

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

[Meetings are recorded and are accessible through our website: www.oakha.org]

Monday, February 28, 2022

Regular Meeting

The Oakland Housing Authority Board of Commissioners convened a Regular Meeting via Zoom software platform online and via teleconference, providing access to the public and enabling submission of public comment by zoom, phone and/or by email.

Chair Gregory Hartwig presided and called the meeting to order at 6:00 PM.

I. Pledge of Allegiance

II. Roll Call

Present 6 – Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, and Tortorich
Excused 1 - Wright

III. Approval of Minutes:

A. Approval of Minutes of the Special Meeting of December 06, 2021

On approval of Item III.A. moved by Commissioner Tortorich, seconded by Commissioner Jung-Lee, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

B. Approval of Minutes of the Regular Meeting of December 27, 2021

On approval of Item III.B. moved by Commissioner Montgomery, seconded by Commissioner Tortorich, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

C. Approval of Minutes of the Regular Meeting of January 24, 2022

On approval of Item III.C. moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

IV. Recognition of people wishing to address the Commission

There were no persons wishing to address the Board of Commissioners.

V. Old or Unfinished Business

There were no old or unfinished business items.

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.

There were no modifications to the agenda.

VII. New Business:

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

Secretary Wells introduced the item noting that Assembly Bill Number 361 is a re-occurring item during the pandemic based on the State of Emergency, and provides that the Commission make findings for continued teleconference meetings. Secretary Wells noted that Legal Counsel, Jhaila Brown, with Goldfarb & Lipman, is available to answer questions by the Commission. Having no further questions, the board made findings to continue remote teleconference meetings pursuant to Brown Act Provisions and took the following action.

On approval of Item VII.A. moved by Commissioner Tortorich, seconded by Commissioner Montgomery, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

B. Pink Patch Project Presentation to the HERS Breast Cancer Foundation.

Chief Carel Duplessis introduced Sergeant Casey Mooningham, who also presented in his role as President of the Oakland Housing Authority Foundation (OHAF), along with Police Communications Manager, Jackie Mesterhazy. Ms. Mesterhazy acknowledged the partnership between the Oakland Housing Authority Police Department (OHAPD) and OHAF with the California wide Pink Patch Project, a voluntary collaborative effort to raise awareness of breast cancer and funds to fight the disease. Sergeant Mooningham and Ms. Mesterhazy further noted that the OHAPD Dispatchers and Officers proudly wore the Pink Patch on their respective uniforms and facilitated fund raising efforts by exchanging an OHAPD Pink Patch for commemorative collector patches to a host of donors. In addition, OHAPD Dispatchers sold pink patch tee shirts, socks, sandals, bags, and

decorative pins. The OHAPD team successfully raised a total of \$6,100 in donations for the Project.

The Commissioners thanked OHAPD for raising awareness on breast cancer and commended them for the impressive level of funds raised to fight the disease.

Secretary Wells stated on behalf of Commissioner Wright, who sends her love to all, a recommendation that everyone at the Oakland Housing Authority and within the community treat health care and health screening as the most important and take care of ourselves. Police Chief Carel Duplessis took the opportunity to initiate the first donation of 2022 by pledging \$1,000 to the Pink Patch Project in honor of Commissioner Wright.

C. Presentation and Public Hearing on the draft Fiscal Year 2023 Making Transition Work Annual Plan.

Director of Planning Implementation and Compliance and Special Assistant to the Executive Director, Dominica Henderson, presented the Fiscal Year (FY) 2023 Making Transition Work (MTW) Annual Plan to the Commission. Ms. Henderson provided background information, noting that the Oakland Housing Authority (Authority) is required by its Amended and Restated MTW agreement with the US Department of Housing and Urban Development to submit and adopt the MTW plan and certifications after the public has had an opportunity to comment on the year's proposed activities. Additionally, Ms. Henderson outlined the anticipated activities for the FY as well as an explanation of how staff intends to meet the Authority's short-term goals around pandemic and economic recovery and long-term strategic goals.

Having no further questions or comments, a motion was made by Commissioner Griffith to open public hearing for the draft FY 2023 MTW Annual Plan and moved by Commissioner Castillo. The motion carried by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 – Wright

There were no public comments to the FY 2023 MTW Annual Plan during the public hearing, so a motion was made by Commissioner Tortorich to close the public hearing for the FY 2023 MTW Annual Plan, which was seconded by Commissioner Montgomery. The motion carried by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

D. Presentation and Acceptance of the Oakland Housing Authority June 30, 2021 Annual Comprehensive Financial Report (ACFR).

Chief Officer of Program and Finance Administration, Duane Hopkins,

introduced the team from MGO Certified Public Accountants, Senior Manager, Russel Robertson and his partner Kevin Starkey. Mr. Starkey and Mr. Robertson presented the findings of the audited financial statements for the June 30, 2021 ACFR. Mr. Starkey and Mr. Robertson noted the scope of the audit, MGO deliverables, new accounting standards, and a summary of financial information pertaining to the Authority's ACFR.

There were no further questions from the Board of Commissioners.

- E. Presentation of the Second Quarter Financial Status Report for the six month period July 1, 2021 through December 31, 2021.

Chief Officer of Program and Finance Administration, Duane Hopkins, presented the second quarter financials with an overview of the statement of activities for the Fiscal Year 2022 Actuals vs. Budget. Mr. Hopkins and the Leadership Team provided details pertaining to the operating revenue, operating expenses and non-operating revenue.

There were no further questions from the Board of Commissioners.

- F. Ratification authorizing the Executive Director to execute a Memorandum of Understanding with the Alameda County Social Services Agency and Lao Family Community Development for implementation of the Foster Youth to Independence Vouchers.

Director of Planning Implementation and Compliance and Special Assistant to the Executive Director, Dominica Henderson, provided background information on the item stating that the Department announced a competitive funding opportunity for Public Housing Authorities (PHAs) through the FYI Initiative. The FYI Initiative couples housing stability with supportive services for former foster youth aged 18 to 24 years old who are homeless or are at risk of becoming homeless. Ms. Henderson also detailed the goals of the initiative. The Executive Director executed the MOU at the time of the grant application to fulfill the application requirements and deadline. Following the Authority's notification by HUD of the successful application and award of 49 FYI vouchers, ratification of the MOU is necessary to initiate the partnership to implement the program and provide housing subsidy and services to 49 Foster Youth.

Having no further questions from the board, a motion for approval of Item VII.F. was moved by Commissioner Jung-Lee, seconded by Commissioner Tortorich, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- G. Ratification and approval to extend the initial term of the Project-based Voucher Housing Assistance Payment Contract with Stanley Avenue Affordable Housing, L.P. (Stanley Avenue) for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the

amount of \$269,676 and a total contract amount of approximately \$5,393,520.

Chair Hartwig introduced Items VII.G – S and noted that these items are all identical in purpose, and represent an extension of the initial terms of project-based, which were originally approved for fifteen years and the request is to extend the terms for an additional five years to establish a total term of up to twenty years. Chair Hartwig invited any Commissioner to make a motion to approve Items VII.G – S for ratification and adoption if there were no further questions.

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- H. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with Drachma Housing L.P, for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the amount of \$225,910 and a total contract amount of approximately \$4,518,200.

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- I. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with Mercy Housing for Hamilton Apartments (“Hamilton Apartments”) for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the amount of \$1,287,939 and a total contract amount of approximately \$25,758,780

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- J. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment contract with International Boulevard Apartments for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the amount of \$396,168 and a

total contract amount of approximately \$7,923,360

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- K. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with Eastside Arts and Housing Apartments ("Eastside") for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the approximate amount of \$166,080 and a total contract amount of approximately \$3,321,600

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- L. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with Northgate Apartments for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the approximate amount of \$402,570 and a total contract amount of approximately \$8,051,400

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- M. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with BRIDGE Mutual Housing, Inc. for Courtyards at Acorn (Courtyards) for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the approximate amount of \$650,268 and a total contract amount of approximately \$13,005,360

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- N. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with BRIDGE West Oakland Housing, Inc. for Town Center at Acorn (Town Center) for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the approximate amount of \$960,496 and a total contract amount of approximately \$19,209,920

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- O. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with for Bishop Roy C. Nichols for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the approximate amount of \$268,836 and a total contract amount of approximately \$5,376,720

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- P. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with Oak Street Housing, LP, for Oak Street Terrace ("Oak Street Apartments") for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the approximate amount of \$358,464 and a total contract amount of approximately \$7,169,280

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- Q. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with Redwood Hill Townhomes for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the approximate amount of \$728,580 and a total contract amount of approximately \$14,571,600

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- R. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with Embark Apartments for an additional five years for a maximum 20-year initial term, and annual housing assistance payments in the amount of \$1,151,221 and a total contract amount of approximately \$23,024,420

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- S. Ratification and approval to extend the initial term of the Project-Based Voucher Housing Assistance Payment Contract with 3706 San Pablo Avenue (3706 San Pablo) for an additional five years for a maximum 20-year initial term for annual housing assistance payments in the amount of \$565,548 and a total contract amount of approximately \$11,310,960.

Having no further questions from the board, a motion for approval of Items VII.G - S was moved by Commissioner Tortorich, seconded by Commissioner Griffith, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 - Wright

- T. 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. Authorization of the Executive Director to purchase commercial automobile and excess liability insurance from the HAI Group (Housing Authority Insurance Group underwritten by Travelers Insurance), and to make payment of the annual premiums in the amount not to exceed \$400,000.
2. Authorization to amend the Municipal Resource Group (MRG) contract for leadership consulting services by \$86,000 for a total contract amount, not-to-exceed \$250,000.

Having no questions from the board, a motion for approval of Items VII.T.1 - 2 was moved by Commissioner Griffith, seconded by Commissioner Montgomery, the motion passed by the following vote:

Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 – Wright

VIII. Written Communications Departments' Monthly Report.

Secretary Wells briefed the Commission on the Departmental Monthly Report for the month of January 2022.

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

Secretary Wells provided summary information on the following:

- Introduction of Deputy Chief Alan Love
- Emergency Housing Vouchers Dashboard
- Public & Indian Housing Emergency Housing Vouchers Notice

X. Reports of Commission Committees.

There were no reports of Commission Committees.

XI. Announcements by Commissioners.

There were no announcements by Commissioners.

XII. Adjournment of Public Session.

A motion to adjourn was made by Commissioner Tortorich, seconded by Commissioner Griffith. The motion carried by the following vote:

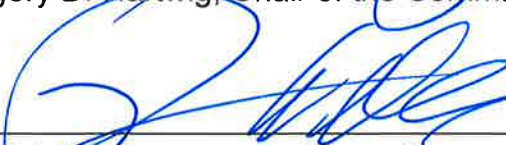
Ayes 6 - Hartwig, Griffith, Castillo, Jung-Lee, Montgomery, Tortorich
Excused 1 – Wright

The meeting adjourned at 7:58 P.M.

THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA



Gregory D. Hartwig, Chair of the Commission



Patricia Wells, Secretary/Executive Director