

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

**[Most meetings are recorded.  
A copy of the recorded meetings can be made available  
by contacting the Executive Office at 510-874-1512]**

**Monday, October 24, 2016**

**REGULAR 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 Hartwig presided and called the meeting to order at approximately 6:07 p.m.

I. Pledge of Allegiance

II. Roll Call

Present: Chair Gregory Hartwig, Vice-Chair Marlene Hurd, Janny Castillo, Barbara Montgomery. Excused: Donna Griggs-Murphy, Lynette Jung-Lee.

III. Approval of Minutes:

Approval of Minutes of the Regular Meeting September 26, 2016.

Commissioner Castillo motioned for approval, Vice-Chair Hurd seconded the motion and the board voted for unanimous approval.

IV. Old or Unfinished Business:

None.

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.)*

Executive Director Johnson cancelled the Closed Session following the Regular Meeting as there were no items to be addressed.

Chair Hartwig suggested to hear speakers, who wished to address the Commission and requested that Item VI.F. People Wishing to Address the Commission, be taken before VI. A. New Business items.

Debra Williams addressed the Commission regarding an issue with inspection of premises and a related relocation.

Frederick Jordan addressed the Commission to ask about an eviction rent issue and what related eviction representation is in place for tenants. Executive Director Johnson referred the speaker to Chief Operating Officer, Andres Manriquez to assist him.

VI. New Business:

- A. Consideration of a resolution authorizing the Executive Director to execute a Predevelopment Loan Agreement, Letter of Interest and a conditional award of Project-based Voucher Assistance for up to 32 units to assist RCD with the acquisition and rehabilitation of the Empyrean and authorizing the Executive Director to take all actions necessary to complete the contemplated transactions.

Executive Director Johnson introduced the item and provided background on the project. Executive Director introduced Director of Real Estate Development, Phil Neville and Assistant Director, Bridget Galka, who provided further detail to the property transaction. Attending the meeting for Resources for Community Development, were Carolyn Bookhart, Director of Housing Development and Jessica Sheldon, Associate Director of Housing Development.

Commissioner Castillo had questions regarding the lease-up of the units and the exterior renovation of the building. Jessica Sheldon stated that a seismic survey is to be done and that most of the cited code violations have already been addressed.

Vice Chair Hurd moved the item, Commissioner Montgomery seconded the motion; and the board voted unanimous approval.

- B. Consideration of a resolution approving the Oakland Housing Authority Record Retention and Disposition Policy.

Executive Director Johnson introduced the item and expressed his appreciation to the OHA staff who were engaged in reviewing the policy and to the Housing Authority of the City of Los Angeles for the initial draft of the document.

Commissioner Castillo moved to approve the resolution; Vice-Chair Hurd seconded the motion; and the board voted unanimous approval.

- C. Consideration of a resolution authorizing the Executive Director to execute a contract with Eden Altheim I LLC, a California Limited Liability Corporation, to renew Altheim I Project-based Section 8 Vouchers for a 15-year extension term.

Executive Director Johnson introduced the item and Cynthia Chew, Property Supervisor, from Eden Housing, Altheim I LLC. Executive Director also provided a brief background about The Altheim building, located at 1720 MacArthur Boulevard.

Commissioner Castillo moved to approve the item; Commissioner Montgomery seconded the motion; and the board voted unanimous approval.

- D. Consideration and approval of Commissioner Travel to Attend Selected National, Regional, and State Conferences in Calendar Year 2017.

Executive Director introduced the item and reviewed the Agency related upcoming conferences scheduled for the year 2017 with the Commissioners.

Vice Chair Hurd motioned to approve the item, Commissioner Castillo seconded the motion; and the board voted unanimous approval.

- E. Recognition of people wishing to address the Commission.

VII. Written Communications.

Executive Director briefly reviewed the highlights of the Monthly Report (September) provided in the board packet.

VIII. Executive Director's Report.

Executive Director Johnson noted the following items in his report to the Commission:

Director, Dominica Henderson, will be speaking at a re-entry conference, National Convening on Public Housing and Reentry, November 14-15, New York, NY.

873 32<sup>nd</sup> Avenue – a 12 unit property, has been vacated and is on the market for sale.

The Executive Director was asked to participate in Oakland Thrives Impact Group whose initiatives are focused on Oakland youth.

Elizabeth Street property is being rehabilitated and work is expected to be finished in late November.

IX. Reports of Commission Committees.  
There were no reports from Commission Committees.

X. Announcements by Commissioners.

Vice-Chair Hurd expressed her gratitude to the staff and City of Oakland Mayor, for her and Commissioners Jung-Lee, Castillo and Montgomery for their re-appointments to serve on the Commission.

Vice-Chair Hurd attended the NAHRO National Conference in New Orleans earlier this month, where OHA was spotlighted on re-entry programs.


Commissioner Castillo thanked the City of Oakland Mayor, Libby Schaaf, and OHA staff, for her ability to continue to serve as Commissioner.

XI. Adjournment.

Chair Hartwig called for adjournment, Commissioner Castillo made a motion and Vice-Chair Hurd seconded the motion; the meeting adjourned at 7:32 p.m.

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Gregory D. Hartwig, Chair of the Commission



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Eric Johnson, Secretary