

**MINUTES OF THE REGULAR MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA**

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Monday, June 23, 2014

REGULAR/ANNUAL MEETING

The Oakland Housing Authority Board of Commissioners convened a Regular Meeting in the Board of Commissioners Room, first floor, at 1619 Harrison Street, Oakland, California on the above date. Chair Gregory D. Hartwig presided and called the meeting to order at approximately 7:09 p.m.

I. Pledge of Allegiance

II. Roll Call

Present: Chair Gregory Hartwig, Vice-Chair Marlene Hurd, Janny Castillo, Moses L. Mayne, Jr., Barbara Montgomery, Tanya Pitts, Lynette Jung Lee.

III. Approval of Minutes:

Approval of Minutes of the Regular Meeting of May 19, 2014.
Commissioner Castillo made a motion for approval, Commissioner Pitts seconded the motion; and the board voted for approval unanimously.

IV. Old or Unfinished Business:

- A. Consideration of a resolution approving the Oakland Housing Authority Comprehensive Budget, Public Housing Program AMP Budgets, and Staffing Plan for the Fiscal Year Ending June 30, 2015 and HUD Certification.

Commissioner Castillo, who chaired the Ad Hoc Budget Committee, gave a brief summary of the committee's findings that included:

- The Committee reviewed the budget line by line and discussed the variances that came up;
- Commissioner Hurd's request to add footnotes to the budget for extraordinary variances was put forth;
- Administration fees' (Page 2) extraordinary variances were attributed to restructuring the way the agency bills between sites and were related to

the use of a control center that adds efficiency and more readily shows expenses.

- Extraordinary expenses were related to the new office renovation opening in March 2015, and to also repairing roofs to multiple public housing sites.
- The Committee's recommended approval of the Fiscal Year 2015 Budget request as presented at the May 19, 2013 meeting, with additional recommendations from Commissioner Mayne that the Commissioner Travel budget line item be reduced to \$30,000 and a recommendation by Commissioner Castillo that there not be a per commissioner limit on travel as several commissioners cannot travel, while others are more available to represent the Authority at approval meetings and conferences.

Chair Hartwig called for any further questions, of which there were none, and opened the floor for the vote. Commissioner Hurd moved the item, Commissioner Mayne seconded the motion; and the board voted unanimously for approval.

V. 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 or a need arose after agenda posting.

There were no modifications to the agenda.

VI. New Business:

- A. Nomination and Election of Chair and Vice Chair of the Housing Authority Board of Commissioners, for two-year terms.

Executive Director Johnson provided a brief introduction of the election of officers for the Oakland Housing Authority Board of Commissioners Chair and Vice-Chair positions serving two-year terms.

Current Chair, Gregory Hartwig, gave a brief statement regarding his interest on continuing to chair the commission. There were no other statements from commissioners who wished to hold the position of Chair. Commissioner Montgomery moved to nominate Commissioner Hartwig to serve a consecutive two-year term. There being no other nominations for the Chair's position, Commissioner Pitts seconded the motion; and the board voted its unanimous approval for the nomination.

Commissioner Hartwig accepted the nomination.

Chair Hartwig opened the floor for Vice-Chair nominations. Commissioner Montgomery moved to nominate Vice-Chair Hurd to serve a consecutive two-year term. There being no other nominations for the Vice-Chair's position, Commissioner

Castillo seconded the motion; and the board voted to unanimously approve the nomination.

Commissioner Hurd accepted the nomination.

B. Nomination and Election of two Directors to the Tassafaronga Housing Corporation (THC) Board of Directors, serving two-year terms.

Executive Director Johnson introduced the election for two commissioners to serve on the THC board of directors for two-year terms. The current commissioners on the Board are Commissioners Hurd and Montgomery.

Commissioner Mayne moved to nominate the current commissioners (Hurd and Montgomery) to continue to serve on the board for a consecutive two-year term. Commissioner Pitts seconded the motion and the board voted unanimously for approval.

Commissioners Hurd and Montgomery accepted the nomination.

C. Nomination and Election of two Directors to the Oakland Affordable Housing Preservation Initiatives, Inc. Board of Directors, for two-year terms.

Executive Director Johnson introduced the election of two commissioners to the (OAHPI) board of directors for two-year terms. The current commissioners on the board are Commissioners Castillo and Pitts.

Commissioner Mayne moved to nominate the current commissioners Castillo and Pitts to continue to serve on the board for another two-year term. Commissioner Hurd seconded the motion and the board voted unanimously for approval.

D. Discussion of HUD Flat Rent PIH Notice 2014-12 and the Authority's required process for compliance and implementation.

Executive Director Johnson provided an informational summary of the HUD Notice that was included in the 2014 Appropriations Bill related to the increase in Flat Rents in the public housing program. He briefly outlined compliance requirements, and the Board had a general discussion on the impact of this policy change on OHA residents.

He further stated that OHA, as required by the Notice and HUD, will begin the public hearing process immediately to meet the October 31 deadline. Direct outreach will be provided to the approximately 50 Flat Rent families in the public housing program this change directly impacts, during the public comment period. He stated he would expect the public hearing to occur at the August Board meeting, and the item to be presented to the full Board in September. Once the board has voted, OHA will submit the significant amendment to its HUD field office for approval prior to implementation. OHA will not be able to use the HUD provided template.

E. 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.

Chair Hartwig brought the Consent Agenda forward for the Commissioners' vote. Commissioner Mayne moved the agenda for approval, Commissioner Pitts seconded the motion; and the board voted for unanimous approval.

1. Consideration of a resolution authorizing the Executive Director to exercise the first one-year option to renew the contract with Attitudinal Healing Connection, Inc. and increase the contract total amount not-to-exceed to \$481,678 for the three-year period.
2. Consideration of a resolution authorizing the Executive Director to issue blanket purchase orders in varying amounts to numerous vendors for routine, recurring low dollar amount purchases in the amount of \$4,166,682 for Fiscal Year 2014-2015.
3. Consideration of a resolution authorizing the Executive Director to execute blanket purchase orders to various vendors for property maintenance material purchases for the term of July 1, 2014 through June 30, 2015, in the amount of \$970,000.
4. Consideration of a resolution authorizing the Executive Director to execute a one-year contract with Civicorps Schools to provide six corps member interns in an amount not-to-exceed \$201,000.
5. Consideration of a resolution authorizing the Executive Director to write off \$609,598.03 in delinquent tenant accounts receivables for vacated public housing tenants for the period ending June 30, 2013.
6. Consideration of a resolution authorizing the Executive Director to execute blanket purchase orders to various vendors for materials purchases at 2115 38th Avenue, 7510 Ney Avenue, 5730 Elizabeth Street, 6309 Baker Street, and 522 32nd Street renovation projects in the amount of \$970,000.
7. Consideration of a Resolution Authorizing the Executive Director to execute an agreement with City of Oakland to provide up to \$1,500,000 in funds for Sponsor Based Housing Assistance Program payments to assist homeless individuals living in encampments and individuals exiting the criminal justice system for the period of July 1, 2014 through June 30, 2015.

F. Recognition of people wishing to address the Commission.

There were no public requests to address the Commission.

VI. Written Communications.

Secretary Johnson reviewed the materials in the report with the Commission, and noted several items including:

- HAI Group Scholarships, 39 applicants submitted from OHA of which six resulted in scholarship winners;
- NAHRO Awards of Merit, of which three were awarded to OHA and all three have been awarded for a National Award of Excellence: OHAPD Community Alert Program Administrative Interventions, Community Health and Education Screenings, and Brighter than Blight Youth Docent Program;
- One HAI Group Playground Poster National Winner was an OHA resident.

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

Secretary Johnson reviewed the materials in the report with the Commission, noting the following items:

- Executive Director Johnson attended the recent CLPHA Conference in Los Angeles, where recognition of Sandy Henriquez who was leaving HUD occurred;
- Community celebration of the recent passing of Melvin Finister, longtime Resident Advisory Board (RAB) member, was held June 11, 2014;
- A Memorial for RAB member Robert Mitchell will be held at Berkeley City College on June 24 at 1:00 pm who also recently passed;
- Lockwood Gardens Summer Party was hosted by OHAPD on June 20 and was well attended, including Oakland Chief of Police, Sean Whent. Director Johnson expressed his gratitude to the Chief and to OHA Police Department and Property Operations staff for their work and commitment to this successful event;
- Lakeside Senior Apartments opened their waitlist where 2,422 applications were submitted;
- Janet Rice announced that the Government Finance Officers Award Certificate of Achievement in Finance Reporting had been awarded OHA; OHA is a first time winner and only the third housing authority in the nation to receive the GFO award. Deputy Executive Director Rice thanked the finance staff for their hard work done to achieve the award. The award will be formally presented to the Board at an upcoming meeting.

VIII. Reports of Commission Committees.

There were no reports from Commission Committees.

IX. Announcements by Commissioners.

Commissioner Castillo announced the Juneteenth celebration in West Oakland, to be held on Saturday, June 28, at the St. Mary Center and invited the public to attend. St

Mary's Center was a site office for the Lakeside Senior Apartments application process and they collaborated successfully with SAHA. Commissioner Hurd stated that the sixth graduation of the Neighborhood Leadership Institute took place today. Ms. Wright, one of the graduates, was in the audience and gave a brief summary of her experience of the course and expressed her appreciation to staff that coordinate the leadership classes.

X. Adjournment.

The Chair moved for adjournment In Memory of Melvin Finister, Robert Mitchell and Maya Angelo, and called for a moment of silence. Commissioner Mayne moved for adjournment and Commissioner Castillo seconded the motion. Adjournment took place at 7:52 p.m.

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Gregory D. Hartwig, Chair of the Commission



Eric Johnson, Secretary