



Oakland Housing Authority

Board of Commissioners

ANNE GRIFFITH, CHAIR
GREGORY D. HARTWIG, VICE CHAIR
JANNY CASTILLO
LYNETTE JUNG-LEE
BARBARA MONTGOMERY
MARK J. TORTORICH
WILLIAM J. MAYES

Executive Director

Patricia Wells

In accordance with Article III, Section 1 and 2, of the Oakland Housing Authority Bylaws, NOTICE IS HEREBY GIVEN that the **Regular Meeting** of the Board of Commissioners has been called. The meeting will be held as follows:

HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA

Regular Meeting

Monday, September 25, 2023 at 6:00 PM



Oakland Housing
Authority

AGENDA
Regular Meeting September
25, 2023, 6:00 PM
(AMENDED)

Zoom Information

To participate via teleconference, please use the zoom link below.

Join Zoom Meeting Online: <https://oakha-org.zoom.us/j/84496185016?pwd=UTB0dFh3em9YQm5tWIJXSWR6Y0tSQT09>

Meeting ID (access code): 844 9618 5016 **Meeting Password: 297377**
Closed Caption – provided through the link.

To participate by Telephone: +1 669 219 2599 US
Meeting ID (access code): 844 9618 5016 **Meeting Password: 297377**

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.

3. Approval of Minutes

3.1 2023-910 Draft Minutes to be Approved from the August 28, 2023, Regular Board Meeting

Attachment(s)

[Draft Minutes - 08 Aug 28 2023 Regular Meeting](#)

4. Recognition of people wishing to address the Commission

If you need special assistance to participate in the meetings of the Oakland Housing Authority Board of Commissioners, please contact (510) 874-1510 (TDD: 800-618-4781). Notification 48 hours prior to the meeting will enable the Oakland Housing Authority Board of Commissioners to make reasonable arrangements to ensure accessibility.

All public comment on action items will be taken at the public comment portion of the meeting. You may comment via zoom by “raising your hand” or by submitting an e-mail to publiccomments@oakha.org or call using the zoom participant number.

- *You may request to make a public comment by “raising your hand” through Zoom’s video conference or phone feature, as described below. Requests will be received only during the designated times in which to receive such requests and only for eligible Agenda items. Public comments will be subject to the appropriate time limit of three (3) minutes.*
- *To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Instructions on how to “Raise Your Hand” is available at: <https://support.zoom.us/hc/en-us/articles/205566129> - Raise-Hand-In-Webinar.*
- *To comment by phone, please call on one of the phone numbers listed below. You will be prompted to “Raise Your Hand” by pressing “*9” to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Please unmute yourself by pressing *6. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> - Joining-a-meeting-by-phone.*

5. Old or Unfinished Business

- 5.1 **2023-871** Informational Update on Vehicle Purchases Made under Resolution 5144

Attachment(s)

[February 27 2023 - Item VII.F Open Market Purchase of Vehicles](#)
[February 27, 2023 Reso 5144 Open Market Purchase of Vehicles](#)
[Vehicle Purchase \(2023\) Presentation](#)

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.

7. New Business

- 7.1 **2023-872** Summary of the OAHPI Master Planning Process to Date

Attachment(s)

[OAHPI Board Memo](#)
[20230330 DRAFT OAHPI Approach Summary](#)
[20230925 OAHPI Staff Communications - OHA Board](#)

- 7.2 **2023-633** Adopt a resolution authorizing the Executive Director to execute a five-year contract with Yardi Systems, Inc. for software licenses to their cloud property management system in an amount not to exceed \$2,550,000

Attachment(s)
[YARDI PHA SOLUTIONS](#)
[Reso Yardi Systems](#)

- 7.3 **2023-866** Adopt a resolution authorizing the Executive Director to execute a two-year contract with Amplify Consulting Partners Inc. for consulting services in the amount not to exceed \$1,300,000

Attachment(s)
[Board Reso Amplify](#)

8. Consent Agenda

Items on the Consent Agenda are considered routine and do not require separate discussion. If a Commissioner wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately. Questions or clarifications may be considered by the Commission without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

- 8.1 **2023-848** Adopt a resolution authorizing Executive Director to write off \$14,084 in Tenant Account Receivables for public housing tenants vacated third party-managed properties during the period of time between January 1, 2023. and June 30, 2023

Attachment(s)
[TARs for Vacated Public Housing Tenants](#)
[Resolution Delinquent Account Write Off](#)

- 8.2 **2023-890** Adopt a resolution authorizing the Executive Director to write off Tenant Account Receivables for vacated tenants incurred by the OHA-managed public housing portfolio and deemed to be uncollectible for the period of March 1, 2022 – August 31, 2023, in an amount not to exceed \$96,669.78

Attachment(s)
[Board of Commissioners Write Off Detail](#)
[OPO Delinquent Account Write off Resolution](#)

9. Written Communications Departments' Monthly Report

- 9.1 **2023-865** Written Communication Departments' Monthly Report

Attachment(s)
[01 - Family & Community Partnerships](#)
[02 - Leased Housing](#)
[03 - Office of Property Operations](#)
[04 - Capital Improvements](#)
[05 - Office of Real Estate Development](#)
[06 - Asset Management](#)

- 10. **Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission**
- 11. **Reports of Commission Committees**
- 12. **Announcements by Commissioners**
- 13. **Adjournment to Closed Session**

13.1 2023-912 **Threat to Public Services or Facilities (Government Code § 54957 (a))**

Consultation with:

- Executive Director, Patricia Wells
- Oakland Housing Authority Police Department
- Chief of Police, Alan Love
- Senior Director of Human Resources & Employee Experience, Drew Felder
- General Counsel, Jhaila R. Brown

13.2 2023-913 **Conference with Real Property Negotiations (Government Code § 54956.8)**

Property: 6951 Lion Way, Oakland, CA 94621,

APN: Phase I APNs: 041-4212-004-00, 041-4212-005-00; Phase II APNs: 041-4212-010-01, 041-4212-011-00

Agency Negotiation: Patricia Wells, Executive Director, Tom Deloye, Chief Officer of Real Estate Development, Isabel Brown, General Counsel, Jhaila Brown, General Counsel [add other OHA staff that will attend w/title]

Negotiating Parties: Oakland Coliseum Housing Partners, L.P.
Under Negotiation: Price and terms of payment.

14. **Adjournment of Closed Session**

Adjournment

DocuSigned by:
Patricia Wells
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Patricia Wells, Executive Director / Secretary



Oakland Housing
Authority

MINUTES OF THE SPECIAL 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, August 28, 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 6:02 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 5 – Anne Griffith, Gregory Hartwig, Janny Castillo, Lynette Jung-Lee, and William J. Mayes.

Excused 2 – Barbara Montgomery, Mark Tortorich

3. Approval of Minutes:

3.1. Approval of Minutes of the Regular Meeting of July 24, 2023

Commissioner Hartwig moved to approve the minutes of the Annual Meeting of June 26, 2023, which was seconded by Commissioner Mayes. The motion passed by the following vote:

Ayes 5 –Griffith, Hartwig, Castillo, Jung-Lee, and Mayes.
Excused 2 –Montgomery, Tortorich

3.2. Approval of Minutes of the Special Meeting of July 8, 2023

Commissioner Hartwig moved to approve the minutes of the Annual Meeting of June 26, 2023, which was seconded by Commissioner Mayes. The motion passed by the following vote:

Ayes 5 –Griffith, Hartwig, Castillo, Jung-Lee, and Mayes.
Excused 2 –Montgomery, Tortorich

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

None

5. Old or Unfinished Business

None

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.

None

7. **New Business:**

7.1. **Informational presentation of the unaudited Financial Status Report for the twelve month's period ending June 30, 2023**

Finance Director Victor Madamba presented the financial results for the fiscal year ending June 30, 2023. The presentation focused on funding levels received from the Department of Housing and Urban Development (HUD, housing assistance distributed, operating costs appropriate funding and capital outlays for public housing properties and administrative departments).

Staff responded to Commission questions regarding fraud recovery levels and processes.

Commissioners inquired regarding capital projects timing and delays.

Family and Community Partnerships Director Nicole Thompson updated the Commission on the Tenant Services Surveys and the launch of the OHA East Oakland Works/ Jobs Plus Open House Celebration.

There were no further questions from the Board of Commissioners

7.2. **Adopt a resolution authorizing the Oakland Housing Authority Police Department Communications Center to seek and obtain certification from the**

State of California's Commission on Peace Officers Standards and Training (POST)

Chief of Police Alan Love and Police Communications Manager Jackie Mesterhazy presented OHAPD's request to seek and obtain certification through the California State Police Officers Standards and Training for the communications unit. The presentation included the roles and responsibilities of the Communications Unit and recognition of staff.

Staff gave background on the POST Certification access and training, and how State of CA certification is different from the unit's international CALEA accreditation.

There were no further questions from the Board of Commissioners

Having no further questions from the Board, Commissioner Hartwig motioned to approve Item 7.3., which was seconded by Commissioner Mays. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.3. Adopt a resolution authorizing the Executive Director to reallocate 16 Veterans Affairs Supportive Housing vouchers to the Housing Authority of the City of Alameda

Chief Social Impact Officer Dominica Henderson, Assistant Director of Leased Housing Teela Carpenter, and Assistant Director of Leased Housing Joetta Farrow presented background on the VASH program.

The Commission initiated a discussion regarding the reallocation of the VASH vouchers to a different housing authority.

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

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.4. Adopt a resolution Authorizing a Commitment of \$10,000,000 in Moving to Work (MTW) Funds for Predevelopment and/or Construction and Permanent Financing to Eden Housing Inc. and the Black Cultural Zone Community Development Corporation, or a to be formed partnership, to Finance a Portion of the Development Costs for the 77th & Bancroft project to be located at 2500 76th Avenue, Subject to National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) Approval

Chief Officer of Real Estate Development, Thomas Deloye presented background on the 77th & Bancroft project leading to partnerships with Eden Housing Inc and Black Cultural Zone. The parties are currently reviewing the Exclusive Negotiating Agreement which upon full execution will lead to scheduling of the pre-development kick-off meeting. In review of the development pro-forma prepared by Eden Housing there is a capital loan required to complete the sources of funds. The capital loan is estimated at \$10,000,000. These OHA funds will be required at financial closing. In the meantime, Eden Housing is prepared to provide the pre-development funds for

the development.

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

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.5. Adopt a resolution Authorizing a Commitment of \$10,000,000 in Moving to Work (MTW) Funds for predevelopment, construction and permanent Financing to a to-be-selected developer, or a to be formed limited partnership, to finance a portion of the rehabilitation costs for the Harrison Tower project located at 1621 Harrison Street, subject to National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) approval

Chief Officer of Real Estate Development, Thomas Deloye presented background on Harrison Tower pre-development process to date and informed the Commission that September 2023 the agency is planning to issue the Request For Proposals for a development services partner. An important part of the process includes current pricing for the project. The funding sources required to complete the rehabilitation include an estimated \$10,000,000 capital loan to the project from the agency. The OHA loan will provide necessary funding level support required, together with the other tax credit and other funding sources, when collectively all sources are secured to close on the development.

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

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.6. Staff Presentation of RFP #22-035 As Needed Environmental Consulting Services

Chief Officer of Real Estate Development Thomas Deloye presented procurement efforts for Item 7.7 through Item 7.15.

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.7 through Item 7.15 in a group, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.7. Adopt a resolution authorizing the Executive Director to execute a contract for as-needed environmental consulting services with David J. Powers & Associates, Inc. for Specialty Area One (CEQA and NEPA Review), Specialty Area Two (Phase I Environmental Assessments), Specialty Area Three (Phase II Environmental Assessments and Coordination of Regulatory Activities), and Specialty Area Four (Peer Review and Regulatory Advising) with a not-to-exceed amount of \$400,000 for a two-year initial term and \$200,000 per year for three, one-year option terms, for a total not to exceed amount of \$1,000,000

Having no further questions from the Board, Commissioner Hartwig motioned to

adopt Item 7.7, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

- 7.8. Adopt a resolution authorizing the Executive Director to execute a contract for as-needed environmental consulting services with FCS International, Inc. for Specialty Area One (CEQA and NEPA Review), Specialty Area Two (Phase I Environmental Assessments), Specialty Area Three (Phase II Environmental Assessments and Coordination of Regulatory Activities), and Specialty Area Four (Peer Review and Regulatory Advising) with a not-to-exceed amount of \$400,000 for a two-year initial term and \$200,000 per year for three, one-year option terms, for a total not to exceed amount of \$1,000,000**

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.8, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

- 7.9. Adopt a resolution authorizing the Executive Director to execute a contract with Ninyo & Moore Geotechnical & Environmental Sciences Consultants, Inc. for environmental consulting services with a total not to exceed amount of \$1,000,000**

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.9, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

- 7.10. Adopt a resolution authorizing the Executive Director to execute a contract with Rincon Consultants, Inc. for environmental consulting services with a total not to exceed amount of \$1,000,000**

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.10, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

- 7.11. Adopt a resolution authorizing the Executive Director to execute a contract with SCA Environmental, Inc. for environmental consulting services with a total not to exceed amount of \$1,000,000**

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.11, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

- 7.12. Adopt a resolution authorizing the Executive Director to execute a contract**

with Terraphase Engineering Inc. for environmental consulting services with a total not to exceed amount of \$1,000,000

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.12, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.13. Adopt a resolution authorizing the Executive Director to execute a contract with Impact Sciences, Inc. for environmental consulting services with a total not to exceed amount of \$1,000,000

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.13, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.14. Adopt a resolution authorizing the Executive Director to execute a contract with Orion Environmental Inc. for environmental consulting services with a total not to exceed amount of \$1,000,000

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.14, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.15. Adopt a resolution authorizing the Executive Director to execute a contract with Raney Planning & Management, Inc. for environmental consulting services with a total not to exceed amount of \$1,000,000

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.15, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.16. Adopt a resolution (i) authorizing the Executive Director to execute an amendment to the Services Contract between the Housing Authority of the City of Oakland and HERC Rentals, Inc. increasing the maximum contract amount for the initial term from \$300,000 to \$400,000 and increasing the maximum contract amount for each option term from \$150,000 to \$200,000, increasing the maximum total Contract amount from \$750,000 to \$1,000,000 and (ii) ratifying and approving a payment in the amount of \$29,834.30 during the initial term for equipment rental and related products and services

Capital Improvements Department Director Bruce Bracket and Assistant Director Chris Fredrickson presented explanation of ratification and increase due to the expansion, vehicles, and equipment rentals.

Secretary Wells and Commission initiated a discussion on the new recruitment and amplification of work including site improvements, increase in contractors, and added achievements.

Having no further questions from the Board, Commissioner Castillo motioned to adopt Item 7.16 in a group, which was seconded by Commissioner Hartwig. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

7.17. Adopt a resolution authorizing and approving the Housing Authority of the City of Oakland to provide a loan to Oakland Housing Initiatives, Inc., in the amount of \$1,500,000 to pay for predevelopment costs related to the rehabilitation of Foothill Family Apartments located at 2812 69th Avenue, 6886-6946 Foothill Boulevard, 6968-6982 Foothill Boulevard, and 7011-7015 MacArthur Boulevard, Oakland, CA; and authorizing and approving the Executive Director to execute a loan agreement and related documents with Oakland Housing Initiatives, Inc., memorializing the terms

Chief Officer of Real Estate Development Thomas Deloye presented background on the Foothill Family Apartment Rehab and reason for unsecure loan. Explaining, that as OHA/ORED await permission from HUD and as OHA/ORED seeks that permission, they would like to continue engagement with the team that has been procured.

Having no further questions from the Board, Commissioner Castillo motioned to adopt Item 7.17 in a group, which was seconded by Commissioner Jung Lee. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

8. Consent Agenda:

8.1. Adopt a resolution authorizing the Executive Director to amend the Memorandum of Understanding with Alameda 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 extend the contract term for an additional five years for a total contract term of October 01, 2023, through September 30,2028

Having no further questions from the Board, Commissioner Hartwig motioned to adopt Item 7.17 in a group, which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

9. Written Communications Departments' Monthly Report.

Secretary Wells briefed the Commissioner on the Departmental Monthly Report for the

month of August 2023.

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

- Eric Swalwell
- PVG End of Summer Block Party
- Palo Vista Summer Splendor
- OHA Finance Retreat
- Ending of August Advocacy

11. Reports of Commission Committees.

None

12. Announcements by Commissioners.

None

13. Adjournment to Closed Session.

Nothing to report.

Having no further questions from the Board, Commissioner Castillo motioned to adopt Item 13 in a group, which was seconded by Commissioner Hartwig. The item passed unanimously by the following vote:

Ayes 5 – Griffith, Hartwig, Castillo, Jung-Lee, and Mayes

14. Adjournment of Closed Session/ Adjournment: 9:09pm



Oakland Housing Authority

TO: Board of Commissioners
FROM: Patricia Wells, Executive Director
SUBJECT: Informational Update on Vehicle Purchases Made under Resolution 5144
DATE: September 25, 2023

Type: Informational 2023-871

RECOMMENDATION

Provide an Informational Update on Vehicle Purchases Made under Resolution 5144

FISCAL IMPACTS/CONSIDERATION

No funding is required for this item.

BACKGROUND

The purchasing of fleet vehicles is critical to the Oakland Housing Authority (Authority) operations, which require staff to visit multiple sites throughout the City as both Property Management and Capital Improvement teams work on-site with residents, respond to needed repairs and complete renovations/rehab projects. Also, as the Oakland Housing Authority's Police Department increases staff, reliable vehicles are critical in responding to emergency calls from our residents.

On June 27, 2022, the Board of Commissioners approved Resolution No. 5085 approving the Fiscal Year 2023 (FY23) budget which included authorization to purchase 21 vehicles across 3 departments, including the Capital Improvements Department, the Oakland Housing Authority Police Department, and the Office of Property Operations. Funding for the 21 vehicles was included in the FY23 Budget, Capital Projects, General Ledger Code 5510-00-000, in a total not to exceed amount of \$745,500. Due to the high demand for new and used vehicles, and dealerships not being able to reserve vehicles for the time required to obtain internal approvals, the Authority's Contracts Compliance and General Services Department (CCGS) was only able to procure and purchase 4 of the 21 approved fleet vehicles as of February 2023 at a total cost of \$137,990.

In response to this, the Executive Director requested authority from the Board of Commissioners on February 27, 2023, to expend the remaining \$607,510 of the FY23 budget amount for the allotted 17 vehicles by giving the Authority staff the ability to purchase vehicles as they became available. The Board of Commissioners approved this authorization under Board Resolution No. 5144.

As a result, CCGS solicited six separate requests for quotes identifying each of the vehicles needed by the Authority. CCGS contacted 15 dealerships in the Bay Area as well as two nationwide online vehicle dealerships to locate the vehicles needed by the Authority.

Due to higher vehicle pricing, the Authority was only able to purchase 14 of the 17 remaining budgeted vehicles for FY23. The Authority procured 8 trucks, 1 van, 1 Toyota Prius, 2 Ford Escape SUV's, and 2 Police Interceptor Utility vehicles. When combined with the 4 vehicles previously purchased, a total of 18 of the 21 budgeted vehicles were purchased utilizing the FY 2023 Capital Projects budget.

The below chart outlines the vehicles that were budgeted and purchased during FY2023:

Department	Vehicle Type	Qty Budgeted	Budgeted	Qty Purchased	Actual
OHAPD	Ford Escape	1	\$25,000	2	\$75,538.89
	Ford Fusion Hybrid	2	\$52,000	0	\$0
	Ford Escape Equipment Pkg		\$7,500	0	\$0
	Ford Hybrid Equipment Pkg		\$15,000	0	\$0
	Ford Interceptor	2	\$72,000	2	\$108,406.66
	Ford Interceptor Equipment Package		\$24,000	0	\$0
Total OHAPD		5	\$195,500	4	\$183,945.55

Department	Vehicle Type	Qty Budgeted	Budgeted	Qty Purchased	Actual
CID	Vans	11	\$385,000	2	\$86,394.51
	Trucks	2	\$70,000	9	\$315,497.48
Total CID		13	\$455,000	11	\$401,891.99

Department	Vehicle Type	Qty Budgeted	Budgeted	Qty Purchased	Actual
OPO	Van	1	\$30,000	1	\$40,385.51
	Toyota Prius or similar	1	\$30,000	1	\$23,355.39
	Chevrolet 2500 or similar	1	\$35,000	1	\$53,428.75
Total OPO		3	\$95,000	3	\$117,169.65

Approved Funding for 21 Vehicles	Amount Expended for 18 Vehicles
\$745,500	\$703,007.19

Cross-departmental collaboration contributed to the success of this procurement. This included developing the specifications, issuing and receiving the solicitations, administrating the financial aspects of the purchases, and coordinating on-site delivery and transportation of vehicles, all to ensure that vehicles were purchased in compliance with 2 CFR 200 and were received before fiscal year-end.

Attachments:

[February 27 2023 - Item VII.F Open Market Purchase of Vehicles](#)
[February 27, 2023 Reso 5144 Open Market Purchase of Vehicles](#)
[Vehicle Purchase \(2023\) Presentation](#)

ITEM: VII.F.

**Executive Office
Oakland Housing Authority MEMORANDUM**

To: Board of Commissioners

From: Patricia Wells, Executive Director

A blue ink signature of Patricia Wells, consisting of the letters 'PW' in a stylized, cursive font. Above the signature is a small blue box containing the letters 'DS'.

Subject: Adopt a Resolution Authorizing the Executive Director to purchase additional vehicles for Oakland Housing Authority use, up to the not to exceed amount of \$607,510.

Date: February 27, 2023

Purpose: To request authorization for the Executive Director to purchase vehicles for Oakland Housing Authority use, as needed, up to the not to exceed amount of \$607,510.

Funding: Funding for this item is already budgeted under Capital Projects using GL Code 5510-00-000 in a total not to exceed amount of \$745,500 for vehicles. \$137,990 has already been expended under the Executed Director's existing delegation of authority from the Board of Commissioners.

Background

The Oakland Housing Authority (OHA) approved Fiscal Year 2022-23 (FY23) budget included 21 vehicles for purchase across 3 departments. The Oakland Housing Authority's Police Department (OHAPD) has 5 vehicles budgeted for purchase, 2 replacement vehicles and 3 staff vehicles. The Capital Improvement Department (CID) has 13 vehicles budgeted for purchase, 3 will replace vehicles that were a total loss from accidents and the remaining will be purchased for new and existing staff. The Office of Property Operation Department (OPO) has 3 vehicles budgeted for purchase to replace 2 stolen vehicles and a replacement vehicle involved in a total loss from an accident.

To date, 4 vehicles have been purchased in the total amount of \$137,990. Staff recommends the Board of Commissioners authorize the Executive Director to purchase the remaining 17 vehicles.

The total FY23 budget amount approved by the Board of Commissioners for vehicle purchases is \$745,500, as outlined below.

Purchase of Vehicles

FY2023 Capital Outlay Budget – Vehicles				
Department	Vehicle Type	Qty	Budgeted	Purchased
OHAPD	Ford Escape	1	\$25,000	0
	Ford Fusion Hybrid	2	\$52,000 (total for 2 vehicles)	0
	Ford Escape Equipment Pkg	1	\$7,500	0
	Ford Hybrid Equipment Pkg	2	\$15,000	0
	Ford Interceptor	2	\$72,000 (total for 2 vehicles)	0
	Ford Interceptor Equipment Package		\$24,000	0
Subtotal OHAPD		5	\$195,500	

FY2023 Capital Outlay Budget – Vehicles				
Department	Vehicle Type	Qty	Budgeted	Purchased
CID	Vans	10	\$350,000 (total for 10 vehicles)	1
	Truck	1	\$35,000	1
	Truck	1	\$35,000	0
	Van	1	\$35,000	0
Subtotal CID		13	\$455,000	

FY2023 Capital Outlay Budget – Vehicles				
Department	Vehicle Type	Qty	Budgeted	Purchased
OPO	Van	1	\$30,000	1
	Toyota Prius or similar	1	\$35,000	0
	Chevrolet 2500	1	\$35,000	1
Subtotal OPO		3	\$95,000	

To date, OHA has purchased 4 vehicles within the Executive Director's spending authority totaling \$137,990. The Office of Property Operations (OPO) and Capital Improvements Department (CID) have both purchased transit vans in to replace aging fleet vehicles for a total of \$72,994, as well as two 2021 Chevrolet Silverado Trucks for a total of \$64,996. The remaining \$607,510 will be used to purchase vehicles needed by OHA as the inventory becomes available.

Vehicles for sale are currently extremely limited due to supply chain issues caused by the COVID-19 pandemic and microchip shortages worldwide. The lack of supply has not

Purchase of Vehicles

impacted demand which remains high for new and used vehicles, and dealerships are not able to reserve vehicles for the time required to receive OHA internal approvals. The proposed blanket delegation of authority to purchase the fleet of 17 new vehicles for OHA is essential to allow for the expeditious to purchase vehicles as they become available on the market, as an alternative to bringing bulk purchases before the Board of Commissioners for approval. This will allow staff to act quickly when vehicle inventory is available.

If approved, OHA will continue to search for the remaining 17 needed vehicles. OHA will adhere to all HUD procurement requirements, including the regulations set forth in 2 CFR Part 200. Staff will report to the Board at the end of the Fiscal Year to provide an update and summary of all purchases made under this authorization as well as procurement methods used.

Recommendation

Staff recommends that the Board of Commissioners adopt a Resolution Authorizing the Executive Director to purchase additional vehicles for Oakland Housing Authority use, up to the not to exceed amount of \$607,510.

Attachments: Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Gregory Hartwig

Seconded by Commissioner: Barbara Montgomery

And approved by the following vote:

AYES: Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

NAYS: 0

ABSTAIN: 0

EXCUSED: 0

ABSENT: 0

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER: 5144

**AUTHORIZING THE EXECUTIVE DIRECTOR TO PURCHASE NEW AND USED
VEHICLES AS THEY BECOME AVAILABLE ON THE OPEN MARKET, FOR A
TOTAL AMOUNT NOT TO EXCEED \$607,510**

WHEREAS, through the Fiscal Year 2022-23 (FY23) budget 21 vehicles were approved for purchase across 3 departments; and

WHEREAS, the Oakland Housing Authority's Police Department (OHAPD) has 5 vehicles budgeted for purchase, 2 replacement vehicles and 3 staff vehicles; the Capital Improvement Department (CID) has 13 vehicles budgeted for purchase, 3 will replace vehicles that were a total loss from accidents and the remaining will be purchased for new and existing staff; and, the Office of Property Operation Department (OPO) has 3 vehicles budgeted for purchase to replace 2 stolen vehicles and a replacement vehicle involved in a total loss from an accident; and

WHEREAS, The FY23 Board approved amount for agency vehicle purchases is \$745,500; and

WHEREAS, OHA has purchased 4 vehicles within the Executive Director's spending authority totaling \$137,990; and

WHEREAS, the Office of Property Operations (OPO) and Capital Improvements Department (CID) have both purchased Transit Vans in order to replace aging fleet vehicles for a total of \$72,994 as well as two 2021 Chevrolet Silverado Trucks for a total of \$64,996; and

WHEREAS, the remaining \$607,510 of approved budget authority will be used to purchase vehicles needed by the agency when the inventory becomes available; and

WHEREAS, vehicles for purchase are extremely limited due to supply chain issues caused by the COVID-19 pandemic and microchip shortages worldwide; and

WHEREAS, this has made it challenging for OHA to locate and purchase needed vehicles for staff; and

WHEREAS, due to high demand for new and used vehicles, dealerships are not able to reserve vehicles for the time required to receive OHA internal approvals; and

WHEREAS, to effectively purchase vehicles under the current market conditions OHA requires the ability to purchase vehicles as they become available; and

WHEREAS, it is being requested that the Board allow OHA to expend the remaining \$607,510 of approved budget authority for vehicle purchases when individual vehicles are identified and become available, and

WHEREAS, OHA will continue to search for vehicles to acquire the remaining 17 needed vehicles during FY23; and

WHEREAS, OHA will adhere to all HUD procurement requirements, including the regulations set forth in 2 CFR Part 200; and

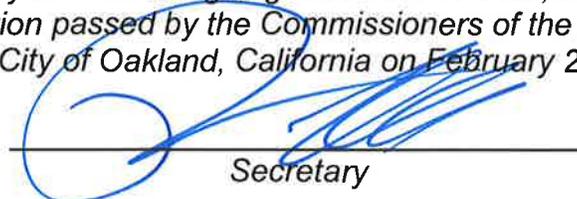
WHEREAS, staff will report to the Board at the end of the Fiscal Year to provide an update and summary of all purchases made under this authorization as well as the procurement methods used.

.NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to purchase new and used vehicles in a total not to exceed the remaining authorized budget authority of \$607,510; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

I hereby certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority Of the City of Oakland, California on February 27, 2023.


Secretary

ADOPTED: February 27, 2023

RESOLUTION NO. 5144

Informational Update

Fiscal Year 2023 Vehicle Purchases



Oakland Housing Authority

Fiscal Year 2023 Vehicle Purchases Summary

Approved Funding for 21 Vehicles	Amount Expensed for 18 Vehicles
\$745,500	\$703,007
Average Cost per Vehicle	
\$35,500	\$39,056

FY2023 Capital Outlay Budget – Vehicles					
Department	Vehicle Type	Qty Budgeted	Budgeted	Qty Purchased	Actual
OHAPD	Ford Escape	1	\$25,000	2	\$75,539
	Ford Fusion Hybrid	2	\$52,000	0	
	Ford Escape Equipment Pkg		\$7,500	0	
	Ford Hybrid Equipment Pkg		\$15,000	0	
	Ford Interceptor	2	\$72,000	2	\$108,407
	Ford Interceptor Equipment Package		\$24,000	0	
Total OHAPD		5	\$195,500	4	\$183,946
Average per Vehicle			\$39,100		\$45,986

FY2023 Capital Outlay Budget – Vehicles					
Department	Vehicle Type	Qty Budgeted	Budgeted	Qty Purchased	Actual
CID	Vans	11	\$385,000	2	\$86,395
	Truck	2	\$70,000	9	\$315,497
Total CID		13	\$455,000	11	\$401,892
Average per Vehicle			\$35,000		\$36,536

FY2023 Capital Outlay Budget – Vehicles					
Department	Vehicle Type	Qty Budgeted	Budgeted	Qty Purchased	Actual
OPO	Van	1	\$30,000	1	\$40,386
	Toyota Prius or similar	1	\$30,000	1	\$23,355
	Chevrolet 2500 or similar	1	\$35,000	1	\$53,429
Total OPO		3	\$95,000	3	\$117,170
Average per Vehicle			\$31,667		\$39,057

Oakland Housing Authority Fleet Overview

Number of Vehicles (by Department)			
	FY23	FY22	FY21
Asset Management	1	1	1
CCGS	5	5	5
CID	41	31	32
FCP	9	9	9
IT	1	1	1
Leased Housing	8	8	6
OPO	70	67	58
PD	36	37	37
TOTAL	171	159	149

Average Age of Fleet (in Years)			
	FY23	FY22	FY21
Asset Management	11	10	9
CCGS	13	12	11
CID	13	15.6	14.45
FCP	9.4	8.4	7.4
IT	12	11	10
Leased Housing	10	9	11
OPO	7.7	6.9	7.05
PD	8.4	10.3	9.5
TOTAL	9.95	9.89	9.66

Vehicle Types - Current Fleet	
Sedans	32
Cargo Vans	47
Passenger Vans	2
Pickup Trucks	41
Trucks Other Than Pickups	2
Utility Trucks	38
Low-Speed Vehicles	8
Mobile Home	1
TOTAL	171

Total Miles Driven Annually (by Department)			
	FY23	FY22	FY21
Asset Management	1,042	710	660
CCGS	11,040	15,332	18,034
CID	114,156	101,998	98,474
FCP	13,101	8,719	10,855
IT	942	956	866
Leased Housing	9,696	11,498	8,703
OPO	194,282	190,222	170,231
PD	193,870	221,018	210,797
TOTAL	538,128	550,452	518,620

Fuel Type - Current Fleet	
Gas	145
Hybrid	18
Electric	8
TOTAL	171

Average Miles Driven Annually (per vehicle)			
	FY23	FY22	FY21
Asset Management	1,042	710	660
CCGS	2,208	3,066	3,607
CID	3,459	3,290	3,077
FCP	1,456	969	1,206
IT	942	956	866
Leased Housing	1,212	1,437	1,451
OPO	2,857	2,839	2,935
PD	6,462	5,973	5,697
TOTAL	2,455	2,405	2,437



Oakland Housing Authority

TO: Board of Commissioners

FROM: Patricia Wells

SUBJECT: Summary of the OAHPI Master Planning Process to Date

DATE: September 25, 2023

Type: Informational

2023-872

Background:

Oakland Housing Authority (OHA) has created a process to develop a Feasibility Master Plan for the transformation of the Oakland Affordable Housing Preservation Initiative (OAHPI) portfolio. The intention of the OAHPI Feasibility Master Plan is to determine how to best optimize the OAHPI portfolio of existing, occupied affordable housing units reserved for low, very, and extremely low-income households as well as produce new low-income and affordable housing units for households earning less than 80% AMI. OAHPI and OHA shared priorities include the creation of additional one- and two- bedroom units to include a special emphasis on creating Permanent Supportive Housing (PSH) for individuals and families who were once homeless and continue to be at imminent risk of homelessness.

OAHPI and OHA are seeking a five-year plan for implementation of strategies to rehabilitate OAHPI units based on current site configuration but are anticipated to potentially include options to redesign site configuration to accommodate production of additional affordable units as well as the creation of community space for on-site services to empower the OAHPI portfolio to serve the community for an additional 50 years.

A. Milestones Achieved 2022 to Date

The OAHPI Task Force has met three times and prepared the Communications Plan to education stakeholders about this endeavor:

Timeline

- ✓ Created Internal OAHPI Task Force
- ✓ Met with OAHPI Board
- ✓ Hired Project Manager
- ✓ Developed RFP for Real Estate Development Consultant
- ✓ Reviewed with Development Ad-Hoc Committee
- ✓ Prepared Outreach Plan;

B. Milestones For Stakeholder Communications 2023

- **October 2023 Implement Outreach Plan**
 - Staff Outreach (1 Day – 3 meetings)
 - Resident Outreach (2-3 months)
 - Public Official Outreach (2 months)

C. Milestones For the Creation of the Master Feasibility Plan

- **January 2024** - Release RFP for Real Estate Development Consultant
- **April 2024** - Board Approval of Selected Consultant
- **June 2024** - June 2025 Engage Real Estate Development Consultant
 - Develop the OAHPI Master Plan with consultant team
 - Continued staff outreach and resident outreach and feedback with consultant.
 - Complete Master Plan
- **2025 – 2030 OAHPI Master Plan Implementation.**

The OAHPI Task Force will create a toolkit for communication with stakeholders to include the PowerPoint as presented to the OAHPI and OHA boards for in-person and on-line meetings, Frequently Asked Questions (FAQs), Fact Sheets to be distributed at charettes meetings with stakeholders, a dedicated landing page on the website and an email address for stakeholders to communicate with the task force throughout the planning process.

Staff are available to answer any questions.

Attachments:

[20230330 DRAFT OAHPI Approach Summary](#)
[20230925 OAHPI Staff Communications - OHA Board](#)



OAHPI Vision

Outreach to Staff and Residents

SEPTEMBER 25, 2023

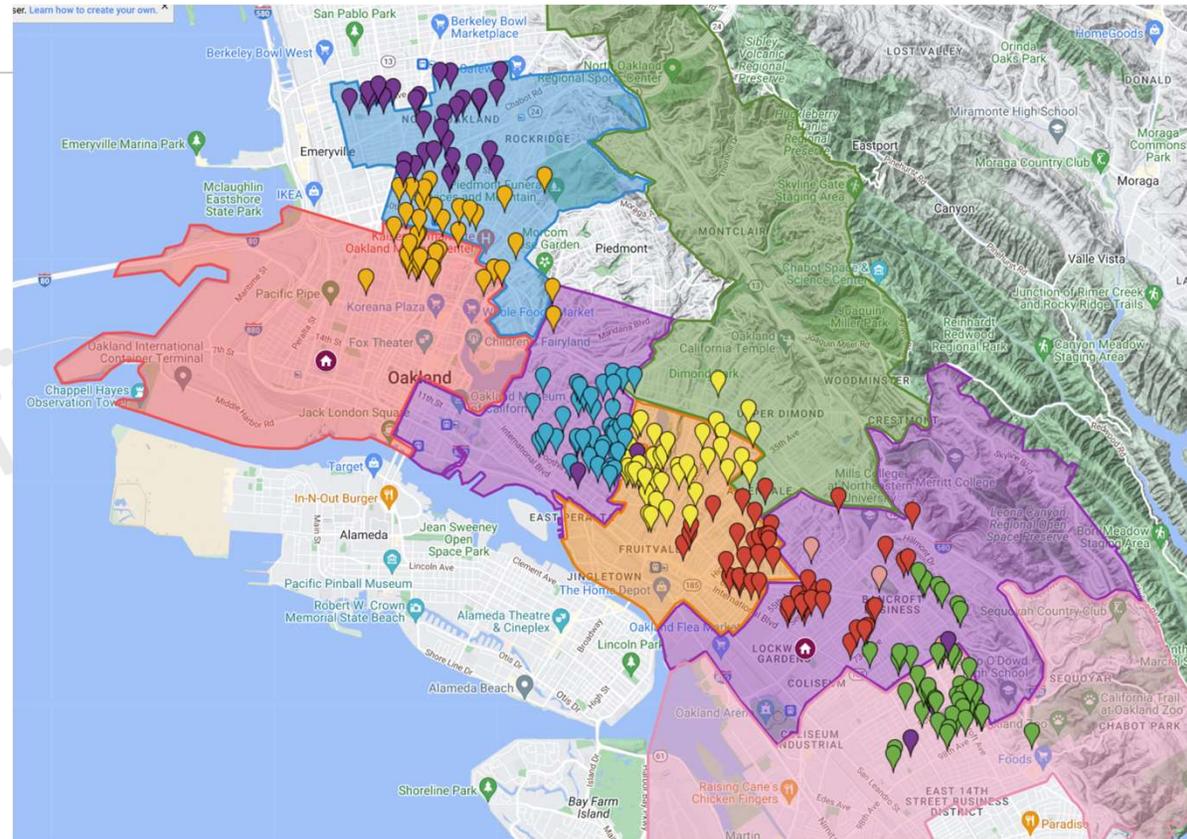


Oakland Housing Authority



What is OAHPI?

- Former public housing units
- 2010 approved for the largest conversion in history of Oakland Housing Authority and in the nation.
- Created to further affordable housing opportunities in Oakland
- Why is OAHPI called the Jewels?
 - The Scattered Sites provided affordable housing in every community in the city.
 - It is giving 1500+ families a place to call home in the neighborhoods and communities around Oakland.





What is the OAHPI Master Plan?

- ❑ **Why?** To provide healthy, safe and affordable housing for the next fifty years.
- ❑ **How?** By creating a **Feasibility Master Plan**
 - How to best utilize, redevelop, maintain or repurpose the OAHPI portfolio of existing, occupied affordable housing units.
- ❑ **Who?** OHA's priorities have a special emphasis on **optimizing housing for current and future residents** including creating service enriched housing for individuals and families who were once homeless and continue to be at imminent risk of homelessness.
- ❑ **What?** OAHPI and OHA will create Master Plan that culminates in:
 - Immediate action
 - Identify opportunities for improved density
 - A five-year prioritized plan for implementation of the recommended strategies



OHA/OAHPI Goals for the Plan

- OHA is committed to ensuring that opportunities are maximized and disruptions are minimized.
- Investing for a transformational outcome for families and greater community
- Increase of mixed income opportunities.
- Increase housing opportunities and a proposed variety of housing types to serve Oakland and OAHPI residents.
- Incorporate an inclusive community engagement in the redevelopment process.



STRATEGIC GOALS

Sustained High Standards for Customer Service and Stakeholders

Position OHA as a Sustained Leader in the Preservation of Units and Expansion of Affordable Housing

Sustained Impactful and Humane Resident Services, Community Engagement and Community Security

Expand Board Knowledge of OHA and its Affiliates

STRATEGIC DEVELOPMENT FRAMEWORK

Efficient Voucher Utilization

Internal Systems Realignment and Capacity Building

Increase availability of units targeted to LI and VLI residents

New Production

Reinvestment in neighborhoods

Preservation of existing affordable rental housing

DEVELOPMENT STRATEGIC PLAN – 5 years

New Construction & Acquisition

Rehabilitation

Administrative Rehab

Year 15 Buyouts

OAHPI Master Plan

Create a **Feasibility Master Plan** to optimize the **OAHPI portfolio**



Development Strategic Plan-Five Years

OVERVIEW - OHA-Funded Projects		Units
New Construction & Acquisition		1,688
Rehabilitation - Units		1,841
Admin. Rehabilitation		-
Year 15 Buyouts		263
Rehabilitation		Units
Foothill Family 6946 Foothill Blvd [OHI]		65
Harrison Tower Rehab [OHA]		101
Homekey 3.0 & Future Rounds [OHA]		100
Coliseum Way Homekey 2.0 [OHA]		36
OAHPI Master Plan [OAHPI]		1,539





The Big Questions

What is the purpose of the OAHPI Master Plan?

The intent is to issue an RFP for a Consultant who will help OHA and OAHPI determine how best to improve the OAHPI portfolio of existing, occupied affordable housing units

What follows:

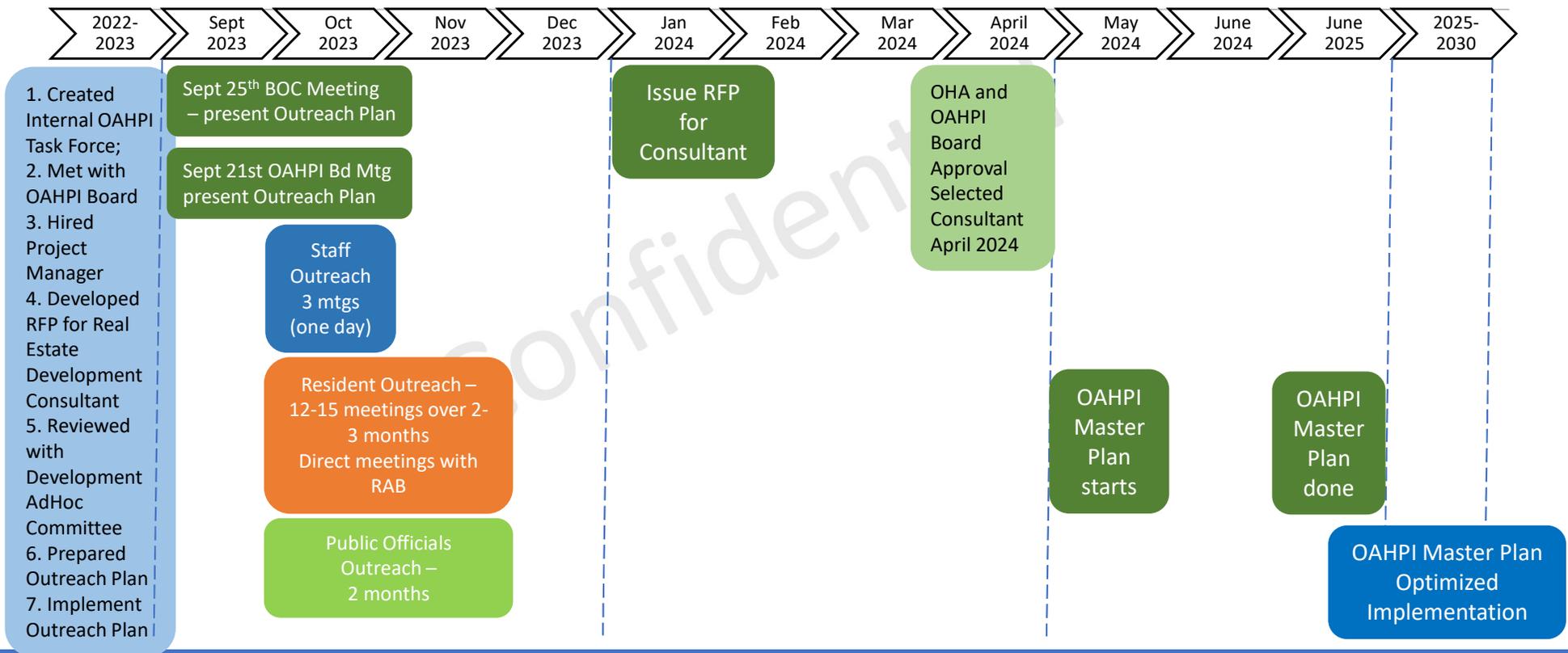
- What is the timing?
- What will the impact be to the staff?
- What will be the impact to the residents?
- An opportunity to provide feedback and ask questions



2102 E. 17th St.



When? Master Plan Timeline



During this time, ongoing maintenance and repairs will continue



What is the impact?

What's included:

- No reduction in OAHPI units.
- OAHPI staff and residents will have an opportunity to participate in design input.
- Maintain a robust communication plan that meets the needs of staff and residents through the process.



2558 35th Avenue



Oakland Housing
Authority



What is the impact? (cont'd)

What are the benefits of this master plan and implementation?

- A better mix of unit sizes/ opportunities to match household and offer more options.
- Enhanced security features for properties.
- Ensure infrastructure for digital equity.
- Bring innovation and sustainability to the design
- Potential for onsite community space.
- Improved infrastructure leading to fewer emergency maintenance issues.
- Improved staff/resident/community engagement.
- Higher resident satisfaction.



7950 Ney Avenue



Oakland Housing
Authority



Summary

- What are your ideas, concerns, comments, questions?
- This presentation will be available at the OAHPI Staff offices for your review
- Contact info:

OAHPIVision@oahpi.org

More information at www.oahpi.org



East 34th Street



OAHPI Master Plan — NEXT STEPS

UPDATE AND DISCUSSION

MARCH 30, 2023



AGENDA

- Review of Work to Date
- Discussion of Next Steps

Confidential



OAHPI Plan to Plan Framework– Review

(From OAHPI Workshop April 29, 2022)

- To create a Planning and Feasibility Master Plan
 - How to best utilize, redevelop, maintain or repurpose the OAHPI portfolio of existing, occupied affordable housing units reserved for low-, very, and extremely low-income households as well as produce new low-income and affordable housing units for households earning less than 80% AMI.

- One of OHA’s priorities is a special emphasis on creating Permanent Supportive Housing (PSH) for individuals and families who were once homeless and continue to be at imminent risk of homelessness.

- OAHPI and OHA are seeking a Study that culminates in an action plan for:
 - Immediate action
 - Identify opportunities for improved density
 - A five-year prioritized plan for implementation of the recommended strategies



OHA Objectives - Review

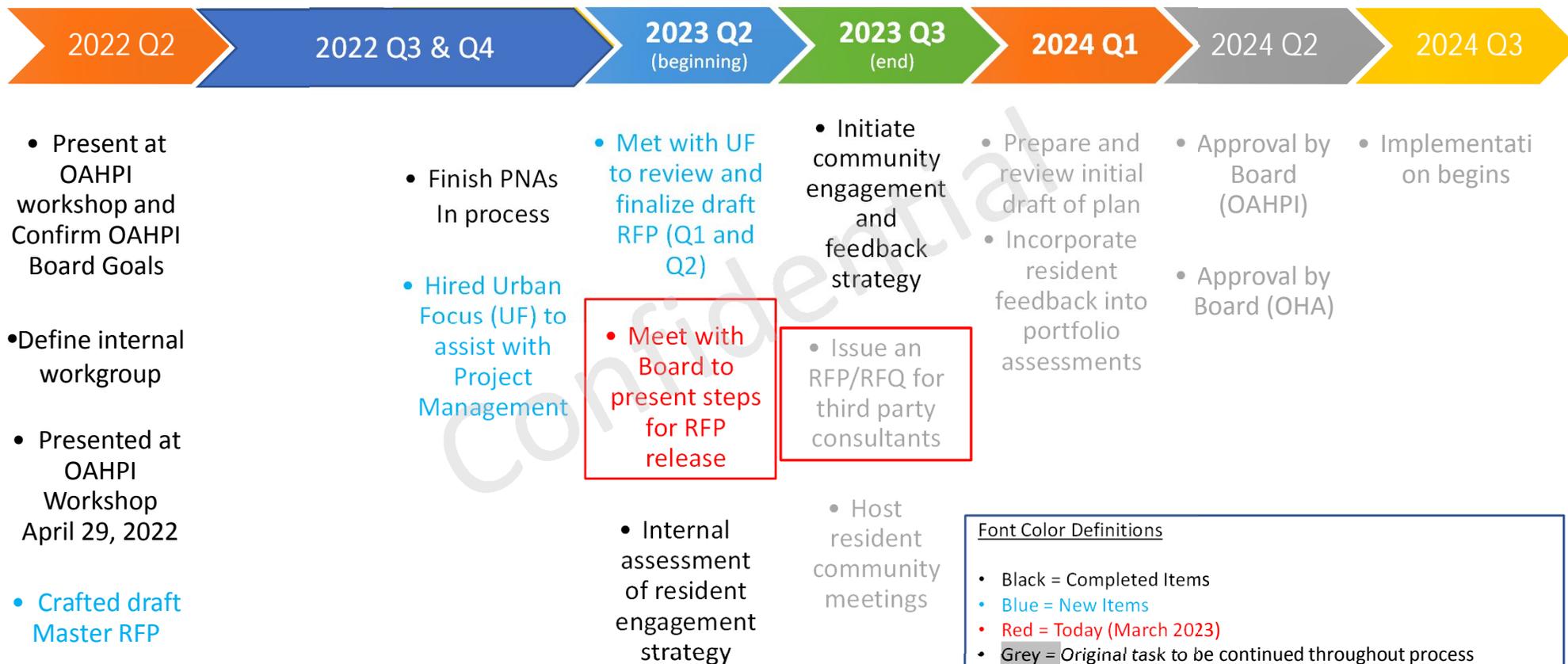
(From OAHPI Workshop April 29, 2022)

- OHA has no intention of displacing any families
- Ensuring low-income families benefit from the enhancement, expansion and transformation of the portfolio.
- Increasing portfolio relevance, improve mix and transition to unit bedroom sizes to meet the demand of the affordable housing market.
- Increasing housing opportunities through acquisition, major rehabilitation, assemblage of adjacent properties and/or new-lots, repurpose, and by increasing density on sites with available land.
- Evaluating the inclusion of market rate units in OHA properties as an option to increase mixed income opportunities.
- Developing an overall implementation and phasing development plan that includes developing the OAHPI portfolio with a holistic community approach to redeveloping.
- Promoting recommendations on types of housing and densities that would best serve the Study with considerations such as zoning, available sites in the land inventory, and multi-year projections.
- Consideration for using HUD funding mechanisms such as Faircloth to RAD and MTW based funding to make PBVs available for future use



Summary of Next Steps

Review and Update - (From OAHPI Workshop April 29, 2022)





OAHPI Portfolio



- ❑ 248 Properties with 1,540 units
 - 243 scattered site properties totaling 1,503 Project Based Voucher units.
 - 5 properties totaling 37 units are specialty programs

- ❑ Specialty Programs:
 - PACT (Parents and Children Together) = 1 property totaling 20 units
 - Key to Home = 4 properties totaling 17 units

- ❑ Property Composition
 - Majority are garden style 3-bedroom units comprised of 8–12-unit properties
 - 1268 three-bedrooms (82%)
 - 195 two-bedrooms (13%)



Planning and Feasibility Master Plan RFP – Overview

- ❑ OHA is soliciting for an interdisciplinary team with deep knowledge of the local, legal, and financial limitations and opportunities applicable to these properties, as well as expertise in preparing and conducting public outreach that builds consensus.
- ❑ Looking for California and the City of Oakland experience and knowledge
- ❑ The RFP is being developed and reviewed through the REDIB lens for example:
“Encouraging partnerships with local emerging and diverse businesses who materially participate is required.”



Planning and Feasibility Master Plan RFP – Who should apply?

- Lead respondents and project team members may be a non-profit (501(c)(3)) or for-profit entities.

- Respondents may be based in the City of Oakland or not, but OHA will prioritize:
 - local partnering with Oakland-based business enterprises who shall materially participate; and
 - commitment to hiring OHA/OAHPI residents as possible.

- Point system for award is created around encouraging local and minority participation



Planning and Feasibility Master Plan RFP - Qualifications and Experience

Specific Qualifications

■ Planning / Urban Design

Expertise in the methods of preserving, redeveloping, and increasing property and unit mixes responsive to increasing affordable housing opportunities.

■ Financial Feasibility

Demonstrated experience preparing financial feasibility studies for affordable housing, mixed use and low-income, especially for infill urban environments and preferably for developments in California.

Extensive knowledge of federal, state and local sources of development finance for affordable housing and mixed-use development projects

■ Public Outreach and Community Engagement

Outreach and community representation is important. The scale of the work will require representation from multiple different communities and neighborhoods. The planning team will be asked to reach out to local community groups to participate in the overall development planning for their communities.



Scope of Work



- The consultant team is being asked to work with OHA to identify the most advantageous approach to evaluating the properties. This will include identifying the optimal way to combine or prioritize neighborhoods for analysis and implementation. It is anticipated that there may be 6-8 Study Areas.
- The intention is to hire one consultant team that can, in coordination with OHA and OAHPI, determine the best approach to managing the large scale of the project:
 - Task 1- Assessments
 - Task 2- Public Engagement
 - Task 3- Completion of the Planning and Feasibility Master Plan Vision



Scope of work (Task 1- Assessments)



□ Task 1- Assessments

- The existing land use in the OAHPI portfolio – what is the appropriate scale based on context, neighborhood and zoning?
- Redevelopment opportunities
- Strategic acquisition opportunities
- Parcel assembly potential
- Potential for adding density to existing sites
- Potential to add or reconfigure bedroom sizes to meet demand
- Assessment of schedule to execute portfolio repositioning
- Parcel disposition
- Other?



Scope of work (Task 2- Public Engagement)



□ Task 2- Public Engagement

Develop a local planning outreach process that promotes the involvement of all stakeholders in the study area, with efforts and accommodations made to include low to moderate income, minority, ethnically diverse and elderly or disabled citizens.

- The public involvement process shall, at a minimum, include the following components:
 - Project Management Team to include a representative from OHA and the consultant. This team shall meet in person or virtually to discuss the study progress and provide advice on public involvement and other planning process issues.
 - Active participation from resident and neighborhood groups, community leaders and local property owners in their neighborhood process.
 - General Public Engagement – There is an expected minimum of three (3) public engagement activities, in a format determined by the project team in each identified neighborhood or community.



Scope of work (The Planning and Feasibility Master Plan)

- Task 3- Produce the Planning and Feasibility Master Plan Vision
 - The Study will describe the community-driven vision for future development. Components of the Study will include, but not be limited to:
 - Clear identification on a property-by-property basis of the recommended approach.
 - Summary report quantifying future development, redevelopment and acquisition opportunities identified with portfolio outcome projection.
 - Identification of potential funding sources/programs to implement the proposed actions outlined in the Study.
 - The Implementation component of the Study shall be broken into:
 - A 100-day Action Plan to include no-cost or very low-cost actions and organizational steps needed
 - Identification of 2 – 3 catalytic or “proof of concept” sites in the area that include regulatory recommendations, and visualization of key concepts, including conceptual layouts and renderings
 - Comprehensive 5 Year Implementation Plan with all actions and projects planned in the study area, to include estimated start and completion dates, cost estimates, and responsible party, and funding strategies.



Next Steps - Discussion

- Timeframe for the release of the RFP
 - ✓ Update Timeline
 - ✓ Meet with Chair
 - ✓ Final Review with Internal Working Group
 - OHA Ad Hoc Committee Meeting update
 - Return to OAHPI Board
 - OHA Board Presentation of work-to-date and proposed RFP?
 - Staffing of OAHPI workplan (OAHPI task force)
 - Other recommendations?



Oakland Housing Authority

TO: Board of Commissioners

FROM: Patricia Wells, Executive Director

SUBJECT: Adopt a resolution authorizing the Executive Director to execute a five-year contract with Yardi Systems, Inc. for software licenses to their cloud property management system in an amount not to exceed \$2,550,000

DATE: September 25, 2023

Type: Action 2023-633

RECOMMENDATION

Authorizing the Executive Director to execute a five-year contract with Yardi Systems, Inc. for software licenses to their cloud property management system, in an amount not to exceed \$2,550,000.

FISCAL IMPACTS/CONSIDERATION

Authorizing a total not to exceed the amount of \$2,550,000 for software licenses for a cloud property management system and Consulting Services for the next Five Years.

- Budget: Computer Licenses - 4190-10-000 \$2,000,000
- Consulting - 4182-00-000 \$ 550,000

BACKGROUND

The Board of Commissioners approved a 3-year contract with Yardi Systems, Inc. (Yardi) through a competitive process on August 26, 2013. In December 2016, the Board approved a 5-year contract to upgrade from an on-premises system to a cloud-based Software as a Service (SAAS) product identified as Yardi 7s. Since the initial procurement, the Yardi system has been significantly modified to meet the needs of the Oakland Housing Authority (OHA) programs and operations. Yardi is a well-established software company and OHA's primary business system software provider.

Yardi specializes in providing comprehensive solutions for Housing Authorities, focusing on financial solutions, property management, and HUD compliance. Yardi will continue to provide access to a dedicated virtual local area network, private cloud servers, data and file storage management, training, consulting, and technical support for the next five years.

ANALYSIS

Since 2013, OHA has invested significantly in the Yardi System to structure it to fully support OHA operations and has dedicated resources towards ensuring that the Yardi 7s system provides optimal support for its programs, including staff training, research, system modeling, and customization. Yardi System Inc. is the sole proprietor of the product, with no other vendors offering the hosting and maintenance of the Yardi system. The Yardi system currently provides a solid operational software platform for OHA and moving to a new system would be expensive and time consuming. Yardi also has an established team that keeps it up-to-date with the changes in HUD requirements, making it the best solution for the Authority's needs at this time.

ACTION REQUESTED

It is recommended that the Board of Commissioners adopt a resolution authorizing the Executive Director to execute a five-year contract with Yardi Systems, Inc. to provide software licenses and services to their cloud property management system in an amount not to exceed \$2,550,00

Attachments:

[YARDI PHA SOLUTIONS](#)

[Reso Yardi Systems](#)

YARDI PHA SOLUTIONS

VOYAGER

ACCOUNTING & PROPERTY MGMT

- General ledger
- Job costing/Grant management
- Compliance
- Document management
- Turns, inspections & rehabs
- Learning Management



RENTCAFE

WAITLIST & LEASING

- Online applications
- Online certifications
- Resident portal
- Landlord/owner portal
- Online RFTA



PROCURE TO PAY

PROCUREMENT

- Invoice processing
- Vendor self-service portal
- Vendor compliance
- Accounts payable



ELEVATE

ASSET PERFORMANCE

- Executive dashboards
- Performance monitoring
- Operational insight
- Compliance staff productivity



ENERGY

ENERGY

- Utility billing
- Invoice processing
- Energy benchmarking



OTHER

OTHER SOLUTIONS

- Case Manager
- Construction Manager
- Investment Management
- Resident screening
- Income verification



**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER:

**ADOPT A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE
A FIVE-YEAR CONTRACT WITH YARDI SYSTEMS, INC. FOR SOFTWARE
LICENSES TO THEIR CLOUD PROPERTY MANAGEMENT SYSTEM IN AN
AMOUNT NOT TO EXCEED \$2,550,000**

WHEREAS, the Board of Commissioners (Board) approved a 3-year contract with Yardi Systems, Inc. (Yardi) through a competitive process on August 26, 2013; and

WHEREAS, in December 2016, the Board approved a 5-year contract to upgrade from an on-premises system to a cloud-based Software as a Service (SAAS) product identified as Yardi 7s; and

WHEREAS, the Yardi system has been significantly modified to meet the needs of the Oakland Housing Authority (OHA) programs and operations; and

WHEREAS, Yardi is a well-established software company and OHA's primary business system software provider; and

WHEREAS, Yardi specializes in providing comprehensive solutions for Housing Authorities, focusing on financial solutions, property management, and HUD compliance; and

WHEREAS, Yardi will continue to provide access to a dedicated virtual local area network, private cloud servers, data and file storage management, training, consulting, and technical support for the next five years; and

WHEREAS, since 2013 OHA has invested significantly in the Yardi System to structure it to fully support OHA operations and has dedicated resources towards ensuring that the Yardi 7s system provides optimal support for its programs, including staff training, research, system modeling, and customization; and

WHEREAS, Yardi System Inc. is the sole proprietor of the product, and no other vendors offer the hosting and maintenance of the Yardi system; and

WHEREAS, the Yardi system currently provides a solid operational software platform for OHA and moving to a new system would be expensive and time consuming; and

WHEREAS, Yardi also has an established team that keeps it up-to-date with the changes in HUD requirements, making it the best solution for the Authority's needs at this time.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Board of Directors authorizes the Executive Director to execute a five-year contract in an amount not to exceed \$2,550,000 with Yardi Systems Inc. for software licenses and services to their cloud property management system; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing resolution is full, true, and correct.
copy of a resolution passed by the Commissioners of the Housing Authority
Of the City of Oakland, California, on **September 25, 2023.***

Secretary / Executive Director

ADOPTED:

RESOLUTION NO.



Oakland Housing Authority

SUBJECT: Adopt a resolution authorizing the Executive Director to execute a two-year contract with Amplify Consulting Partners Inc. for consulting services in the amount not to exceed \$1,300,000

DATE: September 25, 2023

Type: Action

2023-866

RECOMMENDATION

Authorize the Executive Director to execute a two-year contract with Amplify Consulting Partners, Inc. for consulting services in the amount not to exceed \$1,300,000.

FISCAL IMPACTS/CONSIDERATION

Funding for the initial year of the contract term is included in the Fiscal Year 2024 operating budget in account number 4630-01-000. Funding for the second of the contract will be included in the corresponding fiscal year's operating budget.

BACKGROUND

Oakland Housing Authority (OHA) has multiple significant projects underway that require the project management services. This includes projects such as the final roll-out and implementation of the new procurement system (Cobblestone), an upcoming comprehensive review and update of OHA's primary property and business management system (Yardi) and numerous Information Technology Department (IT) system and security related projects. OHA has utilized the services of the firm Amplify Consulting Partners Inc. (Amplify) to provide project management professionals to assist in coordinating these projects.

OHA anticipates a continued need for project management services and consulting services in the areas of data dashboard creation and key performance metric reporting. Amplify is capable of effectively building dashboards in systems both OHA and Yardi utilize such as Tableau and Microsoft BI that will benefit OHA as it continues to integrate our data into these visualization products.

Amplify has the resources available to assist OHA in all these areas. OHA is able to access the services of Amplify through a General Services Administration-Multiple Award Schedule

(MSA) Contract (Number: 47QTCA23D002W).

ACTION REQUESTED

It is recommended that the Board of Commissioners adopt a resolution authorizing the Executive Director to execute a two-year contract with Amplify Consulting Partners Inc. to provide consulting services in an amount not to exceed \$1,300,000.

Attachments:

[Board Reso Amplify](#)

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER:

**ADOPT A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE
A TWO-YEAR CONTRACT WITH AMPLIFY CONSULTING PARTNERS INC. FOR
CONSULTING SERVICES IN THE AMOUNT NOT TO EXCEED \$1,300,000.**

WHEREAS, Oakland Housing Authority (OHA) has multiple significant projects underway that require the project management services; and

WHEREAS, This includes projects such as the final roll-out and implementation of the new procurement system (Cobblestone), an upcoming comprehensive review and update of OHA's primary property and business management system (Yardi) and numerous Information Technology Department (IT) system and security related projects; and

WHEREAS, OHA has utilized the services of the firm Amplify Consulting Partners Inc. (Amplify) to provide project management professionals to assist in coordinating these projects; and

WHEREAS, OHA anticipates a continued need for project management services and consulting services in the areas of data dashboard creation and key performance metric reporting; and

WHEREAS, Amplify is capable of effectively building dashboards in systems both OHA and Yardi utilize such as Tableau and Microsoft BI that will benefit OHA as it continues to

integrate our data into these visualization products; an

WHEREAS, Amplify has the resources available to assist OHA in all these areas. OHA is able to access the services of Amplify through a General Services Administration-Multiple Award Schedule (MSA) Contract (Number: 47QTCA23D002W).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Board of Directors hereby authorizes the Executive Director to execute a two-year contract in an amount not to exceed \$1,300,000 with Amplify Consulting Partners Inc. for consulting services; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing resolution is full, true, and correct.
copy of a resolution passed by the Commissioners of the Housing Authority
Of the City of Oakland, California, on **September 25th, 2023.***

Secretary / Executive Director

ADOPTED:

RESOLUTION NO.



Oakland Housing Authority

TO: Board of Commissioners

FROM: Patricia Wells, Executive Director

SUBJECT: Adopt a resolution authorizing Executive Director to write off \$14,084 in Tenant Account Receivables for public housing tenants vacated third party-managed properties during the period of time between January 1, 2023. and June 30, 2023

DATE: September 25, 2023

Type: Action

2023-848

RECOMMENDATION

This action will authorize the Executive Director to write off \$14,084 in Tenant Account Receivables (TARs) for public housing tenants vacated from third party-managed properties during the six-month period from January 1, 2023, through June 30, 2023. The Authority should not count these delinquent accounts as an asset or potential income.

FISCAL IMPACTS/CONSIDERATION

This request does not require an expenditure of funds. The write off amount of \$14,084 is included in the approved FY2023 public housing operating budget in account 4570-00-000 Bad Debt - Tenant Rents.

BACKGROUND

The Department of Housing and Urban Development (HUD) Financial Management Handbook 7475.1 Revised states that as a matter of good business practice the Board of Commissioners, on the recommendation of the Executive Director, should periodically write off unpaid rent receivables owed to the Authority and determined to be uncollectable. Best practices of Generally Accepted Accounting Principles (GAAP) recommend that write offs of TARs typically should occur on an annual or semi-annual basis. The amounts written off are still owed to the Authority and the write off process does not hinder future collection activities when appropriate.

The previous request to write off delinquent tenant accounts at third party-managed properties was for the period of time from July 1, 2022, through December 31, 2022, and was approved by the Board of Commissioners on February 27, 2023, under resolution No.5149.

The proposed write offs in the amount of \$14,084 consist of balances from seven (7) public housing tenants vacated third party-managed properties between January 1, 2023, and June 30, 2023. The table that provides details for delinquent rent amounts by household and reasons for vacating the properties is available as an attachment.

ACTION REQUESTED

Staff recommends that the Board of Commissioners approve the attached resolution authorizing the Executive Director to write off \$14,084 in Tenant Accounts Receivables deemed uncollectable for public housing tenants vacated from third party-managed properties during the period of time from January 1, 2023, through June 30, 2023.

Attachments:

[TARs for Vacated Public Housing Tenants](#)

[Resolution Delinquent Account Write Off](#)

Tenant Account Receivables (TARs) for public housing tenants vacated from third party-managed properties

Property	Unit	Monthly Rent	Rent Balance	Not Sufficient Funds Charge	Total Balance	Move-Out Reason
Campbell Village	302A1-1667(A)	\$213	\$5,863	\$0	\$5,863	Eviction
Campbell Village	302C4-873	\$1,066	\$496	\$0	\$496	Moved to another property
Campbell Village	302C3-866	\$802	\$178	\$0	\$178	Moved due to the family emergency
Campbell Village	302A1-1667	\$827	\$331	\$0	\$331	Purchased a house
Palo Vista Gardens	17404-26	\$255	\$750	\$30	\$780	Death of Sole Family Member
Palo Vista Gardens	17404-38	\$315	\$5,721	\$0	\$5,721	Death of Sole Family Member
Palo Vista Gardens	1741A-20	\$214	\$715	\$0	\$715	Moved in with out-of-town relatives for higher level of care
Total Balance			\$14,054	\$30	\$14,084	

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**AUTHORIZING THE EXECUTIVE DIRECTOR TO WRITE OFF \$14,084 IN
TENANT ACCOUNT RECEIVABLES DEEMED UNCOLLECTABLE FOR
PUBLIC HOUSING TENANTS VACATED THIRD PARTY-MANAGED
PROPERTIES DURING THE PERIOD OF TIME BETWEEN JANUARY 1, 2023,
AND JUNE 30, 2023**

WHEREAS, according to Generally Accepted Accounting Principles (GAAP) it is a good business practice to write off uncollected accounts receivables on a regular basis; and

WHEREAS, from an accounting standpoint, the write offs reflect receivables for tenants who vacated public housing rental units and these receivables are not likely to be collected; therefore, these delinquent rents should not be counts as an asset or potential income by the authority; and

WHEREAS, the previous request to write off delinquent tenant accounts at third party-managed properties was for the period of time from July 01, 2022, through December 31, 2022, and was approved by the Board of Commissioners on February 27, 2023, under resolution No.5149; and

WHEREAS, this action will authorize Executive Director to write off \$14,084 in Tenant Accounts Receivables for public housing tenants vacated third party-managed properties during the period of time from January 1, 2023 through June 30, 2023; and

WHEREAS, the proposed write offs in the amount of \$14,084 consist of balances from seven (7) public housing tenants vacated third party-managed properties; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Executive Director is authorized to write off \$14,084 in Tenant Account Receivables deemed uncollectible for public housing tenants vacated third party-managed properties during the period of time from January 1, 2023 through June 30, 2023; and

THAT, the Executive Director, on behalf of Oakland Housing Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing is a full, true and
correct copy of a resolution passed by the Commissioners of the
Housing Authority of the City of Oakland, California on September 25, 2023*

Patricia Wells, Executive Director/Secretary

ADOPTED: September 25, 2023

RESOLUTION NO.



Oakland Housing Authority

TO: Board of Commissioners

FROM: Patricia Wells, Executive Director

SUBJECT: Adopt a resolution authorizing the Executive Director to write off Tenant Account Receivables for vacated tenants incurred by the OHA-managed public housing portfolio and deemed to be uncollectible for the period of March 1, 2022 – August 31, 2023, in an amount not to exceed \$96,669.78

DATE: September 25, 2023

Type: Consent 2023-890

RECOMMENDATION

This action will authorize the Executive Director to write off \$96,669.78 in Tenant Account Receivables (TARs) for vacated public housing tenants in the Authority-managed properties, Lockwood Gardens and Peralta Village, with balances that have been inactive or uncollectible for the period of March 1, 2022 – August 31, 2023.

FISCAL IMPACTS/CONSIDERATION

This request does not require an expenditure of funds. The write off amount of \$96,669.78 is included in the approved FY 2024 public housing operating budget in account 4570-00-000 Bad Debt - Tenant Rents.

BACKGROUND

The Department of Housing and Urban Development (HUD) *Financial Management Handbook 7475.1 Revised* states that as a matter of good business practice the Board of Commissioners, on the recommendation of the Executive Director, should periodically write off unpaid rent receivables owed to the Authority and determined to be uncollectable. Best practices of Generally Accepted Accounting Principles (GAAP) recommend that write offs of TARs typically should occur on an annual or semi-annual basis. The amounts written off are still owed to the Authority and the write off process does not hinder future collection activities.

The previous write off action approved by the Board of Commissioners to write off delinquent tenant accounts for vacated tenants occurred on April 25, 2022 for the period January 1, 2021 through February 28, 2022.

This proposed write off in the amount of \$96,669.78 includes twenty seven (27) vacated public housing tenants with balances from March 1, 2022 – August 31, 2023, averaging \$3,580.36 per tenant.

ACTION REQUESTED

Staff recommends that the Board of Commissioners approve the attached resolution authorizing the Executive Director to write off \$96,669.78 in Tenant Accounts Receivables deemed uncollectable for vacated tenants during the period March 1, 2022 – August 31, 2023.

Attachments:

[Board of Commissioners Write Off Detail](#)

[OPO Delinquent Account Write off Resolution](#)



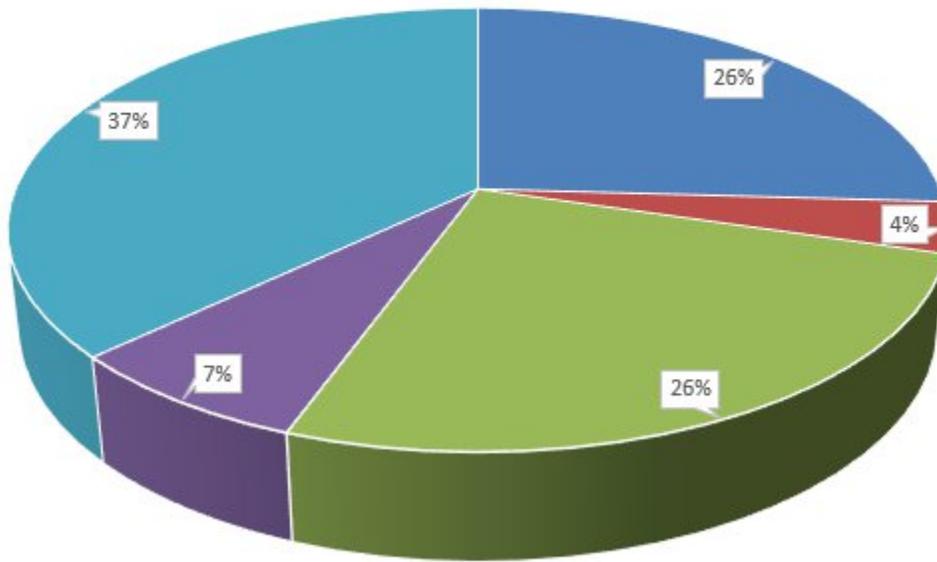
Oakland Housing Authority

Vacated Tenant Balance Write Off Request
September 25, 2023 Board of Commissioners Meeting

For The Period March 1, 2022 – August 31, 2023

Public Housing Write-Offs

■ Abandonment ■ Active in Legal ■ Deceased ■ N/A ■ Voluntary



AMP 104- Lockwood Gardens		
Unit	Tenant Number	Balance
120173	t0301800	\$ 11,847.00
120353	t0667264	\$ 2,595.00
120352	t0481002	\$ 10,614.00
120154	t0480156	\$ 119.00
120265	t0419100	\$ 27.00



Oakland Housing Authority

Vacated Tenant Balance Write Off Request September 25, 2023 Board of Commissioners Meeting

For The Period March 1, 2022 – August 31, 2023

120306	t0480719	\$ 4,509.99
120219	b0483882	\$ 5.00
120026	t0495695	\$ 3,689.19
120259	t0480804	\$ 146.00
120172	t0431228	\$ 1,367.00
120047	t0495043	\$ 191.00
120275	t0573839	\$ 1,968.00
120012	t0300293	\$ 50.00

Total \$ 37,128.18

AMP 108 Peralta Village		
Unit	Tenant Number	Balance
110267	t0458086	\$ 8,559.00
110202	t0436487	\$ 5,907.00
110368	t0316664	\$ 5,506.56
110189	t0433587	\$ 1,307.00
110044	b0572462	\$ 9,792.00
110123	t0444751	\$ 93.00
110034	t0482679	\$ 523.03



Oakland Housing Authority

Vacated Tenant Balance Write Off Request
September 25, 2023 Board of Commissioners Meeting

For The Period March 1, 2022 – August 31, 2023

110356	t0205221	\$ 4,683.00
110288	t0411060	\$ 3,669.00
110333	t0572251	\$ 12,606.00
110087	t0432729	\$ 69.01
110069	t0224810	\$ 2,433.00
110328	t0448981	\$ 1,891.00
110098	t0409462	\$ 2,503.00

Total \$ 59,541.60

Total \$ 96,669.78

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO WRITE OFF
\$96,669.78 IN TENANT ACCOUNT RECEIVABLES FOR VACATED TENANTS
INCURRED BY THE OHA-MANAGED PUBLIC HOUSING PORTFOLIO AND
DEEMED TO BE UNCOLLECTIBLE FOR THE PERIOD OF MARCH 1, 2022 –
AUGUST 31, 2023**

WHEREAS, it is Generally Accepted Accounting Principles (GAAP) and good business practice to write off uncollected accounts receivables on a regular basis; and

WHEREAS, the previous action approved by the Board of Commissioners to write off delinquent tenant accounts for vacated tenants occurred on April 25, 2022 for the period January 1, 2021- February 28, 2022; and

WHEREAS, from an accounting standpoint, the write offs reflect receivables for tenants who vacated public housing rental units and these receivables are not likely to be collected; therefore, these delinquent rents should not be counts as an asset or potential income by the authority; and

WHEREAS, this action will write off vacated tenant account receivables for the public housing properties for the period between March 1, 2022 – August 31, 2023; and

WHEREAS, the write off amount of \$96,669.78 consists of twenty seven (27) vacated public housing tenants with balances, averaging \$3,580.36 per tenant for the period March 1, 2022 – August 31, 2023; and

WHEREAS, the amounts written off will continue to be tracked on a separate ledger and collection efforts will continue to be made.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Executive Director is authorized to write off \$96,669.78 in Tenant Account Receivables for vacated tenants incurred by the OHA-managed public housing portfolio and deemed to be uncollectible for the period of March 1, 2022 – August 31, 2023; and

THAT, the Executive Director, on behalf of Oakland Housing Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing is a full, true and
correct copy of a resolution passed by the Commissioners of the
Housing Authority of the City of Oakland, California on September 25, 2023*

Secretary

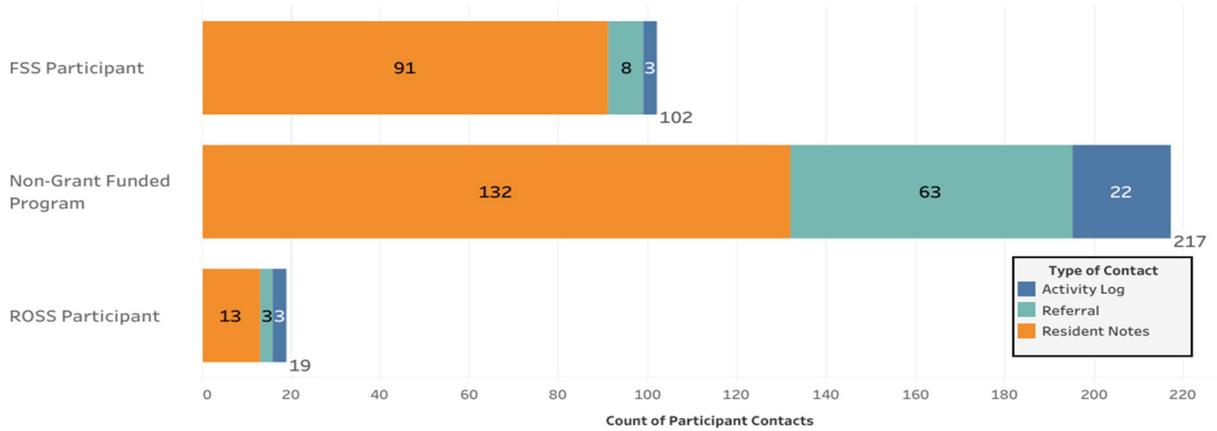
ADOPTED:

RESOLUTION NO.

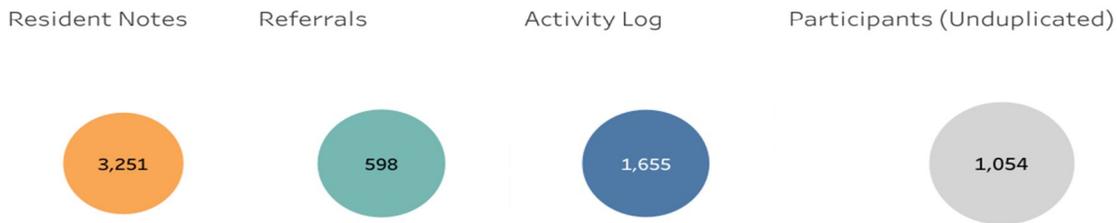
**Family & Community Partnerships Department
Oakland Housing Authority
Monthly Status Report
August 2023**

FCP Participant Encounters

Participant Encounters - August 2023



2023 YTD Participant Encounters



Family Self-Sufficiency

FSS Program Activities

FSS Activities	Residents
Quarterly Contacts	15
ITSP Review	7

Family Self-Sufficiency

Program	Total	New Enrollees	Escrow Accounts	Graduates	Escrow Disbursed	Termination or Exits	Escrow Forfeited
Section 8	184	14	98	0	\$0	0	\$0
PH	28	3	6	0	\$0	0	\$0
FUP-Youth	13	0	5	0	\$0	0	\$0
FYI	14	4	0	0	\$0	0	\$0
Total	239	21	109	0	\$0	0	\$0

- Fifteen FSS participant(s) were contacted to review and update their Individual Training Service Plans (ITSP) for program graduation.

Economic Development

Employment Support

Assistance Type	FSS	Section 3	General	TOTAL
Career Development	1	0	0	1
Financial Literacy	0	0	0	0
Resume/Cover Letter Writing	0	0	2	2
Employment Assessment & Application	1	2	6	9
Job Referral	0	0	4	4
Total	2	2	12	16

Hiring Events

Event	OHA Participants	Community Participants	Total
Oakland Private Industry Council (OPIC)	10	120	130

Partner Employers Appreciation Luncheon

FCP tabled at the OPIC job fair that was hosted at DeFremery Park with forty other employers recruiting for part-time and full-time positions. Ten (10) OHA residents were in attendance.



New Hires

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Company	Position
FSS	2	2	0	Admiral Security	Security Guard
General	9	5	4	ABC Security	Security Guard
				Allied Universal	Security Guard
				Allied Universal Security	Security Guard
				Oakland Unified School District	Teacher Assistant
				Safeway	Starbucks Assistant
				Safeway	Deli Clerk
				FedEx	Package Handler

				Allied Universal CareBuilders at Home	Security Guard Care Giver
Total	11	7	4		

Section 3

Trade/Position	Residents Working	Residents Searching	# of Requests	# of Positions	# Referred	Compliance Reports Issued
Carpentry	7	3	0	0	0	0
Cement Mason	1	0	0	0	0	0
Communication & Sound	0	0	7	0	0	1
Electrician	1	0	7	7	0	2
Iron Workers	0	1	0	0	0	0
Laborer	7	0	4	4	0	3
Painting	0	1	0	0	0	0
Plaster	0	0	0	0	0	0
Roofing	0	0	0	0	0	0
Sheet Metal	0	0	4	4	0	1
Sprinkler Fitter	0	0	0	0	0	0
Stocker Scraper	0	0	0	0	0	0
Total	16	5	22	15	0	7

Career Development and Training

Program	New Enrollment	Completed	Total
Guard Card	1	1	1
Total	1	1	1

Youth Employment: Lao Family Contract

Contract Year (6/1/2023-5/31/2024)

Participants	Enrolled this month	Enrolled in this contract term	Enrolled in Training	OJT Placements (Month)	OJT Placements (PTD)	College Enrollments
General	67	126	118	34	82	20
FYI	05	6	5	0	2	0
TOTAL	72	132	123	34	84	20

East Oakland Works (EOW) Jobs Plus Initiative

EOW Members	New Enrollments	Total Members
Members with JPEID	10	10
Members with FSS Escrow Accounts	2	2
TOTAL	12	12

East Oakland Works (EOW) Open House Launch Event

On August 31st, the Jobs Plus Program Initiative East Oakland Works (EOW) team facilitated its official program launch at Lockwood Gardens with several OHA residents, EOW program members, City and HUD officials with OHA leadership team. Twenty-one (21) were Lockwood Gardens residents of which thirteen (13) were EOW program members. This four-year program officially started on August 1, 2023, and is scheduled to end on July 31, 2027, with 2.7 million dollars of grant funds to assist Lockwood Gardens to become self-sufficient.

Lockwood families and EOW members got the opportunity to meet with OHA's Executive Director Patricia Wells, City of Oakland Mayor Sheng Thao, OUSD Superintendent Dr. Kyla Johnson-Trammell, HUD Field Director of Northern CA, Eduardo Cabrera, City of Oakland Councilmember from District 6 Councilmen, Kevin Jenkins, and the program core partners Oakland Private Industry Council (OPIC), Lao Family Community and Development, Oakland Adult & Career Education, and Cypress Mandela. The consistent message to residents heard throughout the event was that that people care about them, their families, and their community.



Each speaker conveyed the words of encouragement which was complimented with excitement that filled the jammed packed room.

EOW Support Services

The EOW Coordinator assisted a Lockwood Gardens resident to enroll in the PG&E Arrearage Management Plan (AMP) program to avoid getting her electricity shut off and possibility to get some of the account debt owed forgiven.



Homeownership

Homeownership Activities

Activities	Residents	YTD Total
Applicants		
Eligibility Review	19	
Approved for Mortgage	2	
Executed Contract/In Escrow	0	
Closing	0	2
Program		
Current	67	
Graduates	1	2
Terminations	0	1
Post-Purchase		
Post-Purchase Assistance	4	
Refinanced	0	0

***123 homes purchased since 2004**

- One (1) homeowner became self-sufficient and graduated the homeownership program due to zero HAP status.

Participants Pre-qualified for Homeownership (Lender Qualified)

Voucher Size	# Families Searching	Average Household Income	Average Loan Amount
2 Bedrooms	2	\$72,035	\$402,500

Resident Opportunities Self Sufficiency (ROSS)

ROSS Program

Program	ROSS Participants	New Enrollees (Month)	YTD (Exits)
Public Housing	135	0	12

- Three (3) annual program assessments were completed the ROSS Coordinator.
- Three (3) ROSS participants opted out of the program.

Youth and Education

Promise Plus Program coordinators updated forty-seven (47) Promise Plus families Success Plans and enrolled seventeen (17) new students.

Promise Plus Program

OUSD Schools	Previous Students Enrolled	New Enrollments	Total Enrollment
Prescott Elementary	17	0	17
Martin Luther King, Jr.	18	4	22
Lockwood Steam Academy	33	0	33
Markham Elementary	16	0	16
West Oakland Middle	27	5	33
Westlake Middle	4	0	4
Elmhurst Middle	7	4	11
Frick Impact Middle	21	4	25
McClymonds High	13	0	13
Oakland High	3	0	3
Fremont High	14	0	14
Castlemont High	13	0	13
Non-Partner Schools	59	0	59
Total	245	17	262

Support Services

- Forty-nine (49) Promise Plus families attended the back-to-school events at Peralta and Lockwood Gardens to pick up their children supplies for school. One hundred and twenty-four (124) Promise Plus students received their backpacks filled with school supplies complimented with grade-level books and forty-six (46) received a Chromebook to be ready for the first day of school.



- The Education coordinators attended their school sites back to school events and enrolled seventeen (17) new students into Promise Plus Program.



Senior Services

Senior In-Person Socialization

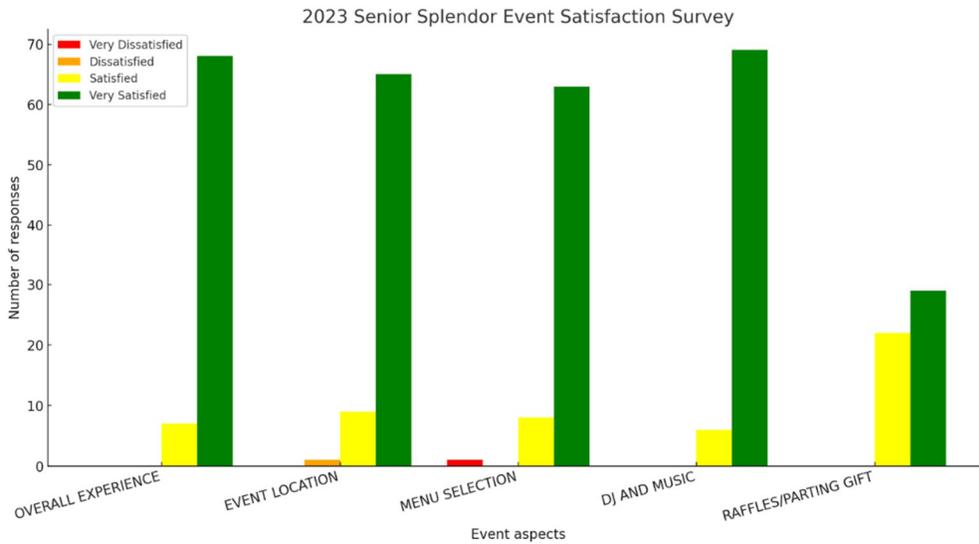
Senior Socialization Activities

<i>Activities</i>	<i>Residents</i>
Positioned for Purpose	6



Senior Service Activities

OHA held its 40th Annual Senior Splendor party at the Fairview Metropolitan Golf Links to celebrate OHA seniors. Over one hundred thirty-one (131) seniors and guests enjoyed a fun filled evening dancing, laughing and showcasing their evening attire while eating a five-course plated dinner. This year's splendor featured some classic cars, photo booths, live DJ jockey and concluded with a fashion show with the seniors were escorted by OHA to showcase their beautiful outfits. All attendees received a parting gift which included an OHA mug, notepad, and pen set. Attendees were surveyed at the end of the event and expressed high satisfaction with this year's Senior Splendor.



Special Programs

Foster Youth to Independence (FYI) Program Housing Workshop

Ten (10) FYI participants received housing search assistance which included housing listings, landlord communication coaching, and referrals for credit repair.

Housing Search Workshops

FCP hosted one (1) housing search workshops for any participant searching with an OHA voucher and two (2) FYI participants came and learned strategies to address barriers, market themselves to landlords, and find suitable listings.

Cleaning Kits**Household Cleaning Kits**

Participant Request	Issued
58	58

Family Unification Program (FUP) Youth**Family Unification Program (FUP) Youth**

Applicants	Current Participants	New Enrollments (Current Month)	Transitioned to FSS	Program Exits to Date	Program Enrollments to Date
0	7	0	13	11	31

Digital Inclusion**T-Mobile Tablet/Chromebook Distribution**

FCP Program	Tablets/Chromebooks (Month)	Program Total (YTD)
Education Initiative	46	73
Site Services	0	12
FSS	0	35
EOW	5	12
ROSS	0	4
General	0	1
Total	51	137

Health and WellnessFood Programs – DoorDash Home Delivery Pantry

- In collaboration with the Alameda County Community Food Bank, FCP conducted one (1) home delivery pantry in partnership with DoorDash to delivered food bags to elderly and disabled residents who cannot come to OHA's onsite food pantries. FCP received a donation of seventy-five (75) bread loaves from Semi Freddi's to compliment the pantry bags.

Food Assistance

	Peralta Village	Lockwood Gardens	DoorDash Pantry	Total
Food bags provided	0	0	75	75
Residents served	0	0	143	143

Civic Engagement

OHA Resident Advisory Board (RAB)

Resident Advisory Board (RAB)

Status	Residents	Non-OHA	Total
RAB Committee Meetings	3	0	3
RAB Meeting	9	0	9
Total	12	0	12

On August 9th, the Resident Advisory Board held its second hybrid meeting with with six (6) members in-person and several virtual along with OHA leadship team.



Three (3) RAB members attended the RAB debrief committee meeting.

Peralta Village “Back to School” Block Party

FCP held its annual back-to-school block party to promote community engagement with OHA families and the community. Two hundred and eighty-eight (288) OHA residents engaged with FCP & OAHPI staff and our community partners to learn how to access available resources, apply for employment or to learn about OHA resident services. Community partners included the West Oakland Health Council, Alameda Alliance, West Oakland Job Resource Center, Alameda County Public Health, La Clinica, CareBuilders at Home, Women’s Cancer Research Center, Goodwill, United States Postal Service, Safeway, Nibbi Bros, Oakland Public Library, and Inspiring Communities.



Leased Housing Briefings

In collaboration with Lease Housing, FCP staff participated in the briefing voucher presentations.

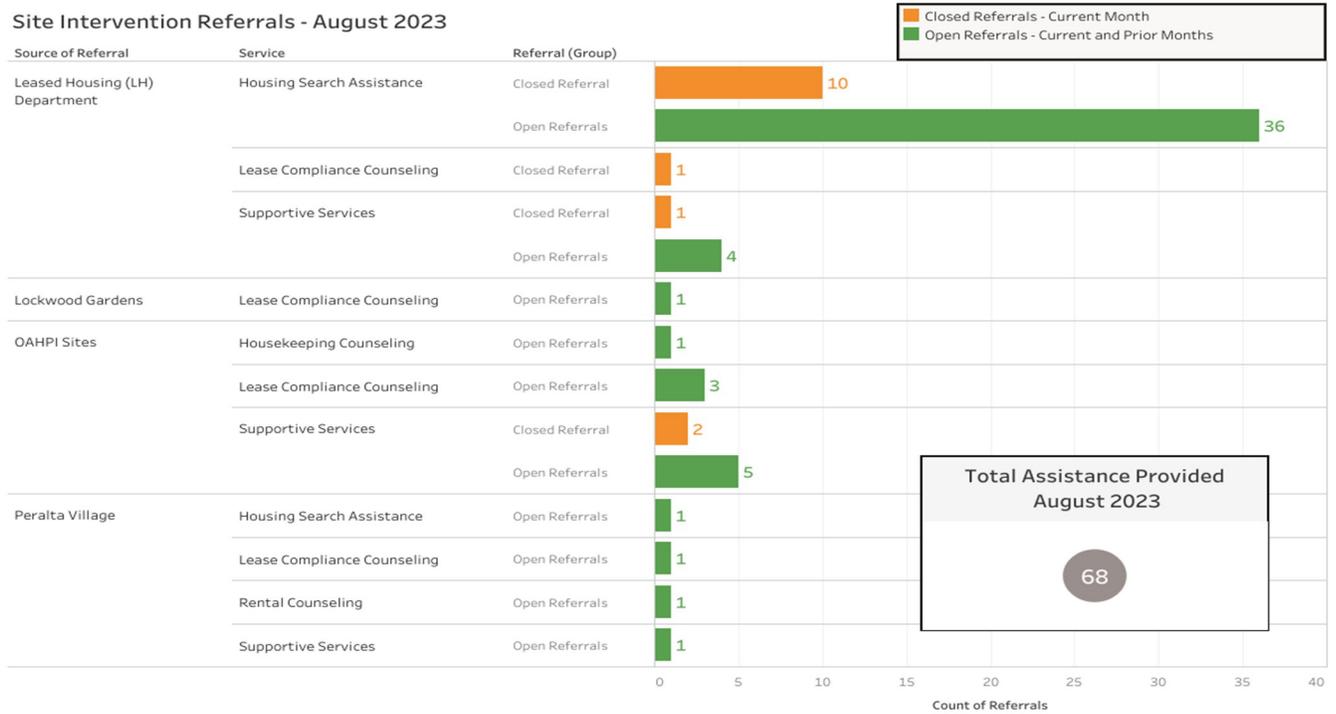
Briefing Type	# of Meetings	Residents
HCV	4	19
PBV	2	15
FYI	2	6
Total	8	40

Site Intervention**Site Meetings**

FCP hosted site meetings in partnership with OAHPI, OHAPD, and the Green Team.

AMP	# of Meetings	Residents
AMP 9	0	0
AMP10	3	6
AMP 11	5	13
AMP 12	4	21
AMP 13	1	2
AMP 14	0	0
Total	13	42

Site Intervention Referrals - August 2023



2023 YTD Summary

Referrals Opened

265

Referrals Closed

245

National Night Out 2023

FCP partnered with OPO, OAHPI, Asset Management, and OHAPD staff to promote community engagement and outreach FCP programs and services throughout the city in OAHPI, and at our 3rd party managed properties.

AMP	# of Site Parties
AMP 4	2
AMP 8	1
AMP 9	1
AMP 10	1
AMP 11	3
AMP 12	3
AMP 13	2
AMP 14	1
3 rd Party	2
Total	16

OHA Sites 2023 National Night Festivities Photos



Leased Housing Department- August 2023 Report

2011 Housing Choice Voucher Waitlist

There are a total of **303** applicants on the waitlist. Staff is developing the outreach plan for exhausting this waitlist and offering housing to those households that remain on the list. The final push will begin in September and will include staff from the Family and Community Partnerships team to offer housing search assistance and support. OHA has reconciled its purged records for a final applicant list.

Virtual briefings FY23

IE Virtual Briefing Dates	# of families invited	# of families attended
July 2022	76	67
August 2022	30	33
September 2022	30	24
October 2022	56	48
November 2022	62	51
December 2022	36	35
January 2023	62	55
February 2023	44	46
March 2023	38	39
April 2023	48	40
May 2023	56	55
June 2023	44	34
July 2023	63	51
August 2023	83	75

OAHPI Intake FY23

Intake date	# of families invited	# of families attended	# of families removed from Waitlist	# Referred pending TSV/leasing
July 2022	210	0	0	43
August 2022	0	128	0	38
September 2022	0	0	0	21
October 2022	0	0	6	1
November 2022	0	0	1	14
December 2022	83	21	63	5
January 2023	0	0	0	6
February 2023	205	104	25	27

March 2023	0	0	0	4
April 2023	91	19	72	4
May 2023	0	0	0	0
June 2023	0	0	0	0
July 2023	0	0	0	43
August 2023	0	0	0	38

PBV to HCV Activity

- Thirty-Five families remain on the Request List. Staff anticipates conducting outreach to the families on this list to confirm their continued interest and possibly offer search vouchers during the next quarter.

2014 Public Housing Wait List

Intake date	# of families invited	# of families attended	# of families removed from waitlist	# Referrals pending TSV/leasing
July 2022	0	0	0	0
August 2022	0	0	0	3
Sept 2022	0	0	0	4
October 2022	99	11	36	3
November 2022	121	17	95	12
December 2022	0	0	0	4
January 2023	0	0	0	4
February 2023	0	0	0	7
March 2023	0	0	0	3
April 2023	0	0	0	17
May 2023	0	0	0	0
June 2023	0	0	0	0
July 2023	0	0	0	1
August 2023	0	0	0	1

Summary Report

July 2023

August 2023

Eligibility

Waitlist Activities and Port-in

• Intake appointments scheduled 2011 HCV waitlist	0	0
• Intake appointments attended 2011 waitlist	0	0
• Briefing and vouchers issued for applicants from 2011 wait list and Mainstream	0	0

• Intake, Briefing and voucher issued for Port-In and Survivor vouchers FUP	19	19
OHA-managed Project-Based Vouchers and Tenant Protection Vouchers		
• Relocation vouchers issued for OAHPI Households	0	0
Special Programs (including non-MTW)		
Intake, briefing and voucher issued:		
• HUD VASH	5	4
• Mod Rehab/S+C	0	0
• Intake, briefing: Local Programs/ PACT	0	0
Public Housing and OAHPI Eligibility:		
• Referred Households	0	6
Total new vouchers issued (tenant & unit based)	18	16
Denial of Admission/Withdrawals	3	8
<u>Owner Services</u>		
Initial Inspections		
• Move-in inspections	179	175
• Passed Inspections	92	73
• New contracts (new, transfer, port-ins)	83	149
Rent Increases		
• Rent increases requested	484	466
• Rent increases approved	391	255
• Rent increases denied/declined	10	14
• Rent increases pending review/HQS	67	191
Annual Inspections		
• Total number of Annual Inspections performed	700	916
• Number of annual inspections passed	356	465
• Failed with owner and tenant items	214	258
• Inspections rescheduled, vacant, or canceled	19	33

• No Shows	111	160
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Reasonable Accommodations

• Total number of requests received	33	60
• Total number approved	10	4
• Total number pending	30	50
• Total number denied	6	6

Occupancy

• Total annual recertification scheduled	414	397
• Total annual recertifications completed	324	272
• Total interim recertifications completed	219	301
• Transfer voucher within Oakland	47	53
• Portability vouchers issued	37	34
• Total no. of transfer vouchers issued	98	87
• Total no. of Decisions to Terminate Assistance	17	20
• Total Meet & Discuss appointments	14	6
• Resolution cases	200	269

Special Programs

• Interims completed	88	83
• Recertification completed	134	119
• Field recertifications	0	0
• Transfer port vouchers issued	0	8
• Resolution cases	50	82

Program Terminations

• Informal Hearings held	0	0
• Termination upheld	0	0
• Termination reversed	0	0
• Pending outcome	0	0
• Requests for Executive Review	0	0
• ER Termination upheld	0	0
• ER Termination reversed	0	0
• ER Outcome pending	0	1

Customer Service

• Walk in visitors	1036	1213
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• 1540 Leased Housing main phone line	2473	3066
• Avg. calls/day to Customer Service	137	146

LEP Calls

• Cantonese/Mandarin	52	35
• Spanish	18	19
• Vietnamese	06	02

Leased Housing Department Special Programs and Initiatives:

VASH

OHA has a total allocation of 526 VASH vouchers and 264 leased. OHA received 6 new referrals. OHA approved a conditional award of 18 vouchers to the Lake Park/EAH affordable housing project, 8 vouchers were awarded to 285 12th Street/EBALDC and 19 vouchers to 2700 International Blvd/Unity Council.

Mainstream

OHA's allocation for Mainstream vouchers (MS5/MS28) is 212; 183 utilized and 6 searchers. OHA has 23 Mainstream vouchers to issue and lease-up.

On December 19, 2022, OHA was awarded 50 additional vouchers and \$957,456 voucher funding and \$131,000 in Extraordinary Administrative fees. The Effective date was February 1, 2023.

Confidential Client Request (CCR) Policy

The purpose of this policy is to ensure OHA and OAHPI are in compliance with the provisions of the Violence Against Women's Act (VAWA) and to describe the procedures for processing VAWA and the Threat of Physical Harm requests, timely, effectively, fairly, and to maintain confidentiality. OAHPI PBV is recommending amending its transfer policy to allow a 5 to 1 ratio. For every five applicants housed, one transfer will be approved. If determined an imminent threat exists, OHA will offer transfer to vacant and available 3rd party PBV unit or if available a Housing Choice Voucher. The goal is to fill vacant available units with applicants in need of affordable housing on the existing OAHPI waitlist and not simply transfer internal housed residents. The Leased Housing Department received 12 CCR's for review and processing.

Portability

A total of 22 participant households ported in from other PHA's. OHA is absorbing all port in households except VASH and EHV.

There are 42 unabsorbed OHA participant families living in the jurisdiction of another housing authority. The majority are living in the following jurisdictions: Contra Costa County, Alameda County, City of Alameda, Berkeley, and Richmond.

The Housing Authority of Alameda County and Contra Costa Housing Authority are absorbing all port in program participants. OHA has a MTW activity that restricts portability to neighboring PHA's within 30 miles of OHA unless the receiving PHA is absorbing the voucher or family has one of 11 exceptions. Exceptions include emergency VAWA cases, employment, reasonable accommodations and educational needs.

Emergency Housing Vouchers

The Department of Housing and Urban Development (HUD) allocated \$5 billion in American Rescue Plan (ARP) funds for emergency housing vouchers that will assist individuals and families who are experiencing or at risk of experiencing homelessness. The \$5 billion funding gives communities the resources needed to help eligible households find and remain in housing. HUD estimates that these Emergency Housing Vouchers (EHVs), alongside resources provided by the CARES Act, could help house 130,000 households nationwide.

In May 2021, HUD awarded the Oakland Housing Authority 515 EHVs. OHA will work in partnership with its local Continuum of Care, the Coordinated Entry System and other local Public Housing Authorities to advance and improve the housing outcomes of individuals most impacted in Alameda County.

In order to be eligible for an EHV, an individual or family must meet one of four eligibility categories:

- Homeless
- At risk of homelessness
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
- Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

The EHV program is a direct referral program. Alameda County Coordinated Entry will send direct applicant referrals for Emergency Housing Vouchers to OHA. OHA will conduct eligibility screening and inspect all units. OHA also received administrative fees for activities related to assisting EHV applicants with leasing units. OHA is working closely with Alameda County PHAs and the Continuum of Care to finalize a joint Memorandum of Understanding. OHA has convened an EHV work team who are collaborating with other local PHAs, County staff and a community partner to prepare a standardized application,

workflow and SOP's. HUD has also provided administrative fee funding for a number of activities to assist with leasing such as landlord incentives, security deposits, "speed" leasing bonus and care packages for new residents. The program launched late July 2021. The EHV dashboard is available on the website www.oakha.org.

Total Award	Total Leased/Utilized	Total Searching	Contracts Pending Activation	Applicants in Eligibility Screening/CBS
515	588	0	3	0

Owner Incentives

Per OHA's MTW plan, Leased Housing has launched four owner incentives: Vacancy Loss (Re-Rent Bonus), Pre-Qualifying inspections, Signing Bonus, and Owner Recognition and Unit Repair.

Vacancy Loss (Re-Rent Bonus)- Payment for up to two months HAP is offered to existing HCV owners if they re-rent a unit previously occupied by an HCV tenant to another HCV participant within two months of contract cancellation.

OHA paid \$35,701.00 in vacancy loss to 11 owners. Units had an average vacancy period of 90.9 days.

Pre-Qualifying Unit Inspections- A pre-qualifying unit inspection is offered to all HCV program owners to expedite the lease-up process and minimize delays or losses due to inspections. Inspections are not linked to a participant. Once a unit has passed, the owners will have up to 60 days to find a tenant for the unit.

OHA conducted 0 initial pre-inspection.

Signing Bonus - For new landlords who sign a contract with OHA allowing a voucher family to move into one of their available units, OHA will pay the owner a \$1,000 signing bonus. This is for all owners who sign a contract with OHA.

OHA paid 57 owners a \$1,000 bonus/\$57,000.

Apartment Repair Loan -OHA will reimburse owners up to \$2,250 for repairs made to fix Housing Quality Standard fail items on units that have never received HUD subsidy. The repairs must be verified by OHA. Once the Housing Assistance Payment (HAP) contract is signed and repairs are verified, OHA will reimburse the owner requests received within 30 days of HAP contract execution. This incentive launched in November 2021.

OHA paid five owners for a total of \$7,085.

New Contracts Entered for Owner Payment June 2023

PBV	36
HCV	91
HUD VASH	7
TRA/Shelter Plus	7
Mod Rehab	3
FYI/FUPF	5
Contracts Entered for Payment	149

Project Based Vouchers**Projects in the pipeline**

95th and International - The project sponsor received the Certificate of Occupancy in June 2023. OHA has executed the Master HAP Contract with an effective date of July 7, 2023. Staff will share information about the grand opening event once it is available.

Rent Increases

Leased Housing received 466 rent increase requests. There were 337 Housing Choice Vouchers completed. The average rate of increase was 11%, and the average amount approved was \$203.

Program Compliance Team

Program Compliance team is focused on the analysis, prevention, or remedial action, if necessary, to prevent or correct program noncompliance by participants and owners. Program Compliance staff works with all the Leased Housing teams as well as the Oakland Housing Authority Police Department and the Executive Office. The team conducted 6 client interactive/warning meetings, processed 18 owner notification letters, processed 19 late rent notices, resolved 59 resolution cases and processed 12 proposed termination notices. There were \$308 calculated in subsidy overpayments. The team is developing an owner notice explaining the status of state/federal emergency moratorium and City of Oakland eviction moratorium and resources for non-payment of rent to limit potential evictions and interim income adjustments.

Special Needs Housing

The Harrison Hotel is part of the County's Shelter Plus Care program subsidizing 46 units, reported 100% lease up for formerly homeless disabled residents. The County refers applicants to OHA for intake and unit inspections.

Local Programs**Sponsor Based Housing Assistance Program (SBHAP)**

The SBHAP initiative is a partnership with the City of Oakland to provide housing assistance to up to 180 households experiencing homelessness. This initiative leverages funding for supportive services as the City of Oakland funds providers who offer a variety of housing navigation and tenancy sustaining supports. The total FY 2023 budget is \$4,209,693.

The program can serve up to 180 households in FY23.

- a) Program Details - Services, Funders, Service Providers and Target Population
Total number of households to be served: **Minimum: 100, Maximum:180**

Oakland Housing Authority - OPRI Units		Min: 87 HH	Max: 180 HH	
Services/ Funder	# of HH Served Min - Max.	Target Population	Supportive Services Provider	Housing Services Provider
PATH: Community Housing Services	27-30	Encampments/ Shelter	Lifelong Medical St. Mary's Center Building Futures w/ Women & Children	Abode Services
Behavioral Health Care Services	18 - 20	Encampments/ Shelter: Homeless. Serious Mental Illness	Lifelong Medical	Abode Services
TBD	20-40	Community Cabins	ROOTS	ROOTS
Oakland Department of Violence Prevention (Formally known as Oakland Unite): Dept. of Human Services	25-30	Re-entry: Adult Probation & Parole	Abode Services	Abode Services
PATH: ESG & THP+ Funding	17-20	Homeless Youth Ages 18-24 who are homeless or at-risk of homelessness and exiting the foster care or	First Place for Youth	First Place for Youth

City of Oakland – HSD - CHS	20-40	juvenile justice system Families experiencing homelessness, at risk of homelessness or victims of domestic violence	Building Futures Women Children for &	Building Futures Women Children for &
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Building Bridges/CalWORKs

CalWORKs Building Bridges program provides a stable shallow housing subsidy (1-2 years) for Social Services Agency clients who are actively engaged in a plan to achieve self-sufficiency, specifically employable, formerly homeless CalWORKs clients. The BOC approved a new Contract term is 5 years. Costs to not exceed \$2,400,000 over the five-year term; with \$,480,000 budgeted annually. Contract execution is in process. Invoices are billed quarterly.

An average of 30 families per month will receive a rental subsidy equal to the fair market rent based on unit size from OHA. Reasons for denial: Incomplete information, client exited from Housing Support Program by County, client request, non-compliance with CalWORKs program, or no inspection requested or passed.

Available	Referrals received	Households subsidized	Households in eligibility process/inspection
30	0	23	7

Local Housing Assistance Program/Single Room Occupancy – LHAP/SRO

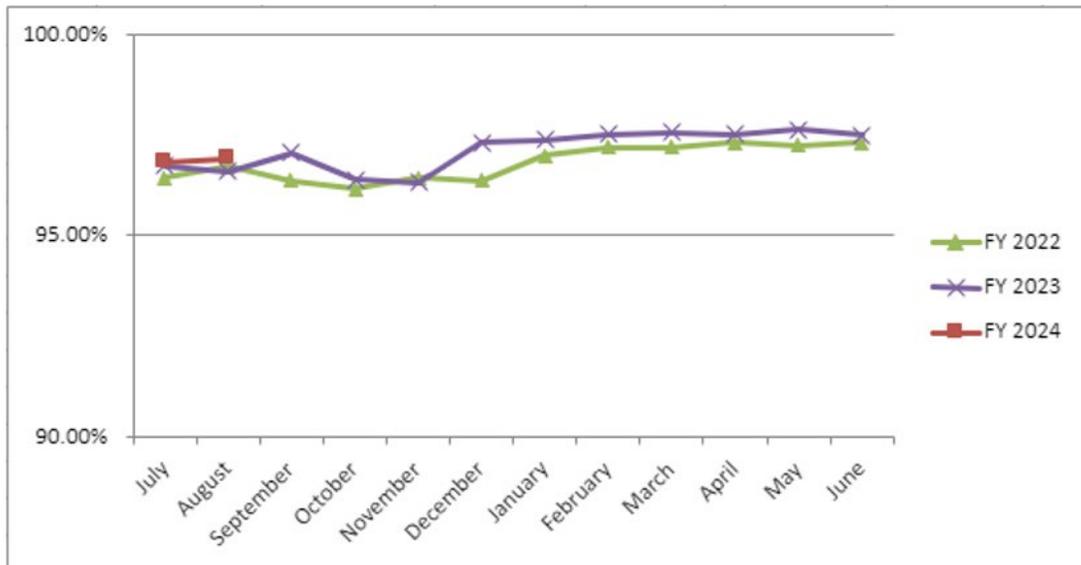
As of July 2023, TOTALS	Total Units	Vacant or Non-Eligible Units	Eligible Units	Subsidy Per Unit
	311	127	184	\$933

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Property Operations Department

Occupancy Report

Public Housing Occupancy Rates - TOTAL PORTFOLIO 96.91%



All Authority Public Housing Units

Month	Occupancy Rate
September 2022	97.06%
October 2022	96.38%
November 2022	96.31%
December 2022	97.30%
January 2023	97.38%
February 2023	97.51%
March 2023	97.56%
April 2023	97.51%
May 2023	97.64%
June 2023	97.50%
July 2023	96.84%
August 2023	96.91%

Authority Managed Public Housing Units

Development	Total Units	Non-dwelling Units/Exempt	Available Units	Occupied Units	Units in Turnover	Reserved Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
Lockwood Gardens	372	3	369	351	7	4	7	96.21%	95.12%
Peralta Villa	390	2	388	374	12	1	1	98.45%	96.39%
Total	762	5	757	725	19	5	8	97.36%	95.77%

OAHPI Project Based Section 8 Units

Portfolio	Total Units	Excluded Units (HCEB)	Available Units	Occupied Units	Down Units	Units in Turnover	Reserved Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
Deep East	278	10	268	245	11	4	2	6	92.54%	91.42%
East	258	0	258	222	12	4	4	16	89.92%	86.05%
Fruitvale	270	3	267	253	11	1	1	1	95.13%	94.76%
San Antonio	244	4	240	221	7	6	0	6	95.42%	92.08%
West	231	0	231	209	12	5	0	5	92.21%	90.48%
North	239	0	239	224	6	2	0	7	94.98%	93.72%
Total	1,520	17	1,503	1,374	59	22	7	41	93.35%	91.42%

OAHPI – PACT Program

Portfolio	Total Units	PACT Office	Program Units	Program Occupied Units	Employee Occupied Units	Down Units/CID	Units in Turnover	Application in process from ACSO	Reserved/Preleased Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
East	20	1	19	3	1	0	4	0	0	11	15.79%	15.79%

Recertification Report

Authority Managed Public Housing Units

Development	Completed Annual Recertifications	Recertifications/Outstanding	Recertifications/Legal	Current Month Backlog
Lockwood Gardens	9	7	0	7
Peralta Villa	17	4	1	3
Total	26	11	1	10

Tenant Rent Collections**Authority Managed Public Housing Units**

Development	Charged	Collected	Percent Collected
Lockwood Gardens	\$152,742	\$114,236	74.79%
Peralta Village	\$167,875	\$108,784	64.80%

OAHPI Project Based Section 8 Units (Includes HAP)

Portfolio	Charged	Collected	Percent Collected
Deep East	\$602,502	\$460,602	76.45%
East	\$571,571	\$455,138	79.63%
Fruitvale	\$645,827	\$557,215	86.28%
San Antonio	\$562,808	\$488,389	86.78%
West	\$508,700	\$452,958	89.04%
North	\$594,766	\$542,983	91.29%

Tenant Accounts Receivables**Authority Managed Public Housing Units**

Development	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Lockwood Gardens	\$102,257	\$260	\$84,310	\$974,051	(\$68,869)	\$1,160,878
Peralta Villa	\$102,453	\$0	\$74,107	\$654,835	(\$60,402)	\$831,396

* Includes Current and On-Notice Tenant Rent and Misc. charges.

OAHPI Project Based Section 8 Units Tenant Rent

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Deep East	\$115,064	(\$256)	\$104,227	\$1,593,028	(\$83,798)	\$1,812,063
East	\$112,254	\$0	\$100,887	\$2,114,693	(\$59,734)	\$2,327,834
Fruitvale	\$89,530	(\$164)	\$88,233	\$1,084,118	(\$82,287)	\$1,261,718
San Antonio	\$47,872	(\$2,028)	\$54,896	\$708,685	(\$91,027)	\$809,426
West	\$74,251	\$574	\$78,657	\$884,100	(\$89,270)	\$1,037,581
North	\$67,576	\$15,610	\$83,105	\$1,081,232	(\$164,051)	\$1,247,523

* Includes Current and On-Notice Tenant Rent and Misc. charges.

OAHPI Project Based Section 8 Units Housing Assistance Payments (HAP)

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total HAP Owed
Deep East	\$46,410	\$0	\$59,901	\$936,807	\$0	\$1,043,117
East	\$50,125	\$0	\$40,767	\$880,359	\$0	\$971,251
Fruitvale	\$39,329	(\$2,761)	\$26,626	\$731,126	(\$202)	\$794,320
San Antonio	\$71,138	\$1,504	\$30,542	\$831,548	(\$6,945)	\$934,732
West	\$53,772	\$891	\$44,121	\$1,023,795	(\$1,665)	\$1,120,914
North	\$52,851	\$1,261	\$41,680	\$952,725	(\$1,443)	\$1,048,517

* Current and On-Notice tenants only

Authority Managed Public Housing Units

Development	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Lockwood Gardens	\$644	\$0	\$644	\$121,067	(\$5,453)	\$122,355
Peralta Villa	\$3,303	\$0	\$3,820	\$96,916	\$1,994	\$104,039

*Past and Evicted tenants

OAHPI Project Based Section 8 Units Tenant Rent

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Deep East	\$0	\$688	\$3,844	\$566,108	(\$98,288)	\$570,641
East	\$0	\$0	\$1,923	\$359,392	(\$22,163)	\$361,315
Fruitvale	\$6,467	\$0	\$8,242	\$421,536	(\$23,907)	\$436,245
San Antonio	\$378	\$0	\$378	\$305,441	(\$12,646)	\$306,197
West	\$3,010	\$0	\$2,925	\$161,187	(\$26,065)	\$167,122
North	\$0	\$672	\$465	\$191,331	(\$25,375)	\$192,468

*Past and Evicted tenants

OAHPI Project Based Section 8 Units Housing Assistance Payments (HAP)

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total HAP Owed
Deep East	\$0	(\$378)	(\$1,507)	\$437,302	(\$8,487)	\$435,417
East	\$0	(\$284)	\$3,116	\$334,946	(\$13,171)	\$337,778
Fruitvale	\$0	\$0	\$0	\$182,038	(\$3,379)	\$182,038
San Antonio	\$2,422	\$0	\$2,422	\$182,554	(\$7,114)	\$187,398
West	(\$2,540)	(\$1,568)	\$529	\$188,591	(\$2,806)	\$185,012
North	\$3,250	\$0	\$3,250	\$236,220	(\$3,994)	\$242,720

* Past and Evicted tenants

Work Order Report

Work Order Report - Authority Managed Public Housing Units

Development	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Current Month Remaining Open WOs
Lockwood Gardens	372	210	235	212	233
Peralta Villa	390	57	238	230	65
Total	762	267	473	442	298

Work Order Report – OAHPI Project Based Section 8 Units

Portfolio	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Current Month Remaining Open WOs
Deep East	278	391	136	215	312
East	278	319	176	202	293
Fruitvale	270	87	228	199	116
San Antonio	244	130	177	158	149
West	231	336	229	296	269
North	239	319	196	233	282
Total	1,540	1,582	1,142	1,303	1,421

Legal Report**Legal Report – Authority Managed Public Housing Units**

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
September 2022	0	0	0	-
October 2022	0	0	0	-
November 2022	0	0	0	-
December 2022	0	0	0	-
January 2022	0	0	0	-
February 2023	0	0	0	-
March 2023	0	0	0	-
April 2023	0	0	0	-
May 2023	0	0	0	-
June 2023	0	1	1	-
July 2023	0	0	0	-
August 2023	0	0	0	-

Legal Report – OAHPI Project Based Section 8 Units

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
September 2022	0	0	0	-
October 2022	0	0	0	-
November 2022	1	0	1	21,655.00
December 2022	0	0	0	-
January 2022	0	0	0	-
February 2023	3	0	3	153,430.24
March 2023	2	0	2	36,682.23
April 2023	0	0	0	-
May 2023	1	0	1	8,765.19
June 2023	0	0	0	-
July 2023	0	0	0	-
August 2023	1	0	1	116,397.73

Resource Conservation Community Engagement and Outreach

Authority Managed Public Housing Units

Development	Site Assessments	Resident Contact	Flyer Outreach
Lockwood Gardens	2	20	351
Peralta Villa	7	305	374
Total	9	325	725

OAHPI Project Based Section 8 Units

Portfolio	# of Sites Visited	Site Assessments (includes multiple visits)	Resident In-Person Contact	Flyer Outreach	In-Person Site Meetings
Deep East	0	0	0	245	0
East	3	3	7	222	3
Fruitvale	15	15	14	253	5
San Antonio	2	2	4	221	1
West	5	5	17	209	5
North	2	2	7	224	2
Total	27	27	49	1,374	16

Emergency Rental Assistance Program

*Emergency Rental Assistance Program information is a cumulative summary of payments received

Emergency Rental Assistance - OAHPI Project Based Section 8 Units

Portfolio	Number of Residents Processed to Date	Assistance Processing	Number of Residents Paid to date	Assistance Received	Total Dollars
Deep East	31	\$0	20	\$194,304	\$194,304
East	13	\$0	6	\$49,368	\$49,368
Fruitvale	12	\$0	7	\$42,054	\$42,054
San Antonio	35	\$0	20	\$126,241	\$126,241
West	23	\$0	15	\$127,436	\$127,436
North	28	\$0	19	\$114,755	\$114,755

Emergency Rental Assistance – Authority Managed Public Housing Units

Portfolio	Number of Residents Processed to Date	Assistance Processing	Number of Residents Paid to date	Assistance Received	Total Dollars
Lockwood Gardens	77	\$0	17	\$95,966	\$95,966
Peralta Village	54	\$0	46	\$164,052	\$164,052

**Additional Rental Assistance Resources
OAHPI Project Based Section 8 Units**

Portfolio	Alameda County	BACS	City of Oakland	EDC	Total Dollars
Deep East	\$0	\$3,233	\$3,146	\$10,512	\$16,891
East	\$0	\$10,467	\$0	\$6,648	\$17,115
Fruitvale	\$0	\$0	\$1,623	\$15,563	\$17,186
San Antonio	\$4,785	\$0	\$10,789	\$14,473	\$30,047
West	\$2,604	\$32,290	\$2,062	\$47,167	\$84,123
North	\$0	\$10,796	\$7,238	\$0	\$18,034

**Additional Rental Assistance Resources
Authority Managed Public Housing Units**

Portfolio	Alameda County	BACS	City of Oakland	EDC	Total Dollars
Lockwood Gardens	\$0	\$0	\$9,937	\$0	\$9,937
Peralta Village	\$0	\$562	\$7,238	\$0	\$7,800



Oakland Affordable Housing Preservation Initiatives

Oakland Affordable Housing Preservation Initiatives

Fiscal Year 2023 Capital Improvements Department Accomplishments

- Four seismic retrofits
 - 1246/ 1248 E 34th St 10 units, all 3 bedroom
 - 541 29th St. 5 units, all 3 bedroom
 - 368 62nd St. 5 units, all 3 bedroom
 - 676 Fairmount 6 units, all 3 bedroom
- 1246-48 E 34th St. Full exterior and site rehabilitation
 - 10 units, all 3 bedroom
- 6650-6656 Laird Ave. exterior and site improvements
 - 8 units total
 - 6 - 2 bedroom units
 - 2 - 3 bedroom units
- exterior and site improvements 50 percent complete
 - 6309 Baker St. 6 units, all 3 bedroom
 - 9606- 9514 Birch St. 10 units, all 3 bedrooms
- Four roof replacements
- 23 full interior under slab and/or exterior sewer replacements
- Six full deck/rail renovation projects
- 89 Full unit Modernizations

6650-6656 Laird Ave.





Oakland Affordable Housing Preservation Initiatives

Oakland Affordable Housing Preservation Initiatives

Fiscal Year 2023 Capital Improvements Department Accomplishments

6650-6656 Laird Ave. (Cont.)



1246- 1248 E 34th Street Before and After

Before





Oakland Affordable Housing Preservation Initiatives

Oakland Affordable Housing Preservation Initiatives

Fiscal Year 2023 Capital Improvements Department Accomplishments

1246- 1248 E 34th Street After



1900 Commerce and 3025 Martin Luther King Jr. Way Decks and Railings After



Oak Groves Rehab - OHA/RAMP Development



Oak Groves is an acquisition/rehabilitation low-income housing tax credit, tax exempt bond project for 151 units of formerly public housing for low-income seniors in two buildings in downtown Oakland.

Project Description:

<i>Project Address:</i> 620 17 th St. & 570 16 th St.	<i>Affordability Targeting:</i> 30-60% of AMI
<i>Project Type:</i> Acquisition/Rehabilitation	<i>Architect:</i> Okamoto-Saijo Arch.
<i>Number of Units:</i> 151	<i>General Contractor:</i> BBI Construction Inc.
<i>PBVs:</i> 149	<i>Property Management:</i> John Stewart Co.
<i>Target Population:</i> Low-Income Seniors	<i>Total Development Cost:</i> \$86.4MM

Permanent Funding Sources:

• Tax Exempt Perm Loan: \$23,600,000	• OHA Ground Lease Loan \$599,901
• Seller Carryback Loan: \$34,400,000	• Release of Forward Commit. Fee: \$472,000
- Accrued/Deferred Interest: \$1,729,173	• Deferred Developer Fee: \$7,878,529
• OHA Sponsor Loan \$15,000,000	• GP Equity \$100
	• Tax Credit (LP) Equity \$46,003,264

OHA Board Authorizing Resolutions:

- No. 4696, 07/25/16: Okamoto-Saijo Architecture Contract
- No. 4728, 07/27/17: BBI General Contractor Contract
- No. 4743, 04/03/17: Overland Pacific & Cutler Relocation Contract
- No. 4767, 08/28/17: HUD Section 18 Disposition and PBV Award
- No. 4801, 04/09/18: Okamoto-Saijo Architecture Budget Increase
- No. 4803, 06/04/18: BBI General Contractor Contract Amendment
- No. 4837, 09/24/18: OHA as Development Partner and Option to Lease Land & Improvements
- No. 4838, 09/24/18: Creation of New OAHPI Development Corporation
- No. 4848, 02/11/19: Section 18 Disposition and Financing and Withdrawal of OHA Development LLC from Partnership
- No. 4869, 05/13/19: Substitute RAMP for OAHPI in RHI Oak Groves LLC and Execute County Environmental Land Use Covenants
- No. 4880, 07/22/19: Amend Resolution 4848 to Update Financing
- No. 4890, 10/14/19: OHA as Co-Guarantor with RAMP and Unit Count Confirmation
- No. 4898, 12/09/19: Add California Bank & Trust as Co-lender
- No. 4899, 12/19/19: Amend Resolution 4898 to Remove California Bank and Trust as Co-lender and Reapprove US Bank as Sole Lender

Affiliate Board Authorizing Resolutions:

- No. 19-001, 07/09/19: Secure Financing
- No. 19-002, 07/09/19: Secure Financing, Implement Rehabilitation, and Act as Guarantor-Developer
- No. 19-003, 10/22/19: Amendment to Resolution No. 19-001 to Clarify Existing Guarantee Obligations, have OHA Act as Co-Guarantor until Environmental Closure, to Authorize Patricia Wells to Execute Documents Previously Executed by Eric Johnson, and to Confirm the Unit Count
- No. 19-004, 10/22/19: Amendment to Resolution No. 19-002 to Clarify Existing Guarantee Obligations, have OHA Act as Co-Guarantor until Environmental Closure, to Authorize Patricia Wells to Execute Documents Previously Executed by Eric Johnson
- No. 19-005, 10/22/19: Enter into Assignment & Assumption Agreement with OHA for Relocation Contract and Amend Contract to Add Moving Services
- No. 19-006, 10/09/19: Partnership Co-lender Bifurcation
- No. 19-007, 10/09/19: Add California Bank & Trust as Co-Lender and Bifurcate Construction/Permanent Loan Using Two Promissory Notes - one Recourse to RAMP and the Partnership and one Non-recourse
- No. 19-008, 12/09/19: Amend No. 19-005: Amend Relocation Contract, Secure Temporary Housing with Extended Stay America, and Contract with Chipman Movers
- No. 19-009, 12/19/19: Amend No. 19-006: Re-approve US Bank as Sole Lender and Remove California Bank & Trust as Co-lender
- No. 19-010, 12/19/19: Amend No. 19-007: Re-approve US Bank as Sole Lender and Remove California Bank & Trust as Co-lender
- No. 20-003, 05/05/20: Barbara Sanders Project Management Services Contract
- No. 22-011, 07/22/22: Amend No. 20-003: Increase Budget of Barbara Sanders Project Management Services Contract
- No. 23-003: 04/24/23: Amend No. 22-011: Increase Budget and Extend Term of Barbara Sanders Project Management Services Contract

Approved OHA/Affiliate Funding:

RAMP: \$100 GP Equity

Disbursements to Date:

\$100 GP Equity

Current Project Status: Work is complete on Oak Grove North and Oak Grove South.**Construction Progress:**

% Complete: 100%

New Hires:

Number of New Hires: 161

Number of Section 3 Hires: 47

% Section 3: 29.19%

Construction Contract Status:

Original Contract Amount \$44,117,725

Approved Change Orders \$ 5,803,671

Final Contract Amount \$49,921,396**Milestones Completed:**

- Project converted to permanent financing on 3/16/23.
- Project audited cost certification completed on 5/4/23.

Oak Grove North

- The building is complete and fully occupied
- LIHTC 8609 / Placed In Service approval is pending

Oak Grove South

- The building is complete and fully occupied
- LIHTC 8609 / Placed in Service approval is pending

Harrison Tower – OHA/RAMP Development



Harrison Tower, a 101-unit senior public housing development, was approved for a Section 18 Disposition by HUD in July 2018. This approval will allow the property to be refinanced utilizing tax-exempt bonds, conventional debt, and low income housing tax credits to modernize all building systems and renovate the 100 senior apartments and one (1) manager's unit.

In addition to substantially rehabilitating all residential units, the 3rd floor residential amenities and property management/ services offices will be reconfigured and updated, and seismic upgrades will be performed throughout the building which will include the garage and the Authority's offices on the 1st and 2nd floors.

Project Description:

<i>Project Address:</i> 1621 Harrison Street	<i>Affordability Targeting:</i> 50% AMI or less
<i>Project Type:</i> Rehabilitation	<i>Other Uses:</i> OHA Headquarters
<i>Number of Units:</i> 101	<i>Architect:</i> Saida +Sullivan Architects
<i>PBVs:</i> 100	<i>General Contractor:</i> To be determined
<i>Target Population:</i> Seniors	<i>Property Management:</i> To be determined
	<i>Total Development Cost:</i> \$86.4M (includes \$30.1M Seller Carryback Loan)

Targeted Permanent Funding Sources:

- Conventional Mortgage
- Project Based Section 8
- Tax Credit (LP) Equity
- GP Equity
- OHA Loan
- OHA Seller Carryback Loan
- Deferred Developer Fee

OHA Board Authorizing Resolutions – None to date

Affiliate Board Authorizing Resolutions:

- OAHPI No. 19-006, 5/31/19: Arch. and Engineering Contract with Saida + Sullivan Design Partners
- OAHPI No. 20-001, 5/5/20: Construction Manager contract with Buis Construction Services, Inc.
- OAHPI No. 20-009, 10/19/20: First Amendment to Saida + Sullivan Design Partners Contract
- OAHPI No. 21-002, 2/9/21: Relocation Consultant Contract with Overland Pacific & Cutler
- OHA No. 5137, 1/23/23: Approve and Adopt Harrison Tower Relocation Plan

Approved OHA/Affiliate Funding:

\$2,100,000 in FY24 OHA Budget

Disbursements to Date:

\$1,223,103

Current Project Status:

Predevelopment: Resident relocations are ongoing. As of September 7, 2023, twelve (12) residents have completed their relocations, six (6) residents are pending final processing, and the remaining two (2) residents of the first batch of 20 HUD-approved TPV voucher holders are actively searching for housing. The nonlinear structural engineering analysis and updated structural engineering plans are nearly complete. The architect and MEP engineer are working to update their plans to accommodate the changes and work out any plan conflicts with the structural team.

Milestones Completed Past Month: Predevelopment activities are ongoing.

Partnerships with Nonprofit Developers

Brooklyn Basin Master Plan

The Authority, in partnership with the City of Oakland and MidPen Housing, is engaged in developing 465 units of affordable housing for low-income families and seniors as part of the Brooklyn Basin master planned community.

The Brooklyn Basin project (formerly known as “Oak to Ninth”) is a large scale, master planned community on a formerly-industrial site along Oakland’s waterfront. The site is approximately 64 acres of waterfront property off Embarcadero Road and 10th Ave.

When complete, the project will include up to 3,100 residential units (including the 465 affordable rental units), 200,000 square feet of commercial space, approximately 32 acres of parks and public open space, two renovated marinas (170 boat slips), and an existing wetlands restoration area. The master developer is Zarsion-OHP I, LLC (ZOHP) whose principal local partner is the Signature Development Group.

The City of Oakland acquired Parcels A and F from ZOHP for the purpose of developing the 465 affordable units of affordable housing. The Authority acquired a 50% share of Parcels A and F on October 19, 2017, for \$10 million. Four distinct projects are planned for these properties. Projects 1, 2 and 3 are described in detail below. Project 4 is expected to break ground in the second quarter of 2022.



BROOKLYN BASIN ILLUSTRATIVE PLAN

Brooklyn Basin, Project 3 Partnership with MidPen Housing Corp.



*Project 3 (named **Foon Lok West**) on Parcel A will include 130 units for very low-income families and formerly homeless persons.*

Photo: Main entrance to Foon Lok West with newly installed public art bike racks designed by Civic Design Studio.

Project Description:

<i>Project Address:</i> 311 9 th Avenue	<i>Affordability Targeting:</i> 20-60%
<i>Project Type:</i> New Construction	<i>Other Uses:</i> None
<i>Number of Units:</i> 130	<i>Architect:</i> HKIT Architects
<i>PBVs:</i> 65	<i>General Contractor:</i> Nibbi Brothers
<i>Target Population:</i> Very low-income families and formerly homeless individuals and couples	<i>Property Management:</i> MidPen
	<i>Total Development Cost:</i> \$102.3M

Permanent Funding Sources:

• OHA Acquisition Funds (included in City loan)	• Alameda County A1 Funds	\$9,698,000
• SF Federal Home Loan Bank AHP \$1,290,000	• Tax Credits – Wells Fargo	\$50,907,000
• CA HCD – No Place Like Home \$5,500,000	• General Partner Equity	\$110,000
• City of Oakland \$12,442,000	• Permanent Mortgage – CA Community Reinvestment Corporation	\$19,970,000

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding:

MTW: \$10,000,000 Land Acquisition

Disbursements to Date:

\$10,000,000

Current Project Status:

The Temporary Certificate of Occupancy was issued on 5/9/22. As of August 17th, the project is 100% leased and MidPen successfully converted all financing to permanent on March 24, 2023.

Construction Progress:

% Complete:	100.00%
% Complete last Month:	100.00%
Start Date	7/30/20
Scheduled Completion Date	4/30/22
Actual Completion Date:	5/9/22

New Hires:

Number of New Hires:	316
Number of Section 3 Hires:	35
% Section 3:	11.08%
% Local Residents:	43.99%
% Local Apprentices:	48.18%

Milestones Completed Past Month:

TCO received on 5/9/22 and the final permit card sign off was received on 7/6/22. MidPen received the Final Certificate of Occupancy on 12/8/22. MidPen successfully converted all construction financing to permanent and closed on the CA HCD No Place Like Home funding on March 24, 2023. The LIHTC Placed in Service and 8609 approvals are pending.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain.

Project was completed within the approved contract completion date but nine (9) days later than the original schedule. As of 8/1/22, project is within budget.

Brooklyn Basin, Project 4 Partnership with MidPen Housing Corp.



*Project 4 (named **Foon Lok East**) on Parcel A will include 124 units for very low-income families and formerly homeless persons.*

Photo: Foon Lok East, taken 6/1/23

The completed Foon Lok West on the right of the photograph; the Embarcadero and 880 Freeway are on the left.

Project Description:

Project Address: 389 9th Avenue
Project Type: New Construction
Number of Units: 124
PBVs: 61
Target Population: Very low-income families, formerly homeless individuals and couples

Affordability Targeting: 20-60%
Other Uses: None
Architect: HKIT Architects
General Contractor: Nibbi Brothers
Property Management: MidPen
Total Development Cost: \$109.7M

Permanent Funding Sources:

- OHA Acquisition Funds (included in City loan
- City of Oakland
- CA HCD – No Place Like Home (homeless funding)
- CA HCD – California Housing Accelerator Program
- General Partner Equity
- Permanent Mortgage – Century Housing

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding:

MTW: \$10,000,000 Land Acquisition

Disbursements to Date:

\$10,000,000

Current Project Status:

Elevator installation work on track for an October 11th inspection; exterior stucco and Nichiha siding installation on Embarcadero nearing completion; exterior work on 8th Avenue to begin next week; interior FFE installation throughout is on schedule; solar PV panels 100% installed, connections to inverters continues; project on schedule to achieve substantial completion by 2/12/24; marketing plan under review by City, County and OHA; applicant outreach and marketing to begin first week of October.

Construction Progress:

% Complete: 77.07%
 % Complete last Month: 68.88%
 Start Date: 6/6/22
 Projected Completion Date: February 2024
 Actual Completion Date: TBD

New Hires:

Number of New Hires: 192
 Number of Section 3 Hires: 44
 % Section 3: 22.92%
 % Local Residents: 27.60%
 % Local Apprentices: 40.32%

Milestones Completed Past Month: Closed all construction financing on 5/27/22. Contractor mobilized and started site work on 6/6/22.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain.

Project is still under construction.

285 12th Street – Partnership with EBALDC



Construction of a new 65-unit affordable housing building on a former parking lot at 12th and Harrison Street Downtown Oakland.

Project Description:

<i>Project Address:</i> 285 12 th Street	<i>Affordability Targeting:</i> 20%-70% AMI
<i>Project Type:</i> New Construction	<i>Other Uses:</i> 3,500 sq. ft. commercial
<i>Number of Units:</i> 65	<i>Architect:</i> David Baker Architects
<i>PBVs:</i> 16 PBVs, 8 HUD-VASH PBVs	<i>General Contractor:</i> Roberts-Obayashi Corp.
<i>Target Population:</i> Low-income families, 7 special needs units	<i>Property Management:</i> EBALDC
	<i>Total Development Cost:</i> \$69.3M
	<i>Placed in Service Date:</i>

Targeted Permanent Funding Sources:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Tax Credit Investor Equity • Permanent Hard Loan • OHA Land Purchase • General Partner Equity • Deferred Developer Fee | <p><i>Soft Loans & Grants</i></p> <ul style="list-style-type: none"> • OHA Loan • Multifamily Housing Program (MHP) • Infill Infrastructure Grant (IIG) |
|--|--|

OHA Board Authorizing Resolutions:

- Reso. No. 4881, 9/22/19: Land purchase and soft loan in combined amount not to exceed \$12,000,000. Conditionally awarded 16 Project-Based Section 8 Vouchers.
- Reso. No. 4992, 8/23/21: Acquisition bridge loan not to exceed \$7,265,880.
- Reso. No. 5089, 6/27/22: Conditional award of 8 HUD-VASH Project-Based Vouchers.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$12,000,000 for land purchase and loan

Disbursements to Date:

\$7,091,979

Current Project Status:

Predevelopment – EBALDC is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. EBALDC applied for MHP and IIG funding in the 2023 HCD Super NOFA. EBALDC is evaluating options for value engineering in an effort to reduce the project’s financing gaps and improve the cost containment components of the Super NOFA and CDLAC tax exempt bond tiebreaker scores. If the Super NOFA application is successful, the project would apply to CDLAC for bonds and 4% credits in early 2024 and, if the CDLAC application is successful, begin construction in late 2024.

Milestones Completed Past Month:

Received Catalytic Qualifying Infrastructure Area Infill Infrastructure Grant (IIG) award.

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

500 Lake Park – Partnership with EAH



OHA is partnering with EAH on the development of a 53-unit affordable housing building on the former site of the Kwik-Way Drive-In, in the Grand Lake Neighborhood of Oakland.

Project Description:

<p><i>Project Address:</i> 500 Lake Park <i>Project Type:</i> New Construction <i>Number of Units:</i> 53 <i>PBVs:</i> 18 VASH Vouchers <i>Target Population:</i> Low-income families; 20 units for homeless or at-risk veterans</p>	<p><i>Affordability Targeting:</i> 20%-60% AMI <i>Other Uses:</i> 2,900 sq. ft. commercial <i>Architect:</i> Lowney Architecture <i>General Contractor:</i> JH Fitzmaurice <i>Property Management:</i> EAH <i>Total Development Cost:</i> \$75.2 M <i>Placed in Service Date:</i></p>
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Targeted Permanent Funding Sources:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Tax Credit Investor Equity • Permanent Hard Loan • OHA Land Purchase • General Partner Equity • Deferred Developer Fee | <p><i>Soft Loans & Grants</i></p> <ul style="list-style-type: none"> • OHA Loan • Calif. HCD Veterans Housing & Homelessness Prevention Program (VHHP) • Calif. HCD Multifamily Housing Program (MHP) • Calif. HCD Infill Infrastructure Grant (IIG) • City of Oakland |
|--|---|

OHA Board Authorizing Resolutions:

- Reso. No. 4900, 2/3/20: Land purchase and soft loan in combined amount not to exceed \$7,500,000. Conditionally awarded 14 HUD-VASH Project-Based Vouchers.
- Reso. No. 5088, 6/27/22: Conditional award of 4 additional HUD-VASH Project-Based Vouchers.

Affiliate Board Authorizing Resolutions – Not applicable.

<p>Approved OHA/Affiliate Funding: MTW: \$7,500,000 for land purchase and loan</p>	<p>Disbursements to Date: \$6,973,435.83</p>
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Current Project Status: Predevelopment – EAH is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. EHA applied for MHP again in the 2023 Super NOFA. If the Super NOFA application is successful, the project would apply to CDLAC for bonds and 4% credits in early 2024 and, if the CDLAC application is successful, begin construction in late 2024.

Milestones Completed Past Month:

Resubmitted plans to City Plan Check.

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

The Phoenix – Partnership with EBALDC & Allied Housing



Construction of a 101 modular unit affordable housing project in the Prescott neighborhood of West Oakland.

The project developer is a joint venture between East Bay Asian Local Development Corporation (EBALDC) and Allied Housing.

Project Description:

<p><i>Project Address:</i> 801 Pine Street <i>Project Type:</i> New Construction (Modular) <i>Number of Units:</i> 101 <i>PBVs:</i> 0 <i>Target Population:</i> Low-income individuals and families with 49 units set-aside for chronically homeless.</p>	<p><i>Affordability Targeting:</i> 30%-50% AMI <i>Architect:</i> Lowney Architects <i>Contractor:</i> Factory OS / Bernards <i>Property Management:</i> EBALDC <i>Total Development Cost:</i> \$58.1M <i>Placed In Service:</i> TBD</p>
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Targeted Permanent Funding Sources:

- City of Oakland (Perm Loan)
- City of Oakland (Acquisition Loan)
- CA HCD Housing for Healthy California (HHC)
- CA HCD Housing Accelerator
- HHC Capitalized Operating Subsidy
- OHA Rental Assistance Subsidy (RAS)

OHA Board Authorizing Resolutions:

- Reso. No. 5127, 12/12/22: Conditional award of MTW reserves to fund a Rental Assistance Subsidy in an amount up to \$3,112,566.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$3,112,566 – RAS

Disbursements to Date:

\$0

Current Project Status:

Demolition of existing site concrete and asphalt is complete; soil remediation has begun; the inspections of modular units (already built and in storage at Factor OS facility) is underway.

Milestones Completed Past Month: Closed construction financing on 8/1/23

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is under construction.

Friendship Senior Housing – Partnership with CHDC



Friendship Senior is a 50-unit new construction affordable housing project consisting of studio and one-bedroom units serving senior households in West Oakland. The project developer is the Community Housing Development Corporation of North Richmond (CHDC).

Project Description:

<p>Project Address: 1904 Adeline Street Project Type: New Construction Number of Units: 50 (one manager's unit) PBVs: 0 Target Population: Senior households aged 62 or older with set-asides for homeless seniors with mental illness.</p>	<p>Affordability Targeting: 40% AMI or below Architect: HKIT Architects General Contractor: BBI Construction Property Management: John Stewart Company Total Development Cost: \$52.6M Placed in Service Date: TBD</p>
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Targeted Permanent Funding Sources:

- Tax Credit Equity
- CA HCD No Place Like Home (NPLH)
- CA HCD Multifamily Housing Program (MHP)
- OHA Loan
- Section 8 Project-Based Vouchers
- Department of Toxic Substances Control
- CA HCD Housing Accelerator
- Ground Lessor Note

OHA Board Authorizing Resolutions:

- Reso. No. 4859, 4/29/19: Conditional award of 34 Project Based Vouchers (PBVs)
- Reso No. 5157, 4/3/23: Conditional award of \$2,100,000

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

34 PBVs
 OHA Loan: \$2,100,000

Disbursements to Date:

\$0

Current Project Status:

Project closed escrow on all construction sources and the tax-exempt bonds were issued on September 7th. Construction is expected to begin the week of 9/11/23.

Milestones Completed Past Month: Construction Closing on 9/7/23.

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in construction.

Coliseum Way – Partnership with Danco



Rehabilitation of a former motel site to 36 units of permanent supportive housing for chronically homeless households in East Oakland.

The project developer is Danco Communities.

Project Description:

<p><i>Project Address:</i> 4801 Coliseum Way <i>Project Type:</i> Acquisition and Rehabilitation <i>Number of Units:</i> 37 (one manager’s unit) <i>PBVs:</i> 0 <i>Target Population:</i> Low-income individuals who experiencing homelessness or at risk of homelessness.</p>	<p><i>Affordability Targeting:</i> 30% AMI or below <i>Architect:</i> DG Group <i>General Contractor:</i> Danco Builders Northwest <i>Property Management:</i> Danco Property Management <i>Total Development Cost:</i> \$26.6M <i>Placed in Service Date:</i> TBD</p>
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Targeted Permanent Funding Sources:

- Project HomeKey funds
- City of Oakland
- OHA Rental Assistance Subsidy (RAS)

OHA Board Authorizing Resolutions:

- Reso. No. 5028, 1/24/22: Conditional award of MTW reserves to fund a Rental Assistance Subsidy in an amount up to \$4,572,041.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$4,572,041 – RAS

Disbursements to Date:

\$0

Current Project Status:

Predevelopment: Projected construction start by 9/1/23.

Milestones Completed Past Month:

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is construction phase.

Asset Management Department – August 2023

Occupancy Report - Contract Managed Public Housing Units

Development	Total Units	Exempt or Non-Dwelling Employee Unit	Offline Planned Rehab	Offline	Max Available Units	Vacant	Vacant Pre-leased	Total Occupied	Previous Month Occupancy Rate	Current Month Occupancy Rate	
Harrison Towers	101	0	1	46	0	54	0	54	100.00%	100.00%	
Adel Court	30	0	0	0	0	30	2	28	93.33%	93.33%	
Campbell Village	154	1	1	0	0	152	0	147	97.35%	96.71%	
Palo Vista Gardens	100	0	0	0	0	100	0	95	96.00%	95.00%	
Linden Court	38	0	0	0	0	38	0	35	94.74%	92.11%	
Mandela Gateway	46	0	0	0	0	46	0	43	93.48%	93.48%	
Chestnut Court	45	0	0	0	0	45	0	41	91.11%	91.11%	
Foothill Family	21	0	0	0	1	20	0	20	95.00%	100.00%	
Lion Creek I & II	99	0	0	0	0	99	1	98	97.98%	98.99%	
Lion Creek III	37	0	0	0	0	37	0	37	100.00%	100.00%	
Lion Creek IV	21	0	0	0	0	21	0	21	100.00%	100.00%	
Total	692	1	2	46	1	642	3	20	619	96.27%	96.43%

Recertification Report - Contract Managed Public Housing Units

Development	Completed Annual Recertifications	Outstanding Recertifications	Household/ Legal Recertifications	Total Backlog Certifications
Harrison Towers*	0	0	0	0
Adel Court	0	0	0	0
Campbell Village	16	0	0	0
Palo Vista Gardens**	0	0	0	0
Linden Court	0	0	0	0
Mandela Gateway	0	0	0	0
Chestnut Court	0	0	0	0
Lion Creek Crossings	4	4	0	4
Foothill Family***	19	5	0	5
Total	39	9	0	9

*Harrison Towers and Adel Court are on the tri-annual recertification schedule.

**Palo Vista Gardens conducts re-certifications in October.

***Foothill Family conducts annual re-certifications in August.

TARs - Contract Managed Public Housing Units

Development	Current Charged	Current Collected	Current Uncollected	Current TAR	1- 30 Days	31- 60 Days	61+ Days	Total AR Balance
Harrison Towers	\$22,921	\$17,590	\$5,331	-23.26%	-\$5,269	-\$273	\$537	\$326
Adel Court	\$11,154	\$17,141	-\$5,987	-53.68%	\$9,666	\$0	\$3,852	\$7,531
Campbell Village	\$60,231	\$76,592	-\$16,361	-27.16%	\$29,953	-\$7	\$98,132	\$111,717
Palo Vista Gardens	\$34,154	\$30,409	\$3,745	10.96%	\$3,893	-\$247	\$13,604	\$20,995
TOTAL	\$128,460	\$141,732	-\$13,272	110.33%	\$38,242	-\$527	\$116,125	\$140,568

Work Order Report - Contract Managed Public Housing Units

Development Name	Total Units	WO Opened at Beginning of Month	WO Opened Within Date Range	WO Closed Within Date Range	Work Orders Remaining Open
Harrison Towers	101	0	15	14	1
Adel Court	30	1	71	71	1
Campbell Village	154	0	0	0	0
Palo Vista Gardens	100	2	22	24	0
Linden Court	38	3	7	9	1
Mandela Gateway	46	0	2	2	0
Chestnut Court	45	4	10	13	1
Lion Creek Crossings	157	0	0	0	0
Foothill Family	21	0	13	0	13
Total	692	10	140	133	17

Senior Site Activities

Outreach Efforts/Social Activities	Harrison Towers	Adel Court	Palo Vista Gardens	Total	Notes
Wellness Phone Calls	120	10	15	145	Calls made to senior residents
Mercy Brown Bags	130	14	37	181	Food bags were distributed two (2) times in August, and included produce, canned goods, milk, eggs, and tilapia
Case Management	6	N/A	N/A	6	On-on-one meetings were held regarding pending services needed
Home Management	3	N/A	N/A	3	Home visits to follow up on services needed
Benefits / Insurance / Language Support	34	N/A	N/A	34	Translation assistance with forms related to medical care, bank statements, social security, medical appointment, and relocation forms
Birthday Cards	4	5	9	18	Cards and goodie bags were provided

Birthday Celebration	4	5	20	29	Birthday cake and food were provided in community centers
Fun Fridays/Card Games	34	N/A	N/A	34	Four (4) times in the month of August, residents came together to play card games and Mahjong
iPad Learning Class	6	N/A	N/A	6	Seniors received instruction from Service Coordinator on how to use an iPad
ESL Classes	6	N/A	N/A	6	One (1) English as a Second language class was provided
Arts & Craft	N/A	3	7	10	Seniors colored artwork adding their personal touch with vibrant colors
Tai Chi Classes	2	N/A	0	2	St. Mary's provided Zoom Tai Chi Classes, twice a week (Tuesdays and Thursdays), where classes are streamed online and made available in the Community Rooms
Summer Theme Decorations	4	N/A	N/A	4	Four (4) seniors at Harrison Towers decorated the community room and common areas with tropical theme decorations
Coffee and Donuts	N/A	1	N/A	1	On August 1, Adel Court held a Coffee and Donut socialization event
National Night Out Events	40	10	30	80	On August 1, Harrison Towers, Palo Vista and Adel Court celebrated National Night Out
End of Summer BBQ Party with OHAPD	N/A	15	65	80	End of Summer BBQ with OHAPD was held at Palo Vista on August 16, while Adel Court, had theirs on August 18. Seniors had food catered by Sauced BBQ & Spirits and both sites had a Vietnamese interpreter on site to assist with communication
Health & Wellness Resource Fair with Health Screenings	54	N/A	N/A	54	On August 9, Harrison Towers held their Health and Wellness Resource Fair with Health Screenings by Haller's Pharmacy, contracted by Alameda County Public Health Department. Seven (7) community partners tabled at the event and food was provided in the Community Room
Covid-19 Bivalent Booster	4	N/A	N/A	4	During the Health & Wellness event, Haller's Pharmacy provided four (4) seniors with their Covid-19 Bivalent Boosters
Blood Pressure Checks	17	N/A	N/A	17	During the Health & Wellness event, Haller's Pharmacy provided seventeen (17) seniors with their blood pressure checks
Blood Glucose Checks	18	N/A	N/A	18	During the Health & Wellness event, Haller's Pharmacy provided eighteen (18) seniors with their blood glucose checks
USOAC Walk Club	N/A	N/A	32	32	Four (4) walk sessions were organized this month
Seniors Connect Part 1 Workshop-St. Mary's Center	45	5	N/A	50	Part 1 of the Seniors Connect Workshop, provided by St. Mary's Center, reviewed the first half of the Senior Resource Guide
Seniors Connect Part 2 Workshop-St. Mary's Center	45	5	N/A	50	Part 2 of the Seniors Connect Workshop, provided by St. Mary's Center, reviewed the second half of the Senior Resource Guide, and three (3) \$25 gift cards were raffled off
40 th Annual Summer Splendor	15	2	17	34	The 40 th Summer Splendor was held on August 17 from 3-7pm at the Fairmont

					Metropolitan Oakland. Participating seniors were transported to and from the event and chaperoned by OHA staff. There were catered food, live music, a photobooth, raffles, prizes, and a lot of dancing mixed with laughter and fun. JSCO purchased tickets for seniors to attend
UC Master Gardener-Garden Meeting	N/A	N/A	6	6	Master Garden meeting with UC Master Gardeners of Alameda County to discuss PVG's garden plan and needs with seniors. There are dates planned for the upcoming months to receive soil for the planting season
Welcome Packages	1	N/A	N/A	1	Provided one (1) package to a senior who relocated this month, it included: paper towels, toilet paper, disinfecting wipes, garbage bags, sponges, hand soap, dish soap, hand sanitizer, first aid kit, masks, flashlight, LED rechargeable lantern, gluten and sugar free cookies, and a tote bag
Resident Advisory Committee Meeting	N/A	4	12	16	Seniors use the platform to stay informed of upcoming events, and to voice concerns. At Palo Vista, the Hong Fook Center stopped by to provide a brief presentation of their programs and services

Health and Wellness Highlights

- Health & Wellness Event:** On August 9th, Harrison Towers hosted a Health & Wellness Resource Fair in their community room, with fifty-four (54) seniors in attendance. The event featured resources from seven (7) community partners: Haller's Pharmacy; Alameda County Community Food Bank-CalFresh; California Telephone Access Program; St. Mary's Center; Alameda County Care Partners; Spectrum Community Services, Inc.; and Alameda County Social Services Agency. Haller's Pharmacy was contracted by Alameda County Public Health to provide onsite health screenings which included Covid-19 boosters, blood pressure checks, and blood glucose checks. The property management staff assisted as interpreters and there was music, food, beverages, and dessert for attendees.

Residents who attended the event expressed appreciation at the opportunity to learn about resources available to them, while many expressed that they would like it to be a recurring event.



Social Activities Highlights



- **National Night Out:** On August 1st, Harrison Towers, Adel Court and Palo Vista hosted their respective National Night Out (NNO) events. The NNO event at Harrison Towers was a tropical-themed event, held from 6-8pm with forty (40) residents attending. Residents played games, enjoyed food and socializing with each other. OHAPD also stopped by during the event to play games with the residents, who appreciated such a nice gesture. Four (4) residents volunteered to cook dumplings for attendees, which everyone enjoyed.

Adel Court and Palo Vista Gardens celebrated their NNO with a frozen yogurt social with four flavors of frozen yogurt and various options for toppings. At Adel Court, there were ten (10) seniors who attended the event. Chief Love, Corporal Smith and Officer Huang also stopped by to enjoy the event and interact with residents. Appetizers and beverages were provided at the event and four (4) gifts were raffled off. At Palo Vista, thirty (30) seniors participated in their NNO event., where ten (10) prizes were raffled off to attendees.



- **End of Summer BBQ at Palo Vista with OHAPD:** On August 16th, Palo Vista held their End of Summer BBQ with OHAPD. The event was held in the courtyard and in the community room. Seniors enjoyed burgers, veggie burgers, hotdogs, potato salad, macaroni salad, chips, fruit, pies and beverages. Sergeant Ward, Corporal Smith and Officer Huang, were the chef masters as they grilled the burgers and hotdogs. Attendees listened to music by DJ



Kevin and some danced while others enjoyed food and socialized with their neighbors. Commissioner Mayes assisted in the event by taking pictures of seniors with a Polaroid camera and he provided seniors with their picture on the spot as keepsakes. It was great to have OHAPD officers stop by to interact and party with the seniors. Director Wells also joined the event and took photos with the residents. Sixty-five (65) residents attended the event and a Vietnamese interpreter was on site to support with translation. Seniors expressed gratitude to OHAPD for taking the time to cook for them and they are all looking forward to next year's

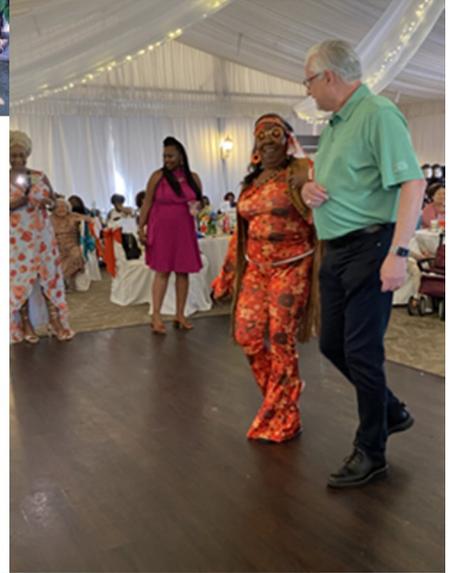
event.



- **End of Summer Party at Adel Court:** On August 18th, Adel Court held their End of Summer Party in the deck/patio area where chairs, tables and a canopy were set up. Seniors had food catered by Sauced BBQ & Spirits. Commissioner Mayes assisted in the event by taking pictures of seniors with a Polaroid camera and providing them with a picture on the spot as keepsakes. Seniors enjoyed music and the company of their neighbors. There was a total of fifteen (15) attendees and a Vietnamese interpreter was on site for those who needed translation services. Residents enjoyed the event and expressed that they would like to continue having outdoor events.



- **40th Annual Summer Splendor:** The Summer Splendor, hosted by the OHA Foundation, was held on August 17th from 3-7pm at the Fairmont Metropolitan Oakland. Seniors were transported to and from the event and were chaperoned by OHA staff. There were catered food, live music, a photobooth, raffles, prizes and plenty of dancing mixed with laughter and fun. Attendees included fifteen (15) residents from Harrison Towers, two (2) from Adel Court, and seventeen (17) from Palo Vista. JSCO helped to purchase tickets for the seniors to attend.



iPad Class (Harrison Towers)



ESL English Classes (Harrison Towers)



Arts & Crafts (Palo Vista Gardens)



Garden Meeting (Palo Vista Gardens)



Birthday Celebrations



St. Mary's Part 1 and Part 2 Workshops (Harrison Towers and Adel Court)



Walk Club (Palo Vista Gardens)



Resident Community Meeting (Palo Vista Gardens)



Relocation Welcome Package (Harrison Towers)



Campbell Village Community Center

Outreach Efforts/Activities	Total	Notes
Resident Phone Auto Dialer/One Call	154	All HOH were reached out fourteen (14) times with information about events, workshops, and trainings for the month of August
Wellness Checks (Live Phone calls)	62	Calls made to make sure residents are doing well and they were also asked if any services or referrals were needed at the present time
Community Room Walk-ins	19	Residents stopped by the community room to pick up flyers of upcoming events
Document Printout/Copies	20	Twenty (20) residents needed assistance in printing documents
Computer Open Lab	53	The computer lab was used by residents for various purposes for the month of August
Phone/Tablet Assistance	4	Assistance included formatting residents' tablets for internet access and downloading games
Affordable Connectivity Outreach-door to door and live calls	84	During this month, the continuous door-to-door and live call outreach was conducted, to inform residents of the Affordable Connectivity Program
Senior Bingo	4	For the month of August, there were two (2) Bingo sessions with a total of four (4) participants. Winners were able to select prizes after the sessions
After school Program/Homework Assistance	23	In August, twenty-three (23) kids attended the after-school program and received assistance with their homework
40 th Annual Summer Splendor	20	Twenty (20) seniors from Campbell Village attended the 40 th Summer Splendor held at the Fairmont Metropolitan Oakland on August 17. Seniors were transported to and from the event and chaperoned by OHA staff. Attendees enjoyed catered food, live music, a photobooth, raffles, prizes and a lot of

		dancing mixed with laughter and fun. JSCO purchased the tickets for seniors to attend
ACCFB Food Pantry	7	Seven (7) residents attended the food pantry in August where food was provided by the ACCFB. The food bags included: milk, fruit, eggs, poultry, and cookies
Aging in Place Kits for Seniors	40	Aging in Place kits were provided to forty (40) seniors who are 60+. Kits are designed to assist them with their daily living activities. The kit included: magnifying glass, hip replacement kit, motion sensor lights, digital wall clock, push button pill organizer, key turner aid, jar opener, rechargeable lantern, and a tote bag. Seniors received their kits with a brochure in their primary language describing the items received
Emergency Preparedness Starter kits	36	RAB provided seniors 62+ at Campbell Village an emergency preparedness starter kit which included: mini aid kit, whistle, mini flashlight, emergency blanket, medical info ID card, in a reusable bag. This month, thirty-six (36) seniors received their kits
National Night Out	250	On August 1, Campell Village held a National Night out event where the theme was "Hispanic Heritage". There were two hundred and fifty (250) community members in attendance. The community enjoyed food from a food truck, churro vendor, raspados (shaved ice of various flavors), and fresh cut fruit. There was a DJ who played music for the community and an opportunity to take pictures. OHAPD stopped by to enjoy the fun with the residents
City of Oakland Summer Meals for kids	30	Free summer meals from City of Oakland to kids provided a total of thirty (30) meals to twelve (12) Campbell Village kids during the first week of August
Summer Program for kids	12	Summer program activities for twelve (12) Campbell Village kids for the first week of August from 11am-3pm
Birthday Cards (for July and August)	41	Forty-one birthday cards were mailed to the celebrants for July and August

August Highlights

- Campbell Village Summer Program for kids:** Campbell Village held their "Kids Summer Program" from June 20th through August 4th. The program runs Monday through Friday, from 11am to 3pm, and provided participants with activities, including reading time, arts and crafts, Bingo, movie days, sports and many other fun activities. During the day, kids received a nutritious meal and snacks provided by Oakland's Summer Food Service Program. In August, there were twelve (12) kids who participated in the summer program.
- National Night Out:** On August 1, Campbell Village hosted the National Night Out event, where two hundred and fifty (250) community members attended. The theme of the event was Hispanic Heritage and was held outdoors in the courtyard. The community enjoyed food from a food truck, a churro vendor, raspados (shaved ice of various flavors), and fresh cut fruit. There was a DJ, a face painter and an opportunity to take pictures with a back drop. OHAPD stopped by to interact and enjoy the fun with residents.



Aging in Place Kits



Emergency Preparedness Starter Kits



Summer Splendor



Food Pantry



Senior Bingo & Prizes

