

MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA
HELD MONDAY, OCTOBER 30, 2006

[Meetings are recorded. A copy of the recording can be made available
via email by sending a request to fvital@oakha.org or by calling 510-874-1517]

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 6:02 p.m.

I. Pledge of Allegiance

Fernando Vital led the Pledge of Allegiance

II. Roll Call

Commissioners present were Joe L. Brown, Alfred Lee, Robert J. Pittman, Jr., and Chair Moses L. Mayne, Jr. Commissioners Gregory D. Hartwig, Ramon J. Terrazas and Jacqueline Taylor were excused.

III. Approval of Minutes: Special Meeting of September 13, 2006
Regular Meeting of September 25, 2006

Commissioner Pittman said that, as a general statement, there are pertinent discussions where Commissioners need to be named for the public position they take on certain items. He thinks it is important to note on a public record where certain people stand on issues of importance. Commissioner Pittman cited "English as a Second Language" (LEP) program as an example where Commissioner Lee's comments were not reflected on the minutes. He said this matter was previously discussed but was not resolved.

Mr. Jon Gresley, Executive Director, agreed that it was discussed, but did not recall of a motion. However, based on the discussion we had, it was his understanding from the Board that because the audio tapes of the minutes could now be sent to the commissioners via e-mail that we could shorten the minutes. He said if we go back to providing the level of details of these minutes, they will be about 50 to 60 percent longer. If anyone wants to hear the minutes in detail, wants to hear the individual comments, all they need to do is request a copy of the minutes. Mr. Gresley said he would like to continue doing the minutes at the level they are now. He further commented that unless we do verbatim transcripts, it takes quite a bit of careful

judgment and decision-making on exactly what to include in the written record. It is easier to shorten the minutes down to the level they are now.

Mr. Pittman then requested that at the beginning of the minutes, because a lot of people do not have access to the technology, we would note, "...and if you would like to hear the full minute meetings, this is who to contact." That way, the written record would at least reflect where somebody could go and get it. Commissioner Pittman cited the set of minutes of the September 25th meeting as another example. He said it noted that Chair Mayne arrived shortly after the start of the meeting; however, Commissioner Pittman said in Item B on pages 2 and 3, it did not indicate that in fact he handled all four items until Item C, which Chair Mayne took over. It just appears that it just did not happen. It would be important for the public to know that Chair Mayne was handling this and Vice Chair Pittman was handling that.

Mr. Gresley said that at the beginning of the minutes, it says, "While waiting for Chair Moses L. Mayne, Jr. to arrive, Vice Chair Robert J. Pittman, Jr. presided." He said that at the end of Item B.4., Chair Mayne moved, so he could not have been presiding at that point. Commissioner Pittman asked whether the general public knows that. Mr. Gresley said he does not know.

Commissioner Lee concurred with Commissioner Pittman's comments. He said that on the Limited English Proficiency program (LEP), we did not make a motion but directed staff in the form of a report to enhance the English translation. Commissioner Lee would like to see some mechanism where we could follow up with that. He said he asked for a process how to deploy staff to improve the program. He said those are important points to follow through.

Mr. Gresley said staff will try to capture those points. He asked if the Commissioners received a report this week about the number of employees providing translation. Mr. Gresley said we did make note and tried to provide that information. Commissioner Lee said yes, and he was pleased with it. He said, however, that there were still some pieces missing. Mr. Gresley would like to go over those missing pieces with Commissioner Lee.

Commissioner Pittman said that in the minutes of September 25th, it says that there would be a report on this agenda on the For Cause Eviction. He said that in Closed Session we are going to touch that subject, but we actually say at the end of the minutes of the September 25th, on Page 6, Roman Numeral VIII, second paragraph – For Cause Eviction is not Rent Related. Mr. Pittman noticed that it is not necessarily on here. Mr. Gresley answered it is scheduled for the November 15th. He said that what the Board is going to get today is a briefing on the Lockwood case in Closed Session. Mr. Gresley further said that the Board is going to get the general briefing at the November 15th session.

Commissioner Pittman moved approval of the minutes of the Special Meeting of September 13, 2006 and the Regular Meeting of September 25, 2006. Commissioner Lee seconded, and the Board voted unanimous approval.

IV. Modifications to the Agenda

There were none.

V. New Business

A. Approval of resolution for the conversion of a Predevelopment Loan to Permanent Financing for Mandela Gateway Townhomes Development.

Mr. Gresley provided background information before calling on Mr. Phil Neville, Deputy Executive Director of Real Estate Development, to provide details. Mr. Neville discussed the original plan for the redevelopment of Westwood Gardens into Mandela Gateway, which called for adding 14 homeownership units. He also discussed the problems that delayed the project, the financing, the increased costs, and the commitment to HUD. He recommended that the Board approve the resolution authorizing the Executive Director to take steps to convert the predevelopment loan of \$515,000 into permanent financing for the town homes.

Discussion followed. Commissioner Pittman said that this item was brought up at one of the Chestnut-Linden Inc. Board of Directors' meeting. He found this to be absolutely necessary and gave his support for it. Mr. Neville said it is unlikely that the money will come back. Mr. Neville then introduced Mr. Shad Small, HOPE VI Program Manager of his staff, and Mr. Jesse Wu from BRIDGE Housing Corporation. Questions were asked regarding the downside for approving this project, the funds to be earmarked, the completion date for building the units, and the marketing plan for selling the units. More questions were asked relating to community counseling, leveraging the project to show what and how the Authority was doing it, outreach, recognition of the Authority, development cost of the units, sizes of the units, sales price, and qualification requirements for getting the units. Following discussion, Commissioner Pittman moved approval of the resolution. Commissioner Brown seconded, and the Board voted unanimous approval.

Mr. Gresley noted the award for Mandela that we received from NAHRO in Atlanta. He invited Mr. Jesse Wu to take a copy of the plaque to BRIDGE Housing. Mr. Wu thanked the Board and staff for the award. He stated that in all the work that they do with the different housing authorities, the staff and the

Board of the Oakland Housing Authority are exemplary in terms of their foresight, their understanding, their commitment to the projects and the residents. He said that all the accolades that they collectively received in the past couple of years are testaments of what people see in both their relationship with the Authority.

Commissioner Lee asked Mr. Wu to keep the Board informed of the start of the marketing plan. Commissioner Pittman would like the comments from BRIDGE to be noted on the minutes. Mr. Wu indicated that BRIDGE has set up a phone line for people who are interested in the Mandela Gateway Town homes. He said that if anyone is interested, simply call (510) 444-4111.

Commissioner Lee asked for clarification on who are qualified for the units. Mr. Neville said we would look to have three-bedroom houses sold to families of three to six persons. He further stated that because we get City money, we have to look at their rules. Mr. Neville said we would bring this back to the Board, probably in February or March next year.

Mr. Neville added that by the time it would be brought back, we might also have Ms. Patricia Ison's and Mr. Joseph Villarreal's input on how we focus outreach on our own clients and would be able to provide more information. It would be a lottery-type system, just like what we have done in the past.

Commissioner Lee thanked BRIDGE Corporation for this project. He also mentioned the friendly attitude of the two maintenance persons he met at the project. Mr. Lee further stated that he want the process to be open, fair and predictable, so that any person would understand it. He also wanted the process to be multi-lingual.

Mr. Gresley, at this juncture of the meeting, introduced Ms. Janet Acevedo-Ogu, new Director of Property Operations, working with Ms. Sharon H. Cossey and Ms. Patricia Ison.

B. Consideration and approval of Amendments to Legal Contracts with Goldfarb and Lipman and Eviction Assistance.

Mr. Gresley provided background information. He noted that this amendment is made necessary by the Lockwood eviction of about 34 families. Currently, the case involves 21 defendants, and the estimated additional cost to Goldfarb & Lipman's services is to be \$200,000. The contract with Goldfarb & Lipman would increase in the first fifteen months from \$300,000 to \$500,000. The contract with Eviction Assistance also requires an amendment, expected not to exceed \$32,000, for a total contract amount of \$99,500 for their contract period

ending January 30, 2007.

Mr. Gresley recommended that the Board authorize the Executive Director to amend the contract with Goldfarb & Lipman, increasing the contract amount by \$200,000 raising it to \$500,000 for a 15-month period. In the case of Eviction Assistance, the amount is increased by \$32,000 for a total of \$99,500.

Commissioner Pittman moved approval of the two resolutions. Commissioner Brown seconded, and the Board voted unanimous approval. Discussion ensued concerning eviction process and how to educate staff on this matter.

Commissioner Lee would like to have a good eviction process to be in place. The Commissioners would like to solidify the eviction process, making sure we are doing it the proper way. The eviction process will be on the agenda for the open session on November 15th.

C. Consideration and approval for the Comprehensive Rehabilitation of 2919 East 16th Street.

Mr. Gresley indicated that the design for this site was presented to the Board in June 2006, and he discussed the bidding process. He said that one unit would be accessible and another one would be adaptable. Discussion ensued concerning MBE/WBE, Section 3 requirements, and ADA compliance. Commissioner Pittman moved approval of the resolution. Commissioner Lee seconded, and the Board voted unanimous approval.

D. Approval of a contract for janitorial services for five OHA office locations.

Mr. Gresley provided background information on the janitorial services for four OHA locations. Following brief discussion, Commissioner Lee moved approval of the resolution. Commissioner Brown seconded, and the Board voted unanimous approval.

E. Consideration and approval for a consulting contract for Property Operations Transition Assistance.

Mr. Gresley noted that Mr. Barry Nann's last day as acting Director of the Facilities Department is tomorrow, October 31, 2006, but the Authority staff wishes to keep him for a period of sixty-one days as a consultant. He said that the Facilities Management Department is being merged within the Office of Property Operations (OPO). During the transition period, Mr. Nann will be assisting Ms. Cossey and the two directors of Property Operations. Mr. Gresley discussed Mr. Nann's early association with the Authority and his unique qualifications.

Following a brief discussion relating to the consulting job that Mr. Nann would provide, Commissioner Lee moved approval of the resolution. Commissioner Pittman seconded, and the Board voted unanimous approval.

F. Consideration and approval for the transfer of Authority-Owned Properties at 1633 Harrison Street and 321 17th Street Sites to Oakland Housing Initiatives, Inc.

Mr. Gresley gave background information on 1633 Harrison Street, noting that we had previously submitted an application for funding from the City of Oakland. He said the application to the City of Oakland would require the Authority to give our affiliate, Oakland Housing Initiatives, Inc. (OHI), control of the site to be eligible for funding. Mr. Gresley further noted that we also acquired the adjacent property at 321 17th Street. He said that what we need is for the Authority to authorize the granting of the control of that site as well. Mr. Gresley recommended that the Board authorize the Executive Director to enter into an agreement with OHI for those two parcels.

A brief discussion followed. Commissioner Pittman would like to know the cost per square foot of the properties. Mr. Gresley provided the answer. Mr. Neville introduced Mr. Shad Small, Project Manager of his staff. He also introduced Mr. Bill Pickel of Christian Church Homes. Mr. Small showed and explained to the Board two graphs. Commissioner Lee said he owns the adjacent property and asked Ms. Jennifer Bell if and when he would recuse himself. Ms. Bell instructed Commissioner Lee to recuse himself and not participate in the discussion. Chair Mayne asked if it would just be a discussion since there was not going to be a quorum. Ms. Bell said there was still a quorum, but Commissioner Lee could not just participate in the process and just have to abstain from the voting.

Following the discussion, Commissioner Pittman moved approval of the resolution. Commissioner Brown seconded and the Board voted. Commissioners Brown, Pittman and Chair Mayne voted Ayes. Commissioner Lee abstained.

VI. Recognition of people wishing to address the Commission.

There were no speakers.

VII. Written Communications.

Mr. Gresley directed the Commissioners to the letter of October 24, 2006 addressed to Mayor Jerry Brown and Members of the City Council regarding the completed report on the Authority's scattered sites.

Mr. Gresley noted the emailed letter from HUD regarding MTW. He said we were expecting a proposed new MTW agreement from HUD.

Mr. Gresley noted the two letters sent to the Facilities Management Department where neighbors have indicated their appreciation for the landscaping of two properties.

Commissioner Pittman recommended that the list of the sites and those letters relating to landscaping be forwarded to the Oakland Housing Action Group (OHAG). Commissioner Lee expressed disappointment about the letter to Mayor Brown because the whole Board was not represented. He felt that he was not part of the process because the Chair of the Commission was the only signatory on the letter. Commissioner Lee also commented that when he called the Authority's customer assistance telephone of 874-1653 during office hours, he got a recording instead of a live person. Mr. Carel Duplessis, Chief of the Police Department, provided an explanation.

Commissioner Pittman mentioned about a software he saw in Atlanta when he attended the NAHRO seminar there. The software was for logging complaints and indicated that he would want the Authority to buy the right kind of software that would track complaints and get reports on a daily, weekly or monthly basis. Mr. Duplessis discussed the software we have in place.

Commissioner Lee asked if we could put a series of numbers and their functions on our web site. Mr. Gresley said we could do that.

VIII. Executive Director's Report

Mr. Gresley invited the Commissioners and their guests to the Holiday Splendor on Wednesday, December 6, 2006 from 5:00 pm to 8:00 pm. The event will be held at the Garden Center at Lake Merritt.

Mr. Gresley called the attention of the Commissioners about the mandatory orientation on public ethics by the City of Oakland. We will check if there will be more training sessions aside from November 15th because it is at the same time as our Commission meeting.

Mr. Gresley said we will try to hold another development committee meeting in the early part of December.

IX. Adjournment to Closed Session.

The meeting was adjourned at 8:11 pm. to a closed session.

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 8:20 p.m. regarding the following:

- Conference with its real estate negotiators regarding acquisition of real property situated at 841, 845 and 849 70th Avenue, Oakland, CA.
- Conference with its real estate negotiators regarding acquisition of real property situated at 827 70th Avenue, Oakland, CA.
- Conference with Legal Counsel regarding the pending cases in the Alameda County Superior Court.

Attendance

Commissioners present were Joe L. Brown, Alfred Lee, Robert J. Pittman, Jr., and Chair Moses L. Mayne, Jr. Commissioners Hartwig, Taylor and Terrazas were excused.

The Closed Session was adjourned at 10:05 p.m.

Chair

Secretary