

**MINUTES OF THE REGULAR 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, May 22, 2023

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.

Secretary Wells called the meeting to order at 6:03 P.M.

1. Pledge of Allegiance

2. Roll Call

(AB 2449 Compliance) The Chair/Clerk of the Board will confirm that there are 4 Commissioners in the same, properly noticed meeting room within the jurisdiction of the City of Oakland, accessible to the public. Each Commissioner who is accessing the meeting remotely must disclose verbally whether they are requesting to meet remotely under AB2449 due to: (1) just cause (notice required), or (2) emergency circumstances. For "emergency circumstances" the request must be approved by a majority vote of the Board of Commissioners for the emergency circumstance to be used as a justification to participate remotely. All Commissioners meeting remotely must provide a general description of the circumstances relating to need to appear remotely at the given meeting. A Commissioner must also publicly disclose at the meeting, prior to any action, whether any other individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member's relationship with such individuals.

Present 6 – Gregory Hartwig, Janny Castillo, Barbara Montgomery, Lynette Jung-Lee, Mark Tortorich and William J. Mayes.

Excused 1 – Anne Griffith

3. Approval of Minutes:

3.1. Approval of Minutes of the Special Meeting of May 8, 2023

Commissioner Tortorich moved to approve the minutes of the Special Meeting of May 8, 2023, which was seconded by Commissioner Mayes. The motion passed by the following vote:

Ayes 6 – Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

4. Recognition of people wishing to address the Board of Commissioners

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

5. Old or Unfinished Business

There were no old or unfinished business items to address.

6. 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.

7. New Business:

7.1. Informational presentation on the Diversity, Equity, Inclusion, and Belonging professional services contract.

Dominica Henderson, Chief of Social Impact, presented an informational item related to a professional services contract for advisory services for a diversity, equity, inclusion, and belonging (DEIB) consultant, which was awarded to Tribesy Consulting. The presentation detailed the process the Evaluation Committee conducted to rescind the original award that went to UPD Consulting since the firm was unable/unwilling to perform the full scope and instead select Tribesy Consulting. While the amount of the contract fell under the Executive Director's procurement authority, staff found it prudent to provide the Board of Commissioners with a status update of activities that occurred since October 2022 since the initial award was presented to the Commission late last year.

There were no further questions from the Board of Commissioners.

7.2. Adopt a resolution authorizing the Executive Director to amend the Memorandum of Understanding with Alameda County Health Care Services Agency to administer State Housing and Disability Advocacy Program and Housing and Homelessness Incentive Program funding for the Local Housing Support Program and increase the total contract amount from \$9,000,000 to \$16,000,000.

Presented by Dominica Henderson, Chief of Social Impact. In September 2022, the Board of Commissioners authorized the Executive Director to execute a Memorandum of Understanding for \$9,000,000. Since that time, the County received additional funding which it requested that OHA administer and disburse to eligible projects. The action requested amends the MOU to include the full disbursement amount, execute the MOU, and authorizes staff to begin implementation by the County deadline of June 30, 2023.

Commissioner Castillo asked if this effects the OHA budget?

Dominica Henderson responded, The Authority would receive administrative

fee revenue, which will cover expenses incurred by this agreement and impact positively the OHA budget. Staff does not anticipate this agreement requiring supplemental funding from the annual operating budget. Since this is a new funding source, there is no line item available currently.

Does the County have full control over the projects that receive funding?

Dominica Henderson responded, The County will select projects and direct OHA as the Contract Administrator to execute agreements. Those selected projects will be awarded the funds.

Currently there are five projects in the Authority's portfolio.

Having no further questions from the Board, Commissioner Tortorich motioned to approve item 7.2., which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 6 – Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- 7.3. Adopt a resolution authorizing the Executive Director to execute a conditional commitment for a development loan of MTW Reserve Funds, subject to clearance under the National Environmental Policy Act (NEPA) and authorizing the negotiation and execution of documents related to the provision of the loan for the development of 2700 International Apartments (2700 International Boulevard, Oakland, CA 94601) by The Unity Council in an amount not to exceed \$3,800,000.

Thomas Deloye, Chief of Real Estate Development, presented The Unity Council (TUC) sponsored project. The project includes the following components:

75 units (including manager's unit) for individuals and families with incomes 30% - 60% AMI; 19 units set aside for homeless veterans; 5 additional units for 30% AMI households; resident services by Berkeley Food and Housing and TUC; 3,800 SF ground floor commercial space for a community facility.

Location: International Boulevard at 27th Avenue, 5 blocks from Fruitvale Ave; access to BART and Bus Rapid Transit.

Initial underwriting for Rental Assistance Subsidy (RAS) pivoted from OHA review as an operating subsidy request to OHA to a review and underwriting as a gap loan given that the projects financials included sufficient cash flow to support a permanent mortgage loan.

Development loan request: \$3,800,000. The locally provided loan will increase the competitiveness of the sponsor's funding applications.

Commissioner Tortorich asked what the timeline is to complete the project. Deni Adaniya, Acting Assistant Director responded that the Unity Council staff are

preparing to submit a state application for multi-family and veterans housing from the State of California and the projected construction start will be October 2024 with project completion estimated July 2026.

Chris Iglesias, Unity Council CEO, attended via zoom, thanked the team and expressed appreciation for the partnership with OHA. Mr. Iglesias confirmed the timeline provided by Ms. Adaniya.

Commissioner Castillo asked if the project will be two buildings based off the picture displayed and asked if there will be elevators and internet access.

Mr. Deloye replied that the building is one building but through articulation of design and differing exterior treatments the building is intentionally designed to provide relief to the massing and scale of the building. Paul Schroeder, Project Manager, Unity Council, responded that the building will be ADA compliant and include two elevators. Internet is required with Low Income Housing Tax Credit applications.

Having no further questions from the Board, Commissioner Jung-Lee motioned to approve item 7.3., which was seconded by Commissioner Tortorich. The item passed unanimously by the following vote:

Ayes 6 – Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- 7.4. Adopt a resolution authorizing the Executive Director to execute a conditional commitment for a rental assistance subsidy of MTW Reserve Funds, subject to clearance under the National Environmental Policy Act (NEPA), and authorizing the negotiation and execution of documents related to the provision of the rental assistance subsidy to facilitate the development of 3050 International (3050 International Boulevard, Oakland, CA 94601) by Satellite Affordable Housing Associates in an amount not to exceed \$2,538,000.

Thomas Deloye, Chief of Real Estate Development, presented the Satellite Affordable Housing Associates (SAHA) & Native American Health Center (NAHC) sponsored projects. The project includes the following components:

76 units (including manager's unit) for individuals and families with incomes 20% - 60% AMI, as well as 31 units set aside for households experiencing homelessness. Resident services will be provided by LifeLong Medical Care and SAHA and will include a neighborhood health clinic and cultural community center with specialized programming for the Native American community that NAHC will finance and build separately (14,000 s.f. total)

Location: International Boulevard, 2 blocks from Fruitvale Ave; courtyard, 5-stories, community gathering space, playground, and gardening area for residence.

Ensuring the Rental Assistance Subsidy (RAS) does not overlap with the No Place Like Home Capitalized Operating Subsidy Reserve program, available through the State of California, the OHA RAS will include the balance of the units and therefore equates to \$2,538,000 in subsidy from OHA.

Vice-Chair Hartwig asked if this is assuring rental income to the property? Chief Deloye responded yes. The Rental Assistance Subsidy will provide sufficiency of rental income to eliminate the operating deficits and ensure operating expenses are paid with long-term continuity to the property operations.

Commissioner Jung-Lee asked how long will the rental assistance subsidy last and what happens after the 15 years are up? Chief Deloye stated that the OHA RAS policy is a 15-year timeframe. We anticipate discussions with the property owner in the future to review the property operating requirements following expiry of the RAS term.

Commissioner Montgomery asked about LifeLong Medical's role and will there be services onsite such as a clinic. Chief Deloye responded that services will be offered; clinic will be onsite.

Having no further questions from the Board, Commissioner Jung-Lee motioned to approve item 7.4., which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 6 – Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

7.5. Informational presentation on Limitation on Public Housing Tenancy for Over-Income Families under Section 103 of the Housing Opportunity Through Modernization Act of 2016 (HOTMA).

Michelle Hasan, Chief of Housing Operations Officer, presented information on Section 103 of HOTMA. Over-Income is determined by multiplying the applicable HUD published income limit for a Very Low Income (VLI) family by a factor of 2.4 (i.e., 120 percent of the Area Median Income). The required over-income family notifications are: first, 30 Days after over income limit; second, 12 months later; and then at 24 months and if still determined still over-income, families will be notified in writing they are now a non-public housing resident and what next steps are. A non-public housing resident will be required to pay an alternative rent - the greater of the Fair Market Rent or per unit monthly subsidy, as determined by HUD. OHA will not terminate a non-public housing family and a 12-month lease is not required. If the non-public housing family elects to terminate participation, the lease will convert to month-to-month term based on flat rent or income based rent, or pro-rated rent for mixed families up to 6 months before termination.

Data Points require to report annually:

- Number of families over income

- Total number of families on Public Housing waiting lists waiting for admission

HUD mandated compliance changes and Yardi has been updated as of May 17, 2023. Staff training has started, which includes HR Department Trauma Informed Programming. Outreach efforts: Presentation to Resident Advisory Board (RAB) on April 12; all public housing tenants will receive a notice regarding changes no later than June 9th, mailed individually – not just in rent statements. After evaluation, there may be 3 families affected by this change.

Commissioner Jung-Lee asked what the tenancy limitations are once tenants pay alternative rent. Chief Hasan responded, tenants will not have time limit and maintain tenancy if they are in compliance with the lease. Over income families will not have the ability to participate in public housing activities.

Commissioner Castillo asked if this program is for public housing tenants, or will it include the Section 8 tenants. Chief Hasan responded; this will not affect the Section 8/Housing Choice Voucher program.

8. Written Communications Departments' Monthly Report.

Monthly Report Highlights:

FCP: Workforce development, Workforce Development

ORD: Oak Groves Rehab - OHA/RAMP Development successfully completed it's cost certification process, which allows final stages in applying for in-service application to Affordable Housing Tax Credit Coalition.

All Departments: OHA will be hosting our National Deputy Assistant Secretary, Dr. Felicia Gaither and HUD Regional Director for Regions 9 and 10, Marcie Vega here at OHA to overview of all activities under MTW and tour properties and Brooklyn Basin, June 2023.

Asset Management: Elder engagement activities, including emergency preparedness and digital equity, fire safety, smart phone training, navigating public transportation; hosting events including Palo Vista Gardens health and wellness fair on June 7, 2023, and Juneteenth Celebration and Campbell Village

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

9.1. Secretary Wells briefed the Commission on the following topics:

85th Anniversary Slideshow

OHAPD Mother's Day BBQ Event

National Police Week, Chief Alan Love Participated and Lead part of the Memorial Services for fallen officers and Secretary Wells had the opportunity to also participate in the National Ceremony on the Mall in Washington DC.

Evidence at Work: Advocating on Capitol Hill. Making sure that projects, funding and timelines were discussed in Washington DC and Sacramento CA

Oakland Undivided/Mayor Press Conference: Announced 1,117 Public Housing Households with free wireless internet access by 2024.

10. Reports of Commission Committees.

There were no reports of the Commission Committees.

11. Announcements by Commissioners.

There were no announcements by the Commissioners.

12. Adjournment of Public Session.

Having no further business to discuss, Commissioner Tortorich motioned to adjourn, which was seconded by Commissioner Mayes. The vote passed unanimously as follows and the meeting adjourned at 9:06 P.M.

Ayes 6 – Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

DocuSigned by:

Anne Griffith

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Anne Griffith, Chair of the Commission

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Patricia Wells

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Patricia Wells, Secretary/Executive Director