

MINUTES OF THE REGULAR MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA
HELD MONDAY, APRIL 26, 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 Richard E. Winnie presided and called the meeting to order at 6:10 p.m. regarding the following:

- Conference with Labor Negotiators pursuant to California Government Code §54957.6.

Attendance

Commissioners present were Alfred Lee, Moses L. Mayne, Jr., Marion M. Mills, Melanie M. Shelby and Chair Richard E. Winnie. Commissioners Robert J. Pittman, Jr. and Jacqueline Taylor were excused. The Closed Session was adjourned at 7:00 p.m. to a public session.

Public Session

The Oakland Housing Authority Board of Commissioners convened a Regular Meeting at 1619 Harrison Street, Oakland, California on the above date. Chair Richard E. Winnie, called the meeting to order at 7:10 p.m.

I. Pledge of Allegiance

II. Roll Call

Commissioners present were Alfred Lee, Moses L. Mayne, Jr., Marion M. Mills, Melanie M. Shelby and Chair Richard E. Winnie. 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 March 12, 2004
Regular Meeting of March 22, 2004
Special Meeting of April 9, 2004

The above minutes were unanimously approved as submitted.

V. Modifications to the Agenda

There were no modifications made to the Agenda.

VI. New Business

A. Consideration of recommendation for the selection of consultants to perform Phase I of the Authority's Physical Needs Assessment. (Tape Sides A & B – Queue 49 - 848)

Mr. Gresley noted that the Authority has been preparing to undertake a physical needs assessment as a part of developing an asset management plan. He called upon Mr. Rod Roché, Director of Facilities Management, for a brief presentation.

Mr. Roché discussed the issuance of the Request for Proposals (RFP) in January 2004. Advertisements were placed on the Authority's website, as well as in the different local newspapers. He also noted that announcement letters were sent to the different local chambers of commerce. The Authority received ten proposals and the team of Gutierrez/Associates and DLR Group received the highest scores in all categories. He recommended the team of Gutierrez/Associates and DLR Group to the Commission.

Mr. Roché said that the Authority's current physical needs assessment was broken down into three phases, and the recommendation at this meeting was for Phase I. Phase I includes 59 sites (401 units), plus Tassafaronga (87 units). Mr. Roché also described Phases II and III. Discussion ensued. Chair Winnie asked if there was a time schedule and if there would be RFPs for Phases II and III and what would they entail. Mr. Roché said there would be a time schedule, and on the current RFP, the team of Gutierrez/Associates and DLR Group gave options for Phases II and III for consideration at a later date. Phase II will likely include over 180 scattered sites (over 1100 units) and Phase III will include the 14 sites where the Authority had done major renovations over the past ten years. Commissioner Shelby asked for the timeline for Phases II and III and the reason for not doing the phases at one time. Mr. Roché said the Authority received scheduling and pricing from each of the proposals. Mr. Gresley provided additional information about the physical needs assessment. Commissioner Shelby asked if the Authority would be missing out on some sites that need to be on the list that may not be identified currently as the worst sites. Mr. Roché said staff has done constant analysis of all the sites, and the 59 sites listed in years 2 – 5 of the 5-year plan are those that require the most needed work. Commissioner Shelby's next question centered on the planning of the budget

process for Phases II and III. Mr. Roché said that the dollar figure received from the consultants for Phase I was substantially less than \$200,000. Commissioner Mayne asked how the maintenance improvements were classified. Mr. Roché explained how the potential work is classified and said the RFP was written in a manner wherein the consultants will physically inspect each of the sites. Chair Winnie asked the consultants for their presentation. Mr. Roché introduced Mr. Efrén Gutierrez from Gutierrez and Associates and Mr. Dan Sandall of DLR.

Mr. Gutierrez introduced himself and gave background information of Gutierrez and Associates. He said his firm, located in Oakland, has been in business for about 25 years and mentioned the works they had done for the Authority. Mr. Gutierrez called upon Mr. Dan Sandall of DLR. Mr. Sandall provided background information of DLR. He said DLR has been doing physical needs assessment for about 25 years. DLR had done physical needs assessment for HUD, as well as for some public housing authorities around the country. Mr. Sandall mentioned that Mr. Ron Atkielski, formerly with the San Francisco and the Seattle Housing Authorities, is on their team.

Discussion followed. Commissioner Shelby asked what product the Authority would have from DLR after the 120 days, and the number of people that DLR consists of. She also asked the role of Mr. Ron Atkielski on the DLR team. Mr. Sandall provided the answers. More questions then ensued from commissioners with information being provided by Mr. Sandall and Mr. Roché.

Chair Winnie asked for a motion. Commissioner Mayne moved approval of the recommendation. Commissioner Mills seconded and the Board voted. There were three Ayes, two Abstentions and two Excuses.

**B. Presentation by Quadel Consulting Corporation – update on Strategic Planning.
(Tape Side B – Queue 849 - 1237)**

Mr. Gresley said that staff is moving forward in the development of an outline for strategic planning for the Authority. He noted that a report of the work in progress for the strategic planning was previously provided to the Commissioners. He called upon Mr. Michael Janis from Quadel Consulting Corporation to provide the Commission with the current status of the strategic planning.

Mr. Janis provided background information of the strategic planning. He said Quadel had met with some commissioners and staff to develop goals and objectives. Mr. Janis discussed prioritizing the goals and objectives in order to come up with a limited number of goals and strategies or objectives for the

Board's consideration for action plan. He said that once the strategies are decided upon, the final phase would be to develop action plans.

A discussion followed. Commissioner Shelby asked how the strategies were developed with less participation from the Board. Mr. Janis said that the strategies were developed based upon the input they gathered from staff and commissioners who participated. He indicated that he is willing to do whatever the Board wants. Commissioner Shelby indicated her concerns about how and where the strategic planning is headed. Mr. Gresley suggested that if another strategic planning session is necessary, the workshop meeting scheduled for May 14, 2004 could be expanded. Mr. Gresley indicated that the three strategic goals came up during the last Board meeting and asked whether the commissioners wished to add other goals.

Chair Winnie asked how the strategic planning is going to be used. He questioned how the strategic planning is going to reshape the Authority in approaching the MTW, or how is it going to re-position the Commission and the Authority staff when they work with the City of Oakland or when they form a development partnership. Mr. Janis said that back in February and March, Quadel had a comprehensive dialogue that covered a broader spectrum of goals. He said that it is always possible to narrow or broaden the scope of the strategic plan, but cautioned that there should be some prioritization. Chair Winnie would like to know whether the plan is about participation, civic involvement or economic self sufficiency. Commissioner Shelby said she would like to have more participation. Mr. Janis would prefer a participative session at the May 14th meeting. Mr. Gresley was asked to schedule a meeting and to follow up to find out the availability of the Commissioners. Commissioner Lee pointed out that the Board should spend more time on the budget. Commissioner Mayne would like to know how self-sufficiency would fit into any of the three goals. Chair Winnie noted that more time should be spent on the discussion of the plan. Commissioner Lee commented that it would be better for all of the Commissioners or a majority of them to attend a meeting for the discussion of the strategic planning. Chair Winnie asked Mr. Gresley to poll the Commissioners to find out when that meeting could occur.

C. Consideration of request for attendance at NAHRO – Pacific Southwest Regional Council Annual Spring Conference in San Diego. (Tape Side B: Queue 1238 - 1247)

Commissioner Shelby moved approval for Commissioner Mayne to attend the Spring Conference of the Pacific Southwest Regional Council of NAHRO in San Diego May 1-4, 2004. Commissioner Lee seconded and the Board unanimously approved.

D. Consideration of Commissioner attendance at NAHRO 2004 Summer Conference in Detroit. (Tape Side B: Queue 1248 – 1308)

Mr. Gresley said that the early-bird registration ends May 10th. He would like to know if there are any Commissioners who would like to attend the conference. No Commissioners indicated their desire to attend. Chair Winnie suggested that this item could wait further interest.

VII. Recognition of people wishing to address the Commission.

There were no persons who wished to address the Commission.

VIII. Written Communications.

Commissioner Lee would like to know in the future the new cases under “For Cause Evictions (not rent related).” He also asked about the firm the Authority hired to do public relations for the Coliseum Gardens. Mr. Gresley said that the Authority entered into an agreement with ABAG. Commissioner Lee was wondering why Benicia Plumbing was highlighted but not any signs with “OHA.”

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

Mr. Gresley reported the following:

- Shooting at Lockwood over the weekend and one of the victims who was critically injured is the son of one of the Agency employees. Another victim died.
- MTW Orientation for various stakeholders on Wednesday, April 28, 2004 at 2:00 pm in the Commissioners’ Room.
- Annual MTW Plan for adoption on the meeting of May 24th includes the budget. There will be a RAB meeting on Wednesday, May 5th at 6:00 pm to include the MTW proposal in the first-year plan.
- Article in the Wall Street Journal that focused on a number of HOPE VI sites around the country. There was a description of a young woman who spoke at Chestnut Court who moved back in Oakland from Sacramento.
- Publication of the San Francisco Business Times that with a number of awards to BRIDGE Housing Corporation including one to Carol Galante as deal maker of the year. One award was for Chestnut Court/Linden and another for Mandela

Gateway.

- Mr. Gresley announced that he was elected Treasurer of CLPHA.
- Week of June 5-13 would be observed in Oakland as Affordable Housing Week. There will be a groundbreaking at Coliseum Gardens during that week. HUD Secretary Jackson will be invited to speak at the groundbreaking.

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 9:00 p.m.

Chair

Secretary