

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

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Monday, December 5, 2016

**SPECIAL MEETING
Monday, December 5, 2016 at 6:00 p.m., Immediately
Following Closed Session**

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 6:11 p.m., following the Closed Session.

I. Pledge of Allegiance

II. Roll Call

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

III. Approval of Minutes:

Approval of Minutes of the Regular Meeting of October 24, 2016.

Commissioner Griggs-Murphy moved for approval, Vice-Chair Hurd seconded the motion and the board voted unanimous approval.

IV. Old or Unfinished Business:

None.

V. Modifications to the agenda

The Chair moved items VI.A. and VI.B. to the end of New Business Items (before the Consent Agenda VI.H.)

VI. New Business:

- A. Consideration of seven resolutions authorizing the Executive Director to conditionally award 490 Project-based Vouchers to: Building Opportunities for Self-Sufficiency for 11 PBVs; Bridge Housing for 80 PBVs; Christian Church Homes for 81 PBVs; East Bay Asian Local

Development Corp. for 71 PBVs; Mercy Housing for 92 PBVs; Resources for Community Development for 79 PBVs; and Satellite Affordable Housing Associates for 76 PBVs.

Executive Director Johnson introduced the item and Chief Operations Officer, Andres Manriquez and Director Michelle Hasan, who provided the PowerPoint presentation information to the board.

Prior to the presentation information, Vice-Chair Hurd stated her recusal from the item as she is employed by BOSS, one of the entities awarded project based housing vouchers.

After questions were taken from the Commissioners, Donna Griggs-Murphy moved to approve the item, Commissioner Jung-Lee seconded the motion; and the board voted unanimous approval.

Vice-Chair Hurd returned to the meeting at 7:09 pm.

- B. Consideration of six resolutions authorizing the award of MTW Local Housing Assistance Program Operating Assistance to 289 housing units and authorizing the Executive Director to execute a Local Housing Assistance Program Agreement with an initial term of up to 15 years with the City of Oakland, East Bay Asian Local Development Corp., Operation Dignity, Resources for Community Development, Satellite Affordable Housing Associates, and St. Mary's Center.

Executive Director Johnson introduced the item and Chief Operations Officer, Andres Manriquez and Director Michelle Hasan, who provided the PowerPoint presentation information to the board.

Vice-Chair Hurd moved to approve the item, Donna Griggs-Murphy seconded the motion; and the board voted unanimous approval.

- C. Consideration of a resolution authorizing a three-year Memorandum of Understanding between the Oakland Housing Authority and Local 1021, Service Employees (SEIU) - Assistant Property Administrator and Housing Assistance Representative Unit; and one associated resolution approving a Retiree Medical Vesting Schedule, as required by California Public Retirement System (CalPERS).

Executive Director Johnson introduced the item and there was one speaker, Millie Cleveland, who wished to address the Commission. Ms. Cleveland thanked the Commissioners and OHA Executive Management for providing agreed terms to union negotiations.

Vice-Chair Hurd moved to approve the item, Commissioner Griggs-Murphy seconded the motion; the board voted unanimous approval.

- D. Consideration of a resolution authorizing a three-year Memorandum of Understanding between the Oakland Housing Authority and Local 1021, Service Employees (SEIU) - Maintenance Unit; and one associated resolution approving a Retiree Medical Vesting Schedule, as required by California Public Retirement System (CalPERS).

Executive Director, Johnson introduced the item.

Commissioner Jung-Lee moved for approval, Commissioner Griggs-Murphy seconded the motion; the board voted unanimous approval.

- E. Consideration of a Resolution authorizing the Executive Director to execute Cost-of-Living Adjustments for Employees of the Authority not subject to a Memorandum of Understanding including professional, management, and executive level staff; and one associated resolution approving a Retiree Medical Vesting Schedule, as required by California Public Retirement System (CalPERS).

Executive Director Johnson introduced the item.

Commissioner Montgomery moved to approve the item, Commissioner Griggs-Murphy seconded the motion; the board voted unanimous approval.

- F. Consideration of a Resolution authorizing the Executive Director to execute a three-year Memorandum of Understanding Between the Oakland Housing Authority and Local 29, Office & Professional Employees International Union; and one associated resolution approving a Retiree Medical Vesting Schedule, as required by California Public Retirement System (CalPERS).

Executive Director Johnson introduced the item.

Commissioner Jung-Lee motioned to approve the item, Commissioner Montgomery seconded the motion; the board voted unanimous approval.

- G. Consideration of a resolution authorizing a three-year Memorandum of Understanding between the Oakland Housing Authority Building and Construction Trades Council (BCTC) of Alameda County; and one associated resolution approving a Retiree Medical Vesting Schedule, as required by California Public Retirement System (CalPERS).

Executive Director Johnson introduced the item.

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

H. Consent

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.

Executive Director Johnson introduced the consent agenda items and made note that the Contract Date for H.1. was corrected to reflect year 2020.

Commissioner Montgomery moved to approve the Consent Agenda, Commissioner Jung-Lee seconded the motion; the board voted unanimous approval.

1. Consideration of a resolution authorizing the Executive Director to execute a three-year contract with two additional one-year Option Terms with Automatic Data Processing, Inc. (ADP) to continue using the Human Resources Information System (HRIS), Payroll and Time-Keeping System for in an amount not to exceed \$1,000,000 over the five-year period.
2. Consideration of a resolution authorizing the Executive Director to negotiate and execute a five-year contract in an amount not to exceed \$2,232,000 with David Baker Architects as lead architect for architectural services on the 15th & Harrison Street project.
3. Consideration of a resolution authorizing the Executive Director to execute a five-year contract in an amount not to exceed \$1,775,000 with Yardi Systems, Inc. for ongoing maintenance and operation of the Integrated Property Management, Section 8 Housing & Financial Management Software System including an upgrade to a cloud-based system, and to *Yardi 7S* from *Yardi Voyager*.

I. Recognition of people wishing to address the Commission.

Fred Jordan spoke with reference to his residence of where he has had issue in discussions with staff regarding the stated rent balance he owes.

VII. Written Communications.

Report materials for the month of October were included in the board packet.

VIII. Executive Director's Report.

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

An all Staff Retreat was held November 30 at the Scottish Rite Center, and was well received by staff and viewed as a successful event.

36th Annual Holiday Splendor for Senior residents will take place on December 15.

Eastside Arts Alliance moved into an OHA administrative building known as the "Annex" in the Fruitvale District, under a space/use agreement and will provide arts education and engagement to our residents.

873 32nd Street, 12-unit property, is entering into escrow.

The California Association of Housing Authorities (CAHA) letter was sent to Executive Director, Mark Stivers of the Tax Credit Allocation Committee, representing 104 Housing Authorities in California offering comments in response to proposed regulatory changes for the 2017 TCAC Program.

IX. Reports of Commission Committees.

None.

X. Announcements by Commissioners.

Vice-Chair Hurd thanked staff and Director Lenita Wheeler for the great work done on the Civic Corp internship and Jobs Plus enrollment.

Vice-Chair Hurd thanked Ms. Betty Lou Wright for her volunteer work she has been doing with the Resident Advisory Board (RAB).


Commissioner Griggs-Murphy thanked all OHA staff for the hard work that has been done this year and wished everyone Happy Holidays.

XI. Adjournment.

Chair Hartwig called for adjournment, Commissioner Montgomery moved to adjourn and Commissioner Jung-Lee seconded the motion. Adjournment took place at 8:00 p.m.

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Gregory D. Hartwig, Chair of the Commission



Eric Johnson, Secretary