

MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA
HELD FRIDAY, NOVEMBER 12, 2004

The Oakland Housing Authority Board of Commissioners convened a Special Meeting /Work Session at 1619 Harrison Street, Oakland, California on the above date. Chair Moses L. Mayne, Jr. called the meeting to order at 12:46 p.m.

I. Roll Call

Commissioners present were Joe L. Brown, Alfred Lee, Jacqueline Taylor and Chair Moses L. Mayne, Jr. Commissioners Robert Pittman, Jr., Ramon Terrazas and Richard E. Winnie were excused.

II. 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.

There were no modifications.

III. Approval of Minutes: Regular Meeting of October 25, 2004

The above minutes were unanimously approved as submitted.

IV. New Business

A. Consideration of recommendation to approve the authorized signers on the accounts of the Bank of the Orient. (Tape Side A: Queue 11 - 20)

Commissioner Lee moved approval of the resolution. Commissioner Taylor seconded and the Board voted unanimous approval.

B. Consideration of recommendation to approve the authorized signers on the accounts of the United Commercial Bank. (Tape Side A: Queue 11 - 20)

Commissioner Lee moved approval of the resolution. Commissioner Taylor seconded and the Board voted unanimous approval.

C. Consideration of recommendation to approve the ratification of the Executive

Director's "Finding of Fact" and rejecting Bay Construction Company's Bid as non responsive to the Design-Build Parking Lot Project – 1180-25th Avenue.
(Tape Side A: Queue 22 - 47)

Mr. Gresley provided a brief background. Commissioner Lee moved approval of the recommendation. Commissioner Taylor seconded and the Board voted unanimous approval.

D. Consideration and approval of recommendation to award a contract for the design and building of parking lot improvements at the Authority's Service Center. **(Tape Side A: Queue 48 - 186)**

Mr. Gresley noted that with the bid from Bay Construction Company being unresponsive, the Authority's staff considered the remaining bids. He said there were four other bids and the lowest responsible bid was received from Eagle's General Construction Company, an Oakland-based firm, in the amount of \$594,500.00.

A discussion ensued concerning experience with this contractor and our progress in pursuing the eminent domain procedures. A question was raised whether proceeding with this work would have any effect on the value of the property. Mr. Gresley and Legal Counsel Jennifer Bell both indicated there would likely be no effect. Commissioners and staff then reviewed the history of this site and the Authority's efforts to obtain it, including estimates of various costs. Commissioner Lee asked that staff should provide more complete background in future presentations of items for the Board's approval. Commissioner Lee moved approval of the resolution. Commissioner Taylor seconded and the Board voted unanimous approval.

E. Briefing on the proposed reorganization of the Leased Housing Department.
(Tape Sides A & B: Queue 187 - 963)

Mr. Gresley gave a brief background outlining reasons for the proposed reorganization of the Authority's Leased Housing Department. He noted that the plan for reorganization was developed in conjunction with Nan McKay and Associates, an expert on HUD programs and Success Results Consulting, an expert on workflow analysis and business process improvement. He called upon Mr. Joseph Villarreal, Director of Leased Housing, for the presentation.

Mr. Villarreal discussed the reorganization starting with its goals, the development steps, assessment and testing processes through the current proposal of positions. Discussions ensued during and after the presentation.

The Commissioners asked questions and indicated their strong support for the reorganization plan.

F. Appointment of a Commission Committee to prepare an Evaluation of the Executive Director's Performance for the period of July 1, 2003 to June 30, 2004. (Tape Side B: Queue 964 - 1010)

Chair Mayne appointed the following Commissioners for the evaluation of the Executive Director's performance for the period of July 1, 2003 to June 30, 2004.

Richard E. Winnie –	Chair
Alfred Lee -	Member
Ramon Terrazas -	Member

IV.V. Recognition of people wishing to address the Commission

There were none.

V.VI. Adjournment

Prior to adjournment, the Commission, in view of the holidays, decided to move the December Regular Meeting of the Commission to Friday December 3, 2004 in the afternoon. The Commission adjourned the special meeting to a closed session at 2:05 p.m. to discuss labor negotiations. The Agency negotiators were Walter Kaweck, Jr., Director of Human Resources; Timothy Jones, Director of Housing Management; and Joseph Villarreal, Director of Leased Housing. The employee organizations are SEIU, Local 790 and OPEIU, Local 29.

The Closed Session was adjourned at 2:40 p.m.

Chair

Secretary