

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

**[Most meetings are recorded.
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Monday, April 1, 2019

Special Meeting

The Oakland Housing Authority Board of Commissioners convened a Regular Meeting in the Board of Commissioners Room, first floor, 1619 Harrison Street, Oakland, California on the above date. Chair Gregory Hartwig presided and called the meeting to order at 6:05 p.m.

I. Pledge of Allegiance

II. Roll Call

Chair Gregory Hartwig, Vice-Chair Marlene Hurd, Donna Griggs-Murphy, Janny Castillo, Barbara Montgomery and Lynette Jung-Lee were present. Commissioners Anne Griffith and Donna Griggs-Murphy were excused.

III. Approval of Minutes:

Approval of Minutes of the Special Meeting of February 11, 2019.

Commissioner Castillo moved to approve the minutes, Vice-Chair Hurd seconded the motion, and Chair Hartwig voted approval. Commissioners Barbara Montgomery and Lynette Jung-Lee voted for abstention.

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.)

None.

VI. New Business:

A. Consideration of a resolution approving the Oakland Housing Authority Fiscal Year 2020 Making Transitions Work (MTW) Plan.

Executive Director Johnson introduced the item and thanked the Planning, Implementation and Compliance (PIC) staff for the annual preparation of the MTW plan. PIC Director Henderson provided the PowerPoint presentation to the Commission. The action on the plan is to submit the plan to HUD and also to certify that the requirements of the plan have been met.

After discussion and questions from the Commissioners were answered, the vote to approve the resolution was taken. Commissioner Castillo motioned for approval, Commissioner Montgomery seconded the motion; and the board voted unanimously.

B. Review and Acceptance of the Oakland Housing Authority Fiscal Year Ending June 30, 2018 Comprehensive Annual Financial Report (CAFR).

Executive Director Johnson introduced the item and the Director of Finance, Victor Madamba, who provided a summary of the CAFR to the Commission.

After questions were taken from the Commissioners, the Chair asked for a vote to accept the report. Commissioner Castillo moved to accept, Vice-Chair Hurd seconded the motion; and the board voted unanimously.

C. Presentation and discussion of the final HUD Fair Market Rents for 2019 and the Authority's Voucher Payment Standard increase.

Executive Director Johnson introduced the item and Leased Housing Director Hasan, who provided the PowerPoint to the Commission. PIC Director Henderson also provided details of information and answered questions taken from the Commissioners.

D. Consideration of a resolution authorizing the Executive Director to execute a two-year contract with three additional one-year Option Terms in an amount not to exceed \$480,000 for the initial two-year term and an additional \$240,000 for each one-year Option Term if exercised, with Booster Fuels, Inc. to provide on-site mobile fueling services.

Executive Director introduced the item and Chief Operating Officer, Andres Manriquez, who provided a summary of the services and contract to the Commissioners. Property Operations Director, Mark Schiferl also provided details.

After several questions were taken from the Commissioners, the Chair called for the resolution vote. Commissioner Jung-Lee made a motion for approval, Commissioner Castillo seconded the motion; and the board voted unanimously.

- E. Consideration of a resolution authorizing the Executive Director to increase the contract Purchase Order for Kodama Diseño, Inc., in an amount not to exceed of \$300,000, for additional architectural construction administration and engineering services for the construction and renovation of 1619 Harrison Street Office Renovation.

Executive Director Johnson introduced the item requesting an increase in the Kodama contract for additional architectural construction, administration and engineering services for the renovation of 1619 Harrison Offices.

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

- F. General discussion of the recruitment process for a new Executive Director and naming of a Recruitment Ad Hoc Committee.

Chair Hartwig provided a brief summary of the selection committee's tasks in recruitment of a new director. The Chair appointed members to a Recruitment Ad Hoc Committee: Lynette Jung-Lee, Janny Castillo, and Chair Hartwig will also sit on the committee.

Executive Director Johnson reported an RFQ will be released on or about April 4, proposals due in early May.

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

Resident and RAB Member, Bettye Lou Wright, commended Executive Director Johnson for his leadership of the Agency.

VII. Written Communications.

Monthly department reports for January and February were provided in the board packet.

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

The Executive Directors' documents of noted interest were included in the board packet.

IX. Reports of Commission Committees.

None.

X. Announcements by Commissioners.


None.

XI. Adjournment.

The Chair called for adjournment, Commissioner Montgomery motioned and Commissioner Jung-Lee seconded.

The meeting adjourned at 8:27 p.m. in Memoriam of Victor McElhaney, Oakland Councilwoman Lynette Gibson McElhaney's son.

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



Gregory D. Hartwig, Chair of the Commission



Eric Johnson, Secretary