5%) increase to all Unrepresented positions effective July 1, 2023, 3) to execute a five percent (5%) increase to all Unrepresented positions effective July 1, 2024, and 4) to provide a one-time net signing payment of \$2,000 to all active non-leadership level Unrepresented employees effective immediately upon the approval by the Board of Commissioners.

Funding: Funding for the FY 2023 increase and the one-time net signing payment will be paid from funds previously approved in the FY 2023 Annual Operating Budget as well as from salary savings due to personnel vacancies in budget line item 4110-00-000, Administrative Salaries. The funding for the increases effective July 1, 2023 and July 1, 2024 will be included in the budgets for Fiscal Years 2024 and 2025 respectively.

Background

The Cost of Living Adjustment (COLA) is an adjustment made to employee salaries with the intent to maintain employee salary value against increases in the cost of purchasing regular life necessities. This adjustment is regularly negotiated as a part of the Memorandums of Understanding (MOUs) with the Authority's four bargaining units, including SEIU Local 1021 Maintenance. It is also the Authority's practice to provide an equivalent COLA to all unrepresented staff.

Due to the COLA being an adjustment for cost of living, during the last negotiations process the Authority and the Unions agreed to a COLA structure that uses a twelve (12) month average of data provided by the Bureau of Labor Statistics Consumer Pricing Index (CPI). In preparations for negotiations for the July 1, 2022 contract and Fiscal Year 2023 budget, this method was once again used to approximate a five percent (5%) COLA.

Early in the negotiations process, across all the unions, it was made clear that there was a great concern in regards to the COLA. There were two factors that Unions requested to address; the unprecedented rates of inflation across the country, and the uncertainty of the CPI based COLA process. After multiple difficult and earnest conversations, the Authority and the Unions have reached an agreement of six percent (6%) in the first year, and five percent (5%) in each of the two subsequent years of the contract. The initial requests at the bargaining table was for a much larger COLA, which was driven by the highly publicized national CPI data. This was a significant sticking point throughout the negotiations process. Although that 8% CPI was not accurate for the Bay Area, as negotiations continued, more data became available that showed the Bay Area CPI to continue to trend exceedingly high. Going back as far as 2018, CPI data had not gone over 5% one time, however, every 12 month rating for 2022 was over 5%. With October's data, the year's average has reached 5.7%. From anecdotal knowledge, as well as survey data, trends show that many area agencies are issuing significant economic increases which include COLAs of 5% or more, as well as bonuses for reaching agreement on economic matters in the contract.

Unlike increases in base pay, one-time signing bonuses create no long term financial liability for the Authority while still providing an economic incentive. For this reason, the Authority included the concept of the net signing bonus in a counter proposal early in the negotiations process to help address the concerns around the national CPI. This bonus will also be provided to non-leadership level Unrepresented employees. This group is identified as all employees including line level managers, but excluding executive leadership, directors and assistant director level employees. As with the signing bonus for the represented groups, this bonus is intended to be a one time payment to help address increased costs due to inflation. This grouping of employees was chosen to ensure equity and to provide the most financial impact where it is needed. This bonus payout is calculated at the post tax amount, which ensures the employee will receive the full amount of the payout.

The COLA increase constitutes a one percent (1%) increase over what was estimated for the Fiscal Year 2023 budget, however the additional cost of this percentage point may be easily absorbed with salary savings due to the number of vacancies that have been unfilled since the beginning of Fiscal Year 2023. This is also true for the cost of the signing bonus. For Fiscal Years 2024 and 2025, the five percent (5%) increase will be included in budget plans. The Authority has agreed to this increase over the next two years as we are approximately six months away from the July 1, 2023 increase, and market data does not show a significant slowing in the rate of inflation. The most recent data points for the CPI for June through October average to 6.1%, and this data is three of the six points used in our averaging process. In the event that inflation suddenly slows, and the 2024 increase is significantly higher than the market, this will be noted and taken into consideration for negotiations for the July 1, 2025 contracts.

Recommendation:

It is recommended that the Board of Commissioners authorize the Executive Director to execute the Cost of Living Adjustment across all Unrepresented positions, including a six percent (6%) increase effective July 1, 2022, a five percent (5%) Cost of Living Adjustment effective July 1, 2023, and a five percent (5%) Cost of Living Adjustment effective July 1, 2024. It also recommended that the Board of Commissioners authorize the Executive Director to execute a \$2,000 net signing payment for non-leadership level employees.

Attachments: Resolution for COLA, and signing bonus for Unrepresented employees.

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: _____

**RESOLUTION APPROVING COST-OF-LIVING ADJUSTMENTS FOR EMPLOYEES
OF THE AUTHORITY NOT SUBJECT TO A MEMORANDUM OF UNDERSTANDING**

WHEREAS, the Oakland Housing Authority seeks to be an employer of choice and provide its employees with a competitive salary and benefit package to encourage retention of current staff and to attract skilled and experienced staff into the agency; and

WHEREAS, the Oakland Housing Authority seeks to maintain comparability in employee compensation within the Authority and with other public jurisdictions; and

WHEREAS, the Authority has reached a tentative agreement on Cost of Living Agreement with represented employees; and

WHEREAS, it is the Authority's practice to provide all members of the Authority not subject to a Memorandum of Understanding an equivalent Cost of Living Adjustment provided to represented employees

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, approval is hereby given to provide the following Cost of Living Adjustment to employees who are not represented by an employee organization as follows:

A 6% across-the-board cost-of-living adjustment, retroactive to July 1, 2022

A 5% across-the-board cost-of-living adjustment, retroactive to July 1, 2023

A 5% across-the-board cost-of-living adjustment, retroactive to July 1, 2024

A \$2,000 Net Signing Bonus payable to non-leadership employees effective upon execution of this resolution.

THAT, the Executive Director is hereby authorized to take all necessary action to implement the foregoing resolution.

I certify that the foregoing resolution is a full, true and Correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California December 12, 2022.

Patricia Wells, Secretary / Executive Director

ADOPTED: December 12, 2022

RESOLUTION NO. _____

Executive Office
Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Authorizing the Executive Director to renew the commercial property (fire) insurance policy with Housing Authority Property Insurance (HAPI) and to make a payment of the annual premium in an amount not to exceed \$283,524.

Date: December 12, 2022

Purpose: This memorandum forwards for the Board's consideration a resolution authorizing the Oakland Housing Authority (Authority) to renew the property (fire) insurance policy with Housing Authority Property Insurance (HAPI), a member company of the Housing Authority Insurance Group (HAI Group), for the period November 11, 2022 to November 11, 2023, and to make the payment of the annual premium in an amount not to exceed \$283,524.

Funding: Funds are included in the Fiscal Year (FY) 2023 Operating Budget, budget line item number 4510-00-000.

Background

HAI Group through its affiliated companies provides commercial liability and property insurance through various affiliated companies. HAPI is a non-profit, federal tax-exempt company. As an affiliated company under HAI Group HAPI provides property insurance specifically for public housing authorities.

On July 29, 2004, HUD issued a "Waiver Letter", informing the members of the following:

The purpose of this letter is to advise you that Housing Authority Risk Retention Group, Inc. ("HARRG") and Housing Authority Property Insurance, a Mutual Company ("HAPI") is each "a nonprofit insurance entity owned and controlled" by public housing authorities ("PHAs"), as described at 24 CFR §965.205(a) and is approved by HUD and "a nonprofit self-funded insurance entity created by PHAs", as provided by 24 CFR §965.205(c). HARRG has certified that it is a risk retention grouped domiciled in the State of Vermont and is authorized to do business in all states through the authority granted by the federal Liability Risk Retention Act of 1996 (LRRRA). HAPI has certified that it is a property and casualty company domiciled in the State of Vermont and is licensed in every state in which it conducts business.

Therefore, PHAs are authorized to obtain any line of insurance from HARRG or

HAPI without regard to the competitive selection process, and the bidding requirements of the Annual Contributions Contract are hereby waived, provided that: (i) HARRA, upon request, provides any proposed insured with written confirmation of its status as a risk retention group under the LRRRA; and (ii) HAPI, upon request, provides written confirmation to any proposed insured that it is licensed to do business in the applicable state.

The Authority, as a member of HAPI, can go directly to HAPI for its insurance needs without following the typical procurement and bidding requirements.

In prior years, all properties owned by both the Authority and the Oakland Affordable Housing Preservation Initiatives (OAHPI) were insured together under one property insurance policy. An analysis of the ownership structure of the properties owned/managed by OAHPI undertaken this year determined that those properties require insurance under a separate policy. Therefore, this policy renewal is only for the properties owned/managed by the Authority.

The total insured value of the Authority properties is currently \$250.1 million. The underlying rate for this coverage increased 3.7% from the prior year.

Recommendation

It is recommended that the Board of Commissioners ratifies the Executive Directors action to renew the commercial property (fire) insurance policy with HAPI, for the period November 11, 2022 to November 11, 2022, and to make the payment of the annual premium in an amount not to exceed \$283,524.

Attachment: Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**AUTHORIZING THE EXECUTIVE DIRECTOR TO RENEW THE COMMERCIAL
PROPERTY (FIRE) INSURANCE POLICY WITH HOUSING AUTHORITY PROPERTY
INSURANCE (HAPI) AND TO MAKE A PAYMENT OF THE ANNUAL PREMIUM IN
AN AMOUNT NOT TO EXCEED \$283,524.**

WHEREAS, the Oakland Housing Authority (Authority) is a member of Housing Authority Property Insurance (HAPI), a nonprofit, tax-exempt insurance company owned by public housing authorities; and

WHEREAS, HAPI is qualified under the U.S. Department of Housing and Urban Development (HUD) regulations as being substantially equivalent to a "financially sound and responsible insurance company"; and

WHEREAS, HUD permits housing authorities to select HAPI for insurance coverage without following the typical procurement and bidding requirements; and

WHEREAS, HAPI provides property (fire) insurance coverage to the Authority; and

WHEREAS, the property (fire) insurance policy for the period November 11, 2022 to November 11, 2023 is due for renewal; and

WHEREAS, the Authority received from HAPI a property insurance renewal premium quote in the amount of \$283,524

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Board of Commissioners ratifies the Executive Directors action to renew the commercial property (fire) insurance policy with HAPI and to make the payment of the annual premium in an amount not to exceed \$283,524; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on December 12, 2022.

Secretary / Executive Director

ADOPTED:

RESOLUTION NO.

CONSENT AGENDA ITEMS

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Resolution Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

Date: December 12, 2022

Purpose: This action will authorize continued remote teleconference meetings of the Board of Commissioners pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

Funding: No funding is required.

Background:

On March 17, 2020, Governor Newsom issued Executive Order N-29-20, which allowed for relaxed provisions of the Ralph M. Brown Act (Brown Act) for legislative bodies to conduct meetings through teleconferencing without having to meet the strict compliance of the Brown Act. All provisions of Executive Order N-29-20 concerning the conduct of public meetings via teleconferencing expired on September 30, 2021. On October 25, 2021 through Resolution Number 4997 and in compliance with Assembly Bill 361 (Chapter 165, Statutes of 2021) (AB 361), the Board of Commissioners ratified the proclamation of a state of emergency and made findings, which authorized continued remote teleconference meetings.

On November 24, 2021, The Board of Commissioners adopted Resolution Number 5009 within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On December 6, 2021, The Board of Commissioners adopted Resolution Number 5020, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On December 27, 2021, The Board of Commissioners adopted Resolution Number 5022, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On January 24, 2022, The Board of Commissioners adopted Resolution Number 5033, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On February 28, 2022, The Board of Commissioners adopted Resolution Number 5034, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On March 21, 2022, The Board of Commissioners adopted Resolution Number 5051, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On April 25, 2022, The Board of Commissioners adopted Resolution Number 5056, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On May 23, 2022, The Board of Commissioners adopted Resolution Number 5079, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On June 27, 2022, The Board of Commissioners adopted Resolution Number 5090, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On July 25, 2022, The Board of Commissioners adopted Resolution Number 5095, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On August 22, 2022, The Board of Commissioners adopted Resolution Number 5099, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On September 26, 2022, The Board of Commissioners adopted Resolution Number 5107, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On October 24, 2022, The Board of Commissioners adopted Resolution Number 5114, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On November 21, 2022, The Board of Commissioners adopted Resolution Number 5125, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

AB 361 was signed into law by the Governor on September 16, 2021, and went into effect immediately. It amends the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology after the September 30, 2021 expiration of the current Brown Act exemptions as long as there is a "proclaimed state of emergency" by the Governor. This allowance also depends on state or local officials imposing or recommending measures that promote social distancing or a legislative body finding that meeting in person would present an imminent safety risk to attendees. Though adopted in the context of the pandemic, AB 361 will allow for virtual meetings during other proclaimed emergencies, such as earthquakes or wildfires, where physical attendance may present a risk. AB 361 will sunset on January 1, 2024.

In light of AB 361, the continuing COVID-19 State of Emergency declared by the Governor, the continuing Local Emergency declared by the City of Oakland, the continuing recommendations by the County of Alameda Health Officer of social distancing as a mechanism for preventing the spread of COVID-19, and the continued threats to health and safety posed by indoor public meetings, staff recommends the Board of Commissioners adopt the proposed Resolution making the findings required to initially invoke AB 361.

The procedures currently set up for Board of Commissioners' meetings, which provide public attendance and comment through a call-in or internet-based service option, satisfy the requirements of AB 361. The Executive Director, or designee, will work with the Board to ensure that meeting procedures for all teleconferenced meetings comply with AB 361. Continued reliance will require the Board of Commissioners to adopt a new resolution making required findings every 30 days.

Recommendation:

It is recommended that the Board of Commissioners adopt a resolution making findings authorizing continued remote teleconference meetings of the Board of Commissioners pursuant to Brown Act provisions, as amended by Assembly Bill Number 361.

Attachments: Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**RESOLUTION MAKING FINDINGS AUTHORIZING CONTINUED REMOTE
TELECONFERENCE MEETINGS OF THE BOARD OF COMMISSIONERS
PURSUANT TO BROWN ACT PROVISIONS, AS AMENDED BY ASSEMBLY BILL
NO. 361**

WHEREAS, the Housing Authority of the City of Oakland ("Housing Authority") is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners; and

WHEREAS, all meetings of the Housing Authority's Board of Commissioners are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Housing Authority's Board of Commissioners conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist within the jurisdiction of the Housing Authority, specifically, on March 17, 2020 the Governor of the State of California proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19, and such declaration has not been lifted or rescinded; and

WHEREAS, as a result of the COVID-19 pandemic the California Department of Health and the Health Officer of the County of Alameda continue to recommend measures to promote social distancing. Additionally, On March 9, 2020, in response to the COVID-19 pandemic, the City Council of the City of Oakland declared a local emergency as set forth in Resolution No. 898075 C.M.S., which remains in full force and effect to date; and

WHEREAS, the Board of Commissioners does hereby find that the COVID-19 pandemic has caused, and will continue to cause, imminent risk to the health and safety of attendees meeting in person for a Board of Commissioners' meeting, and the COVID-19 pandemic has caused conditions of peril to the safety of persons within the jurisdiction of the Housing Authority that are likely to be beyond the control of services, personnel, equipment, and facilities of the Housing Authority, and desires to ratify the proclamation of a state of emergency by the Governor of the State of California and ratify the California Department of Health and the Health Officer of the County of Alameda's recommended measures to promote social distancing; and

WHEREAS, Resolution 4997 ratified the proclamation of the state of emergency and made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on November 24, 2021, Resolution 5009 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on December 06, 2021, Resolution 5020 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on December 27, 2021, Resolution 5022 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on January 24, 2022, Resolution 5033 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on February 28, 2022, Resolution 5034 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on March 21, 2022, Resolution 5051 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on April 25, 2022, Resolution 5056 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on May 23, 2022, Resolution 5079 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on June 27, 2022, Resolution 5090 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on July 25, 2022, Resolution 5095 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on August 22, 2022, Resolution 5099 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on September 26, 2022, Resolution 5107 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on October 24, 2022, Resolution 5114 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on November 21, 2022, Resolution 5125 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, as a consequence of the local emergency and state of emergency the Board of Commissioners shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that the Board of Commissioners shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Government Code section 54953.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference; and

THAT, Section 2. Reconsideration. The Board hereby reconsiders the circumstances of the state of emergency; and

THAT, Section 3. Ratification of the California Department of Health and the Health Officer of the County of Alameda's recommended measures to promote social distancing.

The Board hereby finds that state and local officials continue to recommend measures to promote social distancing. The Board further hereby ratifies the California Department of Health and the Health Officer of the County of Alameda's recommended measures to promote social distancing and finds that, as a result of the state of emergency, meeting in person would present imminent risk to the health or safety of attendees; and

THAT, Section 4. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020, which declaration has not been lifted or rescinded, and hereby finds that the state of emergency continues to directly impact the ability of the Board of Commissioners and members of the public to meet safely in person; and

THAT, Section 5. Remote Teleconference Meetings. The Housing Authority's Executive Director, and designee, and the Board of Commissioners are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continued teleconferencing and conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act; and

THAT, Section 6. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30 days from the adoption of this Resolution, or, (ii) such time as the Board of Commissioners adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Commissioners of the Housing Authority may continue to teleconference without compliance with Government Code section 54953(b)(3).

I hereby certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on December 12, 2022.

Secretary


ADOPTED: December 12, 2022

RESOLUTION NO.

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Authorization to execute a two-year contract with up to three one-year option terms with Castillo Plumbing for plumbing services in an amount not to exceed \$650,000

Date: December 12, 2022

Purpose: This action will authorize the Executive Director to execute a two-year contract with up to three one-year option terms with Castillo Plumbing to provide as needed plumbing services at Oakland Housing Authority owned and managed properties, in an amount not to exceed \$260,000 for the initial term and \$130,000 per year for each additional option term for a total contract amount not to exceed \$650,000.

Funding: Funding for the initial contract term is included in the FY 2023 operating budget in accounts 4430-11-000 Contract-Plumbing, 4430-99-000 Contract Costs-Other and 5510-00-000 Capital Outlay. Funding for each subsequent option term will be included in the corresponding fiscal year's operating budget in accounts 4430-11-000 Contract-Plumbing, 4430-99-000 Contract Costs-Other and 5510-00-000 Capital Outlay.

Background:

The Oakland Housing Authority (OHA) requires a vendor that can provide as needed plumbing services for the 762 Public Housing units managed by the Office of Property Operations. The services under this contract will be rendered for as-needed plumbing services including emergencies, during and after normal business hours including holidays, in vacant and occupied units. These services will augment our current staffing and provide additional as-needed coverage to ensure timely services to our families.

The Authority's Contract Compliance and General Services (CCGS) Department issued Request for Proposals (RFP) #22-005 was issued in accordance with the Oakland Housing Authority's Procurement Policy on February 3, 2022. A total of 688 vendors received notification of issuance of the RFP 22-005. The RFP 22-005 was also publicly posted on the Oakland Housing Authority's website. Notification of issuance of the RFP

22-005 was also published in the East Bay Times on February 25, 2022 and in the Tri-Valley Herald on March 4, 2022. Two (2) companies submitted a proposal by the deadline of 10:00 a.m. March 28, 2022.

After a review of the proposals received on March 28, 2022, CCGS has determined that Castillo Plumbing was responsive and responsible and capable of providing the plumbing services including, capital needs plumbing projects, for both the public housing sites and OAHPI sites.

A panel comprised of three (3) individuals convened on July 7, 2022, to evaluate and rate each of the proposals. The panelists' scores were averaged, resulting in one final score for each company. The final scores were the basis for the recommendation of award.

Castillo Plumbing was deemed a responsive and responsible bidder and have the capability to meet OHA's needs to provide as needed plumbing services at public housing properties.

The proposed resolution would authorize the Executive Director to execute a two-year contract, with three one-year option terms, with Castillo Plumbing to provide as needed plumbing services at OHA properties. The total amount authorized under these contracts is an amount not to exceed \$260,000 for the initial term and \$130,000 per year for each additional option term for a total contract amount not to exceed \$650,000.

Recommendation Action:

It is recommended that the Board of Commissioners adopt the attached resolution authorizing the Executive Director to execute a two-year contract with up to three one-year option terms with Castillo Plumbing to provide as needed plumbing services at OHA properties, in an amount not to exceed \$260,000 for the initial term and \$130,000 per year for each additional option term, for a total contract amount not to exceed \$650,000.

Attachments: CCGS Review Memo
 Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER:

**AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A TWO-YEAR
CONTRACT, WITH UP TO THREE ONE-YEAR OPTION TERMS, WITH CASTILLO
PLUMBING TO PROVIDE AS NEEDED PLUMBING SERVICES AT OAKLAND
HOUSING AUTHORITY OWNED AND MANAGED PUBLIC HOUSING PROPERTIES, IN
AN AMOUNT NOT TO EXCEED \$260,000 FOR THE INITIAL TERM AND \$130,000 PER
YEAR FOR EACH ADDITIONAL OPTION TERM FOR A TOTAL CONTRACT AMOUNT
NOT TO EXCEED \$650,000**

WHEREAS, the Oakland Housing Authority (OHA) requires a vendor that can provide as needed plumbing services for the 762 public housing units managed by the Office of Property Operations for as-needed plumbing services including emergency plumbing services, during and after, normal business hours, including holidays in vacant and occupied units; and

WHEREAS, the Authority's Contract and General Services (CCGS) Department issued Request for Proposals (RFP) #22-005 on February 3, 2022 to provide as needed plumbing services; and

WHEREAS, these services will augment our current staffing and provide additional as-needed coverage to ensure timely services to our families; and

WHEREAS, Request for Proposals (RFP) #22-005 was issued in accordance with the OHA's Procurement Policy; and

WHEREAS, Castillo Plumbing submitted a response by the deadline of 10:00 a.m., March 28, 2022; and

WHEREAS, an evaluation panel evaluated and rated each of the proposals, the scores were averaged and resulted in the recommendation of a contract award to Castillo Plumbing; and

WHEREAS, Castillo Plumbing was deemed a responsive and responsible bidder and have the capability to meet OHA's needs to provide as-needed plumbing services including emergency plumbing services, during and after, normal business hours, including holidays in vacant and occupied units at public housing properties; and

WHEREAS, funding for the initial contract term is included in the FY2023 operating budget and will be included in the corresponding fiscal year's operating budget for each subsequent option term.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Board of Commissioners authorizes the Executive Director to execute a two-year contract, with up to three one-year option terms, with Castillo Plumbing to provide as needed plumbing services at OHA owned and managed public housing properties, in an amount not to exceed \$260,000 for the initial term and \$130,000 per year for each additional option term for a total contract amount not to exceed \$650,000; and

THAT, the Executive Director is authorized to take all actions necessary to implement the foregoing resolution.

I hereby certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority Of the City of Oakland, California on December 12, 2022.

Secretary

ADOPTED:

RESOLUTION NO.



Oakland Housing Authority

CONTRACT COMPLIANCE & GENERAL SERVICES (CCGS)

1619 Harrison Street, Oakland, CA 94612 * (510) 587-2166 / (510) 587-2124 FAX

INTEROFFICE MEMORANDUM

To: Patricia Wells, Executive Director

Through: Kris Warren, Interim Chief of Operations DS
KW
 Duane Hopkins, Chief Officer of Program and Finance Administration DS
DH
 Mark Schiferl, Director of Property Management DS
MS
 Bruce Brackett, Director of Capital Improvements DS
BB
 Daniel Mermelstein, CCGS Manager DS
DM

From: Jeff Muegge, Contract Specialist, CCGS

Subject: CCGS Review Memo for RFP 22-005 As Needed Plumbing Services for public housing sites.

Date: September 14, 2022

This memo is to advise you that a Request for Proposals (RFP) for the "As Needed Plumbing Services" was issued on February 3, 2022. After a review of the proposals received on March 28, 2022, CCGS has determined that Castillo Plumbing and Thumbs Up Plumbing proposals are both responsive and responsible and capable of providing the plumbing services including, capital needs plumbing projects, for both the public housing sites and OAHPI sites.

Background

The Authority issued RFP 22-005 in an effort to soliciting proposals for contractor/s to provide plumbing services, including capital needs plumbing projects consisting of commercial and residential plumbing repairs of various water lines, gray and black water lines, natural gas lines, and ancillary services that include roter and drain including waste and vent system services for 1 1/2" to 8" lines; camera, leak detector and locator services for all Authority owned housing properties located throughout the City of Oakland. RFP 22-005 was issued in accordance with the Oakland Housing Authority's Procurement Policy on February 3, 2022. A total of 688 vendors received notification of issuance of the RFP 22-005. The RFP 22-005 was also publicly posted on the Oakland Housing Authority's website. Notification of issuance of the RFP 22-005 was also published in the East Bay Times on February 25, 2022 and in the Tri-Valley Herald on March 4, 2022. Two (2) companies submitted a proposal by the deadline of 10:00 a.m. March 28, 2022.

To accomplish this A panel comprised of three (3) Oakland Housing Authority employees convened on July 7, 2022, to evaluate and rate each of the proposals. The panelists' scores were averaged, resulting in one final score for each company. The final scores were the basis for

recommendation of award. The table shown below lists the results in accordance to the ratings from the evaluation panel:

Rank	Proposer	Location
1	Castillo Plumbing	Burlingame, CA
2	Thumbs Up Plumbing	Oakland CA.

Recommendation

It is recommended that Oakland Housing Authority award contract/s to Castillo Plumbing and Thumbs Up Plumbing for as needed plumbing services including, capital needs projects for Oakland Housing Authority public housing sites for the initial contract term for \$260,000.

Debarment: Castillo Plumbing and Thumbs Up Plumbing have not been debarred or limited from participating in federally funded projects.

Insurance Requirement: Copies of Commercial, General, Automobile, and Errors and Omissions Liability Insurance (naming the Oakland Housing Authority as additionally insured) along with Workers' Compensation Insurance shall be requested and received by CCGS for this project. The contracted firm shall be responsible for collecting and forwarding all insurance documents from its subcontractors to CCGS.

Approved:

Not Approved:

DocuSigned by:
Patricia Wells
722CF180EE194A1

9/18/2022

Patricia Wells
Executive Director

Date

Patricia Wells
Executive Director

Date

WRITTEN
COMMUNICATIONS
(MONTHLY REPORT)



**Oakland Housing Authority
Monthly Status Report
October 2022**



Section 3 Construction and Non-Construction

Twenty-four (24) participants are enrolled in the Section 3 program; fifteen (15) are currently working on construction projects, and nine (9) are seeking employment.

Section 3 List

Number*	Trade	Level	Union Affiliation	Work Status
Currently Working				
1-6	Carpentry	Apprentice (1st) - Journeyman	Carpenters, Carpenters 713, Millwright	Fruitvale Transit Project, Green St. Station, W.A. Rose Construction, Oliver Company, BBI BGB, James E. Roberts Obayashi, Country Builders
7	Electrical	Apprentice	Electrical Union	Design Electric
8-11	Laborer	Apprentice (1st) – Journeyman	Laborers, Laborers Local 304	Brooklyn Basin, James E. Roberts Obayashi, Branagh Inc., Plant Construction, Baines Group, Chevron, BBI
12	Cement Mason	Apprentice (1st)	Local 300	Luminart Concrete
13	Laborer	Journey level	Laborers	Ranger Pipelines
14	Cypress Mandela Graduate	Pre-Apprentice	N/A	Non-Union – Cement
15	Welder	Journeyman	Boilermakers	Non-Union – Welding
Currently Seeking Employment				
16	Carpenters Union	Apprentice (Rising Sun Graduate)	Carpenters	Not working
17	Operating Engineers	Journey Level	Operating Engineers – Local 3	Not working
18	Laborers	Journey Level	Laborers	Not Working

19	Carpenters	Journey Level	Carpenters	Not working
20	Iron Workers	Apprentice (1st)	Iron Worker –Local 378	Not Working
21	Laborers	Journey Level	Laborers	Not Working
22	Carpenters	Apprentice	Carpenters	Not Working
23	Carpenters	Journey Level	Carpenters	Not working
24	Painter	Journey Painter	Painters	Not Working

Section 3 New Hires (Construction & Non-Construction)

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Declined Offer	Company	Position
-	-	-	-	-	-	-
Total	0	0	0	0	Hired YTD Total	4

Section 3 Compliance

FCP received eight (8) trades request for fifty-one (51) Section 3 opportunities. In addition, seven (7) contractors received compliance reports as FCP was unable to refer residents for these positions because the current list of unionized workers does not possess the necessary qualifications or they are already employed.

One (1) Section 3 participant was referred to Nibbi/Dolan Concrete for a Journey Level Laborer position at the Foon Lok East project.

Section 3 Compliance

Employer(s)	Trade	Requests	OHA Referrals	OHA Hires	Compliance Reports Issued
Baines-Nibbi	Plumber-Pipefitter-Steamfitter	2	0	0	1
J. H Fitzmaurice & Air Systems, Inc.	Sheet Metal	6	0	0	1
Nibbi & Dolan Concrete	Cement Mason	2	0	0	1
Nibbi & Dolan Concrete, Nibbi & Nibbi Concrete	Laborer	4	1	0	1
Nibbi & Nibbi Concrete	Carpentry	4	0	0	1
Nibbi & Pacific Steel Group	Ironworker	24	0	0	1
Nibbi & Westates Mechanical Corporation	Sprinkler Fitters	9	0	0	1
Total		51	1	0	7

Employment and Economic Development

FCP Program	Job Referrals	Job Readiness	Total
FSS	8	8	16
General	30	12	42
ROSS	4	3	7
Section 3	2	0	2
Grand Total	44	23	67

Career Readiness Workshops

The Employment & Economic Development team facilitated several Career Readiness workshops in the Learning Lab at the West District office. Six (6) residents developed their resumes to participate in Winning Wednesday hiring events.

Workshops	OHA Participants Attended
Resume/Cover Letter Writing	6
Computer Literacy & Email Knowledge	3
Pre-Employment & Employment Assessment	1
Career Exploration & Self-Assessment	2
Identifying Transferable Skills	1
Total	13

Winning Wednesday Hiring Events

Company	OHA Participants	Community Participants	Total
TSA & ABC	14	3	17
Customer Service Workshop Part II	9	0	9
Holiday Job Fair	32	20	52
Total	55	23	78



* Wednesday, October 19, 2022, Holiday Job Fair

General Employment

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Company	Position
General Support	X		X	BART	Community Service Officer
General Support	X	X		ABC Security	Security Guard
General Support	X	X		Allied Event Service	Security Guard
General Support	X		X	ABC Security	Security Guard
Total	4	2	2		

Youth Employment

Provider	Enrolled this month	Enrolled in this contract term	Enrolled in Training	Job Placements	College Enrollments
LAO Family	9	106	88	47	16
YEP	1	9	1	1	0

Career Development and Training

Program	New Enrollment	Completed	Total
CPR First-Aid	4	4	4
Guard Card	10	10	10
Customer Service Part II	9	9	9
Total	23	23	23

Resident Owned Businesses

Business Titles	
Raw Christal – Cosmetology	Brown Sisters Speak – Mental Health
Dress Your Mess	Ashby Market
Services by MSWELLS, LLC	H. Butlers Bar B.Q.
Coco Breeze	Designs by Charmeng
MagicallyMe By Dena	
Total	9

Financial Literacy

FCP Program	Provider	Enrollment	Completed Modules
FSS	FDIC Money Smart	2	5
Total		2	5

T-Mobile Tablet Distribution

FCP Program	Chromebooks/Tablets Distributed (Month)	Program Total
Education Initiative	7	7
Total	7	7

T-Mobile Tablet & Chromebook Distribution

Through the Education Initiative seven (7) OHA youth received a Chromebook.

Family Self-Sufficiency (FSS) Program

- One (1) FSS participant working as an Assembly Worker at Tesla was promoted to a permanent worker.
- One (1) FSS participant working as a Legal Aid at a private law firm obtained their second raise of \$5/hour from \$30/hr to \$35/hr.
- Fifty-one (51) FSS participants received a quarterly contact to review and update their Individual Training Service Plans (ITSP) for program graduation. One (1) FSS participant is within six (6) months of graduation and has met with their Coordinator to prepare for their graduation.
- One FSS participant (1) was accepted to Sonoma State University to study Child Development and Special Education.
- One (1) FSS participant obtained rental assistance from BOSS after paying \$500 to begin a payment plan.
- Two (2) participants increased their credit report score

Family Self-Sufficiency

Program	Total	New Enrollees	Escrow Accounts	Graduates	Escrow Disbursed	Termination or Exits	Escrow Forfeited	Escrow Transferred (RHA)
Section 8	133	0	80	0	0	3	\$12,726.20	0
PH	12	0	4	0	0	0	0	0
FUP-Youth	12	0	5	0	0	0	0	0
Total	157	0	89	0	0	3	\$12,726.20	0

Family Unification Program (FUP) Youth

Applicants	Current Participants	New Enrollments (Current Month)	Transitioned to FSS	Program Exits To Date	Program Enrollments To Date
0	7	0	12	11	30

Youth and Education

Promise Plus Program – Enrollment and Engagement

The Education Team enrolled twenty (20) new students, in the Promise Plus program, and eleven (11) Promise Plus families met with their Coordinator to complete their Individual Student Success Plan.

Promise Plus Program

OUSD Schools	Previous Students Enrolled	New Enrollments	Total Enrollment
Prescott Elementary	10	4	14
Martin Luther King, Jr.	14	2	16
Lockwood Steam Academy	14	0	14
Markham Elementary	3	5	8
West Oakland Middle	20	0	20
Westlake Middle	2	0	2
Elmhurst Middle	5	0	5
Frick Impact Middle	12	7	19
McClymonds High	8	0	8
Oakland High	2	0	2
Fremont High	2	2	4
Castlemont High	12	0	12
Non-Partner Schools	49	0	49
Total	153	20	173

OUSD School Site Events

Elementary School

- The Education team supported the Prescott Elementary Student-of-the-Month Assembly with award certificates for each student. They also provided treat bags and giveaways for Prescott Harvest Day.



- The Education team partnered with the Lockwood Elementary Afterschool Coordinator to develop an outreach strategy and identify OHA residents enrolled in their afterschool program. As a result, thirty-four (34) students were identified, and outreach has begun to enroll those students into Promise Plus.

Middle School

- The Education team designed a student workshop in collaboration with West Oakland Middle School staff for youth experiencing chronic absenteeism and tardiness challenges. In collaboration with the school site, OHA students participating in the group will receive support from the Middle School Resident Services Coordinator (RSC) in addressing barriers to attending school and incremental incentives for improved attendance and academic achievement.

- Partnered with The Mentoring Center, a school-based community partner supporting West Oakland Middle School (WOMS) to develop a mentoring program for OHA youth attending WOMS.
- The Education team attended the first Family/Parent Engagement event of the school year at Frick Middle School.



- Twenty-five (25) OHA Resource Guides booklets detailing were distributed at the Frick Middle School Family/Parent Engagement event and at Elmhurst Middle School.

High School

- The Education team attended the monthly community partner meeting at McClymond's High School and provided students with necessary school supplies and feminine hygiene products.
- The Education team reached out to college counselors at McClymond's and Castlemont High schools to plan a Financial Aid Workshop for parents and students.
- The Education team participated in a strategic planning meeting with the Oakland High School Principal to build partnerships and to increase the enrollment of Oakland High School students in the Promise Plus Program.
- The Education team attended a planning meeting at Fremont High School to coordinate a Community Healing event. This event is for the entire student body, and the focus is providing a space for students to acknowledge and discuss the violence within and surrounding the Fremont school community.

Community Outreach

- In partnership with App Dev League, a local technology nonprofit, the Education Team hosted a Website Creation Workshop at Peralta Village for High School students. Ten (10) youth attended, seven (7) were OHA youth. All youth who attended received five (5) hours of training and the seven (7) OHA Youth received a personal Chromebook.



- The Education team performed door-to-door outreach to over three hundred (300) families for the OHA’s RAB Halloween event at Peralta Village and Lockwood Gardens.



- Approximately forty-nine (49) OHA youth attended the Peralta event, and twenty-six (26) participated at the Lockwood event. The youth received a Halloween grab bag, books, and educational toys. Also in attendance were Oakland Natives Give Back (ONGB), they enrolled OHA families into their school attendance challenge.

OUSD School Site Meetings and Tutoring Services

- Each Education Coordinator attended weekly COST and Attendance Team meetings at the twelve (12) partner school sites.
- The Community Education Partnership (CEP) continues to provide tutoring support to OHA students; there was one (1) new student referral, and fourteen (14) referrals have been assigned a tutor. CEP afterschool tutoring services is now serving students Mondays-Thursdays at West Oakland Middle School.

CEP Tutoring Referrals

Referrals	In-Progress	Assigned Tutor	Total Assigned Tutor (YTD)
1	0	0	58

Resident Opportunities Self Sufficiency (ROSS) Program

ROSS Program

Program	ROSS Participants	New Enrollees (Month)	YTD (Exits)
Public Housing	149	0	4

ROSS Coordinators met with sixty-four (64) ROSS program participants to introduce themselves, assess program participants' needs and provide them with community resources.

Senior Services

One hundred and one (101) senior participants from Peralta Village, Lockwood Gardens, Palo Vista Gardens, and Campbell Village received a Seniors Connect newsletter. The seniors received a Halloween tote bag filled with crafts to make a painted pumpkin, including stickers and a foam pumpkin to paint.

The October Seniors Connect Newsletter "Halloween" edition included information introducing the two new ROSS Coordinators and the OHA website of resources for Older Adults. The newsletter also showcased seniors who completed their art projects in September.



This program allows senior participants to expand their creative growth, promote stress relief, bolster memory, and stimulate an optimistic attitude. Seniors have expressed gratitude for the Art & Craft kits and the Seniors Connect Newsletter.

Senior Lunch "Grab and Go" Hot meals – Peralta Village

Twenty-four (24) Peralta Village seniors participated in the "Grab and Go" Spectrum hot meal program. Three-hundred and thirty-six (336) hot meals were provided to seniors. In addition, each participant received weekly educational materials and resources from Spectrum.

Senior Lunch Delivery Program

	Monthly Total	YTD
"Grab & Go" Hot Meals	336	3,311

Special Programs

Emergency Housing Voucher Welcome Kits

FCP issued seven (7) Emergency Housing Voucher (EHV) Welcome Kits during October.

Foster Youth to Independence (FYI) Program Housing Workshop

Twelve (12) FYI participants received housing search assistance, and three (3) participants activated their Housing Assistance Program (HAP) contracts and moved into their units.

Site Meetings

FCP partnered with CID, OAHPI, and OHA's Green Team to conduct a site meeting. The one (1) resident who attended received a PPE bag and information about building construction, recycling, and FCP programs.

Site Meetings

Site	Number of meetings	Participants
1246/1248 E. 34 th Street	1	1
Total	1	1

Health and Wellness

Food Programs - Peralta Village & Lockwood Gardens

FCP, in collaboration with the Alameda County Community Food Bank, conducted three (3) food pantries, one (1) at Peralta Village, one (1) at Lockwood Gardens, and one (1) home delivery pantry in partnership with DoorDash. DoorDash delivered food bags to elderly and disabled residents living in Campbell Village, OAHPI developments, and participants in the Section 8 program who cannot come to OHA's on-site pantries. FCP resources were provided in each bag.

Food Pantry

Support Items	Lockwood Garden	Peralta Village	DoorDash
Food Bank (Food bags)	48	58	47
Semi Freddi's bread donation	75	75	0

Food Assistance

	Spectrum Grab & Go	Peralta Village	Lockwood Gardens	DoorDash Pantry	Total
Food bags provided	0	58	48	47	153
Senior Lunches	336	0	0	0	336
Total residents served	24	122	107	86	339

Zoom on the Move Virtual Workshops

Organizations	Number of Sessions (Month)	Number of Participants (Month)
FCP Homeownership	1	4
Total	1	4

Resident/Participants Contacts

FCP contacted three hundred thirteen (313) residents to share FCP services and resources.

FCP Program	Monthly Total	YTD
FSS	51	260
General Support	50	409
Seniors	101	1098
ROSS	14	559
Section 3/ Employment	107	127
PACT	6	42
FUP	7	58
FYI	12	43
Total	348	2596

Homeownership

The homeownership program coordinator assisted five (5) current homeowners, with resolving mortgage payment challenges.

Participants Pre-qualified for Homeownership

Voucher Size	# Families Searching	Average Household Income	Average Loan Amount
1 Bedroom	N/A	N/A	N/A
2 Bedrooms	2	\$44,600	\$400,000
3 Bedrooms	N/A	N/A	N/A
4 Bedrooms	N/A	N/A	N/A

Homeownership Applicants

Homeownership Eligibility	Approved for Mortgage	Executed Purchase Contract/In Escrow	Closings	Homes Purchased (YTD)	Homes Purchased Outside of Oakland (YTD)
23	2	0	0	1	0

Homeownership Program

Current Homeowners	Total Homes Purchased (Since 2004)	Program Terminations (YTD)	Program Graduates (YTD)	Pending Refinance	Total Homes Refinanced (YTD)
80	121	0	1	1	1

Civic Engagement

OHA Resident Advisory Board (RAB)

The Resident Advisory Board held a virtual meeting on October 12th with nine (9) RAB members and two (2) OHA resident guests in attendance. Five (5) RAB members also attended the RAB debrief and agenda planning committee meetings.

	RAB committee meetings	RAB Meetings	Volunteers	Total
OHA Residents	5	11	4	20
Non-OHA Residents	0	0	0	0
Total	5	11	4	20

OHA Resident Advisory Board (RAB) Halloween Bag Distribution

In collaboration with the Resident Advisory Board (RAB), FCP provided five hundred (500) colorful backpacks filled with candy, stickers, light-up trinkets, and the coloring books were donated by the Oakland Police Department. Three (3) RAB members, including one (1) resident Board of Commissioner assisted in preparing the backpacks.

Halloween Bag Distribution

Housing Site	Children Served
Campbell Village	55
Mandela Gateway	70
Lion Creek Crossings	40
Chestnut/Linden Court	40
Lockwood Gardens	50
Tassafaronga	50
Keller Plaza	40
E. 34 th St.	25
Havenscourt	12
Peralta Village	118
Total	500

General Support Services (GSS)

The ROSS coordinator met with eighteen (18) General Supportive Service program participants to issue community resource information. One (1) participant received a PPE bag.

Site Services

Household Cleaning Kits

Participant Request	Issued
17	17

Site Intervention and Service Referrals

The Site Intervention team engaged with fifteen (15) new households and continued providing services to twenty-eight (28) previously referred families. The Site Intervention team worked with forty-three (43) households in October. Sixteen (16) referrals were completed. Referred families received counseling and supportive services in housing search, lease compliance, domestic violence, health, and mental health.

Site Intervention

Development	Rent	HQS	Lease Comp.	Supportive Services	Housing Search	Completed	Completed YTD
Lockwood	0	0	0	1	0	1	29
Peralta	0	1	0	1	0	1	52
Deep East (9)	0	0	0	2	0	2	4
East (10)	0	0	1	0	0	1	7
Fruitvale (11)	0	0	0	0	0	0	9
San Antonio (12)	0	0	0	0	0	0	2
West (13)	0	0	0	1	1	0	11
North (14)	0	0	0	5	0	5	21
Asset Management	0	0	0	1	0	0	0
Leased Housing	0	2	0	2	25	6	73
OHAPD	0	0	0	0	0	0	1
Total	0	3	1	13	26	16	209

Leased Housing Department- October 2022 Report

2011 Housing Choice Voucher Wait List

There are a total of **303** applicants on the waitlist. OHA has reconciled its purged records for a final applicant list.

Virtual briefings FY22

IE Virtual Briefing Dates	# of families invited	# of families attended
July 2021	120	106
August 2021	86	81
September 2021	58	53
October 2021	61	49
November 2021	37	34
December 2021	64	62
January 2022	44	39
February 2022	46	43
March 2022	64	62
April 2022	94	79
May 2022	130	121
June 2022	92	79
July 2022	76	67
August 2022	30	33
September 2022	30	24
October 2022	56	48

OAHPI Intake

Intake date	# of families invited	# of families attended	# of families removed from waitlist	# Referred pending
August 26, 2021	24	14	0	1
October 14, 2021	95	59	7	3
November 18, 2021	30	10	1	7
December 16, 2021	138	77	2	11
January 27, 2022	164	82	39	29

April 2022	N/A	0	0	22
May 2022	N/A	0	0	5
June 2022	0	0	0	5
July 2022	210*	0	0	43
August 2022	0	128	0	38
September 2022	0	0	0	21
October 2022	0	0	6	1

*Intake appointments scheduled on 8/4

PBV to HCV Activity

- Thirty-Five families remain on the Request List.

2014 Public Housing Wait List

Intake date	# of families invited	# of families attended	# of families removed from waitlist	# Referred pending
July 2021	0	0	0	2
August 2021	0	0	0	1
October 2021	151	38	25	0
Dec 2, 2021	89	7	82*	13
February 10, 2022	100	19	0	0
March 24, 2022	100	29	0	7
April 28, 2022	0	0	0	6
May 2022	154	105	139*	8
June 2022	0	0	0	2
July 2022	0	0	0	0
August 2022	0	0	0	3
Sept 2022	0	0	0	4
October 2022	99	11	36	3
November 2022	65	32	0	5

*no show 2nd intake appointment

Waitlist Openings:

Leased Housing, Office of Property Operations and FCP Departments are planning to open the Public Housing waitlists for Lockwood and Peralta Public Housing sites for January 17-31, 2023. OHA staff will host assistance sessions at 1540 Webster, Union Street and 65th Ave community rooms.

Summary Report

September 2022

October 2022

Eligibility

Waitlist Activities and Port-in

• Intake appointments scheduled 2011 waitlist	0	0
• Intake appointments attended 2011 waitlist	0	0
• Briefing and voucher issued for applicants from 2011 wait list and Mainstream	0	0
• Intake, Briefing and voucher issued for Port-In and Survivor vouchers/FUP	0	0

Project Based Voucher and Tenant Protection Vouchers

• New Move-in Intake and briefing PBV/TPV	22	2
• Relocation vouchers issued for OAHPI Households	1	0

Special Programs (including non-MTW)

Intake, briefing and voucher issued:

• HUD VASH	3	1
• Mod Rehab/S+C to Section 8	1	2
• Intake, briefing: Local Programs/ PACT	1	0

Public Housing and OAHPI Eligibility:

• Intake	11
• Processing for Eligibility	32
• Referred Households	4

Total new vouchers issued (tenant & unit based)	27	5
Denial of Admission/Withdrawals	0	42

Owner Services

Initial Inspections

• Move-in inspections	155	163
• Passed Inspections	80	99
• New contracts (new, transfer, port-ins)	139	132

Rent Increases

Summary Report

	September 2022	October 2022
• Rent increases requested	476	693
• Rent increases approved	376	589
• Rent increases denied/declined	45	48
• Rent increases pending review/HQS	55	24

Annual Inspections

• Total number of Annual Inspections performed	388	464
• Number of annual inspections passed	119	140
• Failed with owner and tenant items	157	186
• Inspections rescheduled, vacant, or cancelled	56	80
• No Shows	56	58

Reasonable Accommodations

• Total number of requests received	22	22
• Total number approved	16	16
• Total number pending	4	4
• Total number denied	2	2

Occupancy

• Total annual recertification scheduled	275	298
• Total annual recertification's completed	214	245
• Total interim recertification's completed	208	197
• Transfer voucher within Oakland	40	40
• Portability vouchers issued	15	13
• Total no. of transfer vouchers issued	55	53
• Total no. of Decisions to Terminate Assistance	5	16
• Total Meet & Discuss appointments	0	0
• Resolution cases	83	99

Special Programs

• Interims completed	123	104
• Recertification's completed	81	167
• Field recertification's	2	2
• Transfer port vouchers issued	14	25
• Resolution cases	98	97
• Files to CGI	36	30

Program Terminations

Summary Report

	September 2022	October 2022
• Informal Hearings held	1	4
• Termination upheld	0	0
• Termination reversed	1	0
• Pending outcome	0	4
• Requests for Executive Review	0	0
• ER Termination upheld	0	0
• ER Termination reversed	0	0
• ER Outcome pending	2	2

Customer Service

• Walk in visitors	0	0
• 1540 Leased Housing main phone line	3,384	2,941
• Avg. calls/day to Customer Service	188	155

LEP Calls

• Cantonese/Mandarin	762	99
• Spanish	22	24
• Vietnamese	5	10

Leased Housing Department Special Programs and Initiatives:

VASH

OHA has a total allocation of 526 VASH vouchers and 300 leased. OHA received a new allocation of 130 new vouchers effective January 1, 2021. OHA received 8 new referrals. OHA approved a conditional award of 18 vouchers to the Lake Park affordable housing project and 8 vouchers were awarded to 285 12th Street.

Mainstream

OHA has a total allocation of 212 Mainstream vouchers (MS5/MS28), 202 utilized and 4 searchers. On July 8th, OHA submitted a funding request for 50 additional Mainstream and \$500 per awarded voucher for extraordinary administrative fees.

Newly Awarded Vouchers

On August 26, 2022, HUD issued PIH Notice 2022-29 Allocation and Special Administrative Fee for New Incremental Housing Choice Vouchers. The notice explained

HUDs process for awarding approximately 19,700 new Housing Choice Vouchers (HCVs) to Public Housing Agencies. These new HCVs are not special purpose vouchers, rather, they are regular HCVs. On March 15, 2022, President Biden signed the Consolidated Appropriations Act, 2022 (P.L. 117-103) in law. The Act appropriated \$200 million for new incremental vouchers pursuant to a method, as determined by HUD, which may include a formula that may include such factors as severe cost burden, overcrowding, substandard housing for very-low -income renters, homelessness, and administrative capacity. The Act further provides HUD with the discretion to specific additional terms and conditions for the use of these vouchers to ensure that PHAs provide vouchers for use by:

- Survivors of domestic violence or
- Individuals and families who are homeless, as defined in section 103(a) of the McKinney Vento Homeless Assistance Act, or at risk of homelessness

On August 29, 2022, OHA received notification of an award of 46 vouchers effective October 1, 2022, which includes \$916,233.28 in HCV funding and \$33,000 in voucher special fees (\$750 per voucher).

Confidential Client Request (CCR) Policy

The purpose of this policy is to ensure OHA and OAHPI are in compliance with the provisions of the Violence Against Women's Act (VAWA) and to describe the procedures for processing VAWA and the Threat of Physical Harm requests, timely, effectively, fairly, and to maintain confidentiality. OAHPI PBV is recommending amending its transfer policy to allow a 5 to 1 ratio. For every five applicants housed, one transfer will be approved. If determined an imminent threat exists, OHA will offer transfer to vacant and available 3rd party PBV unit or if available a Housing Choice Voucher. The goal is to fill vacant available units with applicants in need of affordable housing on the existing OAHPI waitlist and not simply transfer internal housed residents.

The Leased Housing Department received 26 CCR's for review and processing.

Portability

A total of 15 participant households ported in from other PHA's. OHA is absorbing all port in households except VASH and EHV.

There are 61 unabsorbed OHA participant families living in the jurisdiction of another housing authority. The majority are living in the following jurisdictions: Contra Costa County, Alameda County, City of Alameda, Berkeley, and Richmond.

The Housing Authority of Alameda County and Contra Costa Housing Authority are absorbing all port in program participants. OHA has a MTW activity that restricts portability to neighboring PHA's within 30 miles of OHA unless the receiving PHA is absorbing the

voucher or family has one of 11 exceptions. Exceptions include emergency VAWA cases, employment, reasonable accommodations and educational needs.

Emergency Housing Vouchers

The Department of Housing and Urban Development (HUD) allocated \$5 billion in American Rescue Plan (ARP) funds for emergency housing vouchers that will assist individuals and families who are experiencing or at risk of experiencing homelessness. The \$5 billion funding gives communities the resources needed to help eligible households find and remain in housing. HUD estimates that these Emergency Housing Vouchers (EHVs), alongside resources provided by the CARES Act, could help house 130,000 households nationwide.

In May 2021, HUD awarded the Oakland Housing Authority 515 EHVs. OHA will work in partnership with its local Continuum of Care, the Coordinated Entry System and other local Public Housing Authorities to advance and improve the housing outcomes of individuals most impacted in Alameda County.

In order to be eligible for an EHV, an individual or family must meet one of four eligibility categories:

- Homeless
- At risk of homelessness
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
- Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

The EHV program is a direct referral program. Alameda County Coordinated Entry will send direct applicant referrals for Emergency Housing Vouchers to OHA. OHA will conduct eligibility screening and inspect all units. OHA also received Administrative fees for activities related to assisting EHV applicants with leasing units. OHA is working closely with Alameda County PHAs and the Continuum of Care to finalize a joint Memorandum of Understanding. OHA has convened an EHV work team who are collaborating with other local PHAs, County staff and a community partner to prepare a standardized application, workflow and SOP's. HUD has also provided administrative fee funding for a number of activities to assist with leasing such as landlord incentives, security deposits, "speed" leasing bonus and care packages for new residents. The program launched late July 2021. The EHV dashboard is available on the website www.oakha.org.

Total Award	Total Leased/Utilized	Total Searching	Contracts Pending Activation	Applicants in Eligibility Screening
515	394	140	14	52

FY 23 Fair Market Rents

The FMRs are used to determine voucher payment standard amounts for the Housing Choice Voucher (HCV) program, other Housing and Community Development Department programs, and the flat rent levels for public housing. The FMR is the basis to determine the maximum monthly subsidy for an assisted family. The Department annually establishes FMRs for defined metropolitan areas. The FMRs are posted at least 30 days before they are effective, and they are effective at the start of the FY, which is October 1st.

The FY 2023 notice of updated FMRs was published in the Federal Register on September 1, 2022 with a 30-day public comment deadline. The revised FMRs are effective on October 1, 2022.

In general, the FMR for an area is the amount that would be needed to pay the gross rent (shelter rent plus utilities) of privately owned, decent and safe rental housing of modest nature with suitable amenities. The FMR is also typically set at the 40th percentile of the range of gross rents paid by recent movers into standard quality units in each FMR area.

Prior to FY23, the Department only used data from the U.S. Census Bureau's 5-year American Community Survey (ACS) to estimate mover rents. Last year, the Census Bureau announced it would not publish ACS data due to the impacts of COVID-19 pandemic on data collection and concerns with data integrity.

For FY23, HUD used six private sector data sources to estimate changes in FMRs to address a temporary data availability challenge and to align with market conditions. HUD states this methodological change is only applicable to FY23 FMRs.

Across all bedroom sizes, the FY 2023 FMRs published for the Oakland-Fremont Metro FMR Area increased from the amounts published in the FY 2022 FMRs. The table below details the FMRs and the dollar amount difference from a year ago.

# of Bedrooms	2022 Department FMRs	2023 Department FMRs	Difference/%
0	\$1,538	\$1,658	+ \$120/7%
1	\$1,854	\$1,969	+ \$115/6%
2	\$2,274	\$2,405	+ \$131/5%
3	\$3,006	\$3,144	+ \$138/4%
4	\$3,578	\$3,706	+ \$128/3%
5	\$4,115	\$4,262	+ \$147/3%
6	\$4,732	\$4,901	+ \$169/3%

OHA has set its Payment Standards at 120% of the FMR which supports our continued effort to increase voucher holder's success in finding units, to attract more owners to our program and to keep up with rent increases in the private market.

On September 26, 2022, HUD published Notice PIH 2022-30 extending a waiver allowing PHAs to establish payment standards up to 120% of the FMR, instead of 110%, which is the maximum allowed in most scenarios.

OHA FY 2023 MTW Plan includes an exception payment standard up to 150% of the Fair Market Rents without HUD approval for owners and units that are in areas with low voucher presence or low concentration of poverty.

New Owner Workshop Series

Leased Housing has launched a new owner webinar series.

1st webinar topic: Oakland Housing Authority Owner Benefits Programs

Date: Friday September 30, 2022 at 10:00am

Eighty-two (82) owners attended

The 2nd workshop is scheduled for October 10, 2022- Project Based Voucher In-Service for owners and property management companies

Seventy-five (75) non-profit owners and property management companies attended

Owner Incentives

Per OHA's MTW plan, Leased Housing has launched four owner incentives: Vacancy Loss (Re-Rent Bonus), Pre-Qualifying inspections, Signing Bonus, and Owner Recognition and Unit Repair.

Vacancy Loss (Re-Rent Bonus)- Payment for up to two months HAP is offered to existing HCV owners if they re-rent a unit previously occupied by an HCV tenant to another HCV participant within two months of contract cancellation.

OHA paid \$29,562 in vacancy loss to 9 owners. Units had an average vacancy period of 133 days.

Pre-Qualifying Unit Inspections- A pre-qualifying unit inspection is offered to all HCV program owners to expedite the lease up process, and minimize delays or losses due to inspections. Inspections are not being linked to a participant. Once a unit has passed, the owners will have up to 60 days to find a tenant for the unit.

OHA conducted 0 initial pre-inspections. OHA has conducted 81 pre-qualifying inspections for HCV units.

Signing Bonus - For new landlords who sign a contract with OHA allowing a Section 8 family to move into one of their available units; OHA will pay the owner a \$1,000 signing bonus. This is for all owners who sign a contract with OHA.

OHA paid 81 owners a \$1,000 bonus/\$815,000.

Apartment Repair Loan -OHA will reimburse owners up to \$2,250 for repairs made to fix Housing Quality Standard fail items on units that have never received HUD subsidy. The repairs must be verified by OHA. Once the Housing Assistance Payment (HAP) contract is signed and repairs are verified, OHA will reimburse the owner requests received within 30 days of HAP contract execution. This incentive launched November 2021.

OHA paid 6 owners a total \$6,885.00.

New Contracts Entered for Owner Payment October 2022

PBV	39
Section 8	78
HUD VASH	8
TRA/Shelter Plus	3
Mod Rehab	0
Other	4
Contracts Entered for Payment	132

Project Based Vouchers

Projects in the pipeline

95th and International - Anticipated January 2023

Program Compliance Team

Program Compliance team is focused on the analysis, prevention or remedial action, if necessary, to prevent or correct program noncompliance by participants and owners. Program Compliance staff works with all the Leased Housing teams as well as the Oakland Housing Authority Police Department and the Executive Office. The team conducted 19 client interactive/warning meetings, processed 18 owner notification letters, resolved 18 late rent notices, resolved 72 resolution cases and processed 16 proposed termination notices. Additionally, the team assigned 0 police reports. There were \$7,291.00 calculated in subsidy overpayments. The team is developing an owner notice

explaining the federal eviction moratorium end and in place City of Oakland moratorium and State resources for non-payment of rent to limit potential evictions.

Rent Increases

Leased Housing received 693 rent increase requests. There were 388 Housing Choice Vouchers completed. A total of 281 were Project Based Vouchers and Mod Rehab completed. The average rate of increase was 7% and average amount approved was \$152.

Special Needs Housing

The Harrison Hotel is part of the County’s Shelter Plus Care program subsidizing 59 units, reported 100% lease up for formerly homeless disabled residents. The County refers applicants to OHA for intake and unit inspections.

Local Programs

Sponsor Based Housing Assistance Program (SBHAP)

On May 23, 2022, the Board of Commissioners passed Resolution 5078 approving funding in the amount of \$4,209,693 for FY23 to serve an additional 40 homeless families with children. The BOC further approved expansion for an additional 40 Community Cabin exits in FY23. The total FY 23 budget is \$4,209,693.

The program can serve up to 180 households in FY23.

- a) Program Details - Services, Funders, Service Providers and Target Population
Total number of households to be served: **Minimum: 100, Maximum:180**

Oakland Housing Authority - OPRI Units			Min: 87 HH	Max: 180 HH
Services/ Funder	# of HH Served Min - Max.	Target Population	Supportive Services Provider	Housing Services Provider
PATH: Community Housing Services	27-30	Encampments/ Shelter	Lifelong Medical St. Mary's Center Building Futures w/ Women & Children	Abode Services

Behavioral Health Care Services	18 - 20	Encampments/ Shelter: Homeless. Serious Mental Illness	Lifelong Medical	Abode Services
TBD	20-40	Community Cabins	ROOTS	ROOTS
Oakland Department of Violence Prevention (Formally known as Oakland Unite): Dept. of Human Services	25-30	Re-entry: Adult Probation & Parole	Abode Services	Abode Services
PATH: ESG & THP+ Funding	17-20	Homeless Youth Ages 18-24 who are homeless or at-risk of homelessness and exiting the foster care or juvenile justice system	First Place for Youth	First Place for Youth
City of Oakland – HSD - CHS	20-40	Families experiencing homelessness, at risk of homelessness or victims of domestic violence	Building Futures for Women & Children	Building Futures for Women & Children

Building Bridges

The Building Bridges Program is a result of recommendations from the Board of Commissioners Ad Hoc Special Needs committee whose purpose was to identify special needs populations who will benefit in securing stable short term local housing assistance. Two pilot programs were implemented: the first serving Emancipated Foster Youth

participating in the THP+ program, and the second serving CalWORKs participants participating in County short term housing assistance program. Through systems alignment, Alameda County Social Services Agency and, First Place for Youth in partnership with OHA will ultimately improve the effectiveness of the delivery of assistance programs and services to low-income households by allocating scarce resources more effectively, leveraging other public and private resources, and institutionalizing best practices.

CalWORKs

CalWORKs Building Bridges program, provides a stable shallow housing subsidy (1-2 years) for Social Services Agency clients who are actively engaged in a plan to achieve self-sufficiency, specifically employable, formerly homeless CalWORKs clients. An average of 50 families per month will receive an average of \$1,500 per month local rental assistance from OHA. Contract term is 5 years. Costs to not exceed \$5,000,000 over the five-year term; with \$1,000,000 budgeted annually. Reasons for denial: Incomplete information, client exited from Housing Support Program by County, client request, non-compliance with CalWORKs program, or no inspection requested or passed.

Available	Referrals received	Households subsidized	Households in eligibility process/inspection
50	38	17	8

First Place for Youth (FPFY)

FPFY Building Bridges program is a short-term five-year program for up to 50 participants. The short-term assistance payment will phase down funding in year four and year five. Roommate living arrangements are allowed. The service provider will be responsible for ensuring that participants and units meet program eligibility requirements and submitting required reports and periodic invoices. OHA Board of Commissioners on April 9, 2018 approved funding for the project up to \$5,000,000 over a five-year term. Reasons for denial: no HQS passed inspection and incomplete or missing documentation

Available	Referrals received	Households Subsidized	Households in eligibility process and inspection
50	57	16	21

Local Housing Assistance Program/Single Room Occupancy – LHAP/SRO

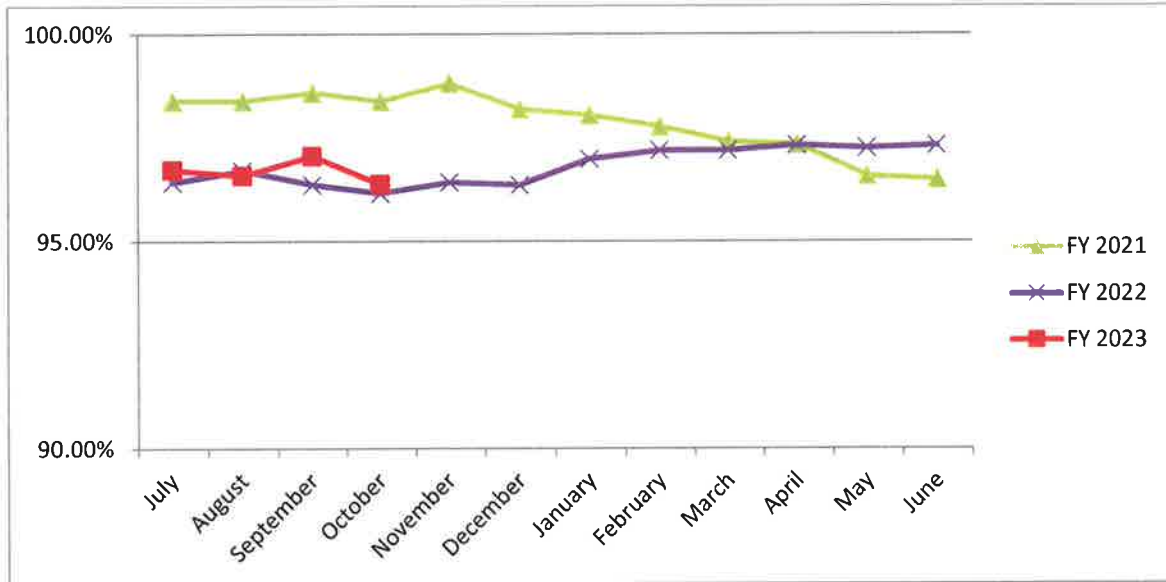
As of September 2022 TOTALS	Total Units	Vacant or Non- Eligible Units	Eligible Units	Subsidy Per Unit
	311	125	185	\$897

- The City of Oakland site-Henry Robinson (62) has not submitted for payment, the property cannot meet HQS, St. Marys' Friendly Manor (22) is going through plan for renovation, additional funding needed
- All properties will receive subsidy increase based on FY23 HUD Fair Market Rents.

Property Operations Department

Occupancy Report

Public Housing Occupancy Rates - TOTAL PORTFOLIO 96.38%



All Authority Public Housing Units

Month	Occupancy Rate
November 2021	96.43%
December 2021	96.36%
January 2022	96.99%
February 2022	97.19%
March 2022	97.19%
April 2022	97.32%
May 2022	97.25%
June 2022	97.31%
July 2022	96.73%
August 2022	96.59%
September 2022	97.06%
October 2022	96.38%

Authority Managed Public Housing Units

Development	Total Units	Non-dwelling Units/Exempt	Available Units	Occupied Units	Units in Turnover	Reserved Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
Lockwood Gardens	372	3	369	352	16	0	1	95.41%	95.39%
Peralta Villa	390	2	388	374	7	4	3	96.91%	96.39%
Total	762	5	757	726	23	4	4	96.17%	95.90%

OAHPI Project Based Section 8 Units

Portfolio	Total Units	Excluded Units (HCEB)	Available Units	Occupied Units	Down Units	Units in Turnover	Reserved Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
Deep East	278	10	268	235	8	0	8	17	86.94%	87.69%
East	258	0	258	230	11	1	7	9	88.76%	89.15%
Fruitvale	270	3	267	258	8	1	0	0	95.51%	96.63%
San Antonio	244	4	240	231	7	2	0	0	95.83%	96.25%
West	231	0	231	209	13	5	0	4	91.34%	90.48%
North	239	0	239	230	2	2	3	2	95.40%	96.23%
Total	1,520	17	1,503	1,393	49	11	18	32	92.22%	92.68%

OAHPI - PACT Program

Portfolio	Total Units	Office Units for Admin Purposes	Program Units	Program Occupied Units	Employee Occupied Units	Down Units/CID	Units in Turnover	Application in process from ACSO	Reserved/Preleased Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
East	20	1	19	11	1	1	1	0	0	5	63.20%	63.20%

Recertification Report

Authority Managed Public Housing Units

Development	Completed Annual Recertifications	Recertifications/Outstanding	Recertifications/Legal	Current Month Backlog
Lockwood Gardens	6	7	3	4
Peralta Villa	4	3	2	1
Total	10	10	5	5

Tenant Rent Collections

Authority Managed Public Housing Units

Development	Charged	Collected	Percent Collected
Lockwood Gardens	\$154,302	\$120,569	78.14%
Peralta Village	\$146,426	\$132,185	90.27%

OAHPI Project Based Section 8 Units (Includes HAP)

Portfolio	Charged	Collected	Percent Collected
Deep East	\$552,211	\$473,988	85.83%
East	\$546,069	\$574,746	105.25%
Fruitvale	\$643,197	\$596,404	92.72%
San Antonio	\$539,145	\$487,570	90.43%
West	\$469,650	\$430,043	91.57%
North	\$555,871	\$528,082	95.00%

Tenant Accounts Receivables

Authority Managed Public Housing Units

Development	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Lockwood Gardens	\$97,935	\$82,482	\$0	\$645,575	(\$65,124)	\$760,868
Peralta Villa	\$75,265	\$58,250	\$0	\$389,851	(\$58,787)	\$464,579

* Includes Current and On-Notice Tenant Rent and Misc. charges.

OAHPI Project Based Section 8 Units Tenant Rent

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Deep East	\$124,850	\$95,702	\$2,663	\$1,251,388	(\$43,508)	\$1,431,094
East	\$110,690	\$93,942	\$1,455	\$1,645,946	(\$59,181)	\$1,792,852
Fruitvale	\$97,641	\$85,734	(\$878)	\$924,488	(\$64,771)	\$1,060,215
San Antonio	\$62,726	\$45,486	(\$5,290)	\$575,204	(\$90,574)	\$587,552
West	\$78,777	\$58,469	\$270	\$659,952	(\$74,250)	\$723,217
North	\$85,413	\$72,465	\$4,021	\$850,945	(\$146,793)	\$866,052

* Includes Current and On-Notice Tenant Rent and Misc. charges.

OAHPI Project Based Section 8 Units Housing Assistance Payments (HAP)

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total HAP Owed
Deep East	\$48,302	\$39,782	\$0	\$466,930	\$0	\$555,014
East	\$40,844	\$39,298	\$0	\$524,569	\$0	\$604,711
Fruitvale	\$23,302	\$23,730	\$0	\$517,395	(\$202)	\$564,225
San Antonio	\$39,433	\$35,858	(\$5)	\$501,199	(\$6,945)	\$569,540
West	\$44,768	\$36,918	\$3,284	\$594,578	(\$1,665)	\$677,883
North	\$33,488	\$40,939	\$54,113	\$524,188	(\$1,443)	\$641,286

* Current and On-Notice tenants only

Authority Managed Public Housing Units

Development	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Lockwood Gardens	\$3,484	\$1,976	\$596	\$94,570	(\$2,811)	\$97,815
Peralta Villa	\$2,100	\$1,736	\$0	\$49,244	(\$3,581)	\$49,499

*Past and Evicted tenants

OAHPI Project Based Section 8 Units Tenant Rent

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Deep East	\$2,335	\$2,335	\$0	\$410,360	(\$18,439)	\$396,590
East	\$1,893	\$2,738	\$0	\$253,247	(\$16,898)	\$240,980
Fruitvale	\$582	\$861	\$0	\$161,129	(\$19,821)	\$142,751
San Antonio	\$1,271	\$5,062	\$0	\$213,075	(\$8,194)	\$211,214
West	\$2,752	\$2,958	\$64	\$76,332	(\$29,894)	\$52,212
North	\$251	\$488	\$0	\$184,410	(\$18,399)	\$166,749

*Past and Evicted tenants

OAHPI Project Based Section 8 Units Housing Assistance Payments (HAP)

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total HAP Owed
Deep East	\$2,232	\$2,232	\$0	\$292,230	(\$7,848)	\$288,847
East	\$1,609	\$6,906	\$0	\$270,666	(\$13,171)	\$266,010
Fruitvale	\$0	\$0	\$0	\$132,039	(\$3,379)	\$128,659
San Antonio	\$1,575	\$0	\$0	\$136,413	(\$7,114)	\$130,874
West	\$2,948	\$2,948	\$1,123	\$153,721	(\$2,806)	\$157,934
North	\$7,293	\$7,927	\$0	\$167,164	(\$3,994)	\$178,390

* Past and Evicted tenants

Work Order Report

Work Order Report - Authority Managed Public Housing Units

Development	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Current Month Remaining Open WOs
Lockwood Gardens	372	308	179	241	246
Peralta Villa	390	56	200	197	59
Total	762	364	379	438	305

Work Order Report – OAHPI Project Based Section 8 Units

Portfolio	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Current Month Remaining Open WOs
Deep East	278	285	195	181	299
East	278	313	166	211	268
Fruitvale	270	84	271	212	143
San Antonio	244	61	255	200	116
West	231	216	122	147	191
North	239	274	129	195	208
Total	1,540	1,233	1,138	1,146	1,225

Legal Report

Legal Report – Authority Managed Public Housing Units

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
Nov-21	0	0	0	\$ -
Dec-21	0	0	0	\$ -
Jan-22	0	0	0	\$ -
Feb-22	0	0	0	\$ -
Mar-22	0	0	0	\$ -
Apr-22	0	0	0	\$ -
May-22	0	0	0	\$ -
Jun-22	0	0	0	\$ -
Jul-22	0	0	0	\$ -
Aug-22	0	0	0	\$ -
Sep-22	0	0	0	\$ -
Oct-22	0	0	0	\$ -

Legal Report – OAHPI Project Based Section 8 Units

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
Nov-21	0	0	0	\$ -
Dec-21	0	0	0	\$ -
Jan-22	0	0	0	\$ -
Feb-22	0	0	0	\$ -
Mar-22	1	0	0	\$ 4,024.00
Apr-22	0	0	0	\$ -
May-22	1	0	1	\$ 51,975.52
Jun-22	0	0	0	\$ -
Jul-22	0	0	0	\$ -
Aug-22	0	1	1	\$ 12,020.70
Sep-22	0	0	0	\$ -
Oct-22	0	0	0	\$ -

Resource Conservation Community Engagement and Outreach

Authority Managed Public Housing Units

Development	Site Assessments	Resident Contact	Flyer Outreach
Lockwood Gardens	3	0	352
Peralta Villa	3	0	374
Total	6	0	726

OAHPI Project Based Section 8 Units

Portfolio	# of Sites Visited	Site Assessments (includes multiple visits)	Resident In-Person Contact	Flyer Outreach	In-Person Site Meetings
Deep East	23	25	0	235	0
East	26	31	0	230	0
Fruitvale	15	22	0	258	0
San Antonio	38	79	0	231	0
West	22	51	0	209	0
North	32	63	2	230	0
Total	156	271	2	1,393	0

Emergency Rental Assistance Program

*Emergency Rental Assistance Program information is a cumulative summary of payments received

Emergency Rental Assistance - OAHPI Project Based Section 8 Units

Portfolio	Number of Residents Processed to Date	Assistance Processing	Number of Residents Paid to date	Assistance Received	Total Dollars
Deep East	31	\$0	19	\$179,717	\$179,717
East	13	\$0	6	\$49,368	\$49,368
Fruitvale	12	\$0	6	\$35,745	\$35,745
San Antonio	35	\$0	20	\$126,241	\$126,241
West	23	\$0	15	\$127,436	\$127,436
North	28	\$0	18	\$112,043	\$112,043

Emergency Rental Assistance – Authority Managed Public Housing Units

Portfolio	Number of Residents Processed to Date	Assistance Processing	Number of Residents Paid to date	Assistance Received	Total Dollars
Lockwood Gardens	77	\$6,676	17	\$95,966	\$102,642
Peralta Village	54	\$0	39	\$132,243	\$132,243

Additional Rental Assistance Resources - OAHPI Project Based Section 8 Units

Portfolio	Alameda County	BACS	City of Oakland	EDC	Total Dollars
Deep East	\$0	\$3,233	\$3,146	\$10,512	\$16,891
East	\$0	\$10,467	\$0	\$6,648	\$17,115
Fruitvale	\$0	\$0	\$1,623	\$15,563	\$17,186
San Antonio	\$4,785	\$0	\$10,789	\$14,473	\$30,047
West	\$2,604	\$32,290	\$2,062	\$47,167	\$84,123
North	\$0	\$10,796	\$7,238	\$0	\$18,034

Additional Rental Assistance Resources – Authority Managed Public Housing Units

Portfolio	Alameda County	BACS	City of Oakland	EDC	Total Dollars
Lockwood Gardens	\$0	\$0	\$9,937	\$0	\$9,937
Peralta Village	\$0	\$562	\$7,238	\$0	\$7,800

Asset Management Department- October 2022

Occupancy Report - Contract Managed Public Housing Units

Development	Total Units	Non-dwelling units/ Exempt	Offline	Units Occupied by Employee	Available Units	Units In Rehab	Vacant and Available	Reserved Units	Occupied Units	Previous Month Occupancy Rate	Current Month Occupancy Rate
Harrison Towers	101	0	40	1	60	0	0	0	60	100.00%	100.00%
Adel Court	30	0	0	0	30	0	2	2	28	93.33%	93.33%
Campbell Village	154	2	0	1	151	0	8	8	143	95.36%	94.70%
Palo Vista	100	0	0	1	99	0	2	2	97	97.98%	97.98%
Linden Court	38	0	0	0	38	0	3	3	35	92.11%	92.11%
Mandela Gateway	46	0	0	0	46	0	2	2	44	100.00%	95.65%
Chestnut Court	45	0	0	0	45	0	3	3	42	91.11%	93.33%
Foothill Family	21	0	1	1	19	0	0	0	19	100.00%	100.00%
Lion Creek I & II	99	0	0	0	99	0	1	1	99	98.99%	100.00%
Lion Creek III	37	0	0	0	37	0	0	0	37	100.00%	100.00%
Lion Creek IV	21	0	0	0	21	0	0	0	21	100.00%	100.00%
Total	692	2	41	4	645	0	21	21	625	97.06%	96.90%

Recertification Report - Contract Managed Public Housing Units

Development	Completed Annual Re-certifications	Re-certifications/ Outstanding	Re-certifications/ Legal	Total Backlog
Harrison Towers	4	0	0	0
Adel Court	0	0	0	0
Campbell Village	8	1	0	3
Palo Vista Gardens	0	0	0	0
Linden Court	1	1	0	1
Mandela Gateway	2	0	0	0
Chestnut Court	1	1	0	1
Lion Creek Crossings	5	2	0	2
Foothill Family	0	0	0	0
Total	21	5	0	7

TARs - Contract Managed Public Housing Units

Development	Charged	Collected	Current Month			1- 30 Days	31- 60 Days	61 and Over	Total Balance
			Uncollected	TAR					
Harrison Towers	\$26,669	\$30,471	-\$3,802	-14.26%	\$60	-\$15	-\$45	-\$3,802	
Adel Court	\$10,760	\$11,060	-\$300	-2.79%	\$450	\$761	\$11,140	\$12,051	
Campbell Village	\$51,400	\$54,574	-\$3,174	-6.18%	\$9,254	\$10,349	\$36,667	\$53,096	
Palo Vista Gardens	\$33,219	\$32,724	\$496	1%	\$310	\$2,080	\$8,495	\$11,380	

Work Order Report - Contract Managed Public Housing Units

Development Name	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Remaining Open WO's
Harrison Towers	101	32	0	32	0
Adel Court	30	0	0	0	0
Campbell Village	154	0	40	39	1
Palo Vista Gardens	100	0	16	14	2
Chestnut Court	38	1	15	14	2
Linden Court	45	0	14	9	5
Mandela Gateway	46	8	33	13	28
Lion Creek Crossings	157	30	112	114	28
Foothill Family	21	0	0	0	0
Total	692	71	230	235	66

Senior Site Activities

Outreach Efforts/Social Activities	Harrison Towers	Adel Court	Palo Vista Gardens	Total
Wellness Phone Calls	130	10	17	157
Mercy Brown Bags	130	44	59	233
Case Management	2	N/A	N/A	2
Home Management	3	N/A	N/A	3
Home Visits	2	N/A	N/A	2
Benefits/Insurance/Language Support	35	N/A	N/A	35
Birthday Cards	12	2	9	23
Laundry Card Refill	N/A	N/A	11	11
Bingo / Dominoes	42	N/A	0	42

Tai Chi/Meditation Class	N/A	N/A	4	4
Fun Fridays- Card Games	27	N/A	N/A	27
ESL Classes	8	N/A	N/A	8
iPad Learning Class	7	N/A	N/A	7
Field Trip -Library	4	N/A	N/A	4
Arts & Craft	7	N/A	4	11
USOAC Walk Club	N/A	N/A	52	52
Movie Day	8	N/A	N/A	8
Halloween Celebrations & Decorations	9	20	25	54
Resident Advisory Committee Meeting	N/A	N/A	15	15

Food Resources

- Mercy Brown Bags/Produce Bags:** In October, the Mercy Brown Bag program provided one hundred and thirty (130) produce bags to Harrison Towers residents, forty-four (44) bags to Adel Court residents, and fifty-nine (59) bags to Palo Vista residents. Each Mercy Brown Bag contained a variety of fresh and canned food items as well as protein and baked goods, ground beef, pork chops, eggs, cereal, bread, potatoes, celery, mustard greens, tomatoes, apples, strawberries, and oranges. The management team continues to bag groceries and deliver them to residents with mobility issues.





Health & Wellness

- **Wellness Checks:** The property management team at Harrison Towers continues to walk the floors every Tuesday of the week to ensure notices left at residents' doors were received. If management observes that notices have been left out for a few days and/or residents do not answer their doors, the team calls the resident and their emergency contacts to further check-in on them. In October, the respective management team was able to get in touch with each household, making one hundred thirty (130) wellness calls to Harrison Towers residents, ten (10) calls to Adel Court residents and seventeen (17) calls to Palo Vista residents. When calling each household, the property management staff assess residents' wellness with a series of questions to determine whether the residents would require additional support and/or assistance. This month, residents informed the staff that they were fine and were not in need of any assistance at the time of the call, but knew that if they required additional support, they could reach out to the management office.
- **Birthday Celebrations:** In October, twelve (12) Harrison Towers residents, two (2) Adel Court residents, and nine (9) Palo Vista residents celebrated their birthdays. To commemorate the birthdays, property management staff at Harrison Towers continued the tradition of delivering a birthday gift bag and a birthday card

to each celebrant. Each gift bag included snacks, hand soap, laundry detergent, cleaning products, a birthday cupcake, and a birthday card.

Celebrants at Adel Court and Palo Vista Gardens were also provided with a birthday goodie bag and a phone call wishing them a happy birthday. The celebration also consisted of a pizza party as well as cupcakes for lunch. Those celebrating their birthdays expressed much gratitude and appreciation for the phone call and the birthday recognition.





- **Social Activities:** Several social activities were scheduled at Harrison Towers where seniors had the opportunity to socialize. During the month of October, an average of fourteen (14) residents played BINGO three (3) times. Seven (7), seniors participated in arts & craft activities, eight (8) watched a movie in the community center, and four (4) attended a field trip to the Oakland library. An average of nine (9) residents gathered three (3) times during the month for Fun Friday/Mahjong/card games. Eight (8) residents attended the ESL classes and seven (7) attended an iPad learning class.

At Adel Court, there were no planned social events besides the Halloween Event. Residents expressed interest in resuming the Resident Advisory Meetings to discuss with management their interest in in-person activities, events and fieldtrips.

At Palo Vista, four (4) residents participated in an art class provided by an art teacher who wanted to contribute her time by engaging with seniors in their creativity while socializing with each other. The seniors who participated stated they appreciated this much-needed time and are interested in continuing their participation. For the month of October, there were four (4) USOAC walk sessions of thirteen (13) participants each time. There were four (4) seniors who participated and enjoyed the Tai Chi meditation class.







- **Halloween Celebrations and Decorating Event:** In the spirit of Halloween, nine (9) Harrison Towers' residents signed up for a Halloween Decoration event. The seniors decorated the community room with spooky Halloween Animatronics and a ghost banner. Seven (7) senior residents also painted various Halloween pictures during the painting class to celebrate Halloween.

For Adel Court, twenty (20) residents celebrated a Halloween dinner party. Residents enjoyed a plate of Korean food, which consisted of chicken and assorted vegetables such as shredded cabbage, carrots, cucumbers, and bean sprouts, on a bed of white rice. Residents also received beverages and dessert. Residents expressed that they enjoyed the delicious meal and socializing with their senior community members. Every senior received a Halloween goodie bag, which consisted of an array of items, including: candy, Halloween mini-notepads with pens, autumn decorative mini-plates, electric candles and spooky decorative boxes. Residents also had an opportunity to engage with OHAPD, Corporal Ward, who attended the event and passed out candy to seniors.

At Palo Vista, twenty-five (25) residents celebrated Halloween with a costume party and lunch. Residents enjoyed a plate of Korean food, which consisted of chicken and assorted vegetables such as shredded cabbage, carrots, cucumbers, and bean sprouts, on a bed of white rice. Residents also received beverages and dessert. For many residents it was their first time trying Korean food and they stated it was a great change in food choice. Every senior received a Halloween goodie bag, which consisted of an array of candy. Residents found the costume contest entertaining as three (3) seniors entered into the contest, and by round of applause, a first place winner was awarded. The first place winner received a \$25 Visa gift card while the second and third place winners received a \$15 gift card each for restaurants in the area. Residents also had an opportunity to engage with OHAPD, Corporal Ward, who attended the event and passed out candy to seniors.









- **Resident Advisory Committee Meeting:** on October 10th, Palo Vista seniors held a Resident Advisory Committee (RAC) meeting in the Palo Vista Community Room. There were fifteen (15) seniors who participated in the meeting. The agenda included: an introduction of Asset Management Resident Services Portfolio Administrator – Araceli Tellez; and, Resident Advisory Member – Luana

Evans requesting volunteers for Halloween goodie bag prepping. The meeting was also attended by Damien Scott from East Bay Housing Organization and Loren Taylor, and Oakland mayoral candidate. The seniors had an opportunity to ask the guests questions regarding their services. The senior residents were also reminded of the Halloween Costume lunch party on 10/28/22.



- **Supplementary Services:** This month at Harrison Towers, through appointment-only meetings, the management staff was able to provide thirty-five (35) residents with supplemental services. These services included language translation, such as assistance reading bank statements, social security letters, and medical prescription, filling out forms, as well as calling the social security office with the tenants to inquire about benefits, scheduling medical appointments, filling out relocation packets and reasonable accommodation request forms.

Campbell Village Community Center

Outreach Efforts/Activities	Total
Halloween Goodie Bag Distribution	55

For Campbell Village, fifty-five (55) kids ages 5-14 years old received a Halloween goodie bag provided by OHA's Resident Advisory Board. The Halloween goodie bag was filled with candy, trinkets, and an OHAPD wristband. The distribution of the goodie bags happened at the Campbell Village Community Room and distribution was done by the John Stewart Property Management team. OHAPD, Captain Dupree, Corporal Ward and Officer Saeteurn attended the event. It was great to see children dressed in their Halloween costumes and excited to receive a Halloween bag.



Key to Home Activities

Outreach Efforts/Activities	1242 95th	1733 92nd	2353 E. 24th	2349 83rd	1900 E. 24th	Key to Home Total
Wellness Phone Calls	5	4	2	6	2	19
Socially Distanced Wellness Checks	5	3	2	6	2	18
Services Matching	2	4	3	4	1	14
Conflict Resolution/Mediation	0	0	0	2	0	2
Job Training-Bread Project	0	2	0	0	0	2
Halloween Bucket Distribution	10	4	3	11	2	30

Health & Wellness

- **Wellness Calls/In-person:** For the month of October, nineteen (19) residents received wellness calls and eighteen (18) residents received in-person wellness checks. The wellness checks made by resident service coordinator and case manager help to alleviate residents' anxiety pertaining to various challenges such as unemployment and food support.
- **Services Matching:** During general wellness checks and outreach, the resident service coordinator collaborated with fourteen (14) residents to prioritize specific needs and brainstorm on services that fit their mental, physical and sociological well-being.
- **Conflict Resolution:** the resident service coordinator has been providing mediation to two (2) tenants from the 83rd Street property. The management team has been collaborating with the tenants to assist with conflict resolution around noise complaints, verbal threats, vehicle tampering, and harassing messages.

Job Training

- **Job Training-Bread Project:** Residents were provided with information on the upcoming five-week Intensive Food Prep and Baking In-person Training Program. The Bread Project's award winning training is offered to Bay Area residents, free of cost and provides trainees with:
 - 150 Hours of Intensive Kitchen Training;
 - Job Readiness & Essential Life Skills Instruction;
 - An Updated Professional Resume;
 - Job Interview Preparation & Practice;

- ServSafe CA Food Handlers Card Instruction & Certification;
- Lifetime access to our online training program;
- Follow-up support, including one-on-one job search appointments, special invite to hiring events, and more.

Two (2) residents expressed interest and stated they will be applying to the program in hopes of being accepted.

Halloween Event

- **Halloween Buckets:** OHA's Resident Advisory Board provided thirty (30) Halloween Buckets filled with candy, trinkets, snacks, coloring book, crayons and toys to kids ages 5-14 years old. On Halloween Day, October 31, 2022 the distribution of the Halloween Buckets occurred throughout the five (5) properties. The children were very happy to receive their surprise Halloween Bucket.



Capital Improvement Department

Unit Renovations

	OHA	OAHPI
Units Completed and Returned to OPO in October	6	11
Units Received From OPO in October	13	8
Units Completed in Fiscal Year 2022-23 To Date	15	39

These unit renovations are complete turns, typically stripped down to the sheetrock. They include:

- Asbestos abatement in walls and flooring if present
- Re-textured and painted
- Kitchen and bathroom cabinet replacements including granite countertops
- New bathtubs and new plumbing fixtures
- All the mill work gets replaced i.e. doors, frames, floor molding, closet doors etc.
- Electrical panels are moved to new, code approved locations
- All smoke and carbon monoxide detectors are rewired to the main panel
- Installation of new, always on, bath fans to improve indoor air quality
- Replacement of all flooring and carpeting
- Added light fixtures on the ceilings of living and bedroom areas

OHA/OAHPI Completed in October:

- 6520 Eastlawn
- 1201 66th Ave.
- 1228 65th #G
- 6516 Fenham
- 1237 66th Ave.
- 3350 72nd Ave. #3
- 9233 Hillside #4
- 1430 Seminary #8
- 6229 Hayes #2
- 2961 Georgia St. #1
- 2961 Georgia St. #4
- 2030 E. 25th St. #4
- 537 32nd St. #2
- 950 40th St. #23
- 368 62nd St. #1
- 368 62nd St. #2
- 6650 Laird Ave. exterior, site, and landscape repairs

In the Preconstruction/Construction Process:

- 1248 34th Avenue soft story seismic retrofit
- 950 40th Street concrete repairs
- 1125 65th Ave. Unit A fire repairs
- 9514 Birch St. exterior, site, and landscape rehab

- Lockwood Gardens Nspire prep
- Lockwood Gardens exterior rehab

Administrative Buildings

- Service Center Driveway asphalt R&R, reseal, and stripe
- Additional card reader locations
- 1619 Harrison rooftop HVAC unit sound attenuation
- 1619 Harrison automatic doors

Oak Groves Rehab - OHA/RAMP Development



Oak Groves is an acquisition/ rehabilitation low-income housing tax credit, tax exempt bond project for 151 units of formerly public housing for low-income seniors in two buildings in downtown Oakland.

Project Description:

<i>Project Address:</i> 620 17 th St. & 570 16 th St.	<i>Affordability Targeting:</i> 30-60% of AMI
<i>Project Type:</i> Acquisition/Rehabilitation	<i>Architect:</i> Okamoto-Saijo Arch.
<i>Number of Units:</i> 151	<i>General Contractor:</i> BBI Construction Inc.
<i>PBVs:</i> 149	<i>Property Management:</i> John Stewart Co.
<i>Target Population:</i> Low-Income Seniors	<i>Total Development Cost:</i> \$86.4MM

Permanent Funding Sources:

• Tax Exempt Perm Loan: \$23,600,000	• OHA Ground Lease Loan \$599,901
• Seller Carryback Loan: \$34,400,000	• Release of Forward Commit. Fee: \$472,000
- Accrued/Deferred Interest: \$1,729,173	• Deferred Developer Fee: \$5,449,437
• OHA Sponsor Loan \$15,000,000	• GP Equity \$100
	• Tax Credit (LP) Equity \$44,967,088

OHA Board Authorizing Resolutions:

- No. 4696, 07/25/16: Okamoto-Saijo Architecture Contract
- No. 4728, 07/27/17: BBI General Contractor Contract
- No. 4743, 04/03/17: Overland Pacific & Cutler Relocation Contract
- No. 4767, 08/28/17: HUD Section 18 Disposition and PBV Award
- No. 4801, 04/09/18: Okamoto-Saijo Architecture Budget Increase
- No. 4803, 06/04/18: BBI General Contractor Contract Amendment
- No. 4837, 09/24/18: OHA as Development Partner and Option to Lease Land & Improvements
- No. 4838, 09/24/18: Creation of New OAHPI Development Corporation
- No. 4848, 02/11/19: Section 18 Disposition and Financing and Withdrawal of OHA Development LLC from Partnership
- No. 4869, 05/13/19: Substitute RAMP for OAHPI in RHI Oak Groves LLC and Execute County Environmental Land Use Covenants
- No. 4880, 07/22/19: Amend Resolution 4848 to Update Financing
- No. 4890, 10/14/19: OHA as Co-Guarantor with RAMP and Unit Count Confirmation
- No. 4898, 12/09/19: Add California Bank & Trust as Co-lender
- No. 4899, 12/19/19: Amend Resolution 4898 to Remove California Bank and Trust as Co-lender and Reapprove US Bank as Sole Lender

Affiliate Board Authorizing Resolutions:			
<ul style="list-style-type: none"> • No. 19-001, 07/09/19: Secure Financing • No. 19-002, 07/09/19: Secure Financing, Implement Rehabilitation, and Act as Guarantor-Developer • No. 19-003, 10/22/19: Amendment to Resolution No. 19-001 to Clarify Existing Guarantee Obligations, have OHA Act as Co-Guarantor until Environmental Closure, to Authorize Patricia Wells to Execute Documents Previously Executed by Eric Johnson, and to Confirm the Unit Count • No. 19-004, 10/22/19: Amendment to Resolution No. 19-002 to Clarify Existing Guarantee Obligations, have OHA Act as Co-Guarantor until Environmental Closure, to Authorize Patricia Wells to Execute Documents Previously Executed by Eric Johnson • No. 19-005, 10/22/19: Enter into Assignment & Assumption Agreement with OHA for Relocation Contract and Amend Contract to Add Moving Services • No. 19-006, 10/09/19: Partnership Co-lender Bifurcation • No. 19-007, 10/09/19: Add California Bank & Trust as Co-Lender and Bifurcate Construction/Permanent Loan Using Two Promissory Notes - one Recourse to RAMP and the Partnership and one Non-recourse • No. 19-008, 12/09/19: Amend No. 19-005: Amend Relocation Contract, Secure Temporary Housing with Extended Stay America, and Contract with Chipman Movers • No. 19-009, 12/19/19: Amend No. 19-006: Re-approve US Bank as Sole Lender and Remove California Bank & Trust as Co-lender • No. 19-010, 12/19/19: Amend No. 19-007: Re-approve US Bank as Sole Lender and Remove California Bank & Trust as Co-lender 			
Approved OHA/Affiliate Funding:		Disbursements to Date:	
RAMP:	\$100 GP Equity	\$100 GP Equity	
Current Project Status: Work is complete on Oak Grove North and Oak Grove South.			
Construction Progress:		New Hires:	
% Complete on 2/28/22:	100%	Number of New Hires:	161
% Complete last Month:	100%	Number of Section 3 Hires:	47
Scheduled Completion Date:	6/2022	% Section 3:	29.19%
Construction Contract Status:			
Original Contract Amount	\$44,117,725.00	Pending Change Orders (PCOs)	\$0.00
Approved Change Orders	\$ 5,113,762.60	Potential Future Changes	\$0.00
Current Contract Amount	\$49,231,487.60	Potential Contract Amount	<u>\$49,231,487.60</u>
Milestones Completed:			
Oak Grove North			
<ul style="list-style-type: none"> • The building is complete and fully occupied 			
Oak Grove South			
<ul style="list-style-type: none"> • The building is complete and fully occupied 			

Harrison Tower – OHA/RAMP Development



Harrison Tower, a 101-unit senior public housing development, was approved for a Section 18 Disposition by HUD in July 2018. This approval will allow the property to be refinanced utilizing tax-exempt bonds, conventional debt, and low income housing tax credits to modernize all building systems and renovate the 100 senior apartments and one (1) manager's unit.

In addition to substantially rehabilitating all residential units, the 3rd floor residential amenities and property management/ services offices will be reconfigured and updated, and seismic upgrades will be performed throughout the building which will include the garage and the Authority's offices on the 1st and 2nd floors.

Project Description:

<i>Project Address:</i> 1621 Harrison Street	<i>Affordability Targeting:</i> 50% AMI or less
<i>Project Type:</i> Rehabilitation	<i>Other Uses:</i> OHA Headquarters
<i>Number of Units:</i> 101	<i>Architect:</i> Saida +Sullivan Architects
<i>PBVs:</i> 100	<i>General Contractor:</i> To be determined
<i>Target Population:</i> Seniors	<i>Property Management:</i> To be determined
	<i>Total Development Cost:</i> \$86.4M (includes \$30.1M Seller Carryback Loan)

Targeted Permanent Funding Sources:

- Conventional Mortgage
- Project Based Section 8
- Tax Credit (LP) Equity
- GP Equity
- OHA Loan
- OHA Seller Carryback Loan
- Deferred Developer Fee

OHA Board Authorizing Resolutions – None to date

Affiliate Board Authorizing Resolutions:

- OAHPI No. 19-006, 5/31/19: Arch. and Engineering Contract with Saida + Sullivan Design Partners
- OAHPI No. 20-001, 5/5/20; Construction Manager contract with Buis Construction Services, Inc.
- OAHPI No. 20-009, 10/19/20; First Amendment to Saida + Sullivan Design Partners Contract
- OAHPI No. 21-002, 2/9/21; Relocation Consultant Contract with Overland Pacific & Cutler

Approved OHA/Affiliate Funding:

\$4,840,000 for Total Predevelopment. in FY21
OAHPI Budget
\$1,700,000 for Predevelopment spending in FY23

Disbursements to Date:

\$976,979

Current Project Status:

Predevelopment: Staff have restarted predevelopment work including architectural / engineering plan development, relocation planning, and environmental assessments.

Milestones Completed Past Month:

Predevelopment activities are ongoing.

Partnerships with Nonprofit Developers

Brooklyn Basin Master Plan

The Authority, in partnership with the City of Oakland and MidPen Housing, is engaged in developing 465 units of affordable housing for low-income families and seniors as part of the Brooklyn Basin master planned community.

The Brooklyn Basin project (formerly known as “Oak to Ninth”) is a large scale, master planned community on a formerly-industrial site along Oakland’s waterfront. The site is approximately 64 acres of waterfront property off Embarcadero Road and 10th Ave.

When complete, the project will include up to 3,100 residential units (including the 465 affordable rental units), 200,000 square feet of commercial space, approximately 32 acres of parks and public open space, two renovated marinas (170 boat slips), and an existing wetlands restoration area. The master developer is Zarsion-OHP I, LLC (ZOHP) whose principal local partner is the Signature Development Group.

The City of Oakland acquired Parcels A and F from ZOHP for the purpose of developing the 465 affordable units of affordable housing. The Authority acquired a 50% share of Parcels A and F on October 19, 2017 for \$10 million. Four distinct projects are planned for these properties. Projects 1, 2 and 3 are described in detail below. Project 4 is expected to break ground in the second quarter of 2022.



BROOKLYN BASIN ILLUSTRATIVE PLAN

Brooklyn Basin Projects 1 and 2 – Partnership with MidPen



Brooklyn Basin Projects 1 (Paseo Estero) and 2 (Vista Estero) include a total of 211 units on Parcel F. Both projects were completed in January 2021.

Paseo Estero includes 101 units for very low-income families and Vista Estero includes 110 units for very low-income seniors.

Photo: Front view of Vista Estero.

Photo credit: David Wakely

Project Description:

Project Address: 255-285 8 th Avenue	Affordability Targeting: 30-60%
Project Type: New Construction	Other Uses: None
Number of Units: 211	Architect: HKIT Architects
PBVs: 132	General Contractor: Nibbi Brothers
Target Population: Paseo Estero - families Vista Estero - seniors	Property Management: MidPen
	Total Development Cost: \$137.2M

Permanent Funding Sources:

• OHA Acquisition Funds (included in City Loan) \$5,000,000	• City of Oakland \$12,670,000
• Federal Home Loan Bank AHP \$1,690,000	• Tax Credits – Wells Fargo \$70,076,353
• Deferred Dev. Fee \$9,623,545	• General Partner Equity \$580,507
• Parcel T Reimb. \$455,798	• Permanent Mortgage – Wells Fargo/Freddie Mac \$37,111,000

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding:

MTW: \$10,000,000 Land Acquisition

Disbursements to Date:

\$10,000,000

Current Project Status:

Construction is 100% complete and achieved 100% occupied in July 2021. All construction period financing was converted to permanent financing on January 14, 2022.

Construction Progress:

% Complete on 1/31/21:	100%
% Complete last Month:	100%
Start Date	12/20/18
Projected Completion Date	1/31/21
Actual Completion Date	12/30/20

New Hires:

Number of New Hires:	767
Number of Section 3 Hires:	65
% Section 3:	8.47%
% Local Residents:	31.55%
% Local Apprentices:	27.12%

Milestones Completed Past Month:

Project is a finalist for a Pacific Coast Builders 2022 Gold Nugget Award for “Best Affordable Housing Community – 60 Units / Acre or More”.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain.

Both Paseo Estero and Vista Estero were completed early and within budget.

Brooklyn Basin, Project 3 Partnership with MidPen Housing Corp.



Project 3 (named **Foon Lok West**) on Parcel A will include 130 units for very low-income families and formerly homeless persons.

Photo: Main entrance to Foon Lok West with newly installed public art bike racks designed by Civic Design Studio.

Project Description:

Project Address: 311 9 th Avenue	Affordability Targeting: 20-60%
Project Type: New Construction	Other Uses: None
Number of Units: 130	Architect: HKIT Architects
PBVs: 65	General Contractor: Nibbi Brothers
Target Population: Very low-income families and formerly homeless individuals and couples	Property Management: MidPen
	Total Development Cost: \$108.7M

Permanent Funding Sources:

• OHA Acquisition Funds (included in City loan)	• Alameda County A1 Funds	\$9,698,000
• SF Federal Home Loan Bank AHP	• Tax Credits – Wells Fargo	\$50,907,000
• CA HCD – No Place Like Home	• General Partner Equity	\$110,000
• City of Oakland	• Permanent Mortgage – CA Community Reinvestment Corporation	\$19,970,000
\$1,290,000		
\$5,500,000		
\$12,442,000		

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding: MTW: \$10,000,000 Land Acquisition	Disbursements to Date: \$10,000,000
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Current Project Status:

Construction is 100% complete. The Temporary Certificate of Occupancy was issued on 5/9/22. As of August 17th, the project is 100% leased. The project team is targeting a March 2023 conversion.

Construction Progress:		New Hires:	
% Complete:	100.00%	Number of New Hires:	316
% Complete last Month:	100.00%	Number of Section 3 Hires:	35
Start Date	7/30/20	% Section 3:	11.08%
Scheduled Completion Date	4/30/22	% Local Residents:	43.99%
Actual Completion Date:	5/9/22	% Local Apprentices:	48.18%

Milestones Completed Past Month:

TCO received on 5/9/22 and the final permit card sign off was received on 7/6/22. The Final Certificate of Occupancy is still pending and is not expected to be received for 8-12 months. MidPen has initiated the final stages of the permanent conversion process including bi-weekly meetings with all lenders, the investor, and all general counsel.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain.

Project was completed within the approved contract completion date but nine (9) days later than the original schedule. As of 8/1/22, project is within budget.

Brooklyn Basin, Project 4 Partnership with MidPen Housing Corp.



*Project 4 (named **Foon Lok East**) on Parcel A will include 124 units for very low-income families and formerly homeless persons.*

Photo: Foon Lok East, taken 9/29/22

Project Description:

<i>Project Address:</i> 389 9 th Avenue	<i>Affordability Targeting:</i> 20-60%
<i>Project Type:</i> New Construction	<i>Other Uses:</i> None
<i>Number of Units:</i> 124	<i>Architect:</i> HKIT Architects
<i>PBVs:</i> 61	<i>General Contractor:</i> Nibbi Brothers
<i>Target Population:</i> Very low-income families, formerly homeless individuals and couples	<i>Property Management:</i> MidPen
	<i>Total Development Cost:</i> \$109.7M

Permanent Funding Sources:

- OHA Acquisition Funds (included in City loan
- City of Oakland
- CA HCD – No Place Like Home (homeless funding)
- CA HCD – Cal Housing Accelerator Program
- General Partner Equity
- Permanent Mortgage – Century Housing

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding:	Disbursements to Date:
MTW: \$10,000,000 Land Acquisition	\$10,000,000

Current Project Status:

The general contractor, Nibbi, is currently preparing to start pouring concrete on level 3. The 1st of 3 concrete pours for level 3 is scheduled to start on 12/12/22. The final concrete pour on level 3 is scheduled to take place on 1/6/23. Once each concrete pour takes place, Nibbi will stress the post-tension cables to increase the structural strength of the floors. Meanwhile, 1st floor concrete shoring is being removed throughout the 2nd half of December.

There are technical issues with the City software that tracks the payment of local prevailing wages and local hiring requirements. It is currently showing that there are no Section 3 hires but that number is likely incorrect. Nibbi is actively working with the City and the software provider to resolve the technical problems.

Construction Progress:		New Hires:	
% Complete:	19.76%	Number of New Hires:	57
% Complete last Month:	13.79%	Number of Section 3 Hires:	0
Start Date:	6/6/22	% Section 3:	0%
Projected Completion Date:	February 2024	% Local Residents:	15.79%
Actual Completion Date:	TBD	% Local Apprentices:	31.82%

Milestones Completed Past Month: Closed all construction financing on 5/27/22. Contractor mobilized and started site work on 6/6/22.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain. Project is still under construction.

285 12th Street – Partnership with EBALDC



Construction of a new 65-unit affordable housing building on a former parking lot at 12th and Harrison Street Downtown Oakland.

Project Description:

<i>Project Address:</i> 285 12 th Street	<i>Affordability Targeting:</i> 20%-70% AMI
<i>Project Type:</i> New Construction	<i>Other Uses:</i> 3,500 sq. ft. commercial
<i>Number of Units:</i> 65	<i>Architect:</i> David Baker Architects
<i>PBVs:</i> 16 regular PBVs, 8 HUD-VASH PBVs	<i>General Contractor:</i> Roberts-Obayashi Corp.
<i>Target Population:</i> Low-income families, 7 special needs units	<i>Property Management:</i> EBALDC
	<i>Total Development Cost:</i> \$61.7M
	<i>Placed in Service Date:</i>

Targeted Permanent Funding Sources:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Tax Credit Investor Equity • Permanent Hard Loan • OHA Land Purchase • General Partner Equity • Deferred Developer Fee | <p><i>Soft Loans & Grants</i></p> <ul style="list-style-type: none"> • OHA Loan • Multifamily Housing Program (MHP) • Infill Infrastructure Grant (IIG) |
|--|--|

OHA Board Authorizing Resolutions:

- Reso. No. 4881, 9/22/19: Land purchase and soft loan in combined amount not to exceed \$12,000,000. Conditionally awarded 16 Project-Based Section 8 Vouchers.
- Reso. No. 4992, 8/23/21: Acquisition bridge loan not to exceed \$7,265,880.
- Reso. No. 5089, 6/27/22: Conditional award of 8 HUD-VASH Project-Based Vouchers.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$12,000,000 for land purchase and loan

Disbursements to Date:

\$6,992,416.61

Current Project Status:

Predevelopment – EBALDC is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. EBALDC submitted an application for \$19.3 million in MHP and \$4.5 million in IIG funding through the California Department of Housing and Community Development Super NOFA. Awards are expected to be announced in December. If the project receives these awards, it would have all of the sources of financing it needs to be able to apply for tax exempt bonds and 4% low income housing tax credits.

Milestones Completed Past Month:

Submitted environmental remediation workplan to California Department of Toxic Substances Control.

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

500 Lake Park – Partnership with EAH



OHA is partnering with EAH on the development of a 53-unit affordable housing building on the former site of the Kwik-Way Drive-In, in the Grand Lake Neighborhood of Oakland.

Project Description:

<i>Project Address:</i>	500 Lake Park	<i>Affordability Targeting:</i>	20%-60% AMI
<i>Project Type:</i>	New Construction	<i>Other Uses:</i>	2,900 sq. ft. commercial
<i>Number of Units:</i>	53	<i>Architect:</i>	Lowney Architecture
<i>PBVs:</i>	18 VASH Vouchers	<i>General Contractor:</i>	JH Fitzmaurice
<i>Target Population:</i>	Low-income families; 20 units for homeless or at-risk veterans	<i>Property Management:</i>	EAH
		<i>Total Development Cost:</i>	\$75.2 M
		<i>Placed in Service Date:</i>	

Targeted Permanent Funding Sources:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Tax Credit Investor Equity • Permanent Hard Loan • OHA Land Purchase • General Partner Equity • Deferred Developer Fee | <p><i>Soft Loans & Grants</i></p> <ul style="list-style-type: none"> • OHA Loan • Calif. HCD Veterans Housing & Homelessness Prevention Program (VHHP) • Calif. HCD Multifamily Housing Program (MHP) • Calif. HCD Infill Infrastructure Grant (IIG) • City of Oakland |
|--|---|

OHA Board Authorizing Resolutions:

- Reso. No. 4900, 2/3/20: Land purchase and soft loan in combined amount not to exceed \$7,500,000. Conditionally awarded 14 HUD-VASH Project-Based Vouchers.
- Reso. No. 5088, 6/27/22: Conditional award of 4 additional HUD-VASH Project-Based Vouchers.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding: MTW: \$7,500,000 for land purchase and loan	Disbursements to Date: \$6,499,291
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Current Project Status: Predevelopment – EAH is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. EAH submitted an application for MHP and IIG funding through the California Department of Housing and Community Development Super NOFA. Awards are expected to be announced in December. If the project receives these awards, it would have all of the sources of financing it needs to be able to apply for tax exempt bonds and 4% low income housing tax credits.

Milestones Completed Past Month:

Submitted construction drawings to City of Oakland for Plan Check.

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

**WRITTEN
COMMUNICATIONS
(Executive Director's Report)**

Direct to You

Thursday
11/17/22

Patricia Wells, OHA Executive Director



Good Morning OHA Team:

As we approach the end of the year, I think of celebrations, fellowship and fresh starts.

These past few weeks, walking in the crisp fall air - I reflect on the last three years and relive the swirl of activity that defined my journey as executive director of OHA. While in many ways it was not what I could have possibly anticipated, it has been a journey I am grateful to have taken with the OHA team. Together we faced incredible challenges, figured out new ways to do "OHA", which has helped us develop the skills to be innovative, courageous and see opportunities in the midst of the storm.

Looking ahead, we have the chance to put into practice the learnings of the past, combined with the optimism of the future. The word that most comes to mind is renaissance, in the sense of a revived or a renewed interest and optimism for aligning with our mission.

In recent days, as I engage in the responsibilities of my job, I have been asking myself, "What is my **why**?" Why am I here? Why do I do the work I do? You all know this Daddy's girl returns to my father's teaching; Daddy taught me that it is a gift to have the ability to pay it forward for all the times when someone helped me and mine. My "why" is that in this moment, I have the opportunity to make a difference, for the families we serve, for our Oakland community, and for our OHA team. I ask you to give thought to your 'why' and let that purpose be your guide in your work here at OHA. You may find that in searching your heart for your motivation each day, you also feel renewed and revitalized as you enjoy the fruits of your efforts, along with the successes of your team.

As we enter Thanksgiving week, I remain *Thankful* to be a part of the Oakland Housing Authority. Each of us have contributed in ways large and small, to make this agency among the best in the nation. The fact that we are even in a position to give back is what touches me most, especially when I see so many of you take advantage of that ability through work and in stories shared with me about giving in your personal lives. I am thankful to you all and hope you have a wonderful celebration surrounded with peace and gratitude.

Patricia

*"Gratitude is not only the greatest of virtues,
but the parent of all the others."*

Marcus Tullius Cicero

All past issues of Direct To You are available on the OHA website for 24/7 access. In addition to the messages sent directly from the OHA executive director, you can also find links to other resources, articles, and up-to-date information about OHA operations and the ways we are addressing the current health crisis.





It Starts at Home

One of the key objectives of Direct To You is to highlight and celebrate the accomplishments of the staff at OHA. When employees take the initiative to show leadership in our industry and develop professionally, it can inspire others to aim higher in their own career paths. Regardless of your role at OHA, there are always ways to shine and help advance the agency as a leader in affordable housing.

In recent weeks three of our own, **Faustina Mutata**, **Joetta Farrow** and **Teela Carpenter**, stepped up to the plate and made OHA shine on the public stage.

At the September California Resource Recovery Association (CRRA) conference, Faustina Mutata, OHA's Resource Conservation Manager, delivered a presentation entitled Conservation Education & Outreach Adapts to Pandemic. Her presentation covered the goals of the OHA Resource Conservation Team, compliance requirements with local and state laws, resident engagement efforts and showcased our local partnerships in enhancing environmental health and consciousness for the owned and managed properties in Oakland. The annual conference is one of the most comprehensive and informative conferences dedicated to recycling and sustainable materials management, creating a Zero Waste culture across the country. From what we do at home, at the office, at the city, county and state levels, the CRRA community is effecting change, and Faustina demonstrated that OHA is blazing a trail in this arena.

OHA was also represented at the October convening of the Housing and Urban Development (HUD) Region IX California PHAs to discuss Emergency Housing Voucher utilization and best practices. OHA Leased Housing Department Assistant Directors Teela Carpenter and Joetta Farrow delivered a PowerPoint on the dynamic OHA Emergency Housing Voucher (EHV) Utilization Program. Among the attendees were HUD representatives Gerard Windt, Region IX Field Office Director; Trevor Auser, Division Director; and Sapna Talati, Portfolio Specialist. The presentation included reporting of EHV program success, led by OHA, highlighting 366 contracts of the 515 vouchers awarded, representing a 71% utilization rate.

Thanks to our rising stars for illuminating the path forward for all OHA employees. By sharing their expertise both internally and before state and national audiences, they are demonstrating excellence in public service.



Enjoy your Thanksgiving week and holidays (don't forget the day after Thanksgiving Day holiday, also known as Native American Heritage Day, the culmination of Native American Heritage Month), and learn more about how this observance came to be.

2023 OHA Holiday Schedule and OHA Calendar



Oakland Housing Authority

2023¹ HOLIDAY SCHEDULE

OHA will recognize the following holidays in 2023. Business offices will be closed on these dates.

January 2, 2023	Monday	New Year's Day (Observed; office closed)
January 16	Monday	Martin Luther King Jr.'s Birthday (Observed)
February 20	Monday	Presidents Day
March 27	Monday	Cesar Chavez's Birthday (Observed)
May 29	Monday	Memorial Day
June 19	Monday	Juneteenth
July 4	Tuesday	Independence Day
September 4	Monday	Labor Day
September 7	Thursday	Admission Day (observed)
November 10	Friday	Veterans Day (observed)
November 23	Thursday	Thanksgiving Day
November 24	Friday	Day after Thanksgiving Day (OHA office closed)
December 22	Friday	1/2 Day – Christmas Eve (OHA office closed)
December 25	Monday	Christmas Day
December 28	Thursday	1/2 Day – New Year's Eve (observed)

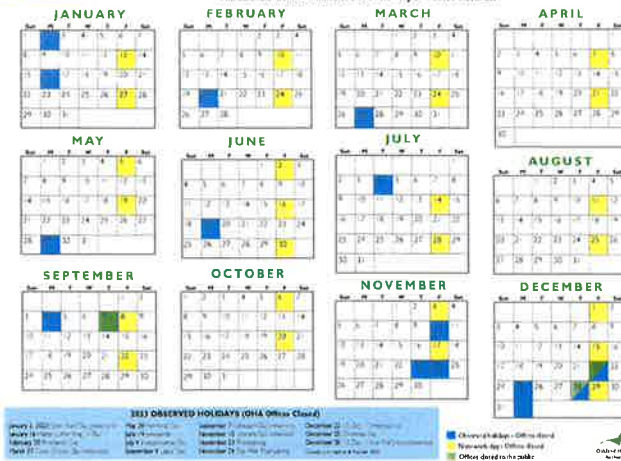
¹One floating holiday will be earned on Indigenous People's Day, October 9, 2023. Employees earn a floating holiday on Thursday, September 7, 2023. Please note that holidays that fall on an Alternate Friday (day off) will be observed on the previous scheduled work day. ²Calendar is summary of October 2022.

1619 HARRISON STREET, OAKLAND, CA 94612 • (510) 874-1505

2023

OAKLAND HOUSING AUTHORITY

1619 HARRISON STREET, OAKLAND, CA 94612 • Office Hours: 8:00am - 4:30pm. The downtown office is closed on alternate Fridays. The calendar below outlines the 2023 holiday and office closures.



Have an idea to save time or money? Figured out a way to make work a little easier and more efficient? Or perhaps you want to share your team's success with the entire agency? Well, now it's easier than ever to share your ideas! No matter what's on your mind... **Direct From Me** is the easy way to have your ideas delivered to OHA's Executive Director, Patricia Wells.



All past issues of **Direct To You** are available on the OHA website for 24/7 access. In addition to the messages sent directly from the OHA executive director, you can also find links to other resources, articles, and up-to-date information about OHA operations and the ways we are addressing the current health crisis.

REMEMBER: if you have reasonable suspicion that you have been exposed to someone with COVID-19 or if you are experiencing symptoms of fever (100.4 Fahrenheit or higher), coughing, or shortness of breath, do not report to work. Immediately contact your primary care provider and then your supervisor for instructions on what you need to do next. If you have any questions regarding your schedule, please contact your supervisor or Director. If you have questions in regards to pay or leave time, please contact Human Resources at (510) 874-1575.





EAST BAY ASIAN LOCAL DEVELOPMENT CORPORATION

BUILDING HEALTHY, VIBRANT AND SAFE NEIGHBORHOODS

In this Newsletter:

- [Press Release: West Grand & Brush Groundbreaking](#)
- [Enterprise Community Partners honors EBALDC CEO Andy Madeira](#)
- [Event: Modular Construction and Affordable Housing](#)
- [Thank you to our 47th Anniversary Gala Sponsors!](#)

Press Release: West Grand & Brush Groundbreaking



(l-r) James Perez (EBALDC), Matt Almonte (EBALDC), Patricia Wells (Oakland Housing Authority), Christia Mulvey (Housing & Community Development, City of Oakland), Jared Wright (Abode Services), Michelle Starratt (County of Alameda Housing), Noni Ramos (Housing Trust Silicon Valley), Steve Peelor (NeighborWorks Capital), Carlotta

Mills (Community Vision), Louis Chicoine (Abode Services), Sean Sullivan (EBALDC Board of Directors), Garry Hill-Thomas (EBALDC), Liz Probst (EBALDC), Andrea Morgan (Community for Supportive Housing), Cindy Wu (LISC Bay Area), Karim Sultan (EBALDC), James Vossoughi (JPMorgan Chase)

For Immediate Release: November 2, 2022

Media Contact:

Vicki Shu, Director of Resource Development & Communications -- vshu@ebaldc.org;
510-606-1812

**East Bay Asian Local Development Corporation and Allied Housing Celebrate
Groundbreaking for 59 Deeply Affordable Homes in West Oakland**

*West Grand & Brush Will Provide Homes to Those with Special Needs and Formerly
Homeless*

OAKLAND, CA – Today, the East Bay Asian Local Development Corporation (EBALDC) and Allied Housing Inc., together with the West Oakland community celebrated the groundbreaking of West Grand & Brush, a 59-unit 100 percent affordable housing development located at the intersections of West Grand Avenue, 22nd Street, and Brush Street in West Oakland.

West Grand & Brush will provide homes at the deepest levels of affordability, targeting families and those with special needs earning between 15 and 70 percent Area Median Income (AMI), with 30 units dedicated to formerly homeless households.

“With our headquarters and Avalon Senior Housing serving as anchors along the San Pablo Avenue corridor in Oakland and into Emeryville, we are excited to bring yet another 100 percent affordable housing project to West Oakland,” said Andy Madeira, CEO of EBALDC. “We thank our many partners at the local and state levels, and especially the San Pablo Area Revitalization Collaborative, in sharing in our vision of an East Bay where everyone has a place to call home and the resources to thrive.”



(l-r) Christia Mulvey (Manager, Housing & Community Development, City of Oakland), Capri Roth (EBALDC EVP, Real Estate Development), Ener Chiu (EBALDC EVP Community Building), Dave Peters (EBALDC Board Member), Cindy Wu (Executive Director, LISC Bay Area)

West Grand & Brush will deliver critically needed affordable homes along the San Pablo Avenue corridor and help advance the San Pablo Area Revitalization Collaborative (SPARC) affordable housing goals. With more than 25 residents, organizations, and institutions working together, SPARC aims to ensure future development and growth that will benefit the long-time residents that live near and along the 1.5 miles of the San Pablo Corridor.

Allied Housing Inc. is the supportive housing development entity of Abode Services and partnered with EBALDC on the development of West Grand & Brush. Abode Services will also provide on-site supportive services to residents.

"We're excited to join EBALDC and the Oakland community to celebrate the groundbreaking for West Grand & Brush and the much-needed affordable housing it will provide," said Louis Chicoine, Abode Services' longtime chief executive officer. *"The*

addition of nearly 60 affordable homes will address one of the area's most pressing needs, helping some of our most vulnerable neighbors and making the surrounding community stronger."



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“We do not now know which particular individuals and families will be living in these units. But we do know one thing, the residents here will be among the people most in need of housing,” said Ray Kidd long-time neighborhood resident. *“In the meantime, we can honor those who struggle on the local level to create the kind of housing that will be built here, and that can greatly improve the lives of those who will be living here.”*



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“East Bay Asian Local Development Corporation and Allied Housing, Inc. are not only delivering needed affordable housing to the community, they are also providing permanent supportive housing options for formerly homeless individuals and families in Oakland,” said James Vossoughi, executive director for Community Development Banking at JP Morgan Chase. *“We’re thrilled to support West Grand & Brush and work with industry leaders like EBALDC and Allied Housing, who are dedicated to creating affordable housing opportunities.”*

Amenities at West Grand & Brush will include a laundry room, a community room with a demonstration kitchen, an outdoor landscaped courtyard on the second floor, and an

outdoor deck space on the fifth floor. Construction is expected to be completed in the summer of 2024.

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About EBALDC

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Andy was one of 40 individuals -- The Impactful 40 -- who've helped Enterprise break boundaries and strengthen communities over the past 40 years.

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Thank you Enterprise for your 40 years of impact! Your partnership has been invaluable.

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#EnterpriseAt40

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Wednesday, November 9, 6 - 8pm

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San Francisco



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The event will highlight the findings from a White Paper as part of a 2019 JPMorgan Chase grant awarded to EBALDC to explore the benefits of modular construction to reduce costs and speed up production versus traditional stick-built construction. The research looks at successes and drawbacks of modular construction based on the outcomes of local construction projects. Also included in the research are interviews with affordable housing developers, contractors, architects, lenders, fabricators, and insurance brokers.

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EAST BAY ASIAN LOCAL DEVELOPMENT CORPORATION

BUILDING HEALTHY, VIBRANT AND SAFE NEIGHBORHOODS

In this Newsletter:

- [Press Release: West Grand & Brush Groundbreaking](#)
- [Enterprise Community Partners honors EBALDC CEO Andy Madeira](#)
- [Event: Modular Construction and Affordable Housing](#)
- [Thank you to our 47th Anniversary Gala Sponsors!](#)

Press Release: West Grand & Brush Groundbreaking



(l-r) James Perez (EBALDC), Matt Almonte (EBALDC), Patricia Wells (Oakland Housing Authority), Christia Mulvey (Housing & Community Development, City of Oakland), Jared Wright (Abode Services), Michelle Starratt (County of Alameda Housing), Noni Ramos (Housing Trust Silicon Valley), Steve Peelor (NeighborWorks Capital), Carlotta

Mills (Community Vision), Louis Chicoine (Abode Services), Sean Sullivan (EBALDC Board of Directors), Garry Hill-Thomas (EBALDC), Liz Probst (EBALDC), Andrea Morgan (Community for Supportive Housing), Cindy Wu (LISC Bay Area), Karim Sultan (EBALDC), James Vossoughi (JPMorgan Chase)

For Immediate Release: November 2, 2022

Media Contact:

Vicki Shu, Director of Resource Development & Communications -- vshu@ebaldc.org;
510-606-1812

**East Bay Asian Local Development Corporation and Allied Housing Celebrate
Groundbreaking for 59 Deeply Affordable Homes in West Oakland**

*West Grand & Brush Will Provide Homes to Those with Special Needs and Formerly
Homeless*

OAKLAND, CA – Today, the East Bay Asian Local Development Corporation (EBALDC) and Allied Housing Inc., together with the West Oakland community celebrated the groundbreaking of West Grand & Brush, a 59-unit 100 percent affordable housing development located at the intersections of West Grand Avenue, 22nd Street, and Brush Street in West Oakland.

West Grand & Brush will provide homes at the deepest levels of affordability, targeting families and those with special needs earning between 15 and 70 percent Area Median Income (AMI), with 30 units dedicated to formerly homeless households.

“With our headquarters and Avalon Senior Housing serving as anchors along the San Pablo Avenue corridor in Oakland and into Emeryville, we are excited to bring yet another 100 percent affordable housing project to West Oakland,” said Andy Madeira, CEO of EBALDC. “We thank our many partners at the local and state levels, and especially the San Pablo Area Revitalization Collaborative, in sharing in our vision of an East Bay where everyone has a place to call home and the resources to thrive.”



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"West Grand and Brush [apartment homes] is an example of what is possible when an entire housing-focused community comes together to solve the problems of housing affordability and homelessness," said Patricia Wells, executive director of the Oakland Housing Authority. "More than the construction of housing units, we celebrate lives—families with children, individuals with special needs, and our unhoused neighbors—who will be positively impacted by having quality homes and access to the services that lead to health, wellness, opportunity, and stronger communities."



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Space is limited and [RSVP required](#).

From: support@constituentvoice.com
To: [Dominica Henderson](#)
Subject: Your message to your elected officials was sent!
Date: Tuesday, November 29, 2022 10:39:20 AM

[EXTERNAL EMAIL]

*The National Association of Housing and Redevelopment
Officials AdvocacyNow*

Dear Dominica Henderson,

Congratulations! You've expressed your opinion to your elected officials. Your letter will help shape the future of our country.

Your opinion on Approve the Affordable Housing Credit Improvement Act was sent to:

Pres. Joseph Biden (D)
Sen. Dianne Feinstein (D) [CA]
Sen. Alex Padilla (D) [CA]
Rep. Barbara Lee (D) [CA-13]

Thank you for being a responsible American!

A copy of your message as sent to congress is included below:

As a housing professional and a member of the National Association of Housing and Redevelopment Officials (NAHRO), I urge you to include the Affordable Housing Credit Improvement Act (S 1136/HR 2573) in any tax legislation that is approved this calendar year.

The Affordable Housing Credit Improvement Act is a critical piece of bipartisan legislation that would significantly help communities address our nation's affordable housing crisis by creating and preserving an estimated 2 million more affordable homes. The nation faces a severe housing shortage, making it increasingly difficult for families to find an affordable home.

Housing tax credits are a critical part of the affordable housing solution, and through commonsense revisions and improvements to the Low-Income Housing Tax Credit (LIHTC), the Affordable Housing Credit Improvement Act will ensure more Americans have access to safe, secure, and affordable housing.

Since it began in 1986, LIHTC has developed and preserved over 3.5 million homes for more than 8 million low-income households by leveraging local

investments in affordable housing. Through public-private partnerships, LIHTC not only builds new affordable units but is also a key to the preservation of existing units in many communities across the country. The Affordable Housing Credit Improvement Act would rename LIHTC the "affordable housing credit," and would critically increase the per capital amount of the credit and its ceiling. The bill would:

- Increase housing credit allocations by 50 percent over current levels,
- Lower the threshold of Private Activity Bond financing from 50 to 25 percent, which would greatly increase the financial feasibility of the 4 percent credit,
- Increase the credit for certain projects designated to serve extremely low-income households,
- Increase the population cap for difficult development areas, including areas with high construction, land, and utility costs relative to area median gross income,
- Simplify and align existing tax credit rules.

These improvements to the tax credit would have significant impacts on communities across the country and help address our nation's affordability crisis. I urge you to pass the Affordable Housing Tax Credit Improvement Act today as part of any tax legislation that moves this calendar year.

Please understand that the message you send to congress will be stripped of all stylings.

thembree@nahro.org - support@constituentvoice.com

***** CAUTION:** This email message is coming from a non-OHA email address. Do not click links or open attachments unless you trust the sender and know the content is safe. Please contact OHA IT Support with any questions. ***

From: support@constituentvoice.com
To: [Dominica Henderson](#)
Subject: Your message to your elected officials was sent!
Date: Tuesday, November 29, 2022 10:38:23 AM

[EXTERNAL EMAIL]

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Officials AdvocacyNow*

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Your opinion on Finalize FY23 HUD Spending Now was sent to:

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Sen. Alex Padilla (D) [CA]
Rep. Barbara Lee (D) [CA-13]

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As a housing professional and a member of the National Association of Housing and Redevelopment Officials (NAHRO), I urge you to finalize the FY 2023 Transportation-HUD spending bill before the end of the calendar year to avoid the need for a longer-term continuing resolution. In the current affordable housing crisis, it is more important than ever for Congress, HUD, and other federal agencies to function efficiently and effectively through sensible program design and regulation and timely funding of federal programs. Continuing resolutions maintain a consistent level of funding for federal programs approved by Congress for the previous fiscal year. Because of the rapid increase in housing, material, and labor costs, flat funding acts as a funding cut and impacts the number of people served. Congress should avoid a full-year continuing resolution and should be mindful of the cost increases to HUD programs in the event of a full-year continuing resolution to avoid terminating assistance to families. In order to allow NAHRO members like myself to continue to serve our communities, I urge you to quickly approve FY 2023 Transportation- HUD

spending at these levels:

- Public Housing Operating Fund: \$5.384 billion
- Public Housing Capital Fund: \$5 billion
- Section 8 HAP Renewals: \$26.234 billion
- Section 8 Admin Fees: \$3.046 billion
- Tenant Protection Vouchers: \$364 million
- Family Self-Sufficiency: \$200 million
- Community Development Block Grant: \$4.2 billion
- HOME Investment Partnerships Program: \$2.5 billion

Additionally, I urge you to include legislative language that prohibits HUD from unilaterally revising the Annual Contributions Contract (ACC) signed annually by Public Housing Authorities (PHAs), mirroring language included in the Consolidated Appropriations Act, 2021. I also ask that you include legislative language that directs HUD to withdraw the current Performance Based Contract Administrators (PBCA) solicitation and prohibit HUD from pursuing similar solicitations in the future.

I urge you to support quick adoption of FY 2023 HUD spending with the highest possible spending levels.

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For more information on the new HUD funding levels, visit www.hud.gov or call 1-800-995-2814. For more information on the new HUD funding levels, visit www.hud.gov or call 1-800-995-2814.

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