

MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA
HELD MONDAY, AUGUST 30, 2004

Closed Session

The Oakland Housing Authority Board of Commissioners convened in Closed Session at 1619 Harrison Street, Oakland, California on the above date. Chair Moses L. Mayne, Jr. presided and called the meeting to order at 6:00 p.m. regarding the following:

- Conference with real estate negotiators regarding the sale of real property (.75 Acre of vacant land at 900-1000 66th Avenue, the Northwest corner of the demolished Coliseum Gardens site, formerly known as 6610 Olmstead Street) pursuant to California Government Code §54956.8.

Attendance

Commissioners present were Alfred Lee, Marion M. Mills, Melanie M. Shelby, Richard E. Winnie and Chair Moses L. Mayne, Jr. Commissioners Robert J. Pittman, Jr. and Jacqueline Taylor were excused. The Closed Session was adjourned at 6:55 p.m. to a public session.

Public Session

The Oakland Housing Authority Board of Commissioners convened a Special Meeting at 1619 Harrison Street, Oakland, California on the above date. Chair Moses L. Mayne, Jr. called the meeting to order at 7:00 p.m.

I. Pledge of Allegiance

II. Roll Call

Commissioners present were Alfred Lee, Marion M. Mills, Melanie M. Shelby, Richard E. Winnie and Chair Moses L. Mayne, Jr. Commissioners Robert J. Pittman, Jr. and Jacqueline Taylor were excused.

III. Report from the Legal Counsel regarding final decisions made during Closed Session

Legal Counsel Jennifer Bell said there were no final decisions made during the Closed Session.

IV. Approval of Minutes: Special Meeting of June 11, 2004
Special Meeting of June 21, 2004

Regular Meeting of June 28, 2004
Special Meeting of July 9, 2004
Special Meeting of August 13, 2004

The above minutes were unanimously approved as submitted.

V. Modifications to the Agenda

After the discussion of Items A and B, Executive Director Gresley requested to the Board that Item I – “Presentation of NAHRO Merit Awards received at the NAHRO Conference in Detroit,” be the third item to be discussed as some of the presenters have other commitments to attend to. Also, Chair Mayne called on Item VII. - “Recognition of people wishing to address the Commission” to be considered ahead of time. The Commissioners unanimously agreed.

VI. New Business

A. Consideration of recommendation for approval of resolution authorizing the formation of OHA Coliseum LLC for the Coliseum Gardens HOPE VI Revitalization.

Mr. Jon Gresley called upon Mr. Phil Neville, Director of Development for a general overview. Mr. Neville described the reasons for formation and structure of the tax credit partnership and responded to questions. He recommended that the Board of Commissioners approve the resolution authorizing the formation of OHA Coliseum LLC.

After a brief discussion, Commissioner Lee moved approval of the resolution and Commissioner Mills seconded. The Board voted unanimous approval.

B. Presentation by Dana Harvey.

Ms. Dana Harvey, Director of the West Oakland Food Project Collaborative, addressed the Board describing their proposal for a community cooperative market designed to aid in the economic reinvigoration of West Oakland. She discussed the project goals, and the opportunity and the benefits that would be derived from the cooperative. She indicated that the West Oakland Food Project Collaborative is specifically interested in owning the commercial space.

Discussion ensued. The Commissioners asked questions that were focused on the resources to fund the project, the historical background of the project, and legal implications of the Commission’s possible consideration of the proposal. Mr. Gresley directed the Commissioners to the three bullet points noted on the

letter of OHA to Ms. Dana Harvey dated May 19, 2004, in which it was explained that BRIDGE Housing Corporation and OHA formed partnerships with long-term commitments.

Chair Mayne called upon Ms. Darla Brown who would like to speak on the matter. Ms. Brown, a single parent and a resident of West Oakland, is a restaurant owner who employs six young adults who just graduated from high school. She indicated her eagerness to have the cooperative materialized.

General Counsel Jennifer Bell was requested to provide the Commission with a brief written report on the status of ownership of the commercial space at Mandela Gateway, and Commissioners expressed concern that Ms. Harvey and her organization not invest further effort or expense until it is clear whether the Commission could entertain the proposal.

I. Presentation of NAHRO Merit Awards received at the NAHRO Summer Conference.

Mr. Gresley explained that the Authority had received three NAHRO Merit Awards at the recent summer conference in Detroit. He requested that Stephanie Winchester, Resident Aide, Kervin Carter, Resident Services Aide, and Nicole Thompson, Resident Services Coordinator, all of the Resident and Community Services Department present the Commission with the first award. The award entitled “Young Adults Rescue an Ailing Park,” gives recognition to a group of teens who worked with the Authority and the University of California to develop design concepts for the renovation of a City of Oakland Park near Linden Court. The award was presented to Chair Mayne, on behalf of the Board.

Mr. Rod Roche, Director of Facilities Management, presented the second award entitled “It Takes a Community to Raise a Roof.” It recognizes the Authority-community partnership in the rehabilitation of 5825 Canning Street in North Oakland.

Mr. Phil Neville, Director of Development, presented the third award entitled “Beating the Odds in a High-Cost Housing Market,” to the Board. It recognizes the success of the Authority’s first homeownership program as a part of the Chestnut Court HOPE VI.

C. Presentation of Audit Report for fiscal year 2003.

Mr. Gresley called upon Mr. Stephen Knight, Director of Finance, for a brief explanation of the independent auditors’ report for the fiscal year ended June

30, 2003. Mr. Knight explained the item related to land, structures and equipment and the auditors' issuance of a Qualified Opinion on the Authority's compliance for major programs. The audit report for fiscal year 2003 was unanimously accepted.

D. Consideration of recommendation for selection of Audit firm to perform financial audits of the Oakland Housing Authority for the fiscal years 2004 – 2008.

Mr. Knight said that on July 16, 2004, the Authority issued a Request for Proposals (RFP) for Financial Audit Services. He described the Authority's outreach efforts to attract proposals and the selection process. The highest rated proposal was received from Morris, Davis & Chan, LLP, a minority business enterprise (MBE) established in 1970.

After a short discussion, Commissioner Winnie moved approval of the recommendation. Commissioner Lee seconded and the Board voted unanimous approval.

E. Consideration of resolution approving the submission of an application for a Neighborhood Networks Grant.

Mr. Gresley explained that Commission approval was needed to submit an application to HUD and, if successful, to accept a grant in the amount of \$250,000 to enhance the on-site computer-related services available to residents of the Chestnut Linden and Mandela Gateway HOPE VI developments. Commissioner Lee moved approval of the recommendation. With a second by Commissioner Mills, the Board voted unanimous approval.

F. Consideration of recommendation for the award of contract for Elevator repairs/rehabilitation at the Authority's offices at 1619 Harrison.

Mr. Gresley provided a brief history on the need to make improvements to the two elevators in the Authority offices at 1619 Harrison. He described the Authority's efforts to seek proposals from qualified vendors. The lowest responsive, responsible bidder was National Elevator Company, Inc. with a bid of \$153,430.

Mr. Gresley requested approval to enter into a contract with National Elevator Company, Inc. for the repairs of the elevators at 1619 Harrison. After a brief discussion, Commissioner Lee moved approval of the recommendation. With a second by Commissioner Mills, the Board voted unanimous approval.

G. Consideration of recommendation for the award of contract for the

rehabilitation of 565 45th Street.

Mr. Gresley briefly described the site improvements needed at 565 45th Street, Oakland. He described the Authority's outreach efforts to obtain bids. The lowest responsible bidder was Holmes Construction Co., an MBE, with a bid of \$89,000.00.

Commissioner Lee made a motion to approve the recommendation. Commissioner Mills seconded and the Board voted unanimous approval.

H. Approval of and authorization of execution of Public Housing Assessment System (PHAS) Certification.

Mr. Gresley indicated that each year HUD requires housing authorities to submit their Management Operations Certification of the Public Housing Assessment System (PHAS). The certification must be submitted electronically within two months of the end of the fiscal year. The Authority's certification must be approved by resolution of the Board of Commissioners and the deadline for its submission to HUD is on August 31, 2004. Commissioner Lee moved approval of the certification. With a second by Commissioner Winnie, the Board voted unanimous approval.

J. Authorization of Commissioner travel to the National NAHRO Conference in Baltimore, October 10 – 14.

Mr. Gresley informed the Commissioners that the NAHRO 2004 National Conference & Exhibition will be held on October 10 – 13 in Baltimore, Maryland with seminars offered both before and after the conference. Commissioners Lee, Mayne and Winnie have indicated their interest in attending. The Board unanimously approved and authorized the three Commissioners travel to attend the conference.

K. Consideration of by-law amendment.

Lacking a motion, this item was not acted on by the Commission.

VII. Recognition of people wishing to address the Commission.

Speaker Ms. Linda M. Titus, a resident of 2315 Telegraph Street #6, Oakland complained about not receiving her security deposit from her apartment at 2399 MLK St. Apt. 1, Oakland. She was referred to Mr. Joseph Villarreal, Director of Leased Housing.

VIII. Written Communications.

The Commissioners asked about Phase II of the physical needs assessment of the scattered sites, the departure of Financial Advisor, Chris Gouig, and “For-Cause Evictions.” Mr. Gresley indicated that staff would provide a briefing on evictions at a coming workshop session.

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

- Mr. Gresley informed the Board that he was invited by Congresswoman Lee to speak on a panel at the Congressional Black Caucus Foundation Legislative Conference.
- He indicated that since most of the Commissioners would not be able to attend the workshop session on September 17th, he would poll them for another date.
- He informed the Board that staff would like to bring forward proposals for disposing of five (5) properties. Commissioners requested that this item be discussed in some detail at another meeting.
- He indicated that California Affordable Housing Initiatives (CAHI) has passed Readiness Review and should be in business starting October 1st, 2004. Its office is at 505 – 14th Street, 9th Floor, Oakland.

X. Reports of Commission committees.

There were none.

XI. Announcements by Commissioners.

There were none.

XII. Adjournment.

Without any further business, the meeting was adjourned at 9:12 p.m.

Chair

Secretary